

Introduced by: Dimmick  
Date: June 21, 1983  
Vote: 13 Yes, 1 No  
Action: Adopted

KENAI PENINSULA BOROUGH

RESOLUTION 83-149

ADOPTING RULES AND REGULATIONS FOR AWARD AND SUPERVISION APPROVAL OF WORK ON SOUTH PENINSULA ROAD MAINTENANCE SERVICE AREA CONTRACTS.

WHEREAS, KPB 16.44.130 requires that rules and regulations be established by the South Peninsula Road Maintenance Service Area Board in order to operate the service area; and

WHEREAS, such rules and regulations must be approved by the Assembly by resolution; and

WHEREAS, on February 2, 1983 the South Peninsula Service Area adopted rules and regulations until more detailed procedures could be established;

NOW THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. That the Rules and Regulations for Operation of the South Peninsula Road Maintenance Service Area adopted by the service area board on February 2, 1983 and attached as Exhibit A and incorporated as a part of this resolution by reference are hereby adopted pursuant to KPB 16.44.130 to govern operation of the service area.

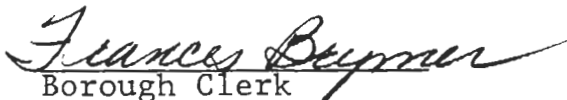
Section 2. That such rules and regulations as approved will continue in effect until changed in accordance with the ordinances of the Kenai Peninsula Borough governing the South Peninsula Road Maintenance Service Area.

Section 3. That this resolution shall take effect immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH ON THIS 21st DAY OF June, 1983.

  
Donald L. McCloud, Assembly President

ATTEST:

  
Borough Clerk

## EXHIBIT A

### Rules and Regulations for Operation of the South Peninsula Road Maintenance Service Area

Section 1. That the Service Area Board approve and appoint Road Supervisors as the representative of all residents living on a service area maintained road, or group of roads, such as a subdivision.

Section 2. That the Road Supervisor and the other users of the designated road(s) together determine what maintenance projects will be accomplished with the funds allocated to their roads as determined by the Service Area Coordinator. A Maintenance Worksheet approved by the Service Area Coordinator is filled out describing the proposed project and submitted to the Service Area Board for final approval.

Section 3. That the Service Area Board then receives three informal bids from contractors using the Bid Schedule and Notice of Award Rider supplied by the Service Area Board.

Section 4. That the Service Area Board shall select the lowest responsible bidder. Upon approval and signing of the Bid Schedule & Rider, the Service Area Coordinator will issue a Purchase Order to the contractor and work can then proceed on the project.

Section 5. That the Road Supervisor, during the actual work, will monitor the contractor's progress, being sure that costs incurred do not exceed the amount of the Purchase Order. The Road Supervisor will direct the contractor and point out specific needs.

Section 6. That the Road Supervisor at the completion of each project or call-out will sign the contractor's invoice. The invoice then will be approved by the Service Area Board prior to submittal to the Service Area Coordinator for payment by the Borough.