

# Kenai Peninsula Borough

## Community & Fiscal Projects

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### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor   
Brandi Harbaugh, Finance Director 

**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager 

**DATE:** November 19, 2020

**RE:** 20CAR Summary Reports as of 11/19/20

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The CARES Act Coronavirus Relief Fund, federal pass-through grant from the state to the borough in the amount of \$37,458,449.47 currently funds 23 of the 24 projects under the guiding principles of public safety, community resilience and economic recovery. The projects and life-to-date costs are updated weekly on the borough's dashboard at <https://cares.kpb.us/>. As of November 18, 2020, the following updates were provided by the project managers for your consideration:

#### **CAR01 GRANTS TO SMALL BUSINESS (Ahlberg, Harbaugh and Team)**

Grants in the amount of \$6,084,750 has been distributed to qualified nonprofits and small businesses in the unincorporated communities. Desk audits are being conducted on 10 percent of the grantees and 10 percent of the grant funds. CAR01 also funds the senior grant awards for COVID19-related impacts. Ten grant awards of \$50,000 each have been executed; two of the ten agreements have been completed. Senior centers include: Anchor Point, Cooper Landing, Forget-Me-Not Adult Daycare, Homer and Homer Friendship Centers, Kenai, Ninilchik, Seward, Soldotna and Sterling. The senior centers in Nikiski, Seldovia and Tyonek declined the funds.

#### **CAR02 AUDITING SERVICES FOR SINGLE AUDITS (Harbaugh and Team)**

Federal Single audit services related to fiscal year 2020 are being performed for Central Peninsula Hospital and South Peninsula Hospital, these are anticipated to be completed once compliance supplement is received at the end of November early December. Estimated total cost \$20,000.

#### **CAR03 REIMBURSE HOSPITAL COSTS (Ahlberg)**

Grant award was executed with South Peninsula Hospital to reimburse emergency protective measures costs in the amount of \$700,000. The life-to-date costs are for testing, personal protective equipment, infection control/med supplies, contractual medical professionals as well as for staff overtime. This agreement expedites the reimbursements to the hospital that would have otherwise been through the FEMA Public Assistance program under the federal disaster declaration, which averages 3-5 years for reimbursement on approved costs.

**CAR04 VOLUNTEER FIRE & EMS (Beech)**

Six grant awards in the amount of \$50,000 each have been executed with fire departments in the unincorporated communities of Cooper Landing, Lowell Point, Moose Pass, Ninilchik, Village of Port Graham and Village of Seldovia; one of the six agreements has been completed.

**CAR05 FIRE & EMS SA PERSONNEL COSTS (Harbaugh and Team)**

This project supports the percentage of the EMS personnel costs significantly associated with COVID-19 related policies and processes. As of October 31, 2020, the following has been expended:

	<b>Mar 1-October 31, 2020</b>
Nikiski Fire	\$ 878,651
Bear Creek Fire and Emergency	18,483
Anchor Point Fire	134,812
Central Emergency Services	2,215,284
Kachemak Emergency Services	111,295
EPHESA	15,632
911 Dispatch	66,018
	<b>\$ 3,440,175</b>

**CAR06 & CAR21 KPB EMERGENCY RESPONSE-PPE-PERSONNEL (Harbaugh, Nelson and Team)**

These projects represent the costs related to the Incident Management Team and emergency protective measures. Emergency protective measures includes labor and equipment needed to provide Personal Protective Equipment (PPE), engineered controls and disinfection measures to Borough employees and facilities. To a lesser extent, this project also funds some time related to OEM response and coordination activities when in excess of normal 40 hours/week work scheduled. Additionally, Borough employees that are out on leave related to federal Payroll Protection Program, Emergency Paid Sick Leave Act and the Emergency Family Medical Leave Expansive Act are funded through this project.

**CAR07 ABSENTEE VOTE BY MAIL (Blankenship and Team)**

Project completed; total cost \$125,025.71: Absentee vote by mail campaign, advertising, online application with verification, database integration and GIS integration and verification. The purpose of this project was to promote optional voting methods (i.e. by mail or electronic transmission) to voters for the October 6th Regular Municipal Election and potential October 27th Mayoral Runoff Election in order to decrease the number of voters that vote in person on election day; therefore, helping to mitigate the spread of the Coronavirus.

The KPB Clerk's Office mailed 48,344 absentee ballot applications to voters registered in the 22 polling site precincts. We received 3,625 applications either in the mail or through the online application portal. We mailed 3,514 absentee ballot packages, of which 2,675 were returned voted. 100 voted ballot packages were not counted for various reasons and 2,575 were counted. These ballots along with the ones voted in person at absentee voting sites, questioned and special needs ballots totaled 4,535 voters voting outside of their polling location on election day, contributing to a 28.15% voter turnout for the October regular election (10-year

average equals 22%). The 10-year average of voters voting outside of their polling location on election day is 17%, this year it was 31%.

### **CAR08 & CAR10 REMOTE MEETING INTEGRATION & RETROFIT ASSEMBLY CHAMBERS TO ACCOMMODATE PHYSICAL AND TECHNOLOGY INTEGRATIONS (Blankenship, Frey and Team)**

This project addresses safety concerns to conduct in-person, public meetings with separated workspaces as well as remote attendance options that include either online participation or through analogue phone.

CAR08: Project managers met onsite with the consultant to review the requirements for the systems and fill in any missing information. Some Bosch equipment delivered onsite and staged for installation. The project is on schedule for completion. Budget amendment is requested to use \$10,000 to connect the Donald E. Gilman River Center with upgraded audio/video to allow for online meetings and physical distancing in the conference room.

CAR10: Chambers construction is progressing on schedule. New dais and electrical conduit in process of being reconstructed. All demolition work has been completed including asbestos abatement. Lighting, painting and wall finishes are in progress.

### **CAR09 TECH-COMMUNICATIONS TOWER SITE DEVELOPMENT (Hanson and Team)**

This project funds two subrecipient grant agreements to increase rural internet service to support distance education and teleworkers. SpitWSpots (SwS) is constructing six communications towers in the unincorporated communities of Bear Creek, Cohoe, Nikiski, Nikolaevsk, Ninilchik and Tyonek. Alaska Communication Systems (ACS) is upgrading communications equipment that six different ACS communications hubs.

#### Current status/recent events:

SwS is well underway with tower construction at four sites, with foundation work mostly complete and tower builds soon to commence. Site lease agreements with KPB are nearly complete, and SwS has made progress in lease talks with Tyonek. The Tyonek installation is a smaller footprint that won't involve foundation work, so the delay in construction start is not considered problematic. On November 10, 2020 the assembly approved an amendment increase of \$600,000 to the SwS grant for the Nikiski tower site to improve communications in the north/western KPB. Foundation work at Nikiski Fire Station #3 is just commencing, and tower components are in the pipeline from the tower manufacturer, with delivery estimates still on track for the 12/30/20 deadline.

ACS also reports significant progress with their project. Currently four of the six DSLAM units are online, and project completion is expected by November 30, 2020.

### **CAR11 KPBSD RESPONSE & PREPAREDNESS (Griebel and Team)**

Maintenance Department continues prepping bottle fill/fountain locations to receive the Elkay units once they arrive. Preparations are a shared effort between plumbing staff and the electrical group. We are told that arrival of the units is expected on the week of 11/23/20. However, Maintenance expects a push from there if arrival bumps up against the Thanksgiving holiday.

### **CAR12 HOSPITAL TESTING EQUIPMENT (Hedges and Hospital Team)**

This project originally allocated \$650,000 to purchase testing equipment for Central Peninsula Hospital (CPH) and to reimburse construction costs necessary to install the equipment. However, the equipment is estimated to be delivered after the 12/30/20 deadline making the purchase ineligible for the use of the Coronavirus Relief Funds. A purchase order was issued by CPH to secure a place on the waiting list for this unit using plant replacement funds appropriated through Ordinance 19-19-40. Due to the uncertainty of the ongoing pandemic the need for the diagnostic unit is still evident, and we remain on the waiting list with a projected delivery date anticipated in the first quarter of 2021. It is our intent to maintain that current status until a confirmed date of delivery can be established. At that time, we would need to bring the matter back before the assembly for consideration. The equipment manufacturer agrees to not invoice on the PO until we confirm a ship date with the manufacture.

### **CAR13 RETROFIT KPB FACILITIES (Frey, Griebel, Hedges and Team)**

Maintenance and Purchasing & Contracting are collaborating on the purchase and installing of air purification systems to existing air supply systems in borough facilities, schools and fire stations, known as O2prime systems. The needed equipment will purify air in main building corridors, reducing viral spread, mold spore and odors as well as the reduction of airborne particulates. Currently, Purchasing & Contracting is managing the majority of the O2prime system installs. Maintenance has a group of staff that are coordinating with the electrical contractors and providing Ethernet data drops to the proposed control panel locations. All of the wire has been received and the installation process is underway at various locations. Four contracted electricians are working around the peninsula to install the systems. Programming and start up on some of the systems could start the week of 11/23/20, and several systems are estimated to be online each week throughout December.

### **CAR14 TECH-IMT REMOTE WORK-PC UPGRADES (Nelson and Team)**

Project completed; total cost \$66,955.07: This project provided equipment and infrastructure to support remote work for the Borough, specifically for our emergency response functions as carried out by our Incident Management Team. This project procured PC/tablet combinations that can be used in our fixed facilities using a docking station or can be used in the field to create a virtual operations center. The project also procured the software necessary for the PCs to allow for collaboration.

### **CAR15 TECH-REMOTE WORK KITS FOR TELEWORK (Hanson and Team)**

Computer hardware and software needs specific for borough staff that are teleworking as a result from COVID19 impacts are charged to this project code. All goods and services will be completed before the 12/30/20 deadline.

### **CAR16 GIS UPDATE FOR REMOTE ASSESSMENT (Wilcox and Team)**

The project scope is to acquire Pictometry for eastern peninsula canvass area for remote assessments while limiting the risk of COVID19 exposure to personnel. Eagleview has gathered data and delivered hard copy of imagery. We are awaiting one final component of the project, the change finder portion. That is expected to be completed by mid-December.

### **CAR17 TECH-911 BACKUP DISPATCH ANSWERING CENTER (Frey, Kosto, Nelson and Team)**

This project creates a backup 911 center to allow for social distancing during COVID and similar events, as well as to provide backup for all types of emergencies and disasters that could occur at the primary facility. The work involved remodel of an existing space to include the addition of emergency power, communications tower, and a significant amount of IT equipment to support the connection back to the primary 911 facility and the state telecommunication system, which provides the majority of the radio communications to first responders around the peninsula. Construction is currently scheduled to be completed in the first week of December, followed by the installation of furniture and workstations. Due to supply chain issues, the communications tower has not yet arrived, once that is installed the final connections and testing will be made for the radio system. Anticipated completion is 12/30/20.

### **CAR18 TECH-COMMUNICATIONS ENGINEERING ANALYSIS (Nelson)**

A communication engineering analysis is underway in order to evaluate first responder communications throughout the Borough. This analysis will allow for the formulation of a Borough wide strategic plan both for first responder and general business communications, which will support remote work and potentially provide a minimum standard for all KPB sites in order to support video communications and other technologies. The study is currently in the draft phase and is being reviewed by Office of Emergency Management prior to the final version being published, which is expected in the second week of December.

### **CAR19 GRANTS TO SMALL BUSINESS - 2<sup>ND</sup> DISTRIBUTION (Ahlberg, Harbaugh and Team)**

Approximately \$1,526,000 has been distributed to qualified nonprofits and small businesses in the unincorporated communities. Desk audits are being conducted on 10 percent of the grantees and 10 percent of the grant funds.

### **CAR20 SOLID WASTE DEBRIS/SLASH DISPOSAL (Kort, Taylor and Team)**

Project completed; total cost \$129,932.45: In response to COVID 19, the State of Alaska initiated a statewide burning ban. The Spruce Bark Beetle infestation created a need for satellite accumulation locations for brush/slash disposal beyond normal because of the increased volume of materials. The Central Peninsula Landfill (CPL - Soldotna) and Snug Harbor (Cooper Landing) sites are the closest locations to the infestation and thereby received a bulk of the materials. The burn ban prevented accumulated brush/slash from being burned at CPL, creating a need for an alternative means of disposal. The construction debris and stumps mixed into the large volume of brush/slash accumulation required the materials to be segregated at the Snug Harbor site prior to burning after the burn ban was lifted.

June through September, Central Peninsula Landfill executed the chipping and grinding project.

A contractor was hired to chip/grind approximately 1,593 tons of brush/slash. This material was used on the lined cell of CPL and chips were spread onto interior slopes for disposal and hill stabilization to prevent erosion. Work was completed at the Snug Harbor site during the second week of October.

**CAR21 FY21 KPB RESPONSE-PPE-PERSONNEL & RECOUP LOST REVENUE  
(Harbaugh, Nelson and Team)**

See narrative above. This project may be updated based upon assembly's approval to supplement three additional projects under CAR21: The School District's Telephony Project, Student Home-to-School Transportation Costs and funding to support presumed COVID-19 education-related expenditures (resolution introduced 12/01/20).

**CAR22 CITY ALLOCATIONS (Ahlberg and Harbaugh)**

This project provides a portion of the Borough's CRF funds to the cities of Homer, Kachemak City, Kenai, Seldovia, Seward and Soldotna for the purpose of supplementing nonprofit/small business grants, housing relief programs, senior center programs and emergency protective measures as aligned with the cooperative agreement approved by way of Resolutions 2020-064 and 2020-076. All subrecipient agreements have been executed, full disbursements released, and two of the six agreements have been closed.

**CAR23 HOUSING RELIEF PROGRAM (Beech)**

This project provides \$2,000,000 toward housing relief for qualified individuals that were directly impacted by COVID19. Up to \$1,200 per month for the months of September through December will be distributed to the landlord or lender. As 11/18/20, 707 applications have been received of which 368 are owners and 339 are renters. The average payment is estimated at \$842.13/month. Alaska Housing Finance Corporation is overseeing the application approvals and payment process. More information can be found at <https://kpbhousingrelief.org/>

**CAR24 POPPY LANE FACILITY SOCIAL DISTANCING RETROFIT  
(Hedges, Vick and Team)**

Plans and drawing were received on November 13. Due to the December 30st deadline the use of a general contractor is not possible. We are currently working with Maintenance to verify that the work can be completed through the use of temporary maintenance employees and some minor sub-contract work. This approach should allow for the work to be flexible in lead times and scope changes. Anticipated completion 12/30/20.