



City of Bentonville
Bentonville Utility Board Meeting
Tuesday, December 3rd – 11:30 am
Bentonville City Hall 305 SW “A” St.
City Council Chambers

AGENDA

Call to Order
Pledge of Allegiance
Attendance
Approval of Minutes: November 5th, 2024

New Business

1. Resolution – Olsson Contract Amendment – Sewer Peak Flow – Preston Newbill (page 2-6).
2. Budget Adjustment – Manhole Lining Budget Adjustment – Donald Schmidt (page 7).
3. Budget Adjustment – Electric Budget Items – Travis Matlock, PE (page 8-9)
4. Water and Wastewater Rate Workshop – Mike Bender, PE/Preston Newbill (page 10).
5. Adjournment



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
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Fund(s) Impacted

(check all that apply)

General Fund

Utility Fund

Street Fund

Other(s): _____

Budget Impact Notes for Consideration (Optional):



LETTER AGREEMENT AMENDMENT #2

Date: November 18, 2024

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

- A. Olsson duties for phase 200 are unchanged from Amendment #1 dated July 26, 2023.
- B. At the direction of Bentonville Water Utility (BWU) staff, Olsson conducted analysis of the sewer system and developed improvement recommendations using an alternative preliminary land use document to advance project schedule. The alternative land use document was anticipated to align with a new Future Land Use document that the City of Bentonville was developing with another consultant during a majority of 2024. The Plan Bentonville Future Land Use document was shared with Olsson on September 20, 2024 and upon comparison to the alternative land use document, BWU Staff and Olsson found that the documents did not align and sewer system recommendations based on the preliminary land use document needed to be reperformed. Services to reperform analysis and improvements recommendations is considered additional with total additional fee \$78,500.
- C. Revision of Part I report, based on data collected in Part II, has been requested by Bentonville Water Utility Staff. Approximately \$17,000 fee was unused by Olsson during the development of Part I study but was re-allocated by BWU Staff due to dormancy. Olsson proposes to update Part I report as additional services for a total additional fee of \$17,000.

SCHEDULE FOR OLSSON'S SERVICES

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

Anticipated Start Date: Ongoing
Anticipated Completion Date: January 31, 2025

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 \$95,500.00.

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 By Chris Dougherty
Andrea Adams, Senior Director of Operations 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 Dated: November 18, 2024

Project Schedule Dated: November 18, 2024

Engineering Fee Calc Sheet

Date: 18-Nov-24
Job: 020-23210 BWU Sewer Study Amendment #2

TOTALS

Phase/ Task	Description of Work	Total Man-Days	Total Labor Fee	Total Expense Fee	Total Fee	Phase Total
200	Part II Peak Flow Improvements (redesign elements)					\$ 95,500.00
201	Load Model/Preliminary Analysis	5.75	\$ 6,600.00	\$ -	\$ 6,600.00	
202	Preliminary Gravity Improvement design (Model)	6.50	\$ 7,520.00	\$ -	\$ 7,520.00	
203	Lift Station Improvements (Model)	4.00	\$ 4,680.00	\$ -	\$ 4,680.00	
204	I/I Reduction/Project Impacts (Model)	4.38	\$ 5,040.00	\$ -	\$ 5,040.00	
205	10 States Spreadsheet	2.75	\$ 3,280.00	\$ -	\$ 3,280.00	
206	Opinion of Cost Updates	6.25	\$ 7,000.00	\$ -	\$ 7,000.00	
207	Workshop Results	4.75	\$ 6,140.00	\$ 2,560.00	\$ 8,700.00	
208	Draft Report	21.00	\$ 30,440.00	\$ -	\$ 30,440.00	
209	Report Exhibits	5.04	\$ 5,240.00	\$ -	\$ 5,240.00	
210	Final Report (Still included from Amendment 1)	-	\$ -	\$ -	\$ -	
211	Presentation to Board/council (Still Included amendment	-	\$ -	\$ -	\$ -	
212	Update Part 1 Study	-	\$ 17,000.00	\$ -	\$ 17,000.00	
GRAND TOTAL		60.42	\$ 92,940.00	\$ 2,560.00	\$ 95,500	\$ 95,500

\\lte-oma-fs1\projects\2020\2001-2500\020-2321\20-Management\Contracts\24-11-11_amendment #2_planning data change\Support\24-11-11_Amendment 2_Eng Fee Calc



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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

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M E M O R A N D U M

DATE: December 10, 2024

TO: City Council, Mayor Orman

FROM: Travis Matlock, Electric Utility Director

RE: Budget Adjustments – Various Electric Accounts

Upon review of the Electric Dept. budget, there are 4 accounts that will need a budget adjustment prior to the end of the year. The accounts, amounts, and reasons are listed below:

- **503010-43210 Professional Services - \$50,000** – With the FERC filing at AEP/SWEPCO for early plant retirement and accelerated depreciation, Bentonville join 2 other Arkansas cities and 2 Texas Co-Ops in opposing the costs passed on by AEP/SWEPCO. 2 different attorneys and an engineering firm were retained to analyze the data and prepare responses. All costs are split between all the cities/co-ops.
- **503010-47310 Improvements Other - \$166,000** – In association with the WMT Campus project and the widening of the intersection 102, there were 2 delays that were not the fault of the engineering firm (Ampirical) or developer (WMT). These delays caused remobilizations for the subcontractors. One delay was the ArDOT widening of Hwy 102 and new curb location. BEUD delayed the placement of the self-supported steel pole until a location could be determined that would keep the pole out of the future widening. The other delay was because SWEPCO's contractor was ready for to tie in the transmission line to the new switching station on Moberly. The transmission subcontractor had to demob/remob to tie in BEUD's line.
- **503010-47311 Overhead Electric - \$1,000,000** – Due to development in 2024 there has been an increase in the need of material that was used. This budget adjustment in not "new money", this is a true-up of the books. The cash has been spent when the material was purchased. The Electric Dept. used more material than expected in the 2024 Budget.
- **503010-47313 Underground Electric - \$1,400,000** – Due to development in 2024 there has been an increase in the need of material that was used. This budget adjustment in not "new money", this is a true-up of the books. The cash has been spent when the material was purchased. The Electric Dept. used more material than expected in the 2024 Budget.



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