

**NOTICE OF MEETING
REGULAR MEETING**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. SYNOPSIS APPROVAL**

A. March 14, 2014 Meeting Synopsis

Page 3

- 6. VISITORS**
- 7. STAFF REPORTS**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
- 10. NEW BUSINESS**

- A. Review of 95% Port and Harbor Building Design and Specifications and Approval to go to Bid **Drawings to be provided at the meeting**
- B. Review of Port and Harbor Building Project Bid Process **Page 7**

- 11. INFORMATIONAL ITEMS**
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF CITY STAFF**
- 14. COMMENTS OF THE TASK FORCE**
- 15. ADJOURNMENT NEXT REGULAR MEETING IS TO BE DETERMINED** in the City Hall Conference Room located at 491 E. Pioneer Ave, Homer, Alaska.

Session 14-01 a Regular Meeting of the Port and Harbor Building Task Force was called to order on March 14, 2014 at 3:34 p.m. by Chair Howard at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMITTEE MEMBERS: ELLINGTON, HARTLEY, HAWKINS,
HOWARD, LEWIS

STAFF: CITY MANAGER WREDE
CITY CLERK JOHNSON
IT MANAGER POOLOS
PROJECT MANAGER NELSEN
PUBLIC WORKS DIRECTOR MEYER

APPROVAL OF THE APPROVAL

LEWIS/HAWKINS – MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

SYNOPSIS APPROVAL

A. December 20, 2013 Meeting Synopsis

Chair Howard called for a motion to approve the meeting synopsis of December 20, 2013.

LEWIS/HARTLEY – SO MOVED.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

STAFF REPORTS

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Review of 65% Port and Harbor Building Design and Specifications

Chair Howard reported staff again trimmed some items from the original design and the City Council transferred matching funds and approved a loan up to \$300,000 for the differences.

Public Works Director Meyer reported we have received a 65% cost estimate and plans for the harbor building. Initially at 25% over budget, we made significant reductions. The building started at \$3.6M and we needed to get to \$2M. Dan deserves most of the credit for bringing the costs in line. Line items were reviewed and revised and we are now \$21,000 under budget. We found many things that should not have been in the estimate and have trimmed those out. Public Works Director Meyer recommended that we move forward to 95% design.

Chair Howard asked what assurance we have that the architect will stay on course and do what we are paying them to do. Project Manager Nelsen answered he will make them. Public Works Director Meyer added without a project manager remaining on the project they can easily get out of control. Projects always want to get bigger and be built with the best quality projects. From an architect's perspective they want a nice building to show off. The architect has followed through and done most things well.

A letter from lead construction engineer Bill Nelson of Nelson Engineering was provided to the committee. We have the attention of the cost estimator and are in fine shape to move forward with the bid and provide the things the harbormaster has requested. The newest estimate is below budget and still has the Phenolic panels and aluminum windows. He thanked Lisa and her team for digging through to find things too. Chair Howard asked if Lisa and Bryan are happy with the design and both acknowledged they were.

Between the 65% and 95% design stage we will dig deeper into the details to include finishes, paint colors, flooring, carpet, rubber flooring, hard surfaces, wood, and countertops. There is a balance between quality and cost to provide for a longevity product. The civil site plan shows boundaries of the parking level and paving. We are now detailing elevations so the surveyors know how to put it together. We now have more input in the selection of the details and will find a product that matches the allowances for each part of the project.

Port and Harbor Director Hawkins is more comfortable that we will have a real project and is beginning to see himself in the office.

Project Manager Nelsen outlined the next steps in the process. We will release the engineer and architects to move to 95% design. We will nail down everything modified on the drawings and specs that they need to clean up and tune up. Paint colors and finishes will be specked out; we will provide a range of wishes. We will make sure budgetary items are lined up. Then we can put the project out to a contractor without worrying about confusing anyone.

Public Works Director Meyer reported we could be ready to bid in June. At the end of April or the beginning of May we will have 95% review. If we stay within budget we will not have to go back to Council until the bid award. We could realistically look at breaking ground the first of July. It is anticipated the foundation and shell of the building will be up before freeze up. The target move in date is late winter with a grand opening in the spring of 2015.

Chair Howard noted we could have a conversation with the Port and Harbor Advisory Commission of what to do with the existing building.

B. Port and Harbor Building Cost Estimate and Budget

Committee Member Ellington asked about the 1% for the arts. Public Works Director Meyer answered we need to get the RFP out to involve arts in the project early. We can indicate potential art places for the building and then solicit all ideas. The RFP for art will be out when this committee is looking at 95% design. The design, inspection, 1% art, and utility relocation should all be coordinated to understand all costs associated with the budget.

Public Works Director Meyer indicated he had discussed the project with City Clerk Johnson and her recollection was the last time we discussed the building with the City Council it was a two-story building. It would be a good idea to give the Council an update. A summary of some of the cost cutting measures which have reduced expectations for the building can be presented. The bad news is there is no second story; the great news is that we are on budget and on schedule. Chair Howard will deliver the updated report to the Council at their next meeting on March 24.

INFORMATIONAL ITEMS

COMMENTS OF THE AUDIENCE

There were no comments of the audience.

COMMENTS OF CITY STAFF

There were no comments of the city staff.

COMMENTS OF THE TASK FORCE

HARTLEY/LEWIS – MOVED TO MOVE ONTO THE 95% COST ESTIMATE.

There was no discussion.

VOTE: YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ADJOURNMENT

There being no further business to come before the committee, Chair Howard adjourned the meeting at 4:03 p.m. The next meeting will be scheduled when needed.

Submitted by Jo Johnson, MMC, City Clerk

Approved: _____

INVITATION TO BID
By the City of Homer, Alaska, for the
Homer Harbormaster's Building /
Deepwater Dock Trail Boardwalk

Sealed bids for the construction of the **Homer Harbormaster's Office / Deepwater Dock Trail Boardwalk** will be received at the office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska, until **2:00 PM, Thursday, June 19, 2014** at which time they will be publicly opened and read. The time of receipt will be determined by the City Clerk's time stamp. Bids received after the time fixed for the receipt of the bids shall not be considered. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Plan holder registration forms, and Plans and Specifications are available on line at <http://www.cityofhomer-ak.gov/rfps>

The project is funded with a State Legislative Grant. The City's local bidders 5% preference requirements will apply; state prevailing wage rates will apply. The work includes, but is not limited to, the following:

Construct a new 4,778 Sf. Harbormaster's Office building located on the Homer Spit's Freight Dock Road directly adjacent to the Seldovia Fast Ferry terminal. The new office building will consist of a concrete foundation and wood framed structure that will extend 15' over slope of the Homer Harbor banks. The Deepwater Dock Trail Boardwalk will consist of structural cast in place concrete columns that will carry a wood framed boardwalk out and around the southwest side of the Harbormaster's office building carrying trail pedestrians and bicyclists out over the Homer Harbor.

Please direct all technical questions regarding this project to: Dan Nelsen, City of Homer, Public Works Department, 3575 Heath Street, Homer, Alaska, 99603, (907) 435-3141

A mandatory pre-bid conference will be held on Wednesday, **May 28th, 2014** at 1:00 PM at Homer City Hall Conference Room, 491 East Pioneer Avenue, Homer, AK to discuss the construction of the projects and answer any questions bidders may have.

Plan holder registration forms, and Plans and Specifications are available online at <http://www.cityofhomer-ak.gov/rfps> **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Hard copies can be obtained at the office of the City Clerk upon payment of \$220 per set (\$250 for overnight delivery). City of Homer Standard Construction Specifications 2011 Edition (containing general contract provisions) may be downloaded from the City's web site. All fees are non-refundable. The City of Homer reserves the right to accept or reject any or all bids, to waive irregularities or informalities in the bids, and to award the contract to the lowest responsive bidder.

DATED this 2nd day of May, 2014.

CITY OF HOMER

Walt Wrede, City Manager

Homer Tribune – May 14 –May 21, 2014
Peninsula Clarion – May 18, 2014
Anchorage Daily News – May 18, 2014
Fiscal Note: 151-0936