

Kenai Peninsula Borough Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John Hedges, Purchasing & Contracting Director *JH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: December 18, 2023

RE: Authorization to Award a Contract for Request for Proposals – RFP24-007 2024 Hazard Mitigation Plan Update

On October 11, 2023, the Kenai Peninsula Borough Purchasing & Contracting Department formally solicited proposals for RFP24-007 2024 Hazard Mitigation Plan Update. The request for proposals was advertised in the Peninsula Clarion and the Anchorage Daily News on October 11, 2023 and in the Homer News on October 12, 2023.

The project consists of reviewing and updating the 2024 Kenai Peninsula Borough Hazard Mitigation Plan. The update is to be in compliance with Federal Emergency Management Agency (FEMA) guidelines and requirements, and should be compatible with the State of Alaska's Hazard Mitigation Plan. Community meetings will be held to provide Advisory Planning Commissions and general public review and comments for incorporation into the update as appropriate. An interactive ArcGIS Story Map is to be developed for showing project information and collection of information. Seward/Bear Creek Flood Service Area is to be included in the update.

On the due date of November 1, 2023, five (5) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Kuna Engineering	Anchorage, Alaska	215
Michael Baker International, Inc.	Anchorage, Alaska	195
RESPEC Company, LLC	Fairbanks, Alaska	193
Fairweather Science, LLC	Anchorage, Alaska	192
Missal LLC / Gartell Group	Anchorage, Alaska	177

The highest-ranking proposal, which includes a cost factor, was submitted by Kuna Engineering with a lump sum cost proposal of \$64,415.00. The proposal review committee recommends award of a contract to Kuna Engineering, Anchorage, Alaska. Your approval for this award is hereby requested.

Funding of this contract will be charged to account number 271-11250-24HAZ-43011.



Peter A. Micciche, Borough Mayor

12/22/2023

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>271-11250-24HAZ-43011</u>
Amount	<u>\$64,415.00</u>
By: <u>CJ BH</u>	Date: <u>12/20/2023</u>

NOTES: NA