



# Fairbanks North Star Borough

General Services

907 Terminal Street

PO Box 71267 • Fairbanks, Alaska 99707-1267

(907) 459-1297 • FAX 459-1100

## MEMORANDUM

**TO:** Leah Berman Williams, Presiding Officer  
Fairbanks North Star Borough Assembly

**THROUGH:** Bryce Ward, Borough Mayor *BW* for BW

**FROM:** Cory T. Beal, Chief Procurement Officer *CTB*  
General Services Department

**DATE:** March 18, 2021

**SUBJECT:** RECOMMENDATION TO APPROVE CHANGE ORDER  
FOR CONTRACT ISSUED AS A RESULT OF RFP NO. 18022  
Transit Administration and Maintenance Facility

**CONTRACTOR:** Design Alaska

**CO AMT:** \$196,420.00

The Department of Public Works recommends Assembly Finance Committee approval of a Change Order to this contract in the amount of \$196,420.00. The resulting total contract amount, after approval of this change order, will be \$2,604,021.00.

Additional design services are required to change the project site from the existing facility site to the new project site at Tract A-2 in Grace Park Subdivision.

- In accordance with 16.30.095, "every borough contract, contract modification, or change order is subject to the prior approval of the borough assembly or finance committee of the borough assembly, when the amount exceeds \$100,000."

Your approval is requested.

Attached is the documentation packet provided by the Department of Public Works.



# Fairbanks North Star Borough

DEPARTMENT OF PUBLIC WORKS  
DESIGN & CONSTRUCTION

Email Address: David.Vanairsdale@fnsb.gov  
Main: (907) 459-1345

## MEMORANDUM

TO: Cory Beal, Chief Procurement Officer  
Department of General Services

THROUGH: David Bredlie, Director *DB*  
Department of Public Works

FROM: David Vanairsdale, Engineer *DV*  
Department of Public Works, Design and Construction

DATE: March 5, 2021

PROJECT: Project Name: Transit Administration and Maintenance Facility  
Project No.: 16-TRGPRJ-1

SUBJECT: Recommendation to Approve Professional Services Agreement  
Amendment to Design Alaska contract issued as a result of RFP No.  
18022

**Action Requested:** The Department of Public Works recommends Assembly approval of a Professional Service Agreement Amendment to Design Alaska, Inc. for an amount not to exceed \$196,420.00, for a total contract amount of \$2,604,021.00.

**Project Description:** Additional design services required to change the project site from the existing facility, to the new project site, Tract A-2 Grace Park Subdivision.

**Project History:** Site of current Transit Facility cannot be utilized for new facility due to poor soils identified during design. A new parcel was purchased with suitable soils and adequate space for the new facility. Additional design services are required to adapt the current preliminary design to the new site and add building systems necessary to operate and maintain compressed natural gas fueled transit vehicles.

**Project Funding:** Ordinance 2016-20-1L Facilities Maintenance Reserve  
Ordinance 2016-20-1R FTA\_DOT Grant AK-2017-015-00

Attachment: Fund Verification

c: Jonathan Shambare, Design & Construction Manager, Department of Public Works

## FUND VERIFICATION

*to be completed by originating department*

DEPARTMENT / DIVISION: Public Works / Design and Construction IFB / RFP NO.: 18022

PURPOSE / PROJECT NAME: Transit Garage Expansion

DESCRIPTION: Professional Services for the design and construction administration for the Transit Garage Expansion project. Services to include a feasibility study for the use of natural gas.

Est. Cost: \$2,670,000 Est. Contingency: \$130,000 Total Cost: \$2,800,000

BID APPEAL PERIOD: \_\_\_\_\_

**SOURCE OF FUNDS:**

Account No: FTA/FE-61510/16-TRGPRJ-1 Amount: \$2,800,000  \*Match? [✓ if Yes]

Account No: \_\_\_\_\_ Amount: \_\_\_\_\_

Account No: \_\_\_\_\_ Amount: \_\_\_\_\_

Total: \$2,800,000

<i>to be completed by Accounting</i>		
** Grant or Match? [✓ if Yes]	Ordinance Number	Accounting Verification
✓	2016-11	KT
Date: <u>11/21/17</u>		

\*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a .

\*\*If the source of funds is a Grant OR a Match to a grant, be sure the preparer has attached a copy of the grant agreement.

David Vanairsden  
 David Vanairsden, Project Manager  
11/17/17  
 Date

Bill Lorkowski  
 Bill Lorkowski, Supervising A/E  
11-17-17  
 Date

David Bredlie  
 David Bredlie, Design & Construction Manager  
11/20/17  
 Date

*to be completed by Accounting*

APPROVED

On the date signed above by Accounting, fund sources shown above are sufficient to pay the costs of the requested action and may legally be used for this purpose.

Local bidder preference (FNSB 16.16.050) is prohibited.

\*\*\*Local bidder preference (FNSB 16.16.050) is allowed.

When contracting for architectural and engineering (A/E) services, geographic location may be a selection criteria provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 49 CFR 18.36 (c)(2) All other procurement; no local bidder preference allowed.

DISAPPROVED Reason: (circle one)  insufficient funds  usage is not legal

Funding Source U.S. DOT - FTA (49 CFR 18.36(c)(2))

Funding Source U.S. DOT - all other

Funding Source Federal Common Rule

Funding Source Other \_\_\_\_\_ (Note the agency)

Funding Source N/A

S. Schwalm  
 Chief Accountant or Grants Accountant

11/21/17  
 Date

RCVD 17 NOV 22 8:15

GENERAL SERVICES

\*\*\* NOTE: If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for bid (IFB).