

SUBJECT: Approval of Change Order No. 5 for Contract No. 22-078P(A) with Lounsbury & Associates, Inc. for the Hidden Hills Road Reconstruction project to add \$11,311 and extend the completion date to December 31, 2025.

AGENDA OF: December 3, 2024

ASSEMBLY ACTION: Approved under the consent agenda 12/03/24 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Originator	11/20/2024 X Andrew Strahler Signed by: Andrew Strahler
Project Management Division Manager	11/20/2024 X Cole Branham Signed by: Cole Branham
Public Works Director	11/20/2024 X Tom Adams, P.E. Signed by: Tom Adams
Purchasing Director	11/20/2024 X Dustin Silva Signed by: Dustin Silva
Finance Director	11/21/2024 X Cheyenne Heindel Signed by: Cheyenne Heindel
Borough Attorney	11/21/2024 X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos
Borough Manager	11/21/2024 X Michael Brown Signed by: Mike Brown
Borough Clerk	11/22/2024 X Brenda J. Henry for Signed by: Brenda Henry

ATTACHMENT (S): Lounsbury's Proposal.

SUMMARY STATEMENT: On January 17, 2022, the Matanuska-Susitna Borough (MSB) Purchasing Department issued a solicitation requesting proposals from qualified firms to design the Hidden Hills Road Reconstruction project. The Hidden Hills Road Reconstruction project, Project No. 35472-1800-1815, is part of

the Transportation Infrastructure Program 2021 (TIP21), approved as Proposition 1 by MSB voters in November 2021. Per Proposition 1, the purpose of the Hidden Hills Road Reconstruction project is to reconstruct Hidden Hills Road to collector level road from the Parks Highway to S. Caswell Loop.

In response to the advertisement, four proposals were received. A proposal evaluation made up of MSB Public Works staff evaluated the proposals and selected Lounsbury & Associates, Inc. (Lounsbury) as the most qualified firm for this project.

The Purchasing Department, with the involvement of Public Works, negotiated with Lounsbury to develop a fee proposal for all professional services anticipated to complete the project. On March 15, 2022, Purchasing presented AM 22-017 for Assembly approval recommending the award of proposal No. 22-078P(A) to Lounsbury for the contract amount of \$369,919 to design improvements to Hidden Hills Road. The contract award was approved under the consent agenda.

Change Order No. 1 added \$94,951 to provide design services for fish passage improvements. During field investigations, it was discovered that culverts for an anadromous stream were failing and needed to be replaced. Change Order No. 1 was approved through AM No. 22-112 on September 6, 2022.

Change Order No. 2 added \$42,696 to modify the design drawings for phased construction and provide permitting and utility services. These services were required to advance the project to construction. The project was phased due to funding limitations. Change Order No. 2 was executed on March 17, 2023.

Change Order No. 3 added \$3,735 to develop exhibits and legal descriptions for two Public Use Easements (PUE) and a Temporary Construction Permit (TCE) required on the project. Change Order 3 was executed on April 14, 2023.

Change Order No. 4 added \$151,301 to provide construction management services for the improvements on the Hidden Hills Road Reconstruction Phase 1 and the Caswell Lakes Road Paving project. These services include pre-construction activities, construction administration/management, inspection, material sampling and testing, and construction closeout. This change order also extended the contract completion date to December 18, 2024. Change Order One No. 4 was approved through AM No. 23-035 on May 2, 2023.

Change Order No. 5 will add \$11,311 to update contract billing rates and extend the contract completion date to December 31, 2025, to match the existing construction contract and provide construction management services through the remainder of construction, contract closeout, and drafting of record drawings.

Labor rates used for Change Order No. 4 were based on the original fee schedule developed in 2021, almost 4 years ago, with an initial contract completion date of October 31,2023. An update to these labor rates is requested to reflect current project costs and the new completion date. The additional \$11,311.00 is within the granting authority provided by AM 23-035 and will increase the contract total sum for all services and expenses to \$673,913.00.

Administration requests approval to extend completion date to December 31, 2025, for Contract No. 22-078P(A) with Lounsbury & Associates, Inc. for the Hidden Hills Road Reconstruction Phase 1 and the Caswell Lakes Road Paving project and to grant authority for an additional extension of the time of performance under this agreement for up to 220 days, in accordance with MSB 3.08.170. The 220 days is requested to accommodate stabilization if it is not achieved in 2025, and the contract will need to extend into the following growing season.

RECOMMENDATION OF ADMINISTRATION: Approve Change Order No. 5 to Contract No. 22-078P(A) with Lounsbury & Associates, Inc. for the Hidden Hills Road Reconstruction Phase 1 and the Caswell Lakes Road Paving project to extend the contract completion date to December 31, 2025, and grant authority to extend the time of performance by up to 220 days.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: December 3, 2024

SUBJECT: Approval of Change Order No. 5 for Contract No. 22-078P(A) with Lounsbury & Associates, Inc. for the Hidden Hills Road Reconstruction project to extend the completion date to December 31, 2025.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$11,311	FUNDING SOURCE Roads and Bridges Capital Projects
FROM ACCOUNT # 430.000.000 4xx.xxx	PROJECT 35472-1800-1815
TO ACCOUNT:	PROJECT #
VERIFIED BY: 11/21/2024 _____ X Liesel Weiland Signed by: Liesel Weiland	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		11.3				
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		11.3				
TOTAL		11.3				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	11/21/2024

X Cheyenne Heindel	

Signed by: Cheyenne Heindel

This fee rate change value multiplied by 0.85 because the task is 15% complete

PRICE PER TASK SUMMARY

FIRM: Lounsbury and Associates			PROJECT TITLE: Hidden Hills, Amend #5 - CM Services				DATE: 11/15/2024				
TOTAL NEGOTIATED FIXED FEE: \$2,053											
GROUP	TASK	LABOR	INDIRECT COST	EXPENSES	TOTAL COST	FEE DISTRIBUTION	FIRM'S TOTAL PRICE	*SUB-CONTRACTS	PRICE PLUS SUBS (updated)	PRICE PLUS SUBS (original)	PRICE PLUS SUBS (amendment)
ADC	11	\$159,735	NA	\$1,000	\$160,735	\$0	\$160,735	\$0	\$160,735	\$148,670	\$10,255
Testing	12	\$0	NA	\$0	\$0	\$2,053	\$2,053	\$20,530	\$22,583	\$21,527	\$1,056
*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 (updated)	PRICE PLUS SUBS (original)	PRICE PLUS SUBS (amendment)
FOR FIRM:		\$159,735	\$0	\$1,000	\$160,735	\$2,053	\$162,788	\$20,530	\$183,318	\$170,197	\$11,311

Amendment Value Requested for updated rates

Jason Kewin is now a CE2

COST ESTIMATE PER TASK

FIRM: Lounsbury & Associates		PROJECT TITLE: Hidden Hills, Amend #5 - CM Services						
TASK NO: 11	TASK DESCRIPTION: CM Services			DATE: 11/15/2024				
GROUP:	METHOD OF PAYMENT:	FP <input type="checkbox"/>	FPPF <input type="checkbox"/>	T&E <input checked="" type="checkbox"/>	CPFF <input type="checkbox"/>	PREPARED BY: SP		
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION						Total
		PR (Taylor)	PM (Pulice)	CE2 (Kewin)	Inspector/SE	CADD (Jones)		
	Project Management	12	24					36
	Preconstruction Meeting		3	3	3			
	Contractor NTP		1	1	2			
	Contractor Submittals		2	8	40			50
	Facilitate Pre-Con			2				
	Construction Management							
	Construction Schedule (weekly updates)			8	20			28
	Site Visits (5 days a week for 3+ months)		12	40	320			372
	Daily Communication with Inspectors			8	12			20
	Review Applications for Payment (Up to 7 payment requests)		4	6	20			30
	Status Meetings with MSB (Biweekly for 5 months)		20	20	20			
	Permit Documentation and Compliance (Weekly)			8	24			32
	Monthly Project Activity Report		4	8	20			32
	Review, approve/reject, log submittals		4	16	24			44
	Document/Coordinate Requests for Changes/Responses		4	12	24			40
	Address Agency and Public Concerns		12	12				24
	Review Claims and Make Recommendations to MSB		8	12	24			44
	Construction Inspection							
	Onsite Daily During Active Construction (covered under CM)							
	Document Work Through Daily Reports		12	12	60			84
	Perform Measurement of Quantities (Truck Tickets, Daily Report Records)			8	60			68
	Regular Inspection of BMP's, Traffic Control, safety, permit reqmts			8	40			48
	Field Coordinate and Conduct QC, Testing and Inspection (covered under CM)							0
	Document Changed Conditions (covered under CM)							
	SWPPP inspection, documentation and compliance			16	60			76
	Construction Closeout							
	Project Walkthrough with MSB and Contractor (Substantial and Final)		2	12	24			38
	Coordinate Punch List			2	4			6
	Report to Relulatory Agencies and Close Active Permits				8			8
	Resolve Contract Amounts and Final Payment		2	4	12			18
	Receive and verify Contractor Closeout Documents			2	12			14
	Review Contractor Redlines			4	8			12
	Draft Record As-Builts		2	8		40		50
	Coordinate/Organize paperwork, assemble Project Manual for MSB		2	8	24			34
TOTAL LABOR HOURS		12	118	248	865	40		1283
* LABOR RATES (\$/HR)		\$250.00	\$185.00	\$160.00	\$105.00	\$110.00		
LABOR COSTS (\$)		\$3,000.00	\$21,830.00	\$39,680.00	\$90,825.00	\$4,400.00		\$159,735.00
		EXPENSES						
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: 1. Assumes 3 months of construction period, winter shutdown, summer start up, and 2 weeks of initial startup and final closeout efforts for a total of ±4 month duration. 2. See task 12 for Hansen lab fees and testing assumptions. Hansen will run field samples and asphalt testing. 3. Lounsbury will provide density testing and pull and deliver lab samples except for asphalt sampling.			
	Inspection Supplies	1	\$1,000.00	\$1,000.00				
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00	FIRM'S TOTAL COST OF LABOR (or Fixed Price):		\$159,735	
				\$0.00	IF CPFF, TOTAL INDIRECT COST @		0.00% \$0	
				\$1,000	FIRM'S TOTAL EXPENSES		\$1,000	
SUB-CONTRACTORS: Firm Initials and Price Per Task				FIRM'S TOTAL COST (no Subcontracts or Fee)		\$160,735		
FIRM:					TOTAL SUBCONTRACTOR PRICES:			
AMOUNT:								

labor rates updated

COST ESTIMATE PER TASK

FIRM: Lounsbury & Associates				PROJECT TITLE: Hidden Hills, Amend #5 - CM Services											
TASK NO: 12	TASK DESCRIPTION: Soils & Asphalt Testing						DATE: 11/15/2024								
GROUP:	METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>				PREPARED BY: SP										
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION													
		PR	PM	PE1	SE	CADD						Total			
	Subconsultant task - See attached														
TOTAL LABOR HOURS															
* LABOR RATES (\$/HR)															
LABOR COSTS (\$)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									
SUB-TASK NO.		ITEM(S)			QUANTITY	UNIT PRICE	TOTAL PRICE	COMMENTS: 1. Hansen lab fees for anticipated number of tests: -16 sieves (\$205 each) -10 proctors (\$575 each) -10 asphalt core and testing for marshall series (\$1,150 each) 2. Assumes 10 days of asphalt work.							
						\$0.00									
						\$0.00									
						\$0.00									
						\$0.00									
						\$0.00									
						\$0.00									
TOTAL EXPENSES:							\$0	FIRM'S TOTAL COST OF LABOR (or Fixed Price):		\$0					
							\$0.00	IF CPFF, TOTAL INDIRECT COST @		148.00%	\$0				
								FIRM'S TOTAL EXPENSES			\$0				
SUB-CONTRACTORS: Firm Initials and Price Per Task								FIRM'S TOTAL COST (no Subcontracts or Fee)			\$0				
FIRM:	Hansen														
AMOUNT:	\$20,530							TOTAL SUBCONTRACTOR PRICES:		\$20,530					

Geotechnical lab testing fees updated for Summer 2025 rates

