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Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Gregg Mandsager, City Administrator
CC: Fran Donelson, Secretary
FROM: Randy Hill, Public Works Director
DATE: October 15, 2013
RE: Construction Services Agreement – Colorado Street Project

INTRODUCTION:

Heuer Construction Inc. has been awarded the contract for the Colorado Street Reconstruction Project. The pre-construction conference is scheduled for the end of October and construction work to begin in November 2013.

BACKGROUND:

Throughout the construction process a “manager” needs to be on-site to resolve issues involving work procedures/standards; interpretation of details in the plans & specifications; public relation efforts with citizens, businesses, schools; compliance with federal regulations and whatever issues requiring “management”. Typically the engineering design firm (in this case Shoemaker-Haaland) provides this construction service.

RECOMMENDATION/RATIONALE:

The City has requested a proposal from Shoemaker-Haaland for partial construction services. They have submitted a cost of \$62,900 which includes the fees for a construction manager one day per week and associated engineering expenses as needed. This fee also includes temporary staking of property pins and the reestablishment of control locations.

The City has limited Shoemaker-Haaland’s services, because we will provide our own on-site inspector daily reducing the outside construction management costs considerably. Further, the city’s construction management team (Bill Haag, Jim Edgemond & Steve Dalbey) has been certified to do much of the material testing (primarily concrete) saving even more on services we relied on in the past from Terracon.

We estimate that our partnership with Shoemaker-Haaland for construction management and the elimination of some of the material testing costs will save the City more than \$50,000 during the project. Public Works staff recommends entering into a Construction Services Agreement with Shoemaker-Haaland for the Colorado Street Reconstruction Project in the amount of \$62,900.

BACKUP INFORMATION:

1. Construction Services Agreement from Shoemaker-Haaland
- 2.
- 3.
- 4.

October 9, 2013

Mr. Randy Hill
Public Works Department.
City of Muscatine
1459 Washington Street
Muscatine, Iowa 52761

Re: Colorado Street Reconstruction from Park Avenue to University Drive
Construction Services

Dear Randy:

Thank you for requesting that Shoemaker & Haaland assist with construction observation and administration on the Colorado Street Project. The project will consist of removal and replacement of Colorado Street from Park Avenue to approximately 300 feet west of University Drive. In addition the project will include: realignment of the roadway, grading from a rural to urban section, utility work, and replacement of the culvert which outlets into Weed Park. The project is estimated to start in late October 2013 with 135 working days allotted. It is our understanding that construction observation and administration of the project will need to comply with the requirements of the Iowa DOT.

Our role will be assist the City at a level such that the City can provide the required certifications and observation records, since the City does not have available staff experienced in observing and administering Iowa DOT funded projects. We will also be available to assist in resolving field issues during construction. Attachment A outlines the tasks that we would typically associate with construction observation and administration of an Iowa DOT funded project. We have used this to provide to you what we think would be the fee related to our involvement in the project. Our understanding is that the City will contract with Terracon for materials testing and concrete plant observation.

To assist the City, we propose to provide construction observation oversight, engineering assistance and administration services on an hourly basis. We will also be available to temporarily establish property corners and reestablish survey control if necessary. We have based our fee estimate for survey work on the belief that the contractor will have the site organized to allow for a full day's worth of survey work. As the project proceeds, if it appears that we will exceed this fee, we will notify you immediately and provide you an updated estimate of hours and fees, and proceed only upon your authorization for any additional hours required.

The estimates of fee are:

Shoemaker & Haaland Construction Services

\$62,900

Mr. Randy Hill
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We will, by our involvement, endeavor to assist the City in complying with the Iowa DOT rules and regulations for construction observation and recordkeeping. Shoemaker & Haaland has a proven record of successfully completing construction observation and administrations on Iowa DOT funded projects. However because of our part time involvement and because of restrictions of our professional insurance carrier we are not allowed to guarantee that all Iowa DOT requirements will be met for a fully compliant Iowa DOT project audit and full Iowa DOT reimbursement from Enhancement Funds secured for this project.

We propose to provide the level of service outlined in Attachment A, in accordance with our Terms and Conditions attached. If this proposal meets with your approval, please sign where indicated below and return one copy to our office for our records. We appreciate this opportunity to be of service to the City of Muscatine.

Sincerely,

SHOEMAKER & HAALAND PROFESSIONAL ENGINEERS

Robert W. Tobin, P.E.

RWT:mbs

Enclosures (2)

Accepted for the City of Muscatine on this _____ day of _____, 2013.

By: _____
Name and Title

10015

Attachment A

Colorado Street Reconstruction from Park Avenue to University Drive Construction Services Proposal

Activities:

1. Maintain project diary of on-site visits.
2. Participate in Contractor, Owner, public meeting if requested.
3. Review of Contractor accomplishments with full time on-site observer.
4. Assist with plan interpretation.
5. Review delivery tickets and record of materials incorporated into project obtained by full time construction observer.
6. Review material certification compliance with full time construction observer.
7. Review shop drawings
8. Attend weekly on-site construction progress meetings as necessary.
9. Review Terracon activities with full time construction observer.
10. Provide engineering assistance to resolve conflicts
11. Assist with / review modifications to project staging if requested
12. Review and assist with work item accomplishment records if necessary. (IDOT standard forms)
13. Assist with material review and acceptance for project as necessary. (other than materials testing)
14. Assist with review of pay requests
15. Prepare quantity takeoff electronically from plans if requested
16. Assist with negotiation and review of justification for change orders as required.
17. Assist with final inspection.
18. Assist with documentation of punch list items.
19. Assist with preparation project booklet for audit process.
20. Provide temporary staking of new property corners if requested.
21. Reestablish project survey control if requested.