



	Approved	Denied
Date Action Taken:	10/10/11	
Other:		
Verified by:	<i>ABM</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 11-26

TITLE: CONTRACT AWARD TO USKH, INC. IN THE AMOUNT OF \$199,390 FOR WASILLA SEAPLANE BASE FEASIBILITY AND ENVIRONMENTAL ASSESSMENT.

Agenda of: October 10, 2011
Originator: Public Works Director

Date: September 29, 2011

Route to:	Department	Signature/Date
X	Public Works Director	<i>[Signature]</i> 9/29/11
X	Finance Director	<i>[Signature]</i> 9-29-2011
X	Deputy Administrator	<i>[Signature]</i> 9-30-11
X	City Clerk	<i>[Signature]</i>

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

FISCAL IMPACT: yes \$199,390

Account name/number: Seaplane Base Study/FAA 330-4379-437.45-40
 Seaplane Base Study/State 330-4379-437.45-41
 Seaplane Base Study/City 330-4379-437.45-42

Attachments: Proposal (7 pages) and 2008 RFP Summary (2 pages)

SUMMARY STATEMENT: USKH, Inc. is currently approved for airport engineering services on a term basis through 2012 based on the 2008 Request for Proposal and term contract award. FAA has made 95 percent funding available to proceed with this task and the necessary 5 percent match is also available for this work.

The current Airport Master Plan Update has re-evaluated options to construct a seaplane (floatplane) base next to the existing runway at the airport. This would require a small dam across Lucille Creek to create a pond 4,000 feet long that would accommodate floatplane slips. In accordance with federal regulations, a feasibility and environmental assessment needs to be completed to determine if the project can proceed. The need for a public floatplane facility in the Borough has been identified in the Borough's Regional System Aviation Plan. The Wasilla Airport is a good candidate for this facility based on the amount of infrastructure that is already in place to support a floatplane (seaplane) facility.

STAFF RECOMMENDATION: Contract award to USKH, Inc. in the amount of \$199,390 for Wasilla Airport Seaplane Base Feasibility and Environmental Assessment.

Wasilla Municipal Airport Seaplane Base Feasibility Study and Environmental Assessment

Scope of Services

This Scope of Services is being prepared by USKH Inc. to assist the City of Wasilla to begin the initial steps toward an Environmental Assessment for the development of a commercial seaplane base at the Wasilla Municipal Seaplane Base. This scope updates the previously completed seaplane base feasibility study and covers the Multi-Agency Task Force Meeting in preparation for the Environmental Assessment. The scope covers the following tasks:

Task 1 Data Acquisition

Task 1.1 Kickoff Meeting

This task will begin with a project kickoff meeting. Project staff and the City of Wasilla (Wasilla) Project Manager will meet to discuss the project, expectations, budget and schedule, and other issues that may affect or direct the project. It will be important to receive clear definition from Wasilla regarding all components of the proposed airport improvements that are to be covered under the Environmental Assessment (EA) in order to include all actions in Multi-Agency Task Force consultations (Task 2).

Task 1.2 Background Research

Background research will be conducted to find data and work previously completed at the airport that will benefit current work efforts (environmental reports/data, construction plans, survey data, etc.), and supplement background materials used during the Airport Master Plan process. Background research results will be used in Multi-Agency Task Force consultation and scoping efforts.

Deliverables: None

Task 2 Multi-Agency Task Force

Task 2.1 Initial Multi-Agency Task Force Scoping

Prepare invitation to participate in Multi-Agency Task Force to U.S. Fish and Wildlife Service; U.S. Army Corps of Engineers; Alaska Department of Fish and Game; Alaska Department of Environmental Conservation; and National Marine Fisheries Service. Prepare agency email distribution list. Invitation will be via emailed letter on Wasilla letterhead. Additional agency representation may be proposed, per consultation with Wasilla and agency feedback.

Deliverables:

- Agency email distribution list
- Draft Multi-Agency Task Force Invitation
- Final Multi-Agency Task Force Invitation

Task 2.2 Initial Multi-Agency Task Force Meeting and Site Visit for Proposed Seaplane Base

Schedule site visit of agencies to introduce Seaplane base alternatives, present project process, identify special studies required, and outline goals of multi-agency task force. Multi-agency task force site visit and meeting will be held during the fall of 2011 prior to snowfall. Reserve facilities; arrange site visit transportation; prepare graphics; provide refreshments; set up and removal of information and visuals. Submit drafts of agenda, graphics, and distributed information for review prior to publication or distribution. At the meeting, compile list of attendees, make oral presentations, provide and gather written comment sheets, respond to questions and requests for information. Draft proposed schedule of future meetings; identify next steps needed in environmental study work. Prepare written meeting notes with direct quotes from the statements made in the meeting.

Deliverables:

- Meeting: 1-3 weeks after agency letter emailed to agencies
- Summary of Meeting Notes: Summary of meeting notes
- Summary Report mailed to Agencies
- Needs assessment (internal memo)

Task 3 Seaplane Base Feasibility Study

The Seaplane Base feasibility study was completed in technical memo form during the Wasilla Master Plan update and was additional services to the Master Plan. This task includes costs associated with preparing the feasibility study in conjunction with the airport Master Plan update.

Deliverables:

- The Seaplane Base Feasibility Study Technical Memo has already been delivered

Task 4 Additional Supporting Design

Additional supporting design will be completed to support the initial Environmental Assessment process to take into concerns of the multi-agency task force. Aerial mapping will be obtained from Aerometric Inc. in preparation for the 30% design and to validate earthwork quantities, obstruction removal, and costs presented in the Seaplane Base Feasibility Study. Also

seaplane base site amenities (including fuel, power to slips, float/wheel swap area, rest-rooms, float storage, pilot shelter, maintenance area, etc) will be planned as well as the location for lease lot areas to attract commercial seaplane operations. Construction costs will be updated based on these changes. Also, the final airport master plan public meeting will be conducted to get public comment on the seaplane base and other airport developments before the EA begins on the airport.

Deliverables:

- Aerial mapping
- Revised Seaplane Base Feasibility Memo with additional considerations and updated costs.
- Final AMP Public Meeting.

Fee Estimate

Services will be completed on a lump sum basis. Worksheets showing our estimated labor and costs for the design scope of work are attached.

Wasilla Municipal Airport	USKH	WO#1126804
Seaplane Base Feasibility Study and Environmental Assessment	2515 A Street	
Fee Estimate for Professional Services	Anchorage, AK 99503	
Summary of Labor and Expenses		

Task Description	USKH Civil	USKH Environmental	Expenses	Total
1 Data Acquisition	\$5,265.00	\$12,430.00	\$155.00	\$17,850.00
2 Multi-Agency Task Force	\$12,050.00	\$51,675.00	\$1,305.00	\$65,030.00
3 Seaplane Base Feasibility Study	\$0.00	\$0.00	\$40,000.00	\$40,000.00
4 Additional Supporting Design	\$33,430.00	\$2,280.00	\$40,800.00	\$76,510.00
Total	\$50,745.00	\$66,385.00	\$82,260.00	\$199,390.00

Notes

Wasilla Municipal Airport						USKH	WO#1126804		
Seaplane Base Feasibility Study and Environmental Assessment						2515 A Street			
Fee Estimate for Professional Services						Anchorage, AK 99503			
Labor Breakdown - Civil									
Item	Description	PIC \$185.00	Senior Eng I \$145.00	Eng II \$135.00	EIT II \$95.00	CADD Designer \$110.00	Clerical \$80.00	TOTAL COST	TOTAL HOURS
Task Description									
1 Data Acquisition									
1.1	Kickoff Meeting								
	Meeting with the City of Wasilla		5.0					\$725.00	5.0
	Meeting with the FAA	2.0	2.0					\$660.00	4.0
	Purpose and need statement	2.0	2.0					\$660.00	4.0
1.2	Background Research								
	Review Mat-Su Regional Aviation System Plan	2.0	3.0					\$805.00	5.0
	Review Wasilla Airport Master Plans	2.0	3.0					\$805.00	5.0
	Review Env. Agency Coordination Info	2.0	3.0					\$805.00	5.0
	Review Technical Memo on Seaplane Base	2.0	3.0					\$805.00	5.0
Totals for Task 1		12.0	21.0	0.0	0.0	0.0	0.0	\$5,265.00	33.0
2 Multi-Agency Task Force									
2.1	Multi-Agency Task Force Scoping								
	Agency Email Distribution List	1.0	2.0					\$475.00	3.0
	Draft Multi-Agency Invitation	1.0	2.0					\$475.00	3.0
	Final Multi-Agency Invitation	1.0	2.0					\$475.00	3.0
2.2	Site Visit for Seaplane Base								
	Presentation Preparations	2.0	16.0					\$2,690.00	18.0
	Site Visit Preparations		4.0					\$580.00	4.0
	MATF Meeting	6.0	6.0					\$1,980.00	12.0
	MATF Site Visit	6.0	6.0					\$1,980.00	12.0
	MATF Summary Report for Distribution	1.0	8.0					\$1,625.00	9.0
2.3	Scope and Schedule of EA/ Needs Assessment	2.0	8.0					\$1,770.00	10.0
Totals for Task 2		20.0	54.0	0.0	0.0	0.0	0.0	\$12,050.00	74.0
3 Seaplane Base Feasibility Study									
Previously Delivered								\$0.00	0.0
Totals for Task 3		0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0
4 Additional Supporting Design									
	Design Considerations for MATF Concerns	2.0	16.0		24.0			\$4,970.00	42.0
	Additional Obstruction Removal Analysis	1.0	8.0		16.0	16.0		\$4,625.00	41.0
	Seaplane Base Site Amenities Planning	4.0	16.0		0.0	24.0		\$5,700.00	44.0
	Future Lease Lots and Slips Planning	2.0	8.0		16.0	8.0		\$3,930.00	34.0
	Cost Analysis Update	2.0	8.0		8.0			\$2,290.00	18.0
	Updated Tech Memo	2.0	16.0		16.0	8.0		\$5,090.00	42.0
	Final AMP Public Meeting Prep and Presentation	1.0	24.0		24.0	8.0		\$6,825.00	57.0
Totals for Task 4		14.0	96.0	0.0	104.0	64.0	0.0	\$33,430.00	278.0
Civil Labor Totals		46.0	171.0	0.0	104.0	64.0	0.0	\$50,745.00	385.0

Wasilla Municipal Airport		USKH WO#1126804							
Seaplane Base Feasibility Study and Environmental Assessment		2515 A Street							
Fee Estimate for Professional Services		Anchorage, AK 99503							
Labor Breakdown - Environmental									
Item	Description	Lead ENV					Clerical	TOTAL COST	TOTAL HOURS
		Senior CIV I \$145.00	II \$140.00	ENV II \$140.00	ENV EIT I \$95.00	CADD/ENV \$110.00			
1 Data Acquisition									
1.1	Kickoff Meeting								
	Meeting with the City of Wasilla	6.0		6.0	6.0			\$2,250.00	18.0
	Meeting with the FAA			2.0				\$280.00	2.0
	Site Visit	3.0		3.0				\$840.00	6.0
	Purpose and need statement	8.0	6.0	10.0	6.0			\$3,960.00	30.0
1.2	Background Research								
	Review Mat-Su Regional Aviation System Plan	3.0	3.0	3.0				\$1,275.00	9.0
	Review Wasilla Airport Master Plans	3.0	3.0	3.0				\$1,275.00	9.0
	Review Env. Agency Coordination Info	3.0	3.0	3.0				\$1,275.00	9.0
	Review Technical Memo on Seaplane Base	3.0	3.0	3.0				\$1,275.00	9.0
Totals for Task 1		29.0	18.0	33.0	12.0	0.0	0.0	\$12,430.00	92.0
2 Multi-Agency Task Force									
2.1	Mutli-Agency Task Force Scoping								
	Agency Email Distribution List	8.0	2.0	4.0				\$1,970.00	14.0
	Draft Multi-Agency Invitation	16.0	4.0	8.0	16.0	8.0	2.0	\$6,500.00	54.0
	Final Multi-Agency Invitation	8.0	4.0	4.0	8.0	4.0	2.0	\$3,620.00	30.0
2.2	Initial Multi-Agency Task Force Meeting and Site Visit for Seaplane Base								
	Agenda & Presentation Preparations	24.0	8.0	24.0	24.0	32.0	8.0	\$14,320.00	120.0
	Site Visit Preparations	4.0	1.0	8.0	8.0		4.0	\$2,905.00	25.0
	MATF Meeting	6.0	6.0	6.0	6.0			\$3,120.00	24.0
	MATF Site Visit	6.0	6.0	6.0	6.0			\$3,120.00	24.0
	MATF Summary and Followup for Next Steps	8.0	2.0	8.0	2.0		8.0	\$3,360.00	28.0
	MATF Summary Report for Distribution	24.0	8.0	24.0	16.0		8.0	\$10,040.00	80.0
2.3	Scope and Schedule of EA/ Needs Assessment	8.0	2.0	8.0	2.0			\$2,720.00	20.0
Totals for Task 2		112.0	43.0	100.0	88.0	44.0	32.0	\$51,675.00	419.0
3 Seaplane Base Feasibility Study									
Previously Delivered									
Totals for Task 3		0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0
4 Additional Supporting Design									
	Final AMP Public Meeting Prep and Presentation	8.0		8.0				\$2,280.00	16.0
Totals for Task 4		8.0	0.0	8.0	0.0	0.0	0.0	\$2,280.00	16.0
Environmental Labor Totals		8.0	0.0	8.0	0.0	0.0	0.0	\$66,385.00	16.0

Wasilla Municipal Airport

Seaplane Base Feasibility Study and Environmental Assessment

Fee Estimate for Professional Services

USKH WO#1126804

2515 A Street

Anchorage, AK 99503

Expenses Breakdown

	Item Description	Quantity	Units	Rate	Total	Remarks
1	Data Acquisition					
	Mileage	100	Miles	\$0.55	\$55.00	
	Miscellaneous Printing	1	Lump Sum	\$100.00	\$100.00	
	Totals for Task 1				\$155.00	
2	Multi-Agency Task Force					
	Mileage	100	Miles	\$0.55	\$55.00	
	Presentation Materials	1	Lump Sum	\$300.00	\$300.00	
	Vehicle Rental	1	Each	\$150.00	\$150.00	
	Refreshments	1	Lump Sum	\$300.00	\$300.00	
	Miscellaneous Printing	1	Lump Sum	\$500.00	\$500.00	
	Totals for Task 2				\$1,305.00	
3	Seaplane Base Feasibility Study					
	Feasibility Technical Memo completed for Master Plan	1	Lump Sum	\$40,000.00	\$40,000.00	
	Totals for Task 3				\$40,000.00	
4	Additional Supporting Design					
	Topographic Mapping from Aerometric for 30% Design	1	Lump Sum	\$40,000.00	\$40,000.00	
	Refreshments for AMP Meeting	1	Lump Sum	\$100.00	\$100.00	
	Venue Rental for AMP Meeting	1	Meeting Room	\$200.00	\$200.00	
	Miscellaneous Printing	1	Lump Sum	\$500.00	\$500.00	
	Totals for Task 4				\$40,800.00	
	Total Expenses				\$82,260.00	

User: Giddings, Archie

Organization:

City of Wasilla

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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

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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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