Alice Ruby, **Mayor**

**Council Members**

• Chris Napoli (Seat A) • Chris Maines (Seat B) • Aksel Buholm (Seat C)
• Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Gregg Marxmiller (Seat F)

**DILLINGHAM CITY COUNCIL**
**David B. Carlson Council Chambers**
Dillingham City Hall, 141 Main Street, Dillingham, AK 99576 (907) 842-5212

| | | |
|---|---|---|
| **WORKSHOP**<br>**Financial Statement Review** | **6:30 P.M.** | **MARCH 7, 2019** |
| **REGULAR MEETING** | **7:00 P.M.** | **MARCH 7, 2019** |

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES**
a. Regular Council Meeting, February 7, 2019 ..... page 3

**4. APPROVAL OF CONSENT AGENDA**

**APPROVAL OF AGENDA**

**5. STAFF REPORTS**
a. City Manager and Staff Reports ..... page 7

b. Standing Committee Reports

**6. PUBLIC HEARINGS**

**7. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**

**8. ORDINANCES AND RESOLUTIONS**
a. Adopt Resolution 2019-08; A Resolution of the Dillingham City Council Authorizing the City Manager to Award the Landfill Groundwater Monitoring Wells Construction Contract page 25

**9. UNFINISHED BUSINESS**
a. Citizen Committee Appointments
1) Senior Advisory Commission – 1 seat open
2) Friends of the Landfill – 11 seats open (*eight letters of interest*) ..... page 49

b. General Obligation Bond Update

c. Progress Report
1) Dave Carlson House Property
2) Territorial School

**10. NEW BUSINESS**
a. Action Memorandum 2019-01; Award a one year contract for Engineering Services to CRW Engineering Group, LLC, Anchorage AK ..... page 57

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

**12. COUNCIL COMMENTS**

**13. MAYOR'S COMMENTS**

**14. ADJOURNMENT**

## 1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, February 7, 2019, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:03 p.m. The meeting was preceded by a workshop on the General Obligation Bond election.

## 2. ROLL CALL

Mayor Ruby was present.

Council members present and establishing a quorum (a quorum being four):

| | | |
|---|---|---|
| Andy Anderson | Chris Maines | Chris Napoli |
| Curt Armstrong | Gregg Marxmiller | |

Aksel Buholm was excused

Staff in attendance:

| | | |
|---|---|---|
| Tod Larson | Lori Goodell | Dan Pasquariello |

## 3. APPROVAL OF MINUTES

a. Regular Council Meeting, January 10, 2019

b. Special Council Meeting, January 24, 2019

MOTION: Chris Maines moved and Andy Anderson seconded the motion to adopt the minutes of January 10, 2019 and January 24, 2019.

VOTE: The motion passed unanimously by voice vote.

## 4. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

### APPROVAL OF AGENDA

MOTION: Andy Anderson moved and Chris Napoli seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

## 5. STAFF REPORTS

a. City Manager and Staff Reports

The following items were reported on:

- There have been no meetings with the Union since the last update.
- The quick access to water at the Senior Center with the closure of the Catholic Church water source was noted.
- The library server was damaged during a power outage; it was recommended to contact Nushagak Cooperative to determine if this is covered under insurance.

b. Standing Committee Reports

<u>Code Review Committee</u>:

Chris Maines reported the committee reviewed two liquor license application renewals and are recommending that Council take no action. It was noted the City supports the State's enforcement regarding the infraction shown on one renewal application.

The Committee requested to removed item 1 from the to-do list regarding 4.20.020 1(a). The Finance Director stated this item does not need any attention.

The plastic bag issue is on hold, and with no other pressing items the Code Review Committee will meet on an as needed basis.

Finance and Budget Committee:
The Committee set the FY20 Budget meeting schedule.

MOU Committee:
A date for the committee to meet is still to be determined.

**6. PUBLIC HEARINGS**
There were no public hearings.

**7. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**
Paul Liedberg: expressed support for the Friends of the Landfill Resolution, noting the successful fish waste efforts from the 2018 season.

The committee volunteers, will not be a governing or oversight body, but will be advisory only, and seats will available to all in the Dillingham region.

**8. ORDINANCES AND RESOLUTIONS**

a. Adopt Resolution 2019-06; A Resolution of the Dillingham City Council Authorizing the City to Apply for a Loan From the Alaska Clean Water Funds

MOTION: Chris Maines moved and Andy Anderson seconded the motion to adopt Resolution 2019-06.

This resolution is required to apply for the loan. When a loan is secured, action will come to council for approval and will outline the loan requirements.

VOTE: The motion passed by unanimous voice vote.

b. Adopt Resolution 2019-07; A Resolution of the Dillingham City Council Creating the Friends of the Landfill

MOTION: Chris Maines moved and Chris Napoli seconded the motion to adopt Resolution 2019-07.

Question called; no objections.

VOTE: The motion passed by unanimous voice vote.

**9. UNFINISHED BUSINESS**

a. Citizen Committee Appointments
   1) Planning Commission – 2 seats open (2 *letters of interest*)

Mayor Ruby recommended to reappoint William Corbett to Seat D and Elizabeth Clark to Seat G.

MOTION: Chris Napoli moved and Chris Maines seconded the motion to concur with Mayor Ruby's recommendation.

VOTE: The motion passed by unanimous voice vote.

   2) Senior Advisory Commission – 1 seat open

There were no letters of interest.

b. Progress Report
   1) Dave Carlson House Property

   2) Territorial School

There were no progress reports.

**10. NEW BUSINESS**

a. PFAS Update

There was no update given.

b. Review of Liquor Licenses
   1) Renewal Application – Sea Inn for 2019/2020

The Code Review Committee recommended the Council take no action on the Sea Inn Liquor License Renewal Application.

MOTION: Chris Maines moved and Chris Napoli seconded the motion to concur with the Code Review Committee to take no action.

VOTE: The motion passed by unanimous voice vote.

   2) Renewal Application – Windmill Grille for 2019/2020

The Code Review Committee recommended the Council take no action but write a letter to the State in support of TAP enforcement regarding the Windmill Grille Liquor License Renewal Application.

MOTION: Chris Maines moved and Chris Napoli seconded the motion to concur with the Code Review Committee to take no action and write a letter to the State regarding TAP enforcement.

VOTE: The motion passed by unanimous voice vote.

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

There was no citizen discussion.

**12. COUNCIL COMMENTS**

Gregg Marxmiller:

- Thanked staff for their work on the Bond campaign and outreach.

Chris Maines:

- Is looking into a possible use for the Territorial School and will bring to Council if something concrete comes of it.

Chris Napoli:

- Thanked staff regarding work on the Bond campaign and outreach.
- Inquired regarding the application status of Marijuana cultivation and retail store in Dillingham.

**13. MAYOR'S COMMENTS**

Alice Ruby:

- Spoke regarding a short council training prior to the April 4th regular council meeting.
- Thanked KDLG for the Manager Corner spot, noting comments have been positive.
- A moment of silence was observed for all those lost since the last meeting.

**14. ADJOURNMENT**
Mayor Ruby adjourned the meeting at 7:35 p.m.

_____
Mayor Alice Ruby
[SEAL]

ATTEST:

_____
Lori Goodell, City Clerk

Approval Date: _____

# City of Dillingham

**House District 37 / Senate District S**

**~ 2/28/19 ~**

## *31st Alaska State Legislature ~ 1st Session*

## FEBRUARY 2019 – LEGISLATIVE REPORT

*Cliff Stone / City Lobbyist*

***~ House Organized! Governor's new FY20 Budget released ~***

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After the longest run in Alaska history of one chamber or the other not being organized, the House finally elected Representative Bryce Edgmon as Speaker on Feb. 14, 2019 – the 31st day. This will be his second term in that leadership position. The House has a coalition once again, but with 25 members this go around. Several more Republicans joined all of the Democrats and the one independent. However, now there are two independents as Bryce changed his voter registration to "undeclared." That seemed to be the dynamite needed to breaking up the log jam in the House.

All of the House committees are now in hyper drive to play catch up to the Senate, particularly House Finance. All committees have now been established with website listed below. It has already been predicted by several key legislators that this session will zoom past the 90-days on its way to the Constitutional 121-day deadline. Even this day in May, will be a challenge for the Legislature to have its work done on time. I predict that even if they have the FY20 budget passed out by then, the governor will probably call them back into special session(s) to deal with unresolved issues surrounding his priorities for the permanent fund dividend and the suite of crime bills he's put forward.

Part of the impetus for the House to organize was the fact that the day before on February 13th, the governor submitted a new operating and capital budgets for the new fiscal year proposing reductions of more than $1.6 billion compared to the current fiscal year. While the cuts were expected, a tsunami is rippling across the state as wave after wave hits municipalities with the impacts for their budgets.

Although the effects have been in the news, here is a list of the major changes identified to date. Implementation of many of these proposals require accompanying changes in state law. Three bills (SB5, SB58, SB59) are described below in this report. How agencies plan to implement these reductions is not immediately known. Many if not all departments and divisions did not even see reductions until the governor popped them out. The lack of transparency was either on purpose or an oversight!?

Public Education: Proposals including slashing state aid under K-12 foundation formula by about 23% plus repeal of one-time $30 million provided last session, and elimination of all pre-K funding and the WWAMI medical education program. Bill to reduce the Base Student Allocation is expected. Public Transportation is flat funded.

Community Assistance: Distribution of $30 million for FY 2020 remains, but the balance of $60 million in the fund is swept into the general fund. This means no program after FY 2020. There is another proposal on the table that would take some of the alcohol tax and direct it toward this program, but that is simply a suggested changed on the table. The Legislature control the purse strings, so they will decide how to structure this program going forward.

School Debt & Other Debt Reimbursements: Funding for all school debt reimbursement is eliminated. Other municipal debt reimbursement for certain port and harbor and power projects are also cut, with repeal of the relevant statute proposed under SB 59.

Power Cost Equalization Program: Program is funded for FY 2020, but entire PCE Fund (over $1 billion) is swept back into the general fund.

PERS/TRS Retirement Contributions: The new budget includes funding for the state's FY 2020 additional share for the Public Employees Retirement System and Teachers Retirement System. No indication yet on whether legislation will be proposed to change the matching rates or other plan arrangements. This could have a large impact to municipalities if the governor decides to raise these rates from the current 22.5%

Alaska Marine Highway System (AMHS): Operations funding is reduced by $84 million or 68%, with another $10 million cut in vessel maintenance, reservations and shore side management.

Possible cancellation of the M/V Tustumena Replacement Project: Language section of revised capital budget re-appropriates the general funds set aside as match for this project. This suggests a decision has been made to cancel the project.

Sharing State Fisheries Taxes: Proposes elimination of all sharing of the state fisheries business and fishery resource landing taxes with coastal communities. The amount totaled over $32 million in FY 2019. It is not clear whether legislation will be introduced to implement these changes.

Commercial Fisheries Division: A small decrease of about 5% is proposed.

Medicaid: A reduction of $270 million in general funds is proposed, with a total cut of over $750 million including federal and other funding.

Senior Citizen Benefits Program: No funding is included in FY 2020. SB 58 ends the program on June 30, 2019.

Alaska Permanent Fund Dividend: Funding is included to pay a full dividend in October 2019.

University of Alaska: The University of Alaska faces a $134 million cut, or about 40% of its total budget.

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## GOVERNOR'S CORNER

http://gov.alaska.gov

***Handy phone numbers for Governor's offices: Anchorage: 907-269-7450 and Juneau: 907-465-3500***

The governor signed two directives of interest. The first one directs the hiring of a marine consultant to identify reductions of the state's financial obligations and liabilities related to AMHS. It specifically calls for looking at a possible public/private partnerships. New reports suggest one plan is to tie up ferries over next winter. The second one directs DOT/PF to explore options to reduce the number of public airports operated by the state, with the intent to reduce the state's financial obligations and liabilities.

Nominations for the First Lady Volunteer of the Year awards are being accepted now through close of business on Friday, March 8, 2019. Nominations can be submitted online at volunteerawards.alaska.gov.

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## WEBSITES OF INTEREST

**Online Public Notices for Alaska** https://aws.state.ak.us/OnlinePublicNotices/default.aspx

**2019 Legislators contact information** http://akleg.gov/docs/pdf/whoswho.pdf

**2019 1st Session Staff contact list** http://akleg.gov/docs/pdf/session_phone_list.pdf

**2019 1st House / Senate Committee list** http://akleg.gov/docs/pdf/commlist.pdf

**Legislative Publications List** http://akleg.gov/publications.php

**Legislative Finance Division** http://www.legfin.akleg.gov
View specifics for the Capital and Operating Budgets.

**Alaska Tax Division – Fall 2018 Revenue Sources Book**
http://tax.alaska.gov/programs/documentviewer/viewer.aspx?1419r

**Congressional Delegation websites** (Current phone numbers will be listed on these sites)
http://murkowski.senate.gov/public www.sullivan.senate.gov http://donyoung.house.gov

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~ End Report ~

*Enjoy your family and friends. They make it all worthwhile!*
*p.s. Don't forget the deadline to file for your 2019 PFD is March 31st.*

*~ Cliff*

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**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

**Dillingham City Council**
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

# MEMORANDUM

**Date:** February 25, 2019

**To**: Tod Larson, City Manager

**From:** Lori Goodell, City Clerk

**Subject:** Monthly Staff Report

---

## Special Election:

Ballots for the March 26, 2019 special election have been received. Per AS 29.47.190 the bond indebtedness notification has been sent to Bristol Bay Times and will be published in the 2/28, 3/7, and 3/14 edition. Also the first notice of election will run in the 2/28 local newspaper.

The marketing materials have been received and I either notified for pickup, or stopped by and dropped off copies to council members and the Mayor. I have a stack of the trifold informational brochure in the finance department as well.

The election judges are lined up and have been sent a notice informing them of the election date and times they will be needed. The Canvass Committee, comprised of the election judges, will meet on 3/28 to review questioned and absentee ballots.

## Foreclosure:

The Judgment and Decree of Foreclosure of Real Property Tax Liens was signed by Judge Reigh on February 11, 2019. A letter will go out to all property owners on the list notifying them the required redemption period has begun. To be removed from the list outstanding taxes listed in the lien would need to be paid in full during the redemption period.

## AAMC:

The 2019 Northwest Clerk Institute Professional Development 1 will be held the week of June 2. I am enrolled in this training and have received a scholarship from AAMC that will cover the cost of the training and lodging as well as part of the cost of airfare.

## UMOT:

In response to updates sent to the Alaska Court System's Uniform Offense Table from resent code ordinances I have received recommendations to make a few "housekeeping" changes. Title 7 and chapter 9.70 both need minor updates to keep language consistent and in line with suggestions received from Helen Sherratt with the State and Code

Publishing. The requested changes have been approved by the City Attorney and I need to know if Council wants to run the changes through the Code Review Committee or just go ahead and create the necessary ordinances to make the changes.

**Field Trip:**

I had the opportunity to be involved in a field trip for a group of 8th graders studying what it is to be a good citizen. The topic of discussion in my office was elections, why it is important to vote, types of elections, and we ended with information about the secret service registration.

***STANDING ITEM(S):***

**Liquor & Marijuana License Renewals/Transfers/New Licenses.**

There are no license renewals at this time.

**Commission/Board Seats Vacant.**

- One open seat on the Senior Advisory Commission. No letter of interest received.
- Eleven open seats on the Friends of the Landfill Committee. Eight letters of interest received.

Advertising to fill commission seats is ongoing.

**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

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# MEMORANDUM

**Date:** 02/28/2019

**To**: Tod Larson, City Manager

**From:** Anita Fuller, Finance Director

**Subject:** Monthly Staff Report (02/01/19 to 02/28/19)

---

Our office has seen positive results from the Facebook live in January with some businesses coming in to clear up Business License and Sales Tax concerns. Sales Tax revenue which should be at 66% by the end of February continues to increase. Sales tax revenue is received at about 71%, lodging tax is at 80%, gaming tax at 82% and tobacco excise tax is now at 137% of the original budget.

Business license applications have been processed and those businesses with unresolved issues have been sent an application in the mail. Personal Property Tax Assessment Returns have been reviewed and the initial spreadsheet is setup and ready for review. Real Property assessment values have been received from the Assessor. The detail is ready for the initial review from City staff.

FY19 Budget revision work continues. FY2020 Budget process has begun. First round of budget discussions have been completed. Second round has been scheduled for the first week of March.

Grant reporting has been completed for the IMLS grant, Curyung Ice Machine support (grant is spent), ANTHC grant for the lagoon, and the NTS grant for the Senior Center. Notice was received that the audit on the State MMG28307 grant for the wastewater improvement projects has been completed and the final funds of $215,005.94 can be released to the City.

Ashlyn returned to the finance department to work on a water project to help identify utility connections that need repair and document needs that could be addressed with the upcoming water improvement projects.

Our office has completed a list of 2018 real property taxes that have gone unpaid. Letters will be sent out soon to initiate the process for an upcoming foreclosure list.

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**Mayor**
Alice Ruby

**Manager**
Tod Larson

**Dillingham City Council**
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CITY OF DILLINGHAM ALASKA

# MEMORANDUM

**Date:** 2/27/19

**To**: Tod Larson, City Manager

**From:** Braden Tinker (Fire Coordinator)

**Subject:** Monthly Staff Report

---

## EMS Calls – 17

- Breathing Problem-1
- Shoulder injury-1
- Medical Transports-2
- Sick-10
- Seizure-1
- Bleeding-1
- Laceration-1

## Fire Calls – 2  4.9 man hours

Garage fire Aspen Lane. Re-paged for a hot spot flare up

## Projects Completed

- State of Alaska ground ambulance service certification
- ETT Class finished

## On-Going Projects

- New member certifications, 4 finished the ETT class, provided by BBAHC EMS Dave Milligan and Ron Bowers.
- Communication (portable VHF`s) troubleshooting. We have a communications problem now (dead spots) throughout Dillingham. We are trying to figure this out now (still looking for a solution).
- Annie Hoffman from Stryker will be here for a LifePak 15 demo. New cardiac monitors.
- Michael McSwian will be sending out battery operated extrication tools for us to use for a month.


*Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.*

The life pak 15, Looking for possible upgrades for our outdated Zoll M-Series monitor. Has more features and is user friendly.

Genesis Extrication Combi Tool would replace the current set-up we have with battery operated equipment. Would be faster to deploy in emergencies.

**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

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# MEMORANDUM

**Date:** February 26, 2019

**To**: Tod Larson, City Manager

**From:** Sonja Marx, Librarian

**Subject:** Monthly Staff Report for February

---

While on vacation in Chicago with my family, the library was well covered in my absence. Tona was both the school librarian sub and the city librarian assistant. I was able to participate in two telephonic interviews with the school. A new school librarian, Georgette Baumgartner, was hired to begin when I returned on Monday, February 18th. While I was gone, Mary Hansen (who also had applied for the position) volunteered at the library, as well as Georgette's two young sons and other students during the month.

The Library Advisory Board did not meet on February 26th as was planned. The Friends Of The Library have events planned for Beaver Round Up involving the library; check the schedule. The FY20 budget process with the city has begun as I meet with the city manager and the finance director.

I will be attending the annual state library conference for continuing education using grant funds provided. The 2019 AkLA conference "Libraries 24/7" is in Juneau, Alaska from February 28th to March 3rd. I was invited by the state library to be a panelist for one of the sessions. I'm excited to participate in this discussion as I've had the experience and the privilege of participating in nine summer reading programs as the librarian for the Dillingham Public Library. For my tenth season, the summer reading program theme will be "A Universe of Stories"….sounds challenging!

**Library Stat report for January 28th – February 23rd, 2019:**

**Patron Visits: 1,364 Computer Use: 517 Wireless Use: 183**
**Story Hour: 2 Other Visits (including Students): 74 Museum Use: 26**
**Movies Shown: 4 AWE Station Use: 19 Volunteer Hours Logged: 16**

**Library Advisory Board meeting rescheduled for Tuesday, March 26th at 5:30 pm**

**The Library will be closed Friday, March 22nd for Beaver Round Up and Monday, March 25th for Seward's Day**

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**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

**Dillingham City Council**
Chris Napoli
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Aksel Buholm
Curt Armstrong
Andy Anderson
Greg Marxmiller

# MEMORANDUM

**Date:** February 26, 2019

**To:** City Manager Tod Larson

**From:** Chief Dan Pasquariello

**Subject:** Public Safety March 2019 council report

---

*Reporting period 1-27-19 to 2-26-19*

## Dispatch:

- 329 Calls for service dispatched
- 82% Dispatched to Dillingham Police
- 6% Dispatched to Animal Control
- 7% Dispatched to Fire/EMS
- 5% Dispatched to Alaska State Troopers

## Corrections:

- 26 Total Inmates held at jail
- 9 Title 47 Protective custodies

## Patrol:

- 270 Calls for service
- 14 Persons arrested by DPD
- 9 Title 47/Protective custody by DPD
- 78 Citations issued by DPD
- 32 Incident reports by DPD

*Approximately 1 out of 10 calls for police service require an incident report to be completed by officers. A partial breakdown of our incident reports is as follows:*

| | |
|---|---|
| Assault/Disorderly Conduct | 6 |
| Vehicle accidents | 4 |
| Traffic offenses | 3 |
| Violation release/probation conditions | 3 |
| Thefts | 3 |

| | |
|---|---|
| Trespass | 2 |
| DUI | 1 |
| Sex offense | 2 |
| Criminal Mischief | 2 |
| Death investigation | 1 |
| Fire | 1 |
| Suicide threat | 1 |

**Animal Control:**

- 5 Dogs impounded
- 1 Dog sent to Wildwood Correctional center
- 3 compassionate euthanasia
- 2 citation issued

**DMV:**

- 77 Registrations/Titles
- 4 Boat registrations
- 63 Driver's License/IDs
- 2 CDLs
- 2 Road tests
- 14 Written tests

One of our Dispatchers resigned after a few months of work to become a full-time, first-time mother. We have hired a new dispatcher Conner Oney, who is currently in training.

Officer Lowery and DMV agent Pullon gave presentations to groups of eighth graders concerning what it is like to be a good citizen, and a good driver.

The State DPS has a program to give money to police departments for crime prevention and response equipment. DPD asked for funding to purchase a drone for search and rescue, surveillance, aerial documentation of scenes, and tactical response.

**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

**Dillingham City Council**
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Curt Armstrong
Andy Anderson
Gregg Marxmiller

**MEMORANDUM**

**Date:** February 26, 2019

**To**: Tod Larson, City Manager

**From:** Jean Barrett, Port and Public Works Director

**Subject:** Monthly Staff Report

---

Winter grinds on, we continue to battle with small repairs on old equipment. We are down to one mechanic again so it has been challenging, everyone has stepped up their game to help when needed. Budget season is leaning heavily upon all of us. We feel the pressure to do more with less and less, it's the way of the world in this ever tightening economy, and we keep our heads on and do what we can to make a difference each day.

## Public Works

**Streets –** Streets has been busy grading ice, the new grader blades we ordered this year have held up very well and we are happy with the outcome after blading the streets. They are better quality and are less taxing to the equipment and should save us money in the long run.
We have started moving the snow piles from around town to keep from flooding out from the melting that is already happening.
We have used approximately ½ of the sand that was mixed this past fall, we should be in good shape for the rest of the winter.

**Landfill –** The incinerator has been down for more than a month with a problem we are having a hard time diagnosing, I have been in contact with Penn Ram about it and hope to have it back up and running soon. This may be the best time of the year to have an issue with the burner as it is very slow for the most part.
With the incinerator not working we have been working on other aspects of the landfill. The wood pile has been reduced it to almost half of what was there a short two months ago. We are also working on reducing the number of refrigerators and freezers.

**Shop –** Business as usual in the shop; thinking of next winter already and what we are going to do in order to make it easier. More organization of items used only in the winter such as chains, sander parts and salt and calcium. We are halfway thru a remodel of the

bathroom and break area at the shop. This is LONG overdue and will be nicer for the employees when finished.

**Water / Waste Water –** The Totalizer that was installed in December started giving some crazy numbers, at times quadrupling out influent and effluent. There was no rhyme or reason or pattern to it. Elite Mechanical was called as well as the company that installed it. After some urging they both made a trip to Dillingham and worked this past weekend on the electronics and the probes that are in the manholes. We hope that the readings we are getting are now true and in line with what we had been getting prior to the installation of the new equipment.

**Buildings and grounds –** The crew has been working on an inventory list for all boiler parts for each building. We are going to attempt to keep an inventory of each of the essential boiler parts so in an emergency situation we will have replacements on hand. This should eliminate the late night scramble to find a part that will keep a building warm when something goes wrong in the middle of winter.
I have been working on budgets and employee evaluations. I am almost caught up on the evaluations and have really tried to not overload the budget… really! The things we have asked for are things that will allow us to work smarter, not harder.

## PORT

Here also, I have been busy with budgets, and some midyear revisions / additions. The biggest addition is a new top handler for the dock. Ours failed twice last year and is in need of repair / servicing and should be shipped out to the manufacturer and be gone through so it is safe to use. Both failures were fortunately at a slow speed and low to the ground and did not result in any injuries but we now own a 40' $4,500 freezer container.
Ben Glosser, one of our operators at the dock has been at crane training for the past two weeks and is doing very well! Ben has been in contact with me every couple of days and feels he will be ready to handle all of our crane needs come this summer.
I have started thinking about working on the float arm floats and have researched some new ways to seal them from taking on water this summer. I have the shop crew clearing room to get them in and get repaired.
I have ordered some new bolts for the float arms that took a beating in last Augusts storm. We still hope to excavate the float that broke loose and sunk on us during this time. We have a plan… just have to wait for the ice to disappear.

That is all from where I sit!

Jean

**Mayor**
Alice Ruby

**Manager**
Tod Larson

**Dillingham City Council**
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

CITY OF DILLINGHAM ALASKA

# MEMORANDUM

**Date:** February 25, 2019

**To**: Tod Larson, City Manager

**From:** Ida Noonkesser, Director

**Subject:** Monthly Staff Report

---

During the month of January, the Senior Center served 513 congregate meals to 50 individuals, 415 home delivered meals to 28 individuals, gave 147 assisted rides to 16 individuals and 256 unassisted rides to 30 individuals.

We had two new renters in the month of January.

Teresa Capo, who works for AmeriCorps Vista-Opioid Task Force Healthy Futures Volunteer has been visiting to talk with our elders. She has been holding talks across the Bristol Bay region on opioid use and recovery. She has been coming every Wednesdays and Thursdays to meet with the elders. Elders seem to be interested is the program and participate with questions for her.

Our next Advisory Board meeting will be on March 6th.


*Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.*

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CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2019-08**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO AWARD THE LANDFILL GROUNDWATER MONITORING WELLS CONSTRUCTION CONTRACT**

WHEREAS, the City CIP list shows the landfill groundwater monitoring wells project as the number three priority; and

WHEREAS, a hydrology study was conducted in 2017 and determined the existing wells are no longer adequate; and

WHEREAS, new wells are necessary to protect groundwater quality and public health; and,

WHEREAS, the wells need to be replaced to remain in compliance and avoid fines with Alaska Department of Environmental Conservation; and

WHEREAS, City Council authorized the design phase for the landfill groundwater wells project in August of 2018; and

WHEREAS, Bristol Engineering Services Company, LLC (Bristol) advertised an invitation to bid with a bid close date of February 25, 2019; and

WHEREAS, Bristol recommends award of the project to Denali Drilling.

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council authorizes the City Manager to contract with Denali Drilling in the amount of One Hundred Thirty-two Thousand and Ten Dollars ($132,010.00) for the construction of the Landfill Groundwater Monitoring Wells project.

PASSED and ADOPTED by the Dillingham City Council on March 7, 2019.

SEAL:

_____
Alice Ruby, Mayor

ATTEST:

_____
Lori Goodell, City Clerk

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**City of Dillingham Information Memorandum** Agenda of: March 7, 2019

*Attachment to:*

**Ordinance No.** _____ **/ Resolution No.** 2019-08

**Subject:**

A Resolution of the Dillingham City Council Authorizing the City Manager to Award the Landfill Groundwater Monitoring Wells Construction Contract

---

City Manager: Recommend Approval

Signature: _____

---

**Fiscal Note:** ☑ Yes ☐ No **Funds Available:** ☐ Yes ☐ No

**Other Attachments:**

CIP #3 Groundwater Monitoring Wells Planner Assessment
BESC Summary Report
BESC Apparent Low Bidder Document

---

**Summary Statement:**

The City of Dillingham CIP list includes the Landfill Groundwater Monitoring Wells as priority #3.

In July 2018 Council approved Engineering design and support in Resolution 2018-11.

This project is essential to public health and safety, and the City will be in violation of ADEC regulations leading to fines if not completed.

*Attachment to:*
**Ordinance No.** _____ **/ Resolution No.** 2019-08

**Summary Statement continued:**

| Route to | Department Head | Date |
|---|---|---|
| | Finance Director | |
| | | |
| | | |
| | | |
| X | City Clerk | |

City of Dillingham
Fiscal Note

Agenda Date: March 7, 2019

Denali Drilling, Inc - ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells - AM 2019-01

ORIGINATOR: Finance Director

| FISCAL ACTION (TO BE COMPLETED BY FINANCE) | | FISCAL IMPACT ☑ YES ☐ NO |
|---|---|---|
| AMOUNT REQUESTED: | | FUNDING SOURCE<br>**City of Dillingham** |
| FROM ACCOUNT<br>7140 8220 30 81 3120 0 | Landfill Special Funds | Project CIP#3<br>All costs could be seen in FY19 if the project goes smooth; otherwise some costs will appear in FY20 |
| TO ACCOUNT: | VERIFIED BY: Anita Fuller | Date: 3/1/2019 |

EXPENDITURES

| OPERATING | FY19 | FY20 | FY21 | FY22 |
|---|---|---|---|---|
| 7140 8220 30 81 3120 0 | $ 132,010.00 | | | |
| | - | - | | |
| | - | - | | |
| | | | | |
| | | | | |
| | | | | |
| TOTAL OPERATING | $ **132,010.00** | $ - | $ - | $ - |

| | | | | |
|---|---|---|---|---|
| CAPITAL | $ - | | | |

| | | | | |
|---|---|---|---|---|
| REVENUE | - | | | |

FUNDING

| | | | | |
|---|---|---|---|---|
| General & Special Rev. Funds | | | | |
| State/Federal Funds | | | | |
| Capital Project | | | | |
| Other | | | | |
| TOTAL FUNDING | $ - | $ - | $ - | $ - |

POSITIONS

| | | | | |
|---|---|---|---|---|
| Full-Time | | | | |
| Part-Time | | | | |

Analysis: (Attach a separate page if necessary) See Action Memorandum

PREPARED BY: Anita Fuller March 1, 2019

DEPARTMENT: Finance

APPROVED BY: Ted Lan 3/1/19

**FY19 CIP Priority #3 – Landfill Groundwater Monitoring Wells**

**Risk:**

Significant fines if enforcement action is taken.

**Construction Cost Estimate: $300,000** *(Source – Bristol Engineering Memo, April 27, 2018.)*

| | Source | Term | Rate | Annual Debt | Timeframe |
|---|---|---|---|---|---|
| **Loans** | U.S. Dept. of Agriculture Water & Wastewater Disposal Program | 40 yrs | P: 2.375%<br>I: 3.125%<br>M: 3.875% | P: $11,625<br>I: $13,148<br>M: $14,767 | Application open.<br>Timeframe to completion unknown. |
| | ADEC Water, Wastewater, Sewerage, and Solid Waste | 30 yrs | 1-2% | $13,306 | Questionnaire open quarterly.<br>Approx. 1-2 months before projects ranked & loan applications invited.<br>Timeframe to completion unknown. |
| **Bonds** | Alaska Municipal Bond Bank | 20 yrs | 2.82% | $19,642 | Application open.<br>Fall Board mtg. to evaluate apps.<br>Next bond issue in May 2019. |

**Talking Points**

- The primary objective of the landfill groundwater detection monitoring is to accurately assess groundwater quality and provide early detection of contaminants released to groundwater, thereby eliminating potential health hazards.
- The current monitoring wells may not have been installed properly.
- These original five wells must be decommissioned and seven new wells installed to protect groundwater and public health.
- The project was initiated after a Hydrology Study in 2017.
- The project will be in accordance with ADEC requirements imposed as part of the current Dillingham Municipal Landfill Permit.
- The project must be completed to remain in compliance with ADEC regulations and avoid fines.
- ADEC recommended the work be completed by the end of winter 2019.
- Sampling for two years after installation is required by ADEC.

**Projected Timeline**

| | |
|---|---|
| August 2018 | Design Phase Initiated with Bristol Engineering |
| October 2018 | Permit Set Project Manual Expected from Bristol Engineering |
| Nov/Dec 2018 | ADEC Review Process |
| January 2019 | RFP Development for Construction in Fall 2019 |
| December 2019 | ADEC Deadline for Project Completion |

**NOT DEPENDENT ON THE DOT DOWNTOWN STREETS PROJECT**

Bristol
ENGINEERING SERVICES COMPANY, LLC

111 W. 16th Avenue, Third Floor
Anchorage, AK 99501
Phone (907) 563-0013
Fax (907) 563-6713
www.bristol-companies.com

# MEMORANDUM

DATE: February 25, 2019

TO: City of Dillingham

FROM: Isaac Pearson, PE

RE: Summary Report for ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells

---

This memorandum is to summarize the bidding process for the above referenced project.

Bristol developed a comprehensive bid package using the EJCDC C-series bid documents, 2018 version. Please see attached bid package (cover sheet only).

The bid documents were released to the public at 12am on January 24, 2019. The bid documents were posted on the City's website, emailed to The Plans Room, and The AGC Plans Room. Please see attached plans holder list.

The advertisement was ran in the Anchorage Daily News on January 27 and February 3, 2019. Please see attached affidavit of publication.

A pre-bid meeting was held on February 5, 2019 at Bristol's office. This meeting was documented as Addendum #1 (cover sheet only).

Addendum #2 was issued to address funding agency comments on the bid packed. Please see attached Addendum #2 (cover sheet only).

A public bid opening occurred on February 25, 2019 at 2pm, local time. The bid opening was overseen by Isaac Pearson, PE and David Beiswenger, PE. One bid was received, Denali Drilling, Inc. The only bid was found to be in compliance with the bid documents. Please find attached Denali's Bid. Please see attached the bid opening results.

As outlined in Addendum #2, a check of the apparent low bidders SAMs record was checked and found to be in order. Please see attached SAMs record.

Bristol recommends award of the project to Denali Drilling, as funding allows.

[End Memorandum]

Attachment(s):

- ITB-2019-3_LF-MWs (coveronly) (1 page)
- ITB-2019-3_PlansHoldersList (1 page)
- Affidavit of Publication (1 Page)
- ITB-2019-3_LF-MWs_Addendum-1 (coveronly) (1 page)
- ITB-2019-3_LF-MWs_Addendum-2 (coveronly) (1 page)
- Denali Drilling Bid Package (9 pages)
- ITB-2019-03_BidOpening_Results (1 page)
- Denali Drilling-SAM Search (1 page)

Cc: File

# ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells

## Dillingham, ALASKA

## BID DOCUMENTS

## January 2019

**Prepared by:**

Bristol
ENGINEERING SERVICES COMPANY, LLC
111 W. 16th Avenue, Third Floor
Anchorage, Alaska 99501-5109
Phone (907) 563-0013
Fax (907) 563-6713

**On behalf of:**

CITY OF DILLINGHAM ALASKA

Cover only.

## Plans Holder List

Print Date: Monday, February/25/2019, 2:54 PM
Project: DLG Landfill Groundwater Monitoring Wells
Project Owner: City of Dillingham
Project Number: 32190034
Created by: Isaac Pearson
Project Manager Isaac Pearson

Release Date: 1/25/2018, 12:00am
Due Date: 2/25/2018, 2:00pm

Print Advertised: Anchorage Daily News
Date(s): 1/27 and 2/3/2019

| Emailed Original RFP | Company | Contact | Address | Telephone | eMail Address | Addenda 1 | 2 | 3 | 4 | Notes |
|---|---|---|---|---|---|---|---|---|---|---|
| 1/24/2019 | Plans Room LLC | Mary Ditz | 4831 Old Seward Hwy, Anchorage, AK 99503 | 907.563.2029 | mail@theplansroom.com | x | x | | | |
| 1/24/2019 | AGC | Lauren Sharrok | | | Lauren@agcak.org | x | x | | | |
| | Denali Drilling | Ron Pichler | 8240 Petersburg Street Anchorage, AK 99507 | 907.562.2312 | denali@ak.net | x | x | | | Registered at pre-bid |

RECEIVED
FEB 11 2019
BRISTOL

# ANCHORAGE DAILY NEWS

## AFFIDAVIT OF PUBLICATION

**Account #:** **268712**
BRISTOL ENGINEERING SERVICES COMPANY, I
111 WEST 16TH AVE 3RD FLOOR
ANCHORAGE, AK 99501

| | | | |
|---|---|---|---|
| **Order#** | 0001433567 | **Product** | ADN-Anchorage Daily News |
| **Cost** | $532.88 | **Placement** | 0300 |
| | | **Position** | 0301 |

STATE OF ALASKA
THIRD JUDICIAL DISTRICT

Joleesa Stepetin
being first duly sworn on oath deposes and says that he/she is a representative of the Anchorage Daily News, a daily newspaper. That said newspaper has been approved by the Third Judicial Court, Anchorage, Alaska, and it now and has been published in the English language continually as a daily newspaper in Anchorage, Alaska, and it is now and during all said time was printed in an office maintained at the aforesaid place of publication of said newspaper. That the annexed is a copy of an advertisement as it was published in regular issues (and not in supplemental form) of said newspaper on

January 27, 2019, February 03, 2019

and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is not in excess of the rate charged private individuals.

Signed Joleesa Stepetin
Joleesa Stepetin

Subscribed and sworn to before me
this 5th day of February, 2019

Brittney Thompson
Notary Public in and for
The State of Alaska.
Third Division
Anchorage, Alaska

MY COMMISSION EXPIRES
2/23/2019

Notary Public
BRITTNEY L. THOMPSON
State of Alaska
My Commission Expires Feb 23, 2019

**ADVERTISEMENT FOR BIDS**

**CITY OF DILLINGHAM**
**DILLINGHAM, ALASKA**
**ITB 2019-3 DILLINGHAM LANDFILL, GROUNDWATER MONITORING WELLS**

Sealed Bids for construction services at the Dillingham municipal landfill will be received by the Issuing Office, as indicated below, until **2:00 PM** local time on **February 25, 2019**, at which time the Bids received will be publicly opened and read. The Project consists of decommissioning and installation of groundwater monitoring wells at the Dillingham Municipal Landfill, as outlined in this bid package.

Bids will be received for a single prime Contract. Bids shall be on a lump sum and unit price basis as indicated in the Bid Form.

The Issuing Office for the Bidding Documents is: **Bristol Engineering Services Company, LLC, 111 W.16th Avenue, 3rd Floor, Anchorage, AK 99501. Isaac Pearson, 907.563.0013, ipearson@bristol-companies.com.** Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of **9am and 4pm**, and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Bidding Documents may be viewed and downloaded at **http://www.dillinghamak.us/projects.** This solicitation is only available electronically. The Issuing office will not provide any reproduction services.

Bidders must register with the Issuing office, using the contact information above, in order to receive project addendums.

A pre-bid conference will be held at **11:00 AM** local time on **February 5, 2019** at the Issuing office. Attendance at the pre-bid conference is highly encouraged but is not mandatory.

Bid security shall be furnished in accordance with the instructions to Bidders.

**Instructions to Bidders.**
For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

**This Advertisement is Issued by:**
Owner: **City of Dillingham**
By: **Tod Larson**
Title: **City Manager**
Date: **January 25, 2019**

Published: January 27 & February 3, 2019

Bristol
ENGINEERING SERVICES COMPANY, LLC

111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5169
phone (907) 563-0013
fax (907) 563-6713
www.bristol-companies.com

# ADDENDUM NO. 1

DATE: Tuesday, February 5, 2019

Cover only.

TO: Plan Holder List

FROM: Isaac Pearson, P.E.

RE: ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells

This addendum is a response to questions received during the pre-bid conference held from 11:05am to 11:35am on Tuesday, February 5, 2019 at the issuing office.

Due date to remain the same.

*Q1) How much snow cover is there at the project site?*
A1) A layer of ice overlain by approximately 1-foot of snow.

*Q2) Can the drill spoils from the decommissioned wells be left in place or do they need to be transported to the active landfill.*
A2) Drill spoils can be used as cap material so long as they are free from PVC. See Sheet C2.1 of the plans, Note 2 on Detail 2.

*Q3) Can drill spoils be disposed of in the landfill?*
A3) Yes. See Sheet C2.1 of the plans, Note 2 on Detail 2.

*Q3) Section 7.16 of the General Conditions discusses shop drawings for submittals. Are shop drawing required under this contract?*
A3) Shop drawings are not required. However, plan(s) and material submittals are required as outlined in the technical specifications.

*Q4) Does the City have an overall Health and Safety plan that the Bidders should reference in the development of the Site Health and Safety Plan?*
A4) No.

*Q5) Will the Bidder be subject to liquidated damages if something out of their control delays the project?*
A5) In general, no. However, this determination is governed by the General Conditions ***Section 4.05 Delays in Contractor's Progress***, as determined by the Engineer for the specific circumstances.

Attachments:
-Pre-bid sign-in sheet (1 page)

End of Addendum No. 1

Bristol
ENGINEERING SERVICES COMPANY, LLC

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Anchorage, AK 99501-5169
phone (907) 563-0013
fax (907) 563-6713
www.bristol-companies.com

# ADDENDUM NO. 2

Cover only.

DATE: Wednesday, February 20, 2019

TO: Plan Holder List

FROM: Isaac Pearson, P.E.

RE: ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells

This addendum is in response to questions received after Addendum #1 posting until 7:00am Tuesday, February 19, 2019 and administrative items.

Due date to remain the same.

No questions received.

Administrative items:

**EJCDC C-200 INSTRUCTIONS TO BIDDER FOR CONSTRUCTION CONTRACT.**

*Delete Article 23 in its entirety and replace with the following:*

**Article 23 – Wage Rate Requirements & Administrative Items**

23.01 Wage rates for this contacts shall be the higher of the federal or state wage rate determination. Federal wage rates shall be for "Heavy" construction as outlined in, AK190001 01/18/2019 AK1 (34 pages), (attached to this addendum), https://www.wdol.gov/dba.aspx. If a new decisions is issued within 10 days of bid opening, those rates will be applicable. State wage rates shall be as outlined in the Alaska Department of Labor and Workforce Development Pamphlet 400 (November 2018) and Pamphlet 600 (Issue 37).

23.02 The use of American Iron and Steel is required on this contract and shall be in accordance with and documented as such in accordance with form, 'MGL form AIS, dated 12/15/2014' (4 pages), attached to this addendum.

23.03 Federal debarment. Bidders shall insure they, and their subcontractors, are not debarred from working on federally funded projects. Prior to notice of intent to award the owner will check the apparent low bidders status at https://www.sam.gov/SAM/. If the bidder, or subcontractors, are found to be disbarred it will result in bid being rejected and a forfeiture of the bid bond. Before contract execution the prime and all subcontractors will required to fill out and sign EPA Form 5700-49 (attached to this addendum).

# BID FORM FOR CONSTRUCTION CONTRACT

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

**ARTICLE 1—OWNER AND BIDDER**

Denali Bid Pack

1.01 This Bid is submitted to:

***Bristol Engineering Services Company, LLC***
***Attn: Isaac Pearson***
***111 W. 16th Avenue, 3rd Floor***
***Anchorage, AK 99501***

1.02 The Owner is:

***City of Dillingham***
***PO Box 889 (mail)***
***141 Main Street (physical)***
***Dillingham, AK 99576***

1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2—ATTACHMENTS TO THIS BID**

2.01 The following documents are submitted with and made a condition of this Bid:

A. Required Bid security;

B. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids; and

C. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;

**ARTICLE 3—BASIS OF BID—LUMP SUM BID AND UNIT PRICES**

3.01 *Lump Sum Bids*

A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price(s), together with any Unit Prices indicated in Paragraph 3.02:

1. Lump Sum Price (Lump Sum)

| | |
|---|---|
| Lump Sum Bid Price - Site Mobilization and Demobilization | $ 89,760.00 |
| Lump Sum Bid Price - Decommissioning of Monitoring Wells | $ 12,850.00 |


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3.02 *Unit Price Bids*

A. Bidder will perform the following Work at the indicated unit prices:

| Item No. | Description | Unit | Estimated Quantity | Bid Unit Price | Bid Amount |
|---|---|---|---|---|---|
| 01 | Install MW-11 | FT | 50 | 98.00 | $ 4,900.00 |
| 02 | Install MW-12 | FT | 50 | 98.00 | $ 4,900.00 |
| 03 | Install MW-13 | FT | 50 | 98.00 | $ 4,900.00 |
| 04 | Install MW-14 | FT | 50 | 98.00 | $ 4,900.00 |
| 05 | Install MW-15 | FT | 50 | 98.00 | $ 4,900.00 |
| 05 | Install MW-16 | FT | 50 | 98.00 | $ 4,900.00 |
| Total of All Unit Price Bid Items | | | | | $ 29,400.00 |

B. Bidder acknowledges that:

1. each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and
2. estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

3.03 *Total Bid Price (Lump Sum and Unit Prices)*

| | |
|---|---|
| Total Bid Price (Total of all Lump Sum and Unit Price Bids) | $ 132,010.00 |

**ARTICLE 4—TIME OF COMPLETION**

4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

**ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA**

5.01 *Bid Acceptance Period*

A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 *Instructions to Bidders*

A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.


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5.03 *Receipt of Addenda*

A. Bidder hereby acknowledges receipt of the following Addenda:

| Addendum Number | Addendum Date |
|---|---|
| 1 | February 5, 2019 |
| 2 | February 20, 2019 |
| | |

**ARTICLE 6—BIDDER'S REPRESENTATIONS AND CERTIFICATIONS**

6.01 *Bidder's Representations*

A. In submitting this Bid, Bidder represents the following:

1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
2. Bidder has visited the Site (or had the opportunity to), conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies


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between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

3. Bidder has not solicited or induced any individual or entity to refrain from bidding.

4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:

a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.

b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.

c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.

d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.


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BIDDER hereby submits this Bid as set forth above:

Bidder:

Denali Drilling, Inc.
*(typed or printed name of organization)*

By: Hal Ingalls
*(individual's signature)*

Name: Hal Ingalls
*(typed or printed)*

Title: CEO
*(typed or printed)*

Date: February 25, 2019
*(typed or printed)*

*If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.*

Attest: Karen Henderson
*(individual's signature)*

Name: Karen Henderson
*(typed or printed)*

Title: Vice President
*(typed or printed)*

Date: February 25, 2019
*(typed or printed)*

Address for giving notices:

8240 Petersburg Street
Anchorage, AK 99507

Bidder's Contact:

Name: Ron L. Pichler
*(typed or printed)*

Title: President
*(typed or printed)*

Phone: 907-562-2312

Email: denali@ak.net and/or rpichler@ak.net

Address:

8240 Petersburg Street
Anchorage, AK 99507

Bidder's Contractor License No.: (if applicable) 1495
Business License 3583


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**Kelly Michael Layman**
Senior Vice President

Marsh & McLennan Agency, LLC
1031 West 4th Avenue, Suite 400
PO Box 107502 (99510-7502)
Anchorage, AK 99501
907 257 6344 Fax 907 276 6292
Kelly.Layman@marshmc.com
www.marshmc.com

MARSH & McLENNAN AGENCY

# Bid Bond Transmittal Memo

February 25, 2019

Mr. Ron Pichler /Mr. Hal Ingalls
Denali Drilling, Inc.
8240 Petersburg Street
Anchorage, AK 99507

| | |
|---|---|
| Project: | **Dillingham Landfill, Groundwater Monitoring Wells - 2019-3** |
| Bid Date: | **Febuary 25, 2019** |
| Approx Price: | **$135,000** |
| Bond Rates: | **First $100,000 @ $25/thousand** |
| | **Next $400,000 @ $15/thousand** |

Dear Ron,

Enclosed you will find the Bid Bond you requested on the referenced project. We have prepared this bond based upon the information you have submitted to us.

**BEFORE SUBMITTING, PLEASE CHECK THE BOND CAREFULLY** to be sure that it complies with the bid specifications; particularly the project description, number, correct date, signatures, and seals. Also be sure the proper Power of Attorney is attached and the bid bond amount is correct. Please notify us of the bid results as soon as they are available.

**Is your Bid Bond completely and properly executed?**

- ☐ Is the Bid Bond on the authorized form as directed in the bid specifications?
- ☐ Is the bid security in the amount specified by the bid specifications?
- ☐ Is the Bid Bond dated the date of the bid?
- ☐ Is the Bid Bond signed by the Surety?
- ☐ Is the Bid Bond signed by the Contractor?
- ☐ Is a Power of Attorney attached to the Bid Bond showing the name of person who signed the surety bond?
- ☐ Is the Bid Bond and Power of Attorney sealed with the Surety Seal?

Thank you for using Marsh & McLennan Agency for your surety needs. Good luck on your proposal!

Sincerely,

Kelly Michael Layman

Kelly Michael Layman
Senior Vice President
KML/gbl
Enclosure

# BID BOND (PENAL SUM FORM)

| Bidder | Surety |
|---|---|
| **Name:** Denali Drilling, Inc.<br>**Address** *(principal place of business)*:<br>8240 Petersburg Street<br>Anchorage, AK 99507 | **Name:** The Ohio Casualty Insurance Company<br>**Address** *(principal place of business)*:<br>175 Berkeley Street<br>Boston, MA 02116 |
| **Owner**<br>**Name: City of Dillingham**<br>**Address** *(principal place of business)*:<br>**PO Box 889 (mail)**<br>**141 Main Street (physical)**<br>**Dillingham, AK 99576** | **Bid**<br>**Project** *(name and location)*:<br>**ITB 2019-3, Dillingham Landfill, GW Monitoring Wells**<br>**Dillingham, Alaska**<br><br>**Bid Due Date: February 25, 2019** |

**Bond**

**Penal Sum:** Five Percent (5%) of Bid Amount

**Date of Bond:** February 25, 2019

**Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.**

| Bidder | Surety |
|---|---|
| Denali Drilling, Inc.<br>*(Full formal name of Bidder)* | The Ohio Casualty Insurance Company<br>*(Full formal name of Surety) (corporate seal)* |
| By: Hal Ingalls<br>*(Signature)* | By: Kelly Michael Layman<br>*(Signature) (Attach Power of Attorney)* |
| Name: Hal Ingalls<br>*(Printed or typed)* | Name: Kelly Michael Layman<br>*(Printed or typed)* |
| Title: CEO | Title: Attorney-in-Fact |
| Attest: <br>*(Signature)* | Witness:<br>~~Attest:~~ <br>*(Signature)* |
| Name: Sheila Felipe-Nauman<br>*(Printed or typed)* | Name: Glen Lopez<br>*(Printed or typed)* |
| Title: Business Associate | Title: Client Representative |

*Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.*

EJCDC® C-430, Bid Bond (Penal Sum Form).
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1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.

2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.

3. This obligation will be null and void if:

   3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or

   3.2. All Bids are rejected by Owner, or

   3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).

4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.

5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.

6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.

7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.

8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.

9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.

10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.

11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.


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This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8198000-974366**

# POWER OF ATTORNEY

**KNOWN ALL PERSONS BY THESE PRESENTS:** That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kristy M. Konte, Kelly Michael Layman, Kirk C. Leadbetter, Glen Lopez, Jay A. Miley

all of the city of Anchorage state of Alaska each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

**IN WITNESS WHEREOF,** this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 20th day of November, 2018.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 20th day of November, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**IN WITNESS WHEREOF,** I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.

**COMMONWEALTH OF PENNSYLVANIA**
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS:** Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII – Execution of Contracts:** Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

**IN TESTIMONY WHEREOF,** I have hereunto set my hand and affixed the seals of said Companies this 25th day of February, 2019.

By: Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMIC OCIC WAIC Multi Co_062018

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

**CITY OF DILLINGHAM, ALASKA**
**Department of Public Works**
**ITB 2019-3 Dillingham Landfill, GW Monitoring Wells**
**February 25, 2019**
**2:00 p.m.**

| Contractor / Business Name | Date & Time Received | Bid Package Labeled / Sealed (Y/N) | Bid Form Complete (Y/N) | Addenda Acknowledgement No. 1 and No. 2 (Y/N) | Bid Bond (Y/N) | Licenses | | Lump Sum | | Unit Price | Total Bid |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | State (Y/N) | Contractor (Y/N) | Site Mobilization and Demobilization | Decommissioning of Monitoring Wells | Install MWs 11-16 | |
| Denali Drilling, Inc. | 2/25/2019; 1:45pm | y | y | y | y | y | y | $ 89,760 | $ 12,850 | $ 29,400 | $ 132,010 |
| | | | | | | | | | | | |
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| | | | | | | | | | | | |

Witness: Isaac Pearson

Witness: David Beiswenger

SAM
SYSTEM FOR AWARD MANAGEMENT

**A NEW WAY TO SIGN IN** - If you already have a SAM account, use your **SAM email** for login.gov. Log In

Login.gov FAQs

ALERT - June 11, 2018: Entities registering in SAM must submit a notarized letter appointing their authorized Entity Administrator. Read our updated FAQs to learn more about changes to the notarized letter review process and other system improvements.

ALERT - There may be a delay in data updates between the Small Business Administration (SBA) and SAM. If you notice any issues with your entity's SBA status or trouble on the SBA Supplemental page, please contact the Federal Service Desk.

ALERT - Direct hyperlinks to the Federal Acquisition Regulation (FAR) are not working due to Acquisition.gov maintenance. SAM.gov will restore all hyperlinks as soon as the FAR is restored on Acquisition.gov.

ALERT - SAM.gov will be down for scheduled maintenance Saturday, 03/16/2019, from 8:00 AM to 3:00 PM (EST).

## Entity Dashboard

- Entity Overview
- Entity Registration
  - Core Data
  - Assertions
  - Reps & Certs
  - POCs
- Exclusions
  - Active Exclusions
  - Inactive Exclusions
  - Excluded Family Members

RETURN TO SEARCH

DENALI DRILLING, INC
DUNS: 052589298 CAGE Code: 0KBS2
Status: Active
Expiration Date: 03/01/2019
Purpose of Registration: All Awards

8240 PETERSBURG ST
ANCHORAGE, AK, 99507-3131 ,
UNITED STATES

Entity Overview

**Entity Registration Summary**

**Name:** DENALI DRILLING, INC
**Business Type:** Business or Organization
**Last Updated By:** Hal Ingalls
**Registration Status:** Active
**Activation Date:** 03/01/2018
**Expiration Date:** 03/01/2019

**Exclusion Summary**

**Active Exclusion Records?** No

GSA

IBM-P-20190208-1620
WWW1

Search Records
Data Access
Check Status
About
Help

Disclaimers
Accessibility
Privacy Policy

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Bristol
ENGINEERING SERVICES COMPANY, LLC

111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5169
phone (907) 563-0013
fax (907) 563-6713
www.bristol-companies.com

# APPARENT LOW BIDDER

DATE: Monday, February 25, 2019

TO: Project Bidders

FROM: Isaac Pearson, P.E.

RE: ITB 2019-3 Dillingham Landfill, Groundwater Monitoring Wells

Thank you to all for taking the time to submit a bid for this project.

One bid was received, from Denali Drilling, Inc.

The apparent low bidder was Denali Drilling, bid results below.

Table 1 – Bid Results

| Bidder | Denali Drilling | | |
|---|---|---|---|
| Bid Received | 2/25/2019 @ 1:45m | | |
| Bid Form Complete w/ Attachments | Yes | | |
| SAM Check | Yes | | |
| Bid Items | | | |
| Site Mobilization and Demobilization | $89,760.00 | | |
| Decommissioning of Monitoring Wells | $12,850.00 | | |
| Install MWs 11-16 | $29,400.00 | | |
| **Total** | **$132,010.00** | | |

Attachments:
-none

[End]

Gmail by Google

**Lori Goodell <cityclerk@dillinghamak.us>**

# Friends of the DLG Landfill

1 message

**Todd Radenbaugh** <taradenbaugh@alaska.edu> Sun, Feb 17, 2019 at 10:52 AM
To: Janice Williams <cityclerk@dillinghamak.us>

II would be happy to serve as a member on the Volunteer group Friends of the Dillingham Landfill.
Best,
Todd

--
Todd A. Radenbaugh, PhD
Professor of Environmental Science
University of Alaska Fairbanks Bristol Bay Campus
Bristol Bay Environmental Science Lab
907.842.5109

Lori Goodell <cityclerk@dillinghamak.us>

# Landfill recycling cmmt

1 message

**Mark Lisac** <mjlisac@hotmail.com> Mon, Feb 18, 2019 at 10:36 PM
To: "cityclerk@dillinghamak.us" <cityclerk@dillinghamak.us>

City Clerk
Please add our names to the list of potential community members for the landfill / recycle cmmt.

Thanks
Mark Lisac
Denise Lisac

Susan Flensburg
PO Box 174
Dillingham, AK 99576
P/906-250-0391 E/sflensburg@gmail.com

February 21, 2019

Alice Ruby, Mayor
City of Dillingham

RE: Friends of the Landfill (via email)

Dear Mayor Ruby,

I was pleased to learn the Friends of the Landfill is a new body formed to involve residents in helping with some of the services provided at the landfill such as fish waste disposal, recycling and other volunteer activity that will improve landfill functions.

Please consider this letter as my expression of interest to serve on the newly formed committee. Regardless of whether I'm appointed, know that I am willing to periodically volunteer my time.

Sincerely,

*Susan*

Susan Flensburg
Dillingham Resident

February 22, 2019

TO: Alice Ruby, Dillingham City Mayor

FROM: Paul Liedberg

SUBJECT: Dillingham Friends of the Landfill committee

Madam Mayor:

Please consider this my application to occupy a seat on the subject committee. I have been a 15 year resident of Dillingham, have served on both the Planning Commission and City Council, and have worked with landfill issues in both my official capacity and as a volunteer. I believe I will be able to add value to the work of this committee. Thank you for your consideration.

Gmail by Google

Lori Goodell <cityclerk@dillinghamak.us>

# Friends of the Landfill Group Interest

1 message

**Bob and Susanna** <tmsbhenry@gmail.com> Mon, Feb 25, 2019 at 12:45 PM
To: cityclerk@dillinghamak.us

To the Dillingham City Clerk and Council:

I am interested in being part of the Friends of the Dillingham Landfill group. I am particularly interested in helping with projects and would enjoy being part of efforts to better manage our waste and encourage recycling.

Susanna Henry
cell phone: 907-843-2445

February 26, 2019

To: Mayor Alice Ruby

From: Chris Napoli

Subject: Friends of the Landfill Committee

Honorable Mayor Ruby,

I would like to submit my name for consideration to the Friends of the Landfill Committee. I believe my position as a council member and experience as a community volunteer, years of residency in Dillingham and my knowledge of landfill operations would make me a valuable asset to the committee.

Thank you for your consideration.

I am interested in serving on the "Friends of the landfill committee" for the city of Dillingham.

02/27/19

Kaleb Westfall

907-232-6618

kalebwestfall@gmail.com

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**City of Dillingham Action Memorandum** Agenda of: March 7, 2019

**Action Memorandum No.** 2019-01

**Subject:**

Award a one year contract for Engineering Services to CRW Engineering Group, LLC, Anchorage, AK

---

City Manager: Recommend Approval

Signature: Ted Larson

---

**Fiscal Note:** ☐ Yes ☑ No **Funds Available:** ☐ Yes ☐ No

**Other Attachments:**

Scoring Summary

---

**Summary Statement:**

An RFP for Engineering Services was advertised for 30 days on the City website and an ad placed in the Bristol Bay Times, Feb. 7 and Feb. 14. A committee of three individuals reviewed four proposals. Proposal evaluation criteria included - cover letter, revelant project experience, project team qualifications, and methods and schedule.

Proposals were received from Dowl, Bristol Engineering Services, LLC, The Bontet Co., Inc., and CRW Engineering Group, LLC.

The contract to be for a one year term with the possibility of four (4) extensions issued yearly upon Council approval to CRW Engineering Group, LLC for engineering and owner's representative services.

This is a no sum contract.

**Action Memorandum No.** 2019-01

**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 |
|---|---|---|
| | Finance Director | |
| X | Public Works Director | |
| | | |
| | | |
| X | City Clerk | |

# CITY OF DILLINGHAM PROPOSAL REVIEW
# SCORING SUMMARY SHEET

**PROPOSAL NUMBER: 2019-04**

**PROPOSAL NAME: Engineering Services**

| | SCORES | | | Total | Rank |
|---|---|---|---|---|---|
| | #1 | #2 | #3 | | |
| The Boutet Company, Inc. | 80 | 79 | 80 | 239 | 4 |
| Bristol Engineering Services Co, LLC | 85 | 71 | 85 | 241 | 3 |
| DOWL | 95 | 96 | 95 | 286 | 2 |
| CRW Engineering Services Group, LLC | 100 | 100 | 100 | 300 | 1 |

**Mayor**
Alice Ruby

**Manager**
Tod Larson

CITY OF DILLINGHAM ALASKA

**Dillingham City Council**
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

# MEMORANDUM

**Date:** March 1, 2019

**To**: Tod Larson, City Manager

**From:** Cynthia Rogers, Planning Director

**Subject:** RFP 2019-04: Engineering Services

---

The scoring team met to evaluate the submittals in response to the Request for Proposals and Statement of Qualifications (SOQ) for Professional Engineering Term Services.

The recommendation of the scoring team is to select CRW Engineering Group, LLC for this RFP. This is based on the following:

1. CRW has relevant experience with City of Dillingham projects and has a breadth and depth of experience with other small communities in Alaska, such as Seward, Seldovia, and Valdez, which was deemed to be a good fit for upcoming projects that the City anticipates completing as part of our CIP plan.

2. CRW offers a project team with outstanding qualifications, including decades of experience working in Alaska and with rural communities in the state. Key staff have experience that includes similar projects to those that are ongoing and anticipated in the future. They also offer funding and grant assistance services that would serve the City well as we work to fund our CIP projects. The team also included a number of references that demonstrated their ability to meet our needs.

3. CRW offered a robust section on methods and schedules that most closely aligns with City needs and expectations. It includes specific details about services they provide, including contract management, construction management, and project management. The contractors and consulting services team included: Solstice Alaska Consulting with experience in NEPA, USACE and fire marshal permitting; and Alaska Project Solutions with experience in grant and loan applications and assistance pursuing new funding.

A scoring summary sheet has been attached with a ranking of all proposals submitted. Please let me know if you have any questions.