



## MEMORANDUM

**DATE:** May 26, 2021  
**TO:** Chris Hladick, Interim City Manager  
**FROM:** Cynthia Rogers, Director, Planning & Grants Management  
**SUBJECT:** Department Report

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### STAFF REPORT

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#### Planning Commission

The next Planning Commission meeting has been set for June 15, at 5:30 pm.

#### Permits

- Land Use Permit – One permit has been processed.
- Conditional Use Permits – One permit has been processed; two permits are pending.

#### DOT&PF Dillingham Downtown Streets Rehabilitation

**Project No.: Z571800000/0001335**, The project is proceeding and there is quite a bit of construction activity in the downtown area. The City is participating in weekly project meetings and staying engaged as the work progresses. We are also posting information regarding traffic pattern changes and closures, as needed.

#### DEC SRF (State Revolving Fund), Alaska Clean Water & Drinking Water – Intended Use Plans for FY22

The City received notification that the projects we proposed have been included on the State Fiscal Year (SFY) 2022 Project Priority Lists for financing through the Alaska Clean Water Fund and the Alaska Drinking Water Fund. The SFY22 Intended Use Plans and the Project Priority Lists can be found at this link: <https://dec.alaska.gov/water/technical-assistance-and-financing/state-revolving-fund/intended-use-plans/>. Loan applications may be submitted for any of the projects proposed by Dillingham at this time. Those marked with an asterisk have been approved for loan application now.

#### CW Point Source Projects

- #8 - DLG Waterfront Wastewater System Upgrade (Design) - \$44,000.\*
- #9 - DLG Waterfront Wastewater System Upgrade (Construction) - \$604,000.

#### 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

- #2 - DLG Water System Improvements, Phase II - \$1,576,000, with \$500,000 estimated principal forgiveness.
- #3 - DLG Water System Improvements, Phase III - \$1,384,000.

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#12 - DLG Waterfront Water System Upgrades (Design) - \$44,125.\*  
#13 - DLG Waterfront Water System Upgrades (Construction) - \$560,000.

### **DW Sustainable Infrastructure Planning**

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

### **Courthouse Well**

Planning received notification from Public Works that the courthouse well (Well #2) has run dry and will need to be addressed. No cause has been determined at this time. The well was drilled in 2001, at an estimated ground elevation of 73 feet, and at a depth of 208 feet. A DEC SRF DW Q2 questionnaire will be submitted for this project.

### **Dillingham Multi-Jurisdictional Hazard Mitigation Plan Update**

The DHS&EM has contracted with LeMay Engineering & Consulting, Inc. to assist the City and Curyung Tribe to update the HMP, utilizing FEMA funding. A current FEMA compliant HMP allows the City to maintain eligibility for a number of FEMA funding programs. A joint meeting on May 12, produced this tentative schedule:

**July 27, 5:30 pm**, First HMP Workshop, describing the planning process. Stakeholders and public invited to attend.  
**July 28-30**, LeMay will incorporate feedback into the Revised Draft HMP Update.  
**August 2-September 1**, Stakeholder & public comment period, draft document available on websites.  
**September 1, Time TBD**, Second HMP Workshop, public hearing for verbal comments on the update.  
**September 8, 5:30 pm**, Planning Commission Meeting, comments may be received.  
**September 14, 5:30 pm**, Curyung Tribal Council Mtg., describe planning process, present draft, comments taken.  
**October 7, 7:00 pm**, Dillingham City Council Meeting, describe planning process, present draft, comments taken.  
**October 12**, Draft HMP Update submitted to the State DHS&EM for review.  
**November 2**, State submits revised Draft HMP to FEMA for review. The City and Curyung Councils formally adopt.  
**December 17**, We receive either an Approved Pending Adoption Letter from FEMA or Comments to Address.  
**January 15, 2022**, Grant expires.

### **NPC 2021, May 5-7**

I attended these professional development sessions, as part of the virtual APA National Planning Conference:

- Innovative Approaches for Comprehensive Planning
- Addressing Climate Change Adaptation Through Green Infrastructure Strategies
- Ethics Cases of the Year: 2021
- Reimagining Public Spaces and Shared Streets
- A Planner's Toolkit to Reboot Small Businesses
- Addressing Energy and Water Security Before the Storm
- Planning for Multigenerational Living & Resilient Communities
- Crowdsourcing Tools: Plan and Prioritize Infrastructure for People
- Adapting Affordable Multifamily Housing for a Changing Climate
- Testing the Water: Community Outreach for Flood Awareness
- Data and Tools for Transportation Planning in COVID-Recovery
- Building Back Better: Federal Infrastructure Legislation
- Engagement for Everyone: Accessible Virtual Strategies
- The Emerging Geospatial Transformation In Cities
- How Data Sets Transformed Recovery Efforts
- Drivers of Change and the Future of Planning



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

**\*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 for 2020 and 2021 have been unsuccessful. Other funding avenues are being explored. The City anticipates completion of project phases within 5 years, to include assessment, clean-up, planning, development, and/or reuse of the site.

Construction: \$300,000 (estimate)

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

Project Timeline:

- TBD – Pending Funding Identification

**\*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 schedule has been set for May 19-26.

Project Timeline:

- May, 2021 – Equipment programming and implementation (Completion NLT June 30, 2021)

**\*Special Project – Landfill Shop Replacement TBD (estimate)**

A fire destroyed the heated landfill shop building and several vehicles/equipment. The fire was discovered on January 4. With the fire investigation concluded, steps are being taken to plan for debris removal, assessment of the foundation condition, and design planning. An engineer's estimate and ITB can then be developed and solicitation released. APEI, the City's insurer, has indicated reimbursement will be at 125% of stated value (building and equipment), with a \$5,000 deductible. The total insurance settlement is not yet known.

Project Timeline:

- TBD – Pending the above

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

The City received an extension of the DEC Approval to Construct the Lagoon Improvements project to April 10, 2025, on April 15, 2021. Currently working on development of the solicitation.

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:

- 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

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

Scheduling for system certification visit still pending availability of the subcontractor.

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

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

Substantial completion was achieved on February 26, 2020. Final pay request processed. Project will be closed out after receipt of final engineer's payment request. Bristol has provided DEC a response for 2-year quarterly sampling requirements and criteria that must be met for returning 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.

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- 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:
  - 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 nearly complete, except for the water improvements under the DOT project footprint. As-builts have been received. Expecting final pay request from the engineer soon.

**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.

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- 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. is now under contract and broke ground in early October 2020. Currently, a substantial completion review list has been generated and the contractor is working on addressing these items. Additional costs in the amount of \$30,420.46, for change orders to add a coiling door, CO detector, and air supply hose, are being evaluated.

Design:

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

Construction: \$744,000.00 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.

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**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
- June 2021, Project close out

**#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).
- City to develop RFP.

**Project Timeline:**

- TBD pending funding

**#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