

A G E N D A

FORT SMITH PORT AUTHORITY

MEETING

Thursday, July 7, 2020

Fort Smith, Arkansas

Via Zoom/Meeting ID: 890 5182 2883

TIME: 10:00 a.m.

1. Call to order – Larry Combs, Chair
2. Roll Call
3. Approve minutes of:
 - a. June 18, 2020 regular meeting
4. Treasurer’s Report – Dustin Collyge, Treasurer
 - a. Port Authority Bank activity, with June 30 statements if available
 - b. Ratification of bills paid to date
 - c. Review and authorization of outstanding invoices & expenditures
 - i. Pay App. No. 7 from Cameron Hubbs Construction
 - ii. Any other outstanding invoices
5. Operations Report – Five Rivers Distribution
6. Business Items for discussion:
 - a. Consider approval of Change Order No. 1 to the agreement with Cameron Hubbs Construction for demolition of the smoke stack.
 - b. Port of Fort Smith reconstruction updates – Studio 6 and/or Hubbs Construction
 - i. Any outstanding contracting issues (GMP, dock repairs, etc.)
7. Other discussion items.
8. Next meeting: To be determined.
9. Adjourn

City of Fort Smith
Port Authority Meeting
10:00 a.m. Thursday, June 18, 2020
Via Zoom Fort Smith, Arkansas

MINUTES

The Fort Smith Port Authority scheduled a regular meeting at 10:00 a.m. on Thursday, June 18, 2020 via Zoom meeting technology, necessitated by social distancing directives related to COVID-19.

The meeting was called to order by chairman Larry Combs at 10:00 a.m. and a quorum was noted present. Other Port Authority members present were Eddie Norman, Philip Doss Chad Lane and Dustin Collyge. Others attending included Marty Shell and Jeff Dingman.

The minutes of the May 14, 2020 regular meeting were presented. Mr. Doss moved approval. Mr. Norman seconded, and the motion carried by unanimous vote.

Mr. Collyge reviewed the Port Authority's bank account statements and disbursements for the month ending May 29, 2020. As of that date, the balance of the operating account was \$1,584,148.82 with one check outstanding in the amount of \$4,960. As of May 29, 2020 the balance of the grant project account was \$162,230.60 with no checks outstanding. There were no outstanding bill payments to ratify. Mr. Norman moved approval of the Treasurer's Report. Mr. Doss seconded, and the motion carried unanimously.

Mr. Collyge presented outstanding invoices for consideration as follows:

1. Pay Application No. 6 from Cameron Hubbs Construction in the amount of \$410,142.04 for progress payments at the Port of Fort Smith rebuild project through May 31, 2020. Of that amount, \$94,572 is directly attributed to the office/scale house. Mr. Doss moved approval of payment of \$315,570.04 from the Operating Account and \$94,572 from the grant account for Pay Application No. 6. Mr. Norman seconded, and the motion carried by a vote of five in favor, zero opposed.

It was noted that the Arkansas Waterways Commission grant funds need to be spent by June 30. After the expenditure just approved, there will be \$67,658.60 remaining in the grant account. Mr. Hubbs indicated that expenditures for the office/scale house and scale projects for purposes of grant reporting reflected on the next pay application in June will exhaust that amount.

Mr. Shell delivered the Operator's Report. Operations at the Port of Fort Smith are at a standstill as Five Rivers stays out of the way of the construction project. Business at the Port of Van Buren is somewhat slow to normal. Mr. Norman moved approval of the Operations Report. Mr. Doss seconded, the motion carried five in favor, zero opposed.

Mr. Combs asked for a report on the status of the reconstruction project. Cameron Hubbs reported that Building 2 is up, and nearly finished with everything except the doors. Building one is starting to get framing and trusses erected. Framing has also started on the office building, with trusses soon to follow. Mr. Hubbs noted that the scheduled pay applications reflect a contract sum of just

over \$3.5 million, but that does not include anything related to the repairs of the docks, dock equipment, or dock utilities. Will need a decision soon on moving forward with the dock project, as trenching for utilities should happen before any paving work is done.

Mr. Dingman reported that there is still no final determination from the AML regarding the insurance settlement for the docks, or for the retainage owed on the settlements for the buildings. Without assurance that those funds are forthcoming, it is unwise to authorize proceeding. There is still some time before it is critical. The Port Authority agreed that it needed to wait on receiving the funding before authorizing the additional work.

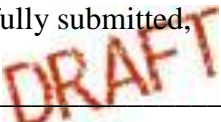
Jamie Vernon, representing the city's contractor Witt Global helping with FEMA projects and reimbursement, reported that the two warehouse projects have been approved by FEMA as large projects. He is working with Mr. Hubbs on the details of the expense estimates for all of these projects. We have submitted amendments to the scope of work through the state for several items, and once that new scope of work is reviewed and approved, we can submit all invoices paid to date to FEMA and request the reimbursement owed on those projects. This should happen within the next 30 days. We have to distinguish between loss recovery repair projects and mitigation projects.

Mr. Shell asked how much had been received from FEMA thus far, to which Mr. Vernon replied approximately \$285,000. Funds received to date

The Port Authority discussed demolition of the smokestack on the property, noting that Cameron Hubbs sought bids and provided the four bids received for review. The low bid of \$73,625 was submitted by DT Specialized Services, Inc. of Tulsa. Mr. Hubbs indicated that based on this bid, providing bonding and insurance for subcontracting DT Specialized Services through him would cost the Port Authority around \$80,000 in total. Although he hasn't worked with this contractor before, he knows people that have and work that they have done, and feels confident in their bid and abilities. Mr. Doss asked about the range in bid prices submitted, as two were over \$200,000. This was attributed to one company being from a good distance away, and the other company bidding their usual method for demolition by hand as if the space was confined. Ultimately, Mr. Collyge moved approval to authorize Mr. Hubbs to subcontract DT Specialized Services to remove the smokestack. Mr. Norman seconded, and the motion carried unanimously.

The next meeting would be scheduled as needed. There being no further business before the body, the meeting adjourned at 11:00 am upon motion by Mr. Doss, second by Mr. Norman, and unanimous approval.

Respectfully submitted,



Jeff Dingman
Deputy City Administrator
City of Fort Smith, Arkansas

**AIA Type Document
Application and Certification for Payment**

TO (OWNER): Port Authority of City of FS
200 Navy Road
Fort Smith, AR 72901

PROJECT: FSPA-Rebuild of Port Facility
200 Navy Road
Fort Smith, AR 72901

APPLICATION NO: 7
PERIOD TO: 6/30/2020

DISTRIBUTION TO:
- OWNER
- ARCHITECT
- CONTRACTOR

FROM (CONTRACTOR): Cameron Hubbs Construction, Inc
3409 Owen Street
Van Buren, AR 72956

VIA (ARCHITECT): Studio 6 Architects
David Conyers
1120 Garrison Ave Suite 1A
Fort Smith, AR 72901

ARCHITECTS PROJECT NO:

CONTRACT FOR: Rebuild of Port Facility

CONTRACT DATE: 11/4/2019

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Type Document is attached.

- 1. ORIGINAL CONTRACT SUM \$ 3,508,323.98
- 2. Net Change by Change Orders \$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 3,508,323.98
- 4. TOTAL COMPLETED AND STORED TO DATE \$ 2,073,981.47
- 5. RETAINAGE:
 - a. 4.80 % of Completed Work \$ 99,517.53
 - b. 0.00 % of Stored Material \$ 0.00
 Total retainage (Line 5a + 5b) \$ 99,517.53
- 6. TOTAL EARNED LESS RETAINAGE \$ 1,974,463.94
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$ 1,640,160.65
- 8. CURRENT PAYMENT DUE \$ 334,303.29
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$ 1,533,860.04

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR: Cameron Hubbs Construction, Inc
3409 Owen Street Van Buren, AR 72956

By: [Signature] Date: 6/26/2020
 CAMERON HUBBS / PRESIDENT
 State of: AR
 County of: CRAWFORD
 Subscribed and sworn to before me on this 26 Day of June, 2020
 Notary Public: [Signature]
 My Commission Expires: 11/01/2021



ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 334,303.29

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: [Signature] ARCHITECTS: [Signature] Date: 6/30/2020

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

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VIA (ARCHITECT): Studio 6 Architects
David Conyers
1120 Garrison Ave Suite 1A
Fort Smith, AR 72901

ARCHITECT'S
PROJECT NO:

CONTRACT FOR: Rebuild of Port Facility

CONTRACT DATE: 11/4/2019

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Insurance & Bonding	37,131.00	37,131.00	0.00	0.00	37,131.00	100.00	0.00	0.00
2	Testing/Layout	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00	0.00	0.00
3	Pre-Construction Phase Services	51,867.84	32,500.00	0.00	0.00	32,500.00	62.66	19,367.84	0.00
100	100-General Requirements	12,000.00	2,000.00	2,000.00	0.00	4,000.00	33.33	8,000.00	0.00
300	300-Concrete	865,965.00	756,584.86	107,380.14	0.00	865,965.00	100.00	0.00	43,298.25
400	400-Masonry	28,000.00	6,000.00	4,500.00	0.00	10,500.00	37.50	17,500.00	525.00
4	500-Metals	784,833.00	548,582.00	189,000.00	0.00	737,582.00	93.98	47,251.00	36,879.10
600	600-Wood, Plastics & Composites	22,967.00	0.00	15,000.00	0.00	15,000.00	65.31	7,967.00	750.00
700	700-Thermal & Moisture Protection	20,050.00	0.00	0.00	0.00	0.00	0.00	20,050.00	0.00
800	800-Openings	20,777.00	0.00	0.00	0.00	0.00	0.00	20,777.00	0.00
900	900-Finishes	23,404.00	0.00	0.00	0.00	0.00	0.00	23,404.00	0.00
1000	1000-Specialties	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1100	1100-Equipment	41,202.00	0.00	0.00	0.00	0.00	0.00	41,202.00	0.00
1200	1200-Furnishings	6,000.00	0.00	0.00	0.00	0.00	0.00	6,000.00	0.00
1300	1300-Special Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2100	2100-Fire Suppression	1,271.00	0.00	0.00	0.00	0.00	0.00	1,271.00	0.00
2200	2200-Plumbing	48,100.00	0.00	9,000.00	0.00	9,000.00	18.71	39,100.00	450.00
2300	2300-HVAC	16,900.00	0.00	0.00	0.00	0.00	0.00	16,900.00	0.00
2600	2600-Electrical	27,000.00	0.00	5,000.00	0.00	5,000.00	18.52	22,000.00	250.00
3100	3100-Earthwork	220,690.00	180,487.31	0.00	0.00	180,487.31	81.78	40,202.69	9,024.37
3200	3200-Exterior Improvements/Site Concrete	839,515.00	49,421.00	0.00	0.00	49,421.00	5.89	790,094.00	2,471.05

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CONTRACT FOR: Rebuild of Port Facility

CONTRACT DATE: 11/4/2019

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
3300	3300-Utilities	126,276.00	0.00	0.00	0.00	0.00	0.00	126,276.00	0.00
5	Construction Manager Fee	192,236.93	97,482.36	19,912.80	0.00	117,395.16	61.07	74,841.77	5,869.76
6	Sundry/Misc	112,138.21	0.00	0.00	0.00	0.00	0.00	112,138.21	0.00
REPORT TOTALS		\$3,508,323.98	\$1,722,186.53	\$351,792.94	\$0.00	\$2,073,981.47	59.12	\$1,434,342.51	\$99,517.53

Architect's Field Report

The observations in this report are made to generally reflect the progress and quality of the Work on the date of this report and are not intended to be exhaustive evaluations of the quality or quantity of the Work.

PROJECT: <i>(name and address)</i> Port of Fort Smith Bulk Storage Facility Reconstruction 200 Navy Road Fort Smith, Arkansas	CONTRACT INFORMATION: Contract For: General Construction Date: November 04, 2019	Architect's Project Number: Studio 6 Architects Field Report Number: 005
OWNER: <i>(name and address)</i> Port Authority of the City of Fort Smith 200 Navy Road Fort Smith, Arkansas 72901	ARCHITECT: <i>(name and address)</i> Studio 6 Architects 1120 Garrison Avenue, Suite 1A Fort Smith, Arkansas 72901	CONTRACTOR: <i>(name and address)</i> Cameron Hubbs Construction, Inc. 3409 Owen Street Van Buren, Arkansas 72956

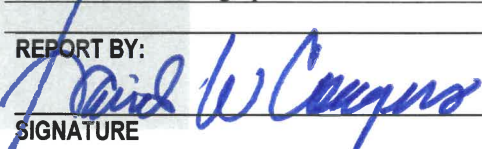
DATE OF SITE VISIT: June 30, 2020	TIME: 9:42 AM	WEATHER: Overcast	TEMP. RANGE: 86 Degrees
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WORK IN PROGRESS: Fabric eaves being completed on Warehouse 1 & 2. Plumbing Contractor installing plumbing supply lines at Scale House / Office. Dirt Contractor distributing fill material at West end of Warehouse 2.	PRESENT AT SITE: David Conyers, Vice President (Studio 6 Architects)
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OBSERVATIONS: *(Include known deviations from the Contract Documents and the Contractor's most recent construction schedule, and defects and deficiencies observed in the Work.)*
 Work at Warehouse 1 and 2 are nearing completion with the exception of doors / frames and exterior lighting Work. Truck Scale foundations are complete and ready for electrical wiring and truck scale installation. Scale House / Office has been framed and sheathed (with exception of wall sheathing at Copy Room awaiting exterior wall insulation). Dirtwork is continuing. Electrical Lighting submittals have been received and are being reviewed by the Electrical Engineer.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*
 Eave blocking has not been installed at Scale House / Office and needs to be installed per Structural Drawings.

ATTACHMENTS:
 See attached Photographs.

REPORT BY:


SIGNATURE
 David W. Conyers, Vice President

PRINTED NAME AND TITLE

June 30, 2020

DATE

Architect's Field Report Number 5 – Site Photographs
Port Authority of the City of Fort Smith Bulk Storage Facility Reconstruction



Warehouse 1 – East Side. Building is nearing completion with the exception of exterior doors and electrical power.



Warehouse 1 – West Side. Building is nearing completion with the exception of exterior doors and electrical power.

Architect's Field Report Number 5 – Site Photographs
Port Authority of the City of Fort Smith Bulk Storage Facility Reconstruction



Warehouse 2 – East End. Building is nearing completion with the exception of exterior doors and electrical power.



Warehouse 2 – North Side. Building is nearing completion with the exception of exterior doors and electrical power. Note Scale House / Office in foreground.

Architect's Field Report Number 5 – Site Photographs
Port Authority of the City of Fort Smith Bulk Storage Facility Reconstruction



Scale House / Office – North Side. Building is framed and sheathed.



Scale House / Office – West Side. Building is framed and sheathed.

Architect's Field Report Number 5 – Site Photographs
Port Authority of the City of Fort Smith Bulk Storage Facility Reconstruction



Scale House / Office. Building is framed and sheathed with the exception of the exterior wall sheathing at the Copy Room awaiting exterior wall insulation.



Plumbing RPZ installed in Janitor – 103 at Scale House / Office.

Architect's Field Report Number 5 – Site Photographs
Port Authority of the City of Fort Smith Bulk Storage Facility Reconstruction



Interior framing at Scale House / Office. Note Plumbing Contractor installing plumbing supply lines at Break Room – 107.



AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Port of Fort Smith Bulk Storage Facility Reconstruction 200 Navy Road Fort Smith, Arkansas	CONTRACT INFORMATION: Contract For: General Construction Date: November 04, 2019	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: July 1, 2020
OWNER: <i>(Name and address)</i> Port Authority of the City of Fort Smith 200 Navy Road Fort Smith, Arkansas 72901	ARCHITECT: <i>(Name and address)</i> Studio 6 Architects 1120 Garrison Avenue, Suite 1A Fort Smith, Arkansas 72901	CONTRACTOR: <i>(Name and address)</i> Cameron Hubbs Construction, Inc. 3409 Owen Street Van Buren, Arkansas 72956

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Demolition of existing 155 foot tall smoke stack located at the Port of Fort Smith, 200 Navy Road, Fort Smith, Arkansas, in accordance with Contractor's Proposal (attached hereto) dated June 23, 2020.

The original Guaranteed Maximum Price was	\$ 3,508,323.98
The net change by previously authorized Change Orders	\$ 0.00
The Guaranteed Maximum Price prior to this Change Order was	\$ 3,508,323.98
The Guaranteed Maximum Price will be increased by this Change Order in the amount of	\$ 79,136.00
The new Guaranteed Maximum Price including this Change Order will be	\$ 3,587,459.98

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be TBD

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Studio 6 Architects

ARCHITECT *(Firm name)*

SIGNATURE

David W. Conyers, Vice President

PRINTED NAME AND TITLE

DATE

7/1/2020

Cameron Hubbs Construction, Inc.

CONTRACTOR *(Firm name)*

SIGNATURE

Cameron Hubbs, President

PRINTED NAME AND TITLE

DATE

7/1/2020

Port Authority of the City of Fort Smith

OWNER *(Firm name)*

SIGNATURE

Larry Combs, Chairman

PRINTED NAME AND TITLE

DATE



Cameron HUBBS Construction, Inc.
3409 Owen Street
Van Buren, AR 72956
(479) 262-6905
www.HubbsIndustrial.com

JOB NAME: City of Fort Smith Port Authority
Rebuild of Port Facility

PROPOSAL-CHANGE ORDER:
Demolition of exiting smoke stack located at the Port of Fort Smith


June 23, 2020

Port Authority of the City of Fort Smith
400 Navy Road
Fort Smith, AR 72901

Please accept our proposal for the demolition of the existing approximately 155'(+) tall smoke stack located at the Port of Fort Smith as listed below:

*Demolition by implosion, rubblized and disposed of onsite by DT Specialized Services, Inc.	\$73,625.00
*Bonding & Insurance	1,093.50
*Construction Manager Fee	<u>4,417.50</u>
Total	\$79,136.00

Respectfully Submitted:



Cameron Hubbs, President

6/23/20
Date