

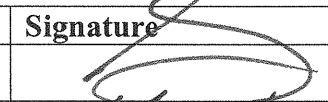


Date of Action: 6/23/14	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
By: Komics	

CITY COUNCIL ACTION MEMORANDUM

AM No. 14-24: Contract Amendment to Hattenburg, Dilley and Linnell in the amount of \$67,997 for Airport Security Equipment and Perimeter Fence Improvements Construction.

Originator: Public Works Director
 Date: June 11, 2014

Agenda of: June 23, 2014

Route to:	Department Head	Signature	Date
X	Public Works Director		6/11/14
X	Finance Director		6-11-14
X	Deputy Administrator		6-11-14
X	City Clerk	Komics	6.11.14

Reviewed by Mayor Verne E. Rupright: 

Fiscal Impact: yes \$67,997 **Funds Available:** yes

Account name/number:

Airport Security Improvements-Fed/330-4379-437-45-23	\$65,872
Airport Security Improvements-State/330-4379-437-45-29	\$2,125

Attachments: HDL Fee Proposal (6 pages)

Summary Statement: This contract amendment is being offered as a result of the City's January 4, 2013 Request for Proposal for Airport Engineering Services term contract 2013-2016. This is a continuation of the term contract for airport engineering services that include construction administration services for the Security Equipment and Perimeter Fence improvements project. This project includes the replacement of controls and associated above ground electrical components and software to vehicle gates C and D, replacement of the gate control computer, and the installation of approximately 3,960 linear feet of fiber optic cable.

Staff Recommendation: Adopt AM No. 14-24.

June 10, 2014

File: 84-072

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

Re: Amendment Proposal for Construction Phase Services
Wasilla Airport Security Equipment and Perimeter Fencing

Dear Mr. Giddings:

Hattenburg Dilley & Linnell (HDL) is pleased to present this amendment proposal for construction phase services for the Wasilla Airport Security Equipment and Perimeter Fencing project.

CIVIL
ENGINEERING

GEOTECHNICAL
ENGINEERING

TRANSPORTATION
ENGINEERING

ENVIRONMENTAL
SERVICES

PLANNING

SURVEYING

CONSTRUCTION
ADMINISTRATION

MATERIAL
TESTING

PROJECT DESCRIPTION

The Wasilla Airport Security Equipment and Perimeter Fencing project will replace the controls and associated above ground electrical components and software to vehicle gates C and D, replace the gate control computer, and install approximately 3,960 LF of fiber optic cable between the gates and the gate control computer. Bids for the project were opened on May 21, 2014. HDL has prepared an FAA grant application for additional funding and, pending approval of this grant, a limited contract award to the low bidder, Alcan Electrical & Engineering (Contractor), is anticipated for late June with full contract award in late July when funds are available.

PROPOSED ADDITIONAL SERVICES

Task 6 – Security Equipment and Perimeter Fencing Construction Administration and Inspection

The scope of work under this task is to provide construction administration (CA) and inspection services during construction. While the Contractor's construction period spans approximately 12 weeks (pending schedule identified above), we expect to provide inspection services for approximately 8 weeks when the underground work is underway. HDL will work closely with City staff and will be the Contractor's primary point of contact. Our scope of work will include construction oversight, coordination, administration, inspection, material testing, and record drawings as further described below:

Project Oversight and Coordination. HDL will coordinate and oversee the day-to-day activities of the project on behalf of the City. HDL's project engineer, Chris Bowman, will work under Project Manager, David Lundin. Chris will serve as the primary point of contact and will keep the City informed of progress, field directives, and changes as they arise. Chris will coordinate with our on-site inspector and will prepare weekly written status reports.

Project Start-up / Review of Submittals & Shop Drawings. HDL will conduct a pre-construction conference to review the contractor's schedule, establish procedures for submittals and shop drawings, and establish a working understanding between the

Contractor, HDL and the City. HDL will review and respond to administrative, material, and equipment submittals, shop drawings, samples, and quality control submittals. .

Project Administration. HDL will review and respond to DCVRs and RFIs from the Contractor. We will conduct formal weekly construction meetings and will meet informally with the Contractor and the City to assist in coordinating the work. We will review the Contractor's pay requests, verify completed pay item quantities and make recommendations for payment by the City. HDL will prepare RFPs, review contractor proposals and prepare Change Orders for any unanticipated and/or additional directed work.

Construction Inspection & Quality Assurance Testing. HDL will provide part-time construction inspection of the proposed improvements. We estimate our inspector will work approximately 16 hours per week to document the Contractor's activities, primarily during the installation of underground work. Actual inspection hours will vary depending on the Contractor's schedule, quality of workmanship, and the type of work being performed at the time. We will perform quality assurance material testing on backfill and imported materials to check the adequacy of the Contractor's quality control program. Construction documentation will include photographs and daily reports detailing the equipment, labor, inspections, testing and activities occurring each day. Copies of daily reports will be provided to the City on a weekly basis. HDL will conduct formal substantial and final completion inspections jointly with the City and our subconsultant EDC. We will prepare a substantial completion inspection report and list of deficient items and verify their completion prior to closeout.

Closeout Documents. HDL and EDC 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; final AutoCAD files will also be submitted on CD for your records. 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. We will provide a bound Project Closeout Report for the FAA grant in accordance with FAA requirements.

ASSUMPTIONS

1. HDL will be the primary point of contact for verbal and written communications.
2. HDL will provide one part-time project inspector for an average of 16 hours per week for 8 weeks. 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 workmanship, or if the Contractor's work extends beyond his contract time.

FEE

We propose to provide the aforementioned services on a time and expenses basis at our published hourly labor rates and 10% mark-up of subcontracts and reimbursable expenses for a fee not to exceed **\$67,997**, as detailed on the fee estimate worksheet dated June 10, 2014.

We appreciate the opportunity to provide this proposal and look forward to assisting the City

*RE: Fee Proposal for Construction Phase Services
June 10, 2014
Page 3 of 3*

of Wasilla with this important project. If you have any questions, you can contact me at 746-5230.

Sincerely,

HATTENBURG DILLEY & LINNELL, LLC



David Lundin, PE
Principal Civil Engineer

Attach: EDC Fee Proposal dated June 3, 2014 (2 pages)
Fee Worksheet (1 page)



ENGINEERING DESIGN & CONSULTING
An Alaskan Owned Professional Corporation

EDC, INC.
213 W. Fireweed Lane
Anchorage, AK 99503

June 3, 2014

Angela Smith, P.E.
Hattenburg, Dilley, & Linnell
3335 Arctic Boulevard, Suite 100
Anchorage, AK 99503

Subject: Wasilla Airport - Electrical Construction Management Proposal

Dear Angela:

This proposal is for providing electrical engineering construction management services in support of Wasilla Airport's security improvements project. This proposal is based on the following:

SCOPE OF WORK - EDC will provide construction assistance including attending the preconstruction conference, submittal reviews, design clarifications, RFP and Field Directive development, site inspections and record drawings.

DELIVERABLES – A copy of the site inspection report will be provided after each inspection. A full and/or half-size, reproducible copy of each of the record drawings will be provided. An electronic copy of the record drawings in AutoCAD format will also be provided.

ASSUMPTIONS – The preconstruction conference will be held in Wasilla. Two, 5-hour electrical inspections will be performed each week for 10 weeks. Record drawings will be developed from contractor provided red-lines.

FEE - The fee to perform the above scope of work will be billed on a Time and Material basis with a Not-to-Exceed amount of:

Preconstruction Conference	\$ 1,100.00
Submittal Reviews	\$ 4,120.00
Design Clarifications	\$ 2,200.00
RFP's and Directives	\$ 3,470.00
Inspections	\$12,700.00
Record Drawings	<u>\$ 2,840.00</u>

TOTAL NOT TO EXCEED = \$26,430.00

Proposal

PHONE (907) 276-7933
FAX (907) 276-4763

Angela Smith, P.E.
Page 2
June 3, 2014

Please feel free to contact me if you have any questions concerning this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "John Faschan", with a long horizontal flourish extending to the right.

John Faschan,
President / EDC, INC.

FEE PROPOSAL WORKSHEET
Security Equipment and Perimeter Fencing - CA Services
Wasilla Municipal Airport

<u>TASK</u>	<u>ACTIVITY</u>	<u>QTY</u>	<u>RATE</u>	<u>HDL LABOR</u>	<u>REIMBURSABLE EXPENSES</u>	<u>SUB-CONTRACTS</u>	<u>SUBTOTAL</u>	<u>TOTAL</u>	
6.0	Security Equipment and Perimeter Fencing CA								\$67,997
	<u>Project Startup / Review of Submittals & Shop Drawings</u>							\$8,460	
	Project Manager	4 hrs	@ \$165	\$660					
	Project Engineer	20 hrs	@ \$115	\$2,300					
	EDC	1 Allowance	@ \$5,220			\$5,220			
	Clerical	4 hrs	@ \$70	\$280					
	<u>Assistance During Construction (8 weeks)</u>							\$21,500	
	Project Manager, 2 hrs/wk	16 hrs	@ \$165	\$2,640					
	Project Engineer, 10 hrs/wk	80 hrs	@ \$115	\$9,200					
	Marsh Creek	1 Allowance	@ \$3,990			\$3,990			
	EDC (See attached Fee Estimate)	1 Fee	@ \$5,670			\$5,670			
	<u>Construction Inspection (8 Weeks @ 16 hrs per wk)</u>							\$26,200	
	Inspector	128 hrs	@ \$85	\$10,880					
	Vehicle	24 days	@ \$80	\$1,920					
	EDC	1 Fee	@ \$12,700			\$12,700			
	Miscellaneous Reimbursables	1 Allowance	@ \$200		\$200				
	Quality Assurance Testing	1 Allowance	@ \$500	\$500					
	<u>Closeout Documents</u>							\$8,750	
	Project Manager	4 hrs	@ \$165	\$660					
	Project Engineer	40 hrs	@ \$115	\$4,600					
	Drafter	4 hrs	@ \$100	\$400					
	EDC	1 Fee	@ \$2,840			\$2,840			
	Miscellaneous Reimbursables	1 Allowance	@ \$250		\$250				
Subtotal				\$34,040	\$450	\$30,420		\$64,910	
10% Markup					\$45	\$3,042		\$3,087	
Total Task 6				\$34,040	\$495	\$33,462		\$67,997	