

**HIGHLINE WATER DISTRICT
King County, Washington**

RESOLUTION 11-2-16A

**RESOLUTION AWARDING DESIGN CONTRACT #11-60-04 TO PACE ENGINEERS,
INC. FOR THE DES MOINES GATEWAY WATER MAIN REPLACEMENT PROJECT**

Whereas, per the District's request, PACE Engineers, Inc. submitted a scope of services for the design of this project.

Whereas, the City of Des Moines proposes to improve their Downtown "Gateway" area within the City. The Downtown Gateway area generally includes the area just west of Pacific Highway 99 and along South 216th Street. The City is currently in the design stage to expand the roadway, upgrade the storm system, and improve the dry utilities, along with other associated enhancements. The District desires to replace approximately 2,700 lineal feet of existing AC water main and associated water appurtenances in conjunction with the City's improvements due to the cost savings associated with participation in their project.

Whereas, the approximate location of the water main replacement is along 24th Ave. S. from S. 208th Street to S 216th Street.

Whereas, the District's Engineer and General Manager have reviewed the scope of services from PACE Engineers, Inc. and recommend approval of this resolution.

NOW THEREFORE, BE IT RESOLVED:

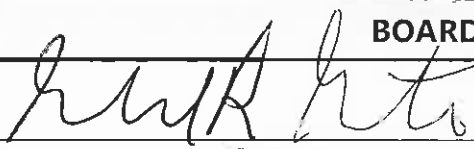
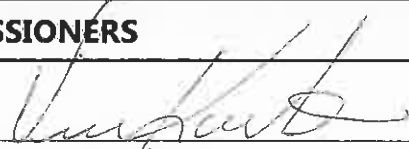
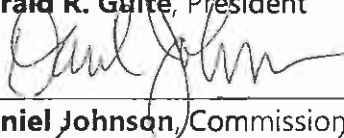
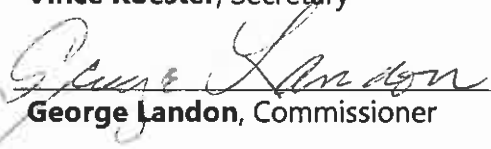
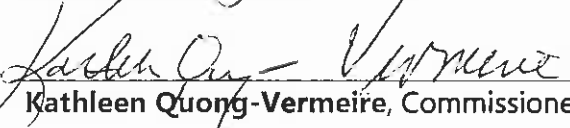
1. The General Manager or designee is authorized to enter into Contract #11-60-04 (attached as Exhibit A and incorporated herein by this reference) with PACE Engineers, Inc. for a not-to-exceed amount of \$29,800 for the design of the Gateway Water Main Replacement Project.

**HIGHLINE WATER DISTRICT
King County, Washington**

RESOLUTION 11-2-16A

ADOPTED BY THE BOARD OF COMMISSIONERS of Highline Water District, King County, Washington, at a Regular Open Public Meeting held this **16th** day of **February 2011**.

BOARD OF COMMISSIONERS

 Gerald R. Guite , President	 Vince Koester , Secretary
 Daniel Johnson , Commissioner	 George Landon , Commissioner
 Kathleen Quong-Vermeire , Commissioner	

**EXHIBIT A**

February 14, 2011

Mr. Jeremy DelMar, PE
 Highline Water District
 PO Box 3867
 Kent, WA 98032

**Subject: Proposal for Professional Survey and Civil Engineering Services
 Highline Water District
 Des Moines Gateway Water Main Replacement**

Dear Jeremy:

Thank you for previously selecting PACE to identify potential utility conflicts with the existing water main within the proposed Des Moines Gateway project. We understand that you would like to potentially move forward with replacement of AC water main in conjunction with the Gateway project. PACE Engineers Inc. appreciates the opportunity to submit this budget proposal for providing Civil Engineering Services for the above referenced project based on the information discussed per telephone conversations and the subsequent field visit on January 6, 2011.

A detailed proposed scope of work by task follows.

SCOPE OF WORK

The City of Des Moines proposes to improve their Downtown "Gateway" area within the City. The Downtown Gateway area generally includes the area just west of Pacific Highway 99 and along South 216th Street. The City is currently in the design stage to expand the roadway, upgrade the storm system, and improve the dry utilities, along with other associated enhancements. We understand the District desires to replace approximately 2,700 lineal feet of existing AC water main and associated water appurtenances in conjunction with the City's improvements due to the cost savings associated with participation in their project.

The approximate location of water main replacements are as follows:

- Along 24th Ave. S. From S. 208th St to S. 216th Street

The primary PACE project team assigned to this project consists of the people identified below. Additional PACE staff will be utilized as necessary to complete the work.

Senior Principal – Martin Penhallegon, P.E.
 Principal Engineer – Dave Hutley, P.E.
 Project Manager/Engineer – Paj Hwang, P.E.
 Design Engineer – Paul Zuleta

PACE Engineers, Inc.
 Kirkland Office

11255 Kirkland Way | Suite 300 | Kirkland, WA 98033

T 425.827.2014 | F 425.827.5043

EXHIBIT A

Highline Water District
 Des Moines Gateway Water Main Replacement
 Scope of Work
 Page 2

A fee estimate for the project has been prepared based on the following work tasks and is attached to this document as Exhibit B.

We understand that the base mapping for this project has already been completed by the City's engineer and thus PACE has not included any services for design survey/base map preparation. We will assume the District will obtain the base mapping in AutoCAD format and will deliver to PACE on an electronic CD. We also assume that the design of all other utilities will be finalized when PACE commences design of the new water main and thus is reflected in our budget. We have not incorporated time for coordination with the City's engineer or additional water main design iterations based on design changes of other utilities.

A detailed description of the work to be performed under this project is as follows:

Task 1 – Water Main Design

Under this task, the design of the water main will be prepared using the base maps prepared by the City's Engineer. The design will include the following:

1. Layout and location of new ductile iron pipelines, including fire hydrants, services, connections to the existing system, etc.
2. Review all available information and visit the site to determine the most efficient, cost effective alignment.
3. Coordinate with existing utilities (Midway Sewer District, City of Des Moines, AT&T, Qwest, PSE, etc.) for facility location and restrictions.
4. Make recommendations for abandonment of the existing waterlines.
5. Incorporate requirements for future extension of the new mains.
6. Prepare plan sheets of the design for the proposed water main improvements. Plan sheets to be 22" by 34" with an 18" by 28" drawing area. Scale for these drawings is to be 1 inch = 40 feet, unless modified by the District. We estimate that approximately five (5) to six (6) plan sheets will be required with three (3) or four (4) detail sheets. Typically, the design will be shown in plan and profile.
7. Develop details necessary for construction of the water system improvements. We anticipate utilizing District standard water details where appropriate and will develop specialized details as necessary.
8. Prepare Temporary Erosion and Sedimentation Control Plan as necessary.
9. Prepare Traffic Control Plan as necessary.
10. Prepare two (2) Construction Costs Estimates and two (2) Project Cost Estimates – one each during design stage and one each for construction.
11. Meet with District staff to review preliminary design. We have budgeted for one (1) design review meeting.
12. Prepare final design based on District staff comments.

EXHIBIT A

Highline Water District
Des Moines Gateway Water Main Replacement
Scope of Work
Page 3

Task 2 - Specifications and Contract Documents

We understand that the District will bid this project in conjunction with the City's proposed improvements. This task will include preparation of specifications and contract documents to be included into the City's specifications. Specifications will be prepared using a District provided boilerplate for the General and Special Provisions and the District's standard construction notes as a base for the Technical Provisions. WSDOT/APWA references will be made as necessary to further support general requirements or specifications.

Two sets of plans and specifications will be provided for District review prior to final modifications. Again, we have budgeted for one (1) design review meeting to review District comments for both plans and specifications. We have not incorporated time for coordination with the City's engineer or additional specification revision iterations or submittals as requested by the City or their engineer.

Copies of final documents will be provided to the City for distribution of bid documents. We estimate that electronic copies of the drawings and specifications and only one (1) hard copy of plans and specifications will be provided to the City/District for incorporation into the project documents. It is our understanding that the District/City will handle the administration for bidding the project including advertising or solicitation for bid(s), plan holder's list, tracking addendums, preparing bid tab results, and administration necessary for contract award.

Task 3 - Permits and Approvals

We do not anticipate that any permits will be required for this project and thus no budget has been included for this task. However, PACE can provide assistance for the District as necessary should any permits, approvals, or coordination with agencies be necessary. Permit fees paid by PACE would constitute direct costs to be reimbursed by the District and therefore are not budgeted as part of this proposal.

Task 4 – QA/QC

For quality assurance during design, a senior level principal will thoroughly review all documents before they are submitted to the District. This will typically occur at one of the review stages and at final document preparation.

Task 5 - Services During Bidding and Award

Items to be included in this task are consultation during the bid process, answering bidder questions and issuing addenda as necessary, coordination and attendance at a pre-bid meeting (if necessary), attendance at the bid opening, investigations of the low bidder, and recommendation of award.

EXHIBIT A

Highline Water District
 Des Moines Gateway Water Main Replacement
 Scope of Work
 Page 4

Task 6 - Construction Administration

This task includes construction management of the project during the construction period. No budget has been included for this task. However, PACE is prepared to provide whatever level of assistance is requested by the District. At the end of the design phase, we can discuss the District's construction administration needs and provide a scope and budget at that time. Services that could be included under this task are as follows:

1. Attend any construction meetings, including pre-construction meeting on an on-call basis.
2. Review and approve contract pay estimates, if required.
3. Review changes to drawings or specifications as necessary to respond to field conditions and as directed by the District.
4. Prepare and/or review change orders as necessary including changes to drawings and all documentation and coordination with the Contractor.
5. Monitor construction to determine contractor compliance and prepare all letters and documentation regarding same.
6. Address construction questions as they arise.
7. Survey and stake locations of the new water main.
8. Review material submittals for compliance with contract documents.
9. Conduct acceptance tests required by the contract documents.
10. Prepare punch lists and conduct final inspection, and prepare recommendation of project acceptance.
11. Survey services including construction staking of the Project and any additional survey requested by the District.
12. Prepare As-built drawings. We would use the District inspector's markups to prepare the as-builts and would provide copies in both mylar and electronic format.

PROPOSED DESIGN BUDGET

We propose to complete all work on a time and material basis as indicated herein for a Project Budget not to exceed **\$29,800** billed on a time and material basis plus direct costs not identified in the Cost Summary spreadsheet. We will bill monthly and provide progress reports as requested by the District. All billings will be at our current rates. Our 2011 District rates are attached as Exhibit C.

In summary, we have developed a scope of work and budget based on our present knowledge of the proposed project. We have tried to cover all aspects of the proposed project; however, if you feel that additional areas of work require our attention if you have any questions or if you desire additional information please do not hesitate to contact us.

EXHIBIT A

Highline Water District
Des Moines Gateway Water Main Replacement
Scope of Work
Page 5

Again, we are pleased to submit this proposal to accomplish the professional engineering tasks for the subject project, and look forward to working with you.

Sincerely,

PACE ENGINEERS, INC.



Paj Hwang, PE
Project Manager



Paul Zuleta
Engineer II

Attachments

Agenda Item No.: 5.1

Agenda Date: 2/16/11

Reviewed By: M.E.

SUBJECT: Gateway Water Main Replacement Project
Award Design Contract to PACE Engineers, Inc.

CATEGORY	
<i>Executive</i>	<input type="checkbox"/>
<i>Administrative</i>	<input type="checkbox"/>
<i>Engineering/Operations</i>	<input checked="" type="checkbox"/>

FINANCIAL			
<i>Expenditures?</i>	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Budgeted?</i>	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
<i>Amount:</i>		\$	<u>29,800.00</u>

ATTACHMENTS:

1. Resolution
2. Scope of Services

COMMENTS:

The City of Des Moines proposes to improve their Downtown "Gateway" area within the City. The Downtown Gateway area generally includes the area just west of Pacific Highway 99 and along South 216th Street. The City is currently in the design stage to expand the roadway, upgrade the storm system, and improve the dry utilities, along with other associated enhancements. The District desires to replace approximately 2,700 lineal feet of existing AC water main and associated water appurtenances in conjunction with the City's improvements due to the cost savings associated with participation in their project.

The General Manager and District Engineer recommend approval of this resolution.