



KENAI PENINSULA BOROUGH

Maintenance Department
47140 East Poppy Lane • Soldotna, Alaska 99669
Phone (907) 262-4011 • Fax (907) 262-5882
www.borough.kenai.ak.us/maintenance

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Mike Navarre, Mayor

THRU: Valentina Sustaita, Acting Purchasing and Contracting Director *J. Sustaita*

THRU: Scott Griebel, Director – Maintenance Department *Chg for SG.*

FROM: Carmen Vick, Project Manager – Maintenance Department *CV*

DATE: April 12, 2016

SUBJECT: Request for Approval for Single Source procurement – Seismic Inspection Phase 2 – Nelson Engineering

This memo is to request approval to award Phase 2 of the seismic inspection project to Nelson Engineering in accordance KPB Code 5.28.280.

The following schools were selected for inspection after the seismic event. Kaleidoscope School (had existing structural cracks), Soldotna High School (had existing structural cracks together with cracks resulting from event) and Skyview Middle School (had observed cracks resulting from event).

This project was designed as a two (2) phase scope with Phase 1 covering a summary assessment report done by the structural engineering consultant and Phase 2 was to be awarded upon receipt of the estimate for recommended corrective actions (if any) based on Phase 1 observations and scope of findings.

Request for quotation for Phase 1 was issued on January 26, 2016 to three (3) local structural engineering consultants. Three (3) quotes were received:

| | |
|------------------------------------|-------------|
| Tauriainen Engineering and Testing | \$34,340.00 |
| Wince-Corthell-Bryson | \$ 5,000.00 |
| Nelson Engineering P.C. | \$ 2,550.00 |

The project was awarded to the lowest bidder, Nelson Engineering. Based on the Phase 1 summary assessment and recommendations, it has been determined that it is necessary to proceed with Phase 2. Nelson Engineering has provided an estimate for engineering and design for corrective actions to the above listed facilities for a not to exceed amount of \$26,806.

Contract award for Phase 2 will allow final engineering and design work to be completed as well as planning and estimation of corrective actions for the three (3) schools involved.

It is in the best interest of the Borough to award this work to the Phase 1 contractor to minimize both time and redundant evaluations by other firms that have not completed any analysis to date. It is unlikely other firms would make structural recommendations or could produce corrective actions without repeating Phase-1 scope.

We request that the current contract to Nelson Engineering P.C., be amended for a not to exceed amount of \$26,806.00.

Funding for this project is available in account 241.41010.43011.

Mike Navarre
Mike Navarre, Borough Mayor

4/14/16
Date

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|---|----------------------|
| FINANCE DEPARTMENT FUNDS VERIFIED | |
| Acct. No. 241.41010.43011 - \$26,806.00 | |
| By: <u>pp</u> | Date: <u>4/13/16</u> |

C. Chapin