



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441

PHONE: (907) 262-4441 • FAX: (907) 262-1892

www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Kelly Cooper, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Finance Director *C Chapman*
Scott Griebel, Maintenance Director *SG*

DATE: February 23, 2017

SUBJECT: Ordinance 2016-19-*27*, Appropriating \$175,000 from the Borough General Fund and Appropriating \$175,000 in the Kenai Peninsula Borough School Capital Projects Fund for the Chapman Elementary and Other Siding/Window Replacement Projects (Mayor)

Each year as part of the budget process, the Kenai Peninsula Borough appropriates funding for the Kenai Peninsula Borough School District's capital projects. As part of the FY2018 budget process the mayor is proposing that \$1,250,000 be made available for school capital projects, the same amount that was provided in FY2017. One of the identified projects for FY2018 is the Chapman Elementary siding/window replacement project.

The Maintenance Department has requested that funding for this project be provided prior to the start of the next fiscal year. This will allow the project to be bid prior to the start of the next fiscal year and for the project to be completed prior to the start of school in the fall of 2017. The funding provided for this project would reduce the funding for school capital projects included in the proposed FY2018 budget that will be submitted to the assembly at the May 2, 2017 assembly meeting.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	100.00000.00000.27910
Amount	\$175,000.00
By:	<i>CP</i> Date: <i>2/22/17</i>

Introduced by: Mayor
Date: 03/07/17
Hearing: 03/21/17
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2016-19-27**

AN ORDINANCE APPROPRIATING \$175,000 FROM THE BOROUGH GENERAL FUND AND APPROPRIATING \$175,000 IN THE KENAI PENINSULA BOROUGH SCHOOL CAPITAL PROJECTS FUND FOR THE CHAPMAN ELEMENTARY AND OTHER SIDING/WINDOW REPLACEMENT PROJECTS

WHEREAS, the Chapman Elementary siding/window replacement project is one of the school capital projects that was recommended to be included in mayor's proposed FY2018 budget for school capital projects; and

WHEREAS, the estimated cost of this project is \$175,000; and

WHEREAS, the Maintenance Department has requested that funding for this project be provided prior to the enactment of the ordinance appropriating the FY2018 budget, enabling the project to be bid prior to the start of the next fiscal year which will allow the project to be completed before to the start of school in the fall of 2017;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$175,000 is appropriated from the Kenai Peninsula Borough School General Fund, fund balance account 100.00000.00000.27910 to account 100.94910.00000.50400, transfer to Kenai Peninsula School Capital Projects.

SECTION 2. That \$175,000 is appropriated in the Kenai Peninsula Borough School Capital Projects Fund, to account 400.78050.17714.49999 for costs associated with the Chapman Elementary siding/window replacement project.

SECTION 3. That after completion of the Chapman Elementary siding/window replacement, all remaining funds may be used for other school siding/window replacement projects.

SECTION 4. That this ordinance takes effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
DAY OF *, 2017.**

Kelly Cooper, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

Purchasing & Contracting
47140 E Poppy Lane • Soldotna, Alaska 99669-7520
Phone (907) 714-2260 • Fax: (907) 714-2373
www.kpb.us/purchasing

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Mike Navarre, Mayor
THRU: Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*
FROM: David May, Project Manager *DM*
DATE: February 27, 2017
SUBJECT: Authorization to Award Contract for ITB17-010 Ninilchik School Roof Replacement

The Purchasing and Contracting Office formally solicited and received bids for ITB17-010 Ninilchik School Roof Replacement. Bid packets were released on January 18, 2017 and the Invitation to Bid was advertised in the Peninsula Clarion and the Alaska Dispatch News on January 18, 2017 and the Homer News on January 20, 2017.

The project consists of removing approximately 11,500 square feet of ballasted EPDM roofing and replacing with BUR roofing system.

On the due date of February 15, 2017 four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$294,000.00 was submitted by Earhart Roofing, Anchorage, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 401.71100.11SCH.49101 and 401.71100.14SCH.49101.

Mike Navarre
Mike Navarre, Mayor

2/27/2017
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>401.71100.11SCH.49101</u>
Amount	<u>\$36,091.99</u>
By: <u>pp</u>	Date: <u>2/27/16</u>

BT ga ccc

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>401.71100.14SCH.49101</u>
Amount	<u>\$257,908.01</u>
By: <u>pp</u>	Date: <u>2/27/16</u>

BT ga ccc


**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB17-010 Ninilchik School Roof Replacement

CONTRACTOR	LOCATION	BASE BID
Rain Proof Roofing	Anchorage, Alaska	\$ 385,000.00
DayNight Construction	Anchorage, Alaska	\$ 398,200.69
Earhart Roofing	Anchorage, Alaska	\$ 294,000.00
Consolidated Enterprises	Anchorage, Alaska	\$ 355,265.00

DUE DATE: February 15, 2017 @ 2:00 PM

KPB OFFICIAL:


Valentina Sustaita, Purchasing & Contracting Director



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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Kelly Cooper, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Finance Director *cchapman*
Scott Griebel, Maintenance Director *sg*

DATE: February 23, 2017

SUBJECT: Ordinance 2016-19-28, Appropriating \$100,000 from the School Fund for Snow Removal and Sanding (Mayor)

The attached ordinance appropriates \$100,000 from the School Fund for snow removal and sanding of school facilities. With recent snow falls, higher than projected snow removal and sanding has been necessary on school facilities parking lots and walkways. In addition, snow removal from school roofs in Seward has been necessary. The maintenance department needs to seek supplemental funds to ensure there are sufficient funds on hand through the end of the fiscal year for snow removal and sanding.

Fund balance is available in the School Fund to support these expenditures. It should be noted that this transaction has no impact on current year funding for the school district.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>241.00000.00000.27910</u>
Amount	<u>\$100,000</u>
By: <u>pc</u>	Date: <u>2/23/17</u>

Introduced by: Mayor
Date: 03/07/17
Hearing: 03/21/17
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2016-19-28**

**AN ORDINANCE APPROPRIATING \$100,000 FROM THE SCHOOL MAINTENANCE
FUND FOR SNOW REMOVAL AND SANDING**

WHEREAS, due to higher than projected cost associated with snow removal of school facilities parking lots and walkways, the maintenance department is seeking supplemental funding to ensure there are sufficient funds on hand through the end of the fiscal year for snow removal and sanding; and

WHEREAS, the School Fund has fund balance available to support the appropriation; and

WHEREAS, the appropriation of fund balance within the School Fund does not impact the current year funding for the school district;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$100,000 is appropriated from the School Fund, fund balance to the following account:

241.41010.00000.43764, snow removal and sanding, in the amount of \$100,000.

SECTION 2. That this ordinance takes effect immediately upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2017.

Kelly Cooper, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent: