

CITY OF
WASILLA
 • ALASKA •

Council Action:	
Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Date of Action: 9/9/19	
Verified by: <i>[Signature]</i>	

CITY COUNCIL ACTION MEMORANDUM

AM No. 19-39: Contract Amendment To HDL Engineering Consultants In The Amount Of \$65,000 For The Wasilla Airport Apron E Construction Administration Services.

Originator: Public Works Director
 Date: August 28, 2019

Agenda of: September 9, 2019

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>[Signature]</i>	8/28/19
X	Finance Director	<i>[Signature]</i>	8.28.19
X	Deputy Administrator	<i>[Signature]</i>	8/28/19
X	City Clerk	<i>[Signature]</i>	8/28/19

Reviewed by Mayor Bert L. Cottle: *[Signature]* 8/28/2019

Fiscal Impact: yes or no **Funds Available:** yes \$65,000

Account name/number: Airport Apron E/330-4379-437.45-79
Attachments: HDL Proposal (2 pages)

Summary Statement: This amendment is for additional engineering services needed to complete project oversight and closeout the grant. This is a result of additional contractor inspections that occurred during the project than was originally proposed. In addition, DBE assistance is needed to meet the City’s grant obligations, and additional scope of work was performed for grant assistance.

These costs are 93.75 percent eligible for grant reimbursement by the Federal Aviation Administration at the end of the project through a grant amendment.

Staff Recommendation: Approve contract amendment to HDL Engineering Consultants in the amount of \$65,000 for Wasilla Airport Apron E Construction Administration Services.

August 6, 2019

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

Re: Budget Amendment for Additional Services
 Wasilla Airport – Construct Apron E, Phase 1

Dear Mr. Giddings:

CIVIL
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 & MAPPING
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 SERVICES

HDL Engineering Consultants, LLC (HDL) hereby requests a budget amendment for additional services to the Construct Apron E, Phase 1 project. Several tasks have required additional effort, as detailed below.

ADDITIONAL CONSTRUCTION SERVICES

Full Inspection. Notice-to-proceed (NTP) was given on October 24, 2018. Preliminary construction field work began in December 2018. The initial work was restricted to clearing only and was completed over a two-week period in early December 2018. However, this effort was unanticipated in our original construction administration (CA) schedule, and accounted for approximately \$13,000 of cost to provide full-time inspection.

Revised CSPP. In early 2019, Scarsella Brothers Inc. (SCI) requested the use of an internal haul route for moving the excavated materials. The request allowed SCI to get a much earlier start on excavating and hauling and to use off-road dump trucks, rather than the original haul route along Aviation Avenue requiring the use of street legal dump trucks and waiting for seasonal load restrictions to be lifted. HDL assisted SCI with preparation of a revised Construction Safety and Phasing Plan (CSPP) and an alternate seasonal haul route figure. This additional effort accounted for approximately \$3,100 of our cost. Although SCI is providing a credit for the work, this work was still charged to our CA budget.

Double Shift Inspections. HDL’s original construction-phase services were estimated based on construction field work occurring between May 1 and August 15, 2019 (16-week period), with one full-time inspector working 60 hours per week during this period. SCI chose to run two back-to-back work shifts during excavation. These shifts began on March 28, 2019 and extended through mid-May 2019. Double shifting resulted in 96 hours per week of full-time inspection for six weeks and accounted for approximately \$26,000 of additional costs not included in our original fee proposal.

Extended CA. With the early start, we estimate 20 weeks of construction in 2019, rather than the planned 16 weeks. These additional four weeks are estimated to account for an additional \$16,000 of costs for the project engineer and project manager. It should also be noted that due to additional oversight needs during the course of construction activities, the project engineer and project manager’s hours were higher per week than originally estimated.

Contractor QC. The contractor's quality control testing required more meetings and coordination than is typically required. We estimate \$2,000 of additional cost was used during this coordination.

ADDITIONAL DBE ASSISTANCE

The proposal included updating the DBE plan to follow the current DBE guidance, updating the participation goals, and assisting with the required information-gathering meeting and public notice. However, unanticipated effort was expended to complete this work.

- HDL expended more effort than anticipating to update the DBE plan. After completing the revisions, FAA provided new guidance that had to be followed, requiring additional effort to update the plan a second time.
- HDL expended more effort than anticipated to develop the participation goals. We assumed the base figure for the goal would be established by using the goal of another recipient as allowed by FAA. However, based on recent experience with FAA DBE staff, HDL used a more complicated method for the base figure, which includes utilizing census DBE directory data to determine the proportion of DBE contractors who are ready, willing, and able to work at the airport relative to all contractors.
- HDL also performed research and analysis of contracting and grant data to complete and file the DBE Report of Participation on behalf of the City, which was not in the original contract scope, but is required annually.

We estimate that the cost of the unanticipated effort was approximately \$6,240.

ADDITIONAL BIDDING AND GRANT ASSISTANCE

In August 2018, HDL was asked to assist with preparing a supplemental grant application and cost estimate for a proposed future project that would extend runway 4-22. The costs for completing this work was approximately \$10,000. These costs were not included in our original scope and caused this task to exceed the original budget.

AMENDMENT REQUEST

Based on the above unanticipated costs and evaluating work that still remains, we are requesting a \$65,000 amendment to complete all remaining work, including all remaining CA/inspection, contract and grant closeout, and record drawings.

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

Sincerely,

HDL ENGINEERING CONSULTANTS, LLC



Shawn Hull, P.E.
Civil Engineer