

Action: Approved | Denied | Other
 Date Action Taken: July 11, 2022
 Verified By: [Signature]
 Clerk's Note: NA

**City of Wasilla
 Action Memorandum No. 22-21**

Contract Amendment To HDL Engineering Consultants In The Amount Of \$33,800 For The Spruce Avenue Well House Upgrade Project Engineering Services.

Originator: April Dwyer, Purchasing
 Date: 6/28/2022

Agenda of: 7/11/2022

Route to:	Department Head	Signature	Date
X	Public Works Director	<u>[Signature]</u>	7/5/22
X	Finance Director	<u>[Signature]</u>	7/5/22
X	Deputy Administrator	<u>[Signature]</u>	7/5/22
X	City Clerk	<u>[Signature]</u> Spah Stamler, Deputy Clerk	07/05/2022
X	Mayor	<u>[Signature]</u>	7/5/22

Fiscal Impact: yes or no

Funds Available: yes or no

Account name/number/amount:

Spruce Ave Water Tank/Well Upgrades 320.4369.436.45.63 \$33,800

Attachments: HDL Proposal (8 pages)

Summary Statement: This contract amendment is a continuation of engineering services authorized on March 22, 2021 through Action Memorandum 21-16 for the Spruce Avenue Well Upgrade Project. This amendment is to include warranty support for a 14-inch motor that failed due to manufacturer defect. Correspondence with the manufacturer indicates to two parameters will need to be measured on-site before a solution will be proposed. The estimated cost related to this work is \$10,819.

The additional contract modification includes design services to prepare a bidding package of plans and specifications to install a new submersible well pump in the standby well. The estimated cost related to this work is \$22,981.

Staff Recommendation: Approve the Action Memorandum 22-21.

June 13, 2022

Danielle Bischoff, PE
Public Works Director
City of Wasilla
290 E Herning Ave.
Wasilla, AK 99654

Subject: Amendment for Warranty Support and Standby Well Design Services
City of Wasilla – Spruce Avenue Wellhouse Upgrades

As discussed during our meeting on May 11, 2022, HDL Engineering Consultants, LLC (HDL) hereby requests an amendment to our current contract with the City of Wasilla (Wasilla/City) for additional warranty support for the Spruce Avenue Production Well and for additional design phase services to complete the recently drilled 8-inch standby well.

Background

Warranty Support

On December 28, 2021, the newly installed motor in the 14-inch Spruce Avenue Production Well experienced a failure. The manufacturer determined the failure was due to a manufacturing defect and warrantied the installation. A temporary used motor was installed by the Contractor. HDL and EDC have been providing support to determine if the replacement motor can be installed without making any changes to the current installation.

Standby Well Upgrades

Prior to the failure of the production well motor, Wasilla amended our design contract to include upgrades to the existing standby well. During design, it was determined that the existing standby well would not realize enough flow to justify upgrades. Instead, Wasilla directed HDL to utilize our remaining budget to oversee the installation of a new 8-inch standby well. A new 8-inch standby well was installed and flow tested at the Spruce Avenue Wellhouse in mid-April 2022.

Bidding documents to complete the well, including a new submersible pump assembly, yard piping, and controls, have yet to be prepared.

Civil
Engineering

Geotechnical
Engineering

Transportation
Engineering

Aviation
Engineering

W/WW
Engineering

Environmental
Services

Surveying &
Mapping

Construction
Administration

Material
Testing

Project Description

Task 4 – Warranty Support

HDL and EDC will continue assisting Wasilla during the warranty process. The most recent correspondence with Xylem indicates that two parameters will need to be measured on-site, and then a solution will be proposed. We have included costs to date beyond the allowance approved under Amendment 3/PO 23769 and an estimated allowance to continue our support.

We estimate the cost of the additional work to be **\$10,819**.

Task 5 – Standby Well Upgrades

HDL and EDC will provide the design services required to prepare a bidding package of plans and specifications to install a new submersible well pump in the 8-inch standby well, complete with yard piping and controls for a fully functioning standby well.

95% Plans, Specifications, and Estimate:

Our team will prepare an assembly of engineered drawings and specifications to approximately the 95% completion level. Contract documents will be based on the City of Wasilla's standard modifications to the Municipality of Anchorage Standard Specifications (MASS) with material and construction specifications in CSI format. Construction plans and specifications will be delivered in PDF format for review by City staff.

100% Bid-Ready Documents:

We will address comments received from the City on the 95% design package and finalize the documents. The plans and specifications will then be submitted to the Alaska Department of Environmental Conservation (ADEC) for review and Approval to Construct. Any comments from ADEC will be incorporated into the construction documents.

The final deliverables for this task will be bid-ready 11"x17" plans, stamped and signed by a professional engineer registered in the State of Alaska, a bid-ready Project Manual including bidding information, general contract requirements and technical specifications, and an engineer's construction cost estimate. We will provide deliverables electronically in PDF format, ready for uploading to Wasilla's website.

ADEC Approval to Construct:

We will submit applications, stamped design drawings, specifications, and design calculations to ADEC for Approval to Construct the proposed project. HDL will pay permitting fees directly to ADEC and deliver a hard-copy submittal to the ADEC office in Wasilla.

Bidding Assistance:

After completion of bid-ready documents, HDL will assist the City with bidding. On behalf of the City, we will prepare the invitation to bid, respond to bidder's questions, attend a pre-bid conference, issue written addendums, tabulate bids and check proposals for completeness, review bonding and insurance

*Amendment for Warranty Support and Standby Well Design Services
City of Wasilla – Spruce Avenue Wellhouse Upgrades
June 13, 2022*

submittals, and provide a written recommendation for award to the City based on the lowest responsive bid.

We estimate the cost of the additional work to be **\$22,981**.

Basic Assumptions

The following basic assumptions were used to prepare this estimate:

1. We have included an estimate for future warranty support; however, if the required effort is beyond our estimate, an amendment may be required.
2. The project will be bid as a single, lump-sum package, one-time.
3. We have included estimates for ADEC permitting fees; however, if fees are different from our estimates, an amendment may be required.
4. Structural modifications to the building will not be required for construction.
5. Construction phase services are not included but will be added by amendment.
6. ADEC approval to operate the new well will be sought during the construction phase of this project.

Please let us know immediately if any of these assumptions are contrary to your anticipation so that we may revise our proposed scope of work.

Schedule

We anticipate completing the bid package in time for bidding in summer 2022.

Cost Proposal

A breakout of the costs for each of the additional project components is included below. Further detail is included in the attached worksheet.

Description	Value
Task 4 – Warranty Support	
Outstanding Costs	\$5,779
Future Allowance	\$5,040
Task 5 – Standby Well Upgrades	
Design	\$18,630
ADEC Approval to Construct	\$2,125
Bidding Assistance	\$2,226
Total	\$33,800

We propose to provide the aforementioned services on a time and expenses basis at our published hourly rates and a 10% mark-up on subcontracts for a cost not to exceed **\$33,800**.



*Amendment for Warranty Support and Standby Well Design Services
City of Wasilla – Spruce Avenue Wellhouse Upgrades
June 13, 2022*

We look forward to continuing our work with Wasilla on this project. If you have any questions, you can contact me at (907) 746-5230.

Sincerely,

HDL Engineering Consultants, LLC



Chris Bowman, PE

Senior Civil Engineer

e: cbowman@HDLalaska.com | o: 907.746.5230

Attach: HDL Fee Proposal Dated June 13, 2022 (2 pages)
EDC Fee Proposal Dated May 12, 2022 (2 pages)

CC: David Lundin, PE, HDL



FEE PROPOSAL WORKSHEET
Engineering Services for
Spruce Avenue Well House Upgrades

TASK	ACTIVITY	QTY	RATE	HDL LABOR*	REIMBURSABLE EXPENSES	SUB-CONTRACTS	SUBTOTAL	TOTAL
4.0	Additional CA							\$10,280
	<u>To-Date Warranty Support</u>						\$5,390	
	HDL (May)	1 budget	@ \$1,505	\$1,505				
	EDC	1 budget	@ \$3,885			\$3,885		
	<u>Future Warranty Support</u>						\$4,890	
	Principal Civil Engineer	2 hrs	@ \$195	\$390				
	Senior Civil Engineer	8 hrs	@ \$155	\$1,240				
	Engineering Assistant	16 hrs	@ \$110	\$1,760				
	EDC	1 budget	@ \$1,500			\$1,500		
	Subtotal			\$4,895	\$0	\$5,385		\$10,280
	Markup**				\$0	\$539		\$539
	Total Fee			\$4,895	\$0	\$5,924		\$10,819
*also includes those expenses charged without a markup.								
**10% for subcontracts, 10% for reimbursable expenses								

FEE PROPOSAL WORKSHEET
Engineering Services for
Spruce Avenue Well House Upgrades

TASK	ACTIVITY	QTY	RATE	HDL LABOR*	REIMBURSABLE EXPENSES	SUB-CONTRACTS	SUBTOTAL	TOTAL
5.1	Design							\$17,880
	<u>Project Management/Coordination</u>						\$1,190	
	Principal Civil Engineer	2 hrs	@ \$195	\$390				
	Senior Civil Engineer	4 hrs	@ \$155	\$620				
	Clerical	2 hrs	@ \$90	\$180				
	<u>95% Plans, Specifications and Estimate</u>						\$14,050	
	Principal Civil Engineer	4 hrs	@ \$195	\$780				
	Senior Civil Engineer	8 hrs	@ \$155	\$1,240				
	Engineering Assistant	48 hrs	@ \$110	\$5,280				
	EDC	1 budget	@ \$6,750			\$6,750		
	<u>100% Bid-Ready Documents</u>						\$2,640	
	Principal Civil Engineer	2 hrs	@ \$195	\$390				
	Senior Civil Engineer	4 hrs	@ \$155	\$620				
	Engineering Assistant	8 hrs	@ \$110	\$880				
	EDC	1 budget	@ \$750			\$750		
5.2	ADEC Approval to Construct							\$2,040
	<u>ADEC Approval to Construct</u>						\$2,040	
	Civil Engineer	2 hrs	@ \$155	\$310				
	Engineering Assistant	8 hrs	@ \$110	\$880				
	Permit Fees	1 allow	@ \$850		\$850			
5.3	Bidding Assistance							\$2,150
	<u>Pre-Bid Conference</u>						\$640	
	Civil Engineer	2 hrs	@ \$155	\$310				
	Engineering Assistant	3 hrs	@ \$110	\$330				
	<u>Assistance During Bidding</u>						\$1,510	
	Civil Engineer	2 hrs	@ \$155	\$310				
	Engineering Assistant	4 hrs	@ \$110	\$440				
	EDC	1 budget	@ \$760			\$760		
	Subtotal			\$12,960	\$850	\$8,260		\$22,070
	Markup**				\$85	\$826		\$911
	Total Fee			\$12,960	\$935	\$9,086		\$22,981
	*also includes those expenses charged without a markup							
	**10% for subcontracts, 10% for reimbursable expenses							



ENGINEERING DESIGN & CONSULTING
An Alaskan Owned Professional Corporation

EDC, INC.
213 W. Fireweed Lane
Anchorage, AK 99503

May 12, 2022

Chris Bowman, P.E.
HDL Engineering Consultants, LLC
202 W Elmwood Ave, Suite 1
Palmer, AK 99645

Subject: City of Wasilla Spruce Ave Well House Standby Well Addition – Fee Proposal

Dear Chris:

This letter is EDC's proposal to provide electrical engineering services in support of the City of Wasilla's proposed addition of a new standby well pump at the Spruce Avenue Well House. This proposal is based on the following:

SCOPE OF WORK

The electrical design will include providing a new 40-50HP standby well pump and VFD with associated line and load reactors, level transducer, circuits and controls. The existing standby well pump's 25HP VFD, line and load reactors, and associated circuits will be removed. The design will include the necessary changes to the power distribution and PLC control panel.

It is anticipated that the design will include the following electrical drawings:

- E1 – Legend, Abbreviations and Electrical Site Plan
- E2 – Well House Electrical Demolition Plan
- E3 - Well House Electrical Plan
- E4 – New/Existing Power one-lines and Equipment Elevation
- E5 - PLC Control Panel Layout and Functional Narrative
- E6 –PLC Analog I/O
- E7 – Motor Control Schematics
- E8- Panel Schedules and Electrical Details

Electrical specifications as well as an engineer's construction cost estimate will also be provided as part of the design.

The scope of work shall also include bidding assistance such as answering bid questions and issuing addenda.

ASSUMPTIONS

- HDL will provide EDC, Inc. with the floor plans and/or site plans background drawings in AutoCAD format for our use.

PHONE (907) 276-7933
FAX (907) 276-4763

- There will be 95% and final submittal stages.

EXCLUSIONS

- A kick-off and/or design review meetings are not anticipated.
- This proposal also does not include any construction management services such as site inspections, submittal reviews, design clarifications or record drawings.

DELIVERABLES

- Full and/or half-size, reproducible copy (PDF) of the design drawings will be provided.
- An electronic copy of the drawings in AutoCAD format will also be available upon request.
- Electronic copies of the specifications and estimate will also be provided.

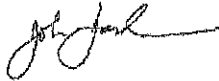
FEE

The fee to perform the above scope of work is:

95% Design	\$6,750.00
Final Design	\$750.00
Bidding Assistance	<u>\$760.00</u>
TOTAL DESIGN FEE:	\$8,260.00

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

Sincerely,



John Faschan, P.E. / EDC, Inc.