# City of Akutan

## PROCUREMENT REPORT AND RECOMMENDATION

### PURPOSE

**Purpose:** Procurement of Architectural/Engineering (A/E) Services for Alaska Ferry Dock Repair and Upgrade in Akutan, Alaska.

**Procurement Type:** AMC 5.50.180 Open Market Procedure

**Funding Source:** Denali Commission Grant No. DC-TRX-11-001, Waterfront Development, 50% City of Akutan Matching Funds

**Prepared By:** Robert Kirkman, Senior Consultant, RMA Consulting Group

**Date:** 21 March 2012

### DESCRIPTION

Professional engineering services are required to complete the design and construction bid documents for the refurbishment of the Alaska Ferry Dock located in Akutan, Alaska.

The project will proceed in two stages:

1. Preparation of bid plans and specifications sufficient to obtain one or more qualified bids for construction of improvements.
2. Procurement of construction services through the Akutan Municipal Code competitive bidding process and management of construction until project completion.

### PROCUREMENT PROCESS

For the past several years, the City of Akutan (COA) has been engaged in a number of ongoing infrastructure development projects. These include a new harbor, an airport, harbor access road, a geothermal project, two hydroelectric projects, and numerous upgrades to existing City-owned infrastructure. Each of these projects requires the City to provide significant managerial oversight, and ongoing technical engineering support. Akutan is a small rural community with a population of less than 100 full time residents. Its primary resources consist of a Mayor and limited municipal staff. It does not have a public works department nor any other full time professional resources other than those acquired through contract.

Under the guidelines of Akutan Municipal Procurement code, AMC 5.50.180, and consistent with the US Code of Federal Regulations, CFR 24.36 15 Subtitle A (1-1-02) page 230, paragraph (v), allowing grantees and sub grantees to use qualifications-based procurement of architectural/engineering (A/E) professional services, the City of Akutan

selected the firm of Mead & Hunt to provide ongoing engineering services for all city projects. Mead & Hunt provides these services under an annual renewable contract which is reviewed and approved by the Akutan City Council.

In view of the City's existing capacity (through Mead & Hunt) to prepare design documents, plans and specifications, and in recognition of Mead & Hunt's familiarity with the ferry dock project,* the City desires to award the design work specified in Denali Commission grant # DC-TRX-11-001, to Mead & Hunt.

In that regard, RMA Consulting Group has reviewed both federal and municipal procurement requirements, and finds the selection of Mead & Hunt to perform services described in the grant to be consistent with the provisions of AMC 5.50.190, 5.50.220, 5.50.280, and 5.50.290.

*Under their existing professional services contract with the City of Akutan, Mead & Hunt conducted a complete survey of the existing dock facilities, and prepared a field investigation and cost estimate report (August, 2011), to identify a scope ad budget for the project. This report is the foundation for the design and specification work to be performed under the Denali Commission grant.

## RECOMMENDATION

RMA finds the selection of Mead & Hunt to perform the services required under grant # DC-TRX-11-001, to be consistent with federal and municipal selection criteria. In addition, this selection will save time and money, when compared to any effort to procure the services on the open market. We recommend the selection of Mead & Hunt for the dock repair and upgrade design, procurement, and construction management services described herein.

## ACCEPTED AND APPROVED

**Signature:**

Joe Bereskin, Mayor
Procurement Officer

**Date:** 3/21/12