



City Council Committee Meeting Agenda

Public Works / Parks Committee

This meeting will be conducted in person at City Of Stanwood Public Works Wastewater Treatment Plant located at 26729 98th DR NW, Stanwood WA 98292

Monday, December 4, 2023, 5:30 PM

1. 103RD Dr NW Improvements
2. Port Susan Trail Phase 2
3. Review bids received for ON-Call Contract Utilities, Facilities, and Street Repairs
4. Review bids received for On-Call Contract Asphalt and Concrete
5. Project Updates

103RD DR NW IMPROVEMENTS

SCOPE OF WORK

Based upon our understanding of the project requirements and discussions with you we have developed the following scope of services:

PROJECT UNDERSTANDING

Atwell, LLC ("Atwell") will provide civil engineering design services for the City of Stanwood's 103rd Drive NW Project ("Project") generally consisting of roadway and water improvements along with associated work at the locations described below in the City of Stanwood.

- Roadway improvements - approximately 1,300 LF along 103rd Dr NW from 273rd PI NW to just north of SR 532 intersection.
- Water main replacement - approximately 1,500 LF along 103rd Dr NW from 273rd PI NW to just north of SR 532 intersection and along 270th St NW from 103rd Dr NW to 102nd Dr NW.

The project will be phased in design and construction as follows:

Phase I – 103rd Dr NW from 273rd PI NW to 271st St NW – Construction in 2024

Phase II – 103rd Dr NW from 271st St NW to SR 532 and 270th St NW from 103rd Dr NW to 102nd Dr NW (water only) – Construction in 2025

TASK 001: PROJECT MANAGEMENT:

This task is for general coordination and meetings on the project, including coordination with the City, internal plan review/discussion meetings, and in-house quality assurance. Atwell will prepare monthly invoices for work performed during the previous month. Included with the invoices will be pertinent backup materials and progress reports of the project to date.

Deliverables: Monthly Invoices, Progress Reports

TASK 002: SURVEY SERVICES:

Surveying and Mapping (SAM) will prepare base mapping for the overlay areas specified in the Project Description above and shown in the map below. AutoCAD drawings will be prepared at a scale of 1"=20'. Services will include the following:

- Control survey in NAD 83/11 Horizontal Datum, with all elevations derived from and checked to NAVD '88 Vertical Datum.
- Retrieve, interpret, and include existing as-builts as available from local agencies and purveyors.
- Establish right-of-ways and roadway centerlines within above-described area as available from recorded plats and public records further compared to the Snohomish County Parcel GIS lines.
- Interpret and delineate existing easements within unopened right-of-way section described above.
- Set additional benchmarks at least 1 per 500' of route mapping.



- Coordinate and hire as a subcontractor Applied Professional Services (APS) to provide utility locate services for underground utilities including: power, gas, cable, fiber optics and telecommunications. The cost of which (\$3,500) is included herein.
- Depict hard and soft surfaces on individual layers per accepted APWA standards.
- Show and dimension located topographic features and contours at 1' intervals along subject area.
- Show and label all control points with elevations and point numbers.
- Show known utilities by surface evidence, utility pre-painting, or as-built location.

Deliverables: AutoCAD 2022 drawing file with point database and dtm files

Assumptions: The City will provide all necessary right of entry into private property and notice to landowners along the route of mapping activity.

TASK 003: PRELIMINARY DESIGN

Using the survey prepared in Task 002, Atwell will prepare a Preliminary Design for the project. The services under this task will include:

- Attending an Initial Kick-off meeting with the city.
- Analyzing the right-of-way and existing improvements to provide proposed roadway improvements for City review. This will include evaluating intersections, sidewalk/path and curb ramp layout, drainage improvements (limited), and the approximate project limits.
- Preparing initial water main replacement design (plan view only)
- Approximate project timeline for construction services.
- Engineers Estimate for the completion of work broken down into 2 phases.

Deliverables: Overall Preliminary Design Report.

TASK 004: Phase I Design

Atwell will provide the City with three stages of Design PS&E for Phase I of the project including:

- Plans prepared as follows:
 - Proposed improvements shown in plan and profile per City standards.
 - Temporary erosion and sedimentation control plan, notes, and details as necessary.
 - City standard details cross-referenced where applicable and specialized details developed as necessary.
 - 22"x34" sheets with roughly an 18"x28" drawing area.
 - 1"=20' horizontal scale and 1"=5' vertical scale.
- Technical specifications, including Proposal, Contract Forms, General Conditions, and Measurement and Payment in WSDOT format, using City-provided standard specifications when available.
- Engineer's Estimate of probable construction costs.
- 60%, 90%, and Final Design stage submittals.
- A project walk-through with the City after the 60% design submittal.



- Review of comments with City staff at each stage of design and incorporation of City comments into the subsequent submittal.

Deliverables: 60% PS&E (Hard copies or electronic copies, as specified by the City).

Design memo accompanying the submittal that outlines assumptions, questions, and recommendations (Hard copy or electronic copy, as specified by the City).

90% PS&E (Hard copies or electronic copies, as specified by the City).

Final PS&E (Hard copies or electronic copies, as specified by the City).

TASK 005: Phase II Design

Atwell will provide the City with three stages of Design PS&E for Phase II of the project including:

- Plans prepared as follows:
 - Proposed improvements shown in plan and profile per City standards.
 - Temporary erosion and sedimentation control plan, notes, and details as necessary.
 - City standard details cross-referenced where applicable and specialized details developed as necessary.
 - 22"x34" sheets with roughly an 18"x28" drawing area.
 - 1"=20' horizontal scale and 1"=5' vertical scale.
- Technical specifications, including Proposal, Contract Forms, General Conditions, and Measurement and Payment in WSDOT format, using City-provided standard specifications when available.
- Engineer's Estimate of probable construction costs.
- 60%, 90%, and Final Design stage submittals.
- A project walk-through with the City after the 60% design submittal.
- Review of comments with City staff at each stage of design and incorporation of City comments into the subsequent submittal.

Deliverables: 60% PS&E (Hard copies or electronic copies, as specified by the City).

Design memo accompanying the submittal that outlines assumptions, questions, and recommendations (Hard copy or electronic copy, as specified by the City).

90% PS&E (Hard copies or electronic copies, as specified by the City).

Final PS&E (Hard copies or electronic copies, as specified by the City).

TASK 006: UNASSIGNED SERVICES RESERVE

This task provides for unanticipated design services deemed to be necessary during the course of the Project that are not specifically identified in the scope of work tasks defined above. Any additional work or funds under this item are not to be used unless explicitly authorized by the City.

CLARIFICATIONS

PROJECT UNDERSTANDINGS AND ASSUMPTIONS:

In preparing the proposal, we have assumed the following:

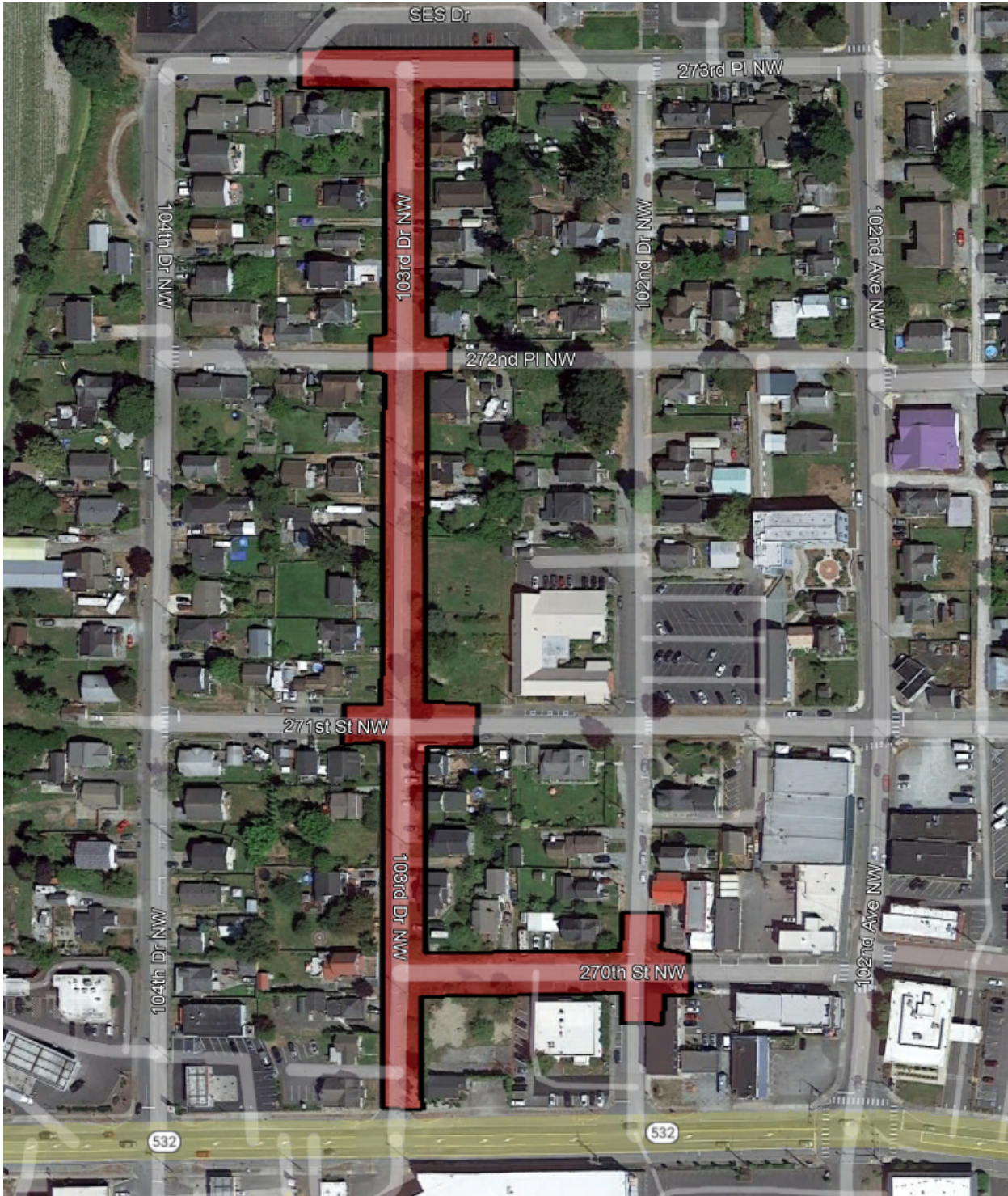
1. Scope and fees outlined above are based on the Project Understanding included with this proposal as well as the following information (any changes to these documents may result in changes to the fees):
 - a. Correspondence prior to the effective date of this Agreement.
2. The following items are not anticipated to be necessary and are not included in this proposal:
 - a. Structural, Environmental, or Transportation Engineering Services.
 - b. Sanitary Sewer design.
 - c. Dewatering analysis or system design.
 - d. Gas main relocation coordination.
 - e. Power relocation coordination.
 - f. Other dry utility relocation coordination.
 - g. Wall or rockery design above 4ft.
 - h. Traffic control plan design (Contractor to provide).
 - i. Potholing during design.
 - j. Flow control design.
 - k. Capacity analysis of existing stormwater conveyance system.
 - l. Environmental documentation/permits beyond what is included in the scope above.
 - m. Construction Administration, Staking, or Inspection Services (a separate fee proposal can be provided upon request).
 - n. Permitting.
3. Water meter and side sewer sizing, if required, to be performed by others.
4. Standard Client review times will be 2-weeks, unless shown otherwise in a project schedule submitted to the Client.
5. Atwell will not pay any Agency fees on behalf of the Client. This includes any fees associated with permits and easements.
6. This scope of work anticipates a single construction package. If the project becomes split into separate packages, an additional fee estimate can be provided for those packages after the first complete construction documents.
7. The fees stated above do not include reimbursable expenses such as large format copies (larger than legal size), mileage, and plots. These will appear under a separate task called **EXPENSES**.
8. Time and expense items are based on Atwell's current hourly rates.
9. These fees stated above are valid if accepted within 30 days of the date of the proposal.
10. Atwell reserves the right to adjust fees per current market conditions for tasks not started within a year of contract execution.
11. Atwell reserves the right to move funds between approved Tasks 001 – 005 as necessary based on approved scope of work provided the overall budget of Tasks 001 – 005 is not exceeded. Client Project Manager will be notified if funds are shifted.
12. Project stops/starts and significant changes to the Project Schedule may result in changes to the fees provided above and a separate fee proposal will be provided.
13. Client revisions requested after the work is completed will be billed at an hourly rate under a new task called Client Requested Revisions. A fee estimate can be provided to the Client prior to proceeding with the revisions.
14. If the Client requests Atwell's assistance in complying with any public records request, including without limitation providing copies of documents and communications, Client will pay Atwell's hourly fees and costs incurred in providing such assistance at then-current rates. Such fees and costs will be billed as a separate task and will be in addition to the maximum or total fees and costs stated in the agreement to which this scope of work is attached.

INFORMATION TO BE PROVIDED BY THE CLIENT:

In preparing the proposal, it is understood the following be provided by the Client:

1. Obtaining any offsite easements or right-of-entry including permanent easements (if required) will be the responsibility of the Client.

Project Overview Map





City of Stanwood 103rd Dr NW Improvements

Job Number: 23006268 Prepared By: Brett Justinen, PE
Date: 11/21/2023 Checked By: Rob Dahn, PE

Task #	Base Tasks	Senior Project Manager \$250/hr Hours	Senior Project Engineer \$220/hr Hours	Engineer \$195/hr Hours	Designer \$195/hr Hours	Total Hours	Total Fee	Fee Type
001	Project Management	26	74	0	0	100	\$22,780	Not to Exceed
002	Survey Services						\$33,005	Fixed Fee
003	Preliminary Design	10	44	50	50	154	\$31,680	Not to Exceed
004	Phase I Design	14	72	96	94	276	\$56,390	Not to Exceed
005	Phase II Design	14	54	68	76	212	\$43,460	Not to Exceed
006	Management Reserve						\$10,000	Not to Exceed
	Expenses						\$1,000	Not to Exceed
	Total Hours	64	244	214	220	742		
	Atwell Personnel	\$16,000	\$53,680	\$41,730	\$42,900		\$198,320	

001 Project Management		Senior Project Manager	Senior Project Engineer	Engineer	Designer	Total Hours	
Item #	Description	\$250/hr	\$220/hr	\$195/hr	\$195/hr		
		Hours	Hours	Hours	Hours		
1	Meetings	6	12			18	
2	Monthly Invoices/Progress Reports	6	16			22	
3	QA/QC	8	30			38	
4	General Project Coordination	6	16			22	
Total Hours		26	74	0	0	100	
Total Fee		\$6,500	\$16,280	\$0	\$0		\$22,780

002 Survey Services		Senior Project Manager	Senior Project Engineer	Total Cost (SAM)	Atwell Markup	Total Hours	Total
Item #	Description	\$250/hr	\$220/hr		15%		
		Hours	Hours				
1	Survey & Base Mapping	-	-	\$26,300	\$3,945		
2	Subconsultant Coordination	4	8	-	-	12	
Total Hours		4	8	-	-	12	
Total Fee		\$1,000	\$1,760	\$26,300	\$3,945		\$33,005

003 Preliminary Design		Senior Project Manager	Senior Project Engineer	Engineer	Designer	Total Hours	
Item #	Description	\$250/hr	\$220/hr	\$195/hr	\$195/hr		
		Hours	Hours	Hours	Hours		
1	Kick-Off Meeting, Initial Site Visit, and Information Gathering	2	10	8		20	
2	Preliminary Roadway Layout and Analysis	2	12	12	24	50	
3	Preliminary Water Main Design	2	12	12	24	50	
4	Preliminary Engineer's Estimate	2	8	16	2	28	
5	Preliminary Design Memo	2	2	2		6	
Total Hours		10	44	50	50	154	
Total Fee		\$2,500	\$9,680	\$9,750	\$9,750		\$31,680

004 Phase I Design		Senior Project Manager	Senior Project Engineer	Engineer	Designer	Total Hours
Item #	Description	\$250/hr	\$220/hr	\$195/hr	\$195/hr	
		Hours	Hours	Hours	Hours	
1	Design Meetings and Site Walkthrough	4	8	6		18
2	60% PS&E	2	28	38	38	106
3	90% PS&E	2	18	26	34	80
4	Final PS&E	4	14	18	22	58
5	Design Memos	2	4	8		14
Total Hours		14	72	96	94	276
Total Fee		\$3,500	\$15,840	\$18,720	\$18,330	\$56,390

005 Phase II Design		Senior Project Manager	Senior Project Engineer	Engineer	Designer	Total Hours
Item #	Description	\$250/hr	\$220/hr	\$195/hr	\$195/hr	
		Hours	Hours	Hours	Hours	
1	Design Meetings and Site Walkthrough	4	8	6		18
2	60% PS&E	2	20	28	32	82
3	90% PS&E	2	12	16	28	58
4	Final PS&E	4	10	12	16	42
5	Design Memos	2	4	6		12
Total Hours		14	54	68	76	212
Total Fee		\$3,500	\$11,880	\$13,260	\$14,820	\$43,460

006 Management Reserve		Total Cost				Total
Item #	Description					
1	Unassigned Services Reserve					\$10,000
Total Fee					\$10,000	\$10,000



BID TABULATION
On-Call Utility and Facility Repairs

Bid Opening: Tuesday, November 28, 2023 @ 3PM

		Reece Construction Company				Taylors Excavating			
ITEM NO.	ITEM DESCRIPTION	MAKE	MODEL	HOURLY	DAILY OR FLAT	MAKE	MODEL	HOURLY	DAILY OR FLAT
	EQUIPMENT/TOOLS DESCRIPTION								
1	*Mobilization	Kenworth	T800	\$ 120.00	\$ 960.00	Mack Tractor	Flat Deck	\$ 175.00	\$ 1,400.00
2	Mini - EXCAVATOR - CAT 304 or similar specs	Cat	305	\$ 70.00	\$ 560.00	Kamatsu	45	\$ 45.00	\$ 360.00
3	Mini - EXCAVATOR - Kubota KX-41 or similar specs	Cat	309	\$ 77.00	\$ 616.00	Yanmar	50	\$ 48.75	\$ 390.00
4	BACKHOE/LOADER - JD 310SE or similar specs	Cat	420	\$ 73.00	\$ 584.00	Cat	420	\$ 46.25	\$ 370.00
5	EXCAVATOR CAT 315 or similar specs	Cat	133	\$ 133.00	\$ 1,064.00	Komatsu	PC138	\$ 68.75	\$ 550.00
6	Skid Steer/Bobcat	Cat	299D	\$ 75.00	\$ 600.00	Cat	279D	\$ 45.00	\$ 360.00
7	Flat Bed Truck 2/3 cubic yard capacity	Ford	450	\$ 30.00	\$ 240.00	Kodiak	4500	\$ 35.00	\$ 280.00
8	Dump Truck 5 - 7 cubic yard capacity	Kenworth	T380	\$ 45.00	\$ 360.00	Freightliner	M2	\$ 59.38	\$ 475.00
9	Vibratory Drum Roller	Cat	CB44	\$ 168.00	\$ 1,344.00	Ingersolrand	48	\$ 36.25	\$ 290.00
10	Jumping Jack Compactor	Misc.	Misc.	\$ 12.00	\$ 96.00	Bomag	N/A	\$ 3.75	\$ 30.00
11	Vibratory Plate Compactor	Misc.	Misc.	\$ 12.00	\$ 96.00	Bomag	N/A	\$ 11.25	\$ 90.00
12	Hoe Pack attachment	Cat	Misc.	\$ 24.00	\$ 192.00	Okaoa	OAC200	\$ 15.63	\$ 125.00
13	Air Compressor with jackhammer	Misc.	Misc.	\$ 15.00	\$ 120.00	Ingersoll Band	185	\$ 12.50	\$ 100.00
14	Water pump and hoses	Misc.	Misc.	\$ 12.00	\$ 96.00	Zoeller	N/A	\$ 4.13	\$ 33.00
15	Service truck with miscellaneous hand tools	Ford	450	\$ 29.00	\$ 232.00	Kodiak Silverado	4500/3500	\$ 35.00	\$ 280.00
16	Steel traffic plates	N/A	N/A	\$ 6.00	\$ 48.00	8'x20'x1"	N/A	\$ 8.16	\$ 65.25
	MATERIALS NOT PROVIDED	% MARK UP				% MARK UP			
17	Mark up of net invoice from supplier	20%				19%			
	LABOR				HOURLY				HOURLY
1	Supervisor				\$ 110.00				\$ 111.21
2	Equipment Operator				\$ 105.00				\$ 109.39
3	Pipelayer				\$ 80.00				\$ 79.98
4	Truck Driver				\$ 96.00				\$ 79.99
5	General Labor				\$ 75.00				\$ 78.56
6	Certified Flagger				\$ 65.00				\$ 67.89

ON-CALL RESPONSE TIME		Units	ON-CALL RESPONSE TIME		Units
Regular Hours Monday - Friday	4	Hours	Regular Hours Monday - Friday	60	Minutes
Urgent (risk of property damage or long term health risk)	2	Hours	Urgent (risk of property damage or long term health risk)	45	Minutes
Emergency (high risk or danger of injury or loss of life)	1	Hours	Emergency (high risk or danger of injury or loss of life)	30	Minutes
Number of employees available for emergency calls	20	Employees	Number of employees available for emergency calls	5-10	Employees



BID TABULATION
On-Call Asphalt and Concrete

Bid Opening: Tuesday, November 28, 2023 @ 2PM

ITEM NO.	ITEM DESCRIPTION	Reese Construction Company		Earthworks Solution		AA Sspalting, LLC		Quilceda Paving & Const.	
		Units	Unit Cost	Units	Unit Cost	Units	Unit Cost	Units	Unit Cost
1	Mobilization	EA	\$ 1,500.00	EA	\$ 450.00	EA	\$ 2,000.00	EA	\$ 3,200.00
2	Hot Mix Asphalt Pavement Patches	TN	\$ 300.00	TN	\$ 145.00	TN	\$ 500.00	TN	\$ 1,325.00
3	Cement Concrete Sidewalk	SY	\$ 200.00	SY	\$ 80.00	SY	\$ 225.00	SY	\$ 7,280.00
4	ADA Ramps	EA	\$ 5,000.00	EA	\$ 2,500.00	EA	\$ 6,000.00	EA	\$ 13,250.00
5	Planing Bituminous Pavement	SY	\$ 50.00	SY	\$ 165.00	SY	\$ 25.00	SY	\$ 5,915.00
6	Cement Concrete Curb and Gutter	LF	\$ 75.00	LF	\$ 35.00	LF	\$ 125.00	LF	\$ 7,280.00
7	Crushed Surfacing Top Course	TN	\$ 100.00	TN	\$ 65.00	TN	\$ 150.00	TN	\$ 290.00
8	Remove and Dispose of Asphalt and Concrete up to 12" Thick	SY	\$ 50.00	SY	\$ 45.00	SY	\$ 60.00	SY	\$ 845.00
9	Asphalt Pavement Saw Cutting up to 12" Thick	LF	\$ 20.00	LF	\$ 3.00	LF	\$ 10.00	LF	\$ 780.00
10	Concrete Saw Cutting up to 12" Thick	LF	\$ 30.00	LF	\$ 3.00	LF	\$ 10.00	LF	\$ 780.00
11	Thermoplastic Cross Walk and Stop Bar (all widths)	LF	\$ 30.00	LF	\$ 16.50	LF	\$ 60.00	LF	\$ 3,000.00
12	Traffic Control	HR	\$ 125.00	HR	\$ 275.00	HR	\$ 80.00	HR	\$ 1,610.00
			\$ 7,480.00		\$ 3,782.50		\$ 9,245.00		\$ 45,555.00
ON-CALL RESPONSE TIME			Units		Units		Units		Units
Regular Hours Monday - Friday		4	Hours	2	Hours	4	Hours	24	Hours
Urgent (risk of property damage or long term health risk)		2	Hours	1	Hours	8-Jun	Hours	12	Hours
Emergency (high risk or danger of injury or loss of life)		1	Hours	30	Minutes	8-Jun	Hours	8	Hours
Number of employees available for emergency calls		20	Employees	6	Employees	5	Employees	31-Mar	Employees