



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

No. AM 144-2023

Meeting Date: March 7, 2023

1 **FROM: MAYOR**

2
3 **SUBJECT: AMENDMENT NO. 7 TO NON-ENCUMBERING CONTRACT 440000869**
4 **WITH HATTENBURG, DILLEY, & LINNELL ENGINEERING**
5 **CONSULTANTS, LLC (HDL) TO PROVIDE PROFESSIONAL**
6 **ENGINEERING SERVICES FOR CAPITAL IMPROVEMENT PROJECTS**
7 **FOR THE MUNICIPALITY OF ANCHORAGE (MOA), MERRILL FIELD**
8 **AIRPORT (MRI) (\$56,065).**
9

10 At the request of MRI, the MOA solicited proposals to provide professional engineering
11 services for various airport improvement projects. As a result, a contract with HDL was
12 approved on December 3, 2019, (AM 782-2019) for a Not to Exceed (NTE) amount of
13 \$3,564,920.00. The original contract amount awarded was \$822,840.00 with the amount
14 to increase as projects were negotiated and added over the term of the Contract ending
15 December 31, 2023.

16 Amendment No. 1, approved on November 4, 2020, added projects and increased the
17 contract NTE amount by \$1,466,659.00 to \$2,289,499.00.
18

19 Amendment No. 2, approved on April 30, 2021, added projects and increased the contract
20 NTE amount by \$230,770.00, from \$2,289,499.00 to \$2,520,269.00.
21

22 Amendment No. 3, approved on August 18, 2021, increased the contract NTE amount by
23 \$150,480.00, from \$2,520,269.00 to \$2,670,749.00.
24

25 AM 114-2022, approved on February 15, 2022, permitted an increase to the NTE amount
26 by \$1,504,430.00, from \$3,564,920.00 to \$5,069,350.00.
27

28 Amendment No. 4, approved on October 19, 2021, increased the contract NTE amount
29 by \$422,255.00, from \$2,670,749.00 to \$3,093,004.00.
30

31 Amendment No. 5, approved on March 7, 2022, increased the contract NTE by
32 \$1,504,430.00, from \$3,093,004.00 to \$4,597,434.00.
33

34 AM 548-2022 dated October 11, 2022, approved Amendment No. 6. It added an
35 additional \$1,299,721.00 to the Contract for engineering services on various capital
36 improvement projects, increasing the NTE from \$4,597,434.00 to \$5,897,155.00. Tasks
37 were to be funded was through the FAA CARES Act grant.
38

39 Proposed Amendment No. 7 will increase the contract by \$56,065.00, from \$5,897,155.00
40 to \$5,953,220.00. During preliminary consultation with FAA for the project, it was
41 understood that an environmental document would not be required. However, further
42 consultation with FAA after the project began determined that to comply with the National
43 Environmental Policy Act (NEPA) Guidance and CARES Act Funding, an environmental

1 document will be required. This amendment will cover the cost of providing this document
2 along with the associated work.

3
4 Based upon the above information and attached Department Memoranda, it is
5 recommended that the Assembly approve this increase in the contract NTE amount by
6 \$56,065.00, from \$5,897,155.00 to \$5,953,220.00. The Contract expiration date will
7 remain December 31, 2023.

8
9
10 Recommended by: Rich Sewell, Merrill Field Airport Manager
11 Concurrence: Rachelle A. Alger, Purchasing Director
12 Concur: Grant Yutrzenka, CFO
13 Concur: Kent Kohlhase, Acting Municipal Manager
14 Respectfully submitted: Dave Bronson, Mayor



Municipality of Anchorage

Dave Bronson, Mayor

---Merrill Field Airport---

MEMORANDUM

DATE: September 20, 2022

TO: Chris L. Hunter, Deputy Director
Rachelle A. Alger, Purchasing Director

FROM: Amy Garcia, Assistant Airport Manager, Merrill Field Airport

SUBJECT: Contract Amendment for HDL Engineering Consultants, LLC
Contract No. 4400000869 – MRI Building Repairs – Environmental Services

On February 23, 2021, Merrill Field Airport (MRI) solicited a proposal for inspection and evaluation of 11 airport-owned buildings. The purpose was to assess the buildings condition, itemize deficiencies, and recommend improvements. The existing conditions and recommended improvements were documented in the Merrill Field Airport Building Assessment Report (report) dated December 10, 2021. The report also included a recommended prioritized project list with planning level cost estimates based on feedback from MRI staff and maintenance personnel.

Then in December 2021, MRI solicited a proposal for design and construction administration services for the MRI Building Repair and Improvements project (project). The basic scope of the task is to complete additional inspection and design services to prepare Construction Manager/General Contractor (CM/GC) Delivery Method project that completes the work items identified in the report. Further, it is the intent to complete the project using CARES Act Funding.

During preliminary consultation with FAA for the project, it was understood that an environmental document would not be required. However, further consultation with FAA after the project began determined that in order to comply with National Environmental Policy Act (NEPA) Guidance and CARES Act Funding, an environmental document would be required. Therefore, in July 2022, MRI solicited a proposal from HDL to provide environmental services for the MRI Building Repair and Improvements project. The scope of services includes:

- Environmental document development
- Contaminated sites research
- Cultural resource assessment
- Section 106 Consultation
- Environmental scoping
- Government-to-Government consultation

This project falls within HDL's scope of work as outlined within Appendix A of their existing term contract. The environmental document and cultural resources are necessary for compliance with FAA's NEPA Guidance and CARES Act Funding.

Merrill Field requests HDL to perform this work based on the following:

1. Their in-depth knowledge of FAA's NEPA guidance;
2. Their extensive history on the airport and their trusted relationship with MRI-staff;
3. Their participation in project scoping and coordination with FAA for CARES Act Funds reimbursement (grant application);
4. HDL's demonstrated ability to perform quality work under accelerated schedules using a large, multi-disciplined team; and
5. Their immediate availability to begin the work.

As such, Merrill Field requests HDLs contract amount be increased by \$56,065 as described in their August 1, 2022, proposal.

Sincerely,

A handwritten signature in blue ink that reads "Amy Garcia". The signature is written in a cursive, flowing style.

Amy Garcia
Assistant Airport Manager, Merrill Field Airport