



# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## MEMORANDUM

**To:** Mayor Eisenbeisz and Assembly Members

**Thru:** John Leach, Municipal Administrator

**From:** Michael Harmon P.E., Public Works Director *MH*

**Date:** April 20, 2022

**Subject:** FY2022 Supplemental Capital Appropriation for Repairs to the Cross Trail: Exemption from Competitive Process by Sole Source and Specialized Equipment for procuring Troy's Excavation for repairs to the Cross Trail

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### Background

On January 21, 2022, the Cross Trail sustained substantial damage between Kramer and Cascade Creek spur trails. Heavy rain caused the land above to erode, causing embankment failure making the trail unsafe and impassable.

CBS Public Works department is seeking FY2022 supplemental appropriation for Capital Projects Funds for repairs to the Cross Trail using sole source procurement of Troy's Excavation. Work will be required to be completed no later than June 15, 2022, coinciding with the beginning of the summer tourism season.

### Analysis

Public Works is seeking a supplemental capital appropriation to procure Troy's Excavation to complete repairs to the washed-out section of the Cross Trail between Kramer and Cascade Creek spur trails. A sole source procurement is recommended as Troy's Excavation has constructed the entire Cross Trail thus far and understands the log reinforcements in this section of trail and drainage issues. Contractor's knowledge will be beneficial for the long haul of material over the existing trail without causing damage; this requires appropriately sized equipment.

Locally in Sitka there are two known companies with access to the appropriately sized equipment (i.e., Marooka 2 Cubic Yard MST660 rubber mounted or equivalent): Troy's Excavation and Pacific Services. On March 18, 2022, Pacific Services' Mr. Jerome Mahoskey was contacted and confirmed during conversation his company is not interested in submitting a bid on this project based on the size of the project and

existing workload. This leaves Troy's Excavation as the sole company located in Sitka with the appropriate equipment.

CBS Municipal Engineer, Mike Schmetzer met with Troy of Troy's Excavation onsite to review his proposed approach for constructing the trail repair and drainage improvement; Mike Schmetzer fully concurs with Troy's approach to complete needed repairs.

### **Fiscal Note**

CBS is responsible for repairs to the Cross Trail per the existing maintenance agreement.

On April 20, 2022, Troy's Excavation provided a cost estimate to repair the washed-out section of the Cross Trail for an amount of \$24,999.00. This amount includes mobilization, equipment, labor, and materials (drainage culvert, D-1 for resurfacing).

Total cost for this repair is \$30,000.00 including internal cost to manage the project and perform some of the work. Funds for this repair will be transferred from the General Fund into the Capital Projects Fund. As mentioned, this contract for this repair will be procured without following the normal competitive process based on the justifications outlined in this memo.

### **Recommendation**

It is recommended to approve FY2022 supplemental capital appropriation for Repairs to the Cross Trail to be funded from the General Fund.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2022-09
AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2022
(Cross Trail Repair)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. CLASSIFICATION. This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. SEVERABILITY. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. PURPOSE. The purpose of this ordinance is to make a supplemental Capital appropriation for FY2022.

4. ENACTMENT. In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2021 and ending June 30, 2022.

Table with 2 columns: FISCAL YEAR 2022 EXPENDITURE BUDGETS, CAPITAL PROJECTS. Fund 700 -Cross Trail Repair Project – Operations: Increase appropriations in Contracted/Purchased Services in the amount of \$30,000 for repairing the Cross Trail due to the washout. The funds will come from the General Fund undesignated working capital.

EXPLANATION

On January 21, 2022, the Cross Trail sustained substantial damage between Kramer and Cascade Creek spur trails. Heavy rain caused the land above to erode, causing embankment failure making the trail unsafe and impassable.

CBS Public Works department is seeking FY-2022 Supplemental Appropriation for Capital Projects Funds for repairs to the Cross Trail using sole source procurement of Troy’s Excavation. Work will be required to be completed no later than June 15, 2022, coinciding with the beginning of the summer tourism season.

5. EFFECTIVE DATE. This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 10th day of May 2022.

ATTEST:

Steven Eisenbeisz, Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading: 4/26/2022
2nd and final reading: 5/10/2022

Sponsor: Administrator