



January 30, 2015
W.O. 70565.01

Mr. Chris Cotta
Assistant Director
Public Works Department
Petersburg Borough
Post Office Box 329
Petersburg, Alaska 99833

Subject: Petersburg Borough – Pump Station 1 and Force Main Improvements Project
Proposal for Construction Management Services

Dear Mr. Cotta:

DOWL is pleased to submit this proposal to provide additional design services and construction management services in Petersburg for the Pump Station 1 and Force Main Improvements project during the summer of 2015. This project is occurring in conjunction with the State of Alaska Department of Transportation and Public Facilities (DOT&PF) PSG: Haugen Drive and Bike Path Improvements; Nordic Drive Refurbishment; Nordic Drive Sewer Line Improvements project. We are looking forward to working on this project. This proposal outlines our proposed scope of services and fee for your review.

BACKGROUND

In brief, this work involves the inspection of the installation of approximately 1,974 feet of 8-inch high-density polyethylene (HDPE) sanitary sewer force main and the replacement of approximately 1,381 feet of existing sanitary sewer main and 28 sanitary sewer services along South Nordic Drive and Sing Lee Alley. Additional roadway improvements are included under the DOT&PF project.

SCHEDULE

DOWL assumes that construction is expected to begin in mid to late May and extend into early July 2015, over a period of eight weeks. In general, we expect the DOWL inspectors will be working on this project approximately 11 hours per day, six days per week, during this period. Part of this time may be spent off-site, as our inspectors write inspection reports and prepare related documents. The majority of the inspectors' time will be spent at the jobsite.

The inspectors will stay in Petersburg for approximately four weeks each. The outgoing inspector will stay for one day after the arrival of the incoming inspector, to allow for a smooth transition. The following is a list of our inspectors and the approximate dates they will be on-site (pending contractor scheduling).

Inspector	Dates On-Site
Nick Fama, E.I.	May 13, 2015 to June 10, 2015
Curtis Huffman, E.I.	June 9, 2015 to July 8, 2015

Our inspectors will work on other projects during bad-weather days or other stops in construction work. The Petersburg Borough will not be charged for time spent working on other projects.

POINTS OF CONTACT

Aaron Christie, P.E. will be the Contract Manager for the project and will oversee it for the duration. Aaron will travel to Petersburg once during the pre-construction meeting.

Eric Voorhees, P.E. will be the Project Manager for this project. With a strong background in construction and having spent several construction seasons in the field (on utility projects and on DOT&PF projects), Eric is well-suited as the project manager for the project. Eric will communicate with inspectors on day-to-day problem resolution and progress on the project. He will coordinate with Aaron Christie with any questions or concerns.

SCOPE OF WORK

Inspection and On-Site Management

DOWL's team will perform the following duties:

- Attending pre-construction conference in person. Additional project staff can attend via teleconference. This will be discussed in detail with the Petersburg Borough staff before this meeting occurs.
- Eric Voorhees, P.E. will make periodic visits to the site and consult with DOWL inspectors. He will help resolve field issues and provide direction to the inspectors.
- Performing material testing needed during construction
- DOWL will work with Petersburg Borough staff to adjust reporting procedures, as necessary. You or your on-site representative will receive these reports on a weekly basis.

Construction Management Services

DOWL's team will perform the following duties:

- Answering contractor questions and performing submittal reviews and office engineering needed to address design modifications

- Informing the Petersburg Borough of out-of-scope construction items
- Producing utility record drawings at the completion of the project
- Producing water and sewer connect cards at the completion of the project
- Coordinating with the State of Alaska Department of Environmental Conservation (DEC) to receive Approval to Operate

FEE PROPOSAL

DOWL proposes to provide the described services as outlined as follows:

Phase Description

Inspection and On-Site Management (Time and Materials).....	\$97,729
Construction Management Services (Time and Materials)	<u>\$21,015</u>
TOTAL.....	\$118,744

Our estimated fee for this work is \$118,744. This Inspection and On-site Management fee is based on an estimated 66 hours billable per week at a rate of \$130 per hour over eight weeks.

Thank you again for considering DOWL for these construction management services. We are looking forward to working with you on this project and will be happy to answer any additional questions you may have.

Sincerely,
DOWL



Aaron R. Christie, P.E.
Contract Manager

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Attachments: As stated

This proposal is accepted, and DOWL is authorized to proceed with the work.

Petersburg Borough Authorized Signatory

Date

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT:	Petersburg Pump Station 1 and Force Main Improvements	WO#:	70565
		DATE:	1/30/2015
		Prepared by:	
CLIENT:	Petersburg Borough	Checked By:	

Phase	Basic Services	Total Fees
Task 1	Inspection and On-Site Management (T&M)	\$97,729
Task 2	Construction Management (T&M)	\$21,015
	Total for Basic Services:	\$118,744

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT:	Petersburg Pump Station 1 and Force Main Improvements	WO#	70565
		DATE:	1/30/2015
CLIENT:	Petersburg Borough	Prepared by	

	Labor Category	Office Engineer E. Voorhees	On-site Eng./Inspect.	Expenses	TOTALS
	Hourly Rate	\$135.00	TBD		
Task	Phase Description			10% Markup	
Task 1	<i>Inspection and On-Site Management (T&M)</i>				
	Mobilization, Demobilization and Travel	16	16	\$2,520.00	
	On-Site Inspection/Field Engineering (Assuming 8 weeks)		528		
	Inspection Report/Document Coordination/QA/QC	24	24		
	Reimbursable Expenses				
	Long Distance Phone Calls			\$200.00	
	Shipping Construction Drawings, Documents, Equipment			\$880.00	
	Equipment Charges (Density Testing Equipment & Phone)			\$3,410.00	
	Per Diem (Assuming \$68/day)			\$4,188.80	
	Boarding (Estimated 2 months at \$1,800/mo., w/utilities)			\$3,960.00	
	Vehicle (Gas & Rental, Assume \$50/wk gas & \$200/wk rental)			\$2,200.00	
	Miscellaneous Materials Testing	2	2	\$600.00	
	<i>Subtotal - Hours</i>	42	570		612
	<i>Subtotal - Costs</i>	\$5,670.00	\$74,100.00	\$0.00	\$97,729

