

CITY OF

WASILLA

• ALASKA •

Council Action:	
Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Date of Action: 5/14/18	
Verified by: <i>[Signature]</i>	

CITY COUNCIL ACTION MEMORANDUM

AM No. 18-14: Contract Extension to HDL Engineering Consultants in the amount of \$19,655 for the East Susitna Well Connection Construction Administration Services.

Originator: Public Works Director

Date: May 2, 2018

Agenda of: May 14, 2018

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>[Signature]</i>	5/2/18
X	Finance Director	<i>[Signature]</i>	5-2-18
X	Deputy Administrator	<i>[Signature]</i>	5/2/18
X	City Clerk	<i>[Signature]</i>	5/2/18

Reviewed by Mayor Bert L. Cottle: *[Signature]* 05/04/2018

Fiscal Impact: yes **Funds Available:** yes \$19,655

Account name/number: Train Station Imp/110-4330-433.45-70

Attachments: HDL Proposal (3 pages)

Summary Statement: This is an extension of the contract awarded to HDL Engineering Consultants on March 21, 2016 through Action Memorandum No. 16-09 for the referenced project. This contract extension is for engineering construction administration services for the work planned in 2018 to complete the East Susitna Well Connection project that includes work on Roberts Street Extension. Additional engineering services are needed due to the MEA utility conflict and for new work added to the contractor under Schedule C to complete the subgrade of the Roberts Street Extension.

Staff Recommendation: Adopt Action Memorandum No. 18-14

April 19, 2018

Archie Giddings, Public Works Director
City of Wasilla
290 E. Herning Avenue
Wasilla, Alaska 99654

Re: Amendment for Additional Construction Phase Services
East Susitna Well Connection

Dear Mr. Giddings:

HDL Engineering Consultants, LLC (HDL) hereby requests a budget amendment for \$19,655 to complete construction-phase services for the East Susitna Well Connection project.

BACKGROUND

The City of Wasilla (City) contracted with HDL in February 2017 to provide survey, permitting, preparation of bidding documents, and bid-phase services for the East Susitna Well Connection project. The project consisted of a base bid to install the water main and an access road between a well drilled during Summer 2016; an Additive Alternate to complete electrical/mechanical work and complete the water well; and a second Additive Alternate to further extend the access road to provide a complete roadway connection between East Susitna Avenue and Roberts Street. Bids for the project were opened on August 29th and the City awarded a construction contract to Tutka, LLC for the Base Bid plus Additive Alternate #1 at the September 11, 2017 council meeting.

HDL began providing construction administration (CA) services in late September 2017. During clearing operations, it became apparent that utility companies had not provided accurate marking information for design topographical surveying and an existing three-phase electrical line was in direct conflict with the proposed project. HDL performed additional work to redesign the water main and revise grading to allow the project to continue to move forward while utility relocations were negotiated.

As work progressed during the late-fall and winter, the City requested that HDL compile a change order to add the Additive Alternate #2 work into Tutka's contract. This change order also included a time extension of 122 days for substantial completion. As of mid-April 2018, HDL has expended approximately 95% of the budget. Construction is approximately 75% complete with field work expected to restart in late-May 2018.

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ENGINEERING

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ADMINISTRATION

MATERIAL
TESTING

RIGHT-OF-WAY
SERVICES

AMENDMENT REQUEST

Task 4 – Construction Phase Services

We estimate that an additional six weeks of office engineering, one week of full time inspection services, and two weeks of part-time inspections, as well as record drawing preparation, ADEC Final Approval to Operate, and contract closeout will be required to finish out the project. The scope of these services is detailed in our Amendment Request for Construction Phase Services Letter dated September 12, 2017.

We estimate the additional cost to complete the work for this contract will not exceed **\$19,655** as detailed on the attached fee estimate worksheet.

We appreciate the opportunity provide this amendment request. If you have any questions, please contact me at 746-5230.

Sincerely,

HDL Engineering Consultants, LLC



Chris Bowman, P.E.
Civil Engineer

Attach: Fee Estimate Worksheet (1 page)

CITY OF WASILLA - FEE WORKSHEET
Amendment Request for Additional Construction Phase Services
East Susitna Well Connection

TASK	ACTIVITY	QTY	RATE	HDL LABOR & DIRECT EXPENSES	REIMBURSABLE EXPENSES	SUB- CONTRACTS	SUBTOTAL	TOTAL
4.0	Construction Phase Services.....							\$19,655
4.1	Construction Administration - Office (6 weeks)						\$7,815	
	Principal Civil Engineer (0.5 hrs/wk)	3 hrs	@ \$175	\$525				
	Project Manager (8 hrs/wk)	48 hrs	@ \$135	\$6,480				
	Clerical	3 hrs	@ \$70	\$210				
	Vehicle (1/2 day rate)	15 days	@ \$40	\$600				
4.2	Full-Time Inspection Services (1 weeks)						\$5,200	
	Inspector (40 hrs/wk)	40 hrs	@ \$120	\$4,800				
	Vehicle (1 day rate)	5 days	@ \$80	\$400				
4.3	Part-Time Inspection Services (2 weeks)						\$4,240	
	Inspector (16 hrs/wk)	32 hrs	@ \$120	\$3,840				
	Vehicle (1/2 day rate)	10 days	@ \$40	\$400				
4.4	Record Drawings, FATO, and Closeout						\$2,400	
	Project Manager/Engineer	8 hrs	@ \$135	\$1,080				
	Drafter	12 hrs	@ \$110	\$1,320				
Subtotal				\$19,655	\$0	\$0		\$19,655
Markup*					\$0	\$0		\$0
Total Amendment Request				\$19,655	\$0	\$0		\$19,655
*10% for subcontracts, 10% for reimbursable expenses								