



	Approved	Denied
Date Action Taken:	7/10/06	
Other:		
Verified by:	<i>Am. Yes</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 06-34

TITLE: AWARD OF CONTRACT TO LOUNSBURY & ASSOCIATES, INC., IN THE AMOUNT OF \$67,621 FOR MISSION HILLS WATER EXTENSION PROJECT ENGINEERING SERVICES.

Agenda of: July 10, 2006
 Originator: William A. Miller, Purchasing Officer

Date: June 26, 2006

Route to:	Department	Signature/Date
	Police Chief Youth Court, Dispatch, Code Compliance	
	Culture and Recreation Services Director Library, Museum, Sports Complex	
X	Public Works & Recreation Facility Maintenance Director	<i>[Signature]</i> 6/26/06
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>[Signature]</i> Am. Yes
X	City Clerk	

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller*

FISCAL IMPACT: yes \$67,621.00 or no Funds Available yes no
 Account name/number: 320-4369-436.45-38 – Mission Hills Water Extension
 Attachments: Score Sheet for RFP 0620-0-2006/WM

SUMMARY STATEMENT: In accordance with WMC 5.08.120, on April 18, 2006, the City of Wasilla issued Request for Proposal 0620-0-2006/WM for Mission Hills Water Extension Project Engineering Services. This RFP was for engineering services which include engineering studies, surveying, construction plans, permitting, contractor coordination, etc. The actual construction project is proposed to begin in 2007.

Proposals were received from three firms: Enterprise Engineering, Michael L. Foster & Associates, and Lounsbury & Associates. Following a thorough review of the proposals to ensure each was responsive and responsible, a committee of three scorers (Director of Public Works, Deputy Director of Public Works, and Purchasing/Contract Officer) scored the proposals. Based upon firm experience, experience of the representative assigned to the City, methodology/approach, communication, proposed fee structure, and response from two references, Lounsbury & Associates, Inc., scored the highest

with 265 total points (see attached). Lounsbury & Associates, Inc., was the engineering firm for the Lucille Street Water & Sewer Extensions, the Crusey Street Water Main Extension and Third Party Sanitary Surveyor for the Spruce Avenue, Mission Hills, Lacey Lane and Bumpus Ballfields public water systems.

SCOPE OF SERVICES: The City of Wasilla is soliciting proposals for engineering services for the Mission Hills subdivision water extension project. This project consists of extending the municipal water system with 12-inch ductile iron pipe to Mission Hills subdivision (see Attachment D). The installation will consist of approximately 3,000 feet of 12-inch DIP water main beginning on the west side of North Kimberly Street, crossing under Church Road and terminating near North Sam Snead Loop.

The successful proposer will provide the City with final design drawings and bid documents, coordinate with regulatory agencies for permits, assist the City in the bidding process, oversee construction, and provide record drawings with CAD files. This project is being performed under state and federal guidelines governing grants and loans.

- 1.1. The required scope of services may consist of the following:
 - 1.1.1. Engineering Studies
 - 1.1.2. Surveying
 - 1.1.3. Right-of-Way Plans
 - 1.1.4. Legal Descriptions & Parcel Sketches
 - 1.1.5. Aerial Mapping
 - 1.1.6. Soils & Geotechnical Investigations
 - 1.1.7. Environmental Site Assessment
 - 1.1.8. Construction Plans
 - 1.1.9. Environmental Permitting
 - 1.1.10. Utility Coordination and Relocation
 - 1.1.11. Construction Engineering and Inspection Services
 - 1.1.12. Development of Bid Specifications
 - 1.1.13. Attendance of Bid Meetings
 - 1.1.14. Public Meetings and Neighborhood Communication
 - 1.1.15. Construction Oversight

ACTION: Council is requested to authorize the award of a contract for Mission Hills Water Extension engineering services to Lounsbury & Associates, Inc, in the amount of \$67,621. The City may terminate this Contract, and Lounsbury & Associates, Inc., waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the funding from City, State, and/or federal sources is not appropriated or is withdrawn, limited, or impaired.