CITY OF
WASILLA
• ALASKA •

Date of Action: 1/27/2014	
Approved ☑	Denied ☐
By: KSmith	

CITY COUNCIL ACTION MEMORANDUM

AM No. 14-01: Contract Amendment to Hattenburg, Dilley and Linnell in the amount of $491,215 for South Mack Drive (Clapp Street) Extension construction engineering services.

Originator: Public Works Director
Date: January 15, 2014 Agenda of: January 27, 2014

Route to:	Department Head	Signature	Date
X	Public Works Director		1/15/14
X	Finance Director		1-16-14
X	Deputy Administrator		1-17-14
X	City Clerk	KSmith	1/21/14

Reviewed by Mayor Verne E. Rupright: _____

Fiscal Impact: ☒yes $491,215 **Funds Available:** ☒yes

Account name/number: S. Mack Drive-State/160-4320-432-45-65
Attachments: HDL Fee Proposal (4 pages)

Summary Statement: This is a continuation of the engineering contract awarded to Hattenburg, Dilley and Linnell in 2009 through Request for Proposal No. 0704-0-2008/AG. The project has progressed through 2 years of public involvement and route selection, an environmental assessment, preliminary engineering, and final engineering is nearing completion. Right-of-way acquisition is also nearly complete and the project is planned for bidding and construction in 2014 with the Borough managing the voter approved bond funding for construction. This engineering contract extension is being awarded with City grant funds as a joint project with the Borough.

Staff Recommendation: Adopt AM No. 14-01.

HDL HATTENBURG DILLEY & LINNELL
Engineering Consultants

August 15, 2013 File: 09-006

Archie Giddings, P.E.
Director of Public Works
City of Wasilla
290 East Herning Avenue
Wasilla, AK 99654-7091

Re: Amendment 5 – Construction Phase Services
S. Mack Drive (Clapp Street) Extension

CIVIL ENGINEERING

GEOTECHNICAL ENGINEERING

TRANSPORTATION ENGINEERING

ENVIRONMENTAL SERVICES

PLANNING

SURVEYING

CONSTRUCTION ADMINISTRATION

MATERIAL TESTING

Dear Mr. Giddings:

As requested, Hattenburg Dilley & Linnell (HDL) has prepared this proposal for construction phase services for the South Mack Drive (Clapp Street) Extension project. This work is a continuation of HDL's planning and design services to assist the City of Wasilla (City) with the extension of South Mack Drive to Knik-Goose Bay Road.

Although this is a City project, the Matanuska-Susitna Borough (MSB) obtained construction funding through a combination of bonds and state appropriation for Phase 1, which is the portion of the project north of Donovan Avenue and includes upgrading and extending Clapp Street to South Mack Drive at the Menard Sports Center. For Phase 1, MSB will be the contracting agency. The City is also cooperating with the Alaska Department of Transportation & Public Facilities (DOT&PF) for Phase 2, which is the portion of the project south of Donovan Avenue and includes realignment of Fairview Loop to a new 4-way intersection at Knik-Goose Bay Road. DOT&PF is completing the design and will construct Phase 2.

This proposal for construction phase services is to assist the City and MSB with construction administration, oversight, coordination, inspection and testing of Phase 1.

SCOPE OF SERVICES

We propose to provide construction administration and inspection services for the roadway upgrade and extension. A more detailed description of the anticipated work is as follows:

Task 9 – Construction Administration and Inspection

HDL will provide construction administration (CA) and full-time inspection services during the anticipated approximately 48-week construction period (April 1 to October 15, 2014 and May 1 to September 15, 2015). HDL will work closely with City and MSB staff and will be the contractor's primary point of contact for verbal and written communication. Our scope of work will include construction monitoring, coordination, administration, inspection, material

testing, and record drawings. We will also provide inspection and coordination with utility companies during utility relocation.

HDL will coordinate and monitor the day-to-day activities of the project on behalf of the City and MSB. David Lundin, P.E. will be the Project Manager and Steve Reed, P.E. will be the Project Engineer. Steve will be the primary point of contact and will keep the City and MSB informed of progress, field directives, and any changes as they arise, and will prepare weekly written status reports.

a. *Construction Administration*. At project start-up, HDL will review material and equipment submittals, shop drawings, samples, and quality control submittals. HDL will conduct a pre-construction conference to review the contractor's schedule, establish procedures for submittals and shop drawings, and to establish a working understanding between the contractor, HDL, and the City and MSB.

   During construction, HDL will review administrative submittals and schedules and will review and respond to Design Clarification/Verification Requests (DCVRs). We will conduct formal bi-weekly construction meetings. We will review the contractor's pay requests, verify pay item quantities, and provide recommendations for payment.

b. *Closeout Documents*. HDL will review the contractor's construction markups and will prepare electronic record drawings. We will submit half-size record drawings on bond paper and will provide full- and half-size record drawings in Adobe PDF format on compact disk. For the construction contract closeout, we will request a release of liens and claims statement from the contractor and will distribute a project completion and acceptance certificate for execution.

c. *Construction Inspection & Quality Assurance Testing*. HDL will provide full-time construction inspection to observe, test, and document the construction on behalf of the City and MSB. Documentation will include photographs and daily reports detailing the equipment, labor, inspections, testing, and activities occurring while our inspector is on-site. Copies of daily reports will be provided to the City and MSB on a weekly basis. The actual hours on-site per day will be dependent on the contractor's schedule, the type of work being performed and the level of inspection required. We anticipate our inspector will work up to 60 hours per week. HDL will conduct formal substantial and final completion inspections jointly with the City and MSB and will prepare a substantial completion inspection report and list of deficient items.

   HDL will provide quality assurance material testing to check the adequacy of the contractor's quality control program by performing the following independent tests:

   - ✓ Approximately 100 field density tests on fill materials,
   - ✓ Approximately 10 laboratory moisture-density tests (Proctors) including soil gradations,
   - ✓ Approximately 4 tests for asphalt maximum theoretical density,
   - ✓ Approximately 24 tests for asphalt core density and thickness, and
   - ✓ Approximately 3 field concrete tests and 9 cylinder breaks.

BASIC ASSUMPTIONS

The following basic assumptions were used to prepare this estimate:

1. HDL will be the primary point of contact for verbal and written communications.
2. HDL will provide one full-time project inspector for 48 weeks during the construction period. We anticipate the inspector will work an average of 60 hours per week, including 20 hours of overtime per week to match the contractor's schedule. Inspection will not be required on Sundays or holidays.
3. Our work excludes claims negotiations or protracted disputes with the contractor, repeated retesting due to inadequate contractor performance, or if the contractor's work extends beyond the performance period.

FEE

HDL proposes to provide the aforementioned services on a time and expenses basis at our standard hourly rates and with a 10% mark-up on subcontracts and reimbursable expenses for a fee not-to-exceed **$491,215** as shown on the attached fee estimate worksheet.

The fee estimate is a budget that will be used to provide construction phase services of whatever nature may be required, generally as described in the above scope of services. However, some of the services may require more hours than anticipated, the City or MSB may request more of one type of service than another, or the City or MSB may request a service that is not specifically identified in the above scope. Due to the "as-needed" nature of this work and the fact that HDL has no contractual authority over the contractor, when the fee is expended, our scope under this proposal will be considered complete and no other services or deliverables will be owed except as may be added by an amendment.

We appreciate the opportunity to provide this proposal and look forward to assisting the City on this project. If you have any questions, please contact me at 746-5230.

Sincerely,

HATTENBURG DILLEY & LINNELL, LLC

David Lundin, P.E.
Principal Civil Engineer

Attach: Fee Estimate Worksheet (1 page)

FEE PROPOSAL WORKSHEET

Construction Phase Services

S Mack Drive Extension Phase 1

TASK	ACTIVITY	QTY	RATE	HDL LABOR & DIRECT EXPENSES	REIMBURSABLE EXPENSES	SUB-CONTRACTS	SUBTOTAL	TOTAL
9.0	**Construction Phase Services**							**$491,215**
9.1	Construction Administration - Office (54 weeks)						$158,760	
	Project Manager (6 hrs/wk)	324 hrs	@ $165	$53,460				
	Project Engineer (16 hrs/wk straight time)	864 hrs	@ $110	$95,040				
	Clerical (1 hr/wk)	54 hrs	@ $70	$3,780				
	Vehicle (1/2 day rate)	162 days	@ $40	$6,480				
9.2	Inspection Services (48 weeks)						$297,140	
	Inspector (40 hrs/wk straight time)	1,920 hrs	@ $85	$163,200				
	Inspector (20 hrs/wk overtime)	960 hrs	@ $115	$110,400				
	Vehicle (1 day rate)	288 days	@ $80	$23,040				
	Miscellaneous Reimbursables	1 Allowance	@ $500		$500			
9.3	Quality Assurance Material Testing						$19,515	
	Geotechnical Engineer	24 hrs	@ $145	$3,480				
	Field Materials Tech.		Included w/ inspection					
	Lab Supervisor	40 hrs	@ $100	$4,000				
	Nuclear Densometer	96 days	@ $40	$3,840				
	Lab. Moisture-Density Test	10 ea	@ $280	$2,800				
	Asphalt Maximum Theoretical Density	4 ea	@ $140	$560				
	Asphalt Content, Ignition Oven Method	4 ea	@ $245	$980				
	Asphalt Density (Core)	24 ea	@ $70	$1,680				
	Concrete Field Test	3 ea	@ $125	$375				
	Concrete Cylinder Break	9 ea	@ $20	$180				
	Clerical	16 hrs	@ $70	$1,120				
	Consumables	1 Allowance	@ $500		$500			
9.4	Record Drawings and Closeout						$15,700	
	Project Manager	20 hrs	@ $165	$3,300				
	Project Engineer	40 hrs	@ $110	$4,400				
	Drafter	80 hrs	@ $100	$8,000				
Subtotal Task 9				**$490,115**	**$1,000**	**$0**		**$491,115**
Markup*					$100	$0		$100
Total Task 9				**$490,115**	**$1,100**	**$0**		**$491,215**
*10% for subcontracts, 10% for reimbursable expenses								