

Memorandum

To: Borough Manager
From: Glo Wollen, Harbormaster
Date: 12/10/2013
Re: PND's Drive Down Facility Contract Admin and Inspection Services Proposal

On Friday, December 6th, 2013 the Petersburg Drive Down Project bid opening was held with the apparent low bidder being TAMICO Inc for \$7,775,625. PND Engineers, Inc has provided the Borough the attached fee proposal for engineering services that includes contract administration and inspection for this project.

The Petersburg Drive Down Facility Project including contract administration and construction inspection services will be funded through a series of Designated Legislative Grants originally awarded to the City of Petersburg on behalf of this capital improvement project.

Grant numbers include:

#10 -DC -022 = \$3,390,000 awarded in 2009
#12 -DC- 418 = \$1,810,000 awarded in 2011
#13 -DC -595 = \$5,600,000 awarded in 2012

I recommend moving forward and accepting the PND Engineers, Inc proposal for Total Estimated T& M Fee not to exceed \$622,424 for Contract Administration and Construction Inspection of the Drive Down Facility construction project. If you agree with this recommendation, please forward it to the Borough Assembly for consideration at their next regular meeting on December 16th, 2013.

Thank you.



December 10, 2013

PND 092072.07

Glorianne Wollen
Harbormaster
Petersburg Borough
PO Box 329
Petersburg, Alaska 99833

Re: Petersburg Drive Down Facility
Contract Administration and Construction Inspection Services

Dear Ms. Wollen:

PND Engineers, Inc. (PND) and our electrical consultant, Morris Engineering Group, Inc. (MEG), are pleased to provide this fee proposal for engineering services during fabrication and construction of the Petersburg Drive Down Facility. We have prepared the enclosed fee breakdown for the tasks we currently anticipate for the project based on our past experience with projects of a similar nature. This proposal has been prepared in advance of receiving a detailed work plan and schedule from the construction Contractor.

Our proposal anticipates the Work will be performed within the contract completion schedule. We assume that the fabrication of the major structural materials including the approach dock, transfer bridge, bridge support float, drive down float, piles, pile struts and transition assemblies between major structural elements will be completed within a 32 week period at fabrication plants in the Pacific Northwest. PND's Seattle office will provide periodic fabrication inspections for these items. PND and MEG will provide on site field installation inspections for all civil, structural, mechanical and electrical system improvements, assuming one full time inspector working six days/week covering one 10 hour average shift/day. We recognize that some work shifts may be longer or shorter and have assumed a 60 hour/week average, however we have not included budget for double shift coverage or more than one inspector concurrently on site. Our goal is to address design, construction and quality assurance issues efficiently and promptly to avoid costly project delays for the Petersburg Borough.

We hope that we have perceived your needs appropriately and offer the attached scope and fee proposal breakdown for your consideration. Due to uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our May 2013 standard billing rates. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization.

Feel free to call me at any time should you have any questions or need additional information regarding this proposal. We look forward to working with you towards the successful completion of this harbor project.

Sincerely,

PND Engineers, Inc. | Juneau Office

A handwritten signature in blue ink, appearing to read 'Dick Somerville'.

Dick Somerville, P.E.
Vice President

Enclosures



PND Engineers, Inc.
Petersburg Drive Down Facility
Engineering Services Fee Proposal - December 10, 2013
Contract Administration and Inspection Services during Construction
PND Project No. 092072.07

Scope of Services

	PND Senior Engineer VII	PND Senior Engineer VI	PND Senior Engineer II	PND Tech V	PND Staff Engineer V	PND Staff Engineer IV	CAD Designer V	PND Tech IV	Line Item Costs	Task Subtotal Costs
	\$180.00	\$165.00	\$120.00	\$105.00	\$105.00	\$95.00	\$95.00	\$90.00		
ANTICIPATED TASKS										
1. Project Management - contract & subcontract agreements, CA/CI file system, direct subconsultants & inspectors, prepare billing invoices.	40							24	\$9,360	
2. Contract administration - Prepare contract correspondence, review pay applications, prepare field orders, change orders, RFI's, DCVR's, deficiency notices. Assume 52 weeks.	52	208			520			78	\$105,300	
3. Conduct Preconstruction Conference in Petersburg - Prepare and distribute meeting minutes.	12				14			2	\$3,810	
4. Structural Submittal Reviews: Structural Steel, Concrete and Timber - approach dock, piles, concrete abutment, transfer bridge, support float, transition plates, drive down float	16	80	160					8	\$36,000	
5. Civil & Mechanical Submittal Reviews - upland improvements, water system, drainage	4				40			2	\$5,100	
6. Design assistance for scope changes, unanticipated site conditions & review proposed substitutions	8	16	40		16		24	4	\$13,200	
7. Monthly site visits & progress meetings w/ Borough & Contractor, prepare progress reports (10 each)	60	60						10	\$21,600	
8. Fabrication periodic inspections for piles, structural steel, approach dock, transfer bridge, support float, drive down float, pile struts: Photos & reports - periodic basis 20 hrs/ wk x 32 weeks	32	64	640					16	\$94,560	
9. On site construction inspections w/ daily reports & photos - assume 1 inspector on site 38 weeks at 60 hrs/wk through substantial completion, split inspector duties 4 on /1 off				1824	456			36	\$242,640	
10. Substantial Completion Inspection & Prepare Final Punch List	12	12							\$4,140	
11. Punch List Inspections through Final Completion & Contract Closeout Documentation, O&M Manual	4	8		80	40				\$14,640	
12. Transfer contractor provided as-built data to electronic files	2	2	4	12			24		\$4,710	
Total Estimated Manhours	242	450	844	1916	1086		48	180		\$555,060
Estimated Third Party Expenses										
Morris Engineering Group	Electrical Engineering Services									\$15,990
Lodging	Assume 10 months @ \$1,500/mo with utilities									\$1,500
Meal per diem allowance - fabrication inspection & on site inspection	350 man days * \$65									\$22,750
Vehicle	8 months * \$1,000/month									\$8,000
Travel Allowance	Airfares, AMHS, AML & mileage for site move/demove & fabrication inspections									\$6,500
Materials Testing	Independent Lab Testing Allowance									\$2,500
Misc. Expenses	Job consumables, fuel, freight, small tools, field supplies, goldstreaks, etc.									\$4,000
Administrative Fee	10% admin markup on third party expenses									\$6,124
	Total Estimated T&M Fee									\$67,364
										\$622,424

Note: This budget assumes single shift during construction and that all work is completed within the contract completion dates.



PO Box 210049 Auke Bay, Alaska, 99821, 907-789-3350, 907-789-3360 fax

Fee Estimate

12/9/2013

Petersburg Drive Down Facility CA Services

Scope of Design: Provide support during construction including attending Pre-construction conference, answering contractor questions, reviewing submittals, providing progress inspections, final inspection, and other services as requested.

Task	Engineer (Hrs)	Drafting (Hrs)	Expenses
Construction Services			
Pre-construction conference	4		
Submittal Review	12		
Document Interpretation	20		
Construction Issue Resolution	30		
Progress Inspections	14		\$ 400
Final Inspection	14		\$ 400
Coordination with PND	4		
Totals	98	0	
Hourly Rate	\$155	\$80	
Fees	\$ 15,190	\$ -	\$ 800
Total Electrical Fee	\$ 15,990.00		



**PND ENGINEERS, INC
STANDARD RATE SCHEDULE
EFFECTIVE MAY 2013**

<u>Professional:</u>	Senior Engineer VII	\$180.00
	Senior Engineer VI	\$165.00
	Senior Engineer V	\$150.00
	Senior Engineer IV	\$140.00
	Senior Engineer III	\$130.00
	Senior Engineer II	\$120.00
	Senior Engineer I	\$110.00
	Staff Engineer V	\$105.00
	Staff Engineer IV	\$100.00
	Staff Engineer III	\$95.00
	Staff Engineer II	\$90.00
	Staff Engineer I	\$85.00
	Senior Scientist	\$110.00
	Senior Environmental Scientist	\$105.00
	Environmental Scientist	\$90.00
	GIS Specialist	\$90.00
<u>Surveyors:</u>	Senior Land Surveyor	\$105.00
	Land Surveyor I	\$95.00
<u>Technicians:</u>		
	Technician VI	\$125.00
	Technician V	\$105.00
	Technician IV	\$90.00
	Technician III	\$80.00
	Technician II	\$70.00
	Technician I	\$45.00
	CAD Designer V	\$95.00
	CAD Designer IV	\$85.00
	CAD Designer III	\$70.00