

Introduced by: McCloud
Date: Aug. 2, 1983
Vote: Unanimous
Action: Adopted

KENAI PENINSULA BOROUGH

RESOLUTION 83-178

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

WHEREAS, KPB 16.52.140 requires that rules and regulations be established by the East 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 March 7, 1983 the East Peninsula Road Maintenance 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 East Peninsula Road Maintenance Service Area adopted by the service area board on March 7, 1983 and attached as Exhibit A and incorporated as a part of this resolution by reference are hereby adopted pursuant to KPB 16.52.140 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 East 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 2 DAY OF August, 1983.


Donald L. McCloud, Assembly President

ATTEST:


Borough Clerk

EXHIBIT A

Rules and Regulations for Operation of the East Kenai Peninsula Road Maintenance Service Area

Section 1. That the Service Area Board approve and appoint Road Supervisors as the representative of all resident living on a service area maintained road, or group of roads, such as a subdivision. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)

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. A Maintenance Worksheet is filled out describing the proposed project and submitted by the Road Supervisor to the Service Area Board for approval. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)

Section 3. That the Service Area Board then received three or more informal bids from contractors using the Bid Schedule and Notice of Award Rider supplied by the Service Area Board. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)

Section 4. That the Service Area Board shall select the lowest responsible bidder. Upon approval and signing of the Bid Schedule and Rider, the Administration will issue a Purchase Order to the contractor and work can then proceed on the project. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)

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. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)

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 Administration for payment by the Borough. (Adopted by East Peninsula Road Maintenance Service Area Board 3-7-82.)