

SUBJECT: Award of proposal number 22-104P (A) to Kinney Engineering, LLC. for the contract amount of \$218,412.00 to design a pathway adjacent to 49th State Street.

AGENDA OF: June 21, 2022

ASSEMBLY ACTION:

*Approved under the Consent
Agenda 6-21-22 (BS)*

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: *MB*

Route To:	Department/Individual	Initials	Remarks
	Purchasing Officer	<i>MB</i>	
	Public Works Director	<i>SA</i>	
	Finance Director	<i>CK</i>	
	Borough Attorney	<i>NS</i>	
	Borough Clerk	<i>BSA for JKM</i>	

ATTACHMENT (S) : Fiscal Note: Yes X No
 Analysis Sheet (1p)
 Scope of Services (3p)

SUMMARY STATEMENT: On March 4, 2022, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting Proposals from qualified firms for provide complete bid-ready plans, specifications and an Engineer's estimate for the 49th State Street Pathway project. The project will construct a pathway adjacent to 49th State Street from Bogard Road to Palmer-Wasilla Highway, connecting two major corridors. Work will include paths, safety, drainage, excavation, pavement, roadside hardware, signing, striping, and ADA features. This project may also include guardrails, lighting, utility adjustments, and/or utility relocations.

Services purchased will support the Public Works Department in assembly district #2.

In response to the advertisement, two proposals were received. A proposal evaluation team made up of Borough Public Works staff

evaluated the proposals and selected Kinney Engineering, LLC as the most advantageous firm for the Borough.

The final completion date for this project is December 31, 2023.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 30 days for unforeseen circumstances.

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

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NUMBER 22-104P (A)** to **KINNEY ENGINEERING, LLC** for the contract amount of **TWO HUNDRED EIGHTEEN THOUSAND FOUR HUNDRED TWELVE DOLLARS AND 00/100 CENTS (\$218,412.00)** to **DESIGN A PATHWAY ADJACENT TO 49TH STATE STREET.**

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: June 21, 2022

SUBJECT: Award of proposal number 22-104P (A) to Kinney Engineering, LLC for the contract amount of \$218,412.00 to design a pathway adjacent to 49th State Street.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="radio"/> YES <input type="radio"/> NO
AMOUNT REQUESTED <u>\$218,412.00</u>	FUNDING SOURCE <u>Roads + Bridges Cap Projects</u>
FROM ACCOUNT # <u>430.00.00 4XX.00X</u>	PROJECT # <u>35472</u>
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>[Signature]</u>	CERTIFIED BY:
DATE: <u>6/7/22</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		<u>218.4</u>				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		<u>218.4</u>				
TOTAL		<u>218.4</u>				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: _____ DATE: _____
 APPROVED BY: [Signature] DATE: 6/8/22



22-104P 2022 Road Bond Design Phase 3 Pedestrian Projects

Scoring Summary

	Total	Objectives and Services	Relevant Project Experience	Workload and Resources
Supplier	/ 100 pts	/ 45 pts	/ 35 pts	/ 20 pts
DOWL	83.67 pts	36 pts	30.33 pts	17.33 pts
Kinney Engineering	80 pts	36 pts	28 pts	16 pts

**RFP 22-104P – 2022 ROAD BOND DESIGN PHASE 3
(A) – 49TH STATE STREET PATHWAY**

STATEMENT OF SERVICES

1.0 General

- 1.1 The Contractor shall provide services as identified and authorized by a sequentially numbered Notice-to-Proceed (NTP) issued by the Matanuska-Susitna Borough (MSB). Contractor shall not perform services or incur billable expenses except as authorized by a NTP.
- 1.2 All reports, plans, specifications, estimates and similar work products provided by the Contractor shall be prepared by or under the supervision of an Engineer or Land Surveyor currently registered in Alaska.
- 1.3 All services must be performed by or under the direct supervision of the following individuals (replacement of, or addition to, the Project Staff named below shall be accomplished only by prior written approval of the MSB):

<u>Name</u>	<u>Project Responsibilities</u>
Randy Kinney, PE, PTOE	Contract Management
Josh Cross, PE, PTOE	Project Management
Robert Halcomb, PE, PTOE	Civil Engineering
James Smith, PE	Traffic and Safety Analysis
Hank Brinker, PLS, CFedS	Surveying & Mapping
Bob Pintner, PE	Geotechnical Engineering

- 1.4 All coordination and correspondence for the project shall be handled through or with the concurrence of the MSB Project Manager.
- 1.5 Contractor is required to maintain a schedule detailing project tasks and milestones. This schedule will show the interdependence and duration of the various design activities/contract tasks. The schedule will be the basis for performance measurements throughout the Project development and used to track Contractor progress and billings.

2.0 Project Location and Description

- 2.1 This project will construct a pedestrian pathway adjacent to 49th State Street from Bogard Road to Palmer-Wasilla Highway (approximately 3,800 feet).
- 2.2 The purpose of the project is to make it safer for students to walk and bike to school and encourage more walking and biking where safety is not a barrier. Improvements may include paving, drainage, signing, striping, and utility relocations.
- 2.3 The Contractor shall provide complete bid-ready plans, specifications and an Engineer's estimate.
- 2.4 When authorized by a NTP, Contractor shall provide the following services: Surveying, ROW Mapping, Design Study Memorandum, Plans, Specifications & Engineer's Estimate (PS&E), Assistance During Bidding, and, Assistance During Construction.
- 2.5 MSB reserves the right to add other required services by amendment if necessary.

3.0 Summary of Initial Contract Services

- 3.1 Preliminary Engineering / Design Study Memorandum (DSM)**
 - 3.1.1** The Contractor shall provide a DSM to present the project purpose, feasible design alternatives, and to compare significant parameters, such as typical section, right-of-way requirements, construction cost, and safety. This memorandum shall document the selection of a preferred design alternative.
 - 3.1.2** Conduct Traffic and Safety Analysis to evaluate vehicle-pedestrian conflict potential.
 - 3.1.3** Notify utility companies of anticipated project and obtain record information.
 - 3.1.4** Contractor will prepare application to AK DOT&PF for Approach Road Review (ARR) permit to make improvements within State ROW.
 - 3.1.5** Deliverables:
 - 3.1.5.1** Utility Notification memos
 - 3.1.5.2** ARR application
 - 3.1.5.3** Design Study Memorandum
- 3.2 Surveying and Mapping for Design**
 - 3.2.1** Contractor shall research records of surveys applicable to the requirements of the Project and perform field and office services necessary to collect topographic and boundary survey data and to reduce the collected data to a form useful for permitting and design.
 - 3.2.2** This is a pathway project and it is strongly recommended to limit survey efforts to only what is necessary to meet project objectives. Where possible, use existing surveys, as-builts, mapping, LiDAR or imagery to develop preliminary alternatives.
 - 3.2.3** Additional topographic or boundary surveying may be required in support of the preferred design alternative or determination of ROW lines.
 - 3.2.4** Deliverables:
 - 3.2.4.1** Civil 3D DSM drawing
 - 3.2.4.2** Civil 3D Base Map
 - 3.2.4.3** Control Drawing
- 3.3 Plans, Specifications, and Engineer's Estimate (PS&E)**
 - 3.3.1** Following authorization to proceed, the Contractor shall provide a PS&E Assembly suitable for project bidding and construction.
 - 3.3.2** The design assembly shall present the design that best accommodates the information derived from prior tasks. This task will be complete when MSB accepts the Final bid document assembly.
 - 3.3.3** Contractor shall submit to MSB a Preliminary Design Assembly consisting of drawings, specifications, and engineer's estimate that represents the design effort approximately 65% complete. A field inspection of the project and a meeting shall be conducted to review the plans and discuss comments.

- 3.3.4 Upon authorization to proceed, the Contractor shall prepare the Final Design Assembly consisting of Drawings, Specifications, and Engineer's estimate and represent the design effort 95% complete.
 - 3.3.5 The Bid Check Assembly shall consist of signed and sealed Drawings, Specifications, and Engineer's Estimate and represent the completed design effort.
 - 3.3.6 Deliverables:
 - 3.3.6.1 Preliminary Design Assembly
 - 3.3.6.2 Final Design Assembly
 - 3.3.6.3 Bid Check Assembly
- 3.4 Assistance During Bidding
- 3.4.1 Contractor will assist MSB during the pre-advertisement review and revise PS&E, as necessary. Contractor will prepare addenda to clearly explain any changes, additions, deletions, or clarifications the bidding documents.