



**Finance Committee
Meeting Agenda
August 22, 2023
4:30 PM
City Council Chambers**

City Council Members:

Gayatri Agnew	Ward 1, Position 2
Cindy Acree	Ward 2, Position 1
Bill Burckart	Ward 3, Position 2

***If the public would like to attend virtually, please log in at the following link:**
<https://us02web.zoom.us/j/89139307844?pwd=ZWVhRby9RVElhd1pyZzluVmdHZz09>

Call to Order/Roll Call

City Council Items To Be Considered

- 1. Ozark Regional Transit discussion with Executive Director Joel Gardner.**
- 2. Impact Fees Discussion**
- 3. Parks Department Projects, Process and Funding - David Wright, Parks & Recreation Director**
- 4. Item 2 on City Council Agenda - Resolution adjusting the budget to accept 3 state Arkansas Aeronautical Grants** **Resolution**
Resolution authorizing the Mayor and City Clerk to accept 3 Arkansas Aeronautical state grants totaling Seven Hundred Thousand Dollars and adjusting the 2023 Budget for receipt of funds.
- 5. Item 5 on City Council Agenda - Amend Resolution 9-13-22D to include Reimbursable Expenses for the Station 3 Project** **Resolution**
Approval of an amendment to Resolution 9-13-22D, approved at the September 13, 2022 Council Meeting, to include reimbursable expenses in the total Contract amount with Jackson, Brown, Palculict Architects. No Budget Adjustment is needed.
- 6. Item 6 on City Council Agenda - Use of a Co-Op Contract to purchase a budgeted speciality vehicle from LDV, INC.** **Resolution**

Approve a Resolution to purchase a Mobile Command Center (vehicle) from LDV, INC through the HGAC cooperative purchasing agreement and a Budget Adjustment for the difference between budgeted funds and final cost. A Budget Adjustment is needed to cover the overage.

7. **Item 7 on City Council Agenda - Award Bid IFB-23-44 to Milestone Construction for Town Branch Park Renovation** **Resolution**

Resolution approving bid award IFB-23-44 to Milestone Construction, in the total amount of \$624,262.26, including a 10% contingency, for the purchase of materials, labor, and services to construct the renovations of Town Branch Park. Awarded to lowest bidder. A Budget Adjustment is needed.

8. **Item 4 - Utility Board on City Council Agenda - Resolution to Adjust the Budget and Reconcile Electric Department Overtime Budget** **Resolution**

Resolution approving a Budget Adjustment to recognize revenue from invoices paid by North Little Rock and Conway Corp. for mutual aid events and apply to associated payroll expenses. Approved by Utility Board 5-0. A Budget Adjustment is needed to recognize funds.

9. **Item 5 - Utility Board on City Council Agenda - Hawkins-Weir Contract for Wastewater Treatment Capacity Feasibility Study Amendment 2** **Resolution**

Resolution authorizing the Mayor and City Clerk to amend the Professional Services Agreement with Hawkins-Weir Engineers, Inc. for the increased amount of \$6,163,600.00 for a total contract price of \$6,507,000.00. This request is to amend HWEI Project No. 2021037. This was approved by Utility Board 5-0. A Budget Adjustment is needed.

10. **Item 6 - Utility Board on City Council Agenda - Approval of Amendment 1 to Olsson Professional Services Agreement** **Resolution**

Resolution authorizing the Mayor and City Clerk to amend the Professional Services Agreement with Olsson for an increased amount of \$1,417,887.00 and adjusting the budget in amount \$1,417,887.00 to fund this request. The remaining balance will be funded from Utility fund reserve. Utility Board Approval 5-0. A Budget Adjustment is needed.

Bentonville Ridership

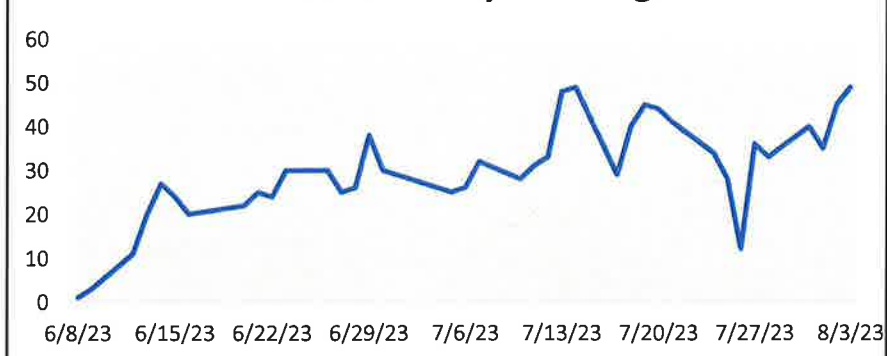
August 2022 - July 2023

Month	On Demand	Fixed Route (BRX)	Paratransit	Total
August 2022	2,393		143	2,536
September 2022	2,127		139	2,266
October 2022	2,175		132	2,307
November 2022	1,915		129	2,044
December 2022	2,077		124	2,201
January 2023	2,096		121	2,217
February 2023	2,271		106	2,377
March 2023	3,081		142	3,223
April 2023	2,971		112	3,083
May 2023	3,105		127	3,232
June 2023	2,969	356	128	3,453
July 2023	2,847	681	124	3,652
Total	30,027	1,037	1,527	32,591

Bentonville Ridership



BRX Route - Daily Passengers



City of Bentonville
2023 At A Glance

Funding	
WFF	\$ 646,531.00
City of Bentonville	\$ 220,000.00
Federal Portion	\$ 186,111.00

\$ 1,052,642.00
Allocation

salaries	0.629	\$ 662,111.82
benefits	0.141	\$ 148,422.52
travel	0.004	\$ 4,210.57
training	0.003	\$ 3,157.93
prof fees	0.011	\$ 11,579.06
advert	0.003	\$ 3,157.93
ODT software	Flat Rate	\$ 18,000.00
software	0.019	\$ 20,000.20
insurance	0.043	\$ 45,263.61
printing	0.004	\$ 4,210.57
comms	0.016	\$ 16,842.27
fac maint	0.015	\$ 15,789.63
veh maint	0.054	\$ 56,842.67
fuel	0.058	\$ 61,053.24
capital set-aside		\$ 105,264.20
		\$ 929,377.80

2023 Service Hours

ODT	ADA/PT/DR	Daily
Monday	32 Monday	8.5 40.5
Tuesday	32 Tuesday	8.5 40.5
Wednesday	32 Wednesday	8.5 40.5
Thursday	32 Thursday	8.5 40.5
Friday	43 Friday	8.5 51.5
Saturday	20	20
Total ODT	191 Total ADA/PT/DR	42.5

Weekly Total 233.5
Annual Total 11864

Cost/Hour \$ 78.34

Does not include BRX services

City of Bentonville
2024 Estimate

Funding

Local Portion	\$	909,857.55
Federal Portion	\$	195,416.55

\$ 1,105,274.10

Allocation

salaries	0.629	\$	695,217.41
benefits	0.141	\$	155,843.65
travel	0.004	\$	4,421.10
training	0.003	\$	3,315.82
prof fees	0.011	\$	12,158.02
advert	0.003	\$	3,315.82
ODT software	Flat Rate	\$	18,000.00
software	0.019	\$	21,000.21
insurance	0.043	\$	47,526.79
printing	0.004	\$	4,421.10
comms	0.016	\$	17,684.39
fac maint	0.015	\$	16,579.11
veh maint	0.054	\$	59,684.80
fuel	0.058	\$	64,105.90
capital set-aside		\$	110,527.41
		\$	976,746.69

Service Hours Available		11875
Cost/Hour	\$	82.25

Fayetteville 2023

City	\$	698,830.00
WFF	\$	283,631.00
FTA	\$	751,333.00
	\$	1,733,794.00

Fayetteville has 2 fixed routes that operate M-F and two ODT that operate M-F. Fayetteville also has 2 ODT that operate Saturday.

Springdale 2023

City	\$	526,000.00
WFF	\$	366,406.00
FTA	\$	661,441.00
	\$	1,553,847.00

Springdale has 2 fixed routes that operate M-F and two ODT that operate M-F. Springdale also has 2 ODT that operate Saturday.

Rogers 2023

City	\$	522,000.00
WFF	\$	331,011.00
FTA	\$	262,231.00
	\$	1,115,242.00

Rogers has 3 ODT that operate M-F. 2 of the ODT operate a dedicated Fixed Route during AM peak and PM peak. Rogers had 2 ODT that operate Saturday.

City of Bentonville Impact Fee Results

August 7, 2023



TischlerBise
FISCAL | ECONOMIC | PLANNING

Impact Fee Ground Rules

- One-time payment for growth-related infrastructure, usually collected at the time buildings permits are issued
- Not a tax, similar to a contractual arrangement to build infrastructure with fee revenue, with three requirements
 - **Need** (system improvements, not project-level improvements)
 - **Benefit**
 - Short range expenditures (7 years)
 - Geographic service areas and/or benefit districts
 - **Proportionate**

Bentonville Impact Fee Study

- Residential Projection
- 15,600 new residents, 7,600 new homes, 27% increase

City of Bentonville	Base Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total Increase
Population	58,890	60,304	61,758	63,253	64,791	66,371	67,996	69,668	71,237	72,846	74,496	15,606
<i>Percent Increase</i>		2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.5%	2.3%	2.3%	2.3%	26.5%
Housing Units												
Single Family	16,929	17,205	17,489	17,781	18,081	18,389	18,706	19,032	19,338	19,652	19,974	3,045
Multifamily	7,406	7,820	8,245	8,682	9,132	9,595	10,071	10,561	11,020	11,491	11,974	4,568
Total Housing Units	24,335	25,025	25,734	26,463	27,213	27,984	28,777	29,593	30,358	31,143	31,948	7,613

Source: Population and housing development projections are based on annual growth rates calculated from estimates in Bentonville *Community Plan* and PPHU factors by type of housing unit.

Bentonville Impact Fee Study

- Nonresidential Projection
- 16,000 new jobs, 6.1M new square feet, 27% increase

Industry	Base Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total Increase
Jobs [1]												
Retail	14,661	15,109	15,558	16,007	16,456	16,905	17,354	17,803	18,252	18,701	19,150	4,489
Office	31,759	31,983	33,874	35,765	37,656	37,880	38,104	38,328	38,552	38,776	39,001	7,241
Industrial	5,904	6,069	6,234	6,399	6,565	6,730	6,895	7,060	7,226	7,391	7,556	1,652
Institutional	7,778	8,038	8,297	8,557	8,817	9,077	9,337	9,597	9,857	10,117	10,377	2,600
Total	60,101	61,199	63,964	66,729	69,494	70,592	71,690	72,789	73,887	74,985	76,083	15,983
Nonresidential Floor Area (1,000 sq. ft.) [2]												
Retail	6,905	7,117	7,328	7,539	7,751	7,962	8,174	8,385	8,597	8,808	9,020	2,114
Office	9,750	9,819	10,399	10,980	11,560	11,629	11,698	11,767	11,836	11,904	11,973	2,223
Industrial	3,117	3,204	3,292	3,379	3,466	3,553	3,641	3,728	3,815	3,902	3,990	872
Institutional	2,722	2,813	2,904	2,995	3,086	3,177	3,268	3,359	3,450	3,541	3,632	910
Total	22,494	22,953	23,923	24,893	25,863	26,322	26,780	27,239	27,697	28,156	28,614	6,120

[1] Source: Northwest Arkansas Regional Planning Commission Travel Demand Model; TischlerBise analysis

[2] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

[3] The Walmart HQ expansion project is estimated to have 15,000 total office jobs. Currently, there is an estimated 10,000 office jobs at the existing HQ. The 5,000 additional jobs are assumed over three years beginning in 2025.

Bentonville Impact Fee Study

- Parks & Recreation
- Library
- Police
- Fire
- Summary

Parks & Recreation

- Analysis components:
 - Park land (neighborhood parks), park land development, park improvements, recreation centers, concrete trails
- Incremental expansion
 - Current level of service based on facilities and population
- Fee is attributed to residential development
- Civic/mini parks and regional attractors have been excluded from the analysis

Parks & Recreation

- Neighborhood Park LOS & Cost Analysis
- Future needs for park land, development, and improvement

Neighborhood Parks	Acres	Park Improvement	Improvement Cost
Bogle Park	1.0	1	\$100,000
Durham Place Park	0.4	1	\$300,000
Gilmore Park	1.0	1	\$300,000
Lake Bentonville	20.0	4	\$500,000
Merchants Baseball Park	7.9	6	\$2,500,000
Old Tiger Track	6.0	3	\$1,525,000
Orchards Park	16.5	4	\$1,000,000
Park Springs Park	13.9	3	\$600,000
Wildwood Park	1.5	4	\$800,000
Total	68.2	27	\$7,625,000

<i>Level-of-Service Standards</i>	Land Purchase	Land Dev	Improvements
Residential Share	100%	100%	100%
Share of Acreage and Improvements	68.2	68.2	27
2023 Population	58,890	58,890	58,890
Acres/Improvements per 1,000 Persons	1.16	1.16	0.46

<i>Cost Analysis</i>	Land Purchase	Land Dev	Improvements
Acres/Improvements per 1,000 Persons	1.16	1.16	0.46
Average Cost per Acre/Improvement [1]	\$65,000	\$118,000	\$282,000
Capital Cost per Person	\$75	\$137	\$130

[1] Anticipated cost for new park land, park development, and current replacement cost of park improvements

Parks & Recreation

- Community Park LOS & Cost Analysis
- Future needs for park development and improvement
 - Memorial Park and Harlon Phillips Park were excluded, regional attractors

Community Parks	Acres	Park Improvements	Improvement Cost
Bella Vista Lake	132.0	1	\$200,000
Citizens Park	34.9	15	\$5,400,000
Creeside Park	25.0	12	\$1,800,000
Total	191.9	28	\$7,400,000

<i>Level-of-Service Standards</i>	Land Dev	Improvements
Residential Share	100%	100%
Share of Acreage and Improvements	191.9	28
2023 Population	58,890	58,890
Acres/Improvements per 1,000 Persons	3.26	0.48

<i>Cost Analysis</i>	Land Dev	Improvements
Acres/Improvements per 1,000 Persons	3.26	0.48
Average Cost per Acre/Improvement [1]	\$108,000	\$264,000
Capital Cost per Person	\$352	\$127

[1] Anticipated cost for park development and current replacement cost of park improvements

Parks & Recreation

- Indoor Rec Center LOS & Cost Analysis

Indoor Recreation Centers	Park	Square Feet	Replacement Cost [1]
Melvin Ford Aquatic Center	Memorial Park	75,000	\$5,040,750
Bentonville Community Center	Citizen Park	78,000	\$18,880,005
Downtown Activity Center	-	8,378	\$2,054,850
		161,378	\$25,975,605

<i>Level-of-Service Standards</i>	Square Feet
Residential Share	100%
Share of Square Feet	161,378
2023 Population	58,890
Square Feet per 1,000 Persons	2,740

<i>Cost Analysis</i>	Square Feet
Square Feet per 1,000 Persons	2,740
Average Cost per Square Feet	\$161
Capital Cost per Person	\$441

[1] Insurance Valuation Report

Parks & Recreation

- Concrete Trail LOS & Cost Analysis

Concrete Trails	Miles	Concrete Trails	Miles
All-American Trail	0.5	Lake Bella Vista Trail	1.8
Applegate Trail	2.5	Lincoln Loop	0.4
Arkansas Missouri Trail	0.8	Members Place Trail	0.4
Citizens Park Trail	0.9	Moberly Lane Trail	2.0
Crystal Bridges Trail	1.0	North Bentonville Trail	2.3
Downtown Trail	0.4	North Walton Blvd Trail	2.9
Enfield Park Trail	0.2	Park Springs/Burns Trail	0.8
Heritage Trail @ Central Ave	1.3	South Bentonville Trail	2.6
Heritage Trail @ SW I St.	2.1	Tiger Trail	1.5
J Street Trail	1.2	Town Branch Trail	0.8
Jefferson Trail	0.4	Trail of Two Cities	1.5
John Deshields Trail	1.0	Wishing Spring Trail	1.6
Total		30.6	

Level-of-Service Standards	Trails
Residential Share	100%
Share of Trail Miles	30.6
2023 Population	58,890
Miles per 1,000 Persons	0.520

Cost Analysis	Trails
Miles per 1,000 Persons	0.520
Average Cost per Mile [1]	\$1,171,000
Capital Cost per Person	\$609

[1] Based on three current trail projects

Parks & Recreation

- Summary of 7-Year Needs @ Current LOS
 - 7-year update cycle
- Credit for existing fund balance

Park Type	7-Year Need to Accommodate Growth					
	Park Acres	Land Dev (Acres)	Park Impr.	Square Feet	Miles	Total Cost
Neighborhood Parks	12.5	12.5	5.0	-	-	\$3,697,500
Community Parks	-	35.2	5.2	-	-	\$5,174,400
Indoor Rec Center Facilities	-	-	-	29,533	-	\$4,754,749
Concrete Trails	-	-	-	-	5.6	\$6,557,600
Total	12.5	47.7	10.2	29,533	5.6	\$20,184,249

Existing Impact Fee Fund Balance \$2,171,333 11%
 Future Funding Needs \$18,012,916 89%

Parks & Recreation

- Parks & Recreation Capital Improvement Plan

Parks & Recreation Capital Improvement Plan		
Location	Facility Type	Improvement
Bogle Park	Neighborhood Park	Park improvements
Future Park #1	Neighborhood Park	10-15 acre land purchase & improve
Future Park #2	Neighborhood Park	10-15 acre land purchase & improve
Bella Vista Lake	Community Park	Restrooms
Creekside Park	Community Park	Splashpark, playground, dog park, 8 pickleball courts, cricket field, restroom
Downtown Activity Center	Indoor Recreation Center	Expansion and improvements
Citywide Loop Trail	Tier 1 Projects from Bike/Ped Master Plan	9 miles of concrete trails

Parks & Recreation

- Parks & Recreation Credit for 2021 Bond Payments – Park and Trail Expansion
- Third credit for outside funding for trail expansion
 - Based on past and expected funding, 75% credit is included

Fiscal Year	Payment	Residential 58%	Nonresidential 42%
2023	\$211,506	\$122,673	\$88,833
2024	\$211,506	\$122,673	\$88,833
2025	\$468,118	\$271,508	\$196,610
2026	\$546,212	\$316,803	\$229,409
2027	\$545,674	\$316,491	\$229,183
2028	\$546,313	\$316,862	\$229,451
2029	\$546,010	\$316,686	\$229,324
2030	\$545,397	\$316,330	\$229,067
2031	\$547,135	\$317,338	\$229,797
2032	\$546,428	\$316,928	\$229,500
2033	\$546,031	\$316,698	\$229,333
2034	\$545,923	\$316,635	\$229,288
2035	\$546,084	\$316,729	\$229,355
2036	\$545,822	\$316,577	\$229,245
2037	\$545,808	\$316,569	\$229,239
2038	\$26,442	\$15,336	\$11,106
2039	\$26,442	\$15,336	\$11,106
2040	\$26,442	\$15,336	\$11,106
2041	\$26,442	\$15,336	\$11,106
2042	\$26,442	\$15,336	\$11,106
2043	\$26,442	\$15,336	\$11,106
Total	\$7,602,619	\$4,409,516	\$3,193,103

Residential			
Fiscal Year	Payment	Projected Population	Payment/ Capita
2023	\$122,673	58,890	\$2.08
2024	\$122,673	60,304	\$2.03
2025	\$271,508	61,758	\$4.40
2026	\$316,803	63,253	\$5.01
2027	\$316,491	64,791	\$4.88
2028	\$316,862	66,371	\$4.77
2029	\$316,686	67,996	\$4.66
2030	\$316,330	69,668	\$4.54
2031	\$317,338	71,237	\$4.45
2032	\$316,928	72,846	\$4.35
2033	\$316,698	74,496	\$4.25
2034	\$316,635	76,423	\$4.14
2035	\$316,729	78,399	\$4.04
2036	\$316,577	80,426	\$3.94
2037	\$316,569	82,506	\$3.84
2038	\$15,336	84,639	\$0.18
2039	\$15,336	86,828	\$0.18
2040	\$15,336	89,073	\$0.17
2041	\$15,336	91,377	\$0.17
2042	\$15,336	93,740	\$0.16
2043	\$15,336	96,164	\$0.16
Total	\$4,409,516		\$62.40
		Discount Rate	3.00%
		Credit per Person	\$49

Parks & Recreation

- Maximum Supportable Impact Fee

Fee Component	Land Cost per Person	Land Dev Cost per Person	Improvement Cost per Person
Neighborhood Parks	\$75	\$137	\$130
Community Parks	-	\$352	\$127
Indoor Recreation Centers	-	-	\$441
Concrete Trails	-	-	\$609

Gross Total per Person **\$1,871**

Credit for Debt Payments **(\$49)**

Credit for External Funding (75%) **(\$457)**

Credit for Existing Fund Balance (11%) **(\$201)**

Net Total per Person **\$1,164**

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$3,260	\$2,192	\$1,068
Single Family Attached	2.24	\$2,608	-	-
Multifamily	1.55	\$1,805	\$1,381	\$424

[1] External funding includes State and Federal grants and community donations

Expanding the schedule to add SFD/ SFA to help address the missing middle housing growth

Parks & Recreation

- 7-Year Projected Revenue

Infrastructure Costs for Park Facilities

	Total Cost	Growth Cost
Neighborhood Parks	\$3,697,500	\$3,697,500
Community Parks	\$5,174,400	\$5,174,400
Indoor Recreation Centers	\$4,754,749	\$4,754,749
Concrete Trails	\$6,557,600	\$6,557,600
Total Expenditures	\$20,184,249	\$20,184,249

Projected Revenue =>	\$12,550,000
Total Expenditures =>	\$20,184,000
Non-Impact Fee Funding =>	\$7,634,000

Projected Development Impact Fee Revenue

		Single Family \$3,260 per unit	Multifamily \$1,805 per unit
Year		Housing Units	Housing Units
Base	2023	16,929	7,406
Year 1	2024	17,205	7,820
Year 2	2025	17,489	8,245
Year 3	2026	17,781	8,682
Year 4	2027	18,081	9,132
Year 5	2028	18,389	9,595
Year 6	2029	18,706	10,071
Year 7	2030	19,032	10,561

7-Year Increase	2,103	3,155
Projected Revenue	\$6,854,998	\$5,695,208

Funding gap is the result of credits, but the other revenues will keep the program whole

Bentonville Impact Fee Study

- Parks & Recreation
- **Library**
- Police
- Fire
- Summary

Library

- Analysis components:
 - Library branch and collection
 - Library branch not included in previous study
- Incremental expansion
 - Ensures current level of service continues as city grows
- Fee is attributed to residential development

Library

- Library Branch LOS & Cost Analysis

Facility	Square Feet	Replacement Cost [1]
Main Branch	38,500	\$28,346,154
Total	38,500	\$28,346,154

<i>Level-of-Service Standards</i>	Square Feet
Residential Share	100%
Share of Square Feet	38,500
2023 Population	58,890
Square Feet per 1,000 Persons	654

<i>Cost Analysis</i>	Square Feet
Square Feet per 1,000 Persons	654
Average Cost per Square Foot [1]	\$736
Capital Cost per Person	\$482

[1] Average cost from branch expansion project

Library

- Library Collection LOS & Cost Analysis

Collections	Items	Replacement Cost
Total Collection	150,000	\$3,452,770
Total	150,000	\$3,452,770

<i>Level-of-Service Standards</i>	Items
Residential Share	100%
Share of Collection	150,000
2023 Population	58,890
Items per 1,000 Persons	2,547

<i>Cost Analysis</i>	Items
Items per 1,000 Persons	2,547
Average Cost per Item	\$23
Capital Cost per Person	\$59

Library

- Library Capital Plan

10-Year Library Capital Plan	
Project	Cost
Library Branch Expansion	\$16,750,000
Materials Return System	\$165,000
Self-check terminals	\$80,000
Materials security gates and people counter	\$50,000
Computer terminals	\$26,500
Makerspace technology and equipment	\$100,000
Integrated technology for collaboration rooms	\$162,750
Public copier/printer	\$18,500
Landscape enhancements and refresh	\$150,000
Remodel and upgrade to exterior bookdrop	\$1,000,000
Branch Library - Study / Plan	\$150,000
Expansion of Existing Pickup Lockers at BCC	\$16,500
Additional Offsite Service Location	\$100,000
10-Year Library Collection Expansion	\$2,250,000

Total \$21,019,250

Funding Sources	Amount	% of Total
Bond Funding	\$4,500,000	21%
Private Donations	\$10,250,000	49%
Existing Impact Fee Fund Balance	\$847,026	4%
Funding Gap	\$5,422,224	26%

Total \$21,019,250 100%

- Credits included for other available funding

Note: The Capital Plan includes several items that have a portion that is not impact fee eligible. The Capital Plan represents all capital expenditures and is eligible for other funding as well.

Library

- Maximum Supportable Impact Fee

Fee Component	Cost per Person
Library Branch	\$482
Library Collections	\$59
Gross Total	\$541
Credit for Bond Funding (21%)	(\$114)
Credit for Private Donations (49%)	(\$265)
Existing Fund Balance (4%)	(\$22)
Net Total	\$140

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$392	\$178	\$214
Single Family Attached	2.24	\$314	-	-
Multifamily	1.55	\$217	\$112	\$105

Library

- 7-Year Projected Revenue

Infrastructure Costs for Library Facilities

	Total Cost	Growth Cost
Library Branch	\$5,189,923	\$5,189,923
Library Collections	\$631,405	\$631,405
Total Expenditures	\$5,821,328	\$5,821,328

Projected Revenue =>	\$1,509,000
Total Expenditures =>	\$5,821,000
Non-Impact Fee Funding =>	\$4,312,000

Projected Development Impact Fee Revenue

		Single Family \$392 per unit	Multifamily \$217 per unit
Year		Housing Units	Housing Units
Base	2023	16,929	7,406
Year 1	2024	17,205	7,820
Year 2	2025	17,489	8,245
Year 3	2026	17,781	8,682
Year 4	2027	18,081	9,132
Year 5	2028	18,389	9,595
Year 6	2029	18,706	10,071
Year 7	2030	19,032	10,561
Seven-Year Increase		2,103	3,155
Projected Revenue		\$824,282	\$684,687

Funding gap is the result of credits, but the other revenues will keep the program whole

Bentonville Impact Fee Study

- Parks & Recreation
- Library
- **Police**
- Fire
- Summary

Police

- Incremental Expansion
 - Police facility space, vehicles, and 911 communication infrastructure
 - 911 communication infrastructure is a new component
- Fee is attributed to residential and nonresidential development

Police

- Functional population used to attribute demand

Bentonville, AR (2018)			
<i>Residential</i>		<i>Demand Hours/Day</i>	<i>Person Hours</i>
Population*	46,112		
Residents Not Working	24,984	20	499,680
Employed Residents	21,128		
Employed in Bentonville	9,351	14	130,914
Employed outside Bentonville	11,777	14	164,878
	Residential Subtotal		795,472
	Residential Share =>		58%
<i>Nonresidential</i>			
Non-working Residents	24,984	4	99,936
Jobs Located in Bentonville	48,378		
Residents Employed in Bentonville	9,351	10	93,510
Non-Resident Workers (inflow commuters)	39,027	10	390,270
	Nonresidential Subtotal		583,716
	Nonresidential Share =>		42%
	TOTAL		1,379,188

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination
Employment Statistics.

* Source: U.S. Census Bureau, American Community Survey, 2018

Police

- Police Facility LOS & Cost Analysis

Facility	Square Feet	Replacement Cost [1]
Headquarters	18,885	\$6,096,416
Storage	6,500	\$1,838,550
CID/Communications/EOQ	22,137	\$10,300,500
Total	47,522	\$18,235,466

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Floor Area (sq. ft.)	27,563	19,959
2023 Population/Nonres Vehicle Trips	58,890	172,022
Square Feet per 1,000 Persons/Nonres Trips	468	116

<i>Cost Analysis</i>	Residential	Nonresidential
Square Feet per 1,000 Persons/Nonres Trips	468	116
Average Cost per Square Foot	\$384	\$384
Capital Cost per Person/Nonres Vehicle Trip	\$180	\$45

[1] Insurance valuation report

Police

- Police Vehicle LOS & Cost Analysis

Vehicle Type	Total Units	Cost per Unit	Replacement Cost
Patrol	75	\$65,000	\$4,875,000
CID/Admin	30	\$65,000	\$1,950,000
Total	105		\$6,825,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Fleet	60.9	44.1
2023 Population/Nonres Vehicle Trips	58,890	172,022
Units per 1,000 Persons/Nonres Trips	1.034	0.256

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	1.034	0.256
Average Cost per Unit	\$65,000	\$65,000
Capital Cost per Person/Nonres Vehicle Trip	\$67	\$17

Police

- Police Communication Infrastructure LOS & Cost Analysis

Equipment	Total Units	Cost per Unit	Replacement Cost
911 Radio Towers	5	\$100,000	\$500,000
911 Comms Consoles	4	\$300,000	\$1,200,000
Total	9		\$1,700,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Fleet	5.2	3.8
2023 Population/Nonres Vehicle Trips	58,890	172,022
Units per 1,000 Persons/Nonres Trips	0.089	0.022

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	0.089	0.022
Average Cost per Unit	\$189,000	\$189,000
Capital Cost per Person/Nonres Vehicle Trip	\$17	\$4

Police

- Summary of 7-Year Needs @ Current LOS
- Credit for existing fund balance

7-Year Need to Accommodate Growth			
Infrastructure	Square Feet	Units	Total Cost
Police Facilities	9,293	-	\$3,568,512
Police Vehicles	-	20.6	\$1,339,000
Police Communication	-	1.8	\$340,200
Total	9,293.0	22.4	\$5,247,712

Existing Impact Fee Fund Balance	<u>\$2,645,822</u>	50%
Future Funding Needs	<u><u>\$2,601,890</u></u>	50%

Police

- Police CIP

Police Capital Improvement Plan	
Project	Improvement
Training Facility	Phase 2, similar to Fayetteville facility, ~\$8 million
Substation	Expansion for future staff and evidence storage
Vehicles	21 units for future patrol and CID hires
Radio Tower #6	Expanded network, not being covered by the 2021 Bond

Police

- Police Credit for 2021 Bond Payments – Training Facility

				Residential				Nonresidential			
Fiscal Year	Payment	Residential 58%	Nonresidential 42%	Fiscal Year	Payment	Projected Population	Payment/ Capita	Fiscal Year	Payment	Projected Nonres. Vehicle Trips	Payment/ Trip
2023	\$53,280	\$30,902	\$22,378	2023	\$30,902	58,890	\$0.52	2023	\$22,378	172,022	\$0.13
2024	\$53,280	\$30,902	\$22,378	2024	\$30,902	60,304	\$0.51	2024	\$22,378	176,066	\$0.13
2025	\$117,923	\$68,395	\$49,528	2025	\$68,395	61,758	\$1.11	2025	\$49,528	182,883	\$0.27
2026	\$137,595	\$79,805	\$57,790	2026	\$79,805	63,253	\$1.26	2026	\$57,790	189,700	\$0.30
2027	\$137,460	\$79,727	\$57,733	2027	\$79,727	64,791	\$1.23	2027	\$57,733	196,517	\$0.29
2028	\$137,621	\$79,820	\$57,801	2028	\$79,820	66,371	\$1.20	2028	\$57,801	200,561	\$0.29
2029	\$137,545	\$79,776	\$57,769	2029	\$79,776	67,996	\$1.17	2029	\$57,769	204,605	\$0.28
2030	\$137,390	\$79,686	\$57,704	2030	\$79,686	69,668	\$1.14	2030	\$57,704	208,649	\$0.28
2031	\$137,828	\$79,940	\$57,888	2031	\$79,940	71,237	\$1.12	2031	\$57,888	212,693	\$0.27
2032	\$137,650	\$79,837	\$57,813	2032	\$79,837	72,846	\$1.10	2032	\$57,813	216,737	\$0.27
2033	\$137,550	\$79,779	\$57,771	2033	\$79,779	74,496	\$1.07	2033	\$57,771	220,781	\$0.26
2034	\$137,523	\$79,763	\$57,760	2034	\$79,763	76,423	\$1.04	2034	\$57,760	224,825	\$0.26
2035	\$137,563	\$79,787	\$57,776	2035	\$79,787	78,399	\$1.02	2035	\$57,776	220,549	\$0.26
2036	\$137,497	\$79,748	\$57,749	2036	\$79,748	80,426	\$0.99	2036	\$57,749	229,064	\$0.25
2037	\$137,494	\$79,747	\$57,747	2037	\$79,747	82,506	\$0.97	2037	\$57,747	237,579	\$0.24
2038	\$6,661	\$3,863	\$2,798	2038	\$3,863	84,639	\$0.05	2038	\$2,798	246,093	\$0.01
2039	\$6,661	\$3,863	\$2,798	2039	\$3,863	86,828	\$0.04	2039	\$2,798	254,608	\$0.01
2040	\$6,661	\$3,863	\$2,798	2040	\$3,863	89,073	\$0.04	2040	\$2,798	263,123	\$0.01
2041	\$6,661	\$3,863	\$2,798	2041	\$3,863	91,377	\$0.04	2041	\$2,798	271,638	\$0.01
2042	\$6,661	\$3,863	\$2,798	2042	\$3,863	93,740	\$0.04	2042	\$2,798	280,153	\$0.01
2043	\$6,661	\$3,863	\$2,798	2043	\$3,863	96,164	\$0.04	2043	\$2,798	288,668	\$0.01
Total	\$1,915,165	\$1,110,792	\$804,373	Total	\$1,110,792		\$15.70	Total	\$804,373		\$3.84
						Discount Rate	3.00%			Discount Rate	3.00%
						Total Credit	\$12			Total Credit	\$3

Police

- Maximum Supportable Impact Fee

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trips
Police Station	\$180	\$45
Police Vehicles	\$67	\$17
Communication Infrast.	\$17	\$4
Gross Total	\$264	\$66
Credit for Debt Payments	(\$12)	(\$3)
Credit for Existing Fund Balance (50%)	(\$133)	(\$33)
Net Total	\$119	\$30

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$333	\$546	(\$213)
Single Family Attached	2.24	\$267	-	-
Multifamily	1.55	\$184	\$344	(\$160)

Nonresidential

Development Type	Vehicle Trips	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Nonresidential (per 1,000 Square Feet)				
Retail	14.06	\$422	\$615	(\$193)
Office	5.42	\$163	\$233	(\$70)
Industrial	2.38	\$71	\$81	(\$10)
Institutional	5.39	\$162	-	-

Police

- 10-Year Projected Revenue

Infrastructure Costs for Police Facilities

	Total Cost	Growth Cost
Police Station	\$3,568,512	\$3,568,512
Police Vehicles	\$1,339,000	\$1,339,000
Communication Infrast.	\$340,200	\$340,200
Total Expenditures	\$5,247,712	\$5,247,712

Projected Development Impact Fee Revenue

		Single Family \$333 per unit	Multifamily \$184 per unit	Retail \$422 per KSF	Office \$163 per KSF	Industrial \$71 per KSF	Institutional \$162 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2023	16,929	7,406	6,905	9,750	3,117	2,722
Year 1	2024	17,205	7,820	7,117	9,819	3,204	2,813
Year 2	2025	17,489	8,245	7,328	10,399	3,292	2,904
Year 3	2026	17,781	8,682	7,539	10,980	3,379	2,995
Year 4	2027	18,081	9,132	7,751	11,560	3,466	3,086
Year 5	2028	18,389	9,595	7,962	11,629	3,553	3,177
Year 6	2029	18,706	10,071	8,174	11,698	3,641	3,268
Year 7	2030	19,032	10,561	8,385	11,767	3,728	3,359
7-Year Increase		2,103	3,155	1,480	2,017	611	637
Projected Revenue		\$700,219	\$580,564	\$624,600	\$328,717	\$43,359	\$103,180

Projected Revenue =>	\$2,381,000
Total Expenditures =>	\$5,248,000
Non-Impact Fee Funding =>	\$2,867,000

Funding gap is the result of credits, but the other revenues will keep the program whole

Bentonville Impact Fee Study

- Parks & Recreation
- Library
- Police
- **Fire**
- Summary

Fire

- Plan-Based Approach
 - 7-year growth-related expansion compared to projected growth
 - Station space would be a new element to the fee
- Fee is attributed to residential and nonresidential development

Fire

- Calls for service used to attribute demand

Location	Calls for Service	Percent of Total
Residential	3,242	46%
Nonresidential	2,777	40%
Traffic	978	14%
Total	6,997	100%

Location	Vehicle Trips	Percent of Total
Residential	142,606	45%
Nonresidential	172,022	55%
Total	314,628	100%

Location	Adj. Vehicle Trips	Percent of Total
Residential	3,685	53%
Nonresidential	3,312	47%
Total	6,997	100%

Fire

- Fire Station Expansion Plan & Cost Analysis

Facility	Square Feet	Replacement Cost
Fire Station 8	10,000	\$4,500,000
Total	10,000	\$4,500,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	53%	47%
Share of Floor Area (sq. ft.)	5,267	4,733
7-Year Increase in Population and Nonres Trips	10,778	36,627
Square Feet per 1,000 Persons/Nonres Trips	489	129

<i>Cost Analysis</i>	Residential	Nonresidential
Square Feet per 1,000 Persons/Nonres Trips	489	129
Average Cost per Square Foot	\$450	\$450
Capital Cost per Person/Nonres Vehicle Trip	\$220	\$58

Source: Bentonville Fire Department

Fire

- Fire Fleet Expansion Plan & Cost Analysis

Vehicle Type	Total Units	Cost per Unit	Replacement Cost
Fire Truck	1	\$960,000	\$960,000
Battalion Truck	1	\$120,000	\$120,000
Training and Admin Truck	2	\$60,000	\$120,000
Total	4		\$1,200,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	53%	47%
Share of Fleet	2.1	1.9
7-Year Increase in Population and Nonres Trips	10,778	36,627
Units per 1,000 Persons/Nonres Trips	0.195	0.052

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	0.195	0.052
Average Cost per Unit	\$300,000	\$300,000
Capital Cost per Person/Nonres Vehicle Trip	\$59	\$16

Source: Bentonville Fire Department

Fire

- Summary of 7-Year Plan vs. Existing Fund Balance
- Credit for existing fund balance

7-Year Need to Accommodate Growth			
Infrastructure	Square Feet	Units	Total Cost
Fire Station	10,000	-	\$4,500,000
Fire Vehicles	-	4.0	\$1,200,000
Total	10,000	4.0	\$5,700,000

Existing Impact Fee Fund Balance	<u>\$1,941,435</u>	34%
Future Funding Needs	<u><u>\$3,758,565</u></u>	66%

Fire

- Fire Credit for 2021 Bond Payments - Training Facility

Fiscal Year	Payment	Residential 58%	Nonresidential 42%
2023	\$25,187	\$14,608	\$10,579
2024	\$25,187	\$14,608	\$10,579
2025	\$55,745	\$32,332	\$23,413
2026	\$65,045	\$37,726	\$27,319
2027	\$64,981	\$37,689	\$27,292
2028	\$65,057	\$37,733	\$27,324
2029	\$65,021	\$37,712	\$27,309
2030	\$64,948	\$37,670	\$27,278
2031	\$65,155	\$37,790	\$27,365
2032	\$65,071	\$37,741	\$27,330
2033	\$65,023	\$37,713	\$27,310
2034	\$65,011	\$37,706	\$27,305
2035	\$65,030	\$37,717	\$27,313
2036	\$64,999	\$37,699	\$27,300
2037	\$64,997	\$37,698	\$27,299
2038	\$3,149	\$1,826	\$1,323
2039	\$3,149	\$1,826	\$1,323
2040	\$3,149	\$1,826	\$1,323
2041	\$3,149	\$1,826	\$1,323
2042	\$3,149	\$1,826	\$1,323
2043	\$3,149	\$1,826	\$1,323
Total	\$905,351	\$525,098	\$380,253

Residential

Fiscal Year	Payment	Projected Population	Payment/ Capita
2023	\$14,608	58,890	\$0.25
2024	\$14,608	60,304	\$0.24
2025	\$32,332	61,758	\$0.52
2026	\$37,726	63,253	\$0.60
2027	\$37,689	64,791	\$0.58
2028	\$37,733	66,371	\$0.57
2029	\$37,712	67,996	\$0.55
2030	\$37,670	69,668	\$0.54
2031	\$37,790	71,237	\$0.53
2032	\$37,741	72,846	\$0.52
2033	\$37,713	74,496	\$0.51
2034	\$37,706	76,423	\$0.49
2035	\$37,717	78,399	\$0.48
2036	\$37,699	80,426	\$0.47
2037	\$37,698	82,506	\$0.46
2038	\$1,826	84,639	\$0.02
2039	\$1,826	86,828	\$0.02
2040	\$1,826	89,073	\$0.02
2041	\$1,826	91,377	\$0.02
2042	\$1,826	93,740	\$0.02
2043	\$1,826	96,164	\$0.02
Total	\$525,098		\$7.43
		Discount Rate	3.00%
		Total Credit	\$6

Nonresidential

Fiscal Year	Payment	Projected Nonres. Vehicle Trips	Payment/ Trip
2023	\$10,579	172,022	\$0.06
2024	\$10,579	176,066	\$0.06
2025	\$23,413	182,883	\$0.13
2026	\$27,319	189,700	\$0.14
2027	\$27,292	196,517	\$0.14
2028	\$27,324	200,561	\$0.14
2029	\$27,309	204,605	\$0.13
2030	\$27,278	208,649	\$0.13
2031	\$27,365	212,693	\$0.13
2032	\$27,330	216,737	\$0.13
2033	\$27,310	220,781	\$0.12
2034	\$27,305	224,825	\$0.12
2035	\$27,313	220,549	\$0.12
2036	\$27,300	229,064	\$0.12
2037	\$27,299	237,579	\$0.11
2038	\$1,323	246,093	\$0.01
2039	\$1,323	254,608	\$0.01
2040	\$1,323	263,123	\$0.01
2041	\$1,323	271,638	\$0.00
2042	\$1,323	280,153	\$0.00
2043	\$1,323	288,668	\$0.00
Total	\$380,253		\$1.81
		Discount Rate	3.00%
		Total Credit	\$1

Fire

- Maximum Supportable Impact Fee

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trips
Fire Station	\$220	\$58
Fire Vehicles	\$59	\$16
Gross Total	\$279	\$74
Credit for Debt Payments	(\$6)	(\$1)
Credit for Fund Balance (34%)	(\$95)	(\$25)
Net Total	\$178	\$48

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$498	\$318	\$180
Single Family Attached	2.24	\$399	-	-
Multifamily	1.55	\$276	\$200	\$76

Nonresidential

Development Type	Vehicle Trips	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Nonresidential (per 1,000 Square Feet)				
Retail	14.06	\$675	\$357	\$318
Office	5.42	\$260	\$135	\$125
Industrial	2.38	\$114	\$47	\$67
Institutional	5.39	\$258	-	-

Fire

- 7-Year Projected Revenue

Infrastructure Costs for Fire Facilities

	Total Cost	Growth Cost
Fire Station	\$4,500,000	\$4,500,000
Fire Vehicles	\$1,200,000	\$1,200,000
Total Expenditures	\$5,700,000	\$5,700,000

Projected Revenue =>	<u>\$3,675,000</u>
Total Expenditures =>	<u>\$5,700,000</u>
Non-Impact Fee Funding =>	<u>\$2,025,000</u>

Projected Development Impact Fee Revenue

		Single Family \$498 per unit	Multifamily \$276 per unit	Retail \$675 per KSF	Office \$260 per KSF	Industrial \$114 per KSF	Institutional \$258 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2023	16,929	7,406	6,905	9,750	3,117	2,722
Year 1	2024	17,205	7,820	7,117	9,819	3,204	2,813
Year 2	2025	17,489	8,245	7,328	10,399	3,292	2,904
Year 3	2026	17,781	8,682	7,539	10,980	3,379	2,995
Year 4	2027	18,081	9,132	7,751	11,560	3,466	3,086
Year 5	2028	18,389	9,595	7,962	11,629	3,553	3,177
Year 6	2029	18,706	10,071	8,174	11,698	3,641	3,268
Year 7	2030	19,032	10,561	8,385	11,767	3,728	3,359
Seven-Year Increase		2,103	3,155	1,480	2,017	611	637
Projected Revenue		\$1,047,175	\$870,846	\$999,064	\$524,334	\$69,619	\$164,323

Funding gap is the result of credits, but the other revenues will keep the program whole

Bentonville Impact Fee Study

- Parks & Recreation
- Library
- Police
- Fire
- Summary

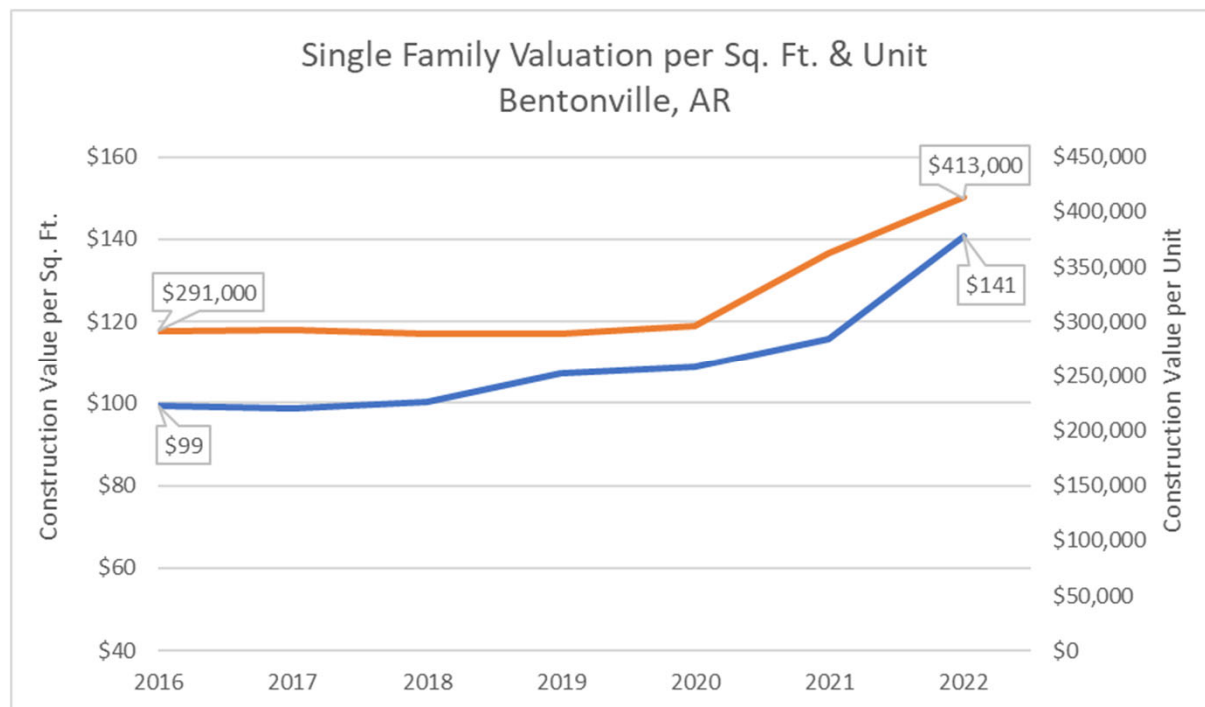
Bentonville Impact Fee Study

- Maximum Supportable Impact Fees

Development Type	Parks & Recreation	Library	Police	Fire	Maximum Supportable Fee	Current Fee (2016)	Increase/ (Decrease)	Increase/ (Decrease)
Residential (per housing unit)								
Single Family Detached	\$3,260	\$392	\$333	\$498	\$4,483	\$3,234	\$1,249	39%
Single Family Attached	\$2,608	\$314	\$267	\$399	\$3,588	-	-	-
Multifamily	\$1,805	\$217	\$184	\$276	\$2,482	\$2,037	\$445	22%
Nonresidential (per 1,000 square feet)								
Retail	\$0	\$0	\$422	\$675	\$1,097	\$972	\$125	13%
Office	\$0	\$0	\$163	\$260	\$423	\$368	\$55	15%
Industrial	\$0	\$0	\$71	\$114	\$185	\$128	\$57	45%
Institutional	\$0	\$0	\$162	\$258	\$420	-	-	-

Bentonville Impact Fee Study

- Single family valuations (ICC) since 2016
 - Over 40% increase



SFD maximum increase represents 9 sq. ft. of construction compared to average size of 3,000 sq. ft.

Bentonville Impact Fee Study

- Recently, utility staff have provided updated facility needs from master planning efforts
- Utility rates currently include infrastructure that impact fees could cover
- TB recommends utility impact fees be explored next year when master plans are complete
 - A rate adjustment would be necessary if utilities are included in this report
 - Double dipping concern

Bentonville Impact Fee Study

- Considerations:
 - Council may adopt less than maximum or phase in max
 - TB recommends an annual inflationary factor
 - Affordable housing policy
 - Report includes several policy examples

Discussion



DEVELOPMENT IMPACT FEE STUDY

Prepared for:

Bentonville, Arkansas

August 1, 2023



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Executive Summary

The City of Bentonville, Arkansas, has retained TischlerBise to determine growth-related infrastructure needs and calculate impact fees for the following infrastructure categories:

- Parks
- Library
- Police
- Fire

Impact fees are one-time payments used to construct system improvements needed to accommodate development. Impact fees for Bentonville are proportionate and reasonably related to the capital facility service demands of new development. Impact fees are necessary to achieve an equitable allocation of capital costs, in comparison to past and future benefits. Bentonville has complied with all requirements of Arkansas's impact fee enabling statute, which requires that collected impact fees and accrued interest are spent within seven years from the date the fees were collected.

After discussions with City staff, TischlerBise determined demand indicators for each type of public facility and calculated residential and nonresidential proportionate share factors. These factors are used to allocate costs by type of development. The formulas used to calculate the impact fees for the City of Bentonville are diagrammed in a flow chart for each type of public facility in the respective chapter of this report. Also contained in this report are summary tables indicating the specific Level-of-Service (LOS) or infrastructure standards used to derive the impact fees. Demographic and land use assumptions used to prepare this analysis are included in the appendix.

IMPACT FEE METHODOLOGIES

There are three basic methods used to calculate the impact fees. The **incremental expansion** method documents the current LOS for each type of public facility in both quantitative and qualitative measures. This method is best suited for public facilities that will be expanded incrementally in the future, with LOS standards based on current conditions in the community. The **plan-based** method is best suited for public facilities that have adopted plans or commonly accepted engineering standards to identify the need for capital projects. A **cost recovery** method may be used for facilities that have been oversized to accommodate future development, at least for the next seven years. The rationale for the cost recovery approach is that new development is paying for its share of the useful life or remaining capacity of the existing facility. To the extent that new growth and development is served by the previously constructed improvements, the City can be reimbursed for the previously incurred public facility costs.

Another general requirement that is common to impact fee methodologies is the evaluation of credits. Past and future revenue credits have been evaluated to avoid potential double payment situations arising from the payment of a one-time impact or fee and then subsequent payments of other revenues that may

also fund growth-related capital improvements. General Fund revenues, such as sales taxes, and private donations that are being used for improvements have been accounted for via credits.

A note on rounding: Calculations throughout this report are based on an analysis conducted using Excel software. Results are discussed in the report using one-and two-digit places (in most cases), which represent rounded or rounded figures. However, in some instances the analysis itself uses figures carried to their ultimate decimal places (e.g., for LOS standards); therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown).

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SUMMARY OF CURRENT AND PROPOSED IMPACT FEES

Figure 1 shows the method used to derive each type of proposed fee in Bentonville, plus each component that contributes to the impact fee.

Figure 1. Methods and Cost Components

Fee Category	Service Area	Cost Recovery	Incremental Expansion	Plan-Based	Cost Allocation
Parks and Recreation	Citywide	n/a	Neighborhood Parks, Community Parks, Indoor Rec Centers, Concrete Trails	n/a	Population
Library	Citywide	n/a	Branches & Collections	n/a	Population
Police	Citywide	n/a	Facilities, Vehicles, Communication Infrastructure	n/a	Population, Nonres Vehicle Trips
Fire	Citywide	n/a	n/a	Facilities & Apparatus	Population, Nonres Vehicle Trips

Figure 2 provides a summary schedule of the maximum supportable impact produced by this study. Fees for residential development are per housing unit and fees for nonresidential development are per 1,000 square feet of floor area.

Figure 2. Maximum Supportable Impact Fees

Development Type	Parks & Recreation	Library	Police	Fire	Maximum Supportable Fee	Current Fee (2016)	Increase/ (Decrease)	Increase/ (Decrease)
Residential (per housing unit)								
Single Family Detached	\$3,260	\$392	\$333	\$498	\$4,483	\$3,234	\$1,249	39%
Single Family Attached	\$2,608	\$314	\$267	\$399	\$3,588	-	-	-
Multifamily	\$1,805	\$217	\$184	\$276	\$2,482	\$2,037	\$445	22%
Nonresidential (per 1,000 square feet)								
Retail	\$0	\$0	\$422	\$675	\$1,097	\$972	\$125	13%
Office	\$0	\$0	\$163	\$260	\$423	\$368	\$55	15%
Industrial	\$0	\$0	\$71	\$114	\$185	\$128	\$57	45%
Institutional	\$0	\$0	\$162	\$258	\$420	-	-	-

Along with the maximum supportable fee being an increase from the current fee, there have been several other changes from the 2016 study:

- **Neighborhood park land.** During the previous study, the City did not have the need to purchase additional park land. However, recent annexations that have expanded the southern boundary of the city has resulted in further residential development and demand for neighborhood parks. The City does not currently have park land in that area, thus, a neighborhood park land component has been included in the analysis.
- **Fire stations.** At the time of the previous study, there were no plans to expand or add new fire stations. At this point, there are plans to provide further station space to serve future demand. In this case, TischlerBise recommends including fire stations to the fire impact fee program.
- **Library branches.** At the time of the previous study, there were no plans to expand or add new library branches. At this point, there is an expansion occurring at the main branch and future plans for another expansion or a second branch. In this case, TischlerBise recommends including library branches to the library impact fee program.
- **Single family attached.** As housing development has evolved since 2016, the Planning Department recommended adjusting the fee schedule to bifurcate single family development into single family detached and single family attached. With local US Census data, TischlerBise found that the housing types have different person per housing unit factors, resulting in differentiate demand on City facilities. The adjustment to two single family housing types has been included in this update.
- **Utility and transportation impact fees.** TischlerBise explored the option of adding water, sewer, and transportation impact fees to the program. However, similar to the 2016 study, a vast majority of the capital expansion needs for each category is being funded by other revenues: utility rates for water and sewer, sales tax referendum for transportation. Lower priority capital projects could be explored, however, there is a concern that further impact fees would be a burden on future development. In this case, TischlerBise has recommended not include these additional infrastructure types in the impact fee program.
 - **Note:** At the time this report was nearing final review by City Council, TischlerBise was contacted by Bentonville water and sewer staff that the underway master planning efforts were uncovering infrastructure needs that were not anticipated to be needed within the seven-year planning horizon of the impact fee study during the initial impact fee meetings. TischlerBise recommended moving forward with this report and when the master planning is complete review the identified needs and impact fee eligible expenditures.

General Impact Fee Requirements

Impact fees are one-time payments used to fund capital improvements necessitated by new growth. Impact fees have been utilized by local governments in various forms for at least 50 years. Impact fees do have limitations and should not be regarded as the total solution for infrastructure financing needs. Rather, they should be considered one component of a comprehensive portfolio to ensure adequate provision of public facilities with the goal of maintaining current LOS in a community. Any community considering impact and/or fees should note the following limitations:

- Impact fees can only be used to finance capital infrastructure and cannot be used to finance ongoing operations and/or maintenance and rehabilitation costs;
- Impact fees cannot be deposited in the local government's General Fund: the funds must be accounted for separately in individual accounts and earmarked for the capital expenses for which they were collected; and
- Impact fees cannot be used to correct existing infrastructure deficiencies unless there is a funding plan in place to correct the deficiency for all current residents and businesses in the community.

LEGAL FRAMEWORK

U.S. Constitution. Like all land use regulations, development exactions—including impact fees—are subject to the Fifth Amendment prohibition on taking of private property for public use without just compensation. Both state and federal courts have recognized the imposition of impact fees on development as a legitimate form of land use regulation, provided the fees meet standards intended to protect against regulatory takings. To comply with the Fifth Amendment, development regulations must be shown to substantially advance a legitimate governmental interest. In the case of impact fees, that interest is in the protection of public health, safety, and welfare by ensuring that development is not detrimental to the quality of essential public services.

There is little federal case law specifically dealing with impact fees, although other rulings on other types of exactions (e.g., land dedication requirements) are relevant. In one of the most important exaction cases, the U. S. Supreme Court found that a government agency imposing exactions on development must demonstrate an “essential nexus” between the exaction and the interest being protected (see *Nollan v. California Coastal Commission*, 1987). In a more recent case (*Dolan v. City of Tigard, OR*, 1994), the Court ruled that an exaction also must be “roughly proportional” to the burden created by development. However, the *Dolan* decision appeared to set a higher standard of review for mandatory dedications of land than for monetary exactions such as impact fees.

REQUIRED FINDINGS

There are three reasonable relationship requirements for impact fees that are closely related to “rational nexus” or “reasonable relationship” requirements enunciated by a number of state courts. Although the

term “dual rational nexus” is often used to characterize the standard by which courts evaluate the validity of impact fees under the U.S. Constitution, we prefer a more rigorous formulation that recognizes three elements: “impact or need,” “benefit,” and “proportionality.” The dual rational nexus test explicitly addresses only the first two, although proportionality is reasonably implied, and was specifically mentioned by the U.S. Supreme Court in the *Dolan* case. The reasonable relationship language of the statute is considered less strict than the rational nexus standard used by many courts. Individual elements of the nexus standard are discussed further in the following paragraphs.

Demonstrating an Impact. All new development in a community creates additional demands on some, or all, public facilities provided by local government. If the supply of facilities is not increased to satisfy that additional demand, the quality or availability of public services for the entire community will deteriorate. Impact fees may be used to recover the cost of development-related facilities, but only to the extent that the need for facilities is a consequence of development that is subject to the fees. The *Nollan* decision reinforced the principle that development exactions may be used only to mitigate conditions created by the developments upon which they are imposed. That principle clearly applies to impact fees. In this study, the impact of development on improvement needs is analyzed in terms of quantifiable relationships between various types of development and the demand for specific facilities, based on applicable LOS standards.

Demonstrating a Benefit. A sufficient benefit relationship requires that fee revenues be segregated from other funds and expended only on the facilities for which the fees were charged. Fees must be expended in a timely manner and the facilities funded by the fees must serve the development paying the fees. Procedures for the earmarking and expenditure of fee revenues are typically mandated by the State enabling act, as are procedures to ensure that the fees are expended expeditiously or refunded. All of these requirements are intended to ensure that developments benefit from the fees they are required to pay. Thus, an adequate showing of benefit must address procedural as well as substantive issues.

Demonstrating Proportionality. The requirement that exactions be proportional to the impacts of development was clearly stated by the U.S. Supreme Court in the *Dolan* case (although the relevance of that decision to impact fees has been debated) and is logically necessary to establish a proper nexus. Proportionality is established through the procedures used to identify development-related facility costs, and in the methods used to calculate impact fees for various types of facilities and categories of development. The demand for facilities is measured in terms of relevant and measurable attributes of development. For example, the need for school improvements is measured by the number of public school-age children generated by development.

Implementation and Administration

The following section details options regarding the adoption and implementation of the Bentonville development impact fee program update.

AFFORDABLE HOUSING EXEMPTION

The City of Bentonville has the option of establishing an affordable housing exemption policy. Such policy could reduce or completely exempt the impact fees on eligible residential development. However, the first step a city must complete is defining “affordable housing.” This definition should be tailored to the conditions in the community and community goals. A joint effort with the Affordable Housing Workgroup has identified an affordable housing definition for the City of Bentonville (*Bentonville Housing Affordability Workgroup Report*, 2023). Additionally, a city must consider the burden of managing and enforcing such program to ensure exempted developments operate within the set parameters. Lastly, the development impact fee program needs to continue being fully funded. Thus, other revenues must be transferred to the impact fee funds to offset any exemption policy.

With that said, more communities throughout the country are exploring affordable housing exemption policies to lessen the cost burden on housing. The City of Bentonville has a variety of local resources available, including the Housing Affordability Workgroup, that could be leveraged to promote a comprehensive and holistic policy that expands beyond solely an impact fee exemption. For example, a policy could include incentives to promote development in certain areas of the city. Additionally, the Arkansas Low-Income Housing Tax Credit (LIHTC) may be a useful resource for both implementation and enforcement of an affordable housing program. Lastly, there are a variety of programs across the country that Bentonville could use to help guide its own policy. For example:

- Georgetown County, SC annually allocates \$100,000 from its General Fund to support impact fee exemptions. Addressing budget exposure to the policy.
- Big Sky, MT leverages sales tax revenue to incentive homeowners to transition a short-term rental to a rental property for long-term residents. Addressing the large percentage of housing in the community used by visitors.
- Berthoud, CO adopted a small home program which reduces fees for smaller dwelling units. Addressing the “missing middle” in the housing market.

Importantly, Bentonville City Council can move forward with the results of the *2023 Development Impact Fee Study* before implementing any affordable housing policy.

ANNUAL INFLATION ADJUSTMENT

Development impact fees should be periodically evaluated and updated to reflect recent data. TischlerBise recommends that Bentonville annually adjust its development impact fees to account for inflation in construction costs. The construction cost indices of Engineering News Record and RSMeans

are standards used across the country. If cost estimates change significantly, the City should consider a comprehensive update to its impact fee study.

ADOPTION OPTIONS

The fee amounts in this report represent the maximum supportable fees to be adopted and City Council has the ability to adopt at lower levels. For example, Council may adopt a flat percentage of the maximum supportable or implement a phasing approach over several years. Importantly, reductions to the impact fee amounts must be made to all land uses. TischlerBise recommends not adopting reductions for only a select number of land uses. Additionally, the City should evaluate the program during its annual reviews to ensure planned capital project capacity is sufficiently funded during the years of any “phase in.”

CREDITS AND REIMBURSEMENTS

A general requirement that is common to development impact fee methodologies is the evaluation of credits. A revenue credit may be necessary to avoid potential double payment situations arising from one-time development impact fees plus on-going payment of other revenues that may also fund growth-related capital improvements. The determination of revenue credits is dependent upon the development impact fee methodology used in the cost analysis and local government policies.

Policies and procedures related to site-specific credits should be addressed in the resolution or ordinance that establishes the development impact fees. Project-level improvements, required as part of the development approval process, are not eligible for credits against development impact fees. If a developer constructs a system improvement included in the fee calculations, it will be necessary to either reimburse the developer or provide a credit against the fees due from that particular development. The latter option is more difficult to administer because it creates unique fees for specific geographic areas.

SERVICE AREA

A development impact fee service area is a region in which a defined set of improvements provide benefit to an identifiable amount of new development. Within a service area, all new development of a type (single family, commercial, etc.) is assessed at the same development impact fee rate. Land use assumptions and development impact fees are each defined in terms of this geography, so that capital facility demand, projects needed to meet that demand, and capital facility cost are all quantified in the same terms. Development impact fee revenue collected within a service area is required to be spent within that service area.

Implementation of a large number of small service areas is problematic. Administration is complicated and, because funds collected within the service area must be spent within that area multiple service areas may make it impossible to accumulate sufficient revenue to fund any projects within the time allowed.

As part of our analysis and the type of facilities and improvements included in the development impact fee calculation, TischlerBise has determined that a single service area for the infrastructure categories included in the study.

Parks & Recreation

The parks impact fee is derived using the incremental expansion methodology. The analysis includes several components:

- Neighborhood Park: land, land development, park improvement
- Community Park: land development, park improvement
- Indoor Recreation Center: facility square footage
- Concrete Trails: network expansion (miles)

As indicated above, the City anticipates purchasing additional acreage for neighborhood parks to accommodate future growth. However, there is enough available acreage for the other components.

It is important to note that the parks impact fee methodology excludes mini parks, civic parks, and parks that are considered to be regional attractors. Mini and civic parks are considered to have a small benefit zone while regional attractors are providing benefit to those outside of Bentonville making it difficult to quantify the level of service that is being provide to residents. Additionally, all cost components are allocated 100 percent to residential development. Please note that the City's definition of a neighborhood park differs from that of many other communities. The City's neighborhood parks can be quite large and have a wide variety of amenities. As such, they draw residents from throughout the city and are included in this citywide impact fee analysis.

LEVEL OF SERVICE AND INFRASTRUCTURE STANDARDS FOR PARKS & RECREATION

Neighborhood Parks

Figure 3 lists the current inventory of neighborhood parks and level of service (LOS) standards. Bentonville currently has 68.2 acres of neighborhood parks. Using the 2023 population of 58,890 people, this inventory equates to a current LOS of 1.16 acres per 1,000 persons ($68.2 \text{ acres} / 58,890 = 1.16 \text{ acres per } 1,000 \text{ persons}$). To find the capital cost per person, the park land LOS is combined with the anticipated costs to purchase new neighborhood park acres (\$65,000 per acre) and to develop (i.e., environmental mitigation, site prep, irrigation, parking, etc.) the raw land (\$118,000 per acre). For example, the capital cost per person for park land is \$75 ($1.16 \text{ park acres per } 1,000 \text{ persons} \times \$65,000 \text{ per acre} = \$75 \text{ per person, rounded}$).

Additionally, there are 27 park improvements at the existing parks with a replacement cost of \$7.6 million. As result, the current park improvement LOS is 0.46 improvements per 1,000 residents. The average cost per improvement is \$282,000, resulting in a capital cost per person of \$130 ($0.46 \text{ improvement per } 1,000 \text{ residents} \times \$282,000 \text{ per improvement} = \$130 \text{ per person, rounded}$).

Figure 3. Current Level of Service and Cost Factors for Neighborhood Parks

Neighborhood Parks	Acres	Park Improvement	Improvement Cost
Bogle Park	1.0	1	\$100,000
Durham Place Park	0.4	1	\$300,000
Gilmore Park	1.0	1	\$300,000
Lake Bentonville	20.0	4	\$500,000
Merchants Baseball Park	7.9	6	\$2,500,000
Old Tiger Track	6.0	3	\$1,525,000
Orchards Park	16.5	4	\$1,000,000
Park Springs Park	13.9	3	\$600,000
Wildwood Park	1.5	4	\$800,000
Total	68.2	27	\$7,625,000

Level-of-Service Standards	Land Purchase	Land Dev	Improvements
Residential Share	100%	100%	100%
Share of Acreage and Improvements	68.2	68.2	27
2023 Population	58,890	58,890	58,890
Acres/Improvements per 1,000 Persons	1.16	1.16	0.46

Cost Analysis	Land Purchase	Land Dev	Improvements
Acres/Improvements per 1,000 Persons	1.16	1.16	0.46
Average Cost per Acre/Improvement [1]	\$65,000	\$118,000	\$282,000
Capital Cost per Person	\$75	\$137	\$130

[1] Anticipated cost for new park land, park development, and current replacement cost of park improvements

Community Parks

Figure 4 lists the current inventory of community parks and LOS standards. In consultation with City staff, TischlerBise excluded Memorial Park (73 acres) and Harlon Phillips Park (40 acres) from the current LOS inventory because these parks serve a large number of visitors for tournaments and other events.

With these exclusions, Bentonville currently has 191.9 acres of community parks. Using 2023 population of 58,890 people, this inventory equates to a current LOS of 3.26 acres per 1,000 persons (191.9 acres / 58,890 people = 3.26 acres per 1,000 persons). Please note that Bentonville does not have any current plans to purchase additional park land at this time. Rather, it plans to develop recreational amenities on the undeveloped portions of these properties. Therefore, a cost component for land acquisition is not included in this fee. However, the City will continue to use impact fees to improve existing community parks. The capital cost per person is found by combining the land development LOS with the current cost per acre of \$108,000, resulting in \$352 per person.

Additionally, there are 28 park improvements at the existing parks with a replacement cost of \$7.4 million. As result, the current park improvement LOS is 0.48 improvements per 1,000 residents. The average cost per improvement is \$264,000, resulting in a capital cost per person of \$127 (0.48 improvement per 1,000 residents x \$264,000 per improvement = \$127 per person, rounded).

Figure 4. Current Level of Service and Cost Factors for Community Parks

Community Parks	Acres	Park Improvements	Improvement Cost
Bella Vista Lake	132.0	1	\$200,000
Citizens Park	34.9	15	\$5,400,000
Creekside Park	25.0	12	\$1,800,000
Total	191.9	28	\$7,400,000

Level-of-Service Standards	Land Dev	Improvements
Residential Share	100%	100%
Share of Acreage and Improvements	191.9	28
2023 Population	58,890	58,890
Acres/Improvements per 1,000 Persons	3.26	0.48

Cost Analysis	Land Dev	Improvements
Acres/Improvements per 1,000 Persons	3.26	0.48
Average Cost per Acre/Improvement [1]	\$108,000	\$264,000
Capital Cost per Person	\$352	\$127

[1] Anticipated cost for park development and current replacement cost of park improvements

Indoor Recreation Centers

Figure 5 lists the current inventory of indoor recreation centers and level of service (LOS) standards. There are currently 161,378 square feet at three locations with an insurance valuation of \$26 million (\$161 per square foot). As a result, the current LOS is 2,740 square feet per 1,000 persons. The capital cost per person is found by multiplying the current LOS with the average cost per square foot, resulting in \$441 per person (2,740 square feet per 1,000 persons x \$161 per square foot = \$441 per person, rounded).

Figure 5. Current Level of Service and Cost Factors for Indoor Recreation Centers

Indoor Recreation Centers	Park	Square Feet	Replacement Cost [1]
Melvin Ford Aquatic Center	Memorial Park	75,000	\$5,040,750
Bentonville Community Center	Citizen Park	78,000	\$18,880,005
Downtown Activity Center	-	8,378	\$2,054,850
		161,378	\$25,975,605

Level-of-Service Standards	Square Feet
Residential Share	100%
Share of Square Feet	161,378
2023 Population	58,890
Square Feet per 1,000 Persons	2,740

Cost Analysis	Square Feet
Square Feet per 1,000 Persons	2,740
Average Cost per Square Feet	\$161
Capital Cost per Person	\$441

[1] Insurance Valuation Report

Concrete Trails

Figure 6 provides Bentonville's current inventory of concrete trails (excluding the Memorial Park Fitness Trail and Soccer Trail at Memorial Park). Natural surface trails are not included in the parks fee because City staff do not anticipate building any non-hard surface trails in the near future. In total there are 30.6 miles of concrete trails, providing a LOS of 0.520 miles per 1,000 persons (30.6 miles / 58,890 persons = 0.520 miles per 1,000 persons). Based on three recent and current construction projects the average cost per mile is \$1,171,000. The concrete trail cost per person is derived by multiplying the current LOS and the current construction costs, resulting in \$609 per person (0.520 miles per 1,000 residents x \$1,171,000 per mile = \$609 per person, rounded).

Figure 6. Current Level of Service and Cost Factors for Concrete Trails

Concrete Trails	Miles	Concrete Trails	Miles
All-American Trail	0.5	Lake Bella Vista Trail	1.8
Applegate Trail	2.5	Lincoln Loop	0.4
Arkansas Missouri Trail	0.8	Members Place Trail	0.4
Citizens Park Trail	0.9	Moberly Lane Trail	2.0
Crystal Bridges Trail	1.0	North Bentonville Trail	2.3
Downtown Trail	0.4	North Walton Blvd Trail	2.9
Enfield Park Trail	0.2	Park Springs/Burns Trail	0.8
Heritage Trail @ Central Ave	1.3	South Bentonville Trail	2.6
Heritage Trail @ SW I St.	2.1	Tiger Trail	1.5
J Street Trail	1.2	Town Branch Trail	0.8
Jefferson Trail	0.4	Trail of Two Cities	1.5
John Deshields Trail	1.0	Wishing Spring Trail	1.6
		Total	30.6

Level-of-Service Standards		Trails
Residential Share		100%
Share of Trail Miles		30.6
2023 Population		58,890
Miles per 1,000 Persons		0.520

Cost Analysis		Trails
Miles per 1,000 Persons		0.520
Average Cost per Mile [1]		\$1,171,000
Capital Cost per Person		\$609

[1] Based on three current trail projects

PROJECTED NEED FOR PARKS & RECREATION FACILITIES

The City of Bentonville updates its impact fee studies on a seven-year cycle. The following figures illustrate the demand from new development over that time based on the study's growth projections.

Neighborhood Parks

Figure 7 depicts projected demand for neighborhood parks over the next seven years. Demand from population growth will require the addition of 12.5 new park acres, 12.5 park acres developed, and 5 park improvements with a total cost of \$3.7 million over the next seven years to maintain existing LOS.

Figure 7. Neighborhood Park Needs Analysis

Infrastructure		Level of Service			Cost/Unit
Neighborhood Parks		1.16	Park Land (acres)	per 1,000 persons	\$65,000
		1.16	Land Dev (acres)		\$118,000
		0.46	Improvements		\$282,000

Growth-Related Need for Neighborhood Parks					
Year		Population	Park Acres Purchased	Park Acres Developed	Park Improvements
Base	2023	58,890	68.3	68.3	27.0
Year 1	2024	60,304	69.9	69.9	27.7
Year 2	2025	61,758	71.6	71.6	28.4
Year 3	2026	63,253	73.3	73.3	29.0
Year 4	2027	64,791	75.1	75.1	29.8
Year 5	2028	66,371	76.9	76.9	30.5
Year 6	2029	67,996	78.8	78.8	31.2
Year 7	2030	69,668	80.8	80.8	32.0
7-Year Increase		10,778	12.5	12.5	5.0
Projected Expenditure			\$812,500	\$1,475,000	\$1,410,000

Growth-Related Expenditures for Neighborhood Parks					\$3,697,500
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Community Parks

Figure 8 depicts projected demand for community parks over the next seven years. Demand from population growth will require the 35.2 park acres developed and 5.2 park improvements with a total cost of \$5.2 million over the next seven years to maintain existing LOS.

Figure 8. Community Park Needs Analysis

Infrastructure		Level of Service		Cost/Unit
Community Parks		3.26	Land Dev (acres)	per 1,000
		0.48	Improvements	persons
Growth-Related Need for Community Parks				
Year		Population	Park Acres Developed	Park Improvements
Base	2023	58,890	191.9	28.2
Year 1	2024	60,304	196.5	28.9
Year 2	2025	61,758	201.3	29.6
Year 3	2026	63,253	206.2	30.3
Year 4	2027	64,791	211.2	31.0
Year 5	2028	66,371	216.3	31.8
Year 6	2029	67,996	221.6	32.6
Year 7	2030	69,668	227.1	33.4
7-Year Increase		10,778	35.2	5.2
Projected Expenditure			\$3,801,600	\$1,372,800
Growth-Related Expenditures for Community Parks				\$5,174,400

Indoor Recreation Centers

Figure 9 depicts projected demand for indoor recreation centers over the next seven years. Demand from population growth will require 29,533 new square feet of rec centers with a total cost of \$4.8 million over the next seven years to maintain existing LOS.

Figure 9. Indoor Recreation Center Needs Analysis

Infrastructure		Level of Service		Cost/Unit
Indoor Rec Center Facilities		2,740	Square Feet	per 1,000
				persons
Growth-Related Need for Indoor Rec Center Facilities				
Year		Population	Square Feet	
Base	2023	58,890	161,359	
Year 1	2024	60,304	165,234	
Year 2	2025	61,758	169,217	
Year 3	2026	63,253	173,313	
Year 4	2027	64,791	177,526	
Year 5	2028	66,371	181,856	
Year 6	2029	67,996	186,309	
Year 7	2030	69,668	190,891	
7-Year Increase		10,778	29,533	
Projected Expenditure			\$4,754,749	
Growth-Related Expenditures for Indoor Rec Center Facilities				\$4,754,749

Concrete Trails

Figure 10 depicts projected demand for concrete trails over the next seven years. Demand from population growth will require 5.6 new miles with a total cost of \$6.6 million over the next seven years to maintain existing LOS.

Figure 10. Concrete Trail Needs Analysis

Infrastructure		Level of Service		Cost/Unit
Concrete Trails		0.520	Miles	per 1,000 persons \$1,171,000

Growth-Related Need for Concrete Trails			
Year		Population	Miles
Base	2023	58,890	30.6
Year 1	2024	60,304	31.3
Year 2	2025	61,758	32.1
Year 3	2026	63,253	32.8
Year 4	2027	64,791	33.6
Year 5	2028	66,371	34.5
Year 6	2029	67,996	35.3
Year 7	2030	69,668	36.2
7-Year Increase		10,778	5.6
Projected Expenditure			\$6,557,600

Growth-Related Expenditures for Concrete Trails		\$6,557,600
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PARKS & RECREATION CAPITAL IMPROVEMENT PLANS

The Parks & Recreation Capital Improvement Plan (CIP) is listed in Figure 11. As indicated, there are plans to expanded and improve the four components included in the impact fee analysis. The plans satisfy the estimated growth-related needs to keep providing the current LOS.

Figure 11. Parks & Recreation Capital Improvement Plans

Parks & Recreation Capital Improvement Plan		
Location	Facility Type	Improvement
Bogle Park	Neighborhood Park	Park improvements
Future Park #1	Neighborhood Park	10-15 acre land purchase & improve
Future Park #2	Neighborhood Park	10-15 acre land purchase & improve
Bella Vista Lake	Community Park	Restrooms
Creekside Park	Community Park	Splashpark, playground, dog park, 8 pickball courts, cricket field, restroom
Downtown Activity Center	Indoor Recreation Center	Expansion and improvements
Citywide Loop Trail	Tier 1 Projects from Bike/Ped Master Plan	9 miles of concrete trails

DEBT SERVICE CREDIT EVALUATION

In 2021, Bentonville voters approved a referendum to finance a variety of projects through sales tax bonds that included expansion of parks, recreation centers, and trails. To avoid potential double payment for the improvements, a credit is necessary because new development that will pay the impact fee will also contribute to future payments on this remaining debt through sales tax revenue. Future payments are planned through 2046, 23 years from this study. Conservatively, the next 20 years of payments are included in the credit.

As shown in Figure 12, future payments are distributed based on proportionate share for residential and nonresidential uses. To account for the time value of money, annual payments per person are discounted using a net present value formula based on an average current interest rate of the bond, 3.00 percent. The total net present value of future payments per person is \$49 per person. This amount is subtracted from the gross capital cost per person to derive a net capital cost.

Figure 12. Credit for Future Debt Payments

Fiscal Year	Payment	Residential	Nonresidential	Fiscal Year	Payment	Projected Population	Payment/ Capita
		58%	42%				
2023	\$211,506	\$122,673	\$88,833	2023	\$122,673	58,890	\$2.08
2024	\$211,506	\$122,673	\$88,833	2024	\$122,673	60,304	\$2.03
2025	\$468,118	\$271,508	\$196,610	2025	\$271,508	61,758	\$4.40
2026	\$546,212	\$316,803	\$229,409	2026	\$316,803	63,253	\$5.01
2027	\$545,674	\$316,491	\$229,183	2027	\$316,491	64,791	\$4.88
2028	\$546,313	\$316,862	\$229,451	2028	\$316,862	66,371	\$4.77
2029	\$546,010	\$316,686	\$229,324	2029	\$316,686	67,996	\$4.66
2030	\$545,397	\$316,330	\$229,067	2030	\$316,330	69,668	\$4.54
2031	\$547,135	\$317,338	\$229,797	2031	\$317,338	71,237	\$4.45
2032	\$546,428	\$316,928	\$229,500	2032	\$316,928	72,846	\$4.35
2033	\$546,031	\$316,698	\$229,333	2033	\$316,698	74,496	\$4.25
2034	\$545,923	\$316,635	\$229,288	2034	\$316,635	76,423	\$4.14
2035	\$546,084	\$316,729	\$229,355	2035	\$316,729	78,399	\$4.04
2036	\$545,822	\$316,577	\$229,245	2036	\$316,577	80,426	\$3.94
2037	\$545,808	\$316,569	\$229,239	2037	\$316,569	82,506	\$3.84
2038	\$26,442	\$15,336	\$11,106	2038	\$15,336	84,639	\$0.18
2039	\$26,442	\$15,336	\$11,106	2039	\$15,336	86,828	\$0.18
2040	\$26,442	\$15,336	\$11,106	2040	\$15,336	89,073	\$0.17
2041	\$26,442	\$15,336	\$11,106	2041	\$15,336	91,377	\$0.17
2042	\$26,442	\$15,336	\$11,106	2042	\$15,336	93,740	\$0.16
2043	\$26,442	\$15,336	\$11,106	2043	\$15,336	96,164	\$0.16
Total	\$7,602,619	\$4,409,516	\$3,193,103	Total	\$4,409,516		\$62.40
						Discount Rate	3.00%
						Credit per Person	\$49

CREDIT FOR OTHER REVENUES

To ensure that the impact fee is calibrated to growth's burden on the City of Bentonville a credit is included for the existing balance of collected parks & recreation impact fees that will be used to fund future capital expansions. Listed in Figure 13 there is an estimated \$20.2 million in growth-related costs for the next seven years and an existing balance of \$2.2 million (11 percent of the capital costs). As a result, there is an 11 percent credit included in the final parks & recreation impact fee calculation.

Figure 13. Existing Impact Fee Fund Balance

Park Type	7-Year Need to Accommodate Growth					
	Park Acres	Land Dev (Acres)	Park Impr.	Square Feet	Miles	Total Cost
Neighborhood Parks	12.5	12.5	5.0	-	-	\$3,697,500
Community Parks	-	35.2	5.2	-	-	\$5,174,400
Indoor Rec Center Facilities	-	-	-	29,533	-	\$4,754,749
Concrete Trails	-	-	-	-	5.6	\$6,557,600
Total	12.5	47.7	10.2	29,533	5.6	\$20,184,249

Existing Impact Fee Fund Balance \$2,171,333 11%

Future Funding Needs \$18,012,916 89%

Furthermore, historically the City of Bentonville has received private and grant funding for trail expansion. The City anticipates this to continue for the next seven years as well. It is estimated that 75 percent of future trail expansion projects will be funded from non-City monies. As a result, there is a 75 percent credit included in the trail fee calculation.

PARKS & RECREATION IMPACT FEE SUMMARY

The maximum supportable parks & recreation impact fees are shown in Figure 14. The gross total per person is reduced by the three credits included in the impact fee calculation to ensure the impact fees represent growth's burden to the City of Bentonville. The fee is only assessed to residential development and based on persons per housing unit. For example, the single family detached impact fee is \$3,260 (2.80 persons per housing unit x \$1,164 net cost per person = \$3,260 (rounded)). The current impact fee is included in the figure illustrating an increase of \$1,068 for single family detached development.

The City may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

Figure 14. Parks & Recreation Maximum Supportable Impact Fees

Fee Component	Land Cost per Person	Land Dev Cost per Person	Improvement Cost per Person
Neighborhood Parks	\$75	\$137	\$130
Community Parks	-	\$352	\$127
Indoor Recreation Centers	-	-	\$441
Concrete Trails	-	-	\$609
Gross Total per Person			\$1,871
Credit for Debt Payments			(\$49)
Credit for External Funding (75%)			(\$457)
Credit for Existing Fund Balance (11%)			(\$201)
Net Total per Person			\$1,164

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$3,260	\$2,192	\$1,068
Single Family Attached	2.24	\$2,608	-	-
Multifamily	1.55	\$1,805	\$1,381	\$424

[1] External funding includes State and Federal grants and community donations

CASH FLOW PROJECTIONS FOR MAXIMUM SUPPORTABLE IMPACT FEE

This section summarizes the potential cash flow to the City if the development impact fees are implemented at the maximum supportable amounts. The cash flow projections are based on the assumptions detailed in this chapter and the development projections discussed in Appendix B: Demographic Data.

The summary provides an indication of the impact fee revenue generated by new development. Shown at the bottom of the figure, the maximum supportable parks & recreation impact fee is estimated to generate \$12.6 million in revenue while there is a growth-related cost of \$20.2 million. The revenue is able to mitigate 62 percent of growth-related costs. The remaining funding gap is the result of the credits for the other revenue sources available to fund capital expansion projects.

Figure 15. Cash Flow Summary for Maximum Supportable Impact Fees

Infrastructure Costs for Park Facilities			
		Total Cost	Growth Cost
Neighborhood Parks		\$3,697,500	\$3,697,500
Community Parks		\$5,174,400	\$5,174,400
Indoor Recreation Centers		\$4,754,749	\$4,754,749
Concrete Trails		\$6,557,600	\$6,557,600
Total Expenditures		\$20,184,249	\$20,184,249

Projected Development Impact Fee Revenue			
		Single Family \$3,260 per unit	Multifamily \$1,805 per unit
Year		Housing Units	Housing Units
Base	2023	16,929	7,406
Year 1	2024	17,205	7,820
Year 2	2025	17,489	8,245
Year 3	2026	17,781	8,682
Year 4	2027	18,081	9,132
Year 5	2028	18,389	9,595
Year 6	2029	18,706	10,071
Year 7	2030	19,032	10,561
7-Year Increase		2,103	3,155
Projected Revenue		\$6,854,998	\$5,695,208
Projected Revenue =>		\$12,550,000	
Total Expenditures =>		\$20,184,000	
Non-Impact Fee Funding =>		\$7,634,000	

Library

The library impact fee is derived using the incremental expansion methodology. The fee includes library branches and library collections. The previous impact fee study did not include library branches because at that time there were no plans to construct new stations. At this point, the City is expanding its main branch and is exploring additional improvements to the main branch or a second location to accommodate future growth, justifying the addition of library branches in this update.

LEVEL OF SERVICE AND INFRASTRUCTURE STANDARDS FOR LIBRARY

Library Branch

Figure 16 indicates current LOS and cost factors for the current library branch. The current branch is 38,500 square feet, resulting in a LOS of 654 square feet per 1,000 persons (38,500 square feet / 58,890 residents = 654 square feet per 1,000 residents). Based on the library expansion plans, the average construction cost is \$736 per square foot. Therefore, the capital cost per person is \$482 (654 square feet per 1,000 residents x \$736 per square foot = \$482 per person).

Figure 16. Current Level of Service and Cost Factors for Library Branches

Facility	Square Feet	Replacement Cost [1]
Main Branch	38,500	\$28,346,154
Total	38,500	\$28,346,154

Level-of-Service Standards	Square Feet
Residential Share	100%
Share of Square Feet	38,500
2023 Population	58,890
Square Feet per 1,000 Persons	654

Cost Analysis	Square Feet
Square Feet per 1,000 Persons	654
Average Cost per Square Foot [1]	\$736
Capital Cost per Person	\$482

[1] Average cost from branch expansion project

Library Collection

Figure 17 indicates current LOS and cost factors for physical library collections (i.e., permanently owned collections, not including e-books or recurring access subscriptions). Currently, the City owns 150,000 physical collection items, resulting in a LOS of 2,547 items per 1,000 persons (150,000 items / 58,890 residents = 2,547 items per 1,000 residents). The total collection has a value of \$3.5 million yielding an average cost per collection item of \$23. Therefore, the capital cost per person is \$59 (2,547 items per 1,000 residents x \$23 per item = \$59 per person).

Figure 17. Current Level of Service and Cost Factors for Library Collections

Collections	Items	Replacement Cost
Total Collection	150,000	\$3,452,770
Total	150,000	\$3,452,770

Level-of-Service Standards		Items
Residential Share		100%
Share of Collection		150,000
2023 Population		58,890
Items per 1,000 Persons		2,547

Cost Analysis		Items
Items per 1,000 Persons		2,547
Average Cost per Item		\$23
Capital Cost per Person		\$59

PROJECTED NEED FOR LIBRARY FACILITIES

The City of Bentonville updates its impact fee studies on a seven-year cycle. The following figures illustrate the demand from new development over that time based on the study's growth projections.

Library Branches

Figure 19 depicts projected demand for library branches over the next seven years. Demand from population growth will require 7,049 additional square footage to maintain the current LOS for a total cost of approximately \$5.2 million.

Figure 18. Library Branch Needs Analysis

Infrastructure		Level of Service		Cost/Unit
Library Branch		654 Square Feet	per 1,000 persons	\$736

Growth-Related Need for Library Branch			
Year		Population	Square Feet
Base	2023	58,890	38,514
Year 1	2024	60,304	39,438
Year 2	2025	61,758	40,389
Year 3	2026	63,253	41,367
Year 4	2027	64,791	42,373
Year 5	2028	66,371	43,406
Year 6	2029	67,996	44,469
Year 7	2030	69,668	45,563
Seven-Year Increase		10,778	7,049
Projected Expenditure			\$5,189,923

Growth-Related Expenditures for Library Branch		\$5,189,923
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Library Collections

Figure 19 depicts projected demand for library collections over the next seven years. Demand from population growth will require 27,452 additional collections to maintain the current LOS for a total cost of approximately \$631,000.

Figure 19. Library Collections Needs Analysis

Infrastructure		Level of Service		Cost/Unit
Collection		2,547	Units per 1,000 persons	\$23

Growth-Related Need for Collection			
Year		Population	Collection Units
Base	2023	58,890	149,993
Year 1	2024	60,304	153,595
Year 2	2025	61,758	157,298
Year 3	2026	63,253	161,106
Year 4	2027	64,791	165,022
Year 5	2028	66,371	169,046
Year 6	2029	67,996	173,186
Year 7	2030	69,668	177,445
Seven-Year Increase		10,778	27,452
Projected Expenditure			\$631,405

Growth-Related Expenditures for Collection	\$631,405
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CREDIT FOR ADDITIONAL REVENUE SOURCES

To accommodate growth, the Library Department has prepared a ten-year capital improvement plan, Figure 20. This plan includes library expansions, branch improvements, and collection expansions totaling \$21 million. There are items in the plan that have a portion that is not impact fee eligible. The project list represents all anticipated capital expansion expenditures over the next ten years and it is anticipated that other revenues will be used to fully fund the plan.

Figure 20. 10-Year Capital Improvement Plan

10-Year Library Capital Plan	
Project	Cost
Library Branch Expansion	\$16,750,000
Materials Return System	\$165,000
Self-check terminals	\$80,000
Materials security gates and people counter	\$50,000
Computer terminals	\$26,500
Makerspace technology and equipment	\$100,000
Integrated technology for collaboration rooms	\$162,750
Public copier/printer	\$18,500
Landscape enhancements and refresh	\$150,000
Remodel and upgrade to exterior bookdrop	\$1,000,000
Branch Library - Study / Plan	\$150,000
Expansion of Existing Pickup Lockers at BCC	\$16,500
Additional Offsite Service Location	\$100,000
10-Year Library Collection Expansion	\$2,250,000
Total	\$21,019,250

Note: The Capital Plan includes several items that have a portion that is not impact fee eligible. The Capital Plan represents all capital expenditures and is eligible for other funding as well.

There are several sources that are anticipated to fund the capital improvement plan: bond financing (21 percent), private donations (49 percent), and existing impact fee fund balance (4 percent). As a result, a credit is included for each revenue source in the final impact fee calculation to ensure the impact fee is calibrated to the future burden to the City. Furthermore, the future impact fee revenue will mitigate a portion of the remaining funding gap.

Figure 21. Funding Sources for Capital Improvement Plan

Funding Sources	Amount	% of Total
Bond Funding	\$4,500,000	21%
Private Donations	\$10,250,000	49%
Existing Impact Fee Fund Balance	\$847,026	4%
Funding Gap	\$5,422,224	26%
Total	\$21,019,250	100%

LIBRARY IMPACT FEE SUMMARY

The maximum supportable library impact fees are shown in Figure 22. The gross cost per person is reduced by the credits for other revenues to find the net total cost per person. The fee is only assessed to residential development and based on persons per housing unit. For example, the single family detached impact fee is \$392 (2.80 persons per housing unit x \$140 net cost per person = \$392 (rounded)). The current library impact fee is included in the figure illustrating an increase of \$214 for single family detached development.

The City may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

Figure 22. Maximum Supportable Library Impact Fees

Fee Component	Cost per Person
Library Branch	\$482
Library Collections	\$59
Gross Total	\$541
Credit for Bond Funding (21%)	(\$114)
Credit for Private Donations (49%)	(\$265)
Existing Fund Balance (4%)	(\$22)
Net Total	\$140

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$392	\$178	\$214
Single Family Attached	2.24	\$314	-	-
Multifamily	1.55	\$217	\$112	\$105

CASH FLOW PROJECTIONS FOR MAXIMUM SUPPORTABLE IMPACT FEE

This section summarizes the potential cash flow to the City if the development impact fees are implemented at the maximum supportable amounts. The cash flow projections are based on the assumptions detailed in this chapter and the development projections discussed in Appendix B: Demographic Data.

The summary provides an indication of the impact fee revenue generated by new development. Shown at the bottom of the figure, the maximum supportable library impact fee is estimated to generate \$1.5 million in revenue while there is a growth-related cost of \$5.8 million. The revenue is able to mitigate 26 percent of growth-related costs. The remaining funding gap is the result of the credit for the other revenue sources available to fund capital expansion projects.

Figure 23. Cash Flow Summary for Maximum Supportable Impact Fees

Infrastructure Costs for Library Facilities			
		Total Cost	Growth Cost
Library Branch		\$5,189,923	\$5,189,923
Library Collections		\$631,405	\$631,405
Total Expenditures		\$5,821,328	\$5,821,328

Projected Development Impact Fee Revenue			
		Single Family \$392 per unit	Multifamily \$217 per unit
Year		Housing Units	Housing Units
Base	2023	16,929	7,406
Year 1	2024	17,205	7,820
Year 2	2025	17,489	8,245
Year 3	2026	17,781	8,682
Year 4	2027	18,081	9,132
Year 5	2028	18,389	9,595
Year 6	2029	18,706	10,071
Year 7	2030	19,032	10,561
Seven-Year Increase		2,103	3,155
Projected Revenue		\$824,282	\$684,687
Projected Revenue =>		\$1,509,000	
Total Expenditures =>		\$5,821,000	
Non-Impact Fee Funding =>		\$4,312,000	

Police

The police impact fee for Bentonville utilizes an incremental expansion approach, with infrastructure costs allocated to both residential and nonresidential development based on a functional population analysis. The fee includes police facilities, police vehicles, police communication infrastructure.

For residential development, police impact fees are a function of population growth. For nonresidential impact fees, TischlerBise recommends using nonresidential vehicle trips as the best demand indicator for public safety. Trip generation rates are used for nonresidential development because vehicle trips are highest for commercial developments, such as shopping centers, and lowest for industrial/warehouse development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for police services from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service. For example, if employees per thousand square feet were used as the demand indicator, police impact fees would be too high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses. If floor area were used as the demand indicator, police impact fees would be too high for industrial development. Further details on vehicle trip rates can be found in the appendix.

PROPORTIONATE SHARE ANALYSIS

Both residential and nonresidential developments increase the demand on police services and facilities. To calculate the proportional share between residential and nonresidential demand on service and facilities, a functional population approach is used. The functional population approach allocates the cost of the facilities to residential and nonresidential development based on the activity of residents and workers in the city through the 24 hours in a day.

Residents that do not work are assigned 20 hours per day to residential development and 4 hours per day to nonresidential development (annualized averages). Residents that work in City of Bentonville are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents that work outside the city are assigned 14 hours to residential development, the remaining hours in the day are assumed to be spent outside of the city working. Inflow commuters are assigned 10 hours to nonresidential development. Based on the most recent functional population data (2018), residential development accounts for 58 percent of the functional population, while nonresidential development accounts for 42 percent.

Figure 24. Bentonville Functional Population

Bentonville, AR (2018)			
Residential			
Population*	46,112		
		<i>Demand</i>	<i>Person</i>
		<i>Hours/Day</i>	<i>Hours</i>
Residents Not Working	24,984	20	499,680
Employed Residents	21,128		
Employed in Bentonville	9,351	14	130,914
Employed outside Bentonville	11,777	14	164,878
		Residential Subtotal	795,472
		Residential Share =>	58%
Nonresidential			
Non-working Residents	24,984	4	99,936
Jobs Located in Bentonville	48,378		
Residents Employed in Bentonville	9,351	10	93,510
Non-Resident Workers (inflow commuters)	39,027	10	390,270
		Nonresidential Subtotal	583,716
		Nonresidential Share =>	42%
		TOTAL	1,379,188

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.

* Source: U.S. Census Bureau, American Community Survey, 2018

LEVELS OF SERVICE STANDARDS AND COST FACTORS FOR POLICE

Police Facilities

Bentonville currently has three police facilities totaling 47,522 square feet. Based on current insurance valuations, the facilities total \$18.2 million in value. Figure 25 indicates residential and nonresidential proportionate share factors, current LOS standards, and cost per demand unit calculations. For example, the current residential LOS is derived by multiplying the total square footage by the proportionate share of functional population and dividing by the total population (47,522 square feet x 58 percent proportionate share / 58,890 residents), resulting in a LOS of 468 square feet per 1,000 persons.

The cost per demand unit is derived using the average cost per square foot (\$384) and existing LOS discussed above. For example, the cost per person is \$180 (384 square feet per 1,000 persons x \$384 per square foot = \$180 per person).

Figure 25. Current Level of Service and Cost Factors for Police Facilities

Facility	Square Feet	Replacement Cost [1]
Headquarters	18,885	\$6,096,416
Storage	6,500	\$1,838,550
CID/Communications/EOQ	22,137	\$10,300,500
Total	47,522	\$18,235,466

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Floor Area (sq. ft.)	27,563	19,959
2023 Population/Nonres Vehicle Trips	58,890	172,022
Square Feet per 1,000 Persons/Nonres Trips	468	116

<i>Cost Analysis</i>	Residential	Nonresidential
Square Feet per 1,000 Persons/Nonres Trips	468	116
Average Cost per Square Foot	\$384	\$384
Capital Cost per Person/Nonres Vehicle Trip	\$180	\$45

[1] Insurance valuation report

Police Vehicles

Bentonville currently has 105 units in its police fleet. Figure 26 below indicates the type of vehicle, the number owned, and the current cost of replacement. In total, the fleet's value is \$6.8 million with an average cost per unit of \$65,000. Figure 26 also indicates residential and nonresidential proportionate share factors, current LOS standards, and cost per demand unit calculations. For example, the current residential LOS is derived by multiplying the total number of vehicles by the proportionate share of functional population and dividing by the total population (105 vehicles x 58 percent proportionate share / 58,890 residents), resulting in a LOS of 1.034 vehicles per 1,000 persons.

The cost per demand unit is derived using the average cost per vehicles (\$65,000) and existing LOS discussed above. For example, the cost per person is \$67 (1.034 vehicles per 1,000 persons x \$65,000 per vehicle = \$67 per person).

Figure 26. Current Level of Service and Cost Factors for Police Vehicles

Vehicle Type	Total Units	Cost per Unit	Replacement Cost
Patrol	75	\$65,000	\$4,875,000
CID/Admin	30	\$65,000	\$1,950,000
Total	105		\$6,825,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Fleet	60.9	44.1
2023 Population/Nonres Vehicle Trips	58,890	172,022
Units per 1,000 Persons/Nonres Trips	1.034	0.256

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	1.034	0.256
Average Cost per Unit	\$65,000	\$65,000
Capital Cost per Person/Nonres Vehicle Trip	\$67	\$17

Police Communication infrastructure

The police communication infrastructure includes the 911 radio towers and 911 communication dispatch consoles. There are a total of nine units with a total replacement cost of \$1.7 million. Figure 27 also indicates residential and nonresidential proportionate share factors, current LOS standards, and cost per demand unit calculations.

The cost per demand unit is derived using the average cost per unit (\$189,000) and existing LOS. For example, the cost per person is \$17 (0.089 units per 1,000 persons x \$189,000 per unit = \$17 per person).

Figure 27. Current Level of Service and Cost Factors for Police Communication Infrastructure

Equipment	Total Units	Cost per Unit	Replacement Cost
911 Radio Towers	5	\$100,000	\$500,000
911 Comms Consoles	4	\$300,000	\$1,200,000
Total	9		\$1,700,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	58%	42%
Share of Fleet	5.2	3.8
2023 Population/Nonres Vehicle Trips	58,890	172,022
Units per 1,000 Persons/Nonres Trips	0.089	0.022

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	0.089	0.022
Average Cost per Unit	\$189,000	\$189,000
Capital Cost per Person/Nonres Vehicle Trip	\$17	\$4

PROJECTED NEED FOR POLICE FACILITIES

The City of Bentonville updates its impact fee studies on a seven-year cycle. The following figures illustrate the demand from new development over that time based on the study's growth projections.

Police Facilities

Figure 28 depicts projected demand for police facility space over the next seven years. Demand from population and nonresidential growth will require the addition of 9,293 square feet for a total cost of approximately \$3.6 million over the next seven years to maintain existing LOS.

Figure 28. Police Facilities Needs Analysis

Infrastructure		Level of Service		Demand Unit		Cost/Sq Ft
Police Facilities	Residential	468	Square Feet	per 1,000 persons		\$384
	Nonresidential	116		per 1,000 trips		

Growth-Related Need for Police Facilities						
Year		Population	Nonres. Vehicle Trips	Residential Square Feet	Nonresidential Square Feet	Total Square Feet
Base	2023	58,890	172,022	27,560	19,954	47,514
Year 1	2024	60,304	176,066	28,222	20,423	48,645
Year 2	2025	61,758	182,883	28,902	21,214	50,116
Year 3	2026	63,253	189,700	29,602	22,005	51,607
Year 4	2027	64,791	196,517	30,322	22,796	53,118
Year 5	2028	66,371	200,561	31,061	23,265	54,326
Year 6	2029	67,996	204,605	31,822	23,734	55,556
Year 7	2030	69,668	208,649	32,604	24,203	56,807
Seven-Year Increase		10,778	36,627	5,044	4,249	9,293
		Projected Expenditure		\$1,936,896	\$1,631,616	\$3,568,512

Growth-Related Expenditures for Police Facilities					\$3,568,512
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Police Vehicles

Figure 29 depicts projected demand for police vehicles over the next seven years. Demand from population and nonresidential growth will require the addition of 20.6 units for a total cost of approximately \$1.3 million over the next seven years to maintain existing LOS.

Figure 29. Police Vehicles Needs Analysis

Infrastructure	Level of Service		Demand Unit	Cost/Unit
Police Vehicles	Residential	1.034	per 1,000 persons	\$65,000
	Nonresidential	0.256	per 1,000 trips	

Growth-Related Need for Police Vehicles						
Year		Population	Nonres. Vehicle Trips	Residential Units	Nonresidential Units	Total Units
Base	2023	58,890	172,022	60.8	44.0	104.8
Year 1	2024	60,304	176,066	62.3	45.0	107.3
Year 2	2025	61,758	182,883	63.8	46.8	110.6
Year 3	2026	63,253	189,700	65.4	48.5	113.9
Year 4	2027	64,791	196,517	66.9	50.3	117.2
Year 5	2028	66,371	200,561	68.6	51.3	119.9
Year 6	2029	67,996	204,605	70.3	52.3	122.6
Year 7	2030	69,668	208,649	72.0	53.4	125.4
Seven-Year Increase		10,778	36,627	11.2	9.4	20.6
		Projected Expenditure		\$728,000	\$611,000	\$1,339,000

Growth-Related Expenditures for Police Vehicles | \$1,339,000

Police Communication Infrastructure

Figure 30 depicts projected demand for police communication infrastructure over the next seven years. Demand from population and nonresidential growth will require the addition of 1.8 units for a total cost of approximately \$340,000 over the next seven years to maintain existing LOS.

Figure 30. Police Communication Infrastructure Needs Analysis

Infrastructure	Level of Service		Demand Unit	Cost/Unit
Police Communication	Residential	0.089	per 1,000 persons	\$189,000
	Nonresidential	0.022	per 1,000 trips	

Growth-Related Need for Police						
Year		Population	Nonres. Vehicle Trips	Residential Units	Nonresidential Units	Total Units
Base	2023	58,890	172,022	5.2	3.7	8.9
Year 1	2024	60,304	176,066	5.3	3.8	9.1
Year 2	2025	61,758	182,883	5.4	4.0	9.4
Year 3	2026	63,253	189,700	5.6	4.1	9.7
Year 4	2027	64,791	196,517	5.7	4.3	10.0
Year 5	2028	66,371	200,561	5.9	4.4	10.3
Year 6	2029	67,996	204,605	6.0	4.5	10.5
Year 7	2030	69,668	208,649	6.2	4.5	10.7
Seven-Year Increase		10,778	36,627	1.0	0.8	1.8
		Projected Expenditure		\$189,000	\$151,200	\$340,200

Growth-Related Expenditures for Police Communication | \$340,200

POLICE CAPITAL IMPROVEMENT PLANS

The Police Capital Improvement Plan (CIP) is listed in Figure 31. As indicated, there are plans to expand and improve the three components included in the impact fee analysis. The plans satisfy the estimated growth-related needs to keep providing the current LOS.

Figure 31. Police Capital Improvement Plans

Police Capital Improvement Plan	
Project	Improvement
Training Facility	Phase 2, similar to Fayetteville facility, ~\$8 million
Substation	Expansion for future staff and evidence storage
Vehicles	21 units for future patrol and CID hires
Radio Tower #6	Expanded network, not being covered by the 2021 Bond

DEBT SERVICE CREDIT EVALUATION

In 2021, Bentonville voters approved a referendum to finance a variety of projects through sales tax bonds that included improvements to the City's public safety radio communication system. To avoid potential double payment for police improvements, a credit is necessary because new development that will pay the impact fee will also contribute to future payments on this remaining debt through sales tax revenue. Future payments are planned through 2046, 23 years from this study. Conservatively, the next 20 years of payments are included in the credit.

As shown in Figure 32, future payments are distributed based on proportionate share for residential and nonresidential uses. To account for the time value of money, annual payments per person and nonresidential vehicle trip are discounted using a net present value formula based on an average current interest rate of the bond, 3.00 percent. The total net present value of future payments per person is \$12 per person and \$3 per nonresidential vehicle trip. This amount is subtracted from the gross capital cost per demand unit for residential and nonresidential development to derive a net capital cost for police facilities.

Figure 32. Police Future Debt Payment Credit

				Residential				Nonresidential			
Fiscal Year	Payment	Residential 58%	Nonresidential 42%	Fiscal Year	Payment	Projected Population	Payment/ Capita	Fiscal Year	Payment	Projected Nonres. Vehicle Trips	Payment/ Trip
2023	\$53,280	\$30,902	\$22,378	2023	\$30,902	58,890	\$0.52	2023	\$22,378	172,022	\$0.13
2024	\$53,280	\$30,902	\$22,378	2024	\$30,902	60,304	\$0.51	2024	\$22,378	176,066	\$0.13
2025	\$117,923	\$68,395	\$49,528	2025	\$68,395	61,758	\$1.11	2025	\$49,528	182,883	\$0.27
2026	\$137,595	\$79,805	\$57,790	2026	\$79,805	63,253	\$1.26	2026	\$57,790	189,700	\$0.30
2027	\$137,460	\$79,727	\$57,733	2027	\$79,727	64,791	\$1.23	2027	\$57,733	196,517	\$0.29
2028	\$137,621	\$79,820	\$57,801	2028	\$79,820	66,371	\$1.20	2028	\$57,801	200,561	\$0.29
2029	\$137,545	\$79,776	\$57,769	2029	\$79,776	67,996	\$1.17	2029	\$57,769	204,605	\$0.28
2030	\$137,390	\$79,686	\$57,704	2030	\$79,686	69,668	\$1.14	2030	\$57,704	208,649	\$0.28
2031	\$137,828	\$79,940	\$57,888	2031	\$79,940	71,237	\$1.12	2031	\$57,888	212,693	\$0.27
2032	\$137,650	\$79,837	\$57,813	2032	\$79,837	72,846	\$1.10	2032	\$57,813	216,737	\$0.27
2033	\$137,550	\$79,779	\$57,771	2033	\$79,779	74,496	\$1.07	2033	\$57,771	220,781	\$0.26
2034	\$137,523	\$79,763	\$57,760	2034	\$79,763	76,423	\$1.04	2034	\$57,760	224,825	\$0.26
2035	\$137,563	\$79,787	\$57,776	2035	\$79,787	78,399	\$1.02	2035	\$57,776	220,549	\$0.26
2036	\$137,497	\$79,748	\$57,749	2036	\$79,748	80,426	\$0.99	2036	\$57,749	229,064	\$0.25
2037	\$137,494	\$79,747	\$57,747	2037	\$79,747	82,506	\$0.97	2037	\$57,747	237,579	\$0.24
2038	\$6,661	\$3,863	\$2,798	2038	\$3,863	84,639	\$0.05	2038	\$2,798	246,093	\$0.01
2039	\$6,661	\$3,863	\$2,798	2039	\$3,863	86,828	\$0.04	2039	\$2,798	254,608	\$0.01
2040	\$6,661	\$3,863	\$2,798	2040	\$3,863	89,073	\$0.04	2040	\$2,798	263,123	\$0.01
2041	\$6,661	\$3,863	\$2,798	2041	\$3,863	91,377	\$0.04	2041	\$2,798	271,638	\$0.01
2042	\$6,661	\$3,863	\$2,798	2042	\$3,863	93,740	\$0.04	2042	\$2,798	280,153	\$0.01
2043	\$6,661	\$3,863	\$2,798	2043	\$3,863	96,164	\$0.04	2043	\$2,798	288,668	\$0.01
Total	\$1,915,165	\$1,110,792	\$804,373	Total	\$1,110,792		\$15.70	Total	\$804,373		\$3.84
						Discount Rate	3.00%			Discount Rate	3.00%
						Total Credit	\$12			Total Credit	\$3

EXISTING IMPACT FEE FUND BALANCE CREDIT EVALUATION

To ensure that the impact fee is calibrated to growth's burden on the City of Bentonville a credit is included for the existing balance of collected police impact fees that will be used to fund future capital expansions. Listed in Figure 33 there is an estimated \$5.2 million in growth-related costs for the next seven years and an existing balance of \$2.6 million (50 percent of the capital costs). As a result, there is a 50 percent credit included in the final police impact fee calculation.

Figure 33. Credit for Police Impact Fee Fund Balance

Infrastructure	7-Year Need to Accommodate Growth		
	Square Feet	Units	Total Cost
Police Facilities	9,293	-	\$3,568,512
Police Vehicles	-	20.6	\$1,339,000
Police Communication	-	1.8	\$340,200
Total	9,293.0	22.4	\$5,247,712
Existing Impact Fee Fund Balance			\$2,645,822 50%
Future Funding Needs			\$2,601,890 50%

POLICE IMPACT FEE SUMMARY

The maximum supportable police impact fees are shown in Figure 34. For residential development, police impact fees are based on persons per housing unit. For example, the single family detached impact fee is \$333 (2.80 persons per housing unit x \$119 net cost per person = \$333 (rounded)). The nonresidential fees are the product of vehicle trips per 1,000 square feet multiplied by the net capital cost per nonresidential vehicle trip. The current police impact fee is included in the figure illustrating a decrease of \$213 for single family detached development.

The City may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

Figure 34. Maximum Supportable Police Impact Fees

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trips
Police Station	\$180	\$45
Police Vehicles	\$67	\$17
Communication Infrast.	\$17	\$4
Gross Total	\$264	\$66
Credit for Debt Payments	(\$12)	(\$3)
Credit for Existing Fund Balance (50%)	(\$133)	(\$33)
Net Total	\$119	\$30

Residential				
Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$333	\$546	(\$213)
Single Family Attached	2.24	\$267	-	-
Multifamily	1.55	\$184	\$344	(\$160)

Nonresidential				
Development Type	Vehicle Trips	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Nonresidential (per 1,000 Square Feet)				
Retail	14.06	\$422	\$615	(\$193)
Office	5.42	\$163	\$233	(\$70)
Industrial	2.38	\$71	\$81	(\$10)
Institutional	5.39	\$162	-	-

CASH FLOW PROJECTIONS FOR MAXIMUM SUPPORTABLE IMPACT FEE

This section summarizes the potential cash flow to the City if the development impact fees are implemented at the maximum supportable amounts. The cash flow projections are based on the assumptions detailed in this chapter and the development projections discussed in Appendix B: Demographic Data.

The summary provides an indication of the impact fee revenue generated by new development. Shown at the bottom of the figure, the maximum supportable police impact fee is estimated to generate \$2.4 million in revenue while there is a growth-related cost of \$5.2 million. The revenue is able to mitigate 45 percent of growth-related costs. The remaining funding gap is the result of the credit for future debt payments and the existing impact fee fund balance.

Figure 35. Cash Flow Summary for Maximum Supportable Impact Fees

Infrastructure Costs for Police Facilities

	Total Cost	Growth Cost
Police Station	\$3,568,512	\$3,568,512
Police Vehicles	\$1,339,000	\$1,339,000
Communication Infrast.	\$340,200	\$340,200
Total Expenditures	\$5,247,712	\$5,247,712

Projected Development Impact Fee Revenue

		Single Family \$333 per unit	Multifamily \$184 per unit	Retail \$422 per KSF	Office \$163 per KSF	Industrial \$71 per KSF	Institutional \$162 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2023	16,929	7,406	6,905	9,750	3,117	2,722
Year 1	2024	17,205	7,820	7,117	9,819	3,204	2,813
Year 2	2025	17,489	8,245	7,328	10,399	3,292	2,904
Year 3	2026	17,781	8,682	7,539	10,980	3,379	2,995
Year 4	2027	18,081	9,132	7,751	11,560	3,466	3,086
Year 5	2028	18,389	9,595	7,962	11,629	3,553	3,177
Year 6	2029	18,706	10,071	8,174	11,698	3,641	3,268
Year 7	2030	19,032	10,561	8,385	11,767	3,728	3,359
Seven-Year Increase		2,103	3,155	1,480	2,017	611	637
Projected Revenue		\$700,219	\$580,564	\$624,600	\$328,717	\$43,359	\$103,180
Projected Revenue =>						\$2,381,000	
Total Expenditures =>						\$5,248,000	
Non-Impact Fee Funding =>						\$2,867,000	

Fire

The fire impact fee for Bentonville utilizes a plan-based approach that compares the capital expansion plans and infrastructure costs to future development allocated to both residential and nonresidential growth based on an analysis of calls for service data. The fee includes a fire station and fire apparatus component that provide a citywide benefit. The previous impact fee study did not include fire stations because at that time there were no plans to construct new stations.

For residential development, fire impact fees are a function of population growth. For nonresidential impact fees, TischlerBise recommends using nonresidential vehicle trips as the best demand indicator for fire and emergency medical apparatus. Trip generation rates are used for nonresidential development because vehicle trips are highest for commercial developments, such as shopping centers, and lowest for industrial/warehouse development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for fire and emergency medical services from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service. For example, if employees per thousand square feet were used as the demand indicator, fire impact fees would be too high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses. If floor area were used as the demand indicator, fire impact fees would be too high for industrial development. Further details on vehicle trip rates can be found in the appendix.

PROPORTIONATE SHARE ANALYSIS

The fire impact fee uses an annual report of calls for service to attribute demand on fire station and fire apparatus from residential and nonresidential development. Of the total, 46 percent of calls were to residential locations, 40 percent to nonresidential locations, and 14 percent were to traffic incidents. The traffic incidents are split to residential and nonresidential locations based on the current vehicle trip generation estimates. As a result, 53 percent of calls are considered to be based on residential demand and 47 percent of calls are considered to be on nonresidential demand.

Figure 36. Fire Department Calls for Service

Location	Calls for Service	Percent of Total
Residential	3,242	46%
Nonresidential	2,777	40%
Traffic	978	14%
Total	6,997	100%

Location	Vehicle Trips	Percent of Total
Residential	142,606	45%
Nonresidential	172,022	55%
Total	314,628	100%

Location	Adj. Vehicle Trips	Percent of Total
Residential	3,685	53%
Nonresidential	3,312	47%
Total	6,997	100%

FIRE CAPITAL IMPROVEMENT PLANS

The Fire Capital Improvement Plan (CIP) is listed in Figure 37. As indicated, there are plans to construct Fire Station #8 with an estimated cost of \$4.5 million. Along with the need to provide a new fire truck at Station #8 there are new administrative and training vehicles needed to support the department's growth.

Figure 37. Fire Capital Improvement Plans

Fire Capital Improvement Plan			
Project	Need	Units	Total Cost
Fire Station #8	10,000	square feet	\$4,500,000
Fire Truck	1	units	\$960,000
Battalion Truck	1	units	\$120,000
Training and Admin Truck	2	units	\$120,000
Total			\$5,700,000

LEVELS OF SERVICE STANDARDS AND COST FACTORS FOR FIRE

Fire Stations

Bentonville Fire Department plans to construction Fire Station #8 in the next seven years to accommodate citywide growth. The station is anticipated to be 10,000 square feet and cost \$4.5 million. The capital expansion is compared to the 7-year growth projection to calculate capital cost factors. Figure 38 indicates residential and nonresidential proportionate share factors, LOS standards, and cost per demand unit calculations. For example, the residential LOS is derived by multiplying the total square footage by the proportionate share and dividing by the 7-year increase in population (10,000 square feet x 53 percent proportionate share / 10,778 residents), resulting in a LOS of 489 square feet per 1,000 persons.

The cost per demand unit is derived using the average cost per square foot (\$450) and LOS discussed above. For example, the cost per person is \$220 (489 square feet per 1,000 persons x \$450 per square foot = \$220 per person).

Figure 38. Current Level of Service and Cost Factors for Fire Station

Facility	Square Feet	Replacement Cost
Fire Station #8	10,000	\$4,500,000
Total	10,000	\$4,500,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	53%	47%
Share of Floor Area (sq. ft.)	5,267	4,733
7-Year Increase in Population and Nonres Trips	10,778	36,627
Square Feet per 1,000 Persons/Nonres Trips	489	129

<i>Cost Analysis</i>	Residential	Nonresidential
Square Feet per 1,000 Persons/Nonres Trips	489	129
Average Cost per Square Foot	\$450	\$450
Capital Cost per Person/Nonres Vehicle Trip	\$220	\$58

Source: Bentonville Fire Department

Fire Apparatus

Bentonville Fire Department plans to expand its vehicle fleet by four units over the next seven years to accommodate citywide growth. This includes a new fire truck for Station #8 and three administrative vehicles. The capital expansion plan is compared to the 7-year growth projection to calculate capital cost factors. Figure 39 also indicates residential and nonresidential proportionate share factors, LOS standards, and cost per demand unit calculations. For example, the residential LOS is derived by multiplying the number of apparatus by the proportionate share and dividing by the total population (4 apparatus x 53 percent proportionate share / 10,778 residents), resulting in a LOS of 0.195 apparatus per 1,000 persons.

The cost per demand unit is derived using the average cost per apparatus (\$300,000) and LOS discussed above. For example, the cost per person is \$59 (0.195 apparatus per 1,000 persons x \$300,000 per apparatus = \$59 per person).

Figure 39. Current Level of Service and Cost Factors for Fire Apparatus

Vehicle Type	Total Units	Cost per Unit	Replacement Cost
Fire Truck	1	\$960,000	\$960,000
Battalion Truck	1	\$120,000	\$120,000
Training and Admin Truck	2	\$60,000	\$120,000
Total	4		\$1,200,000

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	53%	47%
Share of Fleet	2.1	1.9
7-Year Increase in Population and Nonres Trips	10,778	36,627
Units per 1,000 Persons/Nonres Trips	0.195	0.052

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons/Nonres Trips	0.195	0.052
Average Cost per Unit	\$300,000	\$300,000
Capital Cost per Person/Nonres Vehicle Trip	\$59	\$16

Source: Bentonville Fire Department

DEBT SERVICE CREDIT EVALUATION

In 2021, Bentonville voters approved a referendum to finance a variety of projects through sales tax bonds that included a fire training facility. To avoid potential double payment for fire improvements, a credit is necessary because new development that will pay the impact fee will also contribute to future payments on this remaining debt through sales tax revenue. Future payments are planned through 2046, 23 years from this study. Conservatively, the next 20 years of payments are included in the credit.

As shown in Figure 40, future payments are distributed based on proportionate share for residential and nonresidential uses. To account for the time value of money, annual payments per person and nonresidential vehicle trip are discounted using a net present value formula based on an average current interest rate of the bond, 3.00 percent. The total net present value of future payments per person is \$6 per person and \$1 per nonresidential vehicle trip. This amount is subtracted from the gross capital cost per demand unit for residential and nonresidential development to derive a net capital cost for fire facilities.

Figure 40. Fire Future Debt Payment Credit

				Residential				Nonresidential			
Fiscal Year	Payment	Residential 58%	Nonresidential 42%	Fiscal Year	Payment	Projected Population	Payment/ Capita	Fiscal Year	Payment	Projected Nonres. Vehicle Trips	Payment/ Trip
2023	\$25,187	\$14,608	\$10,579	2023	\$14,608	58,890	\$0.25	2023	\$10,579	172,022	\$0.06
2024	\$25,187	\$14,608	\$10,579	2024	\$14,608	60,304	\$0.24	2024	\$10,579	176,066	\$0.06
2025	\$55,745	\$32,332	\$23,413	2025	\$32,332	61,758	\$0.52	2025	\$23,413	182,883	\$0.13
2026	\$65,045	\$37,726	\$27,319	2026	\$37,726	63,253	\$0.60	2026	\$27,319	189,700	\$0.14
2027	\$64,981	\$37,689	\$27,292	2027	\$37,689	64,791	\$0.58	2027	\$27,292	196,517	\$0.14
2028	\$65,057	\$37,733	\$27,324	2028	\$37,733	66,371	\$0.57	2028	\$27,324	200,561	\$0.14
2029	\$65,021	\$37,712	\$27,309	2029	\$37,712	67,996	\$0.55	2029	\$27,309	204,605	\$0.13
2030	\$64,948	\$37,670	\$27,278	2030	\$37,670	69,668	\$0.54	2030	\$27,278	208,649	\$0.13
2031	\$65,155	\$37,790	\$27,365	2031	\$37,790	71,237	\$0.53	2031	\$27,365	212,693	\$0.13
2032	\$65,071	\$37,741	\$27,330	2032	\$37,741	72,846	\$0.52	2032	\$27,330	216,737	\$0.13
2033	\$65,023	\$37,713	\$27,310	2033	\$37,713	74,496	\$0.51	2033	\$27,310	220,781	\$0.12
2034	\$65,011	\$37,706	\$27,305	2034	\$37,706	76,423	\$0.49	2034	\$27,305	224,825	\$0.12
2035	\$65,030	\$37,717	\$27,313	2035	\$37,717	78,399	\$0.48	2035	\$27,313	220,549	\$0.12
2036	\$64,999	\$37,699	\$27,300	2036	\$37,699	80,426	\$0.47	2036	\$27,300	229,064	\$0.12
2037	\$64,997	\$37,698	\$27,299	2037	\$37,698	82,506	\$0.46	2037	\$27,299	237,579	\$0.11
2038	\$3,149	\$1,826	\$1,323	2038	\$1,826	84,639	\$0.02	2038	\$1,323	246,093	\$0.01
2039	\$3,149	\$1,826	\$1,323	2039	\$1,826	86,828	\$0.02	2039	\$1,323	254,608	\$0.01
2040	\$3,149	\$1,826	\$1,323	2040	\$1,826	89,073	\$0.02	2040	\$1,323	263,123	\$0.01
2041	\$3,149	\$1,826	\$1,323	2041	\$1,826	91,377	\$0.02	2041	\$1,323	271,638	\$0.00
2042	\$3,149	\$1,826	\$1,323	2042	\$1,826	93,740	\$0.02	2042	\$1,323	280,153	\$0.00
2043	\$3,149	\$1,826	\$1,323	2043	\$1,826	96,164	\$0.02	2043	\$1,323	288,668	\$0.00
Total	\$905,351	\$525,098	\$380,253	Total	\$525,098		\$7.43	Total	\$380,253		\$1.81
				Discount Rate 3.00%				Discount Rate 3.00%			
				Total Credit \$6				Total Credit \$1			

EXISTING IMPACT FEE FUND BALANCE CREDIT EVALUATION

To ensure that the impact fee is calibrated to growth's burden on the City of Bentonville a credit is included for the existing balance of collected fire impact fees that will be used to fund future capital expansions. Listed in Figure 41 the growth-related capital expansion plan for fire infrastructure is \$5.7 million and there is an existing fire impact fee balance of \$1.9 million (34 percent of the capital costs). As a result, there is a 34 percent credit included in the final fire impact fee calculation.

Figure 41. Credit for Fire Impact Fee Fund Balance

7-Year Need to Accommodate Growth			
Infrastructure	Square Feet	Units	Total Cost
Fire Station	10,000	-	\$4,500,000
Fire Vehicles	-	4.0	\$1,200,000
Total	10,000	4.0	\$5,700,000
Existing Impact Fee Fund Balance		\$1,941,435	34%
Future Funding Needs		\$3,758,565	66%

FIRE IMPACT FEE SUMMARY

The maximum supportable fire impact fees are shown in Figure 42. For residential development, fire impact fees are based on persons per housing unit. For example, the single family detached impact fee is \$498 (2.80 persons per housing unit x \$178 net cost per person = \$498 (rounded)). The nonresidential fees are the product of vehicle trips per 1,000 square feet multiplied by the net capital cost per nonresidential vehicle trip. The current fire impact fee is included in the figure illustrating an increase of \$180 for single family detached development. Importantly, the increase reflects the addition of fire stations in the impact fee program.

The City may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

Figure 42. Maximum Supportable Fire Impact Fees

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trips
Fire Station	\$220	\$58
Fire Vehicles	\$59	\$16
Gross Total	\$279	\$74
Credit for Debt Payments	(\$6)	(\$1)
Credit for Fund Balance (34%)	(\$95)	(\$25)
Net Total	\$178	\$48

Residential

Development Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Residential (per housing unit)				
Single Family Detached	2.80	\$498	\$318	\$180
Single Family Attached	2.24	\$399	-	-
Multifamily	1.55	\$276	\$200	\$76

Nonresidential

Development Type	Vehicle Trips	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Nonresidential (per 1,000 Square Feet)				
Retail	14.06	\$675	\$357	\$318
Office	5.42	\$260	\$135	\$125
Industrial	2.38	\$114	\$47	\$67
Institutional	5.39	\$258	-	-

CASH FLOW PROJECTIONS FOR MAXIMUM SUPPORTABLE IMPACT FEE

This section summarizes the potential cash flow to the City if the development impact fees are implemented at the maximum supportable amounts. The cash flow projections are based on the assumptions detailed in this chapter and the development projections discussed in Appendix B: Demographic Data.

The summary provides an indication of the impact fee revenue generated by new development. Shown at the bottom of the figure, the maximum supportable fire impact fee is estimated to generate \$3.7 million in revenue while there is a growth-related cost of \$5.7 million. The revenue is able to mitigate 65 percent of growth-related costs. The remaining funding gap is the result of the credit for future debt payments and the existing impact fee fund balance.

Figure 43. Cash Flow Summary for Maximum Supportable Impact Fees

Infrastructure Costs for Fire Facilities

	Total Cost	Growth Cost
Fire Station	\$4,500,000	\$4,500,000
Fire Vehicles	\$1,200,000	\$1,200,000
Total Expenditures	\$5,700,000	\$5,700,000

Projected Development Impact Fee Revenue

		Single Family \$498 per unit	Multifamily \$276 per unit	Retail \$675 per KSF	Office \$260 per KSF	Industrial \$114 per KSF	Institutional \$258 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2023	16,929	7,406	6,905	9,750	3,117	2,722
Year 1	2024	17,205	7,820	7,117	9,819	3,204	2,813
Year 2	2025	17,489	8,245	7,328	10,399	3,292	2,904
Year 3	2026	17,781	8,682	7,539	10,980	3,379	2,995
Year 4	2027	18,081	9,132	7,751	11,560	3,466	3,086
Year 5	2028	18,389	9,595	7,962	11,629	3,553	3,177
Year 6	2029	18,706	10,071	8,174	11,698	3,641	3,268
Year 7	2030	19,032	10,561	8,385	11,767	3,728	3,359

Seven-Year Increase 2,103 3,155 1,480 2,017 611 637

Projected Revenue \$1,047,175 \$870,846 \$999,064 \$524,334 \$69,619 \$164,323

Projected Revenue => \$3,675,000

Total Expenditures => \$5,700,000

Non-Impact Fee Funding => \$2,025,000

Appendix A: Land Use Definitions

RESIDENTIAL DEVELOPMENT

As discussed below, residential development categories are based on data from the U.S. Census Bureau, American Community Survey. Importantly, the occupancy (owner or renter) of the housing unit does not influence the housing type determination.

Single Family Detached:

- Single family detached is a one-unit structure detached from any other house, that is, with open space on all four sides. Such structures are considered detached even if they have an adjoining shed or garage. A one-family house that contains a business is considered detached as long as the building has open space on all four sides.
- Mobile home includes both occupied and vacant mobile homes, to which no permanent rooms have been added, are counted in this category. Mobile homes used only for business purposes or for extra sleeping space and mobile homes for sale on a dealer's lot, at the factory, or in storage are not counted in the housing inventory.

Single Family Attached:

- Single family attached (townhouse) is a one-unit structure that has one or more walls extending from ground to roof separating it from adjoining structures. In row houses (sometimes called townhouses), double houses, or houses attached to nonresidential structures, each house is a separate, attached structure if the dividing or common wall goes from ground to roof.

Multifamily:

- 2+ units (duplexes and apartments) are units in structures containing two or more housing units, further categorized as units in structures with "2, 3 or 4, 5 to 9, 10 to 19, 20 to 49, and 50 or more apartments."
- Boat, RV, Van, etc. includes any living quarters occupied as a housing unit that does not fit the other categories (e.g., houseboats, railroad cars, campers, and vans). Recreational vehicles, boats, vans, railroad cars, and the like are included only if they are occupied as a current place of residence.

NONRESIDENTIAL DEVELOPMENT

The proposed general nonresidential development categories (defined below) can be used for all new construction within Bentonville. Nonresidential development categories represent general groups of land uses that share similar average weekday vehicle trip generation rates and employment densities (i.e., jobs per thousand square feet of floor area).

Retail: Establishments primarily selling merchandise, eating/drinking places, and entertainment uses. By way of example, *Retail* includes shopping centers, supermarkets, pharmacies, restaurants, bars, nightclubs, automobile dealerships, and movie theaters, hotels, and motels.

- Examples of respective land use codes in the Institute of Transportation Engineers [Trip Generation Manual](#), 2021: 820, 815, 823, 850, 875, 880

Office: Establishments providing management, administrative, professional, or business services; By way of example, *Office* includes business offices, headquarter buildings, business parks, and research and development centers.

- Examples of respective land use codes in the Institute of Transportation Engineers [Trip Generation Manual](#), 2021: 710, 712, 714, 750, 770

Industrial: Establishments primarily engaged in the production, transportation, or storage of goods. By way of example, *Industrial* includes manufacturing plants, distribution warehouses, trucking companies, utility substations, power generation facilities, and telecommunications buildings.

- Examples of respective land use codes in the Institute of Transportation Engineers [Trip Generation Manual](#), 2021: 110, 130, 150, 154, 160, 170

Institutional: Establishments providing management, administrative, professional, or business services; By way of example, *Institutional* includes assisted living facilities, nursing homes, hospitals, medical offices, veterinarian clinics, schools, universities, churches, daycare facilities, government buildings, and prisons.

- Examples of respective land use codes in the Institute of Transportation Engineers [Trip Generation Manual](#), 2021: 520, 560, 565, 575, 580, 590

Appendix B: Demographic Data

As part of our Work Scope, TischlerBise has prepared documentation on demographic data and development projections that will be used in the City of Bentonville Impact Fee Study. The data estimates and projections are used in the study's calculations and to illustrate the possible future pace of service demands on the City's infrastructure. Furthermore, the memo demonstrates the history of development and base year development levels in Bentonville. The demographic assumptions are used in the impact fee calculations to determine current and future levels of service.

The factors provide assumptions for the final impact fee model, and once finalized, this memo will become part of the final report and/or model documentation.

This memo includes discussion and findings on:

- Household/housing unit size
- Current population and housing unit estimates
- Residential projections
- Current employment and nonresidential floor area estimates
- Nonresidential projections
- Functional population
- Vehicle trip generation and projections

Note: calculations throughout this technical memo are based on an analysis conducted using Excel software. Results are discussed in the memo using one-and two-digit places (in most cases), which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

POPULATION AND HOUSING CHARACTERISTICS

Impact fees often use per capita standards and persons per housing unit or persons per household to derive proportionate share fee amounts. Housing types have varying household sizes and, consequently, a varying demand on City infrastructure and services. Thus, it is important to differentiate between housing types and size.

When persons per housing unit (PPHU) is used in the development impact fee calculations, infrastructure standards are derived using year-round population. In contrast, when persons per household (PPHH) is used in the development impact fee calculations, the fee methodology assumes all housing units will be occupied, thus requiring seasonal or peak population to be used when deriving infrastructure standards. In this case, TischlerBise recommends that fees for residential development in Bentonville be imposed according to persons per housing unit.

Based on housing characteristics, TischlerBise recommends using two housing unit categories for the impact fee study: (1) Single Family and (2) Multifamily. Each housing type has different characteristics which results in a different demand on City facilities and services. Figure 44 shows the US Census American Community Survey 2021 5-Year Estimates data for the City of Bentonville. Single family units have a household size of 2.80 persons and multifamily units have a household size of 1.55 persons. Additionally, there is a housing mix of 70 percent single family and 30 percent multifamily.

The estimates in Figure 44 are for household size calculations. Base year population and housing units are estimated with another, more recent data source.

Figure 44. Persons per Housing Unit

Housing Type	Persons	Housing Units	Persons per Housing Unit	Households	Persons per Household	Housing Unit Mix
Single Family [1]	41,678	14,877	2.80	14,128	2.95	70%
Multifamily [2]	10,078	6,508	1.55	5,445	1.85	30%
Total	51,756	21,385	2.42	19,573	2.64	

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2021 American Community Survey 5-Year Estimates

BASE YEAR POPULATION AND HOUSING UNITS

The City releases its annual *Development Report* to provide the public with a profile of growth and development in the city. Based on the report, Bentonville population in December 31, 2022 was 58,890. The year-end population is used in the impact fee analysis to capsulate the level of service at the start of the 2023 calendar year.

Furthermore, based on the average PPHU listed in Figure 44 (2.42 persons per housing unit) there is an estimated 24,335 housing units in Bentonville. Additionally, based on the 70/30 housing mix, there is an estimated 16,929 single family units and 7,406 multifamily units.

Figure 45. Base Year Housing Units

City of Bentonville	Base Year 2023
Population [1]	58,890
Housing Units [2]	
Single Family	16,929
Multifamily	7,406
Total Housing Units	24,335

[1] Source: Bentonville Development Report 2022; Population estimate for December 31, 2022 is used for the beginning of 2023.

Source: U.S. Census Bureau, 2021 American Community Survey 5-Year Estimates

RESIDENTIAL CONSTRUCTION TREND

There has been a consistent and significant amount of residential growth in Bentonville. Since 2018, despite the recessionary fears during covid-19, there has been an annual total of 655 to 1,671 housing units constructed. On average, 409 single family and 599 multifamily units have been constructed annually. Varying from the current housing stock in the city, the development trend has been more multifamily construction than single family construction. This is anticipated to continue and the 40/60 housing mixture is incorporated in the housing growth projections.

With that said, the 5-year annual average of 1,008 units is considered to be slightly skewed too high because of the spike in multifamily growth in 2019. Removing 2019, the city has been averaging about 840 units per year.

Figure 46. 5-Year New Housing Unit Totals

Housing Type	2018	2019	2020	2021	2022	Total	Average	% of Total
Single Family	494	461	405	277	410	2,047	409	40%
Multifamily	404	1,210	524	378	478	2,994	599	60%
Total	898	1,671	929	655	888	5,041	1,008	100%

Source: Bentonville Development Report 2022

HOUSING UNIT AND POPULATION PROJECTIONS

In the Bentonville *Community Plan* are future population estimates. The estimates were calculated in 2018, before the recent acceleration in development. Consequently, the estimates are slightly lower than the present population. However, the annual growth rates are still considered appropriate. Over the next ten years, the Bentonville population is estimated to grow to nearly 74,500 residents, a 26.5 percent increase from the base year. Following the population growth, 7,613 new housing units are projected (40 percent single family/60 percent multifamily).

Annually, the housing projections average 760 new homes, less than the recent construction activity. However, the conservative estimate allows for market adjustments over the next ten years and possible land capacity limits within the current city boundaries.

Figure 47. Residential Development Projections

City of Bentonville	Base Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total Increase
Population	58,890	60,304	61,758	63,253	64,791	66,371	67,996	69,668	71,237	72,846	74,496	15,606
Percent Increase		2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.5%	2.3%	2.3%	2.3%	26.5%
Housing Units												
Single Family	16,929	17,205	17,489	17,781	18,081	18,389	18,706	19,032	19,338	19,652	19,974	3,045
Multifamily	7,406	7,820	8,245	8,682	9,132	9,595	10,071	10,561	11,020	11,491	11,974	4,568
Total Housing Units	24,335	25,025	25,734	26,463	27,213	27,984	28,777	29,593	30,358	31,143	31,948	7,613

Source: Population and housing development projections are based on annual growth rates calculated from estimates in Bentonville *Community Plan* and PPHU factors by type of housing unit.

CURRENT EMPLOYMENT AND NONRESIDENTIAL FLOOR AREA

Base year employment estimates are produced with data from the Northwest Arkansas Regional Planning Commission (NWARPC) Travel Demand Model. The GIS-based database provides employment estimates for years 2018, 2025, 2035, and 2045 at the traffic analysis zone (TAZ) level. The City of Bentonville TAZs are summed and the 2023 estimates are found with a straight-line calculation from 2018 to 2025. Shown in Figure 48, there is a total of 60,101 jobs in Bentonville, over half in office industries.

The employment estimates are combined with density factors to calculate base year nonresidential floor area. The density factors are from the Institute of Transportation Engineers' *Trip Generation* Manual (2021) and the applied factors are found in Figure 49. For example, retail employment is combined with the density factor for the Shopping Center land use (471 square feet per employee) to find the total retail square footage in Bentonville (14,661 retail employees x 471 square feet per job = 6,905,097 square feet).

Figure 48. Base Year Employment and Nonresidential Floor Area

Employment Industries	Base Year Jobs [1]	Percent of Total	Sq. Ft. per Job [2]	Base Year Floor Area (sq. ft.)	Percent of Total
Retail	14,661	24%	471	6,905,097	31%
Office	31,759	53%	307	9,750,064	43%
Industrial	5,904	10%	528	3,117,170	14%
Institutional	7,778	13%	350	2,722,149	12%
Total	60,101	100%		22,494,479	100%

[1] Source: Northwest Arkansas Regional Planning Commission Travel Demand Model; TischlerBise analysis

[2] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

Figure 49. Institute of Transportation Engineers (ITE) Employment Density Factors

Employment Industry	ITE Code	Land Use	Demand Unit	Emp Per Dmd Unit	Sq Ft Per Emp
Retail	820	Shopping Center	1,000 Sq Ft	2.12	471
Office	710	General Office	1,000 Sq Ft	3.26	307
Industrial	140	Manufacturing	1,000 Sq Ft	1.89	528
Institutional	610	Hospital	1,000 Sq Ft	2.86	350

Source: *Trip Generation*, Institute of Transportation Engineers, 11th Edition (2021)

EMPLOYMENT AND NONRESIDENTIAL FLOOR AREA PROJECTIONS

Following the NWARPC Travel Demand Model, employment and floor area projections are provided in Figure 50. Additionally, Walmart is constructing a new headquarters which is estimated to house 15,000 office employees. Currently, there is an estimated 10,000 employees at the existing headquarters in Bentonville, thus the expansion will be a net positive of 5,000 new office employees. This specific expansion was not included in the Travel Demand Model, so the net new jobs are included in the projections over three years starting in 2025.

Overall, there is a projected increase of 16,000 jobs in Bentonville over the next ten years, an increase of 27 percent from the base year. The employment projections have been combined with the employee density factors to estimate the new nonresidential floor area. As a result, 6.1 million square feet are estimated over the next ten years, including over 2 million square feet in both office and retail development.

Figure 50. Employment and Nonresidential Floor Area Projections

Industry	Base Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total Increase
Jobs [1]												
Retail	14,661	15,109	15,558	16,007	16,456	16,905	17,354	17,803	18,252	18,701	19,150	4,489
Office	31,759	31,983	33,874	35,765	37,656	37,880	38,104	38,328	38,552	38,776	39,001	7,241
Industrial	5,904	6,069	6,234	6,399	6,565	6,730	6,895	7,060	7,226	7,391	7,556	1,652
Institutional	7,778	8,038	8,297	8,557	8,817	9,077	9,337	9,597	9,857	10,117	10,377	2,600
Total	60,101	61,199	63,964	66,729	69,494	70,592	71,690	72,789	73,887	74,985	76,083	15,983
Nonresidential Floor Area (1,000 sq. ft.) [2]												
Retail	6,905	7,117	7,328	7,539	7,751	7,962	8,174	8,385	8,597	8,808	9,020	2,114
Office	9,750	9,819	10,399	10,980	11,560	11,629	11,698	11,767	11,836	11,904	11,973	2,223
Industrial	3,117	3,204	3,292	3,379	3,466	3,553	3,641	3,728	3,815	3,902	3,990	872
Institutional	2,722	2,813	2,904	2,995	3,086	3,177	3,268	3,359	3,450	3,541	3,632	910
Total	22,494	22,953	23,923	24,893	25,863	26,322	26,780	27,239	27,697	28,156	28,614	6,120

[1] Source: Northwest Arkansas Regional Planning Commission Travel Demand Model; TischlerBise analysis

[2] Source: Institute of Transportation Engineers, *Trip Generation*, 10th Edition (2017)

[3] The Walmart HQ expansion project is estimated to have 15,000 total office jobs. Currently, there is an estimated 10,000 office jobs at the existing HQ. The 5,000 additional jobs are assumed over three years beginning in 2025.

FUNCTIONAL POPULATION

Both residential and nonresidential developments increase the demand on City services and facilities. To calculate the proportional share between residential and nonresidential demand on service and facilities, a functional population approach is used. The functional population approach allocates the cost of the facilities to residential and nonresidential development based on the activity of residents and workers in the city through the 24 hours in a day.

Residents that do not work are assigned 20 hours per day to residential development and 4 hours per day to nonresidential development (annualized averages). Residents that work in City of Bentonville are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents that work outside the city are assigned 14 hours to residential development, the remaining hours in the day are assumed to be spent outside of the city working. Inflow commuters are assigned 10 hours to nonresidential development. Based on the most recent functional population data (2018), residential development accounts for 58 percent of the functional population, while nonresidential development accounts for 42 percent.

Figure 51. City of Bentonville Functional Population

Bentonville, AR (2018)			
Residential Population*		Demand Hours/Day	Person Hours
Residents Not Working	46,112	20	499,680
Employed Residents	21,128		
Employed in Bentonville	9,351	14	130,914
Employed outside Bentonville	11,777	14	164,878
	Residential Subtotal		795,472
	Residential Share =>		58%
Nonresidential Non-working Residents	24,984	4	99,936
Jobs Located in Bentonville	48,378		
Residents Employed in Bentonville	9,351	10	93,510
Non-Resident Workers (inflow commuters)	39,027	10	390,270
	Nonresidential Subtotal		583,716
	Nonresidential Share =>		42%
	TOTAL		1,379,188

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.

* Source: U.S. Census Bureau, American Community Survey, 2018

VEHICLE TRIP GENERATION

Residential Vehicle Trips by Housing Type

A customized trip rate is calculated for the single family and multifamily units in Bentonville. In Figure 52, the most recent data from the US Census American Community Survey is inputted into equations provided by the ITE to calculate the trip ends per housing unit factor. A single family unit is estimated to generate 12.30 trip ends and a multifamily unit is estimated to generate 4.50 trip ends on an average weekday.

Figure 52. Customized Residential Trip End Rates by Housing Type

Tenure	Vehicles Available (1)	Households (2)		Total HHs	Vehicles per HH by Tenure
		Single Family*	Multifamily Units		
Owner-occupied	20,872	9,929	39	9,968	2.09
Renter-occupied	13,316	4,199	5,406	9,605	1.39
Total	34,188	14,128	5,445	19,573	1.75
Housing Units (6) =>		14,877	6,508	21,385	
Persons per Housing Unit =>		2.80	1.55	2.42	

Housing Type	Persons (3)	Trip Ends (4)	Vehicles by Type of Housing	Trip Ends (5)	Average Trip Ends	Trip Ends per Housing Unit	ITE Trip Ends Per Unit
Single Family*	41,678	116,134	26,612	248,693	182,414	12.30	9.44
Multifamily	10,078	22,998	7,576	36,093	29,545	4.50	5.44
Total	51,756	139,132	34,188	284,786	211,959	10.80	

* Includes Single Family Detached, Attached, and Manufactured Homes

(1) Vehicles available by tenure from Table B25046, 2017-2021 American Community Survey 5-Year Estimates.

(2) Households by tenure and units in structure from Table B25032, American Community Survey, 2017-2021.

(3) Persons by units in structure from Table B25033, American Community Survey, 2017-2021.

(4) Vehicle trips ends based on persons using formulas from Trip Generation (ITE 2021). For single family housing (ITE 210), the fitted curve equation is $\text{EXP}(0.96 * \text{LN}(\text{persons}) + 1.43)$. To approximate the average population of the ITE studies, persons were divided by 221 and the equation result multiplied by 221. For multifamily housing (ITE 221), the fitted curve equation is $(2.29 * \text{persons}) - 81.02$.

(5) Vehicle trip ends based on vehicles available using formulas from Trip Generation (ITE 2021). For single family housing (ITE 210), the fitted curve equation is $\text{EXP}(0.99 * \text{LN}(\text{vehicles}) + 1.93)$. To approximate the average number of vehicles in the ITE studies, vehicles available were divided by 191 and the equation result multiplied by 191. For multifamily housing (ITE 220), the fitted curve equation is $(3.94 * \text{vehides}) + 293.58$ (ITE 2012).

(6) Housing units from Table B25024, American Community Survey, 2017-2021.

Residential Vehicle Trips Adjustment Factors

A vehicle trip end is the out-bound or in-bound leg of a vehicle trip. As a result, so to not double count trips, a standard 50 percent adjustment is applied to trip ends to calculate a vehicle trip. For example, the out-bound trip from a person's home to work is attributed to the housing unit and the trip from work back home is attributed to the employer.

However, an additional adjustment is necessary to capture city residents' work bound trips that are outside of the city. The trip adjustment factor includes two components. According to the National Household Travel Survey, home-based work trips are typically 31 percent of out-bound trips (which are 50 percent of all trip ends). Also, utilizing the most recent data from the Census Bureau's web application "OnTheMap", 56 percent of Bentonville workers travel outside the city for work. In combination, these factors account for 9 percent of additional production trips ($0.31 \times 0.50 \times 0.56 = 0.09$). Shown in Figure 53, the total adjustment factor for residential housing units includes attraction trips (50 percent of trip ends) plus the journey-to-work commuting adjustment (9 percent of production trips) for a total of 59 percent.

Figure 53. Residential Trip Adjustment Factor for Commuters

Employed Bentonville Residents (2018)	21,128
Residents Working in the City (2018)	9,351
Residents Commuting Outside of the City for Work	11,777
Percent Commuting Out of the City	56%
Additional Production Trips	9%
Standard Trip Adjustment Factor	50%
Residential Trip Adjustment Factor	59%

Source: U.S. Census, OnTheMap Application, 2018

Nonresidential Vehicle Trips

Vehicle trip generation for nonresidential land uses are calculated by using ITE's average daily trip end rates and adjustment factors found in their recently published 11th edition of Trip Generation. To estimate the trip generation in Bentonville, the weekday trip end per 1,000 square feet factors listed in Figure 54 are used.

Figure 54. Institute of Transportation Engineers Nonresidential Factors

Employment Industry	ITE Code	Land Use	Demand Unit	Wkdy Trip Ends Per Dmd Unit	Wkdy Trip Ends Per Employee
Retail	820	Shopping Center	1,000 Sq Ft	37.01	17.42
Office	710	General Office	1,000 Sq Ft	10.84	3.33
Industrial	140	Manufacturing	1,000 Sq Ft	4.75	2.51
Institutional	610	Hospital	1,000 Sq Ft	10.77	3.77

Source: *Trip Generation*, Institute of Transportation Engineers, 11th Edition (2021)

For nonresidential land uses, the standard 50 percent adjustment is applied to office, industrial, and institutional. A lower vehicle trip adjustment factor is used for retail land uses because this type of development attracts vehicles as they pass-by on arterial and collector roads. For example, when

someone stops at a convenience store on their way home from work, the convenience store is not their primary destination.

In Figure 55, the ITE land use code, daily vehicle trip end rate, trip adjustment factor, and the daily vehicle trip rate is listed for each land use.

Figure 55. Daily Vehicle Trip Factors

Land Use	ITE Codes	Daily Vehicle Trip Ends	Trip Adj. Factor	Daily Vehicle Trips
Residential (per housing unit)				
Single Family	210	12.30	59%	7.26
Multifamily	220	4.50	59%	2.66
Nonresidential (per 1,000 square feet)				
Retail	820	37.01	38%	14.06
Office	710	10.84	50%	5.42
Industrial	140	4.75	50%	2.38
Institutional	610	10.77	50%	5.39

Source: Institute of Transportation Engineers, *Trip Generation*, 11th Edition (2021); National Household Travel Survey, 2009

VEHICLE TRIP PROJECTIONS

The base year vehicle trip totals and vehicle trip projections are calculated by combining the vehicle trip end factors, the trip adjustment factors, and the residential and nonresidential assumptions for housing stock and floor area. Citywide, residential land uses account for 142,606 vehicle trips and nonresidential land uses account for 172,022 vehicle trips in the base year (Figure 56).

Through 2033, it is projected that daily vehicle trips will increase by 83,016 trips with the majority of the growth being generated by retail (36 percent) and single family (27 percent) development.

Figure 56. Vehicle Trip Projections

Development Type	Base Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total Increase
Residential Trips												
Single Family	122,906	124,908	126,970	129,090	131,268	133,504	135,806	138,172	140,394	142,674	145,011	22,105
Multifamily	19,699	20,801	21,932	23,094	24,291	25,523	26,789	28,092	29,313	30,566	31,851	12,152
Subtotal	142,606	145,710	148,902	152,184	155,559	159,027	162,594	166,265	169,707	173,240	176,862	34,257
Nonresidential Trips												
Retail	97,086	100,059	103,031	106,004	108,977	111,950	114,923	117,896	120,869	123,842	126,814	29,729
Office	52,845	53,218	56,364	59,511	62,657	63,030	63,403	63,776	64,149	64,522	64,895	12,049
Industrial	7,419	7,626	7,834	8,042	8,249	8,457	8,665	8,872	9,080	9,288	9,495	2,076
Institutional	14,672	15,163	15,653	16,144	16,634	17,124	17,615	18,105	18,596	19,086	19,577	4,904
Subtotal	172,022	176,066	182,883	189,700	196,517	200,561	204,605	208,649	212,693	216,737	220,781	48,759
Vehicle Trips												
Grand Total	314,628	321,776	331,785	341,885	352,077	359,588	367,200	374,914	382,400	389,976	397,643	83,016

Source: Institute of Transportation Engineers, *Trip Generation*, 11th Edition (2021)



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution		Informational

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
----------------------	----

Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue

Fund(s) Impacted

(check all that apply)

General Fund

Utility Fund

Street Fund

Other(s): _____

Budget Impact Notes for Consideration (Optional):

City of Bentonville, Arkansas

City Hall

305 SW A Street Bentonville, AR 72712



Michael Preston
SECRETARY OF COMMERCE

Jerry Chism
DIRECTOR
DIVISION OF AERONAUTICS

June 15, 2022

COMMISSIONERS

James "Jay" Brain
Rogers

Dr. Richard L. Dawe
Melbourne

Michael Hutchins
De Valls Bluff

Edward R. Sanders
Hot Springs

Lloyd Wofford
Jonesboro

Will Dawson
Clinton

Samuel Jackson
Blytheville

BENTONVILLE MUNICIPAL AIRPORT
ATTN: THE HONORABLE STEPHANIE ORMAN, Mayor
305 SW A Street
Bentonville, AR 72712
sOrman@bentonvillear.com

Dear Mayor Orman:

During June 15, 2022 meeting of the Arkansas Aeronautics Commission, an 80-20% Grant Request was approved for Bentonville Municipal Airport. The request approved provides funding in the amount of **\$250,000.00** for new taxilane, grading, and drainage for hangar development area.

This grant has been assigned Grant #4072-22 for identification purposes. When corresponding with our office regarding this project, please be sure to use this number. Contact us immediately if you will not be able to complete the project for amount approved. ***The Commission will not be responsible for any additional project costs unless this Agency has received notification in advance.***

The Commission has asked that we call your attention to Page Three (3) of your Application for State Airport Aid. ***This project should be started immediately and completed within one year.*** To avoid cancellation of the grant, notify us if circumstances beyond your control prevent completion within the allotted time.

Payment of this grant will be made upon completion of your project. Please remember that grant funds are contingent upon the Division's appropriation for the fiscal year. Request payment of this grant in writing and include your documentation for the project at that time.

cc: State Senator Bart Hester; State Representative Jim Dotson

JC:kg

Arkansas Department of Commerce
Division of Aeronautics
Clinton National Airport/Adams Field
2315 Crisp Drive • Hangar 8
Little Rock, Arkansas 72202
FLY.ARKANSAS.GOV



Michael Preston
SECRETARY OF COMMERCE

Jerry Chism
DIRECTOR
DIVISION OF AERONAUTICS

June 15, 2022

COMMISSIONERS

James "Jay" Brain
Rogers

Dr. Richard L. Dawe
Melbourne

Michael Hutchins
De Valls Bluff

Edward R. Sanders
Hot Springs

Lloyd Wofford
Jonesboro

Will Dawson
Clinton

Samuel Jackson
Blytheville

BENTONVILLE MUNICIPAL AIRPORT
ATTN: THE HONORABLE STEPHANIE ORMAN, Mayor
305 SW A Street
Bentonville, AR 72712
sOrman@bentonvillear.com

Dear Mayor Orman:

During June 15, 2022 meeting of the Arkansas Aeronautics Commission, a 90-10% Grant Request was approved for Bentonville Municipal Airport. The request approved provides funding in the amount of \$150,000.00 to install water line and utilities for future development area.

This grant has been assigned Grant #4073-22 for identification purposes. When corresponding with our office regarding this project, please be sure to use this number. Contact us immediately if you will not be able to complete the project for amount approved. *The Commission will not be responsible for any additional project costs unless this Agency has received notification in advance.*

The Commission has asked that we call your attention to Page Three (3) of your Application for State Airport Aid. *This project should be started immediately and completed within one year.* To avoid cancellation of the grant, notify us if circumstances beyond your control prevent completion within the allotted time.

Payment of this grant will be made upon completion of your project. Please remember that grant funds are contingent upon the Division's appropriation for the fiscal year. Request payment of this grant in writing and include your documentation for the project at that time.

cc: State Senator Bart Hester; State Representative Jim Dotson

JC:kg

Arkansas Department of Commerce
Division of Aeronautics
Clinton National Airport/Adams Field
2315 Crisp Drive • Hangar 8
Little Rock, Arkansas 72202
FLY.ARKANSAS.GOV



Hugh McDonald
SECRETARY OF COMMERCE

Jerry Chism
DIRECTOR
DIVISION OF AERONAUTICS

May 17, 2023

COMMISSIONERS

James "Jay" Brain
Rogers

Dr. Richard L. Dawe
Melbourne

Michael Hutchins
De Valls Bluff

Edward R. Sanders
Hot Springs

Lloyd Wofford
Jonesboro

Will Dawson
Clinton

Samuel Jackson
Blytheville

BENTONVILLE MUNICIPAL AIRPORT
ATTN: The Honorable Stephanie Orman
Mayor of Bentonville
305 SW A Street
Bentonville, AR 72712
sOrman@bentonvillear.com

Dear Mayor Orman:

During the May 17, 2023 meeting of the Arkansas Aeronautics Commission, an 80-20% Grant Request was approved for Bentonville Municipal Airport. The request approved provides funding in the amount of \$300,000.00 for Future Hangar Site Development & New Access Taxiway.

This grant has been assigned Grant #4149-23 for identification purposes. When corresponding with our office regarding this project, please be sure to use this number. Contact us immediately if you will not be able to complete the project for amount approved. ***The Commission will not be responsible for any additional project costs unless this Agency has received notification in advance.***

The Commission has asked that we call your attention to Page Three (3) of your Application for State Airport Aid. ***This project should be started immediately and completed within one year.*** To avoid cancellation of the grant, notify us if circumstances beyond your control prevent completion within the allotted time.

Payment of this grant will be made upon completion of your project. Please remember that grant funds are contingent upon the Division's appropriation for the fiscal year. Request payment of this grant in writing and include your documentation for the project at that time.

cc: State Senator Jim Dotson; State Representative Mindy McAlindon

JC:kg

Arkansas Department of Commerce
Division of Aeronautics
Clinton National Airport/Adams Field
2315 Crisp Drive • Hangar 8
Little Rock, Arkansas 72202
FLY.ARKANSAS.GOV

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO
ACCEPT THREE (3) STATE OF ARKANSAS AERONAUTICAL GRANTS,
IN THE TOTAL AMOUNT OF SEVEN HUNDRED THOUSAND DOLLARS
(\$700,000.00); ADJUSTING THE 2023 BUDGET TO RECOGNIZE AND
APPROPRIATE SAID FUNDS; AND FOR OTHER PURPOSES.**

WHEREAS, the Arkansas Department of Commerce Division of Aeronautics, awarded the City three (3) grants totaling seven hundred thousand dollars (\$700,000.00), for hangar development and related infrastructure;

WHEREAS, the grant amounts and matching portions are listed as follows:

Grant 1: \$250,000.00	80/20 matching
Grant 2: \$150,000.00	90/10 matching
Grant 3: \$300,000.00	80/20 matching

WHEREAS, a budget adjustment is needed to recognize and appropriate said funds.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF BENTONVILLE, ARKANSAS:**

Section 1: The Mayor and City Clerk are authorized to enter into three (3) grant agreements with the Arkansas Department of Commerce Division of Aeronautics, in the total amount of seven hundred thousand dollars (\$700,000.00), for hangar development and related infrastructure;

Section 2: The 2023 Budget is adjusted to recognize seven hundred thousand dollars (\$700,000.00) of grant funds into Account #101650-3341 – State Operating Grant and appropriate the same to Account #101650-47390 – Improvement other than Building;

Section 3 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 4 - Repeal of Conflicting Resolutions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED this _____ day of _____, 2023.

APPROVED:

ATTEST:

STEPHANIE ORMAN, MAYOR

KIRBY ROMINES, CITY CLERK



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution		Informational

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
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Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue

Fund(s) Impacted

(check all that apply)

General Fund Utility Fund Street Fund Other(s): _____

Budget Impact Notes for Consideration (Optional):

City of Bentonville, Arkansas

City Hall

305 SW A Street Bentonville, AR 72712

RESOLUTION NO. 9-13-22 D

A RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT IN THE AMOUNT OF THIRTY-EIGHT THOUSAND EIGHT HUNDRED FIFTEEN DOLLARS AND SEVENTY CENTS (\$38,815.70); FROM ACCOUNT #2020-47420, CAPITAL VEHICLE, TO ACCOUNT #2020-47210, CAPITAL BUILDING, IN ORDER TO FUND ADDITIONAL ARCHITECT COSTS FOR THE FIRE DEPARTMENT STATION 3 PROJECT; AND FOR OTHER PURPOSES.

WHEREAS, a budget adjustment in the amount of thirty-eight thousand eight hundred fifteen dollars and seventy cents (\$38,815.70) is necessary in order to fund additional architectural costs for Fire Department Station 3 renovations; and

WHEREAS, this budget adjustment will be made with a transfer of funds from Fire Department Capital Vehicle to Fire Department Capital Buildings.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BENTONVILLE, ARKANSAS:

Section 1: The 2022 Budget is amended to appropriate thirty-eight thousand eight hundred fifteen dollars and seventy cents (\$38,815.70) as noted below:

General Ledger Account Information*				
Org (Department)	Object	Account Description	Revenue + (-)	Expense + (-)
102020	47420	Capital Vehicle		\$ (38,815.70)
102020	47210	Capital Building		\$ 38,815.70
Totals			\$ -	\$ -
Net Impact on Fund Balance			\$	-

Section 2 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 3 - Repeal of Conflicting Provisions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED AND APPROVED THIS 13 DAY OF SEPTEMBER, 2022.

ATTEST:

KIRBY ROMINES, CITY CLERK

APPROVED:

STEPHANIE ORMAN, MAYOR

RESOLUTION NO. _____

**A RESOLUTION AMENDING RESOLUTION 9-3-22D TO INCLUDE
REIMBURSABLE EXPENSES FOR THE STATION 3 PROJECT, IN THE
APPROXIMATE AMOUNT OF TWO THOUSAND NINE HUNDRED FIFTY-TWO
DOLLARS AND SEVENTY-THREE CENTS (\$2,952.73); AND FOR OTHER
PURPOSES.**

WHEREAS, Resolution 9-3-22D, approved at the September 13, 2022 Council Meeting, authorized a budget adjustment to fund architectural costs for Fire Department 3 renovations;

WHEREAS, reimbursable expenses were inadvertently left off the approved budget adjustment in the above Resolution; and

WHEREAS, this Resolution should be amended to include reimbursable expenses for the Station 3 Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF BENTONVILLE, ARKANSAS THAT:**

Section 1: Resolution 9-13-22D, is hereby amended to include reimbursable expenses in the approximate amount of two thousand nine hundred fifty-two dollars and seventy-three cents (\$2,952.73);

Section 2 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 3 - Repeal of Conflicting Resolutions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED and APPROVED this _____ day of _____, 2023.

APPROVED:

STEPHANIE ORMAN, Mayor

ATTEST:

KIRBY ROMINES, City Clerk



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution		Informational

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
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Budget Impact

Is this Item Budgeted?	YES	NO	ITEM HAS NO COST	OTHER:
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Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue

Fund(s) Impacted

(check all that apply)

General Fund

Utility Fund

Street Fund

Other(s):

Budget Impact Notes for Consideration (Optional):



MEMORANDUM

Police Department

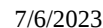
TO: City Council and Mayor Stephanie Orman
FROM: Ray Shastid, Chief of Police
DATE: August 22, 2023
SUBJECT: Public Safety and City Command Post Purchase

In 2021, the police department and fire department entered into discussions of purchasing a mobile command center to enhance public safety for the City of Bentonville. As the city continues to grow, additional and new specialized vehicles are needed to meet the demands and industry standards for a city of our size. The addition of a mobile command unit for a city allows departments to provide on-site communication, a location for unified command, along with coordinated control during a critical incidents, emergency, or special event.

Maintenance, storage and repairs will be by the Bentonville Police Department. Specific usage includes crime scene and evidence processing, large scale events or multi-day festivals, long term scene security or surveillance, tactical negotiations, search and rescue scenes, monitoring criminal or emergency situations over several hours or days, and at the basic level provide a shelter or temporary place for public safety workers.

This resolution is to award a bid for the purchase a Mobile Command Center (vehicle) from LDV Inc through the HGAC cooperative purchasing agreement (contract No: AM10-20). The total contract pricing for the vehicle, as specified, is \$931,022.00 with anticipated delivery January 2025. The police department and fire department budgeted \$450,000 each (total \$900,000) based on pricing estimated in 2021-2022.

Police Impact Fees are authorized to be used for the purchase of new vehicles such as this. A budget adjustment in the amount of \$31,022.00 for the use of Police Impact Fee funds to be transferred into the capital vehicle account (#102010-47420) is also being requested.





180 Industrial Drive
Burlington, WI 53105 USA
Phone: 800-558-5986
Fax: (262) 767-2529
Direct: +1 (262) 763-0147
www.ldvusa.com

**PRELIMINARY
SPECIFICATIONS FOR:**

**BENTONVILLE PD (AR)
MOBILE COMMAND CENTER**

LDV PROPOSAL # C36MCC-35619-23

~~JUNE 2, 2023~~
~~JUNE 14, 2023 REV1~~
JULY 6, 2023 REV2

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Direct: +1 (262) 763-0147
www.ldvusa.com

PRICING PAGE: (HGAC contract AM10-20)

Total price per unit as specified, FOB Origin	\$991,540.00
Discount amount	-\$64,450.00
HGAC discounted price for 1 unit as specified	\$927,090.00

Contract Administration Fee - HGAC	\$1,000.00
HGAC discounted price for 1 unit as specified with Contract Admin Fees	\$928,090.00
Delivery charge to Bentonville, AR	\$2,932.00

Total price per unit	\$931,022.00
-----------------------------	---------------------

Delivery terms: Ask your Sales Representative.

Payment Terms: Net 30.

Quote is firm for 30 days from specification date.

Quoted price does not include any applicable FET, federal, state or local tax unless specified.

Item	Qty	
1.00		<u>CHASSIS/BODY DIMENSIONS:</u> 26' dry van • Cab-to-Axle 200" • Wheelbase of chassis: 265" • Overall length of apparatus: 445" • Overall apparatus width, rub rail to rub rail: 102" • Overall height of apparatus (loaded): 148" • Interior walkway height raw body: 83" • Interior walkway height finished: 81.5" • Interior walkway length: 312" • Interior raw body width: 99" • Interior finished body width: 87" Final measurements are dependent on body builder, chassis components, axles, tires, frame, suspension, and roof-mounted equipment.
2.00		<u>CHASSIS:</u>
2.01	1	Freightliner M2 106 conventional single rear axle truck chassis. 33,000-lb. GVWR with rear air ride suspension and air brakes. <u>ENGINE:</u> • Cummins B6.7 300 hp @ 2600 rpm, 2600 gov rpm, 660 lb/ft @ 1600 rpm <u>ENGINE EQUIPMENT:</u> • 2010 EPA/CARB/final GHG17 emission certification • 2008 CARB emission certification - clean idle • 12v 240 amp pad mount pad alternator • (2) Group 31, 12 volt maintenance free 2250 CCA threaded stud batteries • 18.7 CFM compressor with internal safety valve • GVG, fire and emergency service vehicles engine warning • Exhaust brake integral with variable geometry turbo • RH inboard frame mounted horizontal aftertreatment system with horizontal tailpipe • Antifreeze to -34F, OAT (nitrite and silicate free) extended life coolant • Gates blue stripe coolant hoses or equivalent • 1000 watt/115 volt block heater <u>TRANSMISSION:</u> • Allison 2500 EVS automatic transmission with PTO provision <u>TRANSMISSION EQUIPMENT:</u> • Magnetic plugs, engine drain, transmission drain, axle fill and drain • T-handle cable shift control, dash mounted • Transmission oil check and fill • Synthetic transmission fluid (TES-295 compliant) <u>FRONT AXLE AND EQUIPMENT:</u> • 13,300# drop single front axle • 16.5x5 Q+ cast spider cam front brakes, double anchor, fabricated shoes • Fire and emergency severe service, non-asbestos front lining • Automatic front slack adjusters

Item	Qty	
		• Front oil seals • Cast iron front brake drums • Power steering • Synthetic 75W-90 front axle lube <u>FRONT SUSPENSION:</u> • 13,300# dual taperleaf front suspension • Front shock absorbers and • Front swaybar <u>REAR AXLE EQUIPMENT:</u> • 21,000# R-series single rear axle • 6.14 rear axle ratio • 16.5X7 Q+ cast spider cam rear brakes, double anchor, fabricated shoes • Fire and emergency severe service non-asbestos rear brake lining • Rear oil seals • Automatic rear slack adjusters • Synthetic 75W-90 rear axle lube <u>REAR SUSPENSION:</u> • 23,000# rear suspension with chain clearance • High position ride height • Manual dump valve for air suspension with indicator light, without gauge • Dual air rear suspension leveling valves • Rear shock absorbers - one axle (air ride suspension) <u>BRAKE SYSTEM:</u> • Air brake package • 4S/4M ABS <u>FRAME:</u> • 7/16" X 3-9/16" X 11-1/8" steel frame, 120KSI <u>CHASSIS EQUIPMENT:</u> • Three-piece 14 inch chromed steel bumper with collapsible ends • Front tow hooks - frame mounted • Bumper mounting for single license plate <u>FUEL TANKS:</u> • 50 Gallon/189 liter rectangular aluminum fuel tank – RH • 50 Gallon/189 liter rectangular aluminum fuel tank – LH • Polishing of fuel/hydraulic tank(s) with painted bands • Fuel tank(s) forward • Polished stainless steel step finish • High temperature reinforced nylon fuel line <u>TIRES:</u> • Michelin X line energy Z 315/80R22.5 20 ply radial front tires • Michelin X Multi D 275/80R22.5 14 ply radial rear tires <u>WHEELS:</u> • Alcoa 22.5X9.00 10-hub pilot aluminum front wheels • Alcoa 22.5X8.25 10-hub pilot aluminum rear wheels

Item	Qty	
		<u>CAB EXTERIOR:</u> • 106" BBC flat roof aluminum conventional cab • Rubber cab mounts • Non-removable bug screen mounted behind grille • LH and RH exterior grab handles with single rubber insert • Hood mounted chromed plastic grille • Door locks and ignition switch keyed the same • Dual west coast bright finish heated mirrors with LH and RH remote • LH and RH 8" bright finish convex mirrors mounted under primary mirrors • RH down view mirror • Omit rear window • Tinted door glass LH and RH with tinted non-operating wing windows, and tinted windshield • RH and LH electric powered windows <u>CAB INTERIOR:</u> • Heater, defroster and air conditioner • Heavy duty air conditioner compressor • Dome door activated LH and RH, dual reading lights, forward cab roof • LH and RH electric door locks • (1) 12 volt power supply in dash • Premium high back air suspension driver seat with 2 chamber air lumbar, integrated cushion extension, tilt, adjustable shock • Premium high back air suspension passenger seat with 2 chamber air lumbar, integrated cushion extension, tilt, adjustable shock • Dual driver and passenger seat armrests • LH and RH integral door panel armrests • 3 point high visibility orange retractor driver and passenger seat belts • Adjustable tilt and telescoping steering column <u>INSTRUMENTS & CONTROLS:</u> • 97 dB backup alarm • Odometer/trip/hour/diagnostic/voltage display: 132X48, 28 warning lamps and data linked • AM/FM/WB radio with Bluetooth and USB and auxiliary inputs • Electronic 3000 rpm tachometer • One valve parking brake system with shifter controlled autopark and warning indicator
2.02		<u>CHASSIS WARRANTY:</u> • Two (2)-year/unlimited miles Freightliner M2 chassis warranty. • Two (2)-year/100,000 mile Cummins engine warranty. • Five (5)-year/unlimited miles Allison transmission warranty.
2.03	1	Federal Signal Back-up alarm model 210331.
2.04	1	Block heater shall be controlled through the Intel-I-Touch™ multiplex control screen.
2.05	1	US DOT triangle reflector kit with three (3) triangles, for compliance with FMCSA regulations. Includes plastic storage case. Kit will be shipped loose in the vehicle.
2.06	1	Stainless steel wheel liners with braided stainless steel valve stem extenders.

Item	Qty	
3.00		BODY:
3.01	1	• Load space area shall be 83" high x 99" wide x 26' long custom all aluminum dry van body with the following: • Aluminum alloy double H wall beam, 6005-T5 alloy, 3" deep x 1.5" wide, 0.125 wall thickness. Studs feature machined wire pass-throughs, and raised adhesive control features on base. • I-beams chemically bonded to sidewalls eliminating the need for additional rivets. Buck-rivets will be used to fasten the top, bottom and rub rail. Use of two-sided tape is not acceptable. • Body shall have 0.125" strain-hardened aluminum alloy 5052-H36 side panels. The upper panels shall be free of rivets allowing for smooth graphics application. • Skirt supports, 1.5 x 1.5 x 0.125 angle to reinforce skirt edge and hold bottom edge in a straight line. 0.188 x 1.00" flat braces placed at 4' intervals and riveted to lower wall angle and floor to maintain sidewall skirt rigidity. • Fender flares, 1.38" x 2.25" x 0.090" roll formed and radiused 5052-H32 aluminum sheet, mechanically fastened to wheel opening. Edges sealed against moisture. • NFPA 1901 embossed 0.125" aluminum tread plate roof attached to 3" x 1 1/2" x 0.125 extruded aluminum roof bows on 16" centers. Bows are 2" skip welded every 12" Tread plate seams shall be continuous welded. Perimeter of roof shall be chemically sealed. • Extruded aluminum floor with interlocking planks, 1.88" high x various widths, 0.125" top surface. 6005-T5 alloy and temper. Heavy-duty thick-wall extruded planks fore and aft of all floor cutouts and every 5th plank in all other areas. Planks made of 6005-t5 alloy and temper, 0.250" thick top surface. • Full width 12" deep heavy-duty aluminum rear bumper, painted to match the body. • Full length skirting below floor. • All clearance and side marker lights to be LED. • Standard structural warranty of 5 years or 50,000 miles and standard component warranty of 12 months or 12,000 miles. • The vehicle shall be fully sanded on all exterior surfaces with no more than 150 grit to assure removal of imperfections in metal surface. All aluminum shall be chemically etched and primed prior to painting. Base body color shall be oven baked and painted to commercial truck standards. Note: Specifications are from body manufacturer and are subject to change without notice.
3.02	1	Crawl through access from cab to body, finished with fabric/carpet that matches cab interior.
3.03	1	Rear underbody skid bar. Protects rear bumper and skirts from possible damage caused by steep grades. Includes: • 3 1/2" steel tube across the width of the vehicle mounted to the frame with steel channel and supported diagonally from the ends to the frame mounts • Steel tube is capped on the ends and mounted just below the skirting
3.04	1	Interior heavy-duty knurled aluminum grab handle with chrome plated stanchions, installed at entry door.
3.05	1	Wire one of the overhead lights to function as a courtesy light when the entry door is opened.
3.06	1	Courtesy light defeat in Intel-I-Touch™ multiplex control screen. Each entry door courtesy light will be automatically deactivated where the corresponding room has the overhead lighting set to night mode.

Item	Qty	
3.07	1	Pull out aluminum stairs encased in a narrow profile cassette installed below floor line, eliminating the need for an interior stepwell. Includes exterior fold out handrail.
3.08	1	Whelen Stop/Turn/Tail/Backup light set. Includes two of each of the following: • Whelen M6FCV4 polished chrome vertical housings for four M6 series lighthoods. The fourth light head will be an emergency flasher as specified in the DC Emergency Lighting section. • Whelen M6 series LED arrow shaped amber turn signal, model number M62T. • Whelen M6 series LED brake/tail light heads, model number M62BTT. • Whelen M6 series LED back-up light heads, model number M62BU.
3.09	1	Cast Products LP0004-1-B aluminum license plate mounting frame with LED light.
3.10	1	Entire underside shall be undercoated. Includes floor extrusions, step wells and aluminum compartments.
3.11	1	LDV rear mud flaps. Includes anti-sail brackets when required.
3.12	2	Flat floor slide-out room extension fabricated with a structurally rigid welded aluminum tube design with a fully bonded aluminum shell. During deployment an electronic control system automatically expands the room extension and lowers the floor to flush position. Features: • Electric over hydraulic control system programmed to lower the slide out to floor height after full extension. • Awning that automatically extends and retracts over the top of the room to protect from weather and debris. • Full perimeter double rubber bulb seal with an additional seal in the fully extended and fully retracted positions. • No track or hardware shall be attached to the ceiling of the body. NOTE: Slide out up to 112" length x 30" deep (full extension of 26").
3.13		Ignition Interlock to prevent vehicle from starting when any of the external extension devices are deployed.
3.14	4	Flashing warning light for slide out. NOTE: Amber LED color.
4.00		<u>PAINT / GRAPHICS:</u>
4.01		Body paint base color shall be White nonmetallic single stage paint from the roof line down, oven baked and painted to commercial truck standards.
5.00		<u>CUSTOMER INTERIOR:</u> • Wall Covering Front/Rear rooms: Chrome carpet • Bulkheads: Chrome carpet or Silver Smooth FRP • Pocket door covering - Wilsonart laminate Satin Stainless 483 • Control console cabinet – Charcoal Gray Texture Powder Coated • Ceiling: - o Center (ductwork) #HAT2-C0111 Charcoal Gray Texture Powder Coated - o Outside Silver Mist carpet - o Trim: #HAT2-C0111 Charcoal Gray Texture Powder Coated • Floor Covering: #150 Onyx PVC Flooring

Item	Qty	
		• Office Chairs: Black • Cabinets: #HAT2-C0111 Charcoal Gray Texture Powder Coated Aluminum with anodized trim. • Powdercoat color for slideout valance and interior door panel - o #HAT2-C0111 Charcoal Gray Texture Powder Coated • Vinyl/fabric coverings: - o Seat bottom to be stock Black Vinyl. - o Seat back to be Ultraleather Dwell 570-5635 Basalt back • Counters and Tables: #4879-38 Steel Mesh Laminate with GRAY T-molding Note: Manufacturer reserves the right to substitute equivalent materials.
6.00		<u>DRIVER / PASSENGER CAB AREA:</u>
6.01	1	Custom fabricated console in cab, for locating siren controller, police radio and/or other controls as specified elsewhere in this document.
6.02	1	Color back up camera system with 7" LCD monitor and day/night camera. Camera includes a microphone for audio commands from a spotter to the driver during backing operations.
7.00		<u>WALLS, CEILING AND FLOOR:</u>
7.01		Insulate walls with a minimum of 2-1/2" of fiberglass insulation. Cover interior body side posts with 1/2" plywood sub wall.
7.02		Cover sub wall with ribbed loop pile carpet. NOTE: Front/Rear rooms
7.03		Insulate ceiling with a minimum of 2-1/2" of fiberglass with an R-11 rating. • Cover interior roof beams with 1/2" plywood. • Modular panel design allows for manageable future additions and repairs. • Plywood Panels covered in acoustical fabric.
7.04		Floor underlayment to be 5/8" exterior grade tongue and groove structural plywood, 6 ply, face veneer plugged and sanded.
7.05		Lonseal Loncoin II Flecks non-skid commercial grade PVC flooring. The flooring shall be continuous, one piece full length, full width, no seams.
7.06		Vinyl cove molding (mop board) at base of wall, 2-1/2" high. Installed where required.
7.07	1	Flush pocket door covered in laminate, installed on heavy-duty aluminum c-channel track with two (2) three-wheel roller trucks and soft open/close feature. Pocket door shall have recessed handle and magnetic closure to keep the door open/closed.
7.08		All bulkheads shall be covered with materials to match walls. Trim exposed edges of bulkheads with rounded anodized aluminum trim where applicable.
7.09	1	Cover load space door with powder coated aluminum panel with heavy-duty rubber grab handle. NOTE: Interior window covering will be a mini blind.

Item	Qty	
8.00		<u>GALLEY:</u>
8.01	1	Microwave oven. Sharp 1.1 cu.ft. 1000-watt Model SMC1131CB.
8.02	1	Norcold NR751B AC and DC powered refrigerator with the following features: • 2.7 cu. ft. capacity. • Freezer shelf for ice cube tray. • Door bin holds 2-liter containers. • Integrated door latch. • 120/230Vac 50/60 Hz and 12/24 Vdc
9.00		<u>SEATING:</u>
9.01	9	Space Air Grid office chair 5560 black with armrests, five caster spider base, and adjustable height.
9.02	3	Securement strap with buckle installed under counter to secure office chair.
9.03	6	Chair restraint bracket black powder coat aluminum.
9.04		Fabricate and install flip-down bench seating as shown on drawing. Bench seat cushions shall be covered in heavy-duty vinyl. Bottom seat cushion will be installed on Zico Quic-Seat® fold down spring loaded seat brackets.
9.05		<u>BENCH SEAT REQUIREMENTS:</u> • Foam for seat backs and bottoms shall be firm density. • All bench seating material must meet Federal Motor Vehicle Safety Standards part 571.302 Flammability of Interior Materials. • Material corners shall be squared or angled to fit precise cut of foam. • Foam shall be bonded to plywood backer with industrial grade adhesive. • Attachment of fabric/vinyl to backer shall utilize industrial grade upholstery staples.
10.00		<u>CABINETS:</u>
10.01		Custom fabricated aluminum cabinets located as shown on drawing. Cabinet specifications: • Base cabinets constructed of 0.080" powder coated aluminum with anodized aluminum frames. • Base cabinet doors are double shell, formed from a single sheet of 0.080" aluminum, with a 0.040" aluminum door back attached. • Overhead cabinets constructed of 0.064" powder coated aluminum with anodized aluminum frames. • Overhead cabinet doors are double shell, formed from a single sheet of 0.064" aluminum, with a 0.040" aluminum door back attached. • Overhead cabinet doors swing up with gas spring lift supports.
10.02		Radius edging incorporated as design permits.
10.03	6	Dry erase writing surface on overhead cabinet door.
10.04	4	LED light with on/off switch, mounted under overhead cabinet. NOTE: One (1) per workstation [Qty.2], (1) stand up workstation curbside and one (1) in galley
10.05	5	Magnetic dry erase board framed in aluminum. Includes aluminum clip frame for easy board replacement, sized as required. NOTE: (1) Rear room SS, (1) Rear room CS, (2) Front room bulkheads, (1) Front room front wall

Item	Qty	
10.06	3	FRP shelf up to 36" wide with 2" lip at front edge.
10.07		Closet shelves shall be infinitely adjustable using mini B-line track and hardware.
10.08		Countertops shall be covered in 0.040" Wilsonart laminate. All exposed edges shall be covered with heavy duty flexible PVC T-molding.
10.09		Conference table covered in 0.040" Wilsonart laminate. All exposed edges shall be covered with heavy duty flexible PVC T-molding.
10.10	1	Powder coated 0.125" aluminum conference table base.
10.11	2	Computer cable pass-thru grommet in counter or conference table. Satin nickel 2-1/2" two-piece metal desk grommet - 3" overall diameter. NOTE: Conference table above outlets in the table base
10.12	1	Install a key display board inside overhead cabinet and clearly tag all keys for the vehicle as to their purpose.
10.13		Custom fabricated console to house electrical distribution components and control panels.
11.00		<u>HVAC SYSTEM:</u>
11.01	3	Ducted low profile rooftop air conditioner controlled through multiplex control system. Includes: • 13,500 nominal Btu/hr air conditioner with condensate pump. • Chill Grille Assembly with 6,000 Btu/hr heat strip • Louvered Ceiling Vents, as required
11.02	1	Low profile rooftop air conditioner controlled through multiplex control system. Includes: • 13,500 nominal Btu/hr air conditioner with condensate pump. • Ceiling assembly with 6,000 Btu/hr heat strip • Wall mounted thermostat
11.03	1	Broan model 174 wall mount 5,120 Btu/hr electric heater.
11.04	1	Broan model 112 kick space mount 5,120 Btu/hr electric heater. Located as shown on drawing.
12.00		<u>AC ELECTRICAL SYSTEM:</u>
12.01	1	Power Tech 25-kW 120/240Vac liquid-cooled diesel generator with air bag mounts installed in a custom fabricated compartment. Generator features: • Tier 4F Emissions • USTC Certified Manufacturer • Warranty: 2 years from date of purchase, or 3000 hours whichever comes first, or 36 months from the date of manufacture. • Four point air bag mounting system • Four-cycle water cooled diesel engine • Radiator cooled, direct mounted • High-coolant temp and low oil pressure shutdown sensors • Spin-on fuel and oil filter • Single side service • Typical Gallon Per Hour fuel consumption: 25% load = 0.51, 50% load = 1.01, 100% load = 2.03 Compartment shall be constructed to the following specifications:

Item	Qty	
		• 0.187" aluminum with all welded seams. • 2" deep 0.125" aluminum box pan doors and 0.125" aluminum frames. • Door frames riveted to the body and welded to the compartments. • Stainless steel door hinges attached with stainless steel machine screws. • Flush mounted door handles with slam latches. • 0.100" aluminum treadplate panels on interior door surfaces. • Gas charged lift/support cylinders to hold doors open at 90°. • Industrial grade neoprene gasket door seals. NOTE: Generator exhaust shall be routed to the street side of the vehicle.
12.02	1	ACData surge suppressor for protection of entire AC power system. Product features: • UL listed: UL1449 3rd Edition • LED visual verification of status
12.03	1	LDV exclusive Intel-I-Touch™ vehicle automation control system. A multiplexed vehicle automation system must be incorporated into a common touch screen(s) that is custom programmed to monitor and control onboard systems as described throughout the specifications. The automation system software must allow simultaneous distribution of information to multiple onboard control/monitoring stations and the software must be updateable and configurable as required. This system is mandatory as it simplifies start up procedures, contains fewer operating components, reduces operational start-up time, reduces the total amount of wiring in the vehicle and includes error detection protocols and troubleshooting features. Features include: • One (1) 10" LCD touch screen with custom graphics for control and monitoring systems • AC power distribution control and monitoring for the generator with power management • DC power distribution control and monitoring • Manual or automatic generator control • HVAC and temperature control. • Interior and exterior lighting control • Automatic power transfer switches • Automated startup and shutdown procedures • Seamless control of generators, lighting, awnings and additional devices • Mast control • Safety interlocks • Battery saver feature • Generator Service Alerts The system must be completely upgradeable with power modules located throughout vehicle. Additional components may be added to system with a simple software modification System capability is not to be achieved with use of multiple monitoring systems designed for specific use i.e. water monitors, battery monitors etc.

Item	Qty	
12.04	1	Additional 10" LCD touch screen with custom graphics for control and monitoring systems. All touch screens provide complete control and monitoring of vehicle systems. NOTE: Front cab console
12.05	1	3" Touch panel for dedicated local control and monitoring of specific vehicle automation system features. Includes control layout and indicators where applicable. NOTE: Exterior TV compartment
12.06	2	3" Touch panel with numeric display for dedicated local control and monitoring of specific vehicle automation system features including room HVAC. Display shows current room temperature and HVAC setpoint when adjusted. Includes control layout and indicators where applicable.
12.07		Storage Mode maintains the vehicle in a ready-to-deploy condition. Battery chargers, specified outlets, and other pre-determined equipment is powered. HVAC is maintained at a storage mode setting to prevent freezing in the winter or overheating in the summer. The generator can be set to automatically start in the event of a loss of shore power. Other items as necessary can be made available in Storage Mode.
12.08		Travel Mode places the vehicle in a ready-to-travel condition based on vehicle application and equipment. In most cases this includes: starting the generator and transferring off of shore power, turning on HVAC and adjusting temperature to normal operating setpoints, stowing all equipment for travel, powering up communication gear. Travel Mode is a custom programmed, automated process similar to the Auto Startup and Auto Shutdown.
12.09		Night Time (Red) Lighting Mode turns the ceiling lighting in each room from white to red lights.
12.10		Reduced Lighting Mode is white ceiling lighting in each room have the option of All-On or Half-On.
12.11	1	Kussmaul Auto Eject 20, 20A-120Vac shore power inlet with 25-ft. 20A-120Vac shore power cord. #091-20WP-120RD.
12.12	1	Marinco 50A-125/250Vac shore power package including: • Waterproof shore power inlet with cap • 50-ft. 50A-125/250Vac shore power cord • 6-ft. 50A-125/250Vac pigtail
12.13	1	Cables Organizer Tilt 'N Plug Jr Dual Data Plate [PDC-TNP358] with: • Two (2) AC power outlets • One (1) HDMI jack • Two (2) USB charging ports [3A Max] NOTE: One (1) front conference room table.
12.14	1	Cables Organizer Tilt 'N Plug Jr Dual Data Plate [PDC-TNP151] with: • Two (2) AC Power outlets • Two (2) Cat6 jacks NOTE: One (1) front conference room table.

Item	Qty	
12.15	2	20A-125Vac duplex receptacle. Receptacle is not dedicated to any installed equipment. NOTE: (2) Electronics rack
12.16	3	20A-125Vac duplex receptacle. Receptacle is not dedicated to any installed equipment. NOTE: (1) per workstation under counter [qty.3]
12.17	6	20A-125Vac duplex receptacle with dual USB charging ports. Receptacle is not dedicated to any installed equipment. NOTE: (1) per workstation [qty.3] (1) upper comms cabinet, streetside (2) stand up counter, curbside
12.18	4	20A-125Vac GFCI duplex receptacle. These receptacles are not dedicated to any installed equipment. NOTE: (1) Galley, (1) cab center console, and (2) exterior TV compartment,
12.19	1	30A-120 Vac receptacle in electronics rack for UPS. NOTE: Electronics rack
12.20	2	20A-125Vac exterior GFCI duplex receptacle. NOTE: Receptacle will be installed with a weatherproof cover.
12.21		Wire chase wire management raceway system located as shown on drawing. Product features: • Satin anodized finish. The finish resists rust, corrosion and fading. Material extruded from 6063-T5 aluminum alloy. • Removable dual cover. Makes wiring easy and accessible and provides maximum flexibility for adding or relocating outlets and circuits. The cover retention is 45 lbs. straight pull for one minute. • UL Listed multioutlet assemblies. File E68073 Guide PVGT, Fittings: File E121188 Guide RJPR. Meets Article 380 of NEC and meets Section 12-3032 of CEC. • UL and cUL Listed component raceways. File E73943 Guide RJBT, Fittings: File E74343 Guide RJPR. Meets Article 386 of NEC and meets Section 12-600 of CEC. • UL5 and ADA compliant. Raceway and fittings meet UL5 specifications and can be installed in conformance with ADA requirements
12.22	1	APC Smart-UPS 3,000VA rack mount UPS, SRT3000RMXLA (or current model). Product features: • 3,000VA/2,700W output capacity • 120V output voltage • (8) NEMA 5-20R and (1) NEMA L5-30R output receptacles • Typical Backup Time at Half Load 19.2 minutes (1125 Watts) • Typical Backup Time at Full Load 5.7 minutes (2250 Watts) • Dimensions: 3.35"H x 17"W x 25"D NOTE: Electronics rack equipment

Item	Qty	
12.23	8	Whelen Pioneer Plus dual panel combination flood/spot PCH2 and Whelen semi-recess housing with chrome flange PBH203. NOTE: (3) per side and (2) rear
12.24		<u>AC WIRING REQUIREMENTS:</u> • All AC main wiring shall be stranded THHN wire and run in non-metallic liquid tight conduit. • All AC branch circuit wiring shall be stranded THHN wire (AWG 12 minimum) and run in non-metallic liquid tight and ENT conduit. • All electrical circuits and appliances shall conform to applicable national electrical codes.
13.00		<u>DC ELECTRICAL SYSTEM:</u>
13.01	1	• Six (6) Lead acid deep-cycle 6Vdc batteries. Batteries shall be installed underbody in slide out weather resistant compartment. Four (4) batteries will be separated for auxiliary equipment and two (2) batteries will be for communications equipment. • Three (3) electronic converter/chargers, 80 amp minimum output each installed underbody in weather resistant climate controlled. Compartment to draw ambient air from interior of truck and will have thermostatically controlled exhaust fan to circulate warm air to exterior (no exceptions). Converter/charger features: • Charges three banks of batteries at the same time. • UL listed for safety. • Manual reset circuit breaker. • Reverse battery protection. • Electronic current limiting. • High voltage protection. • All DC electrical and metering switched and monitored through the multiplex system.
13.02	18	Light, Orion 6" LED, neutral white with polished bezel.
13.03	8	Light, Orion 6" LED, neutral white / red with polished bezel.
13.04	6	Whelen M6ZC Gradient LED Scene Light with clear outer lens and M6FC chrome flange.
13.05	2	12VDC dual USB power port. NOTE: Exterior TV compartment
13.06		<u>12VDC WIRING REQUIREMENTS:</u> • 2-gauge minimum copper stranded battery cable shall be used for 12Vdc main supply lines. All cable runs shall be full length, no splices. All cable terminals shall be staked and soldered. All cable shall be enclosed in convoluted polyethylene tubing and the ends of the cable shall be sealed with color-coded shrink-wrap identifying the function of the cable. • All added electrical branch circuits shall be protected from over-current by resettable circuit breakers appropriately rated for the load. Only circuit breakers shall be used in the installation of added electrical branch circuit wiring (plug type fuses are unacceptable). • Circuit breaker functions shall be identified by engraved or printed labels. • All added wiring for load runs of AWG 10, 12, 14, and 18, shall conform to MIL-W-16878/2 and/or UL1007/1569" • All added wiring for load runs of AWG 8, shall conform to MIL-W-16878/3 and/or UL1028 • Wire terminals for added circuits must conform to MIL-T-7928. Terminals shall be insulated, insulation grip, TYPE II, CLASS 2 and shall be crimped with tooling recommended by the

Item	Qty	
		terminal manufacturer. • All wiring shall be numbered or lettered on 6" centers minimum. • Wiring shall be protected from chafing and abrasion with convoluted polyethylene tubing (wire loom) as required. • Where wire passes through sheet metal, bulkheads and structural supports, plastic grommets shall be used to protect both wiring and wire looms. • All wire bundles shall be tied with trimmed nylon ties. • Extreme care shall be exercised to provide for easy serviceability of the system in future years. • Extreme care must be taken in the installation to avoid the engine manifold, engine exhaust, and muffler, which could expose the wiring to severe overheating during long periods of operation. Proper insulation and heat deflection panels must be installed in such areas. • A high-current 12Vdc system wiring schematic shall be provided. • These are the minimum acceptable 12Vdc wiring requirements.
14.00		<u>EMERGENCY LIGHTING / SIRENS:</u>
14.01	1	Whelen 295SLSA6 siren with 9 low current lighting control switches. California Title 13 compliant. NOTE: Slide Bar Positions Control: 1. Rear (Upper and Lower) 2. Rear (Upper and Lower), All Upper, Front Wall or "Light bar" 3. All
14.02	1	Whelen SA315P high performance speaker, with bracket.
14.03	1	Whelen model L41 Series super LED (or current model) green command strobe mounted on roof. • 12 VDC or 24 VDC • 12V - 1.5 Amp (peak), 0.6 Amp (average) • 4-3/4" H x 6-7/16" Dia.
14.04	2	Whelen TLIR ION-T- Series™ Linear Super-LED® Red with clear outer lens & TIONFC chrome flange.
14.05	2	Whelen TLIB ION-T- Series™ Linear Super-LED® Blue with clear outer lens & TIONFC chrome flange.
14.06	8	Whelen M6 series, M6RC (or current model), Linear Super-LED lighthouse with internal flasher, RED LED's with CLEAR outer lens. Includes M6FC chrome flange.
14.07	8	Whelen M6 series, M6BC (or current model), Linear Super-LED lighthouse with internal flasher, BLUE LED's with CLEAR outer lens. Includes M6FC chrome flange.
14.08	1	Whelen M7 series Linear Super-LED lighthouse with internal flasher, RED LED's with clear outer lens. model M7RC Includes chrome flange M7FC.
14.09	1	Whelen M7 series Linear Super-LED lighthouse with internal flasher, BLUE LED's with clear outer lens. model M7BC Includes chrome flange M7FC.

Item	Qty	
15.00		AUDIO / VIDEO:
15.01	2	LG 27LQ625S-PU - 27" LED Smart TV (or current model). Product features: • Full HD (1920 X 1080) IPS Display • Wide Viewing Angle • webOS Smart TV • 5W x 2 Stereo Speakers & Wall Mountable • (2) HDMI • Dimensions: 24.1 in x 14.5 in x 2.9 in (w x h x d), 7.7lbs NOTE: (1) per workstation in rear room
15.02	5	Samsung 55" QLED TV (QN55Q60AAFXZA) with wall mount bracket. Product features: • Resolution 4K • (3) HDMI, (2) USB • (2) Speakers • DTV Tuner/ATSC / Clear QAM • Dimensions: 48.5"(W) x 27.9"(H) x 1"(D) Weight 34.2 lbs NOTE: (4) Front conference room, 2 per side (1) Exterior TV
15.03	1	Weatherproof single door exterior work station and TV/monitor compartment. Constructed from 0.125" aluminum with all welded seams and hinged at the top. Includes: • Internal flip down work surface • LED strip light (illuminates when door is opened) • Gas charged lift support and locking latch NOTE: Contains: (1) 55" TV (1) HDMI input to Matrix Switcher (1) Extron remote control pad (2) GFCI outlets (1) Dual USB charging ports (2) CAT6
15.04	1	Four (4) AXIS P1224-E IP cameras for perimeter surveillance. • 1 - rear view • 1 - front view • 1 - left side view • 1 - right side view Includes: One (1) AXIS T8705 Video Decoder to send camera quad view to matrix switcher.
15.05	4	SD Memory Card for IP camera. The SD card shall record IP camera allowing it to be downloaded and viewable via an IP address. NOTE: 64 GB SD Card

Item	Qty	
15.06	1	JACK® model OA8500 Digital HDTV Antenna + Mount with SureLock™ DTV Signal Meter. No crank up, built in Amplifier and 360° rotation for improved reception.
15.07	1	Extron DXP 88HD 4K PLUS 8X8 HDMI Matrix Switcher. 60-1495-21 NOTE: Inputs: (1) HDMI input at Front conference table (1) Scaler for HNT equipment (1) Mast Camera 1 (1) Perimeter Cameras (1) HDMI input at Exterior TV compartment Outputs: (4) conference room TV's, streetside and curbside (1) Workstation #1 TV (1) Workstation #2 TV (1) Exterior TV
15.08	3	Extron MKP 2000 X-Y Remote Control Panel for Extron Matrix Switchers. NOTE: Front room, rear room and exterior TV compartment
15.09		Extron XTP SR HD 4K XTP 4K Scaling Receiver • Receives video with embedded audio, bidirectional RS-232 and IR, and Ethernet up to 330 feet (100 meters) over a shielded CAT6 cable • Advanced Extron Vector™ 4K scaling technology • Selectable output rates from 640x480 to 3840x2160 • HDCP 2.2 compliant NOTE: Scaler for HNT equipment
15.10	1	HDMI input jack, wall plate and cable. NOTE: (1) Exterior TV compartment All HDMI inputs are direct to HDMI matrix switcher NOTE - (1) additional HDMI input in Conference room table base captured in AC section pop-up
15.11		HDMI connection cables, as required.
15.12	1	HE Series 12 position Passive Combiner.
16.00		<u>MAST AND MAST MOUNTED EQUIPMENT:</u>
16.01	1	Fireco 2200 series heavy-duty non-locking telescoping pneumatic mast. Mast features: • 265 lb. max top load capacity • 26' 2" extended height • 6' 1" nested height Includes: • KEY-WAY breakaway nylon key prevents tower rotation. Easily replaceable. • Air safety valve for over pressure release and condensation drainage.

Item	Qty	
		• Water drainage holes to avoid freezing at low temperatures. • Interlock to prevent vehicle from being driven with mast raised. • Fireco tower does not require routine lubrication. • Mast cap covers the top of all tower sections when the tower is in the retracted position keeping dirt and moisture out of the tower when stowed.
16.02	1	Gast 3/4-hp compressor with remote mount 5 gallon air tank.
16.03	1	Custom fabricated 0.125" aluminum Nycoil cylinder painted to match body color.
16.04	1	Custom fabricated 0.125" aluminum mast cover painted to match body color.
16.05	1	Custom fabricated aluminum mast mounting plate for camera. Includes: • Electrical connection box • Painted to match vehicle body color.
16.06	1	Mast lookup light mounted on mast.
16.07	1	Weatherproof mast up/down control switch on exterior of vehicle.
16.08	1	AXIS Q6318-LE PTZ Dome Network Camera • 4K UHD and 31x optical zoom • Axis Sharpdome technology with Speed Dry • Optimized IR with power-efficient, long-life 850 nm IR LEDs, range of reach 300 m (984 ft) or more depending on the scene • Built-in laser that provides laser focus for precise focus and quick-zoom functionality, it allows you to easily follow fast-moving objects
16.09	1	Axis T8705 Video Decoder • Enables digital monitors to connect to and display live video from Axis network cameras • HDTV 1080p HDMI video decoder • Sequence and Multiview (up to 16 cameras)
16.10	1	SD Memory Card for IP camera. The SD card shall record mast camera allowing it to be downloaded and viewable via an IP address. NOTE: 64GB
17.00		<u>RADIOS:</u>
17.01		Primary 12Vdc power leads for communications radios shall be minimum 2-gauge copper stranded wire with soldered crimp-on end connectors (gauge based on radio requirements). Cables shall be enclosed in convoluted tubing and function identified with colored shrink-wrap. Power to radios shall be controlled by a continuous-duty switch actuated by the auxiliary battery disconnect switch.
17.02	4	Prewire and make installation provisions for communications radio. Installation includes: • NMO-style base on the roof or antenna raceway, as applicable. • LMR195 antenna cable routed to radio transceiver location in Carlon Carflex ENT conduit. • 12Vdc power routed to radio transceiver location. NOTE: (1) per workstation [Qty.3] (1) in cab
17.03		Install hinged panels under countertops to conceal radio transceivers where applicable.

Item	Qty	
17.04	1	Fabricate and install 3" x 3" square aluminum tubing antenna raceway on the roof of the body and will penetrate the roof on each side of the truck at radio box locations. Includes: • 3" high x 3" long aluminum access cover at each antenna base location on the side of the tubing for access to antenna base and coax cable. • Access covers with watertight gasket and attached with four (4) stainless steel machine screws. Raceway tube to have nut-serfs installed for access cover attachment. • Carlon Carflex ENT conduit routed from antenna raceway penetration location to radio transceiver locations.
17.05	5	Magnetic microphone holder. Magnetic Mic MMSU-1. NOTE: (1) for siren controller and (4) for radio prewires
17.06	2	Prewire and make installation provisions for customer owned radio rack charger and/or flashlight charger. NOTE: Location TBD
18.00		<u>TELEPHONE SYSTEM:</u>
18.01	1	Wilson weBoost Drive Reach Cell Phone Booster Kit model 470154. • 4G LTE Coverage for Entire Vehicle and Multiple Users • Works for all phones & cellular devices, all major US carriers.
18.02		All telephone lines and cellular antenna cable shall be installed in Carlon Flex-Plus ENT conduit or raceway (as applicable).
19.00		<u>COMPUTER NETWORK AND EQUIPMENT:</u>
19.01	12	RJ-45 Cat6 computer network jack with Cat6 cable routed through Carlon Flex-Plus ENT conduit or raceway (as applicable). NOTE: Locations: (2) Per workstation [qty. 6] (2) Front conference table base (End cap) (2) Exterior TV compartment (1) Exterior input box NOTE (2) additional jacks are captured in AC section
19.02	2	Cat6 cable routed through Carlon Flex-Plus ENT conduit or raceway (as applicable). NOTE: CAT6 cable run from electronics rack to CAT6 jacks at the Front Conference table pop up that are captured in AC section
19.03	7	Cat6 cable routed through Carlon Flex-Plus ENT conduit or raceway (as applicable). NOTE: CAT6 cable run to each TV.
19.04	2	Leviton 69270-U24 24-port Cat6 rack mount patch panel.
19.05		Certified 18" Cat6 patch cord. As Required.
19.06		Certified 36" Cat6 patch cord. As Required.
19.07	1	Cable Certification Report confirming that network wiring complies with Cat6 specifications.

Item	Qty	
19.08	1	CISCO Business 24 Port PoE Smart Switch CBS220-24P-4G-NA • Switch ports: 24-port 10/100/1000 + 4 x 1G SFP • Power-over-ethernet: 24 PoE ports with 195W PoE Budget
19.09	1	HP Color LaserJet Pro Multi-Function Printer (MFP) M479FDW Product features: • Black/white or color print, copy, scan, and fax capable • 1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE) 802.11b/g/n / 2.4 / 5 GHZ Wi-Fi radio • Dimensions (W X D X H) 16.8 x 25.7 x 16.3 in; 51.6 Lbs.
19.10	1	Make installation provisions for customer installed Satellite broadband system. Includes: • Roof mounted weather proof junction box with interior access for future cable run to rack/cabinet. • Additional roof support structure as required.
19.11	1	Cradlepoint E3000 cellular router with WiFi (5G Modem) and 1-year NetCloud Enterprise Branch Essentials Plus Advanced Plan.
19.12	1	Cradlepoint LTE Advanced Pro 1200M-B MC400 Modem For E300/E3000 Enterprise Branch Routers.
19.13	1	Cellular modem antenna with GNSS. Airgain CENTURION Next 9 IN 1 High Performance External IP67 Antenna for LTE and 5G. 4x Cellular (600 MHz-6 GHz), 4x WIFI and GNSS, Threaded-Bolt Mount, 15 FT Cabling With SMA Connectors for Cell/GNSS, and RP-SMA for WIFI, Black.
19.14	1	Cellular modem antenna with GNSS. Airgain CENTURION Next High Performance External IP67 Antenna for LTE and 5G. 4x Cellular (600 MHz-6 GHz), Threaded-Bolt Mount, 15 FT Cabling With SMA Connectors for Cell, Black.
20.00		<u>MISCELLANEOUS ELECTRONICS:</u>
20.01	1	Middle Atlantic Products, Inc. MRK-4026 forty-space 19" wide x 26.5" depth (24" useable depth) open framed electronics equipment rack with caster base. Rack can easily slide out from its fixed position to allow side access to rack equipment.
20.02	1	Middle Atlantic VFD-40 Vented front door with Thumb Latch (No Key Lock).
20.03	1	Middle Atlantic MW-4FT top fan panel, with two (2) 50 cfm ventilation fans, QFAN.
20.04	2	Middle Atlantic PD-815SC-NS 15 amp power strip with eight (8) outlets. Includes PB-XS rack mounting bracket.
20.05	1	Cast Products EB00013-1 (or current model) cast aluminum box with key lock. The rear of the box will be removed to allow cables to be passed into the vehicle. NOTE: Streetside behind electronics rack
20.06	1	Cast Products EB00013-1 (or current model) cast aluminum box with key lock. The rear of the box will be removed to allow cables to be passed into the vehicle. NOTE: For HNT
20.07	2	Shroud with weatherproof pass-through hatch installed in the door of the input box.
20.08	2	Exterior input box door painted to match body.

Item	Qty	
21.00		<u>EXTERIOR STORAGE COMPARTMENTS:</u>
21.01	1	Single door underbody storage compartment with approximate interior dimensions of 15" high x up to 60" wide x 25" deep constructed from 0.125" aluminum with all welded seams. NOTE: Slide out pump and power converter/chargers
21.02	2	Single door underbody storage compartment with approximate interior dimensions of 18" high x up to 60" wide x 25" deep constructed from 0.125" aluminum with all welded seams. NOTE: Rear, each side
21.03		Compartments listed above will be constructed to the following specifications: • Sweep out type bottoms with 1/2" drain holes. • 2" box pan doors and door frames fabricated from 0.125" aluminum. • Door frames shall be riveted to the body and welded to the compartments. • Compartments shall have an LED light that illuminates when the door is opened. Compartment doors will be constructed to the following specifications: • Stainless steel hinges attached with stainless machine screws. • Slam latches and flush mounted handles. • 0.100" bright polished aluminum diamond plate on interior surfaces fastened with stainless hardware. • All doors shall be sealed with industrial grade neoprene gasket.
22.00		<u>MISCELLANEOUS OTHER:</u>
22.01	1	Girard Nova motorized retractable lateral arm awning. Features: • Dual-pitch awning with up to three lateral arms for superior strength, • AC electric powered motor with crank handle/manual override • Sensor that will retract the awning to prevent damage from the wind
22.02	1	Girard awning LED light kit. G-Lite Awning Lighting system is an LED light strip in the outer rail to illuminate area under awning. NOTE: Controlled by a button on the Multiplex system.
22.03	1	15" wide roof access ladder mounted on rear. Ladder features: • All welded construction for maximum strength • 1" diameter X 0.083" brush finished tubular aluminum rails • Aluminum grip-strut rungs
22.04	1	Heavy-duty Quadra Mfg. Bigfoot® four point fully automatic one-touch leveling system. Includes: • Four (4) QEII-26 jacks with 17,000-lb. capacity each, 26" long with 20" stroke • Air ride dump valve • Fully automatic control panel with manual feature • Safety interlock when jacks are deployed
22.05	1	Upgrade to 14" Heavy Duty Foot Pad Quadra Mfg. Bigfoot® jacks.
22.06	1	Set of four (4) Super Dolly Pads high density polypropylene, injection molded yellow colored for use with leveling system jacks. Pads measure 15" x 17" x 1" thick with a grab strap on one side.

Item	Qty	
22.07	2	5 pound dry chemical fire extinguisher.
22.08	3	Battery powered combination Carbon Monoxide and Smoke alarm.
22.09	1	Complete manual set, including the following (as applicable): • As-built specifications with interior and exterior drawings as used for production of the vehicle. • Chassis and body owner's manuals. • 12Vdc and 120Vac legends showing wire gauge, color, number and function. • 12Vdc high current wiring diagram illustrating the battery system, isolators, power converters, alternator, disconnect switches and control panels. • Roof top antenna placement drawing and legend identifying antenna placements and termination points. • Audio/Video cabling diagram. • Chassis and generator maintenance and service logs. • Battery maintenance information. • All individual component manuals and warranty registration cards as provided by component manufacturers. Customer is responsible for completing warranty cards and mailing them to manufacturers.
22.10	1	TRAINING. An LDV representative will provide up to eight (8) hours of orientation on LDV provided systems, as applicable: • Generator start up and shut down procedure • Leveling system operation • AC and DC electrical systems operation • HVAC systems operation • Mast operation • Audio/Video system operation, does not include programming DVR's, TV's, etc. • Awning operation
22.11		LDV warranty of one (1) year/12,000 miles, whichever comes first, for manufacturer's defects in materials and workmanship. Refer to LDV warranty statement for details of warranty coverage.
22.12		Note: Project scope does not include certain tasks or costs that are the responsibility of the customer unless clearly specified as LDV supplied. These items include, but are not limited to: • Radio and telephone system programming. • Activation and service fees for cellular telephones, satellite telephones, satellite TV, satellite internet access. • Loading and configuring computer software. In the event of a discrepancy between the drawing and specification, the specification will supersede. LDV reserves the right to make substitutions of equal quality and specifications of those listed in this document. Some component models change frequently. In the event that a specified component model becomes unavailable at the time LDV attempts to source it, LDV will provide a replacement model with equivalent or better features, as agreed upon with the customer.

RESOLUTION NO. _____

A RESOLUTION AWARDED A CONTRACT TO LDV, INC. FOR THE PURCHASE OF A MOBILE COMMAND CENTER VEHICLE, THROUGH THE HGAC COOPERATIVE PURCHASING AGREEMENT, IN THE AMOUNT OF NINE HUNDRED THIRTY-ONE THOUSAND TWENTY-TWO DOLLARS (\$931,022.00); ADJUSTING THE 2023 BUDGET TO RECOGNIZE THIRTY-ONE THOUSAND TWENTY-TWO DOLLARS (\$31,022.00) FROM POLICE IMPACT FEE FUNDS; AND FOR OTHER PURPOSES.

WHEREAS, this contract, AM10-20 covers the purchase of a Mobile Command Center Vehicle to enhance public safety for the City of Bentonville;

WHEREAS, the Police and Fire Department have budgeted four hundred fifty thousand dollars (\$450,000.00) each, totaling nine hundred thousand dollars (\$900,000.00), based on pricing from 2021-2022; and

WHEREAS, a budget adjustment in the amount of thirty-one thousand twenty-two dollars (\$31,022.00) is needed from Police Impact Fee Funds to cover the over budget amount.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BENTONVILLE, ARKANSAS THAT:

Section 1: The Mayor and City Clerk are authorized to enter into a contract with LDV, INC. for the purchase of a mobile command center vehicle, in the amount of nine hundred thirty-one thousand twenty-two dollars (\$931,022.00);

Section 2: The 2023 Budget is adjusted to recognize thirty-one thousand twenty-two dollars (\$31,022.00) from Police Impact Fees to Account #102010-39192 – Transfer In – Impact/Capacity;

Section 3: The 2023 Budget is further adjusted to appropriate the same from Account #102010-39192 – Transfer In – Impact/Capacity to Account #102010-47420 – Vehicles;

Section 4 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 5 - Repeal of Conflicting Resolutions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED and APPROVED this _____ day of _____, 2023.

APPROVED:

Stephanie Orman, MAYOR

ATTEST:

Kirby Romines, CITY CLERK



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution	Informational	

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
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Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue

Fund(s) Impacted

(check all that apply)

General Fund

Utility Fund

Street Fund

Other(s): _____

Budget Impact Notes for Consideration (Optional):

Memo



To: City Council, Mayor Orman
Thru: David Wright, Parks and Recreation Director
From: Wade Tomlinson, Parks Planner
Date: August 8, 2023
Re: Bid Award IFB 23-44 Town Branch Park Renovation project

Parks and Recreation Staff is requesting City Council's approval to award IFB 23-44 in the amount of \$567,512.96 plus contingency at 10% contingency of \$56,751.30 for a total bid award of \$624,264.26, to Milestone Construction for the purchase of materials, labor and services to construct the Town Branch Park Renovation project.

The renovation project is part of the overall Quilt of Parks project which is expected to begin this fall. The project scope will include a much-improved parking area that is more accommodating to cyclists and pedestrians, stream bank repairs and protections, trail improvements, gathering areas and landscape enhancements.

This project's funding comes from multiple sources:

2022 Budget:	\$107,100
2023 Budget:	\$200,000
ARPA Funding:	\$153,253.91
Sale of Land:	\$38,881
Request of Budget Adjust:	<u>\$143,729.35</u>
Total Funding:	\$642,964.26

With the assistance of the ARPA Funding for drainage / stream restoration through the park space, Parks and Recreation currently has \$499,164.91 to put towards this project. In addition to the construction costs, we are asking for enough funding to enter into a construction observation agreement with Ecological Design Group (value \$12,000) and Geotech agreement with GTS (value \$6,700). We are requesting an additional \$143,729.35 to complete the funding and allow this improvement to come to life for our residents.

If approved, construction will begin September with anticipated completion in early 2024.

If you have any questions regarding this item, please let me know. Please call me at 271-3392 or email wtomlinson@bentonvillear.com.

RESOLUTION NO. _____

A RESOLUTION AWARDDING BID IFB-23-44, TO MILESTONE CONSTRUCTION, IN THE TOTAL AMOUNT OF SIX HUNDRED TWENTY-FOUR THOUSAND TWO HUNDRED SIXTY-TWO DOLLARS AND TWENTY-SIX CENTS (\$624,262.26), INCLUDING CONTINGENCY, FOR THE TOWN BRANCH PARK RENOVATION PROJECT; ADJUSTING THE 2023 BUDGET TO RECOGNIZE ARPA FUNDS AND APPROPRIATE GENERAL FUND RESERVES; AND FOR OTHER PURPOSES.

WHEREAS, Milestone Construction is the lowest bidder on IFB-23-44, for the Town Branch Park Renovation Project;

WHEREAS, the amount of this contract is five hundred sixty-seven thousand five hundred twelve dollars and ninety-six cents (\$567,512.96), and a ten percent (10%) contingency of fifty-six thousand seven hundred fifty-one dollars and thirty cents (\$56,751.30), for a total cost of six hundred twenty-four thousand two hundred sixty-four dollars and twenty-six cents (\$624,264.26);

WHEREAS, a budget adjustment is needed to recognize ARPA funds, in the amount of one hundred fifty-three thousand two hundred fifty-three dollars and ninety-one cents (\$153,253.91) and appropriate General Fund Reserves in the amount of one hundred forty-three thousand seven hundred twenty-nine dollars and thirty-five cents (\$143,729.35); and

WHEREAS, the remainder of this project has various funding sources as follows:

2022 Budgeted amount:	\$107,100.00
2023 Budgeted amount:	\$200,000.00
Land Sale:	\$38,881.00

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BENTONVILLE, ARKANSAS THAT:

Section 1: The Mayor and City Clerk are authorized to enter into a contract with Milestone Construction, for the Town Branch Renovation Project, in the total amount of six hundred twenty-four thousand two hundred sixty-two dollars and twenty-six cents (\$624,262.26), including contingency;

Section 2: The 2023 Budget is adjusted to recognize one hundred fifty-three thousand two hundred fifty-three dollars and ninety-one cents (\$153,253.91) in ARPA funds to Account #401010-47390 – Improvement Other than Building/Other;

Section 3: The 2023 Budget is further adjusted to appropriate one hundred forty-three thousand seven hundred twenty-nine dollars and thirty-five cents (\$143,729.35) from General Fund Reserves to Account #105030-47390 – Improvement other than Building/Other;

Section 4 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 5 - Repeal of Conflicting Resolutions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED and APPROVED this _____ day of _____, 2023.

APPROVED:

ATTEST:

Stephanie Orman, MAYOR

Kirby Romines, CITY CLERK



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution		Informational

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
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Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue

Fund(s) Impacted

(check all that apply)

General Fund Utility Fund Street Fund Other(s): _____

Budget Impact Notes for Consideration (Optional):

City of Bentonville, Arkansas

City Hall

305 SW A Street Bentonville, AR 72712

**Bentonville Electric Utilities Department**

3200 SW Municipal Drive

Bentonville, AR 72712

Phone: (479) 271-3135 Fax: (479) 271-5994

Bill to: City of North Little Rock

Date: 5/18/2023

Electric Dept.

Work Request Number: 1071472

1400 W. Maryland Ave.

North Little Rock, AR 72120

Project Description

Storm assistance, April 2023, FEMA#994

Labor

Classification	Hours	Hourly Rate	Total
Assistant Manager	1.00	85.17	\$85.17
Administrative Assistant II	1.00	31.99	\$31.99
First Class Powerline Electrician -Regular	184.00	67.84	\$12,481.72
Electric Crew Leader -Regular	48.00	71.84	\$3,448.22
Field Supervisor -Regular	40.00	75.83	\$3,033.03
First Class Powerline Electrician -Overtime	376.00	101.75	\$38,259.17
Electric Crew Leader -Overtime	104.00	107.76	\$11,206.73
Field Supervisor - Overtime	64.00	113.74	\$7,279.27
Subtotal: Labor			\$75,825.29

Equipment

Equipment Type	Hours	Hourly Rate	Total
1 ton Pickup FEMA Code 8802	256	\$16.81	\$4,303.36
Digger Truck FEMA Code 8670 & 8702	152	\$65.46	\$9,949.92
Large Bucket Truck FEMA Code 8487 & 8702	304	\$50.26	\$15,279.04
Trailers FEMA Code 8600	136	\$16.99	\$2,310.64
Backyard Machine FEMA Code 8063	96	\$35.68	\$3,425.28
Subtotal: Equipment			\$35,268.24

Meals

Meals	Quantity	Unit	Cost	Total
Coltons Steak House	1	Receipt	\$145.85	\$145.85
Walmart Drinks	1	Receipt	\$33.13	\$33.13
Casey's GS Drinks	1	Receipt	\$26.19	\$26.19
Chick-Fil-A Food	1	Receipt	\$50.57	\$50.57
Casey's GS Drinks	1	Receipt	\$26.20	\$26.20
Taco Bell Food	1	Receipt	\$19.67	\$19.67
Taco Bell Food	1	Receipt	\$51.68	\$51.68
Walmart Food/Drink	1	Receipt	\$40.47	\$40.47
Walmart Food/Drink	1	Receipt	\$42.16	\$42.16
Casey's GS Drinks	1	Receipt	\$19.65	\$19.65
Senor Tequila Sherwood	1	Receipt	\$88.21	\$88.21
Senor Tequila NLR	1	Receipt	\$121.60	\$121.60
Chinese Pavilion	1	Receipt	\$75.55	\$75.55
Subtotal: Meals				\$740.93

Materials

Materials	Quantity	Unit	Cost	Total
50' Class 3 Poles	9	EA	\$535.04	\$4,815.32
Walmart Batteries	1	Receipt	\$55.77	\$55.77
Napa Hyd Hose	1	Receipt	\$272.67	\$272.67
O Reilly Fluids	1	Receipt	\$190.99	\$190.99
Bumper to Bumper Battery	1	Receipt	\$299.62	\$299.62
Walmart Flat Fix	1	Receipt	\$9.44	\$9.44
Walmart Sunscreen	1	Receipt	\$20.63	\$20.63
Southern Tire Mart	1	Receipt	\$848.83	\$848.83
Fuel	1	Total	\$622.53	\$622.53
Subtotal: Materials				\$7,135.80
20 % INVENTORY FEE				\$963.06
Total				\$119,933.32

Authorized Signat

Date: 6-5-23

**Bentonville Electric Utilities Department**

3200 SW Municipal Drive

Bentonville, AR 72712

Phone: (479) 271-3135 Fax: (479) 271-5994

Bill to:

Date: 6/30/2023

Conway Corp. ATTN: Robert Meek

Reference Number: 23-091-1

600 Harkrider Street

Conway, AR 72032

501-764-6883

robert.meek@conwaycorp.com**Project Description**

Storm assistance, June 26-29 2023

Labor

Classification	Hours	Hourly Rate	Total
Assistant Manager	1.00	85.17	\$85.17
Administrative Assistant II	1.00	31.99	\$31.99
First Class Powerline Electrician -Regular	120.00	67.84	\$8,140.25
First Class Powerline Electrician -Overtime	72.00	101.75	\$7,326.22
Apprentice PLE 3 -Regular	40.00	40.11	\$1,604.40
Apprentice PLE 3 -Overtime	24.00	60.16	\$1,443.84
Field Supervisor -Regular	40.00	75.83	\$3,033.03
Field Supervisor - Overtime	24.00	113.74	\$2,729.72
Subtotal: Labor			\$24,394.63

Equipment

Equipment Type	Hours	Hourly Rate	Total
1 ton Pickup FEMA Code 8802	128	\$16.81	\$2,151.68
Digger Truck FEMA Code 8670 & 8702	64	\$65.46	\$4,189.44
Large Bucket Truck FEMA Code 8487 & 8702	128	\$50.26	\$6,433.28
Subtotal: Equipment			\$12,774.40

Fuel

Fuel	Quantity	Unit	Cost	Total
TOBO 66 Truck 301089	1	Receipt	\$145.55	\$145.55
TOBO 66 Truck 301080	1	Receipt	\$72.84	\$72.84
Subtotal: Fuel				\$218.39

Materials

Materials	Quantity	Unit	Cost	Total
NA				\$0.00
Subtotal: Materials				\$0.00
20 % INVENTORY FEE				\$0.00
Total:				\$37,387.42

Authorized Signature: [Redacted]

Date: 6-30-23

Rev: 2022

**Bentonville Electric Utilities Department**

3200 SW Municipal Drive

Bentonville, AR 72712

Phone: (479) 271-3135 Fax: (479) 271-5994

SSV

Bill to:**Date:** 7/12/2023

North Little Rock - Electric Dept.

Reference Number: 1058

1400 W. Maryland Ave.

North Little Rock, AR 72120

Project Description

Storm assistance of 5 crew members and 4 vehicles, June 26th-29th 2023

Labor

Classification	Hours	Hourly Rate	Total
Assistant Manager	1.00	85.17	\$85.17
Administrative Assistant II	1.00	31.99	\$31.99
First Class Powerline Electrician -Regular	120.00	67.84	\$8,140.25
First Class Powerline Electrician -Overtime	120.00	101.75	\$12,210.37
Apprentice PLE 3 -Regular	40.00	40.11	\$1,604.40
Apprentice PLE 3 -Overtime	40.00	60.16	\$2,406.40
Electric Crew Leader -Regular	40.00	71.84	\$2,873.52
Electric Crew Leader -Overtime	40.00	107.76	\$4,310.28
Subtotal: Labor			\$31,662.38

Equipment

Equipment Type	Hours	Hourly Rate	Total
1 ton Pickup FEMA Code 8802	80	\$16.81	\$1,344.80
Digger Truck FEMA Code 8670 & 8702	80	\$65.46	\$5,236.80
Large Bucket Truck FEMA Code 8487 & 8702	160	\$50.26	\$8,041.60
Subtotal: Equipment			\$14,623.20

Fuel

Fuel	Quantity	Unit	Cost	Total
Murphy USA Truck 301083	1	Receipt	\$76.14	\$76.14
Hilltop Travel Center Truck 301083	1	Receipt	\$121.20	\$121.20
Murphy USA Truck 301067	1	Receipt	\$57.57	\$57.57
Hilltop Travel Center Truck 301067	1	Receipt	\$87.13	\$87.13
Murphy USA Truck 301046	1	Receipt	\$62.37	\$62.37
Hilltop Travel Center Truck 301046	1	Receipt	\$90.67	\$90.67
Subtotal: Fuel				\$495.08

Meals

Meals	Quantity	Unit	Cost	Total
Food & Beverage w/ receipts attached	1	Receipts	\$754.07	\$754.07
Subtotal: Materials				\$754.07
20 % INVENTORY FEE				
Total:				\$47,534.73

Authorized Signature: [Redacted]

Date: 7-12-23

Rev: 2022

Page 159 of 192

RESOLUTION NO. _____

A RESOLUTION RECOGNIZING REVENUE IN THE AMOUNT OF ONE HUNDRED SEVEN THOUSAND ONE HUNDRED NINETY-FIVE DOLLARS AND FORTY-ONE CENTS (\$107,195.41) INTO ACCOUNT # 503010-34410 – BILLED SERVICES; ADJUSTING THE 2023 BUDGET; AND FOR OTHER PURPOSES.

WHEREAS, the Bentonville Electric Department is requesting to reconcile the overtime budget;

WHEREAS, invoices have been paid by North Little Rock and Conway Corp. for the mutual aid assistance from April 2023;

WHEREAS, a budget adjustment is being requested to apply revenue to associated payroll expenses.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BENTONVILLE, ARKANSAS THAT:

Section 1: Revenue, in the amount of one hundred seven thousand one hundred ninety-five dollars and forty-one cents (\$107,195.41) is recognized into account #503010- 34410 – Billed Services and the 2023 Budget is adjusted to appropriate the same to various accounts as noted below:

Account Number	Account Description	Expense
503010-41310	Overtime Wages	\$87,172.00
503010-41510	FICA & Medicare Expenses	\$6,668.66
503010-41810	Retirement – APERS	\$13,354.75
Total:		\$107,195.41

Section 2 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 3 - Repeal of Conflicting Provisions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED this _____ day of _____, 2023.

APPROVED:

Attest:

STEPHANIE ORMAN, Mayor

KIRBY ROMINES, City Clerk



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution	Informational	

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	
Amount for Approval:	\$

Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	\$
		Expense	Revenue

Fund(s) Impacted

(check all that apply)

General Fund Utility Fund Street Fund Other(s): _____

Budget Impact Notes for Consideration (Optional):

CITY OF BENTONVILLE, ARKANSAS
AMENDMENT NUMBER 2
To A
PROFESSIONAL SERVICES AGREEMENT
With
HAWKINS-WEIR ENGINEERS, INC.
VAN BUREN, ARKANSAS

In accordance with the PROFESSIONAL SERVICES AGREEMENT for the **Feasibility Study to Address Capacity/Growth for Wastewater Treatment, HWEI Project No. 2021037**, dated August 13, 2021, between the City of Bentonville, Arkansas (hereinafter called **Owner**) and Hawkins-Weir Engineers, Inc. (hereinafter called **Engineer**), Owner hereby authorizes Engineer to proceed with the following additional services:

ARTICLE II – SCOPE OF SERVICES

A. Amendment No. 2 defines additional professional engineering services associated with project funding assistance, and preliminary and final design phase services. Refer to the attached Amendment No. 2 APPENDIX A for a more detailed description of the scope of these additional services.

ARTICLE V – SCHEDULE OF FEES, SERVICES AND PAYMENT

B. Owner shall compensate Engineer for providing the services set forth herein in accordance with the terms of the Agreement. Total compensation shall be increased with this Amendment by a Lump Sum Fee of **Six Million One Hundred Sixty-Three Thousand Six Hundred and 00/100 Dollars (\$6,163,600.00)**. The total compensation from the original AGREEMENT and Amendment No. 1, plus Amendment No. 2 described herein shall not exceed **Six Million Five Hundred Seven Thousand and 00/100 Dollars (\$6,507,000.00)** without written approval of Owner. Refer to Amendment No. 2 APPENDIX C for a Lump Sum Fee Proposal Summary for these additional services.

ENGINEER:
HAWKINS-WEIR ENGINEERS, INC.

OWNER:
CITY OF BENTONVILLE, ARKANSAS

By: _____
Brett D. Peters, P.E.
President & CEO

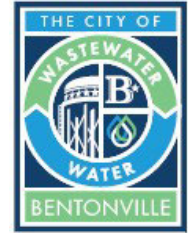
By: _____
Stephanie Orman
Mayor

Date: _____

Date: _____



Amendment No. 2
Appendix A – Scope of Services
Feasibility Study to Address Capacity/Growth
For Wastewater Treatment
Bentonville, Arkansas
HWEI Project No. 2021037
August 2, 2023



Engineer shall provide Basic Services as set forth below:

A. Task 1 – Project Funding Assistance

1. Prepare and submit a pre-application to the Arkansas Water and Wastewater Advisory Committee (AWWAC)
2. Prepare and Submit an Application to the Arkansas Department of Agriculture Natural Resources Division (NRD) to add the project to the Priority Project List
3. Prepare and submit an application to the NRD for a State Water Plan Compliance Review
4. Prepare and Submit a Clean Water Revolving Loan Fund Application
 - a. Coordinate with the City of Bentonville to assemble the required documentation
5. Virtually attend a maximum of two (2) Arkansas Natural Resources Commission Meetings and respond to any questions
6. Review Memorandum of Agreement and provide comments to the City of Bentonville

B. Task 2 – Preliminary Design Phase

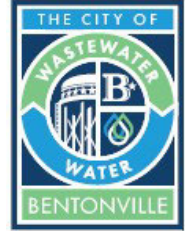
1. Additional Field Survey, including Drone Survey
2. Develop REVIT Base Drawings for Existing Facilities
3. Development/Confirmation of the Hydraulic Profile
4. Development of the Design Basis Memorandum

C. Task 3 – Final Design Phase

1. Prepare 60%, 90%, and 90% Design Documents (Plans and Specifications), including Workshops with the Owner and CMAR Coordination, for the following Final Design Phase Sub-Tasks:
 - a. Site Layout and Grading, including the Preparation of the Storm Water Pollution Prevention Plan (SWPPP)
 - b. Site Drainage Improvements
 - c. Site Paving
 - d. Demolition Plans
 - e. Headworks
 - f. Headworks Electrical Building
 - g. Flow Diversion Distribution Box
 - h. Alum Chemical Feed System Improvements
 - i. Anoxic Basin Expansion and Modifications
 - j. Aeration Basin Improvements
 - k. Surface Wasting Improvements
 - l. Secondary Clarifier Distribution Box Improvements
 - m. Secondary Clarifier No. 1 Replacement
 - n. Secondary Clarifier No. 2 Improvements
 - o. Secondary Clarifier No. 3
 - p. RAS Pump Station Improvements
 - q. RAS Pump Station No. 2



**Amendment No. 2
Appendix A – Scope of Services
Feasibility Study to Address Capacity/Growth
For Wastewater Treatment
Bentonville, Arkansas
HWEI Project No. 2021037
August 2, 2023**



- r. Tertiary Filters
- s. Dual Use Filtration Improvements
- t. UV Disinfection System
- u. Post-Aeration Basins
- v. Post-Aeration Blower Building
- w. Effluent Pump Station
- x. WAS Pump Station Improvements
- y. Electrical Building
- z. Plant Water System Improvements
- aa. Digester Valve Vaults
- bb. Administration/Laboratory Building Expansion
- cc. Maintenance Building Relocation
- dd. Vehicle Storage Building
- ee. Equipment Storage Building
- ff. Secondary Access to the Bentonville WRRF site
- 2. Quality Assurance/Quality Control (QAQC) Review
- 3. Regulatory Permitting
- 4. City Planning/Permitting

Amendment No. 2
Appendix A - Scope of Services
Feasibility Study to Address Capacity/Growth
for Wastewater Treatment
Bentonville, Arkansas
HWEI Project No. 2021037
August 2, 2023

Process Unit/Facility	Design Specialty										
	Civil	Process Mechanical	Odor Control	Structural	Geotechnical	Lead Paint and Asbestos	Electrical	Instrumentation	Architectural	Mechanical	
										HVAC	Plumbing
Hydraulic Profile	HW										
Design Basis Memorandum		HW									
Permitting	HW	HW							mahg		
Site Design	HW			HW			HW				
Drainage/Floodway	HW										
Site Paving	HW				GTS, Inc.						
Demolition	HW	HW		HW			HW		mahg		
Headworks	HW	HW		HW	GTS, Inc.		HW	HW	mahg		
Headworks Electrical Building				HW			HW		mahg		
Flow Diversion Distribution Box	HW	HW		HW	GTS, Inc.		HW				
Alum Chemical Feed System	HW	HW		HW			HW				
Anoxic Basins	HW	HW		HW	GTS, Inc.		HW	HW			
Aeration Basins	HW	HW		HW			HW	HW			
Surface Wasting Improvements	HW	HW		HW	GTS, Inc.		HW	HW			
Secondary Clarifier Distribution Box	HW	HW		HW	GTS, Inc.						
Secondary Clarifier No. 1	HW	HW		HW	GTS, Inc.		HW				
Secondary Clarifier No. 2		HW									
Secondary Clarifier No. 3	HW	HW		HW	GTS, Inc.		HW				
RAS Pump Station Improvements		HW									
RAS Pump Station No. 2	HW	HW		HW	GTS, Inc.		HW	HW			
Tertiary Filters	HW	HW		HW	GTS, Inc.		HW	HW			
Dual Use Filtration	HW	HW		HW			HW	HW			
UV Disinfection	HW	HW		HW	GTS, Inc.		HW	HW			
Post-Aeration Basins	HW	HW		HW	GTS, Inc.		HW	HW			
Blower Building	HW	HW		HW			HW	HW	mahg		
Effluent Pump Station	HW	HW		HW	GTS, Inc.		HW	HW			
WAS Pump Station		HW		HW			HW	HW			
Electrical Building	HW	HW		HW	GTS, Inc.		HW	HW	mahg		
Plant Water System	HW	HW					HW	HW			
Digester Valve Vaults		HW		HW	GTS, Inc.						
Administration/Laboratory Building	HW			HW	GTS, Inc.		HW		mahg		
Maintenance Building Relocation				HW			HW		mahg		
Vehicle Storage Building	HW			HW	GTS, Inc.		HW		mahg		
Equipment Storage Building				HW	GTS, Inc.		HW		mahg		
Secondary WRRF Access	HW			HW							

Legend	
HW	Hawkins-Weir Engineers, Inc.
	Black & Veatch
mahg	MAHG Architecture
GTS, Inc.	GTS, Inc.
	Safety & Environmental Investigations, Inc.

Appendix B

**Standard Billing Rate Structure
For Hourly Fee Based Contracts
Hawkins-Weir Engineers, Inc.
Effective through August 10, 2024⁽¹⁾**

Engineer

Engineer VIII	\$ 240 Per Hour
Engineer VII	\$ 220 Per Hour
Engineer VI	\$ 200 Per Hour
Engineer V	\$ 175 Per Hour
Engineer IV	\$ 150 Per Hour
Engineer III	\$ 130 Per Hour
Engineer II	\$ 115 Per Hour
Engineer I	\$ 100 Per Hour

Engineering Technician

Designer I	\$ 110 Per Hour
Technician IV	\$ 100 Per Hour
Technician III	\$ 85 Per Hour
Technician II	\$ 75 Per Hour
Technician I	\$ 65 Per Hour

Field Technician - Field Inspector

Resident Project Representative (RPR)	\$ 120 Per Hour
Construction Manager	\$ 100 Per Hour
Inspector II	\$ 85 Per Hour
Inspector I	\$ 75 Per Hour

Field Surveying

GPS Survey	\$ 175 Per Hour
Surveyor	\$ 125 Per Hour

Administrative

Business Manager	\$ 85 Per Hour
------------------	----------------

Expert Witness

Preparation	At Engineer's Hourly Rate
Testimony, less than 1/2 day	\$2,000
Testimony, per Day	\$4,000

Expenses **Reimbursable Expenses and upcharges are determined by the Client Agreement/Contract**

Subconsultants/Outside Services		
Express Delivery, Field Supplies, Testing, Review/Filing Fees and Advertising		
Travel:	Hotel and meals	Actual Cost
	Vehicle ⁽²⁾	\$0.655 per mile effective 1/1/23
Reproduction:	Outside printing service	Actual Cost
	In-house printing	
	Letter Copy - B&W	\$ 0.12 Per Copy
	Letter Copy - Color	\$ 0.75 Per Copy
	22 x 34 Size Copy - B&W	\$ 3.00 Per Copy
	22 x 34 Size Copy - Color	\$ 12.00 Per Copy
	22 x 34 Size Copy - Color Photo	\$ 25.00 Per Copy
	11 x 17 Size Copy - B&W	\$ 1.50 Per Copy
	11 x 17 Size Copy - Color	\$ 5.00 Per Copy
	CD Copy	\$ 5.00 Per Copy
	Binding	\$ 1.00 Each

(1) Billing Rates are reviewed and adjusted annually in August. Regardless, any adjustment in Billing Rates will not impact previously negotiated Not To Exceed (NTE) or Lump Sum fee amounts without a formal Contract Amendment.

(2) To be adjusted periodically to current IRS mileage rate.



Amendment No. 2
Appendix C - Scope of Services and Fee Proposal Summary
Feasibility Study to Address Capacity/Growth
for Wastewater Treatment
Bentonville, Arkansas
HWEI Project No. 2021037
August 2, 2023



A. Task 1 - Project Funding Assistance Feasibility Study to Address Capacity/Growth for Wastewater Treatment

Task	Project Administration		Site Civil				Process Mechanical			Structural		Electrical/Instrumentation		Support Services		
	Engr VIII	Engr VI	Engr VI	Engr V	Engr IV	Engr III	Engr VIII	Engr VI	Eng IV	Engr VIII	Engr VI	Engr VII	Engr IV	GPS Survey	Tech IV	Tech I
1. Prepare and submit a pre-application to the Arkansas Water and Wastewater Advisory Committee (AWWAC)	4	8														
2. Prepare and Submit an Application to the Arkansas Department of Agriculture Natural Resources Division (NRD) to add the project to the Priority Project List	4	8														
3. Prepare and submit an application to the NRD for a State Water Plan Compliance Review	4	8														
4. Prepare and Submit a Clean Water Revolving Loan Fund Application	8	8													8	
a. Coordinate with the City of Bentonville to assemble the required documentation	8	8														
5. Virtually attend a maximum of two (2) Arkansas Natural Resources Commission Meetings and respond to any questions	4	4														
6. Review Memorandum of Agreement and provide comments to the City of Bentonville	8	4														
																\$20,000

B. Task 2 - Preliminary Design Phase Feasibility Study to Address Capacity/Growth for Wastewater Treatment

Task	Project Administration		Site Civil				Process Mechanical			Structural		Electrical/Instrumentation		Support Services		
	Engr VIII	Engr VI	Engr VI	Engr V	Engr IV	Engr III	Engr VIII	Engr VI	Eng IV	Engr VIII	Engr VI	Engr VII	Engr	GPS Survey	Tech IV	Tech I
1. Additional Field Survey, including Drone Survey														120		
2. Develop REVIT Base Drawings for Existing Facilities								40		40					320	
3. Development/Confirmation of the Hydraulic Profile			40		24			40	40						16	
4. Development of the Design Basis Memorandum							160	400	160						24	80
																\$247,800

C. Task 3 - Final Design Phase Feasibility Study to Address Capacity/Growth for Wastewater Treatment

Task	Project Administration		Site Civil				Process Mechanical			Structural		Electrical/Instrumentation		Support Services		
	Engr VIII	Engr VI	Engr VI	Engr V	Engr IV	Engr III	Engr VIII	Engr VI	Eng IV	Engr VIII	Engr VI	Engr VII	Engr IV	GPS Survey	Tech IV	Tech I
1. Prepare 60%, 90%, and 100% Design Documents (Plans and Specifications), including Workshops with the Owner and CMAR Coordination, for the following Final Design Phase Sub-Tasks:																
a. Site Layout and Grading, including the Preparation of the Storm Water Pollution Prevention Plan (SWPPP)			16	24	40	40				8	24	40	80	40	320	40
b. Site Drainage Improvements				24		40									40	16
c. Site Paving				80		40									40	8
d. Demolition Plans								40	40						40	16
e. Headworks			40	80	200	240	200	720	720	200	640	200	320		960	80
f. Headworks Electrical Building			8			40	8	80	40	24	80	240	360		80	40
g. Flow Diversion Distribution Box			8			16	8	40		8	40	8	16		40	8
h. Alum Chemical Feed System Improvements			8			16	8	40		8	16	8	24		24	8
i. Anoxic Basin Expansion and Modifications			8	40	80	16	8	40		80	240	40	160		160	8
j. Aeration Basin Improvements							8	24		8	16	16	40		80	8
k. Surface Wasting Improvements			8			24	8	40	40	16	40	8	24		40	8
l. Secondary Clarifier Distribution Box Improvements			8	8		24	8	24	8	24	40	8	16		80	8
m. Secondary Clarifier No. 1 Replacement			8	8		8	8	160	160	80	240	24	40		160	8
n. Secondary Clarifier No. 2 Improvements							16	80							16	8
o. Secondary Clarifier No. 3			16	16		80	40	160	160	80	240	40	80		160	16
p. RAS Pump Station Improvements							8	24	40	8	24	16	40		40	8
q. RAS Pump Station No. 2			8	16		24	8	40	160	16	40	16	40		80	16
r. Tertiary Filters			40	80	160	160	80	560	720	200	640	200	320		800	40
s. Dual Use Filtration Improvements			8			24	40	40	40		80	16	40		80	8
t. UV Disinfection System			8			24	40	80	80	40	160	40	160		120	16
u. Post-Aeration Basins			8			24	24	40	80	24	80	8	24		80	8
v. Post-Aeration Blower Building			8			40	8	40	40	24	80	40	120		80	8
w. Effluent Pump Station			24	40		80	40	240	320	80	240	80	160		160	40
w. WAS Pump Station Improvements							8	8	8	24		8	16		40	8
y. Electrical Building			8			40	8	40		24	40	200	360		80	40
z. Plant Water System Improvements			8	24		40	8	8	16						40	8
aa. Digester Valve Vaults							8	16	8	40	80	16	40		80	24
bb. Administration/Laboratory Building Expansion			8	16		24				24	80	40	80		40	24
cc. Maintenance Building Relocation			8	8		8				8	40	40	80		40	8
dd. Vehicle Storage Building			8	8		24		8		16	40	24	80		40	8
ee. Equipment Storage Building			8	8		24		8		16	40	24	80		40	8
ff. Secondary Access to the Bentonville WRRF site				40						40	80				80	
2. Quality Assurance/Quality Control (QAQC) Review	160	80														
3. Regulatory Permitting	24	24					80	200	160						40	24
4. City Planning/Permitting	16	16	40	80		40									40	24
																\$3,751,800



Amendment No. 2
Appendix C - Scope of Services and Fee Proposal Summary
Feasibility Study to Address Capacity/Growth
for Wastewater Treatment
Bentonville, Arkansas
HWEI Project No. 2021037
August 2, 2023



D. Reimbursable Expenses

Feasibility Study to Address Capacity/Growth for Wastewater Treatment

Item	Description	Total
1. Sub-Consultant Services		
a. Black & Veatch	Task 2 and 3 Services	\$1,540,000
b. Black & Veatch	Operability Workshop	\$44,200
c. MAHG Architecture	Architectural Services	\$200,000
d. GTS, Inc.	Geotechnical Investigation	\$52,000
e. FTN Associates, Ltd.	Floodplain & Wetlands Analysis	\$50,000
f. SEI	Lead Paint & Asbestos Survey	\$3,800
g. Environmental Services Company	Laboratory Testing Services - VFA, Calcium, and Magnesium	\$6,000
2. Permit Fees	Arkansas Department of Health Regulatory Review Fee; Arkansas Division of Environmental Quality - Storm Water Pollution Prevention Plan (SWPPP) Fee	\$1,000
3. Travel Related Expenses	Equipment/Plant Site Visits	\$10,000
4. Reproduction & Printing		\$12,000
5. Additional Errors & Omissions Insurance	\$6.0M in Coverage through 2028	\$225,000
Total Estimated Reimbursable Expenses		\$2,144,000

ENGINEERING SERVICES SUMMARY

Feasibility Study to Address Capacity/Growth for Wastewater Treatment

A. Task 1 - Project Funding Assistance	\$20,000
B. Task 2 - Preliminary Design Phase	\$247,800
C. Task 3 - Final Design Phase	\$3,751,800
D. Reimbursable Expenses	\$2,144,000
Total Engineering Fee - Lump Sum	\$6,163,600

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

10/07/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Rd. Suite 370 Alpharetta, GA 30022	CONTACT NAME Trudy Henry PHONE (A/C, No, Ext) 770-552-4225 FAX (A/C, No) E-MAIL ADDRESS ACECCertificates@greyling.com																					
INSURED Hawkins-Weir Engineers, Inc. P.O. Box 648 Van Buren, AR 72957	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr> </thead> <tbody> <tr> <td>INSURER A</td><td>Sentinel Insurance Company</td><td>11000</td></tr> <tr> <td>INSURER B</td><td>Hartford Ins Co of the Midwest</td><td>37478</td></tr> <tr> <td>INSURER C</td><td></td><td></td></tr> <tr> <td>INSURER D</td><td></td><td></td></tr> <tr> <td>INSURER E</td><td></td><td></td></tr> <tr> <td>INSURER F</td><td></td><td></td></tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Sentinel Insurance Company	11000	INSURER B	Hartford Ins Co of the Midwest	37478	INSURER C			INSURER D			INSURER E			INSURER F		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
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INSURER B	Hartford Ins Co of the Midwest	37478																				
INSURER C																						
INSURER D																						
INSURER E																						
INSURER F																						

COVERAGES**CERTIFICATE NUMBER: 22-23****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE L MIT APPL ES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			20SBWZM2676	11/01/2022	11/01/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV NJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			20UEGNM6289	11/01/2022	11/01/2023	COMB NED S NGLE L MIT (Ea accident) \$1,000,000 BOD LY INJURY (Per person) \$ BOD LY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ RETENTION \$10000			20SBWZM2676	11/01/2022	11/01/2023	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y / N (Mandatory in NH) If yes, describe under DESCR PTION OF OPERATIONS below		N / A	20WEGPV0830	11/01/2022	11/01/2023	☒ PER STATUTE ☐ OTH-ER E L. EACH ACCIDENT \$500,000 E L. DISEASE - EA EMPLOYEE \$500,000 E L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project# 2021037, Feasibility Study to Address Capacity/Growth for Wastewater Treatment City of Bentonville
 is named as an Additional Insured on the above referenced liability policies with the exception of workers compensation where required by written contract. Waiver of Subrogation is applicable where required by written contract & allowed by law.

CERTIFICATE HOLDER**CANCELLATION**

City of Bentonville
117 West Central Avenue
Bentonville, AR 72712-0000

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

7/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BXS Insurance PO Box 251510 Little Rock AR 72225-		CONTACT NAME Zach Russenberger PHONE (A/C, No., Ext) 501-614-1150 E-MAIL ADDRESS zach.russenberger@bksi.com FAX (A/C, No) 501-614-1450	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A Hartford Fire Insurance Company	
		INSURER B	
		INSURER C	
		INSURER D	
		INSURER E	
		INSURER F	

INSURED
 Hawkins-Weir Engineers, Inc.
 P.O. Box 648
 Van Buren AR 72957

HAWKENG-01

COVERAGES**CERTIFICATE NUMBER:** 432856873**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACC DENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			38OH038729222	7/11/2022	7/11/2023	Each Claim Limit \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Project# 2021037, Feasibility Study to Address Capacity/Growth for Wastewater Treatment

CERTIFICATE HOLDER**CANCELLATION**

City of Bentonville
 117 West Central Avenue
 Bentonville AR 72712

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH HAWKINS-WEIR ENGINEERS, INC., IN THE AMOUNT OF SIX MILLION ONE HUNDRED SIXTY-THREE THOUSAND SIX HUNDRED DOLLARS (\$6,163,600.00); ADJUSTING THE 2023 BUDGET TO APPROPRIATE THE SAME FROM UTILITY FUND RESERVES INTO ACCOUNT #503030-47210 – PLANTS AND BUILDING; AND FOR OTHER PURPOSES.

WHEREAS, the Water Resource Recovery Facility is requesting to amend the total contract price for the HWEI Project No. 2021037;

WHEREAS, this amendment defines additional services associated with project funding, preliminary, and final design phase services; and

WHEREAS, a budget adjustment in the amount of six million one hundred sixty-three thousand six hundred dollars (\$6,163,600.00) from Utility Fund Reserve to Account #503030-47210 – Plants and Building is requested to fund this amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BENTONVILLE, ARKANSAS THAT:

Section 1: The Mayor and City Clerk are authorized to enter into an amendment to the professional services agreement with Hawkins-Weir Engineers, in the amount of six million one hundred sixty-three thousand six hundred dollars (\$6,163,600.00);

Section 2: The 2023 Budget is amended to appropriate six million one hundred sixty-three thousand six hundred dollars (\$6,163,600.00) from Utility Fund Reserve to Account #503030-47210 – Plants and Building;

Section 3 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 4 - Repeal of Conflicting Provisions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED this _____ day of _____, 2023.

APPROVED:

STEPHANIE ORMAN, Mayor

Attest:

KIRBY ROMINES, City Clerk



City of Bentonville, Arkansas Agenda Item Form

Item Details

Council Meeting Date:		Submitted By:	
Phone:		For Department(s):	
Email:			

Item Type (Check all that apply)

Informational	Bid Award	Enter into an Agreement	Change Order
Recognizing Funds	Budget Adjustment	Waiver of Bid	Emergency Clause
Ordinance	Resolution	Informational	

Title, Recommendation & Justification

Title:	
Action Recommendation & Justification:	
Additional Comments for Consideration (Optional):	

Amount for Approval:	\$
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Budget Impact

Is this Item Budgeted? YES NO ITEM HAS NO COST OTHER: _____

Budget Adjustment (to be completed by Finance when applicable)

Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue
Account Number (ORG-OBJECT)	Account Description	\$	Expense	\$	Revenue

Fund(s) Impacted

(check all that apply)

General Fund

Utility Fund

Street Fund

Other(s): _____

Budget Impact Notes for Consideration (Optional):

City of Bentonville, Arkansas

City Hall

305 SW A Street Bentonville, AR 72712

www.bentonvillear.com

Please Recycle!



LETTER AGREEMENT AMENDMENT #1

Date: July 26, 2023

This AMENDMENT ("Amendment") shall amend and become a part of the Letter Agreement for Professional Services dated June 25, 2020 between City of Bentonville, Arkansas ("Client") and Olsson, Inc. ("Olsson") providing for professional services for the following Project (the "Agreement"):

PROJECT DESCRIPTION AND LOCATION

Project is located at: Bentonville, Arkansas

Project Description: Sewer Collection Analysis and Peak Flow Management Program
Part II – Peak Flow Improvement Alternatives

SCOPE OF SERVICES

Client and Olsson hereby agree that Olsson's Scope of Services under the Agreement is amended by adding the services specifically described below for the additional compensation set forth below:

PHASE 200 – PEAK FLOW IMPROVEMENT ALTERNATIVES

The objective of the study is to provide a comprehensive plan to manage peak flows and meet the ever demanding and changing direction of growth within the City of Bentonville

Project & Quality Management

Olsson's Project Manager (PM) will work with the Client, Client's sub-consultants, and Olsson's project team to provide the timely completion of quality work products within available budgetary resources. The PM's responsibilities include:

- **Project Management**
 - Establishing and maintaining project schedule and budget.
 - Define individual tasks and establish cost and schedule of each task.
 - Track the earned value of each task (the percent completion for each task times the total budget for each task).
- **Communication and Coordination with Others**
 - Coordinate with the Client, subconsultants, project team, agencies and/or other consultants that are involved with this project or adjacent projects. This involves one-on-one meetings, conference calls, etc.
 - Kick-Off Meeting – Once a notice to proceed has been received, the PM will schedule and attend a kickoff meeting with the full project team. The PM will draft

an agenda, send out invites, and record meeting notes with action items on which to follow up.

- PM will schedule and attend virtual monthly progress meetings (at a minimum) with the project team and will distribute an agenda 48 hours in advance of each meeting. The PM will draft an agenda, send out invites, and record meeting notes with action items on which to follow up. It is anticipated that a maximum of six (6) meetings (of all the types listed above) will be held for this project.
- Olsson will prepare and present one presentation to the Bentonville Utilities Board and one presentation in a public meeting with the City Council.
- **Quality Management**
 - Quality assurance and quality control (QA/QC) reviews will be undertaken by senior staff members of the firm selected for their experience and expertise. The goal of the QA/QC process is to identify and address technical issues and confirm drawings and documents are clear, complete, and concise.
 - Formal QA/QC reviews will be conducted at key intervals of design and prior to issuance of final report.

Research and Establishment of Design Parameters

Olsson will coordinate with area planning agencies and assist Client with establishing design parameters as follows:

- Determination of population and demographic projections.
- Review of available pertinent planning documents.
- Coordination with master street planning and land usage/zoning.
- Coordination with major industrial customers to ascertain available information regarding growth and demand projections.
- Coordination with planning & municipal jurisdictions, Including:
 - Northwest Arkansas Regional Planning Commission
 - Key stakeholders
- Establish design horizons, which are currently anticipated to be the following:
 - Immediate improvements
 - Phase 1 (Present - 2030)
 - Phase 2 (2030- 2035)
 - Ultimate Buildout

Evaluation/Analysis of Peak Flow Management Alternatives

For each sewer basin, using the level of service selected in previous tasks, Olsson shall analyze I/I reduction, equalization storage and collection system capacity improvements to eliminate sanitary sewer overflows at manholes and pump stations (if any).

- Rain and flow monitoring is being provided by Olsson using subconsultant to verify existing conditions where repairs have been made since flow monitoring in 2020. Olsson shall evaluate flow and rain data from 8 locations specified by Owner and update model for use in evaluating improvement alternatives.

- Analyze the recorded rainfall events to report the total rainfall, duration, peak intensity, and average intensity.
- Analyze the recorded dry weather flow to calculate the average weekday and weekend flow rates and patterns for the subbasin identified.
- Analyze flow and rainfall data to quantify rainfall-derived infiltration and inflow (RDII) and provide existing system characterization data for use in capacity analysis and modeling peak flow management alternatives.
- Develop maps, tables, and recommendations for targeting I/I reduction for private and public facilities.
- For gravity sewer components identified to be deficient in the model, develop alternatives to either upsize existing lines, parallel the system, provide relief sewer or combination of these.
- For lift stations identified to be deficient in the model, develop alternatives to improve storage, pumping capacity, force main capacity or combination of these.
- Analysis at the WRRF shall be limited to providing hydrographs of anticipated flows to the treatment facility at each design horizon.
- Two workshops shall be conducted with client. First workshop will be to review preliminary alternatives. Second workshop will include presentation and review of results of alternative investigations.

Sewer System Improvement Recommendations

Olsson shall develop and input into the hydraulic model projected demands for the design horizons as well as demands to analyze various peak flow events. Olsson shall analyze each basin under the aforementioned scenarios to determine infrastructure improvements necessary to convey the projected flows and enhance system performance. Based on the analysis, Olsson shall provide the following:

- Prepare planning-level scopes, schematic maps and opinions of probable costs for recommended CIP projects in each design horizon. For each future CIP project recommendation, description of flow levels (triggers) that necessitate the recommended improvement will be included.
- After screening of alternatives, Olsson has assumed opinions of cost for 11 sewer system alternatives will be developed for the report.
- Prepare and transmit a draft report describing the analyses and recommendations for review by the Client. Report will include description of design parameters, recommendations for public infrastructure I/I rehabilitation in the high priority basins, description of existing private I/I rehabilitation programs and discussion for city consideration, and recommended capital improvement projects as described above.
- After receiving review comments from the Client, prepare and transmit a final report to the Client and the Arkansas Department of Health.
- Prepare and perform two presentations to City of Bentonville Utility Board and City Council. Presentations will discuss the findings of the analyses and recommendations.

PHASE 210 – SSES SERVICES/FLOW MONITORING - SUBCONSULTANT

Olsson shall provide Sanitary Service Evaluation Survey (SSES) and sewer rehabilitation recommendations through service provided by Subconsultant, TREKK design Group, LLC. SSES services shall be performed in high priority subbasins as recommended in Baseline Sanitary Sewer Capacity Study. Additionally, flow and rain monitoring at eight (8) locations, including maintenance and Waterspout online service, shall be provided through the end of 2024. At the end of the flow monitoring period the City shall retain ownership of the flow and rain monitors. Trekk's Detailed Scope of Services and Detailed Fee Estimate are provided as Exhibit A and B to this agreement.

Trekk subconsultant services shall be provided at a special rate of Actual Cost + 5%.

ASSUMPTIONS/EXCLUSIONS

- Sewer Modeling shall be performed using InfoWorks ICM software.
- Owner shall provide sewer model files converted from Infosewer to Infoworks ICM format.
- After screening of alternatives, Olsson has assumed opinions of cost for 11 sewer system alternatives will be developed for the report.

SCHEDULE FOR OLSSON'S SERVICES

Unless otherwise agreed, Olsson expects to perform its services covered by this Amendment as follows:

Anticipated Start Date: September 4, 2023
Anticipated Completion Date: December 31, 2024

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

For the additional Scope of Services specifically set forth in this Amendment, Client shall pay Olsson the following fee in addition to the fee(s) set forth in the Agreement:

Olsson's Scope of Services will be provided on a time-and-expense basis not to exceed \$1,417,887.00.

TERMS AND CONDITIONS OF SERVICE

All provisions of the original Agreement not specifically amended herein shall remain unchanged.

If this Contract Amendment satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson. This proposal will be open for acceptance for a period of 60 days from the date set forth above, unless changed by us in writing.,

OLSSON, INC.

By _____
Andrea Adams, Senior Director of Operations

By _____
Chris Dougherty, PE, Senior Engineer

By signing below, you acknowledge that you have full authority to bind Client to the terms of this Amendment. If you accept this Amendment, please sign:

CITY OF BENTONVILLE, ARKANSAS

By _____
Signature

Printed Name _____

Title _____

Dated: _____

Exhibits

Project Fee Estimate
Olsson Labor Rate Billing Schedule 2023
Olsson Reimbursable Expense Schedule
A-TREKK Design Group, LLC – Scope of services
B- TREKK Design Group, LLC – Fee Estimate

Date: Wednesday, July 26, 2023
 Job: 023-2321 - BWU Part II - Peak Flow Management

Phase/ Task	Description of Work	TOTALS			
		Total Man-Days	Total Labor Fee	Total Expense Fee	Total Fee
200	Part II- Peak Flow Improvements				
	Project and Quality Management				
	PM & QA/QC	10.00	\$ 17,135.70	\$ -	\$ 17,135.70
	Progress Meetings (6)	8.25	\$ 12,280.56	\$ -	\$ 12,280.56
	Research and Establish of Design Parameters				
	Research	2.13	\$ 2,674.38	\$ -	\$ 2,674.38
	Maps and Projection Recommendations	7.50	\$ 9,302.38	\$ -	\$ 9,302.38
	Workshop Design Parameters with BWU	8.00	\$ 12,281.52	\$ 1,431.50	\$ 13,713.02
	Evaluation of Peak Flow Management Alternatives				
	Evaluate Rain and Flow Monitoring Data and Update Model (8)	15.00	\$ 19,123.04	\$ -	\$ 19,123.04
	Create Design Horizon Scenarios (3)	8.25	\$ 10,087.14	\$ -	\$ 10,087.14
	Analyze Scenarios and develop preliminary alternatives	25.13	\$ 34,381.98	\$ -	\$ 34,381.98
	Workshop - Selection of preliminary alternatives	3.75	\$ 6,007.14	\$ 1,431.50	\$ 7,438.64
	Evaluation of Gravity Sewer Alternatives (5)	12.19	\$ 15,146.90	\$ -	\$ 15,146.90
	Evaluation of Lift Station Improvements (6)	20.25	\$ 25,413.42	\$ -	\$ 25,413.42
	Cost Estimations (11)	17.00	\$ 21,571.04	\$ -	\$ 21,571.04
	Workshop - Recommend Sewer System Improvements (11)	15.25	\$ 21,232.66	\$ 1,431.50	\$ 22,664.16
	Other Design Meetings (2)	7.00	\$ 11,145.52	\$ 4,144.50	\$ 15,290.02
	Prepare scope level exhibits	5.13	\$ 5,985.19	\$ -	\$ 5,985.19
	Prepare Draft Report	21.25	\$ 30,075.70	\$ 67.50	\$ 30,143.20
	Revise Per City Comments	10.13	\$ 14,083.47	\$ -	\$ 14,083.47
	Prepare and Perform Presentations to Commission and Council	11.50	\$ 17,035.04	\$ 1,358.80	\$ 18,393.84
		-	\$ -	\$ -	\$ -
210	SSSES/Flow Monitoring Subconsultant Services	-	\$ -	\$ -	\$ -
	Trekk	-	\$ -	\$ 1,099,594.06	\$ 1,099,594.06
		-	\$ -	\$ -	\$ -
		-	\$ -	\$ -	\$ -
		-	\$ -	\$ -	\$ -
		-	\$ -	\$ -	\$ -
		-	\$ -	\$ -	\$ -
		-	\$ -	\$ -	\$ -
GRAND TOTAL		207.71	\$ 284,962.78	\$ 1,109,459.36	\$ 1,394,422.00

\\lte-oma-fs1\projects\2020\2001-2500\020-2321\20-Management\Contracts\23-05-25_Amendment 1_Part II Sewer Study\23-07-21_Amendment 1_Eng Fee Calc_020-23;



General Infrastructure

LABOR RATE BILLING SCHEDULE 2023

LABOR RATES

<u>Description</u>	<u>Range</u>
Principal/Senior Professional	175 - 280
Project Manager.....	140 - 265
Project Professional.....	130 - 180
Associate Professional	115 - 135
Assistant Professional.....	85 - 130
Designer	110 - 160
CAD Operator	45 - 125
*Surveyor	65 - 150
*Survey Crew.....	130 - 175
*Construction Services.....	50 - 240
Administrative/Clerical.....	45 - 110

Note:

1. Special Services not included in above categories will be provided on a Special Labor Rate Schedule. Special rates include but are not limited to Power Delivery, Survey, Field Operations, Special Inspection, Construction Observation, Geotechnical, Non-Destructive Testing, Drilling, Executive Staff.
2. Rates subject to change based upon updates to Billing Rates for upcoming year.

*Not inclusive of all services. Refer to Note 1.



REIMBURSABLE EXPENSE SCHEDULE

The expenses incurred by Olsson or Olsson's independent professional associates or consultants directly or indirectly in connection with the Project shall be included in periodic billing as follows:

<u>Classification</u>	<u>Cost</u>
Automobiles (Personal Vehicle)	\$0.655/mile*
Suburban's and Pick-Ups	\$0.75/mile*
Automobiles (Olsson Vehicle)	\$95.00/day
Other Travel or Lodging Cost	Actual Cost
Meals	Actual Cost
Printing and Duplication including Mylars and Linens	
In-House	Actual Cost
Outside	Actual Cost+10%
Postage & Shipping Charges for Project Related Materials including Express Mail and Special Delivery	Actual Cost
Film and Photo Developing	Actual Cost+10%
Telephone and Fax Transmissions	Actual Cost+10%
Miscellaneous Materials & Supplies Applicable to this Project	Actual Cost+10%
Copies of Deeds, Easements or other Project Related Documents	Actual Cost+10%
Fees for Applications or Permits	Actual Cost+10%
Sub-Consultants	Actual Cost+10%
Taxes Levied on Services and Reimbursable Expenses	Actual Cost

*Rates consistent with the IRS Mileage Rate Reimbursement Guidelines (Subject to Change).

EXHIBIT A

SCOPE OF WORK

Owner: City of Bentonville, AR
Engineer: Olsson
Consultant: TREKK Design Group, LLC
Project: Priority Basins - Sanitary Sewer Evaluation Survey and Data Analysis, and Long-Term Flow Monitoring

I. GENERAL

The following paragraphs provide a general description of the Work required of this Scope of Services. Subsequent paragraphs describe in detail the professional services to be provided by TREKK (Consultant) for Olsson (Engineer) and the City of Bentonville (City) for the Priority Basins – Sanitary Sewer Evaluation Survey and Analysis, and Long-Term Flow monitoring (Project)

The Project. In 2023, the Engineer and its subconsultants prepared the “Bentonville Baseline Sanitary Sewer Capacity Study – Part I” for the City. The City would like to proceed with Phase II of the work and the Engineer has requested that Consultant perform a sanitary sewer evaluation survey of the seven high priority basins as determined in the 2023 report and provide an analysis to prioritize assets for repair or replacement.

The following table summarizes the High Priority Subbasins as identified in the 2023 Report prepared by the Engineer.

Subbasin	Length of Pipe (LF)	Number of Manholes
TB2	13,900	45
TB3	33,300	133
TB4	45,600	184
TB5	20,900	63
TB6	35,300	125
M10	33,000	132
M12	34,000	140
Total	216,000	822

Work shall include field inspections in the basins to identify sources of inflow and infiltration (I/I). Field services to be performed include smoke testing, limited dyed water testing to confirm sources through private testing or during CCTV, 360-degree manhole inspections of manholes not previously inspected as part of the 2023 report, acoustic sounding, and CCTV of approximately 10 percent of each basin. In addition, Consultant shall purchase and install 8 flow meters, 6 rain gauges, and 14 cameras and maintain them for a period of 16 months.

Following the investigations, Consultant shall perform an analysis of the data to identify locations of I/I, quantify and assign I/I to the pipe and manhole defects, assign preliminary costs for repairs, and prioritize assets for rehabilitation or replacement based on cost/gpd of I/I removed. Rehabilitation schedules for pipe and manholes will be provided in Excel.

Consultant assumes that the Engineer and City will provide the appropriate management staff at technical review meetings to make technical decisions and provide direction to Consultant which will allow the Consultant to move forward and maintain the schedule. Changes in technical direction by the Engineer and City that result in rework by the Consultant may require an amendment to this scope and/or modification of the project schedule.

- A. Task Series Listing. This Basic Scope of Services is organized under the following Task Series. Town Branch basin is abbreviated as “TB” and McKisic basin is abbreviated as “M”.
1. Task Series 100 – Project Management, Administration, and Meetings
 2. Task Series 200 – Flow Monitoring Investigation, Installation, and Maintenance
 3. Task Series 300 - SSES Field Services and Analysis
 4. Task Series 400 – Flow Monitor Equipment Costs

II. SCOPE OF WORK

The following Task Series describe the Scope of Work to be provided by Consultant for this Project.

TASK SERIES 100 - PROJECT MANAGEMENT, ADMINISTRATION, AND MEETINGS

The purpose of this task will be to manage, direct and oversee each element of the scope of work identified herein employed by the Consultant in completion of the Work. The following management activities will be provided by Consultant.

Task 101 Project Management and Administration Services

Provide project management services necessary throughout the project to successfully manage and complete the Project, including project correspondence and consultation with Engineer and City staff; supervision and coordination of services; assignment of personnel resources and equipment; continuous monitoring of work progress; and maintenance of project controls. Prepare and submit monthly invoices and provide a monthly project status report which will accompany the monthly invoice submittal. The monthly project status report will document work progress, the percentage of completed work, schedule status, and budget status.

Deliverables: Monthly invoices and project status report. Sixteen invoices are anticipated.

Task 102 Project Meetings and Coordination

The Consultant shall meet with Engineer and City staff during an initial kick-off meeting. The purpose of the initial meeting will be to discuss the project goals and objectives, review expectations, coordinate field services, review schedule, and confirm deliverables.

The Consultant will participate in up to six (6) progress meetings during the Project to discuss work completed and to plan for the next phase of fieldwork or analysis. Meetings shall include discussions on work progress, coordination efforts, inspection results, deliverable status, and any

targeted discussion points or potential issues that may need resolved. The project manager and appropriate field team leaders involved with current work activities shall attend on behalf of Consultant. One (1) additional meeting shall be held to review the results of the analysis and the recommended prioritization with the Engineer and City. The Consultant shall prepare an agenda for each meeting and a summary following the meeting.

Project meetings shall be in person unless requested otherwise by Engineer or City. Some key staff members of the Consultant may attend the meeting virtually.

Consultant will conduct internal team coordination meetings prior to each phase of field services and analysis to manage staff resources, to review deliverables, and to execute the defined scope of work. Consultant will review interim technical materials and draft deliverables, adjust the technical approach as required, and update the schedule.

Deliverables: Meeting Materials, Meeting Notes, and Project Schedule for up to eight (8) meetings.

TASK SERIES 200 - FLOW MONITORING INVESTIGATION, INSTALLATION AND MAINTENANCE

Task 201 Site Investigations

Consultant shall perform temporary flow monitoring site investigations for 8 flow meters and 6 rain gauges at locations provided by the Engineer and City. The purpose of the site investigations is to confirm each site is conducive for safe and effective flow monitoring that will produce quality data. The following shall be taken into consideration when performing the meter site investigations.

Suitability for Accurate Metering - The accuracy of the open channel flow metering will depend on numerous variables, and it is imperative that they be controlled as much as possible. For this reason, reconnaissance inspections will be performed to minimize such error-causing factors such as changes in pipe alignment and size, low flow, debris, interruption of channel flow by side inlets and turbulence caused by uneven channels. In addition, Consultant will check for signal strength at the metering locations to ensure meter and rain gauge modems are able to consistently transmit data.

Safety - It is important that the proposed sites conform to Consultant's requirements for safe operating conditions. If the site falls outside of these requirements, alternate sites that are suitable based on safety requirements will be selected upon further consultation with the City and the Engineer. If upon inspections, one or more of the proposed locations are not suitable for flow monitoring, Consultant will recommend alternative locations near the original location.

Once meter and rain gauge locations are confirmed, Consultant shall prepare mounting equipment, meter bands, and rain gauge mounts specific to each site.

Task 202 Flow Meter and Rain Gauge Installation (8 Meters, 6 Rain Gauges)

Prior to installation, all the new flow monitoring equipment will be bench tested by the Consultant to verify the functionality and accuracy of the metering equipment. If any repairs are required, Consultant will coordinate replacement of the equipment with the City and the meter manufacturer.

Meters and rain gauges will be installed at the locations determined during the site investigations. Meters and rain gauges will be appropriately mounted for each site, antennae installed, and sensors mounted within the flow using appropriately sized bands. Initial interrogations (manual measurements of velocity and depth) will be recorded to verify initial readings. Consultant shall complete site assessment forms for each flow monitoring location. The assessment form shall include installation photos, pipe size, pipe material, manhole depth, evidence of surcharge, flow quality and silt levels.

Deliverables:

- Site Assessment Forms
- PDF Records of Site Installation with Field Notes

Task 203 Site Calibration Trip

Consultant shall perform post installation visits at the flow meter locations to verify calibrations. Field calibrations will be conducted by completing manual flow depth measurements and using a portable velocity meter (PVM) to obtain a real-time velocity profile. These measurements will be used to verify calibration, and any necessary adjustments will be made for quality data collection.

Task 204 Flow Meter and Rain Gauge Removal and Relocation

If requested by the Engineer and City, some or all the meters and rain gauges may be removed and relocated during the metering time period. New sites shall be investigated, and equipment mounted and installed at the new locations.

Task 205 Site Calibration

Consultant shall perform post installation visits at the relocated flow meter locations to verify calibrations. Interrogation measurements will be used to verify calibration, and any necessary adjustments will be made for quality data collection.

Task 206 Flow Meter Maintenance (16 Months)

Consultant shall provide field maintenance for the 8 flow meters and 6 rain gauges for a period of 16 months for up to 30 site visits. Flow meter maintenance shall include the upload and interrogation of all flow data, monthly velocity profiling, replacement of batteries, sensor cleaning, and other diagnostic checks. Consultant shall use Fulcrum, its sensor management system work tracking application to monitor, manage, and record the field maintenance efforts. The maintenance record module will power the collection of field interrogation records, manual verification measurements, and other detailed field note information. It will also include a detailed site summary along with photos and a summary of maintenance visits and work order history. Following a severe weather event, Consultant will perform a site visit to clean and verify the flow metering equipment and rain gauges are functioning properly.

Field maintenance frequency is assumed to be every third week and as needed for maintenance. More visits may be needed earlier in the base monitoring period to establish proper calibration and meter placement.

Remote diagnostic inspections (RDI) will be routinely completed throughout the monitoring period to verify meters are working properly and to complete engineered data reliability reviews. Consultant shall utilize Waterspout. The remote data server will allow reviewers to see the network

in real-time and schedule maintenance site visits in order to maximize data uptime and minimize data gaps.

After 60 days of flow monitoring and again at the end of the monitoring period, flow data will be evaluated, and any necessary data adjustments will be made based on field interrogation data, field notes, and the potential impact of silt and debris at the site. Consultant will prepare an operations report summarizing the reporting period field activities, calibration checks, and any adjustments made to the sites.

Consultant shall install, service, and maintain 6 continuous recording, electronic rain gauges and 6 cameras during the same base monitoring period. The rain gauges will record rainfall to one-hundredths of an inch increments. The instruments will be checked monthly by Consultant or when maintenance is required.

Equipment will include remote telemetry units which use cellular technology. However, if data connections are lost, meters or rain gauges will be downloaded during the next maintenance visit and data uploaded to the Waterspout.

Task 207 Waterspout Platform

The Consultant's Waterspout platform* will be configured and made available to allow the City and Engineer to remotely log in and view data at the flow and rainfall monitoring locations. Usernames and passwords will be established as requested, for up to six users. Consultant will configure the platform for the eight flow meter sites and the six rain gauge locations.

The following will be made available to the City and Engineer through the platform:

- Processed data following each maintenance visit.
- Tabular and graphical data of depth, velocity, flow, rainfall, digital camera pictures.
- Scatterplots.
- Assessment, installation and maintenance visit information.
- Map of installed sites with status of function.
- Ability to export raw and engineered flow data.
- Recommendations for data adjustments due to impacts of silt and debris.

The price of a Waterspout license includes access to data for up to 365 days from the date of the data logger installation. Two years of data access is included in this project.

TASK SERIES 300 - SSES FIELD SERVICES AND ANALYSIS

Consultant shall provide all equipment, labor, software, supplies, and other resources to fully complete field inspections. All structures and associated pipes must be accessible or have right of entry to property secured and provided by the City. Consultant will review available City GIS mapping to locate structures that may lack adequate easements or right of way, or other obstacles. Consultant will bring these areas to the attention of the Engineer and City for discussion.

Consultant assumes that no heavy equipment will be required to access structures. Consultant will coordinate access with the City where heavy equipment may be needed.

Task 301 Smoke Testing

Smoke Testing will be conducted on up to 216,000 linear feet of pipe located within each subbasin to identify I/I sources from both the public and private sector.

Smoke testing activities will include a minimum of 48 hours advance notification to all residents within the study areas. Notification will be done by placement of bilingual door hangers on homes and businesses by Consultant. The notice will include general information about the testing; including instructions to fill infrequently used plumbing traps with water and a tablespoon of cooking oil to prohibit smoke from entering buildings via service lines and will be reviewed and approved by Engineer and City prior to distribution. All emergency services including, but not limited to County Sheriff's Departments, City Police Department, City Hall, Central Dispatch and the City Fire Departments will be notified by Consultant personnel of the smoke testing and the boundaries of the testing. Consultant will coordinate with the City prior to communicating with emergency services.

High-rate smoke blowers and liquid smoke will provide continuous smoke production while the field crew canvasses the areas over and adjacent to the lines and conducts a perimeter check of all buildings in proximity for evidence of smoke. Each positively identified source shall be digitally photographed, located and referenced. Defective service laterals will be identified for subsequent investigation. All smoke testing inspections will be recorded on Consultant's field forms and input into a database compatible with ArcMap GIS software. If requested by the City, Consultant will replace missing cleanout caps that do not require any cutting or glue that are found during smoke testing. The City shall supply Consultant with cleanout caps prior to smoke testing so that caps can be replaced during smoke testing.

Deliverables:

- Defect Summary Table (Excel format)
- GIS Geodatabase of Smoke Defects
- Smoke Defect Photos
- PDF map of smoke defects
- List of cleanout caps replaced, if applicable

Tasks 302 Dyed Water Testing

Follow-up dyed water testing of suspected I/I sources identified during the smoke testing and manhole inspections will be performed to verify connection to the sanitary sewer system and quantify leakage. A fluorescent dye will be washed down any suspected I/I connection and/or adjacent storm sewers may be dye flooded. This will be accomplished by placing the dye directly into the suspect source and/or dye flooding adjacent storm sewers. Adequate water will be used to ensure that the dye has enough time to be observed in the downstream manhole. Presence of dyed water in the system downstream of the test verifies the I/I source connection.

Dyed water testing may be conducted in conjunction with CCTV inspection of the sanitary sewer main lines to verify connections and quantify I/I. Up to 40 dyed water tests will be performed.

Photographic records will be made of each confirmed source identified during dyed water testing.

Deliverables:

- Photographic Dyed Water Test Records

- Pdf map of testing locations and test results

Tasks 303 Manhole and Visual Pipe Inspections

Manhole inspections will be conducted by two-person crews. Manholes will be inspected from the topside of the manhole using the TREKK360 camera to collect panoramic photos, as well as mirrors and/or high-powered spotlights if necessary. Each structural component of the manhole will be inspected and assigned a structural and I/I condition rating in accordance with the criteria rating system agreed upon with the Engineer. Photographic records will be used to supplement and substantiate manhole inspection observations and recommendations. All manhole inspection data will be digitally recorded as work progresses.

Visual inspections of all incoming and outgoing pipes of all accessible manhole structures inspected will be conducted. This shall include private service laterals that enter the manholes. Photographs shall be taken of the line segments from inside the manhole, showing cracked pipe; offset joints greater than 1 inch, partially or fully collapsed pipe; or obstructions such as roots, debris, or grease. Each photograph shall be properly annotated and attached to the specific inspection record.

During field activities, field technicians will confirm system network connectivity, add newly identified structures to the online map, and provide sketches of routing discrepancies. Network change data will be provided to Engineer to allow for GIS updates.

The field crews shall commit a minimum of 15 minutes of searching for a manhole before classifying it as “could not locate” or “buried”. Metal detectors, probes, and shovels will be used to locate buried manholes. Manholes buried less than 6 inches deep in non-paved areas will be uncovered for inspection. A list and general vicinity of manholes that could not be inspected because they were buried, or crews were unable to locate will be tabulated and provided to the Engineer and City to be located and uncovered. Consultant will then follow-up with an inspection of the manhole once it is located and made accessible.

Deliverables:

- List of Any Identified Emergency Repairs
- GIS Network Change Data
- 360-degree Imaging Data
- Manhole Inspection and Visual Pipe Inspection Reports with Photos (PDF format)

Tasks 304 Acoustic Sounding

Acoustic sounding will be performed on up to 216,000 linear feet of sewer pipe to identify areas which may have diminished capacity or blockage. Acoustic sounding can be used to evaluate the aggregate blockage within a sewer pipe section using an acoustic method. The approach allows the pipe sections to be evaluated rapidly with no confined space entry, or impact to traffic or service disruption. The results will include a tabular listing of each section evaluated along with a blockage condition score. Each pipeline will be scored with a value ranging from 0 to 10 with 0 representing complete blockage and 10 representing clean pipelines. Results of acoustic sounding will be incorporated into a database compatible with ArcMap GIS software.

Deliverables:

- Tabular listing of blockage condition score
- Database of results compatible with ArcMap GIS

Tasks 305 CCTV Inspections

It is estimated that approximately 10% of the total linear footage of sewer pipe will be cleaned and televised using CCTV. Pipe recommended for CCTV will be selected based on the age and material of pipe, and results of manhole inspections, visual pipe inspections, smoke testing, and acoustic sounding.

Light cleaning will be performed to clear the sewers of debris and any flow obstructions to allow the CCTV camera to pass through the sewer for inspection and documentation of defects. The cleaning equipment shall be a type generally recognized by the trade for the purpose of cleaning sanitary sewers. The equipment shall be capable of removing roots, dirt, grease, rocks, bricks, sand, and other materials and minor obstructions from the sewer pipes and manhole channels. Light sewer cleaning shall be completed with a high velocity jet-cleaning machine and shall be defined as up to three slow passes.

If more effort is required, Consultant will be compensated for “Heavy Cleaning”, using an hourly crew charge. Consultant shall obtain authorization from the Engineer and City prior to commencing heavy cleaning. City will respond to heavy cleaning requests within three hours of receipt. For authorized “Heavy Cleaning” work, Consultant shall keep a log of line segments cleaned and hours spent on each line segment. Up to 15 hours of heavy cleaning may be authorized. Consultant will coordinate with the City to determine a location for dumping debris removed from cleaning activities and will notify City prior to any dumping of debris. The City shall provide potable water for cleaning operations. Consultant shall obtain a water meter from the City.

CCTV inspections will be conducted utilizing a camera with pan and tilt capabilities. The pulling or pushing cable or tractor unit shall have a footage meter so that the location of the TV camera and point of observation will be known with reference from the starting manhole. The camera shall pan and tilt to all service connections to allow for the evaluation of the condition of the connection and to view inside the service connection. The camera shall also pan and tilt to significant structural defects and/or I/I sources. The direction of the camera will be noted. The display will always begin with the numbering from upstream manhole to downstream manhole. If a reverse setup is attempted, the same numbering system shall be used; however, the direction of camera shall be switched. If an unrecorded manhole is encountered, television inspection will halt. A new manhole number will be assigned (i.e.: line segment 2-1 will become 2-2a and 2a-1) per City standards. These changes will also be noted on maps and lists provided and submitted to the Engineer and City at the conclusion of the project work.

The camera shall be moved through the sanitary sewer line in either direction at a uniform rate, stopping when necessary to ensure proper documentation of the sewer condition and lateral connections, but in no case will the television camera be pulled at a speed greater than 30 feet per minute. If, during the inspection operation, the television camera will not pass through the sewer line, the technician shall reset his equipment in a manner so that the inspection can be performed from the opposite direction. If, again, the camera fails to pass through the entire sewer, the location and cause of camera blockage will be documented, and information provided to the

Engineer and City. The inspection shall be considered complete, and no additional inspection work will be required.

All informational data on the pipes will be collected in NASSCO PACP format and delivered electronically to the Engineer and City at the conclusion of the project.

Deliverables:

- Pipe Run Report (PDF format)
- PACP NASSCO 7 inspection database (ACCESS format)
- List of Any Emergency Repairs
- CCTV video files

Tasks 306 I/I Source Flow Analysis and Rehabilitation Recommendations

Following the completion of the field inspections, Consultant will complete a design-based review of manhole, smoke, and CCTV data to establish a list of manholes and sewer mains recommended for repair. Manhole data, CCTV videos, and field photos will be reviewed thoroughly by NASSCO certified staff to determine preliminary recommended repairs and estimated costs. Sewer main recommendations for open cut or trenchless repairs will be made based on the severity of defects, existing ovality of the pipe, as well as access/surface considerations. Sewer main repairs will include open cut point repairs, open cut replacement, CIPP and pipe bursting. Defective service connections will be included in the recommended repairs utilizing both trenchless full wrap CIPP liners and open cut methods. Other methods will be considered at the recommendation of the Engineer or City. Manhole and pipe rehabilitation methods will be agreed upon with the Engineer and the City at the initial Kick-Off Meeting.

The Consultant will assign estimated I/I source flow rates based upon information collected during field inspection activities. Source unit flow rates will be adjusted accordingly based on smoke testing or dyed water testing results. The I/I assigned to each defect will be based on generally accepted values but does not purport to be exact. The purpose of assigning I/I to defects is to help in cost effective evaluations and prioritization. A certain percentage of I/I flow will be unidentified. These typically include building foundation drains, sump pumps, private service laterals, and other such sources for which smoke testing and inspection activities are not totally effective. The I/I for each defect will be totaled for every inspected manhole and televised pipe segment to obtain a total identified I/I for each asset. A prioritized I/I elimination analysis will then be conducted to compare costs associated with repairs to defect flow contributions (\$/gpm). This is the proposed cost to remove I/I from the system by making the repairs. Unit repair or replacement costs will be provided by Engineer from recent City bid tabs for use in the cost analysis.

Following the prioritization, repairs will be generally categorized as Priority 1, Priority 2, or Priority 3 to allow the City to budget and plan for immediate and long-term repairs. Generally, emergency repairs and assets that remove the most gpd of I/I for the cost of repairs will be included as Priority 1. Consultant, Engineer, and City will determine the maximum \$/gpd for each category.

Upon the completion of the rehabilitation recommendations, Consultant will meet with the Engineer and City to discuss the findings and future planned construction projects that may affect the recommendations and priority levels. Following Engineer and City approval of final repair recommendations, Consultant will prepare final deliverables.

Deliverables:

- Prioritized and sortable Excel spreadsheet listing all assets with a \$/gpd for I/I removal.
- Prioritized manhole rehabilitation schedule in Excel divided by Priority.
- Prioritized sewer main rehabilitation schedule in Excel divided by Priority.
- Map of final rehabilitation plan showing assets color coded by Priority.

TASK SERIES 400 - FLOW MONITORING EQUIPMENT COSTS**Task 401 Blue Siren Equipment**

Consultant shall arrange for the purchase and delivery of the following equipment:

- ECOSiren Flow Meters (8)
- ECOSiren Rain Gauges (6)
- Vision Sensors (14)
- Spare AV Sensors (8)
- SIM Cards (14) and Service for Duration of Project

Task 402 Miscellaneous Metering Equipment

Consultant shall provide equipment for the installation of the flow meters, rain gauges, and cameras. Equipment will include mounting hardware and brackets, camera mounts for the rain gauge cameras, and Isco bands for mounting sensors in sewers.

(End of Scope of Services)



Exhibit B
2023 FEE ESTIMATE
City of Bentonville, Arkansas
Priority Basins - Sanitary Sewer Evaluation Survey and Data Analysis,
Long Term Flow Monitoring

Estimated NTP August 2023 Contract Time 16 Months (455 Days)	Labor												Direct Expenses							Labor Total	Unit Cost Total	Direct Expenses Total	TOTALS
	Project Manager QA/QC	Assistant Project Manager	Project Engineer	Field Manager/ Data Review	Office Technician	Field Technician	GIS Specialist	Administration & Accounting	Smoke Testing (LF)	Dyed Water Testing (EA)	Acoustic Sounding (LF)	TREKK 360 Manhole Inspections (EA)	CCTV Mobilization (LS)	CCTV (LF)	Waterspout Fee (per YR)	Batteries (EA)	Metering Equipment (LS)	Mileage (Mile)					
Fee Billing Rate	\$233.00	\$179.00	\$125.00	\$135.00	\$97.00	\$97.00	\$147.00	\$116.00	\$0.68	\$400.00	\$0.39	\$184.00	\$2,500.00	\$4.50	\$5,600.00	\$1.30			\$0.656				
WORK TASK DESCRIPTION																							
Task 100 - Project Management, Administration, & Meetings																			\$ 74,362.00	\$ -	\$ 341.12	\$ 74,703.12	
101 Project Management & Administration Services	140	110					34												\$ 56,254.00	\$ -	\$ -	\$ 56,254.00	
102 Project Meetings & Coordination (KO, 6 Progress Mtgs, Draft Review Mtg)	32	24	14	14	14	14												520	\$ 18,108.00	\$ -	\$ 341.12	\$ 18,449.12	
Task 200 - Flow Monitoring Investigation, Installation, & Maintenance																			\$ 155,852.00	\$ -	\$ 14,480.32	\$ 170,332.32	
201 Site Investigations	4	4		6	6	28												40	\$ 5,756.00	\$ -	\$ 26.24	\$ 5,782.24	
202 Flow Meter and Rain Gauge Installation (8 FM/6 RG, Bench Tests)	8	8		12	12	72												20	\$ 13,064.00	\$ -	\$ 13.12	\$ 13,077.12	
203 Site Calibration (1 Trip - 8 FM/6 RG Sites)				4	4	28												20	\$ 3,644.00	\$ -	\$ 13.12	\$ 3,657.12	
204 Flow Meter and Rain Gauge Removal and Relocation	8	8		12	12	72												20	\$ 13,064.00	\$ -	\$ 13.12	\$ 13,077.12	
205 Site Calibration (1 Trip - 8 FM/6 RG Sites)				4	4	28												20	\$ 3,644.00	\$ -	\$ 13.12	\$ 3,657.12	
206 Flow Meter Maintenance (16 months, up to 30 site visits total)	34	52	16	68	34	840										2,160		600	\$ 113,188.00	\$ -	\$ 3,201.60	\$ 116,389.60	
207 Waterspout Platform					36										2				\$ 3,492.00	\$ -	\$ 11,200.00	\$ 14,692.00	
Task 300 - SSES Field Services & Analysis																			\$ 266,543.00	\$ 398,368.00	\$ 102,200.00	\$ 767,111.00	
301 Smoke Testing	16	24		20	60		24		216,000										\$ 20,072.00	\$ 146,880.00	\$ -	\$ 166,952.00	
302 Dyed Water Testing	4	8		8	16		8			40									\$ 6,172.00	\$ 16,000.00	\$ -	\$ 22,172.00	
303 Manhole and Visual Pipe Inspections	16	16		32	120		80					822							\$ 34,312.00	\$ 151,248.00	\$ -	\$ 185,560.00	
304 Acoustic Sounding	8	16		32	40		40				216,000								\$ 18,808.00	\$ 84,240.00	\$ -	\$ 103,048.00	
305 CCTV (10% of total LF)	16	32		96	28		80						2	21,600					\$ 36,892.00	\$ -	\$ 102,200.00	\$ 139,092.00	
306 VI Flow Source Analysis & Rehabilitation Recommendations	112	80	224	465	112		56												\$ 150,287.00	\$ -	\$ -	\$ 150,287.00	
SUBTOTAL HOURS / QUANTITY	398	382	254	773	498	1,082	288	34	216,000	40	216,000	822	2	21,600	2	2,160	0	1,240	3,709				
SUBTOTAL TREKK FEE	\$92,734.00	\$68,378.00	\$31,750.00	\$104,355.00	\$48,306.00	\$104,954.00	\$42,336.00	\$3,944.00	\$146,880.00	\$16,000.00	\$84,240.00	\$151,248.00	\$5,000.00	\$97,200.00	\$11,200.00	\$2,808.00	\$0.00	\$813.44	\$496,757.00	\$398,368.00	\$117,021.44	\$1,012,146.44	
Task 400 - Flow Monitor Equipment Costs																							
401 Blue Siren Equipment																	\$53,134.00		\$ -	\$ -	\$ 53,134.00	\$ 53,134.00	
402 Miscellaneous Metering Equipment																	\$4,300.00		\$ -	\$ -	\$ 4,300.00	\$ 4,300.00	
SUBTOTAL EQUIPMENT																	\$57,434.00				\$57,434.00	\$57,434.00	
TOTAL FEE	\$92,734.00	\$68,378.00	\$31,750.00	\$104,355.00	\$48,306.00	\$104,954.00	\$42,336.00	\$3,944.00	\$146,880.00	\$16,000.00	\$84,240.00	\$151,248.00	\$5,000.00	\$97,200.00	\$11,200.00	\$2,808.00	\$57,434.00	\$813.44	\$496,757.00	\$398,368.00	\$174,455.44	\$1,069,580.44	

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH OLSSON INC., TO INCLUDE PEAK FLOW IMPROVEMENT ALTERNATIVES AND PROJECT AND QUALITY MANAGEMENT SERVICES RELATED TO THE SEWER COLLECTION ANALYSIS AND PEAK FLOW MANAGEMENT PROGRAM; APPROVING A BUDGET ADJUSTMENT IN THE AMOUNT OF ONE MILLION FOUR HUNDRED SEVENTEEN THOUSAND EIGHT HUNDRED EIGHTY-SEVEN DOLLARS (\$1,417,887.00) FROM UTILITY FUND RESERVES TO ACCOUNT #503040-47340 – SEWER IMPROVEMENTS; AND FOR OTHER PURPOSES.

WHEREAS, Olsson, Inc. was previously awarded the contract for the Sewer Collection Analysis and Peak Flow Management Program Part 1;

WHEREAS, an amendment is requested that will identify I/I sources within the seven high priority sewer basins, install permanent flow and monitoring, and determine sewer interceptor sizes to accommodate the future growth of Bentonville; and

WHEREAS, a budget adjustment in the amount of one million four hundred seventeen thousand eight hundred eighty-seven dollars (\$1,417,887.00) from Utility Fund Reserve to Account #503040-47340 – Sewer Improvements is requested to fund this amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF BENTONVILLE, ARKANSAS.

Section 1: That the Mayor and City Clerk be and are hereby authorized to enter into an agreement with Olsson, Inc. in the amount of one million four hundred seventeen thousand eight hundred eighty-seven dollars (\$1,417,887.00) for services related to the Sewer Collection Analysis and Peak Flow Management Program;

Section 2: The 2023 Budget is amended to appropriate one million four hundred seventeen thousand eight hundred eighty-seven dollars (\$1,417,887.00) from Utility Fund Reserve to Account #503040-47340 – Sewer Improvements;

Section 3 - Severability Provision: If any part of this Resolution is held invalid, the remainder of this Resolution shall continue in effect as if such invalid portion never existed; and

Section 4 - Repeal of Conflicting Provisions: All Ordinances, Resolutions, or Orders of the City Council, or parts of the same, in conflict with this Resolution are repealed to the extent of such conflict.

PASSED and APPROVED this _____ day of _____, 2023.

APPROVED:

STEPHANIE ORMAN, Mayor

ATTEST:

KIRBY ROMINES, City Clerk