Introduced by	Council Bill No	<u>R 52-13</u>
A RES	OLUTION	
authorizing a professional cor Parsons Brinckerhoff, Inc presentation assistance as proposed new terminal at the	. for planning, desig it relates to funding	n and for the
BE IT RESOLVED BY THE COUNCIL OF FOLLOWS:	THE CITY OF COLUM	IBIA, MISSOURI, AS
SECTION 1. The City Manager is consultant services agreement with Parso presentation assistance as it relates to for Columbia Regional Airport. The form and cas set forth in "Attachment A" attached here herein verbatim.	ns Brinckerhoff, Inc. for unding for the proposed content of the agreement	planning, design and new terminal at the shall be substantially
ADOPTED this day of		, 2013.
ATTEST:		
City Clerk	Mayor and Presiding Officer	
APPROVED AS TO FORM:		
City Counselor		

AGREEMENT for PROFESSIONAL CONSULTANT SERVICES

THIS	AGREEMENT	made as of	day of		_, 2013, by and
between the	City of Colur	nbia, Missouri,	a municipal o	corporation (her	reinafter "CITY)
and Parsons	Brinckerhoff,	Inc. a New Yor	k corporation	, with offices at	t 1831 Chestnut
Street, Suite	700, St. Louis	, MO (hereinafte	r called ("CO	NSULTANT).	

WITNESSETH:

WHEREAS, CITY desires professional Concept Design Services; and

WHEREAS, CITY has solicited the services of CONSULTANT for planning, design and presentation assistance to seek funding for the proposed new terminal at the Columbia Regional Airport; and

WHEREAS, CONSULTANT has submitted a proposal dated January 22, 2013 which outlined an approach for such project.

NOW, THEREFORE, for the considerations herein expressed, it is agreed by and between CITY and CONSULTANT as follows:

1. SERVICES AND PERFORMANCE STANDARDS.

- <u>a. PROJECT DESCRIPTION:</u> Provide professional planning, design and presentation assistance to the City of Columbia to seek funding for the proposed new terminal at the Columbia Regional Airport.
- b. <u>SCOPE OF SERVICES</u>: CONSULTANT shall render the services set forth in Exhibit A, attached hereto and made part of this agreement.
- c. CONSULTANT shall exercise reasonable skill, care and diligence in performance of its services and will carry out its responsibilities in accordance with the generally accepted standards of good professional practices in effect at time of performance. If CONSULTANT fails to meet the foregoing standards, CONSULTANT shall perform at its own cost, and without reimbursement from CITY, the professional services necessary to correct errors and omissions which are caused by CONSULTANT's failure to comply with the above standard.
- 2. ADDITION OR DELETIONS TO SERVICES. CITY may add to CONSULTANT services or delete therefrom, provided that the total cost of such work does not exceed the total cost allowance as specified in paragraph 6 hereof. CONSULTANT shall undertake such changed activities only upon the written direction of CITY. All such directives and changes shall be in written form and prepared and approved by the Parties.

- 3. **EXCHANGE OF DATA**. All information, data, and reports in CITY's possession and necessary for the carrying out of the work, shall be furnished to CONSULTANT without charge, and the parties shall cooperate with each other in every way possible in carrying out the scope of services.
- 4. PERSONNEL. CONSULTANT represents that CONSULTANT will secure, at CONSULTANT's own expense, all personnel required to perform the services called for under this Agreement by CONSULTANT. Such personnel shall not be employees of or have any contractual relationship with CITY, except as employees of CONSULTANT. All of the services required hereunder will be performed by CONSULTANT or under CONSULTANT's direct supervision. All CONSULTANT's personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of CITY.
- 5. <u>SCHEDULE.</u> CONSULTANT shall perform the services in accordance with the Schedule set forth in Exhibit A, attached hereto and made part of this Agreement.
- 6. COSTS NOT TO EXCEED. CITY has established a total compensation of Thirty-Eight Thousand Four Hundred Seven dollars (\$38,407.00) for this Agreement which cannot be exceeded unless this Agreement is amended. CONSULTANT providing services hereunder shall be required to keep track of the amount of hours billable under this Agreement at all times; and any work in excess of the total compensation shall not be eligible for payment. CONSULTANT shall not be obligated to perform services or incur costs which would cause its total compensation under this Agreement to exceed \$38,407.00. CONSULTANT shall notify CITY if CONSULTANT anticipates that the Agreement amount may be exceeded, in order to determine whether or not CITY is prepared to increase the total compensation.

7. PAYMENT.

- a. For the performance of the services set forth in paragraph 1, CITY shall reimburse CONSULTANT for all costs, charges, and expenses incurred by CONSULTANT in the performance of the services as set out in subsection d. below and shall pay a fixed fee. CONSULTANT's estimated total compensation includes reimbursable costs plus a fixed fee. CONSULTANT shall be compensated in an amount estimated to be Thirty-eight Thousand Four Hundred Seven Dollars (\$38,407.00) including a fixed fee of Three Thousand Two Hundred Fifty-four Dollars (\$3,254.00).
- b. CONSULTANT shall submit invoices at the end of each four (4) week period on CONSULTANT's standard form for reimbursable costs, overhead allowance, and fixed fee incurred in or before such period. Such invoices shall be paid to CONSULTANT within fourteen (14) days of presentation to CITY.

- c. CONSULTANT's invoices shall include the portion of the fixed fee that bears the same proportional relationship to the invoiced reimbursable costs and overhead allowance as the total fixed fee bears to the total estimated reimbursable costs and overhead allowance. Residual fixed fee shall be included in the final invoice.
- d. Amount of payment. For services performed, CITY shall pay CONSULTANT the sum of amounts determined as follows:
- (1) For time spent by personnel, payment at the hourly rates indicated in the "Schedule of Hourly Labor Billing Rates," Exhibit B, dated <u>February 25</u>, 2013. Such rates include overhead and profit.
- (2) For outside expenses incurred by CONSULTANT, such as authorized travel and subsistence, commercial services, and incidental expenses, the cost to CONSULTANT.
- (3) For reproduction, printing, long distance telephone calls, company vehicle usage, testing apparatus, computer services and computer assisted drafting (CAD), amounts will be charged according to CONSULTANT's standard rates in effect at the time service is provided.
- (4) For professional services rendered by others as subcontractor(s) to CONSULTANT required or requested by CITY, will be billed at the cost to CONSULTANT.
- (5) For time spent by outside individual professional consultants employed by CONSULTANT in providing services to CITY, the cost to CONSULTANT. Expenses incurred by such outside consultants in service to CITY shall be reimbursable in accordance with above.

8. TERMINATION OF AGREEMENT.

a. Termination for breach. Failure of CONSULTANT to fulfill CONSULTANT's obligations under this Agreement in a timely and satisfactory manner in accordance with the schedule and description of services for an assignment or project agreed to by both Parties shall constitute a breach of the Agreement, and CITY shall thereupon have the right to immediately terminate the Agreement. CITY shall give seven (7) days written notice of termination to CONSULTANT by one of three different means: Facsimile Transmission ("FAX") if CONSULTANT has a FAX number; U.S. Postal Service mail; or by hand delivering a copy of the same to CONSULTANT; or may give notice by any combination of the above methods. The date of termination shall be the date upon which notice of termination is hand delivered to CONSULTANT or given by FAX, or the third day following mailing of the notice of termination, whichever first occurs. In the event

of termination for breach or convenience, CITY, at its sole option, may purchase, for just and equitable compensation for any satisfactory work provided, any and all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by CONSULTANT under this Agreement. Any reuse of any satisfactory work completed prior to the termination for breach shall be at CITY's own risk and without any liability to CONSULTANT. CONSULTANT shall not be relieved of liability to CITY for damages sustained by CITY by virtue of any such breach of the Agreement by CONSULTANT.

- **Termination for Convenience.** CITY shall have the right, upon seven (7) days written notice to CONSULTANT, to terminate and cancel this Agreement, without cause, for the convenience of CITY, and CONSULTANT shall immediately stop work. In such event CITY shall not be liable to CONSULTANT except for payment for actual work performed prior to such notice in an amount proportionate to the completed Agreement price and for the actual costs of preparations made by CONSULTANT for the performance of the cancelled portions of the Agreement, including a reasonable allowance of profit applicable to the actual work performed and such preparations. In the event of termination for convenience, CITY, at its sole option, may purchase, for just and equitable compensation any and all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by CONSULTANT under this Agreement. Any reuse of any satisfactory work completed prior to the termination for convenience shall be at CITY's own risk and without any liability to CONSULTANT. Anticipatory profits and consequential damages shall not be recoverable by CONSULTANT.
- 9. CONFLICTS. No salaried officer or employee of CITY, and no member of the City Council shall have a financial interest, direct or indirect, in this Agreement. A violation of this provision renders the Agreement void. Any federal regulations, and applicable provisions in Section 105.450 et seq. RSMo. shall not be violated. CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services to be performed under this Agreement. CONSULTANT further covenants that in the performance of this Agreement no person having such interest shall be employed.
- Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without prior written consent of the CITY thereto. Provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of such assignment or transfer shall be furnished in writing promptly to CITY. Any such assignment is expressly subject to all rights and remedies of CITY under this Agreement, including the right to change or delete activities from the Agreement or to terminate the same as provided herein, and no such

assignment shall require the CITY to give any notice to any such assignee of any actions which the CITY may take under this Agreement, though CITY will attempt to so notify any such assignee.

- 11. OWNERSHIP OF DOCUMENTS. CONSULTANT shall provide to CITY two (2) sets of reproducible drawings, specifications, and other documents so furnished under the services set forth in Exhibit A, as well as reproducible electronic versions of all documents set forth in Exhibit A. City may reuse all documents for the needs of City. Any reuse of any satisfactory work completed prior to the termination for breach shall be at CITY's own risk and without any liability to CONSULTANT.
- 12. COMPLIANCE WITH LAWS. CONSULTANT agrees to comply with all applicable federal, state and local laws or rules and regulations applicable to the provision of services and products hereunder. CONSULTANT affirmatively states that payment of all local, state, and federal taxes and assessments owed by CONSULTANT is current.
- 13. NONRESIDENT/FOREIGN CONTRACTORS. CONSULTANT shall procure and maintain during the life of this Agreement:
 - a. If CONSULTANT is a foreign corporation, a certificate of authority to transact business in the State of Missouri from the Secretary of State, unless exempt pursuant to the provisions of Section 351.572 RSMo.
 - b. A certificate from the Missouri Director of Revenue evidencing compliance with the transient employer financial assurance law, unless exempt pursuant to the provisions of Section 285.230 RSMo.
- OF UNAUTHORIZED ALIENS PROHIBITED. 14. **EMPLOYMENT** CONSULTANT agrees to comply with Missouri State Statute section 285.530 in that CONSULTANT shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. As a condition for the award of this Agreement, CONSULTANT shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. CONSULTANT shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. CONSULTANT shall require each subcontractor to affirmatively state in its contract with CONSULTANT that the subcontractor shall not knowingly employ, hire for employment or continue to employ an unauthorized alien to perform work within the state of Missouri. CONSULTANT shall also require each subcontractor to provide CONSULTANT with a sworn affidavit under the penalty of perjury attesting to the fact that the subcontractor's employees are lawfully present in the United States.
- 15. GENERAL INDEPENDENT CONTRACTOR CLAUSE. This Agreement does not create an employee/employer relationship between the parties. It is the

parties' intention that CONSULTANT will be an independent contractor and not CITY's employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, Missouri revenue and taxation laws, Missouri workers' compensation and unemployment insurance laws. CONSULTANT will retain sole and absolute discretion in the judgment of the manner and means of carrying out CONSULTANT's activities and responsibilities hereunder. CONSULTANT agrees that it is a separate and independent enterprise from the public employer, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This agreement shall not be construed as creating any joint employment relationship between CONSULTANT and CITY, and CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

16. INSURANCE. CONSULTANT agrees to maintain, on a primary basis and at its sole expense, at all times during the life of this Agreement the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as CITY's review or acceptance of insurance maintained by CONSULTANT is not intended and shall not in any manner limit or qualify the liabilities or obligations assumed by CONSULTANT under this Agreement.

Commercial General Liability. CONSULTANT agrees to maintain Commercial General Liability at a limit of liability not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. Coverage shall not contain any endorsement(s) excluding or limiting Contractual Liability or Cross Liability. If the Agreement involves any underground/digging operations, the general liability certificate shall include X, C and U (Explosion, Collapse and Underground) coverage.

Professional Liability. CONSULTANT agrees to maintain Professional (Errors and Omissions) Liability at a limit of liability not less than \$2,000,000.00 per occurrence and \$2,000,000.00 aggregate. Any and all self insured retention (SIR) or deductible amounts are the sole responsibility and discretion of CONSULTANT. When a self-insured retention (SIR) or deductible exceeds \$10,000.00, CITY reserves the right, but not the obligation, to review and request a copy of CONSULTANT's most recent annual report or audited financial statement. For policies written on a "Claims-Made" basis, CONSULTANT agrees to maintain a Retroactive Date prior to or equal to the effective date of this Agreement. In the event the policy is canceled, non-renewed, or switched to an Occurrence Form, retroactive date advanced; or any other event triggering the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this Agreement, CONSULTANT agrees to purchase a SERP with a minimum reporting period not less than two (2) years. The requirement to purchase a SERP shall not relieve CONSULTANT of the obligation to provide replacement coverage.

Business Automobile Liability. CONSULTANT agrees to maintain Business Automobile Liability at a limit of liability not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of CONSULTANT's own automobiles, teams and trucks; hired automobiles and trucks; and automobiles both on and off the site of work. Coverage shall include liability for Owned, Non-Owned and Hired automobiles. In the event CONSULTANT does not own automobiles, CONSULTANT agrees to maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or by a separate Business Auto Liability policy.

Workers' Compensation Insurance and Employers' Liability. CONSULTANT agrees to take out and maintain during the life of this Agreement, Employers' Liability and Workers' Compensation Insurance for all of their employees employed at the site of the work, and in case any work is sublet, CONSULTANT shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by CONSULTANT. Workers' Compensation coverages shall meet Missouri statutory limits. Employers' Liability minimum limits shall be \$500,000.00 each employee, \$500,000.00 each accident and \$500,000.00 policy limit. In case any class of employees is engaged in hazardous work under this Agreement and is not protected under the Workers' Compensation Statute, CONSULTANT shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.

<u>Excess/Umbrella Liability</u>. The above liability limits may be satisfied by any combination of primary and excess/umbrella liability policies.

Additional Insured. CONSULTANT agrees to endorse CITY as an Additional Insured with a CG 2026 Additional Insured – Designated Person or Organization endorsement, or similar endorsement, to the Commercial General Liability. The Additional Insured shall read "City of Columbia."

<u>Waiver of Subrogation</u>. CONSULTANT agrees by entering into this Agreement to a Waiver of Subrogation for each required policy herein except Professional Liability. When required by the insurer, or should a policy condition not permit CONSULTANT to enter into a pre-loss agreement to waive subrogation without an endorsement, then CONSULTANT agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should CONSULTANT enter into such an agreement on a pre-loss basis.

<u>Certificate of Insurance</u>. CONSULTANT agrees to provide CITY with Certificate(s) of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect. Said Certificate(s) of

Insurance shall include a minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage. The Certificate(s) of Insurance shall name the CITY as an additional insured in an amount as required in this Agreement and contain a description of the project or work to be performed.

Right to Revise or Reject. CITY reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverages, and endorsements based on insurance market conditions affecting the availability or affordability of coverage; or changes in the scope of work/specifications affecting the applicability of coverage. Additionally, CITY reserves the right, but not the obligation, to review Certificates of Insurance and to review and reject any insurance policies failing to meet the criteria stated herein or any insurer providing coverage due to its poor financial condition or failure to operate legally.

- 17. HOLD HARMLESS AGREEMENT. To the fullest extent not prohibited by law, CONSULTANT shall indemnify and hold harmless the CITY, its directors, officers, agents and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys fees) arising by reason of any act or failure to act, negligent or otherwise, of CONSULTANT, any subcontractor or person employed by CONSULTANT or any one for whose acts the CONSULTANT may be liable, in connection with providing services to CITY, except as provided in this Agreement. This provision does not require CONSULTANT to indemnify or hold harmless or defend CITY from CITY's own negligence, except CONSULTANT agrees to defend, indemnify and hold CITY harmless from any and all claims, settlements and judgments whatsoever arising out of CITY's alleged negligence in hiring or failing to properly supervise the CONSULTANT.
- 18. PROFESSIONAL OVERSIGHT INDEMNIFICATION. CONSULTANT understands and agrees that CITY has contracted with CONSULTANT based upon CONSULTANT's representations that CONSULTANT is a skilled professional and fully able to provide the services set out in this Agreement. In addition to any other indemnification set out in this Agreement, CONSULTANT agrees to defend, indemnify and hold and save harmless CITY from any and all claims, settlements, and judgments whatsoever arising out of CITY's alleged negligence in hiring or failing to properly supervise CONSULTANT.

The insurance required by this Agreement shall include coverage which shall meet CONSULTANT'S obligations to indemnify CITY as set out above and CITY shall be named as an additional insured for such insurance.

19. PROFESSIONAL RESPONSIBILITY. CONSULTANT shall exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted good professional practices. If CONSULTANT fails to meet the foregoing standard, CONSULTANT shall perform at its own cost, and without reimbursement from CITY, the professional services necessary to correct the errors and omissions which are caused by CONSULTANT's

failure to comply with above standard, and which are reported to CONSULTANT within one year from the completion of CONSULTANT'S services for the Project.

In addition, CONSULTANT shall be responsible to CITY for damages caused by Consultant's negligent conduct during CONSULTANT's activities at the Columbia Regional Airport or in the field.

- 20. GOVERNING LAW AND VENUE. This Agreement shall be governed, interpreted, and enforced in accordance with the laws of the State of Missouri and/or the laws of the United States, as applicable. The venue for all litigation arising out of, or relating to this contract document, shall be in Boone County, Missouri, or the United States Western District of Missouri. The Parties hereto irrevocably agree to submit to the exclusive jurisdiction of such courts in the State of Missouri. The Parties agree to waive any defense of forum non conveniens.
- 21. NO THIRD-PARTY BENEFICIARY. No provision of the Agreement is intended to nor shall it in any way inure to the benefit of any customer, property owner or any other third party, so as to constitute any such Person a third-party beneficiary under the Agreement.
- 22. NOTICES. Any notice, demand, request, or communication required or authorized by the Agreement shall be delivered either by hand, facsimile, overnight courier or mailed by certified mail, return receipt requested, with postage prepaid, to:

If to CITY:

City of Columbia
Public Works Department
ATTN: John Glascock
P.O. Box 6015
Columbia, MO 65205-6015

If to CONSULTANT:

Parsons Brinckerhoff Inc. 1831 Chestnut Street, Suite 700 St. Louis, Missouri 63130

ATTN: Jennifer Kuchinski, Project Manager

The designation and titles of the person to be notified or the address of such person may be changed at any time by written notice. Any such notice, demand, request, or communication shall be deemed delivered on receipt if delivered by hand or facsimile and on deposit by the sending party if delivered by courier or U.S. mail.

23. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No modification, amendment, or waiver of any of the provisions of this agreement shall be effective unless in writing specifically referring hereto, and signed by both parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

CITY OF COLUMBIA, MISSOURI

		Ву:		
		Mike M	atthes, City Man	ager
ATTEST:				
Sheela Amin, Ci	ty Clerk			
APPROVED AS	TO FORM:			
Fred Boeckmani	n, City Counselor	·········		
		to which it is to, a credit of such appropria	and that there is	an unencumbered
aminning,				
POR S		John Bla	attel, Director of F	inance
933		PARSONS BE	RINCKERHOFF	, INC.
CORPORATE S	SEAL)	By: Jan	a D	
ATTEST:		***************************************	1 Dermord)	Vice Herilat
WANT (

Assi Secretary

Exhibit A

Scope of Services

Objective

Provide planning, design and presentation assistance to the City of Columbia to seek funding for the proposed new terminal at Columbia Regional Airport.

Scope of Work

- 1. Task 1: Conduct onsite meeting with key stakeholders to identify the space and functional needs for the new terminal, as well as define project design, image and cost goals. Deliverable: Narrative Report for CITY review and approval.
- 2. Task 2: Prepare two alternative site and building concept designs for review with the key stakeholders. Deliverable: Schematic level site plan, floor plans and building sections along with table comparing the two alternatives for CITY review and selection.
- 3. Task 3: Develop two alternative architectural image concepts for the selected concept for review with key stakeholders and the City Council. Deliverable: Two Colored 3D images of each strategy for CITY review and selection.
- 4. Task 4: Prepare graphic presentation of the selected concept for publication and distribution. Deliverable: Rendered site plan, floor plans, building sections and two exterior perspectives accompanied by narrative description and rough-order-of-magnitude cost estimate for the proposed new terminal project.
- 5. Task 5: 3D animation of the proposed project cannot be defined at this point in the concept design but may be added to the scope of work at a later date. This task will constitute additional work and may be added to the agreement in the form of a modification to this agreement.

Schedule

- 1. On site meeting to be scheduled upon receipt of notice to proceed.
- 2. Narrative Report to be provided within seven days of the onsite meeting.
- 3. Alternative site and building concepts to be prepared for review and approval within two weeks after receipt of CITY's approval of the Narrative Report.
- 4. Architectural image alternatives to be prepared for review and approval within four weeks after receipt of CITY's selection of the site and building concept.
- 5. Graphic presentation of the selected concept for publication shall be provided to the Client within two weeks of CITY's selection of the architectural image.
- 6. 3D animation is not included in this scope of work but may be added as additional scope at a later time under a modification to this agreement.

Exhibit B

Schedule of Hourly Labor Billing Rates

Burdened Labor Rates effective, February 25, 2013, through August 2, 2013

Brooks-Pilling	\$254.63
Webb	\$151.65
Faires	\$77.92
Faarup	\$81.71
Wischmann	\$133.70
Keys	\$78.43
Morron	\$84.94
Kuchinski	\$175.24
Seipp	\$91.37
Carvajal	\$203.97
Krussel	\$164.25
Morrow	\$80.98



Source: Public Works

To: City Council

From: City Manager and Staff

Council Meeting Date:

Mar 4, 2013

Agenda Item No:

Re: Professional Services Agreement with Parsons Brinckerhoff - Columbia Regional Airport Terminal

EXECUTIVE SUMMARY:

Staff has prepared for Council consideration a resolution authorizing the City Manager to execute a professional services agreement with Parsons Brinckerhoff, Inc., to provide planning, design and presentation assistance to seek funding for a proposed new terminal at Columbia Regional Airport.

DISCUSSION:

Staff is proposing to enter into an agreement with Parsons Brinckerhoff for a not to exceed amount of \$38,407.00 (fee schedule attached). The consultant will provide assistance to the City as follows:

Task 1 - Conduct on site meeting with key stakeholders to identify the space and functional needs for a new terminal, as well as define project design, image and cost goals.

Task 2 - Prepare two alternative site and building concept designs for review with the key stakeholders.

Task 3 - Develop two alternative architectural image concepts for the selected concept for review with key stakeholders and the City Council.

Task 4 - Prepare graphic presentation of the selected concept for publication and distribution.

In addition, the consultant is proposing a fifth task, to prepare narrated 3D animation of the proposed project that discusses the project and the benefits it will bring to central Missouri. The fee for this task has yet to be determined as the consultant would like to first work with the City's public relations staff to define the goals for this presentation, come up with alternative means of presenting it, and then work with Parsons Brinckerhoff's visualization staff to develop the message that will best suit the City's objectives.

FISCAL IMPACT:

The not to exceed amount of the agreement (Tasks 1 - 4) is \$38,407.00 and will be paid from the Passenger Terminal Upgrade project.

VISION IMPACT:

http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php

Enhance the future use of the airport by improvement its appearance and functionality.

SUGGESTED COUNCIL ACTIONS:

Approve the resolution authorizing the City Manager to execute a professional services agreement with Parsons Brinckerhoff, Inc., to provide planning, design and presentation assistance to seek funding for the proposed new terminal at Columbia Regional Airport.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$165,613.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$366,855.00	Duplicates/Expands an existing program?	Yes	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year	timated 2 year net costs: Resources Required		Vision Impact?	Yes	
One Time	\$0.00	Requires add'I FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	7.2.1
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	