

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-01

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE ADVERTISING REQUIREMENTS AND APPROVING TASK ORDER NO. 14 WITH BRISTOL ENVIRONMENTAL AND ENGINEERING SERVICES CORPORATION TO UPDATE THE 2006 SOLID WASTE MANAGEMENT PLAN

WHEREAS, the City of Dillingham wishes to contract with an outside source to update the 2006 Solid Waste Management Plan; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130 allows waiving of purchase restrictions if the City Council finds that it is not in the public interest to follow the procurement procedures for the contracting of professional services, following approval of a resolution stating such; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions. A. 6, "Restrictions and provisions of this chapter shall not apply"... "To professional services retained on a continuing as opposed to a project basis, i.e. accounting, appraisal, legal, and civil engineering services;" and

WHEREAS, the City of Dillingham contracted with Bristol Environmental and Engineering Services (BEESC) to provide the 2006 Solid Waste Management Study;

WHEREAS, the City wishes to retain the firm of BEESC to assist with updating the Study and provide costs to any changes to operations, since they have the experience, resources, and familiarity with the City's Solid Waste Facility;

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to task BEESC with the following:

Task Order No. 14 - Develop an amendment to the 2006 Dillingham Solid Waste Management Plan for approval by the Alaska Department of Conservation (DEC) by assisting the City:

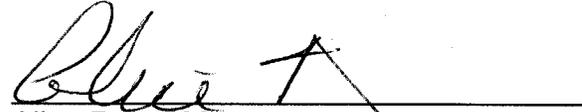
1. in evaluating the options for solid waste management to include:
 - a. direct burial
 - b. compacting
 - c. incinerating
 - d. waste-to-energy
 - e. recycling
 - f. backhauling
 - g. rate setting by weighing
 - h. scrap metal removal
 - i. mandatory refuse collection by the private sector; and

2. to provide cost estimates including time, materials, equipment and services for the solid waste management options.

BE IT FURTHER RESOLVED that the fee estimate for this work is not to exceed \$124,280 including professional services and reimbursable costs.

PASSED and ADOPTED by the Dillingham City Council on Jan. 10, 2013.

SEAL:



Alice Ruby, Mayor

ATTEST:



Janice Williams, City Clerk



Subject: A Resolution of the Dillingham City Council waiving the advertising requirements and approving Task Order No. 14 with Bristol Environmental and Engineering Services Corporation to update the 2006 Solid Waste Management Plan

Agenda of: January 10, 2013

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Planning / Jody Seitz	JSS	
X	Public Works / Malcolm Brown		
X	Finance / Carol Shade	CS	
X	City Clerk / Janice Williams	JW	

Fiscal Note: Yes X No _____ Funds Available: Yes X No _____

Other Attachment(s):

- E-mail from Beth Verrelli of AkDEC
- BEESC Task Order No. 14

Summary Statement. This resolution would authorize waiving the City procurement procedures to by-pass the requirement for advertising for contract services to update the 2006 Solid Waste Management Plan. The 2006 plan needs to be updated and utilizing Bristol Environmental & Engineering Services, who developed the original plan would be less expensive, for the City with our limited funds. We have approximately \$124,000 remaining in a State landfill grant that will be matched with a compost grant from the Bristol Bay Campus. The compost grant purchases equipment that will be owned by the City.

The State of Alaska has given us approval to by-pass the procurement process with a valid scope of work, fee proposal and contract sent to the State prior to starting. See attached e-mail from Beth Verrelli of AkDEC.

The scope of work will be to develop an amendment to the 2006 Dillingham Solid Waste Management Plan for approval by the Alaska Department of Conservation (DEC) by assisting the City in evaluating the options for solid waste management to include: direct burial, compacting, incinerating, waste-to-energy, recycling, backhauling, rate setting by weighing, scrap metal removal and mandatory refuse collection by the private sector and provide cost estimates including time, materials, equipment and services for the solid waste management options.

City of Dillingham
Fiscal Note

Agenda Date: January 10, 2013

Request: _____

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
AMOUNT REQUESTED:		FUNDING SOURCE		
\$ 124,000.00		AKDEC 28303		
FROM ACCOUNT		Project		
4410 8510 30 81 3810 0	\$ 124,280.00	Solid Waste Management Plan Update		
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	1/10/2013	

EXPENDITURES

OPERATING	FY13	FY14	FY15	FY16
Personnel				
Fringe Benefits				
Computer Support	\$124,280.00			
Equipment				
Land/Buildings				
Miscellaneous				
TOTAL OPERATING	\$ 124,280.00	\$ -	\$ -	\$ -

CAPITAL				
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds	124,280.00			
Other				
TOTAL FUNDING	\$ 124,280.00			\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum IM 2013-01

PREPARED BY: Carol Shade

January 10, 2013

DEPARTMENT: Finance Department

January 10, 2013

APPROVED BY: _____

Bristol Environmental and Engineering Services Corporation

TASK ORDER NUMBER: 14

PROJECT NAME: Update Solid Waste Management Plan

This Task Order pertains to an Agreement by and between the City of Dillingham ("OWNER") and Bristol Environmental and Engineering Services ("CONSULTANT") dated _____, 2013 ("the AGREEMENT"). Consultant shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

PART 1.0 PROJECT DESCRIPTION

Develop an amendment for the 2006 Dillingham Solid Waste Management Plan for approval by the Alaska Department of Conservation (DEC) by assisting the City in evaluating the options for solid waste management to include: direct burial, compacting, incinerating, waste-to-energy, recycling, backhauling, rate setting by weighing, scrap metal removal and mandatory refuse collection by the private sector.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT

Provide cost estimates including time, materials, equipment and services for the solid waste management options.

PART 3.0 OWNER'S RESPONSIBILITIES

The City shall provide office space when the consultant is in town working on City project, unless otherwise agreed by both parties.

PART 4.0 DELIVERABLES AND TIME PERIOD

Draft evaluation based on scope of services identified in Part 2.0 presented to the Council May 9, 2013.

PART 5.0 PAYMENT TO CONSULTANT

The fee proposal is a time & materials basis with a not-to-exceed amount of \$124,280.

PART 6.0 OTHER

N/A

This Task Order is executed this _____ day of _____, 2013.

City of Dillingham

Bristol Environmental and Engineering
Services

"OWNER"

"CONSULTANT"

By: Rose Loera

By:

Signature: _____

Signature: _____

Title: City Manager

Project Manager

BEESC Task Order No. 13 Provide Engineering Design Services to Relocate Sewer Force Main (12.16.2010)

Janice Williams

Subject: FW: grant extension for landfill Phase 2 Project # 28303

From: Verrelli, Beth A (DEC) [<mailto:beth.verrelli@alaska.gov>]

Sent: Thursday, December 27, 2012 12:13 PM

To: 'Jody Seitz'

Subject: RE: grant extension for landfill Phase 2 Project # 28303

Hi Jody,

No, you do not need to competitively bid the engineering work. However, for the engineering work related to the landfill to be eligible, I will need to have a valid scope of work, fee proposal and executed contract submitted to me so the work is properly documented and approvable. It is helpful to have the work they intend to do on the landfill estimated separately from any other work they may be doing for Dillingham. Please let me know if you have any questions.

Sincerely,

Beth Verrelli
Project Engineer
Municipal Grants & Loans/Anchorage
(907)269-7603