



**AM No. 12-10: CONTRACT AMENDMENT TO USKH, INC. IN THE AMOUNT OF \$249,676 FOR AVIATION AVENUE EXTENSION 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		2/29/12
X	City Clerk		2/29/12

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:**

**FISCAL IMPACT:**  yes or  no \$249,676 Funds Available  Yes or  No

**Account name/number:** Airport Blvd./330-4379-437.45-26

**Attachments:** USKH, Inc. Proposal (12 pages)

**SUMMARY STATEMENT:** This is a continuation of the USKH, Inc. term contract for ongoing airport engineering services. Last year, Aviation Avenue was constructed as a pioneer road as part of the Apron D expansion project. Aviation Avenue is planned to be completed this summer as a separate project through an invitation to bid. USKH, Inc., has estimated \$39,138 of final engineering is needed to bid the project; and \$210,538 is needed to oversee the construction with submittal reviews, inspections and quality control. Construction cost is estimated at \$2 million that includes mass excavation through the large hill and paving approximately 0.9 miles from the Sports Center. This project is being funded with \$3.6 million in State Legislative Grants.

**STAFF RECOMMENDATION:** Adopt AM No. 12-10.

Date: <u>3/12/12</u>	Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>	Initials: <u>ACC</u>	Comments:
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**Project: Wasilla Airport –Aviation Avenue Extension (Non-FAA)**

**SCOPE OF SERVICES**

**GENERAL**

The original bid documents shall be modified to include design service tasks for the Wasilla Airport Aviation Avenue Extension. The work includes construction documents revisions as specified in this Scope of Services.

**DESIGN SERVICES**

USKH will review the construction documents previously prepared by HDL to improve the haul road completed under the Phase 2 project to South Mack Drive. The following tasks will be provided.

**Aviation Avenue Extension** – USKH will review the design of the Construct Apron D and Aviation Avenue Project completed by HDL, modify, and repackage it for 2012 construction utilizing non-FAA funding sources. Under this task USKH will prepare/update plans, specifications, and estimate as well as bid schedules to a bid ready state. The extent of proposed construction will be to improve the pioneer road, which was constructed up to the bottom of proposed subbase under Wasilla Apron D Phase 2, to a 32-foot wide paved road (12 foot lanes with 4-foot shoulders). Work will also reduce the 15% grade of the existing haul road to 0.50% by removing the hill to facilitate construction of the new road. No new survey is expected for the new work. Existing survey will be update with information provided from Bristol Construction LLC for work completed on the Pioneer Haul Road and the Apron D construction for the Apron D, Phase 2 project.

**FEE ESTIMATE**

Design work will be completed on a time and materials basis. Worksheets showing our estimated labor and costs for the design scope of work are attached. Fees are based on the assumption that no additional survey will be necessary for the project and the Autocad and Word electronic files of the original Wasilla Airport Apron D and Aviation Avenue project design will be provided. No additional environmental permitting is expected for this project. All work is covered under USACE Permit POA-1996-534, expiring August 31, 2016.

## SCHEDULE

Design work can begin as soon as USKH receives Notice to Proceed from the City. Goal of this effort is to have bid ready contract documents by May 2012 and begin construction in July 2012. USKH will provide two submittals: a 95% on the entire design project and then 100% complete. The below schedule allows for 2 week review period between submittals.

**95% Submittal: 4 weeks after NTP**

**100% Complete: 2 weeks after the receipt of review comments**

## DELIVERABLES

Drawings	95% Submittal: (1) copy transmitted electronically as PDF. 100% Submittal: (1) Full Sized Signed, (6) half sized sets
Specifications	95% Submittal: (1) copy transmitted electronically as PDF. 100% Submittal: (6) Completed Contract Sets
Cost Estimate	95% Submittal: (1) copy transmitted electronically as PDF 100% Submittal: (1) hard copy, (6) bid schedules with contract sets
	All 100% documents will also be submitted to the City on CD-ROM in PDF, Word, and ACAD format.

Wasilla Municipal Airport, Aviation Avenue Extension (Non-FAA)	<b>USKH</b>	WO#1126808
<b>Aviation Avenue Extension Design Services</b>	2515 A Street	
Fee Estimate for Professional Services	Anchorage, AK 99503	
<b>Summary of Labor and Expenses</b>		

Task Description	USKH		Total
	Civil	Expenses	
1 95% Design Submittal	\$27,550.00		\$27,550.00
2 100% Design Submittal	\$11,260.00	\$328.00	\$11,588.00
Total	\$38,810.00	\$328.00	\$39,138.00

**Notes**

- Fee does not include any additional survey, and is for a repackage and review of the Wasilla Airport Apron D and Aviation Drive project to complete the construction of Aviation Avenue.
- Cost assumes City of Wasilla has drawing files of original project in Autocad format.
- No environmental permitting is expected to be needed for this project.

Wasilla Municipal Airport, Aviation Avenue Extension (Non-FAA)							USKH WO#1126808			
Aviation Avenue Extension Design Services							2515 A Street			
Fee Estimate for Professional Services							Anchorage, AK 99503			
<b>Labor Breakdown - Civil</b>										
Item	Description	PIC \$185.00	Senior Eng II \$160.00	Senior Eng I \$145.00	Const Admin \$120.00	EIT II \$95.00	CADD Designer \$110.00	Clerical \$80.00	TOTAL COST	TOTAL HOURS
<b>Task Description</b>										
1	<b>95% Design Submittal</b>									
	Review and Update Sheets (Approx. 16 Sheets)		4.0	16.0	12.0	40.0	40.0		\$12,600.00	112.0
	Review and Update Specifications		4.0	16.0	8.0	16.0		16.0	\$6,720.00	60.0
	Quantities, Cost Estimate, and Cross Sections		4.0	12.0	8.0	32.0			\$6,380.00	56.0
	Project Management / Quality Control	10.0							\$1,850.00	10.0
Totals for Task 1		10.0	12.0	44.0	28.0	88.0	40.0	16.0	\$27,550.00	238.0
2	<b>100% Design Submittal</b>									
	Review meeting/comments			4.0				4.0	\$900.00	8.0
	Design/drawings		2.0	8.0		8.0	12.0		\$3,560.00	30.0
	Specifications		4.0	8.0		8.0		8.0	\$3,200.00	28.0
	Quantities and Cost Estimate		2.0	8.0	2.0	12.0			\$2,860.00	24.0
	Project Management / Quality control	4.0							\$740.00	4.0
Totals for Task 2		4.0	8.0	28.0	2.0	28.0	12.0	12.0	\$11,260.00	94.0
<b>Civil Labor Totals</b>		14.0	20.0	72.0	30.0	116.0	52.0	28.0	\$38,810.00	332.0

Wasilla Municipal Airport, Aviation Avenue Extension (Non-FAA)

USKH WO#1126808

**Aviation Avenue Extension Design Services**

2515 A Street

Fee Estimate for Professional Services

Anchorage, AK 99503

**Expenses Breakdown**

Item Description	Quantity	Units	Rate	Total	Remarks
<b>1 Tasks 1 will be electronically submitted</b>					
<b>2 100% Design Submittal</b>					
Drawings 22X34 (1 Set)	26	sheets	\$2.00	\$52.00	
Drawings 11X17 (6 Sets)	156	sheets	\$1.00	\$156.00	
Misc Printing	500	pages	\$0.20	\$100.00	
CD Roms	1	each	\$20.00	\$20.00	
Totals for Task 2				\$328.00	
<b>Total Expenses</b>				<b>\$328.00</b>	

## **Project: Wasilla Airport Aviation Avenue Extension - Construction Administration Services**

### **SCOPE OF SERVICES**

#### **GENERAL**

The original contract shall be modified to include construction administration tasks for the Wasilla Apron Aviation Avenue Extension 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 2012, and our 2012 rate schedule. Applicable rates are presented below. In the event that construction is delayed until 2013, 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 I	\$145/hour
Engineer In Training II	\$95/hour
Construction Administrator	\$120/hour
CAD Designer	\$110/hour
Administrative Assistant	\$80/hour
Senior Surveyor	\$145/hour

Wasilla Municipal Airport Aviation Drive Extension	<b>USKH</b>	WO#1126808
<b>Aviation Drive Extension Construction Administration Services</b>	2515 A Street	
Fee Estimate for Professional Services	Anchorage, AK 99503	
<b>Summary of Labor and Expenses</b>		

Task Description	USKH	USKH	Expenses	Total
	Civil	Survey		
1 Submittal and Document Review	\$8,410.00	\$0.00	\$100.00	\$8,510.00
2 Inspections and Construction Assistance	\$156,070.00	\$0.00	\$8,864.00	\$164,934.00
3 Review of DCVRs, Change Orders, and Contract Mods	\$23,890.00	\$1,030.00	\$100.00	\$25,020.00
4 Record Drawings	\$11,230.00	\$580.00	\$264.00	\$12,074.00
<b>Total</b>	<b>\$199,600.00</b>	<b>\$1,610.00</b>	<b>\$9,328.00</b>	<b>\$210,538.00</b>

Notes

Warranty inspections and post construction activities are not included.

Wasilla Municipal Airport Aviation Drive Extension							USKH WO#1126808		
Aviation Drive Extension Construction Administration Services							2515 A Street		
Fee Estimate for Professional Services							Anchorage, AK 99503		
<b>Labor Breakdown - Civil</b>									
Item	Description	PIC \$185.00	Senior Eng I \$145.00	Const Admin \$120.00	EIT II \$95.00	CADD Designer \$110.00	Clerical \$80.00	TOTAL COST	TOTAL HOURS
<b>Task Description</b>									
<b>1</b>	<b>Submittal and Document Review</b>								
	Product Data Submittals (Total of 6, allows 50% resubmittals)		24.0				12.0	\$4,440.00	36.0
	Misc Submittals (Schedules, qualifications, procedures, welding etc)		8.0				2.0	\$1,320.00	10.0
	Courier						4.0	\$320.00	4.0
	Logs and Registers		4.0				6.0	\$1,060.00	10.0
	Project Management / Quality Control	2.0	4.0				4.0	\$1,270.00	10.0
<b>Totals for Task 1</b>		<b>2.0</b>	<b>40.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>28.0</b>	<b>\$8,410.00</b>	<b>70.0</b>
<b>2</b>	<b>Inspections and Construction Assistance</b>								
	Field Inspections with Reports								
	Preconstruction Inspection		8.0	8.0				\$2,120.00	16.0
	Construction, 17 weeks construction, six days week, 8 hours day		130.0	816.0			17.0	\$118,130.00	963.0
	Photos		10.0	40.0			17.0	\$7,610.00	67.0
	Construction Meetings / Coordination Meetings								
	Weekly mtg, 17 weeks		34.0	17.0			17.0	\$8,330.00	68.0
	Quantity Calcs, Review Pay Applications (5x)		30.0	24.0				\$7,230.00	54.0
	Project Correspondence		26.0				8.0	\$4,410.00	34.0
	Project Management / Quality control	8.0	40.0				12.0	\$8,240.00	60.0
<b>Totals for Task 2</b>		<b>8.0</b>	<b>278.0</b>	<b>905.0</b>	<b>0.0</b>	<b>0.0</b>	<b>71.0</b>	<b>\$156,070.00</b>	<b>1262.0</b>
<b>3</b>	<b>Review of DCVRs, Change Orders, and Contract Mods</b>								
	DCVR, simple (10 total)		12.0	24.0		8.0	8.0	\$6,140.00	52.0
	DCVR, complex (5 total)	4.0	16.0	10.0		4.0	4.0	\$5,020.00	38.0
	Request for Proposals (5 total)		10.0	10.0			4.0	\$2,970.00	24.0
	Prepare Change Order (total of 5)		24.0	32.0			6.0	\$7,800.00	62.0
	Project Management / Quality Control	4.0	4.0				8.0	\$1,960.00	16.0
<b>Totals for Task 3</b>		<b>8.0</b>	<b>66.0</b>	<b>76.0</b>	<b>0.0</b>	<b>12.0</b>	<b>30.0</b>	<b>\$23,890.00</b>	<b>192.0</b>
<b>4</b>	<b>Record Drawings</b>								
	Based on 16 sheets, revisions to half.								
	Review and Proof Contractors Redlines, Field Books, DCVRs		4.0	8.0				\$1,540.00	12.0
	Prepare Record Drawings		4.0	8.0		16.0		\$3,300.00	28.0
	A.I.P closeout documents		32.0				8.0	\$5,280.00	40.0
	Project Management / Quality Control	2.0	4.0				2.0	\$1,110.00	8.0
<b>Totals for Task 4</b>		<b>2.0</b>	<b>44.0</b>	<b>16.0</b>	<b>0.0</b>	<b>16.0</b>	<b>10.0</b>	<b>\$11,230.00</b>	<b>88.0</b>
<b>Civil Labor Totals</b>		<b>20.0</b>	<b>428.0</b>	<b>997.0</b>	<b>0.0</b>	<b>28.0</b>	<b>139.0</b>	<b>\$199,600.00</b>	<b>1612.0</b>

Wasilla Municipal Airport Aviation Drive Extension						USKH			WO#1126808		
Aviation Drive Extension Construction Administration Services						2515 A Street					
Fee Estimate for Professional Services						Anchorage, AK 99503					
<b>Labor Breakdown - Survey</b>											
Item	Description	Civil PIC	Senior Surveyor I	2-Person Crew	3-Person Crew	Staff Surveyor II	Survey CADD Tech	Staff Clerical	TOTAL COST	TOTAL HOURS	
		\$185.00	\$145.00	\$225.00	\$300.00	\$135.00	\$95.00	\$80.00			
<b>Task Description</b>											
1	<b>Submittal and Document Review</b>										
	Not expected									\$0.00	0.0
										\$0.00	0.0
										\$0.00	0.0
Totals for Task 2		0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0	
2	<b>Inspections and Construction Assistance</b>										
	Not included, may be added if required.									\$0.00	0.0
										\$0.00	0.0
Totals for Task 3		0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$0.00	0.0	
3	<b>Review of DCVRs, Change Orders, and Contract Mods</b>										
	DCVR, simple (total of 2 survey related)										
										2.0	\$1,030.00
											8.0
										\$0.00	0.0
Totals for Task 4		0.0	6.0	0.0	0.0	0.0	0.0	0.0	\$1,030.00	8.0	
4	<b>Record Drawings</b>										
	Review of Survey Field Notes										
										4.0	\$580.00
											4.0
										\$0.00	0.0
Totals for Task 6		0.0	4.0	0.0	0.0	0.0	0.0	0.0	\$580.00	4.0	
<b>Survey Labor Totals</b>		0.0	10.0	0.0	0.0	0.0	0.0	0.0	\$1,610.00	12.0	

Wasilla Municipal Airport Aviation Drive Extension

USKH WO#1126808

**Aviation Drive Extension Construction Administration Services**

2515 A Street

Fee Estimate for Professional Services

Anchorage, AK 99503

**Expenses Breakdown**

Item Description	Quantity	Units	Rate	Total	Remarks
<b>1 Submittal and Document Review</b>					
Printing / Reproduction	500	pages	\$0.20	\$100.00	
Totals for Task 1				\$100.00	
<b>2 Inspections and Construction Assistance</b>					
Maximum Specific Gravity (1 per lot)	2	each	\$127.00	\$254.00	
Asphalt Content (5 per lot)	10	each	\$204.00	\$2,040.00	
Aggregate Gradation (5 per lot)	10	each	\$100.00	\$1,000.00	
Core Density (10 per lot)	20	each	\$50.00	\$1,000.00	
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				\$8,864.00	
<b>3 Review of DCVRs, Change Orders, and Contract Mods</b>					
Misc Printing	500	pages	\$0.20	\$100.00	
Totals for Task 3				\$100.00	
<b>4 Record Drawings</b>					
Drawings 22 x 34	64	sheets	\$2.00	\$128.00	
Mylars	16	sheets	\$6.00	\$96.00	
CD Roms	2	each	\$20.00	\$40.00	
Totals for Task 4				\$264.00	
<b>Total Expenses</b>				<b>\$9,328.00</b>	