

City of Dillingham Action Memorandum

Agenda of: December 8, 2016

Action Memorandum No. 2016-22

**Subject:**

Award contract for the design of the Lake Road Fire Station Extension

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City Manager: Recommend Approval

Signature: Rose Loera

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Fiscal Note:  Yes  No

Funds Available:  Yes  No

Other Attachments:

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**Summary Statement:**

At the September 1, 2016 Council meeting, the Council adopted Resolution No. 2016-54 to advertise an RFP to extend the Lake Road Fire Station using funds from the Ambulance Replacement Fund.

The RFP was advertised from 9/16 - 10/17/2016. Three engineering firms responded to the RFP with LCG Lantech, Inc. receiving the highest score with a not-to-exceed amount of \$55,629. At the November 3 Council meeting, the Council amended the amount to a not-to-exceed amount of \$57,000, and postpone action until the December 8 meeting. Council members will be given a tour of both fire stations immediately preceding the December 8 Council meeting.

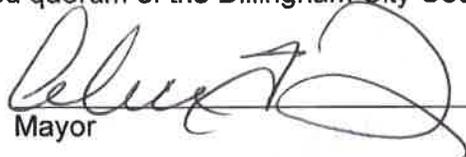
Staff recommends award of the contract for a design with the understanding that the City may not go out for bid for the project until sometime in the future.

Action Memorandum No. 2016-22

Summary Statement continued:

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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council  
on 1/29/17.

  
Mayor

ATTEST:

[SEAL]

  
City Clerk

Route to	Department Head	Date
X	Finance Director	
X	Fire Dept. Coordinator	
X	City Clerk	

City of Dillingham  
Fiscal Note

Agenda Date: December 8, 2016

Contract w/ LCG Lantech for Design of Lake Road Fire House Extension

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <span style="float: right;">\$57,000</span>		FUNDING SOURCE <b>Ambulance Replacement Fund</b>	
FROM ACCOUNT  7110 7620 20 27 0000 0 <span style="float: right;">\$55,629</span>		Project  <b>Design Lake Road Fire House Extension</b>	
TO ACCOUNT:	VERIFIED BY: <u>Navin Bissram</u>	Date:	<u>11/30/2016</u>

EXPENDITURES

OPERATING	FY17			
<b>TOTAL OPERATING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ 57,000.00			
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REVENUE				
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FUNDING

General & Special Rev. Funds				
State/Federal Funds				
Other	\$ 57,000.00			
<b>TOTAL FUNDING</b>	<b>\$ 57,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Action Memorandum 2016-22

PREPARED BY: Navin Bissram

November 30, 2016

DEPARTMENT: Finance

APPROVED BY: \_\_\_\_\_

