



MATANUSKA-SUSITNA BOROUGH

Borough Manager's Office

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 745-9689 • Fax (907) 745-9669

jduffy@matsugov.us

TO: Mayor and Assembly members

FROM: John Duffy, Borough Manager

DATE: January 4, 2010

SUBJECT: Manager's report #01-2010

● Use of Credit Cards We are currently testing credit card payment software this month. We will begin a phased implementation effort at Borough facilities during the month of January. In January we will begin using the credit card machines at the main Borough building. We will also be readying other Borough facilities and rolling out the training for the next phase. We will place the credit card machines at the Central Landfill, Station 6-1 (on Swanson) and at Animal Care. Once these sites are up and operating with ease, the Ice Arena and Pools will be next. In the meantime, effective January 1st, individuals will be able to pay online. It should also be noted, it is not only credit cards, but also debit cards and Electronic Checks that may be used.

● Su Valley Jr./Sr. High School (\$27MM) The new Su Valley Junior/Senior High School is nearly ready to accommodate the 167 students and numerous staff members to complete their 2009-2010 school season in what will officially be the northern most LEED certified school in the world. Excitement is at a peak amongst the students and local residents of the area. The facility will also be used as a hub for many Upper Susitna Valley organizations and community members. While work is still being performed to 'fine-tune' the school, the building is an exquisite example of fine craftsmanship, architecture and décor. The wood and stone entry invites one to enter the school through a beautiful stained glass entry into a warm and rustic lodge type feeling once inside the commons area. Between the spacious wood floor gymnasium, welding lab, small engine repair shop, wood shop, computer lab, music room, commons area, and locally produced artwork displayed throughout the school, there are ample opportunities once inside the school to satisfy a diverse variety of interests. We believe we have succeeded in creating a first class learning institution as well as providing the local area with a gathering spot for a multitude of functions.



Machetanz Elementary School (\$17MM) On December 18, 2009, we received notification that Machetanz Elementary School is the first LEED-certified school in the State of Alaska. The school was certified at the Silver level, just a few points short of the Gold level. LEED is short for *Leadership in Energy and Environmental Design*, and is a program established by the U.S. Green Building Council. LEED became a Borough Assembly mandate for new structures over 10,000 square feet in December of 2007. In addition, we have won an Alaska Municipal League Award for local government innovation.



The school was designed by McCool Carlson Green, and is the first with the new proto-typical design. The school opened on schedule on August 17, 2009, thanks to the efforts of many, but most noteworthy is Collins Construction, who turned the school over early to allow installation of furnishings and technology. See the following web site for more information:
<http://www.mcgalaska.com/portfolio/educ/southpalmeres.htm>

The new school is proving to be, as proposed and planned - “A 21st Century Home Away From Home.” Our newest elementary school is operational with over 320 students currently attending. Directional signage for the school was installed over the Christmas break

● Garden Terrace Estates Water Service Replacement (\$950K) At the January 5, 2010, Assembly meeting, we will seek the approval of the funding from ADEC and EPA, which totals \$881K, along with approval of the construction contract for Phase IV and V, and the paving of the entire subdivision, except for Abby Boulevard, which the City of Wasilla paved last summer. Three construction bids were received on December 15, 2009, with Wolverine Supply as the apparent low bidder. This work will include replacement of 27 residential water service lines, along with repaving of the subdivision roads in 2010. All this work is planned to be completed using grant and ARRA funds. The ARRA (*American Recovery and Reinvestment Act*) funds require the construction contract be awarded by January 17, 2010.

In mid-December, Gerry Brown, our Engineer of Record, gained approval from ADEC categorizing our work as GREEN, which allows the Borough to receive 100% forgiveness of the ARRA loan. On December 21, 2009, we acquired the final signatures and procedures on the EPA Grant extension through 2010. On December 9, 2009, a public meeting was held to discuss progress, future work and transfer of the water system to the City of Wasilla. Here is a list of potential projects for the 2010 construction season.

- Timothy Lane Water Service Line Replacements and Pavement Restoration
- Rhubarb Water Service Line Replacements and Pavement Restoration
- Lupine Way, Oat Street and Brome Avenue Pavement Restoration

School District Safety and Security Bonds - Palmer High School ReRoof (\$1.8MM) Budget restrictions have caused us to delete all of the roofing sections that were either not part of the original structure, or in the base bid of the design work. Additional design work required by Architects Alaska and the Structural Engineer to determine which roof areas warranted structural upgrades and hazardous materials handling limit us to re-roofing only the oldest and most

problematic roof areas. By dropping the additional 24K square feet of roofing, we will not require additional inspection and analysis of the additional area. We plan to have the design completed soon so the construction of the Palmer HS re-roof can begin in May 2010.

DSJ Window Replacement Phase II (\$200K) This project entails installing new windows in the DSJ building. New windows are needed to seal the building envelope. This will significantly improve energy efficiency in the DSJ. Phase II includes the windows on the south side of the building, the basement windows and all the remaining windows not replaced in Phase I. The contractor is Orion Construction. The windows have arrived and we are in the process of coordinating the installation with the contractor so as to have a minimal impact on Borough Staff. The construction phase has started.

MSB Building Energy Audit Phase II (\$50K) The intent of this project is to retain a consultant well-versed in energy audits to help identify areas for potential energy savings in Borough buildings and prioritize recommended repairs. The end goal is more energy efficient buildings with an overall reduction in operating energy costs. In Phase I the DSJ Building was audited. Phase II includes the O&M Building, Stations 6-1 and 6-5. A Scope of Services has been drafted, sent to Purchasing, and the proposal was advertised to the public. The proposal period closed on December 18, 2009, and seven proposals were received and have been evaluated.

Energy Monitoring and Network Interfacing of Borough Buildings (\$85K) The intent of this project is to install Energy Monitoring and Control Systems (EMCS) in Borough buildings. This will allow O&M Staff to remotely monitor, control and track energy consumption and develop data to measure performance of our HVAC and electrical systems. The buildings included in the initial phase are: the DSJ Building, Animal Care, Stations 6-1, 6-5 and the Big Lake Library. Meridian Systems, the control contractor, has made a site visit to each facility to ascertain specific needs. Meridian Systems has submitted a proposal for each facility and these proposals are being reviewed by Borough staff.

Houston High School Football Field Lights (\$140K) All work on current contract is complete as of December 14, 2009. The remainder of this project will be completed once funds are obtained.

Trapper Creek Elementary School Roof Repairs (\$40K) A roof assessment is complete with a proposed design for repair and cost estimate. Finalized documents and plans are complete with a cost estimate of \$110,000. This project was included in the maintenance bond that was voted down. Currently, there is no funding source for repairs.

Lake Louise Warm Storage (\$975K) The RFP for this project must wait advertisement until requirements in the grant agreement are completed which is expected in January 2010 with an RFP advertised in February 2010 for design/build of the facility. Some funds have been released for geo testing with three bids received. Testing will occur in January 2010. Construction is expected to start spring 2010.

Valley Recycling Center (\$3.7MM) The building site excavation is complete, footings are poured, the well



is drilled and capped, and underground utilities are complete for the major utilities. The slab in the mezzanine was poured in December 2009 which will allow the boiler to be installed in January 2010. This will keep construction going through the winter putting this project ahead of schedule. Pre-engineered structural panels are expected to start arriving in April 2010, at which time the structure will be erected. The project is on schedule for an October 2010 completion.

Sutton PSB Addition/Remodel (\$213K) This project was awarded as a Design/Build project to WM Construction with a notice to proceed dated May 21, 2009. The final inspection was conducted October 28, 2009, with minor punch list items corrected. The remaining balance of funds will be utilized to install a stair case to the second floor which will be remodeled into useable space. Three contractors provided estimates with the low bidder awarded the contract. Work started January 4, 2010 and is to be completed within 60 days.

● Talkeetna Water Filtration (\$1MM) DEC issued the MSB a notice for exceeding arsenic levels in the Talkeetna water supply. Levels are now exceeded due to a recent drop in EPA acceptable standards. The MSB advertised for design which was completed by HDL. ADEC provided \$500K for purchase of the designed unit and recently committed an additional \$550K for installation. Once the additional funds are received, the installation contract will be advertised and awarded to the low bidder. The full contract is expected to be awarded at the January 19, 2010, Assembly meeting.

Palmer HS Field Turf (\$500K) Grant funds were received in December 2008 after being reduced during the state budget cut process, leaving the school \$1M short for new turf. A request to amend the scope of work to allow for other field improvements was denied at the state level. The project is on hold pending additional funding.

Spring Street Fire Station The MSB is evaluating a structure that is for sale which may be suitable as an MSB public safety building. Land Management is negotiating with the property owner to determine the appraised value. Once a value is agreed upon, Public Works will contract a firm to evaluate the structure to ensure it meets Emergency Services' requirements.

Bogard Road Extension East (\$13MM) The project consultants are continuing work on the various tasks, including public involvement, environmental, right-of-way acquisition, and engineering design. A project coordination meeting was held with the consultants on December 22, 2009, to review the project status. The 95% plans, specifications and cost estimates have been submitted by the consultant and are in the review process. Right-of-way acquisition and road design work are ongoing. A project update was presented to the Assembly at a work session on December 1, 2009. The TORA (*Transfer Of Responsibilities Agreement*) amendment with DOT was approved December 16, 2009. Final design and right-of-way acquisition completion is scheduled for May 2010. The remaining budget is approximately \$7 million.

Trunk Road Extension South (\$750K) The Engineering Consultant submitted the updated Reconnaissance Report with recommendations for a proposed alignment. A second presentation of the alignment alternatives was made to the Planning Commission at a workshop on December 21, 2009. The presentation was followed by a public hearing and a Resolution from the commission recommending the Nelson Road East connection to Fairview Loop. A presentation to the Assembly is planned for February 16, 2010, to explain the alignment alternatives and request a decision. The remaining budget is approximately \$200,000.

Lucille Street Design (\$250K) The Engineering Consultant (HDL) submitted the draft Reconnaissance Report for rehabilitation of Lucille Street. MSB staff has reviewed and commented on the report that now includes a new alternative with two lanes and a pathway adjacent to the roadway to lessen right-of-way impacts. A project review meeting was held with the consultant on December 2, 2009. Work is continuing on further evaluation of the drainage and environmental impacts of the proposed project. Remaining budget is approximately \$60,000.

Design & Construction Manual (\$95K) Following the original preparation of the document by the consultant, approximately 800 hours of volunteer work by local surveyors and engineers have refined the document to fit the local conditions. Three chapters of the document have been prepared by Public Works and are ready for public comment.

Engstrom Road Upgrades (\$1MM) A project coordination meeting was held with the consultant on December 29, 2009, regarding easements and the utility conflict report. Cost estimates for easements and utility relocation are being prepared. The consultant is working on finalizing the design plans and refining the project costs so the scope of the project can be determined based on available funding. Permits for the creek crossing are being prepared for submittal to the various agencies. Final plans and specification for bidding are due in March 2010 with construction planned to begin in May 2010. The remaining budget is approximately \$700,000.

● Parks Highway Connections (\$6MM) A progress meeting was held December 22nd, with the consultant for Museum Drive to review the project status. A progress meeting is scheduled for January 6, 2010, with the consultant for Machen Drive to review the project status and discuss environmental and right-of-way issues. The consultants for both projects are working on finalizing alignment design so the project right-of-way can be identified. 35% plans were submitted for both alignments for review. Machen Road is planned for construction to begin in fall 2010 and Museum in spring 2011. Remaining budget is approximately \$4.5 million.

● 2010 Roads Paving (\$2.2MM) Work has begun on the planning and preparation of the scope of work for the 2010 Roads Paving Project. Quantities and budgets are being prepared for each Road Service Area that will receive paving. The project will bid in April 2010 for construction in July 2010. Approximately 8 miles of collector and subdivisions roads are scheduled for paving with this project.

Port MacKenzie Road Upgrade and Paving (\$15.4MM) As-built drawings have been received from the contractor and transmitted to our consultant for final review. Once complete, these as-builts will allow the Borough to proceed with immortalization of the 600-foot wide transportation corridor, of which Point MacKenzie Road is one part. AIC completed the ½ mile Lu Young hill reduction work as part of the Point MacKenzie Road Upgrade and Paving project. Paving remains to be completed for the last half mile to the intersection of Don Young Road and Lu Young Lane. The contract will need to be extended until June 30, 2010, for reseeding of the side slopes at the end of the project. The estimated cost to date \$14.3M.

Ferry Landings Final Design (\$998K) The project design is holding at 95% for the Port MacKenzie landing. The fender barge has been eliminated from the design to reduce the construction cost. The purpose of this project is to complete the connection between Anchorage and Port MacKenzie and future location for the new Ferry “M/V SUSITNA” that will service the

public and emergency rescue. The Corps of Engineers has completed the Public Notice and Public Comment period for the project. Completion of the Point MacKenzie landing is hopeful prior to the arrival of the new ferry in summer of 2010. The Anchorage landing has yet to be determined.

Port MacKenzie Access Road (\$3.9MM) The purpose of this project is to improve access to the Port MacKenzie Dock. The Memorandum of Agreement (MOA), plans, specifications, and cost estimate for the Port Access Road project have been revised and submitted to ADOT. The new project is ready to advertise for construction. It is understood that the project could be advertised 60 days after receipt of the signed MOA. This is an FHWA-funded project with State DOT oversight.

Willow Community Center (\$105K) A new CIP funding request for FY11 is pending for continued maintenance, repairs, and upgrades.

Port MacKenzie Barge Dock Expansion (\$3MM) The purpose of this project is to build an eight acre barge dock expansion for the purpose of material handling, better access to and from the deep draft dock, and for modular construction. The MSB is matching this project with \$1MM to complete the project. Final award approval has been received from the Assembly. The contractor has met all contract requirements with Purchasing. Final contract approval from EDA is pending. Construction is to start no later than January 17, 2010. The project bids were opened on November 20, 2009. The low bidder was Scarcella Brothers Construction in the amount of \$2,773,785. Special award conditions are being met prior to grant disbursement of funds. Permits and design are complete. Construction administration and inspection will be handled in-house and testing will be out sourced.

- Sherrod Experiential Playground (\$25K) 284,000 watts have been produced by the wind generator since its installation. Sherrod Principal Mark Hoffman reports participation in conference with Alaska Center for Energy and Power as part of application for Department of Energy Wind Powering America (Wind for Schools). Based on success of this project, many Alaskan communities have applied to participate in Wind for Schools program.

- Bridge Replacement Project (\$3.7MM) PND Engineers, Inc. (PND) is finalizing the Bridge Selection Report incorporating the Borough's recommendations and has begun design for the 9 replacement bridges. DPW prepared an exemption from the requirements established in the MSB Bridge Criteria Manual requiring a minimum bridge width of 28 feet. The justifications were a combination of low ADT, remote location, geographical or property constraints limiting the need or ability to carry more traffic, and lack of or potential for future population growth in each area. The design project completion date is March 1, 2010.

Central Area Mat-Su Wastewater Master Plan (\$550K) A Final Draft of the Regional WWTP/Septage Study including capital funding needs, O&M costs, and ratepayer costs was prepared and submitted to the three entities for internal review on December 23, 2009. DPW requested six (6) additional copies of the document for distribution within the Borough's Public Works, Planning and Administrative departments. Additional copies should be available the first week of January 2010.

Hattenburg Dilley & Linnell will coordinate a meeting with the three departments to discuss scoring of the alternatives and any other issues that may arise prior to making the report available

to the public. It is anticipated the coordination meeting will occur sometime during the last week of January 2010. The project extends the final report completion date to March 15, 2010

New Project Development

- Operations & Maintenance will conduct project SWPP inspections throughout the winter at Birch Hills and Patton Coles projects.
- Project scoping has begun on various projects throughout the Borough. Scopes for next season's overlay projects have been started, as well as various road realignments.
- A meeting was held on Dec. 30th with the 3 engineering firms doing work for the MSB O&M division. The major topic of discussion was refining project scopes for professional services to match what is required for each project. RSA Superintendents gave brief narratives on the projects in their various RSA's. Scopes for professional services are being redrafted to meet the actual needs for each project, and will be reissued to the consulting firm to quote.
- Hazel Avenue Geotech report has been received. Additional information was received the week of December 25th.
- Engstrom Road Project disposal sites have been flagged. Property owners have agreed to the flagged limits.
- Buckingham Palace Road geotech report was received from Mark Hansen. Information from the report is being used for project cost estimating.
- The CIP process is in full swing. Signed resolutions accepting the CIP lists for FYI 2011 have been received from RSA's 9, 14, 19, 16, 20, 25, 26, 27, 29, and 31. CIP lists have been developed for RSA's 17, 27 and 28.
- Sullivan Bridge Restoration plan was started in conjunction with ADF&G, and FWS. Grantham Road bridge and Anna Lake site sketches were received from FWS and forwarded to PN&D for design. Grantham bridge site inspection was conducted with MSB engineering staff. A steel bridge supply request has been forwarded to Purchasing.
- Russet Road FWS project final narrative was forwarded to finance.
- Edgerton Parks Road 65% culvert design drawings have been received from HDR. Comments have been returned to HDR and FWS. Pipe estimates were solicited.
- O&M project manager and Billy Conner with UAF Arctic Research Center presented the O&M Chipseal demonstration project and dust abatement alternative to the Mat-Su delegation in December.
- Project close outs are continuing for the 2006 floods with Homeland Security.
- Quarterly grant reports have been submitted to Finance.
- Geotech reports have been received for Edgerton Parks culverts.
- Sunrise Road stream crossing Geotech report has been received from Mark Hansen.
- The final narrative for FWS grants reports for Crabb, Weltin, Edgerton Parks, Engstrom, Russet Road, Karen St., and Coulter creek were delivered to Finance.
- FWS 2010 agreement drafts were reviewed for Edgerton Parks, Caswell Lake outlets, Horseshoe Lake, and Sunrise Road.
- Project Manager met with FWS, and ADF&G restoration staff to review and pre-design 2010 projects.
- Road maintenance contractors are in winter plowing and sanding mode. Kelly Circle scrapping operations have been completed after flooding from Willow Creek.

O&M Road Maintenance Crews Sign replacement and selective brushing around signage is ongoing, as is removal of trees on the roadways as needed. Steam thawing is ongoing as needed.

Normal maintenance borough wide. No other major outages or program disruptions occurring during the week of Christmas.

Facility Maintenance The Brett Ice Arena has been experiencing soft and melting ice for several weeks. A refrigerant leak was discovered in the condensing coil but could not be repaired until 4” isolation valves were installed in the refrigerant loop from the tanks to the coil. O & M staff was able to pull all of the refrigerant from the coil lines after tenting and using temporary heat to bring the unit up to a workable temperature. The valves were then installed by Mantech Mechanical Wednesday, December 30th, and O&M staff was able to repair the leak and reinstall 500 lbs of new refrigerant. The rink was back on line by approximately 8 p.m. and getting freeze back across the entire surface by about 9 p.m. Staff will continue to monitor the operation and more refrigerant may be required to complete the fill. The rink should be back up and at full operations on December 31st.

Water/Sewer Testing Contract: A pre-con meeting was held on December 22nd with Analytica, the new water & sewer testing contractor. They will begin servicing all the MSB water & sewer testing needs and required lab tests on January 1, 2010.

Landfill & Transfer Sites During the past eleven days the landfill had 2,935 customers, the transfer sites had a combined total of 1,732 customers for a total of 4,667 customers, of which 14 were charged the unsecured load fee.

The free Christmas tree drop-off program has begun at the landfill, which will run through January 15th in conjunction with ALPAR. There is also free drop-off at the CARR’S in Palmer.

Hazardous Waste Re-Use Program The re-use facility had seven customers, and between those customers we gave away 22 gallons of latex paint, 12 gallons of oil based paint, 7 gallons of misc household products and 300 gallons of used oil. The hazardous waste facility purchased a pallet jack scale which will now enable the environmental technicians the ability to weigh the free hazardous waste that is collected at the transfer sites and also at the landfill.

Ambulance Call Volumes The following table illustrates the ambulance call volumes through from July, 2009 through December, 2009.

Ambulance Call Volumes by District

District	FY10 Forecast	Actual	Difference
Wasilla	2,600	2,518	(82)
Big Lake	660	674	14
Palmer	1,200	1,183	(17)
Trapper Creek/Talkeetna	225	319	94
Houston/Willow	285	283	(2)
Butte	270	240	(30)
Sutton	90	142	52
Total	5,330	5,359	29

MSLN Monthly Statistical Checkouts, Renewals & Use Reports

These stats represent each time an item is checked out, renewed and statistical counts by the librarian for computer usage and other inhouse library usage

Public Libraries

	Dec-09	Dec-08	% Change
All Libraries	35,948	34,028	5.34%
Library	Dec-09	Dec-08	% Change
Wasilla	11491	9,979	13.16%
Palmer	10036	10,365	-3.28%
Big Lake	3848	3,501	9.02%
Willow	4694	2,816	40.01%
Talkeetna	3606	5,343	-48.17%
Sutton	1235	1,358	-9.96%
Trapper Creek	1038	666	35.84%

iBistro Monthly Statisticals

These stats represents each time a public library patron logs into iBistro and/or place a hold or renew items.

	Dec-09	Dec-08	% Change
All Public Libraries	782	632	19.18%

Borough Libraries ONLY

Comparison for Borough Libraries

These stats represent Checkouts, Renewed items, Inhouse Library Usage and iBistro

	Dec-09	Dec-08	% Change
Borough Libraries	14,422	13,684	5.12%

School District Circulation Count

These stats represents Checkouts, Renewed items and statistical count entered by librarians

	Dec-09	Dec-08	% Change
Grand Total for All Schools	26,152	29,592	-13.15%

Correspondence and Information

- None this report period.