



Date: May 14, 2024

Honorable Mayor and Council Members:

Author and title: Riley Powers, Assistant Engineer

Title: **DOWL Contract Award for Construction Support Services for the 2024 Paving and Drainage Project (C2402) and Trail Pavement Maintenance Project (C2418)**

Jen Callaway, Town Manager

Recommended Action: Authorize the Town Manager to execute a contract with DOWL for construction support services for the 2024 Paving and Drainage Project (C2402) and 2024 Trail Maintenance Project (C2418) in the amount of \$121,000; and authorize a 10% contingency amount of \$12,100 for a total authorized expenditure amount of \$133,100.

Discussion: The 2024 Paving and Drainage Project (C2402) and the 2024 Trail Maintenance Project (C2418), awarded to Sierra Nevada Construction (SNC) at the April 23, 2024 Council meeting, consists of repaving roughly eight (8) miles of public roadways and 4 miles of Class I Trail (shown in **Attachment A**).

Typically, the Town relies on seasonal construction staff to provide construction oversight and inspection on Capital Improvement Projects (CIP). However, the seasonal staff that have been performing inspection and Resident Engineer duties for the Town are not able to provide full-time services this summer. As such, the Town flew an ad for an in-house seasonal temporary Construction Inspector, but did not receive any qualified applicants.

Designated Source Justification

To acquire the necessary construction support services, a Request for Qualifications (RFQ) for Construction Management and Inspection Services was advertised on the Town website in February. A copy of that RFQ is included in **Attachment B** of this staff report. Town Staff reviewed proposals from consultants to provide inspection and Resident Engineer services for Town CIPs. The top three firms (Construction Materials Engineers, Inc., 4LEAF, Inc., and DOWL) were placed on a pre-qualified on-call list for the Town. DOWL was identified as the ideal candidate for the 2024 Paving and Drainage Project (C2406) and the 2024 Trail Maintenance Project (C2018) due to their availability, experience with similar projects, and their office location in Reno providing reasonable proximity for travel.

Attachment C presents the proposed scope of work and cost estimate for the contract with DOWL. The cost estimate includes daily construction inspection/observation to ensure that quantities are appropriately tracked, and the work performed by the contractor is in accordance with the project plans and specifications. DOWL's on-site Field Project Representative (FPR) will coordinate work schedules, work locations, utility adjustments, and any necessary materials testing with the Town Project Manager and the Contractor. The DOWL FRP will also submit Daily Inspection Reports to the Town Project Manager.

Staff recommend that the Council authorize the Town Manager to execute a contract with DOWL for construction support services for the 2024 Paving and Drainage and 2024 Trail Maintenance projects in

the amount of \$121,000 with 10% contingency amount of \$12,100 for a total authorized expenditure amount of \$133,100.

Priority:

<input type="checkbox"/> Enhanced Communication	<input checked="" type="checkbox"/> Climate and Greenhouse Gas Reduction	<input type="checkbox"/> Housing
<input checked="" type="checkbox"/> Infrastructure Investment	<input type="checkbox"/> Emergency and Wildfire Preparedness	<input type="checkbox"/> Core Service

Fiscal Impact: The contract will be tracked and charged individually to both the 2024 Paving and Drainage Project (C2402) and the 2024 Trail Maintenance Project (C2418). The estimated DOWL contract costs for both of these projects is estimated to be as follows:

- 2024 Paving and Drainage Project (C2402): \$79,860
- 2024 Trail Maintenance Project (C2418): \$41,140

The adopted budgets for both C2402 and C2418 are adequate to fund the DOWL contract and contingency amount.

Public Communication: The Town of Truckee website was used to notify the Construction Management and Inspection RFQ.

Attachments:

Attachment A: Project Map

Attachment B: Construction Management and Inspection Services Request for Qualifications

Attachment C: DOWL Scope of Work and Cost Estimate