



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

FROM: Lacey G. Simpson, Acting City Manager

DATE: July 13, 2022

RE: **Correction of Capital Project Budget Transfers-Married Man's Trail Exit and Married Man's Trail Gap**

In adopting the 2022 General Government Operating and Capital Budget, the City Council appropriated \$140,000 to the Tourism & Economic Development – Married Man's Trail Gap capital account and \$250,000 to the Tourism & Economic Development – Married Man's Trail Improvement capital account for a total project funding of \$390,000.

As indicated in the attached memorandum from Finance Director Michelle Johansen, with the approval of the City Council the Finance Department intends to combine the above mentioned 2022 capital accounts into one 2022 Married Man's Trail Improvements capital account. I concur with the Finance Director's recommendation.

The Finance Director will be attending the City Council meeting of July 21, 2022 in order to address any questions that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

It is recommended that the City Council adopt the motion to combine the 2022 Married Man's Trail Exit and 2022 Married Man's Trail Gap capital accounts into the 2022 Married Man's Trail Improvements capital account.

**Recommended Motion:** I move the City Council combine the 2022 Married Man's Trail Exit and 2022 Married Man's Trail Gap capital accounts into the 2022 Married Man's Trail Improvements capital account.

**MEMORANDUM**  
**CITY OF KETCHIKAN, ALASKA**  
**Finance Department**  
*Office of the Finance Director*

*Michelle L. Johansen, Finance Director*  
*Camille Nelson, Financial Analyst*  
*Phone: (907) 228-5621*  
*Facsimile: (907) 228-5617*

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TO: Lacey G. Simpson, Acting City Manager/KPU General Manager

FROM: Michelle L. Johansen, Finance Director

DATE: July 12, 2022

**SUBJECT: Correction of Capital Project Budget Transfers**

At its meeting of June 16, 2022, the City Council approved a contract in the amount of \$360,679 to BAM LLC for Married Man's Trail Improvements. The motion adopted by the City Council approved funding from the Married Man's Trail Gap and Married Man's Trail Improvements capital accounts. The Married Man's Trail Improvements Capital Project had not been established but the intent of the motion was to combine the Married Man's Trail Gap and Trail Exit projects into one project called Married Man's Trail Improvements. Unless directed otherwise by your office or the City Council, Finance intends to transfer the budgeted funds of \$250,000 for the Married Man's Trail Exit and \$140,000 for the Married Man's Trial Gap projects to the Married Man's Trail Improvements project. These transfers merely combine the two projects into one for efficiency in design, contract administration and construction costs.

If you have any questions, please let me know.



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

FROM: Lacey G. Simpson, Acting City Manager

DATE: June 6, 2022

RE: **Award of Contract No. 22-13 – Married Man’s Trail Improvements, BAM LLC**

In adopting the 2022 General Government Operating and Capital Budget, the City Council appropriated \$140,000 to the Tourism & Economic Development – Married Man’s Trail Gap capital account and \$250,000 to the Tourism & Economic Development – Married Man’s Trail Improvement capital account for a total project funding of \$390,000. As indicated in the attached memorandum from Assistant Public Works Director Kara Jurczak, the City has advertised for and received sealed bids for Contract No. 22-13, Married Man’s Trail Improvements. Three bids were received and publicly opened on Friday, May 27, 2022 at 10:00 a.m. in the City Clerk’s Office. The Assistant Public Works Director’s report contains a summary of the bids received.

BAM LLC submitted the apparent low bid in the amount of \$327,890. Ms. Jurczak is recommending a ten percent contingency in the amount of \$32,789, bringing the total project cost to \$360,679. As detailed in Ms. Jurczak’s report, the contract and contingency will be funded through the 2022 Married Man’s Trail Improvements capital accounts.

A Notice of Intent to Award was issued on May 27, 2022. As of the date of this report, no appeals have been received.

Public Works Director Mark Hilson will be attending the City Council meeting of June 16, 2022 in order to address any questions that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

It is recommended that the City Council adopt the motion accepting the bid of BAM LLC in the amount of \$327,890 for Contract No. 22-13, 2022 Married Man's Trail Improvements, establishing a ten percent contingency in the amount of \$32,789, bringing the total project cost to \$360,679; authorizing funding in the amount of \$360,679 from the 2022 Tourism & Economic Development – Married Man's Trail Gap and Married Man's Trail Improvements capital accounts; and directing the Acting City Manager to execute the contract documents on behalf of the City Council.

**Recommended Motion:** I move the City Council accept the bid of BAM LLC in the amount of \$327,890 for Contract No. 22-13, 2022 Married Man's Trail Improvements, establish a ten percent contingency in the amount of \$32,789, bringing the total project cost to \$360,679; authorize funding in the amount of \$360,679 from the 2022 Tourism & Economic Development – Married Man's Trail Gap and Married Man's Trail Improvements capital accounts; and direct the Acting City Manager to execute the contract documents on behalf of the City Council.

## **MEMORANDUM**

**TO:** Lacey Simpson, Acting City Manager  
**FROM:** Kara Jurczak, P.E., Assistant Public Works Director  
**CC:** Mark Hilson, P.E., Public Works Director  
**DATE:** June 3, 2022  
**SUBJECT:** **Contract No. 22-13 – Married Man’s Trail Improvements**

In adopting the 2022 General Government Budget, the City Council appropriated CPV funds in the amount of \$250,000 to widen the boardwalk at Married Man’s Trail Exit near Park Avenue and \$140,000 to continue the boardwalk surfacing in the Married Man’s Trail Gap area. Total funding for the project is \$390,000.

During the design phase, Engineering Staff decided to combine the two projects into one for efficiency in design, contract administration, and construction costs. The combined project is called Married Man’s Trail Improvements. Design was performed by Public Works Engineering. Bid documents for the project were publicly advertised on April 30, 2022. Sealed bids were opened on May 27, 2022 at 10:00 am, by the City Clerk in the City Clerk’s Office. Three (3) complete bids were received, opened and read aloud as listed below:

<b><u>Bidder</u></b>	<b><u>Bid Amount</u></b>
Western Dock and Bridge LLC	\$409,855.00
PK Builders	\$434,273.00
BAM LLC	\$327,890.00

Notice of Intent to Award for Contract 22-13 was issued on Friday May 27, 2022 to all bidders.

The Public Works Department recommends award of Contract 22-13, Married Man’s Trail Improvements to BAM LLC in the amount of \$327,890. Further recommended is a ten percent contingency of \$32,789 for a total project cost of \$360,679. The contract and contingency will be funded through the Married Man’s Trail Improvements CIP account.

### **RECOMMENDATION**

It is recommended that the City Council adopt a motion combining the two separate CIPs, Married Man’s Trail Exit and Married Man’s Trail Gap, into a single CIP called Married Man’s Trail Improvements, awarding Contract No. 22-13, Married Man’s Trail Improvements to BAM LLC in

the amount of \$327,890; authorizing funding and use of a contingency of \$32,789 for a total project cost of \$360,679; and directing the Acting City Manager to execute the contract on its behalf.

**Recommended Motion:** I move that the City Council combine the two individual CIPs, Married Man's Trail Exit and Married Man's Trail Gap, into a single CIP called Married Man's Trail Improvements, authorizing budget transfers in the amount of \$140,000 from the Married Man's Trail Gap and \$250,000 from the Married Man's Trail Exit Improvements Projects to the combined Married Man's Trail Improvements Project; award Contract No. 22-13, Married Man's Trail Improvements to BAM LLC in the amount of \$327,890; authorize funding and use of a contingency of \$32,789 for a total project cost of \$360,679; and direct the Acting City Manager to execute the contract on its behalf.

**Attachments:**

Bid Tabulations

Notice of Intent to Award

CIP Page



**PUBLIC WORKS DEPARTMENT**  
**Administrative Offices / Engineering**  
2930 Tongass Avenue, Ketchikan, AK 99901  
PH (907) 228-4727 / FX (907) 225-8721  
*Sent via email*  
DATE: May 27, 2022

**NOTICE OF INTENT TO AWARD – CONTRACT NO. 22-13**  
**Married Man's Trail Improvements**

COMPANY:	Western Dock and Bridge	COMPANY:	PK Builders
ATTN:	Sever Paulson	ATTN:	Pamela Roth
ADDRESS:	777 Main Street Ketchikan, AK 99901	ADDRESS:	850 Nordstrom Drive Ketchikan, AK 99901
EMAIL:	sever@westerndockandbridge.com	EMAIL:	rothbenjam@gmail.com pkroth48@hotmail.com
COMPANY:	BAM LLC		
ATTN:	Mark Johnson		
ADDRESS:	P.O. Box 6544 Ketchikan, AK 99901		
EMAIL:	Bamitconstruction@gmail.com		

Please be advised that the City of Ketchikan intends to award the above referenced contract at the City Council meeting of June 16, 2022, as follows:

**BAM LLC**

Three (3) proposals were received and screened by a committee of Two (2) representatives. A unanimous consensus was reached to recommend that the City Council award the contract to BAM of Ketchikan Alaska.

*Any bidder objecting to the recommended award of the contract and which claims to be the most qualified respondent, may file a **written** notice of appeal with the City Clerk, Kim Stanker, 334 Front Street, Ketchikan, AK 99901 or by e-mail: kims@ktn-ak.us. The notice of appeal shall specifically state: (i) all of the reasons for the appeal, (ii) the specific action requested by the bidder, (iii) the specific parts of the documents in which the appeal is based, and (iv) all statements, documents, and other relevant materials which the bidder will submit in support of its appeal. The notice of appeal shall be filed with the City Clerk by either:*

- 1. 5:00 pm on the Thursday one (1) week prior to the City Council meeting in which the bid is to be awarded; or*
- 2. Within five (5) calendar days from the date the intent to award was delivered to the bidder that filed the notification of appeal;*

*whichever is earlier.*

The City of Ketchikan expresses our appreciation for your proposal and hopes to see your interest extended into future projects.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kara Jurczak', with a stylized, cursive script.

Kara Jurczak, P.E.  
Assistant Public Works Director

Attachment: Bid Results



<b>BIDDER'S LIST</b>	<b>Contract No. 22-13</b>	<b>Bid Open Date:</b> May 27, 2022
<b>Bid Name:</b> Married Man's Trail Improvement		<b>Bid Open Time:</b> 10:00 A.M.

COMPANY NAME		Local Bidder	Non-Collusion	Bid Bond	Addendum	Local Empl	BID AMOUNT (USD)
1.	Western Dock and Bridge	X	X	X	X	X	\$409,855.00
2.	PK Builders	X	X	X	X	X	\$434,273.00
3.	BAM	X	X	X	X	X	\$327,890.00
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Prepared by: Taylor Lee  
 Opened in: Clerk's Department

CITY OF KETCHIKAN

22-13 Married Man's Trail Improvements

				BAM, LLC		PK Builders		Western Dock and Bridge, LLC		Engineer	
Bid Item	Description	Quantity	Type	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization	1	LS	\$32,000	\$32,000	\$60,000	\$60,000	\$42,000	\$42,000	\$30,000	\$30,000
2	Traffic Control	1	LS	\$5,000	\$5,000	\$15,000	\$15,000	\$13,000	\$13,000	\$10,000	\$10,000
3	Engineer Directed Work	20000	CS	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000.00	\$20,000	\$20,000	\$20,000
4	Demolition	1	LS	\$40,000	\$40,000	\$25,000	\$25,000	\$46,000	\$46,000	\$35,000	\$35,000
5	Bridge Railing (Salvage)	1	LS	\$2,500	\$2,500	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000
6	Concrete Footings	25	EA	\$1,250	\$31,250	\$2,000	\$50,000	\$1,600	\$40,000	\$2,000	\$50,000
7	Concrete Strip Footing	1	LS	\$12,500	\$12,500	\$10,000	\$10,000	\$26,000	\$26,000	\$15,000	\$15,000
8	Timberwork (Posts)	14	EA	\$1,000	\$14,000	\$750	\$10,500	\$1,300	\$18,200	\$1,000	\$14,000
9	Timberwork (Beams)	12	BENTS	\$2,500	\$30,000	\$2,000	\$24,000	\$1,400	\$16,800	\$2,500	\$30,000
10	Timberwork (Decking)	1650	SF	\$16	\$26,400	\$30	\$49,500	\$22	\$36,300	\$25	\$41,250
11	Exit Boardwalk - Superstructure	1	LS	\$30,000	\$30,000	\$30,000	\$30,000	\$24,000	\$24,000	\$35,000	\$35,000
12	Gap Boardwalk - Superstructure	720	SF	\$30	\$21,600	\$82	\$59,040	\$27	\$19,440	\$25	\$18,000
13	Exit Boardwalk - Timber Railing	115	LF	\$120	\$13,800	\$200	\$23,000	\$195	\$22,425	\$200	\$23,000
14	Gap Boardwalk - Timber Railing	165	LF	\$200	\$33,000	\$235	\$38,775	\$260	\$42,900	\$250	\$41,250
15	Concrete Sidewalk (Panel Replacement)	89	SF	\$60	\$5,340	\$22	\$1,958	\$110	\$9,790	\$30	\$2,670
16	Concrete Retaining Wall	1	LS	\$10,500	\$10,500	\$15,000	\$15,000	\$28,000	\$28,000	\$7,500	\$7,500
				TOTAL	\$327,890	TOTAL	\$434,273	TOTAL	\$409,855	TOTAL	\$377,670

<b>Department:</b> Tourism & Economic Development		<b>Project Priority:</b> 3		<b>Project Number:</b>	
<b>Project Title:</b> Married Man's Trail Improvements		<b>Start Date:</b> 01/22 <b>End Date:</b> 12/22		<b>Estimated Project Cost:</b>	
<b>Description:</b> Married Man's Trail is in need of improvements in the gap section as well as the exit onto Park Avenue; this project addresses both areas. The trail lacks boardwalk continuity from beginning to end; this gravel portion is referred to as the Gap. This portion of the project is intended to provide the continuation of boardwalk surfacing and wooden railing from the end of the trail near Creek Street and connecting to the existing boardwalk about half way through the trail. In addition to boardwalk and railing, the project involves some path widening, additional gravel surfacing and possible tree removal. The second project area is referred to as the Exit; where the trail narrows and has tight turns as it exits onto Park Avenue. This portion of the project widens the narrow sections of boardwalk and provides a viewing platform and open connection to Park Ave.				Design Land/Right-of-Way Construction Management Construction Equipment Other Project Total 390,000	

Source of Funds	Fund No.	Prior Years	Adopted 2022			Projected Requirements				Total Project
			Reappro- priated	New Funding	Total	2023	2024	2025	2026	
Commercial Passenger Vessel (CPV) Funds				390,000	390,000					390,000
<b>Total</b>				390,000	390,000					390,000

## CITY OF KETCHIKAN

### 22-13 Married Man's Trail Improvements

				BAM, LLC		PK Builders		Western Dock and Bridge, LLC		Engineer	
Bid Item	Description	Quantity	Type	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization	1	LS	\$32,000	\$32,000	\$60,000	\$60,000	\$42,000	\$42,000	\$30,000	\$30,000
2	Traffic Control	1	LS	\$5,000	\$5,000	\$15,000	\$15,000	\$13,000	\$13,000	\$10,000	\$10,000
3	Engineer Directed Work	20000	CS	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000.00	\$20,000	\$20,000	\$20,000
4	Demolition	1	LS	\$40,000	\$40,000	\$25,000	\$25,000	\$46,000	\$46,000	\$35,000	\$35,000
5	Bridge Railing (Salvage)	1	LS	\$2,500	\$2,500	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000
6	Concrete Footings	25	EA	\$1,250	\$31,250	\$2,000	\$50,000	\$1,600	\$40,000	\$2,000	\$50,000
7	Concrete Strip Footing	1	LS	\$12,500	\$12,500	\$10,000	\$10,000	\$26,000	\$26,000	\$15,000	\$15,000
8	Timberwork (Posts)	14	EA	\$1,000	\$14,000	\$750	\$10,500	\$1,300	\$18,200	\$1,000	\$14,000
9	Timberwork (Beams)	12	BENTS	\$2,500	\$30,000	\$2,000	\$24,000	\$1,400	\$16,800	\$2,500	\$30,000
10	Timberwork (Decking)	1650	SF	\$16	\$26,400	\$30	\$49,500	\$22	\$36,300	\$25	\$41,250
11	Exit Boardwalk - Superstructure	1	LS	\$30,000	\$30,000	\$30,000	\$30,000	\$24,000	\$24,000	\$35,000	\$35,000
12	Gap Boardwalk - Superstructure	720	SF	\$30	\$21,600	\$82	\$59,040	\$27	\$19,440	\$25	\$18,000
13	Exit Boardwalk - Timber Railing	115	LF	\$120	\$13,800	\$200	\$23,000	\$195	\$22,425	\$200	\$23,000
14	Gap Boardwalk - Timber Railing	165	LF	\$200	\$33,000	\$235	\$38,775	\$260	\$42,900	\$250	\$41,250
15	Concrete Sidewalk (Panel Replacement)	89	SF	\$60	\$5,340	\$22	\$1,958	\$110	\$9,790	\$30	\$2,670
16	Concrete Retaining Wall	1	LS	\$10,500	\$10,500	\$15,000	\$15,000	\$28,000	\$28,000	\$7,500	\$7,500
				<b>TOTAL</b>	<b>\$327,890</b>	<b>TOTAL</b>	<b>\$434,273</b>	<b>TOTAL</b>	<b>\$409,855</b>	<b>TOTAL</b>	<b>\$377,670</b>

<b>Department:</b> Tourism & Economic Development			<b>Project Priority:</b> 3			<b>Project Number:</b>				
<b>Project Title:</b> Married Man's Trail Gap			<b>Start Date:</b> 01/22			<b>Estimated Project Cost:</b>				
<b>Description:</b> (This project was deferred in 2021 due to the COVID-19 pandemic and associated fiscal impacts) To better accommodate the increasing number of tourists visiting Ketchikan per day, emphasis must be given to creating destinations outside of the downtown core to disperse the large volumes of visitors. Married Man's Trail is a unique attraction in the community and is an important asset to aid in this effort. The existing trail lacks continuity from beginning to end, causing visitors to stop and turn back. This project is intended to provide the continuation of boardwalk surfacing and wooden railing from the end of the trail near Creek Street and connecting to the existing boardwalk further up toward the salmon ladder tying in with the Salmon Walk along Park Avenue. In addition to boardwalk and railing, the project involves some path widening, additional gravel surfacing and the removal of select trees to brighten the middle of the trail making it more inviting and safe.			<b>End Date:</b> 12/22			Design				
						Land/Right-of-Way				
						Construction Management				
						Construction				
						Equipment				
						Other				
						140,000				
						Project Total				
						140,000				
Source of Funds	Fund No.	Prior Years	Adopted 2022			Projected Requirements				Total Project
			Reappro- priated	New Funding	Total	2023	2024	2025	2026	
Commercial Passenger Vessel (CPV) Funds			140,000		140,000					140,000
<b>Total</b>			140,000		140,000					140,000

<b>Department:</b> Tourism & Economic Development			<b>Project Priority:</b> 4			<b>Project Number:</b>				
<b>Project Title:</b> Married Man's Trail Exit Improvements			<b>Start Date:</b> 01/22 <b>End Date:</b> 12/22			<b>Estimated Project Cost:</b> Design Land/Right-of-Way Construction Management Construction  Equipment Other Project Total				
<b>Description:</b> (This project was deferred in 2021 due to the COVID-19 pandemic and associated fiscal impacts) To better accommodate the increasing number of tourists visiting Ketchikan per day, emphasis must be given to creating destinations outside of the downtown core to disperse the large volumes of visitors. Married Man's Trail is an important asset to aid in this effort. The existing trail narrows into a bottle neck for the last 80 feet as it traverses above the salmon ladder. The final 30 feet of trail is the narrowest part, exacerbated by tight turns and resident access issues as people try to come and go to Park Avenue. This project is intended to allow improved pedestrian flow through the trail and eliminate the crux of the blockage at its intersection with Park Avenue. The project would widen the narrow length of boardwalk and provide a viewing platform and open connection to Park Avenue and the Salmon Walk. The platform could incorporate a see-through floor element to allow viewing of salmon in the upper portion of the salmon ladder from above.						250,000 250,000				
Source of Funds	Fund No.	Prior Years	Adopted 2022			Projected Requirements				Total Project
			Reappro- priated	New Funding	Total	2023	2024	2025	2026	
Commercial Passenger Vessel (CPV) Funds			250,000		250,000					250,000
<b>Total</b>			250,000		250,000					250,000

June 16, 2022

Motion passed with Gass, Gage, Zenge, Flora, Bradberry, Mahtani and Kistler voting yea.

**Exempting the Procurement of Police Department Tactical Training from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – 88 Tactical**

Moved by Bradberry, seconded by Mahtani pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, the City Council exempt the procurement of Police Department tactical training from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the Acting City Manager to enter into an agreement for such training with 88 Tactical at a cost not to exceed \$14,500; and approve funding from the Police Department's 2022 Travel and Training Account No. 600.02.

Motion passed with Gass, Gage, Zenge, Flora, Bradberry, Mahtani and Kistler voting yea.

**Liquor License Renewal Application – Fraternal Order of Eagles Ketchikan d/b/a Eagles Nest**

Moved by Bradberry, seconded by Mahtani the City Council approve the liquor license renewal application for Club License No. 338 – Fraternal Order of Eagles Ketchikan d/b/a Eagles Nest, #7 Creek Street, Ketchikan, AK 99901.

Motion passed with Gass, Gage, Zenge, Flora, Bradberry, Mahtani and Kistler voting yea.

**Exempting the Procurement of the Annual Telephone Switch Platform Software Support and Maintenance Services from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Ribbon Communications**

Moved by Bradberry, seconded by Mahtani pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, the City Council exempt the procurement of telephone switch platform software support and maintenance services from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the Acting General Manager to enter into an agreement for the procurement of such annual software support and maintenance services with Ribbon Communications at a cost of \$36,975.95; and approve funding from the Telecommunications Division's 2022 Software & Equipment Maintenance Services Account No. 635.04.

Motion passed with Gass, Gage, Zenge, Flora, Bradberry, Mahtani and Kistler voting yea.

**Award of Contract No. 22-13 – Married Man's Trail Improvements – BAM, LLC**

Moved by Bradberry, seconded by Mahtani the City Council accept the bid of BAM LLC in the amount of \$327,890 for Contract No. 22-13, 2022 Married Man's Trail Improvements, establish a ten percent contingency in the amount of \$32,789, bringing the total project cost to \$360,679; authorize funding in the amount of \$360,679 from the 2022 Tourism & Economic Development – Married Man's Trail Gap and Married Man's Trail Improvements Capital Accounts; and direct the Acting City Manager to execute the contract documents on behalf of the City Council.

Motion passed with Gass, Gage, Zenge, Flora, Bradberry, Mahtani and Kistler voting yea.