

**CITY OF PALMER ACTION MEMORANDUM No. 10-028**

**SUBJECT:** Authorize the City Manager to Execute Amendment No. 1 to DOWL HKM for the Bonanza Area Water and Street Improvements Project in the Amount of \$66,055

**AGENDA OF: April 13, 2010**

<b>Council action:</b>	<b>Authorized</b>
------------------------	-------------------

**Approved for presentation by B. B. Allen, City Manager** *B. B. Allen*

Route To:	Department/Individual:	Initials/Date:	Remarks:
X	Originator – Public Works	<i>CKL</i>	
X	City Clerk	<i>JR</i> 4/6/10	
X	City Attorney	<i>[Signature]</i> 4/6/10	
X	Director of Administration	<i>[Signature]</i>	
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

**Attachment(s):** DOWL HKM Proposal dated March 22, 2010

**Certification of Funds:**

	No fiscal impact.	
X	Funds are budgeted from this account number:	24-20-07-6221 24-20-07-6300
	Funds are not budgeted. Budget modification is required. Affected account number:	

Director of Administration Signature: *[Signature]*

**Summary statement:** DOWL HKM provided a proposal for additional engineering and surveying services for the Bonanza Area Water and Street Improvements project. These additional services need to be completed prior to repairing the water leak on W. Dolphin Street and bidding the project.

**Background:** On January 13, 2010, a leak was discovered on W. Dolphin Street at the junction of a water line and one of the primary water mains in north Palmer. The city was able to provide temporary, above ground service to the two homes which are currently affected. The condition of the leaking pipes is similar to the conditions seen in the summer of 2009; the walls

of the piping are deteriorated and failure is eminent. On February 9, 2010, the City Manager declared this an emergency.

The expansion of the services DOWL will provide enables the engineers to design a temporary water plan in the event the leak on Bonanza expands and needs to be replaced immediately. The engineer's work will provide the needed plans and ADEC approval to carry out the necessary construction to repair the water main leak.

The temporary water plan is normally provided by the contractor, but since there is no contractor in place, the City Department of Public Works will assist Dowl HKM to produce a temporary water plan for the affected area. Should the water main burst, the plan will be submitted to ADEC for review and approval. The early approval of the temporary water plan will also improve the construction time on the project. The approved plan will be made part of the contract documents that would be later part of the bid package to the contractors.

These additional services will include the following:

- Relocating an existing pressure reducing station located below grade on Alaska Street. A new pressure reducing station will be designed and located above ground within an easement;
- Design a detention basin on S. Bonanza Street for excessive water runoff;
- Right of Way property acquisition; and
- Temporary water plan.

This Amendment No. 1 will be funded by Alaska Department of Environmental Conservation (ADEC) Municipal Matching Grant (MMG) 67117 and 67115 at 70%. The city match will be funded from account number 24-20-07-6300.

**Administration recommendation:** Approve action memorandum 10-028.



March 22, 1010  
W.O. D60343

Mr. Carter Cole  
Director  
City of Palmer, Public Works Department  
1316 A South Bonanza Street  
Palmer, Alaska 99645

Subject: Bonanza Area Water and Road Improvements  
*Revised* Proposal/Agreement for Engineering and Survey Services

DOWL HKM appreciates this opportunity to submit a revised proposal to provide additional engineering and survey services for the Bonanza Area Water and Road Improvement project. The additional services included design for a detention basin, design for a pressure reducing station (PRV), easement acquisition, and preparation of temporary water plans.

**FEE PROPOSAL**

We propose to furnish the services described below for a total fee of \$86,830. The total fee includes \$83,375 lump sum and \$3,455 T&M. This total fee consists of the following components, which is covered in detail on the attached estimate.

**Basic Services**

ROW Acquisition.....	\$33,075
Pressure Reducing Station .....	\$44,945
Retention Basin.....	\$ 2,520
Temporary Water Plan.....	\$ 2,835
<b>TOTAL BASIC SERVICES .....</b>	<b>\$83,375</b>

**Additional Services**

*Pressure Reducing Station*

Additional Topographic Survey (T&M).....	\$ 3,455
<b><u>TOTAL ADDITIONAL SERVICES .....</u></b>	<b><u>\$ 3,455</u></b>

<b>TOTAL.....</b>	<b>\$66,055</b>
-------------------	-----------------

A monthly statement will be provided showing the approximate percentage completion of each of these phases. Payment will be expected within 30 days.

Exhibit A

## **SCOPE OF WORK**

### **BASIC SERVICES**

#### **ROW Acquisition**

DOWL HKM will prepare legal descriptions and parcel maps for the Public Use Easements (PUEs) that are needed for the project, which consist of the following:

##### Bonanza Street

- Lots A-1 through Lots A-6, Palmer Industrial Park Subdivision

##### Alaska Street

- PRV location to be determine

DOWL HKM will prepare parcel figures for the Temporary Construction Permits that are needed for the project, which consist of the following:

##### Bonanza Street

- Lot 6, Block 13, Le Duc E. J. Subdivision
- Lot 8, Block 13, Le Duc E. J. Subdivision
- Lot 10, Block 8, Le Duc E. J. Subdivision
- Lot 8, Block 7, Le Duc E. J. Subdivision
- Lot 11, Block 7, Le Duc E. J. Subdivision
- Lot 12, Block 7, Le Duc E. J. Subdivision
- Lot 7, Block 2, Le Duc E. J. Subdivision
- Lot 8, Block 2, Le Duc E. J. Subdivision
- Lot 10, Block 2, Le Duc E. J. Subdivision

##### North Alaska Street

- Lots 16, Block 12, T.A. Smith Subdivision
- Lot 17, Block 12, T.A. Smith Subdivision
- Lot 18, Block 12, T.A. Smith Subdivision

##### West Caribou Avenue

- Lot 37, Block 11, T.A. Smith Subdivision

- Lot 17-1, Block 10, T.A. Smith Subdivision
- Lot 12A, Block 11, T.A. Smith Subdivision
- Lot 1-1, Block 10, T.A. Smith Subdivision

West Dolphin Avenue

- Lot 22, Block 15, T.A. Smith Subdivision
- Lot 1, Block 11, T.A. Smith Subdivision
- Lot 24, Block 11, T.A. Smith Subdivision

**Pressure Reducing Station**

We understand that your project goal is to replace and relocate the existing underground pressure reducing valve (PRV) with a new aboveground PRV at the northwest corner of North Alaska Street and East Beaver Avenue (see attached Figure 1).

- **Design Criteria Memorandum.** DOWL HKM will complete a design criteria memorandum summarizing project objectives and detailing criteria needed to complete the design. The memorandum is anticipated to be approximately four pages long.
- **Design Development.** DOWL HKM will prepare 65 percent completion level drawings. These documents will be submitted to you for review and comment. We envision a 65 percent design plan set to include a total sheet count as follows:

**Sheets**

Demolition Plan .....	1
Site Plan Sheet .....	1
Water Plan & Profile.....	1
Water Details .....	1
Architectural Design Sheets.....	2
Structural Design Sheet.....	1
Mechanical Design Sheet.....	1
Electrical Design Sheet .....	1
<b>TOTAL.....</b>	<b>9</b>

Drawings will be prepared in English Units.

- **Construction Documents.** Upon written receipt of the 65 percent design review comments, we will prepare final drawings, as we understand the project.
- **Permitting.**

DEC Approval to Construct Permitting. DOWL HKM will prepare drawings for the proposed utility improvements and submit them to the State of Alaska Department of

Environmental Conservation (DEC) along with cover letter, checklists, application fee as required to complete the Approval to construct application for the proposed improvements. We will coordinate and attend a preconstruction meeting with the DEC.

DEC Approval to Operate/Record Drawings. DEC regulations requires the installation of water supply facilities be inspected y a Registered Professional Engineer who subsequently signs the record drawings and submits the to the DEC for approval to operate the system. Based on these observations and “redlines” submitted by the Contractor, we will prepare the record drawings and submit them to the DEC. If you elect not to have us complete these inspections, you must arrange for another registered professional engineer to do the inspections and stamp the record drawings. A certificate to operate will not be granted otherwise.

We will prepare record drawings for the work upon project completion. We will show all significant changes in the work made during construction, including locations of underground utilities and appurtenances referenced to permanent surface improvements, based on marked-up prints, drawings and other data furnished by the Contractor on the record drawings.

We will transmit AutoCAD files of the completed design to you at the completion of the project. The drawings will contain information provided by the Contractor. The files will be in the current AutoCAD release format. We will append a copy of our layering convention. We will not perform a topographic survey of the constructed features.

## **Detention Basin**

DOWL HKM was asked to design a detention basin to be located at the northwest corner of the intersection of Bonanza Street and Commercial Street.

- **Drainage Calculations**

DOWL HKM has performed the drainage calculations to size a detention basin to be located at the northwest corner of the intersection of Bonanza Street and Commercial Street. The detention basin will accommodate the drainage from the proposed ditch located on the west side of Bonanza Street and the surrounding area.

- **Update Final Construction Documents**

DOWL HKM will update the design drawings to indicate the location of the detention basin. DOWL HKM will also provide details for constructing the detention basin in the construction documents.

## **Temporary Water Plans**

DOWL HKM will complete a temporary water service plan for the Bonanza Street Water Improvements project. The temporary plan will include specifics about both parts of the project area; both the North Alaska Street area, and the Bonanza Street area. The scope of work for preparing the temporary water service plan consists of:

- Coordination with the DEC,

- Preparation of a temporary water plan map, and
- Narration of the plan with specifics about which homes will be served and what type of pipe shall be used.

The temporary water plan will be prepared in accordance with Municipality of Anchorage Special Provisions (MASS) 2009-Section 60.08.

DOWL HKM proposes to complete the scope of work resulting in a temporary water plan for the Bonanza Street Water Improvements for a lump sum of \$2,835. A draft plan can be turned into the City of Palmer within one week of receiving Notice-to-Proceed.

### **ADDITIONAL SERVICES (T&M)**

#### **Pressure Reducing Station**

- **Additional Topographic Survey.** DOWL HKM will perform additional topographic survey as needed to supplement previous survey completed primarily within the North Alaska Street right-of-way.

### **ASSUMPTIONS**

We have based our proposal on the following assumptions. If further investigation into the project discloses conditions other than those assumed, we will advise and assist you in making appropriate adjustments to the scope of work and budget.

- The City of Palmer will make provisions for legal entry and necessary site access for DOWL HKM, if required.
- DOWL HKM will utilize existing survey information from the Bonanza Street Improvements Project to the extent possible but additional survey may be needed.
- Geotechnical services are not included in this proposal.
- Gas, electric, and telephone services to the facility will be coordinated and designed by others.
- The City of Palmer Public Works Department will construct the proposed facilities.
- Specifications and cost estimating will not be required.
- No security fencing or other security systems will be included in the design.
- No SCADA design will be included in this design; however, the design will accommodate future SCADA additions.
- The City of Palmer will provide existing flow and pressure information.
- DOWL HKM will obtain the building permit for the PRV.

Mr. Carter Cole  
Director  
City of Palmer, Public Works Department  
March 22, 2010  
Page 6

- A Categorical Exclusion Checklist will not be required since the impacts from these proposed improvements will overlap with the roadway improvements project. Previously received permits can cover these proposed improvements.

## SCHEDULE

We anticipate construction to take place during the 2010 construction season.

We have attached a copy of our detailed fee proposal for further definition of the tasks included in our proposal. We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project and will be happy to answer any additional questions you may have.

Sincerely,  
DOWL HKM



**BRAD DOGGETT FOR:**  
Steven K. Noble, P.E., PTOE  
Manager, Transportation Planning and Engineering

Attachments: As stated

D60343.Cole.SKN.LMC.032210.tla

This proposal/agreement and the Standard Contract Terms and Conditions are accepted, and DOWL HKM is authorized to proceed with the work.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Exhibit A



**DOWL HKM  
ESTIMATE FOR PROFESSIONAL SERVICES**

<b>PROJECT:</b>	<b>BONANZA STREET</b>				WO#	D60343					
					DATE:	18-Mar-10					
					Prepared by	LMC					
<b>CLIENT:</b>	<b>CITY OF PALMER</b>										
<b>Task 2</b>	<b>Pressure Reducing Station</b>										
	Design Criteria Memo										
	Project Management	1		2							
	Review Record Drawings	1	1								
	Meeting with COP Public Works	4		4							
	Determine Design Flows & Pressure	1	2								
	Size Pipes	1	2								
	Determine PVR Appurtenances	1	2								
	<b>Subconsultant Input</b>										
	Mechanical & Electrical Considerations										\$770.00
	Architectural Considerations	1	2	1				3			
	Memorandum										
	Design Development - 65%										
	Project Management	2		4							
	Site Visit	4	4	1							
	Bonanza Improvement Project Coordination		1	2							
	Survey/Geotech Data Review		2			1					
	Demolition Plan	1	2			1					
	Plan and Profile - Water Improvements	1	16			12					
	Detail Sheet	2	12			4					
	Site Plan		2			4					
	Structural Design				8	4					
	Building Permit	2		2	2						
	<b>Subconsultant Design</b>										
	Mechanical & Electrical Design										\$2,750.00
	Architectural Design										\$7,150.00
	QA/QC Review	2		2	1	2					
	Construction Documents										
	Project Management	1		2							
	Bonanza Improvements Project Coordination		1	1							
	Demolition Plan		1	1		2					
	Plan and Profile - Water Improvements	1	12			8					
	Details Sheet		8			2					
	Site Plan		1	1		4					
	Structural Design				6	4					
	Building Permit	2		6	6						
	<b>Subconsultant Design</b>										
	Mechanical & Electrical Design										\$2,750.00
	Architectural Design										\$5,500.00
	QA/QC Review	2		1	1						
	Respond to Review Comments	1	4	1	1						
	DEC Approval to Contract Permitting										
	Engineering Plan Review Fees					2					
	Permit Application		2								
	Cover Letter	1	1					2			
	Checklist	1	4								
	Comment Resolution	1	4								
	QA/QC Review										

**DOWL HKM  
ESTIMATE FOR PROFESSIONAL SERVICES**

<b>PROJECT:</b>	<b>BONANZA STREET</b>				<b>WO#</b>	D60343					
					<b>DATE:</b>	18-Mar-10					
					<b>Prepared by</b>	LMC					
<b>CLIENT:</b>	CITY OF PALMER										
	DEC Approval to Operate/Record Drawings										
	Record Drawings										
	Plan and Profile - Water Improvements		2			2					
	Details Sheet		1			1					
	Site Plan		1			1					
	Structural Design		1		1	1					
	Copies of Drawings/Specifications		1								
	Subconsultant Design										
	Mechanical & Electrical Design						1				\$550.00
	Architectural Design						1				\$550.00
	QA/QC Review	2	1			2					
	<i>Subtotal - Hours</i>	34	95	31	26	59	5	0	0		250
	<i>Subtotal Cost</i>	\$4,250.00	\$9,025.00	\$3,565.00	\$2,990.00	\$4,720.00	\$375.00	\$0.00	\$0.00	\$20,020.00	\$44,945.00
	<i>Labor Category</i>	Department Manager	Design Engineer	Project Manager	Structural Engineer	AutoCAD Tech	Admin Assistant	Project Surveyor	Survey Crew	Expenses	TOTALS
	<i>Hourly Rate</i>	\$150.00	\$85.00	\$115.00	\$115.00	\$80.00	\$80.00	\$110.00	\$145.00	(10% Markup)	
	<i>Hours</i>										
<b>Task</b>	<b>Task Description</b>										
<b>Task 3</b>	<b>Detention Basin</b>										
	Drainage Calculations										
	Gather drainage information										
	Perform drainage calculations		2								
	Size detention basin			6							
	Peer Review	1									
	Update Construction Documents										
	Storm drain design and drafting		4	1		4					
	Final Specifications			1			1				
	Peer Review of Plans	1									
	Incorporate Comments from Review			1		1	1				
	Engineer's Estimate			1							
	Reimbursable Expenses										
	<i>Subtotal - Hours</i>	2	6	10	0	5	2	0	0		25
	<i>Subtotal Cost</i>	\$300.00	\$510.00	\$1,150.00	\$0.00	\$400.00	\$160.00	\$0.00	\$0.00	\$0.00	\$2,520.00
	<i>Labor Category</i>	Department Manager	Design Engineer	Project Manager	Structural Engineer	AutoCAD Tech	Admin Assistant	Project Surveyor	Survey Crew	Expenses	TOTALS
	<i>Hourly Rate</i>	\$150.00	\$95.00	\$115.00	\$115.00	\$95.00	\$85.00	\$110.00	\$145.00	(10% Markup)	
	<i>Hours</i>										
<b>Task</b>	<b>Task Description</b>										
<b>Task 4</b>	<b>Temporary Water Plan</b>										
	Project Management	1	1								
	Regulations Research		2								
	Temporary Water Plan Narrative	2	8				2				
	COP Coordination	2	2								
	Water Plan Figure					4					
	Quality Control	2									
	<i>Subtotal - Hours</i>	7	13	0	0	4	2	0	0		26
	<i>Subtotal Cost</i>	\$1,050.00	\$1,235.00	\$0.00	\$0.00	\$380.00	\$170.00	\$0.00	\$0.00	\$0.00	\$2,835.00
	<b>TOTAL BASIC SERVICES HOURS</b>	45	114	41	26	164	9	35	0	0	434
	<b>TOTAL BASIC SERVICES COST</b>	\$5,890.00	\$10,770.00	\$4,715.00	\$2,990.00	\$13,660.00	\$705.00	\$3,850.00	\$0.00	\$40,795.00	\$83,375.00

Exhibit A

DOWL HKM ESTIMATE FOR PROFESSIONAL SERVICES												
<b>PROJECT:</b>	BONANZA STREET					WO#	D60343					
						DATE:	18-Mar-10					
						Prepared by	LMC					
<b>CLIENT:</b>	CITY OF PALMER											
<b>ADDITIONAL SERVICES</b>												
		Labor Category	Department Manager	Design Engineer	Project Manager	Structural Engineer	AutoCAD Tech	Admin Assistant	Project Surveyor	Survey Crew	Expenses	TOTALS
		Hourly Rate	\$165.00	\$95.00	\$115.00	\$115.00	\$80.00	\$75.00	\$110.00	\$145.00	(10% Markup)	
		Hours										
Task	Task Description											
<b>Task ASI</b>	<b>Additional Topographic Survey</b>											
	Project Management		1		1							
	Survey Research								2			
	Site Survey									8		
	Drafting						8		1			
	Basemap Update								8			
	QA/QC		1									
		Subtotal - Hours	2	0	1	0	8	0	11	8		30
		Subtotal Cost	\$330.00	\$0.00	\$115.00	\$0.00	\$640.00	\$0.00	\$1,210.00	\$1,160.00	\$0.00	\$3,455.00
		TOTAL BASIC SERVICES HOURS	2	0	1	0	8	0	11	8	0	30
		TOTAL BASIC SERVICES COST	\$330.00	\$0.00	\$115.00	\$0.00	\$640.00	\$0.00	\$1,210.00	\$1,160.00	\$0.00	\$3,455.00

Exhibit A