

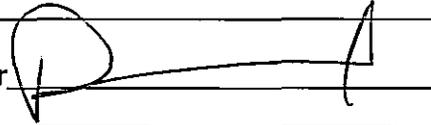
CITY OF PALMER ACTION MEMORANDUM

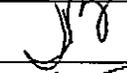
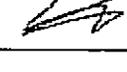
SUBJECT: Authorize the City Manager to Negotiate and Enter into a Professional Services Agreement with Dowl Engineering Consultants in the Amount Not to Exceed \$79,296 for Design Engineering, Construction Administration and Inspection Services for Felton Street Improvement Project

AGENDA OF: April 8, 2008

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

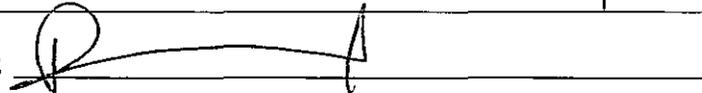


Route To:	Department/Individual:	Initials:	Remarks:
x	Originator – Director of Public Works		
x	City Clerk		
x	City Attorney		
	Director of Public Safety		
	Director of Administration		
	Director of Community Services		
	Director of Public Works		

Attachment(s): Proposal from Dowl Engineering Consultants

Fiscal note:

	No fiscal impact.	
X	Funds are budgeted from this account number:	Grant # 06-DC-148 Grant #07-DC-502
	Funds are not budgeted. Budget modification is required. Affected account number:	

Finance Director Signature: 

Summary statement: Dowl Engineering Inc. proposes to provide construction administration and inspection services for South Felton Street Improvement Project in the amount not to exceed \$79,296.

Administration recommendation: Approve action memorandum 08-022.



March 27, 2008
W.O. D58952

Mr. Roscoe Barrett
City of Palmer
231 West Evergreen
Palmer, Alaska 99645

Subject: South Felton Street
Project Back-up for Proposal/Agreement for Additional Engineering Services

Dear Mr. Barrett:

The purpose of this letter is to provide additional information regarding our current fee proposal dated March 11, 2008, for the South Felton Street project.

DOWL Engineers (DOWL) was contracted by the City of Palmer (COP) in December 2004 to design the upgrades for the South Felton Street project. DOWL prepared and submitted a 35 percent and 65 percent design package in 2004/2005. Due to influences beyond the control of the project, the project was on hold from approximately May 2005 to May 2006.

In May 2006, DOWL began work on the South Felton Street project. DOWL prepared a 95 percent design submittal and easement figures for the required right-of-way for the project. From 2006 to fall 2007, the COP worked with the residents within the project corridor to obtain the needed right-of-way. DOWL assisted by preparing the easement figures and decisional document. The design work for the project was on hold until the right-of-way was secured.

DOWL is currently preparing a new 95 percent submittal for the COP's review.

SCOPE CHANGES

Final Design

DOWL recently received written comments from the COP for the 95 percent design submittal that was completed in 2006. DOWL was asked to respond to the comments and to provide a new 95 percent design submittal to the COP for review and comments.

It is important to note that between 2006 and now, portions of South Felton Street had been constructed. The construction of the roadway required DOWL to update the basemap and design drawings to reflect the changes.

Assistance During Bidding

The task for the Assistance During Bidding phase of the project was not changed from the original contract. However, between 2006 and now, DOWL's staff billing rates have increased. The current fee proposal was updated to reflect this change.

Mr. Roscoe Barrett
City of Palmer
March 27, 2008
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Utility Permitting

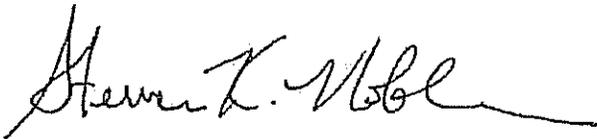
DOWL was required to coordinate with the utility companies to address the possible relocation of a utility pole at the intersection of Palmer-Wasilla Highway and South Felton Street.

Construction Administration and Close Out

DOWL's original contract only included office support during construction. The COP requested that DOWL provide a proposal that included not only engineering office support, but also full-time inspections and testing for the project.

We trust that this provides the historical information you requested. Please contact me if you have additional questions or concerns.

Sincerely,
DOWL Engineers

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

Steve K. Noble, P.E., PTOE
Transportation Planning and Engineering Manager