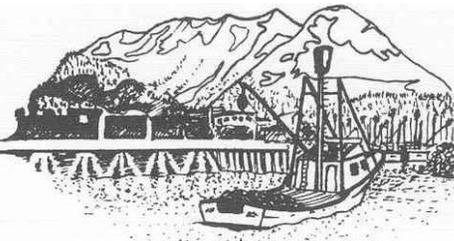


CITY OF CORDOVA



Chairman:
Jake Betts
Commissioners:
Andy Craig
Max Wiese
Ken Jones
Mike Babic
Harbormaster:
Tony Schinella
Admin Assistant:
Brandy Griffith

**HARBOR COMMISSION REGULAR MEETING
SEPT 12, 2018 @ 7:00 PM
CITY HALL ROOM CONFERENCE ROOM B**

AGENDA

CALL TO ORDER

ROLL CALL

Jacob Betts, Andy Craig, Max Wiese, Ken Jones, Mike Babic

- 1. APPROVAL OF REGULAR AGENDA..... Page 1**
- 2. APPROVAL OF MINUTES**
 - A. Next meeting
- 3. COMMUNICATIONS BY VISITORS**
 - B. Audience comments regarding agenda items (3 minutes per speaker)
- 4. Harbormasters report.....Page 2**
- 5. NEW BUSINESS**
 - A. PND Engineering Build Grant scope of work.....Pages 3-4
 - B. Build Grant Basics..... Pages 5-12
 - C. State Harbor Matching Grant power point.....Pages 13-16
- 6. OLD BUSINESS**
 - A. Discussion on bond/loan payment for State Matching Grant.
- 7. MISCELLANEOUS BUSINESS**
 - A. None
- 8. AUDIENCE PARTICIPATION**
- 9. COMMISSION COMMENTS**
- 10. ADJOURNMENT**

Harbormaster's Report

- Ordered new parking and engine swap signage for 3 stage hoist.
- Phone conferenced with PND a couple times about Build Grant & State matching grant
- Repaired 15 electrical issues
- Scheduled Travelift tech inspection mid-September
- Replaced plank on G float ramp
- Replaced rotted planks on old grid approach
- Completed 102 vessel lifts for 2018
- Replaced 7 pile hoops
- Rebuilt steps for used oil tank
- Painted and installed new stall name tags
- Installed 2 sections of North Ramp floating dock. Still waiting for new section
- Installed new hydraulic pumps on all hoists
- Installed 2 rebuilt turning gear motors on hoists. 3rd turning gear is being rebuilt
- Shipped 10,000 gallons of used oil to NRC Anchorage for disposal
- Refurbished 40+ stalls on J & K float
- Started re-installing electrical pedestals on J float
- Electrician is re-wiring pedestals on J float
- Harbor personnel performed security during 5 Samson offloads
- Transferred 4000 gallons of used oil from sorting tank to holding tank
- Collected 9180 gallons of used oil
- Delivered 300 gallons of used oil to City shop
- 1200 gallons of bilge water to EVOS filtration room
- Impounded Three Sisters and Hana Cove
- Working with Arctic IT & FSM to get our tablet working to conduct dock checks
- Cleaned office
- Cleaned shop
- Sent out annual and monthly invoices
- Burned 11 loads of oil absorbents with the Smartash burner
- Dock rounds twice daily
- Cleaned oil sumps daily
- Cleaned restrooms daily
- Don't forget to buy your Cordova Port & Harbor sweat shirts



ENGINEERS, INC.

August 28, 2018

PND 18A-089

Tony Schinella, Harbormaster
Cordova Port & Harbor
P.O. Box 1210
Cordova, Alaska 99574

Subject: Cordova BUILD Grant Application – Scope of Work

Dear Mr. Schinella:

PND Engineers, Inc. (PND) appreciates the opportunity to provide engineering services to the City of Cordova (City) to support grant application efforts for replacement of infrastructure in the Cordova South Harbor. We understand that the City desires to apply for the FY2019 BUILD grant program offered by the U.S. Department of Transportation (USDOT). This letter provides further detail on the PND’s proposed engineering services and scope of work to develop the comprehensive grant application.

Grant Summary

PND understands that the City is looking at multiple grant sources for funding of the South Harbor replacement project. The two primary sources being the BUILD grant and the State of Alaska Municipal Harbor Facility Grant program. PND will provide a written summary of the timing, coverage and requirements of the various grants. This effort will be performed early in the project in order to assist the City’s decision making and planning for potential grant applications.

Conceptual Design

Establishing the desired project scope to be contained in the grant application will be on the critical path for this project. PND will work with the City to develop a conceptual plan that outlines the scope, desired features and key components of the project. Rough-order-magnitude (ROM) cost estimates will be developed for the conceptual design. We anticipate that a single interim draft submittal will be required in order to incorporate City desired features and comments. The resulting conceptual plan will serve as the basis for the BUILD grant application.

BUILD Grant Application

PND will develop the written grant application with supporting data and figures. The application will be tailored to the specific requirements and merit criteria established by the USDOT under the FY2018 application guidelines. PND has partnered with Rain Coast Data to provide the BenefitCost Analysis for the grant application. This information will be used to supplement the economic evaluation components of the written grant application. We will provide a draft submittal of the grant application for City review and approval. Any revisions to the grant application, required to meet the FY2019 BUILD Grant guidelines, will be negotiated with the City once the FY2019 notice of funding opportunity is provided by the USDOT.

PND will provide the above scope of services on a **Fixed Fee basis of \$28,950** per our response to the City’s request for proposal RFP #PW18-03. Our proposed schedule for deliverables is attached to this letter. Please let us know if you desire any changes to our work plan. Feel free to contact us anytime if you have further questions. We look forward to working with you on this project.

1506 West 36th Avenue · ANCHORAGE, ALASKA 99503 · Phone 907.561.1011 · Fax 907.563.4220

Page 2

Cordova Harbor BUILD Grant
Engineering Services Scope of Work

Sincerely,
PND Engineers, Inc.

Chip Courtright, P.E., S.E.

Activity Name	Start	Finish	2018		Qtr 4, 2018			Qtr 1, 2019			Qtr 2, 2019			, 2019
			Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Cordova South Harbor BUILD Grant	05-Sep-18	12-Jul-19												
Notice to Proceed	05-Sep-18*													
Develop DRAFT Concept Project Plan	05-Sep-18	25-Sep-18												
Project Kickoff and Planning Meeting		25-Sep-18												
Background Studies and Data Collection	26-Sep-18	06-Nov-18												
Develop Grant Summary/Strategy Document	26-Sep-18	16-Oct-18												
Submit Grant Summary/Strategy Document		16-Oct-18												
City Review and Comment on DRAFT Concept Plan	26-Sep-18	09-Oct-18												
Revise Concept Plan Based on City Comments	10-Oct-18	23-Oct-18												
Submit Revised Plan		23-Oct-18												
City Review and Approval of Concept Plan	24-Oct-18	06-Nov-18												
Develop Draft Grant Application Document	07-Nov-18	11-Jan-19												
Submit Draft Grant Application for City Review		11-Jan-19												
City Review of Draft Grant Application	14-Jan-19	01-Feb-19												
Revise Grant Application	04-Feb-19	25-Feb-19												
Submit Final Draft of Grant Application		25-Feb-19												
Revise Grant Application for FY2019 Requirements (as required)	01-May-19*	07-Jun-19												
FY2019 BUILD Grant Application Deadline (Assumed)		12-Jul-19*												

Remaining Level of Effort
 Remaining ...
 Actual Work
 Critical Re...



- \$1.5 billion multimodal, merit-based discretionary grant program
- Modal and geographic equity requirements
- DOT intends to award a greater share of grants to projects in rural areas than in urban areas
- Project narrative, SF 424, and project information form required

BUILD Basics

- Eligible Applicants
 - State, local, and tribal governments, transit agencies, MPOs, and other public entities
- Eligible Projects
- Eligible Cost Share or Match
 - BUILD Transportation funds may cover up to 80 percent of project costs in urban areas and 100 percent of project costs in rural areas
- Minimum Awards
 - \$5 million for projects in urban areas
 - \$1 million for projects in rural areas
 - No minimum for planning grants

- Maximum Award
- \$25 million per project; \$150 million per State
- Applications – Must be submitted on or before 8:00 PM E.D.T. on **July 19, 2018**

What Projects Compete Well?

- Demonstrated strength in merit criteria
- Project that will enter construction within the period of obligation (Sept. 30, 2020)
- Project has specific timeline for completion
- Presents a clear story and project impact
- Emphasizes improved access to reliable, safe, and affordable transportation in rural areas
- Incorporates innovations in funding and finance

- New partnerships, multi-jurisdictional cooperation, including public-private partnerships

BUILD Evaluation Considerations

- Does the project align well with the merit criteria?
- Does the project demonstrate readiness in terms of environmental review, permitting, technical feasibility, funding, and the applicant's capacity to manage project delivery?
- How do the project's benefits compare to its costs?
- Will DOT be able to obligate funds by September 30, 2020?

BUILD Merit Criteria

- Safety
- State of Good Repair
- Economic Competitiveness
- Quality of Life
- Environmental Protection
- Innovation

- Partnership
- Non-Federal Revenue for
Transportation
Infrastructure
Investment

Merit Criterion: [Safety](#)

■ DOT will assess:

- The project's ability to foster a safe transportation system for the movement of goods and people
- The projected impacts on the number, rate, and consequences of crashes, injuries, and fatalities among transportation users
- The project's contribution to the elimination of highway/rail grade crossings
- The project's contribution to preventing unintended releases of hazardous materials

Merit Criterion: State of Good Repair

- DOT will prioritize projects that ensure the good condition of infrastructure, including rural infrastructure, and support commerce and economic growth. DOT will also assess whether and to what extent:
- The project is consistent with relevant plans to maintain transportation facilities or systems in a state of good repair and address current and projected vulnerabilities
- If left unimproved, the poor condition of the asset will threaten future transportation network efficiency, mobility of goods or accessibility and mobility of people, or economic growth
- The project is appropriately capitalized up front and uses asset management approaches that optimize its long-term cost structure
- A sustainable source of revenue is available for operations and maintenance of the project and will reduce overall life-cycle costs
- The project will maintain or improve transportation infrastructure that supports border security functions

Merit Criterion:

Economic Competitiveness

- **Projects that address congestion in major urban areas or bridge gaps in service in rural areas, and projects that attract private economic development support economic competitiveness. DOT will assess whether the project will:**
 - **Decrease transportation costs and improve access, especially for rural communities, through reliable and timely access to employment centers and job opportunities**
 - **Improve long-term efficiency, reliability or costs in the movement of workers or goods**
 - **Increase the economic productivity of land, capital, or labor**
 - **Result in long-term job creation and other economic opportunities**

- **Help the United States compete in a global economy by facilitating efficient and reliable freight movement**

Merit Criterion: Environmental Protection

- DOT will assess the project's ability to:
- Improve energy efficiency, reduce dependence on oil, and reduce congestion-related emissions
- Reduce energy use and air or water pollution through congestion mitigation strategies
- Avoid adverse environmental impacts to air or water quality, wetlands, and endangered species
- Provide environmental benefits, such as brownfield redevelopment, groundwater recharge in areas of water scarcity, wetlands creation or improved habitat connectivity, and stormwater mitigation
- DOT will consider the extent to which the project uses innovative ways to improve or streamline environmental reviews while maintaining the same outcomes

Harbor Facility Grant



HOW DO WE GET THERE?

What is a harbor facility grant?

- Grants are funded on an annual basis at the discretion of the Alaska Legislature and consists of two tiers, Tier I and II
- 45 Tier I's still remaining (2017 ADOT)
- Tier I has priority and consists of major maintenance and repair of a harbor facility that was previously owned by the state and now is locally owned
- Tier II consists of all other harbor facilities and those harbor facilities which have already received a Tier I grant
- All awards require a 50/50 match be secured with application submittal
- Maximum 5 million request per city per year
- Competitive process
- Work must be completed within 18 months of acceptance of grant

What's Eligible ?

The removal, replacement, rehabilitation, or installation of the following items are eligible for funding under this program

- Pilings and anchors
- Approach structures
- Access ramps and gangways
- Float systems for permanent and transient moorage
- Utility systems integral to the float systems (specifically power, lights, fresh water, and fire suppression systems)
- Launch ramps
- Seaplane floats
- Other appurtenances necessary for the basic operation of the harbor facility

What's Not Eligible ?

Some Examples

- Breakwaters and revetments
- Dredging
- Harbormaster offices, buildings, offices, shops, boat yards or storage structures
- Engineering and design
- Commercial and privately owned utility systems, e.g. fuel, on the float systems
- Seawalls, bulkheads, sheet pile walls, gabions, and quays
- Access roads and uplands
- Portable or trailer mounted equipment for fire fighting, sewage pump out, oily bilge water
- Vessel hoisting machinery
- Not for preventative maintenance

Tier I or Tier II?

- All requirements are the same
- Tier I
 - 5 million dollar match – 10 million total
 - One time demob and mob cost
 - Harbor could contribute approximately 600,000 to 800,000
 - From PNDs cost estimate – could replace
 - G,H, J, floats and pilings and all utilities
 - Replace 3 Ganyways meet ADA
- Tier II – minimum 50,000 match
 - Multiple mob and demob cost
 - Difficult for Harbor to contribute multiple times once savings is gone
 - Lower priority than Tier I applications- more applicants

Where would a 5 million dollar match come from?

- Permanent fund- Council Vote
- Bond – Vote of the People
- BUILD Grant (formerly TIGER Grant) if awarded.
 - Application 2019

What would the match payment be?

*5 million for 20 years at 4.0% \$367,908.75

*4 million for 20 years at 4.0% \$294,327.00

Where would the payment come from?

- Raise harbor rates
- Personal property tax or flat tax rate on boats over 20 feet
 - Flat rate directly to Harbor - designated for maintenance
 - Assessed Values - would require assessor, code work, set up and upfront cost
- Establish new fee for maintenance
- Local fish tax with a portion committed to harbor maintenance and upgrades
 - Require legal work and upfront cost

Payment should not come from

- Depreciation funds- maintenance will still need to occur for all Harbor Facilities

* Estimated interest rate

Time Lines for funding for 2019 Application

- Decision on Permanent fund or bond by October
 - If Vote- Preparing ballot by January 1- election in March
- Resolution passing the fee increases for payment for 2019
- Ordinance establishing personal property tax on boats and/or local fish tax
 - decision on type of boat tax – flat or assessed -30 day wait period
- Determine cost of engineering & design and funding source

Possible cost savings

- BMI systems- elimination of the majority of the engineering and design cost
- Establish fee and boat tax for 2019; submit BUILD grant for 2019
 - If BUILD grant received no bond or reduced bond would be required; if not would have additional revenue to put towards match for 2020 Tier I application.