



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

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(f) 907-235-3143

Memorandum Supplemental Packet

TO: MAYOR CASTNER AND HOMER CITY COUNCIL
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: SEPTEMBER 27, 2021
SUBJECT: SUPPLEMENTAL PACKET

CONSENT AGENDA

Resolution 21-062, A Resolution of the City Council of Homer, Alaska Awarding a Contract to Antero for Asset Management Software for the Public Works Department, Authorizing the City Manager to Negotiate and Execute the Appropriate Documents, and Dedicating a Portion of the Alaska Department of Environmental Conservation Principal Forgiveness Subsidy to the Project. City Manager/Public Works Director. Recommend adoption.

Resolution 21-063, A Resolution of the City Council of Homer, Alaska Awarding a Contract to HDR Engineering, Inc. for Capital Planning Software for the Public Works Department, Authorizing the City Manager to Negotiate and Execute the Appropriate Documents, and Dedicating a Portion of the Alaska Department of the Environmental Conservation Principal Forgiveness Subsidy to the Project. City Manager/Public Works Director. Recommend adoption.

Email correspondence with Alaska Department of Environmental Conservation as backup to both Resolutions Page 3

ANNOUNCEMENTS REPORTS & PRESENTATIONS

Mayor's Report

Anchorage Port Request Page 5

Planning Commission Report

Planning Commission Written Report Page 16

PUBLIC HEARING

Ordinance 21-58, An Ordinance of the City Council of Homer, Alaska, Amending the FY2022 Capital budget by Appropriating \$75,000 from the HERC CARMA Fund for Professional Services for a Public Process and Feasibility Study of a New Multi-Use Center. City Manager.

Memorandum 21-171 from Deputy City Planner as backup Page 18

From: [Janette Keiser](#)
To: [Melissa Jacobsen](#)
Subject: FW: Homer SRF questionnaire submittals August 2021
Date: Monday, September 27, 2021 12:00:15 PM
Attachments: [image001.png](#)

Melissa

The email below is the only documentation I've received so far. I have not yet submitted the Loan Applications, but will do so this week.

Regards,
Jan

Janette ("Jan") Keiser, PE
Director of Public Works
City of Homer

Office: 907-435-3141
Cell: 206-714-8955

From: Ulman, Peggy L (DEC) <peggy.ulman@alaska.gov>
Sent: Friday, September 10, 2021 3:51 PM
To: Janette Keiser <JKeiser@ci.homer.ak.us>
Cc: Verrelli, Beth A (DEC) <beth.verrelli@alaska.gov>
Subject: Homer SRF questionnaire submittals August 2021

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jan,

We received the questionnaires that you submitted for the following three projects:

Proposed project	Amount
Asset Management System Upgrade	\$86,250
Water System Model Upgrade	\$93,150
Financial Policy Development	\$52,900

We have reviewed the questionnaires and supporting information that you provided and agree that the Asset Management System Upgrade and Water System Model Upgrade meet eligibility criteria for the Alaska Drinking Water Fund.

These two projects also meet the criteria for Sustainable Infrastructure Planning Projects. As noted in the Alaska Drinking Water Fund Intended Use Plan for SFY22, a maximum of \$75,000 in loan principal for Sustainable Infrastructure Planning Projects may be forgiven. That principal forgiveness can be allocated to one of these projects or split between the two projects.

With regard to the proposed Financial Policy Development project, the supplemental materials provided with the questionnaire appeared to be one of the tasks for a rate study. While the SRF Program is prepared to finance a project to analyze rates and rate structures, we are not entirely sure of the relationship between this policy development effort and the rate study. Is the City first developing and implementing financial policies before undertaking a rate study in the future?

My suggestion is that we do the following:

- Include both the Asset Management System Upgrade and Water System Model Upgrade in the next Project Priority List update. A total of \$75,000 in principal forgiveness can be split between these two projects. If you decide to move forward with one project, the entire \$75,000 in principal forgiveness can be allocated to one project.
- If you would like to submit additional information in regard to the Financial Policy Development questionnaire, we can reconsider this project after the next questionnaire submittal deadline, November 30, 2021.

If you have questions and would like to discuss next week, please let me know.



**Peggy Ulman, Program Coordinator
State Revolving Fund (SRF) Program**

907-334-2681

PEGGY.ULMAN@ALASKA.GOV

555 CORDOVA AVENUE
ANCHORAGE, AK 99501

**Alaska Mayor's and Chambers of Commerce
Joint Letter Concerning the Port of Alaska**

TO: The Honorable Pete Buttigieg,
US Department of Transportation
1200 New Jersey Ave, SE
Washington DC 20590

SUBJECT: Port Infrastructure Funding

Date: August 11, 2021

Dear Secretary Buttigieg,

We write to you today to request your personal assistance in securing \$750 Million from the forthcoming Bipartisan Infrastructure bill for critical repairs needed at the Port of Alaska.

The Port of Alaska is the primary port serving the economic, national defense, and emergency response and disaster recovery for the state. Originally built in the 1950's, the port began operations in 1961. The port serves five primary customer bases: general cargo, bulk petroleum, dry goods, cruise ships, and has a dry barge landing area.

A Port of Alaska Modernization Program began in 2016 to expand capabilities to meet current industry standards, but also to replace the aging infrastructure of the original dock area. Located along the Knik Arm, at the upper end of the Cook Inlet, the port experiences extreme tidal activity. This, combined with brackish water, high silt content, and the presence of a biological component common to northern latitudes has caused extensive corrosion and deteriorated the primary dock support poles. Current engineering assessment is that the damage to the wharf piles is severe and replacement is necessary within the next few years to avoid collapse of the dock area. The port has initiated design for replacement of the deteriorated dock support poles. However, project estimates exceed \$1.0 Billion, for which the Municipality of Anchorage is requesting this financial support through the Bipartisan Infrastructure bill currently being advanced through Congress.

Located in Southcentral Alaska, with both road and railroad connections to interior Alaska, as well as air cargo connections across the state and pipeline connections to Joint Base Elmendorf-Richardson, Ted Stevens International Airport, and the Marathon refinery in Nikiski, the Port of Alaska is the primary in-bound entry point for food, pharmaceuticals,

refined petroleum, and supplies for nearly eighty percent of the state's population. Twenty percent of this cargo is destined for the Department of Defense installations as well. With only about a five to seven days' supply of food in most Alaskan communities, any disruption to the port operations would have a devastating effect on the residents of the state and could quickly create a humanitarian crisis.

The Port of Alaska is one of seventeen commercial port's in America specifically identified in the National Port Readiness Network, providing national security support for the major force deployment of Alaskan based military forces. Alaska serves a strategic location for the deployment of military forces, especially in regard to the Indio-Pacific region. Maintaining a reliable port for rapid deployment of military forces is essential to our nation's security.

The Port of Alaska is also a strategic port for delivery of petroleum products to the state, which supports both surface transportation and military and commercial aviation fuel requirements. The Ted Stevens Anchorage International Airport is one of the busiest air cargo facilities in the world, providing the most direct connections between North America and Asia. In the first quarter of this year, the airport ranked as the world's fourth busiest air cargo hub. The majority of aviation fuel provide to the airport comes through the Port of Alaska. Ensuring a consistent and reliable fuel supply to the airport is critical to the ability to support trade between the United States and Asian nations. Any interrupted delivery of petroleum products through the Port of Alaska would create a serious commerce disruption that would impact the entire nation.

Since the Port of Anchorage provides the primary entryway into Alaska for the majority of commodities used by the majority of Alaskans, it is imperative the port infrastructure be able to sustain any significant impacts associated with a potentially major earthquake, as well as the tremendous impacts of the currents and silty conditions of the Knik Arm, to remain operational. Additionally, the Port of Alaska has developed into a terminus for commercial passenger cruise operations, complimenting the cruise ship operations at both Whittier and Seward. Therefore, any degradation to the dock and pier area would have a significant impact on the tourist industry of Southcentral Alaska.

We recognize Alaska has numerous other port and dock infrastructure requirements across the state and we are continually working with both state and federal agencies to identify the necessary funds to complete these numerous repairs and improvements. However, the Port of Alaska is a statewide asset that serves the broader population, as well as other national interests. It is with that understanding that we have joined together in this letter to request your support in securing the necessary funds to repair the Port of Alaska before it experiences a catastrophic failure that would have statewide consequences.

The Alaska Congressional delegation supports expedited repairs to the Port of Alaska. Anchorage Mayor Bronson has briefed the delegation on the potential impacts to both the state and nation should the Port of Alaska have a catastrophic failure. By this letter, we are asking for your engagement in securing \$750 Million from within the \$17.0 Billion being set aside for Ports and Waterways in the Bipartisan Infrastructure bill.

We understand you may be visiting Alaska later this month. Should your schedule permit, we would encourage you to tour the Port of Alaska to see first-hand the deteriorating conditions of the dock and pier areas. Please contact Anchorage Mayor Dave Bronson direct if you have the opportunity to visit the port.

Thank you for your consideration of this request. We look forward to working with you to ensure the ports of Alaska continue serving the needs of our state and great nation.


Sincerely,

Mayor Dave Bronson
Municipality of Anchorage

Mayor Bryce Ward
Fairbanks North Star Borough

Mayor Jim Matherly
City of Fairbanks

Mayor John K. Handeland
City of Nome


Mayor Christy Terry
City of Seward


Mayor Charlie Pierce
Kenai Peninsula Borough


Mayor Ken Castner
City of Homer


Mayor Dave Dickason
City of Whittier

Mayor Sharon Scheidt
City of Valdez

Kati Capozzi
Executive Director
Alaska Chamber of Commerce


Bruce Bustamante
President and CEO
Anchorage Chamber of Commerce


Jessica Viera
Executive Director
Wasilla Chamber of Commerce


Debbie Rinckey
Executive Director
Chugiak Eagle River Chamber of Commerce

Brad Anderson

Brad Anderson
Executive Director
Homer Chamber of Commerce

Shanon Davis
Executive Director
Soldotna Chamber of Commerce

Patty Wilbanks

Patty Wilbanks
Executive Director
Girdwood Chamber of Commerce

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Bruce Bustamante bruce@anchoragechamber.org President & CEO Anchorage Chamber of Commerce Security Level: Email, Account Authentication (None)	<i>Bruce Bustamante</i> Signature Adoption: Pre-selected Style Using IP Address: 66.58.205.198	Sent: 9/24/2021 2:04:26 PM Viewed: 9/27/2021 8:35:09 AM Signed: 9/27/2021 8:35:24 AM
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Bryce Ward bryce.ward@fnsb.gov Security Level: Email, Account Authentication (None)		Sent: 9/24/2021 2:04:23 PM
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Charlie Pierce cpierce@kpb.us Mayor Security Level: Email, Account Authentication (None)		Sent: 9/24/2021 2:04:24 PM Viewed: 9/24/2021 2:05:23 PM
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<p>Christy Terry christy@cityofseward.net Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 9/24/2021 2:39:43 PM ID: e769b0ef-9e9b-47a6-9363-1920a9e364b7</p>	 Signature Adoption: Pre-selected Style Using IP Address: 209.165.147.194	<p>Sent: 9/24/2021 2:04:24 PM Viewed: 9/24/2021 2:39:43 PM Signed: 9/24/2021 2:39:57 PM</p>
<p>Dave Bronson Dave.Bronson@anchorageak.gov Mayor Municipality of Anchorage Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		<p>Sent: 9/24/2021 2:04:23 PM Viewed: 9/24/2021 4:56:39 PM</p>
<p>Dave Dickason mayor@whittieralaska.org Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		<p>Sent: 9/24/2021 2:04:25 PM</p>
<p>Debbie Rinckey executivedirector@cer.org Executive Director Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 6/1/2021 3:36:01 PM ID: b724f50b-13cd-45c8-a1b6-b9426b6ae523</p>	 Signature Adoption: Pre-selected Style Using IP Address: 107.127.14.62 Signed using mobile	<p>Sent: 9/24/2021 2:04:27 PM Viewed: 9/24/2021 2:28:50 PM Signed: 9/24/2021 2:29:07 PM</p>
<p>Jessica Viera jessica@wasillachamber.org Executive Director Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 9/24/2021 2:13:14 PM ID: b95cde42-45e4-470f-a1e3-117f0e004509</p>	 Signature Adoption: Uploaded Signature Image Using IP Address: 216.137.192.194	<p>Sent: 9/24/2021 2:04:27 PM Viewed: 9/24/2021 2:13:14 PM Signed: 9/24/2021 2:13:53 PM</p>
<p>Jim Matherly jmatherly@fairbanks.us Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		<p>Sent: 9/24/2021 2:04:23 PM</p>
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<p>Ken Castner mayor@ci.homer.ak.us Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 9/27/2021 9:00:12 AM ID: cb7e26f8-872c-43c0-a119-cc7707b54c04</p>		<p>Sent: 9/24/2021 2:04:25 PM Viewed: 9/27/2021 9:00:12 AM</p>
<p>Patty Wilbanks admin@visitgirdwood.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 9/24/2021 3:47:54 PM ID: 11a6bd86-1798-4e69-b309-b7501c8323ff</p>	<p><i>Patty Wilbanks</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 63.140.99.24</p>	<p>Sent: 9/24/2021 2:04:28 PM Viewed: 9/24/2021 3:47:54 PM Signed: 9/24/2021 3:48:29 PM</p>
<p>Shanon Davis shanon@soldotnachamber.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		Sent: 9/24/2021 2:04:28 PM
<p>Sharon Scheidt sharonscheidt@valdezak.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		Sent: 9/24/2021 2:04:25 PM

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To: Mayor Castner and Homer City Council
From: Scott Smith, Homer Planning Commissioner
Date: September 15, 2021
Subject: Planning Commission Report for City Council Meeting

Attending: Commissioners Highland, Conley, Venuti, Chiappone, Barnwell and Smith were present with Deputy Clerk Renee Krause and City Planner Rick Abboud.

Commissioner Bentz was excused.

Work Session: None

Planning Commission Regular Meeting

AGENDA was amended with New Business Item B (Staff Report 21-52, Converted Shipping Containers) removed due to the continuance of this matter being active with City Council. Item B was postponed until October 6th or later as needed when resolution is complete. Amended Agenda was passed.

PUBLIC COMMENTS/RECONSIDERATIONS: None.

Consent Agenda was passed without discussion or objections.

PRESENTATIONS: None

REPORTS

A. Staff Report 21-58, City Planers Report – City Planner Abboud briefly reviewed topics within the report.

Commissioner Venuti reported being contacted by a Homer citizen about water drainage and accumulation at her residence at the bottom of West Hill Rd. Commissioner Venuti visited her and discussed possible solutions. He produced written reports to City Planner Abboud and Director of Public Works Jan Keiser. This raises the need for the Planning Commission, Public Works and City Council needs to create solutions for these more recently developing situations. City Planner Abboud responded by affirming that this is an urgent need and needs to be addressed. There are no current guidelines sufficient to manage water runoff from newly cleared subdivisions such as the ones at the bottom of West Hill Rd. Commissioner Barnwell shared that one of these subdivisions came under 1986 Plat requirements. These are no longer sufficient. Commissioner Barnwell has studied the LIDAR data which shows that Homer has very

narrow drainage basins and without bottom up evaluation and planning, with current requirements, water often has no place to go as it travels downhill. Commissioner Highland reflected on the damage and complication caused by clear cutting of vegetation. Planning Commission agreed this is an urgent topic needing resolution.

Staff Report 21-53, City Planners Report – City Planner Abboud welcomed back Commissioner Bentz. He shared that Tim Dillon of KPEDD will be giving presentations on Economic Development to City Council (Sept 13) and EDC (Sept 14) encouraging interested Planning Commissioners to attend.

PUBLIC HEARINGS: Staff Report 21-59, Conditional Use Permit 21-07 for two retail buildings at 1554 Homer Spit Rd. Kenton Bloom submitted this CUP for the Salmon Sisters business who was requesting permission for two retail sites on one location. City Planner Abboud presented the report. Mr. Bloom attended and gave brief presentation. Motion was presented and passed unanimously.

PLAT CONSIDERATIONS: None.

PENDING BUSINESS: None.

NEW BUSINESS: Staff Report 21-60, Review of Planning Commission Bylaws and Policies and Procedures Manual. Following brief introduction by City Planner Abboud and Deputy City Clerk Krause, Planning Commission reviewed and made minor corrections (two amendments) to the documents. Motions passed unanimously.

COMMENTS OF THE AUDIENCE: None.

COMMENTS OF THE STAFF: Commissioners thanked members of the Planning Office and Clerk’s office for their quality work and effort.

The next Regular Meeting will be held by Zoom on October 6, 2021 at 6:30 p.m.



City of Homer

www.cityofhomer-ak.gov

491 East Pioneer Avenue
Homer, Alaska 99603

(p) 907-235-8121

(f) 907-235-3140

Memorandum 21-171

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: September 27, 2021
SUBJECT: Ordinance 21-58 HERC

During the past week, City Staff has been working on the Request for Qualifications (RFQ), attached, as well as the scope of work. The timeline for this contract is very short; staff determined a Request for Qualifications rather than a Request for Proposals is a faster process and more likely to yield a qualified and timely response.

Staff has also conferred with the Kenai Peninsula Development District, KPEDD. They reminded staff that if this grant process is not successful for the city, there are other programs and funding opportunities. Additionally, while grant applications are strongly recommended to be submitted in January 2022, March is the official deadline. With this thought fresh in our minds, the attached RFQ and scope of work are provided for Council in the attempt to meet the January timeline.

Attachments

Request for Proposal (Draft)
Scope of Work

City of Homer

Request for Qualifications

Redevelopment of the Homer Education & Recreation Campus

Issue date:

LOGO HERE

Submittal Deadline:

4:30 pm, Thursday October 14, 2021

Planning and Conceptual Design of a new Multi-Use facility on the Homer Education and Recreation Campus

Issue date: September XX, 2021

The City of Homer is soliciting qualifications from qualified architectural and/or engineering firms to perform the work for **Planning and Conceptual Design of a new multi-use facility and site master planning.**

The HERC site houses two old school buildings. One of the buildings includes a gymnasium and classroom space utilized by the Community Recreation Program. The community desires a new facility and is ready to turn the much researched vision into a plan for a new multi-use center, with potential use for recreation, conference, theater or other public-private partnership space. The City desires to procure the services of the Respondent to research, study, organize and report data in a comprehensive written and presentational format. The Respondent supplying this service must be adept in recreation facilities operations management and experienced in economic, financial and market study for recreation facilities, recreational activities and multi-use recreation centers.

The City wishes to have this work conducted immediately upon issuance of contract, in order to use the deliverables for federal funding which may include an EDA ARPA Travel, Tourism and Outdoor Recreation grant application due in late 2021/early 2022.

RECEIPT OF QUALIFICATIONS DEADLINE: Qualifications will be accepted until 4:30 p.m., Alaska Standard Time, Thursday, October 14, 2021. Qualifications shall be submitted via hard copy at the City Clerk's Office, City of Homer, 491 E Pioneer Ave, Homer, AK 99603

SCOPE OF WORK: The work will consist of assisting the City of Homer in scoping a new multi-use recreation facility, including design from conceptual planning through site design and an order of magnitude cost estimate. The chosen firm must have the ability to work with the City Council, staff, stakeholders, and community members to plan and design a new facility. Timeline for completion of this work is December 12, 2021.

EVALUATION CRITERIA: The City will select two or three firms to interview. The City will enter into negotiations with one firm deemed to be the best fit for the project. Interested parties shall submit the following items:

1. Letter of interest.
2. Description of the team and its ability to meet City of Homer needs.

3. Qualification Statement including:

- a. Business name (or names if joint effort) and applicable licenses.
- b. Number of years in business and a brief history of the firm(s).
- c. Experience with similar projects, including ability to deliver cost-effective solutions.
- d. Resumes of key design and economic team members.
- e. Past record of performance on similar contracts including quality of work, timeliness cost control. Provide names and telephone numbers of five client contacts for reference purposes.
- f. Description of experience working with communities similar in size and character to the City of Homer.

SCOPE

OBJECTIVE

Help the City identify a scope for a new public multi-use community facility, by helping to address the following topics:

1. Identifying a combination of activities to house within the building which are feasible, desired by the community and that contribute to local economic activity in the recreational travel industry.
2. Projecting the capital as well as ongoing operation and maintenance costs for the facility.
3. Estimating the total number of jobs, economic impact and private investment that is expected to be generated by the project.

SCOPE OF SERVICES

The Respondent shall provide the following services and associated work products.

Respondent shall, at a minimum, address the following topics:

Market analysis

1. Define the impact of a new multi-use recreation facility and the competitive advantages and disadvantages of the proposed facility within the City of Homer.
 - a. Work Product: Letter Report
2. Conduct a comparative assessment of Homer indoor recreation, arts, theatre meetings and rentals and describe the advantages or disadvantages to a new indoor recreation facility on different user groups.
 - a. Work Product: Letter report with a brief update of changes since the 2015 PARC Needs Assessment

Socioeconomic analysis

1. Develop a 5-year, profile of the local/regional population and economic trends and the relative impacts on the recreation facility and other potential multi-use facility partners.
 - a. Work Product: Report on demographic and economic trends report, with impact of a new facility on the Homer economy.

Community Engagement

1. Conduct community and stakeholder meetings to share and assess the findings of the scoping study.
 - a. Work Product: Letter Report
2. Conduct Scoping Workshops with other potential partners, stakeholders and organizations whom could share physical space in the multi-use

recreation facility.

- a. Work Product: Report of organizations contacted and interest and financial ability to participate in a shared facility.
3. Identify and connect private and public operational and maintenance funding sources with strategies that combine the resources for optimum project value including but not limited to:
 - a. Special interest groups;
 - b. Economic development groups;
 - c. Naming rights;
 - d. School district
 - e. Local organizations and local partner boards and groups;and
 - f. Key City officials
 - g. Voter approved dedicated funding sourceWork Product: Funding recommendations and strategy.

Building Project Assessment

1. Provide conceptual plans, which identify and recommend internal amenities and design features, including green building, and sustainable features.
 - a. Work Product: Three conceptual plans of the proposed facility.
 - b. Work Product: “Preliminary Engineering Report” described in Form ED-900C – EDA Application Supplement for Construction Programs (OMB Number 0610-0094)
2. Provide three conceptual site plans demonstrating how the 4.3 acre site can be efficiently used for additional buildings and uses in the future.
 - a. Work Product: Three conceptual plans of the proposed site.
 - b.

Operational, Financial, Economic analysis

1. Identify and develop strategic revenue resources such as individual, user groups, community partners and outside resources.
2. Identify and develop detailed revenue projections and a recommended base fee structure for daily, monthly and annual facility use along with current programming and opportunities including lease/rental space, using the proposed multi-use recreation facility.
 - a. Work Product: Spreadsheets
3. Develop a cost recovery model based on potential revenue

projections.

- a. Work Product: 5 year Financial Plan
4. Develop detailed estimates for annual costs of operating the facility.
 - a. Work Product: Operating Budget
5. Develop detailed estimate of the total number and types of jobs created, economic impact and private investment that is expected to be generated by the project.
 - a. Work Product: Economic Impact statement for the facility.

Final Report and Deliverables:

1. Kick-off Meeting;
2. Bi-monthly conference calls with project lead and/or meetings with City staff and specified stakeholders;
3. Two update presentations to the Homer City Council.
4. Develop three site plans for proposed facility, recommended size of facility and conceptual plans.
5. Develop conceptual three site plans encompassing the whole property.
6. Draft a report of Market Analysis, Competitive Market Analysis, Building Project Assessment, Operational, Financial, Economic analysis for City project lead review and input;
7. “Preliminary Engineering Report” described in Form ED-900C – EDA Application Supplement for Construction Programs (OMB Number 0610-0094)
8. Presentation of findings to City of Homer staff, City Council, and Key Stakeholders; and
9. Final written report including five hard copies and one digital PDF file.

City Provided Accommodations

The City will provide access to staff and current facility budgets pertaining to analysis of the requested information, contact information for key stakeholders, known user groups, HERC Task Force Recommendations, 2015 Parks Art Recreation and Culture Report, and other documents on file for needed feasibility study background.