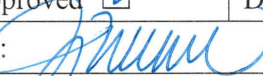


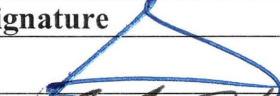


Date of Action: 7/25/16	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
By: 	

CITY COUNCIL ACTION MEMORANDUM

AM No. 16-26: Contract Amendment to Hattenburg, Dilley and Linnell in the amount of \$41,235 for Airport Engineering Services.

Originator: Public Works Director
Date: July 13, 2016

Agenda of: July 25, 2016

Route to:	Department Head	Signature	Date
X	Public Works Director		7/13/16
X	Finance Director		7-13-16
X	Deputy Administrator		7/13/16
X	City Clerk		7/14/16

Reviewed by Mayor Bert L. Cottle:  7:13:2016

Fiscal Impact: yes \$41,235 **Funds Available:** yes

Account name/number:
Airport Apron Improvements/330-4379-437.45-05

Attachments: HDL Fee Proposal (5 pages)

Summary Statement: This contract amendment is being offered as a result of the City's January 4, 2013 Request for Proposal for Airport Engineering Services term contract 2013-2016. This engineering work will complete the Airport Layout Plan and Aviation Forecast to support future FAA funded airport apron projects.

Staff Recommendation: Adopt AM No. 16-26.

July 13, 2016

File: 86-020

Mr. Archie Giddings
 City of Wasilla, Public Works Director
 290 East Herning Avenue
 Wasilla, AK 99654

Re: Revised Fee Proposal for Engineering Services to Complete Wasilla Airport Aviation Forecast and Airport Layout Plan

Dear Mr. Giddings:

HDL Engineering Consultants has prepared and submits herewith this fee estimate to the City of Wasilla (City) for planning and engineering services to complete the Aviation Forecast and the Airport Layout Plan.

BACKGROUND

HDL Engineering Consultants were hired in March of 2016, by the City of Wasilla to complete an Aviation Forecast and Airport Layout Plan for the Wasilla Airport. The contract amount was \$52,220 for the ALP update and \$14,000 to create an aviation forecast. Only portions of the contract amount were available in the current fiscal year and the City of Wasilla authorized work up to \$24,985. Based on that authorization we assembled data for the ALP drawings and started to update the ALP, we also completed a forecast of aviation activity using "FAA's Model for Estimating General Aviation Operations at Non-Towered Airports Using Towered and Non-Towered Airport Data, GRA, Inc., July 2001" and interviewed tenants at the airport as well as likely cargo/passenger operators about their current and expected use at the Wasilla airport. The Forecast is near completion for FAA review.

The Airport Layout Plan (ALP) is a compilation of drawings that represent an FAA-approved plan for future development at an airport. Improvements shown on the approved ALP are generally eligible for federal funding subject to availability of funds and completion of an approved environmental document (categorical exclusion or an environmental assessment). The ALP need to be reviewed and checked against current FAA standards using FAA's 2013 ALP checklist (ARP SOP No. 2.00) which is required to be provided with every submittal. An FAA-approved forecast of aviation activity is needed to determine the design aircraft which governs airport geometrics. Also, the latest FAA standards require departure surface drawings for each runway end. The ALP needs to be updated to the current FAA standard, AC 150/5300-13A - Change 1 – Airport Design, dated February 26, 2014.

SCOPE OF SERVICES

Task 9b - Update ALP and Aviation Forecast

Review. Work consists of reviewing existing drawings for conformity to the current FAA airport design standards and ALP checklist. HDL will create new departure surface drawings and review and update the ALP narrative. The forecast is near completion and will be submitted to FAA for review.

CIVIL
ENGINEERING

 GEOTECHNICAL
ENGINEERING

 TRANSPORTATION
ENGINEERING

 ENVIRONMENTAL
SERVICES

 PLANNING

 SURVEYING,
& MAPPING

 CONSTRUCTION
ADMINISTRATION

 MATERIAL
TESTING

 RIGHT-OF-WAY
SERVICES

RE: Revised Fee Proposal for Engineering Services to Complete Wasilla Airport Aviation Forecast and
Airport Layout Plan

July 13, 2016

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Upon receiving the approved forecast, we will review the new draft FAA Standard for Runway Length Recommendations for Airport Design (AC 150/5325-4C); develop incremental runway length requirements based on the anticipated fleet mix; discuss the analysis with the City and FAA; and develop feasible alternatives for the ALP.

Survey and Mapping. We will reuse the existing aerial photography and mapping dated from June 24, 2009.

Airport Layout Plan. The ALP represents the proposed near, mid, and long term developments at the airport. The ALP will include drawings required by AC 150/5070-6B, and AC 150/5300-13A for Airport Design, AC 150/5070-6B for Airport Master Plans, 14 CFR Part 77, ARP SOP 2.00, and an ALP narrative. The runway classification and approach type will be determined from the forecast and in consultation with the City.

Public Involvement. HDL will present ALP progress drawings at two regularly scheduled City Council (Council) meetings. No other public meetings are planned.

Airport Property Plan (APP). The ALP will show all monuments and land boundary dimensions, as well as existing land status of all properties within the airport boundaries and properties upon which the City has an aviation, utility, and hazard easements, or other airport interest. It is assumed that the City has airport property acquisition records that will be sufficient to comply with ARP SOP 3.00 Standard Operating Procedures for FAA Review of Exhibit 'A' Airport Property Inventory Maps.

Deliverables. Drawings will be prepared in AutoCAD format and will be provided to the City and FAA in draft and final submittals for review and comments. Comments will be adjudicated and addressed in the next submittal.

ASSUMPTIONS

This proposal is based on the following assumptions:

1. No field surveys are anticipated.
2. The City has detailed airport property acquisition records.
3. No public meetings specifically for the ALP will be provided.
4. No mail-outs are anticipated.

SCHEDULE

Upon notice to proceed (anticipated in July 2016), we will commence work as soon as possible and will complete the ALP work by September 30, 2016.

RE: Revised Fee Proposal for Engineering Services to Complete Wasilla Airport Aviation Forecast and
Airport Layout Plan
July 13, 2016
Page 3 of 3

COST PROPOSAL

We propose to provide the aforementioned services on a time and expenses basis at our published hourly labor rates and 10% mark-up of reimbursable expenses for a cost not to exceed **\$41,235**, as detailed on the fee estimate worksheet dated July 13, 2016.

Deliverables. The deliverable for this task will be FAA-approved Aviation Forecast and Airport Layout Plan for Wasilla Airport.

Sincerely,

HDL Engineering Consultants, LLC



Mark Swenson, P.E./Associate Principal Civil Engineer

Attachments: Fee Estimate dated 7/13/16 (2 pages)

Fee Summary

Project: **Wasilla Airport Airport Layout Plan Completion**
Client: **City of Wasilla**
Engineer: **HDL Engineering Consultants, LLC**
Date: **7/13/2016**

Task	ACTIVITY	HDL LABOR	SUB CONTRACT	REIMB	TOTAL
9b	Airport Layout Plan	\$41,235	\$0	\$0	\$41,235
		<u>\$41,235</u>	<u>\$0</u>	<u>\$0</u>	<u>\$41,235</u>

Project: **Wasilla Airport Airport Layout Plan Completion**
 Client: **City of Wasilla**
 Engineer: **HDL Engineering Consultants, LLC**
 Services: **Airport Layout Plan**
 Date Prepared: **7/13/2016**

<u>TASK</u>	<u>ACTIVITY</u>	<u>QTY</u>	<u>RATE</u>	<u>HDL LABOR</u>	<u>SUB- CONTRACT</u>	<u>REIMB</u>	<u>SUB TOTAL</u>	<u>TASK TOTAL</u>	
9 b	Airport Layout Plan							\$41,235
	<i>Base Mapping (use from Stantec)</i>						\$0		
	Principal Engineer	0 hrs	@ \$175	\$0					
	Survey Manager	0 hrs	@ \$140	\$0					
	Engineering Assistant	0 hrs	@ \$80	\$0					
	Survey Technician	0 hrs	@ \$90	\$0					
	<i>Public Meetings (2 at City Council)</i>						\$4,100		
	Principal Engineer	8 hrs	@ \$175	\$1,400					
	Senior Aviation Engineer	12 hrs	@ \$135	\$1,620					
	Engineering Assistant	12 hrs	@ \$90	\$1,080					
	<i>Aviation Forecast</i>						\$3,000		
	Principal Engineer	3 hrs	@ \$175	\$525					
	Senior Aviation Engineer	13 hrs	@ \$135	\$1,755					
	Engineering Assistant	8 hrs	@ \$90	\$720					
	<i>ALP Plans</i>						\$24,115		
	Principal Engineer	10 hrs	@ \$175	\$1,750					
	Senior Aviation Engineer	59 hrs	@ \$135	\$7,965					
	Designer Drafter	80 hrs	@ \$90	\$7,200					
	Engineering Assistant	80 hrs	@ \$90	\$7,200					
	<i>ALP Narrative</i>						\$4,300		
	Principal Engineer	4 hrs	@ \$175	\$700					
	Senior Aviation Engineer	16 hrs	@ \$135	\$2,160					
	Engineering Assistant	16 hrs	@ \$90	\$1,440					
	<i>Review / Edits</i>						5,720		
	Principal Engineer	8 hrs	@ \$175	\$1,400					
	Senior Aviation Engineer	12 hrs	@ \$135	1,620					
	Engineering Assistant	30 hrs	@ \$90	\$2,700					
SUBTOTAL				\$41,235	\$0	\$0		\$41,235	
10% Markup					\$0	\$0		\$0	
TASK TOTAL				\$41,235	\$0	\$0		\$ 41,235	

SUBTOTAL				\$41,235	\$0	\$0		\$41,235
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