

SUBJECT: Award of contract number 25-084C to HDL Engineering for the contract amount of \$109,616.00 to design Colony Schools Water Supply Improvements.

AGENDA OF: November 19, 2024

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Officer	X <u>Rustin Krafft</u> <small>Signed by: Rustin Krafft</small>
Public Works Director	X <u>Tom Adams, P.E.</u> <small>Signed by: Tom Adams</small>
Finance Director	X <u>Cheyenne Heindel</u> <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	X <u>Nicholas Spiropoulos</u> <small>Signed by: Nicholas Spiropoulos</small>
Borough Manager	X <u>Michael Brown</u> <small>Signed by: Mike Brown</small>
Borough Clerk	X <u>Brenda J. Henry for</u> <small>Signed by: Brenda Henry</small>

ATTACHMENT (S) : Manager Bid Waiver (1p)
Scope of Services (4p)

SUMMARY STATEMENT: The Matanuska-Susitna Borough School District (MSBSD) operates a public water system for Colony High and Middle Schools, sourcing water from two groundwater wells. Due to increasing demands for drinking water, sanitation, and fire suppression, MSBSD engaged HDL Engineering to assess the system's capacity. HDL's assessment recommended connecting to the City of Palmer's water supply to meet these needs. In coordination with MSBSD, the Matanuska-Susitna Borough will contract HDL to design improvements to the water supply system for both schools, supporting the Public Works Department within Assembly District #2.

The completion date for this project is April 30, 2025.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 90

days for unforeseen circumstances.

The Public Works Department, Project Management Division will be administering the contract.

RECOMMENDATION OF ADMINISTRATION: Approve the subject action memorandum.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: November 19, 2024

SUBJECT: Award of contract number 25-084C to HDL Engineering for the contract amount of \$109,616.00 to design Colony Schools Water Supply Improvements.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$109,616	FUNDING SOURCE ARPA Funds
FROM ACCOUNT # 475.000.000 4xx.xxx	PROJECT# 47534-7100-7117
TO ACCOUNT :	PROJECT #
VERIFIED BY: <input checked="" type="checkbox"/> <u> L i e s e l W e i l a n d </u> <small>S i g n e d b y : L i e s e l W e i l a n d</small>	CERTIFIED BY:
DATE:	DATE:

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	109.6					
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds	109.6					
Other						
TOTAL	109.6					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

1 1 / 6 / 2 0 2 4

 C h e y e n n e H e i n d e l

APPROVED BY: _____ DATE: _____

S i g n e d b y : C h e y e n n e H e i n d e l



MATANUSKA-SUSITNA BOROUGH

Purchasing Division

350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-8601 • Fax (907) 861-8617

purchasing@matsugov.us
www.matsugov.us

MEMORANDUM

Date: 11/5/2024

To: Michael Brown, Borough Manager *JB*

From: Russ Krafft, Purchasing Director *RK*

Subject: Request for Waiver of Formal Bidding – 25-084C Design Colony Schools Booster Pump Improvements

This memo serves as a formal request for a waiver of the formal bidding procedures for Contract No. 24-047D, which pertains to the design of a booster pump to support the water system for Colony High and Middle Schools. This request is submitted in accordance with MSB Code 3.08.320(A), which authorizes the waiver of formal bidding procedures when compliance is impractical or when it is in the best interest of the Borough.

Background

The Matanuska-Susitna Borough School District (MSBSD) owns and operates a public water system (AK2227474) serving Colony High and Middle Schools. This system comprises two groundwater wells, which supply a water storage reservoir that distributes water to the schools via pumps. Due to the increasing demand for reliable water access for drinking, sanitation, and fire suppression, MSBSD engaged HDL Engineering Design and Consulting, Inc. (HDL) to assess the system's capacity and recommend necessary modifications.

HDL's analysis, supported by additional scoping visits with fire protection and electrical engineers, determined that the water pressure from the City of Palmer's supply line is insufficient to meet the schools' operational and safety requirements. Following discussions between MSB, MSBSD, and HDL, it was concluded that installing a booster pump near the City of Palmer service connection would best address these needs. HDL was requested to prepare a proposal for a 95% level design and construction cost estimate to facilitate this upgrade.

This project will be funded by a \$109,616 American Rescue Plan (ARP) grant awarded to the MSB for design purposes. However, no funding has yet been secured for the construction phase.

Rationale for Waiver

Comprehensive Water System Review: HDL previously contracted with MSBSD to evaluate the water needs for drinking, sanitation, and fire suppression at Colony schools. Their thorough assessment identified the need for a booster pump installation to ensure adequate water pressure.

Specialized Knowledge and Technical Expertise: HDL has a deep understanding of the water infrastructure and hydraulic requirements in Zone 3, which encompasses the Colony schools. Since 2004, HDL has led projects critical to Palmer's water infrastructure, including the Bogard Booster Station and the Southwest Utility Extension, allowing them to develop an informed and efficient booster pump design specific to this area.

Grant Funding Deadline: This project is funded by ARP grant funds, which must be allocated by December 31, 2024. Compliance with formal bidding requirements would delay the project, jeopardizing the Borough's access to these grant funds. HDL's familiarity with the project and existing relationships with MSB and MSBSD allow immediate progress, ensuring adherence to grant deadlines.

Cost Efficiency and Continuity: HDL's extensive history with Palmer's water system eliminates the need for additional onboarding or rework, which would add costs and delay the project. Leveraging HDL's expertise maintains continuity in design and aligns with the Borough's standards and objectives, maximizing the effectiveness of the investment.

Contract Details

The total cost for Contract No. 24-047D is \$109,616, funded through the ARP grant.

Reporting Obligations

In compliance with MSB Code 3.08.320(B), this waiver and its justification will be reported to the Borough Assembly, as per the requirements outlined in MSB 3.08.350. This report will include a summary of the project background, funding sources, vendor selection rationale, and the reasons for proceeding under this section.

The Purchasing Division requests a waiver of the formal bidding procedures for the design of the booster pump, as it is in the best interest of the Borough based on the information provided in this memo.

APPROVE / DISAPPROVE



Michael Brown, Borough Manager

11/5/2024
Date

August 30, 2024

Don Gibbs
Construction Project Manager
Mat-Su Borough Public Works
533 E. Fireweed Avenue
Palmer, AK 99645

Subject: Proposal for Design Phase Services
Colony Booster Station

Mr. Gibbs:

HDL Engineering Consultants, LLC (HDL) is pleased to present this proposal request to the Matanuska-Susitna Borough (MSB) for design services to install a new booster pump at Colony Middle and High School (Colony).

Background

The Matanuska-Susitna Borough School District (MSBSD) currently owns and operates public water system AK2227474 that serves Colony. The system consists of two (2) groundwater wells that supply a water storage reservoir. Distribution pumps deliver water from the storage reservoir to both schools.

HDL and Engineering Design and Consulting, Inc (EDC), prepared a memorandum with recommended modifications to the existing system for receiving water from the City of Palmer (City). Based on those finding HDL facilitated an additional scoping site visit with an engineering team that included a fire protection engineer and electrical engineer. Ultimately, it was determined that City water service pressure will be inadequate for the existing sprinkler systems at both schools.

HDL met with the MSB and MSBSD on multiple occasions to find the best solution. It was determined that a booster pump near the City service connection will be designed. The MSB has requested that HDL prepare a proposal for 95% level design documents and a 95% level construction cost estimate. Our design team includes EDC for mechanical and electrical engineering, Design Alaska, Inc. (DA) for Structural and Architectural design services, and HMS, Inc.. (HMS) for cost estimating.

Civil
Engineering

Geotechnical
Engineering

Transportation
Engineering

Aviation
Engineering

W/WW
Engineering

Environmental
Services

Surveying &
Mapping

Construction
Administration

Material
Testing

Scope of Work

Task 1a – 65% Design

Alternatives Memorandum. HDL will begin our work by preparing a brief alternatives memorandum. The memorandum will describe the following three alternatives and why the booster pump outbuilding was selected. The memo will also serve to document previous project correspondence, including with the Central Mat-Su Fire Department.

- Tying City service into the existing reservoir/pumphouse;
- Eliminating the pumphouse and adding fire pumps at both schools;
- Installing a booster pump near the City service connection.

65% Design. HDL's team will provide a 65% level plan set, project specifications, and construction cost estimate. HDL will prepare special provisions to the MSB standard specifications. Any additional specifications will be provided in CSI format.

HDL's design will consist of construction sequencing, yard piping modifications, structural fill, resurfacing, and commissioning requirements. The basis of our drawings will be MSB aerial imagery and record drawings. We do not plan to use or generate a digital terrain model.

HDL anticipates preparing the following drawing sheets:

- G1.01 Cover and Sheet Index
- G1.02 Project Notes, Abbreviations, and Legend
- D1.01 Demolition Plan
- C1.01 Site Plan
- C1.02 Site Sections
- C2.01 Typical Sections and Details

Task 1b – 95% Design

95% Design. After 65% review comments are received, we will incorporate them into the design and continue to refine the construction documents to the 95% design stage. The final deliverables for this task will be 95% level plans, project specifications, and a construction cost estimate.

ASSUMPTIONS

The following basic assumptions were used to prepare this estimate:

1. Topographic and control survey is not included.
2. Geotechnical investigation is not included. We anticipate that the necessary excavation under the building footprint to install piping will allow for adequate structural backfill for the building foundation.
3. Environmental permitting services is not included.
4. ADEC approval to construct is not required (Confirmed via phone call on August 21, 2024).
5. Commercial building permit support is not included.
6. Easement or property acquisition services are not included.
7. There is adequate space within the existing Colony High parking area to accommodate the new building without the need for significant grading modifications.
8. The sprinklers require roughly 500 gallons per minute at a pressure of 80 pounds per square inch. Water pressure from the City of Palmer will range from 60 psi to 70 psi. Thus the normal day-to-day operation of the booster pump at Colony will be to boost 100% of the water being served to Colony so that the sprinkler risers have the required pressure. The proposed booster pump is not a fire pump and does not need to supply fire flows during a fire event. In the event a fire truck was on a hydrant within Colony's system the Colony booster pump will be bypassed so that fire flows can be maxed out.
9. MEA is able to provide a three phase service extension (Confirmed via email August 19, 2024).
10. The final deliverable will be a 95% design. Signed and sealed final design documents are not included.
11. The project will be bid as a single package, one-time.
12. Bidding phase services are not included
13. Construction phase services are not included.

SCHEDULE

We anticipate completing the 95% design package by April 30, 2025.

*Colony Booster Station
August 30, 2024*

COST PROPOSAL

We propose to provide the aforementioned services for a lump sum cost of **\$110,000**.

65% Design = \$60,000

95% Design = \$50,000

Total = \$110,000

If you have any questions, please contact me at (907) 746-5230 or cbowman@hdlalaska.com.

Sincerely,

HDL Engineering Consultants, LLC



Chris Bowman, PE

Water/Wastewater Department Manager

e: cbowman@HDLalaska.com | o: 907.746.5230

Attach: EDC Proposal (3 Pages)
DA Proposal (4 Pages)
HMS Proposal (2 Pages)

CC: Cole Branham, MSB
Lyon Kopsack, HDL