



ENGLAND
INDUSTRIAL AIRPARK & COMMUNITY

England Economic &
Industrial Development District
1611 Arnold Drive, Alexandria, LA 71303
PH: 318-449-3504 FAX: 318-449-3506
INTERNET: <http://www.Englandairpark.org>

ENGLAND
AUTHORITY

January 11, 2021

Sandra S. McQuain
Executive Director

Commissioners:

RAPIDES PARISH
William Barron
Dennis Frazier
Scott Linzay

CITY OF
ALEXANDRIA
Curman Gaines
COL Katrina Lloyd
Joe McPherson

CITY OF
PINEVILLE
Robbyn Cooper

TOWNS
Richard Bushnell

CHAMBER OF
COMMERCE
Charles S. Weems III
Joe Williams

MEETING NOTICE

TO: Board of Commissioners, Public, Press and Media

FR: Richard Bushnell, Chairman, England Authority

RE: SPECIAL CALLED MEETING

There will be a **Special Called Meeting** of the Board of Commissioners of the EEIDD scheduled to be held Tuesday, **January 12, 2021 at 4:00 p.m.** in the England Authority Board Room, 1611 Arnold Drive, England Industrial Airpark and Community.

An agenda for the meeting follows.

AWARDS:

Wildlife Habitat Council
Reuse Award OakWing Project

DOT
F.A.A./DBE Award

E.P.A./DEQ
Ready for Reuse Award

F.A.A.
SWR Airport Safety Award

N.A.I.D.
Facility of the Year

Office of Secretary
of Defense Award for
Base Redevelopment

F.A.A.
LA Airport of the Year

N.A.I.D.
Excellence Marketing Award

N.A.C.O.
Achievement Award

**THE ENGLAND AUTHORITY
BOARD OF COMMISSIONERS**

Richard Bushnell, Chairman
Joe Williams, Vice - Chairman
COL Katrina Lloyd, Secretary/Treasurer
William Barron
Robbyn Cooper

Dennis Frazier
Curman Gaines
Scott Linzay
Joe McPherson
Charlie Weems

Sandra McQuain, Executive Director

**SPECIAL CALLED MEETING
January 12, 2021
England Authority Board Room
AGENDA**

Public comment regarding an agenda item upon which a vote is to be taken, is allowed at board and committee meetings. Individuals should, when possible, comment on proposals during Committee hearings when an agenda item is considered. The Chair will allow public comment on an agenda item prior to a vote. Comments shall be limited to 3 minutes per person and shall be germane to the issue under consideration. Proponents and opponents should fill out a comment card and file it with the Executive Director prior to the meeting. Cards will then be handed to the Chair for use during appropriate comment period.

- A. Call to Order**
 - B. Invocation**
 - C. Pledge of Allegiance**
 - D. Roll Call**
-

1. Motion to authorize Executive Director to execute Lease Amendment #7 to the lease between the General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA).
2. Motion to authorize Executive Director to execute Lease Amendment #8 to the lease between the General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA).
3. To hear from Mr. Richard Singer, Senior Director of Consulting Services, of the National Golf Foundation.

**ADDITIONS TO AGENDA
(By unanimous vote)**

- E. Adjourn**



BOARD OF COMMISSIONERS MEETING

DATE: January 12, 2021

TITLE:
Motion to authorize Executive Director to execute Lease Amendment #7 to the lease between the General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA).

EXPLANATION:
Amendment #7 incorporates the Scope of Work (SOW); restates the improvement fee schedule; provides Notice to Proceed for construction of the improvements of 3.8 acres (Lot 5); establishes the total cost of the improvements of Lot 5; and provides for the method of payment of the improvements of Lot 5.

ATTACHMENTS INCLUDED:
<input checked="" type="checkbox"/> Document/Proposal Attached
<input type="checkbox"/> Term Sheet Attached
<input type="checkbox"/> Financials Attached
<input type="checkbox"/> N/A

FINANCIAL/BUDGET INFORMATION:
Title: _____
Number: _____
Balance of Account: _____
Amount of Expense: _____
Amount Remaining: _____

SUBMITTED BY:
Executive Director <u>SN</u>
Deputy Director, Airport & Capital Projects _____
Deputy Director, England Airpark <u>DWB</u>
Director of Finance & Human Resources _____
Commissioner _____

COMMITTEE:
<input type="checkbox"/> Admin/Legal
<input type="checkbox"/> Finance
<input type="checkbox"/> Audit
<input checked="" type="checkbox"/> Economic Development
<input type="checkbox"/> Operations
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Capital Projects

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE LEASE AMENDMENT	LEASE AMENDMENT No. 7
	TO LEASE NO. GS-07P-LLA01087
ADDRESS OF PREMISES TTHU Staging England 24 North Bayou Rapides Rd. Alexandria, LA 71303	PDN Number: N/A

THIS AMENDMENT is made and entered into between **England Economic & Industrial Development District**

whose address is: 1611 Arnold Dr.
Alexandria, LA 71303-5636

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to

- 1.) To incorporate the Scope of Work (SOW);
- 2.) To restate the Improvement Fee Schedule;
- 3.) To provide Notice to Proceed for Construction of the Improvements of Lot 5;
- 4.) To establish the total cost of the Improvements of Lot 5;
- 5.) To provide for the method of payment of the Improvements of Lot 5;
- 6.) All other terms and conditions of the Lease shall remain in full force and effect.

This Lease Amendment contains 5 pages including Exhibit A-LA#7 (3 pages).

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

Signature: _____
Name: _____
Title: _____
Entity Name: _____
Date: _____

FOR THE GOVERNMENT:

Signature: _____
Name: _____
Title: Lease Contracting Officer
GSA, Public Buildings Service, Leasing Division
Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
Name: _____
Title: _____
Date: _____

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution by the Government as follows:

1. Exhibit A–LA#7 is hereby incorporated into the Lease.
2. Pursuant to Paragraph 4.05 of Exhibit A, the Lessor’s Project Management Fee for pricing improvement costs for the build-out shall be as follows:
 - Lessor’s Project Management Fee: 2.75%.
3. Upon this Lease Amendment being fully executed and delivered, the Lessor shall consider this a Notice to Proceed (NTP) on the construction and installation of the Lot 5 Improvements required in the Lease as per Exhibit A–LA#7. The Lessor shall complete all work required to prepare the Premises as required in this Lease ready for use not later than **ten (10) Business Days** following issuance of NTP barring any adverse weather delays.
4. The Government and the Lessor have agreed that the total price of the Lot 5 Improvements shall not exceed three-hundred, forty-nine thousand, three-hundred-and-thirty-six dollars and sixty-four cents (**\$349,336.64**) as shown on Exhibit A-LA#7. The total includes all fees including but not limited to general and administrative costs, project management fees, profit, overhead, and any and all other fees associated with the completion of the Lot 5 Improvements.

Any changes to the Scope of Work which will result in a financial, conditional, or term change to the Lease agreement, of any type, must be approved, in writing, and in advance of any resulting work performed by the Lessor, by the GSA Contracting Officer.

5. Upon the completion of the Lot 5 Improvement construction and the acceptance of the work by the Government, the subsequent space Acceptance Lease Amendment, with the exact amount of the lump-sum payment, shall be issued to the Lessor. The Lessor shall be paid for the total amount of the Lot 5 Improvements totaling three-hundred, forty-nine-thousand, three-hundred-and-thirty-six dollars and sixty-four cents (\$349,336.64) in a lump sum payment.

To submit for the lump-sum payment, the Lessor agrees that the invoice shall be printed on the same letterhead as the party named on this Lease and follow the instructions contained in Paragraph 6.06 of Exhibit A.

Completion of Lot 5 work will also provide access to additional acreage for use by the Government—Lot 5. A subsequent Lease Amendment shall be issued by the Government establishing the amount of acreage, Commencement Date, and rental for Lot 5.

6. All other terms and conditions shall remain in full force and effect.

INITIALS: _____ & _____
LESSOR LESSOR GOV'T



ENGLAND
AUTHORITY

December 18, 2020

Sandra S. McQuain
Executive Director

Dear Mr. Sisson,

Commissioners:

RAPIDES PARISH
William Barron
Dennis Frazier
Scott Linzay

Below are the construction service cost to provide six inches of "crush & Run" for Lot 5 Expansion (3.8 acres) and Project Administration Fee:

CITY OF ALEXANDRIA
Curman Gains
COL Katrina Lloyd
Joe McPherson

- Lump sum price to spread 6" of new 610 stone over Lot 5 approximately 3.8 acres - \$339,987.00
- Project Administration fee - \$9,349.64

CITY OF PINEVILLE
Robbyn Cooper

The total amount for the FEMA requested improvement is \$349,336.64.

TOWNS
Richard Bushnell

If you should have any questions or need further information please let me know.

CHAMBER OF
COMMERCE
Charles S. Weems III
Joe Williams

Sincerely,

Scott Gammel
Deputy Director, Aviation/Capital Projects

AWARDS

Wildlife Habitat
Council
Reuse Award Oak
Wing Project

DOT
F.A.A./DBE Award

E.P.A./DEQ
Ready for Reuse
Award

F.A.A.
SWR Airport Safety
Award

N.A.I.D.
Facility of the Year

Office of Secretary of
Defense Award for
Base Redevelopment

F.A.A.
LA Airport of the Year

N.A.I.D.
Excellence Marketing
Award

N.A.C.O.
Achievement Award

Cc: David Broussard

Cost Proposal - Lot 5 Expansion



Gilchrist Construction Company, LLC

5709 New York Avenue

Alexandria, LA 71303

Contact: Marc Dinnat

Phone: 318-483-7651

Email: mdinnat@gilchristconstruction.com

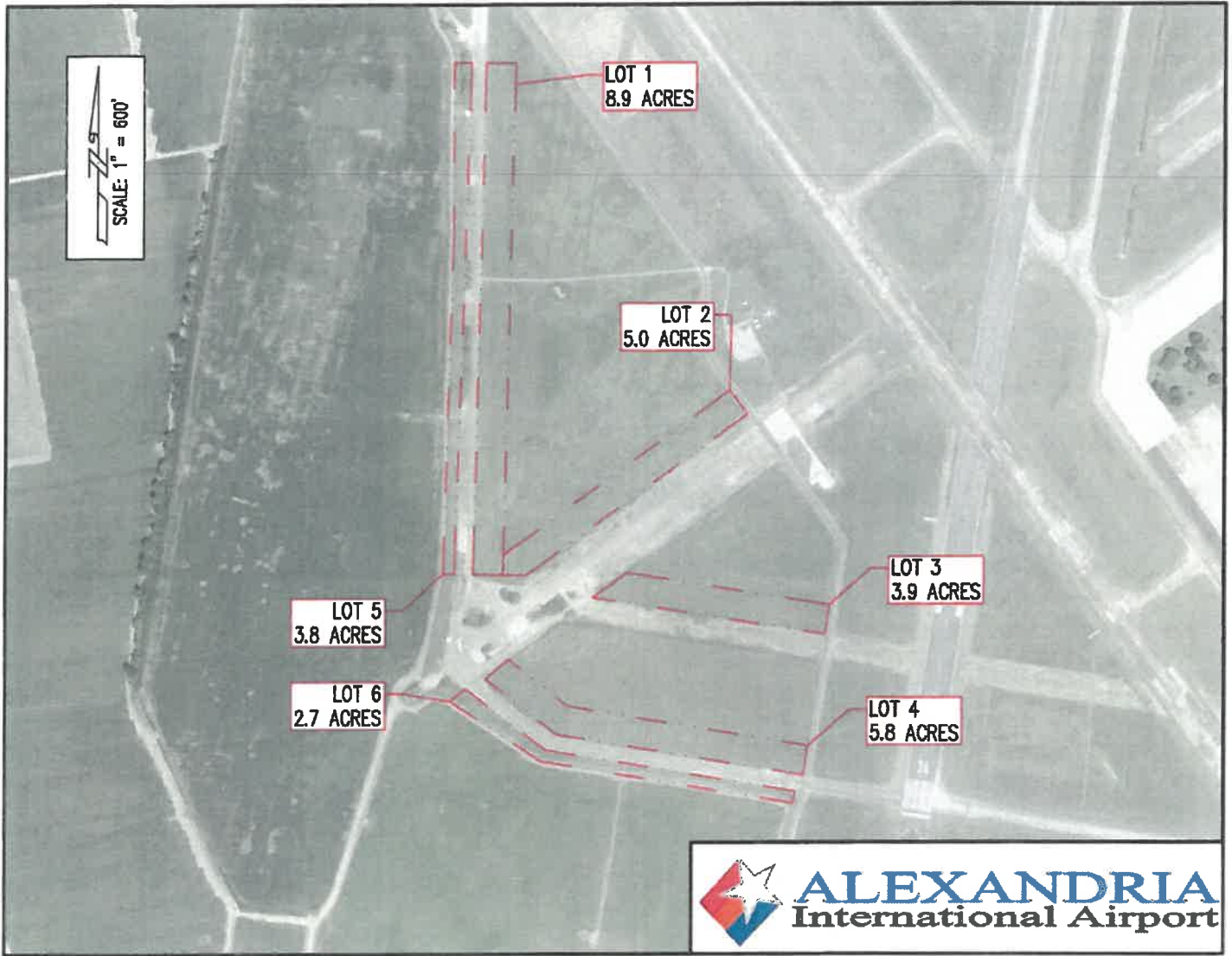
Quote To: EEIDD
Contact: Scott Gammel

Job Name: FEMA - Lots 5 Expansion
Date of Plans: December 14, 2020

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Lot # 5 (3.8 Ac)	1.00	LUMP	339,987.00	339,987.00

NOTES:

1. Item 1000 - Lump sum price to spread 6" of new 610 stone over approximately 3.8 acres.





BOARD OF COMMISSIONERS MEETING


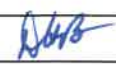
DATE: January 12, 2021

TITLE:
Motion to authorize Executive Director to execute Lease Amendment #8 to the lease between the General Services Administration (GSA) on behalf of the Federal Emergency Management Administration (FEMA).

EXPLANATION:
Lease Amendment #8 will increase the amount of land leased by the Government; and revise the rental schedule in the lease.

ATTACHMENTS INCLUDED:
<input checked="" type="checkbox"/> Document/Proposal Attached
<input type="checkbox"/> Term Sheet Attached
<input type="checkbox"/> Financials Attached
<input type="checkbox"/> N/A

FINANCIAL/BUDGET INFORMATION:
Title: _____
Number: _____
Balance of Account: _____
Amount of Expense: _____
Amount Remaining: _____

SUBMITTED BY:
Executive Director 
Deputy Director, Airport & Capital Projects _____
Deputy Director, England Airpark 
Director of Finance & Human Resources _____
Commissioner _____

COMMITTEE:
<input type="checkbox"/> Admin/Legal
<input type="checkbox"/> Finance
<input type="checkbox"/> Audit
<input checked="" type="checkbox"/> Economic Development
<input type="checkbox"/> Operations
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Capital Projects

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE LEASE AMENDMENT	LEASE AMENDMENT No. 8
	TO LEASE NO. GS-07P-LLA01087
ADDRESS OF PREMISES TTHU Staging England 24 North Bayou Rapides Rd. Alexandria, LA 71303	PDN Number: N/A

THIS AMENDMENT is made and entered into between **England Economic & Industrial Development District**

whose address is: 1611 Arnold Dr.
 Alexandria, LA 71303-5636

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to

- 1.) To increase the amount of land leased by the Government; and
- 2.) To revise the rental schedule; and
- 3.) To revise the Site Plan; and
- 4.) All other terms and conditions of the Lease shall remain in full force and effect.

This Lease Amendment contains 5 pages including Exhibit B (2 pages) and Exhibit C (1 page).

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

Signature: _____
 Name: _____
 Title: _____
 Entity Name: _____
 Date: _____

Signature: _____
 Name: _____
 Title: Lease Contracting Officer
 GSA, Public Buildings Service, Leasing Division
 Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
 Name: _____
 Title: _____
 Date: _____

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective **January xx, 2021**, upon execution by the Government as follows:

1. Effective **January xx, 2021**, the Lessor and Government have agreed to change the amount of leased area from 15.0 acres of hardstand to 32.0 acres of hardstand.
2. Effective **January xx, 2021**, Exhibit B, Offered Space – 32.0 acres”, is hereby deleted in its entirety and replaced with “Exhibit B, Offered Space – 35.8 acres.”
3. Effective **January xx, 2021**, Exhibit C, Site Plan – 32.0 acres” is hereby deleted in its entirety and replaced with “Exhibit C, Site Plan – 35.8 acres.”
4. All other terms and conditions shall remain in full force and effect.

INITIALS: _____ & _____
LESSOR GOV'T

EXHIBIT B
OFFERED SPACE – 35.8 ACRES

Effective **January xx**, 2021, England Economic & Industrial Development District (“Lessor”) agrees to lease the following to the Government:

1. Site 1 – 15.0 acres of hardstand with non-exclusive egress/ingress for storage of FEMA housing units (no occupancy) and FEMA personnel. Refer to Exhibit C – Site Plan.
Site 2 – 17.0 acres of hardstand with non-exclusive egress/ingress for storage of FEMA housing units (no occupancy) and FEMA personnel. Refer to Exhibit C – Site Plan.
Site 3 – 3.8 acres of hardstand with non-exclusive egress/ingress for storage of FEMA housing units (no occupancy) and FEMA personnel. Refer to Exhibit C – Site Plan.
 - a. The Government reserves the right to at any time during the term of the Lease to verify the size of Site 1. Should the Government’s measurements differ from the Lessor’s, the Government shall inform the Lessor in a reasonable amount of time of said discrepancy. The Lessor shall be provided the opportunity to verify the Government’s measurements. If it is determined that the size of Site 1 is smaller, or larger, than 15.0 acres, the rent shall be adjusted retroactively and prospectively on a pro rata basis to reflect the number of acres determined by such remeasurement. The revised square footage shall be confirmed in an amendment to this Lease.
 - b. The cost per acre includes the following services:
 - i. One-time clear/sweep of all roadways and taxiways
 - ii. Ongoing road maintenance (equipment, supplies, staff)
 - a. Weekly inspection of approximately 0.6 + miles of crush and run/asphalt road
 - b. Replace or repair potholes or damaged areas using additional materials and equipment
 - i. Use of motor grader, fuel, labor
 - ii. Possible use 3rd party contractor to fix or maintain approximately 0.6 miles of road
 - iii. Grounds maintenance (supplies, equipment, staff)
 - a. Weekly inspection of grounds
 - b. Use of chemicals to spray grass
 - c. Weed eat or mow as needed
 - d. Fuel for equipment
 - e. Parts and supplies for weed eaters and lawn mowers
 - iv. Garbage removal (two (2) 30 yard dumpsters with weekly empty and haul)
 - v. Monthly utilities (water, electricity)

**EXHIBIT B
OFFERED SPACE – 35.8 ACRES**

2. RENT AND OTHER CONSIDERATION

A. The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:

	FIRM TERM 9/16/2020 TO 10/15/2020	FIRM TERM 10/16/2020 – 9/15/2021	FIRM TERM 1/xx/2021 – 9/15/2021
	ANNUAL RENT	ANNUAL RENT	ANNUAL RENT
SITE 1 – 15.0 ACRES ¹	\$300,000.00	\$300,000.00	\$300,000.00
SITE 2 – 17.0 ACRES ²	\$0.00	\$340,000.00	\$340,000.00
SITE 3 – 3.8 ACRES ³	\$0.00	\$0.00	\$53,200.00
TOTAL	\$300,000.00	\$640,000.00	\$693,200.00

¹Site 1 rent calculation:

(Firm Term) \$20,000.00 per acre/year multiplied by 15.0 acres stated under Paragraph 1 of Exhibit B.

²Site 2 rent calculation:

(Firm Term) \$20,000.00 per acre/year multiplied by 17.0 acres stated under Paragraph 1 of Exhibit B.

³Site 3 rent calculation:

(Firm Term) \$14,000.00 per acre/year multiplied by 3.8 acres stated under Paragraph 1 of Exhibit B.

B. For any additional acreage the Government leases from the Lessor, the cost per acre shall be as follows:

- 1-32 acres: \$20,000.00 per acre annualized
- 33+ acres: \$14,000.00 per acre annualized.