

SUBJECT: APPROVAL OF CHANGE ORDER NO. 5 FOR CONTRACT NO. 22-090P(A) WITH CRW ENGINEERING GROUP, LLC, FOR THE TEX-AL DRIVE EXTENSION, UPGRADE AND PATHWAY PROJECT TO ADD \$269,557 FOR RIGHT OF WAY MAPPING SERVICES.

AGENDA OF: April 1, 2025

ASSEMBLY ACTION: Approved under the consent agenda 04/01/25 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Originator	<div>3 / 17 / 2025</div> <div>X A n d r e w S t r a h l e r</div> <div>Signed by: Andrew Strahler</div>
Project Management Division Manager	<div>3 / 18 / 2025</div> <div>X C o l e B r a n h a m</div> <div>Signed by: Cole Branham</div>
Public Works Director	<div>3 / 20 / 2025</div> <div>X T o m A d a m s , P E</div> <div>Signed by: Tom Adams</div>
Purchasing Director	<div>3 / 20 / 2025</div> <div>X R u s t i n K r a f f t</div> <div>Signed by: Rustin Krafft</div>
Finance Director	<div>3 / 21 / 2025</div> <div>X C h e y e n n e H e i n d e l</div> <div>Signed by: Cheyenne Heindel</div>
Borough Attorney	<div>3 / 21 / 2025</div> <div>X N i c h o l a s S p i r o p o u l o s</div> <div>Signed by: Nicholas Spiropoulos</div>
Borough Manager	<div>3 / 21 / 2025</div> <div>X M i c h a e l B r o w n</div> <div>Signed by: Mike Brown</div>
Borough Clerk	<div>3 / 24 / 2025</div> <div>X L o n n i e M c K e c h n i e</div> <div>Signed by: Lonnie McKechnie</div>

ATTACHMENT (S) : CRW's Proposal (7 pages)

SUMMARY STATEMENT: On January 31, 2022, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting Proposals from qualified firms for design of the Tex-Al Drive Upgrade and Extension project. The project is part of the Transportation Infrastructure Program 2021 (TIP21), approved as Proposition 1 by MSB voters in November 2021.

This project will reconstruct the existing segments of the Tex-Al

Drive roadway to collector road standards and connect the east and west segments of Tex-Al from Wasilla-Fishhook Road to Palmer-Fishhook Road. Work will include roadways, pathways, drainage, excavation, pavement, signing, striping, and illumination. This project may also include work on guardrail, utility adjustments, and/or utility relocations. Improvements at the access points from Palmer-Fishhook and Wasilla-Fishhook Road are also anticipated.

In response to the advertisement, six proposals were received. A proposal evaluation team made up of Borough Public Works staff evaluated the proposals and selected CRW Engineering Group, LLC as the most advantageous firm for the Borough, for an original contract amount of \$727,539. The original completion date for this contract was December 31, 2024.

Change Order No. 1, added \$46,019 for additional survey, hydrologic and hydraulic design services.

Change Order No. 2, added \$137,677 for services needed to revise the DSR and preliminary design (35%), due to a change in the road classification from minor to major collector.

Change Order No. 3, extended the final contract completion date to June 30, 2026, and authority to extend the time of performance under this agreement up to 180 days for unforeseen conditions in accordance with MSB 3.08.170.

Change Order No. 4, added \$67,610 for additional surveying to design a turn lane pocket at the Palmer Fishhook/Tex-Al intersection.

Change Order No. 5, requests to add \$269,557 for additional services to prepare parcel maps for fee simple acquisition and corresponding ROW map that will be used for recording and platting. This work will require locating 175 property corners and development of up to 63 parcel maps that will be used for land acquisition.

Administration requests approval of change order No. 5 for Contract No.22-090P(A) with CRW Engineering Group, LLC., for the Tex-Al Drive Extension, Upgrade and Pathway Project to add \$269,557 for ROW Mapping services. All other terms of the agreement remain unchanged.


RECOMMENDATION OF ADMINISTRATION: Approve change order No. 5 for Contract No.22-090P(A) with CRW Engineering Group, LLC., for the Tex-Al Drive Extension, Upgrade and Pathway Project to add \$269,557 for ROW Mapping.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: April 1, 2025

SUBJECT: APPROVAL OF CHANGE ORDER NO. 5 FOR CONTRACT NO. 22-090P(A) WITH CRW ENGINEERING GROUP, LLC, FOR THE TEX-AL DRIVE EXTENSION, UPGRADE AND PATHWAY PROJECT TO ADD \$269,557 FOR RIGHT OF WAY MAPPING SERVICES.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$269,557	FUNDING SOURCE Roads and Bridges Capital Projects
FROM ACCOUNT # 430.000.000 4xx.xxx	PROJECT# 35472-1800-1809
TO ACCOUNT:	PROJECT #
VERIFIED BY:  Recoverable Signature X Liesel Weiland Signed by: Liesel Weiland	

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	269.6					
---------	-------	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

FUNDING:


(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	269.6					
TOTAL	269.6					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	 Recoverable Signature X Cheyenne Heindel Signed by: Cheyenne Heindel
--------------	--



Micah Schoming

Digitally signed by Micah Schoming
DN: CN=Micah Schoming, OU=Standard Users, OU=CRW Users, DC=crweng, DC=com
Reason: I am the author of this document
Date: 2025.03.07 14:53:00-09'00'

Memorandum

From: Micah Schoming, P.E.

To: Andrew Strahler, P.E., Civil Construction
Project Manager

Re: Additional ROW Mapping Professional
Services

Date: March 6, 2025

RE: Proposal - Tex-Al Drive Extension, Upgrade and Pathway: Additional Services for ROW Mapping

Dear Andrew:

We are pleased to submit this proposal to provide professional survey services for the continuation of the Tex-Al Drive Extension, Upgrade and Pathway project for Matanuska Susitna Borough (MSB). This work will be provided through the current MSB contract (Project 22-090P) for the additional services described in this memorandum.

We understand the scope of work to include the tasks listed below and per the itemized fee estimate (attached):

- Right-of-way mapping services, include preparing parcel maps where ROW fee simple takes are anticipated on private property. This task also includes updating the existing ROW base mapping in CAD to show additional parcels that require fee simple takes and permanent easements, as requested and detailed by MSB. For these, CRW will conduct title report reviews.
- Additional Property corner search and ties for all corners of properties that will have fee simple takes and at locations of construction impacts.
- The ROW map (R Sheets) is to be used as the summary of ROW takes for the project and will be recorded in coordination with MSB Platting.
- A preliminary turn-lane figure at the intersection of Palmer Fishhook Road. This would be used for MSB use with DOT for early coordination on permitting and project development.

ROW Mapping (Task 3.0 in Fee Proposal)

This task includes the following:

Parcel Maps: CRW anticipates developing 63 parcel maps for fee-simple takes on 59 Tex-Al Drive project corridor properties. The easement count does not include the anticipated full

property purchase of Parcel 1 at the intersection of Wasilla Fishhook Road and Tex-Al Drive. This property purchase will include all the areas within the existing section line easements (SLE) and any portion of slope or drainage feature for the Tex-Al Drive roadway improvements.

The parcel maps will show applicable roadway improvements, cut/fill slope extents, and new drainage structures extents on private properties. CRW will develop parcel maps per the checklist provided by the MSB, which defines the project acquisition exhibits requirements, including the measured bearing and distances from found exterior property corners. CRW will prepare these exhibits for the MSB to negotiate with each landowner.

Due to the size of these parcels, we are expecting multi-sheet parcel maps (at 8.5" x11" sheet size) showing the overall property dimensions and detail sheets showing the fee-simple take dimensions. There are two tasks (3.01 & 3.02) for the draft and final submittals.

ROW Map

We anticipate 11 sheets to detail the ROW and additional ROW takes for the project area of Tex-Al Drive. We have identified the need to have a draft and final submittal to complete this task. The final submittal will be completed once all the fee simple takes and permanent easements have been recorded to complete parcel take tables. We would begin the ROW map near the time we had completed the Parcel Maps through the final review.

Property Corners

As part of the initial design phase in 2022, CRW has already recovered all the existing centerline/cadastral monuments on the E-W section line within Tex-Al Drive to establish ROW and section line easement limits. In addition, we conducted a limited search for property corners at each of the 15 street intersections.

With the MSB acquiring the needed land for the project through fee-simple takes, CRW anticipates the need to survey all the property corners for the subject parcels boarding the Tex-Al Drive corridor in order to report measured distances around the exterior of the property.

In addition to the property corners needed to define the property exteriors, there are property corners within the proposed construction limits, that, per Alaska Statutes¹, need to be protected or referenced and replaced in their original position. If a property corner is destroyed and replaced, a Record of Survey drawing or Record of Monument form must be filled out and recorded at the State Recorder's Office as notice of the change. The drawings will reference any property corners that are within the construction limits and show them on the survey control sheets.

The approximate total number of additional property corners within the project corridor that will need to be searched for and surveyed is 175. The time included in task 3.05 is for field survey, GPS processing for final corner positions, and adjustments to the ROW base mapping on the side and back property lines.

Schedule

CRW will promptly begin work for these additional services once the NTP is received from the MSB.

Below is a preliminary schedule for the outlined tasks. CRW will work with MSB to finalize this schedule based on NTP and related project needs.

Task	Schedule
Task 3.05 Property Corner Search and Recovery	<ul style="list-style-type: none">• CRW will be ready to start this task immediately once NTP is received• Complete the Task 25 days after NTP
Task 3.01 Draft Parcel Maps	<ul style="list-style-type: none">• CRW is ready to meet with the MSB to discuss easement dimensions once NTP is received• CRW will have a draft of 2 to 3 Parcel maps three weeks after NTP for MSB review and approval• The first 23 Draft Parcel Maps estimated submittal is June 15.• The Second 20 Draft Parcel Maps estimated submittal is June 30.• The third and final 20 Draft Parcel Maps estimated submittal is July 30.
Task 3.02 Final Parcel Maps	<ul style="list-style-type: none">• CRW will return to MSB redline comments on Draft Parcel Maps within 3 weeks of receiving comments. We would anticipate having all Final Parcel Maps completed by September 15th, 2025
Task 3.03 Draft ROW Map	<ul style="list-style-type: none">• CRW will begin work on the Draft ROW Map once all the Final Parcel Maps have been submitted.• Draft submittal by September 30, 2025
Task 3.04 Final ROW Map	<ul style="list-style-type: none">• Final ROW map will be complete once all easement/fee simple takes have been recorded. CRW will work with the MSB to have this work completed in unison with IFC drawings for Tex-Al are submitted.
Task 3.08 Prelim Turn Lane Figure	<ul style="list-style-type: none">• Preliminary figure for Palmer Fishhook turn lanes will be submitted to MSB four weeks after NTP and per direction of MSB

¹ Reference AS 19.10.260 and AS 34.65.040

Fees

Our estimated fee for providing the proposed professional survey services is summarized in the fee table below. The attached fee matrix shows a breakdown of how these fees were calculated. The additional services described in this fee request will follow the contractual agreement currently in place for this project.

Services	Fee Terms	Fee
Task 3.0	Lump Sum	\$249,557
Parcels 1 & 2	T & E	10,000
Revising Parcel Maps	T & E	10,000
Total Estimated Fee		\$269,557

Time and Expenses Tasks

The MSB anticipates revisions to the Parcel Maps after the negotiation process with the land owners. It is unknown at this time how many of the 63 parcel maps will require revisions and the amount of effort needed for Parcels 1 & 2. To account for this uncertainty, the MSB suggested CRW two separate tasks to be billed on a time and expenses (T&E), as-needed basis. We suggest a pre-authorized amount of \$10,000 for each task to resolve any forthcoming work. We will notify the MSB in writing once 80 percent of each T&E task amount has been expended and discuss if the remaining fee is appropriate to compensate the expected outstanding work effort. Additional fee may be requested to cover the extended work effort.

Assumptions and Exclusions:

- Permitting fees are not anticipated or included.
- The title reports for each property will be obtained by the MSB and supplied to CRW for use in developing the parcel maps.
- Coordination with property owners for property acquisition or negotiations is not included.
- The assembly of acquisition/easement documents for recording purposes is not included.
- A land value estimate of the private property within the proposed easements is not included.
- A draft and one revision to the Parcel Maps is anticipated.

- No more than 63 parcel maps are anticipated in fee.
- As part of our oversight for boundary & easements, CRW will review all acquired title reports for impacted parcels, access project impacts and conduct additional research as necessary for verification, notifying MSB of any findings that will impact the project corridor. All relevant new information will be incorporated into ROW base mapping and parcel maps.
- Temporary Construction Permits and Easements (TCP/TCE) plan set sheets or parcel maps are not included in CRW tasked services.

Thank you for allowing CRW to submit this fee proposal for additional services. Please contact the CRW Project Manager with any questions or clarifications regarding the additional scope presented in this memorandum.

Attachments: Fee Estimate

Tex-AI Drive Upgrade and Extension Project

MSB DPW Project No. 22-090P

Amendment #4 - Additional Topo Survey and ROW Mapping

		Additional Services			
		Direct Costs of Direct Labor	Indirect Costs	Sub- consultants	Expenses
TASKS					
1.0	Environmental Activities	\$0	\$0	\$0	\$0
2.A	Surveying for Design - Topobase Survey	\$0	\$0	\$0	\$0
2.B	Surveying for Design - LIDAR Mapping	\$0	\$0	\$0	\$0
3.0	ROW Mapping	\$72,080	\$150,738	\$0	\$0
5.0	Hydrologic and Hydraulic Design for Turn Lanes	\$0	\$0		\$0
6.0	Traffic and Safety Analysis	\$0	\$0	\$0	\$0
7.0	Design Study Report Revision - Turn Lanes	\$0	\$0	\$0	\$0
8.0	Public Involvement	\$0	\$0	\$0	\$0
9.B.	Plans-in-Hand (75%) Design - LIDAR/GIS Data	\$0	\$0	\$0	\$0
9.B.	Plans-in-Hand (75%) Design - Topo survey Data	\$0	\$0	\$0	\$0
9.C.	Pre-PS&E (95%) Design	\$0	\$0	\$0	\$0
9.D.	PS&E (Final) Design	\$0	\$0	\$0	\$0
Total Estimate Project Costs =		\$72,080	\$150,738	\$0	\$0
Fee 12%		\$8,650	\$18,089		
		Total Fee Proposal (Basic) = \$249,557			

Tex-AI Drive Upgrade and Extension Project
MSB DPW Project No. 22-090P

Amendment #4 - Additional Topo Survey and Easement Acquisition																										
Additional Services			CRW Engineering Group													Subs		Subs				ADDITIONAL				Comments
Task	Sub-task No.	Task Description (Rev 5)	Basic or Additional	Jon Hermon (Engineer XXII)	Micah Schorning (Engineer XXI)	Brad Watts (Land Surveyor X)	Connor Durham (Engineer XVII)	Tyler Keene (Engineer XIV)	Colin Singleton (Engineer XIV)	Bryant Burgin (Surveyor VI)	Donald Handeland (Engineer VII)	Taylor Noga (Engineer III)	Eugene Hanks (Technician IX)	(Technician VI)	Joyce Hancock (Administrative IV)	Expenses	Solstice - Public Involvement & Environmental	Drilling Subs	AWR - Hydrology and Hydraulics	EPS - ROW Acquisition Support	Direct Costs of Direct Labor	Indirect Costs	Sub-consultant Total	Expenses		
		Direct pay rate:		\$84.0	\$75.0	\$75.0	\$62.0	\$74.0	\$65.0	\$59.0	\$61.0	\$45.0	\$60.0	\$49.0	\$43.0	\$	\$	\$	\$	\$						
Grand Total			\$0	\$0	4	184	6	0	0	582	0	0	4	470	0		\$0	\$0	\$0	\$0	\$0	\$72,080	\$150,738	\$0	\$0	
1.0	Environmental Activities		\$0	\$0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2.A	Surveying for Design - Topobase Survey		\$0	\$0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2.B	Surveying for Design - LIDAR Mapping			0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3.0	ROW Mapping			0	0	184	0	0	0	582	0	0	0	470	0		\$0	\$0	\$0	\$0	\$0	\$72,080	\$150,738	\$0	\$0	
3.0	1	Draft Parcel Maps for Acquisition	A			90				252				252								\$33,966	\$71,329			63 Parcel Maps prepared per MSB checklist requirements. Review Title information.
3.0	2	Final Parcel Maps for Acquisition	A			30				48												\$5,082	\$10,672			Address MatSu Borough redline comments on submitted draft parcel maps; prepare & submit certified maps.
3.0	3	Draft ROW Maps	A			24				130				80								\$13,390	\$28,119			Additional time added to base bid to account for 63 fee simple ROW takes and permanent easements.
3.0	4	Final ROW Maps	A			16				32												\$3,088	\$6,485			Address MatSu Borough redline comments on submitted draft ROW map; prepare & submit certified map.
3.0	5	Property Corner search & recovery	A			24				120				120								\$14,760	\$30,996			Property corner search & recover for fee simple take parcels and construction impact areas; estimated approx. 175 corners.
3.0	6	Title Reports - MatSu Title Agency, LLC (NIC)	n/a																							Cost of title reports
3.0	7	Title Reports - acquire & manage (NIC)	n/a																							Coordinate with MatSu Title Agency for acquisition of title reports (develop order list with parcels and property descriptions and/or MSB Tax ID)
3.0	8	Preliminary Turn Lane Figure	A		4		6						4	18								\$1,794	\$3,137			Develop base mapping, limited analysis on geometry, prepare figure
3.0	9	Sheets for TCP/TCE (NIC)	n/a																							TCE/TCP sheets for temporary construction access
3.0	10	Acquisition Summary Spreadsheet (NIC)	n/a																							Owners research and acquisition inventory. Permanent easements only.
5.0	Hydrologic and Hydraulic Design for Turn Lanes			0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Wasilla and Palmer Fishhook Roads for Turn lanes
6.0	Traffic and Safety Analysis			0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
7.0	Design Study Report Revision - Turn Lanes			0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8.0	Public Involvement			0	0	0	0	0	0	0	0	0	0	0	0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	