

**CITY OF PALMER
ACTION MEMORANDUM NO. 14-028**

Subject: Authorize the City Manager to Award, Negotiate and Execute a Contract with Alaska Snow Removal to Perform Crack Sealing at the Palmer Municipal Airport in the Amount Not to Exceed \$300,000 Pending the Notice of Grant Funding From the Federal Aviation Administration

Agenda of: May 13, 2014

Council Action: Authorized

Approved for presentation by:

City Manager *Douglas B. Griff*
 City Attorney *[Signature]*
 City Clerk *[Signature]*

Certification of Funds:

Total amount of funds listed in legislation:	\$ _____
This legislation (√):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input checked="" type="checkbox"/> A negative fiscal impact in the amount of:	\$ <u>300,000</u>
<input type="checkbox"/> A positive fiscal impact in the amount of:	\$ _____
<input type="checkbox"/> Funds are budgeted.	
Funds are budgeted from this (these) line item(s):	
a) ➤	\$ _____
b) ➤	\$ _____
a) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
b) Funds originally budgeted in line item :	\$ _____
Difference in budgeted funds:	\$ _____
<input type="checkbox"/> Funds are not budgeted.	
Budget amendment required in the total amount of:	\$ _____
Affected line item(s):	
➤ 24-03-10-7125 FAA Crack Seal	\$ <u>\$300,000</u>
➤	\$ _____
➤	\$ _____
<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:	<u><i>[Signature]</i></u>

Attachment(s):

- Bid Tabulations

Summary statement: The City anticipates receiving funding from the Federal Aviation Administration (FAA) to perform crack sealing at the Palmer Municipal Airport. Currently, the Palmer Airport has \$225,000 in Non-Primary Entitlement (NPE) funds available from the FAA, \$75,000 of which is due to expire in September 2014 if unused.

In order to ensure that funding would be available, the administration contacted the FAA to inquire as to the availability of FAA funding if the crack-sealing costs exceeded the \$225,000 available from NPE funds. On March 24, 2014, Eric Helms, a grants official at the FAA replied in an email: "On this end we have planned to cover a total federal share of up to 300K. If after your bids are in the total federal share exceeds 300k, then I will have to get back with the programs manager to see if there may be some other source of funding."

The bid specifications were developed and the bid was posted on the City's website on March 24, 2014. The advertisement was run in the Frontiersman on Sunday, March 23 and March 30. The bid opening was held in Palmer City Council chambers on April 22, 2014, at 10:00 AM in the Palmer City Council Chambers.

A total of 3 bids were received. After scoring, a Notice of Intent to Award was sent out to all respondents. Alaska Snow Removal was the selected respondent based on the low bid of \$169,500. Authorization of the requested "Not to exceed" amount allows additional crack sealing product to be applied.

It is recommended that the bid be awarded to Alaska Snow Removal pending the receipt of notice of grant funding from the FAA.

The administration anticipates that the project may cost up to \$325,000. Federal funding covers 93.75% of costs. The remaining funds are budgeted in the 2014 budget.

Administration recommendation: Approve action memorandum 14-028.

**Request for
Proposal No.
14-02PAQ**

**AIRPORT RUNWAY
& APRON CRACK
SEALING**

**PALMER MUNICIPAL
AIRPORT**

**City of Palmer,
Alaska**

The City of Palmer is soliciting proposals for a contractor to perform crack sealing for the Palmer Municipal Airport. This project is funded by the Federal Aviation Agency (FAA). The RFP is available on the internet at www.city-ofpalmer.org. Sealed responses for the RFP will be received until 9:00 A.M., local time, April 8, 2014, at the Palmer City Hall, 231 W. Evergreen Avenue, Palmer, AK 99645.

FR#5251
Publish March 23 &
30, 2014



Douglas B. Griffin
City Manager

City of Palmer
231 W. Evergreen Avenue
Palmer, Alaska 99645-6952
Phone (907) 761-1317
dgriffin@palmerak.org
www.cityofpalmer.org

February 19, 2014

Bruce Greenwood
Environmental Protection Specialist
Federal Aviation Administration
222 W. 7th Ave., No. 14
Anchorage, Alaska 99513-7587

RE: 2014 Airport Pavement Crack Sealing
AIP Project # 03-02-0211-18-2014

Dear Mr. Greenwood:

The City of Palmer is preparing to conduct routine maintenance and repairs at the Palmer Municipal Airport. This letter is intended to document the federal action for National Environmental Policy Act (NEPA) purposes. The purpose of this project is to extend the pavement life and improve safety operations of the existing airport facilities.

The proposed work involves the repair and sealing of cracks in pavement and pavement replacement where needed. All work will be conducted on airport property and within previously disturbed areas of the existing embankment footprint. The work will be performed by a contractor selected through a competitive bid process. Oversight and inspection will be provided by a licensed civil engineer and airport maintenance staff.

As described under Federal Aviation Administration (FAA) Order 1050.1E, Chapter 3, Paragraph 310e, the proposed action is categorically excluded and not subject to any of the restrictions imposed by other paragraphs. Therefore, with FAA concurrence, the City of Palmer believes this project qualifies as a Categorical Exclusion (CE) and does not involve any extraordinary circumstances as outlined in FAA Orders 1050.1E, Paragraph 304(a-k). This project does not require a documented CE or Environmental Assessment. In addition, consultation with your office's environmental staff on past projects of similar scope concluded a letter to the file is the appropriate level of NEPA documentation.

Please indicate your concurrence that this project does not require a documented CE Checklist or Environmental Assessment by signing the concurrence line at the end of this letter. If you have any questions or require additional information please contact our environmental consultant, Heather Campfield of Hattenburg Dilley &

Linnell, at (907) 746-5230 or via email at hcampfield@HDLalaska.com or contact me at (907) 745-4811 or via email at jjcombs@palmerak.org.

Sincerely,



Jeffrey Combs
Superintendent,
Palmer Municipal Airport

FAA Concur: Bruce Jones Date: 2-20-2014

April 22, 2014

File No. 14-007

Jeff Combs, Airport Manager
City of Palmer
231 West Evergreen Ave.
Palmer, Alaska 99645

RE: Recommendation of Award
Pavement Crack Sealing – Palmer Municipal Airport

Dear Mr. Combs:

We have reviewed the bids submitted for the above-referenced project and have noted one minor irregularity – the Bidder Qualification Form submitted by Alaska Snow Removal did not complete the list of other contracts they will be working on nor the list of equipment to be used. These are minor irregularities and Alaska Snow Removal should be contacted and provided an opportunity to submit completed forms, upon receipt of which the irregularity should be waived.

The bids are summarized below:

Rank	Company	Schedule A
1	Alaska Snow Removal	\$169,500.00
2	Northwest Construction	\$169,680.00
3	Alaska Sure Seal	\$363,977.00
	Engineer's Estimate	\$290,000.00

Assuming the irregularity identified above is waived, we recommend award of the contract to Alaska Snow Removal.

Please call if you need anything further.

Sincerely,

HATTENBURG DILLEY & LINNELL



David Lundin, P.E./Principal
Project Manager

Attach: Bid Tabulation

H:\jobs\14-007 Palmer Airport 2014 Crack Sealing (COP)\03-Bid Phase\14-007 rec of award 4-22-14.doc

CIVIL
ENGINEERING
GEOTECHNICAL
ENGINEERING
TRANSPORTATION
ENGINEERING
ENVIRONMENTAL
SERVICES
PLANNING
SURVEYING
CONSTRUCTION
ADMINISTRATION
MATERIAL
TESTING

**CITY OF PALMER
PALMER MUNICIPAL AIRPORT
PAVEMENT CRACK SEALING
Bid Tabs**

Schedule A - Pavement Crack Sealing

Item		Bid Quantity	Unit	Engineer's Estimate		Alaska Snow Removal		Northwest Contracting		Alaska Sure Seal		
Bid Item No.	Spec No.			Description	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value	Unit Price	Bid Value
A-1	10.06	Airport Safety Requirements	1	Job	\$ 20,000.00	20,000.00	\$ 9,500.00	9,500.00	\$ 23,000.00	23,000.00	\$ 54,977.00	54,977.00
A-2	40.10	Crack and Joint Sealant	12000	Pounds	\$ 14.50	174,000.00	\$ 8.00	96,000.00	\$ 5.91	70,920.00	\$ 9.05	108,600.00
A-3	40.11	Crack Filler	8000	Pounds	\$ 12.00	96,000.00	\$ 8.00	64,000.00	\$ 9.47	75,760.00	\$ 25.05	200,400.00
		Schedule A - Total			\$ 290,000.00		\$ 169,500.00		\$ 169,680.00		\$ 363,977.00	

Calculated Schedule A Total	\$ 290,000.00	\$ 169,500.00	\$ 169,680.00	\$ 363,977.00
As-submitted Total Bid	\$ 290,000.00	\$ 169,500.00	\$ 169,680.00	\$ 363,977.00
Difference	\$ -	\$ -	\$ -	\$ -
Acknowledged Addenda 1-6		Yes	Yes	Yes
Signed Proposal		Yes	Yes	Yes
10% Bid Guaranty		Yes	Yes	Yes
Erasures initialed		Yes	Yes	Yes
List of Contractors & Suppliers		Yes	Yes	Yes
Bidder Qualification Form		Yes	Yes	Yes
Interested Bidders List Collection Form		Yes	Yes	Yes
Certificate of Buy America Compliance		Yes	Yes	Yes