



December 30, 2022

Brad Ryan  
Municipality of Skagway Manager  
PO Box 415  
Skagway, AK 99840

**Re: Skagway Ore Peninsula – Upland Civil Design & Seawalk  
KPFF Scope and Fee Amendment No. 08  
Project No. 10092100135**

Brad,

We have prepared this scope of work for the Municipality of Skagway's (MOS) Ore Peninsula project implementing the upland master plans concurrently with the waterside development project.

### **General Project Understanding**

KPFF along with its partner sub-consultants have developed the Port of Skagway's master plan for the upland uses of the Ore Peninsula as it is related to the waterside development project. The upland areas directly onshore of the project will need to be removed and replaced for the installation of new utilities that serve the new structures. The uplands will be rebuilt with all future uses in mind to best develop the areas so the area is ready for the future uses. This includes heavy load zones for industrial use, rail crossings and realignment of the fuel lines.

### **Subconsultants**

KPFF has assembled a team of subconsultants to aid in design and permitting including:

1. RESPEC – Civil Design
2. MRV Architects (To be added at a future date)

### **KPFF Scope of Proposed Services**

KPFF proposes to provide the following services as part of this scope and fee proposal:

#### **Task 1: Project Management and Coordination**

KPFF will provide general project administration, invoicing and coordination with subconsultants and MOS staff.

- Monthly invoices will be provided for this work
- Coordination with subconsultants includes weekly design meetings.
- This task also includes regular meetings with MOS to discuss questions and make collaborative decisions on the direction of the project.

## **Task 2: Upland Civil Design**

KPFF will work with Subconsultant Respec to develop the upland civil designs from the 30% design phase to complete 60%, 90% and 100% design. This includes coordination of drawings, specifications and cost estimates. Several site visits are included in this scope along with weekly design meetings.

The upland design consist of utility work to remove the overhead power and feed new water, fire water, communications and other utilities to the new structures. The design also includes re-grading areas where a new structure will interface with the existing uplands.

A new board walk path termed the Seawalk, will be incorporated into the design and grading of the upland site. Respec will also assist with the bidding process.

See the attached scope of work from RESPEC for additional details.

## **Task 3: Seawalk Structural Design**

The Seawalk will be a slightly raised timber walking pathway along the top of the bank of the Ore Peninsula. This path will be 12 feet wide, have some areas that may be wider and ramp down to the existing roadway for rail road passenger access. The seawalk will also be utilized to accomdate the fuel lines that travel in the same area. The Seawalk will be designed for pedestrian loading and accomdate typical environmental loading including snow and seismic conditions. The seawalk will not be designed to accomdate liquefaction of the slope as the structure is not considered occupied and based on MOS direction.

MRV Architects is developing the concept for the seawalk look, taking key elements from the previously completed Master Plan. Once the concept has been accepted by the MOS, MRV will develop a scope of work to complete the architectural design of the Seawalk.

## ***Schedule***

Following notice to proceed (NTP), expected January 5th, KPFF expects proceed with the upland design to generally follow the overall project schedule with the 60% design drawings submitted shortly after the main project 60% design.

General Ore Peninsula Project Schedule:

- Late January 2023– 60% Design, Upland Civil Early February
- 90% - March 2023
- 100% & Bidding – April 2023
- Project Bidding – May 2023

### ***Scope Amendment Fees***

This is the second scope amendment for the project. The total estimated not-to-exceed maximum fee, including reimbursable expenses, for the services described in this letter is **\$205,100**

Fees will be billed on an hourly basis using the hourly rates presented on the attached fee schedule. Hourly rates are based on a 2023 fee schedule and will be modified each calendar year. Reimbursable expenses will be billed at cost with no markup and no additional markup will be applied to subconsultants reimbursable expenses. All work will be performed in accordance with the attached Terms and Conditions.

We appreciate this opportunity to work with the Municipality of Skagway. We are available to discuss this proposal at your convenience. Please contact me at (206) 382-0600 should you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ed DeBroeck', with a long horizontal line extending to the right.

Ed DeBroeck, PE (WA & CA), DBIA, Associate  
CC: Bob Riley, PE, Principal

### **Attachments**

1. Detailed Fee Schedule
2. Sub-Consultant Proposals





December 28, 2022

Mr. Ed DeBroeck, PE, DBIA  
Associate  
KPFF  
1601 Fifth Avenue, Suite 1300  
Seattle, WA 98101  
[ed.debroeck@kpff.com](mailto:ed.debroeck@kpff.com)

RE: Skagway Ore Terminal – Uplands Civil Utility Design  
60%, 90%, 100% CD's and Bid Services Fee Proposal

**DEAR ED,**

RESPEC is pleased to submit this fee proposal for performing 60%, 90% and 100% bid ready construction documents for the Skagway Ore Terminal Uplands Utility Design. We have had several virtual meetings to discuss the on-going conceptual design and KPFF requested a scope of work and fee proposal from RESPEC to prepare bid ready documents. The basis of design for this fee proposal is the KPFF Respec scope item drawing dated December 19, 2022 and the 30% design plans dated August 24, 2022 with sea walk concept updates to coordinate with MRV Architects (MRV). The proposed marine improvements include a 500' long cruise ship dock, marine services platform, dolphin with integrated fuel header and roll on/roll off (Ro/Ro) float and ramp. RESPEC will utilize our existing base topographic mapping in preparation of the design documents. The following is our anticipated scope of work tasks and anticipated fees for this project.

**SCOPE OF WORK**

**Upland Utilities**

- Site civil demolition plans for uplands utilities and utilidor will be prepared.
- Design for new underground public water mains that are in conflict with the proposed dock structures. The reroute area will be from the south side of the access ramp of the cruise ship dock to the north side of the RoRo ramp, connecting to the water main near State Street. A review of the existing water system will be made to ensure adequate water supply/pressures for domestic and fire water use is available. A special pipe sleeve detail will be included showing the water line crossing beneath the railroad tracks.
- Design dry fire line water system at each dock location with a single Fire Department Connection (FDC) booster connection. The water line sizes shown in the December 15, 2022 KPFF drawings are as follows: Cruise ship dock, 4" fire and 6" domestic, MSP dock, 4" fire and 1" domestic, and for RO/RO 4" fire and 2" domestic. All domestic water lines will have a valving and meters located in a MOS approved hot box positioned on an elevated platform extension of the proposed dock.
- The Marine Service Platform and the RoRo Ramp are currently conflicting with two existing fire hydrants. Design scope will include removing these fire hydrants and installing two (2) new fire hydrants that don't conflict with access to these structures.

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SUITE 4  
JUNEAU, AK 99801  
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- The sanitary sewer outfall from the Alaska Marine Lines (AML) building and the storm drain outfall in the proposed dredging basin will be explored to determine if they are in conflict with the proposed improvements and if rerouting is necessary.
- Review of the existing railroad track system within the uplands and determining an optimum location for the relocated water mains and electrical duct bank while maintaining the railroad tracks. No rail road track extension or rail road track realignment is included in this scope of work.
- Reconstructed utilidor pavement section will be designed to accommodate industrial loadings where required per recommendations furnished by Hart Crowser Inc. Grading, paving and drainage of the reconstructed upland utility corridor.
- Gate access control at the MSP and RO/RO docks to prevent public from entering the docks.

#### Sea Walk

- Coordination with MRV's sea walk design from the south cruise ship dock location through the utilidor area providing horizontal and vertical layout for the proposed 12' wide sea walk. It is not anticipated that the sea walk will go all the way to the Broadway Dock at this time. Structural design for the sea walk structure by others.
- Compliance with the Americans with Disability Act (ADA) for the sea walk ramp transitions onto the proposed dock structures will be performed.
- Sea walk elevations and layout to route around or over existing and proposed fuel lines and associated valves. Fuel lines are anticipated to be underground from the RO/RO to the Marine Services Platform.
- Design of strategic access points to the rail road car passenger pickup/drop-off locations in conjunction with MRV's sea walk.
- Coordination with MRV on layout and extents of sea walk that incorporates Phase 3 conceptual design alternatives per Respec's markup of the concepts dated December 19, 2022.

#### Other Site Improvements

- Illustrating a 15,000 gallon above ground air tank with compressor on the uplands side with a 4" steel air supply line, electrical and comm lines routed beneath the utility road to the beginning of the AML float where it would be shown by KPFF. Pipe sleeve will be designed for at the utilidor road crossing.
- Close coordination with the KPFF dock designers on pier abutment locations, relocation of fuel lines and location of upland utility transition lines to pier and dock services.
- Close coordination with RESPEC electrical engineers on location of proposed electrical duct bank and transformers along the uplands shoreside and feeders to serve each dock structure. Demo of site electrical infrastructure by electrical engineer.
- Attend weekly design team coordination meetings with KPFF, assume weekly meetings from the first week in January through submittal of final bid ready construction documents in late April, estimated to be 16 meetings total.



- It is anticipated that Mark Pusich will travel to Skagway three (3) times to discuss the project design with MOS staff and KPFF. Anticipated trips at the end of the 60% submittal, end of the 90% submittal and one other trip if necessary.
- Estimate of civil engineering quantities will be prepared to accurately estimate the uplands utility construction costs for various design phases of the project.
- Each project milestone deliverable (60%, 90% and final bid ready) will include 11x17 PDF plan sets, PDF technical specifications and construction cost estimate for civil related uplands utility improvements.
- Construction drawings are anticipated to include survey control diagram, general notes, existing site conditions survey, site civil demolition plans, water system plan and profile view, construction details of water system and utilidor improvements, sea walk plan view layout and elevations, typical sections, grading, drainage, erosion and sediment control plans and technical specifications in CSI format.
- Provide bid support services during the advertising of the project. This includes responding to bidders questions, preparing addenda information as required and participating in the pre-bid meeting in Skagway.

### 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 \$95,315 without written authorization by KPFF.

Skagway Ore Dock Civil Uplands – Work Task Description	TIME & MATERIALS FEE
60% Drawings, Specifications and Civil Cost Estimate Submittal	\$40,695
90% Drawings, Specifications and Civil Cost Estimate Submittal	\$31,920
100% Signed Drawings, Specifications and Civil Cost Estimate Submittal	\$16,455
Bidding Services	\$6,245
<b>Estimated Time and Materials Fee Total =</b>	<b>\$95,315</b>

Attached herewith are fee spreadsheets as backup for the Ore Terminal Uplands Civil Utility design. Additional professional service 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

Per our meeting on December 15, 2022 the project deliverable schedule is as follows:

- 60% plans, specification and cost estimate submittal is due on January 15, 2023.
- 90% plans, specifications and cost estimate is due on March 24, 2023
- Final bid ready construction plans, specifications and cost estimate is due on April 26, 2023.



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](mailto:Mark.Pusich@respec.com)

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_







**COST ESTIMATE PER TASK**

<b>FIRM:</b> RESPEC		<b>PROJECT TITLE:</b> SKAGWAY ORE TERMINAL - CIVIL UPLAND UTILITY DESIGN									
<b>TASK No:</b> 3	<b>TASK DESCRIPTION:</b> UPLAND CIVIL UTILITY 100% BID READY DOCUMENTS							<b>DATE:</b> 12/28/2022			
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input type="checkbox"/> FPPE <input type="checkbox"/> T&E <input checked="" type="checkbox"/> CPFF <input type="checkbox"/>				<b>PREPARED BY:</b> 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	Final Plan Corrections			20	40						
2	Create Final PDF Submittal			3							
3	Final Specifications	2			8						
4	Final Quantity & Cost Estimates	2			12						
5	RESPEC QC Project Management	4									
6	Pusich Trip to Skagway	10									
7	Weekly Design Meetings with KPFF										
	1 hour each x 4 weeks	4			4						
<b>TOTAL HOURS</b>		22	0	23	64						
<b>* LABOR RATES (\$/HR)</b>		\$250.00	\$180.00	\$125.00	\$115.00						
<b>LABOR COSTS (\$)</b>		\$5,500.00	\$0.00	\$2,875.00	\$7,360.00						
EXPENSES					<b>COMMENTS:</b> 100% final bid ready construction drawings, specifications, quantities, and engineers cost estimate based on final MOS KPFF review comments and RESPEC in-house QC review.  Pusich trip to Skagway						
SUB-TASK No.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE							
	Xerox Copies	100	\$0.25	\$25.00							
	JNU Skagway JNU Travel	1	\$400.00	\$400.00							
	Skagway Hotel	1	\$175.00	\$175.00							
	Per Diem	1	\$120.00	\$120.00							
<b>TOTAL EXPENSES:</b> \$720					<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>		\$15,735				
					<b>IF CPFF, TOTAL INDIRECT COST @</b>		0.00% \$0				
					<b>FIRM'S TOTAL EXPENSES</b>		\$720				
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>		\$16,455				
<b>FIRM:</b>					<b>TOTAL SUBCONTRACTOR PRICES:</b>		\$0				
<b>AMOUNT:</b>											

\* 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.)

