



	Approved	Denied
Date Action Taken:	6/13/11	
Other:		
Verified by:	<i>H. Smith</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 11-16

TITLE: CONTRACT AWARD TO USKH, INC. IN THE AMOUNT OF \$170,667 FOR WASILLA AIRPORT APRON D PHASE 2 CONSTRUCTION ENGINEERING SERVICES EFFECTIVE JULY 1, 2011.

Agenda of: June 13, 2011
Originator: Public Works Director

Date: May 31, 2011

Route to:	Department	Signature/Date
X	Public Works Director	<i>[Signature]</i> 5/31/11
X	Finance Director	<i>[Signature]</i> 6/1/11
X	Deputy Administrator	<i>[Signature]</i> 6-1-11
X	City Clerk	<i>[Signature]</i>

REVIEWED BY MAYOR VERNE E. RUPRIGHT: *[Signature]*

FISCAL IMPACT: yes \$170,667 or no Funds Available yes
Account name/number: FY2012 Apron D Federal 330-4379-437.45-18
 FY2012 Apron D State 330-4379-437.45-19
 FY2012 Apron D City 330-4379-437.45-20

Attachments: RFP Summary and Proposal (9 pages total)

SUMMARY STATEMENT: Engineering services for the Airport were advertised in 2008 with a term contract 2009-2012. USKH, Inc. was awarded the initial contract in the amount of \$10,000 through this RFP. This is a continuation of annual engineering services for the airport funded 95 percent by the Federal Aviation Administration. USKH, Inc. will oversee construction of Apron D Phase 2 to be performed by Bristol Construction.

STAFF RECOMMENDATION: Authorize contract with USKH, Inc. in the amount of \$170,667 effective July 1, 2011, for construction engineering services of Apron D Phase 2 subject to the receipt of funding from the Federal Aviation Administration.

User: Giddings, Archie Organization: City of Wasilla Logout | Help



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Bid Details

Bid Information

EDIT

Agency City of Wasilla
Bid Type Request for Proposal
Bid Number RFP-0705-0-2009/AG
Fiscal Year 2009
Bid Writer Archie Giddings
Bid Name Wasilla Airport Engineering Services 2009-2012
Bid Status Awarded
Bid Status Text None
Award To USKH, Inc \$10,000.00
Due Date/Time 11/21/2008 2:00 PM Alaska
Broadcast Date 10/9/2008
Bid Bond
Project Estimated Budget
Plan (blueprint) Distribution Options None
Distribution Method Download and Mail
Distributed By Onvia DemandStar
Distribution Notes None
Scope of Work The City of Wasilla is requesting proposals and intends to select a qualified firm or individuals interested in providing Airport Engineering Services for the Wasilla Airport through a multi-year capital improvement contract. Engineering services will include annually updating the 5-year capital improvement project list for approval by the Federal Aviation Administration (FAA), preparing FAA grant applications for the projects, and designing, bidding, and providing construction oversight/project closeout for each project.
E-Bidding No

Legal Ad

VIEW

Please select either the View or Edit button to manage legal ad.

Pre-Bid Conference

October 29, 2008
 2:00 pm
 City Hall Council Chambers
 290 E. Herring Avenue
 Wasilla Alaska.

Publications

Anchorage Daily News 10/15/2008

Documents

EDIT

Bid Package RFP for Wasilla Airport Engineering Services 2009-2012 (22 Pages, Complete)
Pre-Proposal Meeting Questions (1 Page, Complete)

Award USKH Letter (1 Page, Complete)

Commodity Codes

SRV-918-42 - Engineering Consulting
SRV-925-00 - ENGINEERING SERVICES, PROFESSIONAL
SRV-925-08 - Airports (Lighting, Fueling, Nav aids) - Engineering
SRV-925-17 - Civil Engineering
SRV-925-33 - Engineer Services, Professional
SRV-925-36 - Engineering Services (Not Otherwise Classified)
SRV-925-37 - Facilities Design Services, Engineering
SRV-925-38 - Field Engineering

Statistics

Planholders There are 0 planholders for this bid

Broadcast List 0 suppliers have been notified

Supplemental Suppliers 0 Supplemental Suppliers

Filtered Yes

Post-Bid Viewers 0 viewer(s)

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Project: Wasilla Airport Apron D, Phase 2 Construction Administration Services

SCOPE OF SERVICES

GENERAL

The original contract shall be modified to include construction administration tasks for the Wasilla Apron D-2 Project. The work includes inspections, submittal review, pay estimate processing, change order review, design clarifications, and other construction phase tasks as specified in this Scope of Services:

Construction Administration / Inspection Services

USKH will provide construction administration, inspection, and other support services to the City of Wasilla throughout construction.

The City's role will be that of Owner. USKH will be fulfilling the roles of Engineer and Owner's Representative as specified in Section 10 of the General Provisions, in addition to providing onsite inspection, technical assistance and other services as the City requests. As the Engineer, project communications, correspondence, determinations, and directives will flow solely through USKH. USKH will, in turn, keep the City apprised and informed as to the progress of construction.

Based on this, we have included the following general tasks in our proposal:

Submittal and Document Review – USKH will review product data and other submittals for the project. The submittals will be reviewed for acceptance against the project specifications. USKH will maintain the submittal logs and registers.

Inspections and Construction Assistance – USKH will provide field inspections and other efforts throughout construction for purposes of verifying compliance with construction documents and quality assurance. We envision this task including:

- Preconstruction inspection, with photos;
- Daily field inspections, with written reports. This work will be performed by one of our E.I.T.'s, with oversight and supervision from staff and senior level engineers;
- Construction photos as appropriate;
- Participation in weekly construction meetings. USKH will direct the meeting and prepare minutes. City attendance is optional, but recommended;
- Verification of quantity calculations and review of pay applications;
- Substantial and final project inspections, final acceptance documentation, and other project correspondence.

Review of DCVR's , Change Orders, and Contract Modifications -- USKH will review and respond to contractor's requests for information. USKH will prepare requests for proposals, change orders and other necessary paperwork for execution by the Owner.

Record Drawings -- At the conclusion of construction, USKH will prepare record drawings from the construction contractors redlines and field notes, DCVRs, our own observations, and other pertinent information. This will include review of service connect records prepared by the contractor. In addition to record documents, USKH will assist the City in preparing documents with for close of the A.I.P grant. This will include the final project report narrative and assembling project files required for grant closeout. The City will prepare the Owner's Statements associated with the grant closeout.

We have not included warranty inspections, or other post-construction efforts beyond the record drawings. These services can be provided on request when appropriate and if desired.

This work will be performed on a time and materials basis (T&M). Worksheets showing our estimated labor and costs for this scope of work are attached. This estimate is based on construction in 2011, and our 2011 rate schedule. Applicable rates are presented below. In the event that construction is delayed until 2012, or extends over more than one season, the USKH rate schedule in effect at that time will be used. Likewise should the City require additional services not specifically included in this proposal, USKH can provide those services on request at our standard billing rate schedule in affect at that time. USKH will keep the City apprised of budget status throughout the performance of this work, with notification at approximately 50% and 75% of total budget expenditure.

SCHEDULE

The duration and schedule for this project is subject to change with the date of the notice to proceed, and with the duration of the construction Contractor's operations.

DELIVERABLES

General	(1) copy. May be transmitted electronically as PDF. All contract correspondence will be via hardcopy.
Submittals	(1) copy, marked, with review stamps.
Field Reports	Will be transmitted electronically as PDFs.
Correspondence, Other Documents	(1) copy all correspondence. Originals will be retained in construction files (4) Copies Pay requests, RFPs, change orders, all with original signatures

Record Drawings	(1) Full Size Draft Record Drawings, paper. (1) Full Sized Signed Set of Drawings, Mylar (1) CD-ROM, Drawings in Autcad and PDF Formats
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BILLING RATES

Principal Engineer	\$185/hour
Senior Civil Engineer	\$160/hour
Civil Engineer	\$135/hour
Construction Administrator	\$120/hour
CAD Designer	\$110/hour
Administrative Assistant	\$80/hour
Senior Surveyor	\$145/hour

Wasilla Municipal Airport Apron D, Phase 2
Apron D, Phase 2 Construction Administration Services
 Fee Estimate for Professional Services
Summary of Labor and Expenses

USKH WO#1126805
 2515 A Street
 Anchorage, AK 99503

Task Description	USKH		Expenses	Total
	Civil	Survey		
1 Submittal and Document Review	\$8,010.00	\$0.00	\$100.00	\$8,110.00
2 Inspections and Construction Assistance	\$121,930.00	\$0.00	\$6,717.00	\$128,647.00
3 Review of DCVRs, Change Orders, and Contract Mods	\$21,190.00	\$1,030.00	\$100.00	\$22,320.00
4 Record Drawings	\$10,790.00	\$580.00	\$220.00	\$11,590.00
Total	\$161,920.00	\$1,610.00	\$7,137.00	\$170,667.00

Notes

Warranty inspections and post construction activities are not included.

Wasilla Municipal Airport Apron D, Phase 2		USKH		WO#1126805					
Apron D, Phase 2 Construction Administration Services		251.5 A Street		Anchorage, AK 99503					
Fee Estimate for Professional Services									
Labor Breakdown - Civil									
Item	Description	PIC	Eng II	Admin	EIT II	Designer	Clerical	TOTAL COST	TOTAL HOURS
Task Description									
1	Submittal and Document Review								
	Product Data Submittals (Total of 6, allows 50% resubmittals)		24.0				12.0	\$4,200.00	36.0
	Misc Submittals (Schedules, qualifications, procedures, welding etc)		8.0				2.0	\$1,240.00	10.0
	Courier						4.0	\$320.00	4.0
	Logs and Registers		4.0				6.0	\$1,020.00	10.0
	Project Management / Quality Control	2.0	4.0				4.0	\$1,230.00	10.0
Totals for Task 1		2.0	40.0	0.0	0.0	0.0	28.0	\$8,010.00	70.0
2 Inspections and Construction Assistance									
Field Inspections with Reports									
	Preconstruction Inspection		8.0	8.0				\$2,040.00	16.0
	Construction, 13 weeks construction, six days week, 8 hours day		100.0	624.0			13.0	\$89,420.00	737.0
	Photos		6.0	32.0			13.0	\$5,690.00	51.0
	Construction Meetings / Coordination Meetings								
	Weekly mtg, 13 weeks		26.0	13.0			13.0	\$6,110.00	52.0
	Quantity Calcs, Review Pay Applications (4x)		24.0	18.0			16.0	\$6,680.00	58.0
	Project Correspondence		26.0				8.0	\$4,150.00	34.0
	Project Management / Quality control	8.0	40.0				12.0	\$7,840.00	60.0
Totals for Task 2		8.0	230.0	695.0	0.0	0.0	75.0	\$121,930.00	1008.0
3 Review of DCVRs, Change Orders, and Contract Mods									
	DCVR, simple (10 total)		12.0	24.0			8.0	\$6,020.00	52.0
	DCVR, complex (5 total)	4.0	16.0	10.0			4.0	\$4,860.00	38.0
	Request for Proposals (5 total)		10.0	10.0			4.0	\$2,870.00	24.0
	Prepare Change Order (total of 3)		16.0	24.0			6.0	\$5,520.00	46.0
	Project Management / Quality Control	4.0	4.0				8.0	\$1,920.00	16.0
Totals for Task 3		8.0	58.0	68.0	0.0	12.0	30.0	\$21,190.00	176.0
4 Record Drawings									
Based on 12 sheets, revisions to half.									
	Review and Proof Contractors Redlines, Field Books, DCVRs		4.0	8.0				\$1,500.00	12.0
	Prepare Record Drawings		4.0	8.0		16.0		\$3,260.00	28.0
	A.I.P. closeout documents		32.0				8.0	\$4,960.00	40.0
	Project Management / Quality Control	2.0	4.0				2.0	\$1,070.00	8.0
Totals for Task 4		2.0	44.0	16.0	0.0	16.0	10.0	\$10,790.00	88.0
Civil Labor Totals		0.0	20.0	372.0	779.0	28.0	143.0	\$161,920.00	1342.0

Wasilla Municipal Airport Apron D, Phase 2
Apron D, Phase 2 Construction Administration Services
 Fee Estimate for Professional Services

USKH
 2515 A Street
 Anchorage, AK 99503

WO#1126805

Labor Breakdown - Survey

Item	Description	Civil PIC	Senior Surveyor I	2-Person Crew	3-Person Crew	Staff Surveyor II	Staff CADD Tech	Staff Clerical	TOTAL COST	TOTAL HOURS
		\$185.00	\$145.00	\$225.00	\$300.00	\$135.00	\$95.00	\$80.00		

Task Description

1 Submittal and Document Review
 Not expected

Totals for Task 2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0
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2 Inspections and Construction Assistance
 Not included, may be added if required.

Totals for Task 3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0
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3 Review of DCVRs, Change Orders, and Contract Mods

DCVR, simple (total of 2 survey related)			6.0					2.0	\$1,030.00	8.0
Totals for Task 4	0.0	0.0	6.0	0.0	0.0	0.0	0.0	2.0	\$1,030.00	8.0

4 Record Drawings

Review of Survey Field Notes			4.0						\$580.00	4.0
Totals for Task 6	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	\$580.00	4.0

Survey Labor Totals

	0.0	0.0	10.0	0.0	0.0	0.0	0.0	2.0	\$1,610.00	12.0
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Item Description	Quantity	Units	Rate	Total	Remarks
1 Submittal and Document Review					
Printing / Reproduction	500	pages	\$0.20	\$100.00	
Totals for Task 1				\$100.00	
2 Inspections and Construction Assistance					
Maximum Specific Gravity (1 per lot)	1	each	\$127.00	\$127.00	
Asphalt Content (5 per lot)	5	each	\$204.00	\$1,020.00	
Aggregate Gradation (5 per lot)	5	each	\$100.00	\$500.00	
Core Density (10 per lot)	10	each	\$50.00	\$500.00	
Photography (color printing)	140	pages	\$0.50	\$70.00	
Printing / Reproduction	1000	pages	\$0.20	\$200.00	
Misc Materials	1	ls	\$100.00	\$100.00	
Mileage (\$0.50/per mile, 100 miles per day)	8400	miles	\$0.50	\$4,200.00	
Totals for Task 2				\$6,717.00	
3 Review of DCVRs, Change Orders, and Contract Mods					
Misc Printing	500	pages	\$0.20	\$100.00	
Totals for Task 3				\$100.00	
4 Record Drawings					
Drawings 24 x 36	54	sheets	\$2.00	\$108.00	
Mylars	12	sheets	\$6.00	\$72.00	
CD Roms	2	each	\$20.00	\$40.00	
Totals for Task 4				\$220.00	
Total Expenses				\$7,137.00	