

SUBJECT: APPROVAL OF CHANGE ORDER NO. 2 FOR CONTRACT NO. 22-143P WITH THE BOUTET COMPANY, INC., FOR THE WILLIWAW WAY, KODIAK DRIVE, AND HELEN LANE PROJECT TO ADD \$15,540 AND EXTEND THE CONTRACT TO JULY 30, 2027.

AGENDA OF: March 4, 2025

ASSEMBLY ACTION: Approved under the consent agenda 03/04/25 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Division Manager	<div> <div>X</div> <div>C o l e B r a n h a m</div> <div>Signed by: Cole Branham</div> </div>
Public Works Director	<div> <div>X</div> <div>T o m A d a m s , P E</div> <div>Signed by: Tom Adams</div> </div>
Purchasing Director	<div> <div>X</div> <div>R u s t i n K r a f f t</div> <div>Signed by: Rustin Krafft</div> </div>
Finance Director	<div> <div>X</div> <div>C h e y e n n e H e i n d e l</div> <div>Signed by: Cheyenne Heindel</div> </div>
Borough Attorney	<div> <div>X</div> <div>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> </div>
Borough Manager	<div> <div>X</div> <div>M i c h a e l B r o w n</div> <div>Signed by: Mike Brown</div> </div>
Borough Clerk	<div> <div>X</div> <div>L o n n i e M c K e c h n i e</div> <div>Signed by: Lonnie McKechnie</div> </div>

ATTACHMENT(S): Cost Proposal (1 Page)

SUMMARY STATEMENT: On April 27, 2022, the Assembly authorized the award of Contract No. 22-143P to The Boutet Company, Inc. (TBC) for the design of the Williwaw Way, Kodiak Drive, and Helen Lane Project. The current contract amount, including Change Order No. 1, is \$231,368.13.

Due to right-of-way (ROW) constraints and utility conflicts, the project will be completed in two phases. Phase 1 focuses on Helen Lane and its approach to Bogard Road, addressing recurring flooding. Phase 2 will cover Williwaw Way and Kodiak Drive. Pending utility coordination and approval of the Department of

Transportation & Public Facilities (DOT&PF) approach road permit, Phase 1 is expected to be advertised for construction bids in 2025.

This change order requests an additional \$15,540 and an extension of the design contract through July 30, 2027, to address significant ROW challenges, utility conflicts, and drainage issues in Phase 2. The extension allows time for ROW acquisition, utility coordination, and finalizing the design once these elements are resolved. The additional funds will cover the preparation of easement exhibits required for ROW acquisition. Given the subdivision's narrow ROW, additional time is necessary to properly design road and drainage improvements while coordinating with utilities and securing ROW.

The administration seeks approval of Change Order No. 2 to Contract No. 22-143P with The Boutet Company, Inc., adding \$15,540, extending the contract completion date to July 30, 2027, and granting authority to extend the contract by up to 90 days for any unforeseen circumstances.


RECOMMENDATION OF ADMINISTRATION: Approve Change Order Two (2) for Contract No. 22-143P with The Boutet Company, Inc., for the Williwaw Way, Kodiak Drive, and Helen Lane Project, to add \$15,540 and extend the contract to July 30, 2027. Additionally, authorize contract extension authority up to 90 days.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: March 4, 2025

SUBJECT: APPROVAL OF CHANGE ORDER NO. 2 FOR CONTRACT NO. 22-143P WITH THE BOUTET COMPANY, INC., FOR THE WILLIWAW WAY, KODIAK DRIVE, AND HELEN LANE PROJECT TO ADD \$15,540 AND EXTEND THE CONTRACT TO JULY 30, 2027.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$15,540	FUNDING SOURCE RSA Capital Projects
FROM ACCOUNT # 410.000.000 4xx.xxx	PROJECT# 30045
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	15.5					
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REVENUE						
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FUNDING:


(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	15.5					
TOTAL	15.5					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	 Recoverable Signature X Cheyenne Heindel Signed by: Cheyenne Heindel
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The Boutet Company, Inc.
1174 N. Leatherleaf Loop, STE B
Wasilla, Alaska 99654

Phone 907.357.6770
Fax 907.357.6750

February 14, 2025

Cole Branham
Matanuska-Susitna Borough
Department of Public Works
350 E. Dahilia Avenue
Palmer, Alaska 99654

Regarding: Williwaw Way, Kodiak Drive and Helen Lane Improvements, Phase 2
Property Acquisition Exhibits Proposal

Dear Cole:

The Boutet Company, Inc. (TBC) appreciates the opportunity to continue providing professional services to the Matanuska-Susitna Borough (MSB) for the Williwaw Way, Kodiak Drive and Helen Lane Improvements project. As you are aware, since contract award on June 27, 2022, the project has been divided into two phases.

- Phase 1: North Helen Lane Road Improvements, and
- Phase 2: Williwaw Way and Kodiak Drive Road Improvements

The North Helen Lane phase of the project is nearly complete and ready for bid, with the task remaining to secure an Alaska Department of Transportation (ADOT) approach permit.

As design has progressed with Phase 2, we have identified the need for additional ROW and/or easements for the project. This proposal is for additional professional surveying and engineering services required for the preparation of parcel exhibits in support of the MSB's effort to acquire up to 17 properties or portions thereof required for the improvements associated with the Williwaw Way reconstruction.

We estimate that it will take 4 hours per exhibit at our survey office rate of \$155/hr (\$620 per exhibit). Also, it is anticipated there may be some need for additional field work. We propose a budget of \$5,000, time and materials, allowing up to 20 hours of field time at our rate of \$250 per hour for two person survey party. With this and the anticipated 17 exhibits needed, it is estimated that we will need **\$15,540** added to the contract to complete this work.

We are available at your convenience for further discussions. As always, we appreciate the opportunity to be of service.

Sincerely,

THE BOUTET COMPANY, INC.

Tim Alley, P.E.
Contract Manager