

SUBJECT: APPROVAL OF TASK ORDER AMENDMENT ONE FOR HDL ENGINEERING CONSULTANTS LLC, FOR THE JOLLY CREEK DRAINAGE IMPROVEMENT TASK ORDER UNDER CONTRACT 20-117P-A, TO ADD \$136,250 AND EXTEND TO DECEMBER 31, 2025 FOR ENGINEERING SERVICES ON CHERRYWOOD DRIVE.

AGENDA OF: November 21, 2023

ASSEMBLY ACTION: Approved under the consent agenda 11/21/23 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Originator	X <u>Paul LaFrance</u> Signed by: Paul LaFrance 11/22/2023
Division Manager	X <u>Colin Brannan</u> Signed by: Colin Brannan 11/22/2023
Department Director	X <u>Tom Adams, P.E.</u> Signed by: Tom Adams 11/22/2023
Purchasing Officer	X <u>Rustin Krafft</u> Signed by: Rustin Krafft 11/26/2023
Finance Director	X <u>Liesel Weiland for CH</u> Signed by: Liesel Weiland 11/26/2023
Borough Attorney	X <u>Nicholas Spiropoulos</u> Signed by: Nicholas Spiropoulos 11/26/2023
Borough Manager	X <u>Michael Brown</u> Signed by: Michael Brown 11/26/2023
Borough Clerk	X <u>Brenda J. Henry for</u> Signed by: Brenda Henry 11/27/2023

ATTACHMENT (S) :

SUMMARY STATEMENT: The Mat-Su Borough approved contract award 20-117P-A to HDL Engineering Consultants LLC for the amount not to exceed \$500,000.00 per year on July 14, 2020, for a one-year term to June 30, 2021, with two additional one-year renewals, through AM 20-051. Per the contract all terms and conditions will remain in effect throughout the performance of a task order regardless of the term contract time of performance.

Change Order One (1) extended the Engineering Services Contract

for one additional year to June 30, 2022. Change Order One (1) was executed on June 23, 2021.

Change Order Two (2) extended the Engineering Services Contract for the second additional year to June 30, 2023, and increased the single project limit to \$150,000.00. Change Order Two (2) was approved through AM 22-046 on June 21, 2022.

On October 21, 2022, the Matanuska-Susitna Borough (MSB) Public Works Department, in concurrence with the Purchasing Department, issued a solicitation requesting quotes from the three qualified firms under the Engineering and Surveying Services Contract No. 20-117P for a task order to design Jolly Creek Drainage Improvements. The Jolly Creek Drainage Improvement task order's purpose is to improve drainage on the Jolly Creek and Knollwood drainage basins to mitigate seasonal and storm event flooding. The task order's scope of work is based on the 2007 Hydrological Assessment of the Chisana Woods Subdivision completed by HDR, Inc. and the proposed alternative solution within the report.

In response to the advertisement, two quotes were received, and one response that the services could not be completed under the single task order limit of \$150,000. The task order was awarded to HDL Engineering Consultants, LLC, for the lowest quote amount of \$129,055 with a completion date of January 31, 2024.

The preliminary design was completed and distributed for review in September 2023. On October 13, 2023, per the request from the Assembly Member from District 5 and the Road Service Area 21 (Big Lake) Primary Board Member, Matanuska-Susitna Borough (MSB) staff met on Cherrywood Drive to review and assess the drainage conditions along the road. Cherrywood Drive is beyond the scope of the Jolly Creek Drainage Improvement task order but is a part of the upstream Knollwood drainage basin as identified in the 2007 hydrological assessment. It was determined from the meeting onsite and follow-up discussions that improvements to Cherrywood Drive were warranted.

As requested by the Assembly Member from District 5, MSB staff negotiated a fee amendment for adding engineering services on Cherrywood Drive to the scope of work for the Jolly Creek Drainage Improvement task order. The additional work includes surveying, hydrology and hydraulic design, public involvement, permitting, design (plans, specifications, and estimate), assistance during bidding, and assistance during construction. This fee amendment adds \$136,250.00 to the existing task order of \$129,055 for a new total amount of \$265,305. This amendment also includes an extension to December 31, 2025, to provide time for design and the estimated construction schedule.

In accordance with MSB 3.08.170, Staff is requesting approval to

add engineering services for Cherrywood Drive in the amount of \$136,250.00 and to extend the completion date to December 31, 2025, for the Jolly Creek Drainage Improvement task order under contract 20-117P-A, with HDL Engineering Consultants, LLC.

RECOMMENDATION OF ADMINISTRATION: Approve amendment one (1) to add engineering services for Cherrywood Drive in the amount of \$136,250.00 and to extend the completion date to December 31, 2025, for the Jolly Creek Drainage Improvement task order under contract 20-117P-A, with HDL Engineering Consultants, LLC.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: November 21, 2023

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FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$136,250	FUNDING SOURCE RSA Capital Projects
FROM ACCOUNT # 410.000.000 4XX.XXX	PROJECT # Various
TO ACCOUNT :	PROJECT #
VERIFIED BY: <div style="text-align: right;">11 / 6 / 2023</div> <div style="text-align: center;"> <input checked="" type="checkbox"/> M e r i s s a C a r r e l l </div> <div style="text-align: center; font-size: small;">Signed by: M e r i s s a C a r r e l l</div>	CERTIFIED BY:
DATE:	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		136.2				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		136.2				
TOTAL		136.2				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

11 / 6 / 2023

APPROVED BY: ☒ L i e s e l W e i l a n d _____ DATE: _____

Signed by: L i e s e l W e i l a n d

AM No. 23-122