



AGENDA ITEM REPORT

Resolution 23-027, A Resolution of the City Council of Homer, Alaska Awarding a Task Order in the Amount of \$45,000 to HTRW, LLC of Anchorage, Alaska to test for PCB Laden Materials at the Homer Education and Recreation Complex (HERC) Buildings and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Item Type: Resolution
Prepared For: Mayor Castner & Homer City Council
Meeting Date: 28 Mar 2023
Staff Contact: Janette Keiser, PE, Public Works Director
Through: Rob Dumouchel, City Manager

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 authorizing the expenditure of \$153,000 for the demolition of the HERC 2 building. This sum was derived from a report, conducted in 2019, which assessed the extent to which hazardous materials were present in the building and estimated the costs to remediate such materials. The 2019 report informed us that asbestos and lead were present in the building, but sadly, the 2019 effort did not test for PCBs, probably because the EPA does not require testing for PCBs.

In the course of our continued development of a procurement package for the building's demolitions, we engaged the services of Chris Ottosen, HTRW, LLC, to help us scope the technical specifications for the hazardous material abatement. Just before we went to bid, 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 the hazardous materials, asbestos and lead, at the Soldotna landfill. At that point, Daniel Kort, Environmental Program Manager, Kenai Borough, told us the Borough would not accept demolition debris at the Central Peninsula Landfill unless we could verify the debris did not contain PCBs. This requires us to test for the presence of PCBs in a wide range of construction materials in HERC 2¹. Further, we learned the Alaska Department of Environmental Conservation ("ADEC") also wanted us to test for PCBs. Apparently, PCBs have emerged as a fairly new hot topic with the ADEC and the Borough, the EPA notwithstanding.

We are not going to get our permit to use the Soldotna landfill until we do the testing. 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 the laboratory costs. The ADEC has reviewed our proposed Testing Plan and “has no objections”, which is as close to an approval as we’re going to get.

I am requesting authorization for an additional \$7,687.16 for some spot sampling at HERC 1 while Mr. Ottosen’s here, so we have a more complete understanding of what is in that building. This brings the total dollars requested to \$45,000.

Recommendation:

Adopt Resolution 23-027

Attachments:

Resolution 23-027

HTRW Proposal

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.

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

3 City Manager
4 Public Works Director

5 **RESOLUTION 23-027**

6
7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AWARDDING A TASK ORDER IN THE AMOUNT OF \$45,000, TO HTRW,
9 LLC OF ANCHORAGE, ALASKA TO TEST FOR PCB-LADEN
10 MATERIALS AT THE HERC BUILDINGS AND AUTHORIZING THE
11 CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.
12

13 WHEREAS, The City Council adopted Ordinance 22-45 appropriating \$153,000 for the
14 demolition of HERC 2, which was derived from a 2019 report that assessed the hazardous
15 materials present in the building and estimated the remediation/demolition costs; and
16

17 WHEREAS, The 2019 effort identified asbestos and lead in the building, but did not test
18 for PCBs, probably because the EPA does not require testing for PCBs; and
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20 WHEREAS, We submitted an application to dispose of the hazardous materials,
21 asbestos and lead, at the Central Peninsula landfill, at which point Daniel Kort, Environmental
22 Program Manager, Kenai Borough, told us the Borough would not accept demolition debris at
23 the Central Peninsula Landfill unless we could verify the debris did not contain PCBs; and
24

25 WHEREAS, In order to make such a representation, we need to test for the presence of
26 PCBs in construction materials in HERC 2; and
27

28 WHEREAS, Chris Ottosen, HTRW, LLC, submitted a proposal to pull samples and submit
29 them for testing, at the estimated cost of \$37,312.84, of which \$24,750 is for laboratory costs;
30 and
31

32 WHEREAS, We'd also like to take some representative samples at HERC 1, at an
33 estimated cost of \$7,687.16, to better inform future decisions about HERC I, bringing the total
34 cost requested to \$45,000; and
35

36 WHEREAS, To date we have spent \$19,309 in consulting fees to design the pre-
37 demolition work, demolition work, abatement work and post-demolition work for this project,
38 leaving a balance of \$133,691.
39

40 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
41 awards a task order in the amount of \$45,000 to HTRW, LLC of Anchorage, Alaska to test for
42 PCB's at the HERC buildings and authorizes the City Manager to negotiate and execute the
43 appropriate documents.
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45 PASSED AND ADOPTED by the Homer City Council this 28th day of March, 2023.

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CITY OF HOMER

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KEN CASTNER, MAYOR

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52 ATTEST:

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56 MELISSA JACOBSEN, MMC, CITY CLERK

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



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

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.



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

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> | <i>\$37,312.84</i> | <i>\$ 0.00</i> |
| Total Proposed Fee | \$37,312.84 | |



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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 |
|-------------------|---|

| <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 |
|-------------------|--|

| 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 |