



## KENAI PENINSULA BOROUGH

144 N. BINKLEY • SOLDOTNA, ALASKA • 99669-7599  
BUSINESS (907) 262-4441 FAX (907)262-1892

DALE BAGLEY  
MAYOR

### MEMORANDUM

**TO:** Gary Superman, Assembly President  
Members of the Kenai Peninsula Borough Assembly

**THRU:** *DLB* Dale Bagley, Borough Mayor  
*SH* Scott Holt, Finance Director

**FROM:** *LAG* David Gibbs, Emergency Manager  
*SO* Steve O'Connor, Acting Chief CES

**COPY:** Bonnie L. Golden, Grants Manager  
Walter Robson, Capital Projects Director  
Kevin Lyon, Project Manager

|                                      |                |
|--------------------------------------|----------------|
| FINANCE DEPARTMENT<br>FUNDS VERIFIED |                |
| 100.27900                            | 7339,835.00    |
| ACT # 443.27900                      | 81,000,000.00  |
| BY: <i>CBW</i>                       | DATE: 11/24/04 |

**DATE:** November 24, 2004

**SUBJECT:** Ordinance No. 2004-19-29 : Appropriating funds for the construction of a new Emergency Response Center

Earlier this year the Assembly approved the concept of a multi-use facility to house the E-911 Dispatch, Central Emergency Services (CES) Administration, and the Borough Office of Emergency Management. In addition, \$100,000 was appropriated to conduct a site evaluation and development of a schematic design. The site evaluation has been completed; the design work will be completed before the end of the year.

The attached ordinance is presented to the Assembly for approval and appropriation of funding for construction. There are three funding sources for the project: a grant from the U.S. Department of Justice COPS program, Central Emergency Services, and Borough general funds. After completion of the design phase, and when the user groups can determine the appropriate allocation of costs, if a change is needed the assembly will be presented with an ordinance reappropriating the local funds to reflect the percentage of costs for each occupant of the facility.

Accounting for inflation and equipment costs, the total amount for the project is nearly \$5.3 million. A breakdown of the project costs are shown below in the Grant Project Cost Estimate, prepared by the Borough Capital Projects Department on June 21, 2004. Funding from the 2004 Technology COPS grant will be used only for the construction portion of the project, estimated to be \$3,539,765, including contingencies. CES funds and general funds will be used

to cover other project costs. Grants awarded to the Borough for communications will be used for some of the equipment costs. As the total amount of borough funds committed to this project is less than \$1,500,000, voter approval is not required by KPB 5.04.110.

At its meeting on November 18, 2004, CES approved the expenditure of up to \$1 million for this project. The DOJ grant and CES funding should be sufficient to complete a usable facility. The following chart indicates the various funding sources for each portion of the project.

| Description   | Cost                  | 2004 Technology Grant | Central Emergency Services | Borough General Funds | Other Grant Funding   |
|---|-----------------------|-----------------------|----------------------------|-----------------------|-----------------------|
| <b>Construction Costs</b>                               |                       |                       |                            |                       |                       |
| General Requirements                                    | \$460,000.00          | \$333,693.00          | \$126,307.00               |                       |                       |
| Site work   | \$400,000.00          | \$400,000.00          |                            |                       |                       |
| Building Construction                                   | \$990,000.00          | \$990,000.00          |                            |                       |                       |
| Mechanical  | \$400,000.00          | \$400,000.00          |                            |                       |                       |
| Electrical  | \$350,000.00          | \$350,000.00          |                            |                       |                       |
| Construction Contingency                                | \$260,000.00          |                       | \$20,165.00                | \$239,835.00          |                       |
|   | <b>\$2,860,000.00</b> |                       |                            |                       |                       |
| <b>A&amp;E</b>  |                       |                       |                            |                       |                       |
| Schematic   | \$75,504.00           |                       |                            | \$75,504.00           |                       |
| Design development                                      | \$84,942.00           |                       | \$60,446.00                | \$24,496.00           |                       |
| Construction Documents                                  | \$78,650.00           |                       | \$78,650.00                |                       |                       |
| Bid - Construction Mgmt.                                | \$75,504.00           |                       | \$75,504.00                |                       |                       |
|   | <b>\$314,600.00</b>   |                       |                            |                       |                       |
| <b>Other Costs</b>                                      |                       |                       |                            |                       |                       |
| Contract Admin. & Const. Mngt. 5%                       | \$143,000.00          |                       | \$143,000.00               |                       |                       |
| Reproduction & Advertising:                             | \$6,000.00            |                       | \$6,000.00                 |                       |                       |
| Land  | \$60,000.00           |                       | \$60,000.00                |                       |                       |
| Permits:  | \$20,000.00           |                       | \$20,000.00                |                       |                       |
|   | <b>\$229,000.00</b>   |                       |                            |                       |                       |
| Project Contingency 4%                                  | \$136,144.00          |                       | \$136,144.00               |                       |                       |
| Inflation 3.5% for 24 months = 7% of construction costs | \$273,784.00          |                       | \$273,784.00               |                       |                       |
| Equipment costs (Additional Grant)                      | \$1,500,000.00        |                       |                            |                       | \$1,500,000.00        |
| <b>Total</b>  | <b>\$5,313,528.00</b> | <b>\$2,473,693.00</b> | <b>\$1,000,000.00</b>      | <b>\$339,835.00</b>   | <b>\$1,500,000.00</b> |

The construction of the Emergency Response Center will greatly enhance the efficiency and effectiveness of all the agencies utilizing the facility. The Center will be constructed and equipped in a manner that utilizes modern technology and economy of scale to reduce costs and improve services. Your consideration of this funding request is appreciated.

Attachments: Ordinance, Award notice



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# COPS

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COMMUNITY ORIENTED POLICING SERVICES  
U.S. DEPARTMENT OF JUSTICE

2004 Technology Program  
1100 Vermont Avenue, NW  
Washington, D.C. 20530

## FAX COVER SHEET

To:

BONNIE GOLDEN

Fax #: 907 - 262 - 8616

From: Antia Noonan

Voice #: 202 - 353 - 4137

Date: April 20, 2004

Number of pages (including cover): 4

Award Amount: \$ 2,473,693

Congratulations on your 2004 COPS Technology Initiative grant. Included in this fax is the Background Information Form (BIF) that must be faxed to the Technology Control Desk at 202-616-9612 or 202-514-9407 by April 23, 2004. Failure to fax the completed BIF by the deadline will cause a delay in your agency's ability to access your awarded funds.

When completing the BIF, the Law Enforcement Executive (LE) and Government (GE) cannot be the same person. Also, both the LE and GE must have the ultimate signatory authority to sign contracts on behalf of the agency identified as the Organization's "Legal Name" (BIF Page 1).

If you have any questions, please call me at the above number.

Thank you.

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# Central Emergency Services

Central Kenai Peninsula Fire & EMS Providers

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**Steve O'Connor**  
Fire Chief

DATE: November 19, 2004

TO: Bonnie Golden, Grants Coordinator

FROM: Steve O'Connor, Chief

SUBJECT: Approval of participation and appropriation of Service Area funds towards the construction of an Emergency Response Center

On November 18, 2004, during the CES Board meeting, the Board of Directors considered the participation of Central Emergency Service Area and the appropriation of up to \$1,000,000 of Service Area funds towards the construction of the Emergency Response Center. The Board recognizes that housing the Central Emergency Service Area administrative offices, the Office of Emergency Management, and the 9-1-1 dispatch center in a common facility would promote optimum efficiency and utilization.

Participation in and appropriation of Service Area funding requires the approval of the CES Board of Directors. During the Board meeting Board member Mr. Chambers made the MOTION to participate in and appropriate up to \$1,000,000 in Service Area funding towards the construction of the Emergency Response Center, and Board member Mr. Larson seconded. Motion passed.

cc: Ed Oberts, Assistant to the Mayor  
Colette Thompson, Borough Attorney

**Fire Administration • 231 South Binkley St. • Soldotna, Alaska 99669**  
**(907) 262-4792 • Fax (907) 262-5775 • [www.cesfire.org](http://www.cesfire.org)**