



Council Members

- Chris Napoli (Seat A) • Bill Rodawalt (Seat B) • Kaleb Westfall (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Gregg Marxmiller (Seat F)

DILLINGHAM CITY COUNCIL

***Participate by dialing 888-392-4560; meeting code 57103
Please MUTE your phone upon entering the call***

SPECIAL COUNCIL MEETING	5:30 P.M.	SEPTEMBER 8, 2020
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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**
- 5. SPECIAL BUSINESS**
 - Adopt Action Memorandum No. 2020-07; Award a Contract for Exterior LED Lighting
 - City Manager COVID-19 Update
- 6. COUNCIL COMMENTS**
- 7. MAYOR'S COMMENTS**
- 8. ADJOURNMENT**

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Action Memorandum No. 2020-07

Subject:

Award a Contract for Exterior LED Lighting

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Bidding Summary Memo

Summary Statement:

This action memorandum authorizes administration to sign a contract with the lowest responsive bidder for the installation of exterior LED lights. RFP 2020-03 was advertised in ADN on July 30 and August 6, 2020. Notices were posted in three public places, and the RFP was advertised on the City website. The original deadline was August 20 at 4:00 PM. When the City received no bids by the morning of August 19, the deadline was extended until August 26 at 4:00 PM. Three bids were received by the deadline on August 26 at 4:00 PM and a bidding summary memo is attached.

The bid from Wolverine was the only responsive bid, however, the total bid exceeded the City's budget for the project. Negotiation on the proposal bid was initiated and an agreement reached with Wolverine for \$29,700. The City would agree to pay for any new circuitry required on a T&M basis (none is expected) and we would need to pay for the travel for the electrician. These expenses could count toward our "in kind" contribution requirement for this grant.

Wolverine can be expected to begin the project immediately upon contract execution, with a substantial completion date of October 30. The Alaska Energy Authority is granting the City an extension of the period of performance to November 30, 2020.

(Such publication shall be made twice, with at least one week, but not more than two weeks, intervening between publications, and there shall be sufficient time between the date of last publication and the bid opening for preparation of bids, which time shall not be less than two weeks.)

Action Memorandum No. 2020-07

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on September 8, 2020.

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: September 2, 2020
To: Tod Larson, City Manager
From: Cynthia Rogers, Planning Director
Subject: RFP 2020-03, Exterior LED Lighting Upgrades, Bid Summary

The City was awarded a \$50,000 grant under the Wells Fargo Outdoor Lighting Retrofit/Village Energy Efficiency Program. The City pledged another \$15,000 in-kind to support the project. The City has expended approximately \$30,000 on the purchase of Lithonia LED lighting fixtures, meeting the required specifications set forth in the grant for energy efficiency. The City proceeded to release the RFP for the installation of these fixtures. Three bids were received by the deadline on August 26 at 4:00 PM as follows:

1. Premier Electric, LLC - \$32,000.00
 - The bid was not considered responsive, because it lacked the required proposal content, to include a detailed work plan, schedule for installation, proof of insurance and licensing/licensure. It also indicated a number of exclusions.
2. Wolverine Supply, Inc. - \$47,700.00
 - This was the only responsive bid, however, it exceeded our budget for this project.
3. Glacier Electric - \$6,200.00
 - The bid was not considered responsive, because it lacked the required proposal content, to include a detailed work plan, schedule for installation, proof of insurance and licensing/licensure. It also indicated a number of exclusions.

Negotiation with the single responsive bidder was initiated and resulted in agreement to reduce the proposal price of \$47,700 to \$29,700, provided that the City pay for any new circuitry required on a T&M basis (none is expected) and we would cover the round-trip travel expenses for the electrician. The City is already covering housing and transportation in Dillingham during the project. All of these expenditures can count toward our "in-kind" requirement as part of this grant. Further, a grant extension from Alaska Energy Authority, was sought and received, extending the period of performance to November 30, 2020. Finally, the contractor has agreed to complete all work by the original deadline set out in the RFP of October 30, 2020.



Premier Electric LLC

PO Box 874362
Wasilla, AK 99687

2485 E. Zak Cir. Suite D
Wasilla, AK 99654

**PREMIER
ELECTRIC**

Proposal

Tuesday, August 18, 2020

Project:	Dillingham Lighting Replacements
POC:	Cynthia Rogers
Phone:	907-842-3785
Address:	Dillingham AK
Email:	planner@dillinghamak.us

Inclusions:

- Replace a total of (55) fixtures per bid documents
- Transportation to and from Dillingham
- Documentation of existing light fixtures
- Delivery of removed fixtures to a designated recycling/disposal facility
- Testing of new light fixtures

Labor and materials: \$32,000.00

This quote is valid for 30 days

Exclusions:

- Insurance and bonding fees
- Hazmat
- Permits and permit fees
- All Cutting, patching and painting
- Troubleshooting of existing circuits
- Access panels/hatches/doors
- Backboards for telecom
- Electrical service/utility entrance
- Concrete work including light bases
- Local Transportation and housing
- New circuits, or extensions of circuitry
- Ground thawing
- Lifting and hoisting including light poles
- Furnishing of VFD's, motors and mechanical equipment
- Water/vapor sealing and insulation
- Trash disposal costs
- Utility charges
- Electrical hidden inside of walls
- Trenching, Boring, back filling, and/or compaction
- New panels/feeders/distribution
- Fire caulking and fire proofing
- Site security, fencing and monitoring
- Locates, surveying, and staking
- Temporary power and lighting
- Snow removal, landscaping, final grade
- Power and site utility charges
- Engineering and design
- Mechanical controls, DDC, and automation
- Standby time, weather delays and impact of changes to schedule

James Rubin

Service Manager

Office 907.357.4220

service@premierelectricak.com

Accepted by: _____

Date: _____



PROPOSAL

EXTERIOR LED LIGHTING UPGRADES 2020-03

AUGUST 20, 2020
4:00 PM

**City of Dillingham
Planning Directors Office
P.O. Box 889
Dillingham, Alaska 99576**



5099 E. Blue Lupine Drive ♦ Wasilla, Alaska 99654 ♦ (907) 373-6572 Phone ♦ (907) 357-2023 Fax

August 17, 2020

City of Dillingham
P.O. Box 889
Dillingham, Alaska 99576

Attn: Planning Directors Office

Re: Exterior LED Lighting Upgrades 2020-03

To Whom It May Concern:

Enclosed please find Wolverine Supply, Inc.'s proposal for the aforementioned project per the requirements set forth in the Request for Proposal.

Wolverine Supply, Inc. (WSI) is independently owned and operated (not owned or controlled by a common parent), and proud that we are celebrating our 54th Business Anniversary this year. WSI was established in 1964 and remains an Alaskan construction management contractor. Our main office is located in Wasilla, Alaska; however we maintain satellite offices in Valdez as well as North Pole, Alaska. Since inception of our firm in 1964, WSI has performed hundreds of millions of dollars in renovation, civil and new construction; and specializes in industrial, residential and commercial remodel and renovation work, utilizing various construction delivery methods. Wolverine maintains a strong reputation throughout all regions of Alaska for the successful completion of projects on-time and within budget. All of our clients can feel confident that the performance of the project will be executed in a professional manner, exercising a partnering working relationship and completed to thorough client satisfaction.

WSI is performance driven. WSI has always maintained a steadfast motivation from project inception to completion, and undertaken any and all unanticipated obstacles with the same determination. It is through our vast experience of various delivery methods of construction projects that we are able to promptly proceed and mitigate any challenges throughout a project's performance period, including circumstances such as unforeseen conditions, design deficiencies or changes, value engineering alterations to accommodate budgetary fluctuations and even end-user requested variations. WSI has always completed our projects on time, and has never been terminated for default, or assessed liquidated damages. Please reference the project information provided for relevant project experience for a comprehensive indication of the competency of our management team to provide all of our clients with showpiece projects completed on-time and within budget.

In addition to an outstanding on-time performance record, WSI maintains a reputation for excellent cost control through the prosecution of our work. Maintaining budgetary control throughout a project is primarily achieved by our extensive experience. WSI is able to foresee potential design or specified product obstacles, and alleviate such impediments by providing contractor input through the design phase or provide value engineering through the construction phase of any given project. Additionally, thorough implementation of WSI's quality control program, inclusive of a practical DCVR system, as well as thorough schedule adherence and progress meetings, cost overruns and change orders are kept to a minimum.

Throughout our 50+ year history, WSI has never failed to complete a project and has always met or exceeded client expectations. Furthermore, WSI has never been assessed liquidated or delay damages. Additionally, WSI has never engaged in arbitration or litigation proceedings relating to the performance of a project.

We hope you find the information provided helpful. However, should you request additional project information or performance records, we can forward such promptly.

Michelle Clapp holds the position of Vice President within Wolverine Supply, Inc.'s corporate structure, and has authority to bind Wolverine Supply, Inc. to this proposal.

Please feel free to contact us with any questions or additional information. We may be reached by phone at (907) 373-6572, fax at (907) 357-2023 or by electronic mail at ashlee@wsiak.com.

Additionally, please note this proposal is valid for 60 calendar days for Owner acceptance. Absolutely no exceptions are taken to any specification requirements or contact terms and conditions. As always, thank you for your time and consideration of our proposal.

Sincerely,



Michelle Clapp
Vice President



EXTERIOR LED LIGHTING UPGRADES

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- **Proposed Price**



EXTERIOR LED LIGHTING UPGRADES

TEAM INTRODUCTIONS

Prime Contractor



Wolverine Supply, Inc. is proud to say that we are celebrating our 54th Business Anniversary this year. Wolverine Supply, Inc. (WSI) was established and remains an Alaskan construction management contractor. Our main office is located in Wasilla, Alaska; however we maintain satellite offices in Valdez as well as North Pole, Alaska. Since inception of our firm in 1964, WSI has performed hundreds of millions of dollars in renovation, civil and new construction; and specializes in industrial, residential and commercial remodel and renovation work, utilizing various construction delivery methods. WSI has been operated under its present management since 1981. Wolverine maintains a strong reputation throughout all regions of Alaska for the successful completion of projects on-time and within budget, and currently performs \$20 Million per year on average. All clients of WSI can feel confident that the performance of the project will be executed in a professional manner, exercising a partnering working relationship and completed to thorough client satisfaction.

WSI has extensive experience with performing design-build delivery methods of construction. Design Build construction allows for the contractor to explore all approaches to the most efficient and effective design specific to meet the needs of the owner, as well as provides contractor insight as to constructability, maintainability as well as cost and energy efficiency. In WSI's experience, the best approach to a design-build project is with a team approach, and including the client in all design and construction meetings and discussions. This open line of communication sets a standard for cost-efficiency and quality of work that far surpasses other delivery methods and creates a true '**partnering**' relationship'. Ultimately, design-build delivery methods provides for substantive client monetary savings, minimal scope changes, and a significant potential for early completion.

Wolverine Supply, Inc. will accomplish this project by supplying this project with an exceptional management team. As we are currently in the process of closing out various projects, this project greets WSI at the perfect time, as we have our most seasoned project management team to dedicate to the successful completion of this project. WSI has implemented an exceptional management team, available from project infancy through completion. This strong management foundation also allows for the strict discretion and oversight in the subcontractor and material supplier selection phase of this project.

Electrical Contractor



Alpine Electric is an Alaskan owned and operated company providing a wide scope of electrical services and specializing in commercial electrical applications. Alpine Electric only retains highly qualified electricians who share the vision of excellence that our company strives to achieve. Alpine has a vast array of experience and specialties, including fire alarm systems, extensive interior lighting upgrades, site lighting systems, various generator installations, as well as substantial experience in various commercial and multi-family housing applications.

2020-03

Wolverine Supply, Inc.

PREVIOUS EXPERIENCE

Exemplary Projects – Substantial Lighting within Scope

Project: Centennial Village Wellness Initiative PHII (Salamatof)

Project No: 12T-DV-246

Location: Anchorage, Alaska

Owner: Cook Inlet Housing Authority

Owner's Rep: Brent Hove, Project Manager
(907) 793-3061

Contract: \$2,517,000.00

Completion: April 2014

Brief Description: GC/CM for CIHA and RIM Architects to complete the design and construction of a new two-story addition and renovation to the existing Salamatof Facility at the Centennial Village Senior Campus. The addition shall include new administrative office areas, and shall accommodate for new hallways and wall partition changes. Renovations to existing facility also to include new finishes and fixtures in all restrooms and new finishes throughout entire facility.



Project: Bristol Bay Applied Sciences Facility

Project No: 2012130 BBAS

Location: Dillingham, Alaska

Owner: University of Alaska Fairbanks

Owner's Rep: Karl Petterson, PM
(907) 474-2784

Contract: \$2,137,223.00

Completion: October 2014

Brief Description: Complete renovation of the entire first floor of the NAPA building in Dillingham, Alaska. Remodeling of approximately 3,600 gross square feet consisting of electrical, mechanical, fire sprinklers, and architectural upgrades and modifications. Second level was to remain as apartments and required the installation of a fire sprinkler system and upgrades to the 2nd floor mechanical room. Renovation to the exterior envelope included window replacement. New water utility service main line installation.



Project: Alcantra Mobile Emergency Vehicle Building

Project No: 81224

Location: Wasilla, Alaska

Owner: State of Alaska DOT&PF

Owner's Rep: David Hepler, Project Engineer
(907) 269-0815

Contract: \$1,179,000.00

Completion: May 2016

Description: Provided design and ground up construction services for construction of a new 4,000 sf building to house the Mobile Emergency Operations and Command vehicles at the Alcantra Armory site in





EXTERIOR LED LIGHTING UPGRADES

Wasilla. Construction features included site clearing and excavation, a slab on grade foundation with concrete apron, structural steel envelope erection, mechanical, plumbing, electrical and other owner desired architectural finishes.

Project: **Womens Bay Emergency Shelter**
Project No: 10032
Location: Kodiak, Alaska
Owner: Kodiak Island Borough
Owner's Rep: Matt Gandel, Project Manager



Contract: \$1,134,750.00
Completion: August 2015
Description: Site improvements and construction of a 3,600 sf single story addition to the existing Womens Bay Fire Hall, including replacement of roofing, siding, doors and windows and other improvements in the existing building. Throughout the progress of the project, the owner requested multiple changes to include additional excavation and fuel tank work, windows and wood replacement, curbs and concrete upgrades, additional firestopping, painting existing finishes to match, well pump controls, as well as multiple mechanical ventilation and electrical upgrades.

Project: **Mertarvik Evacuation Center**
Project No: 939.31
Location: Mertarvik, Alaska
Owner: Newtok Village Council
Owner's Rep: Eric Voorhees, Project Engineer
DOWL
(907) 562-2000
evoorhees@dowl.com



Contract: \$2,286,552.41
Completion: November 2018
Description: The Mertarvik Evacuation Center (MEC) was started in 2011 with construction of a steel foundation and platform framing (approximately 7,000 square feet), and a septic system by Cornerstone Construction. A protective cover was placed over the platform in 2017 to protect the integrity of the floor deck. Earthcore Structural Insulated Panels (SIPs) were delivered to Mertarvik in 2013. Most SIPs remain packaged in the original shipping boxes. The MEC "Core and Shell Project" will provide a multi-use assembly space with a maximum occupancy of approximately 265 persons. The project will make use of the existing foundation and platform framing and incorporate an adaptive re-use of the existing 4'x8' SIPs previously procured and stored onsite to build a highly energy efficient building shell. The completed building will provide mechanical and electrical systems to allow usage of the building as an evacuation center for the people of Newtok. NVC will develop a portion of the MEC interior space into educational program space should additional funds be secured.

Project: **Medical Campus Expansion – MRI**
Project No: 13-310-9192
Location: Valdez, Alaska
Owner: City of Valdez (w/ Providence Alaska)
Owner's Rep: Laura Langdon, Project Manager
(907) 835-5478





EXTERIOR LED LIGHTING UPGRADES

Contract: \$1,443,000.00
Completion: March 2015
Brief Description: Constructed an addition to the existing Provide Alaska Medical Center Valdez Campus building, for an MRI area and provided all finishes and furnishings, the design and installation of the new fire alarm and sprinkler systems, and the turn-key supply and installation of MRI modular facility and fully functioning MRI unit (GE Signa 1.5 Excite HDXT MRI) and all GE Site Planning requirements and associated equipment.

Project: Design Build Chugach Manor Fire Protection Upgrades
Project No: 16-PHD-007
Location: Anchorage, Alaska
Owner: Alaska Housing Finance Corporation
Owner's Rep: David Gonzales, Contracting Officer
 (907) 330-8120
 dgonzales@ahfc.us

Contract Amount: \$1,277,000.00
Completion: 100 % August 2017
Description: Provided the design and construction, facilitating design schematics to meeting local building jurisdiction plan reviews, for the installation of a new fire alarm panel and field devices with a new fully addressable fire alarm system. The sprinkler system is to be evaluated and brought into compliance with NFPA 13 requirements. Such modifications included new plumbing chases and soffits to conceal piping, relocation of existing heads in addition to new additional heads, cutting and patching of existing walls, floor and ceilings to accommodate sprinkler or fire alarm devices.

Exemplary Projects – Lighting Upgrades (single discipline)

Emergency Lighting Upgrades
 Dillingham, Alaska
 Bristol Bay Area Health Corporation
 18-013
 \$73,000.00
 2019



Mears Middle School Lighting Upgrades
 Anchorage, Alaska
 Anchorage School District
 2014-839

\$377,477.37
 2015



Hanshew Middle School Lighting Upgrades
 Anchorage School District
 Anchorage, Alaska
 2015-802
 \$570,000.00
 2015



Centennial Village Exterior Lighting Upgrades
Anchorage, Alaska
Cook Inlet Housing Authority
11-DV-120
\$340,833.22
2012



Valdez PHII Container Terminal Upgrades
High Mast Lighting
Valdez, Alaska
City of Valdez
13-310-6802
\$1,148,751.91
2013



Point MacKenzie High Mast Lighting
Point MacKenzie, Alaska
Matanuska-Susitna Borough
13-030B
\$637,051.25
2013



WORK PLAN

Upon an award for the project a site evaluation trip will be performed by a licensed electrician to inspect owner provided fixtures & accessories. Additionally the site visit will determine the circuit availability and the materials that will be required to extend/add raceway and wire for new fixture locations as well as existing locations with new fixtures. After determining the materials and quantities needed the material will be procured and shipped to Dillingham and staged at our designated staging area. Upon our materials arriving an electrician will begin modifying and adding circuits needed for the new fixtures. As there is currently existing exterior light fixtures at each site, the new fixtures will be incorporated into the existing exterior lighting controls. Upon completion of the installation at each site, new fixtures will be checked for functionality and coordinated for inspection by the owner.

PROPOSED TIMELINE / SCHEDULE

Upon an award we plan to schedule a site visit immediately to determine what materials will be necessary. We expect an award around September 1st and our site visit shortly thereafter. We expect it will take a couple weeks to procure all materials necessary and a week to freight the materials to Dillingham. That puts our schedule for installation around the end of September/Early October. We expect 2-3 weeks throughout the work sites for installation and the later part of October will be designated for testing and any punch list items that arise. All work will be completed by October 30th as identified in the RFP.

BONDING

Please find attached a letter from WSI's bonding company outlining our bonding capacity, margins and relationship.

INSURANCE

Please find attached a sample insurance certificate for WSI which outlines our policies and limits.

LICENSES

Please find attached WSI's Alaska Business License and Alaska Contractor's License.

PROPOSED PRICE

Proposed Price for Work as Described in the RFP 2020-03

\$47,700.00

THANK YOU

Thank you for the opportunity to provide a proposal for this project and participate in meeting the needs of our growing communities. Should you have any questions or need any additional information, please feel free to contact us.

Thank You,



Michelle Clapp
Vice President

INLAND INSURANCE INC.

August 5, 2020

City of Dillingham
Planning Department
PO Box 889
Dillingham AK 99576

RE: Wolverine Supply, Inc.
5099 E. Blue Lupine Dr.
Wasilla AK 99654

Project: Exterior LED Lighting Upgrades
2020-03

To Whom It May Concern,

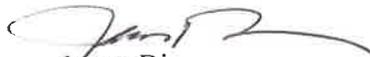
Since May, 2008, Inland Insurance, Inc. and The Ohio Casualty Insurance Company have had the privilege of providing surety bonds for Wolverine Supply, Inc. Wolverine Supply, Inc. has a bonding capacity on individual projects of \$50,000,000 and total program capacity of \$75,000,000. Wolverine Supply, Inc. current bonded projects total \$12,000,000.

In our opinion, Wolverine Supply, Inc. is one of the finest, best managed general construction firms in the country. Wolverine Supply, Inc. has handled each of its projects in a professional manner and completed all satisfactorily.

We hope all above demonstrates our utmost confidence in Wolverine Supply, Inc. They are bondable for the above referenced project.

Should you have any questions, please do not hesitate to call.

Sincerely,



James Dinneen
Attorney-In-Fact
The Ohio Casualty Insurance Company

Alaska Business License #

216886

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

WOLVERINE SUPPLY, INC.

5099 E BLUE LUPINE DRIVE SUITE 201 WASILLA AK 99654

owned by

WOLVERINE SUPPLY, INC.

is licensed by the department to conduct business for the period

November 29, 2018 through December 31, 2020
for the following line of business:

23 - Construction

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States. This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Mike Navarre



STATE OF ALASKA

Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing

Regulation of Construction Contractors and Home Inspectors

Licensee: WOLVERINE SUPPLY, INC.

License Type: General Contractor With Residential Contractor Endorsement

Status: Active

Doing Business As: WOLVERINE SUPPLY INC

Commissioner: Mike Navarre

Relationships

RelationType	License #	License Type	Owners/Entities	Name(s)/DBA	Designations	
					Type	Group
Electrical Administrator Assignee	EAD01478	Electrical Administrator	Dagwood Shoemaker		No designations found	
Residential Endorsement Assignee	RESR1175	Residential Contractor Endorsement	BILL VAN BUSKIRK			
Residential Endorsement Assignee	RESR2515	Residential Contractor Endorsement	BRUCE VAN BUSKIRK			

WOLVERINE SUPPLY INC
5099 E BLUE LUPINE DR
WASILLA, AK 99654-8419

Wallet Card

State of Alaska Department of Commerce, Community, and Economic Development Division of Corporations, Business, and Professional Licensing Regulation of Construction Contractors and Home Inspectors WOLVERINE SUPPLY, INC DBA WOLVERINE SUPPLY INC As General Contractor With Residential Contractor Endorsement		
License CONC149	Effective 11/14/2013	Expires 12/31/2020

Date: Aug 17, 2020
Attn: City of Dillingham
Job: Exterior Lighting Upgrade

Electrical Quote

Inclusions:

Install all lights as per City of Dillingham, Rfp 2020-03, total of (55), provide lift for street lights, provide all labor.

Exclusions:

Work not noted above, purchasing of LED light fixtures, moving of items in way of installing lights, fixing items not to code.

Total - \$ 6, 200

** If any changes occur, there will be additional charges**