

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Port Director

RESOLUTION 25-059

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING TASK ORDER 3 TO ALASKA HARBOR CONSULTING,
LLC FOR ENGINEERING SUPPORT FOR THE 2025 PORT
INFRASTRUCTURE DEVELOPMENT PROGRAM GRANT (PIDP)
APPLICATION AN AUTHORIZING THE CITY MANAGER TO
NEGOTIATE AND EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The Homer Harbor Critical Float Replacement project addresses float
systems that are in critical condition, do not meet current design or safety standards, are
requiring major maintenance, and will soon face load restrictions or decommissioning; and

WHEREAS, The City is applying for Federal construction subsidy funds through the 2025
PIDP, which requires a current cost estimate, a comprehensive and detailed budget narrative,
and a work plan schedule related to the budget; and

WHEREAS, Alaska Harbor Consulting, LLC has demonstrated relevant expertise related
to this project, has previously been authorized under Resolution 25-046 to support preliminary
design elements and permitting of the Float System 4 replacement; and

WHEREAS, In accordance with HCC 3.16.060, based on their specialized experience and
familiarity with the project, staff has determined that Alaska Harbor Consulting, LLC, qualifies
for single-source procurement; and

WHEREAS, The proposed Task Order 3 will provide necessary engineering support to
complete the aforementioned grant application deliverables in a timely and cost-effective
manner; and

WHEREAS, This is contingent upon City Council's adoption of Ordinance 25-42
appropriating Port & Harbor Reserve funds for professional technical assistance in support of
securing nationally competitive PIDP funds to help replace floats in Homer Small Boat Harbor
that are in critical condition.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby
authorizes Task Order 3 to Alaska Harbor Consulting, LLC, to prepare the cost estimate, budget
narrative, and scope/schedule work plan, for an amount not to exceed \$7,000 and authorizes
the City Manager to negotiate and execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council this 9th day of June, 2025.

45
46
47
48
49
50
51
52
53
54
55
56
57
58

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Note: \$7000 refer to Memo CC-25-163

TASK ORDER # 3

PIDP Grant Application Assistance

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated [February 26, 2024](#) ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: [June 9, 2025](#)
- b. Owner: [City of Homer, Alaska](#)
- c. Engineer: [Alaska Harbor Consulting, LLC](#)
- d. Specific Project (title): [Homer Harbor - PIDP Grant Application Assistance](#)

2. Services of Engineer/Consultant

A. The specific services to be provided or furnished by Engineer under this Task Order are to work with the City and their lead consultant, HDR, to provide technical input for their Port Infrastructure Development Project (PIDP) grant application to MARAD. This work encompasses any engineering-related pieces of the application that are not already covered by the 35% design engineering and permitting effort being completed concurrently under Alaska Harbor Consulting's Task Order #2 (Denali Commission grant work). These additional pieces are expected to include:

1. Cost Estimate: Advance the project cost estimate to the 35% design level, including more detail and backup data to demonstrate confidence in the cost estimate. Specifically, provide more detail on the elements within Mobilization/Demobilization and Demolition/Removal of Existing Facilities line items as well as any other large ticket items that were previously estimated on a percent of project cost basis (i.e., final engineering and permitting). In addition, research will be conducted on current market conditions and any recent price changes related to tariffs and their impacts on the domestic sourced materials previously priced.
2. Budget: Assist with development of a project budget in annual expenditures. We assume that examples from other successful projects will be obtained from MARAD to use as a guide to better understand what level of detail is expected.
3. Budget Narrative: A write-up for inclusion in the application will provide detail and justification for individual component costs, including source of data (quotes, recent bids, etc.) and hours and rates for any professional services. Sources and dates for all data will be itemized and any escalation and/or inflation that was included will be identified.
4. Work Plan: A work plan will be developed that is aligned with the schedule and budget. It will include milestones for deliverables, completion dates, and timelines in a Gantt Chart format to show how the tasks relate and depend on each other. The work plan/schedule will cover the RFP development/contracting, permitting, design, and construction as well as MARAD grant agreement timeline.

B. All of the services included above comprise Basic Services under this Task Order.

C. Additional Services: Owner may authorize Engineer in writing to furnish or obtain from others Additional Services. The Task Order shall be amended to reflect the inclusion of such Additional Services.

Additional Services that could be needed following the completion of the above services, may include the following:

- Detailed cost data and/or narratives from electrical engineering and/or environmental permitting consultant.
- Other efforts to support the grant application as needed from HDR and/or the City.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement.

4. Task Order Schedule

A. The parties shall meet the following schedule:

Party	Action	Estimated Schedule
Owner	Issue NTP for this Task Order	June 13, 2025
Engineer	Draft Submittal	4 weeks after NTP and/or completion of 35% Design under Task Order 2: July 11, 2025
Owner/Lead Consultant (HDR)	Review Comments	2 weeks after draft submittal: July 25, 2025
Engineer	Final Submittal	2 weeks after receipt of comments: August 8, 2025
Milestone	PIDP Grant Application Due	September 10, 2025
<i>*Note: These milestones are estimated and are for informational/scheduling considerations only (not contractual). Timing highly depends on outcome of previous tasks and input/coordination with the City.</i>		

B. Services under this Task Order will be considered complete on the date when the grant application is submitted.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order on a *Standard Hourly Rates and Reimbursable Expenses* (Time and Expenses) basis in accordance with the terms and provisions of Article 4 of the Agreement.

b. The Engineer's estimated fee for the scope of services described in this Task Order is **\$6,860**. A detailed breakdown of the fee estimate(s) are attached to this Task Order.

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total compensation amount unless approved in writing by the Owner.

6. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

OWNER:

Owner: City of Homer

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Alaska Harbors Consulting, LLC:

Signature: 

Name: _____

Title: _____

Date: _____

Kimberly Nielsen, PE

Owner/Sr. Waterfront Engineer

5/16/25

DESIGNATED REPRESENTATIVE FOR THIS TASK ORDER:

Name: _____

Title: _____

Phone number: _____

Email: _____

DESIGNATED REPRESENTATIVE FOR THIS TASK ORDER:

Name: Kimberly Nielsen, PE

Title: Owner/Sr. Waterfront Engineer

Phone number: 907-301-4206

Email: AlaskaHarbors@gmail.com

ALASKA HARBOR CONSULTING, LLC			
FEE ESTIMATE (Time and Expenses)			
Client: City of Homer			
Project Name: Homer Harbor - PIDP Grant Application Assistance			
AHC City Of Homer Term Contract Task Order 3: PIDP Grant Application Assistance			
Estimate Date: 5/15/25			
AHC Time Estimate:		Billing Rate: \$	180.00
Task #	Task Description	Labor Hours	Labor Cost
1	PIDP Grant Application Input		
1.0	Coordination Meetings-assume concurrent with TO2 Design meetings	0	\$ -
1.1	Engineering Construction Cost Estimate, incl. backup data documentation	8	\$ 1,440
1.2	Project Budget (in annual expenditures format)	4	\$ 720
1.3	Budget Narrative	4	\$ 720
1.4	Work Plan/Ghantt Chart	16	\$ 2,880
Total labor Hours:		32	
Total Labor Cost Estimate:			\$5,760
Subcontractors & Other Direct Expenses Estimate:			
Description	Quantity	Unit Cost	Total Cost
Sub 1: RESPEC: Electrical Engineering Cost Estimate	1	\$1,000	\$1,000
			\$0
Total Expenses Cost Estimate + 10% mu*:			\$1,100
TOTAL PROJECT FEE ESTIMATE (Time + Expenses):			\$6,860

Assumptions:

Assumptions regarding the amount of time required per task are as noted in the spreadsheet above. Actual time and expenses will be billed.

Billing labor rate includes a multiplier to account for overhead expenses such as utilities, insurance, equipment, materials and other indirect expenses as well as labor associated with preparation of fee proposals, recordkeeping, invoicing, and other project related indirect labor.

*A 10% markup will be billed on expenses, to cover indirect labor costs associated with travel coordination or subcontractor coordination & contracting, paperwork, billing, and required documentation.