



December 3, 2025

Jackie C. Wilde, City Manager  
City of Whittier  
660 Whittier Street  
Whittier, Alaska 99693-0608

**RE: Continued Technical Review Assistance for City Land Use Permit Applications & Mountain Goat Court Feasibility Evaluation**

Dear Ms. Wilde,

We are pleased to submit this proposal to provide continued technical review assistance on an as needed basis in support of the City's land use permit applications; and to conduct an evaluation on the feasibility of developing Mountain Goat Court.

**Scope of Services**

**Land Use Application Reviews**

We will continue to provide technical reviews of the Land Use Permit Application in accordance with the terms outlined in our May 9, 2025, proposal letter and City Task Order #33 dated June 5, 2025.

While the number of anticipated land use applications is unknown, our team has provided reviews of 5 applications over the last 6 months. Including overall project management support, we've expended close to \$18,000 of our \$25,000 budget during this 6-month period. If this process is amenable, we request an additional \$18,000 to provide another 6 months of technical assistance.

**Mountain Goat Court Development Feasibility**

We understand the City would like a preliminary evaluation of the feasibility of developing Mountain Goat Court to provide access to undeveloped lands.

We are not recommending a land survey at this time, as we intend to use existing and readily available data including contours, property lines, ownership, zoning and land status information. However, a site visit to walk the proposed route and gather general site information relative to the terrain and stream crossing, is included.

Additional work to support the evaluation will include establishing proposed design criteria (based on Shotgun Cove Road), generating the rough order of magnitude (ROM) costs to develop the road in accordance with this criteria relative to max grades, max rock cuts and stream crossing requirements, and then identifying three potential routes from Mountain Goat Court to provide future access to upper lots.

The findings will be compiled in a brief draft document and submitted to the City for review and comment prior to finalizing. The findings will help the City determine if a subsequent analysis is warranted.

If determined feasible, we propose to advance the project with a Design Study Report (DSR) that will include LIDAR, modeling, and hydrologic and hydraulic analysis to firm up assumptions and further refine required improvements to develop Mountain Goat Court and identify preferred alignment for uphill access. The full scope, schedule and fee estimate for the DSR will be provided at a later date, pending the outcome of this initial feasibility evaluation.

### **Schedule**

We are immediately available to continue to support the Land Use Application process.

We anticipate the site visit for Mountain Goat Court analysis to occur in mid-December and a draft of the feasibility evaluation to be submitted to the City on or before January 31, 2026. Depending on the level of review comments, we expect to finalize the evaluation within 2 weeks of comment receipt.

### **Deliverables**

We will continue to use the Land Use Application process already established for those deliverables.

The draft and final feasibility evaluation of Mountain Goat Court including 11x17 figures will be submitted via e-mail in pdf format.

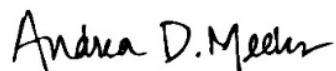
### **Fee**

We propose completing ongoing technical assistance for Land Use Applications for \$18,000 and the Mountain Goat Court Feasibility Evaluation for \$23,902, both under the existing Term Contract with the City of Whittier. A breakout of hours for the Mountain Goat Court evaluation is included.

We look forward to continuing our relationship with the City of Whittier and supporting you and your team. Please don't hesitate to call or e-mail me with any questions.

Sincerely,

CRW Engineering Group, Inc.



Andrea Meeks, PE  
Principal/Civil Engineer

Attachment: Fee Estimate - Mountain Goat Court Feasibility Evaluation

**Mountain Goat Court Feasibility Evaluation**  
**CONTRACT FEE PROPOSAL**

City of Whittier, Alaska  BASIC SERVICES  December 3, 2025	Labor Category, Rate & Projected Hours						Cost \$			
	CRW Engineering Group						Total Labor	Expenses	Total Subtask	Total Task
	Engineer XXIV	Engineer XXIII	Engineer IX	Planner XII	Technician XX	Administrative XIII				
Task & Subtask Description	\$235	\$230	\$160	\$150	\$170	\$140				
<b>Task 0010 - Data Collection and Review</b>										
Data Collection		4	8	8			\$3,400		\$3,587	
Site Visit		12				2	\$3,040	\$187	\$3,227	
<b>Total Task 0010:</b>		16	8	8		2	\$6,440	\$187	\$6,440	<b>\$6,440</b>
<b>Task 0020 - Feasibility Evaluation</b>										
Design Criteria & Concept Level Layout		4	4	4	4		\$2,840		\$2,840	
Upper Level Access Review		4	4	4	4		\$2,840		\$2,840	
ROM Cost Estimates		4	4				\$1,560		\$1,560	
<b>Total Task 0020:</b>		12	12	8	8		\$7,240		\$7,240	<b>\$7,240</b>
<b>Task 0030 - Summary Report</b>										
Draft Summary Report	1	8	8	2	2		\$3,995		\$3,995	
Review Meeting with City	1	1	1				\$625		\$625	
Final Summary Report	1	4	4	2	2		\$2,435		\$2,435	
<b>Total Task 0030:</b>	3	13	13	4	4		\$7,055		\$7,055	<b>\$7,055</b>
<b>Task 0040 - Project Management</b>										
Project Management & Coordination	1	8				2	\$2,355		\$2,355	
Progress Meeting with City	1	1	1				\$625		\$625	
<b>Total Task 0040:</b>	1	8				2	\$2,980		\$2,980	<b>\$2,980</b>
<b>TOTAL BASIC SERVICES:</b>	<b>5</b>	<b>50</b>	<b>34</b>	<b>20</b>	<b>12</b>	<b>4</b>	<b>\$23,715</b>	<b>\$187</b>	<b>\$23,902</b>	<b>\$23,902</b>

*Notes and Assumptions:*

- 1) Assumes all meetings will be accomplished via online meeting or teleconference.
- 2) Expenses include mileage, per diem and tunnel fee. A 10% mark-up is allowed on direct expenses.