AGENDA

FORT SMITH PORT AUTHORITY

MEETING Thursday, September 24, 2020 Port of Fort Smith, 200 Navy Road Fort Smith, Arkansas

TIME: 3:00 p.m.

- 1. Call to order Larry Combs, Chair
- 2. Roll Call
- 3. Approve minutes of:
 - a. August 17, 2020 regular meeting
- 4. Treasurer's Report Dustin Collyge, Treasurer
 - a. Port Authority Bank activity
 - b. Ratification of bills paid to date
- 5. Operations Report Five Rivers Distribution
- 6. Business Items for discussion:
 - a. Construction Project Updates: Hubbs Construction & Studio 6
 - b. Consider approval and payment of Invoice 19-059-06 from Studio 6 Architects in the amount of \$1,240
 - c. Consider approval and payment of Pay App. No. 9 from Cameron Hubbs Construction in the amount of \$130,188.64
- 7. Other discussion items.
- 8. Next meeting: Thursday, October 22, 2020
- 9. Adjourn.
- 10. Facility/Project Tour after completion of the meeting.

City of Fort Smith Port Authority Meeting 1:00 p.m. Monday, August 17, 2020 Via Zoom Fort Smith, Arkansas

MINUTES

The Fort Smith Port Authority scheduled a regular meeting at 1:00 p.m. on Monday, August 17, 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 1:00 p.m. and a quorum was noted present. Other Port Authority members present were Eddie Norman, Philip Doss and Dustin Collyge. Chad Lane was absent and excused. Others attending included Marty Shell and Jeff Dingman.

The minutes of the July 7, 2020 regular meeting were presented. Mr. Norman moved approval. Mr. Doss seconded, and the motion carried by unanimous vote.

Mr. Collyge and Mr. Dingman reviewed the Port Authority's bank account statements and disbursements for the month ending July 31, 2020. As of that date, the balance of the operating account was \$1,506,363.80 with one outstanding check of \$1500 payable to Landmark CPA's for completion of the FY2019 Financial Reports. As of July 31, 2020 the balance of the grant project account was \$1.11 with no checks outstanding. Mr. Dingman noted that the final expenditure report noting the expenditure of all grant funds from the 2020 Arkansas Waterways Grant has been submitted. Mr. Doss moved that the payment to Landmark CPA's be ratified. Mr. Norman seconded, and the motion carried unanimously.

Mr. Norman asked if any other receipts of insurance settlements or FEMA reimbursements have been deposited, to which Mr. Dingman replied not at this time. The insurance settlement for the docks from AML and its reinsurer is forthcoming, and we will have to submit proof of expenditures to FEMA for reimbursement. Mr. Norman moved approval of the Treasurer's Report. Mr. Doss seconded, and the motion carried with four votes in favor, zero opposed.

Mr. Shell delivered the Operations Report. A total of 36,203 net tons of material, including steel coils, wire rods, bulk feed, DDG's, and urea were moved through the Port of Van Buren during the second quarter of 2020. Of that, 2,556 net tons was attributable to Port of Fort Smith customers who are being serviced in Van Buren for the time being.

Mr. Combs asked about some bulk material being stored at the Port of Van Buren, to which Mr. Shell replied that it is iron ore from Sweden that is on its way to the Dallas area. Mr. Doss asked Mr. Shell's opinion on the status of river traffic. Mr. Shell replied that it is down considerably, attributing it to difficulty in getting customers to come back to the river after the flooding. Customers are currently leery of putting material back on river barges. They'll eventually come back, but current traffic is slow.

Mr. Doss asked about HR7416, and Mr. Shell replied that the Water Resource Development Act is still working its way through. The Inland River Port Terminal Association is trying to move legislation that will afford access to Federal grants to small port terminals, which will be beneficial to both the Port of Fort Smith and the Port of Van Buren.

Mr. Shell informed the Port Authority that Five Rivers Distribution is nearing resolution on its 2008 agreement with Kinder Morgan, the former Port Operator. The 2008 agreement resolved a lot of issues that would likely have led to litigation as the Port Authority was looking to separate from Kinder Morgan and hire Five Rivers as Port Operator. The agreement was termed a marketing services agreement, and Five Rivers agreed to pay Kinder Morgan a total of \$188,000 over a period of time. Five Rivers is prepared to pay the last \$34,000 related to that agreement so that it is complete. Kinder Morgan has agreed to continue honoring the 50-mile non-compete provision of that agreement. Mr. Combs and Mr. Norman recalled the situation and agreed with Mr. Shell that it has been a good resolution to what was a contentious issue in 2008. Mr. Norman moved approval of the Operations Report. Mr. Collyge seconded, and the motion carried unanimously.

Mr. Combs asked for a construction project update from Cameron Hubbs Construction. The Architect Field Report No. 6 from Studio 6 was included in the agenda packet for review. Mr. Hubbs reported that they've gotten the conditional occupancy permits for the warehouse buildings. Work continues on the office, parking area, and access ramps. They are waiting on electric service installation, which has been delayed due to electric crews responding for storm recovery assistance in other areas. The electric gear has all been ordered, and much of it has arrived and is awaiting installation. They are tying up loose ends on pavement areas and driveways. The scales are installed, but are awaiting electric service. As soon as that happens, Five Rivers can start up some business and weighing material.

Mr. Collyge presented outstanding invoices for consideration as follows:

- 1. Invoice No. 19-059-05 from Studio 6 Architects for construction administration services in the amount of \$7,440. Mr. Doss moved approval, Mr. Norman seconded and the motion carried unanimously.
- 2. Pay Application No. 8 from Cameron Hubbs Construction in the amount of \$421,289.84 for progress payments at the Port of Fort Smith rebuild project through July 31, 2020. This pay application includes payment for all of Change Order No. 1 (the smokestack demo) and about half of Change Order No. 2 (electric gear & installation for the docks).

Mr. Norman noted that this payment, plus the amount noted as remaining on the contract add up to more funding than what is in the bank. Mr. Hubbs relayed that while we are awaiting resolution of the insurance on the docks, other areas of the project will slow down so that we don't overextend our funds. Mr. Dingman agreed that will be monitored closely as we get nearer to the end of the project. Mr. Doss asked about the amount of the Construction Manager's Fee from the detailed list, to which Mr. Hubbs replied that it remains a consistent 6% of the amount billed on the project.

Mr. Norman moved approval of payment of Pay Application No. 8 in the amount of \$421,289.84 from the Operating Account. Mr. Collyge seconded, and the motion carried by a vote of five in favor, zero opposed.

Mr. Combs introduced for consideration Change Order No. 2 submitted by Cameron Hubbs Construction. The proposed Change Order includes \$108,038 related to materials and installation of electrical equipment and infrastructure across the construction site to the barge docks. This is work that needs to be completed, and not approving the Change Order may hold up construction as we await final determination from the AML regarding insurance settlement on the docks, which is

currently under review and a response should be forthcoming soon. Mr. Doss moved approval of the proposed Change Order No. 2. Mr. Norman seconded, and the motion carried by unanimous vote.

Mr. Combs asked for background related to the discussion and consideration regarding installation of telecommunications infrastructure to the Port of Fort Smith from Cox Communication in the amount of \$7,000. Mr. Shell explained that he received quotes from the different communications companies for basic phone and high-speed internet service. The proposal from Cox Communications was the best. It requires \$7,000 up front, and then a portion of service installation paid on Five Rivers' service account for at least four years. Mr. Norman moved to authorize Mr. Shell to order the installation from Cox, and the approval of the \$7,000 payment. Mr. Doss seconded, and the motion carried unanimously.

The next meeting was scheduled for Thursday, September 17, 2020, time to be determined. Mr. Norman asked that it be held at the Port if possible. There being no further business before the body, the meeting adjourned at 1:50 pm upon motion by Mr. Norman, second by Mr. Doss, and unanimous approval.

Respectfully submitted,

Jeff Dingman

Deputy City Administrator City of Fort Smith, Arkansas



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Call 800-274-4482 **Email** info@ozk.com

Visit ozk.com

Member FDIC

Statement Date: 08/31/2020

Account Number:

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PUBLIC FUND CHECKING ACCOUNT -

ODLICION	D CHECKING ACCOUNT	
PREVIOUS	STATEMENT BALANCE AS OF 07/31/20:	1,506,363.80
PLUS	1 DEPOSITS AND OTHER CREDITS:	324.35
LESS	3 CHECKS AND OTHER DEBITS:	430,279.84
CURRENT	STATEMENT BALANCE AS OF 08/31/20:	1,076,408.31
NUMBER	OF DAYS IN THIS STATEMENT PERIOD:	31

CHECK TRANSACTIONS

SERIAL	DATE	AMOUNT	SERIAL	DATE	AMOUNT
122	08/27	1,550.00	124	08/27	7,440.00
123	08/25	421,289.84			

OTHER TRANSACTIONS

DATE	DESCRIPTION	DEBITS	CREDITS
08/31	INTEREST		324.35

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00

BALANCE BY DATE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
08/25	1.085.073.96	08/27	1.076.083.96	08/31	1.076.408.31		

PAYER FEDERAL ID NUMBER:

71-0130170

INTEREST PAID YEAR TO DATE:

5,782.75

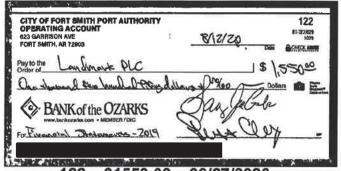
INTEREST EARNED THIS STATEMENT PERIOD

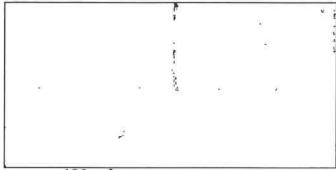
1,409,783.83 AVERAGE LEDGER BALANCE: 324.35

INTEREST EARNED:

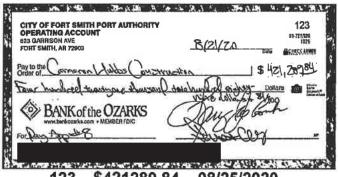
324.35 INTEREST PAID THIS PERIOD: ANNUAL PERCENTAGE YIELD EARNED: .27%

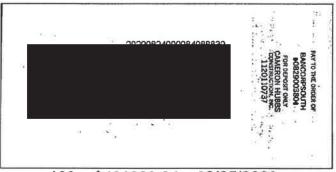






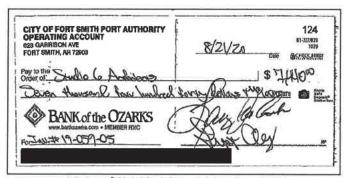
122 \$1550.00 08/27/2020 122 08/27/2020 \$1550.00





\$421289.84 08/25/2020

123 \$421289.84 08/25/2020





124 \$7440.00 08/27/2020 124 \$7440.00 08/27/2020





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PUBLIC FUND CHECKING ACCOUNT -

PREVIOUS	STATEMENT BALANCE AS OF 07/31/20:	1.11
PLUS	0 DEPOSITS AND OTHER CREDITS:	0.00
LESS	O CHECKS AND OTHER DEBITS:	0.00
CURRENT	STATEMENT BALANCE AS OF 08/31/20:	1.11
NUMBER	OF DAYS IN THIS STATEMENT PERIOD:	31

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES	0.00	0.00
TOTAL RETURNED ITEM FEES	0.00	0.00

PAYER FEDERAL ID NUMBER:

71-0130170

INTEREST PAID YEAR TO DATE:

53.02

INTEREST EARNED THIS STATEMENT PERIOD

AVERAGE LEDGER BALANCE:	1.11
INTEREST EARNED:	0.00
INTEREST PAID THIS PERIOD:	0.00
ANNUAL PERCENTAGE YIELD EARNED:	.00%
INTEREST RATE:	.05%





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: (name and address)

CONTRACT INFORMATION:

Architect's Project Number: Studio 6

Architects

Port of Fort Smith Bulk Storage Facility

Reconstruction

Contract For: General Construction

Field Report Number: 007

200 Navy Road

Fort Smith, Arkansas

Date: November 04, 2019

OWNER: (name and address)

Port Authority of the City of Fort Smith

200 Navy Road

Fort Smith, Arkansas 72901

ARCHITECT: (name and address)

Studio 6 Architects

1120 Garrison Avenue, Suite 1A Fort Smith, Arkansas 72901

CONTRACTOR: (name and address) Cameron Hubbs Construction, Inc.

3409 Owen Street

Van Buren, Arkansas 72956

DATE OF SITE VISIT:

TIME:

WEATHER:

TEMP. RANGE:

73 Degrees

September 18, 2020

10:00 AM

Clear

WORK IN PROGRESS:

Exterior pavement being finished on the East side of Warehouse 2 tieing into storm drainage system. Painter is completing painting work on the interior of the Scale House / Office. Low voltage (data) being installed at Scale House / Office.

PRESENT AT SITE:

Cameron Hubbs, President (Cameron Hubbs

Construction, Inc.)

Josh Claypool, Superintendent (Cameron Hubbs

Construction, Inc.)

David Conyers, Vice President (Studio 6 Architects)

OBSERVATIONS: (Include known deviations from the Contract Documents and the Contractor's most recent construction schedule, and defects and deficiencies observed in the Work.)

Warehouse 1 and 2 are complete with the exception of the final pavement tie-ins (temporary tie-ins being maintained for use). Floodproofing Certtificates have been completed and submitted to the City of Fort Smith for Warehouse 1 and 2. The City has issued Temporary Certificates of Occupancy for Warehouse 1 and 2.

Roofing has been installed at the Scale House / Office and guttering is to begin next week. HVAC, Millwork, and Painting is complete with the exception of Punch List. Plumbing top-out has not yet been completed but is scheduled to begin sometime next week. Flooring has been completed in all Rooms with the exception of Roof 104 - Copy / Files.

ACTION REQUIRED: (Include follow-up items, responsible parties, and due dates.) Confirmation that Insurance for Warehouse 1 and 2 is in place from Owner.

ATTACHMENTS:

See attached Photographs.

REPORT BY:

September 18, 2020

David W. Conyers, Vice President

PRINTED NAME AND TITLE

1



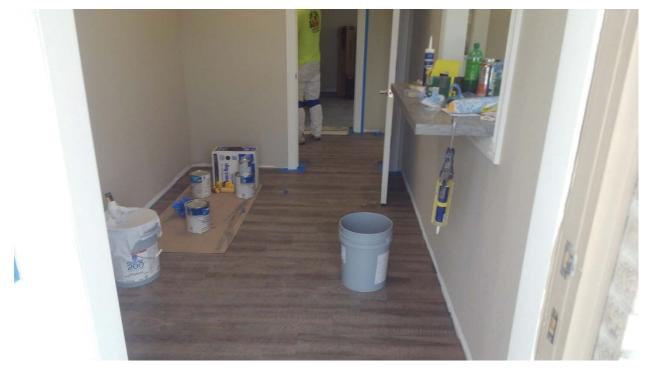
Pavement / drainage swale being finished on the East side of Warehouse 2.



Parking lot pavement completed (with exception of painted stripes) on the West side of Scale House / Office.



"Knox Box" as required by the City of Fort Smith Fire Department has been installed at the Scale House / Office main entry.



Flooring and Deal Window Counter installed at Scale House / Office Lobby.



Millwork installation at Scale Office in Scale House / Office.



Millwork installation, including deal window and counter at Scale Office in Scale House / Office.



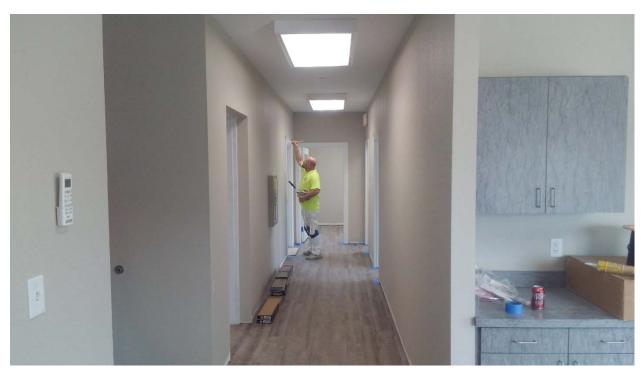
Millwork installation at Break Room in Scale House / Office.



Indoor HVAC Unit installed in Break Room at Scale House / Office.



Outdoor HVAC Units installed on the South exterior wall of Scale House / Office.



Painting work being completed in Corridor of Scale House / Office. Note flooring and lighting nearing completion.



INVOICE DATE: 9/11/2020

Invoice

CLIENT:

Port Authority of the City of Fort Smith 200 Navy Road

Fort Smith, Arkansas 72901

19-059-06

PROJECT:

PROJECT NUMBER: 19-059

Port of Fort Smith BSR Fort Smith, Arkansas

Description	Hours/Qty	Rate	Amount
Pre-Design / Design Services and Construction Documents in accordance with Studio 6 Architects Letter Form of Agreement dated October 29, 2019.			
Pre-Design / Design Services Less Amount Previously Paid	26.5	145.00 -3,842.50	3,842.50 -3,842.50
Construction Documents: 100% Complete (\$124,000 x 75% x 100%) Less Amount Previously Paid		93,000.00 -93,000.00	93,000.00 -93,000.00
Construction Administration Services: 72% Complete		22,320.00	22,320.00
(\$124,000 x 25% x 72%) Less Amount Previously Paid		-21,080.00	-21,080.00
	Total		\$1,240.00
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$1,240.00

Application and Certification for Payment AlA Type Document

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

OWNER
ARCHITECT
CONTRACTOR DISTRIBUTION

Page 1 of 3

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

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

PERIOD TO:8/31/2020 ARCHITECT'S PROJECT NO:

APPLICATION NO:

CONTRACT DATE: 11/4/2019

CONTRACT FOR: Rebuild of Port Facility

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.

3,695,497.98 **187,174.00** 2,654,379.87 3,508,323.98 & : 69 **\$3** 69 4. TOTAL COMPLETED AND STORED TO DATE 3. CONTRACT SUM TO DATE (Line 1 + 2). 1. ORIGINAL CONTRACT SUM 2. Net Change by Change Orders

4.84 % of Completed Work RETAINAGE: 'n

0.00 128,437.45 0.00 % of Stored Material

ف

128,437.45 ... Total retainage (Line 5a + 5b)

2,525,942.42 69 6. TOTAL EARNED LESS RETAINAGE..... 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 4 less Line 5 Total)

BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) œ.

CURRENT PAYMENT DUE

(Line 6 from prior Certificate) . .

1,169,555.56

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	187,174.00	0.00
Total approved this Month	00.00	0.00
TOTALS	187,174.00	0.00
NET CHANGES by Change Order	187,174.00	

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 The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and current payment shown herein is now due.

3409 Owen Street Vap Bdren, AP72956 CONTRACTOR: Cameron Hubbs Construction, Inc

Day of Schmirt 20 30 Date: A My Commission Notary Pub County of Subscrib State of: 8

ECT'S CERTIFICATE FOR PAYMENT

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 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 AMOUNT CERTIFIED

2,395,753.78

S 49

130,188.64

s (30, 188 AMOUNT CERTIFIED.....

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

Date: なら生たった 9 **STODIO!** ARCHITEC

B.

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.

Application and Certification for Payment AlA Type Document

OWNER
ARCHITECT
CONTRACTOR Page 2 of 3 DISTRIBUTION PERIOD TO: 8/31/2020 **APPLICATION NO: 9** ARCHITECTS PROJECT NO: PROJECT: FSPA-Rebuild of Port Facility 200 Navy Road Fort Smith, AR 72901 VIA (ARCHITECT): Studio 6 Architects FROM (CONTRACTOR): Cameron Hubbs Construction, Inc 3409 Owen Street Van Buren, AR 72956 TO (OWNER): Port Authority of City of FS 200 Navy Road Fort Smith, AR 72901

David Conyers 1120 Garrison Ave Suite 1A Fort Smith, AR 72901

CONTRACT FOR: Rebuild of Port Facility

1,400.00 0.00 0.00 0.00 0.00 1,148.35 900.00 781.33 0.0 0.00 0.00 0.00 17.35 1,250.00 845.00 10,140.15 9,358.15 13,298.25 39,241.65 1,002.50 1,955.00 RETAINAGE 0.00 0.00 0.00 8 19,367,84 6,000.00 0.00 0.00 41,202.00 6,000.00 0.00 924.00 2,777.00 7,777.50 9,000.00 2,000.00 17,887.00 652,352.00 BALANCE CONTRACT DATE: 11/4/2019 100.00 100.00 62.66 50.00 100.00 100.00 00.00 100.00 100.00 86.63 89 27.30 66.77 0.0 0.0 0.0 81.29 100.00 92.59 91.89 22.29 0.00 0.00 0.00 0.00 347.00 37,131.00 10,000.00 32,500.00 6,000.00 365,965.00 28,000.00 84,833.00 22,967.00 15,626.50 20,050.00 18,000.00 39,100.00 16,900.00 202,803.00 187,163.00 25,000.00 COMPLETED STORED 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 9.0 9.0 9.0 0.00 0.0 0.00 0.00 0.00 0.00 0.00 MATERIAL STORED 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 15,626.50 10,000.00 10,000.00 22,315.69 ◆61,098.00 COMPLETED
THIS PERIOD 0.00 0.00 0.00 10,000.00 9.0 347.00 37,131.00 32,500.00 6,000.00 28,000.00 84,833.00 22,967.00 20,050.00 18,000.00 9.8 **APPLICATIONS** 365,965.00 39,100.00 6,900.00 15,000.00 80,487.31 126,065.00 PREVIOUS 0.00 0.00 37,131.00 10,000,00 51,867.84 12,000.00 365,965.00 28,000.00 784,833.00 22,967.00 20,050.00 20,777.00 23,404.00 41,202.00 6,000.00 1,271.00 48,100.00 16,900.00 27,000.00 220,690.00 839,515.00 SCHEDULE VALUE 700-Thermal & Moisture Protection 600-Wood, Plastics & Composites Pre-Construction Phase Services 3200-Exterior Improvements/Site 100-General Requirements 1300-Special Construction DESCRIPTION 2100-Fire Suppression Insurance & Bonding 1200-Furnishings 1000-Specialities 1100-Equipment 3100-Earthwork Testing/Layout 2200-Plumbing 2600-Electrical 800-Openings 300-Concrete 400-Masonry 900-Finishes 2300-HVAC 500-Metals Concrete TEM 000 1100 1200 1300 2100 2200 2300 2600 3100 3200 8 9 300 8 9 800

Page 3 of 3	DISTRIBUTION TO: OWNER ARCHITECT	CONTRACTOR
	APPLICATION NO: 9 PERIOD TO: 8/31/2020	ARCHITECT'S PROJECT NO:
AIA Type Document Application and Certification for Payment	PROJECT: FSPA-Rebuild of Port Facility 200 Navy Road Fort Smith, AR 72901	VIA (ARCHITECT): Studio 6 Architects David Conyers 1120 Garrison Ave Suite 1A Fort Smith, AR 72901
	TO (OWNER): Port Authority of City of FS 200 Navy Road Fort Smith, AR 72901	FROM (CONTRACTOR): Cameron Hubbs Construction,Inc 3409 Owen Street Van Buren, AR 72956

CONTRACT	CONTRACT FOR: Rebuild of Port Facility					CONTRACT DATE: 11/4/2019	: 11/4/2019		
ITEM	DESCRIPTION	SCHEDULE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED	%	BALANCE	RETAINAGE
3300	3300-Utilities	126,276.00	48,617.00	10,000.00	0.00	58,617.00	46.42	67,659.00	2,930.85
ະດ	Construction Manager Fee	192,236.93	142,490.88	8,000.49	0.00	150,491.37	78.28	41,745.56	7,524.57
9	Sundry/Misc	112,138.21	0.00	0.00	0.00	0.00	0.00	112,138.21	0.00
CO#1	Change Order #1-Smoke Stack Demolition	79,136.00	79,136.00	0.00	0.00	79,136.00	100.00	0.00	3,956.80
CO#2	Change Order #2-Electrical for Dock Installation	108,038.00	53,750.00	0.00	0.00	53,750.00	49.75	54,288.00	2,687.50
	REPORT TOTALS	\$3,695,497.98	\$2,517,339.19	\$137,040.68	\$0.00	\$2,654,379.87	71.83	\$1,041,118.11	\$128,437.45