



phase till funds have been secured. This proposal has two parts.

Part 1 of the proposal consists of the complete design of lift station #3 with a fully automated SCADA control and surveillance system with backup power generator system.

Part 2 of the proposal will be design on a Time and Material Basis a full SCADA control and surveillance system city wide on all the sewer lift stations pump houses, and reservoirs. To include any new wells systems for the new reservoirs and booster pumps.

**Administration recommendation:** Approve Action Memorandum No. 09-013.



## City of Palmer • Summary of Economic Impact

**Proposed Legislative Action:**

Action Memorandum 09-013: Authorize City Manager to Negotiate and Enter into a Professional Services Agreement with Larsen Consulting Group, Inc. in the Amount of \$70,000 to Perform Professional Engineering Design Services for the Rehabilitation of Sewage Lift Station No. 3

**List all of the costs associated  
with enactment of the legislation:**

Implementation:	\$	<u>3,500</u>
Capital:	\$	<u>          </u>
Operation:	\$	<u>          </u>
Maintenance:	\$	<u>          </u>
Total:	\$	<u>3,500</u>

**List the corresponding funding source:**

	Source:	Amount:
Public Works implementation cost		\$ <u>3,500</u>
		\$ <u>          </u>
		\$ <u>          </u>
		\$ <u>          </u>
Total:		\$ <u>3,500</u>

**Revenues** (list the affected line item name and number):

Operating funds:	FY09	FY10	FY11	FY12
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
Total:	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>

Enterprise funds:	FY09	FY10	FY11	FY12
ADEC Grant 67105	\$ <u>45,000</u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
ADEC Grant 67116	\$ <u>13,936</u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
02-0000-3692 Other Match City Funds	\$ <u>14,564</u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
Total:	\$ <u>73,500</u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>

Capital funds:	FY09	FY10	FY11	FY12
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
Total:	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>

**Expenses** (list the affected line item name and number):

Operating funds:

	FY09	FY10	FY11	FY12
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
Total	\$ _____	\$ _____	\$ _____	\$ _____

Enterprise funds:

	FY09	FY10	FY11	FY12
02-0000-1669	\$ 73,500	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ 73,000	\$ _____	\$ _____	\$ _____

Capital funds:

	FY09	FY10	FY11	FY12
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ _____	\$ _____	\$ _____	\$ _____

Are new positions required?  Yes  No

Position Title:

Position Type (full-time, part-time, temporary):

Approximate Cost:

_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

List impacts on existing programs created by the proposed legislation:

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Fiscal effects of not passing the legislation:

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LARSEN CONSULTING GROUP

January 23, 2009

Carter R. Cole, Director  
Department of Public Works  
City of Palmer  
231 W. Evergreen Ave.  
Palmer, AK 99645-6952

Re: Engineering Services for Rehabilitation of Sewage Lift Station #3

Dear Mr. Cole:

Thank you for considering Larsen Consulting Group as your engineer for the rehabilitation of sewage lift station #3. Enclosed please find our cost proposal for performing these engineering services.

Our proposed scope of work includes surveying to define the location of the existing lift station and the right-of-way area. We will provide bid-ready drawings and lead the effort for obtaining the necessary environmental permits for the rehabilitated lift station.

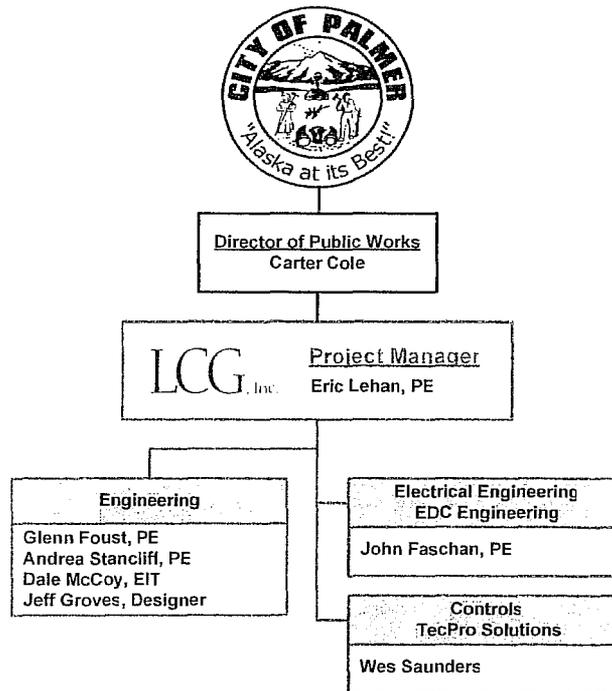
(a) We propose to perform engineering design services for the rehabilitation of sewage lift station #3 on a time and materials basis, invoiced monthly, not to exceed \$70,000. We will design and specify a supervisory control and data acquisition system (SCADA) system for lift station #3 that will be ready to integrate with a City-wide SCADA system.

(b) Additional services as needed for electrical controls/SCADA, electrical engineering or other engineering/surveying at other locations can be included at your discretion. The fees will be based on a fee of \$165 per hour for TechPro and on the attached rate schedule for Larsen Consulting Group. The attached rate schedule for EDC Engineering is subject to a 10 percent markup.

Upon notice to proceed, we will quickly move this project forward. Our proposed project schedule is outlined below:

Notice to Proceed:	February 11, 2009
Design Documents & Cost Estimate:	April 15, 2009
Submittal for Agency Review:	April 16, 2009

EXHIBIT A  
Page 1 Of 8



Our proposed project team is shown in the above organizational chart. We are ready to start immediately.

Please do not hesitate to contact me with any questions or concerns at (907) 245-8826.

Sincerely,

Eric R. Lehan, P.E.  
Manager of Civil Engineering and Surveying

Attachments:

A – Work Plan and Fee Proposal

B – Larsen Consulting Group 2009 Rate Schedule

C – EDC 2009 Rate Schedule

cc: W. Swanson, H. Kelty, LCG

WORK PLAN AND FEE PROPOSAL

Renovation of Sewage Lift Station #3 Palmer, AK																
	Principal	Principal / Architect	Structural Engineer	Civil Engineering / Survey	Senior Engineer	Senior Engineer II	Staff Engineer III	Surveyor	Resident Inspector	2 Man Survey Crew	Technician	Technician II	Technician	Office Tech	Office Tech II	Amount
HOURLY LABOR RATES	178.50	165	155	155	150	140	85	140	110	185	100	85	65	95	52.50	
Palmer, LS#3 Renovation - Design																
1	Survey & site control							12								1,680
2	Establish Equipment & Contract Preferences	1		8		8								4	2	3,024
3	Preliminary Design and Cost Estimate (80% Design)			8	4	40	20				40					13,140
4	100% Plans, Specs & Cost Estimate		4	8		40	20				40					13,200
5	ADEC Permitting Package			1		8	8									1,955
6	Subconsultants: *															
	Controls/SCADA - TecPro															7,150
	Electrical Engineering - EDC															27,500
7	Expenses*															720
	<b>TOTAL</b>		4	25	4	96	48				80			4	2	68,369
	Contingencies (~ 2.4%)															\$1,631
	<b>TOTAL NOT TO EXCEED</b>															<b>\$70,000</b>
* Includes 10% markup																

**WORK PLAN AND FEE PROPOSAL**  
**Larsen Consulting Group, Inc.**

Renovation of Sewage Lift Station #3 Palmer, AK				
EXPENSE ITEM	UNITS	QUANTITY	UNIT COST	AMOUNT
<b>Palmer LS#3 Renovation - Design</b>				
<i>Subcontracts</i>				
Subcontract - TecPro				6,500
Subcontract - EDC - Electrical				25,000
Subtotal				31,500
Subcontract Total with Markup, 10%				<b>34,650</b>
Misc. Copies	ls	1	200	200
Milage	Miles	500	0	225
Goldstreak	ls	1	200	200
Subtotal				625
Expense Markup @15%				719
<b>TOTAL</b>				<b>35,369</b>

**City of Palmer  
Renovation of Sewage Lift Station #3  
Estimated Design Drawing Sheets**

- 1 Cover Sheet, Drawing Index & Vicinity Map
- 2 Survey Control
- 3 Legend, Abbreviations & General Notes
- 4 Demolition Plan
- 5 Site Plan & Section
- 6 Lift Station Details
- 7 Civil Details
- 8 Floor Plan, Schedules, Notes, Section & Exterior Elevations
- 9 Architectural Details
- 10 Framing Plan, Building Section & Details
- 11 Standby Generator
- 12 Elect. Legend, Fixture Schedule, and Details
- 13 Electrical Plan
- 14 Electrical Details
- 15 Control Details

Attachment B  
LABOR AND EXPENSE RATES  
2009 Basic Rates

1. LABOR RATES

<u>Classification</u>	<u>Description</u>	<u>Rate</u>
Principal I	Principal Engineer, General Manager	\$178.50
Principal II	Principal Architect or Engineer	165.00
Principal II	Principal Structural Engineer	155.00
Civil Engineer Manager	Civil Project Manager	155.00
Project Manager	Project Manager	130.00
Construction Managers	Construction Managers	110.00
Senior Engineer I	Project Manager, P.E.	150.00
Senior Engineer II	Lead Engineer, P.E.	140.00
Senior Engineer III	Senior Designer, P.E.	127.50
Senior Engineer IV	Senior Engineer, P.E.	110.00
Staff Engineer I	Lead Designer P.E.	110.00
Staff Engineer II	Staff Designer	95.00
Staff Engineer III	Intern Designer	85.00
Architect I	Project Manager	165.00
Architect II	Project Architect	115.50
Architect III	Lead Designer	95.00
Architect IV	Intern Architect	85.00
Technician I	Engineering/Architectural Technician	100.00
Technician II	Engineering/Architectural Technician	85.00
Technician III	Engineering/Architectural Technician	75.00
Technician IV	Engineering/Architectural Technician	65.00
Office Tech. I	Office Tech. I	95.00
Office Tech II	Office Tech. II	52.50
IT Technician	IT Technician	95.00
Surveyor I	Chief of Surveys	140.00
Surveyor II	Chief of Parties	115.00
Surveyor III	Party Chief/Survey Technician	90.00
Surveyor IV	Instrument Person	75.00
Surveyor V	Rod Person	70.00
Surveyor VI	Laborer	60.00
<b>SURVEY CREW RATES – (Equipped)</b>		
Equipped	2 – Man crew	184.00
	3 – Man crew	252.00
Rates do not include survey vehicle		
	Per Diem	65.00

**Attachment B  
LABOR AND EXPENSE RATES  
2009 Basic Rates**

**2. EQUIPMENT RENTAL**

<b>In-house Equipment</b>	<b>Day Rental</b>	<b>Week Rental</b>	<b>Month Rental</b>
GPS Survey System – Trimble	240	1,210	5,200
Total Station Survey System	30	165	700
<b>In house Equipment (not included w/ crew rate)</b>	<b>Day Rental</b>	<b>Week Rental</b>	<b>Month Rental</b>
Survey Vehicle	100	400	1,600
Water Testing Equipment	75	300	1,200
Soils gradation Testing Equipment	75	300	1,200
Electronic Underground Pipe Locator	65	260	1,100
Laptop Computer & Software	45	180	720

**3. REIMBURSABLE EXPENSES**

All expenses including airfare, equipment rental, travel costs, outsourced reproductions, film and developing, postage and other essential expenses shall be charged at cost plus 15 percent.

**4. SUBCONSULTANTS**

Subconsultants' fees shall be charged at cost plus 10 percent.

**5. REPRODUCTION RATES (IN-HOUSE)**

<u>SHEET SIZE &amp; COST PER SHEET</u>					
Medium	A 8½ x 11	B 11 x 17	C 17 x 22	D 22 x 34 (24x36)	E 34 x 44 (36x48)
Covers	1.50	3.00	5.00	-	-
Bond	0.10	0.25	0.70	1.20	2.50
Vellum Plots	-	-	5.00	6.00	8.00
Mylar Plots	-	-	25.00	35.00	40.00

**Electronic**  
CD's \$50.00/ each

There will be a \$20 set up and billing charge for all copying and plotting in addition to the rates above. The prices above include binding of reports and drawing sets. Special overnight mailing of documents will be at cost plus 15 percent.

**6. INVOICING**

Invoicing will be monthly. We reserve the right to charge interest at the rate of 1% per month; or the maximum amount allowed by law on unpaid balances. Interest accrual will begin on the 31st day after the date on the invoice.

**7. SURVEYING CONTROL**

If during the course of performing field property surveys for fixed price contracts; it is found that the survey monuments are not properly located or missing, or if there are mistakes in the recorded survey maps or plats, the owner will reimburse LCG for the costs of correcting these errors in order to complete the survey. The work will be performed at the standard contract rates plus expenses.

EDC, INC.

ENGINEERING DESIGN & CONSULTING

2009 FEE SCHEDULE

HOURLY RATES FOR PROFESSIONAL AND TECHNICAL STAFF

<u>STAFF POSITION</u>	<u>HOURLY RATE</u>
Principal/Senior Engineer	\$125.00
Senior Staff Engineer (PE)	\$105.00
Staff Engineer (EIT)	\$90.00
AutoCAD Drafter	\$80.00

HOURLY RATES FOR ADMINISTRATIVE STAFF

<u>STAFF POSITION</u>	<u>HOURLY RATE</u>
Office Staff	\$55.00

ADMINISTRATIVE & SUBCONSULTANT EXPENSES

Administrative Expenses (travel, copying, & miscellaneous direct expenses) are charged at cost, without markup.

Subconsultant expenses are charged at cost plus 10% administrative markup.