



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

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Homer, Alaska 99603

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Memorandum Supplemental Packet

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 11, 2021
SUBJECT: SUPPLEMENTAL PACKET

RESOLUTIONS

Resolution 21-069, A Resolution of the City Council of Homer, Alaska Awarding a Contract to Furnish Two Blowers for the Waste Water Treatment Plant to a Firm to be Announced in an Amount to be Disclosed and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Resolution 21-069(S), A Resolution of the City Council of Homer, Alaska Awarding a Contract to Furnish Two Blowers for the Waste Water Treatment Plant to APSCO, LLC/OTSA in the Amount of \$119,040 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Page 3

Memorandum 21-177 from Public Works Director as backup

Page 5

Resolution 21-070, A Resolution of the City Council of Homer, Alaska Certifying the Results of the City of Homer Regular Election held October 5, 2021 to Elect Two City Councilmembers for Three Year Terms Each and One City Councilmember for a One Year Term. City Clerk.

Resolution 21-070(S), A Resolution of the City Council of Homer, Alaska Certifying the Results of the City of Homer Regular Election held October 5, 2021 to Elect Two City Councilmembers for Three Year Terms Each and One City Councilmember for a One Year Term. City Clerk. With Exhibit –A Page 10

Resolution 21-071, A Resolution of the City Council of Homer, Alaska Amending the Homer Planning Commission Policy and Procedures Manual to Update the Language and Appeal Filing Deadline and Remove the Section Addressing Appeals. City Clerk/Planning Commission.

Memorandum 21-175 from City Clerk as backup

Page 13

Resolution 21-072, A Resolution of the City Council of Homer, Alaska Amending the Homer Planning Commission Bylaws by Updating the Section Regarding Vacancies, Adding a Section on Teleconference, and Updating Language. City Clerk/Planning Commission.

Memorandum 21-175 from City Clerk as backup

Page 13

Resolution 21-073, A Resolution of the City Council of Homer, Alaska Updating the City of Homer Gift, Donation, and Art Policies, Procedures, and Guidelines to add a section on Murals, and Amend Language and Processes. City Clerk/PARCAC.

Memorandum 21-176 from City Clerk as backup

Page 14

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager
4 Public Works Director

5 **RESOLUTION 21-069(S)**
6

7 A RESOLUTION OF THE CITY COUNCIL TO AWARD A CONTRACT TO
8 FURNISH TWO BLOWERS FOR THE WASTE WATER TREATMENT
9 PLANT TO APSCO,LLC/OTSA IN THE AMOUNT OF \$119,040 AND
10 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
11 THE APPROPRIATE DOCUMENTS.
12

13 WHEREAS, In accordance with the Procurement Policy the Invitation to Bid was
14 advertised in the Homer News on September 16, 2021 and in the Anchorage Daily News
15 September 12, 2021 and sent to two in-state plans rooms, and posted on the City of Homer
16 website; and
17

18 WHEREAS, Bids were due October 5, 2021 and 3 bid(s) were received; and
19

20 WHEREAS, The specifications in the Invitation to Bid included multiple technical
21 requirements, including maximum dimensions; and
22

23 WHEREAS, The equipment proposed by Aerzen USA Corp. exceeded the maximum
24 dimensions and thus, does not meet the technical requirements; and
25

26 WHEREAS, APSCO, LLC/OTA was found to be the lowest responsive and responsible
27 bidder, with a price of \$119,040; and
28

29 WHEREAS, This award is not final until written notification is received by the firm from
30 the City of Homer.
31

32 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards the
33 contract to furnish two blowers for the Waste Water Treatment Plant in the amount of \$119,040
34 to ASPCO, LLC/OTA, and authorizes the City Manager to execute the appropriate documents.
35

36 PASSED AND ADOPTED by the Homer City Council this 11th day of October, 2021.
37

38 CITY OF HOMER
39

40 _____
41 KEN CASTNER, MAYOR
42

43 ATTEST:

44

45 _____

46 MELISSA JACOBSEN, MMC, CITY CLERK

47

48 Fiscal note: 256-0379



City of Homer

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Public Works

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(f) 907-235-3145

Memorandum 21-177

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, PE, Director of Public Works
DATE: October 11, 2021
SUBJECT: Recommend Contract Award for WWTP Blowers

Issue: The purpose of this memorandum is to recommend that a contract awarded to furnish new blowers for the Waste Water Treatment Plant (WWTP).

Background:

The blowers at the WWTP inject oxygen into the waste stream and support the sewage-eating bacteria. If these blowers break down, the bacteria would die off, creating an incomparable mess. The existing blowers are over 30 years old. They are energy hogs and beyond the end of their useful life. With the adoption of Ordinance 20-57, the City Council appropriated \$189,000 for the acquisition of new blowers. So far, \$21,051 has been spent for engineering services to research modern technology and develop technical specifications for the procurement of new blowers.

We used the specifications to prepare an Invitation to Bid (ITB), which was advertised in the Homer News and the Peninsula Clarion, sent to two in-state plans rooms and posted on the City of Homer website. Bids were opened October 5, 2021 with the following results:

- | | |
|---------------------------------|-----------|
| a. Atlas Copco Compressors, LLC | \$148,553 |
| b. Aerzen USA Corp | \$116,763 |
| c. APSCO, LLC/OTSA | \$119,040 |

The Specifications published in the Invitation to Bid contained multiple technical requirements, including maximum dimensions. We reviewed the technical information submitted with the bids and determined the equipment proposed by Aerzen USA Corp. exceeded the maximum dimensional requirements. Thus, the lowest responsive, responsible bidder is APSCO, LLC/OTSA with a price of \$119,040. With this price, the total project cost equals \$140,091, \$48,909 less than the appropriated amount.

Recommendation: That the City Council pass the proposed resolution awarding a contract to furnish two blowers for the WWTP to APSCO, LLC/OTSA for the price of \$119,040.



October 8, 2021

Ms. Janette Keiser, PE
Director of Public Works
City of Homer
Transmitted via email: JKeiser@ci.homer.ak.us

RE: City of Homer
Project: Furnish Replacement Rotary Screw Blowers for the Wastewater Treatment Plant
Bid Evaluation and Recommendation

Dear Ms. Keiser:

HDR has reviewed the bids received on October 5, 2021 for the above referenced project. The lowest responsive and responsible bidder is:

APSCO LLC
14780 NE 95th St
Redmond, WA 98052

Total Bid Amount: \$119,040.00

Enclosed is a breakdown of the three (3) bids received for this project. See Attachments 1 and 2 for comments on determination of winning bidder.

The bid from APSCO included a section titled "Exceptions to Specification." The following conditions apply to this section:

- 43 11 33-11.5: Kaeser equipment submittals and O&M manuals will meet Sections 01 33 00 and 01 33 04 of the project specifications.
- 43 11 33-12.2-A-4: To accommodate days with extremely cold temps, a simple tee will be constructed on each intake pipe to provide the ability to draw and mix inside air with the outside intake air when temperatures fall below -13F. This will be installed as part of the blower installation (performed by the City or local contractor).
- 43 11 33-12.15D: Plant PLC START/STOP and 4-20 mA Signals will control blower.
- 43 11 33-13: Plant personnel will operate equipment startup under direction from Kaeser/APSCO. All testing equipment will be provided by Kaeser/APSCO as listed in 43 11 33 - 13.4.

Upon acceptance of the above conditions, we recommend that a contract be awarded to APSCO LLC in the Bid Amount shown above.

Thank you,
HDR Alaska, Inc.

Eric Packer, EIT
Project Engineer



City of Homer WWTP Blowers and Compressor

Attachment 1: Blower Bid Review

City of Homer, Ports & Harbor Term Contract – Task Order 5, Replace WWTP Blowers and Compressor



Manufacturer Submittal Comparison

Two ~50 hp blowers, Installed by Homer WWTP staff w/M&E contractor help:				
Specified				
		2x Aerzen D52S Hybrid, DN150	2x Kaeser Rotary Screw EBS 410 CL	2x Atlas Copco ZS4 VSD+ 37
Blower Type	Rotary Screw	Rotary Screw	Rotary Screw	Rotary Screw
VFD included,	Yes	Yes, remote (wall mounted)	Yes (factory mounted, integral)	Yes (factory mounted, integral)
One Blower Meets Full Range of Flows?	Yes	Yes	Yes	Yes
Max Flow (SCFM)	1,235	1,235	1,235	1,235
Min Flow (SCFM)	530	530	312	530
Motor (HP)	50 HP or less	50	40	50
Sound pressure level dB (A)	80 dB or less	73	72	76
Intake	Piped	Piped, 8", Internal Filter	Piped, Internal Filter	not reported
Footprint (L x W X H)	No greater than 80 in length and 52 in width.	71 x 59.1 x 78 in (EXCEEDS WIDTH SPEC)	76 x 50 x 72	58.6 x 49.2 x 68.5
	3309 lbs	3309 lbs	2491 lbs	2936 lbs
Manufacturer Bid (Total Package)		\$ 116,763	\$ 119,040	\$ 148,553
Rep Contact		Kristin Faulkner <Kristin@tec-nw.com>	Joe Buckman <jbuckman@apsco-llc.com>	Mike McKamey <mikem@beaver-equipment.com>
Engineer's Note		NOT RESPONSIVE. Does not meet specification for size and exceeds 50% of hallway width. See Attachment 2.	Meets specification - recommended low bid.	

Attachment 2: Installation Schematics

Kaeser VS Aerzen.

Once installed, Kaeser units can move alongside each other.

Once installed, Aerzen units **CANNOT** move alongside each other.

Kaeser Install Details:

Units meet specified maximum footprint of 52 inches in width and are 50 inches in width.

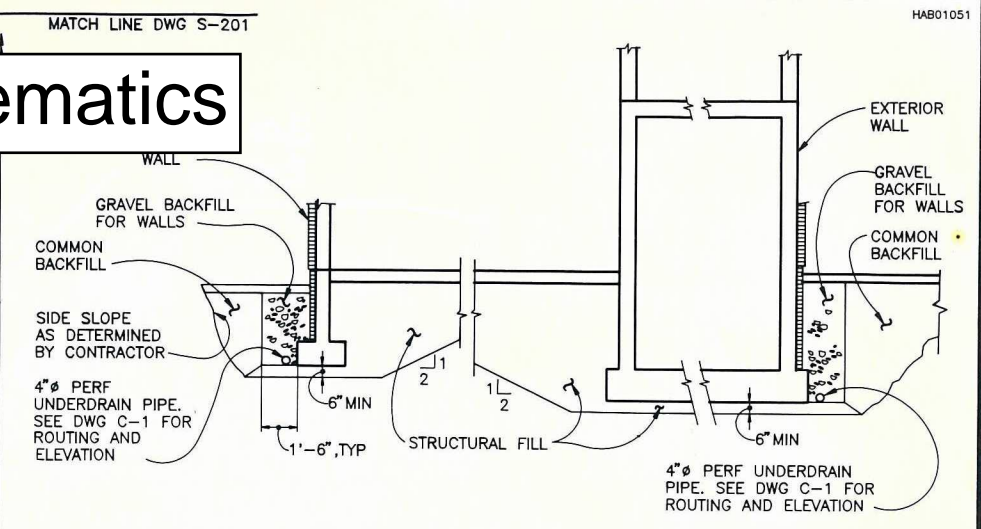
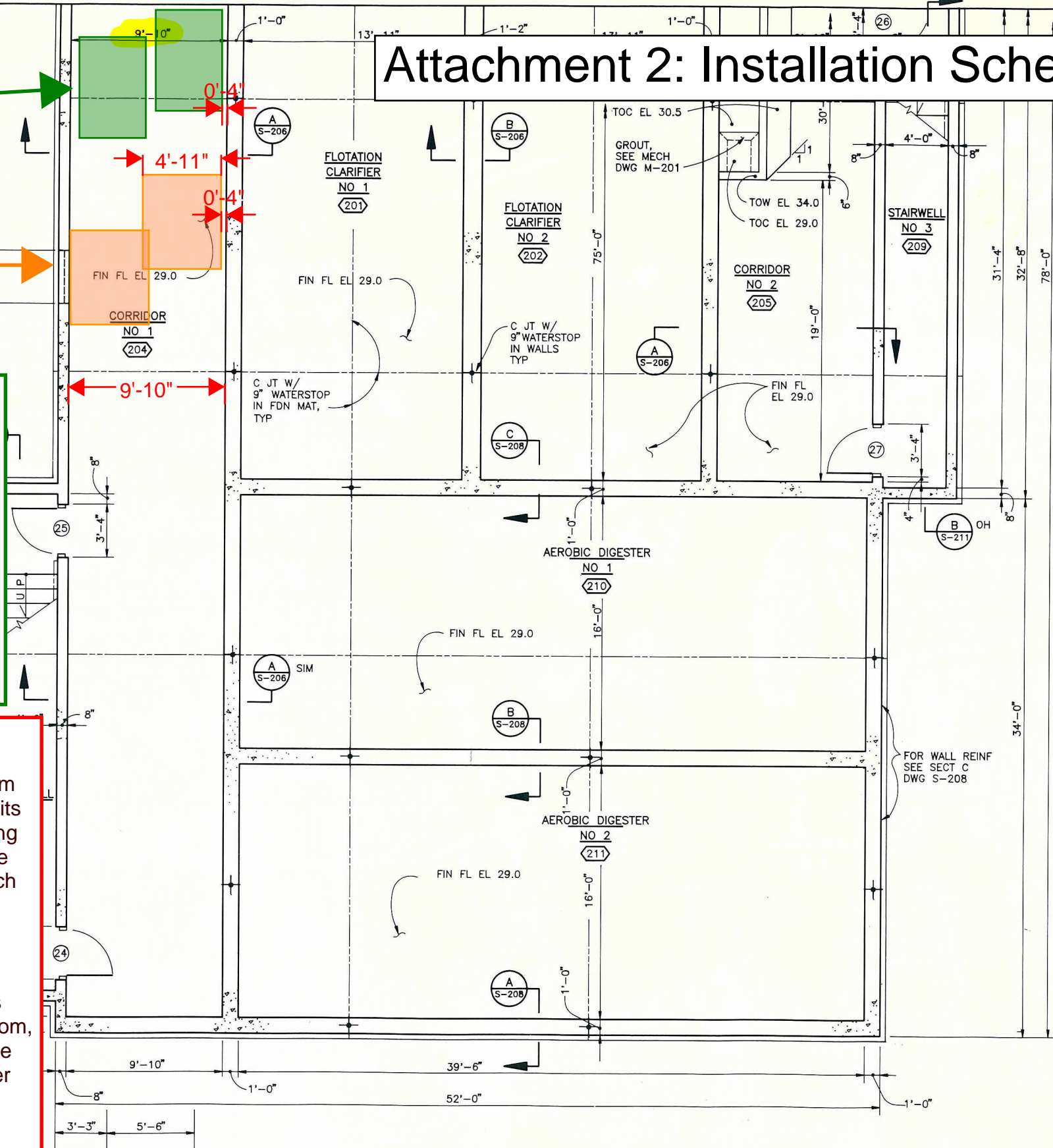
With a four inch wall offset and concrete pad, remaining width in hallway is 64" (5 ft 4 inches). This allows units to move past each other and permits better access to compressor room.

Aerzen Install Details:

Units **EXCEED** specified maximum footprint of 52 inches in width. Units are 59.1 inches in width, exceeding 50% of the hallway width. It will be impossible to move units past each other in blower hallway.

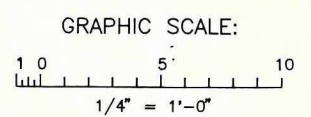
With a four inch wall offset and concrete pad, remaining width in hallway is 54" (4 ft 6 inches). This restricts access to compressor room, and makes it impossible to replace the far blower with the near blower installed and operating.

Based on this consideration, AERZEN bid is **NOT** accepted to meet specifications and considered **NON-RESPONSIVE**.



EXCAVATION AND BACKFILL DETAIL
SCALE: 1/4" = 1'-0"

NOTES:
1. SEE NOTES DWG S-201.



LOWER LEVEL PLAN - SOUTH
SCALE: 1/4" = 1'-0"



THIS DRAWING REDUCED APPROXIMATELY HALF SIZE

REV.	DATE	BY	CK'D	APPROVALS	DESCRIPTION
0	3-2-89				ISSUED FOR BIDS

DESIGNED <i>EM</i>	CIVIL REVIEW <i>DJC</i>	MECHANICAL REVIEW <i>LWS</i>
DRAWN <i>SCS</i>	STRUCTURAL REVIEW <i>EM</i>	ELECTRICAL REVIEW <i>GTG</i>
CHECKED <i>LW</i>	DATE 3-2-89	APPROVED <i>L.W.</i>

R. W. BECK AND ASSOCIATES, INC
ENGINEERS AND CONSULTANTS

CITY OF HOMER, ALASKA - WASTEWATER TREATMENT FACILITIES
MAIN TREATMENT FACILITY
TREATMENT BUILDING
LOWER LEVEL PLAN - SOUTH

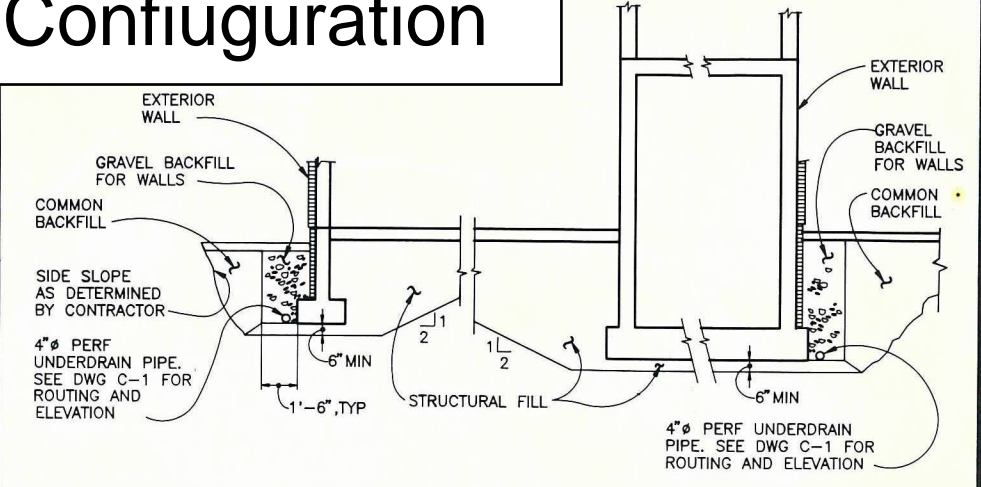
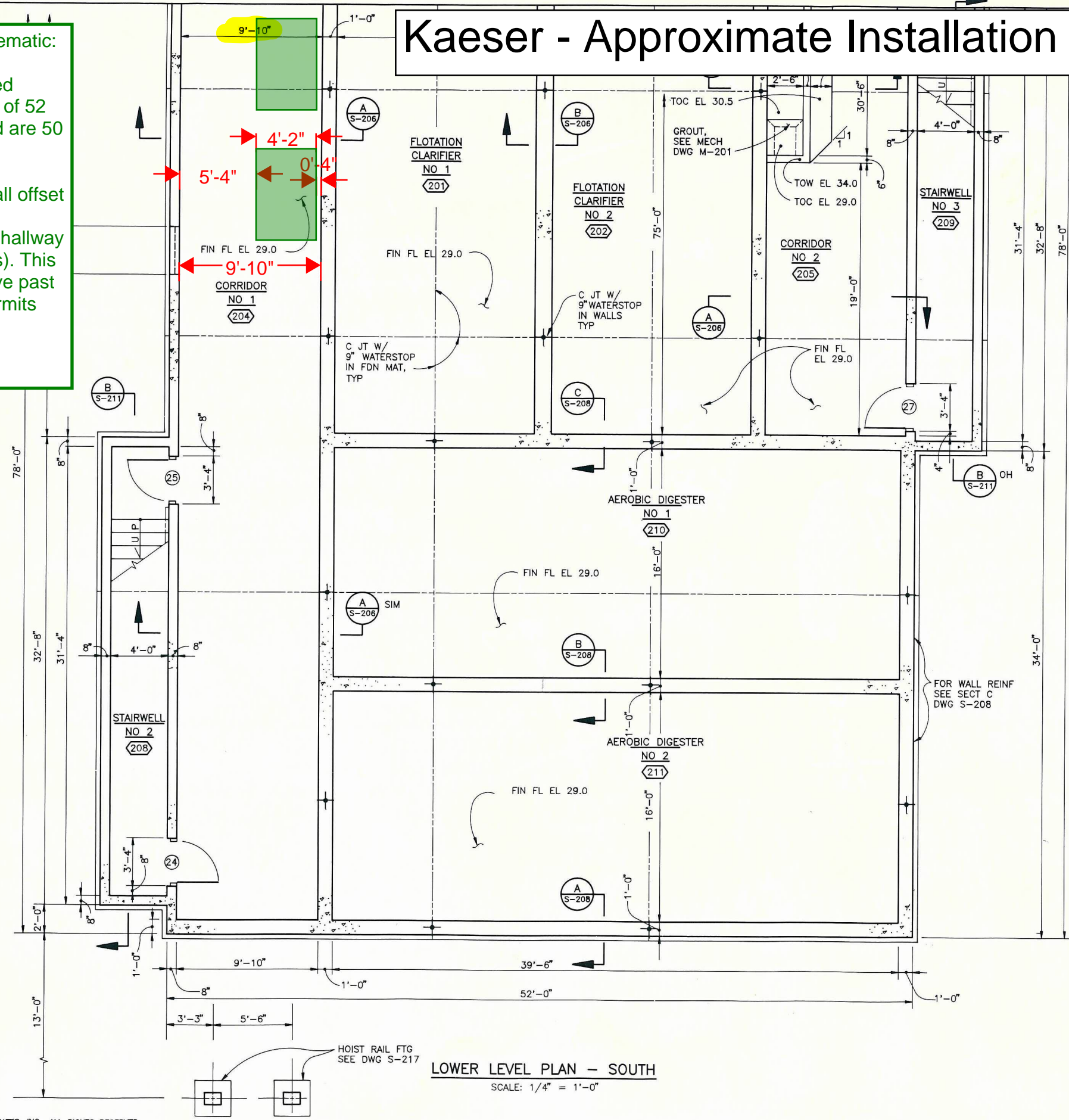
WORK ORDER NUMBER
UU-1957-ST2-AY
DRAWING NUMBER
824-S-202.0

Kaeser - Approximate Installation Configuration

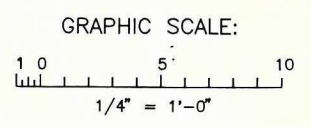
Kaeser Install Schematic:

Units meet specified maximum footprint of 52 inches in width and are 50 inches in width.

With a four inch wall offset and concrete pad, remaining width in hallway is 64" (5 ft 4 inches). This allows units to move past each other and permits better access to compressor room.



NOTES:
1. SEE NOTES DWG S-201.



LOWER LEVEL PLAN - SOUTH
SCALE: 1/4" = 1'-0"



THIS DRAWING REDUCED
APPROXIMATELY HALF SIZE

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REV.	DATE	BY	CK'D	APPROVALS	DESCRIPTION
0	3-2-89				ISSUED FOR BIDS
DRAWING REVISION RECORD					

DESIGNED <i>EM</i>	CIVIL REVIEW <i>DJC</i>	MECHANICAL REVIEW <i>LWS</i>
DRAWN <i>SCS</i>	STRUCTURAL REVIEW <i>EM</i>	ELECTRICAL REVIEW <i>GTG</i>
CHECKED <i>LW</i>	DATE 3-2-89	APPROVED <i>L.W.</i>

R. W. BECK AND ASSOCIATES, INC
ENGINEERS AND CONSULTANTS

CITY OF HOMER, ALASKA - WASTEWATER TREATMENT FACILITIES
MAIN TREATMENT FACILITY
TREATMENT BUILDING
LOWER LEVEL PLAN - SOUTH

WORK ORDER NUMBER
UU-1957-ST2-AY
DRAWING NUMBER
824-S-202.0

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Clerk/Canvass Board

4 **RESOLUTION 21-070(S)**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 CERTIFYING THE RESULTS OF THE CITY OF HOMER REGULAR
8 ELECTION HELD OCTOBER 5, 2021 TO ELECT TWO CITY
9 COUNCILMEMBERS FOR THREE YEAR TERMS EACH AND ONE
10 COUNCILMEMBER FOR A ONE YEAR TERM.

11
12 WHEREAS, In compliance with Homer City Code 4.35, the Canvass Board of the City of
13 Homer has opened, counted, and tallied the votes on absentee ballots including special needs
14 ballots, and question ballots found to be valid, that were cast in the City of Homer Regular
15 Election held on October 5, 2021; and

16
17 WHEREAS, The total number of voters voting in the City Regular Election was 1342 and
18 reflects the number of voters, not the number of votes cast or ballots counted; and

19
20 WHEREAS, In accordance with Homer City Code 4.35, the Canvass Board of the City of
21 Homer had inspected the precinct reports, Election Central Logs and entered the the results of
22 the absent and questioned ballots on the Certification of Election along with the results of the
23 precinct counts; and

24
25 WHEREAS, The results of the City Regular Election held October 5, 2021, attached as
26 Exhibit A, is presented in the Canvass Board's Certificate of Election in accordance with the
27 Homer City Code.

28
29 NOW, THEREFORE, BE IT RESOLVED that the City Council hereby certifies the results of
30 the City Regular Election held October 5, 2021, as presented in the Canvass Boards Certificate
31 of Election, attached as Exhibit A, in accordance with the Homer City Code.

32
33 BE IT FURTHER RESOLVED that the following candidates are declared elected to office
34 of City Councilmember, having received at least 20% of the votes cast for a three-year term of
35 office:

36
37 COUNCILMEMBERS (TWO THREE-YEAR TERMS)

38
39 Donna Aderhold
40 Shelly Erickson
41

42 BE IT FURTHER RESOLVED that the following candidate is declared elected to office of
43 City Councilmember, having received at least 20% of the votes cast for a one-year term of
44 office:

45 COUNCILMEMBER (ONE-YEAR TERM)

46
47 Jason Davis

48
49 BE IT FURTHER RESOLVED that the Canvass Board's Certificate of Election (Exhibit A)
50 be attached permanently as part of this Resolution.

51
52 PASSED AND ADOPTED by the City Council of Homer, Alaska, this 11th day of October,
53 2021.

54
55 CITY OF HOMER

56
57 _____
58 KEN CASTNER, MAYOR

59
60 ATTEST:

61
62 _____
63 MELISSA JACOBSEN, MMC, CITY CLERK

64
65 Fiscal Note: N/A

We, the Election Canvass Board, duly appointed, of the City of Homer, Alaska hereby certify that the validated absentee and validated questioned ballots were opened, counted, and recorded at a legally authorized and convened meeting of the City of Homer Canvass Board, held October 11, 2021 and that the results of that count are hereon entered with the certified results of the votes counted for the precinct polling places via Accu-Vote Ballot Tabulation System and that the total results are recorded hereon.

	31-350 Homer #1	31-360 Homer #2	Absentee/ Questioned/ Special Needs	Total Regular Votes	% of Votes
CITY COUNCIL 3 Year Term					Total Votes Cast 2064
Donna Aderhold	305	223	301	829	40%
Shelly Erickson	339	268	234	841	41%
Adam L. Hykes	136	135	97	368	18%
Write In	15	6	5	26	1%
CITY COUNCIL 1 Year Term					Total Votes Cast 1293
Heath Smith	236	189	136	561	43%
Jason Davis	269	201	253	723	56%
Write In	3	3	3	9	1%
Registered Voters	2,888	2,424			

We further certify that there were 937 Regular voters and 377 Absentee voters, 7 Special Needs Voters, and 21 Questioned voters for a total of 1342 voters that voted in this election. Percentage of voter turnout is 25%. Total registered voters for the City of Homer are 5,312 as of September 5, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand this 11th day of October, 2021.

Canvass Board: Maryann Lyda Louise Hall
 Maryann Lyda Louise Hall

Staff: Renee Krause Rachel Tussey Attest: Melissa Jacobsen
 Renee Krause, MMC, Deputy City Clerk Rachel Tussey, CMC, Deputy City Clerk Melissa Jacobsen, MMC, City Clerk



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Memorandum 21-175

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 11, 2021
SUBJECT: RESOLUTIONS 21-071 & 072 PLANNING COMMISSION P&P'S AND BYLAWS

City Attorney Gatti has recommended an analysis of the practice of preparing policy, procedure and by-law manuals for City boards and commissions since Roberts Rules and City code provides operational authority for the conduct of their business. Discontinuing the use of manuals may avoid confusion, redundancy and promote clarity for operations. Attorney Gatti and I will be working on this and will bring something forward for Council consideration at an upcoming meeting.

Recommendation: Informational only. It is recommended to adopt Resolutions 21-071 and 21-072 to bring them in line with recent code amendments.



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(f) 907-235-3143

Memorandum 21-176

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 11, 2021
SUBJECT: RESOLUTION 21-073 ART POLICY

City Attorney Gatti has recommended Resolution 21-073 and the Amended Art Policy be referred back to the Parks Art Recreation and Culture Advisory Commission (PARCAC) for further analysis of legal and policy issues arising from mural placement on public property.

Recommendation: Postpone Resolution 21-073 and the Amended Art Policy Manual to not later than January 10, 2022 and refer back to PARCAC for further review.