



## CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, ALASKA 99687  
PHONE: (907) 373-9050  
FAX: (907) 373-0788

COUNCIL MEMORANDUM NO. 91-48

FROM: Deputy Administrator

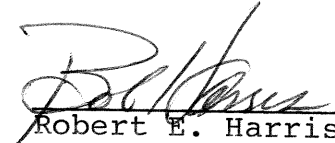
DATE: July 18, 1991

RE: Lakeshore Avenue

The City has been awarded a legislative grant of \$100,000 designated for the improvement of Lakeshore Avenue. In 1989, Gilfilian did some preliminary survey, design and cost estimating but funds for construction were not available.

A few months ago a Council subcommittee selected Alaska Rim Engineering to perform work on the Peck Street paving project. However, the local improvement district was not approved.


Alaska Rim Engineering has been asked to present a proposal to complete the design, bid specifications and contract administration for improvements to Lakeshore Avenue. If the proposal meets Council approval, recommend that Council authorize the Mayor to enter into a contract with Alaska Rim Engineering to perform the Lakeshore Avenue project.

  
\_\_\_\_\_  
Robert E. Harris  
Deputy Administrator

*approved 7/22/91*

Alaska  
Rim  
Engineering

Phone (907) 745-0222  
Fax (907) 746-3299

  
P.O. Box 2749  
Palmer, Alaska 99645

July 16, 1991

Bob Harris  
Deputy Administrator  
City of Wasilla  
290 E. Herning Avenue  
Wasilla, Alaska 99687

RECEIVED

JUL 16 1991

City of Wasilla, Alaska

Re: Request for Professional Services  
Engineering - Lakeshore Drive Paving Project

Dear Mr. Harris:

It is with the greatest of pleasure that Alaska Rim Engineering submits the following proposal for professional services. I feel that we have compiled a proposal that will serve the City in a cost effective manner.

Submitted under this cover are our methodology, task/cost proposal, and a copy of our current fee schedule.

As we discussed last Monday, our firm is ready to start the project as soon as we receive a notice to proceed. It will take us about two weeks to accomplish tasks one and two. From then on, the project's schedule is pretty much up to the City.

I will be in direct charge of the project from a design and management point of view. Gary Drasky will be in charge of all of the field survey work. I will be the point of contact for any questions on this project. Alaska Rim takes pride in the fact that we are able to work with our clients rather than make our clients fit into our mold; therefore, we will be happy to have you or your staff conduct an over-the-shoulder review at any time.

I am looking forward to working with you on this project.

Respectively submitted,



John T. Felton, P.E.  
Partner

JTF/sl

Encls:

## METHODOLOGY

The following methodology is being presented on a Task by Task basis. It is meant to be reviewed in a chronological sequence. The Task and Fee Schedule is based on the same tasks as presented in this section.

The goal of this presentation is to show the way in which Alaska Rim Engineering will complete the project in a cost effective manner, while providing the City with full engineering services. The ultimate goal is a serviceable roadway at a reasonable cost.

### Task 1 Design Reconnaissance and Survey

Upon receipt of notice to proceed, the project engineer will schedule the survey crews and site visit. The objectives of the survey will be to establish the section line and define the existing easements. The section line will be recovered between Peck Street and Crusey Street. The design area will only include Lakeshore Drive from Crusey Street to the intersection at West Cove Drive. Once this has been accomplished, the design area will be cross-sectioned to determine the quantities of earth to be moved. We will try to drain the entire project to the west to Crusey Street. The Engineer will be in the field during this stage to review utility conflicts and topographic restraints. To help reduce costs, we are proposing to do the section line recovery with a less costly two man survey crew. The most cost effective manner of obtaining the cross section data is with a three man crew.

### Task 2 Design, Specifications

Once the design survey has been accomplished, the field data will be reduced and transferred to plan and profile sheets. Grades and drainage will be established, and the construction plans drawn.

The existing City Specifications will be tailored to this project. At this time, all of the special conditions will be drafted and the bidding documents prepared.

### Task 3 City of Wasilla Review

The project Engineer will submit the entire design and specification package for review by city personnel. He will attend a meeting, if the Deputy Administrator deems it necessary, to discuss the design.

#### Task 4 Modify Plans and Specifications and Bid Project

Upon receipt of review comments, the Plans and Specifications will be edited. Alaska Rim Engineering would present fifteen copies of the Specifications, Drawings and Bid Documents to the Deputy Administrator. The City will then advertise the project and sell the bidding documents at City Hall.

The project Engineer will hold a pre-bid conference. This should eliminate random phone calls and a general waste of time by Contractors seeking general information from City employees.

The project Engineer would attend the Bid Opening and review all Bid Documents. He will assist the Deputy Administrator in recommending award to the Council.

#### Task 5 Pre-Construction Conference

The Engineer will hold a pre-construction conference. The purpose of this conference will be to assure specification compliance with the minimum amount of field supervision. It also allows for all parties to meet, on friendly terms, and establish good working relationships.

#### Task 6 Contract Administration And Inspection

The project will be checked on a daily basis. As each major phase of work is undertaken, the project Engineer will be on hand to establish project standards. There is no need for complete over-the-shoulder inspection on this project. It would be far too expensive and would not assure that the City received a better product.

During the project's construction, the project Engineer and a field technician would measure and certify the quantities of materials used on the job. Alaska Rim will employ Mat-Su Test Lab to do gravel density testing and to core and test the asphalt to assure density, material composition, and thickness placed.

The project Engineer would then evaluate the final, and only, pay estimate. A final estimate and certificate of acceptance would be issued to the Deputy Administrator. The project Engineer would assure that there were no outstanding liens or debts associated with the project and assure that the assessment roles could be established.

**TASK & FEE SCHEDULE**  
**LAKESHORE DRIVE PAVING PROJECT**

Task 1	Engineer	4 hrs	\$ 300.00	
	Survey Crew	8 hrs (2 man)	720.00	
	Survey Crew	12 hrs (3 man)	1,080.00	\$2,100.00
Task 2	Engineer	20 hrs	\$1,500.00	
	Steno	8 hrs	200.00	
	Drafting	56 hrs	1,960.00	\$3,660.00
Task 3	Engineer	2 hrs	\$ 150.00	\$ 150.00
Task 4	Engineer	8 hrs	\$ 600.00	
	Steno	2 hrs	50.00	
	Drafting	1 hr	35.00	
	Reproduction		175.00	\$ 860.00
Task 5	Engineer	2 hrs	\$ 150.00	
	Steno	1 hr	25.00	\$ 175.00
Task 6	Engineer	40 hrs	\$3,000.00	
	Technician	4 hrs	200.00	
	Steno	4 hrs	100.00	\$3,300.00
Alaska Rim Engineering Sub-Total				\$ 10,245.00
Estimated Third Party Testing Charges (Mat-Su Test Lab Density Testing)				1,880.00
Total Estimated Professional Service Costs			\$ 12,125.00	

The above costs are based upon the City's acceptance of the attached methodology as a scope of professional services. It is understood that the City may reserve the right to award any or all of the above referenced Tasks. There would be no monies transferred between Tasks. Each Task Cost should be considered "not to exceed" for the scope of work presented. Alaska Rim Engineering would be happy to do any additional work, at the rates on the attached fee schedule, as directed by the Deputy Administrator. We would consider any work not specifically stated in the methodology section as extra. A cost for any extra work would be given to the Deputy Administrator and approved prior to any work being performed.

Billings would be on a bi-monthly basis and be based on actual work performed by Task. Each billing would be accompanied by a narrative, prepared by the project Engineer, explaining all work accomplished and the Project's status, to date.

FEE SCHEDULE

Effective 1/1/91 through 12/31/91

	Per Hour
Principal	\$ 75.00
Professional Engineer	\$ 75.00
Professional Land Surveyor	\$ 75.00
Senior Engineer	\$ 65.00
Engineering Technician	\$ 50.00
Draftsman	\$ 35.00
Computations Technician	\$ 35.00
Clerical	\$ 25.00
One Man Survey Crew	\$ 60.00
Overtime	\$ 65.00
Two Man Survey Crew	\$ 90.00
Overtime	\$ 109.00
Three Man Survey Crew	\$ 105.00
Overtime	\$ 127.00
Expert Witness	\$ 150.00
Standby	\$ 75.00

SUPPLEMENTARY INFORMATION

Regular overtime shall be defined as all hours worked in excess of eight hours per day and all time worked on Saturdays and Sundays. All transportation, equipment and supplies shall be considered direct costs and billed to the client, cost plus 15% for handling. Crew rates would change if Davis-Bacon wages are part of the contract.