

**Cross Trail 6 Meeting Agenda**  
**January 21, 2019 \* 9:30 a.m.**  
**City Hall Third-Floor Conference Room**

**Expected attendees**

Cliff Richter, City and Borough of Sitka (CBS)  
Dave Longtin, CBS  
Lynne Brandon, Sitka Trail Works (STW)  
Troy Bayne, STW

**Discussion items**

1. CBS wants to relocate the Harbor Mountain Road Trailhead to the first switchback.
  - a. What are the budget impacts?
  - b. What are the schedule impacts?
  - c. What are the design / construction challenges?
2. Cross Trail connector across from Old Sitka Dock will not be built until a master plan is completed for the No Name Mountain area. Planning Department is gearing up to select a consultant to complete the study. Don't expect the master plan to be finished for a year or so. We'll have to look at if this is something WFL will allow us to complete later.
3. Budget issues
  - a. \$50K of anticipated CPET funds are likely not available. This will have a ~\$600K impact on the project budget, when you consider the \$50K provided sufficient match for about \$550K of WFL budget.
  - b. Can we build a trail for the remaining budget? The project cost will be reduced due to the connector trail not being built.
  - c. CBS needs to make internal decision on whether 5% STW indirect cost will be taken from the 10% de minimis amount we collect from the grant, or from the remaining 90% of the grant funds.
4. Construction contract requirements
  - a. The consultant we hired to help us set up the construction agreement agrees with us: A contract is the way to go. He says characterizing STW as a contractor, rather than a "partner" or other terminology, should not adversely affect your ability to recover administrative fees, mark-ups, etc.
  - b. You'll need to demonstrate that construction workers are being paid Davis-Bacon wages.
  - c. There are other specific recommendations about how to demonstrate that the grant funds are being spent in a fair manner. Those will be part of the contract.
  - d. Once the design is complete (with relocated trailhead and no connector trail), CBS is required to perform an independent cost estimate to demonstrate that the contract terms are reasonable. Otherwise, we can't sole-source the work to STW.