

**SUBJECT:** Award of Bid No. 26-165B to HDL Engineering Consultants, LLC for the annual contract amount not to exceed \$300,000.00 to Provide On-Call Construction Materials Testing and Inspection Services.

**AGENDA OF:** June 16, 2026

**ASSEMBLY ACTION:** Approved under the consent agenda 06/16/26 - BJH

**AGENDA ACTION REQUESTED:** Present to the Assembly for consideration.

| Route To:             | Signature                                                                                         |
|-----------------------|---------------------------------------------------------------------------------------------------|
| Purchasing Director   | <div>6/13/2026</div> <div>X Rustin Krafft</div> <div>Signed by: Rustin Krafft</div>               |
| Public Works Director | <div>6/13/2026</div> <div>X Tom Adams, P.E.</div> <div>Signed by: Tom Adams</div>                 |
| Finance Director      | <div>6/13/2026</div> <div>X Cheyenne Heindel</div> <div>Signed by: Cheyenne Heindel</div>         |
| Borough Attorney      | <div>6/13/2026</div> <div>X Nicholas Spiropoulos</div> <div>Signed by: Nicholas Spiropoulos</div> |
| Borough Manager       | <div>6/13/2026</div> <div>X Michael Brown</div> <div>Signed by: Mike Brown</div>                  |
| Borough Clerk         | <div>6/13/2026</div> <div>X Lonnie McKee</div> <div>Signed by: Lonnie McKee</div>                 |

**ATTACHMENT (S):** Analysis Sheet (1p)  
Scope of Work (4p)

**SUMMARY STATEMENT:** On May 13, 2026, the Matanuska-Susitna Borough issued a solicitation to secure on-call construction materials testing, quality assurance, and inspection services needed to support public infrastructure projects. These services ensure that materials are properly tested and that construction work is inspected to confirm it meets required standards. By providing both testing and on-site oversight, the Borough can identify issues early, reduce costly errors, and ensure projects are built safely and correctly. This contract helps protect public funds, supports reliable infrastructure, and provides the flexibility to respond quickly to both planned construction and urgent project needs.

Services purchased will support the Public Works Department in all assembly districts.

In response to the advertisement, three bids were received. Award recommendation is being made to HDL Engineering Consultants, LLC as the lowest responsive and responsible bidder based on Total Bid Amount.

The term length for this agreement is for one year with two additional one year renewals (potentially three-year contract), subject to annual appropriation of funds by the Borough Assembly.

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, Projects Division will be administering the contract.

**RECOMMENDATION OF ADMINISTRATION:** Approve the subject action memorandum.

## MATANUSKA-SUSITNA BOROUGH

## FISCAL NOTE

Agenda Date: June 16, 2026

SUBJECT: Award of Bid No. 26-165B to HDL Engineering Consultants, LLC for the annual contract amount not to exceed \$300,000.00 to Provide On-Call Construction Materials Testing and Inspection Services.

|                                                          |                             |
|----------------------------------------------------------|-----------------------------|
| FISCAL ACTION (TO BE COMPLETED BY FINANCE)               | FISCAL IMPACT <b>YES</b> NO |
| AMOUNT REQUESTED NTE \$300,000 *                         | FUNDING SOURCE Various      |
| FROM ACCOUNT # xxx.xxx.xxx 4xx.xxx                       | PROJECT# Various            |
| TO ACCOUNT :                                             | PROJECT #                   |
| VERIFIED BY: _____<br>X _____<br>Signed by: Liesel Zanto | CERTIFIED BY:               |
| DATE:                                                    | DATE:                       |

## EXPENDITURES/REVENUES:

(Thousands of Dollars)

| OPERATING          | FY2026 | FY2027    | FY2028 | FY2029 | FY2030 | FY2031 |
|--------------------|--------|-----------|--------|--------|--------|--------|
| Personnel Services |        |           |        |        |        |        |
| Travel             |        |           |        |        |        |        |
| Contractual        |        | NTE 300.0 |        |        |        |        |
| Supplies           |        |           |        |        |        |        |
| Equipment          |        |           |        |        |        |        |
| Land/Structures    |        |           |        |        |        |        |
| Grants, Claims     |        |           |        |        |        |        |
| Miscellaneous      |        |           |        |        |        |        |
| TOTAL OPERATING    |        | NTE 300.0 |        |        |        |        |

|         |  |           |  |  |  |  |
|---------|--|-----------|--|--|--|--|
| CAPITAL |  | NTE 300.0 |  |  |  |  |
|---------|--|-----------|--|--|--|--|

|         |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|
| REVENUE |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|

## FUNDING:

(Thousands of Dollars)

|                     |  |           |  |  |  |  |
|---------------------|--|-----------|--|--|--|--|
| General Fund        |  |           |  |  |  |  |
| State/Federal Funds |  |           |  |  |  |  |
| Other               |  | NTE 300.0 |  |  |  |  |
| TOTAL               |  | NTE 300.0 |  |  |  |  |

## POSITIONS:

|           |  |  |  |  |  |  |
|-----------|--|--|--|--|--|--|
| Full-Time |  |  |  |  |  |  |
| Part-Time |  |  |  |  |  |  |
| Temporary |  |  |  |  |  |  |

ANALYSIS: (Attach a separate page if necessary) \*Funding will be verified as POs are requested

PREPARED BY: \_\_\_\_\_ PHONE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ DATE: \_\_\_\_\_

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X

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

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Signed by: Cheyenne Heindel

**BID 26-165B**  
**ON-CALL CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES**  
**SCOPE OF SERVICES**

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The Matanuska-Susitna Borough (MSB) is soliciting bids from qualified firms to provide construction materials testing and inspection services for public construction projects throughout the Borough. These services support the construction phase of roadway and infrastructure projects and are intended to verify compliance with the Contract Documents, approved submittals, and applicable standards.

Services shall include field sampling, laboratory analysis, testing, and inspection in accordance with the Alaska Department of Transportation and Public Facilities (DOT&PF) Alaska Test Methods Manual, current edition, as well as applicable ASTM, AASHTO, and other standards. The Vendor shall be available to perform requested testing within 24 hours of notification. The Vendor shall mobilize and arrive onsite within twenty-four (24) hours of Borough notification for routine testing requests, excluding weekends and Borough-recognized holidays, unless otherwise specified in the Task Order. Emergency response requirements, if applicable, will be defined in individual Task Orders.

The Vendor shall perform not less than seventy percent (70%) of the work under each Task Order using its own direct employees, measured by total labor hours. Subcontracting shall be permitted only for specific laboratory testing or specialized services that cannot reasonably be performed by the Vendor's staff and shall not exceed thirty percent (30%) of total labor hours per Task Order, unless otherwise approved in writing by the Borough. All subcontractors shall be identified in advance and approved in writing by the Borough Project Manager. The Vendor shall remain fully responsible for the quality, accuracy, timeliness, and compliance of all subcontracted work.

The Vendor shall provide a detailed fee schedule for all applicable tests. Rates shall be fully burdened and include all labor, equipment, materials, and incidentals necessary to perform the work. The Vendor may be requested to provide a rate for additional testing procedures beyond the fee schedule on an as needed basis for specific task orders.

Most work will occur within the Borough's core area however; services may be required in outlying areas. A single daily field service rate applies to all field work. For work performed outside the core service area, mileage will be reimbursed in accordance with the current State of Alaska mileage rates. No other travel related expenses will be paid unless otherwise authorized by the Borough. For the purposes of this contract, the core service area is defined as the area of the Matanuska-Susitna Borough south of Chickaloon Road on the Glenn Highway and south of Willow Creek Bridge on the Parks Highway. Hourly rates begin upon arrival at the project site.

MSB intends to award one contract for this work.

**Contracting Approach**

Services will be issued through Task Orders under the resulting term contract.

- A Task Order and corresponding Purchase Order will be issued for each project.
- The Vendor's approved fee schedule will be used to establish Task Order pricing.
- The Vendor shall not exceed the authorized Purchase Order amount without prior written approval from the Borough.
- Each Task Order will include a defined scope, deliverables, and completion date.
- Task Orders may extend beyond the master contract term if issued prior to expiration.

The Vendor shall designate a Contract Manager to serve as the primary point of contact and coordinate with Borough Project Managers.

The Vendor shall:

- Maintain regular communication with the Borough Project Manager or Borough Inspector
- Respond promptly to requests for service and information within one (1) business day unless otherwise directed
- Coordinate scheduling of testing and inspection activities with the Contractor

- Participate in progress meetings as requested

### **Contract Capacity and Term**

- Maximum Task Order value: \$75,000
- This contract may be utilized for up to \$300,000 of work per fiscal year. This amount does not guarantee that this volume of work will be assigned.
- Work is contingent upon approved Public Works projects
- Anticipated start date: July 1, 2026

The initial contract term is one (1) year from execution, with the option to extend for up to two (2) additional one-year periods by mutual written agreement.

### **Task Order Requirements**

1. Task Orders will be sequentially numbered by contract abbreviation, year, and number (e.g., MTI-26-01, MTI-26-02).
2. Each Task Order will define scope, deliverables, schedule, and compensation.
3. A valid Purchase Order is required prior to commencing work.
4. Each Task Order will include a firm completion date.
5. All contract terms and conditions remain in effect for the duration of each Task Order.

### **Project Management Information System (PMIS)**

The Vendor shall utilize Projectmates as the Borough's official system of record for Task Orders, including invoicing, deliverables, and project documentation. The Vendor shall maintain current project information, upload testing reports, inspection reports, and supporting documentation. The Vendor must also submit invoices through Projectmates. One site license will be provided to the Vendor.

For construction phase services, the Vendor shall utilize Projectmates to manage testing documentation and related records. All formal project documentation shall be maintained within the system.

### **Scope of Work**

#### **1. Materials Testing and Quality Assurance**

- Perform field sampling and laboratory testing in accordance with DOT&PF, ASTM, and AASHTO standards
- Provide certified testing technicians (WAQTC) and properly calibrated equipment
- Testing may include, but is not limited to:
  - Earthwork Tests
    - Moisture Content of Aggregate and Soils
    - Organic Content of Soils
    - Liquid Limit of Soils
    - Plastic Limit & Plasticity Index of Soils
    - Moisture-Density Relations (Proctor)
    - Nuclear In-Place- Density & Moisture
  - Bases and Aggregate Tests
    - Sampling aggregates
    - Reducing samples
    - Sieve analysis
    - Percent fracture
    - Riprap gradation count
  - Asphalt
    - Sampling asphalt mixtures
    - Reducing asphalt samples

- Asphalt binder content (Ignition)
- Theoretical maximum specific gravity (Rice)
- Bulk specific gravity of asphalt
- Nuclear in-place densities
- Gyratory compaction
- Volumetric properties
- Tack coat spot test
- Concrete
  - Sampling fresh concrete
  - Concrete temperature
  - Slump
  - Unit weight / yield / air
  - Air content
  - Making, curing, breaking cylinders
- Maintain accurate testing logs and documentation
- Submit test results within required timeframes
- The Vendor shall immediately notify the Borough Project Manager and Inspector of any failed tests or non-conforming materials. The Vendor shall not direct the Contractor's work but shall document and report observed deficiencies.

## **2. Inspection Services**

- Inspectors shall be experienced in roadway, drainage, and infrastructure construction typical to Borough projects.
- Provide on-site inspection services as requested under individual Task Orders.
- Observe construction activities, including but not limited to:
  - Earthwork placement and compaction
  - Aggregate base and subbase installation
  - Asphalt paving operations
  - Concrete placement and finishing
  - Utility trench backfill and compaction
  - Drainage infrastructure
- Verify that sampling and testing locations are representative and performed in accordance with applicable standards.
- Coordinate inspection activities with ongoing testing to ensure proper timing and coverage.

## **3. Reporting and Documentation**

- Prepare daily or periodic field reports as defined in the Task Order
- Include in reports: work performed, testing performed, personnel, locations, weather conditions, and any observed issues
- Provide photo documentation as appropriate
- Upload all testing results, reports, photos, and supporting documentation to Projectmates
- Maintain organized records of all testing performed under each Task Order

## **4. Construction Support**

- Coordinate with the Contractor, Borough staff, and inspectors to schedule testing and inspection activities
- Participate in progress meetings as requested
- Provide input to the Borough regarding material compliance and recommended corrective actions based on test results

## **5. Project Closeout**

- Provide complete and organized testing and inspection records for each Task Order
- Confirm that all required testing documentation has been submitted
- Ensure all required documentation is submitted prior to project closeout

## **Emergency and Grant-Funded Work (SOA/FEMA)**

This contract may be utilized for State of Alaska (SOA) and/or Federal Emergency Management Agency (FEMA) funded emergency work, including pre-established "pre-bid" emergency contracting.

There is no guarantee that emergency work will be issued under this contract. However, the Borough may utilize this contract to support life, health, and safety response efforts.

SOA/FEMA-specific terms, conditions, and required forms will apply only to Task Orders funded or reimbursed through those sources.

DETAILED BID TABULATION: 26-165B

On-Call Construction Materials Testing and Inspection Services

| Section A Labor Rates             |                                                                          |          |                    | BIDDERS      |            |                       |                |                                  |                |
|-----------------------------------|--------------------------------------------------------------------------|----------|--------------------|--------------|------------|-----------------------|----------------|----------------------------------|----------------|
|                                   |                                                                          |          |                    | LOK, LLC     |            | R&M Consultants, INC. |                | HDL Engineering Consultants, LLC |                |
| Item Numbe                        | Pay Item Description                                                     | Pay Unit | Estimated Quantity | UNIT PRICE   | EXTENDE    | UNIT PRICE            | EXTENDED PRICE | UNIT PRICE                       | EXTENDED PRICE |
| 1                                 | Senior Inspector (more than 5 years' experience)                         | Hourly   | 40                 | \$ 115.00    | \$4,600.00 | \$ 114.21             | \$ 4,568.40    | \$ 120.00                        | \$ 4,800.00    |
| 2                                 | Junior Inspector (less than 5 years' experience)                         | Hourly   | 40                 | \$ 105.00    | \$4,200.00 | \$ 103.82             | \$ 4,152.80    | \$ 110.00                        | \$ 4,400.00    |
| 3                                 | Testing Technician (WAQTC Certified)                                     | Hourly   | 20                 | \$ 100.00    | \$2,000.00 | \$ 77.87              | \$ 1,557.40    | \$ 95.00                         | \$ 1,900.00    |
| 4                                 | Contract Manager                                                         | Hourly   | 14                 | \$ 100.00    | \$1,400.00 | \$ 212.84             | \$ 2,979.76    | \$ 145.00                        | \$ 2,030.00    |
| Section B Earthwork Testing       |                                                                          |          |                    |              |            |                       |                |                                  |                |
| B-1                               | Moisture Content of Aggregates and Soils                                 | Each     | 8                  | \$ 20.00     | \$ 160.00  | \$ 50.00              | \$ 400.00      | \$ 15.00                         | \$ 120.00      |
| B-2                               | Atterberg Limits                                                         | Each     | 3                  | \$ 120.00    | \$ 360.00  | \$ 310.00             | \$ 930.00      | \$ 90.00                         | \$ 270.00      |
| B-3                               | Organic Content                                                          | Each     | 2                  | \$ 75.00     | \$ 150.00  | \$ 210.00             | \$ 420.00      | \$ 45.00                         | \$ 90.00       |
| B-4                               | pH of Soil                                                               | Each     | 2                  | \$ 100.00    | \$ 200.00  | \$ 155.00             | \$ 310.00      | \$ 45.00                         | \$ 90.00       |
| B-5                               | Proctor (Moisture – Density)                                             | Each     | 12                 | \$ 195.00    | \$2,340.00 | \$ 505.00             | \$ 6,060.00    | \$ 175.00                        | \$ 2,100.00    |
| B-6                               | Density & Moisture (in Place)                                            | Each     | 150                | \$ 65.00     | \$9,750.00 | \$ 20.00              | \$ 3,000.00    | \$ 15.00                         | \$ 2,250.00    |
| Section C Aggregate/ Base Testing |                                                                          |          |                    |              |            |                       |                |                                  |                |
| C-1                               | Sieve Analysis of Fine and Coarse Aggregates                             | Each     | 12                 | \$ 110.00    | \$1,320.00 | \$ 290.00             | \$ 3,480.00    | \$ 100.00                        | \$ 1,200.00    |
| C-2                               | Percent Flat and Elongated Particles in Coarse Aggregate                 | Each     | 1                  | \$ 120.00    | \$ 120.00  | \$ 185.00             | \$ 185.00      | \$ 45.00                         | \$ 45.00       |
| C-3                               | Degradation Values of Aggregates                                         | Each     | 3                  | \$ 400.00    | \$1,200.00 | \$ 435.00             | \$ 1,305.00    | \$ 195.00                        | \$ 585.00      |
| C-4                               | Percent Fracture                                                         | Each     | 3                  | \$ 100.00    | \$ 300.00  | \$ 165.00             | \$ 495.00      | \$ 45.00                         | \$ 135.00      |
| C-5                               | Riprap Gradation                                                         | Each     | 2                  | \$ 150.00    | \$ 300.00  | \$ 310.00             | \$ 620.00      | \$ 180.00                        | \$ 360.00      |
| Section D Asphalt Testing         |                                                                          |          |                    |              |            |                       |                |                                  |                |
| D-1                               | Asphalt Sample Collection                                                | Each     | 6                  | \$ 100.00    | \$ 600.00  | \$ 230.00             | \$ 1,380.00    | \$ 30.00                         | \$ 180.00      |
| D-2                               | Asphalt Binder Content                                                   | Each     | 6                  | \$ 300.00    | \$1,800.00 | \$ 330.00             | \$ 1,980.00    | \$ 150.00                        | \$ 900.00      |
| D-3                               | Theoretical Max Specific Gravity (Rice)                                  | Each     | 2                  | \$ 150.00    | \$ 300.00  | \$ 220.00             | \$ 440.00      | \$ 105.00                        | \$ 210.00      |
| D-4                               | Bulk Specific Gravity (Compacted)                                        | Each     | 3                  | \$ 100.00    | \$ 300.00  | \$ 175.00             | \$ 525.00      | \$ 45.00                         | \$ 135.00      |
| D-5                               | Nuclear Density                                                          | Each     | 30                 | \$ 75.00     | \$2,250.00 | \$ 15.00              | \$ 450.00      | \$ 15.00                         | \$ 450.00      |
| D-6                               | Hot Mix Asphalt Design by the Marshall Method                            | Each     | 6                  | \$ 250.00    | \$1,500.00 | \$ 8,500.00           | \$ 51,000.00   | \$ 300.00                        | \$ 1,800.00    |
| D-7                               | Volumetric Analysis                                                      | Each     | 3                  | \$ 300.00    | \$ 900.00  | \$ 245.00             | \$ 735.00      | \$ 30.00                         | \$ 90.00       |
| D-8                               | Tack Coat Verification                                                   | Each     | 6                  | \$ 75.00     | \$ 450.00  | \$ 250.00             | \$ 1,500.00    | \$ 90.00                         | \$ 540.00      |
| D-9                               | Sampling Bituminous Material After Compaction (Asphalt Cores)            | Each     | 6                  | \$ 75.00     | \$ 450.00  | \$ 415.00             | \$ 2,490.00    | \$ 30.00                         | \$ 180.00      |
| Section E Concrete Testing        |                                                                          |          |                    |              |            |                       |                |                                  |                |
| E-1                               | Concrete Sampling                                                        | Each     | 10                 | \$ 100.00    | \$1,000.00 | \$ 75.00              | \$ 750.00      | \$ 30.00                         | \$ 300.00      |
| E-2                               | Field Concrete Test (1 Air Content, 1 Slump, Temperature, and 3 samples) | Each     | 10                 | \$ 200.00    | \$2,000.00 | \$ 250.00             | \$ 2,500.00    | \$ 60.00                         | \$ 600.00      |
| E-3                               | Cylinder Break (Compression Test)                                        | Each     | 30                 | \$ 30.00     | \$ 900.00  | \$ 50.00              | \$ 1,500.00    | \$ 20.00                         | \$ 600.00      |
| Section F Daily Field Visit       |                                                                          |          |                    |              |            |                       |                |                                  |                |
| F-1                               | Daily Field Service Rate                                                 | Each     | 50                 | \$ 135.00    | \$6,750.00 | \$ 110.00             | \$ 5,500.00    | \$ 60.00                         | \$ 3,000.00    |
| TOTAL AMOUNT BID                  |                                                                          |          |                    | \$ 47,600.00 |            | \$ 101,213.36         |                | \$ 29,360.00                     |                |