

# Kenai Peninsula Borough MAINTENANCE DEPARTMENT

## MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John D. Hedges, Purchasing & Contracting Department *JH*

**FROM:** Nick Kemp, Maintenance Department *NK*

**DATE:** May 18, 2025

**RE:** Authorization to Award - Seward Elevator Emergent Repair - KPB Code Section 5.28.280 Proprietary Procurement

Per Section 5.28.280 Proprietary Procurement, the Kenai Peninsula Borough Maintenance Department is requesting authorization to award a contract to allow Alaska Elevator Service Inc. This contract will restore the Seward High Elevator to full operational status.

Seward High School's elevator suffered a failure in the main control board. This in turn caused other failures in the electronics of the unit that were undetectable, until we replaced the control board. Repairs to this unit had started in late 2025, but the contractor was unable to make the viable repairs. Alaska Elevator Service has since worked with the MFG to arise at an actionable solution.

To ensure student accessibility and maintain safe daily operations, we are seeking approval for a not-to-exceed amount of \$39,500.00 to complete the required repairs under a proprietary procurement.

This office remains available for any questions or further clarification.

Your approval is hereby requested. Funding for this project is \$39,500.00 and in account number 400.78050.23803.43780.

Approved: *P. Micciche*  
Peter A. Micciche, Borough Mayor

5/19/2026  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>400.78050.23803.43780</u>
Amount	<u>\$39,500.00</u>
By: <u><i>CK</i></u>	Date: <u>5/19/2026</u>

NOTES: NA