



Agenda Bill No.: 18-883
 Assembly Meeting Date: 12/4/18

Business Item Description:	Attachments:
Subject: Authorize Contract with proHNS LLC for Portage Cove Trail Design (\$57,006)	1. Resolution 18-12-781 2. proHNS LLC Proposal
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 11/28/18	

Full Title/Motion:
 Motion: Adopt Resolution 18-12-781.

Administrative Recommendation:
 This resolution is recommended by the Director of Public Facilities.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ 57,006	\$ 80,000	\$ 0

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: Objectives 3D, page 106; and 8A, page 203	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
 The Borough partnered with CIA on a grant application requesting funds for a project that would connect an ADA-accessible ramp at Tlingit Park to the Harbor Park pavilion, boat launch, sidewalks, and Portage Cove Trail. CIA would provide labor, materials and equipment to construct and maintain the ADA-accessible trails and ramp with its own federal funds. CIA also has offered to construct additional portions of the Portage Cove Trail that are not awaiting a decision on grant funding: at Picture Point; from the harbor to Port Chilkoot Cruise Ship Dock; and from the dock to Portage Cove Campground. The Director of Public Facilities recommends contracting with proHNS LLC to develop plans and technical specifications for pedestrian trail improvements and ADA upgrades to be constructed by CIA. Budgeted funds from the Commercial Passenger Vessel Tax are sufficient for this design work.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 12/4/18	Tabled to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with proHNS LLC for Portage Cove Trail Design for an amount not to exceed \$57,006.

WHEREAS, the Haines Borough partnered with the Chilkoot Indian Association (CIA) on a 2018 Land and Water Conservation Fund (LWCF) grant application requesting funds for a project that would connect an ADA-accessible ramp at Tlingit Park to the Harbor Park pavilion, boat launch, sidewalks, and Portage Cove Trail; and

WHEREAS, CIA would provide labor, materials and equipment to construct and maintain the ADA-accessible trails and ramp with its own federal funds; and

WHEREAS, CIA also has offered to construct additional portions of the Portage Cove Trail that are not awaiting a decision on grant funding: at Picture Point; from the harbor to Port Chilkoot Cruise Ship Dock; and from the dock to Portage Cove Campground; and

WHEREAS, these trails would not be interpretive; and

WHEREAS, the Director of Public Facilities recommends contracting with proHNS LLC to develop plans and technical specifications for pedestrian trail improvements and ADA upgrades to be constructed by CIA; and

WHEREAS, budgeted funds from the Commercial Passenger Vessel Tax are sufficient for this design work,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute a contract with proHNS LLC for Portage Cove Trail Design for an amount not to exceed \$57,006.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this _____ day of _____, 2018.

Attest:

Janice Hill, Mayor

Aleka Fullerton, CMC, Borough Clerk



Professional Services Proposal

Date: 11/21/18

Portage Cove Trail Design

Haines Borough Public Facilities (Client)
Attn: Brad Ryan, (907) 314-0648, bryan@haines.ak.us
P.O. Box 1209
Haines, AK 99827

Project Description:

Engineering services are required to develop construction ready plans and technical specifications for pedestrian trail improvements and ADA upgrades for several Haines Borough (HB) sites. The attached site maps have been included to outline the assumed improvement limits for each of the 3 sites this proposal is based on:

- Portage Cove Trail Segment 1: Picture Point
- Portage Cove Trail Segment 5: Harbor to Cruise Ship Dock
- Portage Cove Trail Segment 6: Cruise Ship Dock to Campground

The type of site-specific trail improvements will be determined during design and through coordination with HB representatives, though it is anticipated most of the trails will be constructed of gravel surfacing with limited sections of concrete sidewalk/ramps. This proposal focuses on function over form, and does not include design of architectural hand railings, picnic shelters, site furnishing, interpretive signs, retaining walls, and other types of recreational facilities. Our primary goal is to design safety compliant, usable trail alignments that can be constructed using cost effective materials and methods, as well as allow for future upgrades and improvements.

Service Tasks:

1. **Visit site and stake preliminary trail alignments** – Our Project Manager will visit the individual trail sites to stake preliminary trail alignments with input/direction from Haines Borough representatives. Final trail alignments may need to be adjusted during the design phase to accommodate ADA upgrades or minimize construction impacts, but this task will ensure all parties understand what the completed project may look like.
2. **Topographic survey and basemap development** – Our subcontractor, Chilkat Surveying & Mapping, will perform field surveys necessary for civil design, including as-built survey of located public and private utilities and determination of right-of-way limits. proHNS will utilize the surveyor's topographic data to develop an existing site conditions basemap and surface model for the individual sites.
3. **Alternative analysis, civil engineering, and design development for trail alignments and ADA upgrades** – Includes developing potential design alternatives and evaluation of alternatives with HB Project Manager. We will be using AutoCAD Civil 3D to model trail alignments and cross sections, focusing on minimizing impacts and cost while meeting ADA requirements.
4. **Technical specifications for trail improvements and ADA upgrades** – We will prepare technical specifications for any unique features of the project, outlining requirements for materials and construction phasing. Technical specifications do not include general contract provisions or other requirements typical for public bid documents. Technical specifications will focus on construction only.
5. **Engineer sealed, construction ready plan sets for trail improvements and ADA upgrades** – Includes developing draft plan sets for 30% and 95% Client review. Construction ready plan sets will include all alignments, typical sections, construction notes, details, and other information to complete the work regardless of the contractor performing the work (whether publicly bid or completed in-house).



Deliverables:

- i. Preliminary Draft Plans (30% Client Review)
- ii. Final Draft Plans and Technical Specifications (95% Client Review)
- iii. Engineer Sealed, Construction Ready Plans and Technical Specifications

Exclusions:

The following services have been excluded from the scope and fee for this proposal, but may be performed upon request of the Client or future contract amendment:

- a) Public meetings and public outreach.
- b) Geotechnical investigation and/or soils report.
- c) Design of retaining walls, picnic shelters, site furnishings, non-standard (architectural) hand railings, interpretive/historical signs and other artwork or recreational facilities.
- d) Environmental permitting & compensatory mitigation, Army Corp of Engineers permitting.
- e) Archaeological/historical investigations, research, and reporting.
- f) Preparation of erosion and sediment control plans, and storm water pollution prevention plans (SWPPP).
- g) Any agency filing/permit fees required by the project.
- h) Material quantity take-offs and Engineer's construction cost estimate.
- i) Preparation of contract documents and bid advertising.
- j) Contract administration and inspection services.
- k) Construction surveying and staking, setting of monuments or property corners.

Subcontractors:

- Chilkat Surveying & Mapping, Josh Ivaniszek, PLS – Responsible for Topographic and Right-of-Way Survey

Service Tasks Fee Proposal:

The following lump sum fees include all surveying and civil engineering Service Tasks as described herein:

Projects	Proposed Service Fee
Portage Cove Trail Segment 1: Picture Point	\$19,950.00 Lump Sum
Portage Cove Trail Segment 5: Harbor to Cruise Ship Dock	\$14,980.00 Lump Sum
Portage Cove Trail Segment 6: Cruise Ship Dock to Campground	\$28,410.00 Lump Sum
Subtotal Fee for All Projects	\$63,340.00 Lump Sum
10% Efficiency Credit for Contracting All Projects	(\$6,334.00 Lump Sum)
Total Fee for Contracting All Projects	\$57,006.00 Lump Sum

If any clarification is required, please don't hesitate to contact me directly. Thank you for the opportunity and consideration of our services.

Respectfully,

Lucas Chambers, PE
Principal Engineer

Portage Cove Interpretive Trail - Picture Point **SEGMENT 1**

Portage Cove Interpretive Trail & Park

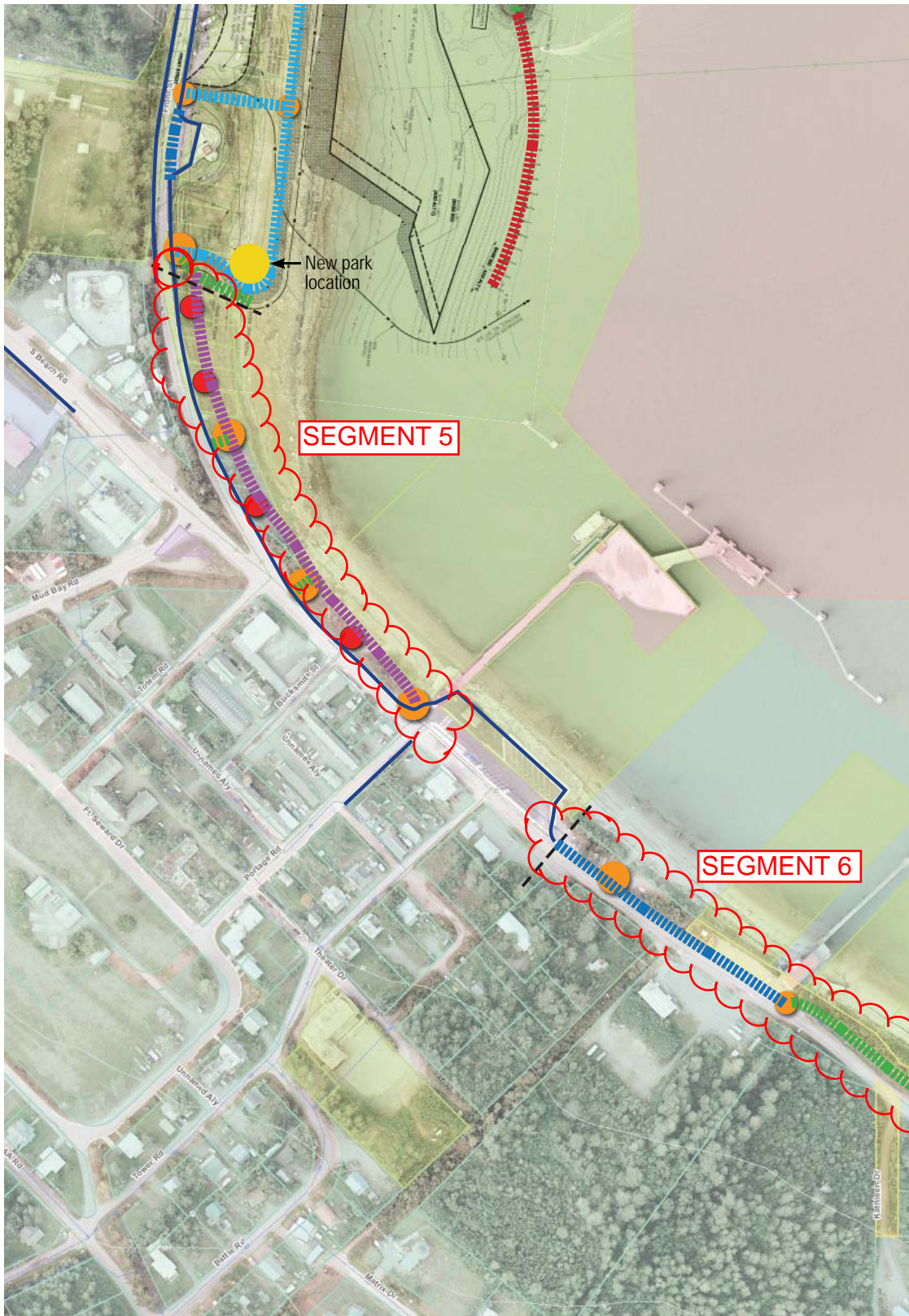


- Existing Sidewalk
- Existing Trail
- ▬▬▬ Sidewalk Trail
- ▬▬▬ Sidewalk Trail at Harbor
- ▬▬▬ Separated Trail
- ▬▬▬ Accessible Beach Trail
- ▬▬▬ Beach Trail
- ▬▬▬ Elevated Trail
- ▬▬▬ Future Extension of Trail
- ⎵ Proposed Bridge
- Proposed Node
- Proposed Recreation Node



Portage Cove Interpretive Trail - Harbor South

Portage Cove Interpretive Trail & Park



- Existing Sidewalk
- Existing Trail
- Sidewalk Trail
- Sidewalk Trail at Harbor
- Separated Trail
- Accessible Beach Trail
- Beach Trail
- Elevated Trail
- Future Extension of Trail
- Proposed Bridge
- Proposed Node
- Proposed Recreation Node



Portage Cove Interpretive Trail - Campground

- Existing Sidewalk
- Existing Trail
- Sidewalk Trail
- Sidewalk Trail at Harbor
- Separated Trail
- Accessible Beach Trail
- Beach Trail
- Elevated Trail
- Future Extension of Trail
- Proposed Bridge
- Proposed Node
- Proposed Recreation Node

