



Tuesday, March 19th, 2019

MEMORANDUM

To: Keith Brady, CBS Administrator
From: Garry White, Director
Subject: GPIP Enterprise Fund Budget Adjustment – Access Ramp Project

Introduction

The Gary Paxton Industrial Park (GPIP) Board of Directors met on February 27, 2019 and approved a motion to recommend that a budget adjustment be made to the FY19 budget to allow for the Access Ramp Project to move forward.

The Board is recommending that \$22,000 be moved from GPIP Undesignated Working Capital to continue with a Scoping Study Report to analyze and design different components of an Access Ramp at the GPIP to allow vessels and barges to be haul out.

GPIP Access Ramp Project

The CBS has hired PND Engineering of Juneau to complete analysis and design of an access ramp at the GPIP to support the marine services industry. PND provided different conceptual designs and cost estimates for the full project this past summer. The cost estimates ranged from \$6.8 and \$6.1 million to complete a full constructed project. The GPIP Board requested that PND look at a phased development and prioritized the following phases to complete the ramp project.

1. EPA water treatment infrastructure
2. EPA approved wash down pad or water collection infrastructure.
3. Ramp infrastructure improvements, including installing a concrete ramp.
4. Upland improvements (Electric, water, lighting, etc.).
5. Timber float.
6. Potential CBS owned infrastructure to haul vessel (Hydraulic trailer or lift).

Access Ramp Fiscal Note

The approved budget for the Access Ramp Project - \$40,000

The preliminary report contract amount - \$18,550

CBS Labor and other costs - \$4,250

Floating Dock Revisions - \$7,500

Total project costs to date – 30,300

\$9,700 - Remaining to complete analysis

Further Scoping Study Report by PND - \$23,660 (Attached)

Potential additional conceptual drawings - \$5,000

Estimate CBS Labor - \$3,000

Total estimate needed to complete project - \$31,660

Remaining funds - \$9,700

Estimate funds needed to complete Project - \$21,960

The GPIIP Undesignated Working Capital fund has a balance of \$598,835 as of September 30, 2018 per the Finance Director.

Action

Assembly Approval of the budget adjustment to allow the access ramp project to move forward.

Scope of Services

Scope of Services	PND Senior Engineer VII	PND Senior Engineer II	PND Staff Engineer V	PND Tech VI	PND Tech V	PND CAD Designer VI	Line Item Costs	Task Subtotal Costs
	\$195.00	\$130.00	\$115.00	\$130.00	\$115.00	\$115.00		
Task 2 Services								
2.1 Project Management: Client scope coord, contract amendment, invoicing, admin. & clerical	4				4		\$1,240	
2.2 Assess washwater usage projections and boatyard industry standard effluent loading prior to on site treatment	4		10		2		\$2,160	
2.3 Assess washwater on site treatment facility needs based on projected usage and effluent loading criteria pre and post treatment. Consult with CBS wastewater treatment plant operators on allowable influent criteria.	4		24		4		\$4,000	
2.4 Prepare schematic site plan and equipment catalog data/specifications illustrating and describing washwater facility requirements, lift station and discharge to CBS municipal sewer.	4		28		4	8	\$5,380	
2.5 Research temporary wash down pad product data and costs.	2		6				\$1,080	
2.6 Prepare scoping summary report in letter format with description of overall project, scoping meetings and specific element improvements identified by CBS for priority development with cost breakdowns for each. Identify anticipated operational permits required.	12		16		8		\$5,100	
2.7 Prepare cost estimate for Concept 3 - Combined barge and vessel haulout ramp per CBS 02.14.19 email directions.	2		2	4			\$1,140	
2.7 Telephonic work session, address CBS review comments and finalize drawings, equipment catalog data/specifications, budget and letter report.	10		8		2	4	\$3,560	
Total Estimated Manhours	42		94	4	24	12		\$23,660
Estimated Third Party Expenses								
Travel Expenses	No travel requested							
Admin Fee	10% Third party markup							
								\$23,660

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2019-08
AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA
MAKING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2019
(GPIP Access Ramp)

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 Fiscal Year 2019.

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 appropriations for the budget period beginning July 1, 2018 and ending June 30, 2019.

<u>FISCAL YEAR 2019 EXPENDITURE BUDGETS</u>
CAPITAL PROJECTS
Gary Paxton Industrial Park Fund – Dock Access Ramp Design Project #90837: Increase appropriation in the amount of \$22,000 to continue an analysis and design of the GPIP dock access ramp. These funds will come from the Gary Paxton Industrial Park working capital.

EXPLANATION

The Gary Paxton Industrial Park Board has determined that additional capital expenditures for the dock access ramp are necessary, and, has requested that additional capital appropriations be made by the Assembly.

The Gary Paxton Industrial Park Fund has not had any supplemental appropriations to date in FY2019.

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 9th Day of April, 2019.

ATTEST:

Valorie Nelson, Vice Deputy Mayor

Sara Peterson, Municipal Clerk

Sponsor: Administrator

1st reading 3/12/19 – meeting cancelled due to lack of quorum

1st reading 3/26/19

2nd and final reading 4/9/19