

**SUBJECT:** Award of proposal number 25-142P to Professional & Technical Services, Inc. for the contract amount of \$428,290.00 to design Johnsons Road Upgrade.

**AGENDA OF: June 17, 2025**

**ASSEMBLY ACTION:**

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

Route To:	Signature
Purchasing Officer	X <u>D u s t i n S i l v a</u> Signed by: Dustin Silva
Public Works Director	X <u>T o m A d a m s , P E</u> Signed by: Tom Adams
Finance Director	X <u>C h e y e n n e H e i n d e l</u> Signed by: Cheyenne Heindel
Borough Attorney	X <u>N i c h o l a s S p i r o p o u l o s</u> Signed by: Nicholas Spiropoulos
Borough Manager	X <u>M i c h a e l B r o w n</u> Signed by: Mike Brown
Borough Clerk	X <u>L o n n i e M c K e c h n i e</u> Signed by: Lonnie McKechnie

**ATTACHMENT (S) :** Analysis Sheet (1p)  
Scope of Services (8p)

**SUMMARY STATEMENT:** On February 25, 2025, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting Proposals from qualified firms to provide professional design services for the Johnsons Road Upgrade project located in Wasilla, Alaska. The project corridor runs north-south and connects the Parks Highway to Hollywood Road in Road Service Areas (RSA) 17 Knik and RSA 27 Meadow Lakes. The road corridor is identified as a Major Collector on the Official Streets and Highways Plan (OSHP) but does not currently meet the minimum roadway standards for this classification. This project will upgrade the existing road to meet Major Collector standards to reduce traffic congestion, improve connectivity, enhance safety and increase the reliability of the transportation system. Services purchased will support the Public Works Department in assembly district #5.

In response to the advertisement, four proposals were received. A proposal evaluation team made up of Borough Public Works staff evaluated the proposals and selected Professional & Technical Services, Inc. as the most advantageous firm for the Borough.

The completion date for this project is December 15, 2029.

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 17, 2025

SUBJECT: Award of proposal number 25-142P to Professional & Technical Services, Inc. for the contract amount of \$428,290.00 to design Johnsons Road Upgrade.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$428,290.00	FUNDING SOURCE Roads and Bridges Capital Projects
FROM ACCOUNT # 430.000.000 4xx.xxx	PROJECT# 35474-1000-1002
TO ACCOUNT :	PROJECT #
VERIFIED BY:  Recoverable Signature X Liesel Zanto Signed by: Liesel W. Zanto	CERTIFIED BY:
DATE:	DATE:

## 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	428.3					
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REVENUE						
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## FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	428.3					
TOTAL	428.3					

## POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

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

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



Recoverable Signature

X

Cheyenne Heindel

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

Signed by: Cheyenne Heindel

## RFP 25-142P – Design Johnsons Road Upgrade

### STATEMENT OF SERVICES

#### 1.0 General

- 1.1 The Consultant shall provide services as identified and authorized by a sequentially numbered Notice-to-Proceed (NTP) issued by the Matanuska-Susitna Borough (MSB). The Consultant shall not perform services or incur billable expenses except as authorized by NTP.
- 1.2 All reports, plans, specifications, estimates and similar work products provided by the Consultant 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> |
|----------------------|---------------------------------|
| Dan Kirsch, PE       | Contract/Project Management     |
| Dustin Richmond, PE  | Civil Engineering               |
| Leisha Sweeney, PE   | Traffic and Safety Analysis     |
| Stafford Glashan, PE | Geotechnical Engineering        |
| Irene Turletes, PE   | Environmental Activities        |
| Mike Rucinski, PLS   | Surveying & ROW Mapping         |
| Dustin Richmond, PE  | Cost Estimating                 |
- 1.4 All coordination and correspondence for the project shall be handled through or with the concurrence of the MSB Project Manager.
- 1.5 Consultants are 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 Consultant progress and billings.

#### 2.0 Project Location and Description

- 2.1 This project is to provide professional design services for the Johnson Road Upgrade project. The project corridor runs north-south and connects the Parks Highway to Hollywood Road (approximately 10,100 feet).
- 2.2 The purpose of the project is to upgrade the existing road to meet Major Collector standards to reduce traffic congestion, improve connectivity, enhance safety and increase the reliability of the transportation system.
- 2.3 The Consultant shall provide complete bid-ready plans, specifications and an Engineer's estimate.
- 2.4 When authorized by NTP's, Consultant shall provide the following services:
- 2.4.1 NTP 1: Environmental Support, Surveying, Geotechnical Investigation/Recommendations, Traffic and Safety Analysis, Design Study Report, Public Involvement, Utility Services.

- 2.4.2 NTP 2: ROW Mapping, Permitting, and Plans, Specifications, & Engineer's Estimate (PS&E).
- 2.4.3 NTP 3: Erosion and Sediment Control Plan, and Remainder of Plans, Specifications, & Engineer's Estimate (PS&E).
- 2.4.4 NTP 4: Assistance during Bidding, Assistance During Project Closeout, 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 Environmental Support**

3.1.1 The Consultant will provide comprehensive engineering and technical support for the analysis of environmental impacts for this project, including the evaluation of permitting requirements, wetlands and eagle nests. It is assumed that MSB wishes to minimize environmental impacts. No hydrology and hydraulic (h&h) analysis or fish passage design is included in the scope. Permitting efforts are described in Section 3.9.

3.1.1.1 The Consultant will perform a wetland delineation and impact analysis effort, with qualified personnel trained in the wetland delineation. This includes conducting a one-day field wetland field survey in accordance with established protocols found in the U.S. Army Corps of Engineers' 1987 Wetland Delineation Manual and the 2007 Alaska Regional Supplement. This will be limited to only wetland within ROW. Following the field survey, the Consultant will prepare a Wetland and Waterbody Delineation Report. The report will provide the boundaries of wetlands in the project area, and the ecological functions performed by wetland types.

3.1.1.2 The Consultant will conduct an Eagle Nest Survey to document the location of eagle nests within the project vicinity. A survey memo and map will be provided for each site visit, documenting the approximate location of each nest and potential disturbance buffers.

3.1.1.3 As part of the design study, the Consultant will prepare a list of permits required for the project based on the findings of the wetland delineation and the eagle nest survey. The Consultant will also assist the Borough in identifying and evaluating wetland mitigation strategies, if needed.

#### **3.1.2 Deliverables:**

3.1.2.1 Wetland and Waterbody Mapping Report

3.1.2.2 Eagle Nest Map and Memo

#### **3.2 Surveying**

3.2.1 The Consultant shall research records of surveys applicable to the requirements of the Project and perform the 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. Use of UAV (drone) and lidar will supplement manually collected topographic data.

#### **3.2.2 Deliverables:**

3.2.2.1 Civil 3D Topographic and ROW Base Map Drawing

- 3.2.2.2 Field Book
  - 3.2.2.3 Point Files
  - 3.2.2.4 Survey Report and Control Summary
  - 3.2.2.5 Survey Control Sheets (Draft and Final)
  - 3.2.2.6 Electronic Photos
  - 3.2.2.7 CAD Files
- 3.3 Geotechnical Investigation
  - 3.3.1 Review existing subsurface information
  - 3.3.2 Conduct field reconnaissance to evaluate locations of subsurface explorations
    - 3.3.2.1 Target both good and poor performing pavements.
    - 3.3.2.2 Target large cuts or fills.
    - 3.3.2.3 Target drainage features to be replaced.
    - 3.3.2.4 Target different expected subsurface conditions (road constructed on fill, or cut, or over organics).
  - 3.3.3 Generally one boring every 1,000 feet with a structural section sample in between each boring, as time allows.
  - 3.3.4 Borings and structural section sampling locations will not be evenly spaced along the alignment.
  - 3.3.5 Develop Field Exploration Map
  - 3.3.6 Conduct field investigation (borings and structural section sampling) at MSB approved locations.
    - 3.3.6.1 Truck-mounted CME-75 drill rig
    - 3.3.6.2 SPT sampling for borings unless soil size indicates MPT
    - 3.3.6.3 MPT sampling for structural section samples
    - 3.3.6.4 Approved TCP, ROW permit, and flagging support
  - 3.3.7 Conduct laboratory analysis as necessary to develop index properties of soil using ASTM standards.
    - 3.3.7.1 Moisture content (D2216) each sample
    - 3.3.7.2 Sieve Analysis (C117/136) one per boring/structural section sample
    - 3.3.7.3 Atterberg limits (D4318), one or two for the project if needed
    - 3.3.7.4 Passing 200 (C117) as needed
    - 3.3.7.5 Laboratory program to be adjusted based on materials encountered, soil recovered, and testing budget.
  - 3.3.8 Deliverables:
    - 3.3.8.1 Geotechnical Exploration Map
    - 3.3.8.2 Periodic Geotechnical Progress Summaries
    - 3.3.8.3 Bore Logs
    - 3.3.8.4 Geotechnical Engineering Report (Draft and Final)
- 3.4 Traffic and Safety Analysis
  - 3.4.1 The Consultant shall analyze historic accident data where the proposed alignment intersects existing roadways to identify accident patterns. The Consultant shall also perform a field investigation of the project site and solicit observations from public organizations likely to be knowledgeable of unsafe features, such as police/troopers, maintenance, Road Service Area Boards, fire departments, bus operators, etc. The Consultant will collect turning movement

counts at the Johnsons/Hollywood and Johnsons/Schulz intersections on three separate days and times.

Based on data collected, the Consultant will perform a turn lane evaluation for the Johnsons/Hollywood and Johnsons/Schulz intersections. The evaluation for the intersection with Schulz Drive will take into account the Bella Ridge development, which plans to add 21 sites. If it is determined that a turn lane is insufficient, then a signal warrant analysis will be added by amendment. The Consultant shall identify potential safety improvements and roadway modifications to alleviate accident patterns. The Consultant will base analysis on a population growth rate and posted and design speeds to be provided by MSB. MSB will also provide information from the adopted Safety Action Plan. The traffic analysis will consider the information provided.

3.4.2 Deliverables:

3.4.2.1 Traffic and Safety Memo (Draft and Final)

3.5 Design Study Report (DSR)

3.5.1 The Consultant shall provide a Design Study Report (DSR) that thoroughly documents the design process and requirements of the project. The DSR shall follow the template provided by the MSB, unless otherwise directed by the Borough Project Manager.

The Consultant shall analyze two (2) scenarios as part of the DSR: 1) Major Collector road section with pathway and 2) Major Collector road section without pathway. Alternative analysis shall compare ROW and environmental impacts, costs, constructability and safety. The Consultant shall attend a site visit with the Borough Project Manager to review conditions on site.

3.5.2 Deliverables:

3.5.2.1 Draft Design Study Report (including appendices)

3.5.2.2 Final Design Study Report (including appendices)

3.5.2.3 Conceptual Plans (~15% level design)

3.5.2.4 Preliminary Cross Sections

3.5.2.5 Preliminary Engineer's Estimate

3.5.2.6 Design Waiver Requests

3.6 Public Involvement

3.6.1 The Consultant shall provide public involvement necessary to inform stakeholders and community members of the project and foster community understanding and support. Public Involvement is defined as the total effort, both informal and formal, made by the Consultant and the Borough to keep the public and agencies informed about the project, to ensure that all reasonable alternatives are identified, and that public and agency concerns are considered and addressed.

3.6.2 Deliverables:

3.6.2.1 Public Involvement Memo (Draft and Final)

3.6.2.2 Project Website (hosted for 2 years)

3.6.2.3 Meeting Records

- 3.6.2.4 Public meeting materials
- 3.6.2.5 Contact/Mailing List
- 3.6.2.6 E-Newsletters/Fact Sheets (1)/Postcards (1)
- 3.6.2.7 Advertisement Notifications
- 3.6.2.8 Public Involvement Report
- 3.6.2.9 Public Open House Meetings (1; minimum 2 consultant attendees)
- 3.6.2.10 Community Council Meetings (2; minimum 2 consultant attendees)
- 3.6.2.11 RSA Meetings (2; minimum 2 consultant attendees)
- 3.6.2.12 Transportation Fair (1; graphics support only)
- 3.7 Utility Services
  - 3.7.1 The Consultant shall prepare the Utility Conflict Report for the project. All formal correspondence shall be routed through the Borough for approval. The Consultant will analyze utility impacts of the road upgrades considered. The Borough Project Manager will coordinate directly with the Utility Companies for existing permits, development of utility relocation agreements and cost estimates; PTS will provide technical support for this effort.
  - 3.7.2 Deliverables:
    - 3.7.2.1 Utility Conflict Report (Draft and Final)
    - 3.7.2.2 Cross Sections
    - 3.7.2.3 List of Conflicts/Potential Solutions
    - 3.7.2.4 Utility Plan Sheets
- 3.8 Preliminary Design: Plans, Specifications, and Engineer's Estimate (PS&E)
  - 3.8.1 Provide construction contract documents and other deliverables as described herein. The project design must accommodate the geographic location, site specific constraints, and project values defined by the Borough. The design assembly shall present the design that best accommodates the information derived from prior tasks.
  - 3.8.2 Consultant shall submit to MSB a Preliminary Design Assembly consisting of drawings and engineer's estimate that represents the design effort approximately 30-50% complete. A field inspection of the project and a meeting shall be conducted to review the plans and discuss comments.
  - 3.8.3 Upon authorization to proceed, the Consultant shall prepare the Plans in Hand Design Assembly consisting of Drawings, Specifications, and Engineer's estimate and represent the design effort 75% complete.
  - 3.8.4 At each design milestone, Consultant shall submit a design memorandum summarizing design modifications, key coordination items, additional field data needs and other pertinent project management information.
  - 3.8.5 Deliverables:
    - 3.8.5.1 Preliminary (30-50%) Design Assembly
      - 3.8.5.1.1 Drawings
      - 3.8.5.1.2 Preliminary Cross Sections
      - 3.8.5.1.3 Preliminary Engineer's Estimate
      - 3.8.5.1.4 Design Summary Memo



- 3.8.5.2 Plans in Hand (75%) Design Assembly
      - 3.8.5.2.1 Drawings
      - 3.8.5.2.2 Cross Sections
      - 3.8.5.2.3 Draft Specifications
      - 3.8.5.2.4 Engineer's Estimate
      - 3.8.5.2.5 Design Summary Memo
- 3.9 Permitting
  - 3.9.1 The consultant will prepare permit applications, including the creation of permit application drawings and the necessary calculations for each permit based on outcomes of the DSR and Plans in Hand documents. For each permit application, the Consultant will also prepare an attachment detailing the project enhancements integrated into the proposed action. After the permits are obtained by the Borough, the Consultant will review the design drawings to ensure consistency with the permit requirements and provide a written consistency review. The Borough shall pay permitting fees and act as signatory for all permit applications.
  - 3.9.2 Deliverables:
    - 3.9.2.1 Permit Applications and Support Documents
    - 3.9.2.2 Consistency Review
- 3.10 Right of Way Mapping
  - 3.10.1 The Consultant shall prepare a Right-of-Way (ROW) Acquisition Map and Parcel Exhibits, if needed. Parcel Exhibits will be based on outcomes of the Design Study Report and Preliminary Design; assume five Parcel Exhibits. The Consultant shall provide technical support for MSB ROW negotiations and illustrate project impacts to Borough personnel, property owners, and other stakeholders.
  - 3.10.2 Deliverables:
    - 3.10.2.1 ROW Acquisition Map (Draft and Final)
    - 3.10.2.2 Parcel Exhibits (Draft and Final)
- 3.11 Final Design: Plans, Specifications, and Engineer's Estimate (PS&E)
  - 3.11.1 Provide construction contract documents and other deliverables as described herein. The project design must accommodate the geographic location, site specific constraints, and project values defined by the Borough. The design assembly shall present the design that best accommodates the information derived from prior tasks.
  - 3.11.2 Consultant shall submit to MSB a Pre PS&E Design Assembly consisting of drawings and engineer's estimate that represents the design effort approximately 95-100% complete.
  - 3.11.3 Upon authorization to proceed, the Consultant shall prepare the Final Design Assembly consisting of Signed Drawings and Specifications, Bid Forms and Engineer's Estimate.
  - 3.11.4 At each design milestone, Consultant shall submit a design memorandum summarizing design modifications, key coordination items, additional field data needs and other pertinent project management information.

- 3.11.5 Deliverables:
  - 3.11.5.1 Pre PS&E (95-100%) Design Assembly
    - 3.11.5.1.1 Drawings
    - 3.11.5.1.2 Cross Sections
    - 3.11.5.1.3 Specifications
    - 3.11.5.1.4 Draft Bid Forms
    - 3.11.5.1.5 Engineer's Estimate
    - 3.11.5.1.6 Design Summary Memo
  - 3.11.5.2 Final Design Assembly
- 3.12 Erosion and Sediment Control
  - 3.12.1 The Consultant shall provide an Erosion and Sediment Control Plan (ESCP). All temporary erosion and sediment controls are to be shown on the ESCP Plan, not in the PS&E set. Submit the Draft ESCP as part of the PS&E Review. Respond to comments from the Borough and other review agencies and submit the revised plan with all adjudicated comments.
  - 3.12.2 Deliverables:
    - 3.12.2.1 ESCP (Draft and Final)
- 3.13 Assistance During Bidding
  - 3.13.1 Assist the Borough as requested during project bidding. Personnel who were in responsible charge for engineering, and other personnel as necessary and appropriate, must be available to interpret and clarify documents prepared during project development and to assist the Borough with preparing any necessary addenda to the bid documents. Do not communicate about this project with any potential bidders.
  - 3.13.2 Deliverables:
    - 3.13.2.1 TBD
- 3.14 Design Project Closeout
  - 3.14.1 The Consultant shall submit the original of all documents prepared during project development. These include notes, sketches, maps, photographs, survey data, computations, cross sections, meeting and site visit notes, and any other materials created to develop, record, or justify services provided. Clearly identify all assumptions made in the documentation. Retain copies of all development documents until construction is complete.
  - 3.14.2 Deliverables:
    - 3.14.2.1 Conformed Plans
    - 3.14.2.2 As-Awarded Project Specifications
    - 3.14.2.3 As-Awarded CAD Files
    - 3.14.2.4 All Amendments Developed During the Bid Process
- 3.15 Construction Assistance
  - 3.15.1 Assist the Borough as requested during project construction. Personnel who were in responsible charge of engineering, along with any other necessary and appropriate personnel, must be available to interpret and clarify documents prepared during project development and bidding; review and approve shop drawings, materials/catalog submittals, trench stability designs, and other items

as needed; and assist the Borough with preparing any necessary change order documents.

3.15.2 Deliverables:

3.15.2.1 Record Drawings

**4.0** Summary of Additional Services Tasks

To be negotiated at a later date.



## 25-142P Design Johnsons Road Upgrade

### Scoring Summary

	Total	Project Understanding & Approach	Experience & Qualifications	Management & Communication
Supplier	/ 100 pts	/ 45 pts	/ 35 pts	/ 20 pts
PTS, Inc.	83 pts	39 pts	28 pts	16 pts
The Boutet Company, Inc.	80 pts	36 pts	28 pts	16 pts
Kinney Engineering	78.67 pts	36 pts	28 pts	14.67 pts
PND Engineers, Inc.	68.33 pts	27 pts	28 pts	13.33 pts