



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

**WASILLA CITY COUNCIL ACTION MEMORANDUM**

**AM No. 06-35**

**TITLE: AWARD OF CONTRACT TO USKH, INC., IN THE AMOUNT OF \$54,328 FOR SEWER TREATMENT PLANT EXPANSION 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>S. Harley</i>
X	City Clerk	<i>Adm. Itg</i>

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

**FISCAL IMPACT:**  yes \$54,328.00 or  no Funds Available  yes  no  
 Account name/number: 310-4359-435.45-03 – Sewer Treatment Plant Expansion  
 310-4359-435.45-15 – Sewer Treatment Plant Expansion  
 Attachments: Score Sheet for RFP 0623-0-2006/WM

**SUMMARY STATEMENT:** In accordance with WMC 5.08.120, on April 18, 2006, the City of Wasilla issued Request for Proposal 0623-0-2006/WM for Sewer Treatment Plant Expansion Engineering Services. This RFP was for engineering services which include engineering studies, surveying, construction plans, permitting, contractor coordination, etc.

Proposals were received from two firms: Michael L. Foster & Associates and USKH, Inc. 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, USKH, Inc., scored the highest with 270 total points (see attached). USKH, Inc., was the engineering firm for the Tommy Moe Storm Drain System. This project has been a success for both USKH and the City of Wasilla, and has eliminated the regular flooding that plagued Swanson Street and the adjacent area.

**SCOPE OF SERVICES:** The City of Wasilla is soliciting proposals for engineering services for the construction of a new aerated lagoon and additional drain field at the City of Wasilla wastewater treatment plant. The improvements will increase the capacity of the plant from 600,000 to 1,000,000 gallons per day. The initial budget for the engineering services is \$54,328 and it is anticipated that additional funds may become available for design and construction. Total construction budget is estimated to be \$150,000. Construction funding is being sought for 2008-2009.

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, construction oversight, and provide record drawings with CAD files. This project is being performed under state 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 Sewer treatment plant expansion engineering services to USKH Inc., in the initial amount of \$54,328. The City may terminate this Contract, and USKH 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.