

Action Memorandum No. 2015-02

Subject:

Award contract to Coastal Surveyors to render professional surveying services to complete an exchange of land between Choggiung Limited and the City for the City Landfill

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
X	Finance Director	Carol Chade	1/29/15
	Planner		
X	Public Works Director	Fernando Garcia	1/29/15
X	City Clerk	Wilburis	1/29/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

The City has a need for surveying services to exchange 14 (c) 3 property with Choggiung Limited and to determine the limits of an encroachment from the former City landfill on Choggiung land. The survey will identify, describe, monument and convey 220 acres of a 14(c) 3 conveyance to the City of Dillingham.

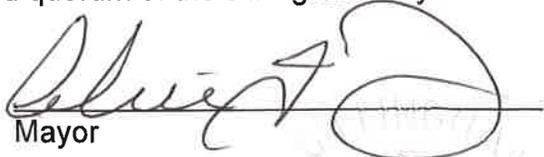
The work may include: survey and provide As-built of encroachments from former landfill; identify areas to be retained by Choggiung; clarify what needs to be done to complete public access to Tract C on Record Plat 2009-12; identify areas to be retained by Choggiung within conveyance 5 of Record Plat 2009-12; prepare agreement for both parties to sign and prepare plat for subdivision process and prepare a mylar for recording.



Summary Statement continued:

The RFP for the surveying services was advertised as per our ordinance with seven companies responding. The City Clerk and Finance Director scored the bids with Coastal Surveyors scoring the highest with the most experience in our area and the 14 (c) 3 process with his fee for the services reasonable. His estimated project cost was \$23,160 with additional services that we identify at time and material basis. Also any out of pocket expenses will be paid directly by the City.

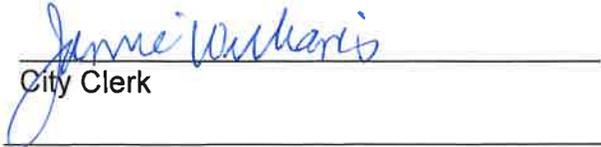
PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on 2/5/15.



Mayor

ATTEST:

[SEAL]



City Clerk

**City of Dillingham
Fiscal Note**

Agenda Date: February 5, 2015

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	
\$	23,160.00	General Fund	
FROM ACCOUNT		Project	
1000 7060 10 18 0000 0	\$ 23,160	Survey Landfill	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	2/5/2015

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Contract	\$10,000.00	13,160.00		
Major Equipment				
Land/Buildings				
Miscellaneous				
TOTAL OPERATING	\$ 10,000.00	\$ 13,160.00	\$ -	\$ -

Major Equipment				
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REVENUE				
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FUNDING

General Fund	\$ 10,000.00	\$ 13,160.00		
State/Federal Funds				
Equipment Replacement				
TOTAL FUNDING	\$ 10,000.00	\$ 13,160.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See AM 2015-02

PREPARED BY: Carol Shade

February 5, 2015

DEPARTMENT: Finance Department

February 5, 2015