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**CITY OF HOMER
HOMER, ALASKA**

City Manager
Public Works Director

RESOLUTION 23-091

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA APPROVING A TASK ORDER TO BISHOP ENGINEERING, LLC IN THE NOT TO EXCEED AMOUNT OF \$23,000 FOR WETLAND DELINEATION SERVICES RELATED TO THE KACHEMAK SPONGE GREEN INFRASTRUCTURE STORM WATER MANAGEMENT PROJECT AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, With the adoption of Ordinance 23-46, the City Council accepted a grant, as a sub-recipient, from NOAA, through the University of Alaska Anchorage, acting for the Kachemak Bay National Estuarine Research Reserve (KBNERR) for the Kachemak Sponge Green Infrastructure Storm Water Management Project (Kachemak Sponge); and

WHEREAS, This project requires the City to obtain wetland permits from the U.S. Corps of Engineers, which requires us to assess the location and quality of the wetlands; and

WHEREAS, This work requires an expert to examine the site, observe the vegetation and otherwise study the properties in accordance with state and federal regulatory standards; and

WHEREAS, The only consulting firm with local staff qualified to perform this work is Bishop Engineering; and

WHEREAS, The task order in the amount of \$23,000 includes Bishop Engineering's proposal to provide wetland delineation studies and otherwise help the City navigate the U.S. Corps of Engineers wetland permitting process for the not to exceed amount of \$21,840, paid on a time and materials basis and a \$1,160 contingency; and

WHEREAS, The costs for this work are part of the NOAA grant budget, meaning the City will be reimbursed with grant funds.

NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby authorizes issuance of a Task Order to Bishop Engineering, LLC, in the amount of \$23,000 to perform the wetland delineation studies required to support the Kachemak Sponge Project.

PASSED AND ADOPTED by the Homer City Council this 11th day of September, 2023.

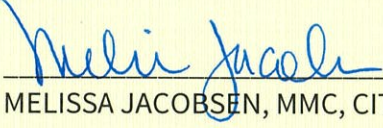
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CITY OF HOMER



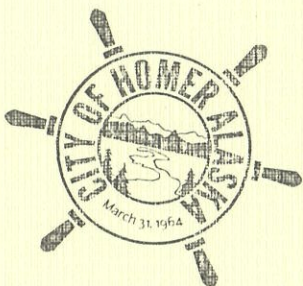
KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: Ordinance 23-46





MEMORANDUM

CC-23-204

Resolution 23-091, A Resolution of the City Council of Homer, Alaska Approving a Task Order to Bishop Engineering in the Amount of \$23,000 for Wetland Delineation Services Related to the Kachemak Sponge Green Infrastructure Storm Water Management Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: City Council
Date: August 23, 2023
From: Janette Keiser, PE, Public Works Director/City Engineer
Through: Rob Dumouchel, City Manager

I. Issue:

The purpose of this Memorandum is to recommend award of a Task Order to Bishop Engineering, LLC for professional services to delineate the wetlands and assist with environmental permitting for the Kachemak Sponge Green Infrastructure Storm Water Management Project (Kachemak Sponge).

II. Background:

With the adoption of Ordinance 23-46, the City Council accepted a grant, as a sub-recipient, from NOAA, through the University of Alaska Anchorage, acting for the Kachemak Bay National Estuarine Research Reserve (KBNERR) for the Kachemak Sponge Project. The Kachemak Sponge Project involves using natural wetlands to treat storm water. The project will require environmental permitting, which requires us to locate and assess the quality of the wetlands. This requires an expert to examine the site, observe the vegetation and otherwise study the properties in accordance with state and federal regulatory standards. The only consulting firm with local staff qualified to perform this work is Bishop Engineering, LLC (Bishop).

We invited Bishop Engineering to submit a proposal to provide the wetland delineation studies and otherwise help us navigate the Corps of Engineers wetland permitting process. Bishop proposes to provide their services for the not to exceed amount of \$21,840, paid on a time and materials basis. We've rounded the sum to \$23,000 to allow a small contingency. The costs for this work are part of the NOAA grant budget, meaning the City will be reimbursed with grant funds.

III. RECOMMENDATION: That the City Council award a Task Order to Bishop Engineering, LLC in the Not To Exceed amount of \$23,000.



Address: PO Box 2501, Homer, AK 99603-2501 • Telephone: (907) 299-7609 • Website: www.bishop-engineering.com

August 23, 2023

Ms. Janette Keiser, PE
Public Works Director
City of Homer
3575 Heath Street
Homer, AK 99603

**RE: Wetland Delineation Field Studies and Report for Jurisdictional Determination
Kachemak Sponge Green Infrastructure Storm Water Treatment System**

Dear Ms. Keiser:

Bishop Engineering, LLC is pleased to submit this proposal to complete a wetland delineation for the above referenced project in support of obtaining a jurisdictional determination from the Army Corps of Engineers (ACOE). We believe the City will need to obtain an Approved Jurisdictional Determination due to federal funds involved, but the report will be applicable to a request for Preliminary Jurisdictional Determination as well if that process can be used.

We will follow standard wetland delineation protocols as outlined in the Corps of Engineers Wetlands Delineation Manual, and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Alaska Region (Version 2.0) to determine the presence and distribution of wetland areas within the proposed project area. This protocol shall include classification and mapping of wetlands using aerial photography, elevation contours, hydrography data, soils information, best professional judgment, and field data. If the schedule permits, the onsite wetland delineation data collection effort shall be conducted in September of 2023 within a study area of about 60 acres, during which time all relevant properties shall be visited and small test holes (7" diameter x 24" deep) shall be dug at sample sites as deemed necessary to assess soil, hydrologic, and vegetative conditions. If the September field work cannot be completed due to schedule, we anticipate completing the delineation in June 2024.

A hydrologic investigation shall be performed simultaneously with the wetland study to determine the jurisdictional status of wetlands found on the parcel to document the presence or absence of surface water connections between potential wetlands and navigable waters under the authority of the Navigable Waters Protection Rule. Our report, to be submitted to the Army Corps of Engineers, shall include a map of wetland and upland areas, a description and classification of wetlands and plant communities within the study area, and an appendix containing the data forms and photo documentation of sample sites.

Scope of Work Tasks:

1. Perform field studies to obtain the required field records mandated by the ACOE. This effort is anticipated to take 3 weeks.
2. Record the location of all test points and wetland boundaries using GPS equipment concurrent with the field work.
3. Develop the wetland delineation report to ACOE standards and submit it to ACOE for review. We anticipated this effort to take 2 weeks.
4. Assist the City in submitting the necessary forms to begin ACOE review. We anticipate this to take 1 week concurrent with the report writing effort.
5. Respond to any ACOE review questions and provide the City with updates on any material changes to the report as a result of ACOE review comments.

Fee:

The total engineering fee for the completion of all tasks for the wetland delineation, report submittal, and review coordination is \$21,840.00. Shannon Cefalu, our biologist, who has worked with the local ACOE staff on several jurisdictional determinations, will head up the field and report effort on this project. We have allotted 180 hours at \$100/hr for Shannon's efforts. John Bishop, senior civil engineer, will provide project management, QA/QC, and some field study time on this project and will be allotted 24 hours at \$160/hr. Invoicing will be monthly and per task completed during the subject month.

Feel free to call me with any questions you may have at (907) 299-7609.

Respectfully,

John S Bishop

John S. Bishop, SE, PE

BISHOP ENGINEERING, LLC