



Alice Ruby, Mayor

*City Council Members*

- Elizabeth Pearch • Scott King • Bob Himschoot
- Keggie Tubbs • Chris Napoli • Tim Sands

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**DILLINGHAM CITY COUNCIL  
MEETING AGENDA**

David B. Carlson Council Chambers

Dillingham City Hall, 141 Main Street, Dillingham, AK 99576 (907) 842-5212

<b>SPECIAL MEETING</b>	<b>7:00 P.M.</b>	<b>AUGUST 29, 2011</b>
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**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF AGENDA**

**IV. SPECIAL BUSINESS**

- A. Adopt Resolution No. 2011-71, A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Advertising Requirements to Award the Purchase of a New Ford F150 Truck from Cal Worthington Ford for the Animal Control Vehicle
- B. Adopt Resolution No. 2011-72, A Resolution of the Dillingham City Council Authorizing the City Manager to Enter into a Lease Agreement with Ford Motor Credit for the Animal Control Vehicle
- C. Adopt Resolution No. 2011-73, A Resolution of the Dillingham City Council Authorizing the City Manager to Enter into a Lease Agreement with Ford Motor Credit for the Fire Department Truck
- D. Adopt Resolution No. 2011-74, A Resolution of the Dillingham City Council Authorizing the City Manager to Enter into a Lease Agreement with Ford Motor Credit for the Public Safety Vehicle
- E. Discussion of the Animal Shelter Property (Action may be taken by the Council following the discussion)
- F. Discussion of Options to Repair City Force Main (Action may be taken by the Council following the discussion)
- G. Discussion of Sale Strategy for City Apartment Building Sale/Disposition (Action may be taken by the Council following the discussion)
- H. Report on Picnic Park Bank Stabilization

**V. CITIZEN'S DISCUSSION (Open to the Public)**

- VI. COUNCIL COMMENTS**
- VIII. MAYOR'S COMMENTS**
- IX. ADJOURNMENT**

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2011-71

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE ADVERTISEMENT REQUIREMENTS TO AWARD THE PURCHASE OF A NEW FORD F150 TRUCK FROM CAL WORTHINGTON FORD**

WHEREAS, the City of Dillingham is looking to replace one its fleet equipment and the cost is over \$20,000; and

WHEREAS, the City of Dillingham received a price quote from Cal Worthington Ford which was based on the Government Fleet price; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130, Exemptions, Section B., allows exemptions to the purchasing restrictions if the City Council determines that the public interest would be best served by waiving the procedures, and that such determination must be made in the form of a resolution adopted prior to the proposed action; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions, Section B. 3, the services or articles are budget items which were approved by the City Council when the budget was adopted;

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to waive the advertisement requirements and proceed with the purchase of a new Ford F150 Truck.

PASSED and ADOPTED by the Dillingham City Council on August 29, 2011.

SEAL:

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Janice Williams, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2011-72

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY  
MANAGER TO ENTER INTO A LEASE AGREEMENT WITH FORD MOTOR CREDIT  
FOR THE ANIMAL CONTROL VEHICLE**

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WHEREAS, an animal control vehicle was budgeted in the Equipment Replacement Capital Project Fund Budget Items for FY2012; and

WHEREAS, the vehicle currently used for the Animal Control Department was identified on the Five Year Capital Equipment Replacement Schedule as needing to be replaced; and

WHEREAS, the total cost of the Animal Control Vehicle is \$29,346.36, including freight; and

WHEREAS, the budget line item was assigned \$8,000.00, to reflect the first lease payment, plus freight, on a five year lease under the Ford Motor Company Municipal lease program with annual payments;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the purchase of a new Ford F150 Styleside Regular Cab Truck with canopy and Public Safety package;

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to enter into a Municipal Lease Agreement with Ford Motor Credit for \$24,000.00, vehicle only, at 5.70% fixed interest, for a term of five (5) years, with an annual payment of \$5,346.36, and a purchase option of \$1.00 at the end of the lease.

PASSED and ADOPTED by the Dillingham City Council on August 29, 2011.

SEAL:

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Janice Williams, City Clerk

City of Dillingham Information Memorandum No. R2011-72

Subject: A Resolution of the Dillingham City Council Authorizing the City Manager to enter into a Lease Agreement with Ford Motor Credit for the Animal Control Vehicle

Agenda of: August 29, 2011

City Council Action:

Manager: Recommend approval.

Interim City Manager: Carol A. Shade  
Carol A. Shade

Route To:	Department / Individual	Initials	Remarks
X	Finance Director	CS	
X	Chief of Police		
X	Public Works Director		
X	City Clerk	JW	

Fiscal Note: Yes X No \_\_\_ Funds Available: Yes X No \_\_\_

Other Attachment(s):

- Lease document

Summary Statement.

The Animal Control Officer is currently using an Explorer to transport animals when he picks them up. Per the Lead Mechanics narrative; The vehicle is 16 years old with 86,383 miles and has been driven 46,758 miles in the last 5 years. The past 5 years maintenance cost has been \$11,950, or \$2,390 per year. The vehicle is a poor match to the job requirements. Dogs/cats are transported in the vehicle resulting in animal waste in the car. Rear carpets have been removed, but vehicle still stinks inside, and is unsanitary. Vehicle has a cracked windshield, minor body dents, paint chips and rust spots. Engine burns oil. Vehicle has been in the shop frequently with driveline, steering, and suspension problems; 4 wheel drive, door latch/handles and window problems. Replacement with a truck was recommended.

City of Dillingham received a government price quote from Cal Worthington Ford at a savings of \$7,902 from list price and proceeded to fill out lease paperwork with Ford Motor Credit.



CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2011-73

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY  
MANAGER TO ENTER INTO A LEASE AGREEMENT WITH FORD MOTOR CREDIT  
FOR THE FIRE DEPARTMENT TRUCK**

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WHEREAS, a vehicle for the Fire Department was budgeted in the Equipment Replacement Capital Project Fund Budget Items for FY2011; and

WHEREAS, the vehicle was never purchased in FY2011 and the Fire Department's vehicle was in an accident in FY2011; and

WHEREAS, the funds from FY2011 were rolled forward into FY2012; and

WHEREAS, three quotes were received from three Ford dealerships; and

WHEREAS, Kendall Ford of Wasilla was the lowest responsive bidder; and

WHEREAS, the total cost of the Fire Department Vehicle is \$29,146.00 including freight; and

WHEREAS, the budget line item was assigned \$8,000.00, to reflect the first lease payment, plus freight, on a five year lease under the Ford Motor Company Municipal lease program with annual payments;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the purchase of a new Ford F150 4x4 Super and Public Safety package;

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to enter into a Municipal Lease Agreement with Ford Motor Credit for an estimated \$26,846.00, for the vehicle only, at 5.70% fixed interest, for a term of five (5) years, with an annual payment of \$5,369.25, and a purchase option of \$1.00 at the end of the lease.

PASSED and ADOPTED by the Dillingham City Council on August 29, 2011.

SEAL:

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Janice Williams, City Clerk

Subject: A Resolution of the Dillingham City Council Authorizing the City Manager to enter into a Lease Agreement with Ford Motor Credit for the Fire Department Vehicle

Agenda of: August 29, 2011

City Council Action:

Manager: Recommend approval.

Interim City Manager: Carol A. Shade  
Carol A. Shade

Route To:	Department / Individual	Initials	Remarks
X	Finance Director	<i>CS</i>	
X	Chief of Police		
X	Public Works Director		
X	City Clerk	<i>JW</i>	

Fiscal Note: Yes X No \_\_\_ Funds Available: Yes X No \_\_\_

Other Attachment(s): None

Summary Statement.

The Fire Department vehicle was originally approved as a small transport vehicle in the FY2011 capital equipment budget. In April 2011 the Fire Department jeep was in an accident rendering it unusable. Subsequently the Fire Department has submitted their need for a Truck for hauling equipment in addition to transporting fire department volunteers.

Three price quotes were solicited by the Public Works Director:

Kendall Ford, Wasilla	\$22,803
Cal Worthington Ford	\$23,193
Seekins Ford, Fairbanks	\$24,992

Kendall Ford, Wasilla was the low bidder. The total cost of the vehicle is based on the vehicle cost of \$22,803, freight, \$2,300 and financing \$4,043, for a total of \$29,146.

City of Dillingham  
Fiscal Note

Agenda Date: August 29, 2011

Request: \_\_\_\_\_

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$ 29,146.00		FUNDING SOURCE <b>General Fund and Fire Dept.</b>	
FROM ACCOUNT 30-14-800.810 Major Equipment \$ 8,000.00 01-30-800.810 Major Equip \$ 21,146.00		Project  <b>Fire Department Truck</b>	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	8/25/2011

EXPENDITURES

OPERATING	FY12	FY13	FY14	FY15/FY16
Personnel				
Fringe Benefits				
Capital Equipment	\$8,000.00			
Major Equipment		5,369.25	5,369.25	10,407.50
Land/Buildings				
Miscellaneous				
<b>TOTAL OPERATING</b>	<b>\$ 8,000.00</b>	<b>\$ 5,369.25</b>	<b>\$ 5,369.25</b>	<b>\$ 10,407.50</b>

CAPITAL	8,000.00			
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REVENUE				
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FUNDING

General Fund		\$ 5,369.25	\$ 5,369.25	\$ 10,407.50
State/Federal Funds				
Other				
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 5,369.25</b>	<b>\$ 5,369.25</b>	<b>\$ 10,407.50</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: Carol Shade

August 25, 2011

DEPARTMENT: Finance Department

August 25, 2011

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

\_\_\_\_\_

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2011-74

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY  
MANAGER TO ENTER INTO A LEASE AGREEMENTS WITH FORD MOTOR  
CREDIT FOR THE PUBLIC SAFETY VEHICLE**

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WHEREAS, a vehicle to replace the 1995 Bronco at Public Safety was identified in the Five Year Capital Equipment Replacement Schedule for FY2013; and

WHEREAS, the Lead Mechanic has stated that the existing unit could last longer if not used as a Public Safety response vehicle; and

WHEREAS, three quotes were received from three Ford dealerships; and

WHEREAS, Kendall Ford of Wasilla was the lowest responsive bidder; and

WHEREAS, the total cost of the Public Safety Vehicle is \$40,846 including freight of \$2,300.00; and

WHEREAS, the budget line item was assigned \$8,000.00, to reflect the first lease payment, plus freight, on a five year lease under the Ford Motor Company Municipal lease program with annual payments; and

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the purchase of a new Ford Expedition and Public Safety package;

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to enter into a Municipal Lease Agreement with Ford Motor Credit for an estimated \$38,546.00, at 5.70% fixed interest, for a term of five (5) years, with an annual payment of \$7,709.27, and a purchase option of \$1.00 at the end of the lease.

PASSED and ADOPTED by the Dillingham City Council on August 29, 2011.

SEAL:

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Janice Williams, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: August 29, 2011

Request: \_\_\_\_\_

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:  \$ 40,846.00		FUNDING SOURCE <b>General Fund and Public Safety Dept</b>	
FROM ACCOUNT 30-14-800.810 Major Equipment \$ 8,000.00 01-20-800.810 Major Equij \$ 32,846.00		Project  <b>Public Safety Vehicle</b>	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date: 8/25/2011	

EXPENDITURES

OPERATING	FY12	FY13	FY14	FY15/FY16
Personnel				
Fringe Benefits				
Capital Equipment	\$8,000.00			
Major Equipment	2,300.00	7,709.27	7,709.27	15,127.46
Land/Buildings				
Miscellaneous				
<b>TOTAL OPERATING</b>	<b>\$ 10,300.00</b>	<b>\$ 7,709.27</b>	<b>\$ 7,709.27</b>	<b>\$ 15,127.46</b>

CAPITAL	8,000.00			
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REVENUE				
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FUNDING

General Fund	\$ 2,300.00	\$ 7,709.27	\$ 7,709.27	\$ 15,127.46
State/Federal Funds				
Other				
<b>TOTAL FUNDING</b>	<b>\$ 2,300.00</b>	<b>\$ 7,709.27</b>	<b>\$ 7,709.27</b>	<b>\$ 15,127.46</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: Carol Shade

August 25, 2011

DEPARTMENT: Finance Department

August 25, 2011

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

\_\_\_\_\_

City of Dillingham Information Memorandum No. R2011-74

Subject: A Resolution of the Dillingham City Council Authorizing the City Manager to enter into a Lease Agreement with Ford Motor Credit for the Public Safety Vehicle

Agenda of: August 29, 2011

City Council Action:

Manager: Recommend approval.

Interim City Manager: Carol A. Shade  
Carol A. Shade

Route To:	Department / Individual	Initials	Remarks
X	Finance Director	CS	
X	Chief of Police		
X	Public Works Director		
X	City Clerk	gw	

Fiscal Note: Yes X No \_\_\_ Funds Available: Yes X No \_\_\_

Other Attachment(s): None

The 1995 Ford Bronco was originally on the replacement list for FY2013, however the Lead Mechanic has stated that the Bronco could last longer if not used for a Public Safety Response Vehicle. Per the Lead Mechanic; 1995 Ford Bronco is 16 years old with 48,627 miles and has been driven 28,916 miles in the last 5 years. Past 5 year maintenance cost \$17,555 or \$3,511 per year. Vehicle was involved in a collision in December 2009 and sustained front end/body damage. Even with \$11,042 in repairs the vehicle was not restored to pre-collision condition, could continue to be utilized by the city, but as a police patrol vehicle should be replaced soon.

Three price quotes were solicited by the Public Works Director:

Cal Worthington Ford	\$34,998
Kendall Ford, Wasilla	\$32,741
Seeking Ford, Fairbanks	\$36,264

The low bid was Kendall Ford of Wasilla for \$32,741. This is the amount that is financed. There is \$5,805.34 in interest cost over the life of the lease and an estimated \$2,300, for a total of \$40,846.

**AURORA SMC, Inc.**

35555 Kenai Spur Hwy #132  
Soldotna, AK 99669  
Cell (760) 567-6868  
Fax (907) 375-2906  
smcropsey@netzero.net  
steve\_cropsey@me.com

TO: Honorable Mayor and City Council  
CC: City Manager  
FROM: Steve Cropsey, PM/OCR  
SUBJ: Animal Shelter  
DATE: August 25, 2011

The owner of the building that currently houses the animal shelter has indicated an interest in selling the property. The discussion of terms and conditions indicate the owner would consider a price, for the property, at the high end of \$200,000. Purchasing the property would include negotiation of an agreed upon price and then having the property appraised by a professional appraiser to ensure the negotiated price is supported by the appraisal.

The Council will recall that the City has a lease on the animal shelter property at the monthly rate of \$1,500.

In discussing the matter with the loan officer at Wells Fargo Bank the bank could make a loan to the City secured by the property. If the City financed \$200,000 of the purchase price the monthly payment would be approx. \$1,200 per month.

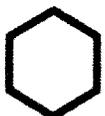
When the City began providing shelter for the animals in City provided facilities there was discussion of building a shelter at the landfill. Speaking with Robby Capps of F&W Const. and using the new insulated fully improved metal building recently completed for Nushagak Electric as a rough estimate guideline, Robby believes a new similarly constructed building of about 2000 sqft. would cost \$200 per sqft or \$400,000.

The animal control service is operating very well from the existing facility leased from Mr. Buchholz. The lease expires June 30, 2012.

A third alternative, to those mentioned above, would be to prepare an RFP advertised publically which would describe the need for the City to purchase an appropriate facility. The RFP would describe the basic needs and ask owners of property meeting the basic requirements to respond. The responses would be evaluated and ranked according to predetermined scoring criteria. The City Council would be presented with the results and staff would recommend a course of action. I have used this approach many times when securing housing units for school teachers to lease and the same principles would apply in a program to purchase a facility.

Appropriate City Council action would be to make a motion to:

1. Negotiate a purchase with the owner of the facility currently used as a shelter and bring the results back to Council for direction on how to proceed.
2. Prepare an RFP for construction of an animal shelter building at the Landfill. The RFP is for a design and build project advertised to Licensed Contractors.
3. Prepare an RFP for the City purchase of an existing structure for use as an animal shelter



**AURORA SMC, Inc.**

35555 Kenai Spur Hwy #132  
Soldotna, AK 99669  
Cell (760) 567-8868  
Fax (907) 375-2906  
smcropsey@netzero.net  
steve\_cropsey@me.com

TO: Honorable Mayor and City Council  
CC: City Manager  
FR: Steve Cropsey, PM/OCR  
SUBJ: Force Main  
DT: August 25, 2011

The City engaged the firm of Bristol Engineering Environmental Services Corp. (BEESC) to prepare plans and specifications to relocate the sewer force main that was discovered exposed, on the beach, last September by the Corps of Engineers in front of the bulkhead wall at Snag Point. BEESC has prepared a ready for construction set of plans and specifications. The BEESC engineer's estimate for construction including contingency is nearly \$4million.

In order to be considered for a USDA grant a 3<sup>rd</sup> party engineer's options analysis is required. This analysis basically evaluates all the options available and associates the related cost estimates for each option. The engineering firm PND Engineers was retained to perform this analysis.

Three options were identified as being reasonable alternatives not only for relocating the force main but included an analysis of protecting the eroding sheet pile bulkhead wall which protects the shore line in the Snag Point area. The options are described in the Executive Summary included herewith.

On August 9, 2011 a teleconference was held which included Dan Forster the City Manager Designate, Jody Seitz City Planner, Hank Boggs Public Works Dir., Dempsey Thieman, Principal PND Eng. and Steve Cropsey PM / OCR. After considerable discussion and evaluation of all combinations of the various tasks and costs associated with such tasks the group arrived at a unanimous consensus opinion that the approach which is the most cost effective and which permanently protects the force main and provides some short term protection for the bulkhead is as follows:

1. Horizontal Directional Drill (HDD) Force Main Installation-**Cost est. \$1.45 Million**  
**REF: See Option # 3 Appendix C-ROUGH-ORDER-OF-MAGNITUDE COST ESTIMATE-Attached**
2. Reinforce the existing bulkhead wall with tiebacks and new whaler- **Cost est. \$486,500**  
**REF: See Option 1 Item # 3 Appendix C-ROUGH-ORDER-OF MAGNITUDE COST ESTIMATE- Attached**

- i. *It is very important to note that the PND Erosion Study allows that the bulkhead needs armor rock protection costing an additional \$3.7 million completed depending on storm events between one and five years. See Note #3 of Option 1*



**AURORA SMC, Inc.**

The DEC loan proceeds can only be used for the force main portion of the project. Therefore a combination of funds scenario must be used if the DEC loan is to be used to partially fund the project. The force main relocation (approx \$1.45m) would be funded by the DEC loan and the bulkhead reinforcement (approx \$436,500) would be funded by the Legislative allocation. This would then leave approx \$1.3m of the Legislative allocation available to pay for a portion of the armor rock.

Another approach is to fund both the sewer force main relocation and the bulkhead reinforcement through the Legislative allocation. This would leave the City debt free for costs associated with this project.

Using directional drilling and reinforcing the bulkhead saves nearly \$2.5 million from the cost of relocating the force main under the city streets from the pump station to the lagoon.

The plan, should the Council give staff direction to proceed, would be to prepare a Request For Proposal (RFP) to provide engineering services to include design solutions for items 1a and 1b as described above. The intent would be to have the design completed and ready for bid in early Spring 2012 thereby taking advantage of the favorable summer construction season.

Construction on the force main as designed by BEESC could not have begun before late September 2011 due to the final funding solution. This would have put a premium cost on the construction activities due to the freight costs at that time of year and could have possibly put the project over budget before it even started.

The risk in waiting until spring and implementing the solution recommended here is a possible force main failure over the winter. The Public Works Dept. has removed sand and surface material from under the existing line allowing the line to settle lower into the beach surface; this should provide more protection than it had going into winter last year. The Public Works crew has added joint collars to 4 additional exposed sections. And, this year a pumper truck is on site and ready for use to haul sewerage from the lift station in the event of a force main line failure.

Appropriate Council action would be to make a motion to;

1. Concur with the Staff and PND Engineers recommendation to prepare an RFP for Engineer Design Services, which incorporates items identified in 1 and 2 above. *(This would also have the affect of suspending any further action on the BEESC force main relocation plan.)*  
or
2. Proceed with the force main relocation as designed by BEESC. The project would be put out for bid in early spring for construction in summer 2012. Staff is to proceed with loan negotiations with DEC and use the Legislative allocation as the balance of the funding source.  
or
3. Direct staff to \_\_\_\_\_.



**EXECUTIVE SUMMARY**

This report analyzes alternatives and develops concept designs for protection and relocation of a sanitary sewer force main along the bluff at Snag Point located at the confluence of the Wood River, Nushagak River and Bristol Bay in Dillingham, Alaska. The force main is located approx. 20 to 30 ft seaward of a tied-back steel Z-sheet pile bulkhead constructed in 1999 by the US Corps of Engineers (USACE). The shoreline has and continues to erode and the beach elevation is scouring (lowering). As a result of the erosion, the USACE bulkhead is close to failure and a portion of the sewer force main is now exposed on the beach. Interim repair measures such as adding gravel to cover the force main have not been effective. The force main must be protected or relocated as it cannot remain exposed on the beach where it would likely be damaged and breached, causing spill, as well as potential damage to the environment, fisheries and public health.

A separate engineering design effort is underway by others to relocate the sewer force main through the City of Dillingham, eliminating risk of future erosion. This study was conducted to develop, consider and evaluate other alternatives which may be less costly and/or less disruptive to City operations while providing long-term erosion protection for the sewer force main.

A number of alternatives were evaluated. The most promising alternatives are listed below, including their Rough-Order-of-Magnitude cost estimate. Due to the importance of the existing USACE wall to the City, it is recommended that additional reinforcement and erosion protection be provided for the existing USACE bulkhead in the near future as it is very close to failure and will be much more costly for repair after failure. For this reason, the USACE wall repair cost is included in the total cost of each alternative, even if it is not associated with the relocation of the sewer force main. The estimated timeframe and associated cost for installation of the bulkhead reinforcement and erosion protection are provided for each alternative.

Alt.	Description	Force Main Cost (\$MM)	USACE WALL Reinforcement		Total Cost (\$MM)
			Timeframe	Cost (\$MM)	
1	Install new force main near toe of bulkhead.	1.84	1-year	3.7	5.54
2	Install new force main deeper near existing location	1.29	5 years	5.7	6.99
3	Horizontal Directional Drill (HDD) Force Main Installation	1.45	N/A*	4.3*	5.75*
4	Protect Existing force main in-place	Not Practical			

\*Wall reinforcement and erosion protection is not necessary for the sewer force main protection under this alternative.

The recommended alternative, Alt. 3, utilizes horizontal directional drilling (HDD) to install a new heavy wall HDPE force main pipe located inland from the existing USACE bulkhead and Snag Point Bluff. The HDD installed force main is proposed to be installed substantially inland of the bluff and would therefore be protected from the coastal erosion forces. The HDD sewer line would be installed at 20-40 ft depth and generally follow Main St to 1<sup>st</sup> Avenue alignment. Proposed tie-in locations with existing sewer force main are near the City T-dock and near the end of Main St, however these locations can be easily adjusted if needed.

The HDD alternative is completely independent of the USACE wall and its installation does not reinforce or protect the existing wall which is presently near failure due to inadequate sheet pile embedment for scour at the site.

The USACE wall should be reinforced and protected from scour in the summer of 2011 as failure of the wall is eminent in some locations. Failure of the USACE wall would expose Snag Point bluff to erosion likely leading to loss of bluff uplands, city utilities and private property. Cost to repair the wall after partial failure will be significantly more than reinforcements made prior to failure.

Both Alternative 1 and Alternative 2 utilize standard trenching for installation of a new force main located seaward of the existing USACE bulkhead with the primary difference between the alternatives being the location of the force main. Typical trenching construction techniques will be challenged working in the lower portion of the tidal zone, short work periods, flooding, siltation, dewatering, etc.

Alternative 1 locates the force main near the toe of the existing USACE wall which requires the wall to be reinforced with a new waler and tie backs prior to installation of the pipe. The initial cost for Alternative 1 is estimated at approximately \$1,844,000. Erosion protection rock would be required to be installed within 1 year of installation of the main at an estimated additional cost of \$3,700,000, resulting in a total project cost for Alt 1 of approximately \$5,544,000.

Alternative 2 locates the new sewer force main deeper near the existing force main location at an estimated initial cost of approximately \$1,290,000. However this alternative has the highest total cost estimated at approximately \$6,995,000 due to the larger volume of erosion protection rock required to protect the proposed force main at this location. Reinforcement of USACE bulkhead would not be required at the time of installation but is recommended for long term stability of the wall. It recommended that erosion protection be placed at the toe of the bulkhead and over the proposed force main location within 5 years to reduce future erosion.

The alternatives evaluated do not fix the long term, regional scale, shoreline erosion hazards. A regional master plan is recommended to address the larger problem, and develop a practical plan for shoreline stabilization and/or shoreline retreat at Dillingham.

If the sewer force main pipe is not relocated and/or protected in some manner, prior to arrival of fall storms, the pipe must be protected in a temporary manner by reburying the pipe, placing temporary sand bags over the pipe or other protective measures until a permanent protection of the pipe can be installed.

**APPENDIX C**

**ROUGH-ORDER-OF-MAGNITUDE COST ESTIMATE**

**DILLINGHAM SEWER FORCE MAIN REPAIR**  
**Option 1 - Relocate Force Main Adjacent to Bulkhead**  
**ROM COST ESTIMATE**

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
<b>1 MOB / DEMOB &amp; SITE CLEANUP</b>				
Mob & Demob	LS	All Req'd	\$ 200,000	\$ 200,000
Site Cleanup	LS	All Req'd	\$ 10,000	\$ 10,000
<b>MOB / DEMOB &amp; SITE CLEANUP SUBTOTAL =</b>				<b>\$ 210,000</b>
<b>2 RELOCATE EXISTING FORCE MAIN</b>				
Site Preparation	LS	All Req'd	\$ 10,000	\$ 10,000
Pumping and Trench Box	LS	All Req'd	\$ 100,000	\$ 100,000
Furnish and Install New Force Main	LF	1,900	\$ 250.00	\$ 475,000
Furnish and Install Bedding	CY	200	\$ 40.00	\$ 8,000
Temporary Sewer and Trucking	LS	All Req'd	\$ 25,000	\$ 25,000
Existing Sewer Main Tie-ins	LS	All Req'd	\$ 50,000	\$ 50,000
Remove and Dispose of Existing Force Main	LS	All Req'd	\$ 30,000	\$ 30,000
<b>RELOCATE EXISTING FORCE MAIN SUBTOTAL =</b>				<b>\$ 698,000</b>
<b>3 EXISTING BULKHEAD REINFORCEMENT</b>				
Furnish and Install New Tie Backs	ea	108	\$ 3,000	\$ 324,000
Furnish and Install Waler	LF	1,625	\$ 100	\$ 162,500
<b>EXISTING BULKHEAD REINFORCEMENT SUBTOTAL =</b>				<b>\$ 486,500</b>
<b>CONSTRUCTION TOTAL =</b>				<b>\$ 1,394,500</b>
Construction Contingency		20%		\$ 278,900
<b>CONSTRUCTION TOTAL w/ CONTINGENCY =</b>				<b>\$ 1,674,000</b>
<b>4 ENGINEERING SERVICES</b>				
Final Design Engineering (5% of Construction)	LS	All Req'd	\$ 70,000	\$ 70,000
Permitting Assistance	LS	All Req'd	\$ 10,000	\$ 10,000
Bidding Assistance	LS	All Req'd	\$ 15,000	\$ 15,000
Construction Admin. (Periodic On-Site Inspection)	LS	All Req'd	\$ 75,000	\$ 75,000
<b>ENGINEERING SERVICES SUBTOTAL =</b>				<b>\$ 170,000</b>
<b>PROJECT TOTAL w/ CONTINGENCY =</b>				<b>\$ 1,844,000</b>

**Notes:**

1. Installation of existing bulkhead reinforcement (tie backs and waler) is required prior to installation of the force main for this alternative.
2. Bulkhead erosion protection should be installed within 1-year of sewer force main relocation.
3. Cost of erosion protection (armor rock) is estimated at approximately \$3,700,000
4. Erosion protection will require long term maintenance.

**DILLINGHAM SEWER FORCE MAIN REPAIR**  
**Option 2 - Bury Force Main Near Existing Location**  
**ROM COST ESTIMATE**

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
<b>1 MOB / DEMOB &amp; SITE CLEANUP</b>				
Mob & Demob	LS	All Req'd	\$ 200,000	\$ 200,000
Site Cleanup	LS	All Req'd	\$ 10,000	\$ 10,000
<b>MOB / DEMOB &amp; SITE CLEANUP SUBTOTAL =</b>				<b>\$ 210,000</b>
<b>2 RELOCATE EXISTING FORCE MAIN</b>				
Site Preparation	LS	All Req'd	\$ 10,000	\$ 10,000
Pumping and Trench Box	LS	All Req'd	\$ 100,000	\$ 100,000
Furnish and Install New 10-inch DIP Force Main	LF	1,900	\$ 275.00	\$ 522,500
Furnish and Install Sand Bedding	CY	200	\$ 40.00	\$ 8,000
Temporary Sewer and Trucking	LS	All Req'd	\$ 25,000	\$ 25,000
Existing Sewer Main Tie-ins	LS	All Req'd	\$ 50,000	\$ 50,000
Remove and Dispose of Existing Force Main	LS	All Req'd	\$ 30,000	\$ 30,000
<b>RELOCATE EXISTING FORCE MAIN SUBTOTAL =</b>				<b>\$ 745,500</b>
 <b>CONSTRUCTION TOTAL =</b>				<b>\$ 955,500</b>
Construction Contingency		20%		\$ 191,100
<b>CONSTRUCTION TOTAL w/ CONTINGENCY =</b>				<b>\$ 1,147,000</b>
<b>3 ENGINEERING SERVICES</b>				
Final Design Engineering (5% of Construction)	LS	All Req'd	\$ 48,000	\$ 48,000
Permitting Assistance	LS	All Req'd	\$ 10,000	\$ 10,000
Bidding Assistance	LS	All Req'd	\$ 15,000	\$ 15,000
Construction Admin. (Periodic On-Site Inspection)	LS	All Req'd	\$ 75,000	\$ 75,000
<b>ENGINEERING SERVICES SUBTOTAL =</b>				<b>\$ 148,000</b>
 <b>PROJECT TOTAL w/ CONTINGENCY =</b>				<b>\$ 1,295,000</b>

**Notes:**

- Design life for this option is dependent on the rate of beach erosion and is estimated to be approximately 7-10 years without erosion protection
- Cost of erosion protection and additional tie-backs for the USACE wall is estimated at approximately \$5,700,000
- Erosion protection will require long term maintenance.

**DILLINGHAM SEWER FORCE MAIN REPAIR**  
**Option 3 - New HDD Installed Force Main**  
 ROM COST ESTIMATE

Item	Unit	Quantity	Unit Price	Amount
<b>1 MOB / DEMOB &amp; SITE CLEANUP</b>				
Mob & Demob	LS	All Req'd	\$ 300,000	\$ 300,000
Site Cleanup	LS	All Req'd	\$ 10,000	\$ 10,000
<b>MOB / DEMOB &amp; SITE CLEANUP SUBTOTAL =</b>				<b>\$ 310,000</b>
<b>2 NEW HDD INSTALLED FORCE MAIN</b>				
Site Preparation	LS	All Req'd	\$ 10,000	\$ 10,000
Geotechnical Investigation	LS	All Req'd	\$ 150,000	\$ 150,000
Furnish New 10-inch HDPE Force Main	LF	2,400	\$ 50.00	\$ 120,000
Horizontal Directional Drill (HDD) Installation	LF	1,900	\$ 175.00	\$ 332,500
Conventional Trench Installation	LF	500	\$ 100.00	\$ 50,000
Temporary Sewer and Trucking	LS	All Req'd	\$ 25,000	\$ 25,000
Existing Sewer Main Tie-ins	LS	All Req'd	\$ 50,000	\$ 50,000
Remove and Dispose of Existing Force Main	LS	All Req'd	\$ 30,000	\$ 30,000
<b>RELOCATE EXISTING FORCE MAIN SUBTOTAL =</b>				<b>\$ 767,500</b>
<b>CONSTRUCTION TOTAL =</b>				<b>\$ 1,077,500</b>
Construction Contingency		20%		\$ 215,500
<b>CONSTRUCTION TOTAL w/ CONTINGENCY =</b>				<b>\$ 1,293,000</b>

**3 ENGINEERING SERVICES**

Final Design Engineering (5% of Construction)	LS	All Req'd	\$ 54,000	\$ 54,000
Permitting Assistance	LS	All Req'd	\$ 10,000	\$ 10,000
Bidding Assistance	LS	All Req'd	\$ 15,000	\$ 15,000
Construction Admin. (Periodic On-Site Inspection)	LS	All Req'd	\$ 75,000	\$ 75,000
<b>ENGINEERING SERVICES SUBTOTAL =</b>				<b>\$ 154,000</b>

**PROJECT TOTAL w/ CONTINGENCY = \$ 1,447,000**

**Notes:**

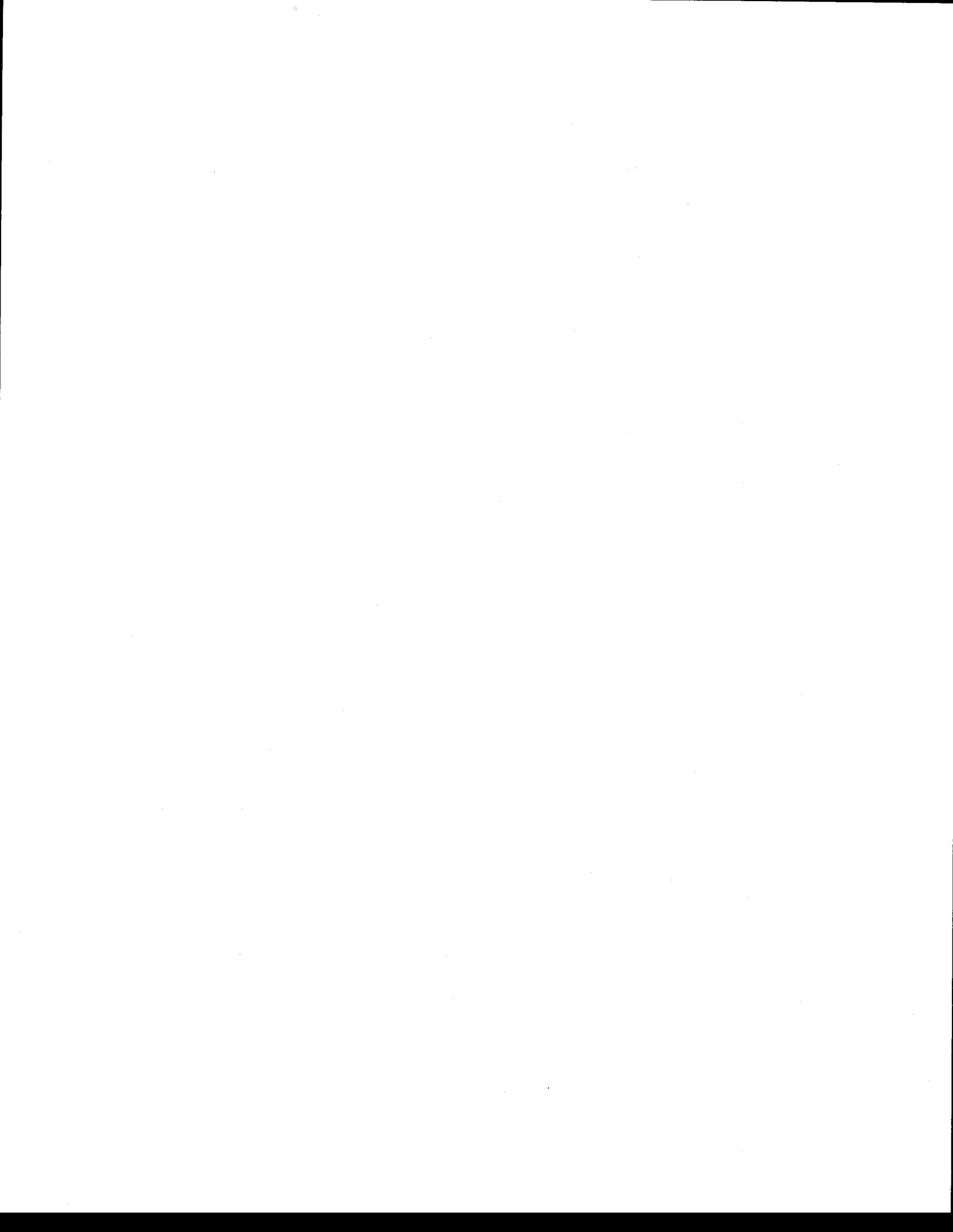
1. Installation of erosion protection not required for this alternative.
2. Installation of erosion protection is strongly recommended for wall stability and protection of Snag Point bluff.
3. Cost of erosion protection and additional tie-backs for the USACE wall is estimated at approximately \$4,300,000
4. Erosion protection will require long term maintenance.

**DILLINGHAM USACE WALL EROSION PROTECTION**  
ROM COST ESTIMATE

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
<b>1 MOB / DEMOB &amp; SITE CLEANUP</b>				
Mob & Demob	LS	All Req'd	\$ 400,000	\$ 400,000
Site Cleanup	LS	All Req'd	\$ 10,000	\$ 10,000
<b>MOB / DEMOB &amp; SITE CLEANUP SUBTOTAL =</b>				<b>\$ 410,000</b>
<b>2 ARMOR ROCK</b>				
Excavate Revetment Toe	CY	3,500	\$ 15	\$ 52,500
Furnish and Install Geotextile	SY	5,500	\$ 10	\$ 55,000
Furnish and Install Underlayer Rock	Ton	5,400	\$ 100	\$ 540,000
Furnish and Install Armor Rock	Ton	14,800	\$ 125	\$ 1,850,000
<b>ARMOR ROCK SUBTOTAL =</b>				<b>\$ 2,497,500</b>
<b>3 EXISTING BULKHEAD REINFORCEMENT</b>				
Furnish and Install New Tie Backs	ea	108	\$ 3,000	\$ 324,000
Furnish and Install Waler	LF	1,625	\$ 100	\$ 162,500
<b>EXISTING BULKHEAD REINFORCEMENT SUBTOTAL =</b>				<b>\$ 486,500</b>
<b>CONSTRUCTION TOTAL =</b>				<b>\$ 3,394,000</b>
Construction Contingency		20%		\$ 678,800
<b>CONSTRUCTION TOTAL w/ CONTINGENCY =</b>				<b>\$ 4,073,000</b>
<b>4 ENGINEERING SERVICES</b>				
Final Design Engineering (4% of Construction)	LS	All Req'd	\$ 100,000	\$ 100,000
Permitting Assistance	LS	All Req'd	\$ 10,000	\$ 10,000
Bidding Assistance	LS	All Req'd	\$ 15,000	\$ 15,000
Construction Admin. (Periodic On-Site Inspection)	LS	All Req'd	\$ 75,000	\$ 75,000
<b>ENGINEERING SERVICES SUBTOTAL =</b>				<b>\$ 200,000</b>
<b>PROJECT TOTAL w/ CONTINGENCY =</b>				<b>\$ 4,273,000</b>

**Notes:**

1. Installation of erosion protection is strongly recommended for wall stability and protection of Snag Point bluff.
2. Erosion protection will require long term maintenance.



**AURORA SMC, Inc.**

35555 Kenai Spur Hwy #132  
Soldotna, AK 99669  
Cell (760) 567-6868  
Fax (907) 375-2906  
smcropsey@netzero.net  
steve\_cropsey@me.com

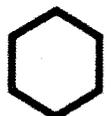
TO: Honorable Mayor and City Council  
CC: City Manager  
FR: Steve Cropsey, PM/OCR  
RE: City Apartment Building Sale/Disposition  
DT: August 24, 2011

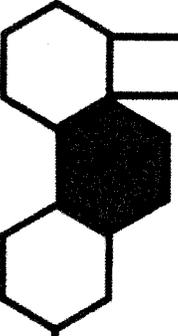
The City Apartment Building (CAB) is now scheduled for sale at auction September 17, 2011. Grubstake Auction Co. will handle the sale. Grubstake has posted sale information on their website [www.grubstakeauction.com](http://www.grubstakeauction.com). It is on the Auction Calendar under the Sept. 17 date. I met with Grubstake staff on Friday, August 19<sup>th</sup> to work on logistics and sale details.

The personal property is straight forward. Personal property will be sold as lots consisting of one item to a "basket" of items. The sale is scheduled to begin at 11:00 AM with the real property scheduled to sell @ 12:00 noon. Most of the building materials will sell after the real property in order to provide the real property buyer an opportunity to bid on them.

In order to maximize the sale price of the real property several conditions are offered which it is believed will enhance the sale price. These conditions are as follows:

1. Use sale proceeds to pay off the IRS Tax lien, which currently is attached to both the real and personal property in the estimated amount of \$61,388.31. Paying this will relieve the buyer of any issues concerning the IRS lien attached to the property.
2. Offer seller financing pursuant to the following terms:
  - a. Require 33% of the sale price as the down payment up to a sale price of \$600,000. This strategy allows the price to go higher than \$600,000 but the buyer's down payment does not have to be more than about \$200,000.
  - b. If the buyer chooses to pay cash they would receive a 10% discount on the amount above the down payment that the City would have financed. For instance if the high bid was \$600,000 and the down payment was about \$200,000 then the amount the City would carry back would be about \$400,000. The discount for cash would adjust the total price to \$560,000. (\$400,000 less 10% or 40,000 plus the down payment of \$200,000)
  - c. The seller financing would be offered at 8.0 % interest with payments amortized over 20 years all due in 10 years. (The





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**AURORA SMC, Inc.**

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monthly payment for example on \$400,000 would be \$3,345.76 and at the end of 10 years the payoff would be \$277,600.98. The reason for this is that the buyer would have 10 years to build out the 4 uncompleted units and secure conventional financing, if needed, in order to pay off the City.

3. The City would lease back 2 (?) units @ \$1000.00 per month for the remainder of FY11/12 through June of 2012 with 9 additional one-year options ending June 30, 2021. The lease would contain a provision for a cost of living increase at the beginning of each lease period. The options would allow the City to release the units at the end of any lease period if the City felt the units were not needed for City use.
4. Bidders on the real property will be pre-registered and will have to post a \$25,000 cashier's check payable to the City. If the successful bidder does not close on the transaction the deposit is non-refundable. Unsuccessful bidders will have their checks put in the mail or available for pick up at Dillingham City Hall until Tuesday, September 20, 2011.

Grubstake will set up a bid-by-telephone system in which pre-registered bidders can convey bids without having to be onsite where the auction is being conducted.

**The appropriate Council action would be to make a motion to:**

1. Approve the sale strategy as stated herein.

OR

2. Approve the sale strategy as stated herein but to amend item(s) \_\_\_\_\_ as follows:





**McKINLEY MORTGAGE CO. LLC**

*A Tradition of Trust*

## **Note Application**

DATE: 8/24/2011

**DESCRIPTION OF RECEIVABLE**

Type of Security Instrument: **Deed of Trust**

Note Seller:

Lien Position: **1<sup>st</sup> Position**

**TERMS**

Beginning Principal Balance: **\$400,000 (Sale price, \$600k, \$200k cash down)**

Monthly Payment: **\$3,345.76 for 120 months then due in full balloon ~\$277,600**

Interest Rate **8%**

**FAIR MARKET OFFER(S)**

*TERMS*

*CASH NOW*

<input type="checkbox"/>	<b>FULL PURCHASE #1*</b>	<b>\$279,000</b>
<input type="checkbox"/>	<b>FULL PURCHASE #2**</b>	<b>\$265,000</b>
<input type="checkbox"/>	<b>PARTIAL PURCHASE ***</b>	<b>\$204,000</b>

**\*To clarify the Full offer #1: Based on buyer credit score 700 and over**

**\*\*To clarify the Full offer #2: Based on buyer credit score in the 600 range**

**\*\*\*To clarify the partial offer, you would sell all 120 monthly payments worth \$275,762 in principal and also KEEP all of the balloon due in 10 years ~\$277,600 amount if fully amortized. Total to seller would be \$204,000 cash today plus \$277,600 for a total of \$481,600 if fully amortized..**

**\*\*\*Offer contingent upon underwriting approval**

McKinley Mortgage Co. LLC

**McKinley Mortgage Co. LLC -**

**The Quickest, Easiest, and Most Trusted Way to  
Convert Your Mortgage Notes and Real Estate Equity to Cash.**

*- The Leader since 1989*

Tel: 907-783-2277 Fax: 907-783-2492

[www.mckinleymortgage.com](http://www.mckinleymortgage.com)

**AURORA SMC, Inc.**

35555 Kenai Spur Hwy #132  
Soldotna, AK 99669  
Cell (760) 567-6868  
Fax (907) 375-2906  
smcropsey@netzero.net  
steve\_cropsey@me.com

TO: Honorable Mayor and City Council  
CC: City Manager  
FROM: Steve Cropsey, PM/OCR  
SUBJ: Picnic Park Bank Stabilization  
DATE: August 25, 2011

The City is in possession of the balance of funds provided by the Designated Legislative Capital Grants Program provided to the City for erosion control of the harbor. The Picnic Park area has seriously eroded and continues to do so. Picnic Park is specifically designated in the funding for erosion control.

The Corps of Engineers has provided the basic plans and specifications for the project. The Corps has just approved the armor rock material found locally in two Dillingham quarries, for use by the project.

The Corps does not provide a complete bid set of contract documents as a part of the design materials it develops for projects which will be administered by another agency.

In order to get a substantial amount of the work done before winter sets in PND Engineers has been retained as allowed by City Ordinance 4.30 to prepare the Bid Set of Documents on a Man Hour Time cost Not to Exceed (NTE) \$18,850.00 plus reimbursable expenses NTE \$1960.00.

Note: The Purchase Order includes only items 1 and 2 for completion at this time. The balance of the Contract Administration (Items numbered 3 through 7 will be contracted after an RFP for these services has been advertised and awarded upon approval by the Council.)

The project is expected to be out for bid by Sept. 1<sup>st</sup> or very shortly thereafter. The bid period will be for 4 weeks and the Council will be presented with the bid results at its meeting of October 6, 2011.

There is an effort to fast track this project in order to beat winter and protect the Picnic Park area from further erosion over the winter.

**No formal Council Action** is required on this matter. The City Manager is hereby providing City Council notification of award of a Purchase Order to PND Engineers to prepare a Bid Set of Contract Documents for Erosion Protection of Picnic Park as required by City Ordinance. PND Engineers will provide Bid Administration, Conduct Pre-bid Meetings, Bidder's support, Bid opening and Engineer's recommendation of Award.

PND Engineers ENGINEERING MANHOUR ESTIMATE is attached for review.



Agenda Item IV. Special Business, Item H. Report on Picnic Park Stabilization

August 17, 2011  
Rev 1

ENGINEERING MANHOUR ESTIMATE

City of Dillingham  
Picnic Park Project Construction Management

ENGINEERING SERVICES	Contract Basis	HOURS per TASK by DISCIPLINE										Total Man-Hours	Expenses	Total Cost		
		Senior Engineer VI	Senior Engineer II	Senior Engineer I	Staff Engineer IV	Staff Engineer III	Senior Land Surveyor	CAD Designer V	Technician VI							
<b>TASK DESCRIPTION</b>																
1	Contract and Bid Document Development	FF	8	16	24								20	68		\$8,380
2	Bid Admin., Prebid Mtg. Support, Bid Opening	FF	12	12	30								30	84	\$1,960	\$12,430
3	Contract Admin., meetings, pay req., etc.	FF	8		20									28		\$3,520
4	Submittal Review	FF	6		12								16	34		\$4,310
5	Construction Inspection Field (3 weeks)	T&M											210	210	\$9,655	\$35,905
6	Office Support During Construction	T&M	20		40									60		\$7,700
7	Close Out Report and As-built Drawings	FF	4		20								12	56		\$6,160
												<b>Total Cost</b>		<b>\$78,405</b>		

Bid Advertisement Expense Summary

Item	Unit	Unit Cost	Quantity	Total
Anchorage Daily News Ad	Day	\$ 180	5	\$ 900
Seattle Daily Journal of Commerce Ad	Day	\$ 140	5	\$ 700
Alaska Journal of Commerce Ad	Day	\$ 90	2	\$ 180
Subtotal				\$1,780
10% Markup				\$180
Bid Advertisement Cost				\$1,960

Inspection Expense Summary

Item	Unit	Unit Cost	Quantity	Total
Lodging	Night	\$150	21	\$ 3,150
Vehicle Rental	Day	\$85	21	\$ 1,785
Fuel	Day	\$15	21	\$ 315
Airfare	Trip	\$600	2	\$ 1,200
Per Diem (Food)	Day	\$75	21	\$ 1,575
Inspection Testing Equipment	LS	\$500	1	\$ 500
Miscellaneous Supplies	LS	\$250	1	\$ 250
Subtotal				\$8,775
10% Markup				\$880
Inspection Expense Cost				\$9,655



BILL TO:

Agenda Item IV. Special Business, Item H. Report on Picnic Park Stabilization



CITY OF DILLINGHAM

P.O. Box 889, 141 Main Street  
Dillingham, Alaska 99576  
(907) 842-5225 fax (907) 842-5691

Purchase Order No. SP121905

PURCHASE ORDER

Vendor

Name PND Engineers, Inc.  
Address 1506 West 36th Avenue  
City Anchorage ST AK ZIP 99503  
Phone (907) 561-1011

Ship To

Name CITY OF DILLINGHAM  
Address 141 Main Street, Post Office Box 889  
City DILLINGHAM AK 99576  
Phone (907) 842-5225

Qty	Units	Description	Unit Price	TOTAL
1		Reimbursables for contract and bid document development,	\$1,960.00	\$1,960.00
1		Bid admin, Prebid Mtg, Support, Bid opening		\$0.00

SubTotal \$1,960.00

CODE: 21-85-750-610

Estimated Shipping & Handling

TOTAL \$1,960.00

Approved By: Carol Shade

*Carol shade*

Date 8/25/2011

Contact Person: Steve Cropsey

Fax #: 907-842-2060

Ship Via N/A

Notes/Remarks

"Picnic Park Project"

White  
Pink  
Yellow

Customer  
Accts Payable  
Payment Approval

Agenda Item IV. Special Business, Item H. Report on Picnic Park Stabilization

ENGINEERING SERVICES	Contract Basis	HOURS per TASK by DISCIPLINE										Total Man-Hours	Expenses	Total Cost		
		Senior Engineer VI	Senior Engineer II	Senior Engineer I	Staff Engineer IV	Staff Engineer III	Senior Land Surveyor	CAD Designer V	Technician VI							
<b>TASK DESCRIPTION</b>																
1	Contract and Bid Document Development	FF	8	16	24								20	68		\$8,380
2	Bid Admin., Prebid Mtg, Support, Bid Opening	FF	12	12	30								30	84	\$1,960	\$12,430
3	Contract Admin., meetings, pay req., etc.	FF	8		20									28		\$3,520
4	Submittal Review	FF	6		12								16	34		\$4,310
5	Construction Inspection Field (3 weeks)	T&M											210	210	\$9,655	\$35,905
6	Office Support During Construction	T&M	20		40									60		\$7,700
7	Close Out Report and As-built Drawings	FF	4		20						20		12	56		\$6,160
												<b>Total Cost</b>				<b>\$78,405</b>

Bid Advertisement Expense Summary

Item	Unit	Unit Cost	Quantity	Total
Anchorage Daily News Ad	Day	\$ 180	5	\$ 900
Seattle Daily Journal of Commerce Ad	Day	\$ 140	5	\$ 700
Alaska Journal of Commerce Ad	Day	\$ 90	2	\$ 180
Subtotal				\$1,780
10% Markup				\$180
Bid Advertisement Cost				\$1,960

Inspection Expense Summary

Item	Unit	Unit Cost	Quantity	Total
Lodging	Night	\$150	21	\$ 3,150
Vehicle Rental	Day	\$85	21	\$ 1,785
Fuel	Day	\$15	21	\$ 315
Airfare	Trip	\$600	2	\$ 1,200
Per Diem (Food)	Day	\$75	21	\$ 1,575
Inspection Testing Equipment	LS	\$500	1	\$ 500
Miscellaneous Supplies	LS	\$250	1	\$ 250
Subtotal				\$8,775
10% Markup				\$880
Inspection Expense Cost				\$9,655





**CITY OF DILLINGHAM**  
 P.O. Box 889, 141 Main Street  
 Dillingham, Alaska 99576  
 (907) 842-5225 fax (907) 842-5691

Purchase Order No. SP121904

**PURCHASE ORDER**

**Vendor**  
 Name PND Engineers, Inc.  
 Address 1506 West 36th Avenue  
 City Anchorage ST AK ZIP 99503  
 Phone (907) 561-1011

**Ship To**  
 Name CITY OF DILLINGHAM  
 Address 141 Main Street, Post Office Box 889  
 City DILLINGHAM AK 99576  
 Phone (907) 842-5225

Qty	Units	Description	Unit Price	TOTAL
1		Contract and bid document development - 68 man hours	\$8,380.00	\$8,380.00
1		Bid admin, Prebid Mtg, Support, Bid opening - 84 man hours	\$10,470.00	\$10,470.00
Grant #09-DX-449				

CODE: 21-85-750-610

SubTotal \$18,850.00  
 Estimated Shipping & Handling  
**TOTAL \$18,850.00**

Approved By: Carol Shade

Date 8/25/2011  
 Contact Person: Steve Cropsey  
 Fax # 907-842-2060  
 Ship Via N/A

Notes/Remarks: "Picnic Park Project"  
 White Customer  
 Pink Accts Payable  
 Yellow Payment Approval