



AM No. 12-12: CONTRACT AMENDMENT TO R&M CONSULTANTS, INC. IN THE AMOUNT OF \$285,526 FOR NELSON AVENUE ENGINEERING SERVICES.

Agenda of: March 12, 2012
Originator: Public Works Director

Date: February 29, 2012

Route to:	Department	Signature	Date
X	Public Works Director		2/29/12
X	Finance Director		2/29/12
X	Interim Deputy Administrator		3/1/12
X	City Clerk		3/1/12

REVIEWED BY MAYOR VERNE E. RUPRIGHT:

FISCAL IMPACT: yes or no \$285,526 Funds Available Yes or No

Account name/number: Swanson-Nelson State/160-4320-432.45-59

Attachments: R&M Consultants, Inc. Proposal (9 pages)

SUMMARY STATEMENT: This is a continuation of the R&M Consultants, Inc. contract for Swanson/Nelson Avenue Rehabilitation that was awarded through the City's 2010 Request for Proposal process. Swanson Avenue Rehabilitation was completed last year between Main Street and Crusey Street. The balance of the State Legislative Grants the City has received for these streets will be used to fund this contract amendment and rehabilitation/repaving of Nelson Avenue from Lucile Street west approximately 2,000 feet. This contract amendment will complete the final engineering design, provide assistance during bidding and permitting, and oversee construction.

STAFF RECOMMENDATION: Adopt AM No. 12-12.

Date: 3/12/12	Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>	Initials:	Comments:
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R&M CONSULTANTS, INC.
9101 Vanguard Drive, Anchorage, Alaska 99507

(907) 522-1707, FAX (907) 522-3403, www.rmconsult.com

February 29, 2012

R&M No. 1708.01

Mr. Archie Giddings, P.E.
Public Works Director
City of Wasilla
290 E. Herning Avenue
Wasilla, AK 99654

RE: RFP No. 0820-0-2010/AG;
Nelson-Nelson Avenues Improvements Engineering Services
Scope-of-Work and Fee Proposal for Final Design, Permitting, and
Construction Administration for Nelson Avenue Improvements

Dear Mr. Giddings:

This scope of work and fee proposal is based on providing final design, permitting, and construction administration services for roadway and drainage improvements for Nelson Avenue only. These services are separated into the following tasks:

- Task 3.2 – Final Design
- Task 4.2 – Assistance during Construction
- Task 5.2 – Permitting
- Task 6.2 – Construction Administration

As a reminder, tasks numbered 3.1, 4.1, etc. were final design and construction administration tasks for Swanson Avenue.

The scope of services for each task is generally described herein, and a Time & Expense (T&E) fee proposal is attached, estimating the amount of hours necessary to complete each task. Hourly rates are listed for each assigned labor category, based an established multiplier which includes profit.

SCOPE-OF-WORK

Task 3.2 – Final Design Nelson Avenue: The objective of this task is to provide a Plans, Specifications, and Estimate (PS&E) plan set assembly suitable for project bidding and construction. The PS&E assembly shall present the design that best accommodates the preferred concept of improving the roadway typical section and profile to drain to roadside ditches on the west side of Nelson. Subsequently, roadside ditches would convey surface drainage to the existing detention basin located in park. PS&E plan assemblies will be developed using AutoCAD 2011 and Civil 3D computer software. Design of the assemblies will conform to requirements of the PCM Section 1100, which includes the AASHTO green book, the Alaska Traffic Manual and accepted engineering practices. Specifications will be prepared in accordance

with the DOT&PF 2004 Standard Specifications for Highway Construction.

Assistance during bidding is included in this task. R&M shall assist the City as requested during the project bidding. Personnel that were in responsible charge for engineering and other personnel as necessary and appropriate shall be available to interpret and clarify documents prepared during project development and to assist the City with preparing any necessary addenda to the bid documents and reviewing bids.

This task will be complete when the City accepts the Final PS&E plan assembly.

City provided items. The City of Wasilla will provide timely review and comments, conduct preconstruction meetings and bid opening.

R&M Deliverables. R&M will provide construction documents.

Task 4.2 – Assistance during Construction Nelson Avenue: R&M shall assist the City as requested during project construction. Personnel that were in responsible charge for the engineering and other personnel as necessary and appropriate shall be available to interpret and clarify documents prepared during the project development and bidding; to review and approve shop drawings, submittals, catalog cuts and to assist the Contracting Agency with preparing any necessary change documents.

Task 5.2 – Permitting Nelson Avenue:

Nelson Avenue. R&M will prepare the necessary environmental permits and agency authorizations necessary to allow the project to be constructed. The required permitting process for this project is expected to include only Section 106 consultation with the State Historic Preservation Office and the Matanuska-Susitna Borough's cultural resource office, as well as storm water design review by the Alaska Department of Environmental Conservation. The Section 106 process is expected to conclude with a finding of No Historic Properties Affected, and the storm water review should yield a Letter of Non-Objection.

The foregoing assumes that no temporary water use permit will be required (i.e. no surface or ground water will be appropriated for construction purposes).

R&M Deliverables. R&M will provide approved permits

Task 6.2 – Construction Administration Nelson Avenue:

R&M will provide construction administration services based on a construction oversight philosophy that follows "DOT&PF style" procedures considering project size and scope.

From a project administration standpoint, the following of areas will need daily attention:

- Safe, effective traffic control, both for vehicles and pedestrians;
- Compliance with MS4 storm water requirements;

- Oversight of excavation work and safeguards to ensure the safety of workers and the public;
- Inspection and testing of work performed to ensure specification requirements are met;
- Measurement and documentation of work accepted, for purposes of payments to the construction contractor.

The major elements of the project include:

- Significant demolition and removal of both surface and subsurface elements, including asphalt pavement, curb and gutter, drainage pipes and inlets, and manholes;
- Installation of new storm drain, curb inlets and manholes;
- Import of suitable gravel for backfill of subsurface work, and regrading the street;
- Installation of insulation board in the road subgrade to combat both frost heaving and thaw settlement;
- Placement of new base course as a base for new asphalt pavement
- Placement of new asphalt pavement, utilizing a polymer modified asphalt cement to enhance performance of the new pavement under both summer and winter conditions;
- Installation of new sidewalk, and curb and gutter;
- Installation of a dozen commercial driveways;
- Application of painted traffic markings to guide and control vehicular and pedestrian traffic.

Judicious testing of gravel, processed aggregate, concrete and hot asphalt pavement are critical for ensuring that the materials incorporated into the project meet specification requirements, and thereby provide an end product that has good service life.

Thorough documentation of work performed is the basis for verifying that payments to the construction contractor(s) are appropriate and justified. This same documentation also provides a basis for any audits of how funds were expended for contract work.

In order to provide this level of oversight and record keeping, R&M believes the staffing estimate provided (experienced project engineer on-site 100% of the time, an experienced inspector on-site 100% of the time, with support from R&M's Anchorage Materials Laboratory for the more technical laboratory testing) is the minimum appropriate for the Nelson Avenue project. It is based on a construction duration of July 5th thru September 19th; the latter portion of September generally being less than ideal for hot asphalt paving.

Under this staffing scenario, the Project Engineer would be first on, last off the project. The Project Engineer will prepare progress pay estimates for the construction contractor monthly, or bimonthly as may be required by the contract. The Project Engineer will keep a daily journal documenting administrative decisions, instructions from the Owner, and instructions to the construction contractor. The inspector would be present full time during high-activity portion of the project, and would typically conduct on-site density testing for structure backfill and base course. The inspector will keep a daily inspection report documenting work performed, accepted, or not accepted pending correction. The inspectors daily report will also record the work hours of the construction contractor's personnel and equipment. The materials technician would be on-site for testing and sampling of concrete and asphalt, and other testing as needed.

Please call if you have any questions or need additional clarification.

Very truly yours,
R&M CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read "Lance W. DeBernardi". The signature is fluid and cursive, with a long horizontal stroke at the end.

Lance W. DeBernardi, P.E.
Project Manager

Enclosures: Fee Proposal with hourly breakdowns

Cc: File

PRICE PER TASK SUMMARY

FIRM: R&M Consultants, Inc.		PROJECT TITLE:	DATE: 1/16/2012
Client: City of Wasilla		Nelson Avenues Improvements	
Task	Task Description	Total Cost	
3.2	Final Design Engineering	\$83,207	
4.2	Assistance during Construction	\$11,632	
5.2	Permitting	\$4,227	
6.2	Construction Administration	\$186,460	
Total Phase I Services		\$285,526	

R&M CONSULTANTS, INC.

FIRM: R&M Consultants, Inc.		PROJECT: Nelson Avenues Improvements						
Task:	3.2	DESC:	Final Design Engineering				DATE:	1/16/2012
SUB-TASK	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION						
		Contract Manager	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Clerical	
	Project Management	2	12					
	75% Plan Set Development	2	24		100	140	16	
	Plan Review		4		4	4		
	Utility Coordination		8		50			
	Final Plan Set Assembly		24		50	80		
	Specifications		16		40		16	
	Quantities		8		16	24		
	Estimate		4		8	8		
	Cross Sections		4		4	16		
	Permit Coordination		4		8	8		
	Assistance during Bidding		12		32			
TOTAL LABOR HOURS		4	120	0	312	280	32	0
LABOR RATES (\$/HR)		\$243.43	\$162.80	\$143.50	\$115.63	\$84.44	\$83.68	
LABOR COSTS (\$)		\$973.72	\$19,536.00	\$0.00	\$36,076.56	\$23,643.20	\$2,677.76	\$0.00
EXPENSES					COMMENTS: Plans based on reconstructing approximately 1,500 feet of Nelson Av. General Breakdown: Title, Legend, Abreviation, Key Map A1-A2 Survey Control A3-A4 Typical Section B1 Estimate of Quantities C1 Summary Sheets D1-D3 Details E1-E3 Plan and Profile F1-F4 Signing & Striping H1-H4 Traffic Control Plans J1-J3 Cross Sections (provided as information only to Contractor)			
Account Code	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE				
	R&M Vehicle	500	\$ 0.60	\$ 300.00				
		0	\$ -	\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
TOTAL EXPENSES				\$ 300.00				
SUB-CONTRACTORS					Estimated Sheet Count: 23 Sheets			
SUB-TASK	DESCRIPTION	FIRM	TOTAL PRICE					
					TOTAL LABOR	\$ 82,907		
					TOTAL EXPENSES	\$ 300		
					SUBCONTRACTORS	\$ -		
					SUBCONTRACTORS MARK-UP	\$ -		
SUB-CONTRACTORS				\$ -	TOTAL (NOT-TO-EXCEED) COST	\$ 83,207		

R&M CONSULTANTS, INC.

FIRM: R&M Consultants, Inc.		PROJECT: Nelson Avenues Improvements					
Task: 4.2	DESC: Assistance during Construction						DATE: 1/16/2012
SUB-TASK	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION					
		Contract Manager	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Clerical
	Assistance during Construction	2	24		60		
TOTAL LABOR HOURS		2	24	0	60	0	0
LABOR RATES (\$/HR)		\$243.43	\$162.80	\$143.50	\$115.63	\$84.44	\$83.68
LABOR COSTS (\$)		\$486.86	\$3,907.20	\$0.00	\$6,937.80	\$0.00	\$0.00
EXPENSES					COMMENTS:		
Account Code	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE			
	R&M Vehicle	500	\$ 0.60	\$ 300.00			
TOTAL EXPENSES				\$ 300.00			
SUB-CONTRACTORS							
SUB-TASK	DESCRIPTION	FIRM	TOTAL PRICE				
				TOTAL LABOR	\$	11,332	
				TOTAL EXPENSES	\$	300	
				SUBCONTRACTORS	\$	-	
				SUBCONTRACTORS MARK-UP	\$	-	
SUB-CONTRACTORS				\$	-		
				TOTAL (NOT-TO-EXCEED) COST	\$	11,632	

R&M CONSULTANTS, INC.

FIRM: R&M Consultants, Inc.		PROJECT: Nelson Avenues Improvements						
Task:	5.2	DESC:	Permitting				DATE:	1/23/2012
SUB-TASK	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION						
		Contract Manager	Project Manager	Snr Envir Specialist	Envir Specialist	Staff Engineer	Drafter	
	Project Management & Coordination	1	1	3				
	Permitting							
	ADEC Ltr. Of Non-Objection		1	1	4	2		
	Section 106 Coordination with MSB		1	4	16		4	
TOTAL LABOR HOURS		1	3	8	20	2	4	
LABOR RATES (\$/HR)		\$243.43	\$143.50	\$126.42	\$86.73	84.44	\$84.44	
LABOR COSTS (\$)		\$243.43	\$430.50	\$1,011.36	\$1,734.60	\$168.88	\$337.76	
EXPENSES					ASSUMPTIONS: 1. No temp. water use permit needed 2. Section 106 consultation will reveal no cultural resources, and will result in No Historic Properties Affected. 3. Assumes MSB Cultural Resources staff will coordinate review of SHPO's database.			
Account Code	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE				
	R&M Vehicle	500	\$ 0.60	\$ 300.00				
				\$ -				
				\$ -				
TOTAL EXPENSES				\$ 300.00				
SUB-CONTRACTORS								
SUB-TASK	DESCRIPTION	FIRM	TOTAL PRICE					
				TOTAL LABOR \$ 3,927				
				TOTAL EXPENSES \$ 300				
				SUBCONTRACTORS \$ -				
				SUBCONTRACTORS MARK-UP \$ -				
				TOTAL (NOT-TO-EXCEED) COST \$ 4,227				

R&M CONSULTANTS, INC.

FIRM: R&M Consultants, Inc.			PROJECT: Nelson Avenues Improvements				
Task: 6.2	DESC: Construction Administration						DATE: 1/16/2012
SUB-TASK	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION					
		Contract Manager	Senior Engineer	Project Manager	Project Engineer	Grade Inspector	
	Construction Contract						
	Administration and Inspection						
	Straight Time (ST) Labor			40	360	360	
	Over Time (OT) Labor				180	180	
	Project Closeout				40		
	ST LABOR HOURS	0	0	40	400	360	
	ST LABOR RATES (\$/HR)	\$243.43	\$143.50	\$158.76	\$143.03	\$110.25	
	OT LABOR HOURS				180	180	
	OT LABOR RATES (\$/HR)				\$214.55	\$165.38	
	LABOR COSTS (\$)	\$0.00	\$0.00	\$6,350.40	\$95,831.00	\$69,458.40	
EXPENSES							
Account Code	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE			
	Nuclear Densometer, per month	2	\$ 1,400.00	\$ 2,800.00		COMMENTS: Assume T&E Contract Proj. Engr. & Grade Inspector full time. Proj. Engr. & Grade Insp. split office engineering duties. Grade Inspector performs materials field testing & sampling. Over Time @ 1.5 x Straight Time. Assume 9 week duration, 60 hrs/week. Field office, Owner furnished. Email service, Owner furnished. Two R&M vehicles will be furnished @ \$65/day for 54 days.	
	Anchorage Lab, contingent sum	1	\$ 5,000.00	\$ 5,000.00			
	Vehicle, per day	108	\$ 65.00	\$ 7,020.00			
				TOTAL EXPENSES	\$ 14,820.00		
SUB-CONTRACTORS							
SUB-TASK	DESCRIPTION	FIRM	TOTAL PRICE				
					TOTAL LABOR \$ 171,640		
					TOTAL EXPENSES \$ 14,820		
					SUBCONTRACTORS \$ -		
					SUBCONTRACTORS MARK-UP \$ -		
					SUB-CONTRACTORS \$ -		
					TOTAL (NOT-TO-EXCEED) COST		\$ 186,460