

December 23, 2015

Bob Jean
City of Valdez
212 Chenega Ave.
Valdez, AK 99686

RE: New Valdez Small Boat Harbor Amendment 4 – Project Management Services (Jan 1, 2016 - Dec 31, 2016)

Dear Mr. Jean,

We have enjoyed working with the City of Valdez and the project team on the planning, design and management of the New Valdez Small Boat Harbor Development project. Our current contract funding for project management services expires December 31, 2015. The following scope of work and fee proposal is for continued project management services of the Phase 1 – Uplands Construction (Substantial Completion October 14, 2016) and the management of design, bid/award and construction of subsequent phases to include the Phase 2 Floats, Drive-Down Ramp, Fish Cleaning Station, and Upland Facilities Components. Work efforts will also include managing and/or helping coordinate other contracts including the fueling facility and electric and telecom utility installation.

Scope of Work. Arcadis will perform the following project management tasks:

- Continue working with the City, R&M and other stakeholders to refine the layout and obtain consensus on design elements for the new harbor and manage integration of upland build out concepts into the existing contracts
- Continue to serve as Owner's liaison and coordinate with all City departments, public utilities, City contractors, USACE, Western Marine, SERVS, canneries, grant agencies and other stakeholders
- Continue to facilitate all project coordination meetings and special issue meetings with the City and R&M
- Continue to monitor the scope and manage the project budget and schedule
- Continue to brief the Executive Committee, Ports & Harbor Commission and City Council as needed
- Manage the RFP/ proposal and bid/award for multiple construction packages: Phase 2 Floats, Uplands Facilities, Drive-down Float, In-water Rock Removal, Launch Ramps and Fuel Facility
- Manage R&M design phase, construction phase and special services through 2016
- Chair pre-construction, re-start construction, weekly construction coordination and special meetings
- Review contractor's plans for use of City property, traffic control, blasting, working in public ROW, etc.
- Provide full-time on-site management and oversight of construction and third-party inspection services
- Prepare weekly construction progress photo reports and monthly project status reports
- Review all applications for payment and provide recommendations for payment to the Owner
- Monitor submittal/shop drawing and RFI activities
- Administer the RFP, Proposal and CO process; prepare and review cost estimates
- Coordinate site access and laydown with concurrent construction contracts

- Administer the Punchlist and corrective work activities
- Oversee commissioning, project closeout requirements and final accounting

Our marine engineer team member and subcontractor, PND Engineers, will provide the following tasks as needed:

- Peer review for Drive-down ramp/float design, launch ramp, other marine related elements and VE proposals
- Review contractor's plans for blasting, in-water rock removal, pile driving
- Backup construction inspection support for Arcadis construction manager (Ron)
- Pile driving inspection support

Schedule. This amendment will extend our contract duration through December 31, 2016. We envision our contract will need to be amended for services in 2017.

Proposed Cost. ARCADIS is proposing a Time and Materials (T&M) allowance with a not-to-exceed value of \$616,691. This T&M contract approach allows the City the opportunity to request optional services within the contract value. Attached is a detailed breakdown of labor and expenses.

Assumptions.

- The City's design engineer, R&M Consultants Inc., will continue to provide design and bid phase services for project components and construction phase services including review, comment and/or approval of submittals and as-built surveys, RFIs, CO Proposals and RFPs; conduct periodic site visits and inspections and substantial completion inspections; participate in project and construction coordination; and provide technical advice as needed.
- EMC Engineering, LLC will continue to provide inspection, material sampling, lab testing and other services directed by the Owner's on-site manager to support construction of the Phase 1 Uplands – Civil work.
- Uncertainty remains on some tasks related to timing of the USACE permits that allow in-water rock removal and the USACE schedule for the dredging and breakwater work. Although there is expectation that the permits should be available in March 2016, the time and performance of in-water work will be affected by Phase 1 Uplands Civil work by Harris Sand & Gravel and/or the dredging and breakwater construction activities of the USACE contractor, Western Marine.

We welcome an opportunity to discuss this proposal scope with you further. If there is additional information we can provide, please contact me at 907.343.3013 or roe.sturgulewski@arcadis.com.

Sincerely,



Roe Sturgulewski
Alaska Operations Leader

Fee Proposal for New Valdez Small Boat Harbor Amendment #4 – Project Management Services (Jan 1 - Dec 31, 2016)

Project Team Member	2016												Total	Hourly Rate	TOTAL
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec			
Roe Sturgulewski, Project Exec, Design Phase Lead	18	18	18	18	18	18	18	18	18	18	18	18	216	\$196	\$42,271
Ron Rozak, PE, Construction Manager	160	120	140	160	160	180	180	180	180	180	140	140	1920	\$160	\$306,528
Mark Griffin, AICP, Project Manager	20	10											30	\$174	\$5,222
Cheryl Stewart, Change Management Plan	10												10	\$160	\$1,597
Cynthia Oistad, Public Involvement and Graphics	3	3	3	3	3	3	3	3	3	3	3	3	36	\$131	\$4,709
Joyce Kuhn, Project Assistant/Document Control	70	70	70	70	70	70	70	70	70	70	70	70	1760	\$88	\$154,088
Allison Murrell, Administrative Support	10	10	10	10	10	10	10	10	10	10	10	10	120	\$78	\$9,394
Total Labor Hours	281	221	231	251	251	271	271	271	271	271	231	231	3972		\$523,809

Expenses															
Lodging Rental (Ron Rozak)	1800	1800	1800	1800	1800	1800	1800	1800	1800	1800	1800	1800			\$21,600
Airfare, Hotel, Meals (est. \$600 per trip)	600	600		600		600	600		600	600	600				\$4,800
Mileage for Car Travel (.575/mile)	380	380	380	380	380	380	380	380	380	380	380				\$4,180
Misc. printing, bid advertising and office expenses	200	200	1300	200	200	200	200	200	200	200	200	200			\$3,500
6% markup on expenses															\$2,045
Subtotal Expenses															\$36,125

Subcontractor - PND Engineers															
Technical Inspection/Review Services and Expenses (see 12/23/2015 PND Proposal)															\$44,545
PND pile driving and inspection (Dec. 23, 2015 - Dec. 31, 2015)															\$9,000
6% markup on Subcontractor															\$3,213
Subtotal Expenses															\$56,758

TOTAL COST	\$616,691
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FEE PROPOSAL



PROJECT TITLE: Valdez Small Boat Harbor Construction Administration
Task: Phase 1 Uplands Construction Administration Services
CLIENT: Arcadis
PND PROJECT NUMBER: 141117

12/23/2015

Prepared by: DTK

LABOR:

		Project Manager Principal	Senior Engineer VI	Senior Engineer III	Environ. Scientist	Staff Engineer IV	Tech. VI	Senior Land Surveyor	Land Surveyor I	Total Hours	Labor Cost
Task	Task (Scope of Services)	\$180.00	\$160.00	\$135.00	\$120.00	\$100.00	\$125.00	\$125.00	\$110.00		
1.0 Technical Inspection/Review Services											
1.1	Contractor Work Plan Reviews - Blasting, Pile Driving, In-Water Rock Removal	1		16						17	\$2,340
1.2	Drivedown Ramp Plan Review	1		16							\$2,340
1.3	Review VE proposals	1		16						17	\$2,340
1.4	Dredging/Breakwater Activities-Schedule Review	2		24						26	\$3,600
1.5	Special Constr. Inspection mob/demob						6			6	\$750
1.6	Special Constr. Inspection (pile driving, welding, in-water blasting/rock removal)						180			180	\$22,500
1.7	Construction Inspection Office Support	4		16						20	\$2,880
1.8										0	\$0
1.9										0	\$0
1.1										0	\$0
1.11										0	\$0
1.12										0	\$0
1.13										0	\$0
1.14										0	\$0
1.15										0	\$0
		9	0	88	0	0	186	0	0	266	\$36,750

EXPENSES:

		Units	Quantity	Unit Cost	Subtotal	Expenses per Unit	Markup per unit 10%	Total Cost
a	Airfare	EA (RT)	3	490	1470	\$0.00	\$147.00	\$1,617
b	Per-diem (Room & Board)	Day	24	125	3000	\$0.00	\$300.00	\$3,300
c	Vehicle	Day	24	109	2616	\$0.00	\$261.60	\$2,878

Total Expenses: \$7,795

Task Total: \$44,545

NOTES:

- 1 No travel is anticipated for review related tasks.
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