



## KENAI PENINSULA BOROUGH

Maintenance Department  
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MIKE NAVARRE  
BOROUGH MAYOR

### MEMORANDUM

**TO:** Mike Navarre, Mayor

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

**FROM:** Scott Griebel, Director – Maintenance Department *SG*

**DATE:** March 9, 2016

**SUBJECT:** Request for Waiver of Formal Bidding – Seward Solid Waste Utility Extension.

This memo is to request that waiver of formal bidding procedures, per KPB Code 5.28.300 and in line with KPB Code 5.28.330 for intergovernmental contract with City of Seward.

A need exists to extend the electrical utility service at the Borough's Seward Solid Waste facility in order to support full coverage of the site video surveillance system. The extended service would also provide the ability for additional site lighting, further supporting the surveillance efforts.

This project is estimated to be below the formal bidding threshold of \$40,000. However, the overall estimation ticket reflects the sum of \$42,484.86. Not included in that calculation is a \$2,250.00 new service credit and the City of Seward, the local power utility for the area, included a 13.7% overhead margin as a contingency that will likely not be needed.

It should be noted that utility service extensions to the city grid are required to be performed directly by the utility owner (City of Seward). Work on the service grid must be performed by their own staff. If contracted labor were to be utilized within their service area, it would be managed only by their office. The end user would always interface directly with the city.

Your approval is hereby requested. Funding for this project is in account number 400.78050.13489.43780.

Approved:

*Mike Navarre*  
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Mike Navarre, Borough Mayor

*3/9/16*  
\_\_\_\_\_  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
ACT #400.78050.13489.43780- \$42,464.56	
BY: <i>pp</i>	DATE: <i>3/9/16</i>
<i>C. Chapman</i>	