

**City of Palmer
Action Memorandum No. 18-037**

Subject: Authorizing the City Manager to Negotiate and Execute a Professional Services Agreement with PND Engineers, Inc. for the Public Safety Building Repair Design and Construction Administration in an Amount Not to Exceed \$44,852.00

Agenda of: March 13, 2018

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u> √ </u>	Finance	<u><i>[Signature]</i></u>	<u>2/16/18</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u> √ </u>	Public Works	<u><i>[Signature]</i></u>	<u>2/15/18</u>

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u><i>[Signature]</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>[Signature]</i></u>	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ **44,852.00**

This legislation (√):

<input type="checkbox"/>	Creates revenue in the amount of:	\$ _____
<input checked="" type="checkbox"/>	Creates expenditure in the amount of:	\$ <u>44,852.00</u>
<input type="checkbox"/>	Creates a saving in the amount of:	\$ _____
<input type="checkbox"/>	Has no fiscal impact	

Funds are (√):

<input checked="" type="checkbox"/>	Budgeted	Line item(s): <u>DCCED Grant 15-DC-130, 08-10-15-6011 & 08-10-15-6225</u>
<input type="checkbox"/>	Not budgeted	_____

Director of Finance Signature: *[Signature]*

Attachment(s):

- PND Fee Proposal dated February 13, 2018

Summary Statement/Background:

The Public Safety Building has been identified as needing immediate repairs to the flooring that has failed in several areas. This includes several rotted joists and other areas of the subfloor that need repair/replacement.

An RFP was solicited and PND was the most responsible proposer of 2 proposals received.

This PSA with PND Engineers, Inc. includes inspection and assessment of building substructure issues, finishing updates, preparing 100% construction design drawings, develop bid documents and provide bidding assistance and construction administration throughout the project life.

DCCED Grant 15-DC-130 Public Safety Building Repairs has \$141,068.79 remaining and will be utilized for this project.

Administration's Recommendation:

To approve Action Memorandum No. 18-037 authorizing the City Manager to negotiate a PSA with PND Engineers, Inc. for the Public Safety Building Repair Design and Construction Administration, in an amount not to exceed \$44,852.00.



ENGINEERS, INC.

February 13, 2018

18A-014

Chris Nall
Director of Public Works
City of Palmer
231 W. Evergreen Ave.
Palmer, Alaska 99645-6952

Subject: Fee Proposal to Design Public Safety Building Repairs | RFP #18-01PW

Dear Chris:

PND Engineers, Inc. (PND) is pleased to present the attached fee proposal to design upgrades for the Public Safety Building. Our fee proposal is based on information obtained during our February 2 site visit as well as the scope discussed with you per my e-mail dated February 5. Essentially, we are attempting to limit the repair work as much as possible to the structural work necessary to replace the 3 or 4 broken trusses beneath the Booking room, along with the associated mold remediation work. We anticipate some minor incidental mechanical and electrical repairs. We have also included fees to complete the design and specification work for the remainder of the punch list items identified in the RFP, with the exception of the holding cells steel floors. We have excluded the holding cells, as discussed, because of the difficulty of defining a scope for this work short of replacement of the each cell module in its entirety.

Due to the essential nature of this facility, and the complexity of the repair/remediation work, careful planning and phasing of the work will be required. We will work with you and the tenant to develop the phasing plan. Note that we have not included any major rerouting or reconfiguration of plumbing or wiring for the phasing effort, that requirement is unanticipated at this time.

PND will provide bidding and construction assistance in accordance with the RFP. Specific exclusions are listed on the attached spreadsheet.

Please call or email me at any time if you have any questions or require more information.

Sincerely,
PND Engineers, Inc.

Jesse L. Gobeli
Jesse L. Gobeli (Feb 13, 2018)

Jesse Gobeli, PE, SE
Principal

FEE PROPOSAL



PROJECT TITLE: Palmer Public Safety Building

2/13/2018

CLIENT: City of Palmer
PROPOSAL NUMBER: 18A-014

Prepared by: JG / DB

LABOR:

Task	Task (Scope of Services)	Labor Cost
1.00 100% Design		
Structural		\$8,860
Mechanical / Electrical		\$4,570
Architectural		\$14,582
Environmental		\$2,200
Task Subtotal		\$30,212
2.00 Bidding Documents and Bid Assistance		
Structural		\$1,470
Mechanical / Electrical		\$1,500
Architectural		\$1,410
Environmental		\$750
Task Subtotal		\$5,130
3.00 Construction Administration		
Structural		\$2,590
Mechanical / Electrical		\$2,500
Architectural		\$3,120
Environmental		\$1,300
Task Subtotal		\$9,510
Project Total		\$44,852

Project Scope of Work

This fee covers design to meet local City of Palmer building standards and adopted codes including the IBC 2015 Edition. If any additional standards or review criteria become necessary, additional fees may result.

Structural

Inclusions:

1. Conduct onsite inspection of damaged members under the dispatch booking area.
2. Prepare construction drawings & specifications detailing the required structural repairs to the dispatch booking area floor.
3. Provide Bidding Assistance & Construction Administration support for structural components.

Exclusions:

1. The holding cell modules are not part of this project's scope.
2. All Permit fees
3. Special inspections as required by building code

Mechanical/ Electrical

Inclusions:

1. RSA will perform an inspection of the dispatch underfloor, and create asbuilt drawings of the plumbing and electrical for contractor reference purposes.
2. Four hours of mechanical and electrical services in addition to above mentioned labor for miscellaneous coordination

Exclusions:

1. Scope of project will be only for the floor repair work in the dispatch area. The inmate/holding areas will not be part of this project.
2. Design drawings for mechanical and electrical systems modifications and cost estimating services are not included.

FEE PROPOSAL



PROJECT TITLE: Palmer Public Safety Building

2/13/2018

CLIENT: City of Palmer
PROPOSAL NUMBER: 18A-014

Prepared by: JG / DB

Architectural

Inclusions:

1. Assist in as-built of existing tenant suite area not including modular cells (approx. 2034 sq. ft.) for defining project extents to Contractor
2. Assist in delineation and communication of areas of demolition—limited to the following:
 - A. Dispatch floor assembly and associated finishes
 - B. Hallway ceiling assembly
 - C. Visitation window unit
 - D. Booking Room holding cell shower unit & associated finishes
3. Assist in development of disruption/temporary access plan suitable to achieving repairs while allowing ongoing tenant operations.
4. Assist in design/selection of new floor assembly and finishes in Dispatch
5. Design and describe replacement ceiling assembly in Hallway
6. Design and describe replacement laminated glazing for Visitation window
7. Select finishes for Owner/Tenant approval—carpet, paint, wall protection, corner guards, window coverings (limited to Dispatch windows)
8. Provide Book Specification to cover applicable Architectural Divisions plus General Conditions as necessary and appropriate to meet City of Palmer standards and Tenant security stipulations; other disciplines to rely on sheet specifications.
9. Compile and coordinate Construction Document drawing set
10. Provide bidding support—inclusive of coordinating bid package with COP, responding to bidder questions, attendance at bid opening and bid proposal evaluation
11. Coordination as required for documenting Architectural work
12. Provide Construction Administration services including Pre-construction conference, submittal review, pay application review/verification, progress summaries, Substantial Completion report.

Exclusions:

1. All work associated with the pre-manufactured cell block is excluded from this contract.
2. Ceiling tile replacement
3. Shower floors
4. No estimate of probable construction cost is included in this proposal. If it is desired to derive such a number ahead of bidding, a proposal addition may be generated.

Environmental

Inclusions:

1. Visual inspection and sampling for IAQ issues and microbial growth, pre & post remediation.
2. Visual inspection for moisture intrusions, safety, and health issues.
3. Insurance (General Liability & E&O).
4. State Inspectors License Bond Insurance.
5. One Industrial Hygienist/Indoor Environmental Professional for duration of project as required within this bid
6. All required testing and inspection equipment
7. 100% work site documentation for remediation work plan.
8. Estimated 10 pre & 10 Post mold samples to be taken.
9. FedEx sample shipping to EMLab P&K, Phoenix, AZ from Anchorage, AK
10. Independent third part data review report of lab results by Respircare Analytical Services.
11. Performance work plan based on sample results and visual inspection findings.
12. Laboratory report with sample data and related information.
13. Post project clearance documentation.
14. Hazardous materials site survey for Asbestos & Lead.

Exclusions:

1. Secure heated working area.
2. Power and internet to work area if on site time is required.
3. Repair of damaged areas due to required invasive testing for bulk samples if necessary.
4. Transportation within work locations while on site/at location.
5. Any additional unforeseen cost and/or expenses from project, weather, or mechanical delays.
6. Additional samples beyond proposed maximum due to unknown site logistics or layout.