


MEMORANDUM

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TO: The Honorable Mayor & City Council

FROM: Lacey G. Simpson, Assistant City Manager Initials: 

DATE: March 28, 2023 File #: MGR23-153

RE: **Award of Contract No. 23-13 – Jackson Heights Road Surfacing, Phase I, Colaska Inc., d/b/a SECON**

In adopting the 2023 General Government Operating and Capital Budget, \$956,967 was appropriated to the Public Works – Streets Division’s 2023 Transportation Infrastructure capital account. As indicated in the attached memorandum from Public Works-Engineering Project Engineer Karlee Miller, the City has advertised for and received sealed bids for Contract No. 23-13, Jackson Heights Road Surfacing, Phase I. One bid was received and was opened on March 23, 2023 at 10:30 a.m. in the City Clerk’s office. The Project Engineer’s report contains a summary of the bids received.

Colaska Inc., d/b/a SECON submitted the apparent low and sole bid in the amount of \$152,795. Ms. Miller is recommending a ten-percent project contingency of \$15,280, bringing the total project cost to \$168,075. A transfer in the amount of \$15,280 from the appropriated reserves of the Public Works Sales Tax Fund to the Transportation Infrastructure capital account is necessary to cover the recommended contingency. I concur with the Project Manager’s recommendation.

A Notice of Intent to Award was issued on March 24, 2023 to the sole bidder.

The Public Works Director will be attending the City Council meeting of April 6, 2023, in order to address any questions and/or concerns that Councilors may have.

A motion has been prepared for City Council consideration.

Recommended Motion: I move that the City Council award Contract 23-13, Jackson Heights Road Surfacing, Phase I, to Colaska Inc., d/b/a SECON in the amount of \$152,795; establish a ten percent contingency of \$15,280 for a total project cost of \$168,075; authorize a budget transfer in the amount of \$15,280 from the appropriated reserves of the Public Works SalesTax Fund to the Public Works – Streets Division’s 2023 Transportation Infrastructure capital account; authorize funding in the amount of \$168,075 from the Public Works – Streets Division’s 2023 Transportation Infrastructure capital account; and direct the City Manager to execute the contract documents on behalf of the City Council.

MEMORANDUM

TO: Delilah Walsh, City Manager

FROM: Karlee Miller, P.E., Project Engineer

CC: Mark Hilson, P.E., Public Works Director
Kara Jurczak, P.E., Assistant Public Works Director
Michelle Johansen, Finance Director

DATE: March 24, 2023

SUBJECT: **Contract No. 23-13 – Jackson Heights Road Surfacing – Phase 1**

In adopting the 2023 General Government Budget, the City Council appropriated local funds in the amount of \$956,967 to the Streets Division for maintenance and repairs of city Transportation Infrastructure. The Transportation infrastructure capital account funds roads, sidewalks, staircases & boardwalks, stormwater infrastructure, retaining walls, and right-of-way maintenance. Given the City's fiscal constraints, not all transportation needs are funded. Therefore, staff advances projects with the most obvious and dire need.

In 2017, a local contractor added 160 feet of gravel road (in accordance with City of Ketchikan minimum design standards adopted by Resolution 1095 in 1978) to Jackson Heights Street. In 2018, the newly built 160 feet was conveyed to and became property of the City of Ketchikan. The City's development standards do not require a road to be paved, so our mission has been to complete the road surfacing after plan recordation and after most lot's are built on. Surfacing this road was top priority, in order to reduce the maintenance burden of maintaining the gravel road on the steep incline. Staff prepared designs for surfacing the road with 8" of reinforced concrete instead of asphalt to at least double the lifespan of the road surface. Due to fiscal constraints, staff divided the design into two parts, tackling the steepest part of the road in phase 1. Phase 2 is anticipated next year.

Bid documents for the project were prepared by staff and publicly advertised on March 1, 2023. Sealed bids were opened on March 23, 2023 at 10:30 am by the City Clerk in the City Clerk's Office. One complete bid was received, opened and read aloud as listed below:

<u>Bidder</u>	<u>Bid Amount</u>
Colaska Inc., dba Secon	\$152,795

Notice of Intent to Award for Contract 23-13 Jackson Heights Road Surfacing – Phase 1 was issued on Friday March 24, 2023.

RECOMMENDATION

The Public Works Department recommends award of Contract 23-13, Jackson Heights Road Surfacing – Phase 1 to Colaska Inc., dba Secon in the amount of \$152,795.00. Further recommended is a ten percent contingency of \$15,280.00 for a total project cost of \$168,075.00. Staff recommends the following funding sources: \$152,795.00 from the Streets Division's Transportation Infrastructure capital account and \$15,280.00 from the Appropriated Reserves of the Public Works Sales Tax Fund.

Recommended Motion: I move that the City Council award Contract No. 23-13, Jackson Heights Road Surfacing – Phase 1 to Colaska Inc., dba Secon in the amount of \$152,795.00; authorize funding and use of a contingency of \$15,280.00 for a total project cost of \$168,075.00; authorize a budget transfer in the amount of \$15,280.00 from the Appropriated Reserves of the Public Works Sales Tax Fund to Streets Division's Transportation Infrastructure capital account; and direct the City Manager to execute the contract on behalf of the City Council.

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: March 24, 2023

NOTICE OF INTENT TO AWARD – CONTRACT NO. 23-13
Jackson Heights Road Surfacing – Phase 1

COMPANY:	Colaska Inc., dba Secon
ATTN:	Thomas Mason
ADDRESS:	PO Box 32159
	Juneau, Alaska 99803

Please be advised that the City of Ketchikan intends to award the above referenced contract at the City Council meeting of April 6, 2023, as follows:

Colaska Inc., dba Secon

One proposals was received and screened by a committee of two representatives. A unanimous consensus was reached to recommend that the City Council award the contract to Colaska Inc., dba Secon of Juneau, 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,

Karlee Miller, PE
Project Engineer

Digitally signed by Karlee Miller
Date: 2023.03.24
09:44:31-08'00'

Attachment: Bid Tabulation Sheet

CITY OF KETCHIKAN

Jackson Heights Road Surfacing

Contract 23-13

Bid Tabulations

				Colaska Inc, dba SECON		Engineers Estimate	
Bid Item	Description	Quantity	Type	Unit Price	Total Cost	Unit Price	Total Cost
1	Mobilization and Demobilization	1	LS	\$ 16,000.00	\$ 16,000.00	\$ 20,000.00	\$ 20,000.00
2	Traffic Control and Signage	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00
3	Construction Surveying	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
4	Engineer Directed Work	1	CS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
5	Unclassified Excavation	45	CY	\$ 80.00	\$ 3,600.00	\$ 50.00	\$ 2,250.00
6	Grading	313	SY	\$ 20.00	\$ 6,260.00	\$ 7.00	\$ 2,191.00
7	Crushed Surfacing	90	TON	\$ 85.00	\$ 7,650.00	\$ 65.00	\$ 5,850.00
8	8" Class A-A Concrete Pavement	288	SY	\$ 180.00	\$ 51,840.00	\$ 225.00	\$ 64,800.00
9	Curb & Gutter	143	LF	\$ 115.00	\$ 16,445.00	\$ 75.00	\$ 10,725.00
10	Abandon Corp Stop	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 750.00	\$ 2,250.00
11	Manhole Casting Adjustment	1	EA	\$ 4,500.00	\$ 4,500.00	\$ 2,500.00	\$ 2,500.00
12	Storm Drain Catch Basin	1	EA	\$ 7,000.00	\$ 7,000.00	\$ 3,000.00	\$ 3,000.00
				TOTAL	\$ 152,795.00	TOTAL	\$ 138,566.00

Department: Public Works Streets - Streets & Sidewalks			Project Priority: 1			Project Number:				
Project Title: Transportation Infrastructure			Start Date: 1/21			Estimated Project Cost:				
Description:			End Date: 12/27			Design				
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).						Land/Right-of-Way				
For 2023 two major components of this capital project may be new pavement on Valley Court as mandated by a previous legal settlement, and \$400,000 for interim Fairview Avenue repairs. The deterioration of Fairview Avenue calls for a complete reconstruction, however current budget constraints cannot support such a project. This project applies various paving techniques at select locations to keep the road at a minimal service condition until funding is obtained to reconstruct it. While these repairs minimize costs, they are short term fixes expected to last 3 to 5 years. The KPU Water Division portion of this project is reflected in the Water Division's Capital Improvement Program and would repair road damage due to the numerous service valve penetrations that accelerate road pavement deterioration. The work would include placing new valves behind the curb outside of the pavement and valve risers below gravel to eliminate road penetrations.						Construction Management				
						Construction				
						Equipment				
						Other				
						Project Total				
						4,380,000				
						4,380,000				
Source of Funds	Fund No.	Prior Years	Adopted 2023			Projected Requirements				Total Project
			Reappro- priated	New Funding	Total	2024	2025	2026	2027	
Public Works Sales Tax Fund	111	223,033	76,967	880,000	956,967	800,000	800,000	800,000	800,000	4,380,000
Total			223,033	880,000	956,967	800,000	800,000	800,000	800,000	4,380,000