

City of Dillingham Action Memorandum

Agenda of: August 7, 2014

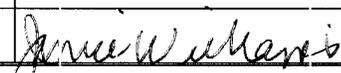
Action Memorandum No. 2014-12

Subject:

Award a three year contract for Engineering Services to Michael L. Foster & Associates, Anchorage

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
X	Finance Director		8/7/14
X	Public Works Director		
X	City Clerk		8/7/14

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

An RFP for Engineering Services was advertised for 30 days on the City website and an ad placed in the Bristol Bay Times, July 3 and July 10. A committee of four individuals reviewed the six proposals. The criteria for scoring included - Sr. Engineer and Proposed Team, Project Fee, Project Experience, Project Methodology and References. The City received proposals from Dowl HKM, Bristol Engineering Services Corp., Summit Consulting Services, Taku Engineering Services, LeMay Engineering & Consulting, and Michael L. Foster & Associates, Inc.

During the week of August 4, Gary Gordon and Manager Loera will meet with the top three companies in Anchorage, and references checked. The name of the recommended firm will be announced at the August 7 Council Meeting.

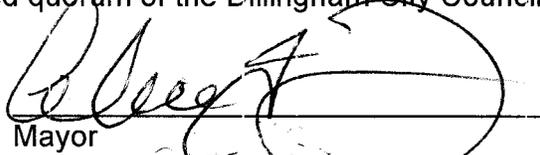
We would like to offer a three year contract to Michael L. Foster & Associates for Engineering Services for the City of Dillingham not to exceed the fee in the proposal.

Action Memorandum No. 2014-12

Summary Statement continued:

A fiscal note will be provided at the Council Meeting.

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on August 7, 2014



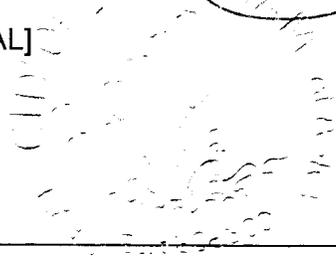
Mayor

ATTEST:



City Clerk

[SEAL]



**City of Dillingham
Fiscal Note**

Agenda Date August 7, 2014

Request: _____

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT	
AMOUNT REQUESTED:		FUNDING SOURCE <input type="checkbox"/> YES <input type="checkbox"/> NO	
\$	169,200	Landfill Oxidation, WasteWater Treatment Plant, and other grants	
FROM ACCOUNT		Project	
XXXX 8520 30 XX 0000 0	\$ 169,200	Various Capital Projects	
TO ACCOUNT:	VERIFIED BY:	Carol Shade	Date: 8/7/2014

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Legal				
Major Equipment				
Land/Buildings				
Professional				
TOTAL OPERATING	\$ -	\$ -	\$ -	\$ -

Capital (Engineering)	\$ 56,400	56,400	56,400	
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds	56,400	56,400	56,400	
BBEDC CDBG				
TOTAL FUNDING	56,400	56,400	56,400	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See AM 2014-12

PREPARED BY: Carol Shade

August 7, 2014

DEPARTMENT: Finance Department

August 7, 2014