

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2019-22

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NORTHERN ALASKA CONTRACTORS, LLC TO CONSTRUCT THE HAYSTACK SECURITY FENCE PROJECT FOR \$262,656

WHEREAS, the Haystack Security Fence Project has been identified as necessary for the safety and security of our City; and

WHEREAS, the City of Unalaska has accepted a State Homeland Security Grant for the construction of this Project; and

WHEREAS, the City contracted with Regan Engineering, P.C. to design the Project; and

WHEREAS, Staff advertised the construction of the Project for 30 days and received two bids; and

WHEREAS, Northern Alaska Contractors, LLC was found to be the lowest responsive and responsible bidder; and

WHEREAS, funding is available in the Project's budget to award the work.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Unalaska, Alaska authorizes the City Manager to enter into an Agreement with Northern Alaska Contractors, LLC to construct the Haystack Security Fence Project in the amount of \$262,656.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on April 23, 2019.

  
\_\_\_\_\_  
Frank Kelty  
Mayor

ATTEST:

  
\_\_\_\_\_  
Roxanna Winters  
Acting City Clerk



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Tom Cohenour, Director, Department of Public Works  
Through: Thomas Thomas, City Manager  
Date: April 23, 2019  
Re: Resolution 2019-22 – Award Haystack Security Fence Project to Northern Alaska Contractors, LLC for \$262,656

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**SUMMARY:** Resolution 2019-22 will award the construction of the Haystack Security Fence Project to Northern Alaska Contractors, LLC for \$262,656. Funding will come from the Project's two revenue sources, an Alaska State Homeland Security Grant and the General Fund.

**PREVIOUS COUNCIL ACTION:** Council has taken the following action specific to this project:

- \$139,000, representing a State of Alaska, Division of Homeland Security Grant Number 2017 SHPS was placed into a newly created Capital Project via Budget Amendment #3 to the FY2018 Capital & Operating Budget Ordinance #2018-14 via Ordinance 2018-01, approved and adopted on January 23, 2018.
- The FY2019 Capital Budget Ordinance No. 2018-04, approved and adopted on May 22, 2018, transferred \$156,665 from the General Fund into the Project's Budget.

**BACKGROUND:** Lack of security fencing was identified as a vulnerability during annual security drills. The Unalaska Department of Public Safety applied for and received a grant from the State of Alaska Homeland Security Grant Program. Those funds were allocated toward a new Capital Improvement Project, Haystack Security Fence, MUNIS Project PS18C. Additional funding was requested via the FY2019 CMMP. The project was proposed in order to purchase and install fencing around the Haystack repeater site to harden critical infrastructure housing networks used for law enforcement and city-wide operations during a disaster. Regan Engineering completed the project design, specifications, and bid package.

**DISCUSSION:** Staff publicly advertised the Project for over 30 days on the City Website. The request for bids was also sent via email to Alaska fence contractors, various plan centers, and construction contractors. A pre-bid conference was held on March 27, 2019. Two bids were received, publicly opened, and read aloud on April 9, 2019. The following two bids were received:

1. Northern Alaska Contractors, LLC ..... \$262,690.00
2. TZ Environmental..... \$321,780.00

Staff negotiated a \$34 price reduction with Northern Alaska Contractors, LLC to match the award amount to the available funding. This leaves no contingency funding in the budget, however, the Engineering and Architectural line item has \$21,000 encumbered to cover any additional Regan Engineering time. Staff feels this project can be accomplished with the available funding as is.

This Award has been approved by the Granting Agency. Grant funds must be expended by September 30, 2019.

**ALTERNATIVES:** Council could choose to not award the work and return the grant funds or choose to rebid the work seeking a better price. Staff believes it is in the best interest of the City of Unalaska is to award the work now. The fence is critical to the safety and security of our telecommunications facility and the award amount is fair and reasonable.

**FINANCIAL IMPLICATIONS:** The Project's budget is able to support this construction contract award.

<b>HAYSTACK SECURITY FENCING BUDGET - MUNIS PROJECT PS18C</b>						
<b>DESC</b>	<b>FY2019 BUDGET</b>	<b>EXPENSED</b>	<b>ENCUMBERED</b>	<b>MUNIS AVAILABLE</b>	<b>PENDING ENCUMBRANCES</b>	<b>ACTUAL AVAILABLE</b>
Engineering and Arch	\$ 33,000.00	\$ 12,000.00	\$ 21,000.00	\$ -	\$ -	\$ -
Other Professional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const Services	\$ 123,656.49	\$ -	\$ -	\$ 123,656.49	\$ -	\$ 123,656.49
Const Services - Grant	\$ 139,000.00	\$ -	\$ -	\$ 139,000.00	\$ -	\$ 139,000.00
Telephone / Fax / TV	\$ 8.51	\$ 8.51	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Survey Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ 295,665.00</b>	<b>\$ 12,008.51</b>	<b>\$ 21,000.00</b>	<b>\$ 262,656.49</b>	<b>\$ -</b>	<b>\$ 262,656.49</b>

**LEGAL:** Grant conditions have been met regarding advertising, bid acceptance and procurement.

**STAFF RECOMMENDATION:** Staff recommends awarding the work to Northern Alaska Contractors, LLC. This firm is intimately familiar with construction in Unalaska as they are based here and have satisfactorily constructed many projects for the City.

**PROPOSED MOTION:** "I move to approve Resolution 2018-22".

**CITY MANAGER COMMENTS:** I recommend council adopt Resolution 2019-22.

**ATTACHMENTS:**

- o Bid Tabulation
- o Approved Procurement Method Report (PMR) from Granting Agency (this form is required by granting agency prior to award)

# Procurement Method Report \$100,000.01 or Greater

Use this form for Procurements (purchases/orders) in the amount of \$100,000.01 or greater.

Subrecipients shall accomplish **three (3)** requirements with this form: (1) identification of procurement method, (2) SAMS check, and (3) certification signature. (Project Manager's signature is adequate certification that competition was done, and that the Subrecipient is complying with the most stringent procurement procedures-whether federal, state, or local).

**Reminder:** Procurements must be conducted applying the most stringent of applicable procurement requirements (whether federal, state or local). Jurisdictions must adhere to their local requirements for all procurements if they are more stringent than those listed below.

**Subrecipient: City of Unalaska**

**Grant Award/Disaster Number: 2017 SHSP PBD/PW: EMW-2017-SS-00048-S01**

## Procurement Method (per each Purchase/Order)

*This may include multiple invoices for each purchase or order.*

**NOTE: DHS&EM will no longer approve (nor reimburse) this type of procurement after the purchase is made. There are two separate approvals for this procurement. E-mail to [mva.grant@alaska.gov](mailto:mva.grant@alaska.gov) for approvals.**

\$100,000.01 or Greater	
1.	Attach the following: <input checked="" type="checkbox"/> Copy of Proposed Invitation to Bid or Request for Proposal document <input checked="" type="checkbox"/> Copy of Proposed Advertisement or Public Notice <input checked="" type="checkbox"/> Copy of Award Selection Criteria Send to DHS&EM to review for pre-approval. A jurisdiction signature is not required at this time.
Approved by DHS&EM Program Manager: <u><i>[Signature]</i></u> Date: <u>2/11/19</u>	
After DHS&EM approves the Invitation to Bid or Request for Proposal, you can then send out the procurement. Once proposals/bids are received, complete the rest of the form below and send back to DHS&EM for approval before the procurement is awarded.	
2.	Attach copies of the formal proposals/bids with a list of all the submitted proposals to include vendor name and bid amounts.
3.	Attach a copy of the draft contract award.
5.	<b>Justification for Vendor Selection.</b> Please include all written supporting documents providing justification for vendor selection. <b>A formal advertisement and bid process was accomplished in accordance with City Ordinances and Grant requirements. Multiple bids were received with a low responsive bidder complying with bid requirements.</b>
6.	Send to DHS&EM for approval <u>prior</u> to award.

## System for Award Management (SAMS) report is required for selected vendor

SAMS Report is a Mandatory Subrecipient Action	
<input checked="" type="checkbox"/>	1. Check System for Award Management (SAM) for debarment/suspension.
<input checked="" type="checkbox"/>	2. Print SAMS report page and attach to this form.

## Certification

I certify the above information is true and accurate. Documents related to this procurement are on file and available upon request.

*Tom Cohenour* 4.10.19  
 Project Manager's Signature Date

Tom Cohenour, Director of Public Works  
 Printed Name and Title

E-mail signed form to [mva.grant@alaska.gov](mailto:mva.grant@alaska.gov) for approval

DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT			
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<input type="checkbox"/> Returned for Further Justification	Date
SAA/GAR Point of Contact or Authorized Representative			Date
<u>Bill Dennis, <i>[Signature]</i></u>			<u>4-11-19</u>

**City of Unalaska**  
**HAYSTACK SECURITY FENCE**  
**DPW Project No. 17101**  
**April 9, 2019**

Bidder	Bid Bond	Addendum Acknowledgement	Alaska Contractor and Business Licenses	Byrd Anti-Lobbying Certification	MBE/WBE Forms	Total Bid Price
Northern Alaska	X	X	X	X	X	\$262,690.00
TZ Environmental	X	X	X	X	X	\$321,780.00

*Low Gregory Maggarity*  
*Tom Colenbar*