

Introduced by: McGahan
Date: Aug. 16, 1983
Vote: Unanimous
Action: Adopted

KENAI PENINSULA BOROUGH

RESOLUTION 83-181

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

WHEREAS, KPB 16.56.140 requires that rules and regulations be established by the North 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 July 20, 1983 the North 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 North Peninsula Road Maintenance Service Area adopted by the service area board on July 20, 1983 and attached as Exhibit A and incorporated as a part of this resolution by reference are hereby adopted pursuant to KPB 16.56.140 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 North 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 16th DAY OF August, 1983.


Donald L. McCloud, Assembly President

ATTEST:


Borough Clerk

EXHIBIT A

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

Section 1. That the Service Area Board approve and appoint Road Supervisors as the representative of all residents living in a designated unit. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 2. That the Road Supervisor determines which maintenance projects will be accomplished with the funds allocated to the designated unit with consideration of the input from the residences of that unit. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 3. That the Service Area Board then receives informal bids from contractors using the Bid Schedule and Notice of Award Rider supplied by the Service Area Board. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 4. That the Service Area Board shall select the lowest responsible bidder. Upon approval and signing of the Bid Schedule & Rider, the Administration will issue a Purchase Order to the contractor and work can then proceed on the project. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 5. That the Road Supervisor, during the actual work, will monitor the contractor's progress, being sure that the Road Supervisor will direct the contractor and point out specific needs. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 6. That at the completion of each project or call out the contractor will submit his invoice in triplicate to the Road Supervisor for his signature. The invoice then will be approved by the Service Area Board prior to submittal to the Administration for payment by the Borough. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 7. That after the completion of each project or call out the contractor will submit his invoice within a ten day period to his Road Supervisor. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)

Section 8. That whenever possible the meetings will be conducted under Roberts Rules. (Adopted by the North Kenai Peninsula Road Maintenance Service Area Board 7-20-83)