



STAFF REPORT

DATE: July 6, 2021
TO: Kent Cagle, City Manager
FROM: Mike Wilson, Executive Director of Aviation
SUBJECT: Professional Services Agreement - Garver, LLC

BACKGROUND AND FINDINGS:

On June 22, 2021, the City Council accepted a Federal Aviation Administration (FAA), Airport Improvement Program (AIP) grant for the replacement of the heating, ventilation, and air conditioning (HVAC) system at the Killeen-Fort Hood Regional Airport (KFHRA) terminal. The amount of the grant was \$3,898,271, of which \$400 is allocated for legal advertising, \$3,693,871 for the construction contract, and \$204,000 for construction administration/management services, and other associated costs.

Staff has negotiated a professional services agreement with Garver, LLC, in the amount of \$200,000 for project administration services, construction administration services, on-site resident project representative services, and project closeout services. Garver, LLC was selected as the Aviation Department's preferred general engineering and consultant firm through a competitive selection process in July of 2020.

THE ALTERNATIVES CONSIDERED:

Alternatives considered: (1) Disapprove the agreement, or (2) Approve the agreement.

Which alternative is recommended? Why?

Alternative 2 is recommended. The project is 100% funded by the AIP grant; and there is no impact on the Airport operating fund or fund balance.

CONFORMITY TO CITY POLICY:

Yes

FINANCIAL IMPACT:

This project is funded 100% by an AIP Grant. There is no impact on the Airport operating fund or fund balance.

What is the amount of the expenditure in the current fiscal year? For future years?

The amount of the expenditures in the current year is \$200,000.

Is this a one-time or recurring expenditure?

One-time

Is this expenditure budgeted?

Yes, funds are available in account 524-0515-521.69-01.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

City Council approve the professional services agreement with Garver, LLC in the amount of \$200,000 and authorize the City Manager or designee to execute same as well as any and all change orders or supplemental agreements within the amounts set by State and local law.

DEPARTMENTAL CLEARANCES:

Finance

Legal

ATTACHED SUPPORTING DOCUMENTS:

Agreement

Certificate of Interested Parties