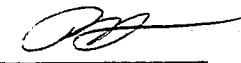


AGENDA ITEM SUMMARY

DATE: 9/7/11 DEPARTMENT: Engr DEPT. HEAD SIGNATURE: 

SUBJECT: Motion to approve JUB Engineer's request for Change Order #2 for Woodside Boulevard Project Engineering in the amount of \$182,578.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached letter and Fee Proposal from J-U-B Engineers explains the effort of work required to meet both the FHWA grant requirements and the desire of both city staff and council to give this project the additional public involvement in the design work. Normal practice would be to get an estimate for additional work, however, given the compressed time frames, especially to meet the April 8 grant agreement deadline, priority was given to completing the design work and proceeding with bidding the project.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Tom Hellen Phone # 788-9830 Ext 14
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)
____ City Attorney _____ Clerk / Finance Director _____ Engineer _____ Building
____ Library _____ Planning _____ Fire Dept. _____
____ Safety Committee _____ P & Z Commission _____ Police _____
____ Streets _____ Public Works, Parks _____ Mayor _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

August 22, 2011

Mr. Tom Hellen
City Engineer
City of Hailey
115 Main Street So
Hailey, Idaho 83333

Re: Change Order 2 Description of Additional Work
Woodside Blvd Reconstruction Project, Hailey, Idaho

Dear Tom:

This letter is intended to provide documentation and explanation of the additional services encountered on the Woodside Blvd Reconstruction Project due to timing and scope changes related to the TIGER II Grant and FHWA requirements.

1. Eliminate multiple phases and combine entire package into a single phase

- a. 75% submittal for the first of three bid package was scheduled for submittal on Friday, April 1, 2011. This included plans, specs and estimates for the Roundabout at Fox Acres, North Woodside Pavement Overlay Section and SH-75 Signal Design. As FHWA began to inform the City on discussions in Congress that put the Tiger II funding at risk, J-U-B was notified by the City & FHWA late Wednesday afternoon, March 30th (one day prior to the 75% submittal) that all three packages would need to be combined into one. A 100% PS&E package for the entire corridor was to be submitted on April 7th by noon. FHWA required the package to be at a "100% believable level" in order to secure the \$3.5 million Tiger II funding. J-U-B responded immediately and assembled a team of over 17 people in 6 offices to make this request a reality for the City.

2. Expedite PS&E package in order to obligate Federal Funds

- a. This expedited effort resulted in a substantial change in design scope to generate a single PS&E bid package for the entire corridor. At this time in March, 2011 the project consisted of 30% plans for North Woodside Section, 20% plans for the South Woodside and 75% plans, specs & estimates for the Roundabout, SH-75 Signal and approximately 2000 feet of overlay in North Woodside. JUB was given just under one week to prepare a PS&E plan set for submittal to FHWA for review and signoff in order to obligate the funds for this project. The level of effort associated with the creation of this plan set amounted to \$45,229.00, while we were successful obtaining the funds, this effort was costly and did not amount to a significant effort towards the final end product. It was necessary for JUB to go back and revisit this plan set and rework the majority of the design and add the missing details.



J-U-B ENGINEERS, INC.

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b. Finalize PS&E Documents to Advertise by July 6, 2011 (90 day expedited effort)

This task includes the accelerated effort associated with finalizing the Plans, Specifications and Estimates for the final advertising package. This effort was originally scheduled over the course of 12 months, based on FHWA requirements this was rescheduled for a 3 month timeframe.

c. Additional Project Administration Costs Associated with Expedited Package

The expedited effort resulted in a large increase in project administration effort. This resulted in additional staff, City and FHWA coordination. There were a number of additional hours dedicated to conference calls and meetings to facilitate the project. This cost totaled \$22,260.00

3. Revised scope of work:

a. Pocket Parking/Driveway Revisions

The addition of the pocket parking scope of work came out of the meetings with the public and their concern for accommodating additional vehicles in the neighborhood. Providing pocket parking necessitated a detailed evaluation of the entire corridor to identify potential locations, generate plan details and specifications, address grading conflicts, modification of adjacent driveway access points, adjust drainage conflicts and coordinate with adjacent property owners where these sections were added and improvements extended outside of the existing right of way. This also required a redesign of the sidewalk alignments and grades. Total cost for this item is \$8,320.00.

b. Power Engineers Driveway Rework x2

Through the temporary easement discussions with Power Engineers, the roadway section adjacent to the Power Engineers property as well as the access driveway were redesigned two times to accommodate the property owner desires. The total cost for this item is \$3,300.00.

c. Revise sidewalk for property owners (for landscaping)

The sidewalk throughout the corridor was redesigned several times to accommodate ongoing resident requests to save particular existing landscape features in their yards (technically in the City ROW). The redesign effort to accommodate these requests is included in number 2a above.

d. Design and Draft Cluster Mailbox Units & Draft Bus Shelter Drawings

This item also includes the design and drafting effort associated with the change in scope for the addition of the cluster mailbox units along the corridor and the drafting effort associated with the bus shelter drawings. Each of the bus shelter details, provided by the Architect, was drafted to be included with the design package. The electronic drawings provided could not be incorporated due to the poor copy quality. This cost is included in number 2a above.

e. Public Displays for City Council Meetings

This item includes the labor, printing and shipping for the Public Display maps for the both the public meetings and the Pre-Bid Meeting, this was an increase in scope of work and totaled \$1,000.00

**J-U-B ENGINEERS, INC.****f. Add Irrigation Mainline Design**

The City requested that JUB provide the design for the irrigation mainline from Fox Acres Blvd south through Woodside Blvd for the future irrigation line connections for the park strips. This effort included irrigation design to size the facilities as well as the creation of additional irrigation sheets in the plan set and the design and drafting. This additional scope of work totaled \$19,796.00.

g. Add Roundabout Landscaping and Irrigation

The roundabout landscaping and irrigation design was a scope of work change that resulted in a total cost of \$8,080.00.

h. Streetlight Research and Design at the Roundabout

This item reflects the additional effort for designing and placing three streetlights at the roundabout. Power distribution, junction box and fixture design are included. This additional effort totaled \$1,500.00.

i. Generate driveway/property Exhibits for Weians and Walberts

Through property negotiations with the residents impacted by the roundabout design, it was necessary to design and draft driveway alternatives appropriate to address impacts from the roundabout. Multiple alternatives were provided to each owner and Exhibits were updated and finalized after on-site visits on June 27th. Each of these driveways plan and grading drawings amounted to \$3,520.00.

j. Additional Topographic Survey for Utilities in Drywell locations

Benchmark provided additional topographic survey at all of the proposed drywell locations along the corridor. This additional cost totaled \$9,350.00.

k. Staking for properties to represent proposed impacts –Benchmark provided services to stake the proposed impacts at the following properties: Wieands, Walberts, Cooley, Hubbard and Blincoe. This additional cost is included in 3h.**l. Additional Public Involvement Meetings and Coordination**

A series of additional public meetings were held to communicate the change in design schedule. These consisted of a combination of individual property owner meetings and phone calls, on-site meetings with homeowners, two-day property owner meetings at Sweetwater, and additional attendance at 3 City Council Meetings. Total cost \$36,701.00.

m. Property Use Agreements, Coordination/Communication/Individual Meetings

In an effort to expedite the signing of the individual Property Use Agreements, the City requested that JUB/TLG take on the phone calls, emails and on-site meetings with the all of the impacted property owners. This additional effort totaled \$11,022.00.

n. Additional Expenses

This item reflects the additional expenses incurred for public meetings, city council meetings, and property owner meetings. This item totals \$12,750.00.

I hope this provides you with the detailed description for each of the additional scope items. As you are aware, we have when possible requested approval to proceed on additional scope of work items. The additional scope item that probably had the single greatest impact was the change in schedule for both the obligation of federal funds and the expedited PS&E schedule dates. This effort amounted to \$45,229.00.



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J-U-B ENGINEERS, INC.

The total for the above itemized change of work items is \$182,578.00, which reflects the total amount of the spreadsheet titled Change Order #2. Please let me know if you have questions related to any of the items described above.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori L. Labrum". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Lori L. Labrum, P.E., P.T.O.E
Project Manager

Woodside Boulevard Reconstruction Project

Change Order #2

Hailey, Idaho

7/11/11

Change Order #2		
SUMMARY OF PROFESSIONAL SERVICES LABOR FEES		
A.	SH-75 SIGNAL DESIGN AND PLANS	\$11,330
B.	FOX ACRES INTERSECTION / ROUNDABOUT DESIGN	\$17,945
C.	NORTH & SOUTH WOODSIDE BOULEVARD RECONSTRUCTION	\$60,470
D.	WOODSIDE BOULEVARD PAVEMENT OVERLAY	\$0
E.	PUBLIC INVOLVEMENT	
	Public Involvement Roundabout/Overlay/Traffic Signal	\$19,089
	Public Involvement North & South Woodside Blvd	\$28,634
F.	PROJECT ADMINISTRATION	
	Project Administration Roundabout/Overlay/Traffic Signal	\$8,904
	Project Administration North & South Woodside Blvd	\$13,356
	TOTAL LABOR COSTS:	\$159,728
REIMBURSABLES		
	TRAVEL COSTS: MILEAGE, AND AIRFARE	\$6,500
	PUBLIC DISPLAYS - PRINTING AND SHIPPING AND LABOR:	\$1,000
	ADDITIONAL TOPOGRAPHIC SURVEY:	\$9,350
	ADDITIONAL GEOTECHNICAL EVALUATION (DRYWELLS):	
	MAILINGS:	
	PER DIEM:	\$6,000
	TOTAL REIMBURSABLES:	\$22,850
	TOTAL PROPOSED FEE:	\$182,578

Woodside Boulevard Reconstruction Project

Phase II - Final Design
 Hailey, Idaho
 7/11/2011

TASK DESCRIPTION		QA/QC \$168	Project Manager \$150	Project Engineer \$120.00	Traffic Engineer \$110.00	Senior Designer \$115.00	Engineer/ Designer \$90.00	Drafter \$75.00	Landscape Arch. \$100.00	Drainage Engineer \$120.00	Public Involvement \$109.50	Clerical \$50	TOTAL
Additional Tasks													
A. SH-75 SIGNAL DESIGN AND PLANS													
Expedited PS&E Package April 7, 2011													
			16	12	35	16		24					\$11,330
		0	16	12	35	16	0	24	0	0	0	0	\$0
		\$0	\$2,400	\$1,440	\$3,850	\$1,840	\$0	\$1,800	\$0	\$0	\$0	\$0	\$11,330
TOTAL PROPOSED FEE - SH-75 Signal Design:												\$11,330	
PHASE II - FINAL DESIGN													
B. FOX ACRES ROUNDABOUT DESIGN													
Expedite Roundabout PS&E Set													
Prepare Roundabout Landscape & Irrigation Design													
			6	32		25		30					\$9,855
			4	4				40	40				\$0,080
		0	10	36	0	25	0	70	40	0	0	0	\$0
		\$0	\$1,600	\$4,320	\$0	\$2,875	\$0	\$5,250	\$4,000	\$0	\$0	\$0	\$17,945
TOTAL PROPOSED FEE - FOX ACRES ROUNDABOUT DESIGN:												\$17,945	

Woodside Boulevard Reconstruction Project

Phase II - Final Design
Hailey, Idaho
7/11/2011

TASK DESCRIPTION	QA/QC	Project Manager	Project Engineer	Traffic Engineer	Senior Designer	Engineer/Designer	Drafter	Landscape Arch.	Drainage Engineer	Public Involvement	Clerical	TOTAL
	\$180	\$150	\$120.00	\$110.00	\$115.00	\$92.00	\$72.00	\$100.00	\$120.00	\$35.00	\$50	
PHASE II - FINAL DESIGN												
Additional Work Tasks												
1. Revised PS&E Submittal to meet FHWA funding requirements Expedited PS&E Package April 7, 2011	8	20	24	10	50	16	80		16		12	\$24,034
2. Irrigation Design												\$0
Irrigation Calculations	12	8	12									\$4,656
Irrigation Design		2	20		32	22	48	12				\$13,180
Irrigation Estimates		2	8			8						\$1,580
3. Pocket Parking Design												\$9,320
Redesign 30% alignment for pocket parking options		8	16		40		8					
4. Street Light Design												\$1,200
Research Street Light Fixtures		8										\$300
Modify PS&E package		2										
5. Power Engineer Sheet Revisions												\$9,300
Modify sidewalk and driveway access		4	6		12		8					
6. Prepare Easement Exhibits												\$3,520
Walkers/Wheelers additional exhibits		4	4		16		8					
	20	58	90	10	150	46	152	12	16	0	12	\$60,470
	\$3,360	\$8,700	\$10,800	\$1,100	\$17,250	\$8,140	\$11,400	\$1,200	\$1,920	\$0	\$500	\$60,470
TOTAL PROPOSED FEE: \$60,470												

Woodside Boulevard Reconstruction Project
 Phase II - Final Design
 Halley, Idaho
 7/11/2011

TASK DESCRIPTION	QA/QC	Project Manager	Project Engineer	Traffic Engineer	Senior Designer	Engineer/Designer	Drafter	Landscape Arch.	Drainage Engineer	Public Involvement	Clerical	TOTAL
	\$168	\$150	\$120.00	\$110.00	\$115.00	\$80.00	\$75.00	\$100.00	\$120.00	\$105.50	\$50	\$0
PHASE II - FINAL DESIGN												
D. WOODSIDE PAVEMENT OVERLAY SUBMITTAL PACKAGE												
1 Revised PS&E Submittal to meet FHWA funding requirements Expedited PS&E Package April 7, 2011	0	0	0	0	0	0	0	0	0	0	0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROPOSED FEE:												\$0

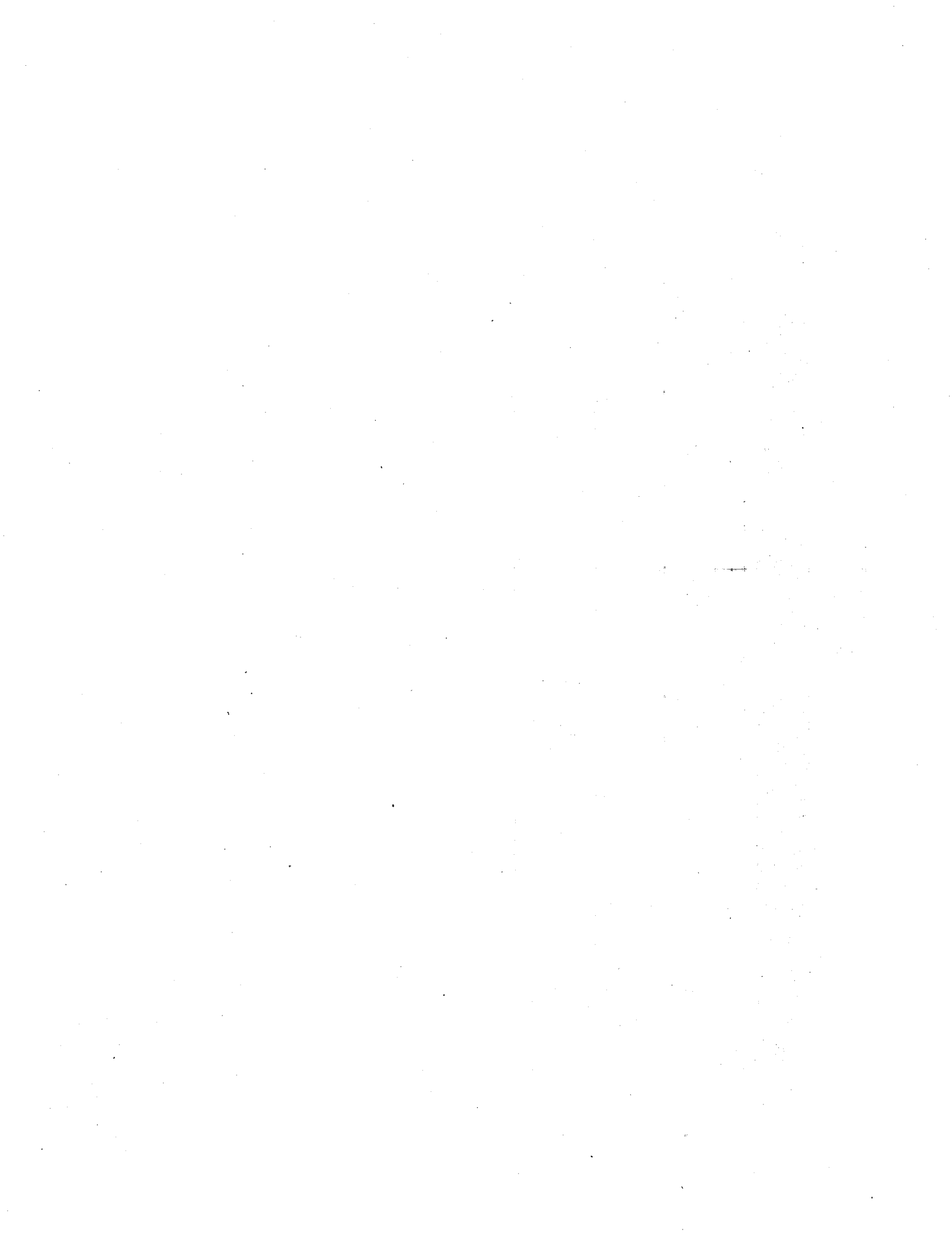
Woodside Boulevard Reconstruction Project
 Phase II - Final Design
 Hailey, Idaho
 7/11/2011

TASK DESCRIPTION	PHASE II - FINAL DESIGN										TOTAL	
	QA/QC \$168	Project Manager \$150	Project Engineer \$120.00	Traffic Engineer \$110.00	Senior Designer \$75.00	Engineer/ Designer \$90.00	Drafter \$75.00	Landscape Arch. \$100.00	Drainage Engineer \$120.00	Public Involvement \$100.00		Clerical \$50
E. PUBLIC INVOLVEMENT												
1. Additional Public Meetings												
Two day property owner workshops at Sweetswater		32	16							24	4	\$9,528
Additional City Council Presentations - 3 meetings		16	16							6		\$4,977
												\$0
2. Communication with Stakeholders												
Additional and Ongoing Communication with City and Stakeholders		20	20							80		\$14,160
Preparation of Our Town Newsletter		4	4							18		\$3,051
3. Property Use Agreement Onsite Consultations												
Individual property owner meetings		10	10							60		\$9,270
Email and phone tracking for Use Agreements		4	4							16		\$1,752
5. Public Involvement Documentation and Evaluation												
Prepare overview of public involvement activities		4	4							12		\$1,914
Generate report of stakeholder contacts		90	70	4	0	0	0	0	0	234	4	\$47,723
	\$0	\$13,500	\$8,400	\$0	\$0	\$0	\$0	\$0	\$0	\$25,623	\$200	\$47,723
TOTAL PROPOSED FEE - PUBLIC INVOLVEMENT:											\$47,723	

Woodside Boulevard Reconstruction Project

Phase II - Final Design
 Hailey, Idaho
 7/11/2011

TASK DESCRIPTION	QA/QC	Project Manager	Project Engineer	Traffic Engineer	Senior Designer	Engineer / Designer	Drafter	Landscape Arch.	Drainage Engineer	Public Involvement	Clerical	TOTAL
PHASE II - FINAL DESIGN												
F. PROJECT ADMINISTRATION												
1 Progress Meetings												\$0
Team Meetings (bi-weekly) - 18 meetings Total												\$0
Misc. Internal Progress meetings												\$0
Kickoff Meeting												\$0
2 Project Management and Coordination with City and FHWA												\$11,070
Additional Project Coordination and Staffing Coordination	10	30	30							20		\$10,280
Additional Coordination with City and FHWA	10	60	60							40		\$22,280
	\$1,680	\$8,040	\$7,200	\$0	\$0	\$0	\$0	\$0	\$0	\$4,380	\$0	\$22,280
TOTAL PROPOSED FEE:											\$22,260	



AGENDA ITEM SUMMARY

DATE: 9/7/11 DEPARTMENT: PW - Parks DEPT. HEAD SIGNATURE: 

SUBJECT: Motion to approve Mayor's signature of letter to Wood River Land Trust supporting a footbridge project across the Big Wood River from Draper Preserve to the Croy Creek Wetlands, and granting permission to WRLT to access the work site across city owned property.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Blaine County Planning Department has requested a letter of authorization allowing the WRLT use of city property at the south end of Lions Park to access the site of a planned walking bridge across the Big Wood River. The bridge itself is entirely on WRLT property and ties into the boardwalk and walking path previously constructed by the WRLT for access to the Croy Creek wetlands area. WRLT is also committed to further removal of garbage and fill in the area of the bridge, continuing the clean-up efforts they have made in the past.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Tom Hellen Phone # 788-9830 Ext 14
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

____ City Attorney	____ Clerk / Finance Director	____ Engineer	____ Building
____ Library	____ Planning	____ Fire Dept.	_____
____ Safety Committee	____ P & Z Commission	____ Police	_____
____ Streets	____ Public Works, Parks	____ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City of Hailey

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

(208) 788-4221
Fax: (208) 788-2924

August 25, 2011

Blaine County Commissioners
206 First Avenue South, Suite 300
Hailey, ID 83333

Re: WRLT Foot Bridge/Draper Preserve

Dear Commissioners:

The City of Hailey wishes to extend our support for the Wood River Land Trust's proposal for a foot bridge across the Big Wood River joining the Draper Preserve to the Croy Creek wetlands and boardwalk.

As access to the construction site crosses city owned property at Lions Park I understand that you require the property owner's permission for this work. The City of Hailey is happy to grant this permission to the Wood River Land Trust. We are proud to have been a part of previous efforts by the WRLT to restore both Big Wood River stream banks and the Croy Creek wetlands including assisting with hauling off old fill material and concrete.

Please do not hesitate to contact us with any questions you might have regarding the City's support for this proposed project.

Sincerely,

Rick Davis
Mayor of Hailey