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| | Approved | Denied |
| Date Action Taken: | 6/11/07 | |
| Other: | | |
| Verified by: | <i>K. Smith</i> | |

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 07-26

TITLE: CONTRACT AWARD TO HATTENBERG, DILLEY AND LINNELL IN THE AMOUNT OF \$155,599 FOR WASILLA AIRPORT TAXIWAY B EXTENSION CONSTRUCTION PHASE ENGINEERING SERVICES

Agenda of: June 11, 2007
 Originator: Public Works Director

Date: May 30, 2007

| 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> 5-30-07 |
| X | Finance, Risk Management & MIS Director Purchasing | <i>[Signature]</i> |
| X | Deputy Administrator Planning, Economic Development, Human Resources | <i>[Signature]</i> 5-30-07 |
| X | City Clerk | <i>[Signature]</i> |

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller 6/1/07*

FISCAL IMPACT: yes \$155,599 or no Funds Available yes no
 Account name/number: Taxiway B-FAA Grant 330-4379-437.45-15 \$147,819
 Taxiway B-State Match 330-4379-437.45-16 \$3,890
 Taxiway B-City Match 330-4379-437.45-17 \$3,890

Attachments: HDL Proposal

SUMMARY STATEMENT: This contract is a continuation from last year's Request for Proposal (RFP) for engineering services at the Wasilla Airport. HDL completed the engineering design package in April 2007 when the project advertised for construction. In accordance with the original RFP, the design engineer will oversee construction subject to contract authorization by the city council. This is a time and materials type contract not to exceed the estimated amount of \$155,599, and at the end of the project can be less than the estimated amount.

ACTION: Authorize the Mayor to execute a contract with HDL in the amount of \$155,599 for Wasilla Airport Taxiway B Extension Construction Phase Engineering Services.

May 14, 2007

File No. 74-052/07-015

Archie Giddings, Public Works Director
City of Wasilla
290 East Herning Avenue
Wasilla AK 99654-7091

Re: Fee Proposal for Construction Phase Services
Construct Taxiway B
Wasilla Municipal Airport

Dear Mr. Giddings:

Hattenburg Dilley & Linnell (HDL) is pleased to present this fee proposal for construction phase services for the Construct Taxiway B project at the Wasilla Municipal Airport.

Project Description

The projects include the construction of approximately 2,132 linear feet of 35-foot wide taxiway and paving an additional 480 feet of taxiway constructed by the Apron 1C project. The work includes approximately 58,000 cubic yards of excavation, 23,000 tons of subbase, 3,500 tons of base course, and 1,400 tons of asphalt concrete pavement, as well as topsoil, seeding, striping, taxiway lighting, and other related work.

Proposed Services

HDL will work closely with the City of Wasilla to provide construction phase services for the projects described above. HDL will provide full-time inspection to observe and document the work and to facilitate communication between the contractor and the City. EDC Inc., as a subconsultant to HDL, will provide additional periodic electrical inspection.

Oversight and Coordination. HDL will coordinate and oversee the day-to-day activities of these projects on behalf of the City. Scott Hattenburg, P.E. will be the Principal-in-Charge and David Lundin, P.E. will be the Project Manager. David Longtin, EIT, will be our Project Engineer and will be the primary point of contact. He will work with the City's representative, Edward "Burgie" Burgholzer, to keep the City informed of progress, field directives, and changes as they arise. We will prepare weekly written status reports on the Contractor's progress.

Project Start-up / Review of Submittals & Shop Drawings. HDL will review submittals, preliminary schedules, material and equipment submittals, shop drawings, samples, and quality control submittals. EDC will provide submittal review of electrical components.

Project Administration. HDL will review administrative submittals, schedules, and contract closeout submittals. We will prepare a Construction Management Program in accordance with FAA requirements. HDL will review and respond to Design Clarification/Variation Requests (DCVR) from the contractor. We will conduct formal weekly construction meetings and will meet informally with the Contractor and City frequently to assist in coordinating the work. We will review pay requests and make recommendations for payment by the City. We will prepare Change Orders for unanticipated and additional directed work as needed.

Closeout Documents. HDL and EDC will review the contractor's construction markups and will prepare electronic record drawings. We will submit record drawings to the City and FAA on Mylar and in Adobe PDF format. We will process bond and lien releases and prepare a project completion certificate. HDL will provide a bound Project Closeout Report for the FAA grant in accordance with FAA requirements. We will prepare and submit to the FAA an as-built Airport Layout Plan drawing, and an updated 5010 Master Record and 5010 drawing.

Construction Inspection & Quality Assurance Testing. HDL will provide full-time construction inspection of the work during the 120-day anticipated field construction period (June 11 – October 8, 2007). We anticipate our inspector will work up to 54 hours per week, but actual hours will depend upon the Contractor's schedule. There will also be approximately four weeks of overlap between this project and the on-going Construct Apron 1C project. We will use one inspector and share the expenses between these projects.

Our Inspector will observe, test, and document the construction on behalf of the City. Documentation will include photographs and daily reports detailing the equipment, labor, inspections, testing, and activities occurring each day. We will also conduct formal inspections with the City at Substantial Completion and Final Completion. EDC will provide phase inspections as detailed on the attached proposal.

HDL will provide quality assurance material testing to ensure the adequacy of the Contractor's quality control by performing the minimum testing detailed in Specification Section 01400, including:

- ✓ Approximately 30 field density tests.
- ✓ Approximately 4 Proctor tests to determine maximum laboratory density.
- ✓ Approximately 9 soil gradations.
- ✓ Approximately 10 laboratory asphalt density tests of core samples.
- ✓ Approximately 5 asphalt pavement gradations and oil content tests.

Schedule

Our fee is based on an anticipated 120-day field construction period, commencing about June 11, 2007. If the contractor's work continues beyond the contract construction period, there may be additional cost to our work.

Cost Proposal

We propose to provide the aforementioned services on a time and materials basis using our published hourly labor rates and receiving reimbursement for project expenses at cost plus 5%. Based on the forgoing scope of work and schedule, we expect the cost of our services will be \$155,589. A detailed worksheet of this estimate is attached.

~~589~~
599

The level of effort required for construction phase services is highly dependent on the cooperation and skill of the contractor; the methods and equipment the contractor employs; the weather; the amount of rejected workmanship that must be retested; and the schedule he decides to work. All of these conditions are not within the control of the Engineer. We have prepared this estimate taking an optimistic view of potential difficulties based on our current understanding of the project. Our fee is therefore a budget level estimate based on the above-discussed services and schedule.

We look forward to working with the City on this project. If you have any questions, you can contact me at 746-5230.

Sincerely,



HATTENBURG DILLEY & LINNELL, LLC

A handwritten signature in black ink, appearing to read 'D Lundin'.

David Lundin, P.E.
Project Manager

Attach: Fee Proposal Worksheet (2 pages)
EDC Fee Proposal Letter (1 page)

cc: Scott Hattenburg, HDL

FEE PROPOSAL
for
Construction Administration and Inspection Services
Construct Taxiway B
Wasilla Municipal Airport

| <u>TASK</u> | <u>ACTIVITY</u> | <u>QTY</u> | <u>RATE</u> | <u>LABOR</u> | <u>REIMB</u> | <u>SUBCON</u> | <u>SUBTOTAL</u> | <u>TOTAL</u> |
|-------------|--|------------|-------------|--------------|--------------|---------------|-----------------|-----------------|
| 1.0 | Construction Administration..... | | | | | | | \$67,430 |
| | <u>Project Administration (17 weeks)</u> | | | | | | | \$54,240 |
| | Principal-in-Charge | 20 hrs | @ \$130 | \$2,600 | | | | |
| | Project Manager, 8 hrs/wk | 136 hrs | @ \$115 | \$15,640 | | | | |
| | Project Engineer, 20 hrs/wk | 340 hrs | @ \$85 | \$28,900 | | | | |
| | Vehicle | 60 days | @ \$75 | | \$4,500 | | | |
| | Clerical | 40 hrs | @ \$65 | \$2,600 | | | | |
| | <u>Project Start-up / Review of Submittals & Shop Drawings</u> | | | | | | | \$3,580 |
| | Project Manager | 4 hrs | @ \$115 | \$460 | | | | |
| | Project Engineer | 16 hrs | @ \$85 | \$1,360 | | | | |
| | EDC Electrical | 1 L.S. | @ \$1,500 | | | \$1,500 | | |
| | Clerical | 4 hrs | @ \$65 | \$260 | | | | |
| | <u>Record Drawings</u> | | | | | | | \$4,130 |
| | Project Engineer | 6 hrs | @ \$85 | \$510 | | | | |
| | Drafting | 24 hrs | @ \$80 | \$1,920 | | | | |
| | EDC Electrical | 1 L.S. | @ \$1,500 | | | \$1,500 | | |
| | Reimbursables | 1 L.S. | @ \$200 | | \$200 | | | |
| | <u>Project Closeout Report/ALP & 5010 Updates</u> | | | | | | | \$5,480 |
| | Project Manager | 8 hrs | @ \$115 | \$920 | | | | |
| | Project Engineer | 24 hrs | @ \$85 | \$2,040 | | | | |
| | Drafting | 16 hrs | @ \$80 | \$1,280 | | | | |
| | Clerical | 16 hrs | @ \$65 | \$1,040 | | | | |
| | Reimbursables | 1 L.S. | @ \$200 | | \$200 | | | |

FEE PROPOSAL
for
Construction Administration and Inspection Services
Construct Taxiway B
Wasilla Municipal Airport

| <u>TASK</u> | <u>ACTIVITY</u> | <u>QTY</u> | <u>RATE</u> | <u>LABOR</u> | <u>REIMB</u> | <u>SUBCON</u> | <u>SUBTOTAL</u> | <u>TOTAL</u> |
|--------------------------------|--|------------|-------------|------------------|-----------------|----------------|-----------------|------------------|
| 2.0 | Construction Inspection & Testing..... | | | | | | | \$87,005 |
| | <u>Construction Inspection</u> | | | | | | | \$76,805 |
| | (4 wks @ 27 hrs/wk shared with Apron Project + 13 wks @ 54 hrs/wk) | | | | | | | |
| | Resident Inspector-ST | 600 hrs | @ \$75 | \$45,000 | | | | |
| | Resident Inspector-OT | 210 hrs | @ \$100 | \$21,000 | | | | |
| | EDC Electrical | 1 L.S. | @ \$3,555 | | | \$3,555 | | |
| | Vehicle | 90 days | @ \$75 | | \$6,750 | | | |
| | Reimbursables | 1 L.S. | @ \$500 | | \$500 | | | |
| | <u>Quality Assurance Testing</u> | | | | | | | \$10,200 |
| | Principal Geotech. Engineer | 8 hrs | @ \$130 | \$1,040 | | | | |
| | Nuclear Densometer | 30 days | @ \$30 | \$900 | | | | |
| | Lab. Moisture-Density Test | 4 ea | @ \$270 | \$1,080 | | | | |
| | Soil Gradation | 9 ea | @ \$150 | \$1,350 | | | | |
| | Topsoil Organic Content | 1 ea | @ \$70 | \$70 | | | | |
| | Fracture Count | 2 ea | @ \$70 | \$140 | | | | |
| | Field Asphalt Technician | 12 hrs | @ \$65 | | \$780 | | | |
| | Lab. Asphalt Test Series | 5 ea | @ \$600 | | \$3,000 | | | |
| | Asphalt Core Density | 10 ea | @ \$30 | | \$300 | | | |
| | Clerical | 16 hrs | @ \$65 | \$1,040 | | | | |
| | Reimbursables | 1 L.S. | @ \$500 | | \$500 | | | |
| Subtotal Basic Services | | | | \$131,150 | \$16,730 | \$6,555 | | \$154,435 |
| Markup* | | | | | \$837 | \$328 | | \$1,164 |
| Total Basic Services | | | | \$131,150 | \$17,567 | \$6,883 | | \$155,599 |

*5% for subcontracts, 5% for reimbursable



May 10, 2007

David Lundin, P.E.
Hattenburg, Dilley, & Linnell
3335 Arctic Boulevard, Suite 100
Anchorage, AK 99503

Subject: Wasilla Airport Taxiway B – Electrical Construction Management Proposal

Dear Dave:

This proposal is for providing electrical construction management services for the Taxiway B project in Wasilla, Alaska. This proposal is based on EDC, Inc. providing the following services on an as needed basis:

SCOPE OF WORK:

1. Submittal Review – review product submittals and shop drawings, and evaluate any substitutions.
2. Construction Assistance – Respond to RFI's and issue design clarifications. Evaluate design changes and assist in developing change orders.
3. Site Inspections – provide periodic site inspections to ensure conformance to the design. Provide inspection reports noting any deficiencies.
4. Record Drawings – produce record drawings based on Contractor provided red-lines and information gathered during site inspections.

DELIVERABLES - A full and/or half-size, reproducible copy of each of the record drawings will be provided. An electronic copy of the drawings in AutoCAD format will also be available upon request.

FEE - The fee for this proposal will be billed on a time and material basis at our standard rates (see attached fee breakdown spreadsheet) with a Not-to-Exceed amount of **\$6,555**.

Please feel free to contact me if you have any questions concerning this proposal.

Sincerely,

John H. Faschan
President / EDC, INC.