



September 12th, 2022

Brad Ryan
Municipality Manager – Skagway
P.O. Box 415, Skagway, AK 99840

**Re: Port of Skagway – Ore Dock Development – Phase 3 Conceptual Design
KPFF Scope and Fee Proposal
KPFF Job No. 10092100135**

Brad,

KPFF is pleased to provide this scope and fee proposal for services to assist in preparing the Phase 3 Conceptual Design for the Ore Dock Development project.

Project Overview

It is our understanding that the Municipality of Skagway desires to complete a conceptual design that aligns with the Municipality of Skagway Waterfront Master Plan Phase 3 Improvements. KPFF is to coordinate with Mark Pusich of RESPEC engineers and MRV Architects to develop a Conceptual Plan that optimizes the industrial and public use of the Ore Peninsula. The Conceptual Plan is to examine several alternatives for future transloading and tour operations, pedestrian sea walk and rail realignment, and upland utility improvements. The design intent is to maximize separation between public and industrial use.

KPFF has assembled a team of sub-consultants to assist in the design including:

- RESPEC (Upland Civil Engineering & Electrical)
- MRV Architects

Scope of Services

The following tasks outline the details of project components that will be advanced through this scope of work.

Task 1 – Project Communication & Management

- KPFF will manage the team partners and provide the Port with a single point of contact for the project. KPFF will assemble all team member's invoices and provide Port with a single invoice monthly.
- KPFF to coordinate weekly with RESPEC and lead (3) check-in meetings with the Municipality of Skagway.

Task 2 – Conceptual Design

- KPFF will work with RESPEC and MRV to produce a set of Conceptual Design drawings.
- KPFF to review upland civil site development recommendations provided by RESPEC.

- KPFF Structural is to review all proposed marine structures and pedestrian walkway amenities.
- All proposed industrial transloading operations will be analyzed and reviewed by KPFF.
- KPFF will provide conceptual level rail engineering.

KPFF will not supply a cost estimate as part of this project scope. See RESPEC and MRV proposals attached for additional details.

Fees

This Scope of Services will be performed on an hourly not to exceed basis for KPFF's work. Services will be charged on an hourly basis according to our attached fee schedule. Fees for MRG are based on a Lump Sum fee for the study. Travel expenses will also be billed. The total budget for the proposed work is **\$69,100.**

We appreciate this opportunity to perform this work for The Municipality of Skagway and are available to discuss this fee proposal in more detail if needed. Please contact me at 206 382 0600 should you have any questions.

Sincerely,



Ed DeBroeck, P.E. (WA & CA)
Associate

CC: Bob Riley, PE. SE. Principal

Attachments:

- KPFF Fee Schedule dated 9.12.2022
- RESPEC - Scope and Fee Proposal
- MRV - Scope and Fee Proposal

Ore Peninsula Redevelopment Project – Phase 3 Conceptual Design



Scope Fee Estimate
2022-09-12

		KPFF								Subconsultants		Total
		Principal	Project Manager	Senior Technical Specialist	Senior Engineer	Prof. Engineer	Design Engineer	Project Coordinator	Senior Cad Tech	CAD	RESPEC, MRV	
#	2022 Hourly Rate	\$ 250	\$ 205	\$ 230	\$ 205	\$ 180	\$ 160	\$ 129	\$ 140	\$ 124		
Task 1: Project Management & Design Coordination			18			32		4			\$ -	\$ -
	Overall Project Management, Invoicing and coordination		2					4				
	Coordination between RESPEC, MRV, and MoS					16						
	Site Visit		16			16						
Task 2: Phase 3 Conceptual Design		4	2			34	62			8	\$ 33,920	\$ -
2.10	RESPEC Fee										\$ 11,230	
2.20	MRV Fee										\$ 22,690	
2.30	KPFF Conceptual Design											
2.31	Upland Civil Design Review		2			12				8		
2.32	Industrial Operations Analysis and Review (movement, stacking, phasing)	4				12	32					
2.33	Rail Engineering					10	30					
											Subtotal	\$ 62,330

Subconsultant Summary	Fee	Expenses	Total	
	\$ 33,920	\$ -	\$ 33,920	KPFF Expenses: Travel, Etc.
				Subconsultant Expenses: Travel, Etc.
Subtotal	\$ 33,920	\$ -	\$ 33,920	Subconsultant Markup
Subconsultant Markup 8%	\$ 2,714	\$ -	\$ 2,714	Design Total
Total Subconsultants (Fee, Expenses & Markup)			\$ 36,634	\$ 69,100

Assumptions and Notes:

- Rates for 2022 displayed, rates will be adjusted each calendar year.
- Reimbursable expenses will be billed at cost with no markup.



September 10, 2022

Mr. Ed DeBroeck, PE, DBIA
Associate
KPFF
1601 Fifth Avenue, Suite 1300
Seattle, WA 98101
ed.debroeck@kpff.com

RE: Skagway Ore Terminal Dock– Uplands Concept Site Civil Assistance
Fee Proposal

DEAR ED,

RESPEC is pleased to submit this fee proposal for assisting KPFF with concept planning for the uplands development at the proposed Municipality of Skagway (MOS) Ore Terminal Dock in Skagway, Alaska. We have previously prepared 30% Uplands Utility and Site improvement design for this area and based on owner meetings additional concept planning is needed to assist in the decision making process. RESPEC will utilize our 30% design base drawings for the conceptual planning documents. The following is our anticipated scope of work tasks and anticipated fees for this project.

SCOPE OF WORK

- Prepare multiple concepts for AML's space needs on the uplands. 4 acres has been discussed as a target size, but we will look at several options for the new AML operations area.
- Prepare some concepts of how the existing railroad tracks could be extended to the south to allow train transfer of passengers to be closer to the cruise ship passenger dock approach.
- Review other upland concept options and prepare exhibit of other upland space development options.
- Close coordination with the KPFF dock designers on railroad design and cruise ship terminal passenger loading/unloading operations including bus/vehicle staging at south end of peninsula.
- One trip has been budgeted to travel to Skagway with KPFF team to discuss concepts with MOS client group.
- Assumes four (4) project meetings with KPFF design team via Teams 1 hour each.
- Product deliverables will include electronic PDF of concept plan exhibits.

Fee exclusions are no estimate of quantities or construction cost estimate will be prepared.

9109 MENDENHALL MALL RD.
SUITE 4
JUNEAU, AK 99801
907.780.6060



ESTIMATE OF FEES

We propose to perform our work on a time and expense basis. RESPEC's total compensation for services provided pursuant to this agreement, including labor and overhead costs and expenses shall not exceed \$11,230 without written authorization by KPFF.

Attached herewith is a fee spreadsheet as backup for the Ore Terminal Uplands Civil Utility design. Additional professional services work that is requested or added to the contract will be billed on a separate time and materials basis or negotiated separately. RESPEC will keep you apprised of budget and scope status throughout the performance of this work and alert you of any non-scope items that may impact the budget.

SCHEDULE

We will begin uplands concept assistance immediately upon receiving a Notice to Proceed.

We appreciate the opportunity to be of service to KPFF on this important Skagway Port project and look forward to working with you. Should you have any questions, please do not hesitate to contact me at your convenience.

Sincerely,

J. Mark Pusich, PE
Principal Civil Engineer
Mark.Pusich@respec.com
907-780-6060

Approved By: _____

Date: _____

COST ESTIMATE PER TASK

FIRM: RESPEC			PROJECT TITLE: SKAGWAY ORE TERMINAL - UPLAND CONCEPT ASSISTANCE					
TASK No: 1		TASK DESCRIPTION: UPLAND CIVIL UTILITY CONCEPT ASSISTANCE				DATE: 9/10/2022		
GROUP:		METHOD OF PAYMENT: FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>			PREPARED BY: JMP			
SUB-TASK No.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION						
		Project Manager (Pusich)	Civil Engr. Associate (Puustinen)	AutoCAD Draftsman (Kemp)	Engr. EIT (Minsch)			
1	Prepare several AML operation space concepts	2		2	8			
2	Railroad extension south concpets	2		2	8			
3	Other Concpets for uplands space	2		2	8			
4	Coordation w/KPFF	2		2	8			
5	Skagway Site Meeting	8						
6	Project Team Meetings (4)	4		2	4			
7	Deliverable Preparation			2	4			
				C				
TOTAL HOURS		20	0	12	40			
* LABOR RATES (\$/HR)		\$250.00	\$170.00	\$125.00	\$105.00			
LABOR COSTS (\$)		\$5,000.00	\$0.00	\$1,500.00	\$4,200.00			
EXPENSES							COMMENTS:	
SUB-TASK No.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	Skagway Ore Terminal Uplands concept design assistance			
	Airfare JNU to Skagway	1	\$530.00	\$530.00				
FIRM'S TOTAL COST OF LABOR (or Fixed Price):					\$10,700			
IF CPFF, TOTAL INDIRECT COST @				0.00%	\$0			
TOTAL EXPENSES:				\$530	FIRM'S TOTAL EXPENSES	\$530		
SUB-CONTRACTORS: Firm Initials and Price Per Task				FIRM'S TOTAL COST (no Subcontracts or Fee)				\$11,230
FIRM:					TOTAL SUBCONTRACTOR PRICES:		\$0	
AMOUNT:								

* Labor Rates shall be direct labor (base pay) only if Method of Payment is CPFF; otherwise, Labor Rates shall be total rates (i.e. base pay + benefits + overhead + profit.)



Re: Skagway Ore Dock, Architectural Design Services
Attn: Mr. Ed DeBroeck, kpff
By: Paul Voelckers, MRV Architects
Date: September 1, 2022

Dear Ed,

Attached is an updated fee proposal to assist kpff and the Municipality of Skagway in architectural design and planning for the Skagway Ore Dock. These services generally align with the Municipality of Skagway *Waterfront Master Plan* Phase 3 improvements.

As discussed, initial services for MRV Architects would focus on design options for anticipated cruise ship passenger needs moving on and off of large cruise ships following upgrades to the Skagway Ore Dock.

The general upland features to be studied include the following:

- New at-grade pedestrian walkway integrated with new and expanded site utilities, such as water, power, and fuel lines.
- Waiting facilities and covered spaces as determined for ease of passenger queuing and waiting, especially in relation to White Pass rail line extension.
- Public restrooms.
- Safety features, including railings and crossing control

Our proposal tasks focus on Conceptual Design. All services would be billed hourly to a cap, with direction from kpff and the Municipality at each work phase. Subsequent Schematic design services can be added once the Conceptual direction and scope works for all parties.

MRV would start with diagrammatic sketch solutions, working from kpff and RESPEC recent 30% submittal materials. Sketches would illustrate appropriate size and scale of pedestrian amenities, as well as refinements to routing, the boundary between public and industrial site portions, and how traffic routes could tie to Phase II Broadway tour staging diagrams.

MRV services would also include simple volumetric representations of the proposed Ore Dock architectural solutions, with incorporation of Native design elements and cohesion with completed portions, like the new restrooms.

Please contact me with any questions or suggestions on scope and tasks. We are excited to jump in on this most interesting and critical project!

MRV ARCHITECTS PROFESSIONAL SERVICES ANALYSIS

Skagway Ore Dock -- Walkway and Pedestrian Amenities

Subcontract services to kpff, Rev Sept. 1, 2022



Architectural and Planning Services

MRV ARCHITECTS, PC

STAFF CATEGORIES	PIC	PM	PA	AD	DD
HOURLY RATES (\$/HR)	185	165	145	125	100

Project document review: kpff progress docs, Skagway Master Plan, studies	3		3		
Scope and background meetings (kpff, Skagway manager, etc)	8		8		

Conceptual site planning, options:

-Walkways, restrooms, covered shelter, links		12	12	6	
-Architectural component details: shelters, restrooms, walkways		8	16	12	8
-Building appearance and massing studies		2	16	24	4

Conceptual Cost estimating: Buildings, Walkways, and Pedestrian features	4		8		
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SUBTOTAL HOURS	15	22	63	42	12
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SUBTOTAL FEES	2,775	3,630	9,135	5,250	1,200
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SUBTOTAL , estimated design tasks and fees 21,990

REIMBURSABLE EXPENSES (billed at actual to cap)

Travel time for 1 visit					300
Travel Expenses - 1 @ 400					400

SUBTOTAL EXPENSES					700
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TOTAL FEE PROPOSAL, Hourly to Cap \$22,690