



	Approved	Denied
Date Action Taken:	6/9/08	
Other:		
Verified by:	[Signature]	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 08-36

TITLE: CONTRACT AMENDMENT TO HATTENBURG, DILLEY AND LINNELL IN THE AMOUNT OF \$54,239 FOR WASILLA AIRPORT SECURITY IMPROVEMENTS PHASE 2 CONSTRUCTION PHASE ENGINEERING SERVICES.

Agenda of: June 9, 2008
 Originator: Public Works Director

Date: May 28, 2008

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	[Signature] 5/28/08
X	Finance, Risk Management & MIS Director Purchasing	[Signature] CFO
X	Deputy Administrator Planning, Economic Development, Human Resources	[Signature]
X	City Clerk	[Signature]

REVIEWED BY MAYOR DIANNE M. KELLER: _____

FISCAL IMPACT: yes \$54,239 or no Funds Available yes no
 Account name/number: FY09 Funding
 Attachments: HDL Proposal, AM 08-05

SUMMARY STATEMENT: This is a continuation of the design contract awarded on January 14, 2008 (AM 08-05) to Hattenburg, Dilley & Linnell (HDL). This contract amendment will provide construction phase engineering services for the project. This project will relocate one electronic gate, reconfigure fencing, and move public parking to the front of the airport to improve security and public access.

ACTION: Authorize the Mayor to execute a contract amendment to Hattenburg, Dilley & Linnell in the amount of \$54,239 for Wasilla Airport Security Improvements Phase 2 construction phase engineering services, subject to the execution of the FAA Grant and appropriation of funding.



	Approved	Denied
Date Action Taken:	3/24/08	
Other:		
Verified by:	<i>[Signature]</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 08-18

TITLE: CONTRACT AMENDMENT FOR HATTENBURG, DILLEY, AND LINNELL IN THE AMOUNT OF \$52,850 FOR THE WASILLA AIRPORT MAINTENANCE BUILDING ENGINEERING SERVICES.

Agenda of: March 24, 2008
 Originator: Public Works Director

Date: March 12, 2008

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> 3.12.08
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>[Signature]</i> 3/12/08
X	City Clerk	<i>[Signature]</i>

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller 3/16/08*

FISCAL IMPACT: yes \$52,850 or no Funds Available yes no

Account name/number: Airport Maintenance Building/ 330-4379-437.45-21

Attachments: HDL Proposal, FAA CIP Data Sheet

SUMMARY STATEMENT: The original contract was awarded by Council Action Memorandum AM 06-24 through a Request for Proposal (RFP) process in the amount of \$299,982 as part of the 2006-2007 Phase 1C construction improvements funded through a \$3.6 million FAA Grant. The RFP was intended to provide engineering services through 2008. Airport engineering services for 2009-2012 will be advertised later this year through an RFP.

To date, the following contract amendments have been authorized; \$12,000 for additional Apron Phase 1C engineering per AM 07-16; \$155,599 for Taxiway B engineering per AM 07-26; and \$145,995 for engineering of Apron B security improvements, new access road, and an evaluation of extending the runway per AM 08-05.

ACTION: Authorize the Mayor to execute a contract amendment with Hattenburg, Dilley, and Linnell in the amount of \$52,850 for Wasilla Airport Maintenance Building engineering services.

May 23, 2008

File No. 78-038/06-014

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

Re: Fee Proposal for Construction Phase Services
Construct Security Improvements, Phase 2
Wasilla Municipal Airport

Dear Mr. Giddings:

Hattenburg Dilley & Linnell (HDL) is pleased to present this fee proposal for construction phase services for the Construct Phase 2 Security Improvements project at the Wasilla Municipal Airport.

Project Description

The project includes the construction of approximately 1,685 linear feet of 8-foot-high security fencing, relocating or providing 11 gates, and paving approximately 4,700 square feet for public vehicle and transient airplane parking. The work includes approximately 5,300 square yards of grading, 400 tons of subbase, 1,300 tons of base course, and 640 tons of hot-mix asphalt pavement, as well as striping, airplane tie-downs, and electrical 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 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, E.I.T., 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.

Scott Hattenburg, PE

Lorie Dilley, PE/CPG

Dennis Linnell, PE

David Lundin, PE

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 (DCVRs) 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 and City an as-built Airport Layout Plan drawing.

Construction Inspection & Quality Assurance Testing. HDL will provide construction inspection of the work during the eight-week anticipated field construction period (June 30 – August 25, 2008). We anticipate our inspector will work up to 50 hours per week during the earthwork and paving portions of the job (approximately 2 weeks), but actual hours will depend upon the Contractor's schedule. We anticipate periodic inspections during fencing and electrical work, with our inspector working approximately 20 hours per week. We will take advantage of opportunities for savings by using the overlap between this project and the Expand Snow Removal Equipment Building 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 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 5 density tests during earthwork.
- ✓ Approximately 2 Proctor tests to determine maximum laboratory density.
- ✓ Approximately 2 soil gradations.
- ✓ Approximately 6 laboratory asphalt density tests of core samples.

Schedule

Our fee is based on an anticipated eight-week field construction period, commencing about June 30, 2008. 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 \$54,239. A detailed worksheet of this estimate is attached.

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



David Lundin, P.E.
Project Manager

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

cc: Scott Hattenburg, HDL

FEE PROPOSAL
for
Construction Administration, Inspection and Testing Services
Construct Security Improvements, Phase 2
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.....							\$27,715
	<u>Project Administration (8 weeks)</u>							\$16,575
	Principal-in-Charge	8 hrs	@ \$145	\$1,160				
	Project Manager, 6 hrs/wk	48 hrs	@ \$120	\$5,760				
	Project Engineer, 12 hrs/wk	96 hrs	@ \$85	\$8,160				
	Vehicle	5 days	@ \$75	\$375				
	Clerical	16 hrs	@ \$70	\$1,120				
	<u>Project Start-up / Review of Submittals & Shop Drawings</u>							\$5,920
	Project Manager	16 hrs	@ \$120	\$1,920				
	Project Engineer	24 hrs	@ \$85	\$2,040				
	EDC Inc. Allowance	1 L.S.	@ \$1,300			\$1,300		
	Clerical	8 hrs	@ \$70	\$560				
	Reimbursables	1 L.S.	@ \$100	\$100				
	<u>Record Drawings</u>							\$1,290
	Project Engineer	6 hrs	@ \$85	\$510				
	Drafting	8 hrs	@ \$85	\$680				
	Reimbursables	1 L.S.	@ \$100			\$100		
	<u>Project Closeout Report/ALP Update</u>							\$3,930
	Project Manager	8 hrs	@ \$120	\$960				
	Project Engineer	18 hrs	@ \$85	\$1,530				
	Drafting	8 hrs	@ \$85	\$680				
	Clerical	8 hrs	@ \$70	\$560				
	Reimbursables	1 L.S.	@ \$200			\$200		

FEE PROPOSAL
for
Construction Administration, Inspection and Testing Services
Construct Security Improvements, Phase 2
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.....							\$26,220
	<u>Construction Inspection</u>							\$23,980
	(6 wks @ 20 hrs/wk + 2 wks @ 50 hrs/wk)							
	Resident Inspector-ST	200 hrs	@ \$75	\$15,000				
	Resident Inspector-OT	20 hrs	@ \$100	\$2,000				
	EDC Electrical Allowance	1 L.S.	@ \$3,880			\$3,880		
	Vehicle	40 days	@ \$75	\$3,000				
	Reimbursables	1 L.S.	@ \$100		\$100			
	<u>Quality Assurance Testing</u>							\$2,240
	Principal Geotech. Engineer	2 hrs	@ \$145	\$290				
	Nuclear Densometer	12 days	@ \$30	\$360				
	Lab. Moisture-Density Test	2 ea	@ \$270	\$540				
	Asphalt Core Density	6 ea	@ \$40		\$240			
	Clerical	8 hrs	@ \$70	\$560				
	Reimbursables	1 L.S.	@ \$250		\$250			
Subtotal Basic Services				\$47,865	\$890	\$5,180		\$53,935
Markup*					\$45	\$259		\$304
Total Basic Services				\$47,865	\$935	\$5,439		\$54,239

*5% for subcontracts, 5% for reimbursable



May 22, 2008

Dave Longtin
Hattenburg, Dilley, & Linnell
808 South Bailey Street, Suite 102
Palmer, AK 99645

Subject: Wasilla Airport 2008 Improvements – Construction Management Services
Proposal

Dear Dave:

This proposal is for providing electrical and mechanical construction management services in association with the planned improvements for the Wasilla Airport. This proposal is based on the following:

SCOPE OF WORK:

EDC, Inc. will provide electrical construction management services for both the Wasilla Airport apron security gate improvement project and the Equipment Storage Building project. We will also provide mechanical construction management services for the Equipment Storage Building project.

Services shall be divided into two tasks, construction start-up and periodic inspections. Construction start-up shall include review of shop drawings and submittals, as well as responding to RFI's and issuing clarifications. Review of the design drawings shall also be provided for the Equipment Storage Building project.

The periodic inspection task shall include four separate inspections for each project – below grade, rough-in, pre-final and final. It shall also include producing record drawings for the security gate project only.

FEE: The proposed fee to perform the above scope of work will be billed on a time and material basis with not-to-exceed amounts as follows:

Task 1: Security Gate

Construction Start-up = \$1,300
Periodic Inspections = \$3,880
Task Total = \$5,180

Dave Longtin
Page 2
May 22, 2008

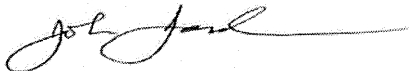
Task 2: Equipment Storage Building

Construction Start-up = \$ 4,520
Periodic Inspections = \$ 5,760
Task Total = \$10,280

TOTAL FEE NOT-TO-EXCEED = \$15,460

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

Sincerely,



John Faschan - President / EDC, INC.