



STAFF REPORT

TO: Board of Commissioners

FROM: Chris Munson, Facilities Manager
Robiy Ellison, Facilities Supervisor

DATE: July 26, 2022

SUBJECT: **Avila Pier Utility Design Contract Amendment**

Recommendation / Proposed Motion

- **Recommendation:** District Staff recommends the Board of Commissioners review the staff report and proposal for Avila Pier Utilities Replacement Amendment in the amount of \$11,983. The existing approved budget is \$18,392. If approved, the new budget will be \$30,375.
- **Motion:** Approve use of an additional \$11,983 from the Avila Pier Rehabilitation Capital Project line item for utility replacement design by MKN.

Policy Implications

3042.12 - Consultants will be generally selected by the Board of Commissioners. The Harbor Manager may hire consultants for short term, "immediate need" projects, which costs are provided for in the budget and service costs are less than \$5,000. The Harbor Manager may also retain services of a consultant who has previously been approved by the Commission, provided that the Harbor Commission is notified in writing of such action. The Board of Commissioners will make its selection based on the consultant's experience and qualifications. The consultant shall be required to make a cost estimate for his/her services that will be used in his/her evaluation in the selection process.

District Major Objective/Goal

Objective #1 – Sustain and enhance the Harbor's finances, provide for needed infrastructure, expand revenue sources, and pay down long-term liabilities.

Fiscal Implications / Budget Status

The FY 2022/2023 budget includes \$1,845,000 for the Avila Pier Rehabilitation.

Alternatives Considered

The following actions were considered but are not recommended at this time:

- Maintaining the utilities as-is

Background

In July 2021, the Harbor Commission authorized the use of \$18,392 from the Avila Pier Rehabilitation budget for MKN Associates to develop a Utility Replacement Plan. The existing utility lines are showing advanced signs of age. There have been breaks and leaks to the water line, sewer line, and electric conduit caused by pier movement and storms. In addition, the existing alignment creates obstacles in the pedestrian walkway and impairs ADA accessibility. Improving public access and ADA accessibility is one of the main goals of Avila Pier's granting agencies and was a main reason for their awarding funds. The intent of the plan is to replace and relocate the utility lines out of the walkway, which will extend the life of the pier, improve access, and facilitate easier maintenance.

Discussion

In developing the Utility Replacement Plan, the District requested Fire Captain Dennis Byrnes of Cal Fire to provide comment. Based on his guidance, the District contracted a Fire Protection Engineer to assess fire demands and size the system accordingly. In addition, the District's Facilities Manager and Facilities Supervisor met with Captain Byrnes in Pismo Beach to discuss similar improvements to Pismo Pier that he recommended be incorporated into the Avila Pier design.

These changes and other unforeseen alterations and improvements resulted in the requested budget amendment. Some of the other changes include relocating the electric meter to the base of the pier from its current location about 150-ft down the pier, incorporating a separate domestic water line from the fire line, and simplifying the design of the utilities. Some of these changes will result in cost savings in materials, which will likely more than offset the additional design costs.

This task would not be reimbursable with grant funding but can be completed with the additional \$100,000 of District funding that was included as part of the budget.

Conclusion

Approving the amendment to the MKN contract will allow modification to and the completion of the Utility Replacement Plan to meet Cal Fire requirements and fulfill District objectives.

Staff recommends the Board approve funding of the amendment to the Avila Pier Utility Design contract as proposed by MKN.

Attachment(s): MKN Proposal Scope Amendment Request #1 - Avila Pier Utilities Replacement



MKN & Associates, Inc.
P O Box 1604
Arroyo Grande CA 93421
805 904 6530

Mr. Chris Munson
Facilities Manager
Port San Luis Harbor District
Sent via email: ChrisM@portsanluis.com

7/18/22

RE: Scope Amendment Request #1 (Rev. 1) - Avila Pier Utilities Replacement

Dear Chris,

MKN is currently under contract to provide engineering services for the Port San Luis Harbor District's (District) Avila Pier Utilities Replacement Project. Draft Plans, details, and materials list for replacement of the existing infrastructure was submitted in October 2021. The District subsequently received construction plans and details for a new horizontal wet standpipe system in accordance with the current editions of NFPA 13, NFPA 14, and NFPA 303. This Scope Amendment #1 is requested to incorporate the wet standpipe into the overall infrastructure replacement plans and details, and to provide a revised materials list to assist the District in procuring the materials for the project.

Our scope of work will include the following:

- Site visit and consultation with PGE to evaluate relocation of electrical to the exterior wall of restrooms at base of pier
- Prepare takeoffs and revise materials list per Horizontal Wet Standpipe Plans
- Design a new 2-inch PVC waterline and meter
- Incorporate new light standards
- Integrate new light mounting
- Revise pull boxes/electrical details
- Coordinate pipe details and materials with Horizontal Wet Standpipe Plans

This work is proposed to be performed on a time-and-materials basis for a fee not to exceed \$11,983 according to the attached budget spreadsheet and the 2022 rate sheet. The existing approved budget is \$18,392. If approved the new budget will be \$30,375.

Please let me know if you have any questions.

Sincerely,

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

Jon Hanlon, PE
Principal Engineer
Attachments: Budget Spreadsheet, 2022 MKN Fee Schedule

PSLHD Avila Pier - Scope Amendment 1

	Principal Engineer	Senior Engineer	Assistant Engineer	Drafting	Administrative Assistant	Total Hours	ODCs	Subconsultant (Otto)	Total MKN Labor	Total Cost
Revise Plans to Incorporate Collins Planset										
Prepare takeoffs and revise materials list per Collins' Plans						0	\$ 240	\$ 1,760	\$ -	\$ 2,000
Prepare takeoffs and revise materials list per Collins' Plans		2	8			10	\$ 47		\$ 1,556	\$ 1,603
New 2-inch PVC waterline and meter		4	4			8	\$ 41		\$ 1,372	\$ 1,413
Incorporate new light standards		2				2	\$ 12		\$ 396	\$ 408
integrate new light mounting		2	2			4	\$ 21		\$ 686	\$ 707
Revise pull boxes/details		2	2			4	\$ 21		\$ 686	\$ 707
Coordinate pipe details and materials with Collins' Plans		2	4			6	\$ 29		\$ 976	\$ 1,005
QA/QC	3					3	\$ 20		\$ 660	\$ 680
Project Management/Meetings/Coordination	4					4	\$ 26		\$ 880	\$ 906
Drafting				16		16	\$ 74		\$ 2,480	\$ 2,554
Subtotal	7	14	20	16	0	57	\$ 531	\$ 1,760	\$ 9,692	\$ 11,983
TOTAL	7	14	20	16	0	57	\$ 531	\$ 1,760	\$ 9,692	\$ 11,983

Billing Rates	\$/hr
Principal Engineer	220
Senior Engineer	198
Assistant Engineer	145
Drafting	155
Administrative Assistant	100

Mileage to be reimbursed at IRS rate





2022 FEE SCHEDULE FOR
PROFESSIONAL SERVICES

ENGINEERS AND TECHNICAL SUPPORT STAFF

Engineering Technician	\$90/HR
Administrative Assistant	\$100/HR
CAD Technician I	\$115/HR
CAD Design Technician II	\$140/HR
Senior Designer	\$155/HR
Assistant Engineer I	\$125/HR
Assistant Engineer II	\$145/HR
GIS Specialist	\$150/HR
Planner	\$170/HR
Senior Planner	\$190/HR
Project Engineer I/ Senior Scientist	\$170/HR
Project Engineer II	\$180/HR
Senior Project Engineer I	\$190/HR
Senior Project Engineer II	\$198/HR
Project Manager	\$200/HR
Principal Engineer	\$220/HR
Project Director	\$250/HR

CONSTRUCTION MANAGEMENT SERVICES

Construction Inspector	\$162/HR
Assistant Resident Engineer	\$169/HR
Resident Engineer	\$184/HR
Construction Inspector	\$197/HR
Construction Manager	\$201/HR
Principal Construction Manager	\$236/HR

Routine office expenses such as computer usage, software licenses and fees, telephone charges, office equipment and supplies, incidental postage, copying, and faxes are included as a 3% fee on labor cost.

The foregoing Billing Rate Schedule is effective through December 31, 2022 and will be adjusted each year after at a rate of 2 to 5%.

DIRECT PROJECT EXPENSES

Outside Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Travel & Subsistence (other than mileage)	Cost
Auto Mileage	Current IRS Rate - \$.58.5/mi.