



MEMORANDUM

DATE: November 30, 2021
TO: Mark Lynch, Interim City Manager
FROM: Cynthia Rogers, Director, Planning & Grants Management
SUBJECT: Department Report

STAFF REPORT

PLANNING COMMISSION

Regular meeting schedule is the second Wednesday of the month at 5:30 pm. The commission held a meeting on Wednesday, November 3 at 5:30 pm. Resolution 2021-09, A Resolution of the Dillingham Planning Commission Supporting the BBNA Donation of Playground Equipment and Installation, was adopted unanimously. The workshop on the Comprehensive Plan scheduled to follow the meeting was cancelled.

The commission held a workshop on the Comprehensive Plan on Tuesday, November 16, however it was cancelled.

The next meeting of the Planning Commission is set for Wednesday, December 8, at 5:30 pm, and will include a presentation on the Draft Multi-Jurisdictional Hazard Mitigation Plan Update, by Jennifer LeMay of LeMay Engineering and Consulting, Inc.

ITBS/RFPS

RFP 2021-04, Grant Writing Services, closes December 8, 2021.

RFP 2021-05, Harbor Office Building Lease, closes January 6, 2022.

RFP 2021-06, Animal Shelter Building Lease, closes January 6, 2022.

DILLINGHAM MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE

Working on a critical facilities map, and updating the mitigation action plan. The draft HMP update has been released, with opportunities for public participation and feedback at the Planning Commission Meeting on December 8, and at the City Council meeting on December 9. See the City's website for more information.

DEC SRF LOANS

The following DEC SRF loan applications have been completed:

CW Point Source Projects

#8 - DLG Waterfront Wastewater System Upgrade (Design) - \$44,000.

CW Sustainable Infrastructure Planning

#3 - DLG Wastewater Rate Study - \$30,000, with \$30,000 estimated principal forgiveness.

#4 - DLG Wastewater Master Plan - \$70,000, with \$45,000 estimated principal forgiveness.

DW Projects

#12 - DLG Waterfront Water System Upgrades (Design) - \$44,125.

DW Sustainable Infrastructure Planning

#5 - DLG Water Rate Study - \$30,000, with \$30,000 estimated principal forgiveness.

DOT&PF DILLINGHAM DOWNTOWN STREETS PROJECT

The project is nearing shutdown for the season, with some items expected to be completed in the spring. The City continues to stay engaged on project progress and provides regular feedback to the project engineer.



**FY19 Capital Improvement Project Priorities
Progress Update November 2021**

ACTIVE/UPCOMING

Special Project – Emergency Communications System **\$730,000 (estimate)*

An overall public safety emergency communications system package to support mission critical communications for the City of Dillingham. The system will consist of portable radios, companion equipment, and all software and hardware required to operate the portable radios. This includes furnishing, installing, programming, and testing radios, batteries, antennas, and software and hardware and will include support and maintenance services for year two through six. The system programming and implementation was completed in May. Installation is complete and has been certified. Awaiting final system acceptance to release remaining 10% of contract.

Project Timeline:

August, 2021 – Motorola visit to assess coverage needs

#1 – Wastewater System Upgrades, Aeration **\$922,331 (estimate)**

Currently working on development of the solicitation. I met with ANTHC in October to discuss the project, and available funding.

Design: \$89,891 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- ANTHC funding has been used for the design expenses.

Construction: \$832,440 (2021 estimate)

- City to develop RFP.
- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #3.
- ADEC SRF Loan Application for \$650,000 submitted on 1/29/2020.
- SFY20 Q2 Project Priority List indicates a potential subsidy of \$335,000.
- Loan Agreement received from ADEC SRF in the amount of \$650,000, with \$335,000 subsidy through loan forgiveness, 20 year term, 1.5%.
- Loan Agreement returned to ADEC SRF on 2/24/2021.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program; ANTHC Grant

Project Timeline:

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- January 22, 65% Design
 - March 22, 95% Design & ADEC review & permission to construct
 - April 10, DEC approval to construct received
 - May 3, 100% Design
 - TBD, RFP Release, RFP scoring, evaluation, and recommendation for contract
 - TBD, Construction begins; Project close out

#2 – Public Safety Server Room Fire Protection \$67,000 (estimate)

Scheduling for system certification visit still pending availability of the subcontractor and air sealing of the room. The contractor installed a new door to the server room in October, which will help with air sealing.

Construction: \$67,000 (estimate)

- RFP awarded to Wolverine Supply, Inc.
- E-911 Grant funding will be used for this project.

Project Timeline:

- December, 2018 Installation of Clean Agent System
- August, 2019 Air Sealing of Server Room
- TBD, GNW Fire Services air sealing and system certification; project close out

#3 – Landfill Groundwater Monitoring Wells \$432,095 (estimate)

Construction phase is completed. The two year period of quarterly monitoring is required and ongoing. Continuing to follow results of quarterly monitoring through final report expected January 2022. The City is working towards approval to transition from the quarterly sampling to semi-annual sampling.

Design: \$23,202 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- City funding will be used for the design costs.
- Cost overrun of \$5,404.00 due to project delay (originally \$17,798)

Construction: \$161,928 (estimate)

- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Non-Point Source Project Priority, Q3 prioritized #2.
- ADEC SRF Loan Application submitted March 12, 2019 for \$331,575.
- ADEC SRF Loan Re-Application submitted October 10, 2019 for \$366,897.03 (to reflect cost overrun).
- ADEC SRF Loan agreement in the amount of \$367,000 was signed on December 18, 2019, with a subsidy amount of \$137,610, and repayment amount of \$229,390 (1.5%, 20 year term).
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- RFP was developed by Bristol Engineering; Denali Drilling was only bidder for the project.
- Cost overrun of \$29,918.03 due to project delay (originally \$132,010).

Additional Project Costs: \$246,965 (estimate)

- Bristol Engineering has been contracted for these services at \$199,565.
 - Administration, \$298.
 - Construction Oversight, Sampling and Reporting, \$199,267.
- Cost Overruns due to project delay and longer spring construction duration:

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- Bristol Engineering (expected overage), \$47,400.

Project Timeline:

- October, 2018, Project Manual/Permit Set
- November, 2018, ADEC review and approval to construct
- January, RFP Release
- February, RFP scoring, evaluation, and recommendation for contract
- March, Contract awarded
- April, On-site evaluation determined construction should be delayed until fall
- January 2020, Construction NTP issued
- February 26, 2020, Substantial Completion
- January, 2021, Project (construction) close out
- February, 2022, Quarterly sampling requirement met

#4 – Water System Improvements, Downtown Streets Support \$3.68M (estimate)

Phase I is complete, including the water improvements under the DOT project footprint. As-builts have been received for City work; still pending for DOT work completed 2021. Once received, the project will be closed out.

Design: \$224,715 (estimate)

- CRW Engineering Group LLC has been contracted to complete the design for this project. Additionally, CRW is expected to handle ROW, easement, ADEC permitting, temporary construction permits, and construction administration for the City.
- City funding will be used for 30% of the design costs; MMG 28308 will be used for 70% of the design costs.

Construction, Phase I (DOT Project Footprint & Downtown Core): \$2,334,861.35 (estimate)

- CRW to develop RFP.
- ADEC SRF Loan Questionnaire submitted November 30, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #17.
- MMG 28308 will provide 70% up to approximately \$1.4M total cost, with 30% matching.
- ADEC SRF Loan Application for \$600,000 submitted 4/10/19, was approved on 8/27/19.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- Expected URSA billing (DOT Project Footprint) is estimated at \$364,515. This number may change based on project actuals.
- Apparent Low Bidder (Downtown Core): JJC Enterprises, \$1,622,734.
- Change Order 1 & Adjustments: \$340,943.85

Additional Project Costs: \$224,205 (estimate)

- CRW Engineering Group, LLC, Construction Support/Inspection/Materials Testing, \$224,205.
- Current billings of approximately \$125,000.

Construction, Phase II: \$1,350,939 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.
- This project ranked #2 in the ADEC SRF DW Projects. The City is eligible to apply for a loan in the amount of \$1,576,000, with \$500,000 estimated principal forgiveness. The loan would include construction, construction support, inspection, and materials testing.

Construction, Phase III: \$1,158,600 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.
- This project ranked #3 in the ADEC SRF DW Projects. The City is eligible to apply for a loan in the amount of \$1,384,000. The loan would include construction, construction support, inspection, and materials testing.

Project Timeline (Phase I):

- January 9, 75% Design (All Phases)
- February 11, 100% Design for Phase I (DOT Footprint)
- February 27, 100% Design (All Phases)
- August, RFP Release; RFP scoring, evaluation, and recommendation for contract
- September 2019, Contract awarded; Construction begins May 18
- February 2021, Phase I Project close out (excludes URSA work under DOT footprint)

#5 – Lake Road Fire Hall Addition

\$803,620 (estimate)

LCG Lantech has been contracted for construction support and Dagen Nelson has rejoined us for inspection as the Special Projects Coordinator, with support from EMC Engineering for materials testing. Wolverine Supply, Inc. broke ground in early October 2020. A substantial completion inspection took place on October 7, 2021 and a substantial completion certificate has been issued. The contractor has received a punch list and list of incomplete items and is working on addressing them. Record drawings and O&M manuals are also pending.

Design:

- LCG Lantech Inc. and RSA Engineering, Inc. have provided 100% design and specifications for this project.

Construction: \$774,420.46 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.
- Wolverine contract: \$744,000
- Change Order 1: coiling door, CO detector, and air supply hose, \$30,420.46

Additional Project Costs: \$29,200 (estimate)

- LCG Lantech, Inc. will be contracted for these services.
- City personnel may handle some tasks, others will be assigned to LCG Lantech via Task Orders.
- Permitting, Bid Assistance, and Construction Administration, \$12,000, T&M, NTE fee.
- Project Inspection, Contract Administration, \$17,200, T&M, NTE fee.

Project Timeline:

- June, RFP Release
- July-August, RFP scoring, evaluation, and recommendation for contract, contract awarded
- October 2020, Construction begins
- TBD, Project close out

PENDING FUNDING

***Special Project – Bingman Clean-Up** **\$300,000 (estimate)**

To address the clean-up of hazardous substances, a Phase II Environmental Site Assessment will be sought. EPA Brownfields Assessment Grant awards have been sought; other funding avenues are being explored. Anticipated completion of project phases within 5 years, including: assessment, clean-up, planning, development/reuse.

Construction: \$300,000 (estimate)

- Funding established by Council as the insurance settlement from fire.

Project Timeline:

- TBD – Pending funding identification

***Special Project – Landfill Shop Replacement** **\$892,316 (estimate)**

A fire destroyed the landfill shop building on January 4. An assessment of the foundation indicated it is sound, however an assessment of the steel structure indicates areas of warping and instability, therefore it cannot be reused. Determination regarding design planning is needed and contingent on funding. An ITB can then be developed and solicitation released. Estimate is to replace the structure only, 2022 construction costs.

Project Timeline:

- TBD – Pending the above

#6 – Harbor Float Replacement **\$5.2M (estimate)**

This project is pending funding identification.

Design:

- PND Engineers, Inc. has provided 100% design for this project.

Construction: \$5.2M (estimate)

- The City is currently exploring funding options through federal appropriations.
- Funding alternatives are AKDOT&PF Harbor Facility Grant Program and USDA Public Works and Economic Development Facilities Program (Grants).

Project Timeline:

- TBD pending funding

COMPLETED**#7 – D Street & Seward Street Rehabilitation Project****\$3,294,735.96**

The final as-builts have been received from the contractor. The project is closed out as of March 9.

Design: \$154,329

- PND Engineering, Inc. has been contracted to complete the design for this project.

Construction: \$2,909,203.96

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by PND.
- Apparent Low Bidder: JJC Enterprises, \$2,494,737; contracted for \$2,194,737
- Total value of CO to date, \$714,466.96

Additional Project Costs: \$231,203

- PND Engineering, Inc., Construction Support, \$88,568
- EMC Engineering, LLC, Inspection/Materials Testing, \$142,635

Project Timeline:

- March 2021, Project close out