1. **CALL TO ORDER**

2. **ROLL CALL**

3. **MEMORANDA/ REPORTS/ PRESENTATIONS**

   NONE

4. **CONTRACTS/ BID AWARDS**
   a. IFB Award: IFB Number 19072
      JHAC Emergency Generator Replacement and Relocation
      Approval of the base bid as submitted by Wolverine Supply, Inc. in the amount of $557,000.00. (Page 2)

5. **ADVANCED ORDINANCES AND RESOLUTIONS**
   a. ORDINANCE NO. 2019-20-1B. An Ordinance Amending The FY 2019-20 Budget By Appropriating $87,862 From The General Fund Fund Balance To The Capital Projects Fund For The Required Match For The Growden Area Accessibility Improvements Project To Be Constructed By The Alaska Department Of Transportation And Public Facilities. (Sponsor: Mayor Ward) (Page 9)

6. **OTHER COMMITTEE BUSINESS/ DISCUSSION ITEMS**
   a. Monthly Budget Reports
   b. General Fund Updated Fund Balance Report

7. **MAYOR/ ASSEMBLY COMMENTS**

8. **ADJOURNMENT**
MEMORANDUM

TO: Christopher Quist, Finance Committee Chair
Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Borough Mayor

FROM: Cory T. Beal, Chief Procurement Officer
General Services Department

DATE: July 18, 2019

SUBJECT: RECOMMENDATION TO APPROVE AWARD
IFB Number 19072
JHAC Emergency Generator Replacement & Relocation

CONTRACTOR: Wolverine Supply Inc.

CONTRACT AMOUNT: $557,000.00

The Department of Public Works recommends Finance Committee approval of the Base Bid as submitted by Wolverine Supply Inc. in the amount of $557,000.00.

This project allows for the removal of the existing generator from the penthouse and replacement with a new self-contained unit to be installed on a new slab-on-grade concrete apron, decommissioning of existing fuel tank, and removal of the generator-related interior fuel appurtenances, and performance of necessary landscaping.

The competitive process was conducted in compliance with Title 16. Wolverine Supply Inc. is the lowest responsible, responsive bidder.

Funding for this project has been made available by Ordinance Number 2017-20-11 (Facilities Maintenance Reserve).

Please place this recommendation to award on the Finance Committee agenda for the meeting to be held July 18, 2019. Bids were opened at 2:00 pm July 2, 2019 for the subject project. Results of this solicitation are included in the attached bid tabulation. The appeal period expired at 5:00 p.m. on July 12, 2019.

Attached is the documentation package provided by the Public Works.
MEMORANDUM

TO: Cory Beal, Director
Department of General Services

THROUGH: David Bredlie, Director
Bill Lorkowski, Architect/Engineer
Department of Public Works

FROM: Leslie Gonzalez, Project Manager
Department of Public Works

DATE: July 8, 2019

PROJECT: Project Name: JHAC Emergency Generator Replacement and Relocation
IFB No.: 19072
Project No.: 17-BAOPRJ-1

SUBJECT: Recommendation to Award for the Assembly Meeting of July 18, 2019

Action Requested: The Department of Public Works recommends award of the Base Bid to Wolverine Supply, Inc., for a total contract amount of $557,000.00

Project Description: Removal of existing generator from penthouse and replacement with new self-contained unit to be installed on new slab-on-grade concrete apron, decommissioning of existing fuel tank, removal of generator related interior fuel appurtenances, and performing necessary landscaping.

Alternate(s): None

Funding: Ordinance # 2017-20-11 Facilities Maintenance Reserve

Attachments:
- Fund Verification
- Recommendation to Award from General Services Department
- Recommendation to Award from Design Alaska, Inc., Consultant
FUND VERIFICATION

to be completed by originating department

DEPARTMENT / DIVISION: Public Works / Design & Construction

IFB / RFP No.: 19072

PURPOSE / PROJECT NAME: JHAC Emergency Generator Replacement

DESCRIPTION: Remove existing generator from penthouse and replace with new self-contained unit to be installed on new slab-on-grade concrete apron, remove and decommission existing fuel tank and appurtenances, and perform necessary landscaping.

Est. Cost: $655,635.60 Est. Contingency: $72,848.40 Total Cost: $728,484.00

SOURCE OF FUNDS:

Account No: FMR8DD-72005 / 17--BAOPRJ-1 Amount: $728,484.00

*Match? [✓ if Yes]

Ordinance Number

Date: 5/24/19

**Grant or Match? [✓ if Yes]

Accounting Verification

Date: 5/24/19

*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a ✓.

**If the source of funds is a Grant OR a Match to a grant, be sure the preparer has attached a copy of the grant agreement.

Leslie Gonzalez, Project Manager

Bill Lorkowski, Supervising A/E

David Breidie, Public Works Director

5/24/19

Date

Date

Date

On the date signed above by Accounting, fund sources shown above are sufficient to pay the costs of the requested action and may legally be used for this purpose.

Local bidder preference (FNSB 16.16.050) is prohibited. [✓]

***Local bidder preference (FNSB 16.16.050) is allowed.

☐ Funding Source U.S. DOT - FTA

☐ Funding Source U.S. DOT - all other

☐ Funding Source Federal Common Rule

☐ Funding Source Other  (Note the agency)

☐ Funding Source N/A

Chief Accountant or Grants Accountant

5/28/19

Date

***NOTE: If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for Bid (IFB).
MEMORANDUM

TO: 📝 Debbie Ganley, Manager
   FNSB General Services

FROM: 📝 Leslie Gonzalez, Project Manager
       Department of Public Works

DATE: July 3, 2019

PROJECT: JHAC Emergency Generator Replacement & Relocation
         Project No.: 17-BAOPRJ-1
         IFB No.: 19072

SUBJECT: USER RECOMMENDATION TO AWARD

Construction bids for the above referenced project were opened at 2:00 PM on July 2, 2019. A copy of the Bid Tabulation, recorded by the FNSB General Services Department, is attached for your review.

The Department of Public Works recommends a contract award of the Base Bid to the apparent low bidder, Wolverine Supply, Inc., for a total bid amount of $557,000.00.

If you concur with our recommendation, please sign below and return as soon as possible.

LG:ml

Attachment

Debbie Ganley, Manager

Date

7/6/19
MEMORANDUM

TO: Chris Miller, P.E., President
    Design Alaska, Inc.

FROM: Leslie Gonzalez, Project Manager
       Department of Public Works

DATE: July 3, 2019

PROJECT: JHAC Emergency Generator Replacement & Relocation
          Project No.: 17-BAOPRJ-1
          IFB No.: 19072

SUBJECT: CONSULTANT RECOMMENDATION TO AWARD

Construction bids for the above referenced project were opened at 2:00 PM on July 2, 2019. A copy of the Bid Tabulation, recorded by the FNSB General Services Department, is attached for your review.

The Department of Public Works recommends a contract award of the Base Bid to the apparent low bidder, Wolverine Supply, Inc., for a total bid amount of $557,000.00.

If you concur with our recommendation, please sign below and return as soon as possible.

LG: ml

Attachment

Chris Miller, P.E., President
7/3/2019
Date
IFB 19072
Bid Tabulation

IFB NO.: 19072
DATE: 7/2/2019
PROJECT: JHAC Emergency Generator Replacement & Relocation

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wolverine Supply Inc.</td>
<td>$557,000.00</td>
</tr>
<tr>
<td>Trost Construction Inc.</td>
<td>$581,955.00</td>
</tr>
<tr>
<td>Bliss Construction Inc.</td>
<td>$657,923.00</td>
</tr>
<tr>
<td>Alcan Builders Inc.</td>
<td>$659,223.00</td>
</tr>
<tr>
<td>Engineer's Estimate</td>
<td>$666,099.00</td>
</tr>
</tbody>
</table>

Bids opened in Bidnet by Marilyn Ordal

The above tabulation is for informational purposes only and is not the official record. The low bid is the apparent low. All bids will receive administrative review for accuracy and to determine if the low bid is responsive and responsible.
NOTICE OF INTENT TO AWARD

<table>
<thead>
<tr>
<th>SUBJECT:</th>
<th>JHAC Emergency Generator Replacement &amp; Relocation</th>
<th>DATE OF NOTICE:</th>
<th>July 3, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>BID NUMBER:</td>
<td>19072</td>
<td>OPENING DATE:</td>
<td>July 2, 2019</td>
</tr>
<tr>
<td>CHIEF PROCUREMENT OFFICER: Cory T. Beal</td>
<td>PROCUREMENT SPECIALIST: Marilyn Ordal</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It is the intent of the Fairbanks North Star Borough to award a contract to the low responsive, responsible bidder, in accordance with the specifications and requirements described in the IFB. Award may be made no sooner than five (5) days from the date of this notice. This serves solely as notice of the Borough’s intent to award a contract and should not be construed as a notice to proceed with delivery of goods or services.

NOTE: ★ = AWARD TO BIDDER  Y = RESPONSIVE BIDDER  N = NON-RESPONSIVE BIDDER  • = BID NOT EVALUATED BECAUSE THERE WAS A LOWER RESPONSIVE BID  Ø = BID EXCEEDED AVAILABLE FUNDS  BIDS OVER $100,000 WILL BE FORWARDED TO THE ASSEMBLY FOR APPROVAL

<table>
<thead>
<tr>
<th>ITEM</th>
<th>PRICE</th>
<th>AWARD</th>
<th>COMMENTS</th>
<th>RESPONSIVE Y / N</th>
<th>BIDDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$557,000.00</td>
<td>★</td>
<td>Low Responsive Bidder</td>
<td>Y</td>
<td>Wolverine Supply Inc.</td>
</tr>
<tr>
<td>Base Bid</td>
<td>$581,955.00</td>
<td>•</td>
<td></td>
<td></td>
<td>Trost Construction Inc.</td>
</tr>
<tr>
<td>Base Bid</td>
<td>$657,923.00</td>
<td>•</td>
<td></td>
<td></td>
<td>Bliss Construction Inc.</td>
</tr>
<tr>
<td>Base Bid</td>
<td>$659,223.00</td>
<td>•</td>
<td></td>
<td></td>
<td>Alcan Builders Inc.</td>
</tr>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

This is the FNSB Notice of Intent to Award (NOIA) Base Bid of IFB 19072 to Wolverine Supply Inc. The appeal period for this NOIA will expire on July 12, 2019 at 5:00 pm.
MEMORANDUM

To: Fairbanks North Star Borough Assembly
Through: Bryce Ward, Borough Mayor
From: Michael Bork, Director, Parks and Recreation
Date: June 27, 2019
Subject: Ordinance 2019-20-1B

AN ORDINANCE AMENDING THE FY 2019-20 BUDGET BY APPROPRIATING $87,862 FROM THE GENERAL FUND FUND BALANCE TO THE CAPITAL PROJECTS FUND FOR THE REQUIRED MATCH FOR THE GROWDEN AREA ACCESSIBILITY IMPROVEMENTS PROJECT TO BE CONSTRUCTED BY THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

Attached for your approval is an Ordinance amending the FY 2019-20 budget by appropriating funds totaling $87,862 to provide the required 9.03% match for the Growden Area Accessibility Improvements Project.

The Alaska Department of Transportation and Public Facilities selected this project to receive funds through the Federal Highway Administration’s Alaska Transportation Alternatives Program. Project funds will be used to construct an eight-foot wide, asphalt trail from the Chena Riverfront Path through Growden, Kiwanis, and Ringstad Parks to Denali Elementary.

The Growden Area Accessibility Improvements Project will provide Americans with Disabilities Act access to multiple park facilities, connect the parks to existing sidewalks, and create a much-needed route between larger facilities like the Carlson Center, the Hatchery, Pioneer Park, and surrounding neighborhoods. The new multi-use path increases the safety of park users by moving pedestrian and bicycle routes out of parking lots and onto a designated pathway and establishing designated crosswalks.

I request your consideration, and urge your approval of this ordinance.

Attachment: Ordinance
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2019-20- 1B

AN ORDINANCE AMENDING THE FY 2019-20 BUDGET BY APPROPRIATING $87,862 FROM THE GENERAL FUND BALANCE TO THE CAPITAL PROJECTS FUND FOR THE REQUIRED MATCH FOR THE GROWDEN AREA ACCESSIBILITY IMPROVEMENTS PROJECT TO BE CONSTRUCTED BY THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

WHEREAS, The Fairbanks North Star Borough (Borough) Assembly adopted Resolution No. 2019-01, authorizing an application to the Alaska Transportation Alternatives Program (ATAP) for the Growden Area Accessibility Improvements Project; and

WHEREAS, The Federal Highways Administration and the Alaska Department of Transportation and Public Facilities (AKDOT&PF) selected the Growden Area Accessibility Project for an award; and

WHEREAS, The grant funds and local match will allow construction of an eight-foot wide asphalt path connecting Growden, Kiwanis, and Ringstad parks to existing sidewalks; improve the Americans with Disabilities Act accessibility within these parks; establish a much-needed route between larger facilities like the Carlson Center, Fish Hatchery, Pioneer Park, and surrounding neighborhoods; and increase the safety of park users, cyclists, and pedestrians; and

WHEREAS, This project meets several goals and objectives of the Borough Regional Comprehensive Plan, the Borough Comprehensive Parks and Recreation Plan, the Fairbanks Metropolitan-Area Transportation System (FMATS) Non-Motorized Transportation Plan, and the Chena Riverfront Plan; and

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be added is underlined

Text to be deleted is [BRACKETED, CAPITALIZED]
34 WHEREAS, The AKDOT&PF is leading the design and construction of this 35 project and has estimated the total project cost to be $973,000, requiring a 9.03% local 36 match in the amount of $87,862; and 37 38 WHEREAS, Grant programs, funded through the ATAP, and programmed 39 in the 2018-2021 Statewide Transportation Improvement Program (STIP), are a cost 40 effective way for the Borough to complete repairs and improvements at a low cost to 41 borough taxpayers. 42 43 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks 44 North Star Borough: 45 46 Section 1. Classification. This ordinance is not of a general and 47 permanent nature and shall not be codified. 48 49 Section 2. General Fund Appropriation. The FY 2019-20 budget is 50 hereby amended by appropriating $87,862 to the General Fund budgetary guideline 51 entitled “Contribution to Capital Projects Fund” and by increasing Contribution from 52 Fund Balance by a like amount. 53 54 Section 3. Capital Projects Fund Appropriation. The FY 2019-20 budget 55 is hereby amended by appropriating $87,862 to the Capital Projects Fund budgetary 56 guideline entitled “Required Match for the Growden Area Accessibility Improvements.” 57 and by increasing the Contribution from General Fund by a like amount. 58 59 Section 4. Contingency. This appropriation is contingent upon the 60 receipt of a signed and executed Memorandum of Agreement with AKDOT&PF.
Section 5. **Provisions for Required Match.** This appropriation is for an estimated amount. The actual amount will be appropriated contingent, and based, upon the signed Memorandum of Agreement with AKDOT&PF. Any material differences, as determined by the Chief Financial Officer, will be communicated to the Assembly.

Section 6. **Lapse of Funds.** Upon completion or abandonment of this project, any unencumbered, unexpended funds will lapse to the General Fund fund balance.

Section 7. **Effective Date.** This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.

PASSED AND APPROVED THIS _____ DAY OF __________, 2019.

______________________________________________________________
Matt Cooper
Presiding Officer

ATTEST:  

APPROVED:  

April Trickey, CMC  
Borough Clerk

Jill S. Dolan  
Borough Attorney

*AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT*
Text to be *added* is underlined
Text to be *deleted* is [BRACKETED, CAPITALIZED]

Fairbanks North Star Borough, Alaska  
ORDINANCE NO. 2019-20-
I. Request

Ordinance No: 2019-20-________ Date Introduced: June 27, 2019

Abbreviated Title: Appropriate $87,862 for the Required Match for Growden Area Accessibility Improvements Project

II. Financial Detail

Department/Division Affected: Parks and Recreation/ Parks Maintenance

EXPENDITURE

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Capital Projects Fund</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 19/20</td>
<td>FY 19/20</td>
<td>FY 19/20</td>
<td>FY 19/20</td>
</tr>
<tr>
<td>Contribution to Capital Projects</td>
<td>87,862</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indirect</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual Services</td>
<td></td>
<td>87,862</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>87,862</td>
<td>87,862</td>
<td></td>
</tr>
</tbody>
</table>

SOURCE OF FUNDING

<table>
<thead>
<tr>
<th>Source</th>
<th>FY 19/20</th>
<th>FY 19/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contribution from Fund Balance</td>
<td>87,862</td>
<td></td>
</tr>
<tr>
<td>Federal Grants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contribution from General Fund</td>
<td></td>
<td>87,862</td>
</tr>
<tr>
<td>Total</td>
<td>87,862</td>
<td>87,862</td>
</tr>
</tbody>
</table>

Specify Funding Sources: General Fund fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

Cash Match:

In-Kind Match:

III. Project Purpose:

Required matching funds for the Growden Area Accessibility Improvements Project to be constructed by AKDOT&PF

IV. Analysis of Future Liabilities and Funding Sources:

Ongoing maintenance

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady
Chief Financial Officer

Date: 5/31/19
Fairbanks North Star Borough Fiscal Impact Statement (FIS) (FNSBC 3.20.010 C.)

Originator's Name: Brian Charlton
Department: Parks and Recreation

To Be Introduced/Sponsored By: Mayor Ward
Abbreviated Ordinance Title: Growden Area Accessibility Improvements
Department(s)/Division(s) Affected: Parks and Recreation/ Parks Maintenance

Proposed Introduction Date: June 27, 2019
Ordinance No.: 2019-20-

Does this ordinance authorize:
1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? Yes ❑ No ❑
2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes ❑ No ❑

<table>
<thead>
<tr>
<th>Required Information/Estimates</th>
<th>FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Number and type of new positions which may be required</td>
<td>0</td>
</tr>
<tr>
<td>3. Cost of operations and maintenance</td>
<td>$500.00</td>
</tr>
<tr>
<td>4. Future costs to complete capital assets</td>
<td></td>
</tr>
<tr>
<td>5. Estimated revenue impact</td>
<td></td>
</tr>
<tr>
<td>6. Estimated non-Borough funds that may be received:</td>
<td></td>
</tr>
<tr>
<td>a. to fund the ordinance</td>
<td></td>
</tr>
<tr>
<td>b. to fund future phases</td>
<td></td>
</tr>
<tr>
<td>c. to fund future operations and maintenance costs</td>
<td></td>
</tr>
<tr>
<td>7. Anticipated annual tax subsidy</td>
<td></td>
</tr>
<tr>
<td>Is backup attached?</td>
<td>Yes ❑ No ❑</td>
</tr>
</tbody>
</table>

Contact Person's Name, for FIS questions: Brian Charlton
Extension: 1074

Director(s) Signature(s): Date: 5/17/19

Mayor's Office or Assembly Member Signature: Date: 5/20/19

Chief Financial Officer Signature: Date: 5/31/19