

**CITY OF PALMER
ACTION MEMORANDUM NO. 13-075**

Subject: Authorize the City Manager to Issue an Invitation to Bid for the Procurement of a New Flooring System for the MTA Events Center Utilizing 13-DC-411 MTA Center Grant Funds

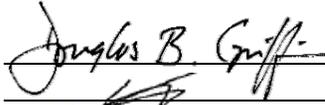
Agenda of: October 8, 2013

Council Action: Postponed to November 12, 2013

Authorized

Approved for presentation by:

City Manager
City Attorney
City Clerk





Certification of Funds:

Total amount of funds listed in legislation:	\$ <u>150,000</u>
This legislation (√):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input checked="" type="checkbox"/> A negative fiscal impact in the amount of:	\$ <u>150,000</u>
<input type="checkbox"/> A positive fiscal impact in the amount of:	\$ _____
<input checked="" type="checkbox"/> Funds are budgeted.	
Funds are budgeted from this (these) line item(s):	
a) ➤ 08-10-08-6225 #13-DC-411 MTA Center	\$ _____
b) ➤	\$ _____
a) Funds originally budgeted in line item :	\$ <u>725,000</u>
Difference in budgeted funds:	\$ _____
b) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
Difference in budgeted funds:	\$ _____
<input type="checkbox"/> Funds are not budgeted.	
Budget amendment required in the total amount of:	\$ _____
Affected line item(s):	
➤	\$ _____
<input type="checkbox"/> General fund unassigned balance (after budget modification)	\$ _____
<input type="checkbox"/> Enterprise unrestricted net position (after budget modification)	\$ _____
Director of Finance signature certifying funds:	 _____

Attachment(s):

- Memo dated September 17, 2013
- Letter to Mayor Rupright proposing Agreement for temporary rental of Menard Center Flooring

Summary statement: Upon examination by Joel Anderson, the City's independent evaluator, the used flooring brought forward by AM 13-055 on July 23, 2013 was not purchased. The two year search for used flooring of the correct type and size to cover the ice at the MTA Events Center has yielded only two. Both ads for used flooring have been for floors located in the lower forty-eight and are offered in "where-is, as-is" sales. The second used flooring found was listed on Craigslist on August 27 for \$28,000 plus shipping.

The City can continue to search for used flooring or the purchase of new flooring which would be fitted specifically to the ice sheet at the MTA Event Center and that would have a product warranty period is still another option.

In initiating the bid process for new flooring, administration anticipates finding a new floor for \$150,000 or less. This number is based on the median of the quotes we received in 2012 for new flooring plus 5%.

<u>Vender</u>	<u>New</u>	<u>Quote</u>
Athletica 5/8" Arena Deck includes delivery	X	\$104,045
Athletica 1" Arena Deck includes delivery	X	\$145,620
Event Deck includes freight	X	\$201,202
Space Age 5/8" Ice Cap Lite Duty includes freight	X	\$89,800
Space Age 1" Ice Cap Pro includes freight	X	\$140,600

Administration recommendation: Approve action memorandum 13-075.



Douglas B. Griffin
City Manager

City of Palmer
231 W. Evergreen Avenue
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www.cityofpalmer.org

September 23, 2013

Mayor Verne E. Rupright
City of Wasilla
290 E. Herning Avenue
Wasilla, AK 99654

Dear Mayor Rupright,

This letter confirms your and our mutual intentions with respect to the use of the City of Wasilla's Menard Center portable flooring by the City of Palmer.

Palmer and Wasilla Agree:

1. Palmer will be responsible for transporting the flooring from the Wasilla Menard Center on October 3, 2013.
2. Palmer will transport the flooring back to the Wasilla Menard Center on or before November 13, 2013.
3. Flooring will be used and stored inside the MTA Events Center between October 3, 2013 and November 13, 2013.
4. Palmer agrees to pay a Rental Fee of \$350 for the use of this flooring for the time period noted in item #3.
5. Representatives of Menard Center and MTA Events Center will examine the flooring to determine its condition prior to Palmer picking up the flooring on October 3, 2013. Palmer agrees to return the flooring in same condition. If the flooring is not returned in the same condition, there may be an additional charge imposed.

I wish to thank you for working with the City of Palmer to support activities in the Valley that serve all of its residents.

Sincerely,

Douglas B. Griffin



DEPARTMENT OF COMMUNITY DEVELOPMENT

Sandra Garley
Director

David Meneses
Building Inspector

Beth Skow
Library & Arena Director

MEMORANDUM

TO: Doug Griffin
FROM: Beth Skow and Sandra Garley
DATE: September 17, 2013
SUBJECT: Options for Ice Floor Covering for the MTA Events Center

There are two options for appropriate ice floor covering for the MTA Events Center either used or new.

Option One:

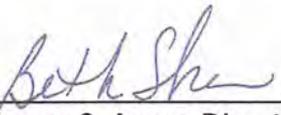
The best long term option is to post the Request for Proposal for ice floor covering with a closing date of October 15, 2013. The initial ten quotes obtained for the ice floor covering price range from \$73,522.00 to \$212,000.00.

- Policy Question: If the bids come in at \$100,000 or less is the Council prepared to buy the MTA Events Center ice floor covering?

Option Two

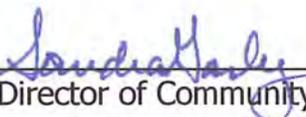
This option is to purchase used floor covering. At this time, there an ad for a partial new and used PortaFloor portable flooring that can be used to cover ice, available on eBay for \$28,000. Shipping would be additional. A lower amount could be offered for this flooring. The size of flooring for sale is between 18,000 - 20,000 sq. ft. The MTA Events Center is 17,000 sq. ft. Fifteen to twenty percent of the flooring is new. This was added to eBay on August 27, 2013. This item is not on hold for the City of Palmer and could be sold at anytime. We will continue to investigate available used flooring if this option is selected.

- Policy Questions: Will the City of Wasilla continue to permit Palmer to rent their floor covering while we search for used flooring? What can we do if they will not rent us their flooring?



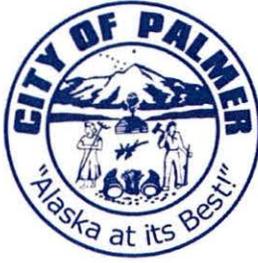
Library & Arena Director

Date: 9/17/13



Director of Community Development

Date: 9/17/13



DEPARTMENT OF PUBLIC WORKS

Tom Healy
Director

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MEMORANDUM

TO: Douglas Griffin, City Manager

FROM: Tom Healy, PW Director 

DATE: October 31, 2013

SUBJECT: MTA Events Center Expansion Phase 2 Project Priorities

This memo responds to a City Council request for details on project costs and priorities for the MTA Events Center Expansion Phase 2 project.

This project involves FY 13 \$725,000 Designated Legislative Grant No. 13-DC-411. Please refer to the attached grant agreement's Attachment A, Scope of Work, for a description of eligible project tasks. In addition to listing specific tasks, the description states, "With any remaining funds to be used for further improvements to the facility to accommodate disaster response capabilities."

City of Palmer Resolution No. 13-003 (attached) prioritizes project improvements for the MTA Events Center Expansion Phase 2 project using the Legislative Grant funds.

The third attachment, entitled "MTA Events Center Expansion Phase 2 Priorities," shows each task's priority rank from Resolution No. 13-003 in the left-hand column, and groups these tasks into three categories:

Named Grant Tasks – Tasks that are specifically mentioned in the grant scope of work.

Grant Project Tasks for Disaster Response – Tasks considered to "accommodate disaster response capabilities."

Other Project Priorities – These tasks are included in Resolution No. 13-003, but they are not mentioned in the grant scope of work and are not related to disaster response capabilities. The City will need to confirm with the State grant administrator whether any of these tasks could be eligible for grant funding.

This information indicates that the remaining grant funds will cover the estimated cost of the first and second group of tasks, with about \$61,000 available for the third category of tasks.

Please let me know if you need additional information for the City Council's discussion of this project.

Attachment A Scope of Work

1. Project Description

The purpose of this FY 2013 Designated Legislative Grant in the amount of \$725,000.00 [pursuant to the provisions of AS 37.05.3015, SLA 2012, SB 160, Chapter 17, Section 1, Page 35, and Line 21-23] is to provide funding to the City of Palmer for use towards the MTA Events Center Expansion, Phase 2. This project may include, but is not limited to, installation of interior lighting, front entryway with canopy, interior painting, front entry flooring, locker room flooring, locker room benches, elevator, exterior sidewalk, bollards along south side of building, four interior speakers, parking lot improvements, exterior lighting, and a standby emergency generator. These improvements will enhance the multi-use capabilities of the facility and enable it to play a major role in disaster response. Remaining funds, if any, will be used for further improvements to the facility to accommodate disaster response capabilities.

No more than five percent (5%) of the total grant award may be reimbursed for Administrative expenses for projects involving equipment purchase or repairs and no more than ten percent (10%) of the total grant award may be reimbursed for Administrative expenses for all other projects. To be reimbursed for eligible administrative costs, expenses must be reported on the Designated Legislative Grant Financial/Progress Report form.

2. Project Budget

Cost Category	Total Project Costs
Project Funds	\$ 652,500.00
Administration	\$ 72,500.00
Total Grant Funds	\$ 725,000.00

3. Budget Narrative

The Grant Funds identified above will be used to complete the project described in the above Project Description.

Introduced by: City Manager Griffin
 Date: May 14, 2013
 Action: Adopted
 Vote: 6-1

Yes:	No:
Best	Hanson
Erbey	
Vanover	
Combs	
DeVries	
Hanson	

CITY OF PALMER, ALASKA

Resolution No. 13-003

A Resolution of the Palmer City Council Prioritizing Capital Improvements to the MTA Events Center Expansion Phase 2 Using Funds Expended Under Grant No. 13-DC-411

WHEREAS, Resolution No. 12-033 accepted and appropriated Grant No. 13-DC-421 in the amount of \$725,000.00; and

WHEREAS, the funds will be used to purchase, construct, and install the prioritized items; and

WHEREAS, since the completion of the addition in 2012 and acceptance of Grant No. 13-DC-411, work has continued on items that were not included in the addition contract; and

WHEREAS, City staff seeks direction on the establishment of priorities for the expenditure of remaining grant funds.

NOW, THEREFORE, BE IT RESOLVED, that the Palmer City Council establishes priorities as follows for improvements at the MTA Events Center and authorizes the city manager to proceed as required under the terms of the grant agreement.

Work Already Accomplished	
Priority #	Task
	Interior Painting
	Fire Protection Under Mezzanine Stairs
	Restroom Door Locks
	Mezzanine Gates
	Re-Hang Scoreboard
	Building Automation Controls (Per Energy Audit)
	Install T-5 Light Fixtures
	Electrical Outlet in Locker Room
	Water Stop Curb at Two Shower Entries

Work Remaining	
Priority #	Task
1	Front Entry Doors
2	Canopy
3	Generator
4	Interior Lighting
5	Repair Blue Rubber Floor Tiles
6	Concrete Pads & Apron for Conexes
7	West Mezz North Stair Landing Widened
8	Speakers (2) - Match Existing
9	Flooring
10	Locker Room Benches
11	Rink Safety Net
12	Electrical Outlets For Events
13	Bollards - Protect South Exterior Wall
14	Rink Barrier - Glass South/West/North
15	Event Flooring w/ Storage Carts (7 Bunks 4' x 8')
16	Elevator + Elec & Carpentry
17	Mezzanine to Mezzanine Walkway
18	Re-route South Mezzanine Ducts
19	West Mezzanine Box Seating
20	Lobby Upgrades and Display Cases
21	Parking Improvements
22	Complete Interior Painting
23	Event Lighting (hang from ceiling)
24	Decorative Moveable Curtain

Passed and approved by the City Council of the City of Palmer, Alaska this fourteenth day of May, 2013

DeLena Goodwin Johnson, Mayor

Janette M. Bower, MMC, City Clerk

MTA Events Center Expansion Phase 2

10/31/2013

Priority	Project Task	Estimate
Named Grant Project Tasks		
1	Front Entry Doors	\$18,000
2	Entry Canopy	\$120,000
3	Generator	\$100,000
4	Interior Lighting	\$12,000
8	Speakers	\$5,000
9	Flooring (front entry, lobby, locker rooms)	\$12,000
10	Locker Room Benches	\$1,500
13	Parking Lot Bollards, Sidewalk	\$17,500
16	Elevator	\$72,000
21	Parking Lot Improvements	\$10,000
22	Interior Painting	\$2,000
	Exterior Lighting (listed in grant scope, not in Res. 13-003)	\$15,000
	<i>Design, Construction Admin</i>	\$60,000
	<i>COP Administration</i>	\$37,000
	Subtotal	\$482,000
 Grant Project Tasks for Disaster Response		
6	Concrete Pads & Apron for Conexes	\$13,000
12	Electrical Outlets for Events	\$8,000
15	Event Flooring w/ storage cart	\$110,000
	<i>Design, Construction Admin</i>	\$5,000
	<i>COP Administration</i>	\$7,000
	Subtotal	\$143,000
	Total Cost for Grant Project Tasks	\$625,000
	13-DC-411 Grant Balance (Oct 2013)	\$686,134
	Grant Balance Over(Under) Total Cost	\$61,134
 Other Project Priorities		
5	Repair Blue Rubber Floor Tiles	See #9
7	Mezzanine Stair Landing Widening	\$13,000
11	Rink Safety Net	\$2,000
14	Rink Barrier - Glass South/West/North	\$30,000
17	Mezzanine to Mezzanine Walkway	\$45,000
18	Re-route Mezzanine ducts	\$35,000
19	Mezzanine Bleachers/Tables/Chairs	\$16,000
20	Lobby Upgrades and Display Cases	\$15,000
23	Event Lighting (hung from ceiling)	\$50,000
24	Decorative curtain	\$10,000
	<i>Design, Construction Admin</i>	\$22,000
	Other Project Priorities Total	\$238,000