



<b>TRANSMITTAL MEMORANDUM</b>
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TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: June 13, 2019

RE: **Request for a Special Meeting of the City Council - Request for Proposals (RFP) for Reconfiguration of the Port of Ketchikan Cruise Ship Berth Facilities, Bermello Ajamil and Partners, Inc.**

In light of the Ward Cove Dock Group's announcement to construct a T-shaped cruise ship dock at Ward Cove, Mayor Sivertsen and my office cancelled the special City Council meeting of June 11, 2019 to consider preparation of a formal Request for Proposals (RFP) for soliciting cruise industry interest in partnering with the City of Ketchikan to move Port of Ketchikan waterside and uplands infrastructure improvements forward. My office is requesting that the City Council reschedule this meeting for Wednesday, July 10, 2019 at 6:00 p.m. at the Ted Ferry Civic Center. Luis Ajamil of Bermello Ajamil and Partners, Inc. has confirmed his availability to travel to Ketchikan for this meeting.