



AGENDA ITEM REPORT

Resolution 23-010, A Resolution of the City Council of Homer, Alaska Awarding a Contract to HTRW, LLC of Anchorage, Alaska in the Amount of \$45,000 to Test for PCB's at the Homer Education and Recreation Complex (HERC) Buildings and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.

Item Type: Resolution
Prepared For: City Council
Meeting Date: 13 Feb 2023
Staff Contact: Jan Keiser, Public Works Director
Through: Rob Dumouchel, City Manager

Summary Statement:

Issue: The purpose of this Memorandum is to recommend award of a Task Order to sample for PCBs in the HERC 2 Building.

Background: The City Council adopted Ordinance 22-45 appropriating \$153,000 for the demolition of HERC 2. This sum was derived from a 2019 report, which assessed the hazardous materials present in the building and estimated the remediation/demolition costs. The 2019 effort identified asbestos and lead in the building, but did not test for PCBs, probably because the EPA does not require testing for PCBs.

In the course of our work to develop of a procurement package for HERC 2's abatement/demolition, we engaged the services of Chris Ottosen, HTRW, LLC, to help with the abatement specifications. Also, we decided it would be prudent to reach out to the Kenai Borough, which owned the Central Peninsula landfill, in Soldotna, where the hazardous materials would be disposed of. We submitted an application to dispose of asbestos and lead at the Soldotna landfill. At that point, Daniel Kort, Environmental Program Manager, Kenai Borough, told us we needed to test for PCBs^[i]. This surprised us, so we asked the AK Department of Environmental Conservation (ADEC) if they required it. They said PCBs have emerged as a hot topic over the past few years and they did want us to test for PCBs.

We are not going to get our permit to use the Soldotna landfill, until we do the testing, so we need to do it. Mr. Ottosen submitted a proposal to pull samples and submit them for testing. The estimated cost for this is \$37,312.84, of which \$24,750 is for laboratory costs. While he's here, we'd also like him to take some representative samples at HERC 1 so we have a more complete understanding of what is in that building. This would not be a complete sampling, just enough to inform future decisions about the fate of HERC 1.

So far, we have spent \$19,309.80 in consulting fees to design the pre-demolition work, demolition work, abatement work and post-demolition work for this project, leaving a balance of \$133,691.

[i] Evidently, at the time of the construction of the HERC buildings over 55 construction materials commonly contained PCBs, particularly related to caulking, paint and mastic. PCB-laden materials cannot be disposed of in Alaska, but must be shipped out of state.

Staff Recommendation:

Adopt Resolution 23-010.

Attachments:

[Resolution 23-010](#)

[HTRW's Proposal](#)

**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director

RESOLUTION 23-010

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
AWARDING A CONTRACT TO HTRW, LLC OF ANCHORAGE, ALASKA
IN THE AMOUNT OF \$45,000 TO TEST FOR PCB'S AT THE HOMER
EDUCATION AND RECREATION COMPLEX (HERC) BUILDINGS AND
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
THE APPROPRIATE DOCUMENTS.

WHEREAS, The City Council adopted Ordinance 22-45 appropriating \$153,000 for the
demolition of HERC 2, the effort for which was derived from a 2019 report that assessed the
hazardous materials present in the building and estimated the remediation/demolition costs;
and

WHEREAS, The 2019 effort identified asbestos and lead in the building, but did not test
for PCBs, probably because the EPA does not require testing for PCBs; and

WHEREAS, We submitted an application to dispose of the hazardous materials,
asbestos and lead, at the Central Peninsula landfill, at which point Daniel Kort, Environmental
Program Manager, Kenai Borough, told us we needed to test for PCBs; and

WHEREAS, Chris Ottosen, HTRW, LLC, submitted a proposal to pull samples and submit
them for testing, at the estimated cost of \$37,312.84, of which \$24,750 is for laboratory costs;
and

WHEREAS, We'd also like to take some representative samples at HERC 1 to better
inform future decisions about the fate of HERC I; and

WHEREAS, So far, we have spent \$19,309 in consulting fees to design the pre-demolition
work, demolition work, abatement work and post-demolition work for this project, leaving a
balance of \$133,691.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, awards a
Task Order, in the amount of \$45,000 to HTRW, LLC to test for PCBs at the HERC buildings and
authorizes the City Manager to negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 13th day of February, 2023.

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CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: Ordinance 22-45 appropriated HERC 2 demolition funding, Memorandum 22-132 identifies \$54,000 allocated to hazardous material abatement.



Date: 01/25/2023; Revised: N/A

Ms. Janette ("Jan") Keiser, PE, Director of Public Works, City of Homer
City of Homer
491 East Pioneer Avenue
Homer, Alaska 99603

RE: Request for Fee Proposal for to Collect a Samples of Building Materials for PCB Analysis at the "HERC2" Building in Support of the Demolition of the "HERC 2" Building in Homer, Alaska.

Dear Ms. Keiser:

I am pleased to provide this fee proposal to collect samples of building materials for PCBs at the "HERC2" building. This fee proposal is based on the Sampling and Analysis Plan (SAP) prepared by HTRW, LLC and dated January 17, 2023.

The SAP was submitted to the Alaska Department of Environmental Conservation (DEC) for courtesy review on January 17, 2023. As of the writing of this proposal, the DEC is still reviewing that SAP. Depending on comments provided by the DEC on the SAP, additional samples or fewer samples may be required to satisfy characterization criteria. Costs and efforts related to any additional sampling are not included herein, and any possible reduction in sampling may result in a credit to the City of Homer from the fees in this proposal.

HTRW, LLC will travel to Homer, Alaska to collect samples of the HERC2 building materials in accordance with the SAP. After collecting the samples, HTRW, LLC will drive back to Anchorage, prepare the laboratory paperwork, and ship the samples to the laboratory for analysis. Once the results have been received by HTRW, LLC, the existing hazmat report for the HERC2 building will be updated to include the results of the sampling with a discussion on the implications of those results as it relates to the building demolition.

Because of the uncertainty on what materials may actually contain PCBs at levels above regulatory criteria, no fees or efforts are included herein related to updating the existing hazards abatement bid documents for the HERC2 building.

Assumptions:

- The City of Homer will provide access to all areas of the building.
- The site visit to conduct the assessment will be in February 2023.
- The assessment will be performed during one mobilization to the site.

Exclusions:

- Any services not explicitly detailed herein.

I greatly appreciate the opportunity to work with you and the team on this project. Please do not hesitate to contact me with any questions or comments.

Sincerely,

Christopher T. Ottosen, Hazmat Consultant

Attachments:

- Authorization Form.
- Fee Proposal.
- Fee Proposal Worksheets for Assessment.



Authorization Form

Due to the extensive laboratory costs associated with the sampling in this proposal, HTRW, LLC requires a down payment equal to the overall estimated laboratory costs included in this fee proposal for a total of \$24,750.00 prior to commencing the site assessment. These fees must be paid prior to HTRW, LLC's scheduled start date for site assessment activities. Failure to provide this payment may result in HTRW, LLC being unable to perform the work and/or may cause significant schedule delays. HTRW, LLC reserves the right to cancel this contract at any time for failure to submit payment prior to the previously described start date. After the down payment has been received and successfully processed, HTRW, LLC, will commence with the work as described within this fee proposal. Progress invoicing for future efforts described within this fee proposal will be invoiced monthly and will be based on the percentage of completion. Progress payments are due to HTRW, LLC within 30 days of the date listed on the invoice. If payments are not received and successfully processed within the specified terms, HTRW, LLC reserves the right, for failure to provide timely payment of invoicing, to withhold the delivery of any reports, drawings, specifications, or other items which were produced by HTRW, LLC for use on the subject project.

To authorize HTRW, LLC to commence with the work and signify your agreement to the terms, conditions, and fees described within this fee proposal and its attachments, please sign and date below and return a copy to HTRW, LLC.

Client Information and Consent:

Signature of Authorized Representative: _____ **Date:** _____

Name of Authorized Representative: _____

Title of Authorized Representative: _____

Official Business Name: _____

Name of Billing Representative: _____

Billing Representative Contact Information: _____

HTRW, LLC Information and Consent:

Signature of Authorized Representative:  **Date:** 01/25/2023

Name of Authorized Representative: Christopher "Chris" T. Ottosen

Title of Authorized Representative: Member/Manager

Official Business Name: HTRW, LLC

Name of Billing Representative: Viviana "Viv" Leal

Billing Representative Contact Information: viv@htrw-llc.com



HTRW, LLC
 11471 Business Blvd., #773442
 Eagle River, Alaska 99577
 907-917-3801

Summary of Proposed Fees

Description	Fixed Fee	Time-and-Expense
Task 1 – Site Assessment & Reporting	\$37,312.84	
<i>Subtotals</i>	\$37,312.84	\$ 0.00
Total Proposed Fee	\$37,312.84	



Task 1 – Site Assessment & Reporting

Description	Hours/Units	Unit Cost	Subtotals
Labor Costs			
Travel to and from Homer	10.00		
Onsite coordination with City of Homer	2.00		
Collect samples	37.00		
Laboratory Paperwork/Coordination	10.00		
Sample Location Drawings	4.00		
Revise existing hazmat report with new data	6.00		
General Project Management, e-mails, etc.	2.00		
<i>Labor Total</i>	<i>71.00</i>	<i>\$140.00</i>	<i>\$9,940.00</i>
Laboratory Costs			
PCB Analysis of Bulk Building Materials; USEPA Method 3540C/8082A	150	\$150.00	\$22,500.00
Laboratory Subtotal			\$22,500.00
Markup			10%
<i>Laboratory Total</i>			<i>\$24,750.00</i>
Direct Costs			
Sample Shipping	3	\$350.00	\$1,050.00
Direct Cost Subtotal			\$1,050.00
Markup			10%
<i>Direct Cost Total</i>			<i>\$1,155.00</i>
Transportation Costs			
Lodging			\$720.00
Meals			\$300.00
Mileage			\$314.40
Transportation Cost Subtotal			\$1334.40
Markup			10%
Transportation Cost Total			\$1467.84
Total for Task 1			\$37,312.84

Task 1	Site Assessment	Fixed Fee	T&E, NTE
Labor Costs	\$9,940.00		
Direct Costs	\$1,155.00		
Laboratory Costs	\$24,750.00		
Transportation Costs	\$1,467.84		
Total Costs for Task 1		\$37,312.84	
Fee Subtotals		\$37,312.84	
Total Proposed Fee		\$37,312.84	

Site Assessment	Task 1
Position	Project Manager
Task Description	
Travel to and from Homer	10.00
Onsite coordination with City of Homer	2.00
Collect samples	37.00
Laboratory Paperwork/Coordination	10.00
Sample Location Drawings	4.00
Revise existing hazmat report with new data	6.00
General Project Management, e-mails, etc.	2.00
Hour Totals	71.00
Labor Rate per Hour	\$140.00
Total Labor Cost for Task 1	\$9,940.00

Cost	Units	Quantity	Sub-totals	Description	Notes
\$0.00	-	0.00	\$0.00	Subcontractor	None.
\$0.00	Days	0.00	\$0.00	Equipment Rental	No equipment rentals required.
\$350.00	Each	3.00	\$1,050.00	Sample Shipping	Charge for shipping samples to laboratory.

\$1,050.00	Subtotal of Direct Costs for Task 1
10.00%	Markup on Direct Costs

\$1,155.00	Total of Direct Costs for Task 1
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<i>Laboratory</i>	<i>Material</i>	<i>Analysis Type</i>	<i>Total Number of Samples</i>	<i>Turnaround Time</i>	<i>Cost Per Sample</i>	<i>Subtotals</i>
EMSL	Asbestos	PCB Analysis of Bulk Building Materials; USEPA Method 3540C/8082A	150	2 week	\$150.00	\$22,500.00
						\$22,500.00
						10.00%
						\$24,750.00

Carrier 1	Cost	Units	Quantity	Sub-totals	Description	Notes
	\$180.00	Cost per Day	4	\$720.00	Lodging	Taxes estimated at \$20/day in addition to the \$130 room rental fee.
	\$60.00	Cost per Day	5	\$300.00	Meals	Based on published per-diem rates or contract.
	\$0.66	Mile	480	\$314.40	Mileage	None

\$1,334.40

10.00%

\$1,467.84	Total Transportation Costs for Task 1
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DAY #1					
					0
Labor Code	Description	Start Time	End Time	Total Time	
	Drive to Homer	8:00 AM	1:00 PM	5.00	5.00
	Meet with City of Homer repres	1:00 PM	2:00 PM	1.00	1.00
	Start sampling, 20 samples	2:00 PM	6:00 PM	4.00	4.00
				Total day 1	10.00

DAY #2					
					0
Labor Code	Description	Start Time	End Time	Total Time	
	Continue sampling, 40 sample	8:00 AM	6:00 PM	10.00	10.00
				Total day 2	10.00

DAY #3					
					0
Labor Code	Description	Start Time	End Time	Total Time	
	Continue sampling, 40 sample	8:00 AM	6:00 PM	10.00	10.00
				Total day 3	10.00

DAY #4					
					0
Labor Code	Description	Start Time	End Time	Total Time	
	Continue sampling, 40 sample	8:00 AM	6:00 PM	10.00	10.00
				Total day 4	10.00

DAY #5					
					0
Labor Code	Description	Start Time	End Time	Total Time	
	Finish sampling, 10 samples	8:00 AM	11:00 AM	3.00	3.00
	Drop off keys/debrief with City	11:00 AM	12:00 PM	1.00	1.00
	Drive to Anchorage	12:00 PM	5:00 PM	5.00	5.00
				Total day 5	9.00