



July 12, 2024

Tyson Ames  
Municipality of Skagway, Public Works Director  
P.O. Box 415  
Skagway, AK 99840  
[t.ames@skagway.org](mailto:t.ames@skagway.org)

RE: MOS AB Mountain Communication Facility Site Improvements  
Construction Administration Fee Proposal

**DEAR TYSON,**

RESPEC is pleased to submit to you the following fee proposal to provide limited construction administration services for the Municipality of Skagway (MOS) AB Mountain Communication Facility Site Improvements project. The site contains communication buildings/equipment for AT&T, GCI, State of Alaska and MOS emergency communications equipment that are not secured from the public and this construction project will install perimeter security fencing with a new gate to provide site security. The following is our anticipated scope of work and associated fees for this project.

### **SCOPE OF WORK**

The construction contract bids were opened on this project on July 9, 2024. Hamilton Construction was the low bidder with a base bid amount of \$207,160 and an additive alternate no. 1 bid amount of \$70,800. MOS is in the process of approving the bid with the additive alternate no. 1. The completion date for the project is October 15, 2024. We have assumed a four (4) week duration project for the contractor to perform the work. No long lead items are anticipated for this project.

RESPEC will prepare a pre-construction meeting agenda, prepare meeting minutes and attend the preconstruction meeting in Skagway. Preconstruction photographs of the project site will be performed.

Construction administration services will include contractor submittals of fencing and gate materials, rolling gate, concrete, structural fill, base course grading D-1 and culvert extension materials. RFI review, pay application review, and review of any requested change orders will be made. Project engineer will travel to Skagway to perform substantial completion site visit with punch list creation and final inspection with final punch list creation. Final project closeout will be made with final pay application. No startup or commissioning is involved with this project.

Our fee proposal breakdown with associated work tasks for construction administration for the MOS AB Communications Tower project is as follows:

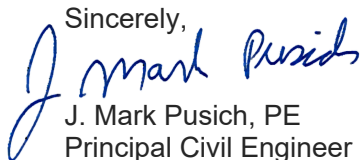
9109 MENDENHALL MALL RD.  
SUITE 4  
JUNEAU, AK 99801  
907.780.6060



MOS AB MOUNTAIN COMMUNICATION FACILITY SITE IMPROVEMENTS CA/INSPECTION WORK TASKS		ESTIMATED FEE
1	<b>Pre-Construction Conference</b> –Prepare Agenda, Attend Meeting in Skagway, Prepare Minutes CE Sr. – 12 hours x \$250/hour + CE- 4 hours x \$150/hour AK Seaplanes Travel w/markup = Juneau Airport Parking =	\$3,600 \$575 \$20
2	<b>Submittal Reviews</b> (Fence, Gate, Concrete, Culvert, Earthwork) CE- 5 hours x \$150/hour	\$750
3	<b>Contract Administration</b> (RFI's, Change orders, Pay requests, etc.) – 4 Weeks @ 6 Days/Week @ 1 hour/Day @ \$250/hour =	\$6,000
4	<b>Substantial Completion Inspection</b> , Prepare Punch List 12 hours x \$250 = AK Seaplanes Travel w/markup = Juneau Airport Parking =	\$3,000 \$575 \$20
5	<b>Final Inspection</b> , Final Inspection Punch List Final Change Order/Pay Estimate, Project Closeout 16 hours x \$250 = AK Seaplanes Travel w/markup = Juneau Airport Parking =	\$3,000 \$575 \$20
<b>CONSTRUCTION ADMINISTRATION TIME AND MATERIALS FEE TOTAL =</b>		<b>\$18,135</b>

No daily inspection visits, material testing or as-builts will be prepared. Additional deliverables, tasks, meetings and coordination beyond those outlined in this scope of work, shall be considered additional services and shall be billed on a time and expenses basis or negotiated lump sum.

We appreciate the opportunity to be of service to MOS on this important community 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  
 907-780-6060

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

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