

CITY OF PALMER ACTION MEMORANDUM No. 09-040

SUBJECT: Authorize the City Manager to Award and Execute a Professional Services Agreement with Hattenburg Dilley & Linnell Engineering Consultants LLC in the Amount of \$322,731 for the Professional Engineering Services of Gulkana Water and Street Improvements Project

AGENDA OF: July 14, 2009

Council action:	Authorized
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Approved for presentation by B. B. Allen, City Manager *B. B. Allen*

Route To:	Department/Individual:	Initials/Date:	Remarks:
X	Originator – PW	<i>ML</i> 06/24/09	
X	City Clerk	<i>JR</i> 7/7/09	
X	City Attorney	<i>AS</i> 7/7/09	
X	Director of Administration	<i>AW</i> 7/1/09	
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

Attachment(s): HDL Fee Proposal

Certification of Funds:

	No fiscal impact.	
X	Funds are budgeted from this account number:	Reso 09-023
	Funds are not budgeted. Budget modification is required. Affected account number:	

Director of Administration Signature: *AW*

Summary statement: On June 23, 2009, the Palmer City Council approved Resolution No. 09-023 which approved a supplemental appropriation for the engineering and design services for Gulkana Area Water and Street Improvements. The City issued a Request for Proposal and received four proposals. The proposals were ranked in the following order by the five member proposal review committee.

<u>Score</u>	<u>Firm</u>
462	Hattenburg Dilley & Linnell Engineering Consultants, LLC
402	Dowl HKM
328	Alaska Rim Engineering
320	Rodney P. Kinney and Associates, Inc.

Gulkana Area Water and Street Improvements Project Description

This project includes professional engineering services for the design of approximately 4,208 feet of road improvement, including curb and gutter, sidewalks where required, LED street lights and pavement over existing streets. In addition, approximately 4,208 feet of domestic water main piping replacement including new fire hydrants and piping will be upgraded to ductile iron pipe.

The project will include the following streets:

Road	Connector Streets	Existing Surface	Feet
S. Diomedede St.	E. Fern St to E. Fireweed	Gravel/Paved	336
S. Gulkana St	E. Fireweed to E. Cottonwood	Gravel/Paved	1942
E. Cottonwood Ave.	S. Gulkana to Denali St.	undeveloped	785
E Dahlia	S. Gulkana	Gravel	277
E Dogwood	S. Gulkana	Gravel	388
E Cedar	S. Gulkana	Gravel	480

Administration recommendation: Approve action memorandum no. 09-040.

June 27, 2009

File: 79-061

Carter Cole, Public Works Director
City of Palmer
231 West Evergreen Avenue
Palmer AK 99645

Re: Fee Proposal for Engineering Services
Gulkana Area Water and Street Improvements - City of Palmer

Dear Mr. Cole:

Hattenburg Dilley & Linnell (HDL) is pleased to present this fee proposal for design phase engineering services for the Gulkana Area Water and Street Improvements project. The primary project area is in the vicinity of the old Valley Hospital site; the affected streets are shown on the attached Figure 1. The proposed project is identified in Palmer's "Programs for Progress" and is consistent with the water system improvements and street paving program projects identified for construction in 2010.

The Gulkana project area has a mixture of residential and commercial uses, including several single-family residences, the new State Office Building and the Palmer Court House, as well as undeveloped property. Portions of the streets in the project area are gravel and are without sidewalks. Curb ramps for the sidewalks that do exist do not meet Americans with Disabilities Act (ADA) requirements. The water mains are 50-year-old or older steel pipe and are in poor condition. Fortunately, City maintenance personnel have not had to repair any significant leaks in the area, however replacement of pipe in adjacent areas indicates that the pipe is deteriorated and substantial leaks are imminent. Replacement parts for the aged fire hydrants in the area are no longer available. There are adequate streetlights in some areas, but in others there are none or illumination is poor. Where there are streetlights, they are powered through direct-bury conductors, which have been prone to failure and have required significant maintenance.

SCOPE OF IMPROVEMENTS

We understand that the proposed improvements are to be constructed under one contract and are planned for the 2010 construction season. We anticipate the project improvements detailed on the following pages:

Scott Hattenburg, PE

Lorie Dilley, PE/CPG

Dennis Linnell, PE

David Lundin, PE

Diomedes Street – Fern to Fireweed:

- ◆ Replace the existing 1½" water line with 375 feet of 6-inch DIP (ductile iron pipe) and install new services to the two properties served from this street.
- ◆ Improve the existing gravel road to a standard residential street with 24 feet of paving, subgrade improvement, and curb and gutter.
- ◆ Install sidewalk on one side of street. The west side is preferred.
- ◆ Replace the streetlight at Fern with a standard height pole and upgrade with a light emitting diode (LED) luminaire.

Gulkana Street – Fireweed to Cottonwood:

- ◆ Replace the 6-inch water main from Evergreen to Cottonwood with 1,300 feet of 10-inch DIP. Replace the existing 12" main from Elmwood to Evergreen with 200 feet of 16-inch DIP. Existing 16-inch DIP from Fireweed to Elmwood will remain in place. Provide for future extension of water system north and east of Gulkana and Cottonwood by installing a cross and four gate valves at this intersection.
- ◆ Improve the existing gravel road from the end of the pavement north of Dogwood Avenue about 550 feet to Cottonwood Avenue to a standard commercial street with 40 feet of paving, subgrade improvement, curb and gutter, and sidewalk on both sides.
- ◆ Replace the existing paving disturbed by the water main replacement.
- ◆ As an additive alternate, replace the existing pavement from Fireweed to Elmwood not disturbed by water main replacement.
- ◆ Install ADA-compliant ramps at intersections.
- ◆ Upgrade streetlights with LED luminaires and replace direct-bury conductors with new conductors and conduit. Install a new load center at Gulkana and Cottonwood and disconnect existing circuit at Gulkana and Dahlia.

Cottonwood Avenue – Gulkana to Denali:

- ◆ Replace the 6-inch steel water main with about 550 feet of 10-inch DIP from Gulkana to about 300 feet east of Denali and connect to the existing DIP. The City will locate the end of the existing DIP during design.
- ◆ Construct 800 feet of new commercial roadway with 40 feet of paving, subgrade improvement, curb and gutter, and sidewalk on the south side only, similar to improvements on Cottonwood east of Denali currently under construction. Curb on the north side will be Type I to allow for future sidewalk construction.
- ◆ Relocate the catch basins at Denali and at Gulkana to accommodate new road. No storm drain system extension is anticipated.
- ◆ Install new streetlights with LED luminaires.

Dogwood Avenue – Gulkana Street to the end of the right of way at 300 feet to the east:

- ◆ Replace the existing water line with 300 feet of 6-inch DIP with a fire hydrant at the end of the run and provide for future extension.
- ◆ Improve the existing gravel street to a standard residential street with 24 feet of paving, subgrade improvement, and curb and gutter.
- ◆ Install sidewalk on one side of street (which side to be determined based on best fit).
- ◆ Relocate the existing catch basins as necessary to match new road. No storm drain system extension is anticipated.
- ◆ Upgrade the streetlight at the east end with a new LED luminaire and add one new streetlight. Replace direct-bury conductors with new conductors and conduit.

Cedar Avenue – Gulkana Street to the east:

- ◆ East end of improvements are to be determined during design and may stop at the last developed lot about 480 feet to the east of Gulkana or may extend to the end of the right of way.
- ◆ Replace the existing water line with 6-inch DIP with a fire hydrant at the end of the run and provide for future extension.
- ◆ Improve the existing gravel street to a standard residential street with 24 feet of paving, subgrade improvement, and curb and gutter.
- ◆ Install sidewalk on the north side of the street and cross slope the street towards the south side, directing storm water to the existing drainage channel.
- ◆ Relocate the existing catch basins as necessary to match the new road. Replace the existing culvert. No storm drain system extension is anticipated.
- ◆ Upgrade the existing streetlight with new LED luminaire and extend the system. Replace direct-bury conductors with new conductors and conduit.

SCOPE OF SERVICES

We propose to provide professional services required for design of the needed improvements and to assist the City with competitive bidding and selection of a contractor to construct the work. Our scope of services will follow six (6) customary tasks for project design development. We will subcontract to EDC, Inc. for electrical design for the illumination portion of this project and Brooks and Associates for public involvement services.

Task 1 - Geotechnical Investigation

HDL will perform a geotechnical investigation for the project. The investigation will utilize test borings and will build on our 2008 *Geotechnical Investigation for the Blueberry Water and Street Improvement* project and our 2003 *Geotechnical Investigation for Street, Water and Wastewater Treatment Plant Improvements*. These reports include soils information for Cottonwood, Dahlia and Fireweed Avenues, which will be useful for this project and will reduce the necessary new investigation.

We anticipate advancing five additional 20-foot deep soil borings. Locations of previous and proposed borings are presented in Figure 1. Split-spoon samples will be obtained from the surface, 2.5-foot, 5-foot, 10-foot, 15-foot and 20-foot depths. We will field classify soil samples and perform laboratory gradation and moisture content testing on select samples. We will determine frost susceptibility of existing street subgrade soil and verify that our Blueberry-Area project design recommendations for trench and pipe foundation, subgrade improvements, and paving sections are valid. If conditions are significantly different, we will develop new recommendations. We do not anticipate encountering or mapping bedrock or groundwater in these areas.

The deliverable for this task will be a stamped and signed geotechnical report including a summary of the field program and our recommendations, supported with soil bore logs and laboratory test results.

The schedule for this work is critical to timely design completion. We expect this task will take approximately three weeks. If a drill rig cannot be obtained in a timely fashion, we will utilize test pits to perform the investigation, however this method is less desirable because it does not allow for classification of in-situ soil density and generally results in shallower exploration.

Task 2 – Surveying and Easements

Surveying. HDL will perform a comprehensive design survey of the project area, adding to the survey data collected in 2008 for the Blueberry-Area project.

We will utilize our existing survey control from previous work in the area and add additional control where needed. We will research existing record plats, federal surveys, State right-of-way (ROW) mapping, and any recorded easements. With this record data, we will search for existing record monuments to establish the road ROW. It is our experience that some lots in this area have been combined or modified by document (rather than by plat) and lots may not be accurately shown on Mat-Su Borough mapping. Our research will identify these areas early in the survey and, where they impact design, we will do additional research to confirm the property boundaries. We do not anticipate establishing any property corners, replatting existing lots or rights-of-way, or extensive title research

Topographic data will be gathered by taking cross sections every 50 feet for the width of the ROW plus twenty feet beyond the ROW on each side. Planimetric data for all surface improvements and utilities within these limits will also be gathered. Large improvements and significant drainage features outside these limits that may impact design will also be located. We will meet with each utility agency with facilities within the project area to coordinate utility locates and gather as-built data. We anticipate that City staff will locate the buried water, sewer, storm drain and streetlight utilities and expose buried manholes, valve boxes, and junction boxes for the design survey. We will as-built invert elevations of existing sewer and storm pipes at manholes and catch basins and will measure depths to valves on water mains. We will inventory the existing street signs. We will reduce field data, add the new area to the Triangulated Irregular Network (TIN) surface model, and deliver the final design survey drawings to our in-house designers.

The schedule for this work is critical to timely design completion. We anticipate beginning the field survey immediately upon receipt of the notice to proceed. Control and planimetric survey field work will require about two weeks, followed by surveying utilities. Final survey drawings will be completed in about four weeks, although design work can occur before the survey is finalized. We will also modify our existing Palmer Survey Control Sheet to be included in the final plan set.

Easements. Our survey department will prepare legal descriptions and sketches for any required easements. We anticipate there will be permanent easements required from the properties at the end of Cedar and Dogwood Avenues to accommodate turn-around areas. We also anticipate up to nine small easement areas will be required to accommodate sidewalk curb ramp improvements.

Right of entry is required for construction from each adjacent property. We will research and prepare a list of affected property owners for the City's use in obtaining right of entry agreements.

The deliverable for this task will be base mapping for design, a survey control drawing, easement legal descriptions and sketches, and a property-owner list.

Task 3 – Environmental Review and Permits

The use of American Recovery and Reinvestment Act funds, administered through the Alaska Department of Environmental Conservation (ADEC) Drinking Water Fund, requires compliance with National Environmental Policy Act (NEPA) regulations. ADEC has stated that steel water main replacement will be eligible for a Categorical Exclusion (CE). We will provide the necessary research, assist the City with public notices, obtain any required permits and agency concurrences, and complete the environmental documentation for CE approval from ADEC.

We will submit a completed Coastal Zone Project Questionnaire. We anticipate that the only permit required for this project will be Approval to Construct from ADEC. We will complete the permit application and coordinate with ADEC for plan review. We have included in our fee an estimate of the ADEC review fee, assuming one waiver.

Task 4 - Design

- a. Design Study Report. HDL will prepare an abbreviated Design Study Report (DSR), generally following the ADOT&PF format. The purposes of the DSR are to identify the proposed improvements, evaluate any alternatives, and provide the design rationale. The DSR will include: a description of the project location and existing facilities; the purpose of the project; details of relevant design standards; a description of the typical street sections; discussion of the horizontal and vertical alignments, driveways, signage, erosion and sediment control, drainage, water, existing soil conditions, bicycle and pedestrian facilities, illumination, and landscaping; discussion of the existing right of way and any new right of way or easements required for the project; discussion of utilities in the project area and identification of any necessary relocations; and evaluation of any design alternatives. A draft of the report will be provided with each progress submittal.

- b. Construction Plans and Specifications. We will prepare a complete set of construction documents including plans prepared using AutoCAD® 2008 and a Project Manual of bidding and contract documents with modifications to the 1998 City of Palmer Standard Specifications. The plans will include water, street and stormwater plans and profiles, cross-sections, details, striping and signage plans, and intersection grading plans. We anticipate the civil and electrical drawing sheets shown in the following table:

Cover/Drawing Index	1	Typical Sections	1
Notes, Abbreviations and Legend	1	Summary Table	1
Sheet Map, Project Layout Plan	1	Plan & Profile–Water, Street, Storm	11
Existing Water System Plan	1	Intersection Grading & Curb Layout	6
Survey Control Diagram	1	Sign & Striping Layout and Details	8
Demolition Plan	6	Civil Details	3
		Total Civil	42
		Total Electrical (see attached EDC proposal)	9

- c. Street Lighting. HDL will model the existing street lighting system for conversion from high-pressure sodium luminaires to LED fixtures and will determine if additional lights are necessary to meet lighting standards. We will also layout new streetlights for project areas not currently illuminated.

EDC will design the streetlight electrical system, including conduit and conductor sizing, and pole, foundation, load center and junction box details. EDC will coordinate with Matanuska Electric Association (MEA) for the extension of power to the new load centers. We anticipate new streetlights will be LED luminaires on steel poles with concrete or driven-pile foundations similar to the standard details and specifications. See the attached proposal from EDC.

- d. Utility Coordination. Based on field locates provided by utility companies during surveying, we will identify above-ground utility facilities such as power poles and pedestals that conflict with the proposed improvements, as well as underground utility facilities that conflict with proposed catch basins, manholes and other underground improvements. We will provide 65 percent complete plans to the affected utility companies for their advance information of the coming project and will notify them when the bid documents are available. The bid documents will require all utility relocation and coordination for construction to be provided by the contractor, the cost of which is to be determined by the contractor and included in their bid.
- e. Construction Cost Estimate. We will prepare a preliminary construction cost estimate when the design is approximately 65 percent complete and then update the construction cost estimate at final design to reflect final quantities and pay items determined in the final detailing of the work. We will also re-examine and update unit prices to provide an accurate final estimate.
- f. Quality Assurance (QA) Program. There will be several opportunities for QA review of the design and the construction documents. The DSR and plans will be submitted to the City at the 65 percent and 95 percent design levels. Comments from the 65 percent

review will be addressed and resolved prior to the 95 percent submittal. HDL will submit to ADEC for plan review and approval to construct at the 100 percent complete design level for the water system. Comments from ADEC will be incorporated into the final bid documents. Finally, an internal QA review will be performed by the Principal-in-Charge of this project.

- f. Deliverables. The deliverables for this task will be bid-ready plans, stamped and signed by a professional engineer registered in the State of Alaska, a bid-ready Project Manual with bidding and contract documents including special provisions, and the engineer's construction cost estimate. We will provide deliverables in hardcopy and on CD in Adobe PDF format ready for uploading to the City website for web-based bid document distribution.

Task 5 – Public Involvement and Local Improvement District Assistance

- a. Public Involvement. Quality public participation leads to publicly accepted, quality designs. Anne Brooks of Brooks and Associates will be responsible for public participation and meeting facilitation. Engaging the public, even by a tool as simple as a fact sheet describing what is being planned and the City's intent to construct the project with stimulus monies, will go a long way to foster community understanding and support for project implementation. This provides respectful communication with landowners, homeowners, businesses, users of the streets, regulatory agencies, elected officials, community leaders, and City staff. Brooks will work closely with the stakeholders to ensure the public receives timely responses to questions asked; to ensure project team members receive public comment relevant to their project tasks; and to document the breadth of public outreach and input.

The public involvement plan will include the following tools:

- ◆ Early notification of project beginning (postcards and door hangers to affected property/business owners and display advertising in The Frontiersman)
- ◆ Newsletters/postcard mailings and electronic updates
- ◆ Key stakeholder interviews
- ◆ Telephone, mail and email communications
- ◆ Public scoping meetings
- ◆ Personal letters to affected property/business owners

We anticipate three main public participation activities. The first includes the distribution of a fact sheet as soon as field work begins. The next two involve informal public meetings; one when the design is just starting and another when the design is approximately 95 percent complete. The initial meeting will be in the "walkabout"-style. The project team will gather and walk through the project area, meeting with residents and other interested public along the way. This meeting style will include informal, one-on-one communication and will allow the community members to show the project team their concerns, not just tell us about them. The latter meeting will likely be at the City Hall and will present the project as designed. We will be available to answer questions and will take additional public comment.

- b. Local Improvement District Assistance. We anticipate that this project will be partially funded by a Local Improvement District (LID). We will identify the cost of improvements that are to be included in the LID assessment amount and prepare a drawing of the LID boundary and a mailing list of property-owners within the boundary. We will attend the LID public hearing and be available to help City staff present the project to the City Council and the public.

Task 6 - Bidding Assistance

HDL will assist the City with bidding the project. We will attend a pre-bid conference, respond to bidders' questions, prepare addenda as necessary, and review the City's bid tabulation.

BASIC ASSUMPTIONS

The following basic assumptions were used to prepare this estimate:

1. The improvements will be designed in one package and bid one time. There will be one additive alternate (paving on Gulkana - Fireweed to Elmwood).
2. No bedrock or groundwater will be encountered.
3. There will be no landscaping component to the project, except to topsoil and seed the disturbed areas. If landscaping plantings are desired, we can team with a landscape designer to perform this work for an additional fee.
4. Construction Administration and Inspection (CA) is not included in this fee estimate. The CA scope, level of effort, and fee will be determined when the design is complete and can be added as a contract amendment.
5. Design and construction of natural gas, power, telephone and cable television utility relocations, if necessary, are not included and will be provided by the utility companies. Design of power extensions to street light load centers is not included and will be provided by the utility company. We will provide coordination of this work on behalf of the City.
6. Traffic Control Plans are not included in our scope of services, but will be required of the construction contractor.
7. Design of a temporary water system is not included in our scope of services.
8. Storm Water Pollution Prevention Plan is not included in our scope of services, but will be required of the construction contractor.

SCHEDULE

Upon notice to proceed we will commence field work immediately. The completion date for design will require aggressive action and is significantly less time than is generally allowed for a project such as this. However, we understand that project funding through ARRA is dependant on this schedule. Our milestone schedule is estimated as shown on the following page:

<u>DATE</u>	<u>MILESTONE</u>
June 25, 2009	Notice of Selection, Limited Notice to Proceed issued by City / Begin Design, Survey, Geotech Investigation
July 9, 2009	First Public Meeting
July 14, 2009	Contract Award
July 17, 2009	Geotechnical Investigation Complete
July 24, 2009	Survey Complete
August 7, 2009	Preliminary Design 65% Complete
August 14, 2009	Preliminary Cost Estimate Complete
September 1, 2009	Submit Water Design for ADEC Approval
September 10, 2009	Second Public Meeting
September 15, 2009	Final Design and Cost Estimate Complete
October 1, 2009	Advertise for Bids
October 29, 2009	Bid Opening

We understand that it may be possible to delay the ADEC submittal and the final design and cost estimate completion date by up to two weeks, however we will strive for completion within the times presented.



FEE

We propose to provide the aforementioned services on a time and expenses basis at our published hourly labor rates and standard 10% mark-up of subcontracts and reimbursable expenses for a fee not to exceed \$322,731.00 as detailed on the attached worksheet. Our fees for non-professionals include a portion of their hours at overtime rates to account for our additional payroll costs due to the fast-track schedule.

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

Sincerely,

HATTENBURG DILLEY & LINNELL, LLC

A handwritten signature in blue ink, appearing to read 'David Lundin'.

David Lundin, P.E.
Associate/Senior Civil Engineer

Attach: Figure 1

- Fee Worksheet (3 pages)
- EDC Proposal (dated June 25, 2009)
- Brooks and Associates Fee Worksheet (dated June 25, 2009)

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HDL HATTENBURG DILLEY & LINNELL
 Engineering Consultants

- ENGINEERING
- EARTH SCIENCE
- PROJECT MANAGEMENT
- PLANNING

(907) 564-2120
 www.HDLalaska.com

GULKANA AREA WATER AND STREET IMPROVEMENTS SITE MAP CITY OF PALMER PALMER, ALASKA			
DATE:	6/26/09	DRAWN BY:	CAB
SCALE:	NTS	CHECKED BY:	DWL
		SHEET:	FIGURE 1
		JOB NO.:	

Project: Gulkana Area Water and Street Improvements
 Engineer: Hattenburg Dilley & Linnell
 Scope: Design and Bidding
 Date Prepared: 06/27/09

ITEM	ACTIVITY	QTY	RATE	LABOR	SUBCONTRACT	REIMB	ITEM TOTAL	TOTAL
1.0	Geotechnical Investigation.....							\$16,235
	<u>Research & Exploration Plan</u>						\$1,840	
	Principal Geotech Engineer	8 hrs	@ \$160	\$1,280				
	Proj. Mgr/Associate Eng.	4 hrs	@ \$140	\$560				
	<u>Fieldwork</u>						\$6,195	
	Project Geologist	14 hrs	@ \$85	\$1,190				
	Utility Locates	8 hrs	@ \$85	\$680				
	Mob/Demob Drill Rig	1 ea	@ \$700		\$700			
	Drilling per hole	5 ea	@ \$600		\$3,000			
	Flush Mounted Caps	5 ea	@ \$125		\$625			
	<u>Laboratory Analysis</u>						\$800	
	Grain Size/Atterburg Limit	5 ea	@ \$75	\$375				
	P200	5 ea	@ \$35	\$175				
	Moisture Content	25 ea	@ \$10	\$250				
	<u>Report and Recommendations</u>						\$7,400	
	Principal Geotech Engineer	16 hrs	@ \$160	\$2,560				
	Project Geologist	40 hrs	@ \$85	\$3,400				
	Drafting Tech	16 hrs	@ \$90	\$1,440				
2.0	Surveying and Easements.....							\$63,230
	<u>Research</u>						\$3,640	
	Survey Manager	8 hrs	@ \$130	\$1,040				
	Survey Technician	24 hrs	@ \$85	\$2,040				
	Proj. Mgr/Associate Eng.	4 hrs	@ \$140	\$560				
	<u>Survey Field Work</u>						\$40,490	
	Survey Manager	16 hrs	@ \$130	\$2,080				
	1-Man Survey Crew-ST	80 hrs	@ \$135	\$10,800				
	1-Man Survey Crew-OT	10 hrs	@ \$145	\$1,450				
	2-Man Survey Crew-ST	80 hrs	@ \$185	\$14,800				
	2-Man Survey Crew-OT	40 hrs	@ \$215	\$8,600				
	Survey Technician-ST	16 hrs	@ \$85	\$1,360				
	Survey Technician-OT	4 hrs	@ \$100	\$400				
	Reimbursable Expense	1 ea	@ \$1,000			\$1,000		
	<u>Topographic and Control Drawings</u>						\$11,120	
	Survey Manager	24 hrs	@ \$130	\$3,120				
	Drafting Tech-ST	80 hrs	@ \$ 75	\$6,000				
	Drafting Tech-OT	20 hrs	@ \$ 100	\$2,000				

ITEM	ACTIVITY	QTY	RATE	LABOR	SUBCONTRACT	REIMB	TOTAL	TOTAL
	<u>Easement Documents & Right of Entry List</u>						\$7,980	
	Survey Manager	20 hrs	@ \$130	\$2,600				
	Drafting Tech-ST	48 hrs	@ \$ 75	\$3,600				
	Clerical	12 hrs	@ \$ 65	\$780				
	Reimbursable Expense	1 ea	@ \$1,000			\$1,000		
3.0	Environmental Review & Permits.....							\$7,970
	<u>Categorical Exclusion</u>						\$5,520	
	Environmental Manager	16 hrs	@ \$115	\$1,840				
	Environmental Specialist	40 hrs	@ \$85	\$3,400				
	Project Manager	2 hrs	@ \$140	\$280				
	<u>ADEC Permit</u>						\$2,450	
	Project Manager	4 hrs	@ \$140	\$560				
	Staff Engineer	8 hrs	@ \$95	\$760				
	ADEC Review Fee	1 sum	@ \$1,130			\$1,130		
4.0	Design.....							\$205,200
	<u>Project Oversight & Quality Assurance</u>						\$6,440	
	Proj. Mgr/Associate Eng.	24 hrs	@ \$140	\$3,360				
	Principal-in-Charge	16 hrs	@ \$160	\$2,560				
	Clerical	8 hrs	@ \$65	\$520				
	<u>Design Study Report</u>						\$3,640	
	Associate Engineer	8 hrs	@ \$140	\$1,120				
	Senior Staff Engineer	24 hrs	@ \$105	\$2,520				
	<u>Civil Plan Sheets (42 Sheets)</u>						\$140,030	
	Associate Engineer	168 hrs	@ \$140	\$23,520				
	Senior Staff Engineer-ST	234 hrs	@ \$105	\$24,570				
	Senior Staff Engineer-OT	60 hrs	@ \$140	\$8,400				
	Senior Designer-ST	234 hrs	@ \$90	\$21,060				
	Senior Designer-OT	60 hrs	@ \$120	\$7,200				
	Designer/Drafter-ST	428 hrs	@ \$85	\$36,380				
	Designer/Drafter-OT	160 hrs	@ \$115	\$18,400				
	Reimbursables	1 sum	@ \$500			\$500		
	<u>Electrcal Plans (9 sheets)</u>						\$39,090	
	Senior Civil Engineer	60 hrs	@ \$130	\$7,800				
	Engineering Technician	32 hrs	@ \$95	\$3,040				
	EDC, Inc	1 allow	@ \$28,250		\$28,250			
	<u>Specifications & Bidding Documents</u>						\$7,520	
	Associate Engineer	24 hrs	@ \$140	\$3,360				
	Senior Designer	24 hrs	@ \$105	\$2,520				
	Clerical	16 hrs	@ \$65	\$1,040				
	Reproduction	12 sets	@ \$50			\$600		

ITEM	ACTIVITY	QTY	RATE	LABOR	SUBCONTRACT	REIMB	TOTAL	TOTAL
	<u>Construction Cost Estimating</u>						\$8,480	
	Associate Engineer	16 hrs	@ \$140	\$2,240				
	Senior Staff Engineer	40 hrs	@ \$105	\$4,200				
	Designer/Drafter	24 hrs	@ \$85	\$2,040				
5.0	Public Involvement & Local Improvement District Assistance.....							\$17,245
	<u>Public Meetings (2 meetings)</u>						\$12,365	
	Project Manager	8 hrs	@ \$140	\$1,120				
	Senior Staff Engineer	16 hrs	@ \$105	\$1,680				
	Designer/Drafter	16 hrs	@ \$85	\$1,360				
	Brooks and Associates	1 allow	@ \$8,005		\$8,005			
	Reimbursables	1 sum	@ \$200			\$200		
	<u>Local Improvement District Assistance</u>						\$4,880	
	Proj. Mgr/Associate Eng.	24 hrs	@ \$140	\$3,360				
	Senior Staff Engineer	8 hrs	@ \$105	\$840				
	Designer/Drafter	8 hrs	@ \$85	\$680				
6.0	Bidding Services.....							\$8,350
	<u>Pre-Bid Conference (1 each)</u>						\$980	
	Project Manager	4 hrs	@ \$140	\$560				
	Senior Staff Engineer	4 hrs	@ \$105	\$420				
	<u>Assistance During Bidding</u>						\$6,680	
	Principal-in-Charge	4 hrs	@ \$160	\$640				
	Proj. Mgr/Associate Eng.	16 hrs	@ \$140	2,240				
	Senior Staff Engineer	24 hrs	@ \$105	\$2,520				
	Designer/Drafter	12 hrs	@ \$85	\$1,020				
	Clerical	4 hrs	@ \$65	\$260				
	<u>Bid Review & Tabulation</u>						\$690	
	Associate Engineer	4 hrs	@ \$140	\$560				
	Clerical	2 hrs	@ \$65	\$130				
	Subtotal			\$273,220	\$40,580	\$4,430		\$318,230
	10% Markup				\$4,058	\$443		\$4,501
	TOTAL			\$273,220	\$44,638	\$4,873		\$322,731



June 25, 2009

David Lundin, P.E.
Hattenburg, Dilly & Linnel
202 W Elmwood Ave., Suite 1
Palmer, AK 99645

Subject: Fee Proposal – City of Palmer, Gulkana Area Water and Street Improvements

Dear Dave:

This proposal is for electrical engineering design services in support of the planned water and street improvements in the Gulkana Street area of Palmer, Alaska. This proposal is based on the following:

SCOPE OF WORK:

EDC, Inc. will provide the electrical design for the new street lighting along areas scheduled for improvement as follows:

1. Diomedes Street (Fern to Fireweed) – Adjust existing street light height and upgrade to LED fixture.
2. Gulkana Street (Fireweed to Cottonwood) – Upgrade street lighting to LED luminaries.
3. Cottonwood Ave (Gulkana to Denali) - Install new street lighting with LED luminaries.
4. Dogwood Ave (Gulkana to east end of easement) - Upgrade street light at east end to LED.
5. Cedar Ave (Gulkana to last developed lot to the east) – Upgrade existing street lighting with new LED luminaries and extend the system.

The street lighting design includes new electrical services, power distribution, lighting layout coordination with HDL, conduit and conductor sizing, conduit routing, and pole, foundation, load center and junction box details. We will coordinate with MEA for extension of power to the new load center locations.

This proposal also includes coordination and support for HDL's in-house luminaire modeling effort.

It is anticipated that the design will require the following sheets:

- E1 – Electrical Site Plan, Legend & Abbreviations
- E2 thru E6 – Lighting Plans

Mr. David Lundin, P.E.

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June 25, 2009

E7 – Power One-Line Diagrams, J-Box and Luminaire Schedule

E8 – Junction Box Standard Details

E9 – Luminaire and Foundation Standard Details

The scope of work will include developing special provisions to the City of Palmer Standard Specifications for Highway Construction, and an engineer's construction cost estimate.

EDC, Inc. will also provide bidding assistance to include attending a pre-bid conference, responding to bidders' questions and preparing addenda as necessary.

SUBMITTALS – The drawings, special provisions and estimate will be submitted for City of Palmer review at the 65% and 95% stage. Final bid ready documents will be provided after all City and agency comments have been addressed.

ASSUMPTIONS – HDL will provide the layout base sheets for EDC's use in AutoCAD format. Relocation of power, telephone and cable television utility lines and/or equipment, if necessary, is not included. Construction management is not included in the scope of work under this proposal.

DELIVERABLES - (1) One full size "D" and/or 1/2 size copy of the stamped and signed drawings on translucent bond for each electrical sheet. (1) copy of the Special Provisions to the City of Palmer Standard Specifications for Highway Construction. (1) copy of the engineer's construction cost estimate on 8-1/2 x 11 bond. Electronic copies of the drawings, special provisions and construction cost estimate will be provided as requested.

FEE – The fee to perform the above scope of work is estimated to be **\$28,250** and will be billed on a time and materials basis at our standard rates.

If you have any questions, or wish to discuss my understanding of the Scope, please don't hesitate to call.

Sincerely,

EDC, INC.



John A. Pepe, P.E.

COST ESTIMATE PER TASK

FIRM: Brooks and Associates
 TASK NO.: TASK DESCRIPTION: Public Involvement
 PROJECT TITLE: City of Palmer, Gulkana Area Water and Street Improvements
 DATE: 6/25/2009

GROUP: METHOD OF PAYMENT: FP FPP T&E CPF PREPARED BY: A. Brooks

SUB-TASK NO.		SUB-TASK DESCRIPTION		LABOR HOURS PER JOB CLASSIFICATION		TOTAL LABOR HOURS		TOTAL LABOR COSTS (\$)	
		PI Lead	PI Associate Writer Editor						
General Mgmt & Coordination		8	5						
Prepare Checklist PIP		2	0						
Project Walk-through		8	2						
Public Meeting:35%		8	2						
Public Meeting: 98%		8	2						
Newsletters/Flyers (3)		12	8						
Mailing List Creation/Maint.		2	4						
Comment Summary		2	4						
Receive/respond/document public comment		10	0						
TOTAL LABOR HOURS		60	27						
LABOR RATES (\$/HR)		\$5,700.00	\$1,755.00						
LABOR COSTS (\$)		\$95.00	\$65.00						

SUB-TASK NO.		ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
B17		Mailing List	1	\$250.00	\$250.00
B17		Display Ads (3 x 2), Frontiersman	0	\$800.00	\$0.00
B17		Meeting Materials	2	\$50.00	\$100.00
B17		Newsletter (print & mail, 200 assumed @ 0.50/ea)	400	\$0.50	\$200.00
B17		Meeting venue rental (assume City Hall)	1	\$0.00	\$0.00
EXPENSES					
FIRM'S TOTAL COST OF LABOR (or Fixed Price):					\$7,455
IF CPFF, TOTAL INDIRECT COST @					\$0.00
FIRM'S TOTAL EXPENSES					\$550
FIRM'S TOTAL COST (no Subcontracts or Fee)					\$7,455
TOTAL SUBCONTRACTOR PRICES:					\$8,005

COMMENTS:

SUB-CONTRACTORS: Firm Initials and Price Per Task

FIRM: _____

AMOUNT: _____