

Wrangell Mountain Technical Services

P.O. Box 118, Mile 32.1 Edgerton Highway, Chitina, Alaska 99566
907-823-2280 (Office/Home) 907-259-2280 (Cell) WrangellMTS@yahoo.com

Oct. 12, 2016

Lisa Von Bargen, Director
Community and Economic Development
P O Box 307
Valdez, Alaska 99686

Re: Proposal for Professional Surveying Services,
Record of Improvements for the Aleutian Village Trailer Park

Dear Ms. Von Bargen and Selection Committee Members

Thank you for giving Wrangell Mountain Technical Services the opportunity to provide this proposal and for taking the time to review it.

Wrangell Mountain Technical Services has worked for the city numerous times over the years, and looks forward to working with the city again.

This proposal serves as a commitment to apply all the resources of Wrangell Mountain Technical Services to this project.

The approach to completing this project is to complete each task in order so that there are no overlaps or delays, and to have the field work completed before it snows.

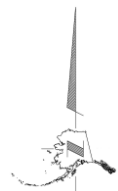
Thank you again for the opportunity to submit this proposal.

If you have any questions please feel free to contact me at 907-259-2280 or at my email address of WrangellMTS@yahoo.com.

Sincerely,

Wrangell Mountain Technical Services

Allen Minish, PLS, PE, Owner



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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park



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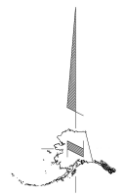
Letter of Transmittal

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Wrangell Mountain Technical Services

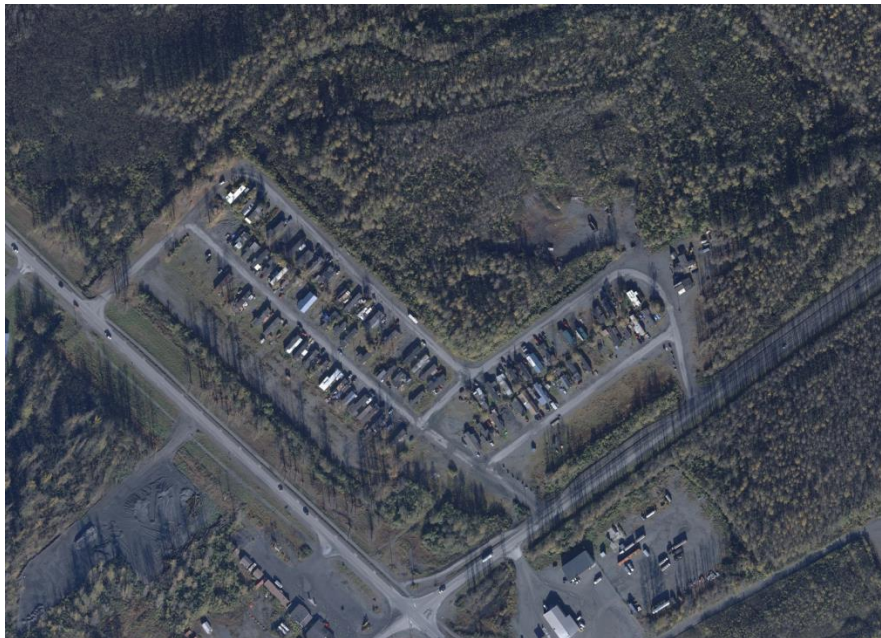
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Scope of Services

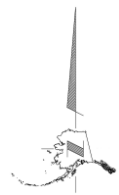
The City of Valdez requires that the Aleutian Village Trailer Park have a complete survey of all the improvements and topography. This is to be presented in a scalable drawing so that the improvements can be seen in relationship to each other. Improvements to be surveyed and noted are mobile homes, wannigans, lean-tos, arctic entries and any other attachment to the trailers. The location of all other structures including but not limited to sheds, greenhouses and any other structures. The location of all above ground fuel tanks, propane tanks, above ground utilities and underground utilities. All the above shown in relationship to the boundary and two benchmarks to be set. All the above presented in a survey map at a scale acceptable to the city in state plane coordinates.



1. Methodology and Project Management

- Project Initiation

The first task is not to wait for the notice to proceed but to immediately contact 811 locates. It will be very important to meet with the various utilities to ensure that all underground locates are identified. A review of city files will be performed to assist in the location of underground utilities, abandoned items that maybe important, and any other improvements. Contact the local maintenance company as well as the installer of the water system for additional information. Note that the water service connections have a unique locator system and contacting the installer will be required to find all the water connection locations. A written notice will be placed on each door informing the occupants that the surveying will be taking place and the extent of the intrusion will be placed the day of the notice to proceed or sooner. This written notice will be provided to City of Valdez for approval.



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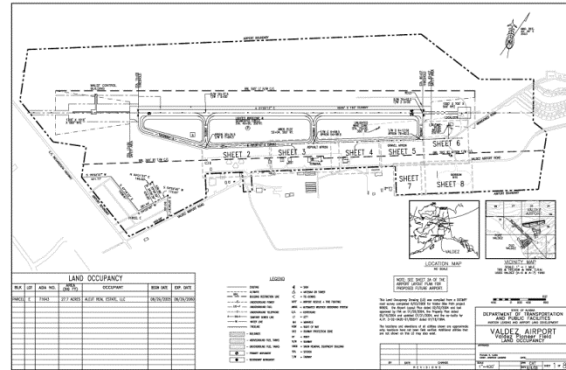
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- Field Activities

The initial field visit will take place during the 811 locates. Location and surveying of the monuments that control boundary will take place. There are several plats that control this site the Airport Land is shown here but others that control are 74-13, 2007-5, the unrecorded Allied Trailer Court Plot Plan and two unrecorded plats by Creco Engineering. This will be straight forward since most of the monuments that control the boundary along the two main roads have been found by WMTS and it's only a matter of surveying them in as part of the project.



Since winter is close at hand, the surveying of the underground utilities needs to be accomplished first before the possibility of snow covering the 811 marks or the ground freezing to prevent locating valve boxes or manholes that are buried. There are abandoned utilities that should be located and will be to the best available evidence that can be found. There are several drawings that exist showing the sewer and water services. These will be used in determining the existing systems and the abandoned systems.



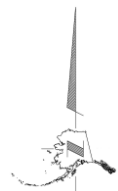
The surveying of aboveground utilities will then take place, as that usually ties into the underground utilities.

The surveying of the roads, accesses, additional topographic shots and off site utilities will take place during this period.

The real challenge is the surveying of all the aboveground structures and improvements.

WMTS will be using the latest in Leica RTK GPS equipment for most of the survey work. As a backup WMTS has Leica TCRA 1103 Robotic Total Station with reflector less technology for those inaccessible locations.





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- Field Activities - Continued

As for the structure locations, WMTS will start at the far southwestern corner and proceed eastward, completing one side of each street first before moving onward. Data will be checked nightly to ensure nothing was missed. All fuel and propane tanks will be measured not just assumed what the dimensions based on capacity. Depending on the manufacturer a 300 gallon tank could be different in size. As such, WMTS will not just assume a 300 gallon tank is a particular size. This will be most important when meeting the COV requirements of spacing requirements. WMTS will also be taken a photo journal of each structure to assist in the drafting and to record the existing condition.

WMTS will set two benchmarks that will be tied to the controlling boundary monuments and use the local datum elevation of Mean Lower Low Water, as this is the typical datum used in Valdez.

- Office Activities

A review of each surveying activities will take place in the evening of every day to ensure nothing is missed.

The data from the previous day of surveying will take place by the subcontractor with a review by Mr. Minish each evening to ensure nothing is missed or questioned.

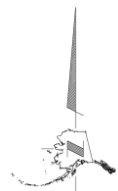
Final drafting will be completed by Mr. Minish.

It is anticipated that multiple sheets will be needed to properly show the entire survey to the degree that the City wishes. As such, a cover sheet will be provided, showing survey control, boundaries, notes, sheet layout and other information. This sheet may or may not meet the scale that is required, but will be useful for the overall aspects of the project.

To meet the requirements of the city for detail, WMTS proposes the cover sheet stated above and work with the city on how best to present the data in a format acceptable to them. Options that can be accomplished are to provide individual sheets for each lot or a sheet covering several lots. Meeting the requirement of showing the violations to the code will be the challenge and as such WMTS will submit several options for the city to choose from. WMTS has the ability to meet the requirements of the city with whatever they choose.

- Project Management

Allen Minish, a Licensed Professional Land Surveyor and Licensed Professional Civil Engineer, will be one hundred percent involved with the project. Mr. Minish has over 40 years in the surveying and engineering fields; of that time, over 35 years has been in Alaska. Mr. Minish, over the last 35 years, has conducted many surveys of similar size and scope. Mr. Minish has been a project manager with past employers that include the City of Valdez, Alaska Native Tribal Health Consortium and Marsh Creek. Mr. Minish brings a vast amount of local knowledge of the site and surrounding area.



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2. QUALIFICATIONS AND EXPERIENCE

- **Qualifications**

Wrangell Mountain Technical Services was created in 2005 and was former known as ADM Land Surveying, which was created in 1991. WMTS has primary focused its work in the Valdez, Copper Basin and Eastern Interior of Alaska. ADM Land Surveys conducted surveys throughout the state from the North Slope to the Kenai Peninsula and southeast Alaska.

Mr. Minish is the owner of WMTS, and as stated previously, has over 40 years in the surveying and engineering fields, with 35 years in Alaska.

WMTS will be employing 1 to 2 local personnel to serve as survey technician's to assist with this project. They will be under the direct supervision of Mr. Minish at all times.

Wrangell Mountain Technical Services is a Certified Veterans Owned Business.

In addition to Mr. Minish, WMTS will be employing under subcontract Grumpy's Designs Small Business, owner Mr. Paul Jordan, to assist in the preliminary drafting. Mr. Jordan brings over 35 years of experience in engineering, surveying and his expertise: drafting with Autocad and Revit Arch. Mr. Jordan will be drafting daily the previous day's work for review. Grumpy's Designs Small Business is also a Veterans Owned Business.

- **References**

Dean Day, Former City of Valdez Director of Capital Facilities, 775-293-1743

Bill Harris, President, Harris Sand and Gravel, 907-831-0287

Victor Weaver, Project Manager, Valdez Fisheries Development Association, 907-461-2031

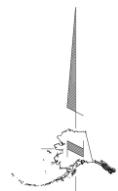
- **Past Projects**

2009 to 2016 WMTS has completed over 140 projects in and around Valdez with over 38 of those projects for the City of Valdez.

Hotel Hill Survey and Geotechnical, Client City of Valdez, Capital Facilities. The preliminary topographic survey of the entire hill in preparation for the new harbor project. Project Manager / Coordination with subcontractor.

Civil Center Hill Trail, Client City of Valdez, Capital Facilities. The surveying of the entire hill and then the design of the over 1000 feet of trail and remodel of the pavilion.

Senior Center Grading, Client City of Valdez, Capital Facilities, The surveying, design and construction inspection of the parking and drainage in front of the senior center.



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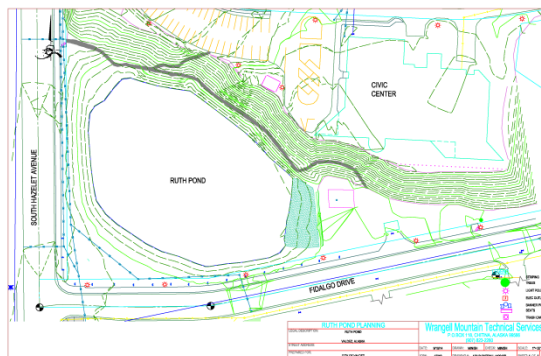
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- Past Projects - continue

Plats, Client City of Valdez, Community Development. Creation multiple plats over the last several years that includes two for South Harbor, the School Plat, Struggling Spruce, and several others.

North Harbor Waterline, Client City of Valdez, Capital Development. Surveying and design of the North Harbor Waterline across the Harbor Parking Lot. (project manager and inspector as city employee)

Uplands and Ruth Pond Survey, Client City of Valdez, Community Development. Surveying and drafting of the entire area for planning purposes.



Fairbanks Street Survey, Client City of Valdez, Community Development. Surveying and drafting of a portion of Fairbanks Street for construction and event planning.

Hanagita Tennis/Basketball Courts, Client City of Valdez, Capital Facilities. Surveying, design, project management and inspection of the new tennis and basketball courts.

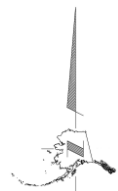
North Harbor Utility Survey, Client City of Valdez, Capital Facilities, Surveying of aboveground and underground utilities and structures in preparation for design.

Construction Inspections, Topographic Surveys, As-Builts and Septic Designs for other public agencies and private clients throughout Valdez.

3. ABILITY TO MEET THE PROJECT TIMEFRAME

Wrangell Mountain Technical Services sees no problems in completing this project on time and commits to completing the project as required. WMTS is finishing up the Valdez Harbor project and is in the drafting phase of as-builts and redlines. WMTS has only a few other outstanding projects to work on, that includes two for the city and one for the Valdez Fishery Development Association.

WMTS work schedule will be to provide and notices as stated in item 1 to the tenants of AVTP prior to the Notice to Proceed. WMTS will also submit for 811 locate prior to the notice to proceed. Additional research, not already accomplished in creating this proposal and field work will commence on Monday Oct. 24th or sooner with all field work completed between Oct. 31st and Nov. 15th. WMTS anticipates a first review by the city on or about Nov. 1st to decide on scale and presentation. WMTS anticipates providing a rough draft for review within a week. Final product soon afterward to the city but no later than Nov. 30th.

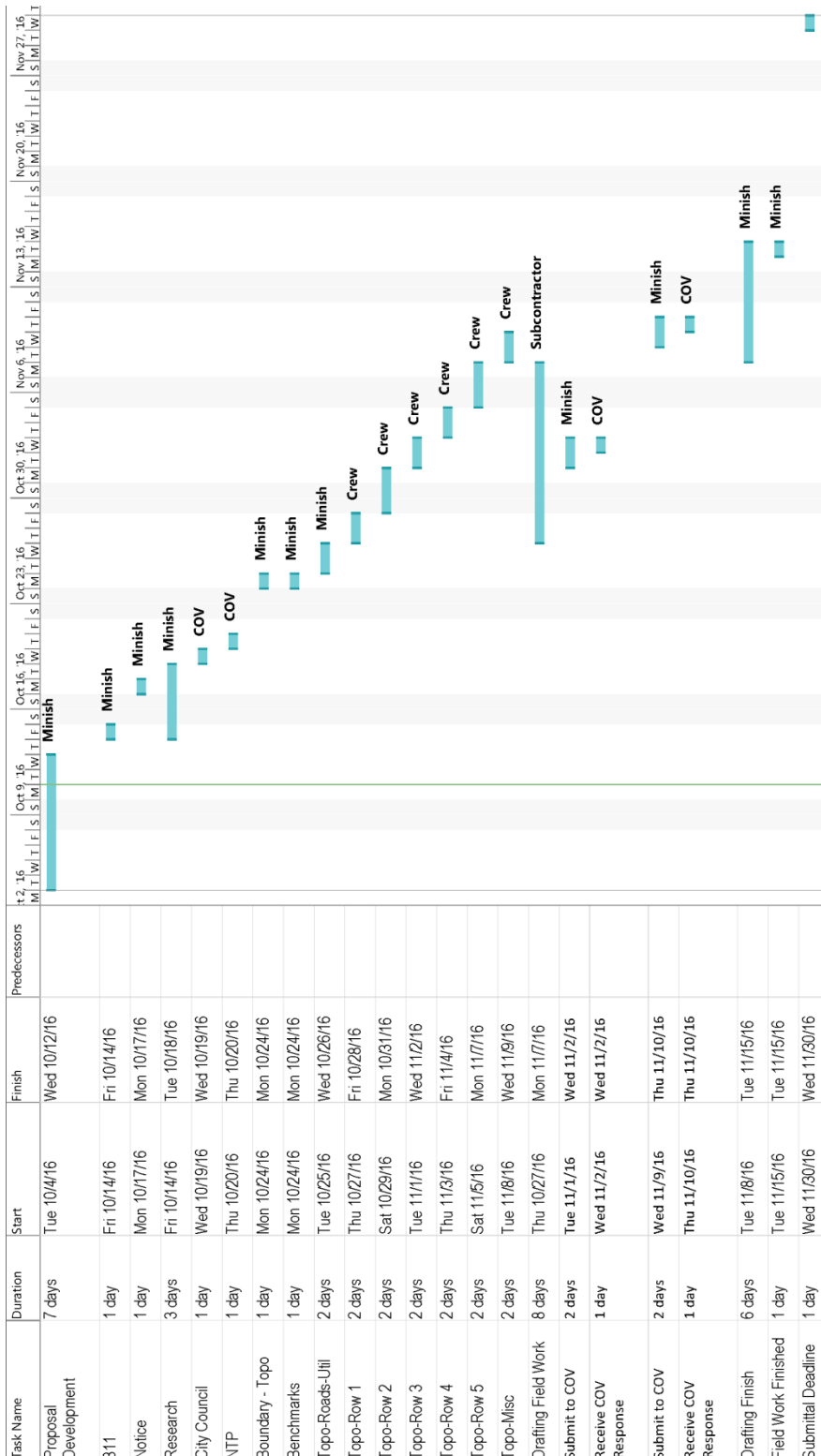


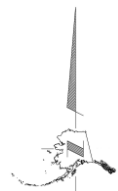
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- Proposed Schedule:





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- Fee Schedule:

Wrangell Mountain Technical Services maintains a trailer in Valdez as such does not charge for per diem nor does WMTS charge for travel to and from Valdez.

The fee schedule is simple it includes all other costs:

\$150 per hour for Professional Land Surveyor

\$100 per hour for Technicians and Subcontractor

Staff Biographies

Allen Minish, PLS PE (LS 8205, PE 11246) owner of Wrangell Mountain Technical Services, will be serving as single point of contact and project manager for this project. His 35 plus years in Alaska has taken him to every corner of this great state. Over the last 40 years, his work has included municipal, commercial, oilfield and residential type projects. Mr. Minish has a Bachelor of Science degree as well as two Associate Degrees.

In addition to the projects listed above that were accomplished under WMTS, Mr. Minish either under ADM Land Surveys or working for another company or agency has completed these non-Valdez projects that are similar: Complete surveys that included every structure, utilities (above and below ground) of sizable portion of Chitina, a sizable portion of Deadhorse, a sizable portion of Shemya Island, all of Northway Village, Clarks Point, South Naknek, and going back into the 80's all of Hollis, Coffman Cove, Klawock and Whale Pass.

Paul Jordan, owner of Grumpy's Designs Small Business, will be providing drafting services for this project. Mr. Jordan has been working in the architecture, engineering and surveying field since 1981. Mr. Jordan has assisted Mr. Minish in past projects that include the mapping of hazardous waste site throughout Alaska for the Department of Defense. Mr. Jordan is an expert in basic Autocad and Revit Arch a BIM software. Mr. Jordan has worked on large and small scale projects throughout the world.

Two Survey Technicians with knowledge of construction practices will be hired to assist in the measuring of the structures. The two Survey Technicians are local hire.