



**CITY OF KOTZEBUE
RESOLUTION NO. 24-69**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE *NUNC PRO TUNC* AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR PREPARATION OF A PRELIMINARY ENGINEERING REPORT (“PER”) FOR REPLACEMENT OF THE SWAN LAKE LOOP AND LAGOON LOOP WATER MAINS AND PLANNING PHASE.

WHEREAS, the City of Kotzebue (“City”) suffered a sudden, catastrophic failure of the decades-old Swan Lake Loop Water Main this past winter and it must be replaced as soon as possible;

WHEREAS, the Lagoon Loop Water Main is also decades-old and must be replaced as soon as possible;

WHEREAS, the City has received notice from the State of Alaska, Department of Environmental Conservation, Division of Water, that the City of Kotzebue is eligible for State Revolving Fund (“SRF”) monies for the Preliminary Engineering Report (“PER”) for replacement of the Swan Lake and Lagoon Water Loops;

WHEREAS, the City issued an RFP for this PER and DOWL was selected and a Notice of Award was issued to DOWL as set forth in Exhibit “A” attached hereto; and,

WHEREAS, these types of awards are traditionally effectuated by a Purchase Order as set forth in Exhibit “B” attached hereto and after consultation with the Public Works Director and the City Attorney it had to be done in an expeditious fashion in order to get this much needed project underway without further delay.

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Resolution 24-69, November 7, 2024 RCCM

***Nunc Pro Tunc* Authorization for Purchase Order for the Swan Lake Loop and Lagoon Loop Water Mains
PER and Planning Phase**

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue *nunc pro tunc* authorizes and confirms the City Manager’s issuance of a Purchase Order for the PER for the Swan Lake Loop and Lagoon Loop Water replacement project and planning phase as set forth in Exhibit “**B**” attached hereto and incorporated by reference herein.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 7th day of November, 2024.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk

Attachment: Exhibit “**A**” – Award Letter [1 page]
Exhibit “**B**” – Purchase Order [33 pages]



P.O. Box 46
Kotzebue, Alaska 99752

City Hall
(907) 442-3401

Police Dept.
(907) 442-3351

Fire Dept.
(907) 442-3404

Public Works
(907) 442-3401

October 17th, 2024

Brent Farr and Chase Nelson

DOWL Engineering Services

5015 Business Park Blvd Suite 4000

Anchorage, AK 99503

Dear Mr. Farr and Mr. Chase,

****Subject: Award Notification for Swan Lake Loop and Lagoon Loop Water Mains Replacement Project****

We are pleased to inform you that your proposal for the Replacement of Swan Lake Loop and Lagoon Loop Water Mains Preliminary Engineering Report (PER) and Planning Phase has been selected for award by the City of Kotzebue.

Your firm demonstrated a strong understanding of the project requirements and outlined a comprehensive approach to assessing the existing water circulation loops, prioritizing necessary repairs, and developing a detailed engineering report. Your experience with similar projects and commitment to adhering to the required standards were particularly noteworthy.

We would like to schedule a kickoff meeting to discuss project timelines, milestones, and communication protocols. Please let us know your availability for this meeting.

We are excited to collaborate with you on this essential project that will enhance the water service for the residents of Kotzebue. Thank you for your commitment to improving our community's infrastructure.

Sincerely,

Russell Ferguson

Russ Ferguson
Acting City Manager
City of Kotzebue
P.O. Box 46

Kotzebue, Alaska 99752
Phone: (907) 412-3656

PURCHASE ORDER
City of Kotzebue
(907) 442-3401

<p style="text-align: center;">DOWL</p> <p>5015 Business Park Blvd, Ste 4000 Anchorage, AK 99503 907-562-2000</p>	S H I P	<p style="text-align: center;">City of Kotzebue</p> <p>P.O. Box 46 Kotzebue, AK 99752 ATTN: Public Works</p>
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VENDOR #	PURCHASE ORDER #	REQUISITION BY:	P.O. DATE	SHIP FREIGHT COLLECT	TERMS
	CP24-005		10/28/2024	Included VIA	


PART #	DESCRIPTION	ORDERED	RECEIVED	UNIT PRICE	AMOUNT
	Replacement of Swan Lake Loop and Lagoon Loop Water Mains Preliminary Engineering Report (PER) and Planning Phase consistent with September 30, 2024, proposal. Lump sum Not to Exceed \$723,525.	1		\$723,525.00	723,525.00
				TOTAL	\$ 723,525.00


ACCOUNT NUMBER	AMOUNT
484-00-54160 Design	\$ 723,525.00

- INSTRUCTIONS TO VENDORS**
1. Purchase order number must appear on invoice and shipping labels.
 2. An individual invoice must be rendered for each purchase order. No consolidated statement will be paid.
 3. Invoices cannot be process without purchase order.
 4. Terms: 30 days after receipt of completed order unless otherwise specified.

Disbursement of monies by the City of Kotzebue hereunder Shall be subject to the COK Code of ordinances.

AUTHORIZED SIGNATURE: _____ 

FINANCE APPROVAL: _____ 

OVER \$5,000 APPROVAL - CITY MANAGER: _____ 

VENDOR ACCOUNTING/FINANCE CITY DEPARTMENT PURCHASING/RECEIVING

Tessa Baldwin

From: Russ Ferguson
Sent: Tuesday, October 29, 2024 10:52 AM
To: Tessa Baldwin; Neil McMahon; Samuel Camp; Gem Belamour
Cc: Joe Evans; Chase Nelson
Subject: RE: [EXT] FW: Account Code
Attachments: 20241029151449111.pdf

This is great. Here is the PO with my signature.

Respectfully,
Russell Ferguson
Public Works Director
City of Kotzebue
Work Cell: 907-412-3656
State of Ak DEC Water & WasteWater Operator

From: Tessa Baldwin <TBaldwin@Kotzebue.org>
Sent: Tuesday, October 29, 2024 10:46 AM
To: Neil McMahon <nemcmahon@dowl.com>; Russ Ferguson <RFerguson@Kotzebue.org>; Samuel Camp <SCamp@Kotzebue.org>; Gem Belamour <GBelamour@Kotzebue.org>
Cc: Joe Evans <joe@jwevanslaw.com>; Chase Nelson <cnelson@dowl.com>
Subject: RE: [EXT] FW: Account Code

Hi Team,

Great! I was just adding this project to my list of items. Joe/Chase/Russ and I discussed this yesterday and we will be placing this on the agenda for November 7th nunc pro tunc, that way I can sign now and start the work.

Joe, do you have time to review and let me know with signatures. Attached to Neil's email are the items we will need for the resolution November 7th.

Thank you all!

Tessa Baldwin
City Manager
City of Kotzebue
258A Third Avenue
PO Box 46, Kotzebue, AK 99752
Work: 907-442-5101
Cell: 907-412-3571
Fax: 907-442-3742



From: Neil McMahon <nemcmahon@dowl.com>
Sent: Tuesday, October 29, 2024 10:42 AM
To: Tessa Baldwin <TBaldwin@Kotzebue.org>; Russ Ferguson <RFerguson@Kotzebue.org>; Samuel Camp <SCamp@Kotzebue.org>; Gem Belamour <GBelamour@Kotzebue.org>
Cc: Joe Evans <joe@jwevanslaw.com>; Chase Nelson <cnelson@dowl.com>
Subject: RE: [EXT] FW: Account Code

Hi Tessa,

Thank you very much for taking care of this.

I have attached two documents for signature.

- The first is the City's PO for this project.
- The second is our standard contract we use for our services.

Please review the PO and contract, and sign if you don't have any concerns or questions.

Thanks!

Neil McMahon
Project Manager

DOWL

(907) 562-2000 | office
(907) 865-1231 | direct

dowl.com

From: Tessa Baldwin <TBaldwin@Kotzebue.org>

Sent: Tuesday, October 29, 2024 8:46 AM

To: Neil McMahon <nemcmahon@dowl.com>; Chase Nelson <cnelson@dowl.com>; Russ Ferguson <RFerguson@Kotzebue.org>; Samuel Camp <SCamp@Kotzebue.org>; Gem Belamour <GBelamour@Kotzebue.org>

Subject: [EXT] FW: Account Code

WARNING: External Sender - use caution when clicking links and opening attachments.

Hi Team,

Please see the account codes below for Swan Lake Loop Replacement!

Thank you,

Tessa Baldwin
City Manager
City of Kotzebue
258A Third Avenue
PO Box 46, Kotzebue, AK 99752
Work: 907-442-5101
Cell: 907-412-3571
Fax: 907-442-3742



From: Mike Wetzel <mikew@altrogco.com>
Sent: Tuesday, October 29, 2024 8:42 AM
To: Tessa Baldwin <TBaldwin@Kotzebue.org>
Subject: Re: Account Code

Good morning Tessa!

Great!!

Swan Lake Loop Replacement
484-00-12750 State Grant Rec
484-00-21200 Vouchers Payable
484-00-54160 Design
484-00-54303 Construction
484-00-54614 Equipment

Look good?

Mike Wetzel
Senior Advisory Consultant

Altman, Rogers & Company, CPA's
Direct Phone: (504) 875-8137

From: Tessa Baldwin <TBaldwin@Kotzebue.org>
Sent: Monday, October 28, 2024 4:03 PM
To: Mike Wetzel <mikew@altrogco.com>
Subject: Account Code

Hi Mike,

Good news! We hired a finance director that will start November 13th!!!!

Secondly, we would like to start a project for the Swan Lake Loop Replacement project that is a reimbursable loan program through the state at \$2.5M. Is there a way we can set up an account code for that?

Attaching the award letter and other documents.

Thank you,

Tessa Baldwin
City Manager
City of Kotzebue
258A Third Avenue
PO Box 46, Kotzebue, AK 99752
Work: 907-442-5101
Cell: 907-412-3571
Fax: 907-442-3742





DOWL Project No.: 1163.64007.01

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of 10/22/2024 and shall expire October 31, 2025 between City of Kotzebue, PO Box 46, Kotzebue, AK 99752 (Client) and DOWL, 5015 Business Park Blvd, Anchorage, AK 99503 (DOWL). Client and DOWL agree that DOWL will perform the professional services identified in Exhibit A associated with:

Developing a preliminary engineering report (PER) and design for the replacement of the Swan lake Loop and Lagoon Loop water mains.
(brief project description)

Representatives: CLIENT: Tessa Baldwin, City Manager

DOWL: Chase Nelson, Senior Civil Engineer

SCOPE OF SERVICES:

See EXHIBIT A - SCOPE OF SERVICES

COMPENSATION by CLIENT to DOWL:

Reimbursement shall be on a Fixed Price Lump Sum Basis, with a not-to-exceed total of \$723,525.

The following are hereby made a part of this AGREEMENT by attachment:

- Terms and Conditions** (3 pages)
- Exhibit A - Scope of Services**

Services covered by this Agreement will be performed in accordance with the attached Terms and Conditions and any Exhibits, Attachments, and/or Special Conditions. This Agreement supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties.

IN WITNESS WHEREOF: Persons authorized to commit the resources of the Parties have executed this Agreement: and this agreement may be signed in any number of counterparts, each of which is an original, and all of which taken together constitute one single document:

Accepted for Client:

Accepted for DOWL:

By: _____

Title: _____

Date: _____

Tessa Baldwin
City Manager, Tessa B.
October 29, 2024

By: _____

Title: _____

Date: _____

Tax ID No or

92-0166301

SSN: _____



DOWL STANDARD CONTRACT TERMS AND CONDITIONS

SECTION 1 - SERVICES OF DOWL

A. *Basic Services*

DOWL shall provide Client the services as described in this Agreement within the periods stipulated herein. Services will be paid for by Client as indicated herein.

B. *Schedule*

DOWL's services and compensation under this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion. Unless specific periods of time are specified in this Agreement, DOWL's obligation to render services hereunder will be for a period that may reasonably be required for the completion of said services.

C. *Authorization to Proceed*

Execution of this Agreement by Client will be authorization for DOWL to proceed with the Work as scheduled, unless otherwise provided for in this Agreement.

D. *Delay*

If in this Agreement, specific periods of time for rendering services are set forth, or specific dates by which services are to be completed, are provided, and if such periods of time or dates are changed through no fault of DOWL, the rates and amounts of compensation and time for completion provided herein shall be subject to equitable adjustment

E. *Changes/Additional Services*

The Scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by the Client. For some projects, the scope may not be fully definable during the initial stages and/or the Client may at any time during the term of this Agreement make changes within the general scope of the Agreement. If such facts discovered as the Project progresses, or changes that are requested by the Client, change the cost of, or time for, performing the services hereunder, DOWL will promptly provide Client with an amendment to this Agreement to recognize such changes.

SECTION 2 - TERMS OF PAYMENT

A. *Invoicing*

DOWL will submit invoices to Client for services rendered and reimbursable expenses incurred each month. Invoices will be prepared in accordance with DOWL's standard invoicing practices. Such invoices will represent the value of the completed Work and will be in accordance with the terms for payment in this Agreement.

B. *Progress Payments*

Invoices are due and payable within 30 calendar days of the date of the invoice. If Client fails to pay undisputed invoices when due, the amounts due will be increased at the rate of 1.0% per month from said 30th day. In addition, DOWL may at any time, without waiving any other claim against the Client, and without thereby incurring any liability to the Client, suspend or terminate performing work hereunder in accordance with Section 5.C of this Agreement. Payments will be credited first to interest and then to principal. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.

SECTION 3 - OBLIGATIONS OF CLIENT

A. *Furnish Data*

Client shall provide all criteria and full information as to Client's requirements for the Project and furnish all available information pertinent to the Project, including reports and data relative to previous designs or investigations at or adjacent to the site. Client shall provide such legal, independent cost estimating, and insurance counseling services as may be required for the Project.

B. *Representative*

Client will designate a person to act with authority on Client's behalf in respect of all aspects of the Project.

C. *Timely Review*

Client will examine DOWL's studies, reports, drawings and other project-related work products and render decisions required in a timely manner.

D. *Prompt Notice*

Client will give prompt written notice to DOWL whenever Client observes or otherwise becomes aware of hazardous environmental conditions or of any development that affects the scope or timing of DOWL's Scope of Services or any defect in the Services of DOWL or the work of any Contractor.

E. *Site Access*

Client will arrange for safe access to and make provisions for DOWL and DOWL's sub consultants to enter upon public or private property as required for DOWL to perform the Services under this Agreement.

SECTION 4 - OBLIGATIONS OF DOWL

A. *Independent Contractor*

DOWL is an independent contractor and will maintain complete control of and responsibility for its employees, subcontractors and sub consultants. DOWL shall also be solely responsible for the means and methods for carrying out the Scope of Services and for the safety of its employees.

B. *Performance*

DOWL will perform its Services using that degree of care and skill ordinarily exercised under the same conditions by Design Professionals practicing in the same field at the same time in the same or similar locality. Professional services are not subject to, and DOWL cannot provide any warranty or guarantee, express or implied, including warranties or guarantees contained in any uniform commercial code. Any such warranty or guarantee contained in any purchase order, requisition or notice to proceed issued by the Client are specifically objected to.

C. *Publicity*

DOWL will not disclose the nature of its Scope of Services on the Project or engage in any publicity or public media disclosures with respect to this Project without the prior written consent of Client.

D. *Insurance*

DOWL will maintain the liability insurance coverages listed below for Professional, Commercial General, Automobile, as well as, Worker's Compensation and Employer's Liability.

1. Workers' Compensation Insurance for all employees of DOWL engaged in work under this contract as required



- by the laws of the state where the work is to be performed. This coverage will include statutory coverage and employer's liability protection of \$1,000,000 per person, \$1,000,000 per occurrence.
2. Commercial General Liability Insurance with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. This policy shall include the Client as an additional insured, with respect to the work done by or on behalf of DOWL and arising out of the Scope of Services under this agreement.
 3. Automobile Liability Insurance with limits of \$1,000,000 per occurrence and combined single limit. This policy shall include the Client as an additional insured, with respect to the work done by or on behalf of DOWL and arising out of the Scope of Services under this agreement.
 4. Professional Liability Insurance with limits of \$1,000,000 per claim and \$1,000,000 aggregate, written on claims made basis.

Certificates evidencing such coverage will be provided, upon request, to Client upon request once the contract is fully executed.

E. Compliance with Laws

DOWL will use reasonable care in accordance with 4.B to comply with applicable laws in effect at the time the Services are performed hereunder, which to the best of its knowledge information and belief, apply to its obligations under this Agreement.

F. No responsibility for Contractor Performance

DOWL will not be responsible for the quality of work for any person or entity (not including DOWL, its employees, representatives, and Consultants) performing or supporting construction activities relating to the Project (Contractor), or for any Contractor's failure to furnish or perform its work in accordance with the contract documents.

G. No responsibility for Site Safety

Construction Contractors shall be solely responsible for the supervision, directions and control of their work; means, methods, techniques, sequences and procedures of construction; safety precautions and programs; and compliance with applicable laws and regulations

H. Equal Opportunity Employment

DOWL is committed to the principles of equal opportunity and affirmative action in employment and procurement. DOWL does not discriminate against applicants, employees, or suppliers on the basis of factors protected by federal or applicable state laws.

I. Services Not Included:

DOWL's services and Additional Services do not include:

1. Serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission;
2. Advising Client, or any municipal entity or other person or entity, regarding municipal financial products or issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters

- concerning such products or issuances;
3. Providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or bonding requirements; or
4. Providing legal advice or representation.

SECTION 5 - GENERAL CONSIDERATIONS

A. Reuse of Documents

1. All documents are instruments of service in respect to this Project, and DOWL shall retain an ownership and property interest therein (including the right of reuse at the discretion of DOWL) whether or not the Project is completed. Client may make and retain copies for information and reference in connection with the use and occupancy of the Project. Such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification of DOWL will be at Client's sole risk. Client shall indemnify and hold harmless DOWL and DOWL's Consultants from all claims, damages, losses, and expenses, including attorney fees arising out of or resulting therefore.
2. Copies of documents that may be relied upon by Client are limited to the original printed copies (also known as hard copies) that are signed or sealed by DOWL.
3. Because data stored in electronic media format can deteriorate or be modified, inadvertently or otherwise, without authorization of DOWL, the party receiving the electronic files agrees to perform acceptance tests or procedures within 60 days, after which the receiving party shall have deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by DOWL. DOWL will not be responsible to maintain documents stored in electronic media format after acceptance by Client.
4. DOWL makes no representations as to long term compatibility, usability, or readability of documents resulting from use of software application packages, operating system, or computer hardware differing from those used by DOWL at the beginning of this Project.

B. Indemnification

1. DOWL agrees, to the fullest extent allowed by law, to indemnify and hold harmless Client from and against any liability, damages and costs (including reimbursement of reasonable attorney's fees and costs of defense) arising out of the death or bodily injury to any person or the destruction or damage to any property, arising during the performance of professional services under this Agreement, but only to the extent caused by the negligent act, or omission of DOWL or anyone for whom DOWL is legally responsible. DOWL's defense obligations under this indemnity paragraph means only the reimbursement of reasonable defense costs to the proportionate extent of DOWL's actual liability obligation hereunder.
2. Client agrees to indemnify and hold harmless DOWL from any liability, damages and costs, (including reasonable attorney's fees and costs of defense) but only to the extent caused by the negligent acts, errors, and



omissions of the Client, Clients contractors, consultants, and anyone for whom Client is legally responsible.

3. A party's total liability to the other party and anyone claiming by, through or under the other party for any claim, cost, loss or damage (including reasonable attorney fees and cost of defense) caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share the party's actual negligence bears to the total of all negligence of Client, DOWL and all other negligent entities and individuals.

C. Termination / Suspension

1. Client may terminate this Agreement for convenience. In such event, DOWL will be entitled to compensation for Services performed up to the date of termination, including profit related thereto, plus any expenses of termination.
2. The obligation to provide further Services under this Agreement may be suspended by either party upon 7 days written notice or terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof (including Client's obligation to make payments required hereunder) through no fault of the suspending or terminating party, and defaulting party does not commence correction of such nonperformance within five (5) days of written notice and diligently completes the correction thereafter.

D. Mutual Waiver

To the fullest extent permitted by Laws and Regulations, DOWL and Client waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.

E. Limits of Agreement

This instrument contains the entire Agreement between the parties, and no statement, promise or inducements made by either party that are not contained in this written Agreement shall be valid or binding. This Agreement upon execution by both parties hereto, can only be amended by written instrument signed by both parties.

F. Severability and Survival

The various terms, provisions and covenants herein contained shall be deemed to be separate and severable, and the invalidity of unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

G. Waiver

No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

H. Choice of Law and Venue

The parties agree that any action at law or judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the courts of the State of Alaska, and it is mutually agreed that this Agreement shall be governed by the laws of the State of Alaska both as to interpretation and performance.

I. Material Adverse Effect

This Agreement may be amended if an event, change or effect creates a material adverse effect upon the operation of DOWL. Such material adverse effect may be created by, or be the effects of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war (whether declared or not declared), terrorist activities, labor dispute, strike, lockout or interruption or failure of electricity or telephone service which materially impairs DOWL's ability to operate business in accordance with the provisions of this Agreement.

J. No Third-Party Beneficiaries

Nothing contained in this Agreement nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's contractors, if any.

K. Successor, Assigns, and Beneficiaries

Neither Client nor DOWL may assign, sublet, or transfer any rights under or interest (including but without limitation, moneys that are due or may become due during or post-contract performance) in this Agreement without the written consent of the other, except as mandated or restricted by law. No assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

L. Statutes of Limitation

To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims under this Agreement shall expire one year after Project completion.

M. Authority

The person signing this Agreement warrants that they have the authority to sign as, or on behalf of, the party for whom they are signing.

(Remainder of page is blank)



DOWL Project No.: : 1163.64007.01

Exhibit A to Standard Agreement for Professional Services Scope of Services



September 20, 2024

City of Kotzebue
258A Third Avenue
PO Box 46
Kotzebue, Alaska 99752

Subject: Replacement of Swan Lake Loop and Lagoon Loop Water Mains
Preliminary Engineering Report (PER) and Planning Phase

Dear Members of the Selection Committee:

The Swan Lake Loop and Lagoon Loop circulating water mains are well past their useful life and require frequent repairs and maintenance. The failure of Swan Lake Loop in Winter 2023-2024 left numerous Kotzebue residents without running water and resulted in local and state emergency declarations. Admirably, the City of Kotzebue (City) has made replacement of these aged utilities a priority and seeks consultant services to assess the City's needs and design a more efficient and reliable system.

DOWL is eager to help the City solve this issue. Proposed Project Manager Chase Nelson, PE has worked for the City for 14 years under two term contracts and various standalone projects. His familiarity and understanding of the City's water needs, challenges, and this specific system will allow the team to communicate effectively with residents and stakeholders regarding necessity and options, and quickly design a system that can support the community without interruption.

As you review our proposal, we hope the following stand out as reasons to select the DOWL team for this contract:

- ▶ **Successful Project Management Team.** Chase has consistently delivered quality work for the City, both under our term contract and on various standalone projects. Chase and proposed Assistant Project Manager Neil McMahon have built relationships with City staff and developed an understanding of the City's needs and expectations, which will enable the team to support you efficiently.
- ▶ **Understanding of the Project.** The DOWL team has already been involved in designing portions of Swan Lake Loop and has specific understanding of this project and the system's condition. From our previous work, we have a hydraulic model of all the City's circulation loops, which will be a helpful design tool and give us a head start on designing this project.
- ▶ **Familiarity with the Community.** Previous project work in Kotzebue has given our team the opportunity to build rapport with local and other contractors who work in Kotzebue, and the residents and stakeholders who will be impacted by this project. These established relationships will support efficient communications that will help resolve issues in the field to keep the project moving with minimal disruption to City staff.

We love the work we do, but it is the positive outcome of improving the quality of life for Alaskans and future generations that motivates us. We are excited to bring our team's dedication and expertise to improve the health and livelihoods of the residents of Kotzebue.

I am authorized to bind the firm to this contract. Chase will be the primary point of contact should you choose to select DOWL's team for this important project. We look forward to working with you!

Sincerely,
DOWL

A handwritten signature in blue ink that reads "Brent Farr".

Brent Farr, PE
Water and Environmental Services Practice Area Lead
907.562.2000
bfarr@dowl.com

A handwritten signature in blue ink that reads "Chase Nelson".

Chase Nelson, PE
Project Manager
907.562.2000
cnelson@dowl.com

1. QUALIFICATIONS AND EXPERIENCE

DOWL has been providing services to communities across Alaska for 62 years. Our company was started in a garage in Anchorage and has since grown to comprise more than 530 employees across seven western U.S. states, including 131 employees in our three Alaska offices. Our Anchorage office remains the firm's largest, and we have many long-term employees who will be committed to this project.


The DOWL team brings extensive experience to the City of Kotzebue (City) through our ongoing term contract, the Alaska Native Tribal Health Consortium (ANTHC) term contract, and multiple other City projects. Through our experience working with City leaders, staff, and residents, we have gained a strong understanding of your processes and expectations as well as the specific conditions, challenges, and nuances of the community. This experience has allowed us to continuously improve the way we conduct our work to accommodate your needs. We have also had the pleasure of working for many Tribal Health Organizations (THO), including Maniilaq Association (Maniilaq), Norton Sound Health Corporation (NSHC), and the Southeast Alaska Regional Health Consortium (SEARHC).

EDC, Inc. (EDC) will provide any electrical and controls services needed on this project. EDC has been involved with water and wastewater system design projects for more than 28 years. Their staff is familiar with and has participated in the design of facilities throughout Alaska's urban and rural communities, working closely with engineering, operations, and maintenance staff to help them define their needs and system requirements. EDC has a wide range of experience with the design and construction of commercial/industrial power distribution, instrumentation and controls, and supervisory control and data acquisition (SCADA) systems in numerous facilities throughout Alaska. The firm has provided services on multiple municipal water and wastewater treatment plant, rural/remote sanitation, and commercial and industrial facilities.





The following pages provide a brief introduction to our proposed team, illustrated in **Figure 1** below. Resumes detailing the specific, relevant project experience of key personnel are included as Attachment 1.

Figure 1: Organizational Chart




STAFF ROLE	QUALIFICATIONS	EXPERIENCE
 <p>Chase Nelson, PE Project Manager/ Primary Point of Contact</p>	<p>Chase has focused most of his career on remote communities in Western Alaska. Most of his professional credentials are for water and sewer design, but he has also become a strong program management and owner's representative leader for the City, City of Bethel, and ANTHC projects. Chase is organized, prioritizes client needs and expectations, and emphasizes responsiveness and communication. He has overseen and provided guidance, as needed, to DOWL and subconsultant team members completing work through the Kotzebue term contract and verifies the team is accountable for thoroughly and accurately completing work assigned.</p>	<p>Chase has led most of DOWL's projects in Kotzebue and has developed strong working relationships with City leaders and the community. He will bring his familiarity with the City's conditions and needs, as well as his ability to connect with rural Alaska residents, to deliver this project seamlessly. Chase had major roles in the following relevant projects:</p> <ul style="list-style-type: none"> • Kotzebue Engineering Term Contract, Kotzebue, AK • Front Loop Expansion (to eliminate Southern Loop), Kotzebue, AK • Sanitation Utilities Master Plan, Kotzebue, AK • Kotzebue Lift Stations 1, 5, 6, 7, and 8, Kotzebue, AK • Bethel Institutional Corridor, Bethel, AK • Bethel Avenues Piped Water and Sewer, Bethel, AK • Bethel Heights Water and Sewer, Bethel, AK



STAFF ROLE	QUALIFICATIONS	EXPERIENCE
 <p>Neil McMahon <i>Assistant Project Manager/Secondary Point of Contact</i></p>	<p>Neil brings 14 years of experience providing project management for a wide range of projects. Over the past three years, Neil has managed more than 10 diverse projects for the City from GIS projects to the legislative brochure to the Cape Blossom Economic Study.</p>	<p>Over the past few years, Neil has led the day-to-day management of the City's engineering term contract, working closely with City staff and DOWL's professionals to execute the City's vision. Neil has also managed more than 20 water and sewer projects for ANTHC from preliminary engineering reports (PER) to construction administration (CA).</p>
 <p>Chris Maus, PE <i>Project Engineer</i></p>	<p>Chris brings more than 11 years of experience in rural water and wastewater, including the planning, analysis, and design of public, private, and tribal water/sewer systems. He specializes in water/sewer conveyance systems. He has experience in projects spanning the entire water and sewer lifecycle, including intakes, treatment plants, storage facilities and distribution, collection, treatment, and discharge. In addition to design work, he has authored PERs, technical memoranda, master plan documents, technical specifications, engineer estimates, contract documents for various project delivery methods, and spent months in the field as an inspector, surveyor assistant, and owner's representative.</p>	<p>Chris was the lead project engineer on the ANTHC Kotzebue Lift Stations 1 & 7 Replacement project and was a technical reference for multiple recent ANTHC First Service water/sewer PERs. He performed a quality control review on the Kotzebue Caribou and Turf Water Main Project (which is a portion of Swan Lake Loop). He is currently the lead project engineer on the Tanacross Sewer System Improvements and Tyonek Indian Creek Water System Replacement projects. Chris will bring his understanding of Kotzebue climate, culture, and local construction challenges along with his good standing relationship with the public works department to the project team.</p>
 <p>Brita Mjos, PE <i>Lead Designer</i></p>	<p>Brita's experience includes designing water distribution and sewer collection systems, modeling infrastructure capacity and buildouts, meeting one-on-one with project stakeholders, and construction inspection and administration on projects across Alaska. Brita has been involved with several piped water and sewer projects in Kotzebue and the Arctic. Her passion for community- and climate-appropriate solutions and familiarity with Northwest Alaska make her a strong addition to DOWL's team.</p>	<p>Brita has extensive experience in Kotzebue and other rural Alaska community water and sewer projects. She was DOWL's resident inspector on the Caribou and Turf Street Water Improvements (which is a portion of Swan Lake Loop), and has also worked on the Kotzebue Sanitation Utilities Master Plan, Kotzebue Sewer Collection Improvements, and the Bethel water distribution projects described in the References and Past Performance section of this proposal.</p>
 <p>Jeremiah Holland, PE <i>Geotechnical Engineer</i></p>	<p>Jeremiah brings 25 years of experience performing geotechnical engineering and extensive experience leading projects related to infrastructure, transportation, land development, mining, and oil and gas. Jeremiah has expertise in geotechnical engineering; arctic ground conditions; rock and soil mechanics; engineering geology; frozen ground engineering; software modeling; construction quality assurance; and construction materials field and laboratory testing.</p>	<p>Jeremiah has worked extensively across rural Alaska, including on water and sewer projects in Kotzebue. Jeremiah was the task order leader for the Vortac Dam Safety Inspection projects, and was the lead geotechnical engineer on the Water Plant Foundation and Passive Subsurface Cooling System.</p>



STAFF ROLE	QUALIFICATIONS	EXPERIENCE
 <p>Willie Stoll, PLS, CFeds <i>Survey Lead</i></p>	<p>Willie is a versatile and highly experienced surveyor who has traveled throughout Alaska performing surveys for municipal governments, local entities, and state agencies. He has led DOWL's land survey market sector for nearly a decade and has more than 25 years of experience conducting and managing a wide range of survey projects.</p>	<p>Willie's extensive experience working in rural Alaska, and specifically in Kotzebue, will provide cost savings and efficiencies for this project. He was the surveyor of record for the previous sewer lift station projects and is currently working numerous projects in Kotzebue for housing, landfill management, shore protection, and civil development.</p>
 <p>Emily Creely <i>Environmental Specialist</i></p>	<p>Emily's experience includes National Environmental Policy Act (NEPA) documentation, permitting, and impact analysis for transportation, utility, and other infrastructure projects. She has led projects for various federal agencies, worked for state and federal resource agencies, and has an in-depth knowledge of the regulatory culture. Emily's technical specialties are related to wetlands and water resources, but she is well versed in hazardous waste management (Phase 1 ESAs), groundwater, and other resource assessments. Emily has obtained USACE Section 404 permits for more than 30 projects in Alaska. She is familiar with the unique challenges of infrastructure development in rural communities.</p>	<p>Emily is deeply familiar with linear water/wastewater projects as she has provided permitting and NEPA support to three water/wastewater projects in Bethel. Emily recently supported another project in Kotzebue by documenting flooding conditions along roads and assessing the site conditions of wetlands and other features within town limits; this will assist with expediting permitting.</p>
 <p>Morgan McCammon <i>Project Communications</i></p>	<p>Morgan is a public relations professional with a decade of experience providing communications and policy analysis. Morgan's strengths include consensus building within diverse partnerships, crafting strategic communications plans, and coordinating collaborative advocacy activities. With meticulous attention to detail, Morgan is skilled at copy editing, project administration, and event management logistics. Her professional experience has encompassed projects and teams throughout Alaska.</p>	<p>Morgan is skilled at meeting stakeholders where they are when it comes to methods of communication and responding to questions and comments. She has worked extensively in rural Alaska, including on water and sewer projects, providing support both in person and virtually. Morgan led public involvement meetings for the Kotzebue Long Range Transportation Plan in 2022.</p>
 <p>Claire Mueller SR/WA <i>ROW Lead</i></p>	<p>Claire has years of experience in the managerial and ROW fields, allowing her to efficiently and effectively manage the varied complicated tasks of typical ROW projects. She is versed in the requirements and procedures set forth in multiple ROW manuals, Code of Federal Regulations, and permitting processes for various agencies and state governments. When negotiations are required, Claire's superb communication skills and commitment to professionalism lead to efficient transactions providing a high level of service to clients and property owners.</p>	<p>Claire has provided services on several Kotzebue water and sewer projects and was heavily involved in the Bethel Avenues Piped Water and Sewer project. She has acquired permits, rights of entry, easements, deeds, and other interests of commercial and residential properties for multiple municipalities, boroughs, Native villages, and other public and private entities.</p>

STAFF ROLE	QUALIFICATIONS	EXPERIENCE
 <p>John Pepe, EE <i>Electrical Engineer</i></p>	<p>John is an electrical and control systems engineer and a principal and Designer of Record for EDC. His focus has been Alaska facility electrical power, lighting, process control, and instrumentation systems. John has many years' experience developing cost effective and sustainable design solutions related to water and wastewater treatment facilities for rural communities. He is currently working on similar projects for the City of Bethel and ANTHC.</p>	<p>John brings his familiarity with the City's conditions, having worked on a number of projects in Kotzebue, including the Kotzebue SCADA Upgrade at Vortac Lake and Devil's Lake and Kotzebue Lift Stations.</p>

2. APPROACH AND METHODOLOGY

DOWL understands the City's goal of getting to construction as soon as possible without sacrificing quality. Completing this project in a timely manner is absolutely critical to avoiding massive loop failures similar to what the City experienced in Winter 2023-2024. We are also very aware of major Maniilaq Staff Housing developments along Lagoon Loop that will create a system capacity challenge with the existing Lagoon Loop configuration. Lagoon Loop needs to be upgraded to continue serving the residents on this loop as Maniilaq builds these housing projects. Some of the challenges we are best suited to navigate are described in the following sections.

PER Process and Multi-Agency Review Committee Review

The PER has a number of required processes that can sometimes be lengthy. In particular, the Multi-Agency Review Committee (MARC), with representatives from Alaska Department of Environmental Conservation (DEC), Environmental Protection Agency (EPA), US Department of Agriculture (USDA), and Indian Health Services (IHS), can sometimes take months to review. DOWL has strategies to minimize the potential delays due to these reviews, including:

- ▶ Leveraging the work DOWL has already performed for the City (Sanitation Utilities Master Plan, PERs for Kotzebue, geotechnical exploration, Geographic Information Systems [GIS]) to quickly move to develop the Alternatives Memo (AM) concurrently with the Initial Investigation.
- ▶ Beginning work on the PER immediately after the AM is submitted and not wait for the MARC comments. In addition to working with the City during biweekly meetings, DOWL will work with Maniilaq early to expedite their review. The DOWL team will consult with Maniilaq, the regional THO, during the MARC review period, and ask for an endorsement of the alternatives. No firm is better prepared to do this, given our current work with Maniilaq on their staff housing projects.
- ▶ Starting on some of the design tasks while working on the PER, including:
 - Topographic Survey - DOWL has already surveyed much of the project area, so survey work will be limited to areas along the water loop alignments
 - Quality Level C Subsurface Utilities Survey
 - Title Records Research
 - Geotechnical Investigation

Staff Resources

The entire water and wastewater industry, engineers included, are staff-resource limited. DOWL's long-term relationship with the City means our team is particularly motivated to deliver this project. Our staff enjoy working with the City, and we will prioritize our work with you. Many of our staff are familiar with the City staff, so communication mistakes will be minimal. No other firm will have the advantage of this head start.



The DOWL team worked with the City in 2019 to replace a portion of Swan Lake Loop on time.

Environmental Permitting

The project will likely require federal agency approval and funding during the course of the project, necessitating compliance with Section 106 of the National Historic Preservation Act. Our Desktop survey will aid in the identification of historic properties and help the City meet their obligations and reduce potential impacts to historic properties through design considerations, thus maintaining the project schedule.

Procurement Lead Time

While the procurement pinches that occurred during the pandemic have generally eased, DOWL understands the logistical challenges the City faces. DOWL will work with DEC to determine when or if early procurement of the arctic pipe can be completed under the reimbursable loan. It will be particularly important to minimize design and PER costs to maximize the amount of pipe that is procured. Our hydraulic modeling indicates that both loops will be replaced with 8-inch SDR11 high-density polyethylene (HDPE) arctic pipe. We are confident that we can begin pursuing pipe procurement as soon as allowed.

DOWL understands the City’s big picture—we have worked closely over the years to understand your long-term goals. We have supported the City to overcome many emergencies and collaborated on the long-term capital projects and grant applications. We will use this knowledge to further the City’s progress on getting projects built in the community. For instance, we will confirm the City’s GIS is updated with all the information that is gathered and developed through this project.

DOWL will work closely with City staff to implement the following design goals:

- ▶ **Cost effectiveness:** As construction is expected to be paid for with limited and phased funding, DOWL will plan for the cost-effective approach to replacing the water mains. For example, DOWL was involved with the replacement of 800 linear feet (LF) of Swan Lake Loop in 2019—water main and services that will not need to be replaced. We will also reduce loop lengths where possible.
- ▶ **Ease of maintenance:** DOWL will work with City staff to confirm all valves, hydrants, and services are consistent with utility standards.
- ▶ **Resiliency:** The City cannot have a repeat of the Swan Lake Loop failure in Winter 2023-2024. The proposed system must be designed to maximize freeze prevention.
- ▶ **Balance pipe lengths:** Lagoon Loop’s length makes it difficult to balance flows through the water treatment plant (WTP). DOWL proposes to improve the system’s hydraulics through balancing the loop lengths by moving part of Lagoon Loop to Front Loop.

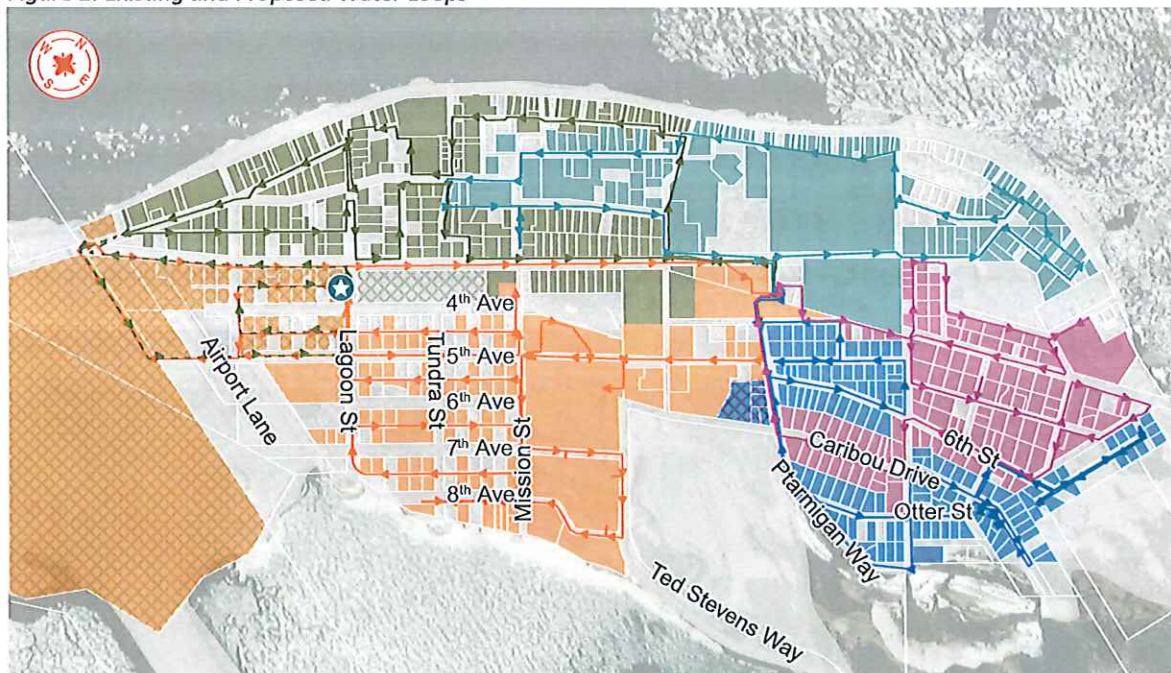
- ▶ **Reduce pumping costs:** The utility’s circulating mains require significant pumping costs. DOWL aims to reduce these costs by reducing the loop lengths and increasing pipe diameters.
- ▶ **Plan for future development:** DOWL is aware of new loads, including Maniilaq’s employee and patient housing building, both proposed on Lagoon Loop.

TASK 1: PER for Swan Lake and Lagoon Circulation Loops

DOWL has completed dozens of PERs for various clients around Alaska, including ANTHC and the City of Bethel. This PER is straightforward but is a necessary step for accessing additional design and construction funding, which will be required. The primary alternatives may appear to be *No Build* or *Replacement*. However, given our existing hydraulic modeling, we are keenly aware that there is at least one more alternative that should be considered: Lagoon Loop’s length is excessive and supports many of the community’s largest water users (the hospital and school district teacher housing).

An alternative for *Loop Reconfiguration* should be assessed. This Loop Reconfiguration Alternative will consist of transitioning a portion of Lagoon Loop on to Front Loop to provide some greater balance between the loops. We have also considered a reconfiguration of Swan Lake Loop that could eliminate more than 700 LF of circulating water main. The *Loop Reconfiguration* specifics are shown in *Figure 2* below, and an assessment of the number of homes that would be transitioned from Lagoon Loop to Front Loop, and anticipated hydraulic differences are in *Table 1* on the following page.

Figure 2: Existing and Proposed Water Loops



Existing Water Loops	Services on Each Existing Loop	Services to be Transitioned with Loop Reconfiguration	Proposed Water Loop Reconfiguration
Central	Central	Front St	Front St
Front St	Front St	Uptown	
Lagoon	Lagoon		
Swan Lake	Swan Lake		
Uptown	Uptown		
		Kotzebue Electric Association Add Heat to Remain on Lagoon Loop Return After Final Service	



Table 1: Potential Transitions and Hydraulic Differences

	LAGOON		FRONT		SWAN	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Length (ft)	24,184	17,502	12,849	19,042	13,386	12,682
Services	161	107	246	300	134	128*
Headloss (ft)	99	31	15	23	55	16

*Six services would be transitioned to Uptown

This is a relatively straightforward PER, but we recommend the City fully examine the *Loop Reconfiguration* alternative through the PER process. The process will consist of the following tasks:

PROJECT KICKOFF AND INITIAL INVESTIGATION: DOWL will conduct a project kick-off meeting with City representatives and other stakeholders chosen by the City. Prior to the meeting, we will do background research on the project area and identified deficiencies. Chase will be prepared to lead the meeting. During the meeting, we will work collaboratively to clarify the project scope and schedule; establish the alternatives, review existing documents and the applicable standards, codes, and requirements; and evaluate critical path items. This meeting will be conducted via teleconference and DOWL will provide a written meeting memo. DOWL will work with City staff to capture data associated with areas of excess maintenance and water loss. DOWL will use City SCADA data to estimate water loss on the loops. Maintenance will be captured in the City's ArcGIS map, which the DOWL team developed.

ALTERNATIVES MEMORANDUM: The AM is intended to get buy-in from funding agencies on the direction of the PER. It is important to get consensus as soon as possible. Because there are limited alternatives for the replacement of the loops, DOWL expects to propose a risk-based asset management framework for the AM, similar to the approach with the Infiltration and Inflow PER DOWL is working on for the City through ANTHC.

Given DOWL's knowledge of Kotzebue and the loops involved, we can start the AM immediately. The initial investigation will strengthen the recommendations in the AM, but it does not need to be held up by initial investigation.

PRELIMINARY ENGINEERING REPORT: In accordance with USDA Rural Development Bulletin 1780-2, DOWL will develop a 65% Draft PER, organized into the following sections:

- ▶ Project Planning
- ▶ Existing Facilities
- ▶ Need for Project
- ▶ Alternatives Considered

The sustainability discussion of the alternatives will include:

- ▶ Potential climate change issues, including permafrost presence and degradation
- ▶ Operations and Maintenance (O&M) needs, including simplified modeling of the water distribution lines to determine annual energy consumption of the proposed facilities
- ▶ Non-monetary factors such as utility resiliency, operator training requirements, operational simplicity, greenhouse gas emission reductions, wetland relocation, community objections, and permit issues
- ▶ Third-party construction cost estimate

The PER will be published for City and agency review at a 65% level. We will be ready to present the 65% PER Alternatives in person or virtually, and defend the alternatives. The PER will also be published at the 95% level and again as a finalized stamped product. We will address City and agency comments along the way as we advance to the next submittal level. It will be important to get through the PER process as quickly as possible to move on to design and construction. The MARC will require a resolution from City Council supporting the preferred alternative at the 95% PER level. We will be ready to present virtually, or in person, at this meeting.

TASK 2: Development of Construction Documents

DOWL has completed dozens of water distribution and wastewater collection projects. We have many of the City's standard details developed in CAD from our previous design work on Front Loop, where we proposed and successfully implemented a massive loop reconfiguration to eliminate Southern Loop. We also have design details from the 2019 Swan Lake Loop (Caribou and Turf) project, where DOWL designed and administered construction of approximately 800 LF of the existing Swan Lake Loop, that will apply to this project. The DOWL team's previous work on this system will benefit the City:

- ▶ We have topographic survey of the project area, and LiDAR of the entire community. With what we already have available, less time will be needed for survey.
- ▶ We understand geotechnical conditions in the project area sufficiently to eliminate the need for full on-site investigations. We will be able to proceed confidently, referencing other geotechnical explorations and only a desktop assessment will be necessary.
- ▶ DOWL developed a hydraulic model in 2011 when we proposed eliminating Southern Loop by combining it into Front Loop. This model was used in the design of the new WTP and has been used periodically to estimate the impact from new users being added to the system (including the new AC store). This hydraulic model will be a powerful design tool.
- ▶ Our work on the City's GIS database provides a framework for which residences are on each loop. We also already have information on much of the City's land ownership.

All of these are clear advantages when it comes to quickly executing a design. We are also aware that we will likely need to propose a phasing plan to allow for funding installments and based on what can realistically be completed in a summer construction season. DOWL staff have extensive experience managing the bid process and administering construction contracts. We will be ready to provide these services when the project is ready to go out to bid. Each design package will consist of the elements illustrated in *Figure 3* on the next page.



Figure 3: Design Package Elements

65% Design	95% Design	IFC Design
<ul style="list-style-type: none"> ▶ Topographic Survey, combining existing DOWL surveys and additional survey ▶ Title Record/Land Ownership Mapping ▶ Desktop Geotechnical Recommendations/Report ▶ Design Drawings ▶ Technical Specifications ▶ Construction Contract Documents 	<ul style="list-style-type: none"> ▶ Design Drawings ▶ Technical Specifications ▶ Construction Contract Documents ▶ DEC Approval to Construct Application ▶ Draft Easements 	<ul style="list-style-type: none"> ▶ Design Drawings ▶ Technical Specifications ▶ Construction Contract Documents ▶ DEC Approval to Construct ▶ Negotiated and Executed Easements

3. SCHEDULE/MEETING DEADLINES

The DOWL team will meet with the City bi-weekly to discuss project progress and adherence to the schedule. **Figure 4** below outlines the schedule for completing this project, including several proposed efficiencies. The schedule is very important, and the following are potential time savers.

ADVANCE LIMITED SURVEY: We know that survey will be required, regardless of the selected alternative, and survey can be difficult to schedule and seasonally dependent. DOWL will patch together existing surveys and available LIDAR survey to create a map of just the areas that require additional survey, and our survey work could proceed as soon as allowed.

ADVANCE PROCUREMENT OF ARCTIC PIPE: We are confident enough in our hydraulic modeling to order pipe tomorrow if permitted. We will help facilitate an advance procurement of as much SDR 11 8-inch HDPE arctic pipe as possible. We have previously been successful assisting the City and other clients with advance procurement. For the City of Bethel institutional corridor piped water system, we were able to procure the pipe when the design was at a 35% level, which greatly helped the overall project schedule, reduced inflationary costs, and very likely eliminated contractor mark-ups.



- ① **Schedule and Cost Saving Idea #1**
Do not wait until design phase to begin survey. This will be required regardless of the preferred alternative. Begin survey concurrently to the PER.
- ② **Schedule and Cost Saving Idea #2**
As soon as the City has a finalized cost for design, use whatever available funds for advance procurement of 8-inch HDPE main. DOWL's hydraulic model indicates this will be the selected pipe type.
- ③ **Schedule and Cost Saving Idea #3**
Reduce geotechnical services. We believe fieldwork is not necessary because we understand depth to groundwater and permafrost depth. A desktop recommendation is sufficient.

Team Members

- | | | |
|--|---|---|
| ● CN Chase Nelson, PM | ● WS Willie Stoll, Survey | ● CM Claire Mueller, ROW |
| ● NM Neil McMahon, APM | ● EC Emily Creely, Environmental Permitting | ● JH Jeremiah Holland, Geotechnical Report |
| ● CH Chris Maus, Project Engineer | ● MM Morgan McCammon, Project Communications | ● JP John Pepe, Electrical |
| ● BM Brita Mjos, Lead Designer | | |



4. COST PROPOSAL AND VALUE

DOWL's cost proposal is included separately as Appendix 1.

5. REFERENCES/PAST PERFORMANCE

DOWL has extensive experience across Alaska. Our most relevant projects, including some of our Kotzebue projects shown in *Figure 5*, are described below, and our statewide experience is illustrated in *Figure 6* on page 10.

DOWL has held term contracts with the City twice (2010-2015 and 2021-present), and also served the City on a project-by-project basis in between term contracts. DOWL serves as an extension of the City's staff. Our years of working with the City illustrate how DOWL excels in working closely with our clients—being a trusted advisor, project manager, engineer, and whatever else is needed to serve your best interests.

Front Loop Replacement and Southern Loop Water Main Elimination

Reference: Jason Jessup, former City of Kotzebue, 907.412.1695

Description: This project was the last major water loop replacement in Kotzebue, and DOWL provided planning, design, and CA. This project consisted of the reconstruction of 6,600 LF of 8-inch HDPE extending from the WTP, down Friend's Way, Second Avenue, Kotzebue Way, and back to the water treatment plant. DOWL worked with the City on combining two of the existing water distribution loops. When DOWL came on board, the City operated seven circulation loops. Using WaterCAD and working with the City, the DOWL team developed a way to eliminate one of the loops (Southern Loop) altogether. The elimination of Southern Loop was a big deal and eliminated two distribution pumps inside the existing treatment plant and

resulted in major water savings. The loop combination and reconfiguration is a similar exercise to the loop reconfiguration we are proposing as part of the Swan Lake and Lagoon Loop project. Using existing DOWL water models, we are in the best position possible to assess loop reconfigurations. This project completed in 2012, but many of the staff proposed were involved with this project. Chase was intimately involved with all phases as the designer and construction inspector.

Swan Lake Loop Replacement (Caribou and Turf)

Reference: Russ Ferguson, City of Kotzebue, 907.412.1780

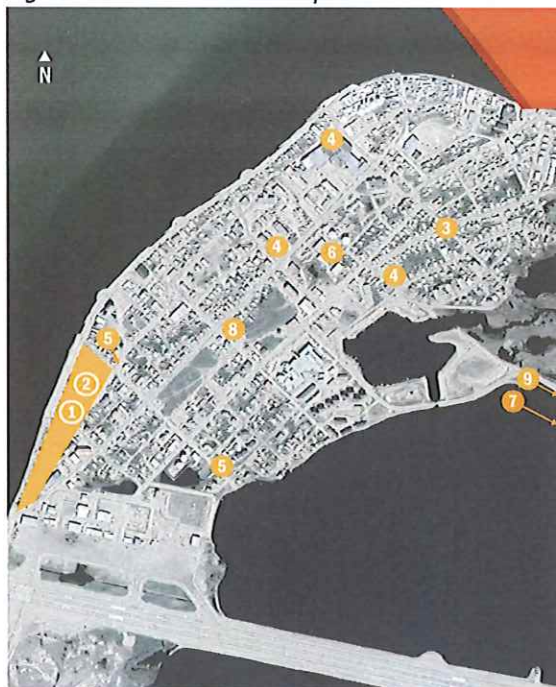
Description: In 2020, DOWL worked with the City to design 800 LF of Swan Lake Loop. This was one of the worst sections of the existing Swan Lake Loop between Otter and Caribou Streets, serving approximately eight facilities. This section of Swan Lake Loop will not need replacement as it is already upgraded to 8-inch HDPE. Many of the design details developed for this section of Swan Lake Loop will be re-used for the design of the rest of Swan Lake Loop, another clear advantage to DOWL's involvement. Chase was the Engineer of Record and Brita Mjos was the resident inspector.

Sanitation Utilities Master Plan

Reference: Russ Ferguson, City of Kotzebue, 907.412.1780

Description: DOWL has worked with the City twice on its sanitation utilities master plan; first in 2012 and then in 2022. These master plan activities are critical in understanding the big picture of upcoming utilities needs. The initial master plan identified the water treatment plant as a major need which helped lead to the funding of the project. In the 2022 master plan, the replacement of both Swan Lake and Lagoon loops were identified as high priority. Our work on these master plans clearly provides invaluable insight and a baseline understanding of the project needs. The City has successfully used this master plan to apply for funding.

Figure 5: DOWL's Kotzebue Experience



City of Kotzebue

Term Contract & Other Projects 2010 - Present

- 1 Southern Loop Water Main Elimination
- 2 Front Loop Water Main Expansion
- 3 Swan Lake Loop Replacement (Caribou and Turf)
- 4 Sewer Lift Station 5, 6, and 8
- 5 Sewer Lift Station 1, 7 (ANTHC)
- 6 Kotzebue Water Treatment Plant
- 7 Devil's Lake Raw Water Source Improvements
- 8 Washeteria Design
- 9 Vortac Lake Dam Inspections & Planning

Community Wide

- 10 2011 and 2021 Sanitation Utilities Master Plan
- 11 System Wide SCADA and GIS Improvements
- 12 Long-Range Transportation Plan
- 13 Utility Rate Study
- 14 Solid Waste O&M Management Database



Bethel Water Distribution Projects

Reference: Bill Arnold, City of Bethel, 907.545.0111

Description: DOWL has worked with the City of Bethel on nearly 50 projects over the last 10 years. The following are some of the most relevant:

- ▶ **Institutional Corridor:** DOWL was contracted by the City of Bethel to develop and design a piped water delivery system that extends water services from the City Subdivision WTP to the institutional and commercial users located along the Chief Eddie Hoffman Highway. DOWL provided geotechnical, survey, permitting, design, and procurement services for 8,000 LF of above-ground circulating water main. The team modeled the existing distribution system to find ways to combine loops to save thousands of feet of new main. Services include planning, design, and CA. Our team also prepared hydraulic modeling for the entire piped water and sewer network, which is being used for system capacity analyses on future projects. For the Institutional Corridor Piped Water System, we obtained roughly 20 permanent easements. For this project, we procured pipe at the 35% design level which led to big project time savings. This circulating water main has been in operation since 2018 and similar to Lagoon Loop, serves the regional hospital (and other major institutional users).
- ▶ **Avenues Piped Water and Sewer:** This piped water and sewer design project was completed in 2022. The project provides piped water and sewer to approximately 100 residential properties in Bethel. As part of the design process, we met with these 100 homeowners one-on-one to develop project-specific plans for individual water and sewer services. A similar effort may be needed for Swan Lake Loop

and Lagoon Loop, because all of the buildings will need to have their existing water service transitioned from the old main to the new main as it is constructed, which will likely require work on the residential properties.

- ▶ **Heights Water and Sewer Project:** DOWL prepared a PER and Environmental Assessment for piped water and sewer for The Heights neighborhood in the City of Bethel. This PER led to roughly \$23 million in grant funding from EPA. DOWL has moved on to a phased design approach to build this project, with the first project (work at the WTP) under construction right now. The water and sewer mains will be constructed in summer 2025 and 2026. This project also includes alterations and reconfigurations to Bethel's existing pipe network. Lessons learned on this project are highly relevant to work on Swan Lake Loop and Lagoon Loop.

"DOWL has been a pleasure to work with. Their personnel are receptive and very helpful. They always respond quickly, usually on the same day. Their doors are always open. I recommend they should be considered for any project you might ask of them."

- Peter Williams, Former City Manager, City of Bethel



Figure 6: In addition to our Kotzebue and Bethel experience, DOWL has worked across Alaska, including on State Revolving Fund and federally funded projects.

ATTACHMENT 1:

Resumes



Project Manager

Education

Bachelor of Science
Civil Engineering
Michigan Technology
University

Licenses

Alaska #13867-CE
2013/Professional
Engineer

Certified Erosion and
Sediment Control Lead
Alaska #AGC-14-0395

State of Alaska Sanitary
Surveyor-#180

Years of Experience

18

Professional Experience

Chase regularly works in rural and arctic areas around Alaska. He understands the unique needs and challenges associated with projects in remote and disconnected parts of rural Alaska and his expertise and talent is focused on water, stormwater, and sewer engineering. Chase has led term contracts in the Alaska hub communities of Kotzebue and Bethel for years and has been the project engineer or manager on multiple utility projects throughout Alaska. Chase has considerable experience working cross culturally and enjoys being a liaison between technical leaders and community leaders.

Project Experience

City of Kotzebue Capital Projects Manager, Kotzebue, Alaska. The City uses DOWL for the management of all their capital projects through the engineering services term contract. A large portion of this work includes water and sewer projects, including water and sewer planning, repair projects, and a washeteria design, but also erosion protection projects, transportation projects, land-use planning projects, and more. Through DOWL's contracts with the City, dating back to 2010, Chase has been a lead designer and/or project manager on dozens of projects including the Front Loop Replacement project (which eliminated Southern Loop) and the most recent Swan Lake Loop project, which replaced about 800 LF of the existing Swan Lake Loop.

City of Kotzebue WTP, Kotzebue, Alaska. DOWL is currently working on the City's new WTP in two capacities. The first role has been management of the lead designer and the construction contractor. The second role has been as the civil designer where Chase led the design of the circulation systems, which includes 20 pumps for circulating the water in Kotzebue's six loops. The plant is built on a concrete at-grade slab on a passively cooled foundation. DOWL's geotechnical investigations and recommendations led to this product. Chase's roles have included helping the City navigate many challenges associated with the treatment process design and he is actively involved with coming up with solutions for the current water plant issues, and assisting the City with applying for funding.

ANTHC General Services Term Contract, Various Locations, Alaska. Chase is a task manager for the current DOWL ANTHC term contract. Over the past several years, he has taken an increasingly larger role in management of the whole contract because of his familiarity with all delivery orders (DO). Chase has led many of the DOs and often coordinates with community members, technical service leaders, and subconsultants that bring unique expertise to a given project. Through this term contract and other rural Alaska term contracts, Chase has been to and worked in more than 60 rural Alaska communities. Because of his work in rural Alaska, he has developed an appreciation and understanding of the cultural, logistical, and extreme nature of work there. His value on this contract, and ANTHC's Environmentally Threatened Communities contract, is understanding how to complete successful projects under the unique challenges of working in rural Alaska.

NSHC Health Clinics, Various Locations, Alaska. Chase has led several of DOWL's recent efforts on health clinics in the Norton Sound region. He led site selection



Chase Nelson, PE

studies for the clinics in Shaktoolik, St. Michaels, Shishmaref, and Wales. Chase also works with NSHC to complete regional sanitary surveys of all the public water systems. Through this work, Chase has become familiar with regional logistics and local businesses and contractors and understands how to work through the construction challenges with this region. This contract has given Chase further insight into the unique challenges found in rural Alaska design and construction because many of these clinics are built on foundations designed to protect against permafrost degradation.

City of Bethel Contracted City Engineer, Bethel, Alaska. Chase currently serves the City of Bethel as their contracted City engineer. He leads and manages many task orders, including subdivision agreement and preliminary plat review; design of City of Bethel facilities, such as communication towers and building heating systems; manages major water and sewer projects; and oversees transportation plans. Chase represents the City of Bethel at Planning Commission meetings and City Council. His technical expertise is water and wastewater work, but his work with the City of Bethel includes managing a large team of in-house expertise and external subconsultants to provide seamless professional services to this important client. Chase has been responsible for the design and project management of many facility projects for the City of Bethel.

Alaska Water Sewer Challenge, Fairbanks, Alaska. DOWL was a finalist in an industry-wide design competition to provide water and sewer treatment to Alaska's remaining underserved village communities on a house-by-house basis. DOWL experimented with approximately nine different treatment technologies in a lab-style environment at Cold Climate Housing Research Center. DOWL's prototype household water and sewer treatment system has been running for nine months under varying supply and demand conditions. Chase was DOWL's lead, managing subconsultants, organizing team logistics, and interfacing with rural Alaska residents. DOWL has worked very hard to engage end users in the process and incorporate their feedback.

**Assistant Project Manager**

Education

Bachelor of Science
Engineering
University of Alaska,
Anchorage
2009

Master of Science
Energy, Environmental
Technology, and
Economics
City University of London
2012

Master of Arts
Secondary Education
University of Alaska,
Anchorage
1999

Bachelor of Arts
Physics
Whitman College
1997

Licenses

Alaska 2010/Engineer In
Training

Years of Experience

13

Professional Experience

Neil brings strong program and project management, data analysis, and planning skills to the team from his 15 years of experience in planning, consulting, and project management. He is practiced in identifying and implementing creative solutions to complex problems. Neil's approach is team-oriented with an eye on larger, longer-term objectives. He is best known for his objectivity, intellectual curiosity, high-output productivity, and a nimbleness across subject areas that allows him to successfully manage a broad and diverse project portfolio.

Project Experience

Kotzebue Engineering and Planning Term, Kotzebue, Alaska. DOWL has worked with the City on more than 10 projects in the past three years, along with dozens of tasks as DOWL acts as an extension of the City's staff. To address extreme arctic utility inflation, the DOWL team reaches out to contractors to value engineer design concepts. We communicate with community members and City staff members on projects in a host of ways. Neil acts as the primary point of contact and project manager for most Kotzebue projects. Current projects include the design and construction of a washeteria, an operations and maintenance process for the City landfill, and a rate study for the City's utilities.

ANTHC General Services Term Contract, Various Locations, Alaska. DOWL has held this term contract since 2018. ANTHC has used it to perform a host of projects, including well and septic design for individual homes, cost estimating, lift station design, and WTP design. We have become familiar with ANTHC design standards and contract mechanisms and have built relationships with ANTHC project managers and design staff. Communities we have worked in through this contract include Kotzebue, Diomede, Kivalina, and Savoonga. Neil maintains overall program management of the 2018 architectural/engineering (A/E) term contract and manages individual projects. Neil is responsible for tracking requisitions and DOs, monthly reporting, and other programmatic requirements.

ANTHC First Service Water and Sewer Term Contract, Various Locations, Alaska. Similar to the A/E term contract, Neil maintains overall program management of the 2018 A/E term contract and manages individual projects in Napakiak, Deering, Stevens Village, and Kwigillingok. Neil is responsible for tracking requisitions and DOs, monthly reporting, and other programmatic requirements.



Project Engineer

Education

Bachelor of Science
Civil Engineering
Montana State University
2013

Licenses

Alaska #CE-156282
2020/Professional
Engineer

Montana #PEL-PE-LIC-
51155 2017/Professional
Engineer

Years of Experience

11

Training

Confined Space

Professional Experience

Chris brings 11 years of experience in water and wastewater, which includes the planning, analysis, and design of public, private, and tribal water and sewer systems. Chris's focus is water distribution and wastewater collection systems, including water and sewer mains, lift and booster stations, service lines, and the many details of rural Alaska utilities. In addition to design work, he has authored PERs, technical memoranda, master plan documents, technical specifications, estimates, and many contract document packages. Since joining DOWL, he has worked with the water and wastewater utilities group extensively on rural Alaska community water and sewer systems.

Project Experience

Kotzebue WTP, Kotzebue, Alaska. Chris performed peer review and quality control review of the project plans and specifications for the underground piping.

Kotzebue Lift Station Design, Kotzebue, Alaska. Chris was the lead project engineer for the Kotzebue Lift Stations 1 and 7 replacement project in coordination with ANTHC and the City. Chris was responsible for the planning and sizing of the stations, the civil and process design, and the coordination of architecture, structural, mechanical, electrical, and controls disciplines. These terminal lift stations serve the entire town of Kotzebue and share a single force main, complicating the hydraulics. Chris evaluated the system hydraulics and developed the most energy efficient solution for the City with the existing infrastructure available and set design parameters.

Bethel Heights Water PER Update, Bethel, Alaska. The pipe system in Bethel Heights is near the end of its useful life. Chris is performing the alternatives evaluation and authoring the PER with support from local staff in Anchorage and Fairbanks.

Bethel Heights Sewer PER, Bethel, Alaska. DOWL prepared a PER and Environmental Assessment for piped water and sewer for The Heights neighborhood in the City of Bethel. The pipe system in Bethel Heights is near the end of its useful life. Chris is performing the alternatives evaluation and authoring the PER with support from local staff in Anchorage and Fairbanks.

Tanacross Sewer System Improvements, Tanacross, Alaska. Chris is currently the lead project engineer for the ongoing Tanacross Sewer System Improvements project under the ANTHC Term Contract. Chris is serving as the lead civil and process engineer for the utilities and lift station rehabilitation and is coordinating with electrical, mechanical, structural, and architectural subconsultants. This key project will replace the Village of Tanacross community septic system, single wastewater lift station, rehabilitate the existing gravity sewer, and construct a new force main. This project is important to Tanacross because the current system becomes inundated with high groundwater and essentially fails its purpose on an annual basis.



Lead Designer

Education

Master of Engineering
Environmental Engineering
North Carolina State
University
2017

Licenses

Alaska #214603
2024/Professional
Environmental Engineer

Alaska #25163
2022/Certified Water
Treatment Operator

Alaska #25164
2022/Certified Water
Distribution Operator

Alaska 2022/Sanitary
Survey Inspector

Years of Experience

6

Professional Experience

Brita's experience includes designing water distribution and sewer collection systems, modeling infrastructure capacity and buildouts, meeting one-on-one with project stakeholders, visiting remote project sites, and construction inspection and administration on projects across Alaska.

Project Experience

Caribou and Turf Water Improvements, Kotzebue, Alaska. Brita provided construction inspection and administration during construction of the new water main and service lines along Caribou and Turf streets. She also inspected the construction of the insulated pad and thermosyphons for the new WTP.

Tanacross Sewer Systems Improvements, Tanacross, Alaska. DOWL provided ANTHC with design services for the Tanacross, Alaska, sewer systems improvement project. Brita designed the community-scale septic system in coordination with the sewer system designers and community and ANTHC feedback.

Deering First Service PER, Deering, Alaska. DOWL assisted ANTHC with development of a PER to evaluate a piped water and sewer system in Deering, Alaska. Brita participated in community meetings, met one-on-one with residents to discuss the project and conduct residential customer surveys, evaluated alternatives and associated capital and O&M costs, and prepared the PER. Brita incorporated input from the community, DEC, and ANTHC into the alternatives, and coordinated with other engineering companies, the Northwest Arctic Borough (NWAB), and DOT&PF on concurrent projects in Deering.

Kiana Taylor Road PER and Technical Memorandum, Kiana, Alaska. DOWL prepared a PER to address 14 homes along Taylor Road in Kiana, Alaska, that have no piped water delivery or wastewater collection service. After meeting with stakeholders and evaluating alternatives and eligibility, Brita completed a technical memorandum summarizing the information gathered and recommendations for improving the service to the eligible houses.

ANTHC Scattered Sites, Fairbanks, Alaska. DOWL designed piped water services, wells, and septic systems for seven residences in the Fairbanks area. Brita assisted with septic system design and coordinated with DEC for plan review and approval.

Saxman Infiltration and Inflow Study and Work Plan, Saxman, Alaska. Brita assisted with camera inspection, condition assessment, and engineering services to develop a work plan to address the Infiltration and Inflow in Saxman, Alaska. Brita coordinated with subcontractors and public works department crews.

Bethel Avenues Piped Water and Sewer, Bethel, Alaska. DOWL designed a new piped water distribution and sewage collection network for 115 parcels. Brita assisted with the design, met one-on-one with each property owner to discuss and obtain service agreements, and coordinated with agencies to confirm the project met health, safety, and design standards.



Senior Geotechnical Engineer

Professional Experience

Jeremiah is a registered professional engineer with extensive experience leading projects related to transportation, infrastructure, land development, and natural resources. Jeremiah has expertise in geotechnical engineering; geological hazards, including seismic, debris flows, landslides, and rock fall; arctic ground conditions; rock and soil mechanics; engineering geology; software modeling, including the GeoStudio suite, SLIDE, Settle3D, and Rocscience kinematic analysis suite; construction quality assurance; construction materials field and laboratory testing; and project management. He has extensive experience working in rural Alaska providing geotechnical engineering recommendations for its unique challenges, such as thermopile foundations, at-grade refrigerated pad foundations, roads and pipelines on permafrost and discontinuous permafrost conditions, high seismic zones, revetment design, evaluating armor stone material sites, and rockfall and debris flow mitigation.

Education

Bachelor of Science
Geological Engineering
Colorado School of Mines
1999

Master of Engineering
Geotechnics
Missouri University of
Science and Technology
2014

Licenses

Alaska #12636/
Professional Engineer

Years of Experience

24

Project Experience

Kotzebue WTP, Kotzebue, Alaska. DOWL helped design Kotzebue’s WTP, biomass boiler system, and building to sustainably heat the plant. Jeremiah provided geotechnical engineering data collection and engineering recommendations for shallow foundation design for this project.

Kotzebue Water Lake Dam (Vortac Lake) Safety Inspections, Kotzebue, Alaska. DOWL provided engineering services for periodic safety inspections of the Kotzebue Water Dam, including review of historical documents and construction, maintenance, inspection, and repair procedure compliance. Jeremiah was approved as a qualified engineer by the State of Alaska’s Dam Safety. He conducted the Periodic Safety Inspection (PSI) of the dam and prepared the draft and final PSI reports. Vortac Lake Dam is constructed on permafrost and has a frozen core.

Institutional Corridor Piped Water Delivery System, Bethel, Alaska. DOWL was contracted by the City of Bethel to develop and design a piped water delivery system that extends water services from the City Subdivision WTP to the institutional and commercial users located along the Chief Eddie Hoffman Highway. Jeremiah provided geotechnical engineering recommendations for the pipeline foundation, including driven and helical piles. He also provided design support during construction.

Nome Operations Warehouse, Nome, Alaska. The warehouse is located in Nome on warm permafrost. Jeremiah provided geotechnical engineering recommendations for a refrigerated gravel pad and shallow foundations, parking areas, earthwork, and construction considerations.

Kawerak Childhood Center, Nome, Alaska. The school site is located in Nome with warm permafrost conditions. Jeremiah provided geotechnical engineering recommendations for a proposed school addition. Recommendations included pile foundation design, seismic parameters, frozen ground engineering, and construction considerations.



Survey Lead

Education

Bachelor of Science
Civil Engineering
University of Alaska Anchorage
2004

Licenses

Certified Federal Surveyor
#1509

Alaska Professional Land
Surveyor #12041

Unmanned Aircraft Pilot License
#4243132

Years of Experience

25

Professional Experience

Willie is DOWL's land survey and mapping lead. In his role, he directs our QC programs, manages staffing, and both performs as well as manages our survey projects. Since joining the DOWL team in 2000, he attained his bachelor's degree in civil engineering, his Professional Land Surveyor (PLS) registration in multiple states, and his certification as a federal surveyor (CFedS). He routinely travels throughout Alaska performing surveys for municipal governments, local entities, and state agencies, and has worked on numerous contracts with the National Park Service, U.S. Army Corps of Engineers (USACE), State of Alaska Department of Transportation and Public Facilities (DOT&PF), and other clients. He enjoys working in rural Alaska and has considerable experience in Manokotak working on their Clinic, FEMA/National Oceanic and Atmospheric Administration (NOAA) mapping and Telecom improvements. He also routinely performs legal description and parcel maps for easements and ROW takes. Willie is a versatile and highly experienced surveyor.

Project Experience

Kotzebue Sewer Improvements, Kotzebue, Alaska. This is a phased project that includes lift station replacements and sewer line improvements. Willie performed a design survey including boundary and ROW retracement, topographic survey, easement acquisition, and survey control for construction.

Bethel Avenues Piped Water and Sewer, Bethel, Alaska. This project provided piped water and sewer to approximately 100 residential properties in Bethel. Willie was the licensed surveyor in charge of the survey needs for this project.

Wrangell WTP Improvements, Wrangell, Alaska. For the Wrangell WTP improvements, Willie performed design survey, UAV-based aerial mapping, boundary survey, easement acquisition, and scanning of the water treatment facility. His design survey basemap included UAV-based lidar, incorporated with terrestrial-based design survey overlaid on the retracement of the parcel boundary. This survey was completed in 2023.

Anchorage Regional Landfill (ARL) Maintenance Administration Building, Eagle River, Alaska. DOWL provided design, permitting, limited topographic survey, and geotechnical investigation services related to the redesign and reconstruction of the ARL Maintenance Administration Building for Solid Waste Services that was damaged during the 2018 earthquake. DOWL led the design to provide a new water service line and septic system upgrades. The site design included grading and drainage design to meet current MOA drainage requirements, which included design and on-site infiltration system. Willie was the PLS in responsible charge of the survey and drafting needs for this project.



Environmental Specialist

Education

Bachelor of Arts
Journalism
Humboldt State University
1993

Master of Science
Environmental Science
Alaska Pacific University
2000

Licenses

Alaska #2606
2015/Professional
Wetland Scientist

Alaska #12KRJI
2018/First Aid CPR AED

Alaska 2008/MSHA

Years of Experience

22

Training

USACE Wetland
Delineation Training

Professional Experience

Emily's 20+ years of professional environmental experience, primarily in Alaska, is focused on conducting environmental analysis and compliance-related tasks for utility, transportation, and other infrastructure projects in rural Alaska. Emily's technical specialties are related to wetlands and water resources, which has allowed her to efficiently assess a variety of projects. Emily has worked in all regions of the state and is familiar with the unique challenges of infrastructure development in rural communities. She has worked for state and federal resource agencies and has an in-depth knowledge of the regulatory culture, which is critical to effective project management. Emily is familiar with the unique challenges of infrastructure development in rural communities. This experience has made her adept at understanding when local information, desktop analysis, and experience rather than site visits can suffice for environmental requirements to save the client time and money.

Project Experience

Bethel Avenues Piped Water and Sewer, Bethel, Alaska. DOWL was contracted by the City of Bethel to develop and design a piped water and sewer system and PER and Environmental Assessment to the Avenues Neighborhood. Emily provided NEPA-compliant documents and conducted all required agency coordination/consultation in support of the project.

Bethel Heights Water Distribution and Sewer Collection System, Bethel, Alaska. DOWL was contracted by the City of Bethel to develop and design a piped water and sewer system and PER and Environmental Assessment to the Heights Neighborhood in the City of Bethel. Emily provided NEPA-compliant documents and conducted all required agency coordination/consultation in support of the project.

Bethel Water Main Extension and Truck Station, Bethel, Alaska. DOWL is contracted to develop water and sewer models of the piped water network for the City of Bethel. Emily developed an Environmental Assessment and conducted required agency coordination/consultation in support of the project.

USDA Environmental Reports for Landfill Development, Sleetmute and Noatak, Alaska. Emily provided NEPA-compliant documents and conducted all required agency coordination/consultation in support of a landfill project in Sleetmute and for a sewage lagoon in Noatak Alaska, concurrent with the projects' PER.

USDA Environmental Report for Wastewater and Sewage Projects, Yakutat, Alaska. Emily assisted with completing a NEPA-compliant document in support of a water and wastewater development plan for Yakutat concurrent with the projects' PER.



Project Communications Specialist

Education

Bachelor of Business Administration
Marketing
University of Alaska
2001

Bachelor of Business Administration
Management
University of Alaska
2001

Years of Experience

16

Professional Experience

Morgan is a public relations professional with more than a decade of experience supporting highly specialized industry with communications and policy analysis. Morgan's strengths include consensus building within diverse partnerships, crafting communications plans, and coordinating collaborative advocacy activities. With meticulous attention to detail, Morgan is also skilled at copy editing, project administration, and event management logistics. Her professional experience has encompassed projects and teams throughout Alaska, Colorado, Utah, Wyoming, Montana, and North Dakota.

Project Experience

Kotzebue Long Range Transportation Plan, Kotzebue, Alaska. This project worked with the community to identify transportation needs in the community and goals to meet those needs. Morgan led public involvement on this project, coordinating a stakeholder working group and public meetings, developing and regularly updating a website, creating printed materials to inform the community on the project and ways they could influence the outcomes.

Bethel Avenues Piped Water and Sewer, Bethel, Alaska. This project provided piped water and sewer to approximately 100 residential properties in Bethel. As part of the design process, we met with these 100 homeowners one-on-one to develop project-specific plans for individual water and sewer services. Morgan provided public involvement support by assisting with post card mailers and website updates to inform the community of progress.

ANTHC General Services Term Contract, Various Locations, Alaska. ANTHC has contracted DOWL to perform a host of projects, including well and septic design for communities. Morgan has assisted with public involvement for various projects by developing and reviewing website content and printed materials for clarity and understanding by the public and developed online surveys.

AU-Aleutian Permitting, Kodiak, Alaska. Morgan's role is the coordination for the federally required legal notice advertisements between the project manager, the DOWL graphics team, and the local newspapers, confirming all mandatory advertisements are timely published and affidavits of publication are received.

Valdez Pavement Rehab IV-VI, Valdez, Alaska. Morgan leads public involvement on this project, coordinating public meetings and associated advertising, creating materials to inform the public about this project, such as the project fact sheet, and developing content for the project website.



ROW Lead

Professional Experience

Claire has over 30 years of experience in the managerial and ROW fields combined, allowing her to efficiently and effectively manage the varied complicated tasks of typical ROW projects. She has acquired permits, rights of entry, easements, deeds, and other interests of commercial and residential properties for multiple state departments of transportation, municipalities, boroughs, Native villages, and other public and private entities. She is versed in the requirements and procedures set forth in multiple ROW manuals, Code of Federal Regulations (CFRs), and permitting processes for a variety of agencies and state governments. When negotiations are required, Claire's superb communication skills, charismatic personality, and commitment to professionalism lead to efficient transactions providing a high level of service to clients and property owners.

Education

Bachelor of Science
Biological Sciences
University of Alaska -
Fairbanks
2001

Licenses

Alaska #211117004
2013/Notary Public

#6956 2019/Senior Right
of Way Agent

Alaska #RECS18739
2014/Real Estate Broker

Years of Experience

25

Training

IRWA Courses: 100, 103,
104, 105, 200, 205, 218,
303, 400, 403, 501, 502,
504, 505, 506, 603, 604,
606, 800, 801, 802, 900,
901, 902

Project Experience

Bethel Avenues Piped Water and Sewer, Bethel, Alaska. DOWL is contracted to provide design study and verification services for the extension of the Bethel piped water and sewer system into the Avenues Neighborhood between 3rd and 7th Avenues and between Main Street and Ridgecrest Drive in Bethel, Alaska. These services include identifying the design criteria, establishing the limits of required topographic survey, identifying encroachments, easement necessities, and temporary easement needs. Upon completion of these initial activities, the City of Bethel expanded the scope to finalize design and add acquisition services to obtain the easements, temporary construction easements and permits, and the service agreements for the project. Claire is providing project management oversight of the acquisitions portion of the project.

Bethel Institutional Corridor Piped Water System, Bethel, Alaska. DOWL was contracted by the City of Bethel to develop and design a piped water delivery system that extended water services from the City Subdivision WTP to the institutional and commercial users located along the Chief Eddie Hoffman Highway. DOWL's Real Estate Services team completed all manner of ROW services, including ROW impacts assessments and route identification; encroachment identification and assisted in encroachment notifications; DOWL contracted for all title reports, reviewed said title reports to identify ownership concerns; compiled waiver valuations to establish just compensation; and completed all documents for offer packages and negotiated the acquisitions. As part of the close-out procedures DOWL assisted the City by drafting necessary ordinances for City use and completed all recordation activities.

NANA Community Multipurpose Buildings, Northern Region, Alaska. DOWL worked with NANA to prepare permits for the construction of two community multipurpose buildings - one for Kobuk and one for Deering. Section 404 permits were obtained from the USACE and Title 9 permits from the NWAB to construct these buildings. Claire coordinated with the NWAB to prepare and obtain the Title 9 permits.



JOHN PEPE, P.E.
LEAD ELECTRICAL ENGINEER
PRINCIPAL-IN-CHARGE



SPECIALIZED EXPERIENCE

- ❑ Rural Water and Sewer Facilities
- ❑ SCADA systems
- ❑ Telecommunications and data networks

EDUCATION

- ❑ BSEE, 1994, Electrical Engineering, Oregon State University

PROFESSIONAL LICENSE

- ❑ Registered Professional Electrical Engineer, State of Alaska (AELE-11387)
- ❑ Registered Professional Controls Engineer, State of Alaska (AELO-14325)

PROFESSIONAL QUALIFICATIONS

John Pepe, P.E. of EDC, Inc., is a principal at EDC and the engineer of record for electrical projects designed by the firm. He has more than 28 years of experience in the design of electrical power, SCADA control, and alternative energy systems for federal, state, municipal, commercial, industrial, and educational facilities. He has worked on projects throughout the state of Alaska and has extensive experience in rural communities.

John's work history has included projects for agencies including the City of Kotzebue, City of Bethel, ANTHC, Village Safe Water (VSW), Yukon-Kuskokwim Health Corporation (YKHC), Alaska Industrial Development and Export Authority (AIDEA), Alaska Village Electric Cooperative (AVEC), North Slope Borough (NSB), Anchorage Water and Wastewater Utility (AWWU), and many other rural cities and local municipalities throughout the State.

John has related project experience in the following communities:

- **Water Treatment Plants** in Bethel, Nenana, Kongiganak, Buckland, McGrath, Shaktoolik, Pelican, Chuathbaluk, Beaver, Mekoryuk, King Cove, Marshall, Stebbins, and Thorne Bay.
- **Wastewater Treatment Plants (WWTP)** Unalaska, Thorne Bay, Deadhorse SA10 and Eagle River.
- **Washeterias** in Chistochina, Quinhagak, Lime Village, Kongiganak, Tanana, and Deering.
- **Lift stations** in Marshall, Pilot Station, Gambell, Aniak, Kongiginak, Nome, Kotzebue, Bethel, Buckland, Nulato, Unalakleet, and Pelican.
- **Piped Water and Sewer Distribution Systems** in Bethel, Lime Village, Selawik, Deering, Tanana, Crooked Creek, and Togiak.
- **Well Houses** in Kotzebue, Mountain Village, Teller, Wales, Seward, Valdez, Wasilla, and Nulato.

John's work with power distribution systems includes integration of alternative energy systems (wind turbines, solar arrays), standby generators in a variety of power distribution systems. He has also worked with power utility providers on medium voltage distribution projects and power line extensions.

He has worked on numerous process control systems and control panel designs. This work includes Process and Instrumentation Diagrams (P&IDs), programmable logic controller (PLC) interfaces, I/O & programs, and community-wide SCADA systems.