

DAVA

PLANNING
ENGINEERING
SURVEYING

& ASSOCIATES, INC.

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April 15, 2013

374GHLL/PRO

Norm Davis, P.E.
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
Long Look Drive Pavement Replacement Project, CIP S #351

Dava & Associates, Inc. is pleased to provide this proposal for construction period engineering services for the Long Look Drive Pavement Replacement Project. Our proposed work scope is enclosed with the following estimated maximum fees summarized below:

Construction Period Services	\$ 16,820.00
Quality Assurance w/ETC, Inc.	\$ <u>2,750.00</u>
Construction Period Services Total	\$ 19,570.00

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

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Encl.

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SCOPE OF PROFESSIONAL SERVICES and FEES

The Town of Prescott Valley opened bids for the Long Look Drive Pavement Replacement Project, CIP No. S351 on April 15, 2013 and intends to award the construction contract to the Earth Resources Corporation. The project replaces the pavement section on Long Look Drive from Glassford Hill Road east through the intersection of Lone Cactus Drive. The construction includes removing a semi-abrupt pavement profile distortion and replacing a non-functional storm drain pipe. No additional widening to Long Look Drive will be accomplished at this time. The project includes a pedestrian path on the north side of Long Look Drive between Glassford Hill road and Lone Cactus Drive. The project duration will last 25 days or 4 work weeks beginning after the school dismissal for summer break.

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 Long Look Drive Pavement Replacement 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 \$ 6,860

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 or grade control stakes for the new roadway subgrade; grade control for the water and culvert installation, blue top grade control for subgrade and ABC; and lay-out for final pavement markings.

Task 3 – Observation of Activities and Quality Assurance:Fixed Fee of \$ 4,400

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 twenty-one day duration or 4 work 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 \$ 2,750

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, 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. 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 \$ 2,360

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. 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 – Right of Way Record of Survey:Fixed Fee of \$ 1,805

The Long Look Pavement Replacement Project will destroy the monument set for locating the northwest corner of Section 14. Dava & Associates will reestablish the corner location and a location for a new centerline monument at the intersection of Long Look Drive and Lone Cactus Drive to be installed by contractor forces. Additional monuments along the centerline of Long Look Drive will be located by our surveyors and noted on the Record of Surevey. A draft of the Record of Survey will be submitted to Town staff for review and comment and a final version will be printed on Mylar and recorded at the Yavapai County Recorder’s Office.

PROJECT FEES:

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

Task 1	\$ 1,450.00
Task 2	\$6,860.00
Task 3	\$4,400.00
Task 4	\$ 2,750.00
Task 5	\$ 2,360.00
Task 6	\$ 1,805.00

Fixed Fee Cost Not to Exceed:\$ 19,570.00

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 material costs normal to the work described. They include an administration charge of cost plus 10% in accordance with our Town Engineer's contract.