



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
Phone: (907) 697-2451

COUNCIL PACKET
August 8, 2013 General Meeting



CITY COUNCIL MEETING AGENDA - REVISED 8/5/13
GENERAL MEETING
AUGUST 8, 2013 - THURSDAY
7:00PM @ CITY HALL

Lou Cacioppo

Mayor

lou.cacioppo@gustavus-ak.gov

Mayor Term Expires 2013

Council Seat Term Expires 2013

Noël Farevaag

Vice Mayor

noel.farevaag@gustavus-ak.gov

Term Expires 2014

Morgan DeBoer

Council Member

morgan.deboer@gustavus-ak.gov

Appointed Until October 2013

Term Expires October 2013

Phil Hawley

Council Member

phil.hawley@gustavus-ak.gov

Term Expires 2015

Jim Mackovjak

Council Member

jim.mackovjak@gustavus-ak.gov

Term Expires 2013

Sandi Marchbanks

Council Member

sandi.marchbanks@gustavus-ak.gov

Term Expires 2014

Tim Sunday

Council Member

tim.sunday@gustavus-ak.gov

Term Expires 2015

COUNCIL MEETINGS:

Work Sessions:

1st & 3rd Thursdays

General Meeting:

2nd Thursday

1. Call to Order
2. Roll Call
3. Approval of Minutes:
 - A. July 11, 2013 General Meeting Minutes
4. Mayor's Request for Agenda Changes:
5. Committee Reports
6. Public Comment on Non-Agenda Items
7. Consent Agenda:
 - A. Extension of RMFY13 Road Maintenance Contract until November 30, 2013
 - B. 2014/2015 Liquor License Renewals
8. Ordinance for Public Hearing:
 - A. FY14-01NCO DRC Budget
 - B. FY14-02NCO Library Budget
9. Unfinished business:
10. New Business:
11. Staff Reports:
12. City Council Reports
 - A. Mayor's report
 - B. City Clerk report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment

City of Gustavus Road Maintenance
RFQ# RM-FY13-Road Maintenance

Below signed parties agree that the language in the attached Request for Quotation will serve as the contract for road maintenance for FY13.

Contractor agrees to perform all work requirements identified on this form and any continuation sheets for the consideration stated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations and specifications by reference in this contract.

Witness the parties have signed the contract on the day and year shown below:

For Glacier Bay Construction:

Signature

Date

Printed Name

For the City of Gustavus:

Signature

Date

Printed Name

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CITY OF GUSTAVUS
REQUEST FOR QUOTATION

RMFY13-Road Maintenance

Road Maintenance

Opening Date: June 5, 2012

Time: 9:00AM

Location: City Hall

PLEASE PROVIDE QUOTES to furnish the services and material listed in the bid schedule for the City of Gustavus Road System

DELIVER QUOTES TO:

City of Gustavus
Gustavus City Hall
PO Box 1
Gustavus, Alaska, 99826

THIS IS NOT AN ORDER

QUOTES MUST BE RECEIVED BY THE DATE AND TIME SHOWN ABOVE.

This work consists of **annual maintenance**. Work shall be performed on an "as requested" basis, at the direction of the Road Maintenance committee. All work shall be performed as described in this RFQ and attached Road Specifications. These specifications are included in the bid packet available at the City Hall, and shall become part of any purchase order resulting from the RFQ. Bidder is responsible to obtain a current copy of these specifications and a map of City roads prior to bidding.

THE PERIOD OF PERFORMANCE for this work is from July 1, 2012 (or date of purchase order if after July 1) to June 30, 2013.

Throughout the period of performance, the contractor is responsible for keeping and submitting monthly work logs and billing records to the City Clerk, with a copy submitted simultaneously to the Road Committee Chairman. The contractor will submit to the City Clerk in the format specified a report of the quantity of aggregate taken from City of Gustavus gravel pits.

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If any Addenda are issued pertaining to the bidding documents and subject Addenda are not acknowledged, the bid will be considered non-responsive.

Telegraphic bids will not be accepted unless specifically noted on the cover sheet.

Each bid shall be made on the form provided by the City of Gustavus or copy thereof and shall be signed by the bidder with signature in full.

After depositing a bid, a bidder may withdraw, modify, or correct his bid, providing the City of Gustavus receives the request for such withdrawal, modification, or correction before the time set for opening bids. The original bid, as modified by such written communication will be considered as the bid. No bidder will be permitted to withdraw his bid after the time set for opening bids.

The Contractor shall perform the duties specified in this solicitation. The Contractor understands that the City makes no representation that it will look exclusively to the Contractor for the type of goods or services requested. The Contractor will perform the duties under this agreement as an independent contract. The City of Gustavus assumes no responsibility for any interpretation or representations made by any of its officers or agents unless such interpretations or representations are made by Addenda.

METHOD OF AWARD

Award will be made to the low responsive, responsible bidder meeting all the requirements. For purposes of determining the lowest bidder, the extended bid amounts (estimated amount × unit cost) will be totaled to give a total bid amount. This contract is on an "as required" basis. Quantities listed are estimations for award purposes only. The City reserves the right to increase or decrease quantities as necessary to accomplish the actual requirements and make payment at the unit price bid.

PURCHASE ORDER/CONTRACT

It is the intent of the City of Gustavus to use a purchase order and the bidding documents to establish the contractual relationship between the City of Gustavus and the lowest responsive, responsible bidder. The following conditions shall apply:

- (a) The unilateral right of the City of Gustavus to order in writing temporary stopping of the work or delaying performance that does not alter the scope of the contract;

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- (b) Liquidated damages;
- (c) Termination of the contract for default;
- (d) Termination of the contract in whole or in part for the convenience of the City of Gustavus;

SUBCONTRACTING

Subcontracting is not permitted unless authorized in writing by the Road Maintenance Committee. In the event that subcontracting is authorized, the general contractor is responsible to the City to verify insurance on all subcontractors and furnish copies of same to the City. All subcontractors must carry and show proof of the minimum limits of liability insurance.

INSURANCE

The contractor must meet and have in place the insurance requirements listed below at all times during the period set out above.

INDEMNIFY AND HOLD HARMLESS

The bidder shall defend and indemnify the City, its officers, agents, and employees, against any claims, loss, or damages arising from injury to person(s), damage to property, or economic loss, arising out of, in whole or in part, the bidder's performance or non-performance of its duties under this agreement and any defects in the goods and services provided by the bidder. This duty to defend and indemnify shall include responsibility for all damages, costs, and attorney fees. This obligation shall be continuing in nature and extend beyond the term of this agreement.

END OF GENERAL PROVISIONS

GUSTAVUS ROAD MAINTENANCE SUPPLEMENTAL CONDITIONS

1. Some of the elements of the bid schedule may be subject to the provisions of Title 36 of the Alaska Statutes. Title 36 provides for the payment of prevailing rates of pay on public construction or public works as published in the current State of Alaska Department of Labor Wage and Hour Administration Pamphlet No. 600, and requires weekly submission of certified payrolls.

Public construction or public works means the on-site field surveying, erection, rehabilitation, alteration, extensions or repair, including painting or redecorating of buildings, highways or other improvements to real property under contract for the state, a political subdivision of the state, or a regional school board.

It is the bidders responsibility to study the elements of bid schedule and determine the applicability of provisions of Title 36, Alaska Statutes. If you have questions regarding the applicability of Statutes to the work to be performed, please contact the Department of Labor, Wage and Hour Administration, 1111 W 8th St, Juneau, AK, or call (907) 465-4842.

2. Bidders should visit the premises to ascertain pertinent conditions, such as the area, location, accessibility, and general character of the premises. A road maintenance map, road mileage report, and list of Committee members are attached to all RFQ bidding documents. The bidders assume the risk that actual site conditions differ from the proposed contract documents or from those ordinarily encountered.
3. The City of Gustavus reserves the right to inspect the Contractor's equipment prior to award and to reject any bid if the equipment is not in reliable operating condition or if the equipment is not able to produce the specified work according to the specifications.
4. The Contractor shall supply knowledgeable and competent operators with each piece of equipment, who are capable of doing the required work.
5. The City of Gustavus reserves the right to increase or decrease quantities to the limits of the available funding. Payment for work done shall be at the Unit Price Bid or fractional unit for each bid item completed.

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6. All work required under the Contract shall be completed in a timely manner. Failure to complete work in a timely manner shall be grounds for termination of this Contract. In case of default by the contractor, for any reason whatsoever, the City of Gustavus may procure the goods or services from another source and hold the contractor responsible for any resulting increase in cost or other remedies under law or equity.
7. Debarment or Suspension: The Gustavus City Council may debar (for a period of not more than three years) or suspend (for a period of not more than three months) a person for cause from consideration for award of contracts. The causes for debarment include but are not limited to:
 - A. Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract, or
 - B. A recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the Contractor shall not be considered to be a basis for debarment.
8. Contractor shall make all necessary efforts to protect existing privately or publicly owned facilities, equipment, improvements and landscaping; the destruction, removal or relocation of which is not contemplated under this contract. In the event that protection of any existing facilities is not possible due to construction requirements, the Contractor shall advise the Road Committee of the problem and shall cooperate with the Road Committee in seeking a reasonable solution to the problem. The Contractor shall not proceed with work resulting in damage to or destruction of such existing facilities until the Road Committee has given approval to proceed in writing.
9. Contractor shall be entirely responsible for any and all damage sustained by any and all parties affected by utility outages caused by them, whether the outages are deliberate or accidental. The Contractor shall make all necessary efforts to prevent damage, and shall make all necessary efforts to promptly repair and restore facilities or equipment damaged as a result of such outages.
10. The Road Committee will provide the necessary rights-of-way or easements for the work. Contractor shall confine his operations to the designated areas and observe all restrictions contained in any easements.

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11. The Road Committee does not anticipate that the work required herein will involve moving or excavating through utility lines or poles, sewer or water lines, culverts, mailboxes, fences, etc. However, if in the course of Contractor's work, existing privately or publicly owned facilities, equipment, improvements and landscaping, etc. suffer damage due to Contractor's operations, intentional or unintentional, Contractor shall be responsible to have such facility, equipment, improvement and landscaping restored to its previous condition, or better, and at no additional cost to the City of Gustavus.
12. The Contractor shall take road service direction only from the Road Committee, or from a Council Member speaking on behalf of the Mayor. Should the Contractor, while performing City work, be approached by a resident with a complaint, suggestion, or request, the Contractor shall politely explain that he/she is being directed by the Road Committee and ask the resident please to direct any questions, concerns, or requests to a member of the Road Committee or the City Council.
13. All Contractors submitting a bid for this contract shall have and keep in effect an Alaska Business License, a City of Gustavus Business Permit, and an Alaska Contractors License. The Contractor shall be responsible for any additional licenses and/or permits required in the locality of the work. The City of Gustavus is responsible for all special permits such as ADF&G and Army Corp of Engineers permitting. The Contractor shall further be responsible for current licenses for all subcontractors and suppliers, as required by law, during the term of the Contract and provide proof thereof upon request. If proof of required licensure is not submitted to the Clerk within 10 days of bid closure, then bidder shall be determined to be non responsive.
14. The name or names of Committee members who have authority to call for work under this contract will be provided to the Contractor. The Contractor shall be notified in writing (including email) of any changes to the membership of the Committee during the term of the contract. The Committee will inform the Contractor regarding which member of the Committee is the point of contact for directing the Contractor at any time during the Contract.

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15. Other Goods and Services:

- A. In addition to specifications listed in the bid schedule, other work may be required to fulfill the scope of the agreement, and may be requested by the Road Committee.
- B. At the Road Committee's discretion, the Contractor may be requested to provide a written quotation prior to the work and in such case shall proceed only upon written (or e-mailed) notice by the Committee. The Committee shall have the right to reject any such quotation and to independently contract with another party to perform the requested work.
- C. After completion of the work, the Contractor shall provide to the Road Committee all material invoices and receipts and a log of equipment and/or labor time for payment.

16. Minimum Call-Out Amounts:

When the Road Committee requests an individual item of work, the amount of work requested for that item shall not be less than the amount listed below. In the event that a lesser amount is requested, the Road Committee and contractor may negotiate the unit price.

Item	Description	Minimum Amount
207	Machine Brushing	2 Hours
208	Blading Roadbed	1 HOUR
208 A	Spot Blading	1 HOUR
213	Spot Hand clearing	1 HOUR
219 A	Pit Run Aggregate	10 C.Y.

17. Billing:

The contractor will submit billing at the end of the month.

18. Notification and Acceptance of Work:

The contractor will submit a complete spread sheet to Committee at the end of each month stating what type of service was provided and where.

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19. Convenience Termination:

This contract may be terminated by: (A) mutual consent of the parties, (B) for the convenience of the City of Gustavus, provided that the City of Gustavus notifies the Contractor in writing of its intent to terminate under this paragraph at least 10 days prior to the effective date of the termination. (C) For cause, by either party where the other party fails in any material way to perform its obligations under this contract; provided, however, that as a condition of the exercise of its right of termination under this paragraph the terminating party shall notify the other party of its intent to terminate this contract and state with reasonable specificity the grounds therefore, and the defaulting party shall have filed within 30 days of receiving the notice to cure the default. (D) Termination pursuant to this section shall not affect the parties' continuing obligations under this contract and all other portions shall continue to be in full force and effect. The City of Gustavus shall pay the Contractor for all satisfactory work performed before notice of termination.

**END OF GUSTAVUS ROAD MAINTENANCE SUPPLEMENTAL
CONDITIONS**

ROAD COMMITTEE MEMBERS

Ed Bond Chair
Abigail Calkin
Joe Lassiter
Mike Taylor
Aimee Youmans

INSURANCE REQUIREMENTS

During the term of the contract, the Contractor shall obtain and maintain in force the insurance coverage specified in this section with an insurance company rated "Excellent" or "Superior" by A. M. Best Company or specifically approved by the City Council.

Limits: The CONTRACTOR shall obtain insurance for not less than the following limits:

- Commercial general liability: coverage written on an occurrence basis with limits of not less than \$1,000,000 per occurrence;
- Comprehensive automobile liability: \$1,000,000 combined single limit;
- Workers' compensation: \$100,000 each accident, \$500,000 disease--policy limit, and \$100,000 disease--each employee.

Automobile Liability Insurance: All autos, or all owned, non-owned, and hired automobiles must be insured when the CONTRACTOR is using them to do work under this Agreement. If the CONTRACTOR submits insurance covering only scheduled autos, then the CONTRACTOR must assure that any additional vehicles are insured before using them in the work under this Agreement.

Workers' Compensation: Any employee of the CONTRACTOR must be covered by workers' compensation insurance during the term of the Agreement. This policy must be endorsed with a waiver of subrogation in favor of the CITY. The CONTRACTOR is not required to provide a certificate of workers' compensation insurance if the Contractor certifies in a manner acceptable to the CITY that the Contractor has no employees subject to the Act. The CONTRACTOR is not required to provide a certificate of workers' compensation covering certain employees under the following circumstances: Corporations - If the executive officer claims an exemption, then the CONTRACTOR must provide a certificate of waiver for that officer from the Alaska Department of Labor; Sole Proprietors - The CONTRACTOR must sign a workers' compensation release on a form provided by the CITY; Partnerships - Every partner must sign a workers' compensation release on a form provided by the CITY.

Alternate Coverage: A combination of primary and excess/umbrella policies may be used to fulfill the insurance requirements of this section.

Additional Insured: During the contract term, the CONTRACTOR shall add and maintain the CITY as an additional insured in the Contractor's

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commercial general liability policy. This policy will provide primary coverage for the CITY, and it will provide that the policy treats each additional insured as though the insurer had issued separate policies.

Certificate of Insurance: Prior to commencing any work under this Agreement, the CONTRACTOR will provide a certificate of insurance in a form acceptable to the CITY showing that the CONTRACTOR has the required insurance coverage.

Cancellation: The CONTRACTOR must assure that the CITY receives notice if the Contractor's insurance is going to be canceled, not renewed, or changed. The certificate of insurance must say that the insurer will notify the CITY at least 30 days before the insurer cancels, refuses to renew, or materially changes the coverage.

Increased Coverage: If during the Agreement term the CITY requires higher limits of insurance than those listed in this section, and if the insurer raises the premium as a result of the higher limits of insurance, then the CITY will pay the CONTRACTOR the difference between the new and old premiums.

Subcontracting: The General Contractor is responsible to the CITY to verify insurance on all subcontractors and furnish copies of it to the CITY upon request. All subcontractors must carry and show proof of the minimum limits of liability indicated above.

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BID SCHEDULE

SPEC. ITEM #	PAY ITEM	ESTIMATED QUANTITY	PAY UNIT	UNIT COST	TOTAL COST
207	Machine brushing	40	Hours		
208 Blading	Owen & Porcupine St.	3	Each		
208	Veneta St.	6	Each		
208	Trudy St.	3	Each		
208	Lynn St.	3	Each		
208	Snow St.	3	Each		
208	Tong Rd (to corner)	3	Each		
208	Tong Rd / A	2	Each		
208	Tong Rd / B	3	Each		
208	Extra Tuff	1	Each		
208	Spruce	2	Each		
208	Good River Rd	8	Each		
208	Mary's Rd.	2	Each		
208	Grandpa's Farm Rd.	5	Each		
208	Meadow Ln	2	Each		
208	Dickey Dr.	2	Each		
208	Dolly Varden	8	Each		
208	Greenling	2	Each		
208	Chinook	2	Each		
208	Chum	3	Each		
208	King Salmon	2	Each		
208	Sandlance	2	Each		
208	Halibut	3	Each		

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BID SCHEDULE (CONT.)

SPEC. ITEM #	PAY ITEM	ESTIMATED QUANTITY	PAY UNIT	UNIT COST	TOTAL COST
208	Capelin	2	Each		
208	Humpy	3	Each		
208	Needlefish	2	Each		
208	Sockeye	3	Each		
208	Herring Ln.	1	Each		
208	Coho	3	Each		
208	Steelhead	3	Each		
208	Candlefish	1	Each		
208	Shooting Star	2	Each		
208	Lupine	2	Each		
208	City Hall Access/parkg	4	Each		
208	Wilson Rd	12	Each		
208	Faraway Rd.	2	Each		
208	White	2	Each		
208	Parker	2	Each		
208	Harry Hall Aka "Kerns"	2	Each		
208	River Bend	2	Each		
208	Chase	2	Each		
208	Mackovak's Rd.	2	Each		
208	Rink Creek Rd.	10	Each		
208	Boat Harbor Rd.	5	Each		
208	Bill's Drive	2	Each		
208	Meadowbrook Ln.	2	Each		

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BID SCHEDULE (CONT.)

SPEC. ITEM #	PAY ITEM	ESTIMATED QUANTITY	PAY UNIT	UNIT COST	TOTAL COST
208	Fairweather	8	Each		
208	Pleasant Ave.	2	Each		
208	Jacob	8	Each		
208	Gustav	3	Each		
208	Travis	3	Each		
208	Benjamin	3	Each		
208	Glen's Ditch	5	Each		
208	Old Same Road	3	Each		
208	Dungeness Way	2	Each		
208	End of Trail Rd	1	Each		
208	Glen's Ditch to Mossy's	1	Each		
208A	Misc. Spot Blading	30	Hour		
213 Clearing	Misc Spot clearing	40	Hour		
219A Pit Run	Area 1 (est. 2.91 mi.)	250	Cu Yd		
219A	Area 2 (est. 2.20 mi.)	300	Cu Yd		
219A	Area 3 (Est. 3.70 mi.)	1000	Cu Yd		
219A	Area 4 (Est. 4.20 mi.)	750	Cu Yd		
219A	Area 5 (Est. 4.45 mi.)	350	Cu Yd		
219A	Area 6 (Est. 3.75 mi.)	600	Cu Yd		
	TOTAL (SUM OF TOTAL COST COLUMN)				\$

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BID SCHEDULE (Cont.)

Please list all equipment to be used in this contract and their individual hourly rates for use in work not in bid schedule.

Equipment Item Description	Hourly Rate

Original Signature

Contractor's Name (print or type)

Name/Title (print or type)

Address

Telephone Number

City, State, Zip

Alaska Business License No. _____

Alaska Contractor License No. _____

END OF BID SCHEDULE

APPENDIX
Road Service Areas 2011

The road system is divided into six service areas for management reasons. Each road is within a service area and the length of each road is stated.

Area 1 Total miles: 2.91	Miles	Area 4 Total Miles: 4.20	Miles
Owen and Porcupine	0.27	Wilson	2.10
Veneta	0.42	Faraway	0.25
Trudy	0.36	White	0.30
Lynn	0.18	Parker	0.30
Snow	0.15	Harry Hall (Kearns)	0.45
Tong Main to Corner	0.50	River Bend	0.10
Tong / A left turn	0.40	Chase	0.45
Tong/B Corner to Inn drive	0.13	Mackovjak's	0.25
Spruce	0.40		
Extra Tuff	0.10	Area 5 Total miles: 4.45	Miles
		Rink Creek	3.90
Area 2 Total Miles 2.20	Miles	Buoy Drive	0.30
Good River	0.75	Island View Drive	0.25
Mary's	0.25		
Grandpa Farm	0.75	Area 6 Total Miles: 3.75	Miles
Meadow Lane	0.20	Boat Harbor	0.30
Dickey Dr.	0.25	Bill's Drive	0.25
		Meadowbrook Lane	0.30
Area 3 Total Miles: 3.70	Miles	Fairweather	0.30
Dolly Varden	0.70	Pleasant	0.20
Greenling	0.15	Jacob	0.30
Chinook	0.35	Gustav	0.25
Chum	0.10	Travis	0.25
King Salmon	0.10	Benjamin	0.25
Sandlance	0.10	Glen's Ditch to Old Same	0.20
Halibut	0.30	Old Same	0.80
Capelin	0.10	Dungeness Way	0.10
Humpy	0.25	End of Trail	0.25
Needlefish	0.10	Glen's Ditch to Mossy's	0.25
Sockeye	0.30		
Herring Ln	0.10	Total Miles	21.46
Coho	0.25		
Steelhead	0.30		
Candlefish	0.10		
Shooting Star	0.10		
Lupine	0.20		
City Hall Access	0.10		

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Annual Maintenance Specifications
SECTION 207
MACHINE BRUSHING WITH CITY-OWNED BRUSH MOWER

207-1.01 Description:

This work shall consist of machine cutting of brush from designated roadsides within City rights-of-way, using the City-owned brush mower, as directed by the Road Maintenance Committee.

207-2.01 Construction Requirements:

The Road Maintenance Committee will designate the limits of work and denote any trees, shrubs, plants, and other objects to remain. The Contractor shall leave undisturbed all things thus designated to remain.

Brushing under this specification shall be accomplished with the City-owned brush mowing tractor. Stumps shall be cut off not more than 6" above the ground. Cut stems shall be chopped to short lengths by the machine where feasible until they lie flat on the ground, i.e. not protruding over a foot above the ground.

The Contractor shall provide a safe operation. Contractor shall watch out for pedestrians, pets, and residential property that may be injured or damaged by the machine or flying debris, and shall stop operations or bypass areas where pedestrians, pets, or residential property is at risk until such time as the risks can be removed.

All debris that falls within the roadway shoulders or on private property during the clearing operation shall be cleared to other areas within the right-of-way as directed by the Road Maintenance Committee.

207-3.01 Method of Measurement:

Machine clearing will be paid for by the hour. Unit costs shall include all labor necessary to fuel, relocate the machine, safety precautions, clean up, and minor maintenance or repairs approved by the Committee as needed to complete the work. Contractor shall maintain a log of time spent doing these activities and of locations brushed each day of operation. Data from the log shall be submitted with the billing for the time.

207.4.01 Basis of Payment:

The Contractor's time machine brushing will be paid for at the contract hourly rate for brushing completed and accepted by the Road Maintenance Committee.

Payment will be made under:

<u>Pay Item No.</u>	<u>Pay Item</u>	<u>Pay Unit</u>
207	Machine Brushing With City-Owned Mower	Hour

END OF SECTION

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SECTION 208
BLADING ROADBED

208-1.01 Description:

This work shall consist of blading the surface of an existing road to remove potholes and washboarding, and re-establish an adequate crown and superelevation as directed by the Road Committee.

208-2.01 Construction Requirements:

Equipment: The contractor's equipment must be a motor grader of adequate size and quality and properly maintained to perform the requirements of this specification. Worn cutting edges and uneven tire pressure are not acceptable. Contractors are encouraged to use a cab-mounted slope meter to establish required crowns. The city reserves the right to inspect equipment.

Response time: 72 hours from call-out by the Committee representative unless otherwise directed.

General: Blade and shape the existing travel-way and shoulders, including turnouts, to produce a surface which is uniform, consistent to grade, and crowned or cross-sloped as indicated by the character of the existing surface, 2-4 percent, to provide drainage away from the traveled-way. Thoroughly loosen surfacing materials to the depth of pot holes, or corrugations. Retain the surface materials on the roadbed, and provide a thorough mixing of materials within the completed surface width. Shape existing drainage dips to divert runoff to the existing outlet. Where ditches are not present, do not undercut roadway back slopes.

Berms: Do not create berms along the roads.

Existing Structures: Do not place materials resulting from this work on structures such as bridges or drainage dips or in culverts.

Intersections: At intersections, blade side roads that are not closed to assure a smooth transition.

208-3.01 Method of Measurement:

Blading roadbed will be measured by the designated road unit and shall include as many passes as are necessary to provide a smooth, properly shaped road surface. The Committee may also approve spot grading using Specification 208A Spot Grading Roadbed with its pay unit and hourly rate.

208-4.01 Basis of Payment:

The accepted quantities of blading roadbed will be paid for at the contract unit price per designated road unit, or fraction thereof, completed and accepted by the Road Committee.

Payment will be made under:

Pay Item No.
208

Pay Item
Blading Roadbed

Pay Unit
designated road unit

END OF SECTION

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SECTION 208A
SPOT BLADING ROADBED

208A-1.01 Description:

This work shall consist of spot blading the surface of limited sections of an existing road to remove potholes and wash boarding, and re-establish an adequate crown as directed by the Road Committee. This specification may be applied at the discretion of the Road Committee or Contractor for cases where blading of long sections of road is not needed but relatively localized sections of roads need spot repairs.

208A-2.01 Construction Requirements:

Equipment: The contractor's equipment must be a motor grader of adequate size and quality and properly maintained to perform the requirements of this specification. Worn cutting edges and uneven tire pressure are not acceptable. Contractors are encouraged to use a cab-mounted slope meter to establish required crowns.

Response time: 72 hours from call-out by the Committee representative unless otherwise directed.

General: Blade and shape the existing travel-way and shoulders, including turnouts, to produce a surface which is uniform, consistent to grade, and crowned or cross-sloped as indicated by the character of the existing surface, to at least 3 percent, to provide drainage away from the traveled-way. Thoroughly loosen surfacing materials to the depth of pot holes, or corrugations. Retain the surface materials on the roadbed, and provide a thorough mixing of materials within the completed surface width. Shape existing drainage dips to divert runoff to the existing outlet. Where ditches are not present, do not undercut roadway back slopes.

Berms: Do not create berms along the roads.

Existing Structures: Do not place materials resulting from this work on structures such as bridges or drainage dips or in culverts.

Intersections: At intersections, blade side roads that are not closed to assure a smooth transition.

208A-3.01 Method of Measurement:

Blading roadbed will be measured by the equipment hour, portal to portal.

208A-4.01 Basis of Payment:

The accepted quantities of spot blading roadbed will be paid for at the contract unit price per equipment hour or fraction thereof, portal to portal, completed and accepted by the Road Committee. Contractor shall provide with the invoice a log of equipment operating time and locations graded.

Payment will be made under:

<u>Pay Item No.</u>	<u>Pay Item</u>	<u>Pay Unit</u>
208A	Spot Blading Roadbed	Hour

END OF SECTION

Issue Date: May 11, 2012
RMFY13-Road Maintenance
Annual Road Maintenance FY2013

SECTION 213
SPOT HAND CLEARING

213-1.01 Description:

This work shall consist of cutting trees and brush and, if requested, clearing cut material to disposal sites.

213-2.01 Construction Requirements:

The Road Committee will designate the limits of work and denote trees, shrubs, plants, and other objects to remain. No equipment on wheels or tracks shall be used unless approved by the Road Committee. Stumps shall be cut flush with the ground.

Selected trees, as designated by the Road Committee, shall be cut, bucked into 4 foot lengths and stacked neatly beyond the ditch and fully outside the road embankment, or, if requested, removed and disposed of in an acceptable manner. Selective tree removal may include leaning or dangerous trees and snags.

If requested the cut trees and brush shall be removed by the Contractor and disposed of at locations outside the road right-of-way. Contractor shall make all necessary arrangements for obtaining suitable disposal locations.

Intersection and road sight distance shall not be compromised during or after the hand clearing operation.

213-3.01 Method of Measurement:

Hand clearing will be paid for by the man-hour on site and working. Unit costs shall include all transportation to and from the site, equipment, labor, fuel, travel, etc. to complete the requested hand clearing on a man-hour on site and working basis.

213-4.01 Basis of Payment:

The accepted quantities of hand clearing will be paid for at the contract unit price per man-hour or portion thereof, completed and accepted by the Road Committee.

Payment will be made under:

<u>Pay Item No.</u>	<u>Pay Item</u>	<u>Pay Unit</u>
213	Hand clearing	Each Man-Hour

END OF SECTION

Issue Date: May 11, 2012
RMFY13-Road Maintenance
Annual Road Maintenance FY2013

SECTION 219 A

GUSTAVUS PIT RUN AGGREGATE

219A-1.01 Description:

This work shall consist of furnishing and placing a smooth, uniform surface with no cross berms, with one or more courses of aggregate on a prepared surface as directed by the Road Committee.

219A-2.01 Aggregate:

The aggregate shall be pit run gravel from the City of Gustavus gravel pit at the intersection of Wilson Road and Rink Creek Road.

219A-2.02 Hauling:

Contractor is responsible for assuring that trucks hauling aggregate do not exceed weight limits for State Roads on which they travel. The Contractor is encourage to check with State of Alaska Department of Transportation and Public Facilities for information on load limits for State Roads.

CONSTRUCTION REQUIREMENTS

219A-3.01 Placing:

The Contractor shall lay an uniform lift of a two inch course of Gustavus Pit Run Aggregate on the road surface suitable for application.

219A-3.02 Mixing:

None required.

219A-3.03 Shaping and Compaction:

No compaction will be required of the Contractor. Compaction will be achieved by subsequent vehicle traffic.

219A-4.01 Method of Measurement:

Aggregate will be measured by the cubic yard based on truck count as logged by the contractor. When requested in writing by the Contractor, the Road Maintenance Committee representative may approve alternative methods of determining cubic yardage.

219A-5.01 Basis of Payment:

The accepted quantity of aggregate will be paid for at the contract price per cubic yard, complete, in-place and accepted by the Road Maintenance Committee. The Contractor shall provide with the invoice a log of materials placed by location and date.

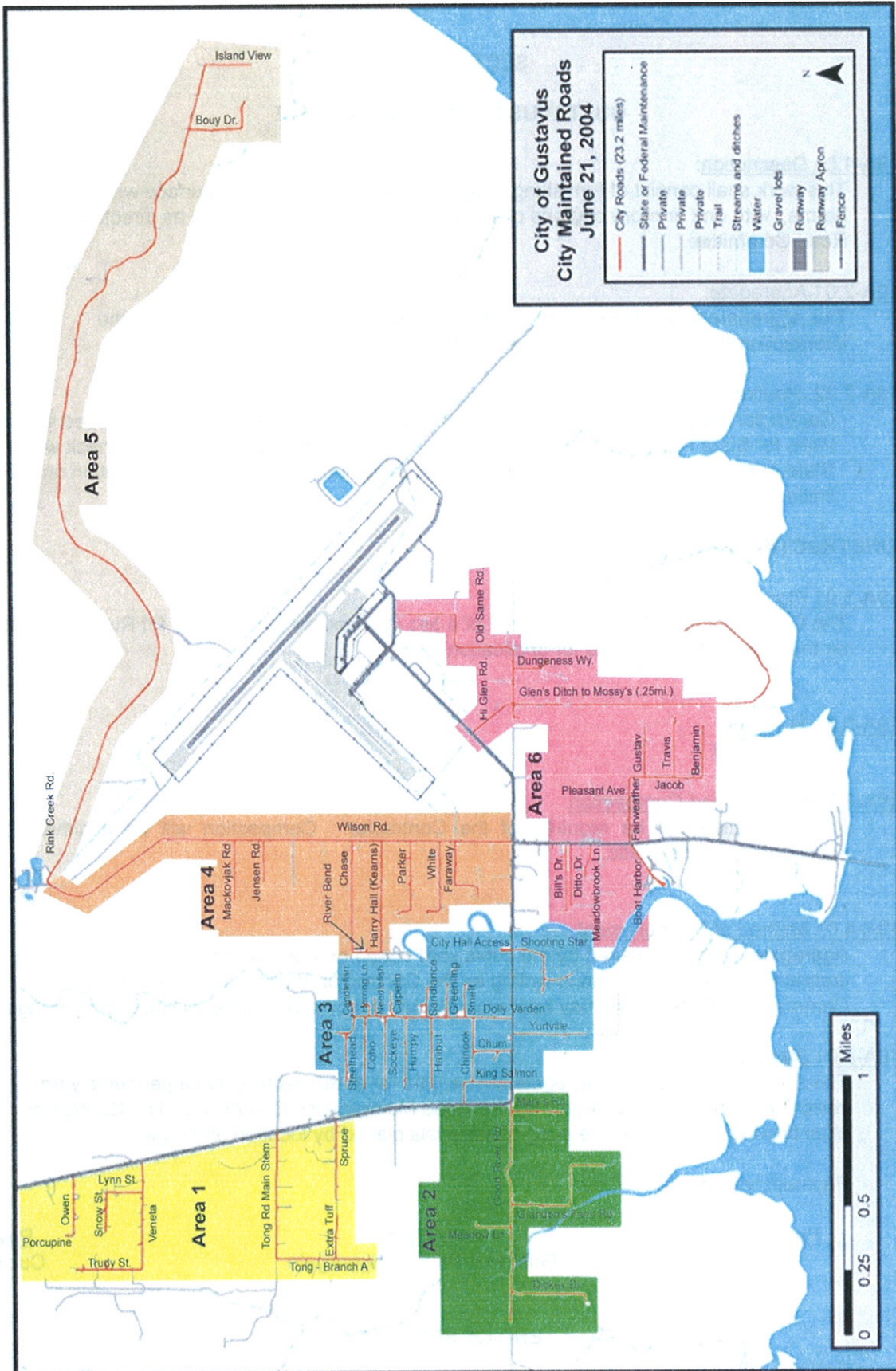
Payment will be made under:

Pay Item No.
219A

Pay Item
Gustavus Pit Run Aggregate

Pay Unit
Cubic Yard

END OF SECTION



City of Gustavus, Alaska
Ordinance No. FY14-01NCO

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE DISPOSAL & RECYCLING CENTER (DRC) BUDGET FOR FISCAL YEAR 2014**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2014 estimated income and expenditures have changed from the estimates in the approved budget.

Section 3. For the current fiscal year the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
Grants – State CIP	\$ 0.00	\$ 46,531.00	+\$46,531.00
TOTAL	\$ 96,678.00	\$143,209.00	+\$46,531.00
EXPENSE			
Capital Expense	\$ 0.00	\$ 46,531.00	+\$46,531.00
TOTAL	\$ 96,678.00	\$143,209.00	+\$46,531.00

Section 4. The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

Section 5. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

DATE INTRODUCED: July 11th, 2013

DATE OF PUBLIC HEARING: August 8th, 2013

PASSED and APPROVED by the Gustavus City Council this ____ day of _____, 2013.

Lou Cacioppo
Mayor

Attest: Christie L. Jamieson
Interim City Clerk

**City of Gustavus, Alaska
Ordinance No. FY14-02NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE LIBRARY BUDGET FOR FISCAL YEAR 2014**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2014 estimated expenditures have changed from the estimates in the approved budget.

Section 3. For the current fiscal year the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		Change
	Original Budget	Amended Budget	
INCOME			
Grants			
Public Library Assistance	\$ 6,500.00	\$ 6,600.00	+\$100.00
TOTAL	\$66,776.00	\$66,876.00	+\$100.00
 EXPENSE			
Library Materials	\$ 5,000.00	\$ 5,100.00	+\$100.00
TOTAL	\$66,776.00	\$66,876.00	+\$100.00

Section 4. The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

Section 5. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

DATE INTRODUCED: July 11th, 2013

DATE OF PUBLIC HEARING: August 8th, 2013

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2013.

Lou Cacioppo
Mayor

Attest: Christie L. Jamieson
Interim City Clerk