

CITY OF

# WASILLA

• ALASKA •

Council Action:	
Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Date of Action: 7/9/18	
Verified by: <i>Jane Miller</i>	

## CITY COUNCIL ACTION MEMORANDUM

**AM No. 18-23: Contract Extension to Stantec Consulting Services in the amount of \$127,042 for Additional 2018 Wastewater Outfall Engineering Services.**

Originator: Public Works Director

Date: June 27, 2018

Agenda of: July 9, 2018

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>[Signature]</i>	6/27/18
X	Finance Director	<i>[Signature]</i>	6/27/18
X	Deputy Administrator	<i>[Signature]</i>	6/27/18
X	City Clerk	<i>[Signature]</i>	6/28/18

Reviewed by Mayor Bert L. Cottle: *[Signature]* 6/28/2018

**Fiscal Impact:**  yes \$127,042      **Funds Available:**  yes

**Account name/number:** Sewer Treatment Plant-State/310-4359-435.45-29

**Attachments:** Stantec Proposal (10 pages)

**Summary Statement:** This is a continuation of the contract authorized through Action Memorandum No. 17-46 for 2018 Wastewater Outfall Engineering Services. The additional 2018 work proposed through this Action Memorandum is a result of permit comments received from the Army Corps of Engineers and comments received from property owners near the wastewater treatment plant during the June 6, 2018 open house for this project.

A Cultural Resource Survey and Bird Nest Survey are needed to meet federal permitting requirements to conduct this project. In addition, to address concerns from nearby property owners, this contract will make project information readily available through the City's website, provide sampling of homeowners' wells, and address the risk of seismic activity on the water bearing strata in the area.

**Staff Recommendation:** Adopt AM No.18-23.



Stantec Consulting Services Inc.  
725 East Fireweed Lane Suite 200, Anchorage AK 99503-2245

June 22, 2018  
File: 2047000415

**Attention: Archie Giddings**  
City of Wasilla  
290 East Herning Avenue  
Wasilla, AK 99654-7091

Dear Mr. Giddings,

**Reference: Wasilla Wastewater Outfall Study Request for Amendment 3 - Additional Sampling and Open House Follow-up**

Stantec Consulting Services Inc. (Stantec) is pleased to provide this proposal the City of Wasilla (City) for the subject project.

The original scope for the Wasilla Wastewater Outfall project developed alternatives for disposal of treated wastewater effluent in the 70-acre wetlands parcel adjacent the wastewater treatment plant (WWTP). To date, Stantec has completed the geotechnical and environmental investigation of the property, developed a draft feasibility study, performed detailed groundwater and effluent treatment modeling, conducted agency scoping, designed an effluent discharge pipe, and developed permit applications. The project scope has expanded to include a pilot study on effluent discharge, a WWTP operational review, and expanded feasibility study with additional treatment alternatives.

Based on public comments received at the Open House held June 6, 2018, additional water sampling of private wells and a public website are desired for the project. Response from the US Army Corps of Engineers (USACE) also indicates that a cultural resource survey will be needed before they are able to issue the wetlands permit for the project.

**PROPOSED SCOPE**

We are proposing the following amendments to the scope of work:

**Task 1- Cultural Resource Survey**

To address comments from the USACE on the wetland permit application, Stantec's cultural resources specialist will review the available records in the Office of History and Archaeology (OHA) Integrated Business Suite and Alaska Heritage Resources Survey Database Review online databases. A field archeologist will conduct a one-day survey of the wetland parcel with specific focus on the project corridor to evaluate the potential for cultural resources. The results of the field effort and database research will be summarized in a report with recommendations to avoid, minimize or if necessary mitigate the project effect. The survey is to be scheduled to coincide with other field work in the area so that the field archeologist will be accompanied by at least one other staff member for the cultural survey portion of the day's work. After City review, the survey report will be submitted to the UASCE for forwarding to the OHA.

Reference: Wasilla Wastewater Outfall Study Request for Amendment 3 - Additional Sampling and Open House Follow-up

## **Task 2- Bird Nest Survey**

Migratory birds are protected under the Migratory Bird Act and many projects in Alaska require that the US Fish and Wildlife Service (USFWS) time periods for avoiding vegetation clearing to protect migratory birds be followed or that a survey be conducted to identify nests. This is often a condition of USACE permits. According to the USFWS Land Clearing Timing Guidance for Alaska, this would limit clearing in the project area from April 20 to July 15 of any calendar year, because of the potential for Canada geese and swan nesting activities. Active nests discovered outside local timing windows, must be left in place and protected until young hatch and depart. Stantec will review the 2800-foot by 35-foot clearing coordinator for this project and identify active bird nests. A one- to two-page report outlining the survey results will be prepared for documentation.

## **Task 3 – Public Involvement**

To address the ongoing public involvement needs identified to date for this project, Stantec will support the development of a City website for the project, providing documentation in PDF format, suggested content, and images. Website hosting, fees, and construction will be provided by the City and City staff.

In addition to content for the website, Stantec will support public involvement efforts by developing a mailing for distribution immediately following website development. A letter will be drafted for City distribution announcing the website and availability of Open House notes and other materials. A second public meeting will be planned and staffed in the fall with Stantec again providing draft letters and newspaper notice for City distribution.

An allowance is included for responded to public comments in writing, via the website, and over the phone.

## **Task 4 – Additional Sampling**

Public comments received at the June 6 open house requested that the City provide for sampling of existing private wells, and for increased frequency of pilot study effluent monitoring during initial discharge period. This task provides the additional field, laboratory, and reporting efforts requested. Results will be incorporated into the feasibility study prepared under other tasks. Based on the June 6, 2018 Open House the work is to include:

- **Sampling of homeowners' wells – Round 1:** An initial sampling of homeowner wells will involve contacting via phone the seven homes represented at the Open House. Homeowners who wish to participate will have their water sampled by Stantec staff at a residential sink or tap on property. 100 percent participation is assumed. Field testing will determine temperature, pH, and conductivity. A sample will be sent to SGS North America Inc. for laboratory analysis as shown in the Table 1 below. This is a standard test suite including arsenic; arsenic results aren't needed for the pilot study, but comes standard in the test suite. The coliforms test is a normal presence / absence test; it cannot identify where the bacteria come from. It is assumed that sampling will be coordinated with other activities onsite or arranged to occur in a single day. Stantec will mail or email copies of the SGS results to homeowners.

Reference: Wasilla Wastewater Outfall Study Request for Amendment 3 - Additional Sampling and Open House Follow-up

**Table 1: Homeowner Well Water Analysis**

Analyte	Analytical Method
Coliforms, Total	SM 9223B or 9222B
Arsenic	EPA 200.8
Nitrate + Nitrite (preserved)	SM 4500NO3-F or EPA 300.0

- **Sampling of homeowners' wells – Round 2:** The second batch of sampling will be done following the mailing noted in Task 3 and assumes participation by 50 percent of the 52 households offered water testing (26 samples). Stantec will sample the homes as in Round 1 by Table 1 methods. Sampling will be arranged with other sampling events or arranged to occur in up to 6 events with results provided to homeowners.
- **Sampling of homeowners' wells – Round 3:** All home sampled in rounds 1 and 2 (33 samples) will be offered a second sampling event late in the year after effluent discharge. The same sampling procedures and methods will be followed. Sampling will be arranged with other sampling events or arranged to occur in up to 6 events with results provided to homeowners.
- **Spring on Shaw property:** An access authorization will be sought from Daniel Shaw as the owner of the property to the northwest of the wetlands parcel. Assuming Mr. Shaw agrees, the spring west of the parcel property line on the Shaw property will be added to the surface water monthly sampling events. Sampled parameters will be in accordance with the pilot study program and are assumed to be collected through end of 2018 with the exception of months when frozen conditions prevent collection (approximately 7 samples in 2018). Results will be compiled and provided to the property owner approximately quarterly.
- **Additional Discharge Monitoring:** The week prior to start of discharge to the wetlands and for at least the 6 weeks following, weekly sampling of effluent parameters in accordance with the pilot study program will be conducted instead of monthly. An additional six samples over previous estimates is assumed. Sampling interval will be reduced once a stable flow is established for the pilot study and no upsets have occurred.

#### **Task 5 – Geotechnical Services**

A brief one- to two-page technical memorandum will be prepared by Shannon & Wilson, Inc. (S&W). The report will consider the geological impacts of area seismic activity on the water bearing strata and area wells. The report will specifically note any concerns related to increased transmission between the surface and groundwater, as a result of both seismic activity and well construction or borings completed in the area. As geotechnical issues seem to be of public concern, a second report of similar magnitude has been assumed in this time and materials task to allow S&W to provide additional support with website materials or responses to public questions.

Reference: Wasilla Wastewater Outfall Study Request for Amendment 3 - Additional Sampling and Open House Follow-up

## ASSUMPTION AND EXCLUSIONS

- Submittals will be made in electronic, PDF format.
- Additional services and other miscellaneous items of work not specifically included in the tasks outlined herein are not part of our proposal. Where either Stantec or City identifies additional work that may be beneficial to the project, it can be provided by amendment or on a time and materials basis as the City directs.

## COST PROPOSAL

The total estimated fee for all tasks and services is \$127,042. A cost proposal showing the development of this fee is attached. Tasks 1 and 2 will be lump sum. Tasks 3, 4 and 5 will be performed on a time and materials basis.

Lump sum tasks will be invoiced monthly on a percent completed basis. Work shall be completed under the executed Contract for Professional Services between Stantec-USKH and the City. T&M tasks will be invoiced monthly at the standard Stantec rates in effect at the time the work was completed.

## CLOSURE

We trust this proposal meets your needs and are ready to begin immediately upon your approval. If you have any questions, please contact me or Stephanie Gould 907-343-5235 or [stephanie.gould@stantec.com](mailto:stephanie.gould@stantec.com).

Regards,

**Stantec Consulting Services Inc.**



**Dean Syta** PE  
Principal

Phone: 907-343-5260  
Fax: 907-258-4653  
[dean.syta@stantec.com](mailto:dean.syta@stantec.com)

Attachment: As noted  
c. file  
sg document2



725 East Fireweed Lane, Suite 200  
Anchorage, AK 99503  
Fee Estimate  
Prepared by: Stephanie Gould

204700415  
Wastewater Outfall Study Amendment 3  
City of Wasilla  
June 22, 2018

Price Per Task Summary					
Task	Task Name	Labor	Subcontractors	Expenses	Total
1	Cultural Resources Survey	\$6,959	\$0	\$116	\$7,075
2	Bird Nest Survey	\$2,225	\$0	\$45	\$2,270
3	Public Involvement	\$13,916	\$0	\$247	\$14,163
4	Additional Sampling	\$77,198	\$20,823	\$1,105	\$99,126
5	Geotechnical Services	\$1,108	\$3,300	\$0	\$4,408
<b>Totals</b>		<b>\$101,406</b>	<b>\$24,123</b>	<b>\$1,513</b>	<b>\$127,042</b>

**Notes/Assumptions**

- 1 Subcontractors will be billed at cost plus 10%.
- 2 Rates shown are 2018 standard rates. T&M tasks will be invoiced at rates in affect at time work is completed.
- 3 Tasks 1 and 2 will be lump sum. Tasks 3, 4 and 5 will be performed on a time and materials basis.
- 4 Fees shown are for work in 2018 only.



725 East Fireweed Lane, Suite 200  
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**Labor Hours Per Job Classification**

Task 1: Cultural Resources Survey		QC	Civil			Environmental			Archeology			Admin / Clerical
		Sr. Engineer Level 18	D. Syta Sr. Eng. PM Level 16	B. Miskill Process Eng. Level 16	S. Gould Sr. Eng. Level 13	R. Cooper Env. Scientist Level 11	J. Marshall Env. Scientist Level 11	M. Talasz Graphic Design Level 10	J. Peabody QC Level 14	R. Smith, Archeologist Level 11	J. Hemmeter Field	
Sub-Task		\$275	\$216	\$216	\$169	\$148	\$148	\$139	\$179	\$148	\$117	\$139
1	Database Review									4	4	
2	Pedestrian Survey									6	10	
3	Agency coordination				1	1						
4	Report Development		2						1	14	6	1
5												
6												
7												
8												
9												
10												
11	QC, Project Management, & Safety Program			in other tasks								
<b>Total Labor Hours</b>		<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>24</b>	<b>20</b>	<b>1</b>
<b>Labor Costs Subtotal</b>		<b>\$0</b>	<b>\$432</b>	<b>\$0</b>	<b>\$169</b>	<b>\$148</b>	<b>\$0</b>	<b>\$0</b>	<b>\$179</b>	<b>\$3,552</b>	<b>\$2,340</b>	<b>\$139</b>

SUBCONTRACTORS	
Firm	Amount
<b>Subtotal</b>	<b>\$0</b>
<b>Markup</b>	<b>10.0%</b>
<b>Subcontractor Subtotal</b>	<b>\$0</b>

EXPENSES					TOTALS	
Item No.	Item (s)	Qty.	Unit Price	Total Price		
1	Printing Allowance			\$0		
2	Mileage	130	\$0.555	\$72		
3	Misc. Field Su	1	\$44	\$44		
				\$0	Direct Labor Cost	\$6,959
				\$0	Total Subcontractors	\$0
				\$0	Total Expenses	\$116
<b>Expenses Subtotal</b>				<b>\$116</b>	<b>Total Cost</b>	<b>\$7,075</b>



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**Labor Hours Per Job Classification**

Task 2: Bird Nest Survey	QC		Civil			Environmental			Archeology			Admin / Clerical
	Sr. Engineer Level 18	D. Syta Sr. Eng. PM Level 16	B. Miskill Process Eng. Level 16	S. Gould Sr. Eng. Level 13	J. Alward EIT Level 10	R. Cooper Env. Scientist	J. Marshall Env. Scientist Level 11	M. Talasz Graphic Design Level 10	J. Peabody QC Level 14	R. Smith, Archeologist Level 11	J. Hemmeter Field	
Sub-Task	\$275	\$216	\$216	\$169	\$139	\$148	\$148	\$139	\$179	\$148	\$117	\$139
1												
2 Field Survey					5		5					
3 Report Development		1			1		2					1
4												
5												
6												
7												
8												
9												
10												
11 QC, Project Management, & Safety Program			in other tasks									
Total Labor Hours	0	1	0	0	6	0	7	0	0	0	0	1
Labor Costs Subtotal	\$0	\$216	\$0	\$0	\$834	\$0	\$1,036	\$0	\$0	\$0	\$0	\$139

SUBCONTRACTORS	
Firm	Amount
<b>Subtotal</b>	<b>\$0</b>
<b>Markup</b>	<b>0.0%</b>
<b>S&amp;W - Seismic Memo</b>	<b>\$0</b>

EXPENSES					NOTES
Item No.	Item (s)	Qty.	Unit Price	Total Price	
				\$0	
1	Printing Allowance			\$0	
2	Misc. Field Supplies	1	\$45.000	\$45	
3				\$0	
				\$0	Direct Labor Cost
				\$0	Total Subcontractors
				\$0	Total Expenses
<b>Expenses Subtotal</b>				<b>\$45</b>	<b>Total Cost</b>
					<b>\$2,270</b>





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Labor Hours Per Job Classification												
Task 3: Public Involvement	QC	Civil				Environmental			Archeology			Admin / Clerical
	Sr. Engineer Level 18	D. Syta Sr. Eng. PM Level 16	B. Miskill Process Eng. Level 16	S. Gould Sr. Eng. Level 13	J. Alward EIT Level 10	R. Cooper Env. Scientist	J. Marshall Env. Scientist Level 11	M. Talasz Graphic Design	J. Peabody QC Level 14	R. Smith, Archeologist Level 11	J. Hemmeter Field	
Sub-Task	\$275	\$216	\$216	\$169	\$139	\$148	\$148	\$139	\$179	\$148	\$117	\$139
1 Website support - development & maintenance				24				6				
2 Homeowner mailings (x2)		1		4								1
3 Public Meeting		4		4	4			4				4
4 Responses to comments		4		16								4
5												
6												
7												
8												
9												
10												
11 QC, Project Management, & Safety Program		1		1								2
<b>Total Labor Hours</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>49</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>
<b>Labor Costs Subtotal</b>	<b>\$0</b>	<b>\$2,160</b>	<b>\$0</b>	<b>\$8,281</b>	<b>\$556</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,390</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,529</b>

SUBCONTRACTORS	
Firm	Amount
<b>Subtotal</b>	<b>\$0</b>
<b>Markup</b>	<b>10.0%</b>
<b>Subcontractor Subtotal</b>	<b>\$0</b>

EXPENSES					NOTES
Item No.	Item (s)	Qty.	Unit Price	Total Price	
				\$0	
1	Printing Allowance	1	\$25	\$25	
2	Mileage	130	\$0.555	\$72	
3	Mtg displays/materials	1	\$150	\$150	
4				\$0	<b>TOTALS</b> Direct Labor Cost \$13,916 Total Subcontractors \$0 Total Expenses \$247 <b>Total Cost \$14,163</b>
				\$0	
				\$0	
				\$0	
<b>Expenses Subtotal</b>				<b>\$247</b>	





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Labor Hours Per Job Classification												
Task 5: Geotechnical Services	QC	Civil				Environmental			Archeology			Admin / Clerical
	Sr. Engineer Level 18	D. Syta Sr. Eng. PM Level 16	B. Miskill Process Eng. Level 16	S. Gould Sr. Eng. Level 13	J. Alward EIT Level 10	R. Cooper Env. Scientist	J. Marshall Env. Scientist Level 11	M. Talasz Graphic Design	J. Peabody QC Level 14	R. Smith, Archeologist Level 11	J. Hemmeter Field	
Sub-Task	\$275	\$216	\$216	\$169	\$139	\$148	\$148	\$139	\$179	\$148	\$117	\$139
1												
2	Coordination and review		2		4							
3												
4												
5												
6												
7												
8												
9												
10												
11	QC, Project Management, & Safety Program											
<b>Total Labor Hours</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Labor Costs Subtotal</b>	<b>\$0</b>	<b>\$432</b>	<b>\$0</b>	<b>\$676</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

SUBCONTRACTORS	
Firm	Amount
S&W - Seismic Memo	\$1,500
S&W - Additional Support	\$1,500
<b>Subtotal</b>	<b>\$3,000</b>
<b>Markup</b>	<b>10.0%</b>
<b>Subcontractor Subtotal</b>	<b>\$3,300</b>

EXPENSES					NOTES
Item No.	Item (s)	Qty.	Unit Price	Total Price	
				\$0	
1	Printing Allowance			\$0	
2	Misc. Field Supplies			\$0	
3	Mileage			\$0	
				\$0	
					<b>TOTALS</b>
				\$0	Direct Labor Cost \$1,108
				\$0	Total Subcontractors \$3,300
				\$0	Total Expenses \$0
<b>Expenses Subtotal</b>				<b>\$0</b>	<b>Total Cost \$4,408</b>