



**Alternative
High School**

Alternative Program

FY 2018 Final Approved Budget

**Location 005
Functions 100, 200, 400, 450**

	<u>FY 2017 Revised Final</u>	<u>FY 2018 Final Approved</u>	<u>Change Increase (Decrease)</u>
<u>Location 005 Alternative Program</u>			
100 Regular Instruction	\$ 274,717	\$ 276,374	\$ 1,657
200 Special Education Instruction	47,547	47,702	\$ 155
400 School Administration	23,601	23,601	\$ -
450 School Administration Support	<u>29,365</u>	<u>29,825</u>	<u>\$ 460</u>
TOTAL	<u>\$ 375,230</u>	<u>\$ 377,502</u>	<u>\$ 2,272</u>

2.0 FTE Certificated Teachers
2.0 FTE Classified Positions

Dillingham City School District

FY 2018 Final Approved Budget

Location 005 Alternative Program

Account Code	Description	Comments	FY 2017 Revised Final	FY 2018 Final Approved
<u>Regular Instruction</u>				
100.005.10C 315	Certificated Teacher	2.0 FTE Teachers	\$ 156,605	\$ 158,223
100.005.10C 323	Classroom Aides	.5 FTE Instructional Aide	17,241	17,280
100.005.10C 329	Substitutes		10,000	10,000
100.005.10C 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		82,371	82,371
100.005.10C 366	TRS On-behalf			
100.005.10C 367	PERS On-behalf			
100.005.10C 440	Other Purchased Services	Copier Maintenance Agrmt	-	-
100.005.10C 450	Supplies, Materials & Media	Classroom Supplies	7,000	7,000
100.005.10C 451	Supplies, Materials & Media	Paper, Toner, etc.	<u>1,500</u>	<u>1,500</u>
Total 100	Regular Instruction		<u>274,717</u>	<u>276,374</u>
<u>Special Education Instruction</u>				
100.005.20C 323	Classroom Aides	1.0 FTE	27,301	27,456
100.005.20C 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		20,246	20,246
100.005.20C 367	PERS On-behalf			
Total 200	Special Education Instruction		<u>47,547</u>	<u>47,702</u>
<u>School Administration</u>				
100.005.40C 316	Extra Duty Pay		17,820	17,820
100.005.40C 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		5,781	5,781
100.005.40C 366	TRS On-behalf			
Total 400	School Administration		<u>23,601</u>	<u>23,601</u>

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2017 Revised Final</u>	<u>FY 2018 Final Approved</u>
<u>School Administration Support</u>				
100.005.45C 324	Support Staff	0.5 FTE	17,241	17,592
100.005.45C 329	Substitutes		1,000	1,000
100.005.45C 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		10,624	10,733
100.005.45C 367	PERS On-behalf			
100.005.45C 450	Supplies, Material, & Media		<u>500</u>	<u>500</u>
Total 450	School Administration Support		<u>29,365</u>	<u>29,825</u>
Total 005	Alternative Program		<u>\$ 375,230</u>	<u>\$ 377,502</u>



Transportation

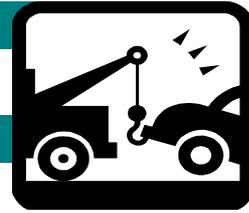
FY 2018 Final Approved Budget

**Location 099
Function 760**

	<u>FY 2017 Revised Final</u>	<u>FY 2018 Final Approved</u>	<u>Change</u>
<u>Location 099 District-Wide</u>			
Function 760 Pupil Transportation	\$ 614,814	\$ 499,138	\$ (115,676)
TOTAL	<u>\$ 614,814</u>	<u>\$ 499,138</u>	<u>\$ (115,676)</u>

.50 FTE Driver &.20 Bus Aide

Transportation



Budget Code:

205.099.760..XXX Transportation

The budget consists of:

- > Salary and benefits for a .50 Driver
- > Salary and benefits for a Sped .20 Bus Aide
- > Repair and Maintenance of Sped Bus
- > Fuel for Sped Bus
- > Contract for 3 bus routes
- > Other purchased services to meet State pupil transportation requirements

Dillingham City School District

FY 2018 Final Approved Budget

Transportation Location 099

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2017 Revised Final</u>	<u>FY 2018 Final Approved</u>
<u>Transportation</u>				
205.099.760.. 313	Certificated Direct/Coord/Mgr	.25 FTE	0	0
205.099.760.. 325	Non-Certificated Support Staff -	.5 Bus Driver;	20,415	24,941
205.099.760.. 323	Aide	.2 FTE Bus Aide	6,800	7,582
205.099.760.. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		10,497	14,115
205.099.760.. 367	PERS On-behalf		0	0
205.099.760.. 440	Other Purchased Services	Contracted Transportation	568,602	442,000
205.099.760.. 443	Equipment Repair	Sped Bus Maintenance	3,000	5,000
205.099.760.. 465	Gasoline	Fuel for Sped Bus	<u>5,500</u>	<u>5,500</u>
Total 760 Transportation			<u>614,814</u>	<u>499,138</u>



Food Service

FY 2018 Final Approved Budget

Location 099
Function 790

	<u>FY 2017 Revised Final</u>	<u>FY 2018 Final Approved</u>	<u>Change</u>
<u>Location 099 District-Wide</u>			
Function 790 Food Service	\$ 404,489	\$ 361,769	\$ (42,720)
TOTAL	<u>\$ 404,489</u>	<u>\$ 361,769</u>	<u>\$ (42,720)</u>

1 Classified Food Manager/Cook
1 Classified Cook
.20 Classified Support Staff

Food Service



Budget Code:

255.099.790..XXX Food Service

The budget consists of:

- > Salary and Benefit for a Food Manager/Cook
- > Salary and Benefits for 1 Cook's and .20 Support Staff
- > Travel for Required Workshops/Training in Anchorage
- > Stipends for HS Students as Lunchroom Helper
- > Food & Supplies
- > Equipment under \$5000

Dillingham City School District

FY 2018 Final Approved Budget

Food Service Location 099

Account Code	Description	Comments	FY 2017		FY 2018
			Revised	Final	Final Approved
Food Service					
255.099.790. 321	Non-Cert Manager	Manager/Cook		42,867	42,867
255.099.790. 324	Cook	1.0 FTE Cook; .20 Support S		65,731	41,315
255.099.790. 329	Substitutes			4,000	4,000
255.099.790. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)			70,191	53,537
255.099.790. 367	PERS On-behalf				
255.099.790. 420	Travel	Required Annual Conferen		4,050	4,050
255.099.790. 450	Supplies	Paper products		12,000	12,000
255.099.790. 459	Food			199,000	199,000
255.099.790. 478	Inventoried Equipmen	Under \$5,000		5,000	5,000
255.099.790. 485	Stipends	Stipends for HS Students		<u>1,650</u>	<u>0</u>
Total 790 Food Service				<u>404,489</u>	<u>361,769</u>

Dillingham City School District Enrollment History

Dillingham Elementary		PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total	Total
Projected	2017-2018	5	35	48	37	40	42	33								235	240
	2016-2017	7	47	37	43	40	33	32	0	0	0	0	0	0	0	232	239
	2015-2016	7	34	37	45	32	30	35	0	0	0	0	0	0	0	213	220
	2014-2015	6	39	44	32	28	35	32	0	0	0	0	0	0	0	210	216
	2013-2014	38	45	33	31	40	31	40	0	0	0	0	0	0	0	220	258
	2012-2013	56	37	33	39	32	40	24	0	0	0	0	0	0	0	205	261
	2011-2012	11	35	35	36	38	28	49	0	0	0	0	0	0	0	221	232
	2010-2011	9	38	36	36	30	43	40	0	0	0	0	0	0	0	223	232
	2009-2010	3	35	34	28	42	35	35	0	0	0	0	0	0	0	209	212
	2008-2009	5	33	31	41	46	40	29	0	0	0	0	0	0	0	220	225
	2007-2008	8	31	43	42	43	32	37	0	0	0	0	0	0	0	228	236
	2006-2007	8	46	44	39	35	39	39	0	0	0	0	0	0	0	242	250
	2005-2006	7	50	39	41	41	46	37	0	0	0	0	0	0	0	254	261

Dillingham MS/HS		PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total	Total
Projected	2017-2018	0	0	0	0	0	0	0	33	30	28	38	18	41	36	224	224
	2016-2017	0	0	0	0	0	0	0	32	27	36	16	38	36	50	235	235
	2015-2016	0	0	0	0	0	0	0	28	38	17	39	34	39	41	236	236
	2014-2015	0	0	0	0	0	0	0	41	19	44	29	41	31	48	253	253
	2013-2014	0	0	0	0	0	0	0	20	49	32	43	37	38	57	276	276
	2012-2013	0	0	0	0	0	0	0	47	34	39	36	34	34	49	273	273
	2011-2012	0	0	0	0	0	0	0	38	41	29	32	35	31	55	261	261
	2010-2011	0	0	0	0	0	0	0	41	28	33	62	32	42	20	258	258
	2009-2010	0	0	0	0	0	0	0	27	31	37	51	42	34	44	266	266
	2008-2009	0	0	0	0	0	0	0	33	37	38	49	41	37	47	282	282
	2007-2008	0	0	0	0	0	0	0	36	38	27	51	50	35	39	276	276
	2006-2007	0	0	0	0	0	0	0	38	35	38	46	49	43	45	294	294
	2005-2006	0	0	0	0	0	0	0	30	37	41	54	50	50	28	290	290

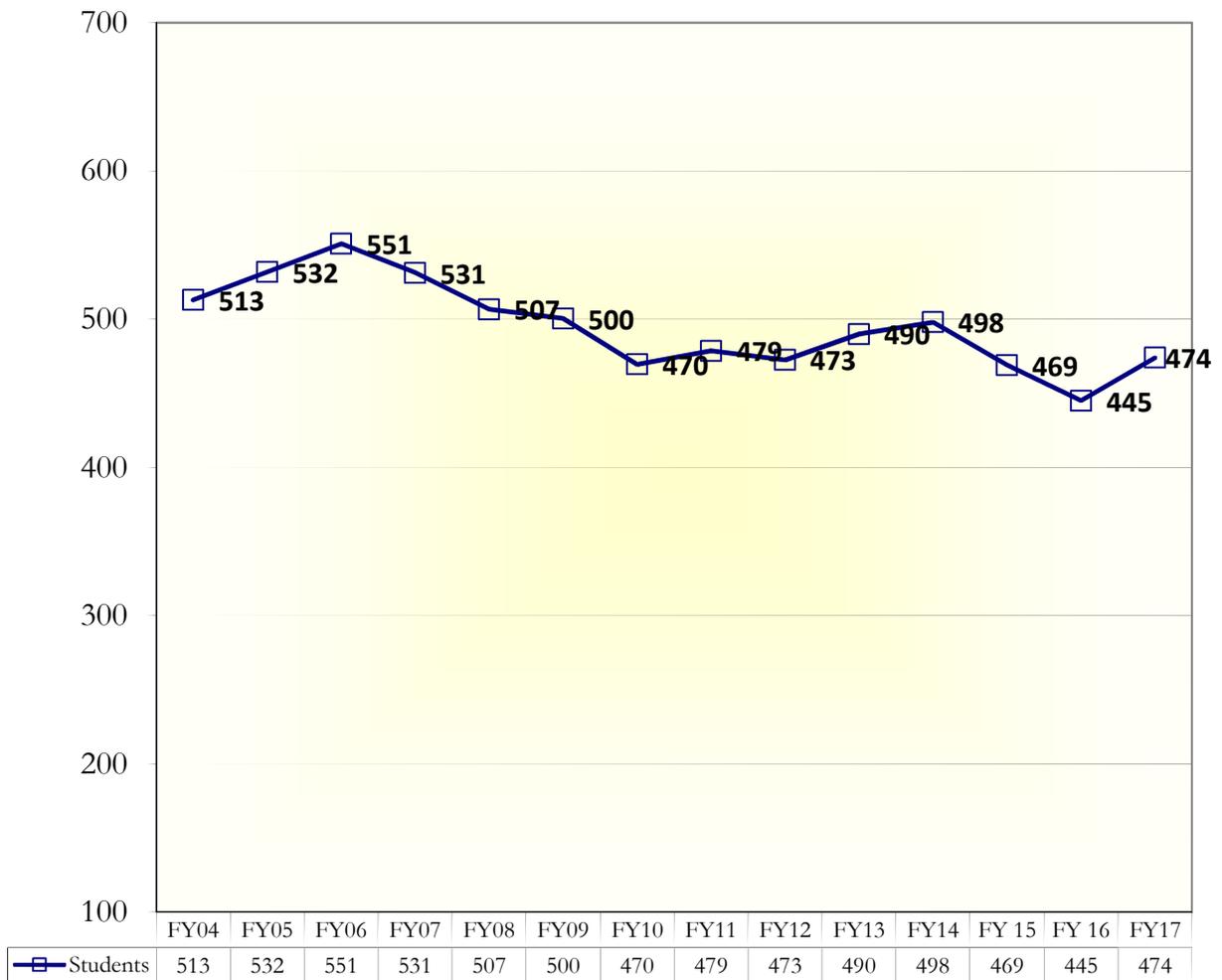
Total Total

TOTALS		PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total	Total
Projected	2017-2018	5	35	48	37	40	42	33	33	30	28	38	18	41	36	459	464
	2016-2017	7	47	37	43	40	33	32	32	27	36	16	38	36	50	467	474
	2015-2016	7	34	37	45	32	30	35	28	38	17	39	34	39	41	449	456
	2014-2015	6	39	44	32	28	35	32	41	19	44	29	41	31	48	463	469
	2013-2014	38	45	33	31	40	31	40	20	49	32	43	37	38	57	496	534
	2012-2013	56	37	33	39	32	40	24	47	34	39	36	34	34	49	478	534
	2011-2012	11	35	35	36	38	28	49	38	41	29	32	35	31	55	482	493
	2010-2011	9	38	36	36	30	43	40	41	28	33	62	32	42	20	481	490
	2009-2010	3	35	34	28	42	35	35	27	31	37	51	42	34	44	475	478
	2008-2009	5	33	31	41	46	40	29	33	37	38	49	41	37	47	502	507
	2007-2008	8	31	43	42	43	32	37	36	38	27	51	50	35	39	504	512
	2006-2007	8	46	44	39	35	39	39	38	35	38	46	49	43	45	536	544
	2005-2006	7	50	39	41	41	46	37	30	37	41	54	50	50	28	544	551

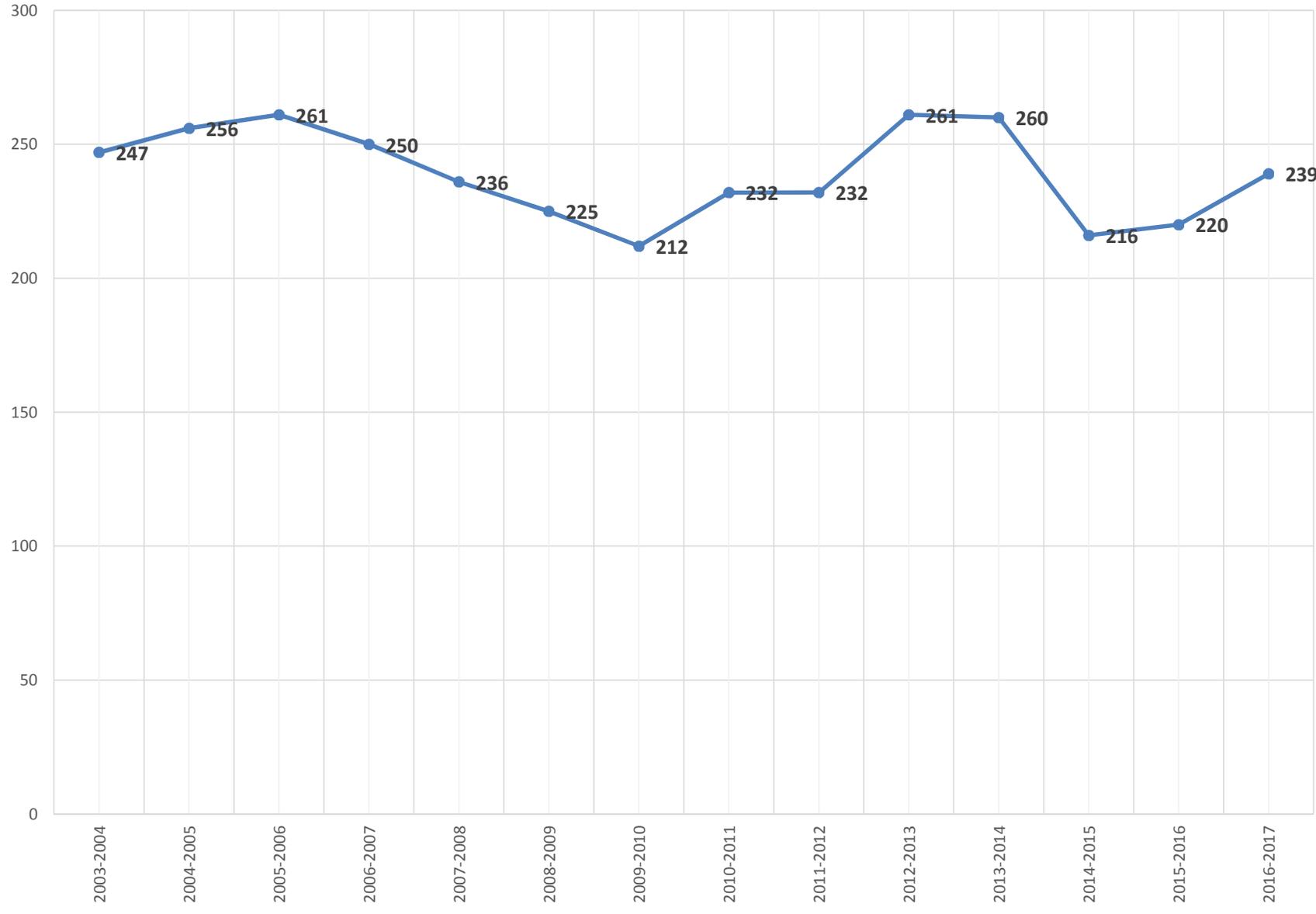
Enrollment

PREK - Grade 12

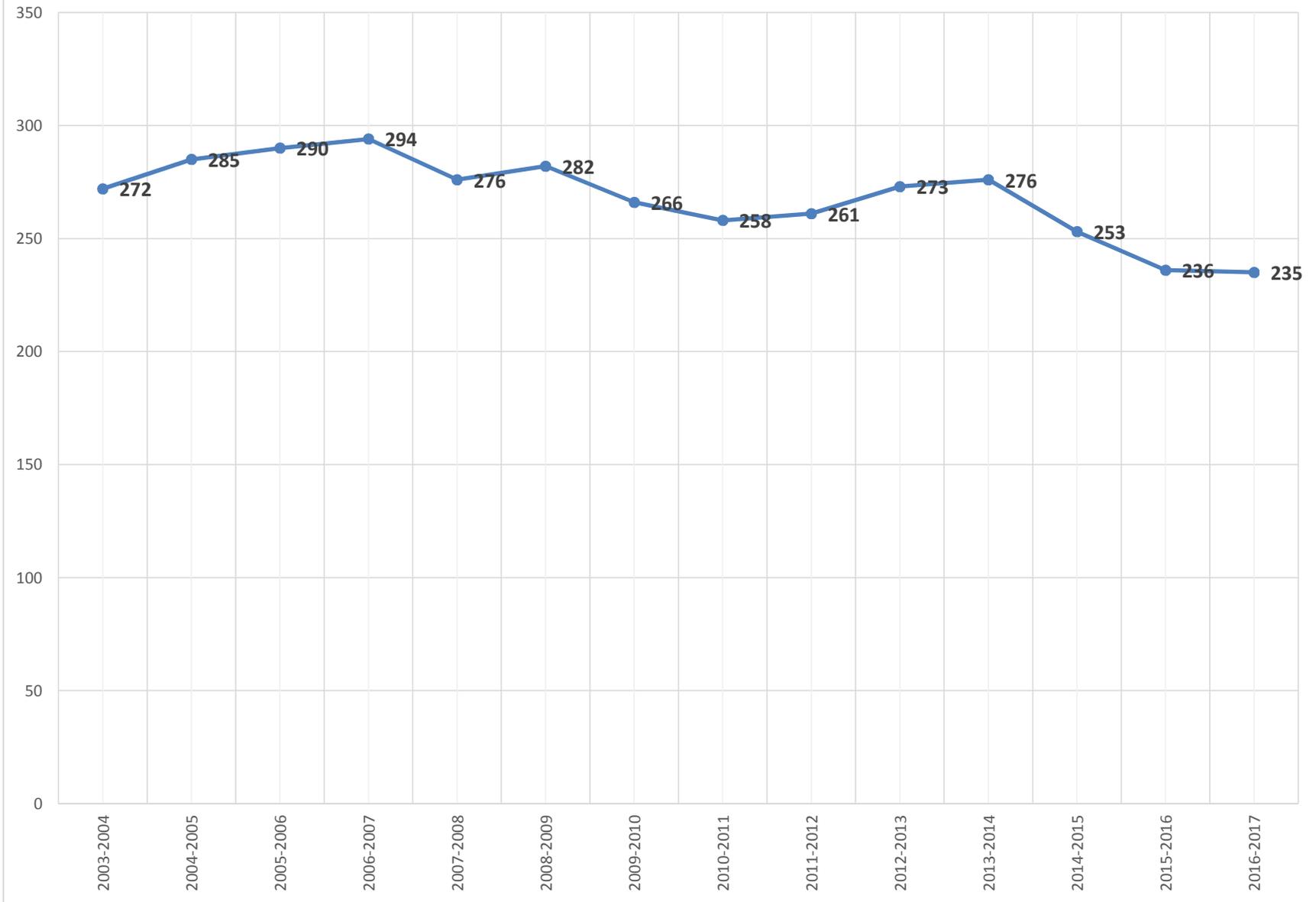
FY 2004 - 2017



DILLINGHAM ELEMENTARY SCHOOL PREK - 5



DILLINGHAM MIDDLE HIGH SCHOOL GRADES 6-12



Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Some of these revenue sources include grants from the state of Alaska and the United States government, local grants, food sales, transportation and transfers from the General Fund which are designated to finance particular functions and activities. Funds included in this special revenue category are:

			<u>FY2017</u>	<u>FY2018</u>
AR	205	Student Transportation Fund	\$ 614,814	\$ 499,138
AR	225	Boarding Home	5,924	5,924
AR	230	Staff Development Activities - State of Alaska	4,569	5,000
AR	255	Food Service Fund	404,489	361,769
AR	257	Fresh Fruits & Vegetables Program	9,578	9,578
AR	260	Title I, Part A Fund	157,455	149,582
AR	262	Title IIA Teacher & Principal Recruiting & Retention	40,726	36,653
AR	271	Preschool Disabled 619	9,121	8,665
AR	272	Title VI-B IDEA	138,285	131,371
AR	282	Title I-C Migrant Basic	155,985	148,186
O	287	Migrant Data	4,625	-
AR	289	Migrant Ed Book Program	6,600	6,270
AR	350	Johnson O'Malley Funds	68,652	47,105
AR	353	Indian Education Fund	157,764	149,876
AR	355	REAP	7,308	6,943
Total - Special Revenue Funds			\$ 1,785,895	\$ 1,566,060

* Denotes NCLB Consolidated Grant

AR= Annual recurring upon grant approval; O=One time; MY = Multi-year

A Complete Listing of Special Revenue Funds

Student Transportation Fund (205)

This annual fund is established to record revenue and expenditures for student transportation to and from school as well as any other State-approved student transportation. Revenues include State student transportation revenue and any necessary transfers from the school district operating fund. Appropriations to this fund are regulated by Alaska Statute 14.09.010.

Student Transportation Fund

	<u>FY 2017</u>	<u>FY 2018</u>
State Revenue	\$ 585,193	\$ 568,273
Fund Transfers	29,621	-
Total Revenue	<u>\$ 614,814</u>	<u>\$ 568,273</u>
Support Staff	27,215	32,523
Employee Benefits	10,497	14,115
Other Purchased Services	568,602	442,000
Equipment Repair	3,000	5,000
Supplies	5,500	5,500
Total Expenditures	<u>\$ 614,814</u>	<u>\$ 499,138</u>

Boarding Home Fund (225)

The Boarding Home funds provides reimbursement to the District for paying stipends to families who board students from outside the District who are attending Dillingham City School District during the school year.

Boarding Home Fund

	<u>FY 2017</u>	<u>FY 2018</u>
State Revenue	\$ 5,924	\$ 5,924
Other Local Revenue	-	-
Total Revenue	<u>\$ 5,924</u>	<u>\$ 5,924</u>
Student Travel	\$ -	\$ -
Stipends	5,651	5,651
Indirect Costs	273	273

Total Expenditures	<u>\$ 5,924</u>	<u>\$ 5,924</u>
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Staff Development - State of Alaska (230)

This is an annual contract from the State of Alaska, Department of Education and Early Development for the specific purpose of funding various staff development activities ranging from assessment support to physical education content development.

Staff Development Fund

	<u>FY 2017</u>	<u>FY 2018</u>
State Revenue	\$ 4,569	\$ 5,000
Total Revenue	<u>\$ 4,569</u>	<u>\$ 5,000</u>
Staff Travel	<u>459</u>	<u>5,000</u>
Total Expenditures	<u>\$ 459</u>	<u>\$ 5,000</u>

Food Service Fund (255)

This annual fund is used to record financial transactions related to non-instructional food service operations including the National School Lunch, Breakfast and snack programs.

Food Service Fund

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 247,489	\$ 257,907
Sales	12,000	15,000
Fund Transfers	<u>145,000</u>	<u>88,862</u>
Total Revenue	<u>\$ 404,489</u>	<u>\$ 361,769</u>
Food Service Staff	112,598	88,182
Employee Benefits	70,191	53,537
Staff Travel	4,050	4,050
Supplies/Materials/Media	12,000	12,000
Food	199,000	199,000
Inventoried Equipment	5,000	5,000

Tuition	1,650	-
Total Expenditures	<u>\$ 404,489</u>	<u>\$ 361,769</u>

Fresh Fruits and Vegetables Fund (257)

This fund is to provide all elementary children participating in schools with a variety of fresh fruits and vegetables throughout the school day. It is a way to introduce fresh fruits and vegetables as healthy snack options. Funding began in 2009 and is contingent upon congressional appropriation each year.

Fresh Fruits & Vegetables Fund

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 9,578	\$ 9,578
Total Revenue	<u>\$ 9,578</u>	<u>\$ 9,578</u>
Food	<u>9,578</u>	<u>9,578</u>
Total Expenditures	<u>\$ 9,578</u>	<u>\$ 9,578</u>

Title I, Part A Fund (260)

This annual grant targets low-achieving students in high poverty schools (i.e., those with greater than 35% low-income students). The purpose is to provide programs, materials and professional development designed to improve learning and assist below and far below proficiency students meet proficiency levels on the challenging state performance standards.

Title I, Part A Fund

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 157,455	\$ 149,582
Total Revenue	<u>\$ 157,455</u>	<u>\$ 149,582</u>
Teachers - .3 FTE Tech Specialist/.25 Pro Direc/Cc	63,755	60,567
Support Staff - 2 X .10 Paraprofessionals	31,125	29,569
Employee Benefits	43,674	41,490
Professional & Technical Services	-	-
Staff Travel	5,421	5,150

Student Travel	500	475
Supplies/Materials/Media	5,711	5,425
Indirect Costs	7,269	6,906
Total Expenditures	<u>\$ 157,455</u>	<u>\$ 149,582</u>

Title II-A, Teacher & Principal Training & Recruiting (262)

The purpose of this annual grant is to train Teachers and Principals in four areas; 1) teach and address the needs of students with different learning styles; 2) improve student behavior in the classroom; 3) involve parents in their child(ren)'s education; and 4) understand and use data and assessments to improve classroom practice and student learning.

Title II-A Teacher & Principal Training & Recruiting

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 40,726	\$ 36,653
Total Revenue	<u>\$ 40,726</u>	<u>\$ 36,653</u>
Cert Dir/Coor/Mgr - .25 FTE Tech Coord	\$ 22,543	\$ 21,415
Employee Benefits	12,540	9,627
Staff Travel	3,763	3,575
Indirect Costs	2,143	2,036
Total Expenditures	<u>\$ 40,989</u>	<u>\$ 36,653</u>

Preschool Disabled Section 619 Fund (271)

These annual grant monies are utilized to provide specialized assistance to preschool children with special needs. The assistance may be in the form of additional instructional resources, special needs materials, professional development training in the area of preschool disabilities and professional services such as PT, OT and Speech Language sessions.

Preschool Disabled Section 619 Fund

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 9,121	\$ 8,665
Total Revenue	<u>\$ 9,121</u>	<u>\$ 8,665</u>

Teacher Aide (Summer Preschool Paras)	\$	6,448	\$	6,126
Employee Benefits		669		636
Supplies		1,583		1,504
Indirect Costs		421		400
Total Expenditures	\$	<u>9,121</u>	\$	<u>8,665</u>

Title VI-B Individual with Disabilities Education Act (IDEA) Fund (272)

The programs associated with IDEA are intended to provide specialized free and appropriate educational services to children with disabilities. This annual funding provides for specialized instructor that will meet the unique needs of children with disabilities and provide opportunities to maximize their potential.

Title VI-B Individual with Disabilities Fund

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 138,285	\$ 131,371
Total Revenue	<u>\$ 138,285</u>	<u>\$ 131,371</u>
Professional & Technical - Specialists Contracts	\$ 129,260	\$ 122,797
OT, PT, Psychologist, Adapted PhysEd, SLP		
Supplies/Materials/Media	2,641	2,509
Indirect Costs	6,384	6,065
Total Expenditures	<u>\$ 138,285</u>	<u>\$ 131,371</u>

Title I, Part C Migrant Fund (282)

Migrant Funds are used to meet the identified needs of migratory children that result from their migratory lifestyle, and to permit these children to participate effectively in school. Migrant funds are to supplement services provided by other federal, state, or local funds. A migratory child for Alaska is a child under the age of 20 (22 with an IEP) who has moved due to an economic necessity on their own, with or to join a parent/guardian or spouse, across school district boundaries (or more than 20 miles in a school district of more than 15,000 square miles) within the last 36 months to obtain or seek work that is seasonal or temporary in a fishing, logging or agricultural activity.

Title I, Part C Migrant Education Fund

FY 2017 FY 2018

Federal Revenue	\$ 155,985	\$ 148,186
Total Revenue	<u>\$ 155,985</u>	<u>\$ 148,186</u>
Cert Dir/Coord/Mgr - .50 MS/HS Interventionist;	\$ 36,632	\$ 34,801
.10 Teacher support Migrant Elem Interventionist		
Aides - .7 Fed Prgm Coord; 1.0 Elementary Interven	50,053	47,550
Employee Benefits	50,116	47,610
Professional & Technical	1,305	1,240
Staff Travel	1,537	1,460
Supplies	9,141	8,684
Indirect Costs	<u>7,201</u>	<u>6,841</u>
Total Expenditures	<u>\$ 155,985</u>	<u>\$ 148,186</u>

Migrant Data (287)

The Title I Migrant Parent Advisory provides funds for the Districts to purchase technology tools to track Migrant Data.

Migrant Data

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 4,625	\$ -
Total Revenue	<u>\$ 4,625</u>	<u>\$ -</u>
Supplies	<u>4,625</u>	<u>-</u>
Total Expenditures	<u>\$ 4,625</u>	<u>\$ -</u>

Migrant Books (289)

The Title I Migrant Books provides funds for the District to purchase books and literature for distribution to eligible Migrant Students in the District and optionally for the implementation of literacy activities by a certified teacher.

Migrant Books

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 6,600	\$ 6,270
Total Revenue	<u>\$ 6,600</u>	<u>\$ 6,270</u>
Supplies	<u>\$ 6,600</u>	<u>\$ 6,270</u>
Total Expenditures	<u>\$ 6,600</u>	<u>\$ 6,270</u>

Johnson O'Malley Fund (350)

These annual funds flow thru Curyung Tribal Council. The Johnson-O'Malley Act of 1934 became law in order to subsidize education, medical services, and other social services for American Indians. Today, JOM funding (25 CFR Part 273) is used for programs designed to meet the specialized and unique educational needs of eligible Indian students.

	Johnson O'Malley Fund	
	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 68,652	\$ 47,105
Total Revenue	<u>\$ 68,652</u>	<u>\$ 47,105</u>
Substitutes/Temporaries	2,500	2,500
Employee Fringe Benefits	252	252
Staff Travel (AFN & NYO)	7,500	5,500
Student Travel (AFN, NYO, JNYO)	40,297	30,000
Professional & Technical	8,318	5,000
Supplies/Materials/Media	6,516	1,609
Indirect Costs	3,269	2,244
Total Expenditures	<u>\$ 68,652</u>	<u>\$ 47,105</u>

Indian Education Fund (353)

This annual grant supports our district in providing supplementary programs to meet the needs of Alaska Native and American Indian students so that they can achieve at the same state performance standards expected of all students. This program focuses on the goal of ensuring that programs that serve native Alaskan Native/American Indian students are of the highest quality and provide for not only the basic elementary and secondary educational needs, but also the unique culturally related academic needs.

	Indian Education Fund	
	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 157,764	\$ 149,876
Total Revenue	<u>\$ 157,764</u>	<u>\$ 149,876</u>
Teachers .4 Elem Rdg Spec; .05 MS Rd Spec	\$ 43,656	\$ 41,474
Aides - 2 ea. .9 Paras; .1 Prgm Coord	50,796	48,256
Employee Benefits	43,750	41,563
Supplies	12,278	11,664
Indirect Costs	7,283	6,919
Total Expenditures	<u>\$ 157,764</u>	<u>\$ 149,876</u>

REAP (355)

Federal Rural Education Achievement Program funds direct to the district used for professional development.

REAP

	<u>FY 2017</u>	<u>FY 2018</u>
Federal Revenue	\$ 7,308	\$ 6,943
Total Revenue	<u>\$ 7,308</u>	<u>\$ 6,943</u>
Professional & Technical	<u>7,308</u>	<u>6,943</u>
Total Expenditures	<u>\$ 7,308</u>	<u>\$ 6,943</u>

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2017-25

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ADVERTISE A REQUEST FOR PROPOSAL FOR CONSTRUCTING IMPROVEMENTS AT THE WASTEWATER LAGOON AND THE DOCK LIFT STATION

WHEREAS, the City has been working for the past four years on improvements to the City's sewer system with grant funding; and

WHEREAS, the City awarded a contract to CRW Engineering to draft RFP documents to reroute a section of wastewater force main at the sewer lagoon, to install flow measurement systems at the sewer lagoon, and to perform necessary work within the Dock Lift Station wet well; and

WHEREAS, the City will be advertising the project for bids in May 2017 and look to award the contract at the June 15, 2017 meeting.

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to advertise the RFP for a company to construct these needed improvements to the City's wastewater system.

PASSED and ADOPTED by the Dillingham City Council on May 4, 2017.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: May 4, 2017

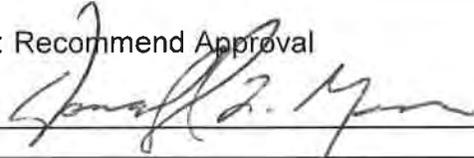
Attachment to:

Ordinance No. _____ / Resolution No. 2017-25

Subject:

A resolution of the Dillingham City Council authorizing the City Manager to advertise a request for proposal for constructing improvements at the wastewater lagoon and the dock lift station

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

The construction work at the wastewater lagoon will be covered by ANTHC and municipal matching grant at 70% set to expire in May 2018, and the dock lift station work will be covered 70% by municipal matching grant set to expire in May 2018, and the remaining 30% may come from general funds unless other funding sources can be found, such as USDA. A fiscal note will be provided with the notice to award.

Attachment to:
Ordinance No. _____ / Resolution No. 2017-25

Summary Statement continued:

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

Regional Government Study with Tribes

TASK FORCE MEETING

April 6, 2017 in the BBNA Board Room

MEETING MINUTES

I. CALL TO ORDER

Ralph Andersen called to order the regular meeting of the Task force at 9:10 A.M. on April 6, 2016 at the BBNA Board room.

II. ROLL CALL/QUORUM

Patty Heyano conducted a roll call. QUORUM ESTABLISHED.

Present:

Ralph Andersen, Bristol Bay Native Association, Chair
Bryan Reed, Bristol Bay Area Health Corp.
Norm Van Vactor, Bristol Bay Economic Development Corp. (alternate)
Kay Andrews, Southwest Region School District
Jane Gottschalk, City of Aleknagik, teleconference
Carolyn Smith, City of Aleknagik, (alternate) teleconference
Joseph Wassily, City of Clarks Point
Betty Gardiner, Clarks Point Village Council
Kim Williams, Curyung Tribal, (alternate)
Alice Ruby, City of Dillingham
Kurt Armstrong, City of Dillingham, (alternate)
Robert Heyano, Ekwok Village Council
Luki Akelkok, City of Ekwok
Melvin Andrew, City of Manokotak
MaryAnn Johnson, Portage Creek
Charlie Johnson, Portage Creek
Jimmy Coopchiak, Traditional Council of Togiak, teleconference
Arthur Sharp, Twin Hills Village Council

Absent:

Helen Smeaton, Bristol Bay Economic Development Corp.
Kevin Tennyson, Bristol Bay Housing Authority
Gusty Ilutsik, Aleknagik Traditional Council
Thomas Tilden, Curyung Tribal Council
Chris Napoli, Dillingham City School District
Richard King, Ekwok Village Council
Robert Larson, New Koliganek Village Council
Diane Mochin, Manokotak Village Council
Peter Christopher, New Stuyahok, Traditional Council

Darryl Thompson, City of Togiak

Guests Present:

Susan Bell, McDowell Group
Charlie Johnson, Portage Creek
Pauline Akelkok, Ekwok
Lawrence Hamilton, KDLG
Melody Nibeck, Dept. of Commerce & Regional Affairs

Staff Present:

Patty Heyano, Program Development Dept. Director
Jayne Bennett, Program Development Dept. Assistant

III. APPROVAL OF AGENDA

Arthur Sharp MOVED to delete Inter-Governmental Meeting, Discussion, under new business, Jimmy Coopchiak SECONDED the motion. The motion was discussed and then a roll call vote was called.

Jane Gottschalk	Nay
Bryan Reed	Nay
Ralph Andersen	Nay
Kay Andrews	Nay
Betty Gardiner	Nay
Alice Ruby	Nay
Robert Heyano	Nay
Luki Akelkok	Nay
Jimmy Coopchiak	Yay
Melvin Andrew	Yay
MaryAnn Johnson	Nay
Arthur Sharp	Yay
Kim Williams	Nay

3 Yays, 10 Nays, MOTION FAILED.

IV. APPROVAL OF MINUTES of Dec 7, 2016

Kay Andrews MOVED to approve meeting minutes of December 7, 2016. Luki Akelkok, SECONDED. The motion PASSED UNANIMOUSLY.

V. OLD BUSINESS

Regional Government Study with Tribes

Community Resident Survey results were explained by Susan Bell. Melvin Andrew MOVED to approve the Community Residential Survey. SECONDED by Kay Andrews. The motion PASSED UNANIMOUSLY.

Draft Borough Feasibility Study

The comments and changes to the feasibility study, from the public comment period, were explained by Susan Bell. Robert Heyano MOVED to accept the Borough

Feasibility Study, SECONDED by Bryan Reed. The motion PASSED UNANIMOUSLY.

Ralph Andersen excused himself and Patty Heyano took over as chair about 10:42 am.

VI. NEW BUSINESS

Legislative Update: Speaker Edgmon

Speaker Edgmon sent his regrets, since he was not available to address the Task Force due to his busy schedule with the legislature in session.

Convene Inter-Governmental Meeting (discussion includes representatives from Tribes and Communities)

Susan Bell explained that this was a time for representatives from the Tribes and Cities to say anything that they want to get on the record. They went around room allowing representative to comment. A summary of key points and excerpts are provided below to illustrate the nature of the discussion.

Arthur Sharp stated that his village's elders are opposed to the borough, so there is no further reason to educate them about a borough. They already said, "No."

Alice Ruby said that the City of Dillingham appreciates its ability to sit at the table and participate in the research. We are not participating from a preconceived position; or to force anything on our neighbors. The survey was good feedback from residents. The section on prioritizing projects was useful. Dillingham wants to be neighbors, not big, bad Dillingham. We want to continue the cooperative effort, which is important with Pebble still out there and we are always at risk. A borough might be helpful on that front.

Arthur Sharp asked Alice, as a former classmate, "Are you speaking as a resident or as mayor?"

Alice Ruby said that she was speaking as both.

Arthur Sharp mentioned that Togiak annexed Twin Hills in the 1980's. The Twin Hills Council wrote to the Mayor and said that Twin Hills was not against them. Twin Hills has no feeling of State Charter.

MaryAnn Johnson thanked Alice for her comments. Unfortunately, the perception is that big, bad Dillingham gets most of the resources, large BB organizations, jobs, etc. As for benefits and disadvantages for borough formation, MaryAnn said that she was opposed in the beginning. Her biggest fear was taxes that would lead to loss of property. She asked, "How to educate the public?" There is lots of misunderstanding in Tribal Governments on borough formation. What direction should we go? We need more information to the communities. Biggest fear is resource extraction; a borough would be beneficial to curtail that. How can we get the message out? Second fear was the schools. Third fear was taxation affecting person property.

Melvin Andrew said that it boils down to money, tribes, schools, and borough. Manokotak annexed Igushik. Every community is suffering from the State's fiscal situation. Volatility of the fishery will determine how Manokotak fairs. The BBRV says to look for new sources of funds. We are in fear of opening new resources. A borough means potential money; how it will affect big and especially small communities. If small communities support a borough, Manokotak will likely also support a borough.

Robert Heyano said that the Borough Feasibility Study is a well-written document and helpful. He has been involved in the movement from the beginning going forward. Robert says that it needs to be Home Rule. The woman (Kate Conley) from the Lake and Peninsula Borough at the last meeting explained how a borough could be run with little expenses. They build projects and transfer ownership to the communities when completed. What is a borough's authority on land use issues? We need one voice going to Juneau. There may be a perception of more State money, but Robert says, "I think less." Inflation affects infrastructure needs. Small communities are hit the hardest. School's have many needs. As for representation, Dillingham has half of the population and a large tax base. They generate a huge amount compared to other small communities. Dillingham is for Dillingham. It is a huge hurdle to get over. The Lake and Peninsula Borough does not have property tax. The education part is huge. How to develop the materials, it is all about the money. We need more exploration, what can the tribes bring from the federal arena?

Luki Akelkok says that he has been listening about a borough from way back and there is always the same issues. He says, "Do like the Lake and Peninsula Borough." How many communities around the table are afraid of a tax? It is always the same things. We need to get back together and talk together and within the communities. Luki says that he cannot get any of the young people to participate. Money was spent doing this study. We can raise money through bingo. It has been a long time since we had government-to-government talks between the tribes. Ask for true information like what we are asking today. Get the story, what are we going to do about taxation? How many tribes are there in the region? There are 31 tribes and this project should include all communities. We have to deal with it. It needs to be face-to-face, not teleconference. Wake up and go. Let's form a borough. There is fear. Money is getting tight through the State. In healthcare, there is no money. It is not getting easier; it is getting harder. We could do it. Go talk to them. Luki says that he is cutting down on the meetings that he attends.

Jimmy Coopchiak says that Togiak has a 2% Fish Tax. It has been like status quo for a few years. Togiak does not want to lose that. Like Luki's comment, All villages need to be involved. For many there is no industry to tax. The number of commercial fishermen went down from 80 to 50 in Togiak. The fishermen cannot afford a borough tax. Maybe it should mirror the school attendance area (REAA).

Jane Gottschalk said that she was glad for the borough formation study. Thinking about the small person, some might lose homes. There aren't many jobs. There is healthy taxation by the City of Aleknagik for services. Jane is concerned that the voices in smaller villages would not be heard. The City of Aleknagik did a resolution in 2008 against forming a borough. During this study, community members have voiced that they are opposed.

Kim Williams said that she is on Curyung Tribal Council and a past school board member. She understands that the State does not have money. Dillingham contributes money for its school. We do not have nurses, much less security and electives. We need revenue. As Luki said, we need to do something. How do we fund schools, jobs, etc? We need to find new revenue sources. We need to hold meetings in other communities.

Arthur Sharp asked, "What is that saying? Sue first and ask questions later?" "What does it mean? That the State and Federal provide services?" Federal and State funding allocates funding based on the number of people. Hubs have the most people. Twin Hills objects to further discussion.

Kay Andrews said that education is key on what this study can do. In reference to questions and Kim's comment, SWRSD villages do not have a local contribution, but 90% of their Federal Impact Aid is taken back by the State. Federal Impact Aid is federal funds that compensate for non-taxable federal lands within the REAA. Although the local people do not contribute, the federal government contributes on their behalf. One of the fear is loss of control by the tribes. Kay does not believe that it will go away. We live by a majority rules. That is democracy. That does not mean we understand small communities' need help. Housing was omitted from the community survey. We need to recognize that housing is a need in small communities. For additional revenue, we have not looked at tourism tax. How can we capture dollars from the tourism industry? Further, what is the baseline to adequately fund? Back to fear of majority rule, Moses, Gusty, and myself are running for the Nushagak Board. Representation is the way to get community equity.

Norm Van Vactor shared that he has different perspectives from 35 year in Bristol Bay. He feels that we missed the boat on the super borough. A borough can help to speak with one voice. On page 26, school districts need \$18 Million to provide a good education for children. He says that efficiencies could be made by combining schools districts. He appreciates the needs of small communities. He grew up in the Philippines and was sent to boarding schools away from family. The amount of money that is being spent on the new school in Manokotak is enough to send every child to boarding school and then to Harvard. A borough would be stronger and able to speak as one.

Kay Andrews added that the four school districts have been working collaboratively in the Bristol Bay region on technical education. They are working to meet the needs of the communities through education. They come together three times per year for E-

week. As an example, 24 ETT students passed their course with BBEDC's help. Other things did not have the money needed. Kay also added that when the cost of fuel went up, the costs of goods and services went up. When the cost of fuel went down, the costs of goods and services stayed the same. Our schools do not have nurse, security, band, art. They just have the bare minimum.

Bryan Reed said that he supports community-based education. He recommends that there needs to be a short sheet on borough alternatives. BBAHC is concerned for everyone, not one having all the benefits.

Break for Lunch at 12:15 pm and Reconvenes at 12:45 pm

After lunch, Melody Nibeck provided a sheet showing the voter turnout during the last election. Kim Williams mentioned that there is no absentee voters or voters from Twin Hills. Melody said that absentee votes are not sorted by community. Twin Hills is included with Togiak. Kay Andrews asked Melody to clarify that a unified borough dissolves the municipalities. Melody answered that within a unified borough, the municipalities are dissolved. The unified borough to take over schools and services, including fire. Susan Bell explained that a borough can pass revenue sharing to the communities.

Overview of Charter Commission Process

Susan Bell explained that the Charter Commission Process was described in past meetings and in the feasibility study, so no further discussion was made.

Discussion of next steps

Susan Bell explained that a link to an end-of-project Task Force Members Survey will be sent out by email. There will be a deadline to participate within a week or so.

Melody Nibeck handed out a report from the LBC and asked staff to send it to the people on the phone.

Arthur Sharp said that we are giving information on borough information, and he has information on forming a tribal government. State OCS is giving cases to the tribes and is working with tribal courts. He mentioned tribal government could impose taxes. The State encroaches on tribal governments and uses scare tactics. Arthur said that Twin Hills is not waiting for another borough talk. Arthur requested 15 minutes to do a diagram on the board. The chair asked the group if they wanted a 15-minute presentation. No one responded affirmatively, so the chair asked Arthur to put the diagram on paper and share with the group by email. Arthur responded that he would create a presentation.

Grant and study closure process

Patty Heyano said that the grant will be closed very soon and that if anyone has any travel receipts to turn them into Jayne or herself.

Susan will make any corrections and will send out to Task Force members. Patty will have the final documents posted on BBNA's website and send out notices by email when it is available.

VII. ADJOURNMENT

Joseph Wassily MOVED to adjourn, SECONDED by Luki Akelkok, MEETING ADJOURNED at 1:34 pm

2017-05

Action Memorandum No. _____

Subject:

Authorize City Manager to enter into a contract with HUB International Northwest LLC for insurance coverages.

City Manager: Recommend Approval

Signature: _____



Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- RFP 2017-02 Insurance Coverage
- RFP 2017-02 Notice of Intent to Award

Summary Statement:

The City's current insurance plan which provides coverages for property insurance, casualty insurance, workers' compensation and employer's liability as well as crime coverage expires on June 30, 2017. As the City is faced with a budget deficit, it was determined that we would go out to bid for insurance coverage. As such, RFP 2017-02 was issued on March 10, 2017. Bids closed at 3:00 PM on April 21, 2017.

Bidders of record include:

- Alaska Municipal League Joint Insurance Association
- Hale & Associates Inc.
- HUB International Northwest LLC
- Insurance Brokers of Alaska

Several staff members and management reviewed all applications and HUB International Northwest LLC was selected as the insurance carrier of choice for receiving the highest score after evaluating their experience and cost for providing coverages. HUB was the lowest bidder. The City will see a \$85,000 reduction in cost compared to FY17. All firms received a Notice of Intent to Award to HUB on April 28, 2017.

Action Memorandum No. 2017-05

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on _____

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
X	Finance Director	
X	Planning Director	
X	City Clerk	



REQUEST FOR PROPOSALS
RFP 2017-02 Property Insurance, Casualty Insurance,
Workers' Compensation & Employer's Liability, and Crime Coverage

The City of Dillingham is soliciting proposals for City insurance coverages for property, casualty, worker's compensation, employer liability and crime. The selected firm will be awarded a three-year contract beginning July 1, 2017.

Inquiries should be directed Finance Director, Navin Bissram at 907-842-5211 or via email at finance@dillinghamak.us
Proposals will be accepted until 4:00 PM on Friday, April 21, 2017

Proposals will be evaluated on Monday, April 24, 2017 and a Notice of Intent to Award will be given after the evaluation process is complete. A contract to award will be authorized at the May 4, 2017 regular meeting of the Dillingham City Council.

Background

Description of the City of Dillingham

The City of Dillingham (City) was incorporated in 1972 as a first-class city with a council-manager form of government. The City is not part of an organized borough and collects its own sales, real and personal property taxes.

Dillingham is a community of approximately 2,400 residents and is about 300 air miles from Anchorage. There is no road access. The economy is based on the fishing industry and some tourism related to the Tikchik-Wood State Park.

The City has approximately 55 employees and provides the following services: police, dispatch, jail, DMV, fire, water, sewer; public works including roads and streets, building and vehicle maintenance; planning, administrative services, landfill, library, senior center, dock, and harbor.

Substantially all employees of the City participate in the Public Employees' Retirement System (PERS) administered by the State of Alaska.

Scope of Work

The City of Dillingham is soliciting proposals for City insurance coverages for property, casualty, worker's compensation, employer liability and crime. The City has provided details regarding the insurance coverage it is seeking from proposers in Table 1 and Table 2.

The City has made every effort to provide complete salary and property information in this RFP. However, the proposer shall afford coverage without prejudice for those exposures that may have been inadvertently omitted.

Scope of Work continued

Only proposals that comply with the requirements stated, which are substantially similar to the specifications, will be considered. Proposer may deviate from the specifications if such deviation is considered by the proposer to be more advantageous to the City of Dillingham. All such deviations must be identified and explained.

The proposer will be required to meet with City management annually to review coverage needs and ensure the City maintains the appropriate levels of insurance.

In addition, the proposer is expected to Investigate and review submitted claims on a timely basis. Additional services offered by the proposer that become part of the signed agreement should also be disclosed and will be considered during the proposal evaluation process.

Required Proposal Content

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that proposals are organized in the manner specified below:

- A. Title Page: Show the Request for Proposal subject, the name of your firm, local address, telephone number, name of contact person and date.
- B. Table of Contents: Clearly identify the material by section and page number.
- C. Letter of Transmittal: Limit to not more than two printed pages. Briefly state your firm's understanding of the services to be provided. Include the names of persons who will be authorized to make representations for your firm, their titles, addresses and telephone numbers. This letter must be signed by an individual who has the authority to bind the firm.
- D. Profile of the Insurance Provider:
 1. Firms submitting proposals must have an Alaska decision-making office.
 2. Indicate the individuals located within the Alaska office that will be the main contacts regarding insurance issues (e.g. claims, risk services, etc.).
 3. Provide a list of the Alaskan office's current clients (municipalities and school districts), insurance coverage provided, and the number of years served.
 4. Identify any disciplinary action against the firm.
- E. Scope/Cost Section:
 1. Clearly describe the scope of the required services to be provided and related insurance premiums (sample policies and endorsements should be included). For each category of requested coverage, the proposer should provide details regarding all applicable limits and sublimits.

Proposal Evaluation and Selection Process

Proposals will be evaluated to ascertain which proposer meets the best overall needs of the City. A committee of administrative personnel will conduct the evaluation. The factors to be evaluated are as follows:

1. The firm's size and experience in providing comprehensive insurance coverage to municipalities in Alaska.
2. Premium cost and proposed coverage (including any additional services provided by the proposer as part of their agreement).

The selected firm will be awarded a three-year contract for the period beginning July 1, 2017.

Submittal Requirements and Information

To be considered, all proposals shall include **(1) original** and **(2) copies** which must be delivered to the address below, on or before the deadline no later than 4:00 p.m. on Friday, April 21, 2017.

No proposals shall be accepted after the above date and time. Proposals received after the time specified will be returned to the proposer unopened.

If it becomes necessary to revise any part of this RFP or otherwise provide additional information, an addendum will be issued by the City at least five (5) calendar days before proposals are due. All persons receiving this RFP shall designate a contact person, telephone number and fax number.

It is the responsibility of the proposer to ensure that their proposal and subsequent modifications, if any, are received prior to the time of the scheduled proposal opening.

Please mark the envelope to identify the project: **RFP 2017-02 Insurance Coverage**

Delivery instructions – mail or hand deliver in a sealed envelope to:

City Planner's Office
City of Dillingham
PO Box 889
Dillingham, AK 99576

ELECTRONIC AND FAXED PROPOSALS WILL NOT BE ACCEPTED

The City of Dillingham reserves the right to reject or accept any or all bids, to waive irregularities or informalities in the proposal, and to give particular attention to the qualifications of the proposer.

The City reserves the right to revise or clarify the RFP, respond to questions, and/or extend or shorten the due date of proposals.

The City retains the right to cancel the RFP process if it is in their best interest. Any cost incurred by proposers for the preparation and submittal of the proposal is the sole responsibility of the proposer.

A proposal may be corrected or withdrawn by a written request received prior to the deadline for receipt of proposals.

All proposals and other material submitted become City property and may be returned only at their option.

The City assumes no responsibility or liability for the transmission, delay, or delivery of proposals by either public or private carriers.

Any and all media announcements pertaining to this RFP require the City's prior written approval.

This RFP does not obligate the City or the selected proposer until a contract is signed and approved by all parties.

Proof of Insurance and Licensing

Responding bidders will be required to provide the following prior to "Notice of Award":

- Copy of 2017 City of Dillingham Business License
- Copy of current, valid State of Alaska Business License
- Current certificate of insurance with at least \$1,000,000 of errors and omissions coverage.

Any and all insurances described above shall include an endorsement stating the following: sixty (60) days advance written notice of cancellation, non-renewal, reduction change, shall be sent to the City Manager, PO Box 889, Dillingham, AK 99576.

Table 1 - Coverages to be Provided in Proposal

PROPERTY COVERAGE	
PROPERTY	
Limit each Occurrence	\$ 200,000,000
Property Scheduled Values (Exhibit A)	\$ 37,375,464
Mobile Equipment Scheduled Values (Exhibit B)	\$ 5,333,529
Deductible	See Exhibit A & B
FLOOD	
Limit each Occurrence	\$ 200,000,000
Deductible	\$ 100,000
EARTHQUAKE	
Limit each Occurrence	\$ 50,000,000
Deductible	\$ 100,000
EQUIPMENT BREAKDOWN	
Limit each Occurrence	\$ 200,000,000
Deductible	\$ 10,000
WORKERS' COMPENSATION & EMPLOYER'S LIABILITY	
WORKERS' COMPENSATION	
Limit Each Occurrence	Alaska Statutory Limits
Estimated Payroll (Exhibit C)	\$ 3,098,226
Deductible	None
EMPLOYER'S LIABILITY	
Limit Each Occurrence	\$ 2,500,000
Deductible	None
CRIME COVERAGE	
PUBLIC EMPLOYEE DISHONESTY	
Limit each Occurrence	\$ 100,000
Deductible	\$ 1,000
FORGERY OR ALTERATION	
Limit each Occurrence	\$ 100,000
Deductible	\$ 1,000
THEFT, DISAPPEARANCE & DESTRUCTION	
Limit each Occurrence	\$ 100,000
Deductible	\$ 1,000

Table 2 - Coverages to be Provided in Proposal continued

CASUALTY COVERAGE

GENERAL LIABILITY	
General Liability Limit Each Occurrence	\$ 10,250,000
Estimated Payroll	\$ 3,098,226
General Liability Deductible	\$ 5,000
POLICE PROFESSIONAL LIABILITY	
General Liability Limit Each Occurrence	\$ 10,250,000
Estimated Payroll	\$ 539,714
General Liability Deductible	\$ 5,000
PUBLIC OFFICIALS' E&O LIABILITY & EMPLOYEES' LIABILITY	
Limit each Occurrence	\$ 10,250,000
Deductible	\$ 5,000
WHARFINGER'S/SAFE BERTH/MARINA OPERATOR'S LEGAL LIABILITY	
Limit Each Occurrence	\$ 1,000,000
Deductible	\$ 5,000
AUTO LIABILITY	
Limit each Occurrence	\$ 10,250,000
Scheduled Values (Exhibit D)	\$ 1,505,352
Deductible	See Exhibit D
<i>Uninsured/Underinsured Motorist</i>	
Property Damage Limit : Actual Cash Value up to \$50,000 or Scheduled Value for Emergency Vehicles.	
Bodily Injury Limit	\$ 1,000,000
Deductible : Property Damage	\$ 500
Deductible : Bodily Injury Liability	None
EMPLOYEE BENEFIT LIABILITY	
Limit each Occurrence	\$ 10,250,000
Deductible	\$ 5,000
MEDICAL PAYMENTS FOR VOLUNTEERS	
Limit each Occurrence	\$ 25,000

EXHIBIT A
PROPERTY - SCHEDULED VALUES FOR EXPOSURE

<u>PropAsset</u>	<u>Property Description</u>	<u>YearBuilt</u>	<u>Condition</u>	<u>Construction</u>	<u>Square Feet</u>	<u>Floor#</u>	<u>Appraised Value</u>	<u>Building Value</u>	<u>Contents Value</u>	<u>EDPValue</u>	<u>ISOProtection ClassCode</u>	<u>Garage Value</u>	<u>Business Income</u>	<u>Total Value</u>	<u>Deductible</u>
1	Airport Fire House	1975	Fair	D	750	1	\$162,353	\$162,353	\$0	\$0	5	\$0	0	\$162,353	5000
2	All-Tide Dock	2004	Excellent	S	43560	1	\$3,290,000	\$3,290,000	\$0	\$0	5	\$0	500000	\$3,790,000	25000
3	Bathroom	2001	Excellent	D	1015	1	\$463,402	\$463,402	\$0	\$0	5	\$0	0	\$463,402	5000
5	Carlson Residence	1935	Fair	D	2496	2	\$658,256	\$658,256	\$0	\$0	5	\$0	0	\$658,256	5000
6	City Hall/Offices	1955	Good	D	9390	2	\$3,301,586	\$3,301,586	\$53,233	\$50,000	5	\$0	500000	\$3,904,819	5000
45	COD Boat Harbor (Bingman Sr Foreclosure)	0	Fair	D	0	1	\$0	\$227,400	\$0	\$0	5	\$0	0	\$227,400	5000
46	COD Lot/Shed (Bingman Foreclosure)	0	Fair	D	0	1	\$0	\$11,700	\$0	\$0	5	\$0	0	\$11,700	5000
7	Dock Offices	1980	Good	D	224	1	\$58,378	\$58,378	\$0	\$0	5	\$0	0	\$58,378	5000
8	Fire House	1990	Good	D	3248	1	\$1,044,947	\$1,044,947	\$0	\$0	5	\$0	0	\$1,044,947	5000
34	George Andrew etal	1980	Poor	D	744	1	\$0	\$85,833	\$0	\$0	5	\$0	0	\$85,833	5000
10	Harbor Master Station	1984	Good	D	700	1	\$196,799	\$196,799	\$0	\$0	5	\$0	0	\$196,799	5000
41	Incinerator Building	2014	New	D	0	1	\$0	\$600,000	\$856,408	\$0	5	\$0	0	\$1,456,408	5000
11	Industrial Ice Maker	N/A	Good	A	10' x 40'	1	\$0	\$157,062	\$0	\$0	10	\$0	0	\$157,062	5000
44	James Bingman Residence	1976	Fair	M	1976	2	\$0	\$354,900	\$0	\$0	5	\$0	0	\$354,900	5000
35	Jeff Moxie	2001	Good	D	384	1	\$0	\$52,209	\$0	\$0	5	\$0	0	\$52,209	5000
12	Landfill Building	2003	Excellent	S	1080	1	\$0	\$388,878	\$0	\$0	10	\$200,000	0	\$588,878	5000
13	Landfill Shack	1995	Fair	D	96	1	\$30,799	\$30,799	\$0	\$0	5	\$0	0	\$30,799	5000
14	Library/Museum	1980	Fair	D	4188	1	\$1,574,742	\$1,574,742	\$561,857	\$0	5	\$0	0	\$2,136,599	5000
15	Main Fire Station	1952	Good	D	4800	2	\$1,049,520	\$1,049,520	\$22,886	\$0	5	\$0	0	\$1,072,406	5000
40	National Guard Building	1990	Good	D	3400	1	\$1,158,040	\$1,158,040	\$50,000	\$0	5	\$0	0	\$1,208,040	5000
16	Old Shop/Quonset	1951	Fair	S	2736	1	\$180,576	\$180,576	\$114,431	\$0	5	\$0	0	\$295,007	5000
17	Police Station/Jail	1985	Good	D	9200	2	\$3,491,909	\$3,491,909	\$0	\$0	5	\$0	0	\$3,491,909	5000
19	Pollock Warehouse	1994	Fair	D	6000	1	\$0	\$0	\$92,675	\$0	5	\$0	0	\$92,675	5000
20	Potato House	2003	New	D	600	1	\$145,926	\$145,926	\$5,722	\$2,000	10	\$0	0	\$153,648	5000
21	PW Storage Building (2 containers)	2001	Fair	M	1344	1	\$90,304	\$90,304	\$0	\$0	5	\$0	0	\$90,304	5000
38	Residence	1974	Fair	D	1356	1	\$0	\$136,791	\$0	\$0	5	\$0	0	\$136,791	5000
22	Senior Center	1982	Good	D	7448	1	\$1,999,789	\$1,999,789	\$125,874	\$0	5	\$0	0	\$2,125,663	5000
23	Sewage Lift Stations (6 - appr is cost each)	1975	Fair	D	100	1	\$17,178	\$99,516	\$0	\$0	5	\$0	0	\$99,516	5000
24	Sewer Building	1983	Fair	M	768	1	\$0	\$604,253	\$0	\$0	5	\$0	0	\$604,253	5000
25	Shop Building	1988	Good	S	7200	2	\$2,421,250	\$2,421,250	\$0	\$0	5	\$0	0	\$2,421,250	5000
26	T Dock	1978	Fair	C	23000	1	\$4,698,000	\$4,698,000	\$0	\$0	5	\$0	0	\$4,698,000	5000
39	Territorial School	1939	Good	D	10779	2	\$0	\$3,000,000	\$0	\$0	5	\$0	0	\$3,000,000	5000
27	Transmit/Radio Station	1975	Fair	D	240	1	\$41,032	\$41,032	\$114,431	\$0	5	\$0	0	\$155,463	5000
28	Water Tank/500,000 gal	1980	Fair	S	0	0	\$0	\$472,888	\$0	\$0	5	\$0	0	\$472,888	5000
29	Water Tank/750,000 gal.	1985	Fair	S	0	0	\$0	\$607,057	\$0	\$0	5	\$0	0	\$607,057	5000
31	Water Treatment Plant	2010	New	D	0	1	\$0	\$461,932	\$807,920	\$0	5	\$0	0	\$1,269,852	5000
							<u>\$26,074,786</u>	<u>\$33,318,027</u>	<u>\$2,805,437</u>	<u>\$52,000</u>			<u>\$200,000</u>	<u>\$1,000,000</u>	<u>\$37,375,464</u>

City of Dillingham

EXHIBIT B

MOBILE EQUIPMENT - SCHEDULED VALUES FOR EXPOSURE

<u>EquipYear</u>	<u>Make</u>	<u>Model</u>	<u>SerialVINNumber</u>	<u>EquipValue</u>	<u>Deductible</u>
0	150 Ton Crane	4000 WV	40148	\$380,000	5000
1991	Aspen	Lowboy Trailer	249i56037s037057	\$100,000	5000
0	Beal	Dump Trailer	1bn2p3323rk101160	\$30,000	5000
2011	Bobcat	CT-440	ABHE11113	\$20,000	5000
2003	Bobcat	S250C	521311521	\$31,454	5000
2016	Case	580 Super N	JJGN58SNCCC565386	\$100,000	5000
0	Case	580E Backhoe	17033398	\$27,000	5000
2003	Case	821C Wheel Loader	155138	\$161,000	5000
1993	Case 850E	Bulldozer	JAK0003576	\$51,000	5000
2000	CAT	D5M LGB	0474	\$110,000	5000
1998	Caterpillar	160H Grader	9EJ00625	\$116,000	5000
2011	Caterpillar	160M Grader	M9E00207	\$338,282	5000
2014	Caterpillar	816F Compactor	TBD	\$150,000	5000
1983	Caterpillar	950B Loader	22Z00621	\$20,000	5000
1997	Caterpillar	960F Loader	9ZJ00466	\$69,000	5000
2006	Caterpillar	Excavator 345CL	cat0345cdhp00339	\$275,000	5000
2016	Clark	C35G	P232G-0015-9947 CNF	\$30,000	5000
1998	Clark	CGP-32 Forklift	P365GI-0098-9580FB	\$60,000	5000
1986	Clark	GPS-25HB Forklift	GP138HB-0122-5536FA	\$9,000	5000
2005	Elgin	Eagle Street Sweeper	Unknown	\$191,000	5000
1987	Grove	RT-760 Crane	TBD	\$45,000	5000
2012	Hyster	1050H Forklift	A917E01598K	\$582,452	5000
2005	Hyster	H800E Forklift	D117E01902D	\$363,321	5000
0	Ingersoll Rand	Air Compressor	161345U87952	\$10,000	5000
1980	Ingersoll-Rand	SP-56DD Compactor	5409-5	\$25,000	5000
0	John Deere	790 ELC Excavator	15842	\$120,000	5000
2016	Link-Belt	248HSL Crane	TBD	\$1,497,000	5000
1999	Magnum	MMG 12-425	044164	\$16,500	5000
2001	Swaploader	SL-5005	M00216	\$43,000	5000
2013	Trackless	MT6	1659	\$100,000	5000
0	Unknown	Trench Box	93-6005	\$30,000	5000
2014	Volvo	L110G Front End Loader	TBD	\$200,000	5000
1998	Wachs	700D Vacuum Trailer	98-605	\$20,000	5000
2015	Yamaha	VF115LA Outboard Motor	6FNL-1000560	\$12,520	5000
				<u>\$5,333,529</u>	

City of Dillingham
EXHIBIT C
WORKERS COMPENSATION

<u>WCDescription</u>	<u>Payroll</u>	<u>Volunteers</u>
Street/Road Excavation/Paving	\$234,196	0
Harbor Employees	\$71,695	0
Stevedoring: NOC	\$103,091	0
Drivers NOC	\$34,639	0
Water Works	\$103,400	0
Garbage Works	\$164,291	0
Fire Fighters and Drivers	\$89,445	0
Fire Fighters and Drivers - Volunteers	\$0	25
Police Officers/Public Safety	\$913,695	0
Municipal Garage (incl. Retail Fuel Sales)	\$99,929	0
Clerical/Professional Employees	\$1,108,440	0
Building/Maintenance/Operations	\$112,911	0
Restaurant NOC	\$62,494	0
	<u>\$3,098,226</u>	

City of Dillingham

EXHIBIT D

AUTO - SCHEDULED VALUES FOR EXPOSURE

<u>AssetID</u>	<u>AutoYear</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>	<u>Valuation</u>	<u>CCDeductible</u>
170	1971	Ford F600	Pumper	362	\$0	0
173	1973	International	Tanker	8275	\$0	0
168	1979	International	Dump Truck	2511	\$0	0
172	1982	GMC	Fire Engine	4003	\$0	0
156	1983	International	Dump Truck	374	\$0	0
180	1984	Ford F150	Pickup	7176	\$0	0
176	1984	GMC	Flatbed	6297	\$0	0
1224	1984	GMC	Pumper	4113	\$0	0
165	1990	Ford	Pickup F350	3068	\$0	0
155	1991	Ford	F350 Ambulance	6768	\$0	0
0	1992	Kenworth	W900	1XKWD69X3NS575761	\$35,000	1000
2700	1993	Dodge	Pickup	27363	\$0	0
181	1994	Chevrolet	Ambulance 2	385	\$50,000	500
4	1995	Ford	Bronco	56528	\$0	0
0	1995	Ford	Ranger	34955	\$0	0
0	1995	White Volvo GMC	Truck Tractor	4V1JDBJF2SN842093	\$50,000	1000
0	1996	Jeep	Cherokee	1J4F168S7TL221124	\$0	0
0	1996	Oshkosh	T-3000	10T9L5EHXT1053762	\$0	0
0	1998	Ford	F15 PU	53426	\$0	0
2328	2000	Chevrolet	Astro Van	172343	\$0	0
0	2001	Chevrolet	Astro Van	31837	\$11,700	0
0	2001	Ford	F250	3FTNF20L21MA76652	\$0	0
0	2001	GMC	Astro	1GKEL19W81B504297	\$4,000	500
0	2004	Chevrolet	Pickup	61775	\$24,745	0
1	2004	Eldorado	Aerolite 21F54	74247	\$42,400	500
0	2004	Ford	Escape	1FMCU92184KA90063	\$5,000	500
2	2004	Ford	F350 Ambulance	79995	\$140,000	1000
0	2005	Ford	Explorer	34529	\$23,033	0
0	2005	Ford	F450	92522	\$52,157	0
0	2005	Western Star	Dump Truck	5KKHALCK25PU05000	\$69,000	1000
0	2006	Ford	Escape	86568	\$15,000	1000
0	2007	Ford	F150	41884	\$17,995	1000
0	2008	Ford	Escape	30353	\$17,395	1000
0	2008	Ford	Escape	30354	\$17,395	1000
0	2008	International	Fire Truck	1HTWEAZR49J089021	\$340,224	1000
0	2011	Ford	Expedition XLT Max	1FMJK1G51BEF29951	\$25,646	1000
0	2011	Ford	F150	1FTMF1EM9BKD82148	\$35,000	1000
0	2011	Ford	F150 Suber Cab 4X4 SS	1FTEX1EMXBFA63299	\$22,803	1000
0	2013	Ford	Explorer	1FM5K8AR2EGA91861	\$31,558	1000
0	2013	Ford	Explorer	1FM5K8AR0EGA91860	\$31,558	1000
0	2013	Ford	F350	1FDRF3H60DEA64849	\$39,469	1000
0	2013	Mirage	5,000 lb enclosed	5M3BE1427D1056092	\$5,000	500
0	2015	Ford	Police Interceptor	1FM5K8AR3FGA46090	\$31,558	500
0	2015	International	Tanker Firetruck	1HTWJAZT7FH531218	\$367,716	1000
					<u>\$1,505,352</u>	



NOTICE OF INTENT TO AWARD

ISSUE DATE: April 28, 2017

RFP NUMBER AND TITLE: RFP 2017-02 Insurance Coverages

RFP DEADLINE: April 21, 2017 at 4:00 PM

BIDDERS OF RECORD INCLUDE:

- Alaska Municipal League Joint Insurance Association
- Hale & Associates, Inc.
- HUB International Northwest LLC
- Insurance Brokers of Alaska

Based on the evaluation criteria established in the Request for Proposal (RFP), the City of Dillingham hereby provides notice of its intent to award the contract to these vendor(s):

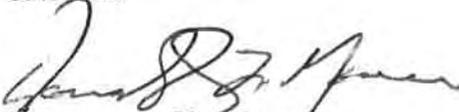
HUB International Northwest LLC
35681 Kenai Spur Highway
Soldotna, AK 99669

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Janice Williams, within 5 days from the date of this notice and appear in person before the City Council according to the provision of the Dillingham Municipal Code Section 4.30.100 E.

The entire Dillingham Municipal Code can be found on the City's website.

Prior to issuance of a Notice to Proceed, the successful bidder must provide the license and insurance documents as outlined in RFP 2017-02 to the City of Dillingham prior to C.O.B on May 4, 2017.

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and the City have signed the contract or the vendor has been otherwise notified. AS 36.30.365.


Don Moore, City Manager
(907) 842-5148
manager@dillinghamak.us

City of Dillingham Action Memorandum

Agenda of: May 4, 2017

Action Memorandum No. 2017-06

Subject:

Authorize City Manager to execute contracts to purchase aggregate from Bristol Construction Services, JJC Enterprises, and Bennett Enterprises.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- RFP 2017-03 Furnish Aggregate for FY18
- RFP 2017-03 Score Sheet
- RFP 2017-03 Notice of Intent to Award

Summary Statement:

This is an annually recurring RFP for the Public Works Department's aggregate needs. In response to these needs, RFP 2017-03 was issued. Bids closed at 3:00 PM on April 14, 2017.

Bidders of record include:

- Cruz Construction
- Bristol Construction Services
- JJC Enterprises
- Snag Point Trucking & Snow Removal
- Bennett Enterprises

Successful bidders include:

Bristol Construction Services - 750 tons of Rip-Rap at \$98.00/ton totalling \$73,500

JJC Enterprises - 6,200 cubic yards of Pit Run Gravel at \$9.65/cy totalling \$59,830

Bennett Enterprises - 1,250 cubic yards of Washed Sand at \$23.72 for \$29,650 and 150 cubic yards of Drain Rock at \$24.00/cy for \$3,600 totalling \$33,250

Total amount of funds dedicated to award this RFP is \$166,580

Action Memorandum No. 2017-06

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

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



**REQUEST FOR PROPOSALS/BIDS
RFP 2017-03 Furnish Aggregate for FY18**

The City of Dillingham is soliciting sealed bids to supply gravel, sand and drain rock to the landfill and city maintenance yard as well as rip-rap. The selected firm or individual will enter into a term contract for a period of one year. Bids for any of the following materials will be accepted:

<u>Materials</u>	<u>Amount</u>
Washed Sand (Maintenance Yard)	1,250 cubic yards
Pit-Run Gravel (Landfill)	6,200 cubic yards
Drain Rock (Landfill)	150 cubic yards
Rip-Rap, Class II	750 tons

Inquiries should be directed to:

Ken Morton, Public Works Director
publicworks@dillinghamak.us 907 842-4598

Bids will be accepted until 3:00 PM on Friday, April 14, 2017 and a Notice of Intent to Award will be given the following business day. A contract to award will be authorized at the May 4, 2017 regular meeting of the Dillingham City Council.

SPECIFICATIONS

Submittal Requirements and Information

To be considered, all proposals must be delivered to the address below, on or before the deadline no later than 3:00 p.m. on Friday, April 14, 2017.

Please submit a signed copy of Attachment A, Aggregate Bid, to the City Planner's office no later than 3:00 p.m. on Friday, April 14, 2017.

Please mark the envelope to identify the project: **RFP 17-03 Furnish Aggregate FY18.**

Delivery instructions – mail or hand deliver in a sealed envelope to:

City Planner's Office
City of Dillingham
PO Box 889
Dillingham, AK 99576

Required Proposal Content

Return the following attachments to the City of Dillingham by the due date:

- Attachment A. Aggregate Bid

Electronic and faxed proposals will not be accepted.

Proof of Insurance and Licensing

Responding bidders will be required to provide the following prior to "Notice of Award":

- Copy of 2017 City of Dillingham Business License
- State of Alaska Business License
- Certification of Insurance and Workers Compensation as required under AS23.30 naming all employees.
- Proof of commercial insurance, covering bodily injury, death, and property damage with a single limit not less than one million dollars
- Vehicle liability insurance including applicable uninsured/underinsured coverage with limits of liability not less than one million (\$1,000,000) dollars per occurrence combined
- Single limit bodily injury and property damage

All insurances, workers' compensation insurance, commercial general liability insurance and motor vehicle liability insurance, as described above shall include an endorsement stating the following: sixty (60) days advance written notice of cancellation, non-renewal, reduction change, shall be sent to the City Manager, PO Box 889, Dillingham, AK 99576.

Owner/Operators are eligible to submit a bid, as long as they meet the minimum State requirements for operating as an owner operator.

Scope of Service

The contractor shall furnish and delivery aggregate according to the following specifications and conditions:

1. **Materials:** Gravel, sand and drain rock shall contain no frozen material, much, roots, sod, dirt or other deleterious matter. Rip-Rap must be evenly graded stones that are hard, angular, and have no more than 50% wear at 500 revolutions as determined by AASHTO T 96. Use stones with breadth and thickness at least ¼ of its length. The material shall be graded within the limitations shown below:

Sand

3/8" Sieve	100 % Passing
#4" Sieve	95-100 % Passing
N0. 200 Sieve	0-2 % Passing

Pit Run

6" Sieve	100 % Passing
No. 200 Sieve	0 – 6 % Passing

Drain Rock

8" Sieve	100 % Passing
2" Sieve	0-10 % Passing
No. 200 Sieve	0-6 % Passing

Rip Rap, Class II - Meet the following gradation. Percents are by total weight, weights are for each stone

50-100 % weighing 200 pounds or more
0-15 % weighing up to 25 pounds
0-10% weighing more than 400 pounds

2. **Sampling:** The contractor shall submit a relative sample of the material to be supplied. Sampling details need to be coordinated with the Public Works Director. The City reserves the right to have samples tested to confirm to specs prior to and during delivery. The contractor will bear all cost related to the testing. Materials failing to conform to the specifications will not be used and will cause the City to declare the contractor in default and cancel the contract.

Scope of Service continued

3. Quantity:

The total quantity of sand to be purchased will be approximately ONE THOUSAND TWO HUNDRED FIFTY (1,250) cubic yards.

The total quantity of gravel to be purchased will be approximately SIX THOUSAND TWO HUNDRED (6,200) cubic yards.

The total quantity of drain rock to be purchased will be approximately ONE HUNDRED FIFTY (150) cubic yards.

The total quantity of rip-rap to be purchased will be approximately SEVENTY HUNDRED FIFTY (750) tons.

4. Method of Measurement: Gravel, sand and drain rock shall be measured by volume, in the truck, at the point of delivery.

Rip-rap shall be measured by weight, using a certified scale, at the point of purchase. The City will self-haul the materials from the City Dock or from a quarry accessible by commercial vehicle located along the Dillingham area road system.

5. Time Line:

Pit run deliveries may be sequenced into three different time periods, as directed by the Public Works Director.

Conditions of Offering and Acceptance

This is a Request for Proposal/Bid only and is not a guarantee the City of Dillingham will purchase any or all of the products or services indicated in this invitation.

The City of Dillingham reserves the right to reject or accept any and all bids, to waive irregularities or informalities in the procurement process, and to give particular attention to the qualifications of the proposer.

The City reserves the right to revise or clarify the Request for Proposal/Bid, respond to questions, and/or extend or shorten the due date of process.

The City retains the right to cancel the Request for Proposal/Bid process if the City determines it is in their best interest. Any cost incurred by proposers for the preparation and submittal of the bid is the sole responsibility of the bidder.

A bid may be corrected or withdrawn by a written request received prior to the deadline for receipt of bid proposals.

All bid proposals and other material submitted become City property and may be returned only at their option.

The City assumes no responsibility or liability for the transmission, delay, or delivery of bid proposals by either public or private carriers.

Any and all media announcements pertaining to this RFP require the City's prior written approval.

The bidder agrees to allow the City at least 30 days from the bid date to enter into a contract with the selected bidder for the price offered by the bidder.

The City intends to award a contract, subject to negotiation of a satisfactory agreement based upon the City's standard professional services contract form.

Contractor shall in performance of a contract, comply with all applicable federal, state, and local laws, ordinances, orders, rules and regulations applicable to its performance.

Contractor must be in compliance with Dillingham Municipal Code 4.20.240, Tax Delinquent List.

Attachment A. Aggregate Bid

**City of Dillingham
RFP 2017-03 Furnish Aggregate for FY18**

The furnishing and delivery of washed sand, gravel and drain rock shall be in accordance with the Request for Proposal/Bid and Specifications for the term of the contract. The price per cubic yard shall include the entire supplier costs associated with providing aggregate and delivery. The contract shall remain in effect from the date of execution through June 30, 2018. The City reserves the right to purchase up to 25% more materials at the unit prices bid.

1. Contractor may bid one or both options listed below:

<u>Materials</u>	<u>Amount</u>
Washed Sand	1,250 cubic yards
Pit-Run Gravel (Landfill)	6,200 cubic yards
Drain Rock (Landfill)	150 cubic yards
Rip-Rap, Class II	750 tons

2. Complete and submit this document in a sealed envelope for the items you are bidding.

\$ _____ Bid Amount per c.y. - Washed Sand Delivered
\$ _____ Bid Amount per c.y. - Pit-Run Gravel Delivered (Landfill)
\$ _____ Bid Amount per c.y. - Drain Rock Delivered (Landfill)
\$ _____ Bid Amount per ton - Rip Rap, Class II (buyer transport)

Contractor Name: _____ Title: _____

d/b/a Company Name: _____

City Business License Number: _____

Alaska State Business License Number: _____

Contractor Signature: _____ Date: _____
(Authorized Agent)

Mailing Address: _____

Phone Contact: _____

**RFP 2017-03 Furnish Aggregate for FY18
PROPOSAL SCORING SHEET**

Deadline for proposals is: 04/14/17 3:00 PM

Date & Time Proposal Received		4/14/2017 9:40	4/14/2017 11:10	4/14/2017 14:24	4/14/2017 14:42	4/14/2017 14:54
VENDOR NAME		Cruz Construction	Bristol Construction Services	JJC Enterprises	Snag Point Trucking	Bennett Enterprises
	<u>Washed Sand</u> 1,250 cubic yards Maintenance Yard	\$/CY subtotal			\$26.00 \$32,500.00	
<u>Pit Run Gravel</u> 6,200 cubic yards Landfill	\$/CY subtotal	\$20.00 \$124,000.00		\$9.65 \$59,830.00	\$9.74 \$60,388.00	\$9.95 \$61,690.00
<u>Drain Rock</u> 150 cubic yards Landfill	\$/CY subtotal	\$140.00 \$21,000.00		\$30.00 \$4,500.00		\$24.00 \$3,600.00
<u>Rip-Rap, Class II</u> 750 tons	\$/ton subtotal	\$115.00 \$86,250.00	\$98.00 \$73,500.00	\$135.00 \$101,250.00		
	Total Award		\$73,500.00	\$59,830.00		\$33,250.00

***PRIOR TO AWARD, VENDORS MUST PROVIDE PROOF OF LICENSING AND INSURANCE, AS OUTLINED IN RFP 2017-03

APPARENT LOW BIDDERS ARE HIGHLIGHTED IN ORANGE



NOTICE OF INTENT TO AWARD

ISSUE DATE: April 24, 2017

RFP NUMBER AND TITLE: RFP 2017-03 Furnish Aggregate for FY18

RFP DEADLINE: April 14, 2017 at 3:00 PM

BIDDERS OF RECORD INCLUDE:

-Cruz Construction	-Bennett Enterprises, LLC
-Snag Point Trucking & Snow Removal	-JJC Enterprises, Inc
-Bristol Construction Services	

Based on the evaluation criteria established in the Request for Proposal (RFP), the City of Dillingham hereby provides notice of its intent to award the contract to these vendor(s):

Gravel for Landfill:
JJC Enterprises, Inc
PO Box 1234
Dillingham, AK 99576

Washed Sand & Drain Rock:
Bennett Enterprises
PO Box 468
Dillingham, AK 99576

Rip-Rap:
Bristol Construction Services
111 W. 16th Avenue, Third Floor
Anchorage, AK 99501

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Janice Williams, within 5 working days from the date of this notice and appear in person before the City Council according to the provision of the Dillingham Municipal Code Section 4.30.100 E.

The entire Dillingham Municipal Code can be found on the City's website.

Prior to issuance of a Notice to Proceed, the successful bidder must provide the license and insurance documents as outlined in RFP 2017-03 to the City of Dillingham prior to C.O.B on May 1, 2017.

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and the City have signed the contract or the vendor has been otherwise notified. AS 36.30.365.

Rose Loera, City Manager
(907) 842-5148
manager@dillinghamak.us

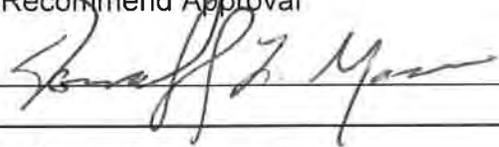
2017-07

Action Memorandum No. _____

Subject:

Authorize City Manager to enter into purchase agreements with Cruz Construction, Snag Point Trucking and Snow Removal, JJC Enterprises, and Bennett Enterprises, for heavy equipment rentals.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- RFP 2017-04 Heavy Equipment Rental for FY18
- RFP 2017-04 Bid Summary
- RFP 2017-04 Notice of Intent to Award

Summary Statement:

This is an annually recurring RFP for the Public Works Department's heavy equipment needs. In response to these needs, RFP 2017-04 was issued. Bids closed at 3:00 PM on April 14, 2017.

Bidders of record include:

- Cruz Construction
- JJC Enterprises
- Snag Point Trucking & Snow Removal
- Bennett Enterprises

The City of Dillingham intends to have a vendor list of equipment on an "as needed, as available" basis from which Public Works can call to obtain help from local suppliers to work on their projects. As such, the Public Works Department will open a Purchase Order with each of the vendors of record, for the equipment listed on their bid sheets, to be used at the time of rental.

Action Memorandum No. 2017-07

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

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



RFP 2017-04 HEAVY EQUIPMENT FY18

The City of Dillingham is requesting bids from local contractors for heavy equipment rental, operated with fuel and fully serviced ready to work for the City's fiscal year 2018 which runs from July 1, 2017 to June 30, 2018. The intent is to have a vendor list of equipment on an "as needed, as available" basis from which Public Works can call to obtain help from local suppliers to work on their projects. Supplier must be licensed and insured.

Inquiries can be sent to: Ken Morton
Public Works Director
City of Dillingham
P.O. Box 889
Dillingham, AK 99576
PublicWorks@DillinghamAK.US
(907)842-4598

A signed original copy of the proposal should be delivered to the office of the City Manager no later than 3:00 PM on Friday April 14, 2017 at the address below:

Proposals should be directed to: Courtenay Carty
Planning Director
City of Dillingham
P.O. Box 889
Dillingham, AK 99576
Planner@DillinghamAK.US
(907)842-3785

Background

The Public Works Department of Dillingham often experiences the need for addition equipment operated to complete projects effectively. Deliver will be optional.

Scope of Work

Provide an hourly, daily and weekly rental price (based on a 10 hour work day and a 60 hour work week) for equipment safety checked, fueled, serviced, and operated. The provided price will be for the fiscal year starting July 1, 2017, ending June 30, 2018. A general list of equipment is provided, please provide similar sheets listing any equipment you would rent to the City. Also, if you want to list some equipment without operator that would be beneficial to the City, please add on an additional sheet, providing that information. If the City needs equipment, it will contact the lowest bidder first, seeing if available, if not available, the City will contact the next lowest bidder.

Proof of Insurance and Licensing

Responding bidders will be required to provide the following prior to "Notice of Award":

- Copy of 2017 City of Dillingham Business License
- State of Alaska Business License
- Certification of Insurance and Workers Compensation as required under AS23.30
- Proof of commercial insurance, covering bodily injury, death, and property damage with a single limit not less than one million dollars
- Vehicle liability insurance including applicable uninsured/underinsured coverage with limits of liability not less than one million (\$1,000,000) dollars per occurrence combined with a single limit bodily injury and property damage

All insurances, workers' compensation insurance, commercial general liability insurance and motor vehicle liability insurance, as described above shall include an endorsement stating the following: sixty (60) days advance written notice of cancellation, non renewal, reduction change, shall be sent to the City Manager, PO Box 889, Dillingham, AK 99576.

Owner/Operators are eligible to submit a bid, as long as they meet the minimum State requirements for operating as an owner operator.

Submittal Requirements and Information

To be considered, all bids must be delivered to the address below, on or before the deadline, and in the number of copies required.

Bids must be received no later than 3:00 p.m. on Friday, April 14, 2017

Delivery instructions – mail or hand deliver in a sealed envelope to:

Courtenay Carty
Planning Director
City of Dillingham
P.O. Box 889
Dillingham, AK 99576

Electronic and faxed proposals will not be accepted.

Please mark the envelopes to identify the project: "RFP 2017-04: Heavy Equipment FY18"

Conditions of Offering and Acceptance

This is a Request for Proposal/Bid only and is not a guarantee the City of Dillingham will purchase any or all of the products or services indicated in this invitation.

The City of Dillingham reserves the right to reject or accept any and all bids, to waive irregularities or informalities in the procurement process, and to give particular attention to the qualifications of the proposer.

The City reserves the right to revise or clarify the Request for Proposal/Bid, respond to questions, and/or extend or shorten the due date of process.

The City retains the right to cancel the Request for Proposal/Bid process if the City determines it is in their best interest. Any cost incurred by proposers for the preparation and submittal of the bid is the sole responsibility of the bidder.

A bid may be corrected or withdrawn by a written request received prior to the deadline for receipt of bid proposals.

All bid proposals and other material submitted become City property and may be returned only at their option.

The City assumes no responsibility or liability for the transmission, delay, or delivery of bid proposals by either public or private carriers.

Any and all media announcements pertaining to this RFP require the City's prior written approval.

The bidder agrees to allow the City at least 30 days from the bid date to enter into a contract with the selected bidder for the price offered by the bidder.

The City intends to award a contract, subject to negotiation of a satisfactory agreement based upon the City's standard professional services contract form.

Contractor shall in performance of a contract, comply with all applicable federal, state, and local laws, ordinances, orders, rules and regulations applicable to its performance.

Contractor must be in compliance with Dillingham Municipal Code 4.20.240, Tax Delinquent List.

Evaluation and Selection Criteria

A committee will review the bids. A city employee will conduct inspections and availability of the equipment when the need arises for a particular project. If ready and available for work Public Works they will notify owner and make arrangements for delivery or to be picked up by the City.

Equipment Considered

End Dump Truck size cubic yard _____
Rates: Hourly _____ Daily _____ Weekly _____

Tractor Truck with Belly Dump size & cubic yard _____
Rates: Hourly _____ Daily _____ Weekly _____

Tractor with Semi End Dump size and cubic yard _____
Rates: Hourly _____ Daily _____ Weekly _____

Articulated Truck size, weight and cubic yard _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Dozer size model and weight _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Excavator size model and weight _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Rubber Tired Backhoe size model and weight _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Vibratory Compactor size model & weight _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Rubber Tired Front End Loader size model & weight _____
Rates: Hourly _____ Daily _____ Weekly _____
Delivery Price within City Limits _____

Low Boy Equipment Trailer size model & capacity _____
Rates: Hourly _____ Daily _____ Weekly _____

Water Truck what capacity _____
Rates: Hourly _____ Daily _____ Weekly _____

Any additional equipment you would like to add, please let us know. If you have multiple like kind of equipment, like excavators, please list all pieces you would like to rent.

RFP 2017-04 Heavy Equipment Rental Bid Summary

Equipment Considered	Rates			
Equipment and Size Cubic Yard	Hourly	Daily	Weekly	Delivery Price
End Dump Truck				
Bennett Enterprises LLC 12yd	\$180.00			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc 14yd	\$180.00	\$1,800.00	\$12,000.00	
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Equipment and Size Cubic Yard	Hourly	Daily	Weekly	Delivery Price
Tractor Truck with Belly Dump				
Bennett Enterprises LLC	\$220.00			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc 22cy	\$190.00	\$1,900.00	\$11,400.00	
Snag Point Truck & Snow Removal 20cy	\$200.00	\$2,000	\$12,000.00	

Equipment Considered	Rates			
Equipment and Size Cubic Yard	Hourly	Daily	Weekly	Delivery Price
Tractor with Semi End/Side Dump				
Bennett Enterprises LLC 22yd	\$220.00			
Cruz Construction, Inc T800 w/ 34' Ranco Trailer 26yd 30TN	\$225.00	\$2,170.00	\$12,350.00	
JJC Enterprises, Inc	NO BID			
Snag Point Truck & Snow Removal 22cyd	\$210.00	\$2,100.00	\$12,600.00	

RFP 2017-04 Heavy Equipment Rental Bid Summary

Equipment Considered	Rates			
Equipment and Size, Weight & CY	Hourly	Daily	Weekly	Delivery Price
Articulated Truck				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc Volvo A30, 30TN, 22.9cy	\$260.00	\$2,500.00	\$14,300.00	\$900.00
JJC Enterprises, Inc 35TN/26CY	\$265.00	\$2,650.00	\$15,900.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Equipment and Size Model & Wt.	Hourly	Daily	Weekly	Delivery Price
Dozer				
Bennett Enterprises LLC dsm, 26,000LBS	\$155.00			\$350.00
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc D5, 38,000lbs	\$165.00	\$1,650.00	\$9,900.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Equipment and Size Model & Wt.	Hourly	Daily	Weekly	Delivery Price
Excavator				
Bennett Enterprises LLC 160, 36,200lbs	\$250.00			
Cruz Construction, Inc CAT 345C Excavator, 2007	\$320.00	\$3,050.00	\$17,500.00	\$1,200.00
CAT 33DLE Excavator, 2007	\$265.00	\$2,500.00	\$14,400.00	\$900.00
CAT 320CL Excavator, 2001	\$210.00	\$2,000.00	\$11,500.00	\$600.00
JJC Enterprises, Inc 320 40,000lbs w/thumb	\$200	\$2,000.00	\$12,000.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

RFP 2017-04 Heavy Equipment Rental Bid Summary

Equipment Considered	Rates			
Equipment and Size Model & Wt.	Hourly	Daily	Weekly	Delivery Price
Rubber Tired Backhoe				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc	\$175.00	\$1,750.00	\$10,500.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Equipment and Size Model & Wt.	Hourly	Daily	Weekly	Delivery Price
Vibratory Compactor				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc 84" Drum 32,000	\$160.00	\$1,600.00	\$9,600.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Equipment and Size Model & Wt.	Hourly	Daily	Weekly	Delivery Price
Rubber Tired Front End Loader				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc CAT 966H Loader, 2009	\$192.00	\$1,840.00	\$10,500.00	\$600.00
CAT 980G Loader, 2004	\$245.00	\$2,350.00	\$13,500.00	\$900.00
JJC Enterprises, Inc 220 60,000lbs 7cy	\$260.00	\$2,600.00	\$15,600.00	\$375.00
Snag Point Truck & Snow Removal	NO BID			

RFP 2017-04 Heavy Equipment Rental Bid Summary

Equipment Considered	Rates			
Equipment and Size Mdl & Capacity	Hourly	Daily	Weekly	Delivery Price
Low Boy Equipment Trailer				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc 55TON	\$100.00	\$1,000.00	\$5,000.00	
Snag Point Truck & Snow Removal	NO BID			

Equipment Considered	Rates			
Capacity	Hourly	Daily	Weekly	Delivery Price
Water Truck				
Bennett Enterprises LLC	NO BID			
Cruz Construction, Inc	NO BID			
JJC Enterprises, Inc 4,000 Gallon	\$185.00	\$1,850.00	\$11,100.00	
Snag Point Truck & Snow Removal	NO BID			



NOTICE OF INTENT TO AWARD

ISSUE DATE: April 24, 2017

RFP NUMBER AND TITLE: RFP 2017-04 Heavy Equipment Rental for FY18

RFP DEADLINE: April 14, 2017 at 3:00 PM

BIDDERS OF RECORD INCLUDE:

-Cruz Construction
-Snag Point Trucking & Snow Removal
-Bennett Enterprises, LLC
-JJC Enterprises, Inc

Based on the evaluation criteria established in the Request for Proposal (RFP), the City of Dillingham hereby provides notice of its intent to have a vendor list of equipment on an "as needed, as available" basis from which Public Works can call to obtain help from local suppliers to work on their projects. As such, the Public Works Department will open a Purchase Order with each of the vendors of record, for the equipment listed on their bid sheets, to be used at the time of rental.

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Janice Williams, within 5 working days from the date of this notice and appear in person before the City Council according to the provision of the Dillingham Municipal Code Section 4.30.100 E.

The entire Dillingham Municipal Code can be found on the City's website.

Prior to issuance of a Notice to Proceed, the successful bidder must provide the license and insurance documents as outlined in RFP 2017-03 to the City of Dillingham prior to C.O.B on May 1, 2017.

The successful vendors are not instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and the City have signed the contract or the vendor has been otherwise notified. AS 36.30.365.

A handwritten signature in blue ink that reads "Rose Loera".

Rose Loera, City Manager
(907) 842-5148
manager@dillinghamak.us