

Council Action: Approved: <input checked="" type="checkbox"/> Denied: <input type="checkbox"/>
Date of Action: 11/25/19
Verified by: <i>Frank Miller</i>

**CITY COUNCIL ACTION MEMORANDUM**

**AM No. 19-49: Contract Amendment To DOWL Engineers In The Amount Of \$15,660 For The Wasilla Library Parking Lot Expansion Project.**

Originator: Public Works Director

Date: November 6, 2019

Agenda of: November 25, 2019

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>[Signature]</i>	11/8/19
X	Finance Director	<i>[Signature]</i>	11-8-19
X	Deputy Administrator	<i>[Signature]</i>	11/08/19
X	City Clerk	<i>[Signature]</i>	11/8/19

Reviewed by Mayor Bert L. Cottle:

*[Signature]* 11/13/2019

Fiscal Impact:  yes or  no

Funds Available:  yes \$15,660

Account name/number: New Library/110-4550-455.45-03

Attachments: DOWL Proposal (2 pages)

**Summary Statement:** This contract amendment is proposed for additional construction administration services. The original proposal for these services provided only minimal oversight of the project due to expected good soil conditions that may be present. This site was cleared and grubbed, and poor soil conditions were found. Oversight during construction needs to be more thorough to provide the necessary quality control for the project with the poor soil conditions encountered.

**Staff Recommendation:** Approve contract amendment to DOWL Engineers in the amount of \$15,660 for the Wasilla Library Parking Lot Expansion Project.



10/14/2019

Mr. Archie Giddings  
City of Wasilla, Public Works Department  
290 E. Herning Ave.  
Wasilla, AK 99654

**Subject: Wasilla Public Library Parking Lot Expansion  
Additional Scope for Engineering Support during Construction**

Dear Mr. Giddings:

Per our previous discussions, DOWL is submitting a revised fee proposal for additional scope for Phase 5, Engineering Support during Construction, for the Wasilla Library Parking Lot Expansion project. Our previous proposal provided only minimal support during construction, including submittal reviews, design clarifications, and four (4) one-hour observation visits. It was not intended to be sufficient to verify overall quality of construction. The revised scope allows DOWL to provide more thorough oversight during construction and includes the following:

- Sufficient hours for 10 or more site visits to inspect and verify progress through all levels of construction. Staff from DOWL's Palmer office will perform site visits to reduce driving time and make site visits more efficient compared to Anchorage staff.
- Compaction tests during earthwork phases of construction. DOWL's Palmer staff is qualified to perform this testing.
- Quantity verification throughout construction, including office hours to convert material quantities into lump sum prices for easier tracking.
- Ongoing office support, including reviewing and approving submittals and design clarifications. \$1,400 is included for AMC Engineers to provide support for electrical components of design.
- Office hours for preparing change orders for additional excavation due to the discovery of the peat layer and to remove the curb along the north edge of the parking lot for snow removal. This includes the geotechnical site visit and preparation of the geotechnical memorandum and recommendations.
- Field hours for the final walk-through.

Based on this scope revision and the hours provided as an attachment, we suggest increasing the T&M budget of Phase 5 by \$15,660 for a total of \$20,200. Please contact us with any questions or concerns. As always, DOWL is grateful for the opportunity to continue working with and supporting the City of Wasilla.

Sincerely,  
DOWL

A handwritten signature in black ink, appearing to read "Brad Doggett", written over a horizontal line.

Brad Doggett, P.E.  
Project Manager

Attachment(s): As stated

**DOWL  
ESTIMATE FOR PROFESSIONAL SERVICES**

**PROJECT: Wasilla Public Library Parking Expansion**

WO# D01100  
DATE: 7-Oct-19  
PREPARED BY: EAM

**CLIENT: City of Wasilla**

Labor Category	Dept. Manager	Proj Eng	Design Eng	Geo Eng	Landscape Arch	Survey Crew	Expenses	TOTALS
Hourly Rate	\$180.00	\$145.00	\$125.00	\$140.00	\$130.00	\$180.00	15% Markup	
Hours								
<b>Phase 5 - Engineering Support During Construction</b>								
Project Management	2	8						10
Produce Lump Sum Quantities for Contractor		4	8					
Review/Approve Contractor Submittals		8			6			14
Change Order 1 (Peat)	1	10	4	24				
Change Order 2 (Remove North Curb)	1	2	4					
Quantity/Progress Verification throughout Construction		6	4					10
Observation Trips throughout Construction		20	8	4				32
Complete Final Completion Walkthru	2	4	4					10
Electrical Construction Support (AMC)							1400	
Subtotal - Hours	6	62	32	28	6	0		134
Subtotal - Costs	\$1,080.00	\$8,990.00	\$4,000.00	\$3,920.00	\$780.00	\$0.00	\$1,400.00	\$20,170.00
<b>TOTAL HOURS</b>	<b>6</b>	<b>62</b>	<b>32</b>	<b>28</b>	<b>6</b>	<b>0</b>		<b>134</b>
<b>TOTAL COST</b>	<b>\$1,080.00</b>	<b>\$8,990.00</b>	<b>\$4,000.00</b>	<b>\$3,920.00</b>	<b>\$780.00</b>	<b>\$0.00</b>	<b>\$1,400.00</b>	<b>\$20,170.00</b>