

Action:  Approved |  Denied |  Other  
 Date Action Taken: 11/14/2022  
 Verified By: [Signature]  
 Clerk's Note: NA

**City of Wasilla  
 Action Memorandum No. 22-41**

**Contract Amendment To HDL Engineering Consultants In An Amount Not To Exceed \$723,329 For Airport Master Plan And Apron E Design Services.**

Originator: Robert L. Walden, Public Works Deputy Director  
 Date: 11/1/2022  
 Agenda of: 11/14/2022

Route to:	Department Head	Signature	Date
X	Public Works Director	[Signature]	11/2/2022
X	Finance Director	[Signature]	11/2/22
X	Deputy Administrator	[Signature]	11/2/22
X	City Clerk	[Signature]	11/4/22
X	Mayor	[Signature]	11/3/22

**Fiscal Impact:**  yes or  no      **Funds Available:**  yes or  no

**Account name/number/amount:**

Capital-Direct/FAA Airport Master Plan-Fed 330-4379-437.45-32	\$678,120.00
Capital-Direct/FAA Airport Master Plan-City 330-4379-437.45-01	\$ 45,209.00
<b>Total:</b>	<b>\$723,329.00</b>

- Attachments:** HDL Master Plan Proposal & Fee (22 pages)  
 HDL Apron E Proposal & Fee (21 pages)  
 Ordinance Serial No. 22-30 (2 pages)  
 Action Memorandum No. 22-35 (1 page)

**Summary Statement:** This is a continuation of the HDL Engineering Consultants' term contract for airport design and construction administration services awarded through Request for Proposal 0110-0-20020/AG. The term contract allows the procurement of engineering services as projects become identified.

This contract amendment is for the purpose of continuing work on the City's airport master plan and Apron E expansion. The project will inventory the airport condition, scope future needs, forecast current and future aviation activity, and perform planning analyses for future improvements. Prepare the design for the next approved FAA phase of construction which is Apron E expansion.

The City was successful in securing the FAA grant 3-02-0417-026-2022 and appropriated the funds through Ordinance Serial No. 22-30. This legislation will allow the City to procure additional professional services from HDL to continue the design work and then seek reimbursement of the federal share of expenditures.

On September 12, 2022, Action Memorandum No. 22-35 approved a contract amendment to HDL Engineering Consultants in the amount of \$90,000 to begin work on the City's Airport Master Plan. The work was originally planned to be funded through the City's regular airport improvement budget. That contract work is now anticipated to be eligible for reimbursement under FAA grant 3-02-0417-026-2022. This contract amendment equals the difference between the total project cost of the grant at \$813,329, less the \$90,000 already awarded under Action Memorandum No. 22-35, or \$723,329.

This contract amendment would fund work currently identified in the attached proposals from HDL Engineering Consultants and any added scope, aligning with and eligible for, reimbursement under FAA grant 3-02-0417-026-2022.

**Staff Recommendation:** Approve the Action Memorandum.

August 30, 2022

Robert Walden, PE  
Deputy Director of Public Works  
City of Wasilla  
290 Herning Avenue  
Wasilla, Alaska 99654

Civil  
Engineering

**Subject:** Proposed Scope and Budget  
Wasilla Airport Master Plan Update

Geotechnical  
Engineering

Dear Mr. Walden:

Transportation  
Engineering

HDL Engineering Consultants, LLC (HDL) is pleased to present this proposal to the City of Wasilla for professional engineering and planning services for Wasilla's Airport Master Plan (AMP) Update. The purpose of the project is to inventory the airport condition, scope future needs, forecast current and future aviation activity, perform planning level analysis for future improvements, and update the Master Plan document to provide a plan that meets the needs of the City, Wasilla Airport users, and the flying public. The project will also update Airport Layout Plan (ALP) to reflect the results of the master planning process. The AMP Update will be accomplished in two phases. Phase 1, Conditions and Needs Assessment and Phase 2, AMP Update. The following scope of services addresses Phase 1 Conditions and Needs Assessment.

Aviation  
Engineering

W/WW  
Engineering

Environmental  
Services

## SCOPE OF WORK

Surveying &  
Mapping

### Task 1 – Survey

We will produce base maps using existing aerial imagery and mapping provided by the City of Wasilla or other sources, and supported by existing topographic maps and other data to show major physiographic features and land contours. The base maps will be used to illustrate information identified during the study, such as existing property owners, land uses, political boundaries, transportation systems, airport property lines, location of any existing landfill, sewage lagoon, or transfer stations, and other features as appropriate. In addition, recent Apron D and Apron E Phase 1 expansions and underground and aboveground utilities will be as-built surveyed. Utilities will be clearly identified by owner, type, and location. HDL will research land use, lease lot interests, and adjacent land ownership. The mapping will also contain design information to support report graphics. Mapping will be produced at a scale and format determined adequate to display the information at public meetings. Where possible and appropriate, base mapping will be produced in a geographic information system compatible format.

Construction  
Administration

Material  
Testing

Deliverables:

- Draft Base Map
- Final Base Map

## **Task 2 – Public Involvement**

The purpose of this task is to inform the community of the AMP update, gather input, and learn issues related to the operation, maintenance, and use of the airport. HDL will meet with the City of Wasilla to discuss strategies for public involvement for the project. Following the meeting, HDL will produce a Public Involvement Plan (PIP) that identifies project stakeholders, outlines preferred methods of communication, and preferred meeting locations.

**Project Website.** HDL will develop and maintain a project website for the duration of the project. The website will be linked to the City of Wasilla's website and will be designed to keep the public informed of the latest project developments and provide an opportunity for the public to comment on the project.

**Identification of Stakeholders.** HDL will work closely with the City to identify key stakeholders and develop a project mailing and email list of persons, agencies and organizations with interests in the Wasilla Airport. The mailing and email lists shall be periodically updated throughout the course of the project and will include all lessees and tenants, all tie-down holders on the City's tie-down list, business operating at the airport, all air carriers that can be identified that regularly use or have used the airport, and resource and governmental agencies. The list will also include any other interested people who wish to be added to the list, including but not limited to homeowner associations or businesses and civic groups the vicinity of the airport.

**Airport Advisory Commission Meetings.** Quarterly, HDL will attend regularly scheduled Airport Advisory Commission meetings to discuss progress, and issues, identified. The AAC is scheduled to meet monthly and will be actively consulted on issues throughout the master planning process and be sent copies of all work products for review.

**Interviews.** HDL will conduct up to 80 hours of interviews with airport maintenance staff, airport management, leaseholders, the air operators that use the Airport, and the FAA. We will meet with the helicopter operators at the airport and discuss issues related to helicopter use, including any recommendations to resolve issues including traffic pattern conflicts.

**Public Meetings.** HDL will conduct two (2) public meetings and host a booth at the transportation fair to inform the public about the AMP update and solicit concerns and perceptions with respect to the airport and adjacent aviation facilities issues and needs. We will organize the meetings and notify the public and project stakeholders of the meeting date, place, and time. Meetings will be advertised in local newspapers, postings by the city, and on the project website. HDL will prepare all meeting materials in coordination with the city including presentation materials, attendance lists, and comment sheets for

written comments. HDL will be available to assist in making oral presentations at the public meetings and to answer questions from the public regarding the AMP update.

Deliverables:

- Draft Public Involvement Plan
- Final Public Involvement Plan
- Stakeholder List
- Draft Public Meeting Announcements
- Final Public Meeting Announcements
- Public Meeting Documentation
- Attend Transportation Fair
- Interview Notes
- Scoping Summary Report

### **Task 3 – Airport Inspection**

HDL will complete an inspection to inventory and evaluate airport conditions including existing facilities; airfield surfaces; lighting, vis aids, and nav aids; fuel and other support facilities; gates and fencing; solid waste removal; access, circulation, and parking; marking; based air carriers; and utilities. This information will include facility type, age, condition and physical dimensions. HDL will invite airport maintenance personnel to participate in the inspection.

HDL will meet and discuss fire and emergency response capabilities available at the airport with the Central Mat-Su Fire Department Chief.

Deliverables:

- Airport Inspection Report

### **Task 4 – Issues Identification**

Based on the results of the interviews and airport inventory, HDL will compile a brief summary of maintenance and user concerns and issues that the future Master Plan and Land Use Assessment should consider.

Deliverables:

- Issues Identification Summary

### **Task 5 – Socioeconomic Evaluation**

HDL will compile and analyze key socioeconomic characteristics associated with air transportation demand. The evaluation will detail the history of the airport, and provide population forecasts for 5, 10, and 20 years based on current trends and projected growth. Seasonal fluctuations in population will also be taken into consideration. We will consider whether trends identified will affect the local economy and

demands on air transportation service. The analysis will include a depiction of land ownership at the airport.

Deliverables:

- Evaluation Report

### **Task 6 – Aviation Activity Forecast**

HDL will compile information concerning historical and current aircraft operations and forecast future air traffic data. Forecasting methodology will be developed specific to the airport, following AC 150/5070-6B and AC 150/5300-13. Methodology will be submitted to FAA for general concurrence with the proposed approach. Following approval of the forecasting methodology, HDL will compile historical and current aircraft operations, passenger enplanement, and cargo data including data for air taxi, air charter, military, and general aviation. HDL will contact air carriers, air taxi, and air cargo operators to obtain the most current activity data. An evaluation of trends in traffic activity will be completed to estimate future growth rates, changes in aircraft types and frequency of service. Special operational features will also be reviewed, such as increased seasonal activity.

The forecast will be based population trends identified in the Socioeconomic Evaluation and interviews with airport operators and users. General aviation activity will also be modeled using FAA's Model for Estimating General Aviation Operations at Non-Towered Airports Using Towered and Non-Towered Airport Data, GRA, Inc, July 2001. Data analysis shall include a breakdown of the fleet mix by type and air carrier, local and itinerant operations, enplanements, and air cargo. The forecast and a written explanation for variances from the Terminal Area Forecast will be submitted in writing to the FAA for review and approval.

HDL will produce new 5, 10, and 20-year aviation activity forecasts of operations and enplanements broken down by general aviation, commercial, and military aviation activity (if any) and by specific aircraft type. The forecast will identify potential changes in fleet mix and will identify the design aircraft.

**Design Aircraft.** Based on the analysis and results of the forecast and the breakdown of the fleet mix, HDL will establish the near term and ultimate critical aircraft.

The draft and final Aviation Activity Forecast will be submitted to the FAA for review and approval.

Deliverables:

- Draft Forecast Methodology
- Final Forecast Methodology
- Draft Forecast of Aviation Activity
- Final Forecast of Aviation Activity

### **Task 7 – Determine Airport Facility Standards**

HDL will identify the airport standards to which the airport should be developed. The task will include the design Airport Reference Code (ARC) and the Runway Design Code to be used and a compiled list of dimensional standards for improvements including but not limited to:

- Air field requirements (runway, safety areas, taxiways, lighting, and apron areas)
- Approach and departure surface dimensions and requirements for proposed and future approach category
- General aviation needs (fixed base operations, aircraft storage, automobile parking, buildings, road access), transient and permanent aircraft parking and tie-down areas
- General airport access
- Other building area and land use requirements (lease lot identification and development)
- Helicopter aprons
- Security (gate, access control, and fencing)

Deliverables:

- Facility Standards Report

### **Task 8 – Preliminary Environmental Overview**

The purpose of this task is to identify planning level environmental issues. HDL will identify major environmental impact categories within a study area developed by the City of Wasilla. The overview will consider the resource impact categories discussed in FAA Order 5050.4B and 1050.1F. A memorandum summarizing identified environmental resources present within the study area and issues identified will be developed. This information will be included in the Conditions and Needs Assessment Report.

Deliverables:

- Preliminary Environmental Overview Memorandum

### **Task 9 – Demand-Capacity and Facility Requirements**

HDL will prepare a demand-capacity analysis of the airport following AC 150/5070-6B and AC 150/5300-13A. Airside capacity will be calculated and compared against the aircraft demand forecasts to determine the need and timing of improvements. Based on the forecast of aviation activity, HDL will identify the facilities needed to satisfy aviation demand and address deficiencies in standards. An analysis of airside requirements based on forecasts, demand and capacity projections, and other applicable data including primary and potential economic activities will be performed. Other facilities needs such as instrument approach procedures; navigational and visual aids, runways, taxiways, aprons, and safety areas will be identified. This identification process will require development of airside, landside, and non-aviation requirements necessary to meet overall demand.

Deliverables:

- Demand-Capacity and Facility Requirements Report

### **Task 10 – Financial Assessment and Maintenance Cost Generation**

HDL will conduct a financial assessment of the airport to determine the daily, quarterly, and annual operating revenues and costs associated with the airport, including but not limited to, tie-down and lease revenues and staffing, operations, and maintenance costs. This assessment will identify financial inefficiencies in the operating practices due to the existing condition of the airport and operating procedures related to staffing and maintenance.

Deliverables:

- Financial Assessment and Maintain Cost Generation Summary

### **Task 11 – Land Use Assessment and Economic Development**

HDL will develop a Land Use and Economic Development Report for airport properties using information generated to develop the AMP. The report will identify lands necessary for long-term airport and economic development and those that are unnecessary for airport purposes. Potential availability of land for economic development, community purposes, and eligible surplus properties will be identified. The report will provide recommendations for the aircraft operations area, passenger terminal area, commercial development, airport/airline support, general aviation, aviation support services, reserved land, and include a discussion of existing structures and their conformance with proposed land use recommendations.

HDL will review existing avigation easements and obstructions, and meet with airport staff to discuss additional easements that may be needed to protect existing and future airspace.

Deliverables:

- Land Use Assessment and Economic Development Report

### **Task 12 – Conditions and Needs Assessment Report**

HDL will prepare a draft Conditions and Needs Assessment Report that summarizes the findings in the aforementioned tasks.

Deliverables:

- Draft Conditions and Needs Assessment Report
- Final Conditions and Needs Assessment Report



## **ASSUMPTIONS**

- The City will provide Word Documents and AutoCAD files from the 2013 Wasilla Airport Master Plan.
- We will reuse existing aeronautical survey data, plats, and Borough LiDAR mapping.
- Utilities shown on the base mapping will be a combination of record and surveyed locations.
- Public meetings will be held at the Wasilla Public Library or the Menard Sports Center. Public meeting supplies include up to \$500 in refreshments for meeting attendees.
- Inspection assumes one two-day inspection of the existing Wasilla Airport.
- Aviation activity counts, whether in-person or by automatic counter, will not be required for the aviation activity forecast.
- No agency scoping/consultation included at this stage of the project.
- The City will provide copies of all airport avigation easements. We have not included effort to perform an exhaustive title search of surrounding properties.
- Presentations to the City Council, Matanuska Susitna Borough, and other agencies or groups are not anticipated.
- No geotechnical or environmental field work will be performed.

## **COST PROPOSAL**

We propose to provide the aforementioned services on a time and expenses basis using our published hourly labor rates and receiving reimbursement for subcontracts and expenses at cost plus 10 percent. Based on the scope and schedule, we expect the cost of our services not to exceed \$413,563, as detailed on the attached worksheet.

We have prepared our estimate based on the time required to perform the proposed scope of services based on previous experience. Additional budget may be necessary if additional services are requested or required.

If you have any questions regarding this proposal, please contact me.

Sincerely,  
HDL Engineering Consultants, LLC

David Lundin, PE  
Principal/Civil & Environmental Engineer  
e: DLundin@HDLalaska.com | o: 907.746.5230



*Wasilla Airport Master Plan Update*  
*August 30, 2022*

**Attach:** HDL Fee Spreadsheet (13 pages)  
Northern Economic Fee Spreadsheet (1 page)

**CC:** Heather Campfield, HDL  
Mark Swenson, PE, HDL



<b>FIRM:</b> HDL Engineering Consultants, LLC		<b>PROJECT TITLE:</b> AMP Update Phase 1			<b>DATE:</b> 8/30/2022	
<b>TASK</b>	<b>TASK No.</b>	<b>LABOR (or FP)</b>	<b>EXPENSES</b>	<b>FIRM'S TOTAL PRICE</b>	<b>*SUB-CONTRACTS</b>	<b>PRICE PLUS SUBS</b>
Survey - Base Maps	1	\$24,120	\$550	\$24,670	\$0	\$24,670
Public Involvement	2	\$96,965	\$4,334	\$101,299	\$0	\$101,299
Airport Inspection	3	\$37,095	\$165	\$37,260	\$0	\$37,260
Issues Identification	4	\$12,010	\$0	\$12,010	\$0	\$12,010
Socioeconomic Evaluation	5	\$6,700	\$0	\$6,700	\$13,030	\$19,730
Aviation Activity Forecast	6	\$50,640	\$0	\$50,640	\$0	\$50,640
Airport Facility Standards	7	\$29,070	\$0	\$29,070	\$0	\$29,070
Preliminary Environmental Overview	8	\$10,140	\$0	\$10,140	\$0	\$10,140
Demand-Capacity & Facility Requirements	9	\$28,730	\$0	\$28,730	\$0	\$28,730
Financial Assessment & Maintenance Cost Generation	10	\$4,970	\$0	\$4,970	\$8,498	\$13,468
Land Use & Economic Development Report	11	\$13,660	\$0	\$13,660	\$26,186	\$39,846
Conditions and Needs Assessment	12	\$45,380	\$1,320	\$46,700	\$0	\$46,700
<p>*Subcontractors for negotiated professional or technical services, products, etc. (Commodity items available to the general public at market prices, equipment use, and unit priced items are generally included in estimate as expenses.)</p>						
<b>ESTIMATED TOTALS</b>		<b>LABOR (or FP)</b>	<b>EXPENSES</b>	<b>FIRM'S TOTAL PRICE</b>	<b>*SUB-CONTRACTS</b>	<b>PRICE PLUS SUBS</b>
<b>FOR FIRM:</b>		<b>\$359,480</b>	<b>\$6,369</b>	<b>\$365,849</b>	<b>\$47,714</b>	<b>\$413,563</b>

**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants, LLC			<b>PROJECT TITLE:</b> AMP Update Phase 1									
<b>TASK NO.:</b> 1	<b>TASK DESCRIPTION:</b> Survey - Base Maps							<b>DATE:</b> 8/30/2022				
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>						<b>PREPARED BY:</b> Kuipers / Maakestad					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Survey Manager	Sr. Land Surveyor	Project Surveyor	Survey Tech.	1-Man Crew	2-Man Crew	Clerical				
	Management & Coordination	4										
	Utilities			8			16					
	As-Built Apron D and E Ph1			8			16					
	Compile Imagery and Lidar Data	4		16								
	Land Use Research			16								
	Base Map			24								
	QA/QC	16		8								
<b>TOTAL LABOR HOURS</b>		24	0	80	0	0	32	0				
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$185.00	\$145.00	\$110.00	\$150.00	\$245.00	\$120.00				
<b>LABOR COSTS (\$)</b>		\$4,680.00	\$0.00	\$11,600.00	\$0.00	\$0.00	\$7,840.00	\$0.00				
EXPENSES					<b>COMMENTS:</b> See scope letter.							
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE								
	Survey Materials	1	\$500.00	\$500.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$50.00								
	Markup at 10%			\$50.00								
			<b>TOTAL EXPENSES:</b>	\$550								
					<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>				<b>\$24,120</b>			
					<b>FIRM'S TOTAL EXPENSES</b>				<b>\$550</b>			
					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>				<b>\$24,670</b>			
SUB-CONTRACTORS: Firm Initials and Price Per Task												
<b>FIRM:</b>				Subtotal	10% Markup							
<b>AMOUNT:</b>				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>						\$0

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: AMP Update Phase 1									
TASK NO: 2	TASK DESCRIPTION: Public Involvement							DATE: 8/30/2022				
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>				PREPARED BY: Mark Swenson/Heather Campfield							
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Public Involvement Manager	Public Involvement Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management and Coordination	4			8							
	<b>Public Involvement Plan</b>											
	Draft PIP	2			8	20						
	Final PIP	1			4	12		2				
	Project Website	2			12	48		2				
	Identification of Stakeholders	4	4	2	8	20						
	<b>AAC Meeting (up to 3)</b>											
	Meeting Prep	2			2	8						
	Attend Meetings	9			9							
	Follow Up	6			6	8						
	<b>Interviews</b>											
	Interview Coordination	2		5	4	24						
	Airport Maintenance			4		4						
	Airport Management			4		8						
	Leaseholders			24		32						
	Operators	2		24		32						
	FAA			4		4						
	Interview Documentation	2		8	4	24						
	<b>Public Meetings (Up to 2)</b>											
	Mtg Coord and Announcements	4		4	12	16						
	Develop Meeting Materials	4		8	8	16	20	4	20			
	(2) Public Meetings	10		10	10	10						
	Prepare Meeting Summaries	2		4	8	20		4				
	Compile Public Comments	2		4	8	16						
	Transportation Fair	4		8	8	8	8	4	8			
<b>TOTAL LABOR HOURS</b>		62	4	113	119	330	28	16	28			
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$180.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$12,090	\$760	\$16,385	\$21,420	\$37,950	\$3,080	\$1,920	\$3,360			
<b>EXPENSES</b>												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.							
	Public Notices	2	\$350.00	\$700.00								
	Postage for Mailer Notifications	400	\$0.60	\$240.00								
	Meeting Materials	2	\$1,000.00	\$2,000.00								
	Public Meeting Refreshments	2	\$500.00	\$1,000.00								
				\$0.00								
				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>					<b>\$96,965</b>		
	Markup at 10%			\$394.00	<b>FIRM'S TOTAL EXPENSES</b>					<b>\$4,334</b>		
<b>TOTAL EXPENSES:</b>				<b>\$4,334</b>	<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>					<b>\$101,299</b>		
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>												
FIRM:					Subtotal	10% Markup						
AMOUNT:					\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>					<b>\$0</b>

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**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: AMP Update Phase 1									
TASK NO: 3	TASK DESCRIPTION: Airport Inspection										DATE: 8/30/2022	
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					PREPARED BY: Mark Swenson/Heather Campfield						
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	<b>Management and Coordination</b>	4			4							
	Kickoff Meeting w/ City of Wasilla	3	3	3	3	3	3					
	<b>Inventory</b>											
	Research/Gather Data			8			32					
	Field Investigation	4	4	16	4	16	16					
	Emergency Responder Interviews	2				4						
	Develop Airport Inventory	2		8		4	20	4	12			
	Develop Utility Inventory	2		8		4	12	4	10			
	Inspection Report	4	2	12		24	12	8				
<b>TOTAL LABOR HOURS</b>		21	9	55	11	55	95	16	22			
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$4,095.00	\$1,710.00	\$7,975.00	\$1,980.00	\$6,325.00	\$10,450.00	\$1,920.00	\$2,640.00			
<b>EXPENSES</b>												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.							
	Inspection Supplies	1	\$150.00	\$150.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$15.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$37,095</b>					
				<b>TOTAL EXPENSES:</b>	<b>\$165</b>	<b>FIRM'S TOTAL EXPENSES</b>		<b>\$165</b>				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$37,260</b>					
FIRM:				Subtotal	10% Markup							
AMOUNT:				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$0</b>				

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)



**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: AMP Update Phase 1											
TASK NO:	5	TASK DESCRIPTION: Socioeconomic Evaluation									DATE: 8/30/2022			
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>									PREPARED BY: Mark Swenson/Heather Campfield				
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION												
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer					
	Management & Coordination	4			8									
	Socioeconomic Evaluation	4	2	8	12									
<b>TOTAL LABOR HOURS</b>		8	2	8	20	0	0	0	0					
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00					
<b>LABOR COSTS (\$)</b>		\$1,560.00	\$380.00	\$1,160.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSES														
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.									
				\$0.00										
				\$0.00										
				\$0.00										
				\$0.00										
				\$0.00										
				\$0.00										
	Markup at 10%			\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$6,700</b>							
				<b>TOTAL EXPENSES:</b>	<b>\$0</b>	<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>						
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>														
FIRM:	NEI					Subtotal	10% Markup	<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>						<b>\$6,700</b>
AMOUNT:	\$11,845					\$11,845	\$1,185	<b>TOTAL SUBCONTRACTOR PRICES:</b>						<b>\$13,030</b>

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)



**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants, LLC			<b>PROJECT TITLE:</b> AMP Update Phase 1									
<b>TASK NO:</b> 6	<b>TASK DESCRIPTION:</b> Aviation Activity Forecast									<b>DATE:</b> 8/30/2022		
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					<b>PREPARED BY:</b> Mark Swenson/Heather Campfield						
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management & Coordination	4			4							
	Aviation Activity Forecast											
	Prepare Methodology	4	2	12				4				
	Compile Wasilla Operational Data	4	12	80			20					
	Prepare Draft Forecast	8	32	80	12			8				
	Prepare Final Forecast	4	8	16	8			4				
<b>TOTAL LABOR HOURS</b>		24	54	188	24	0	20	16	0	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$4,680.00	\$10,260.00	\$27,260.00	\$4,320.00	\$0.00	\$2,200.00	\$1,920.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSES												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$50,640</b>					
				<b>TOTAL EXPENSES:</b>	<b>\$0</b>	<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$50,640</b>					
<b>FIRM:</b>				<b>Subtotal</b>	<b>10% Markup</b>							
<b>AMOUNT:</b>				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$0</b>				

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: AMP Update Phase 1					
TASK NO:	7	TASK DESCRIPTION: Airport Facility Standards						DATE:	8/30/2022
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>						PREPARED BY: Mark Swenson/Heather Campfield		
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION							
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer
	Management & Coordination	4			4				
	<b>Airport Facility Standards</b>								
	Develop Airside Standards	4		12			8		
	Determine GA Needs	2	4	12			8		
	Approach/Departure Requirements	2	4	12			8		
	Access and Parking Standards	2		12			8		
	Buildings/Land Use Requirements	2		12			8		
	Security Requirements	2		8			8		
	Draft Facility Standards Report	2	2	8	8	16		4	
	Final Facility Standards Report	2		4	2	8		2	
<b>TOTAL LABOR HOURS</b>		22	10	80	14	24	48	6	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00
<b>LABOR COSTS (\$)</b>		\$4,290.00	\$1,900.00	\$11,600.00	\$2,520.00	\$2,760.00	\$5,280.00	\$720.00	\$0.00
EXPENSES					<b>COMMENTS:</b> See scope letter.				
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
	Markup at 10%			\$0.00					
<b>TOTAL EXPENSES:</b>					\$0	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>			\$29,070
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL EXPENSES</b>				\$0
					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>				\$29,070
FIRM:				Subtotal	10% Markup				
AMOUNT:				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>			\$0

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: AMP Update Phase 1									
TASK NO:	8		TASK DESCRIPTION:	Preliminary Environmental Overview						DATE:	8/30/2022		
GROUP:	METHOD OF PAYMENT:	FP <input type="checkbox"/>	FPPE <input type="checkbox"/>	T&E <input checked="" type="checkbox"/>	CPFF <input type="checkbox"/>		PREPARED BY:				Mark Swenson/Heather Campfield		
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION											
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Env Manager	Env Specialist	Engineering Assistant	Technical Editor	Drafter/ Designer				
	Management & Coordination	4			4								
	Preliminary Environmental Overview												
	Review Existing Conditions				2	8							
	Analyze Existing Conditions				2	8							
	Data Gap Analysis				2	4							
	Draft Environmental Overview	2			2	12		4	8				
	Final Environmental Overview	2			2	4		2	2				
<b>TOTAL LABOR HOURS</b>		8	0	0	14	36	0	6	10				
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00				
<b>LABOR COSTS (\$)</b>		\$1,560.00	\$0.00	\$0.00	\$2,520.00	\$4,140.00	\$0.00	\$720.00	\$1,200.00				
EXPENSES					COMMENTS: See scope letter.								
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE									
				\$0.00									
				\$0.00									
				\$0.00									
				\$0.00									
				\$0.00									
	Markup at 10%			\$0.00									
				<b>TOTAL EXPENSES:</b>	<b>\$0</b>								
<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>									<b>\$10,140</b>				
<b>FIRM'S TOTAL EXPENSES</b>									<b>\$0</b>				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>									<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>			<b>\$10,140</b>	
FIRM:					Subtotal	10% Markup							
AMOUNT:					\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>			<b>\$0</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants, LLC			<b>PROJECT TITLE:</b> AMP Update Phase 1									
<b>TASK NO:</b> 9	<b>TASK DESCRIPTION:</b> Demand-Capacity & Facility Requirements								<b>DATE:</b> 8/30/2022			
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>							<b>PREPARED BY:</b> Mark Swenson/Heather Campfield				
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management & Coordination	4			4							
	<b>Demand Capacity &amp; Facility Req</b>											
	Airside Demand Capacity Analysis		2	40			8					
	Landside Demand Capacity Analysis		2	20			8					
	Non-Aviation Requirements		2	20			8					
	Draft Demand-Capacity & Facility Requirements Report	4		8	8	24		4	12			
	Final Demand-Capacity & Facility Requirements Report	2		4	4	12		2	4			
	<b>TOTAL LABOR HOURS</b>	10	6	92	16	36	24	6	16			
	<b>* LABOR RATES (\$/HR)</b>	\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
	<b>LABOR COSTS (\$)</b>	\$1,950.00	\$1,140.00	\$13,340.00	\$2,880.00	\$4,140.00	\$2,640.00	\$720.00	\$1,920.00			
<b>EXPENSES</b>												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>						<b>\$28,730</b>	
				\$0	<b>TOTAL EXPENSES:</b>						<b>\$0</b>	
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>												
<b>FIRM:</b>					<b>Subtotal</b>	<b>10% Markup</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>	<b>\$28,730</b>
<b>AMOUNT:</b>					\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>				<b>\$0</b>	

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: AMP Update Phase 1									
TASK NO: 10	TASK DESCRIPTION: Financial Assessment & Maintenance Cost Generation										DATE: 8/30/2022	
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					PREPARED BY: Mark Swenson/Heather Campfield						
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management & Coordination	4			4							
	Financial Assess & Maint Cost	4	2	6	8							
<b>TOTAL LABOR HOURS</b>		8	2	6	12	0	0	0	0			
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$1,560.00	\$380.00	\$870.00	\$2,160.00	\$0.00	\$0.00	\$0.00	\$0.00			
EXPENSES												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price): \$4,970</b>							
				<b>TOTAL EXPENSES:</b>	\$0	<b>FIRM'S TOTAL EXPENSES \$0</b>						
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>												
FIRM:	NEI											
AMOUNT:	\$7,725											
					<b>Subtotal</b>	<b>10% Markup</b>	<b>FIRM'S TOTAL COST (no Subcontracts or Fee) \$4,970</b>					
					\$7,725	\$773	<b>TOTAL SUBCONTRACTOR PRICES: \$8,498</b>					

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: AMP Update Phase 1									
TASK NO: 11		TASK DESCRIPTION: Land Use & Economic Development Report								DATE: 8/30/2022		
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>						PREPARED BY: Mark Swenson/Heather Campfield				
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management & Coordination	4			4							
	Land Use Report	8			20	8						
	Economic Development Report	8			20	8						
<b>TOTAL LABOR HOURS</b>		20	0	0	44	16	0	0	0			
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$3,900.00	\$0.00	\$0.00	\$7,920.00	\$1,840.00	\$0.00	\$0.00	\$0.00			
EXPENSES												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>							
	Markup at 10%			\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @ 0.00%</b>							
				<b>TOTAL EXPENSES:</b>	\$0	<b>FIRM'S TOTAL EXPENSES</b>						
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>							
FIRM:	NEI				Subtotal	10% Markup						
AMOUNT:	\$23,805				\$23,805	\$2,381	<b>TOTAL SUBCONTRACTOR PRICES:</b>					
							<b>\$13,660</b>					
							<b>\$0</b>					
							<b>\$0</b>					
							<b>\$13,660</b>					
							<b>\$26,186</b>					

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants, LLC				<b>PROJECT TITLE:</b> AMP Update Phase 1								
<b>TASK NO:</b> 12	<b>TASK DESCRIPTION:</b> Conditions and Needs Assessment										<b>DATE:</b> 8/30/2022	
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					<b>PREPARED BY:</b> Mark Swenson/Heather Campfield						
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager	Sr. Aviation Engineer	Aviation Engineer	Planning Manager	Planning Specialist	Engineering Assistant	Technical Editor	Drafter/Designer			
	Management & Coordination	8			8							
	Conditions & Needs Assessment											
	Draft Report	16	8	24	32	80	16	20	24			
	Final Report	4	4	20	16	20		10	12			
<b>TOTAL LABOR HOURS</b>		28	12	44	56	100	16	30	36	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$190.00	\$145.00	\$180.00	\$115.00	\$110.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$5,460.00	\$2,280.00	\$6,380.00	\$10,080.00	\$11,500.00	\$1,760.00	\$3,600.00	\$4,320.00	\$0.00	\$0.00	\$0.00
<b>EXPENSES</b>												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
	Reproduction	1	\$1,200.00	\$1,200.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$120.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$45,380</b>					
				<b>TOTAL EXPENSES:</b>	<b>\$1,320</b>	<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>				
						<b>FIRM'S TOTAL EXPENSES</b>		<b>\$1,320</b>				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>						<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$46,700</b>				
<b>FIRM:</b>				<b>Subtotal</b>	<b>10% Markup</b>							
<b>AMOUNT:</b>				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>						
											<b>\$0</b>	

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

Task	Staff Members				Cost	Notes
	Office Manager - Diana	Project Manager - Mike	Analyst - Rashad	Technical Editor - Terr		
<b>Task 5 - Socioeconomic Evaluation</b>						
Population projections and other research	93.00	17.00	72.00	3.00	11,845.00	Northern Economics will compile and analyze key socioeconomic characteristics associated with air transportation demand. The evaluation will detail the history of the airport, and provide population forecasts for 5, 10, and 20 years based on current trends and projected growth. The study area for this evaluation will be the Matanuska-Susitna Borough and each of the communities within it. Seasonal fluctuations in population will also be taken into consideration. We will consider whether trends identified will affect the local economy and demands on air transportation services. Northern Economics' report will include a written depiction of land ownership at the airport. We anticipate there will be two sets of comments on the report: one internally from HDL, one from the client.
Interviews	14.0	6.00	8.00		2,110.00	
Analysis	24.0	4.00	20.00		3,020.00	
Draft report	20.0	2.00	18.00		2,390.00	
Final report	22.0	2.00	18.00		2,610.00	
Team coordination, PM, and admin	6.0	1.00	4.00		755.00	
	7.0	1.00	4.00		960.00	
<b>Task 10 - Financial Assessment and Maintenance Cost Generation</b>						
Collect and analyze data	59.00	13.00	43.00		7,725.00	Northern Economics will conduct a financial assessment of the airport to determine the daily, quarterly, and annual operating revenues and costs associated with the airport, including but not limited to, tie-down and lease revenues and staffing, operations, and maintenance costs. This assessment will identify financial inefficiencies in the operating practices due to the existing condition of the airport and operating procedures related to staffing and maintenance. Note that no benchmarking has been included in this task. We anticipate there will be two sets of comments on the report: one internally from HDL, one from the client.
Talk with airport manager	14.0	4.00	10.00		1,920.00	
Analysis	2.0	1.00	1.00		315.00	
Draft section	15.0	3.00	12.00		1,935.00	
Final section	15.0	2.00	12.00		1,840.00	
Team coordination, PM, and admin	6.0	1.00	4.00		795.00	
	7.0	1.00	4.00		960.00	
<b>Task 11 - Land Use Assessment and Economic Development</b>						
Data collection and research	200.00	19.00	172.00		23,805.00	Northern Economics will develop a Land Use and Economic Development Report for airport properties using information generated to develop the AMP. The report will identify lands necessary for long-term airport and economic development and those that are unnecessary for airport purposes based on research and interviews. Potential availability of land for economic development, community purposes, and eligible surplus properties will be identified through research and interviews. The report will provide recommendations for the airport operations area, passenger terminal area, commercial development, airport/airline support, general aviation, aviation support services, reserved land, and include a discussion of existing structures and their conformance with proposed land use recommendations based on research, interviews, and HDL's support. The study area for this report will focus on Wasilla and the surrounding area, as well as the Matanuska-Susitna Borough as a whole. We have budgeted for up to 16 interviews for this report. We anticipate there will be two sets of comments on the report: one internally from HDL, one from the client.
Stakeholder interviews	28.0	4.00	24.00		3,460.00	
Analysis	18.0	2.00	16.00		2,170.00	
Draft Report	26.0	2.00	24.00		3,050.00	
Review Meeting	90.0	4.00	80.00		10,260.00	
Prepare Report Comments and Responses	4.0	2.00	2.00		630.00	
Final Report	7.0	1.00	6.00		885.00	
Team coordination, PM, and admin	20.0	2.00	16.00		2,390.00	
	7.0	1.00	4.00		960.00	
<b>Total Hours</b>	<b>352.0</b>	<b>3.0</b>	<b>287.0</b>	<b>13.0</b>		
<b>Hourly Rate</b>	<b>110.00</b>	<b>205.00</b>	<b>110.00</b>	<b>110.00</b>		
<b>Total Labor Cost</b>	<b>350.0</b>	<b>10,045.0</b>	<b>31,570.0</b>	<b>1,430.0</b>	<b>43,375.00</b>	



August 30, 2022

Robert Walden, PE  
Deputy Director of Public Works  
City of Wasilla  
290 Herning Avenue  
Wasilla, Alaska 99654

**Subject:** Proposed Scope and Budget for Task 6 Apron E Phase 2 Design Services  
Wasilla Municipal Airport Term Engineering

Dear Mr. Walden:

HDL Engineering Consultants, LLC (HDL) is pleased to present this proposal to the City of Wasilla (City) for professional design and environmental services for the proposed Apron E expansion at the Wasilla Municipal Airport (IYS). We anticipate this will be Task 6 of the Wasilla Airport Engineering Services 2020-2023.

In 2018, HDL prepared the design of Apron E Phase 1; a 410-foot by 530-foot easterly expansion of the general aviation parking apron. This apron was opened in 2019 and added 27 new tie-downs in three rows, leveled approximately 1.4 acres for lease lot development, and added a 50-foot wide taxilane for access across the apron. This proposal is for design and environmental services to construct another three parking rows and a taxilane, resulting another 27 tie-downs as Phase 2 of Apron E. Similar to Phase 1, we anticipate one row will be bid as an additive alternate to allow flexibility if adequate funding is not available. Whenever possible, we will verify and reuse Phase 1 plans and design information.

The Phase 1 project disposed of excavated material south of the east end of Runway 04/22 in an area planned for future taxiway, apron, and lease lots. Although additional material may be disposed in this area, we anticipate the Phase 2 project will also dispose of excavated material west of the west end of Runway 04/22 in an area planned for a future runway extension. Disposal in this area will require environmental clearance, which is included in our proposed scope of work.

As requested, we will also include evaluation of the existing compass rose location in the project design scope, as well as remarking Runway 04/22.

Civil  
Engineering  
  
Geotechnical  
Engineering  
  
Transportation  
Engineering  
  
Aviation  
Engineering  
  
W/WW  
Engineering  
  
Environmental  
Services  
  
Surveying &  
Mapping  
  
Construction  
Administration  
  
Material  
Testing

## **SCOPE OF WORK**

### **Task 6.1 – Surveying and Mapping**

HDL's survey group will provide a topographic base map of the proposed apron area and soil disposal sites. HDL will recover the Primary Airport Control Station (PACS) and the Secondary Airport Control Station (SACS) for the basis of survey control for this project. We will also recover sufficient survey monumentation to define the Runway 04/22 centerline and the project boundaries. If needed, we will set additional control to aid in future construction.

The survey limits of apron area will be bounded by the existing asphalt of Apron E, Aviation Avenue, and Taxiway B, and will extend approximately 600 feet to the east. HDL will gather planimetric and topographic data including above and below ground utilities site. We will gather features beyond the survey limits if they may impact design. This effort will result in a 1-foot contour base map.

We will survey the Phase 1 soil disposal area to determine the volume of additional material that can be disposed there. The limits for this as-built survey will be the approximately 1000 foot by 400 foot Phase 1 disposal area. The survey limits for the west soil disposal area will be bounded by the west end of Runway 04/22, Apron A, and the fence line on the south and west. Only surface features will be mapped in the disposal areas.

Final survey deliverables will include the topographic base map, a survey control drawing, copies of field notes, indexed photographs, and a brief survey report.

### **Task 6.2 – Preliminary Design**

**Kickoff Meeting.** Upon Notice to Proceed, HDL will coordinate a kick-off meeting to confirm formal lines of communication, clarify scope and objectives, set project milestones, and confirm the City's project expectations.

**EDR.** For preliminary design, HDL will prepare an Engineer's Design Report (EDR) in accordance with FAA Order 5100.38D Article 3-29. The EDR will document the existing conditions, identify the design criteria, document design choices, and provide supporting data and itemized project costs. We anticipate the alternatives will only consider a build and no-build alternative. The need for the apron expansion has been previously determined in the City's Airport Layout Plan and Capital Improvements Plan. The EDR will also document any work to be done without FAA AIP funding assistance. We will prepare and include approximately 35 percent complete plans.

HDL will verify the previous apron paving design using FAARFIELD and AC 150/5320-6.

HDL will subcontract to Compass Rose Surveying, Inc. to evaluate the existing compass rose location in accordance with FAA AC 150/5300-13A Appendix 6 and to identify a new location if necessary. Marking the compass rose in its final position will be included in the project plans.

To prepare cost estimates, we will compute estimated quantities and use historical bid prices for nearby similar work. The unit prices will be adjusted for current bidding conditions and engineering judgement.

The draft EDR, with preliminary plans and cost estimate, will be submitted to the City for review. All written EDR review comments will be documented and addressed, before submitting the EDR to the FAA for review. Any FAA comments will be addressed in a final EDR.

### **Task 6.3 – Construction Safety & Phasing Plan**

HDL will prepare a Construction Safety & Phasing Plan (CSPP) per AC 150/5370-2. The CSPP will include drawings depicting limits of work, construction sequencing, haul routes, runway and taxiway safety areas, utilities, disposal areas, stockpile areas, staging areas, and temporary operational areas. The CSPP narrative will address contractor communication requirements; construction safety meetings, schedule limitations, and requirements; and lines of authority and organization between the City, HDL, the contractor, and FAA.

The draft CSPP will be submitted to the City for review. We will incorporate and document changes based on the City's comments and then submit the draft CSPP to FAA for their approval. HDL will incorporate any FAA comments into the final CSPP, and include the final CSPP drawing in the plans set and the CSPP narrative in the project specifications.

### **Task 6.4 – Public Involvement**

Stakeholder input is a requirement of FAA grant funding. Once design is approximately 65% complete, stakeholders will be invited to a public meeting where we will present the project and hear from users. Stakeholder concerns will be documented and discussed with the City.

### **Task 6.5 – Final Design**

After completion of the draft EDR, HDL will advance the plans, specifications, and estimate (PS&E) towards bid-ready documents. We anticipate three submittals – 65 percent; 95 percent; and bid-ready. The design and deliverables will comply with FAA Advisory Circulars for airport improvement projects. Plans will be prepared utilizing AutoCAD Civil 3D 2019 for drafting, and deliverables will consist of a single hardcopy and Adobe PDF electronic files ready for printing.

The 65 percent design documents will include the draft PS&E for the preferred alternative, as well as any temporary construction necessary for the CSPP. The documents will be sufficiently complete to fully identify the construction elements and limits, and will be submitted for the City's review and comment.

Upon receipt of any comments, design will be advanced to 95 percent. The documents will be sufficiently complete to provide the details of construction and contractor instructions to clearly describe what is expected and how payment is made for the work elements. The 95 percent PS&E package will be submitted to the City for review and comment, then to FAA for review.



Upon receipt of comments from the City and FAA, any final revisions will be made and bid-ready documents produced. We will then submit to FAA for Concurrence to Advertise. Upon receiving FAA concurrence, the documents will be delivered to the City for online distribution.

**Plans.** The plan set will be developed following the drafting standards that we have developed for municipal clients and have used on many FAA-funded projects. It will include sheets for overall project layout, survey control, typical sections, site design, soil disposal site design, electrical design, marking plans, cross sections, details, and other miscellaneous information.

**Specifications.** The FAA requires use of FAA-developed specifications, or state-developed specifications that have been approved by FAA. Similar to other recent projects, we anticipate using Wasilla’s contract general conditions from the Wasilla Standard Specifications, and Alaska Department of Transportation & Public Facilities Standard Specifications for Airport Construction, as approved by FAA, for technical specifications. Deviations from FAA-approved specifications or FAA design criteria will be summarized in a “Modifications to Standards” memorandum and submitted to FAA for approval.

**Estimate.** The construction cost estimate will be refined and revised at each submittal phase to account for updates in bid items, quantities, and bid prices. Any lump sum assumptions will be documented.

**Quality Review.** As Principal in Charge, David Lundin, PE, will assist throughout the project and will provide a quality review; his comments will be addressed prior to submittal milestones.

### **Task 6.6 – Environmental Services**

Although the entire Apron E project was documented in a Categorical Exclusion in 2018, the addition of a disposal area at the west end of the runway necessitates a new document. HDL will complete National Environmental Policy Act (NEPA) documentation in accordance with FAA guidance. The environmental documentation will assess environmental impacts associated with the construction of the proposed apron expansion.

**Environmental Document.** HDL will prepare an environmental document on behalf of the City, for FAA review and approval. We anticipate the appropriate level of environmental documentation to be a Documented Categorical Exclusion. HDL will research existing online data and historic documentation prepared for the airport. The environmental document will be prepared to meet NEPA requirements per FAA Order 1050.1F.

**Section 106 Consultation.** HDL will prepare Section 106 Consultation letters per the National Historic Preservation Act for the Alaska Department of Natural Resources (ADNR) State Historic Preservation Officer (SHPO) and tribal entities including: Native Village of Eklutna; Chickaloon Village Traditional Council; Knik Tribal Council; Eklutna, Inc.; Knikatnu, Inc.; and Cook Inlet Region, Inc. Based on our past experience completing NEPA documentation for the Wasilla Municipal Airport, we anticipate a cultural resource assessment will be required for the area proposed for material disposal. HDL has teamed with



True North Sustainable Development Solutions (TNSDS) to complete necessary cultural resource assessments and historic evaluation of the area.

**Scoping.** HDL will consult with FAA on behalf of the City and will coordinate with local, state, and federal agencies, as necessary. Early coordination with FAA, resource agencies, Tribes, and local governments will aid in avoiding unnecessary delays to project development.

HDL will draft Government-to-Government consultation letters for FAA review and distribution. Consultation between FAA and the following federally recognized Tribal governments will be necessary for the project: Knik Tribal Council, Chickaloon Village Traditional Council, and Native Village of Eklutna.

**Permitting.** At this time, based on preliminary research of the area of proposed project, no permits are anticipated. If environmental permits are necessary, preparation of appropriate documentation will be added by contract amendment.

### **Task 6.7 – Bidding and Grant Assistance**

On behalf of the City, we will prepare the Invitation to Bid, respond to bidders' questions, conduct a pre-bid conference, issue written addendums, tabulate bids, check proposals for completeness, review bonding and insurance submittals, and provide a written recommendation for award based on the lowest responsive bid.

HDL will also draft an FAA grant application and coordinate with FAA so the grant can be awarded as soon as possible after bid opening. We will submit a draft grant application for FAA review based on the engineer's construction cost estimate, and will update the application with the actual bid amount after bid opening.

## **ASSUMPTIONS**

The following assumptions were used in developing this fee proposal:

1. Environmental documentation will be a Documented Categorical Exclusion.
2. A cultural resource survey will be necessary for completion of Section 106 consultation and the environmental document. Assumes SHPO will concur with a findings of no historic properties affected or no adverse effect to historic properties. Assumes mitigation for impacts to cultural and historic resource will not be required.
3. Assumes that aside from the cultural resource survey, no other environmental field studies will be necessary.
4. Environmental permits will not be necessary for the project. If permits are required, a contract amendment will be required.
5. Public involvement will not be required for the completion of the Documented Categorical Exclusion.

6. Field surveying will be performed in fall of 2022 in leaf-off and no snow conditions. Snow and temperatures below 20 degrees F may delay production and required additional budget.
7. GPS survey methods will be used where possible and supplemented by conventional survey techniques where needed.
8. The City will coordinate access to the site and provide locations of utilities not marked by Alaska Digline and FAA.
9. A Construction Safety and Phasing Plan (CSPP) is not required for surveying fieldwork.
10. No geotechnical field work is anticipated. If geotechnical field work becomes necessary it can be added via amendment.
11. The project will be bid in one package, one time.
12. The City will advertise and distribute bid documents.
13. HDL will attend one pre-bid meeting.
14. Design engineering services exclude construction phase services.
15. Assumptions included in subconsultant proposals are incorporated herein.

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**

Upon NTP we will commence the work as soon as possible. We anticipate the work in time for an April 2023 bidding.

## **COST PROPOSAL**

We propose to provide the aforementioned services on a time and expenses basis using our published hourly labor rates and receiving reimbursement for subcontracts and expenses at cost plus 10 percent (reimbursement for travel expenses is not anticipated). Based on the scope and schedule, we expect the cost of our services not to exceed \$336,750 as detailed on the attached worksheet.

We have prepared our estimate based on the time required to perform the proposed scope of services on previous experience. Additional budget may be necessary if additional services are requested or required.

If you have any questions regarding this proposal, please contact me.

Sincerely,  
HDL Engineering Consultants, LLC

David Lundin, PE  
Principal Civil & Environmental Engineer

*Proposal for Task 6 Apron E Phase 2 Design Services – Wasilla Municipal Airport  
August 30, 2022*

**Attach:** HDL Fee Spreadsheet (8 pages)  
EDC Fee Spreadsheet (2 pages)  
CRS Fee Spreadsheet (3 pages)  
TNSDS Fee Spreadsheet (1 page)

FIRM: HDL Engineering Consultants, LLC	PROJECT TITLE: Apron E Phase 2 Design	DATE: 8/30/2022
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**TIME AND EXPENSES**

TASK	TASK No.	LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST		FIRM'S TOTAL PRICE	*SUB-CONTRACTS	PRICE PLUS SUBS
Surveying/Mapping	6.1	\$25,210	\$0	\$0	\$25,210		\$25,210	\$0	\$25,210
Preliminary Design	6.2	\$62,930	\$0	\$0	\$62,930		\$62,930	\$15,675	\$78,605
CSPP	6.3	\$22,790	\$0	\$0	\$22,790		\$22,790	\$0	\$22,790
Public Involvement	6.4	\$11,015	\$0	\$550	\$11,565		\$11,565	\$0	\$11,565
Final Design	6.5	\$113,900	\$0	\$0	\$113,900		\$113,900	\$15,235	\$129,135
Enviro. Services	6.6	\$23,280	\$0	\$0	\$23,280		\$23,280	\$32,835	\$56,115
Bid/Grant Assist.	6.7	\$13,330	\$0	\$0	\$13,330		\$13,330	\$0	\$13,330

\*Subcontractors for negotiated professional or technical services, products, etc. (Commodity items available to the general public at market prices, equipment use, and unit priced items are generally included in estimate as expenses.)

ESTIMATED TOTALS	LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST	FEE	FIRM'S TOTAL PRICE	*SUB-CONTRACTS	PRICE PLUS SUBS
FOR FIRM:	\$272,455	\$0	\$550	\$273,005	\$0	\$273,005	\$63,745	\$336,750



**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: Apron E Phase 2 Design							
TASK NO: 6.1		TASK DESCRIPTION: Surveying & Mapping							DATE: 8/30/2022		
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>				PREPARED BY: Maakestad / Kuipers					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION									
		Survey Manager	Sr. Land Surveyor	Project Surveyor	Survey Tech.	1-Man Crew	2-Man Crew	Clerical			
	Management & Coordination	4						2			
	Research			2	2						
	Field Prep., Airport Coordination			2	3						
	Horizontal Control						4				
	Vertical Control						4				
	Topographic Survey						40				
	Utility Survey						4				
	Field Notes, Photos				3						
	Data Processing & Comps			4							
	Survey Base Map Drawing			40							
	Survey Control Drawing			8							
	Quality Control		8								
	Deliverables	2		4							
<b>TOTAL LABOR HOURS</b>		6	8	60	8	0	52	2	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$185.00	\$145.00	\$110.00	\$150.00	\$245.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$1,170	\$1,480	\$8,700	\$880	\$0	\$12,740	\$240	\$0	\$0	\$0
<b>EXPENSES</b>											
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.						
		0	\$0.00	\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
Markup at 10%				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$25,210</b>				
				\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>		<b>\$0</b>		
				<b>TOTAL EXPENSES:</b>	<b>\$0</b>		<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>		
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>						<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$25,210</b>			
<b>FIRM:</b>				<b>Subtotal</b>	<b>10% Markup</b>						
<b>AMOUNT:</b>				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$0</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: Apron E Phase 2 Design								
TASK NO: 6.2	TASK DESCRIPTION: Preliminary Design									DATE: 8/30/2022		
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>						PREPARED BY: Adam Bruscher					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal Engineer	Aviation Engineer	Project Engineer	Eng. Assistant	Geotech Engineer	Sr. Env. Specialist	Sr. Drafter	Clerical			
	Management & Coordination	8	16	4				2				
	Project Kickoff Meeting	4	4	4	8							
	Draft EDR	8	24	32	60	4	4	4	8			
	Plans (35%)	8	16	32	60	4		60				
	Quantities & Cost Estimate	2	8	16	24			16				
	Final EDR	4	8	12	16			8				
<b>TOTAL LABOR HOURS</b>		34	76	100	168	8	4	80	18	0	0	
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$115.00	\$145.00	\$135.00	\$120.00	\$120.00			
<b>LABOR COSTS (\$)</b>		\$6,630.00	\$11,020.00	\$12,500.00	\$19,320.00	\$1,160.00	\$540.00	\$9,600.00	\$2,160.00	\$0.00	\$0.00	\$0.00
EXPENSES					COMMENTS: See scope letter.							
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
Markup at 10%				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$62,930</b>					
				\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>		<b>\$0</b>			
				<b>\$0</b>	<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>					
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>				<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$62,930</b>						
FIRM:	EDC	CRS			Subtotal	10% Markup						
AMOUNT:	\$4,500	\$9,750			\$14,250	\$1,425	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$15,675</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: Apron E Phase 2 Design							
TASK NO: 6.3		TASK DESCRIPTION: Construction Safety and Phasing Plan							DATE: 8/30/2022		
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					PREPARED BY: Adam Bruscher				
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION									
		Principal Engineer	Aviation Engineer	Project Engineer	Eng. Assistant	Sr. Drafter	Clerical				
	Management & Coordination	4	8				2				
	Draft CSPP	4	12	24	24	60					
	FAA Review		2	4							
	Final CSPP	4	8	8	8	4					
<b>TOTAL LABOR HOURS</b>		12	30	36	32	64	2	0	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$115.00	\$120.00	\$120.00				
<b>LABOR COSTS (\$)</b>		\$2,340.00	\$4,350.00	\$4,500.00	\$3,680.00	\$7,680.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSES						<b>COMMENTS:</b> See scope letter dated.					
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE							
				\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
Markup at 10%					\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$22,790</b>			
					\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>			
<b>TOTAL EXPENSES:</b>						<b>\$0</b>		<b>FIRM'S TOTAL EXPENSES</b>			
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>								<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>			
								<b>\$22,790</b>			
<b>FIRM:</b>				<b>Subtotal</b>		<b>10% Markup</b>					
<b>AMOUNT:</b>				<b>\$0</b>		<b>\$0</b>		<b>TOTAL SUBCONTRACTOR PRICES:</b>			
								<b>\$0</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants, LLC				<b>PROJECT TITLE:</b> Apron E Phase 2 Design								
<b>TASK NO:</b> 6.4		<b>TASK DESCRIPTION:</b> Public Involvement							<b>DATE:</b> 8/30/2022			
<b>GROUP:</b>		<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>				<b>PREPARED BY:</b> Adam Bruscher						
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal Engineer	Aviation Engineer	Project Engineer	Eng. Assistant	Sr. Drafter	PI Manager	PI Specialist				
	Management & Coordination	2	4									
	Stakeholder Meeting	4	8	4	8	16	6	16				
	Comment Documentation	1	4	2			2	4				
<b>TOTAL LABOR HOURS</b>		7	16	6	8	16	8	20	0	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$115.00	\$120.00	\$180.00	\$115.00				
<b>LABOR COSTS (\$)</b>		\$1,365.00	\$2,320.00	\$750.00	\$920.00	\$1,920.00	\$1,440.00	\$2,300.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSES												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
	Miscellaneous meeting expenses	1	\$500.00	\$500.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
Markup at 10%				\$50.00								
<b>TOTAL EXPENSES:</b>						<b>\$550</b>	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>					<b>\$11,015</b>
							<b>IF CPFF, TOTAL INDIRECT COST @</b>					<b>0.00%</b>
							<b>FIRM'S TOTAL EXPENSES</b>					<b>\$550</b>
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>							<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>					<b>\$11,565</b>
<b>FIRM:</b>					<b>Subtotal</b>	<b>10% Markup</b>						
<b>AMOUNT:</b>					\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>					<b>\$0</b>

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC			PROJECT TITLE: Apron E Phase 2 Design								
TASK NO:	6.5	TASK DESCRIPTION: Final Design							DATE: 8/30/2022		
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>							PREPARED BY: Adam Bruscher			
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION									
		Principal Engineer	Aviation Engineer	Project Engineer	Eng. Assistant	Geotech Engineer	Sr. Env. Specialist	Sr. Drafter	Clerical		
	Management & Coordination	8	24	2				2			
	Plans (65%)	8	24	24	60	8		80			
	Specifications (65%)	2	16	32		4			4		
	Quantities & Cost Estimate		8	16	24						
	Review Meeting		2	4	8						
	Plans (95%)	8	24	32	60	4		60			
	Specifications (95%)	2	16	24		4	2		4		
	Quantities & Cost Estimate		8	16	24						
	Modification to Standards	2	4	8							
	FAA Coord	2	8	8							
	Review Meeting		2	4	8						
	Plans (Bid-ready)	4	8	16	40	2		40			
	Specifications (Bid-ready)	2	8	24		2	2		4		
	Quantities & Cost Est Update		2	4	8						
	FAA Approval to Advertise		4	8							
	Package Final Documents	2	2	2	8						
<b>TOTAL LABOR HOURS</b>		40	160	224	240	24	4	180	14	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$115.00	\$145.00	\$135.00	\$120.00	\$120.00		
<b>LABOR COSTS (\$)</b>		\$7,800.00	\$23,200.00	\$28,000.00	\$27,600.00	\$3,480.00	\$540.00	\$21,600.00	\$1,680.00	\$0.00	\$0.00
<b>EXPENSES</b>											
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: See scope letter.						
				\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
				\$0.00							
Markup at 10%				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$113,900</b>				
					<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>				
					<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$113,900</b>				
FIRM:	EDC			Subtotal	10% Markup						
AMOUNT:	\$13,850			\$13,850	\$1,385	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$15,235</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: Apron E Phase 2 Design								
TASK NO: 6.6		TASK DESCRIPTION: Environmental Services							DATE: 8/30/2022			
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					PREPARED BY: Heather Campfield					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal Engineer	Aviation Engineer	Project Engineer	Sr. Drafter	Env. Manager	Sr. Env. Specialist	Clerical				
	Management & Coordination	4	4			8						
	<b>Environmental Document</b>											
	Draft for FAA review	2	2	4	4	2	30					
	Final post-FAA review					2	2					
	<b>Section 106 Consultation</b>											
	Initiation Letter		2		4	2	32	2				
	Coordination w/ SHPO & FAA		2			2	4					
	Findings Letter					2	6					
	Consultation w/ Tribes		4			4	8					
	<b>Cultural Resource Survey</b>											
	Sub Management & Coordination		2			2						
	QA/QC of Cultural Survey Report					4						
	<b>Scoping &amp; Gov-to-Gov Consultation</b>											
	Draft Scoping Outreach					2	8					
	Comment/Response Doc						4					
<b>TOTAL LABOR HOURS</b>		6	16	4	8	30	94	2	0	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$120.00	\$180.00	\$135.00	\$120.00				
<b>LABOR COSTS (\$)</b>		\$1,170.00	\$2,320.00	\$500.00	\$960.00	\$5,400.00	\$12,690.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>EXPENSES</b>												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
	Markup at 10%			\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		<b>\$23,280</b>					
					<b>IF CPFF, TOTAL INDIRECT COST @</b>		<b>0.00%</b>					
					<b>FIRM'S TOTAL EXPENSES</b>		<b>\$0</b>					
					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		<b>\$23,280</b>					
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>												
FIRM:	TNSDS				Subtotal	10% Markup						
AMOUNT:	\$ 29,850				\$29,850	\$2,985	<b>TOTAL SUBCONTRACTOR PRICES:</b>		<b>\$32,835</b>			

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)

**COST ESTIMATE PER TASK**

FIRM: HDL Engineering Consultants, LLC				PROJECT TITLE: Apron E Phase 2 Design								
TASK NO: 6.7		TASK DESCRIPTION: Bidding and Grant Assistance								DATE: 8/30/2022		
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>					PREPARED BY: Adam Bruscher					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal Engineer	Aviation Engineer	Project Engineer	Eng. Assistant	Sr. Drafter	Clerical					
	Management & Coordination	2	4	2			2					
	Bidding Assistance	4	12	16	16	8						
	Grant Application	2	16		16							
<b>TOTAL LABOR HOURS</b>		8	32	18	32	8	2	0	0	0	0	
<b>* LABOR RATES (\$/HR)</b>		\$195.00	\$145.00	\$125.00	\$115.00	\$120.00	\$120.00					
<b>LABOR COSTS (\$)</b>		\$1,560.00	\$4,640.00	\$2,250.00	\$3,680.00	\$960.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	
EXPENSES												
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See scope letter.							
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
				\$0.00								
Markup at 10%				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		\$13,330					
				\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @</b>		0.00%	\$0				
				\$0	<b>FIRM'S TOTAL EXPENSES</b>			\$0				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>				<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>				\$13,330				
FIRM:				Subtotal	10% Markup							
AMOUNT:				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>		\$0				

\* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)



August 11, 2022

Adam Bruscher, P.E.  
HDL Engineering Consultants, LLC  
202 W Elmwood Avenue  
Palmer, AK 99645

Subject: Wasilla Municipal Airport Apron E, Phase 2 Expansion – Electrical Design  
Proposal

Adam,

This proposal is for electrical design services supporting the Phase 2, Apron E Expansion at the Wasilla Municipal Airport. This proposal is based on the following:

Scope of Work

- Perform an initial site inspection of the existing facilities and provide text for HDL to include in the draft Engineer's Design Report. The text will identify existing conditions and outline recommendations for improvements. Revisions will be provided in support of the final report based on Owner comments to the draft.
- Design of pole-mounted apron lighting for the new phase of Apron E. Pole mounted lighting circuits will be powered from a new or existing load center, and luminaires will be LED unless otherwise requested by the Airport.
- New head bolt heater receptacle posts. Two duplex receptacles mounted in a multi-gang device box on 4" RMC posts.
- Addition and modification of Taxiway (TW) edge lighting and signs at interface between Apron and TW. Fixtures shall be L-861T Type with blue glass lenses.

The engineering design will consist of full plans, specifications, and an engineer's estimate (based on standard bid tabs). Specification a will be a combination of the City's standards specifications and Alaska DOT/FAA standard specifications.

Anticipated drawings include:

- E1.01 Electrical Legend, Abbreviations and Site Plan
- E2.01 Electrical Site Plan – Apron E
- E2.02 Electrical Site Plan – TW and Sign Lighting
- E3.01 Power One-line and Panel Schedules
- E4.01 Electrical Details
- E4.02 Electrical Details
- E4.03 Electrical Details



Assumptions:

- One (1) pre-design site visit will be required.
- All review meetings will be held via teleconference. Assumes (1) review conference.
- AutoCAD base files of the airport site will be provided by HDL.
- Bidding Assistance is included (4hrs).
- Construction Administration (CA) Services are not included. If desired, will be added by contract amendment.
- No utility line extension design by EDC. Coordination with MEA only, if required.

Deliverables

- Design will include 65%, 95% and Final submittals. Any comments received at each submittal stage will be incorporated as appropriate.
- A full and/or half-size electronic copy of the drawings, specifications and estimate in AutoCAD, Word and Excel formats will be provided.
- Final drawings will be signed and stamped by a State of Alaska licensed electrical engineer.
- Paper copies of the drawings, specifications and estimate will also be available upon request.

Fee Schedule

The design and review fee for this scope of work will be billed on a Time and Material basis with a not-to-exceed amount of:

Preliminary Electrical Design	\$4,500
(65, 95%, Final) Electrical Design	\$13,850
<b>Total Fee</b>	<b>\$18,350</b>

If you have any questions, or wish to discuss my understanding of the Scope, please do not hesitate to give me a call.

Sincerely,



John A. Pepe, PE  
EDC, Inc.

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## Proposal

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### Magnetic Surveys For a new Compass Rose at Palmer Municipal Airport Palmer, Alaska August 2022

Compass Rose Surveying, Inc. proposes to make magnetic surveys at the Palmer Municipal Airport in Palmer, Alaska for HDL Alaska to move the existing compass rose to a new location approximately 100 feet south of the current compass rose. The work will be done to the specifications of the FAA AC 150/5300-13A, Appendix 6. The cost, not to exceed \$9750.00, includes the following services:

1. A preliminary (magnetic cleanliness) survey of the existing compass rose using a total field magnetometer to determine if the site will meet the FAA requirements in the FAA document cited above. Total field measurements will be taken every 3 feet from the center of the compass rose to 100 feet from the center and other areas where appropriate. The preliminary survey is a magnetic cleanliness survey described in suggested methods by the FAA to be sure there is no ferrous material in the compass rose area that would affect compass calibrations.
2. An absolute declination survey of the compass rose will be made to determine the average declination of the compass rose. Declination measurements are made in a grid pattern over the painted compass rose approximately every 20 feet. Declination measurements may also be made at various heights. A Declination Inclination Fluxgate magnetometer (DiFlux) will be used to measure the declination. All instruments used are calibrated to international standards. Magnetic declination values are presented as absolute values.
3. Mark where radials should be painted on the compass calibration pad and consult with contract painters to describe what is needed.

4. Determine the True azimuths to permanent structures. Set permanent 2" non-magnetic survey markers at the center of the compass rose and at true north and true south. Markers will be installed flush with the pavement and stamped appropriately. A calibrated theodolite will be used to determine true azimuths using solar observations.
5. Verbal and written reports detailing the findings of the magnetic surveys.
6. Follow-up consultation regarding the Compass Rose Survey.

#### **Recommended Additional work**

1. Measure the magnetic heading of a runway. Used for airport planning. We can tell you approximately when the runway will need to be renamed. \$400 each.

#### **Insurance**

Compass Rose Surveying, Inc. carries General Liability with \$1,000,000 per incident and \$2,000,000 aggregate liability limits and Errors and Omissions (Professional), Workers' Comp and Automobile insurance with \$1,000,000 liability limits. Our normal insurance is included in our price. If HDL or the airport require more, submit the requirements and a quote will be provided.

#### **Site Access**

HDL or the Airport will provide any needed escorts or equipment (strobe, radio, etc.) to access the compass rose.

#### **Qualifications**

- Compass Rose Surveying, Inc. is the most qualified firm in the world providing compass rose consulting, certifications and re-certifications. The principal geophysicist for the firm has more than 40 years experience with compass rose surveys including 30 years working for the US Geological Survey (now retired) and 20 years as the principal at Compass Rose Surveying, Inc. We are the only firm in the United States doing exclusively compass rose related work. The principal geophysicist consulted with the FAA and the US Army Corps of Engineers regarding compass rose certifications and developed the methods and procedures used for certification. Therefore our knowledge of FAA and Military requirements, policies and procedures is unparalleled in the field.
- During the last five years we have done more than 40 compass rose related jobs.
- Our experience is unparalleled regarding compass rose consulting, certification and re-certifications.
- We have demonstrated our capability to do this work at large and small airports, aircraft manufacturers, US Military projects, and defense contractors. Regarding quality assurance, we calibrate our magnetometers at an International Workshop every 2 years (the world standard for magnetometer calibration); our measurements are thoroughly checked before a report is issued. Our movement and work on the airfield is coordinated with the on-site airport staff to ensure we comply with all airfield, Military and FAA rules.
- Our company is female (majority) owned.
- The price listed is the complete price. No change orders (unless requested).
- Our office is located in Colorado, but we work anywhere in the world.

**Terms**

The \$9750.00 fee is all-inclusive. An invoice will accompany the final written report and payment will be due within 30 days, assuming all obligations have been met.

This proposal is valid until June 2023.

Alan Berarducci, President  
Compass Rose Surveying, Inc.  
5080 Fall River Road  
Idaho Springs, CO 80452  
303.567.0447  
Mobile 303.550.7808  
Website: [www.compass-rose-surveying.com](http://www.compass-rose-surveying.com)

COST ESTIMATE PER TASK

<b>FIRM:</b> TNSDS		<b>CLIENT:</b> HDL						
<b>PROJECT:</b> Wasilla Apron E Phase I Soil Disposal Area - Cultural Resources Investigation								
<b>DATE:</b> 08/08/2022								
<b>METHOD OF PAYMENT:</b> Project Estimate			<b>PREPARED BY:</b> Robert L. Meinhardt					
TASK DESCRIPTION	Principal Consultant	Cultural Resources Project Manager	Project Archaeologist/GIS	Project Archaeologist	Project Architectural Historian	Cultural Resources Technician	Cultural Resources Technician	TOTAL
planning/Permitting/Coordination	8	8						16.0
Task 2: Literature Review and Background Research				8			16	24.0
Task 3: Phase 1 Survey (includes mob/demob)				36			36	72.0
Task 4: Draft Survey Report	8	8	4	64			64	148.0
Task 5: Final Survey Report	4	4	2	4				14.0
<b>TOTAL LABOR HOURS</b>	<b>20</b>	<b>20</b>	<b>6</b>	<b>112</b>	<b>0</b>	<b>0</b>	<b>116</b>	<b>274</b>
<b>LABOR RATES (\$/hr)</b>	<b>\$175.00</b>	<b>\$145.00</b>	<b>\$125.00</b>	<b>\$125.00</b>	<b>\$125.00</b>	<b>\$75.00</b>	<b>\$75.00</b>	
<b>LABOR COSTS (\$)</b>	<b>\$3,500.00</b>	<b>\$2,900.00</b>	<b>\$750.00</b>	<b>\$14,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,700.00</b>	<b>\$29,850.00</b>
EXPENSES		Assumptions:						
ITEMS	UNIT PRICE	<ul style="list-style-type: none"> <li>- Assumes Phase 1 Survey may require SCRIP from OHA.</li> <li>- Assumes project archaeologist and cultural resources technician to carry out Phase I survey.</li> <li>- Assumes TNSDS responsible for project logistics. No airfare or lodging needed for project.</li> <li>- Assumes no curatorial or collection analysis included in cost. Contract mod required for collection permits, curatorial agreement(s), and collection analysis.</li> <li>- Assumes no monitoring and/or mitigation in cost. TNSDS can provide archaeological monitor on-site (if needed) at cost of \$1400/day rate via contract modification. No final archaeological monitoring report deliverable included in this cost.</li> <li>- Assumes lead agency responsible for consultation. TNSDS to provide cultural resources investigation report of findings with recommendations to client for the purposes of agency consultation.</li> <li>- Assumes one revision request in cost. Additional revision requests will require contract modification.</li> </ul>						
								<b>TOTAL LABOR</b>
								<b>\$29,850.00</b>
								<b>TOTAL EXPENSES W/ DAY RATE</b>
								<b>TOTAL PROJECT COST</b>
<b>Total Expenses (\$)</b>	<b>\$0.00</b>							<b>\$29,850.00</b>

Non-Code Ordinance

By: Public Works  
Introduced: September 26, 2022  
Public Hearing: October 10, 2022  
Adopted: October 10, 2022  
Yes: Brown, Graham, Rubeo, Sullivan-Leonard, Velock  
No: None  
Absent: Johnson

**City of Wasilla  
Ordinance Serial No. 22-30**

**An Ordinance Of The Wasilla City Council Amending The Fiscal Year 2023 Budget By Appropriating A Federal Aviation Administration Grant In The Amount Of \$762,495 For Airport Planning And Development, And Appropriating \$50,834 From The Airport Fund, Fund Balance For The Required Local Match.**

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**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Purpose.** To appropriate federal grant funds and required local matching funds for professional services to update the airport master plan and complete design work for the expansion of Apron E at the Wasilla Municipal Airport.

**Section 3. Appropriation of Funds.** The funds are appropriated to the following:

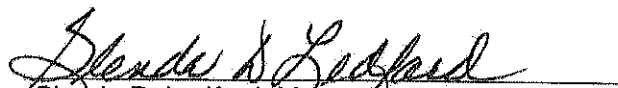
Capital-Direct/FAA Airport Master Plan-Fed	330-4379-437.45-32	\$762,495
Const. Services/Airport Master Plan-City	330-4379-437.45-01	\$50,834

**Section 4. Source of Funds.**

Capital-Direct/FAA Airport Master Plan	330-4300-331.31-03	\$762,495
Fund Balance, Airport Fund	330-0000-253.20-00	\$50,834

**Section 5. Effective Date.** This ordinance shall take effect upon adoption.

ADOPTED by the Wasilla City Council on October 10, 2022.

  
Glenda D. Ledford, Mayor

ATTEST:

  
Jamie Newman, MMC, City Clerk

[SEAL]

**City of Wasilla  
Legislative Staff Report  
Ordinance Serial No. 22-30  
(Non-Code Ordinance)**

**Amending The Fiscal Year 2023 Budget By Appropriating A Federal Aviation Administration Grant In The Amount Of \$762,495 For Airport Planning And Development, And Appropriating \$50,834 From The Airport Fund, Fund Balance For The Required Local Match.**

Originator: Robert Walden, Deputy Public Works Director  
Date: 9/13/2022

Agenda of: 9/26/2022

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>Robert L Walden</i>	9/15/22
X	Finance Director	<i>Joseph J. Lelle</i>	9/15/22
X	Deputy Administrator	<i>Stephanie K. Hayes</i>	9/15/22
X	City Clerk	<i>Michelle</i>	9/19/2022
X	Mayor	<i>Debra L. Richard</i>	9/16/22

**Fiscal Impact:**  yes or  no

**Funds Available:**  yes or  no

**Account name/number:**

Capital-Direct/FAA Airport Master Plan-Fed 330-4379-437.45-32	\$762,495
Capital-Direct/FAA Airport Master Plan-City 330-4379-437.45-01	<u>\$ 50,834</u>
Total:	\$813,329

**Attachments:** Ordinance Serial No. 22-30 (1 pages)

**Summary Statement:** This ordinance appropriates \$762,495 in federal funding received as a grant from the Federal Aviation Administration; Airport Improvement Project (AIP) 3-02-0417-026-2022. The scope of the grant includes updating the City's airport master plan and design work for the Apron E expansion project.

Additionally, the federal grant has a 6.25% local match requirement, or \$50,834. The Airport Fund has sufficient funds to fulfill the match requirement.

This ordinance is contingent upon the passage of Resolution Serial No. 22-16.

**Proposed Action:** Introduce and set the Ordinance for public hearing.

Action:  Approved |  Denied |  Other  
 Date Action Taken: 9/12/2022  
 Verified By: [Signature]  
 Clerk's Note: NA

**City of Wasilla  
 Action Memorandum No. 22-35**

**Contract Amendment To HDL Engineering Consultants In The Amount Of \$90,000 For Airport Master Plan Design Services.**

Originator: Robert L. Walden, Deputy Director of Public Works  
 Date: 8/30/2022

Agenda of: 9/12/2022

Route to:	Department Head	Signature	Date
X	Public Works Director	<u>[Signature]</u>	8/31/22
X	Finance Director	<u>[Signature]</u>	9/31/22
X	Deputy Administrator	<u>[Signature]</u>	9/12/22
X	City Clerk	<u>[Signature]</u>	9/2/2022
X	Mayor	<u>[Signature]</u>	9/2/22

Fiscal Impact:  yes or  no

Funds Available:  yes or  no

**Account name/number/amount:**

Airport Apron Improvements      330.4379.437.45.05      \$90,000

**Attachments:** HDL Proposal (8 pages)  
 HDL Fee Spreadsheet (5 pages)

**Summary Statement:** This is a continuation of the HDL Engineering Consultants' term contract for airport design and construction administration services awarded through Request for Proposal 0110-0-20020/AG. The term contract allows the procurement of engineering services as projects are identified.

This contract amendment is for the purpose of beginning work on the City's Airport Master Plan. The project will inventory the airport condition, scope future needs, forecast current and future aviation activity, and perform planning analyses for future improvements.

The City was notified in July 2022 that federal funding through the Federal Aviation Administration had been requisitioned for Wasilla to update its master plan. The City must apply for the grant and that process is currently underway. The federal grant is anticipated to fund this project in the long term.

**Staff Recommendation:** Approve the Action Memorandum.