



City Manager
334 Front Street
Ketchikan, AK 99901

Phone (907) 228-5603
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TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: August 24, 2022

RE: **Change Order No. 1 (FINAL) to Contract No. 22-11 - 2022 Interim Bituminous Road Repairs, Colaska Inc. d.b.a. SECON**

At its meeting of May 19, 2022, the City Council adopted a motion accepting the bid of Colaska Inc. d.b.a SECON in the amount of \$191,953.80 for Contract No. 22-11, Interim Bituminous Road Repairs. The motion adopted by the City Council also established a contingency in the amount of \$19,195, bringing the total project cost to \$211,148.80.

The motion detailed below was prepared at the request of Public Works Project Engineer Karlee Miller, who asked that it be placed before the City Council for consideration at its September 1, 2022 meeting. If adopted, the motion provides for approving Change Order No. 1 (FINAL) to Contract No. 22-11 in the amount of \$610.50, bringing the total contract cost to \$192,564.30. The rationale for the change order is detailed in Ms. Miller's transmittal memorandum and requires no elaboration on the part of the City Manager's office. I concur with the Project Engineer's recommendation.

The Public Works Director will be attending the City Council meeting of September 1, 2022, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

It is recommended the City Council adopt the motion approving Change Order No. 1 (Final) to Contract 22-11, 2022 Interim Bituminous Road Repairs between the City and Colaska Inc. d.b.a. SECON in the amount of \$610.50 bringing the total contract cost to \$192,564.30; authorizing funding in the amount of \$610.50 from the contract contingency; and directing the Acting City Manager to execute the contract change order on behalf of the City Council.

Recommended Motion: I move that the City Council approve Change Order No. 1 (Final) to Contract No. 22-11, 2022 Interim Bituminous Road Repairs between the City and Colaska Inc. d.b.a. SECON in the amount of \$610.50 bringing the total contract cost to \$192,564.30; authorizing funding in the amount of \$610.50 from the contract contingency; and directing the Acting City Manager to execute the change order on behalf of the City Council.

MEMORANDUM

TO: Lacey Simpson, Acting City Manager

CC: Mark Hilson, P.E., Public Works Director
Kara Jurczak P.E., Assistant Public Works Director
Lenny Neeley, Solid Waste Division Supervisor

FROM: Karlee Miller P.E., Project Engineer

DATE: August 22, 2022

SUBJECT: Change Order No. 1 (FINAL) to Contract No. 22-11 2022 Interim Bituminous Road Repairs

In adopting the 2022 General Government Budget, the City Council appropriated local funds in the amount of \$300,000 to the Streets Division for maintenance of City Transportation Infrastructure. As interim maintenance projects were prioritized, it became apparent that there was more urgently required work than there was funding. Public Works publicly solicited bids for hot mix paving of the most urgently needed areas.

On May 19, 2022 the City Council, awarded Contract 22-11 2022 Interim Bituminous Road Repairs to Colaska Inc. dba Secon in the amount of \$191,953.80 with a 10% contingency for a total project cost of \$211,148.80. Notice to proceed was issued on June 2, 2022.

The 2022 paving work included subgrade stabilization to Don King Road utilizing a geogrid reinforcement layer prior to resurfacing with asphalt, as well as repairs to Jefferson Street and repairs at the Solid Waste Facility (paid for by the Solid Waste Cover Generation Fund). The work is now complete with improvements open and in use by the public. The attached Change Order 1 (Final) details additions and deletions in bid item quantities for a net change of \$610.50 for a final contract amount of \$192,564.30. Change Order 1 (Final) will be funded by the project contingency with the remaining contingency funds being disencumbered and used for other transportation infrastructure improvements.

RECOMMENDATION

It is recommended that the City Council adopt a motion approving Change Order No. 1 (Final) to Contract 22-11 2022 Interim Bituminous Road Repairs in the amount of \$610.50 for a revised project cost of \$192,564.30; authorizing funding of \$610.50 from the contract contingency; and authorizing the Acting City Manager to execute the change order on its behalf.

Recommended Motion: I move that the City Council approve Change Order No. 1 (Final) to Contract 22-11 2022 Interim Bituminous Road Repairs in the amount of \$610.50 bringing the final contract amount to \$192,564.30; authorize funding of \$610.50 from the contract contingency; and direct the Acting City Manager to execute the change order on behalf of the City Council.

Attachments:

22-11 Change Order 1 (Final)

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City of Ketchikan
Public Works Department / Engineering Division
2930 Tongass Avenue / Ketchikan, AK 99901

August 22, 2022

SECON
ATTN: Thomas Mason & Steven Elliot
PO Box 32159
Juneau, AK 99803

RE: **CHANGE ORDER NO. 1 (FINAL) / CONTRACT NO. 22-11 / Colaska Inc. dba Secon
2022 INTERIM BITUMINOUS ROAD REPAIRS**


This Change Order modifies the Original Contract to reflect a change in contract amount created by over runs and under runs in work quantities as detailed in the attached Change Order spreadsheet.


Therefore, the Contract Amount is amended as follows:

TOTAL CHANGE ORDER NO. 1 (FINAL)		AMOUNT	
Original Contract:	\$191,953.80	Previous Total:	\$191,953.80
Previous Addition:	-	This Change Order:	\$610.50
Previous Deduction:	-	New Total:	\$192,564.30
Original Contract Time:	August 31, 2022	New Contract Time:	

This above amount covers all work completed for the contract, by signing below, the Contractor agrees that payment of the New Contract Total shall satisfy in full any and all monies owed the Contractor. Your acceptance and the Owner's acceptance shall constitute and become a part of your contract with the City of Ketchikan dated June 2, 2022. The above changes shall be subject to the same terms and conditions contained in said contract and shall be made in accordance with the drawings and specifications of the Owner and their Representatives.

APPROVALS


(CONTRACTOR SIGNATURE)
Steven R. Elliot 8-22-2022
(PRINTED NAME) DATE

 Digitally signed by Karlee Miller
Date: 2022.08.22 07:54:08-08'00'
(PROJECT ENGINEER SIGNATURE)
Karlee Miller, P.E. August 22, 2022
(PRINTED NAME) DATE

NOTE: All changes in work done on this contract must be reported to and accepted by the Owner before extras will be authorized.

ACCEPTED BY OWNER: CITY OF KETCHIKAN

DATE

Contract 22-11: 2022 Interim Bituminous Road Repairs

Original Contract	\$ 191,953.80
CO1 (FINAL)	\$ 610.50
FINAL	
CONTRACT	\$ 192,564.30

Department: Public Works Streets - Streets & Sidewalks			Project Priority: 1			Project Number:						
Project Title: Transportation Infrastructure			Start Date: 1/21			Estimated Project Cost:						
Description: This budget item replaces the Safer Streets & Sidewalks, Staircase & Boardwalk Repair, Pavement Overlay-Surface Repair, Concrete Road Repair, Bridge Repair, Stormwater Infrastructure, ROW Maintenance, and Wall & Abutment Repair line items of the 2020-2021 budgets. Due to severe reductions in the budget, these line items become too small to be useful. This budget item consolidates these previous items, in order to give the Public Works Department the flexibility it needs to be able to address these items as circumstances demand. These projects are intended to be designed in-house and are proposed to correct the highest priority transportation and safety problems as they occur or as they can be foreseen. This capital project is intended to provide materials, labor and consulting services (only if absolutely necessary). In 2022 a major component (approximately \$100K) of this capital project may be new pavement on Valley Court as mandated by a previous legal settlement.			End Date: 12/26			Design						
			Land/Right-of-Way									
			Construction Management									
			Construction					2,695,000				
			Equipment									
			Other									
Project Total					2,695,000							
Source of Funds	Fund No.	Prior Years	Adopted 2022			Projected Requirements				Total Project		
			Reappro- priated	New Funding	Total	2023	2024	2025	2026			
Public Works Sales Tax Fund	111	295,000		300,000	300,000	300,000	500,000	600,000	700,000	2,695,000		

**Award of Contract No. 22-11 – 2022 Bituminous Road Repairs,
Colaska Inc. d/b/a SECON**

Moved by Bradberry, seconded by Mahtani the City Council accept the bid of Colaska Inc. d/b/a SECON in the amount of \$191,953.80 for Contract No. 22-11, 2022 Interim Bituminous Road Repairs, establishing a ten percent contingency in the amount of \$19,195, bringing the total project cost to \$211,148.80; authorize a budget transfer in the amount of \$19,195 from the Appropriated Reserves of the Public Work Sales Tax Fund to Streets Division's Transportation Infrastructure Capital Account; authorizing funding in the amount of \$205,674.80 from the Streets Division's Transportation Infrastructure Capital Account and funding in the amount of \$5,474.00 from Solid Waste Division's Cover Generation Capital Account for a total project cost of \$211,148.80; and direct the Acting City Manager to execute the contract documents on behalf of the City Council.

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

UNFINISHED BUSINESS

NEW BUSINESS

**Budget Transfer – Public Works Engineering Department's
2022 Travel-Business Account**

Moved by Kistler, seconded by Zenge the City Council authorize the Acting City Manager to transfer \$5,000 from the Public Works Engineering Department's 2022 Regular Salaries and Wages Account No. 500.01 to the Travel-Business Account No. 600.01 to fund travel expenses related to filling Engineering Department vacancies.

Councilmember Gass informed that the Council cut this account during budget because we were trying to find ways to save the taxpayer's money. He stated while he understands the need to fly candidates up to interview for some positions, in this day in age we should be able to interview virtually.

Acting City Manager Simpson stated this transfer is necessary to bring candidates to town that have already been interviewed virtually. As stated in Public Works Director Hilson's memo, the City has been unsuccessful in filling key positions in the Public Works Department and since we are potentially asking someone to move to our community it is beneficial for us to meet them, and for them to see the town before we potentially extend a job offer.

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

**Ketchikan Beaches Fecal Bacteria Sampling Presentation –
Southeast Alaska Watershed Coalition**

Rebecca Bellmore, Southeast Alaska Watershed Coalition Science Director gave a presentation to the Council on the status of Ketchikan's beaches regarding fecal bacteria contamination.

The full presentation can be viewed at:

<https://ketchikan.primegov.com/Portal/Meeting?compiledMeetingDocumentFileId=5354>