



MEMORANDUM

Resolution 25-018, A Resolution of the City Council of Homer, Alaska Amending Task Order 22-02 Owners Representative Services Contract with HDR Engineering for the New Large Vessel Harbor Project. City Manager/Port Director

Item Type: Back-Up Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: February 13, 2025
From: Bryan Hawkins, Port Director
Through: Melissa Jacobsen, City Manager

As we progress through the Homer Harbor Expansion project, we have reviewed the original scope of work and identified tasks that no longer need to be addressed. Specifically, Tasks 4, 5, and 8, initially considered necessary for securing authorization and federal funding for the General Investigation study, are no longer required at this stage.

Attached is an amendment to Task Order 22-02. This amendment removes Tasks 4, 5, and 8, and reallocates the funds to support the addition of Task 10. Task 10 will direct these resources toward furthering the preliminary stakeholder and community engagement efforts, as well as supporting the third and final public meeting, scheduled for March 15, 2025. Additional funding in Task 10 will continue social media and communication plans.

This amendment will be a No Cost Change Order.

Please let me know if you have any questions or require further clarification.

RECOMMENDATION: Adopt Resolution 25-018

ATTACHMENTS:

Ordinance 22-79
Task Order Amendment 22-02 Amendment No. 2

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

ORDINANCE 22-79

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING THE FY23 CAPITAL BUDGET BY APPROPRIATING
\$408,073 FROM THE PORT RESERVES FOR AN OWNER'S
REPRESENTATIVE FOR THE NEW LARGE VESSEL HARBOR
PROJECT AND ISSUING A TASK ORDER TO HDR TO PROVIDE
OWNER'S REPRESENTATIVE SERVICES.

WHEREAS, Port Expansion has been the city of Homer's #1 ranked project for three
years; and

WHEREAS, all signs indicate that the Corps of Engineers will receive authorization to
begin a General Investigation of Homer's Port Expansion in 2023; and

WHEREAS, City staff have been in communications with HDR about assisting with the
additional workload that will be required from the City to ensure that the City of Homer gets
the best results possible from a Corps Port Expansion General Investigation study; and

WHEREAS, both within Alaska and nationally, HDR has the depth of experience needed
to meet our goals; and

WHEREAS, HDR has a presented a step-by-step plan for supporting the City that gives
the City options for continuing or stopping the contract if we believe that the services are not
needed; and

WHEREAS, the Port & Harbor Advisory Commission reviewed the proposed owner
representative agreement at their August 24, 2022 meeting and made a motion supporting the
award of a contract to HDR for Owner Representative Support Services managing the New
Large Vessel Harbor Project Phase 1 and allocating the appropriate funds from the Port
Reserves and to nominate or hire a City Liaison to coordinate the project.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY23 Capital Budget by appropriating \$408,073 to engage HDR for Phase 1 of Owner Representative Support Services for the New Large Vessel Harbor Project as follows:

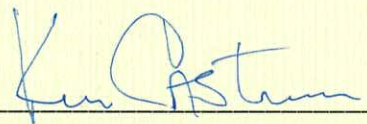
<u>Fund</u>	<u>Description</u>	<u>Amount</u>
456-0380	New Large Vessel Harbor Project Owner's Representative	\$408,073

Section 2. The City Council of Homer Alaska authorizes the City Manager to engage phase one of the HDR proposal at such time as the City enters into contract with the Corps of Engineers for a General Investigation Study of the New Large Vessel Harbor Project.

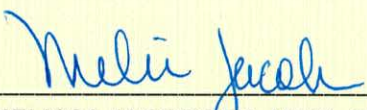
Section 3. This Ordinance is a budget Ordinance only, is not permanent in nature, and shall not be codified.

ENACTED BY THE HOMER CITY COUNCIL this 28th day of November, 2022.

CITY OF HOMER


KEN CASTNER, MAYOR

ATTEST:


MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

ABSENT: 0

First Reading: 11.14.22

Public Hearing: 11.28.22

Second Reading: 11.28.22

Effective Date: 11.29.22





January 17, 2025

Bryan Hawkins
Port Director and Harbormaster
City of Homer
4311 Freight Dock Road
Homer, AK 99603

Subject: Proposal for Homer Large Vessel Harbor Expansion Project Owner's Representative – Additional Strategic Communications and Third Public Meeting

Shortly following execution of the Task Order #22-02 Homer Large Vessel Harbor Expansion Project Owner's Representative between the City of Homer (City) and HDR, the City was notified by the U.S. Army Corps of Engineers (USACE) that the General Investigation (also referred to as the Feasibility Study) for the harbor expansion project had been funded through a Congressional Directed Spending Request. This action gave the authority to the USACE to enter into a project agreement with the City and begin the Integrated Feasibility Report and Environmental Assessment (IFR/EA). As such, some tasks within the original Task Order #22-02 are no longer required as originally outlined.

Amendment No. 1 addressed increased strategic communications effort that was required by the City at the start of the feasibility study by reallocating Task 6 for strategic communications purposes.

As the feasibility study has advanced (to include the funding delay period), Task 6 has expended its allocated budget. This change order is requesting reallocating funds intended for Task 4 – Regional Hub Influence Study, Task 5 – Assistant Secretary of the Army Letter Support, and Task 8 – USACE Coordination to be used to create a new Task 10 – Additional Preliminary Stakeholder & Community Engagement Support and Third Public Meeting. Task 10 is intended to take the stakeholder engagement through "Phase 1" being the identification of the Tentatively Selected Plan (TSP) by the USACE.

January 17, 2025

A detailed Scope of Work for Task Order #22-02 Amendment No. 2 is provided as an attachment.

Schedule

This change order does not change schedule of Task Order #22-02

Fee

This change order would be a no cost change order.

Sincerely,



Ronny L McPherson
Vice President
HDR Water Business Group Manager



Anna Kohl, CEP
Vice President
Alaska Area Operations Manager

Attachments:

Detailed Scope of Work for Task Order #22-02 – Amendment No. 2 date January 17, 2025



Detailed Scope of Work for Task Order #22-02
Amendment No. 2
January 17, 2025

Task 4 – Regional Hub Influence Study

REMOVE Task 4 in its entirety.

Task 5 – Assistant Secretary of the Army Letter of Support

REMOVE Task 5 in its entirety.

Task 8 – USACE Coordination

REMOVE Task 8 in its entirety.

Task 10 – Additional Preliminary Stakeholder & Community Engagement Support and Third Public Meeting

ADD Task 10 with the following

HDR will provide additional stakeholder and community outreach including the following items

- Support City staff in delivery of City of Homer RESOLUTION 23-037 including
 - Third (and final) community/public “scoping meeting” to be led by HDR.
 - Council education and outreach materials
 - Support on detailed monthly written updates specific to the resolution
- Increased support of City Staff in delivery of strategies and tactics outlined in the social media and communications plans.
 - Social media content development as requested
 - At request of Port and Harbor Commission, increased outreach and education about the importance of the Port & Harbor to the Homer community; specifics to be agreed in advance by the City.
 - Development and maintenance of a robust comment management system (SOAR) and significant management and support of comment tracking and response.
- Communications support of sensitive issues (example: funding, cost and/or timeline changes for the study).

January 17, 2025

- Increased Communications Plan level of effort based on Port and Harbor review comments/requests from the August, September and October Port and Harbor Commission meetings.

HDR will provide additional strategic communications services on an as needed basis upon written request from the City up to the allotted budget and up to the development of the Tentatively Selected Plan by the USACE (completion of Phase 1).