

DAVA

PLANNING
ENGINEERING
SURVEYING

& ASSOCIATES, INC.

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February 26, 2013

374VPCXN/PRO

Norm Davis, Public Works Director
Town of Prescott Valley
7501 E. Civic Circle
Prescott Valley, AZ 86314

Dear Mr. Davis:

RE: Proposal for Construction Period Engineering Services
Viewpoint Drive @ Long Look Drive Intersection Improvements, CIP S #168.1

Dava & Associates, Inc. is pleased to provide this proposal for construction period engineering services for Viewpoint Drive at Long Look Drive Intersection Improvements. Our propose work scope is enclosed with the following estimated maximum fees summarized below:

Design Period Services	\$ 44,150.00
Quality Assurance w/ETC, Inc.	<u>\$ 6,930.00</u>
Construction Period Services Total	\$ 51,080.00

The above scope of services will be provided on a Fixed Fee basis in accordance with our Town Engineer contract and will not exceed the estimated maximum fee without prior authorization. If this proposed scope of services meets with your approval, we are ready to proceed at your direction.

Should you have any questions, please contact me.

Sincerely,

DAVA & ASSOCIATES, INC.


Gordon Bowers, P.E.
Civil Engineer

GB:pa

Encl.

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SCOPE OF PROFESSIONAL SERVICES and FEES

The Town of Prescott Valley opened bids for the Viewpoint Drive @ Long Look Drive Intersection Improvement Project, CIP No. S168.1, on February 25, 2013 and intends to award the construction contract to the Earth Resources Corporation. The project realigns the Viewpoint/Long Look intersection from the current offset condition to an aligned 4-way intersection. It involves constructing the new north leg of the intersection, widening Long Look Drive at the intersection, and improving a portion of the west leg with curb and sidewalk. The project duration is envisioned to last 90 days or 13 weeks beginning at the end of March and concluding at the end of June.

Dava & Associates, Inc. in association with Engineering & Testing Consultants, Inc. (ETC) is pleased to provide this Scope of Professional Services for construction period engineering services for the construction of the Viewpoint Drive at Long Look Drive Intersection Improvement Project. The basic service tasks Dava & Associates will accomplish for this project are listed herein.

Task 1 – Pre Construction Administration Services:Fixed Fee of \$1,450

Dava & Associates, Inc. will prepare an agenda and attend the pre-construction meeting with the Town and the Contractor to initiate the coordination for the construction activities. Pre-construction submittals will be reviewed and recommendations made to the Town on acceptance of Contractor proposals for materials and schedules used in the project.

Task 2 – Construction Period Control Surveys:Fixed Fee of \$ 14,930

Dava & Associates will provide Field Surveys to establish construction control to assist the Contractor in implementing the project. Computation and field survey will be done to set the pavement removal limits; provide slope stakes for the new roadway and channel construction; grade control for the water and culvert installation, grade control for material removal and concrete work; blue top grade control for subgrade and ABC; and final pavement markings.

Task 3 – Observation of Activities and Quality Assurance:Fixed Fee of \$ 18,200

In conjunction with Town personnel, Dava & Associates will provide observation of construction activities to monitor Contractor conformance to the intent of the project plans and specifications. We anticipate a ninety-day duration or 13 weeks to complete the work. We will attend weekly progress meetings to assist coordination of activities. Requests for Information (RIF's) will be reviewed and answered when presented. We will review and process change order requests, should the RIF process lead to alteration of the contractor's contract.

Task 4 – Quality Assurance:Fixed Fee of \$ 6,930

Quality Assurance services will be provided by Engineering Testing Consultants, Inc (ETC) who will provide construction observation during the ABC grading & paving operations. Quality Assurance Testing will be provided by ETC for monitoring water main and culvert installation, concrete flatwork and structure construction, roadway grading, and pavement placement. The testing will include density testing of trench backfill, ABC, and AC pavement; ABC PI tests; ABC and AC proctor, gradation, voids and Marshall tests; and concrete compression strength. These services will be requested and paid for on a cost plus basis as the circumstances dictate.

Task 5 – Preparation of Record Construction Drawings:Fixed Fee of \$ 5,420

Dava & Associates will measure as-constructed quantities and determine final accounting of constructed elements. Contractor payment requests will be evaluated and recommendation for payment will be submitted to the Town for their approval on a monthly basis. Project close-out documentation will be prepared and submitted. Dava & Associates will prepare the record construction drawings and submit a draft copy to the Town for their review and contribution. Based on collected comment, the final record drawings will be completed and presented on mylar and electronic format to the Town for their records.

Task 6 – Preparation of Reversionary Plat:Fixed Fee of \$ 4,150

The realigned segment of Viewpoint Drive north of Long Look is within property owned by the Town of Prescott Valley. To establish new right of way for the new roadway, it is recommended that the right of way be defined through the reversionary plat process which allows the Town Council to formally accept new rights of way. Additionally, the Reversionary Plat allows for the combination of properties which would be beneficial for the Town to combine the reminders of the Town-owned lots along the east side of the new roadway. Easements can also be assigned and accepted. Dava & Associates will prepare a Reversionary Plat to define a new 80-foot right of way and combine the remnants of the residential lots over which the new roadway traverses. The right of way for the existing Viewpoint Drive alignment must remain intact to allow for the continued access to the properties on the west side and accommodate existing utilities. The field work has been completed sufficiently to record the results by way of a Reversionary Plat. We will establish location for a new centerline monument at the intersection of Long Look Drive and Viewpoint Drive to be installed by contractor forces. Additional monuments along centerline and right of way will be placed by our survey crew and noted on the Plat. A draft of the Reversionary Plat will be submitted to Town staff for review and comment and a final version will be printed on Mylar for approval by Town Council and recording.

PROJECT FEES:

The estimated fixed fees for the above described scope of services are summarized below:

Task 1	\$ 1,450.00
Task 2	\$14,930.00
Task 3	\$18,200.00
Task 4	\$ 6,930.00
Task 5	\$ 5,420.00
Task 6	\$ 4,150.00

Fixed Fee Cost Not to Exceed:\$ 51,080.00

Should additional services not anticipated by this scope be identified over the course of the project, we will prepare and present supplemental project scopes for consideration. Consultant and Reimbursable expenses are included in the Fixed Fees above and cover consultant fees and foreseeable printing, reproduction, and survey materials costs normal to the work described. They include an administration charge of cost plus 10% in accordance with our Town Engineer's contract.