



MEMORANDUM

DATE: February 23, 2021
TO: Gregg Brelsford, Interim City Manager
FROM: Cynthia Rogers, Director, Planning & Grants Management
SUBJECT: Department Report

STAFF REPORT

Planning Commission

The next Planning Commission meeting has been tentatively set for March 10, at 5:30 pm.

Permits

- Burial Permits – One permit has been processed.
- Land Use Permits – One permit is pending.
- Encroachment Permits – One permit is pending.

Capital Projects

Please see the attached *FY19 Capital Improvement Project Priorities Progress Update*.

DOT&PF Dillingham Downtown Streets Rehabilitation

Project No.: Z571800000/0001335, DOT has issued a suspension of work until spring of 2021.

City Water Improvements Project

Final water improvements under the DOT project footprint will be done spring of 2021. A draft of the as-builts has been received and is awaiting final approval by the contractor. A final invoice from the engineers is due soon.

City Street Rehabilitation Project

We have received the as-builts and close out documents from the contractor, and anticipate a final invoice from our engineering group for construction support shortly.

Lake Road Fire Hall Addition Project

The interior finishes of the addition are receiving final touches. Most of the lighting is completed. The HVAC sub is installing the boiler and air supply. Exterior siding will be installed shortly. Details on the overhead door and water connection to the building have been determined. We continue to review submittals, RFIs, and hold weekly project team meetings. My thanks to Dagen Nelson and Norman Heyano for their assistance on this project.

RUBA Financial Management Course

I have completed the DCRA RUBA 32-Hour Financial Management Course, which provides the City five points towards our Best Practices Score (BPS). The BPS may allow the City to access capital improvement funding.



**FY19 Capital Improvement Project Priorities
Progress Update February 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 will be announced in spring 2021. 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. Discussion of equipment programming and implementation schedule is ongoing.

Project Timeline:

- TBD – Pending Equipment Delivery & Installation Scheduling (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, initial 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

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

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.

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

#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

#3 – Landfill Groundwater Monitoring Wells**\$420,099 (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.

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- 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: \$234,969 (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), \$35,404.

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 close out

#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. Draft as-builts are being reviewed by the contractor. 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: \$347,612.35

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

- ADEC SRF Loan Questionnaire expected to be submitted on or before February 28, 2021.

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

- ADEC SRF Loan Questionnaire expected to be submitted on or before February 28, 2021.

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

\$773,200 (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, HVAC work is underway and plans are being finalized for the OH door and water connection inside the building. The project team is meeting weekly and the fourth pay request is being reviewed. Substantial completion is expected late February/early March.

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.

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, on an as needed basis.
- 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

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- July-August, RFP scoring, evaluation, and recommendation for contract, contract awarded
 - October 2020, Construction begins
 - May 2021, Project close out

#6 – Harbor Float Replacement

\$5.2M (estimate)

This project is pending funding identification. Specific funding opportunities are being evaluated this month.

Design:

- PND Engineers, Inc. has provided 75% design for this project.
- Additional design funding needed to move design to 100%.

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

\$3.28M (estimate)

The project is expected to close out in this month. The final as-builts have been received from the contractor. Expecting a final pay request from the contractor and engineer soon.

Design: \$154,329 (estimate)

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

Construction: \$2.86M (estimate)

- 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, \$666,113

Additional Project Costs: \$222,528 (estimate)

- Construction support and inspection/materials testing, \$222,528

Project Timeline:

- April 30, 95% design, specifications and cost estimate
- June, RFP Release, bid deadline August 15
- August, RFP scoring, evaluation, and recommendation for contract
- September, Permitting finalized; Contract awarded
- May 2020, Construction NTP issued
- September 2020, Substantial completion
- February 2021, Project close out

CERTIFICATE OF COMPLETION

TO ACKNOWLEDGE SUCCESSFUL
COMPLETION OF THE 32-HOUR
UTILITY CLERK'S MANAGEMENT FOR
RURAL UTILITIES CLASS

Cynthia Rogers

STATE OF ALASKA,
DIVISION OF COMMUNITY AND
REGIONAL AFFAIRS
RURAL UTILITY BUSINESS ADVISOR
PROGRAM



Feb 08, 2021

DATE ISSUED

Feb 08, 2026

DATE EXPIRES