

SUBJECT: APPROVAL OF CHANGE ORDER NO. 4 FOR CONTRACT NO. 23-002P(A) WITH KINNEY ENGINEERING, LLC, FOR THE FERN STREET UPGRADE AND PATHWAY DESIGN TO ADD \$188,150 FOR ENGINEERING SERVICES TO COMPLETE PHASE 2 OF THE PROJECT.

AGENDA OF: May 6, 2025

ASSEMBLY ACTION: Adopted without objection 05/06/25 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Originator	<div>4 / 24 / 2025</div> <div>X A n d r e w S t r a h l e r</div> <div>S i g n e d b y : A n d r e w S t r a h l e r</div>
Project Management Division Manager	<div>4 / 24 / 2025</div> <div>X C o l e B r a n h a m</div> <div>S i g n e d b y : C o l e B r a n h a m</div>
Public Works Director	<div>4 / 24 / 2025</div> <div>X T o m A d a m s , P E</div> <div>S i g n e d b y : T o m A d a m s</div>
Finance Director	<div>4 / 24 / 2025</div> <div>X C h e y e n n e H e i n d e l</div> <div>S i g n e d b y : C h e y e n n e H e i n d e l</div>
Purchasing Director	<div>4 / 24 / 2025</div> <div>X R u s t i n K r a f f t</div> <div>S i g n e d b y : R u s t i n K r a f f t</div>
Borough Attorney	<div>4 / 24 / 2025</div> <div>X S h a n n o n B o d o l a y f o r N S</div> <div>S i g n e d b y : S h a n n o n B o d o l a y</div>
Borough Manager	<div>4 / 25 / 2025</div> <div>X M i c h a e l B r o w n</div> <div>S i g n e d b y : M i c h a e l B r o w n</div>
Borough Clerk	<div>4 / 28 / 2025</div> <div>X L o n n i e M c K e e h n i e</div> <div>S i g n e d b y : L o n n i e M c K e e h n i e</div>

ATTACHMENT (S) : Proposal (5 pages)
Estimate (6 pages)

SUMMARY STATEMENT: On June 16, 2022, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting Proposals from qualified firms to design upgrades to Fern Street to Borough collector level road standards and include a paved pathway between

Knik-Goose Bay Road (KGB) and Fairview Loop. Services purchased to support the Public Works Department in assembly district #3.

In response to the advertisement, seven proposals were received. A proposal evaluation team made up of Borough Public Works staff evaluated the proposals and selected Kinney Engineering, LLC as the most advantageous firm for the Borough. The Assembly approved the contract award to Kinney Engineering, Inc., under AM 22-113. Contract No. 23-002P(A) was executed by the Purchasing Division on September 8, 2022, with a contract amount of \$399,492 and a final completion date set for December 31, 2024.

Change Order No. 1 added \$23,287 to modify the 95% design to incorporate storm water treatments, erosion, sediment, and pollution controls to facilitate permitting.

Change Order No. 2 extended the completion date to December 31, 2026. This extension is necessary due to delays caused by utility coordination, the introduction of funding from the Alaska Sustainable Salmon Fund Grant, design challenges, a change in project manager, and slow coordination with the City of Wasilla. Additionally, the extension accounted for the anticipated time-frame required for right of way acquisition efforts for both phase 1 and 2 of the project.

Change Order No. 3 added \$6,777.00 to incorporate a re-design of the pedestrian safety rail to meet City of Wasilla requests.

Change Order No. 4 will add \$188,150 to the contract to complete the design for what is now identified as Phase 2 of the project. Although the project was originally scoped as a single construction phase, dividing it into two phases is practical due to significant right-of-way (ROW) conflicts identified along portions of the alignment. Phasing allows critical components to advance without delay. Phase 1, which included the fish passage culvert and the most deteriorated segment of roadway (from KGB to Mint Avenue), was prioritized for early delivery based on available grant funding and pressing infrastructure needs. This change order will provide a complete, bid-ready design package for Phase 2 which extends from Mint Avenue to Fairview Loop. These additional costs were unforeseen at the time of the original contract and are the result of evolving project conditions including updated design standards, utility coordination requirements, and ongoing ROW challenges. These costs were unforeseen and the request is pursuant to MSB 3.08.170(B).

All other terms of the agreement remain unchanged. In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 90 days for unforeseen circumstances. All other terms of the contract remain unchanged.

RECOMMENDATION OF ADMINISTRATION: Approve Change Order No. 4 for contract No. 23-002p(B) with Kinney Engineering, LLC., to add \$188,150 for Phase 2 of the Fern Street Upgrade and Pathway Project, increasing the overall contract amount to \$617,706.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: May 6, 2025

SUBJECT: APPROVAL OF CHANGE ORDER NO. 2 FOR CONTRACT NO. 23-002P(A) WITH KINNEY ENGINEERING, LLC, FOR THE FERN STREET UPGRADE AND PATHWAY DESIGN TO ADD \$188,150 FOR ENGINEERING SERVICES TO COMPLETE PHASE 2 OF THE PROJECT.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$188,150.00	FUNDING SOURCE Roads and Bridges Capital Projects
FROM ACCOUNT # 430.000.000 4xx.xxx	PROJECT# 35472
TO ACCOUNT:	PROJECT #
VERIFIED BY: X <u>L i e s e l Z a n t o</u> 4 / 2 3 / 2 0 2 5 Signed by: L i e s e l W a l l a n d	

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	188.2					
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	188.2					
TOTAL	188.2					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	 X <u>C h e y e n n e H e i n d e l</u> 4 / 2 3 / 2 0 2 5 Signed by: C h e y e n n e H e i n d e l
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April 14, 2025

Andrew Strahler
Matanuska-Susitna Borough, Project Manager
533 E. Fireweed Avenue
Palmer, AK 99645

Subject: Design Fern Street Upgrade and Pathway
Agreement No. 23-002P(A)
Scope and Fee Proposal: Phase 2

Dear Andrew:

Kinney Engineering, LLC (KE) is pleased to respond to the Matanuska-Susitna Borough's (MSB) request to provide the scope and schedule to complete Phase 2 of the subject project. As requested, KE will advance the design and develop a second Plans, Specifications, and Estimate (PS&E) package.

The scope of work described in the original contract includes a single construction bid set for Fern Street from Fairview Loop Road to Knik Goose Bay Road. MSB requested the project be developed with two phases. The scope of work for this amendment is for Phase 2 from Fairview Loop Road to the beginning of Phase 1 approximately at Mint Drive. Scope changes also include design of increased pathway separation and increased pathway width. Modifications are needed to address a phased bid approach for construction bid sets. The following narrative summarizes our understanding of the requested changes; modifications to contract tasks; and the professional services, schedule, and fees needed to design improvements and prepare a bid ready package for advertising in 2025:

Completed Work

To date, KE has completed these tasks for the project:

- Geotechnical investigations and Geotechnical Report.
- Survey and mapping.
- 75% complete design and PS&E for entire roadway length
- PS&E for Phase 1 (Approximately Mint Drive to Knik Goose Bay Road)
- Design Study Report
- Hydraulic and Hydrologic Report
- Environmental Permitting for Phase 1
- Parcel plats for Phase 1

This work will be incorporated into the project.

Fern Street Upgrades Phase 2 Scope of Work

Based on the MSB's request and the tasks described in the current contract, the project scope will be modified to complete the work in two phases. The scope of work for Phase 2 is as follows.

Contract Task 4

Plans, Specifications, and Estimates (PS&E)

KE will prepare a Phase 2 Plans, Specifications and Estimate (PS&E) assembly. KE will revise and resubmit the PIH submitted in April 2024 to reflect Phase 2 limits, requested pathway and separation changes, and the resulting approximate cut and fill limits. Based on the 75% design submittal, KE will update and revise the ROW and utility conflict summaries. The 75% design slope limits, utility and ROW impacts shall be approved by MSB before advancing to final design.

Final design shall include the 95% PS&E for final review by MSB before submittal to Purchasing. The design will incorporate review comments, permitting agency requirements, and changes resulting from ROW acquisition negotiations.

The PS&E submittals will include:

- Plans consisting of-
 - Cover sheet with vicinity map
 - Typical Sections with detailed structural section(s)
 - Estimate of Quantities (EOQ) and table of estimating factors
 - Quantity summary tables
 - Details
 - Roadway Plans and Profiles
 - Traffic Control (signing and striping)
 - Relevant Temporary Construction Traffic Control plans and details
 - Relevant Erosion and Sediment Control Plans (ESCP) and details
- Specifications following the 2017 Alaska DOT&PF's Standard Specifications for Highway Construction (SSHC) with MSB standard modifications and special provisions.
- Engineer's estimate with a 10% contingency at 75% complete
- Engineer's estimate without contingency at 95% and 100% complete
- Plotted cross sections.

The 100% complete plans and specifications will be signed and sealed by Alaska licensed professionals.

Deliverables

Deliverables will include:

- 75% complete PIH package
- 95% complete PS&E package
- 100 % complete PS&E package

Contract Task 5

ROW Acquisition Support

R&M will complete additional topographic surveys and associated mapping at the East Leota and Fern Street intersection for mailbox pullout and driveway relocation. Field surveys will include visual inspection/validation of planimetric mapping from aerial imagery.

To support ROW acquisitions, KE and R&M will prepare up to 20 parcel acquisition figures for impacted parcels based on found ROW corridor and the proposed project footprint. The effort will include ordering 20 Limited Liability Reports (title reports) for impacted parcels. We assume MSB will review those reports, conduct appraisals, and acquire ROW. We also assume the MSB will complete any work for staking proposed ROW lines for negotiators, locating critical features, and staking new ROW boundaries in as-acquire locations.

Note that if new evidence impacting boundary locations is discovered, ROW basemapping will be updated (which may require an update to the ROS).

Deliverables

Deliverables will include:

- Aggregate topographic basemap
- Acquisition documents for impacted parcels

Environmental Permitting

Based on the Phase 2 75% submittal, KE will coordinate with permitting agencies, prepare required permit applications. We assume the MSB will provide the required signatures and application fees.

We expect a United States Army Corps of Engineers Section 404 permit will be required, and the project will likely qualify for a Nationwide Permit. However, the earthwork quantities will need to be estimated before the type of Nationwide Permit can be determined. Due to the minimal disturbance of the project scope, KE expects a Nationwide Permit will be appropriate. The Regional and General Conditions require the Corps of Engineers to comply with all laws and regulations that apply to federally protected resources, including wetlands, wild and scenic rivers, anadromous fish, historic properties, Tribal rights, endangered species, migratory birds and Bald eagles. When the Pre-construction Notification is submitted for the Nationwide Permit, the Corps of Engineers is required to ask the Permittee to provide the necessary information to comply with the General and Regional Conditions. Any additional required information will be identified at that time. If an Individual Permit is needed, an ADEC 401 Water Quality Certification will be needed. A DNR Temporary Water use Permit may be needed for compaction and dust control. This permit will be the responsibility of the contractor to obtain. Permit requirements will need to be identified in the PS&E documents once design constraints are known.

The Alaska Department of Fish and Game (ADF&G) has notified KE and MSB of three culverts potentially needing treatment within the wetlands near the south end of the project limits. KE will determine the need for an ADF&G habitat permit with the 75% design submittal.

Based on discussions with the MSB, work to coordinate and secure DOT&PF Approach Road and ROW (ARR) permits will be conducted by the MSB.

Utility Relocations

Based on the 75% submittal, KE will identify utilities in conflict with the proposed design. KE will prepare figures to initiate relocation agreements with affected utilities.

Deliverables

Deliverables will include:

- Summary of permits and requirements
- Completed permit applications
- Figures to support utility relocations
- CAD files for utility coordination

Contract Task 6

Bidding Assistance

KE will assist the MSB as requested during Phase 2 project bidding. Personnel in responsible charge for engineering, will be available to interpret and clarify documents prepared during project development and to assist the MSB with preparing any necessary addenda to the bid documents. All questions and communication received during bidding will be routed through the MSB.

Schedule

Upon receipt of a Notice to Proceed (NTP), Kinney Engineering will schedule and commence with the PIH design and any additional the field surveys that may be needed.

Please note ROW acquisitions, utility relocations, and environmental permitting schedules may delay the project. KE will provide regular schedule updates and coordinate changes with the MSB.

Fee Estimate

KE proposes to complete this scope of work as follows:

Task	Method of Payment	Proposed Fee
4 - PS&E	Fixed Price	\$ 96,786.00
5 – Utilities, ROW and Permitting Support	Time and Expense	\$ 24,925
5.1 – ROW acquisition Support (R&M)	Time and Expense	\$ 58,449.00
6 - Bidding Assistance	Time and Expense	\$ 7,990

Attached is a more detailed breakdown of the fee estimate.

We look forward to working with MSB on this project. If you have questions, please call me directly at 907-707-1208.

Sincerely,

Kinney Engineering, LLC



Joshua E. Cross, PE, PTOE
Project Manager

Attachment

PRICE PER TASK SUMMARY

FIRM: Kinney Engineering, LLC				PROJECT TITLE: Fern Street Upgrade and Pathway				PHASE 2		DATE: 4/14/2025	
									AMENDMENT 4		
GROUP	TASK	LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST	FEE DISTRIBUTION	FIRM'S TOTAL PRICE	*SUB- CONTRACTS	PRICE PLUS SUBS		
Surveying & Mapping											
A	1				\$ -	\$ -	\$ -		\$ -		
Hydrologic and Hydraulic Design											
A	2				\$ -	\$ -	\$ -		\$ -		
Preliminary Design & Design Study Report											
A	3				\$ -	\$ -	\$ -		\$ -		
Plans, Specifications and Engineer's Estimate (FP)											
A	4	\$ 96,786.00			\$ 96,786.00	0	\$ 96,786.00		\$ 96,786.00		
Utilities, ROW, and Permitting Support (T&E)											
B	5	\$ 24,925.00			\$ 24,925.00	\$ -	\$ 24,925.00	\$ 58,449.00	\$ 83,374.00		
Assistance During Bidding (T&E)											
C	6	\$ 7,990.00			\$ 7,990.00	\$ -	\$ 7,990.00		\$ 7,990.00		
Assistance During Construction (T&E)											
D	7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		
Infiltration Pond Modifications											
D	8	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
<div>*Subcontractors for negotiated professional or technical services, products, etc. (Commodity items available to the general public at market prices, equipment use, and unit priced items are generally included in estimate as expenses.)</div>											
ESTIMATED TOTALS		LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST	FEE	FIRM'S TOTAL PRICE	*SUB- CONTRACTS	PRICE PLUS SUBS		
FOR FIRM:		\$ 129,701.00	\$ -	\$ -	\$ 129,701.00	\$ -	\$ 129,701.00	\$ 58,449.00	\$ 188,150.00		

PRICE PER TASK SUMMARY

FIRM: Kinney Engineering, LLC				PROJECT TITLE: Fern Street Upgrade and Pathway				PHASE 2		DATE: 4/14/2025	
									AMENDMENT 4		
GROUP	TASK	LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST	FEE DISTRIBUTION	FIRM'S TOTAL PRICE	*SUB- CONTRACTS	PRICE PLUS SUBS		
Surveying & Mapping											
A	1				\$ -	\$ -	\$ -		\$ -		
Hydrologic and Hydraulic Design											
A	2				\$ -	\$ -	\$ -		\$ -		
Preliminary Design & Design Study Report											
A	3				\$ -	\$ -	\$ -		\$ -		
Plans, Specifications and Engineer's Estimate (FP)											
A	4	\$ 96,786.00			\$ 96,786.00	0	\$ 96,786.00		\$ 96,786.00		
Utilities, ROW, and Permitting Support (T&E)											
B	5	\$ 24,925.00			\$ 24,925.00	\$ -	\$ 24,925.00	\$ 58,449.00	\$ 83,374.00		
Assistance During Bidding (T&E)											
C	6	\$ 7,990.00			\$ 7,990.00	\$ -	\$ 7,990.00		\$ 7,990.00		
Assistance During Construction (T&E)											
D	7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		
Infiltration Pond Modifications											
D	8	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
*Subcontractors for negotiated professional or technical services, products, etc. (Commodity items available to the general public at market prices, equipment use, and unit priced items are generally included in estimate as expenses.)											
ESTIMATED TOTALS		LABOR (or FP)	INDIRECT COST	EXPENSES	TOTAL COST	FEE	FIRM'S TOTAL PRICE	*SUB- CONTRACTS	PRICE PLUS SUBS		
FOR FIRM:		\$ 129,701.00	\$ -	\$ -	\$ 129,701.00	\$ -	\$ 129,701.00	\$ 58,449.00	\$ 188,150.00		

FIRM: Kinney Engineering, LLC				PROJECT TITLE: Fern Street Upgrade and Pathway									
TASK NO: 4		TASK DESCRIPTION: Plans, Specifications and Engineer's Estimate								AMENDMENT 4		DATE: 4/14/2025	
GROUP: A		METHOD OF PAYMENT: FP <input checked="" type="checkbox"/> FPP <input type="checkbox"/> T&E <input type="checkbox"/> CPF <input type="checkbox"/>				PREPARED BY: JC							
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION											
		Contract Manager John Pekar	Project Manager Josh Cross	Engineer 2 Tae Voight	EIT 1 Margaret Devlin	Hydrology Engineer John Pekar	CAD Manager Brian Lewis	CAD Tech 1 Bill Paddock	CAD Tech 2 Aaron Finkler	Env Analyst Teresa Zimmerman	GIS Specialist Lars Arneson		
	Engineering Admin	8	40										
	PIH (75%)												
	Title/Index												
	Sheet layout/Legend/Notes								1				
	Survey Control (from R&M)												
	Typical Sections (2 sheets)			2					8				
	Estimate of Quantities (1 sheet)			1					2				
	Summary Tables (3 Sheets)												
	Details (4 sheets)												
	Drainage			12		8		24					
	Realign Driveway at Fern/Leota			8				8					
	Applicable MSB and DOT&PF Details			4					16				
	Plans (6 P&P sheets)			16			2		12				
	Grading			10				16					
	Driveways/Approaches (2 Sheets)				8				16				
	Estimate of Probable Cost			1	2								
	Quantity Computations and Documentation			2	24								
	Specifications checklist												
	ESCP			2					4				
	QA/QC Review		16	12		8			8				
	Publish Submittal								1				
	Review Meeting w/ MSB		1	1	1	1							
	Cross Sections			4				4					
	Final Plans (95%)												
	Title/Index												
	Sheet layout/Legend/Notes												
	Survey Control (from R&M)												
	Typical Sections			2					4				
	Estimate of Quantities								1				
	Summary Tables			6					4				
	Details												
	Drainage			8		4		10					
	Realign Driveway at Fern/Leota			4				4					
	Applicable MSB and DOT&PF Details			1					1				
	Driveways/Approaches (2 Sheets)				8				12				
	Plans (6 P&P sheets)		2	8			2		12				
	Grading			8				8					
	ESCP			1	2				2				
	Traffic Control Plan Details			1					2				
	Estimate of Probable Cost			2									

AM 25-048

FIRM: Kinney Engineering, LLC				PROJECT TITLE: Fern Street Upgrade and Pathway									
TASK NO: 5		TASK DESCRIPTION: Utilities, ROW, and Permitting Support							AMENDMENT 4		DATE: 4/14/2025		
GROUP: B		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>							PREPARED BY: JC				
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION											
		Contract Manager John Pekar	Project Manager Josh Cross	Engineer 2 Tae Voight	EIT 1 Margaret Devlin	Hydrology Engineer John Pekar	CAD Manager Brian Lewis	CAD Tech 1 Bill Paddock	CAD Tech 2 Aaron Finkler	Env Analyst Teresa Zimmerman	Traffic Technician Chris Kinney		
	Engineering Admin	2	16										
	Utility Relocations												
	Draft notification letters												
	Support MSB Utility Coordination (CAD files)			2			4						
	ROW Acquisitions												
	Estimate ROW Costs (based on MSB records)												
	Prepare/coordinate parcel plats (20 properties)				20								
	Permitting Support												
	Cottonwood Creek												
	DNR Temporary water use												
	ADF&G Habitat Permit				8	8		8	2				
	USACE Individual Permit, wetlands, creek crossing												
	Floodplain Provide information for permit												
	Wetlands Map from MSB mapper, no field work												
	MSB No Rise												
	Nationwide Permit			16			8		16				
	Traffic Engineering												
	Data Collection (3 intersection counts)												
	Traffic Forecasts												
	AADT, DHV, and DD												
	Left Turn Lane Warrants/Lengths												
	DOT&PF ARR Permit												
	Design and PI Support	2	2	4			16						
TOTAL LABOR HOURS		4	18	22	28	8	28	0	8	18	0		
* LABOR RATES (\$/HR)		\$ 274.18	\$ 270.85	\$ 169.49	\$ 94.69	\$ 274.18	\$ 185.23	\$ 156.38	\$ 113.66	\$ 238.01	\$ 115.90		
LABOR COSTS (\$)		\$ 1,096.72	\$ 4,875.30	\$ 3,728.78	\$ 2,651.32	\$ 2,193.44	\$ 5,186.44	\$ -	\$ 909.28	\$ 4,284.18	\$ -		
EXPENSES													
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: coordinate with ADF&G on culverts P-3, 4, and 5 and grading inlets/outlets; MSB to complete DOT&PF ARR permit and coordination w/ ongoing Fairview Loop project; provide additional CAD files for utility coordination; modify ROW acquisition limits for increased separation and pathway widths; Add 20 parcel acquisition documents.								
	Temporary Water Use (DNR)		450	\$ -									
	Flood Hazard Permit (MSB)		100	\$ -									
	Approach Road and ROW (DOT&PF)		250	\$ -									
				\$ -	FIRM'S TOTAL COST OF LABOR (or Fixed Price): IF CPFF, TOTAL INDIRECT COST @								
				\$ -									
TOTAL EXPENSES: \$ -					FIRM'S TOTAL EXPENSES								
SUB-CONTRACTORS: Firm Initials and Price Per Task					FIRM'S TOTAL COST (no Subcontracts or Fee)								
FIRM:	R&M												
AMOUNT:	\$ 58,449.00				TOTAL SUBCONTRACTOR PRICES:								
												TOTAL TASK \$ 83,374.00	



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212 Front Street #150 • Fairbanks, AK 99701 • 907.452.5270

Surveying and Mapping Services Cost Estimate

FIRM:		R&M Consultants, Inc.		CLIENT:		Kinney Engineering				
Project Name: Fern Street Phase 20 Parcel Plats						Project No: 3033.01 Date: April 10, 2025				
						LABOR HOURS PER JOB CLASSIFICATION				
SUB-TASK	SUB-TASK DESCRIPTION			Survey Manager	Senior Land Surveyor (PLS)	Land Surveyor	Survey Tech	Party Chief	2-Person Survey Crew	2-Person Survey Crew (OT)
Project / Contract Management										
2										
2										
Field Tasks										
Boundary Survey										
Topographic Survey (Includes Utilities)										
Stake CME										
8										
4										
Office Tasks										
Research & Preliminary Comps										
8										
Boundary Comps										
Mapping										
12										
Parcel Plats (20)										
120										
Review QA/QC										
32										
Addressing Comments from Client										
24										

