



# KENAI PENINSULA BOROUGH

Road Service Area

47140 E. Poppy Lane • Soldotna, Alaska 99669

Toll-free within the Borough: 1-800-478-4427

PHONE: (907) 262-4427 • FAX: (907) 262-6090

www.borough.kenai.ak.us

**MIKE NAVARRE**  
**BOROUGH MAYOR**

## MEMORANDUM

**TO:** Kelly Cooper, Assembly President  
Members, KPB Assembly

**THRU:** Mike Navarre, Borough Mayor *mn*  
Pat Malone, RSA Director *PM*

**FROM:** Henry Knackstedt, Project Administrator *HK*

**DATE:** September 28, 2017

**SUBJECT:** Resolution 2017-059, Authorizing the Mayor to Approve an Amendment to the McLane Consulting Professional Services Contract for Construction Administration of the North Road Extension Project (Mayor)

---

Resolution 2016-066 approved a March 6, 2017, sole-source Professional Services contract with McLane Consulting, Inc. for the North Road Extension Project. This resolution authorizes the mayor to approve an amendment to that Professional Services contract with McLane Consulting, Inc. to include construction administration services.

Construction administration services were not included in the Professional Services contract since design and permitting details were not complete at that time, and a later amendment would be appropriate when these would be more clear. It is typical to utilize the design engineer for construction administration services, and in this case it is highly advised because this project is unique in many ways including utilizing innovative design and materials over difficult terrain. Western Federal Lands ("WFL") agrees that continuing with, and contracting with, the design engineer to perform necessary construction administration services is in the best interest of the project. McLane Consulting, Inc. is best suited to provide construction administration services and should be used going forward due, in part, to their extensive expertise with this particular project, and intimate knowledge of design details.

The Memorandum of Agreement between the Kenai Peninsula Borough and WFL, accepted on January 13, 2017, included a preliminary budget provided by McLane Consulting Inc. of \$324,000 for construction administration. This contract amendment would include \$263,155.00 for construction administration services over 14 months during an approximately two-year construction period (through September 2020) on a time and expense basis. To best fit the bid documents and our administrative needs, McLane Consulting Inc.'s construction administration estimate is broken down to match the anticipated phases of the construction project.

The project is moving forward and approaching the bidding phase. This amendment to the contract, along with appropriate budgeting, is imperative for the KPB to continue moving forward. Authorization for the mayor to approve this amendment to the Professional Services is respectfully requested. It does not take effect until after construction bidding has been completed. KPB is in no way obligated to spend these funds until after that time.

For more information about the design, project agreements, meetings, etc., go to the RSA KPB website and select the link, "North Road Extension Project". <http://www.kpb.us/rds-service-area/north-road-extension-project>

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>434.33950.16NRD.49311</u>
Amount:	<u>\$263,155.00</u>
By: <u>328</u>	Date: <u>9/27/17</u>