



March 5, 2012  
W.O. 60884

Mr. Jon Clark, Manager  
Public Works  
Municipality of Anchorage  
P.O. Box 196650  
Anchorage, Alaska 99519-6650

Subject: Fire Stations 3 and 9 Site Selection Study  
Proposal for Planning Services

Dear Mr. Clark:

DOWL HKM appreciates this opportunity to request approval of additional services for tasks outside of our original scope of work for the Fire Stations 3 and 9 Site Selection Study. The additional task items include numerous additional meetings, including those with the City Manager, the Mayor, Battalion Chiefs, and Anchorage Fire Department personnel, performing GIS modeling, and identifying and evaluating a number of additional sites that were out of the original search parameters.

At this time, DOWL HKM proposes to provide these additional services with a lump sum budget of \$35,455. This total fee is in addition the previously approved contract for \$53,920.00 and consists of the following components:

**Fire Station 9**

Planning Services.....\$12,930.00

**Fire Station 3**

Planning Services.....\$22,525.00

The above budget assumes:

- One community council meeting for each Fire Station.
- Potential sites have been narrowed down to Johns RV Park and Pacific Northern Academy. If additional sites are required to be reviewed, this will be done under a separate contract.
- No cost estimates are included in this proposal.
- Site plans are based on assumed footprint size and are not exact.

We will keep you advised of the progress of our work and should any unanticipated conditions arise that indicate a change in the level of effort anticipated or budget needed, we would not initiate new work tasks without first resolving the changes with you and receiving your authorization to continue.

Our monthly detailed billings will keep you advised of actual costs as they accrue on the project. Fees and all other charges will be billed monthly as work progresses, and the amount of each billing

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shall be due and payable within 30 calendar days of such billing. Any portion of a billing not paid within 30 days of the billing date shall be considered delinquent and shall bear a delinquency charge of one percent per month of the unpaid invoice amount.

If you have any questions regarding this project, please contact me at our office.

Sincerely,  
DOWL HKM



Timothy C. Potter  
Senior Planner

Attachments:  
Fee Schedule  
Standard Terms and Conditions

D60884.Clark.MJR.030512.tla

This proposal/agreement and the Standard Contract Terms and Conditions are accepted, and DOWL HKM is authorized to proceed with the work.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date