

City of Dillingham Action Memorandum

Agenda of: December 8, 2016

Action Memorandum No. 2016-24

Subject:

Authorizing an Award of a Contract to Bristol Engineering Services Corporation for RFP 2016-22 Minor Air Quality Permit Application

City Manager: Recommend Approval

Signature: Rose Doera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

The City advertised per DMC 4.30.090 for professional services to help develop an ADEC Minor Air Quality Permit application to support incinerator operations at the Landfill.

Two proposals were received, with only the proposal by Bristol Engineering Services Corporation being found responsive.

Their cost estimate to provide professional services totaled \$12,800, with the statement "Time and effort necessary to address DEC comments and questions regarding the initial submittal is difficult to estimate, and is therefore not included with this proposal."

Staff recommends the addition of an \$1,136 allowance to accommodate potential ADEC coordination for a revised total of \$13,936.

Funds to accommodate this contract are requested by mid fiscal year budget adjustment.

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Summary Statement continued:

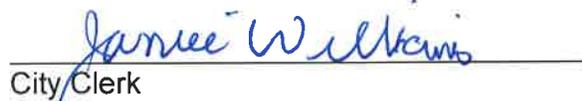
PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on 12/8/16.



Mayor

ATTEST:

[SEAL]



City Clerk

Route to	Department Head	Date
X	Finance Director	
X	Public Works Director	
X	City Clerk	