

Mayor Steven J. Carrington
Deputy Mayor Pamela Melin
Council Member Carolina Anzilotti
Council Member John Alcantra
Council Member Richard W. Best
Council Member Thomas Ojala IV
Council Member Joshua Tudor

City Manager John Moosey
City Clerk Shelly M. Acteson, CMC
City Attorney Sarah Heath, Esq.

City of Palmer, Alaska
Regular City Council Meeting
June 27, 2023, at 6:00 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.palmerak.org

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a) Introduction and set public hearing date of July 11, 2023, for **Ordinance No. 23-002, An Ordinance for the Submission to the Qualified Voters of the City of Palmer at the General Election on October 3, 2023, the Question of the Issuance of Not to Exceed Ten Million Dollars (\$10,000,000) of General Obligation Bonds of the City of Palmer to Pay the Costs of Capital Improvements to the Palmer Public Library and Related Matters**
2. Approval of Minutes of Previous Meetings
 - A. June 13, 2023, Regular Meeting

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Proclamation – Recognizing the Colony Knights Boys Track and Field Team

F. COMMITTEE OF THE WHOLE – with invited guest Cynthia Cartledge, Bond Attorney, JDO Law (Note: Action may be taken by the Council following Committee of the Whole)

- **Overview of steps to issue a General Obligation Bond**
- **Discussion concerning repairing, renovating and expanding, or replacing the Palmer Library**
- **Funding sources for the Library Project**

G. REPORTS

1. City Manager's Report
2. Mayor's Report
3. City Clerk's Report
4. City Attorney's Report

H. AUDIENCE PARTICIPATION

I. PUBLIC HEARINGS

1. **Resolution No. 23-019:** Authorize the City Manager to Appropriate Funds from the Unassigned General Fund Balance and Award a Contract for Architectural Design Services to Evaluate Alternatives to Repair, Renovate and Expand or Replace the Palmer Public Library and Award a Professional Service Contract to Wolf Architecture Inc. in the Amount Not to Exceed \$160,000
2. **Resolution No. 23-020:** Authorizing the Appropriation of \$75,200 From the General Fund

Unassigned Fund Balance to Fully Fund the Purchase of an Ice Resurfacers from Zamboni Company USA, Inc. to be Reimbursed from a Department of Energy Grant

3. **Resolution No. 23-021:** Directing the City Manager to Authorize Hardware and Software Upgrades to the City's Technology Infrastructure in the Amount of \$34,057

J. ACTION MEMORANDA

1. **Action Memorandum No. 23-039:** Authorizing the City Manager to Spend \$196,882 in Subawards from the Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program (COSSAP) Grant that was Approved by the Council on December 13, 2022

K. UNFINISHED BUSINESS

1. **Resolution No. 23-013-A:** A Resolution of the Palmer City Council in Support of Mat-Su Valley Planning for Transportation (MVP for Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area, Formation of the MVP as an Independent Organization and Provide for Membership in the MPO and as a Member of the Board of Directors

L. NEW BUSINESS

M. RECORD OF ITEMS PLACED ON THE TABLE

N. AUDIENCE PARTICIPATION

O. EXECUTIVE SESSION

Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Evaluation – (Note: Action may be taken by the Council following the Executive Session)

P. COUNCIL MEMBER COMMENTS

Q. ADJOURNMENT

**City of Palmer
Ordinance No. 23-002**

Subject: Providing For The Submission To The Qualified Voters Of City Of Palmer At The General Election On October 3, 2023 The Question Of The Issuance Of Not To Exceed Ten Million Dollars (\$10,000,000) Of General Obligation Bonds Of The City Of Palmer To Pay The Costs Of Capital Improvements To The Palmer Public Library And Related Matters

Agenda of: June 27, 2023

Council Action: **Adopted** **Amended:** _____
 Defeated

Originator Information:

Originator: John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ _____

This legislation (√):


- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Ordinance No. 23-002

Summary Statement/Background:

This ordinance is presented by the City Council of Palmer, Alaska, and seeks to authorize the issuance of general obligation bonds to repair or replace the Palmer Public Library, which has suffered roof damage due to severe winter conditions. The principal amount of these bonds would not exceed \$10,000,000 and the funds would cover the cost of construction and any associated expenses.

The City has the constitutional authority to issue these bonds as a home rule city, and this course of action is deemed necessary and in the best interest of the City and its residents. The issuance of general obligation bonds must be ratified by a majority of the City's qualified voters.

To secure approval from the residents, the ordinance authorizes the City Clerk to submit the bond proposition to qualified voters to approve in the October 3, 2023, regular City election. This proposition would clearly outline the intent to issue general obligation bonds, what they would be used for, and how they would be secured.

The total expected cost for the project is anticipated not to exceed \$16,000,000, and it is expected that, if approved, some of the costs already incurred by the City in connection with the library repair or replacement project will be reimbursed with proceeds from the bonds.

If passed, and the total sum of \$10,000,000 is required to complete the Palmer Public Library Project and bonds are issued, and the City needs additional funds to retire the debt over a period of twenty (20) years, the potential cost of the bonds to City taxpayers would be approximately \$135.00 annually per \$100,000 of assessed real and personal property value.

The ordinance will only become effective if the majority of voters approve the proposition on the October 3, 2023, election. Until then, all other sections of the ordinance will be in effect upon approval.

Administration's Recommendation:

Adopt Ordinance No. 23-002

LEGISLATIVE HISTORY

Introduced by: Manager Moosey
Date: 7/11/2023
Public Hearing: 7/11/2023
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

ORDINANCE NO. 23-002

An Ordinance Providing For The Submission To The Qualified Voters Of The City Of Palmer At The General Election On October 3, 2023, The Question Of The Issuance Of Not To Exceed Ten Million Dollars (\$10,000,000) Of General Obligation Bonds Of The City Of Palmer To Pay The Costs Of Capital Improvements To The Palmer Public Library And Related Matters.

WHEREAS, the City of Palmer, Alaska (the "City") owns and operates the Palmer Public Library; and

WHEREAS, due to adverse winter weather conditions a portion of the roof of the Palmer Public Library collapsed and is need of major repairs; and

WHEREAS, the City is evaluating the feasibility of repairing, expanding or replacing the Palmer Public Library; and

WHEREAS, the City is also evaluating available funding sources, in addition to the issuance of general obligation bonds, to assist in paying costs of the repair or replacement of the Palmer Public Library; and

WHEREAS, the City is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and the City has determined that the matters set forth in this ordinance are not prohibited by law or the charter; and

WHEREAS, Section 11.1(a)(1) of the Palmer City Charter authorizes the City to issue general obligation bonds, the principal and interest of which are secured by the full faith and credit of the City provided that such general obligation bonds are authorized by the City Council and ratified by a majority of the qualified voters of the City; and

WHEREAS, it is necessary and in the best interest of the City and its residents that the City authorize the issuance of general obligation bonds for the purposes described in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PALMER, ALASKA, that:

Section 1. It is hereby determined to be for a public purpose and in the public interest of the City of Palmer ("City") to incur general obligation bond indebtedness in the principal amount not to exceed Ten Million Dollars (\$10,000,000) for purposes of paying Costs of Construction (as defined hereinafter) of the Palmer Public Library ("Project") and to pay costs of issuance of such bonds.

"Costs of Construction" means all costs paid or incurred by the City in connection with the acquisition and construction of capital additions, improvements, replacements and betterments to and extensions of the Project, and placing of the same in operation; paying or reimbursing the City or any fund thereof or any other person for expenses incident and properly allocable to the acquisition and construction of such improvements and the placing of the same in operation; and all other items of expense incident and properly allocable to the acquisition and construction of such additions and or replacements and improvements, the financing of the same, and the placing of the same in operation.

Section 2. The City is authorized to borrow the sum of not to exceed Ten Million Dollars (\$10,000,000) to finance Costs of Construction of the Project described in Section 1, and the borrowing shall be evidenced by the issuance of general obligation bonds of the City. The full faith and credit of the City are pledged for the payment of the principal of and interest on the bonds, and ad valorem taxes shall be levied without limitation as to rate or amount, as necessary, to pay the principal of and interest on the bonds when due.

Subject to voter approval as herein described, the City Council hereby declares it official intent to issue general obligation bonds in the principal amount not to exceed Ten Million Dollars (\$10,000,000) to finance capital costs of the Project. If the ballot proposition described in Section 3 hereof is approved by qualified voters, the City anticipates that certain costs incurred in connection with the Project will be reimbursed with proceeds of the general obligation bonds to the extent permitted by law. The maximum amount of Project is not expected to exceed Sixteen Million Dollars (\$16,000,000).

Section 3. The City Clerk is authorized and directed to submit the following proposition, substantially in the following form, to the qualified voters of the City at the October 3, 2023, regular City election. The proposition must receive an affirmative vote from a majority of the qualified voters voting on the question to be approved.

PROPOSITION NO. 1

PALMER PUBLIC LIBRARY GENERAL OBLIGATION BONDS

Shall the City of Palmer incur debt and issue general obligation bonds in the principal amount of not to exceed Ten Million Dollars (\$10,000,000) to finance capital improvements to the Palmer Public Library and pay costs of issuance of such bonds?

Proceeds of the bonds will be used to pay costs of planning, designing, site preparation, and construction of the Palmer Public Library.

The bonds shall be secured by a pledge of the full faith and credit of the City and ad valorem taxes shall be levied without limitation as to rate or amount, as necessary, to pay the principal or and interest on the bonds when due and pay costs of the issuing the bonds. (Ordinance No. 23-002).

Voter approval for this proposition authorizes for each \$100,000 of assessed real and personal property value in the City (based on the estimated FY 2023 assessed valuation) an annual tax increase of approximately \$135.00 to retire the debt.

The proposition set forth in this Section 3 shall be printed on a ballot, and the following words shall be added as appropriate and next to an area provided for marking the ballot for voting:

PROPOSITION NO. 1 Yes ()
 No ()

A "YES" vote approves the issuance of the bonds. A "NO" vote opposes the issuance of the bonds.

Section 4. Section 2 of this Resolution shall become effective only if the proposition described in Section 3 is approved by a majority of the qualified voters voting on the proposition at the regular election on October 3, 2023. The remaining sections of this Ordinance shall become effective upon passage and approval.

PASSED AND APPROVED by the City Council of the City of Palmer, Alaska this _____ day of July, 2023.

CITY OF PALMER

Steve Carrington, Mayor

ATTEST:

Shelly M. Acteson, CMC, City Clerk

Introduced by: City Manager
Date:
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

ORDINANCE NO. 20-XXX

An Ordinance Providing For The Submission To The Qualified Voters of City Of Palmer at the General Election on October 3, 2023 The Question Of The Issuance of Not To Exceed Ten Million Dollars (\$10,000,000) Of General Obligation Bonds Of The City Of Palmer To Pay The Costs Of Capital Improvements To The Palmer Public Library And Related Matters.

WHEREAS, the City of Palmer, Alaska (the "City") owns and operates the Palmer Public Library; and

WHEREAS, due to adverse winter weather conditions a portion of the roof of the Palmer Public Library collapsed and is need of major repairs; and

WHEREAS, the City is evaluating the feasibility of repairing, expanding or replacing the Palmer Public Library; and

WHEREAS, the City is also evaluating available funding sources, in addition to the issuance of general obligation bonds, to assist in paying costs of the repair or replacement of the Palmer Public Library; and

WHEREAS, the City is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and the City has determined that the matters set forth in this ordinance are not prohibited by law or the charter; and

WHEREAS, Section 11.1(a)(1) of the Palmer City Charter authorizes the City to issue general obligation bonds, the principal and interest of which are secured by the full faith and credit of the City provided that such general obligation bonds are authorized by the City Council and ratified by a majority of the qualified voters of the City; and

WHEREAS, it is necessary and in the best interest of the City and its residents that the City authorize the issuance of general obligation bonds for the purposes described in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PALMER, ALASKA, that:

Section 1. It is hereby determined to be for a public purpose and in the public interest of the City of Palmer ("City") to incur general obligation bond indebtedness in the principal amount not to exceed Ten Million Dollars (\$10,000,000) for purposes of paying Costs of Construction (as defined hereinafter) of the Palmer Public Library ("Project") and to pay costs of issuance of such bonds.

"Costs of Construction" means all costs paid or incurred by the City in connection with the acquisition and construction of capital additions, improvements, replacements and betterments to and extensions of the Project, and placing of the same in operation; paying or reimbursing the City or any fund thereof or any other person for expenses incident and properly allocable to the acquisition and construction of such improvements and the placing of the same in operation; and all other items of expense incident and properly allocable to the acquisition and construction of such additions and or replacements and improvements, the financing of the same, and the placing of the same in operation.

Section 2. The City is authorized to borrow the sum of not to exceed Ten Million Dollars (\$10,000,000) to finance Costs of Construction of the Project described in Section 1, and the borrowing shall be evidenced by the issuance of general obligation bonds of the City. The full faith and credit of the City are pledged for the payment of the principal of and interest on the bonds, and ad valorem taxes shall be levied without limitation as to rate or amount, as necessary, to pay the principal of and interest on the bonds when due.

Subject to voter approval as herein described, the City Council hereby declares its official intent to issue general obligation bonds in the principal amount not to exceed Ten Million Dollars (\$10,000,000) to finance capital costs of the Project. If the ballot proposition described in Section 3 hereof is approved by qualified voters, the City anticipates that certain costs incurred in connection with the Project will be reimbursed with proceeds of the general obligation bonds to the extent permitted by law. The maximum amount of Project is not expected to exceed Sixteen Million Dollars (\$16,000,000).

Section 3. The City Clerk is authorized and directed to submit the following proposition, substantially in the following form, to the qualified voters of the City at the October 3, 2023, regular City election. The proposition must receive an affirmative vote from a majority of the qualified voters voting on the question to be approved.

PROPOSITION NO. ___

PALMER PUBLIC LIBRARY GENERAL OBLIGATION BONDS

Shall the City of Palmer incur debt and issue general obligation bonds in the principal amount of not to exceed Ten Million Dollars (\$10,000,000) to finance capital improvements to the Palmer Public Library and pay costs of issuance of such bonds?

Proceeds of the bonds will be used to pay costs of planning, designing, site preparation, and construction of the Palmer Public Library.

The bonds shall be secured by a pledge of the full faith and credit of the City and ad valorem taxes shall be levied without limitation as to rate or amount, as necessary, to pay the principal or and interest on the bonds when due and pay costs of the issuing the bonds. (Ordinance No. 23-____).

Voter approval for this proposition authorizes for each \$100,000 of assessed real and personal property value in the City (based on the estimated FY 2023 assessed valuation) an annual tax increase of approximately \$_____ to retire the debt.

The proposition set forth in this Section 3 shall be printed on a ballot, and the following words shall be added as appropriate and next to an area provided for marking the ballot for voting:

PROPOSITION NO. __ Yes ()
 No ()

A "YES" vote approves the issuance of the bonds. A "NO" vote opposes the issuance of the bonds.

Section 4. Section 2 of this Resolution shall become effective only if the proposition described in Section 3 is approved by a majority of the qualified voters voting on the proposition at the regular election on October 3, 2023. The remaining sections of this Ordinance shall become effective upon passage and approval.

PASSED AND APPROVED by the City Council of the City of Palmer, Alaska this _____ day of July, 2023.

CITY OF PALMER

Steve Carrington, Mayor

ATTEST:

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on June 13, 2023, at 6:00 p.m. in the Council Chambers, Palmer, Alaska. Deputy Mayor Melin called the meeting to order at 6:00 p.m.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Mayor Steve Carrington (on Zoom), Deputy Mayor Pam Melin, Joshua Tudor, Thomas Ojala IV, Richard W. Best, John Alcantra, and Carolina Anzilotti

Staff in attendance:

- Shelly M. Acteson, CMC, City Clerk
- Holly Dubose, Deputy City Clerk
- Sarah Heath, City Attorney
- Jude Bilafer, Public Works Director
- Brad Hansen, Community Development Director
- John Moosey, City Manager

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

Main Motion: To Approve the amended Agenda with the postponement of the City Manager’s evaluation

Moved by:	Alcantra
Seconded by:	Ojala
Vote:	Unanimous Consent
Action:	Motion Carried

A motion was made and seconded to enter committee of the whole with no objection.

E. COMMITTEE OF THE WHOLE – Resolution No. 23-013, with invited guest Jackson Fox, Executive Director of the Fairbanks Metropolitan Area Transportation System

Jackson Fox, Executive Director of Fairbanks Metropolitan Area Transportation System gave a brief bio and addressed Council questions.

A motion was made by Council Member Best, seconded by Council Member Alcantra to Suspend the Rules and allow DOT representative Bradley to join the Committee of the Whole.

A motion was made to exit Committee of the Whole by Council Member Best, seconded by Council Member Anzilotti. The Council had no objections.

F. COMMUNICATIONS AND APPEARANCE REQUESTS

1. **Proclamation Recognizing June 14th, 2023, as Flag Day**
Council Member Best read a proclamation recognizing June 14th, as Flag Day.
2. **Presentation Alaska Scottish Highland Games, Jeni McDaniel, Executive Director**
Jeni McDaniel, Executive Director of the Alaska Scottish Highland Games gave an overview of the upcoming event.
3. **Proclamation Recognizing June 19th, 2023, as Juneteenth in Palmer, Alaska**
Council Member Tudor presented a proclamation recognizing June 19th, 2023, as Juneteenth.

Deputy Mayor Melin called a recess at 7:03 p.m., the meeting reconvened at 7:09 p.m.

G. REPORTS

1. City Manager's Report
 - Job Corp Center Rededication ceremony.
 - Arctic Winter Games request breakdown on the table.
 - VIC & Museum were well attended over the weekend.
 - MTA capital credit check for the City of Palmer.
 - Selection of Architect for the Library during the next meeting.
 - June 20th is Palmer Day at the Mat-Su Miner Game.
2. Mayor's Report
 - Written report in the packet.
 - June 27th Bond Attorney to present details about placing a bond proposition on the October 3rd, 2023, ballot.
3. City Clerk's Report
 - No formal report.
 - October 3, 2023, election preparation has started.
4. City Attorney's Report
 - The Ethics and Code of Conduct is almost finalized.
 - The contract audit is almost finalized.
 - Review of policies and insurance for City events: requested by Council Member Best and supported by Deputy Mayor Melin.

H. AUDIENCE PARTICIPATION

Travis Friesen:

- Commented on protesting efforts at a Wasilla bookstore.

I. PUBLIC HEARINGS

1. **Resolution No. 23-013:** In Support of The Designation of The Mat-Su Valley Planning For Transportation (MVP For Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area, Formation of the MVP as an Independent Organization and Provide for Membership in the MPO and as a Member of the Board of Directors

Deputy Mayor Melin opened the public hearing.

Mike Chmielewski: Spoke in favor of resolution 23-013.

Eric Anderson: Commented in opposition of resolution 23-013.

Seeing no one else come forward, the Deputy Mayor Melin closed the public hearing.

Main Motion: To Approve Resolution No. 23-013.

Moved by:	Anzilotti
Seconded by:	Alcantra
Vote:	Unanimous
Action:	Motion Carried

Discussion ensued and Council Member Tudor suggested changes to the title of the resolution that defined the Mayor as the elected official to represent the City in the MPO groups.

Primary #1: Amend language of the last "Be it further resolved clauses", to read "the city of palmer mayor", will serve as a member of the policy board of MVP for transportation and be it further resolved that the city of palmer mayor will serve as a member of the board of directors and MVP for transportation and execute all related organizational and administrative documents on behalf of MVP for transportation."

Moved by:	Alcantra
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

Discussion followed and the Council agreed to postpone the amended resolution to the June 27 meeting.

- Resolution No. 23-017:** Authorizing the City Manager to Accept and Appropriate \$5,000 From Thrive Mat-Su and United Way of Mat-Su to Support the Palmer Police Department Bicycle Patrol Unit

Deputy Mayor Melin opened the public hearing.

Travis Friesen: Commented in support of Resolution 23-017.

Eric Anderson: Commented in support of Resolution 23-017.

Chief Dwayne Shelton: Commented in support of Resolution 23-017.

Deputy Mayor Melin closed the public hearing.

Main Motion: To Approve Resolution No. 23-017

Moved by:	Alcantra
Seconded by:	Anzilotti
Vote:	Unanimous Consent
Action:	Motion Carried

- Resolution No: 23-018:** A Resolution of the Palmer City Council Supporting the Palmer Parks & Recreational Advisory Board and Funding a Concept Development Plan for a Veterans/First Responders Memorial Wall

Deputy Mayor Melin opened the public hearing.

Travis Friesen: Commented in support of Resolution 23-018.

Deputy Mayor Melin closed the public hearing.

Council discussion ensued.

Main Motion: To Approve Resolution No. 23-018

Moved by:	Ojala IV
Seconded by:	Alcantra
Vote:	Unanimous Consent
Action:	Motion Carried

I. ACTION MEMORANDA

- 1. Action Memorandum No. 23-030:** Approving a Request from Arctic Winter Games 2024 to Waive Facility Use Fees up to \$32,205 for the Usage of the MTA Events Center and the Palmer Train Depot during March of 2024

Main Motion: To Approve Action Memorandum No. 23-030

Moved by:	Alcantra
Seconded by:	Tudor
Vote:	Unanimous Consent
Action:	Motion Carried

- 2. Action Memorandum No. 23-038:** Authorizing the City Manager to Dispose of Surplus City Wastewater Equipment (Dredge) Valued at More than \$10,000.

Manager Moosey provided a staff report.

Main Motion: To Approve Action Memorandum No. 23-038

Moved by:	Best
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

J. AUDIENCE PARTICIPATION

Travis Friesen:

- Commented on the use of animals for Police Patrol, bicycle construction and recycling.

Cheryl Metiva:

- Commented on the Arctic Winter Games and thanked the City of Palmer for their sponsorship.

Jennifer Williams:

- Commented on patron suggestions for the new Palmer Library.

Marty Metiva:

- Commented positively on the Palmer Council.

Mike Chmielewski:

- Commented on the Public Works crew painting curbs in the city.
- Noted the timeliness of the Palmer City Council Meetings.

Eric Anderson:

- Commented on property purchased by the Borough.

K. COUNCIL MEMBER COMMENTS

Mayor Carrington:

- Thanked Deputy Mayor Melin for running the meeting.

Council Member Tudor:

- Palmer Pavilion for Juneteenth on June 19th
- Asked the public for comments regarding the MPO.

Council Member Alcantra:

- Thanked the public for their comments this evening.
- Attended Colony Days this weekend.
- Commented on the Job Corp Center Rededication ceremony.

Council Member Ojala IV:

- Commented on the Cedar Hills traffic.
- Suggested a center turn lane for traffic turning left onto Palmer Fishhook.
- Commented positively on Colony Days.
- Acknowledged the new curb paint.

Council Member Anzilotti:

- Commented positively on Colony Days.
- Thanked the presenters for attending this evening.
- Excited to sing the National Anthem during the upcoming Miners Game.

Council Member Best:

- Thanked the public for their comments this evening.

Deputy Mayor Melin:

- Commented positively on the new street paint in Palmer and the flowers.
- Thanked Public Works Department for making the city beautiful.

L. UNFINISHED BUSINESS

M. NEW BUSINESS

N. RECORD OF ITEMS PLACED ON THE TABLE

Memo from Manager Moosey

O. EXECUTIVE SESSION

P. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:23 p.m.

Approved this 27th day of June, 2023.

Shelly M. Acteson, CMC, City Clerk

Steve Carrington, Mayor



PROCLAMATION

A PROCLAMATION RECOGNIZING THE COLONY KNIGHTS BOYS TRACK AND FIELD TEAM

WHEREAS, the Colony Knights demonstrated remarkable athletic prowess by earning the Division I boys state track and field title, their third in school history and first since 1999; and

WHEREAS, Senior Matthew Rongitsch, in a triumphant sweep, clinched gold in the 800, 1,600, and 3,200-meter races clocking personal best times in two of the events; and

WHEREAS, Junior Ethan McNulty achieved a personal record to win an individual state title in discus, reflecting the unwavering commitment and drive for excellence that permeates the Colony Knights; and

WHEREAS, Jayce Underwood, Jack Nash, Trevor Jamison, Tobias Buchanan, Christopher Cayson, and Kenton Phelps also made significant contributions to the team standings at the Division I boys state track and field meet, showcasing the depth and breadth of talent within the Colony Knights; and

WHEREAS, the Knights displayed impressive teamwork and strength, outperforming other teams by about 20 points in the Division I boys state track and field meet; and

WHEREAS, the collective efforts and outstanding achievements of all these athletes bring honor and pride to the Colony Knights, their school, and their community,

NOW, THEREFORE, IT IS PROCLAIMED by the mayor and city council of the city of Palmer, Alaska, June 30, 2023 in honor of the Colony Knights Boys Track and Field Team, celebrating their remarkable accomplishments, their unwavering dedication to athletic excellence, and their significant contributions to the legacy of Colony High School.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the city of Palmer to be affixed on this 27th day of June 2023.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk

Overview of General Obligation Bonds

(as of June 16, 2023)

If the City of Palmer (City) needs to finance major capital improvements – such as repairing/upgrading/replacing its City owned library – it may issue general obligation bonds to pay for the project. Issuing municipal bonds is one of the most common ways for municipal governments to finance capital improvements.

Repayment of general obligation bonds is secured by the full faith and credit of the municipal government. In simple terms, that means such bonds are secured by a municipal government's ability to tax, and to raise taxes if necessary, in order to pay bondholders. (Contrast - revenue bonds are generally secured by a revenue stream derived from a revenue producing enterprise, for example, a water/wastewater utility.)

Summary of State Legal Limitations¹

The State of Alaska (State) has granted powers for municipal governments to issue general obligation bonds for *capital improvements*. These powers are set forth in the State Constitution and Alaska Statutes.

State law also imposes various limitations on the issuance of general obligation bonds. Following is a brief summary of such limitations as applied to the City:

1. *Election Required.* The issuance of a general obligation bonds is subject to voter authorization. [AS 29.47.190]

¹This summary is not exhaustive, rather it is intended to provide Council with a basic understanding of key requirements in connection with the issuance of general obligation bonds. Such bonds, if issued as tax-exempt obligations, are subject to federal tax laws not herein discussed.

- (a) Council approval of a bond ballot proposition is required prior to the election.
 - (b) City must publish a notice of the total existing bond indebtedness at least once a week for three consecutive weeks, with the first notice published at least 20 days before the election. Notice to include:
 - (i) Current total general obligation bonded indebtedness, including authorized but unissued bonds;
 - (ii) The cost of debt service on the current indebtedness; and
 - (iii) The total assessed value of property in the City.
2. *Debt Limitation.* The outstanding general obligation indebtedness of the City may not at any time exceed fifteen percent (15%) of the assessed value or all the real and personal property in the City. [Palmer Charter, Section 11.2(a)]
3. *Use of Proceeds.* Proceeds of the general obligation bonds must be used to finance capital improvements owned by the City and used for a public purpose.
4. *Purchaser of Bond.* Subject to voter authorization, the general obligation bond is then sold to a purchaser pursuant to terms agreed to by the City and purchaser².
5. *Council Authorization.* Council authorizes the sale and delivery of general obligation bonds, subject to voter authorization.

² Federal securities laws, as applicable, are not herein discussed.

June 27, 2023, Council Meeting

Meeting Agenda Highlights:

There's the introduction of Ordinance 23-002 which is the Library Bond. This Ordinance puts to the voters the question of whether Palmer should bond up to 10 million towards a new library. Even if it's approved, the City of Palmer would only bond for what amount is needed up to 10 million.

There's also a proclamation recognizing the Colony Knights Boys Track and Field Team.

We have another Committee of the Whole, but this time with our Bond Attorney to discuss what's involved with pursuing the Library Bond mentioned above. Our Bond Attorney Cynthia Cartledge will be available to answer questions the council may have.

Public Hearings and Action Memoranda

We have three public hearings for this meeting. The first, is to set aside money to award a contract to Wolf Architecture to work with us on the Library Project. The second, is to designate money to buy a Zamboni for the Ice Arena. The last, is to authorize upgrades to Palmer technology infrastructure.

We have one Action Memorandum 23-039 which is to spend COSSAP (Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program), grant money that was approved in our budget last December.

Unfinished Business

We still have not voted on the MPO Resolution 23-013. I know this has been a tough one to follow and understand, but personally I believe we need to join the MVP for Transportation. It does feel like we are stuck between a rock and a hard place with a storm of federal regulations bearing down on us, but as a representative for the people I think we need to walk into the storm.

At the end of the meeting, we have an Executive Session for the annual review of our City Manager John Moosey. I have asked staff to email his contract to each council member.

Upcoming Meetings and Projects

- The Alaska Scottish Highland Games will be at the Alaska State Fairgrounds. Saturday, June 24 and Sunday, June 25, 2023!

Senior/disabled Veteran exemption

Attached to my report is a memo Manager Moosey received from MSB Manager Mike Brown about concerns the borough has about our approval last year of the Senior and Disable Veteran Exemption (Ord. # 22-007). The amount the City Council of Palmer approved came to a total of \$300,000 for the senior/disabled veteran exemption which is higher than the borough's \$264,000 which was approved by the borough's voters last year.

Now I believe as a Home-Rule city the Palmer Council has the authority to take the action we did. The borough is only a second-class borough and may not fully grasp our more unique status as a Home Rule City in Alaska. But the Borough suggests that we put matter of our higher exemption to our voters to approve or ratify the council's action.

As much as I would enjoy the chance to rail against our big brother, the borough, on this matter – I am asking our City Clerk to put on our July11 meeting agenda an ordinance for our October election for the voters to approve our Ord. 22-007.

This is for 3 reasons:

- Technically speaking by Alaska statute, the Borough has taxing collection authority for property taxes in the borough which we are part of. For years I have argued we should respect our businesses in Palmer and be nice to them because they are our Palmer's sales tax collectors. Seems like we should be nice to our other tax collectors as well.
- Although I believe we have the authority to do what we did last year with Ord. 22-007, I never want to shy away from putting important questions to the voters. They are the ones that elected us and if there's a chance, they want to say something different than action we have taken, we need to be willing to listen to them.
- Alaska at its Best. I firmly believe that our voters will see that we are trying to be a little bit more generous to the citizens of Palmer and will whole-heartedly agree with Ord. 22-007.

Celebrate Palmer!

Have you ever wondered how I can get a picture posted on the City of Palmer's Facebook site? Well, here's how. It's coming up on that time of year when we want to recognize how great people in Palmer are with beautification awards. We have a category for residential and a category for businesses.

Nominations are due by July 3, 2023, those nominated will be contacted and a picture taken for the contest. These pictures will be posted on the City of Palmer Facebook page and the 3 pictures with the most votes by July 17th will win the contest.



City of Palmer is now accepting nominations for
***Business Beautification
Landscape Contest***

Nominations are due by July 3, 2023

Those nominated will be contacted and a picture taken for the contest. These pictures will be posted on the City of Palmer Facebook page and the 3 pictures with the most votes by July 17th will win the contest.

***Competition is limited to businesses inside
Palmer city limits***

*Please send nominations to Kristin Elieff at kellieff@palmerak.org
Please include the address and what you like about the landscape.*



There is more to a great yard than just green grass...



City of Palmer is now accepting nominations for
Yard Beautification Contest



Nominations are due by July 3, 2023

Those nominated will be contacted and a picture taken for the contest. These pictures will be posted on the City of Palmer Facebook page and the 5 pictures with the most votes by July 17th will win the contest.

***Competition is limited to lawns/gardens
inside Palmer city limits***

*Please send nominations to Kristin Elieff at kellieff@palmerak.org
Please include the address, what you like about the yard, and name of yard owner if available.*

Mayor Steve Carrington



MATANUSKA-SUSITNA BOROUGH
Office of the Borough Manager
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-8689 • Fax (907) 861-8669
Mike.Brown@matsugov.us

June 20, 2023

Manager John Moosey
City of Palmer
231 W. Evergreen Avenue
Palmer, AK 99645

VIA Email: jmoosey@palmerak.org

RE: Senior and Disabled Veteran Exemption

Dear John,

As the Borough was preparing tax bills for printing, it came to Borough Finance staff's attention that the recent increase in the City of Palmer senior/disabled veteran exemption, Ordinance 22-007, was not approved by voters. Alaska Statute 29.45.050(i) allows any municipality to exempt an amount above the \$150,000 mandatory exemption if the voters approve the extra amount. Until last year, the Borough and Palmer both had in place the mandatory exemption of \$150,000 and an optional exemption of \$68,000 for a total exemption of \$218,000.

Last year, the Borough put on the ballot a question to increase that optional exemption to \$114,000 and index an increase annually according to a Federal housing cost index. That ballot question passed, resulting in a total Borough exemption of \$264,000.

As a Home Rule Municipality, Palmer is only subject to certain portions of AS Title 29. Still, the Borough believes Palmer is subject to the voter ratification rule for the senior/disabled veteran optional exemption. The reason the Borough is bringing this matter forward is that the Borough must assess and collect the real property tax levy for Palmer.

The Borough is printing tax bills and collecting real property taxes based on Palmer's Ordinance 22-007 with a \$300,000 senior/disabled veteran exemption. The Borough suggests that the remedy for this matter is for the City of Palmer to place the Ordinance before voters for ratification this fall with an effective date of January 1, 2023.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Brown".

Michael Brown
Borough Manager

Providing Outstanding Borough Services to the Matanuska-Susitna Community

**City of Palmer
Resolution No. 23-019**

Subject: Authorize the City Manager to Appropriate Funds from the Unassigned General Fund Balance and Award a Contract for Architectural Design Services to Evaluate Alternatives to Repair, Renovate and Expand or Replace the Palmer Public Library and Award a Professional Service Contract to Wolf Architecture Inc. in the Amount Not to Exceed \$160,000

Agenda of: June 27, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: Brad Hanson, Community Development Director

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ **160,000**

This legislation (√):

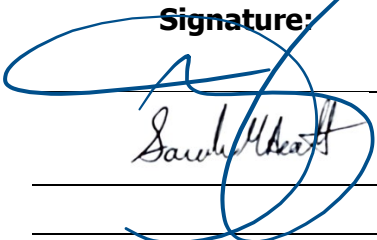
- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 160,000
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-01-10-6078 Transfers Out; 08-00-00-3673 Transfers from Other funds
- Not budgeted 08-01-19-6220 Engineering Design Services

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Resolution No. 23-019
2. Request for Proposals for Architectural Service
3. Professional Services Contract - Draft

Summary Statement/Background:

On February 15, 2023, the Palmer Public Library suffered a catastrophic collapse of the south facing roof over the childrens’ section of the Palmer Public Library. The City Council authorized the city manager to issue a Request for Proposals (RFP) for architectural services to evaluate the feasibility of repairing, expanding, or replacing in its entirety, and provide planning and design services for future needs of the Palmer Public Library. The RFP was issued on April 10, 2023, and closed on May 19, 2023. Five proposals were received, and all deemed responsive. The RFP review committee interviewed the two highest rated respondents on-site of one of their projects on Friday June 9 and Monday June 12. Results of the RFP respondents rating are below:

Firm	Points	Architects Alaska			ECI/Hyer			MCG Explore Design			Stantec Architecture Inc.			Wolf Architecture		
		1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Qualification and Experience of Staff	30 Pts	20	28	24	15	26	24	28	25	25	20	24	23	26	29	27
Past Performance	30 Pts	25	27	23	18	28	22	28	26	26	25	24	23	26	30	25
Project Approach	30 Pts	10	15	20	15	18	21	28	25	23	30	24	27	26	28	25
Fee Structure	10 Pts	6	6	6	5	5	5	9	9	9	4	4	4	9	9	9
Total		61	76	73	53	77	72	93	85	83	79	76	77	87	96	86
Total All Reviewers		210			202			261			232			269		

This resolution authorizes an expenditure of \$160,000 for design services and selection of a qualified firm. A portion of this appropriation is eligible for reimbursement from insurance for repair of the library.

The State of Alaska Legislature appropriated \$5 million toward this project. The final budget has not been signed by the Governor. The final insurance settlement has not been announced; however, it is expected to be between \$2 million and \$3 million. At present it is anticipated that there will be \$7-8 million available for the project. We expect further funding for the project will be from a combination of municipal, state, federal, private foundations and individuals. Completion of the expansion and renovation work is contingent upon successful fundraising efforts, and we expect our selected architecture firm to assist us with fundraising.

The RFP issued asked respondents to provide a framework for soliciting feedback from the City Council, staff and community to determine the architectural features and programming needs of a future Palmer Library.

The Palmer Public Library was built in 1985. In 2004 a Needs Assessment was completed by Wolf Architecture, of Palmer. At that time the facility was determined to be undersized to meet the needs of the population base. The building is deemed to be at full capacity, with no current alternatives for expansion or underutilized areas. The library’s capacity did not meet needs in 2004. The library houses a collection of 69,000 items. Library services have expanded, and use has increased dramatically. In 1985 the Palmer Public Library housed 18,000 items. Today the library has 9,068 card holders in the community of 32,000+ residents. The library has become the resource center, the technology center and the intellectual center of Palmer. Nearly 450 people walk through our doors every day for library services and programming.

Thirty-eight years after the cornerstone was set on the “new” Palmer Public Library, we are realigning library priorities to meet the changing needs of our community. This inevitably impacts the space and design of our building. Library services have changed dramatically since the first Palmer Public Library in the 1930’s. Our future depends on our success in integrating technology into our physical structure to ensure access to our increasingly networked world.

Administration’s Recommendation:

Approve Resolution No. 23-019 authorizing the City Manager to appropriate \$160,000 from the unassigned general fund and award a professional services contract with Wolf Architecture Inc.

LEGISLATIVE HISTORY

Introduced by:

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 23-019

A Resolution of the Palmer City Council Authorizing the City Manager to Appropriate Funds from the Unassigned General Fund Balance and Award a Contract for Architectural Design Services to Evaluate the Feasibility of Alternatives to Repair, Renovate and Expand, or Replace the Palmer Public Library and Award a Professional Services Contract to Wolf Architecture Inc. in the Amount Not to Exceed \$160,000

WHEREAS, the City of Palmer, Alaska (the "City") is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and the City has determined that the matters set forth in this resolution are not prohibited by law or the charter; and

WHEREAS, on February 15, 2023, the Palmer Public Library suffered a catastrophic collapse of the roof from snow load; and

WHEREAS, the Palmer Public Library is a vital community asset, brings people together, strengthens community identity by attracting residents for diverse purposes, and provides a safe and trusted destination for all generations. The library is a welcoming place that fosters personal connections by providing the space for collaboration and creation; and

WHEREAS a Request for proposals was issued for architectural design services to evaluate the feasibility of repairing, renovating or replacing; and

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby appropriates funding from the Unassigned General Fund Balance for design services for feasibility alternatives for the reconstruction of the Palmer Public Library.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Palmer City Council hereby authorizes the City Manager to enter into a Professional Services Agreement with Wolf Architecture Inc. for architectural design services.

Approved by the Palmer City Council this ____ day of _____, 2022.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

**City of Palmer
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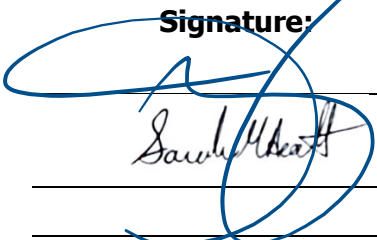
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Yes:

No:

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Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

PALMER LIBRARY

ARCHITECTURAL DESIGN SERVICES

RFP #23-001 LIB

WOLF
ARCHITECTURE

Cover Letter	
Qualifications and Experience of Staff	4
Past Performance	7
Project Approach	26
Resumes	30
Fee Structure	Appendix



Original Palmer Library (Image courtesy of Palmer Museum of History & Art)

DEAR MR. HANSON AND MEMBERS OF THE EVALUATION COMMITTEE,

It was near tragedy on that cold February evening, when after record snows and bitter winds, the Palmer Public Library roof collapsed, narrowly sparing seven souls. Books were buried in debris, shelving and desks and casework were destroyed; the community was left without its central gathering place.

At Wolf Architecture, we share an understanding of near tragedy, certain loss, and silver linings. Our Palmer office caught fire and burned on an equally cold night in February, in 2006. Thankfully, no one was injured, but as we entered the building later and retrieved the few fragments of furnishings, ice-crusting computers, and splintered hand-built models, it was apparent that our future was about to change, significantly.

It isn't often that the hometown architecture firm can design a community cornerstone like the public library. We take enormous pride in contributing to our town and have been fortunate to assist many public and private clients during our 24 years of practice here. This is a singular chance for Palmer to envision and create a new center for town—the ultimate silver lining! The new library will serve as a vibrant welcoming building, reinforcing the ongoing revitalization of our town. We envision a modern structure that reflects the unique character and charm of Palmer. The Wolf team is invested in this community and is the design team best suited to help our community overcome adversity and create the new Palmer Library.

When it comes to designing the Palmer Library, our team offers several distinct advantages for your project.

We have the **Expertise**—Paired with our Valley-based team, we've added an experienced library planning consultant who brings a strong understanding for current library functionality, new technologies, and community-based outcomes.

We have the **Aptitude**—Small town projects are often budget challenged—our practice is successful because we are very good at working with communities to create solutions within tight budgetary constraints. We know how to work to get the most out of your budget – and we can do this better than any design firm in Alaska.

We have the **Investment**—Palmer is our town. We chose to live and work here rather than going to Anchorage. We are prepared to engage with the Palmer community, library patrons, and stakeholders and guide them through a process to realize a functional, durable design, that will reflect Palmer and the pride we all share.

You'll not find a more thoughtful, talented, and committed team of designers for the Palmer Library project. We are a mere five-minute walk from the job site with nationally accredited award-winning expertise. Wolf is the team for the job.

Thank you once again for your consideration. We look forward to discussing further how to fulfill your objectives. This proposal is in effect until a contract for the work is awarded.

Qualifications and Experience of Staff (c)

Describe the relevant and specific experience of the firm or individual in providing similar services. Identify the relevant and specific experience of any subcontractors that may be used. Include resumes of key personnel highlighting their pertinent qualifications and any achievements unique to the services requested.

(c) Design team roles:

- i. Identify the project lead and project team for public input and outreach.*
- ii. Identify the project team making presentations and conducting stakeholder interviews.*
- iii. Identify the lead design architect and the design team.*
- iv. Identify the sustainability coordinator.*
- v. Identify all key personnel and sub-consultants involved in the project.*
- vi. Identify support team members - landscape architect, civil engineer, structural engineer, mechanical engineer, acoustic engineer, lighting designer, etc.*

WE'RE THE TEAM TO REFOCUS A COLLECTIVE MISSION AND VISION FOR THE NEW PALMER LIBRARY

An experienced and quality team is essential to an inclusive process and a successful project outcome. Libraries are a community cornerstone--as much in today's connected world as ever. Designers of essential, public facilities must be more than simply good at understanding how a building functions they must understand how the community functions--the sensitivities and celebrations, what we are and aspire to be. There is no firm more qualified to do that than Wolf Architecture.

Firm founder, and Project Lead, Gary S. Wolf, is a life-long Palmer resident who built his practice in the town of his birth. Project Design Lead, Laura Read, elected to return to Palmer for her professional career. Joined by Sustainability Coordinator, Jason Collins, and Public Engagement Lead, Chris Whittington-Evans, Wolf Architecture principals have lived a combined total of more than 14 decades in Palmer. Our offices--headquartered in Palmer for nearly 25 years--are four blocks

from the project site, a 3 minute walk. We grew up checking out books, reading at story time, and using the community room. Up until February 15th, our children continued to use and enjoy the Palmer Library.

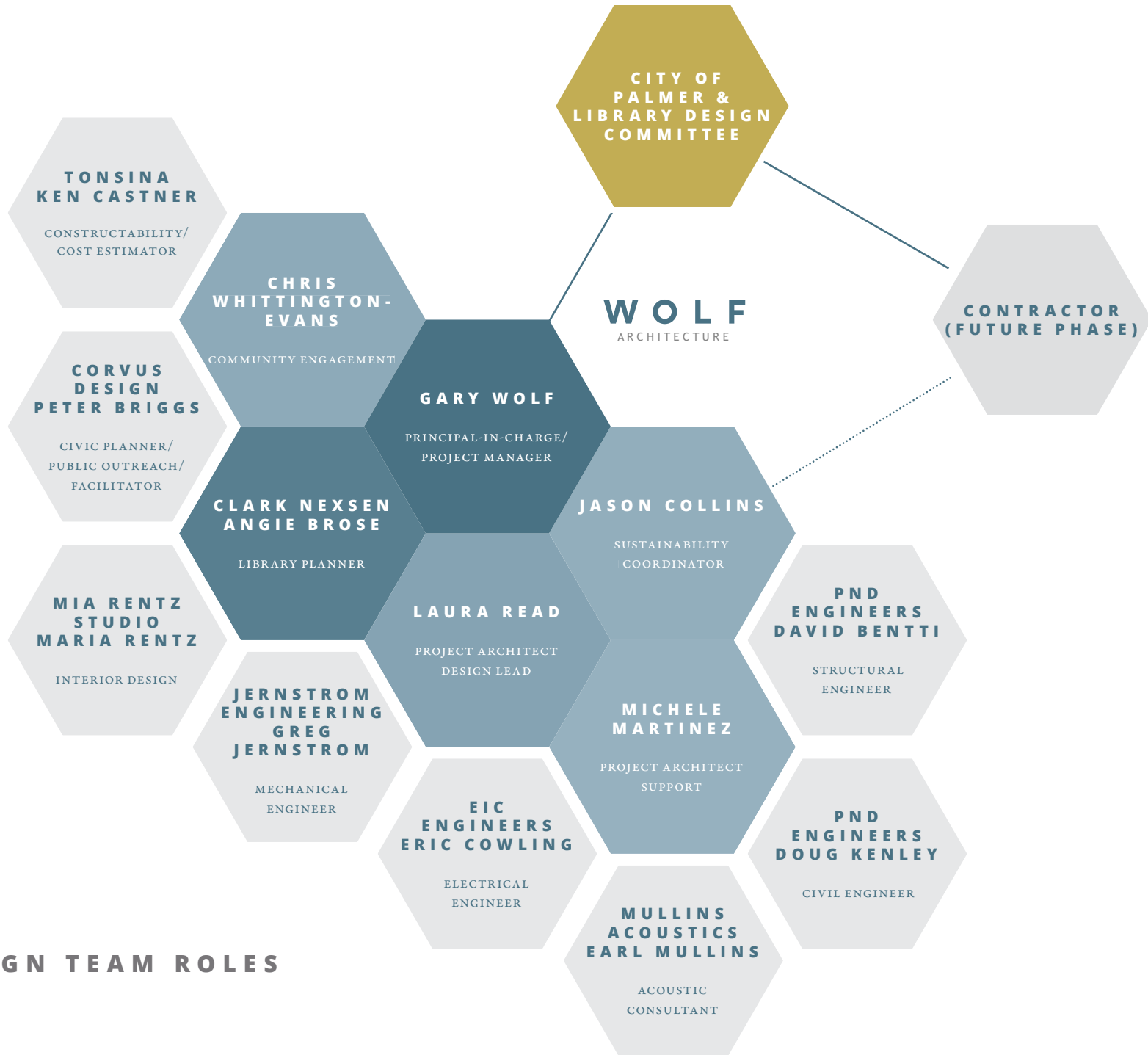
Together with our outreach and library consultants, Wolf is uniquely situated to gather stakeholder input, quantify project needs, and synthesize innovative and site appropriate design alternatives. Our successes include securing funding for community projects like this one. Our needs assessments and concept design efforts have helped finance cultural, visitor, educational, and other projects including libraries.

When it comes to analysis of aged community facilities, our team brings efficiency and informed objectivity. Wolf is adept at evaluating wood-framed, Colony-era structures and their more contemporary counterparts. Across the Valley and beyond, Wolf has assessed, upgraded and added to scores of structures--all with healthy community input and results that exceeded expectations.

HOME TOWN CONNECTION

Over the past quarter century, Gary Wolf and his team have helped shape Palmer's commercial, municipal, and historical landscape, contributing to the design/renovation of over 50 individual structures within the City Center. No other team can claim a similar level of experience and qualification in providing guidance for Palmer's most important public project in 40 years.

In 2015, after a two year assessment and concept period, Wolf completed a 18,359sf addition to the original Palmer Central School (Dorothy Swanda Jones building), the anchor for the original Matanuska town plan and current Mat-Su Borough Administration Building.



DESIGN TEAM ROLES

In 2008 and 2017, Wolf assisted in the renovation of the Colony-era Trading Post (Dahlia Street Market/Alehouse) building, revitalizing east Palmer's commercial district into a lively, and celebratory gathering place. Wolf created Palmer's second Planned Unit Development district at Arbor Estates and has assisted in planning for the former Matanuska Maid Dairy.

Along with a distinct familiarity of the surrounding buildings and site, our team knows the existing structure intimately. In 2004, Wolf worked with Library staff and stakeholders in completing a needs assessment, concept design, and cost estimate. PND Engineers of Palmer recently conducted the post-collapse investigation. This unique understanding offers the City an advantage in time and resources to achieve schedule goals.

See Past Performance section for list of our relevant work.

COMMUNITY ENGAGEMENT

Involving users in the process isn't an add-on; it's the essence of our work contributing meaning and purpose to the development of civic open spaces, libraries, museums, visitor centers, schools, and public safety facilities by Wolf. Each engagement effort we design is specific to the needs of the project at hand, to receive information that shapes outcomes reflecting the needs and desires of the community. Recent public engagement efforts by team members include the Valdez Comprehensive Plan, the Kodiak and Valdez Fire Stations, Valdez Museum, Mat-Su Borough Gateway Visitor Center, and American Academy Charter School.

Chris Whittington-Evans and Peter Briggs have led several of these processes and along with our library planner, Angie Brose, will provide exceptional outreach, participation, and consensus-building expertise.

FINANCING SUPPORT

In the last decade, Wolf has successfully assisted public and non-profit entities in securing over \$30million in public and foundation grant funds. In addition, our expertise in energy efficient design has resulted in USDA Energy Grants on all six projects for which we applied, paying for over 25% of the cost of those upgrades.

Wolf Architecture Team -- For more information related to specific team member experience, see Resumes at the end of document.

WOLF ARCHITECTURE DESIGN AWARDS:

- + AIA Award of Merit
- + AIA Citation Award
- + A4LE NW Pinnacle Award
- + A4LE Project of Recognition
- + LEED Gold (first School in Alaska)
- + DEED Collaborative for High Performance Schools
- + Energy Star Designed & Certified
- + Federal HPSB (High Performance Sustainable Building)

Financing for community projects is always challenging. Even the most obvious needs can be easily overlooked. Our successes with securing Federal, State and private foundation grants include:

- + Gateway Visitor Center-- \$6.7m (EDA)
- + Fronteras Spanish Immersion Charter School--\$7m (USDA-RD)
- + Kodiak Fire Station-- \$7m, \$15M (USDA-RD, Alaska Capital Grant)
- + Musk Ox Farm - \$1.2m (Rasmuson, Mat-Su Health Foundation)
- + Children's Place - \$1.2m
- + Willow Library - \$1.7m (Mat-Su Health Foundation)
- + Fronteras Charter School - \$6.9m (USDA)
- + Valley Recycling - \$5.9m (EPA, ADEC)

Past Performance

Success in working with municipalities design services is a key component of these evaluation criteria. Provide a descriptive list of successful projects in small cities and rural communities completed by the consultant. A list should identify the type of production and client identifications with points of contract. Also identify whether or not the project was completed on time and within budget.

Prior to, and since its founding in 2000, the team at Wolf Architecture have been working with rural Alaskan communities assisting in the planning and development of needed infrastructure. Living and working in Palmer is of great benefit with rural clients because we have shared experience and understand firsthand the challenges and benefits of living in a rural area.

The Wolf Architecture Studio provides a full range of services from community outreach and feasibility studies to master planning and full design and modeling services. We are a hands-on office and are all fully engaged. We all enjoy being involved in every aspect of the design process up to and through Owner occupancy.

Yet we go further. WA is able to help our clients save money on long term operational costs through our sustainable design expertise. We have provided in-house energy modeling services for over 1.7 million square feet of commercial space which has saved our clients over \$2.4 million dollars in energy savings. On average our buildings are 34% more efficient than a standard code compliant building. This will translate to long term savings for the City of Palmer.

While we are able to write about our work and reflect on our accomplishments, the real proof is in what our clients say about us.

In the following pages you will find projects exemplifying our Municipal, Palmer, public process and community gathering experience. Many of these projects are also exemplary of our assistance in fundraising success.

In response to Past Performance, we present a diverse portfolio, featuring the successful completion of 24 Libraries by our experienced team. This comprehensive compilation serves as tangible proof of our planning and design expertise and abilities, ideally suited for the Palmer Library. The selected projects exemplify our aptitude to design a 21st century Library and new hub for downtown Palmer. Moreover, our intimate understanding of the community, coupled with our longstanding relationships, further strengthens our commitment to a successful design process. To provide a structured overview of our projects, we have categorized them as follows:

Gathering Spaces

Community Outreach

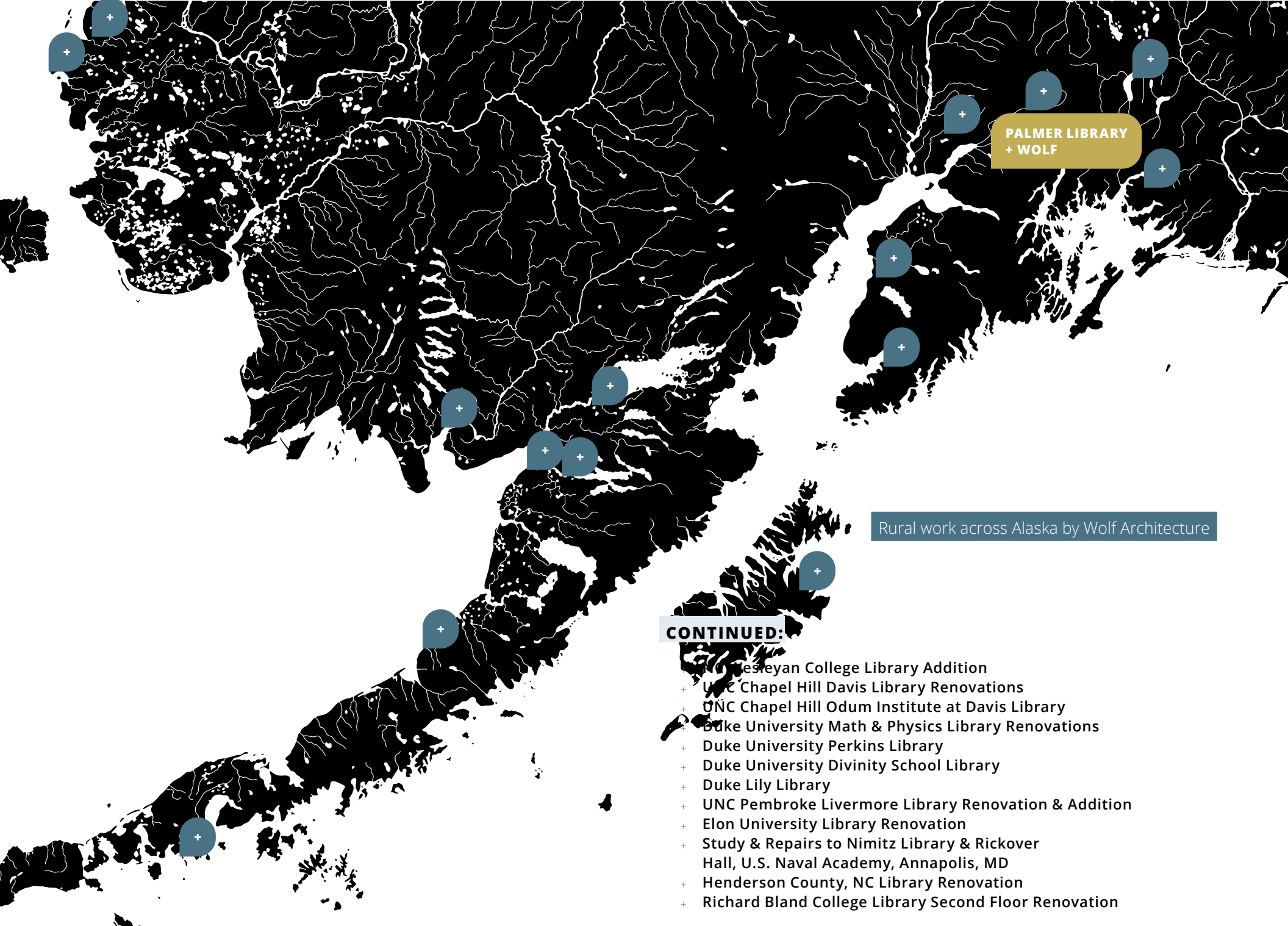
Palmer Connection

Library Experience by Wolf+Angie Brose/Clark Nexsen

- + **Joe Redington High Library and Media Labs**
- + **Mat Su Day School Media Center**
- + **Mat-Su Central Library and Media Café**
- + **Talkeetna Library Renovation and Energy Upgrades**
- + **Charlotte New Main Library**
- + **James B Hunt Jr. Library, NCSU**
- + **Alderman Library Expansion and Renovation**
- + **Randall Library Renovation & Addition**
- + **Student Success Center, Old Dominion University**
- + **USC Lancaster, Medford Library Addition & Renovation**
- + **NCSU Learning Center at DH Hill Library**

SELECTED RELEVANT PROJECTS IN SMALL CITIES AND RURAL COMMUNITIES--WOLF ARCHITECTURE

PROJECT NAME	PUBLIC PROCESS	NEW CONSTRUCTION	RENOVATION	PALMER	CLIENT: MUNICIPALITY	ON TIME/ WITHIN BUDGET	CLIENT CONTACT
ACADEMY CHARTER SCHOOL	+	+		+	+	+	MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT TONY WEESE, 907-864-2003, ANTONIO.WEESE@MATSUK12.US
AMERICAN CHARTER ACADEMY		+			+	+	
BURCHELL HIGH SCHOOL			+	+	+	+	
BUTTE ELEMENTARY			+		+	+	
COLONY HIGH SCHOOL			+		+	+	
MACHETANZ ELEMENTARY			+		+	+	
MAT-SU CENTRAL LIBRARY & MEDIA CAFE	+		+		+	+	
MATSU DAY SCHOOL	+		+		+	+	
PALMER HIGH SCHOOL			+	+	+	+	
PALMER JR MIDDLE SCHOOL			+	+	+	+	
REDINGTON JR/SR HS	+	+			+	+	
SHAW ELEMENTARY			+		+	+	
SNOWSHOE ELEMENTARY			+		+	+	
SUTTON ELEMENTARY			+		+	+	
TWINDLY BRIDGE CHARTER			+		+	+	
WASILLA HIGH SCHOOL			+		+	+	
WILLOW ELEMENTARY					+	+	
GOVERNMENT PEAK CHALET	+	+		+	+	+	MATANUSKA-SUSITNA BOROUGH DON JOURDIAN, 907-861-7707, DONALD.JOURDIAN@MATSUGOV.US BONNIE QUILL, MSCVB, 907-355-1862, BONNIE@ALASKAVISIT.COM MARTHA SHOENTHAL, 206-886-8865, MRSCHOENTHAL@GMAIL.COM
MSB ANIMAL CARE FACILITY		+	+	+	+	+	
GATEWAY VISITORS CENTER	+	+		+	+	+	
WILLOW LIBRARY FEASIBILITY/CONCEPT	+	+		+	+	+	
VALLEY CENTER FOR RECYCLING (VCRS)					+	+	
DOROTHY SWANDA JONES			+	+	+	+	
TALKEETNA LIBRARY RENOVATION	+	+	+		+	+	
CCS FAIRVIEW		+			+	+	
CCS PALMER		+			+	+	
CLARE SWAN EARLY HEADSTART			+		+	+	
CITC SUPER FAB LAB			+	+	+	+	
KACHEMAK-SELO ELEMENTARY	+			+	+	+	KENAI PENINSULA BOROUGH *
KENAI SENIOR SIDING			+		+	+	
KENAI WARM STORAGE FACILITY		+			+	+	
KODIAK FIRE STATION	+	+			+	+	CITY OF KODIAK MATT HOLMSTROM, 907-942-2234, MHOLMSTROM@CITY.KODIAK.AK.US
KODIAK HARBOR RESTROOMS		+			+	+	
MUSK OX FARM EDUCATION CENTER			+	+	+	+	MUSK OX EDUCATION FARM MARK AUSTIN, 907-745-4151, MARK@MUSKOFARM.ORG
YA NE DAH AH SCHOOL	+		+		+	+	
PALMER PUBLIC LIBRARY ASSESSMENT				+	+	+	CITY OF PALMER * CITY OF UNALASKA *
UNALASKA AQUATICS CENTER			+		+	+	
VALDEZ FIRE STATION	+	+			+	+	CITY OF VALDEZ NATE DUVAL, 907-835-5478 EXT 1, NDUVAL@VALDEZAK.GOV
VALDEZ MUNICIPAL RENOVATIONS			+		+	+	
VALDEZ COUNCIL CHAMBER RENOVATION	+	+	+		+	+	
VALDEZ MUSEUM SCHEMATIC DESIGN	+	+			+	+	



PALMER LIBRARY
+ WOLF

Rural work across Alaska by Wolf Architecture

CONTINUED:

- + Wesleyan College Library Addition
- + UNC Chapel Hill Davis Library Renovations
- + UNC Chapel Hill Odum Institute at Davis Library
- + Duke University Math & Physics Library Renovations
- + Duke University Perkins Library
- + Duke University Divinity School Library
- + Duke Lily Library
- + UNC Pembroke Livermore Library Renovation & Addition
- + Elon University Library Renovation
- + Study & Repairs to Nimitz Library & Rickover Hall, U.S. Naval Academy, Annapolis, MD
- + Henderson County, NC Library Renovation
- + Richard Bland College Library Second Floor Renovation

* Relevant contacts no longer available

COMMUNITY GATHERING SPACES

MAT SU DAY SCHOOL

Size: 25,160sf

Year Completed: 2015

Cost of Construction: \$9.67M

Delivery Method: Design-Bid Build

New Construction

Natural light, along with warm colors and materials, create a comfortable and inviting environment. Student areas are located close to support areas, and the interior has unobstructed site lines and visibility to allow supervision without feeling institutional. Large art glass windows, promote connectivity with the rest of the school.

Mat-Su Day School received an AIA Citation Award in 2015 for Excellence in Architecture. The same year this project also was a Project of Recognition Winner for the Association For Learning Environments (A4LE) Alaska Chapter design awards. In 2017 Mat-Su Day School was recognized as an Outstanding Project by Learning By Design Magazine. This project was delivered on time and within budget.

REDINGTON JR/SR HIGH SCHOOL

Location: Knik, Ak

Year Completed: 2015

Size: 107,000sf

New Construction

The 6000sf of library and media labs at Redington Jr/Sr High School include resource rooms, librarian's office, and two media Labs. This has now grown to include two more Media Labs (1,800sf), each of which include 30 computer workstations. This project was delivered on time and within budget.

RICHLAND LIBRARIES, ST ANDREWS BRANCH

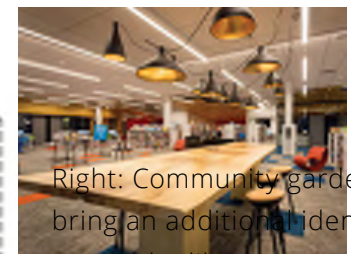
Experience by our Library Consultant Angie Brose while at Liollo Architecture

Location: Columbia, SC

Year Completed: 2017

Size: 15,000sf

New Construction



Right: Community gardens bring an additional identified use to the library grounds, tying the building into its surroundings.

Floor Plan



Mat-Su Day School library



St Andrews Branch community garden

MUSK OX FARM EDUCATION CENTER

Location: Palmer, AK

Year Completed: 2019

Delivery Method: CMGC

Renovation

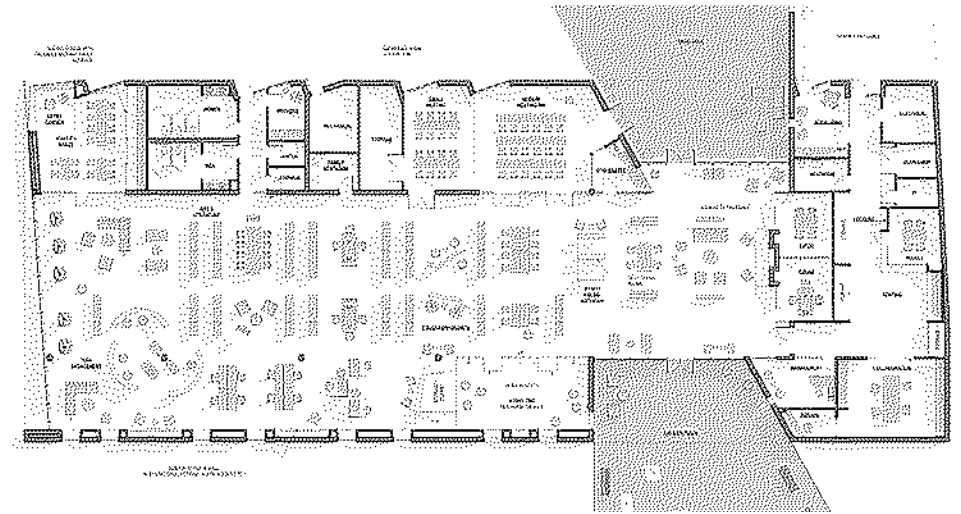
Funds Raised: 1.2m (Rasmuson, Mat Sa Health Foundation)

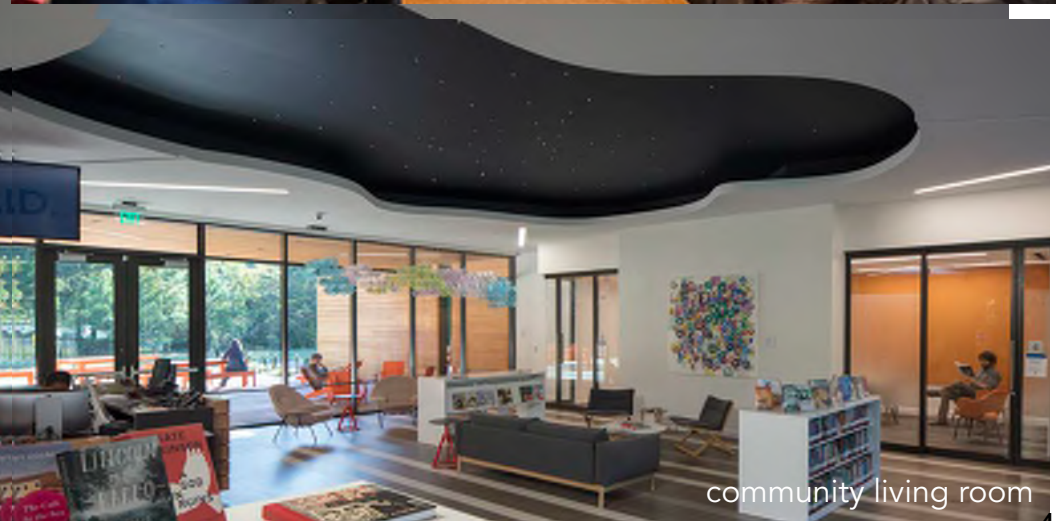
The scope of this project was to renovate an historic, aging, colony-era barn to increase functionality, efficiency and accessibility to the Musk Ox Farm visitor facility.

The barn structure was constructed in 1935 and served in that capacity until it was retrofitted into a gift shop and exhibit space in the late 1980's. This first renovation created finished, yet unconditioned space on the first floor. The hayloft remained inaccessible and unused. This adaptive reuse project was the perfect opportunity to create a contemporary visitor support facility while maintaining and preserving the historic iconic colony barn. The lower level houses a larger museum, a new gift shop, restrooms, and administrative office space. The second level, the loft, is a new classroom and maker space. It is fully accessible with two stairs and a new elevator housed in the grain elevator. The design utilizes natural, sustainable products and was delivered in 2020, on time and within budget.

"Wolf Architecture brought amazing creativity, attention to detail, awareness of an incredible diversity of building materials, historical respect, and professionalism to the entirety of the project. Wolf was there throughout the building process providing exceptional support to the project by working with the nonprofit/owner and the General Contractor ensuring everything went as planned, budgeted, and made thoughtful and effective adaptations when necessary."

Mark Austin, Executive Director Musk Ox Development Corporation



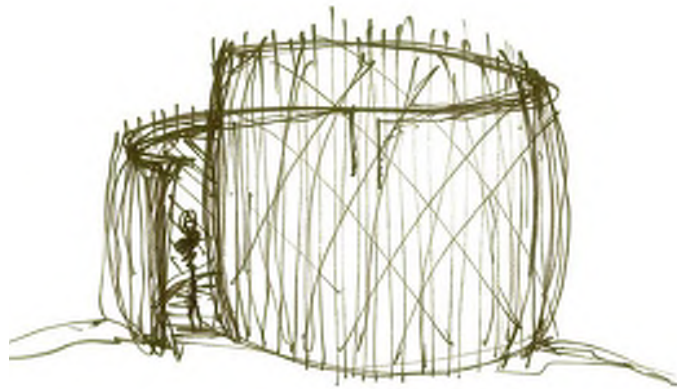


Renovate

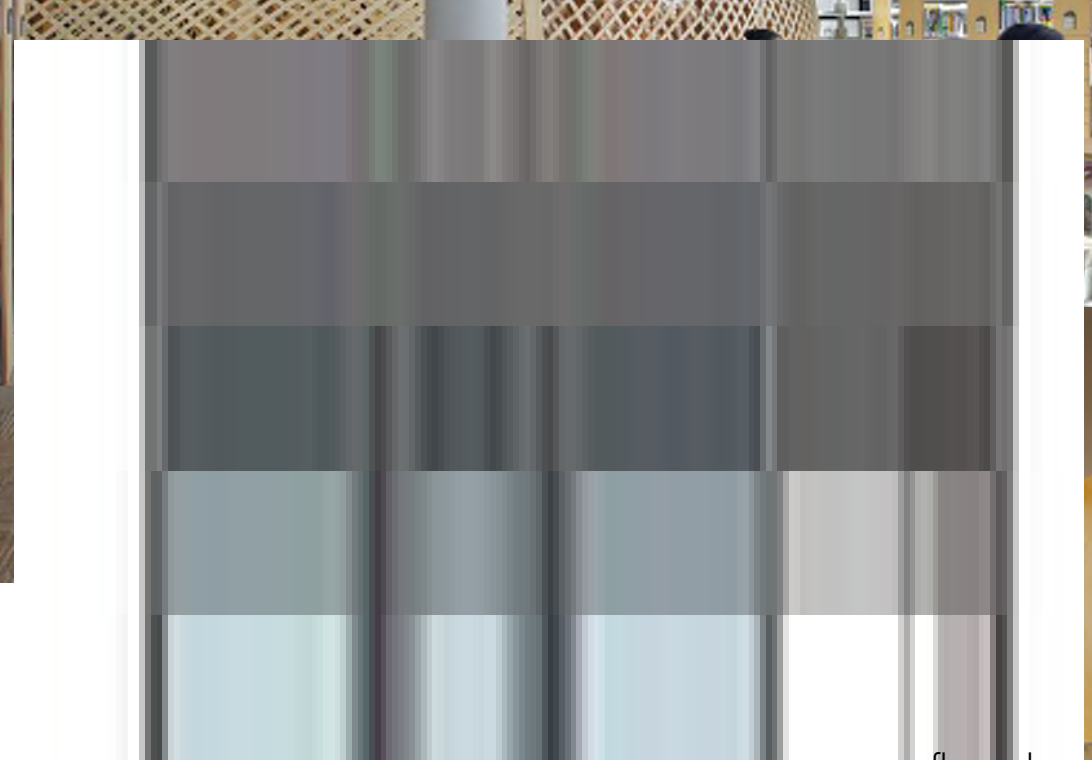
Main entry, silo elevator

gift shop

community living room



Sketch gullah room



floor plan



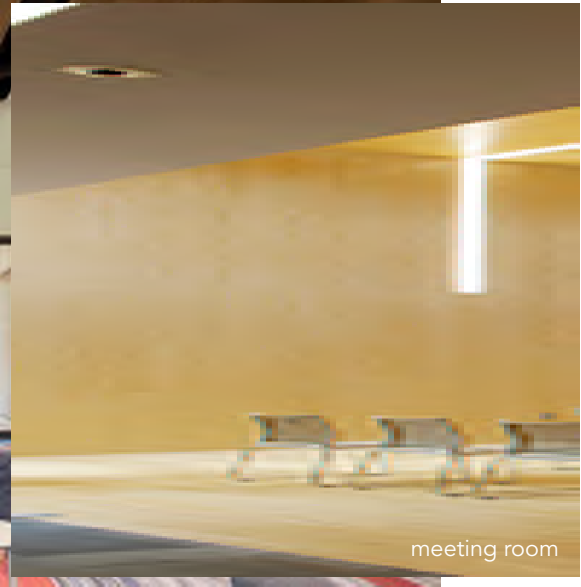
reference desk



ST. HELENA LIBRARY, ST. HELENA ISLAND, SC. completed with Liofilio Architecture



gullah room



meeting room



markerspace with artist corner



PUBLIC PROCESS

VALDEZ FIRE STATION

Size: 19,000sf

Year Completed: 2021

Cost of Construction: \$15.9M

Delivery Method: CMGC

New Construction

KODIAK FIRE STATION

Size: 21,000sf

Projected Completion: 2023

Projected Cost of
Construction: \$22M

Delivery Method: CMGC

New Construction

Funds Raised: \$7m (USDA-RD),
15m Alaska Capital Grant

GATEWAY VISITORS CENTER

Location: Palmer, AK

Design Completed: 2015

Expected Completion Date: 2024

Square Footage: 10,400sf

Funds Raised: \$6.7m (EDA)

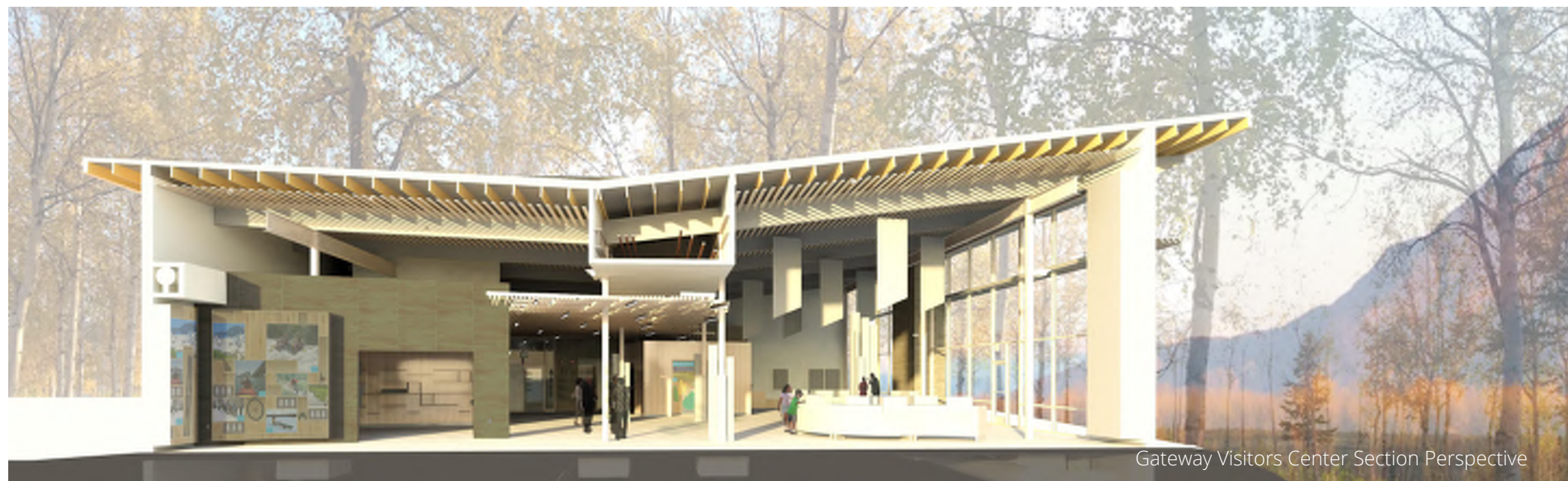
WA was selected through a competitive process to design the new station and assist with garnering the support of the residents of Valdez. Through our efforts we were able to reduce the overall facility footprint, saving over \$7 million from the preliminary estimate. In addition, our sustainability expertise allows the city to continue saving over \$35,000 annually on energy savings.

“Our experience working with Wolf Architecture was extraordinary. Their understanding of fire department needs, the building environment, and their ability to communicate with the community about the project proved to be an asset. In addition, the Wolf Architecture team was very dedicated and hardworking from start to finish on our station build.”

-Valdez Fire Chief Raynor

Similar to Palmer, The City of Kodiak has many diverse community perspectives along with limited interest in investing City funds into public infrastructure. Wolf was tasked with finding common ground, designing a durable and thoughtful contribution to a vibrant park center, and doing so with conscientious spending. Wolf conducted several design charrettes, inviting and assimilating input from the community, stakeholders and user groups. We then presented findings to the community and garnered widespread support. With the concept design in hand, we assisted the City in raising a total of \$22m in outside funds.

Wolf Architecture was selected in 2014 to design a new \$7m Visitors Center for the South Gateway to the Mat Su Borough. The facility is 10,400 sf in area and designed to LEED silver standards. The facility provides offices for the Mat Su Convention and Visitors Bureau, educational space, interpretive trails, and a large gathering area which celebrates the Mat Su Valley. Residents and visitors alike will learn about and directly experience the wealth of cultural, natural, recreational and business amenities in the Mat-Su Valley. The Visitor Center will welcome visitors to the Mat-Su Valley, showcase the natural beauty of the area, promote tourism-related and recreation-related economic development, provide interpretive information about the region’s cultural history and natural attractions, and foster stewardship of the Mat-Su Valley’s cultural and natural identity.



Gateway Visitors Center Section Perspective

“From the beginning Wolf was sensitive to the many different partners the visitor center would represent and organized stakeholder engagement meetings to incorporate feedback. Looking back, I feel this was such an important process and the Wolf team was so receptive and respectful of all the participants. And, it resulted in a stunning design! Another advantage was their local knowledge and commitment to community development. They understand the challenges and opportunities we have in the borough. They choose to live, work, and play here and have a personal stake in the outcomes of their projects. The replacement library will be a public asset and they understand the value it will bring to our community.”

-Bonnie Quill



VALDEZ MUSEUM CONCEPT DESIGN

Completed by Wolf Architecture +
Hennebery Eddy Architects

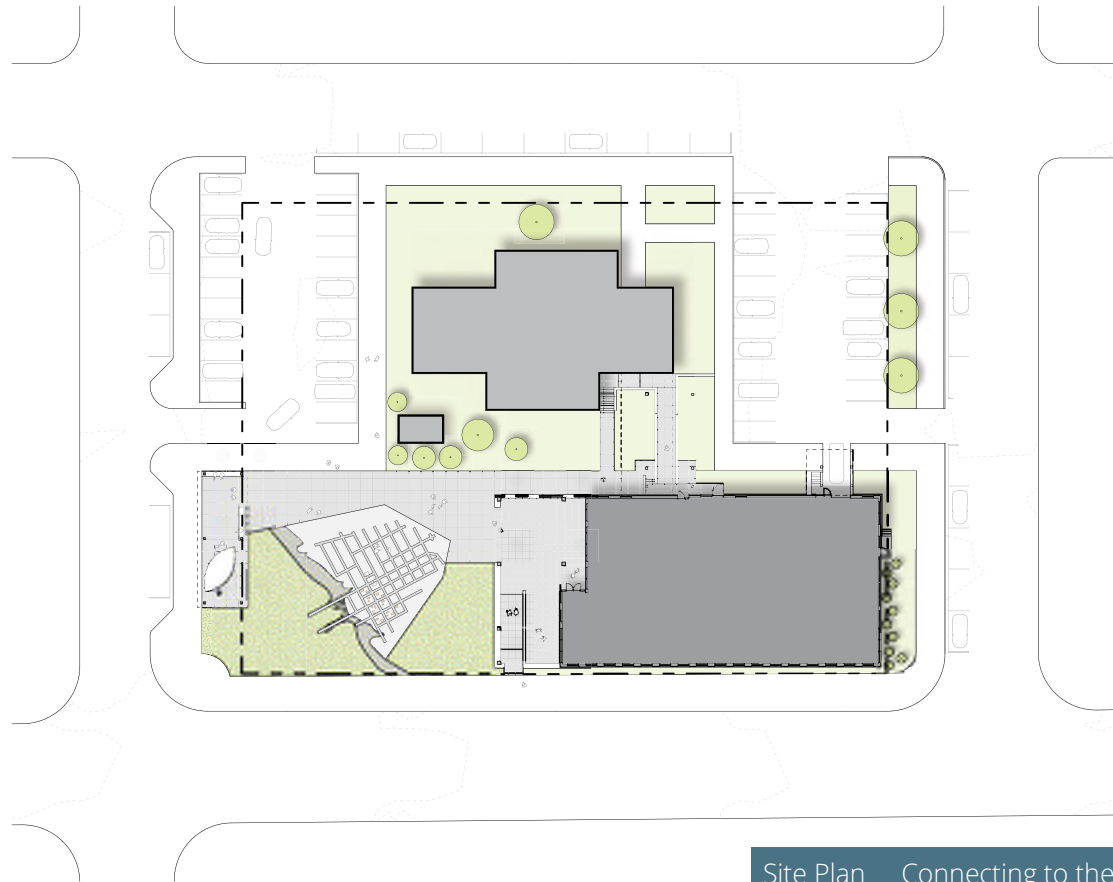
Location: Valdez AK

Design Completed: 2020

23,000 sf

The new 21st century Valdez Museum will house all collections and staff under one roof, creating a sustainable framework that streamlines efficiencies and supports intelligent infrastructure. Centered in the heart of downtown, this lively gathering place will connect culture and community and catalyze City revitalization efforts. Its design and site reflect the surrounding geography and unique regional history. Its mission is to educate through a multi-faceted visitor experience and high quality exhibits and programs.

Wolf Architecture teamed with Hennebery Eddy Architects to create this concept design for fundraising purposes.



Site Plan _ Connecting to the City



Design Charette with User Group



Design Charette with User Group

**WILLOW LIBRARY FORAKER
GROUP FEASIBILITY STUDY**

Location: Willow AK

Work Completed: 2011

Funds Raised: \$1.7m (Mat-Su Health Foundation)

The Willow Public Library offer an excellent example of a project that nearly mimics the scope of work requested by the City of Palmer Library project, including Community Outreach, Programming, Schematic Design, and rough order of magnitude (ROM) estimate for multiple design options for the existing community library:

Wolf Architecture was hired by the Foraker Group to perform a Pre-Design Study for the Willow Community Center to assess the existing facility and determine the costs associated with a building renovation which included removing and reconstructing the existing Willow Library.

The Willow Library is a heavily utilized facility and over the years community members had developed a variety of priorities for the Library. Wolf Architecture, along with the Foraker Group conducted a series of community meetings through which a consensus was developed for the program.

Similar to scope requested for the Palmer Library, our team investigated three options for the Willow library, 1) renovate the interior of the existing Library, 2) Tear down the existing Library and construct a new library with additional space, and 3) Construct a new stand-alone Library building.

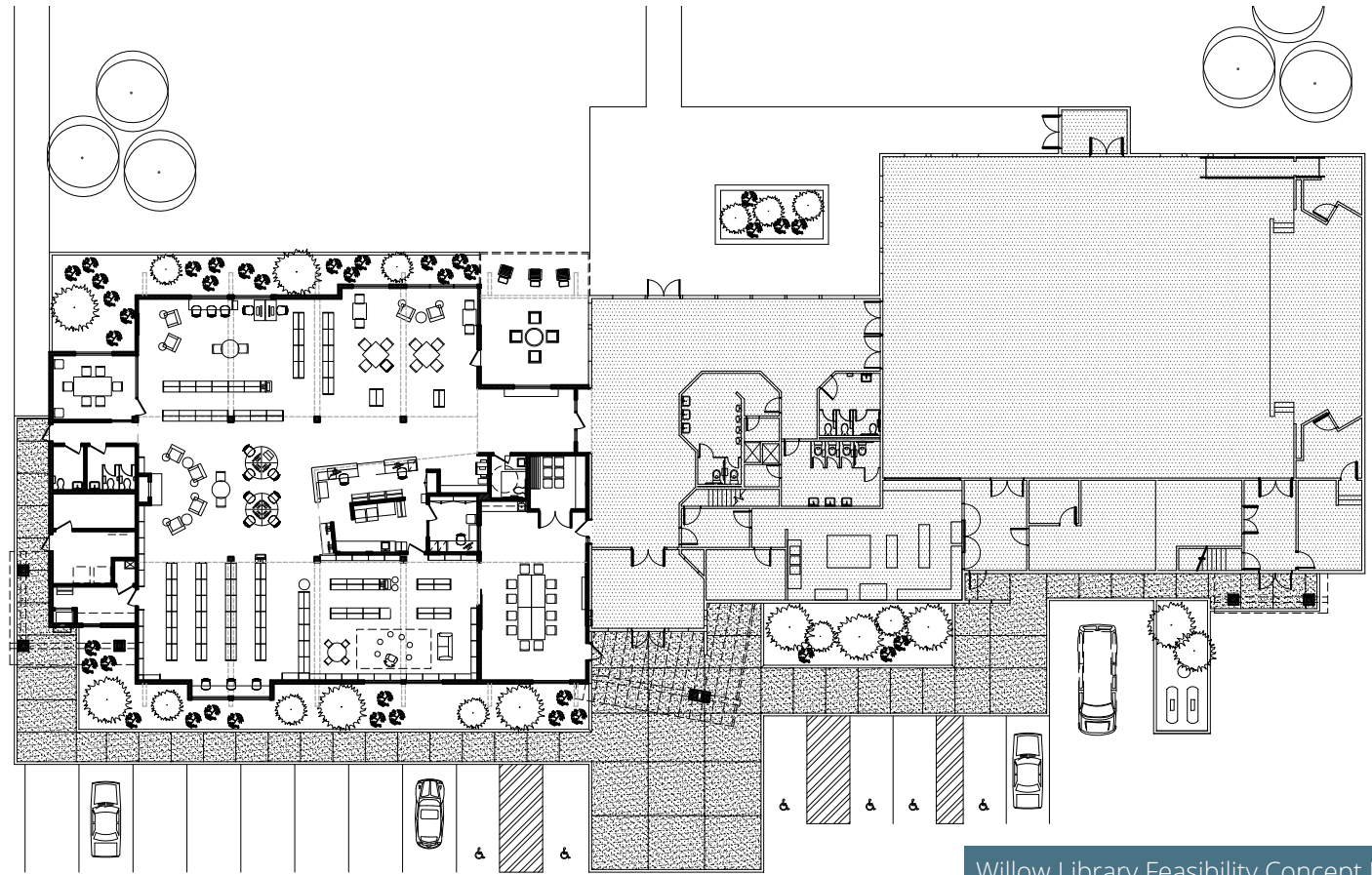
The community discarded the first option immediately because of the limitation imposed by design of the original library addition. The second option offered the benefit of allowing the community the advantages associated with a multi-purpose building, while a new stand-alone structure had the appeal for some who envisioned the Library as a unique stand alone entity. Ultimately it was decided to reconstruct the library which in its original location which was a more cost effective solution with greater community support. The WA effort gave the community of Willow certainty on the appropriate design direction supported with a budget sufficient to achieve a beautiful new Library in Willow.

The work was appropriately scoped and the ROM estimate ensured adequate funding was available for the project. The Willow Library Project was fully funded by the Mat Su Borough and Mat Su Health foundation.

This project was completed on time and within budget.

The deliverables for this project included the following:

- + **Existing Conditions Survey**
- + **Community Outreach Process**
- + **Library Programming**
- + **Concept Design for two separate design approaches**
- + **Schematic Design and ROM Estimate**



Willow Library Feasibility Concept Plan

“Gary Wolf listens, asks non-judgmental questions, and is skilled at drawing out any underlying concerns. He and his office established the concept design collaboratively with the client, seeking input from everyone. Wolf Architecture was always responsive to client concerns, paid attention to the details, delivered when they said they would deliver, and at the cost they said they would charge.”

Martha Shoenthal, Foraker Group Project Manager



PALMER -- HOMETOWN CONNECTION

The City of Palmer was originally master planned as part of the Colony Project. The plan is a classical urban plan for small communities, utilizing a central quad or park as an organizing feature. The Palmer quad was initially planned as a symmetrical feature with buildings lining both sides. The Palmer Library site occupies the northwest corner of the quad.

The original ARRC buildings constructed around the quad are referenced as “Minimal Traditional” according to McAlesters’ Field Guide to Architectural Styles as a “Traditional Transitional Style” from traditional to early modern architecture. The main commercial buildings fronting South Alaska Street were constructed in the late 1940’-early 1950s and represent early “modernism.” Palmer is unique in that the original town planning concept and the original buildings are still a strong presence. This lends Palmer the charm it has and is one of the reasons we love it here. We appreciate the desire that the Library maintains the “feel” of Palmer and have invested time and money into keeping Palmer feeling like Palmer.

Of the over 25 projects completed by Wolf Architecture within the Palmer City limits, we have been responsible for designing three of the significant buildings fronting the Palmer Quad, Dorothy Swanda Jones Administration Building addition (the original Central School), Dahlia Street Market, (Trading Post), and the new ARRC Administration building. In addition, through our efforts and investment, the UAF professor housing block has been maintained near its original design condition. These projects illustrate our efforts to maintain a historical touchstone to the Palmer origins and serve as a historical context for any new design. The renovation and addition to the MSB DSJ Administration Building is an appropriate example of a project scope similar to that requested in the Library RFP.

We at Wolf Architecture understand the sensitivities of Palmer better than anyone. This understanding helped us navigate complications when planning for the upgrades and addition to the original Central School building. The Mat-Su Borough began using the old Central School as administrative space early in the 1980s and subsequently added the south wing onto the structure in 1985. As the borough grew, so did the number of employees and departments. In 2008 the MSB requested WA to conduct a study to forecast future employee increases and assess options for additional office space for the burgeoning staff. Additionally, the assembly space allocated for public meetings was inadequate to accommodate ever-increasing space needs as community involvement increased with the population density.

The scope of work for the study included; 1) a conditions survey of the existing facility focusing on infrastructure limitations, 2) employee growth projections, and 3) a brief study of options and associated costs for providing the needed space to house the workers.

Based on information gathered from the conditions survey and growth projections, planning efforts included developing options for departmental relocation within the existing building, co-locating new satellite structures within a campus-style plan, and finally developing options for retrofitting the existing gymnasium and developing options for addition scenarios. The effort was extensive, and ultimately due to budgetary considerations, the option to complete an addition to the existing facility was agreed upon - with the stipulation that the design response should be completely contextual. A design process ensued, resulting in a solution that infilled an existing east-facing courtyard taking advantage of and resolving issues stemming from multiple floor levels within the existing facility.

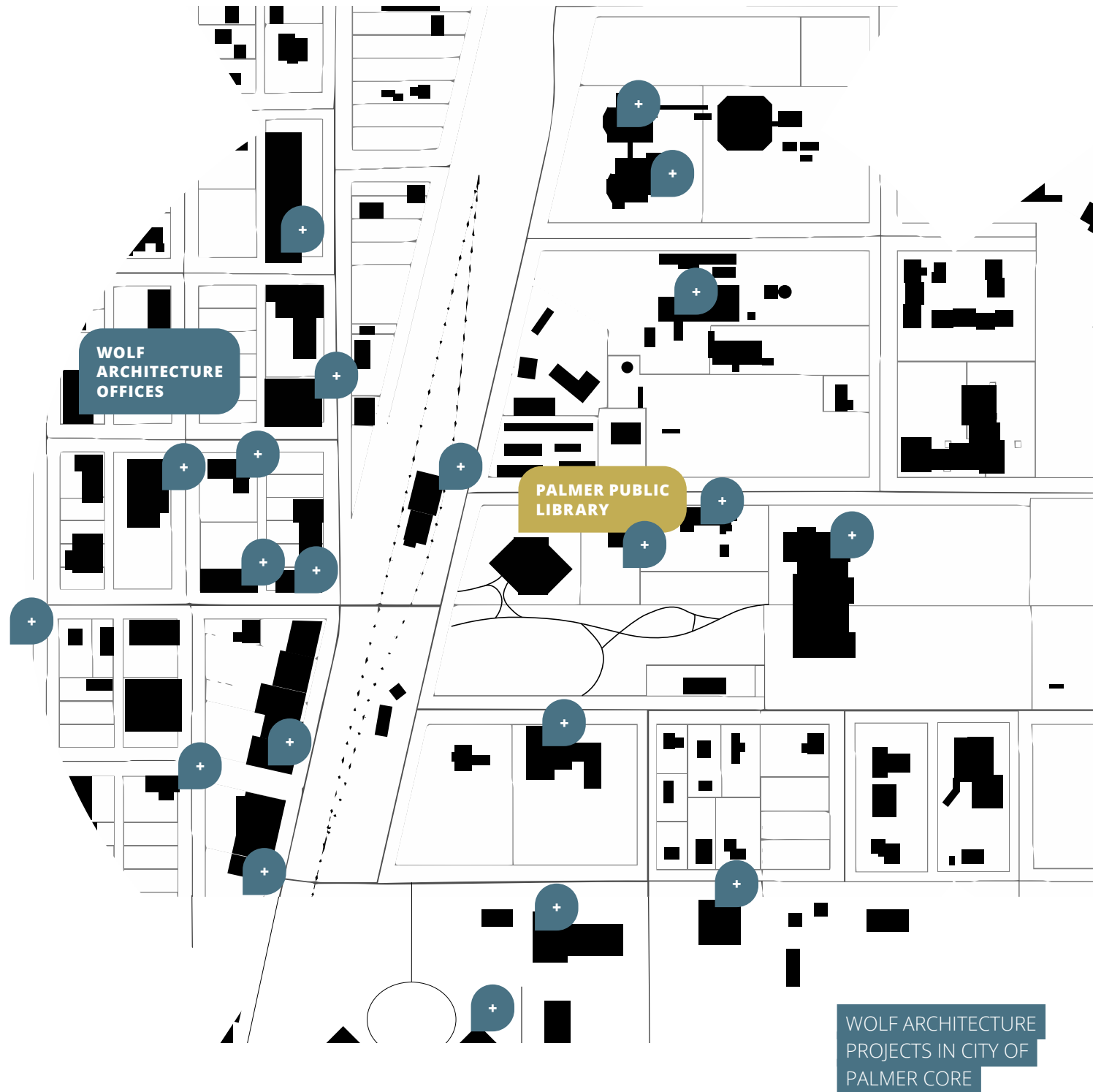
**DOROTHY SWANDA
JONES (DSJ) BOROUGH
ADMINISTRATION BUILDING
ADDITION & RENOVATION**

Location: Palmer, AK

Completed: 2010

Renovation

MSB DSJ Building
Dahlia Street Market
Palmer Depot



PALMER LIBRARY ASSESSMENT

Location: Palmer AK

Year Completed: 2004

The City of Palmer is cautious with public expenditure. This is laudable and part of what makes Palmer, Palmer. That being said, the approach has resulted in some infrastructure needs. This was recognized in 2004 when the Palmer City Counsel approached Wolf Architecture to provide a “high level” assessment of the existing infrastructure for three City of Palmer facilities for workflow, space adequacy, and other observable deficiencies. A preliminary design program was developed for each facility with concept plans to validate if design modifications to the existing facilities would address the deficiencies identified in the report. Rough order of magnitude (ROM) cost estimates were developed for each of the projects.

The Palmer Library was one of the facilities reviewed. Our effort relied on interviews with then Librarian, Pat Kilmain, site investigation, and census data. The information was used to inform the Public Library Development Space Needs Planning Outline by Anders Dahlgren and resulted in a recommended Library size of 24,000 sf. A concept study confirmed that the existing Library structure could be successfully integrated into a renovation project. The design approach envisioned an addition that would create a more inviting entrance to the Library, opening onto the quad, downtown and South Colony Way.

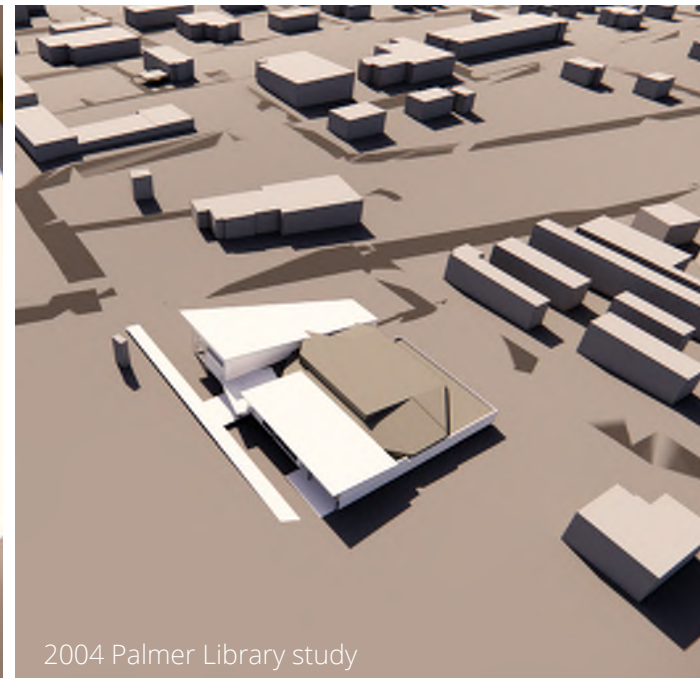
HARTLEY BUILDING

Location: Palmer AK

Year Completed: 2019

Renovation

This historic renovation updated what was originally Hartley Motors into a vibrant gathering space. The Hartley Motors Building has been in Palmer since the early 1950’s. Wolf Architecture has completed several renovations to this historical building taking it from an Auto Sales and Mechanic shop to a youth center and eventually to the retail and dining center we have today. The new brick exterior and glass overhead doors give a nod to the building’s original use. The fenced side yard previously used to store cars for the mechanic shop now provides off street parking and doubles as a food truck venue for the building tenants and customers. Additional exterior concrete site work has been completed to add an outdoor seating area, ADA compliant sidewalks, and planting beds.



2004 Palmer Library study



54. Hartley Motors, the dealership for Ford automobiles in Palmer, seen here in 1958 (Courtesy of Kelly Turney.)



Hartley Building

Project Approach (b, d, e)

Describe your approach to performing the proposed work. Include a detailed description of services to be provided and constraints (procedure, time, personnel, etc.) if any. The proposal should include a schedule of major milestones for the project ending with a completed plan by October 31, 2023. The proposal should answer the questions: Who will have overall responsibility for each project and who will be responsible for overall coordination. Discuss your approach to project administration.

(b) A narrative describing a vision and strategy for the conceptual design process.

(d) A description of the major deliverables anticipated for a successful project.

VISION & DELIVERABLES

Our approach to design is inclusive and collaborative and will be tailored to the residents and City of Palmer. Our process is based on an effective collaboration between stakeholders and designers with the end goal of creating a reimagined library that will be new heart of Palmer.

Today's community libraries still provide access to books, but that's only the beginning. Libraries today function as community centers, career centers, business centers, community meeting spaces, spaces to learn create and perform, and more. When designing libraries, we begin with no preconceived notions or visions. Approaching library design collaboratively, we listen to your stakeholders, especially the Palmer community. Our understanding of your vision for your library informs the design and the sense of place it should present.

The design process features interactive workshops and conversations with library leadership and staff, local stakeholders, and community focus groups. Our goal is to create a library that captures the essence of

your community and encourages community ownership while remaining flexible enough to adapt to the newest technologies and shifting demographics.

PHASE 1

The first step in the process will be a thorough evaluation of the existing library. Gary Wolf will lead this effort. Along with consulting engineers, Gary will inspect the existing facility and compile an Existing Conditions Survey describing the extent to which the existing structure and existing building systems are usable and able to be integrated into a new Library design. It will form part of the basis of design for any new design effort which integrates a portion of the existing library into the new facility.

A second preliminary effort in the process is the development of a new Building Program. Angela Brose along with Chris Whittington and Peter Briggs will engage the Librarian and Library Committee in an exercise aimed at identifying the types of uses within the facility, assessing the appropriate areas required for each use, and identifying the specific requirements for each space. The Building Program will form the basis for the preliminary budget and will serve as the basis for each design solution.

The third step will be to host a community design workshop with an eye focused toward gathering input about what is valued in a Library. We envision this exciting and fast-paced event will take place in a centrally located community space such as the Palmer Train Depot, to provide easy access and encourage participation. The goal of this effort is to create a dialog between the community, the City of Palmer

and design team to develop a shared vision for the new Palmer Library. The information gathered in the workshop will be used to update the Building Program as well as gather conceptual design ideas.

Depending on the number of participants, we envision dividing workshop participants into two to four “design teams”. Each team will be tasked with “designing/organizing” their ideal library on a graphic of the actual site. This task is completed using the agreed upon program components. Throughout the process the design team will provide support and guidance as needed. Each design solution will be documented photographically for future reference. Each design solution will be reviewed by the entire group in search of any areas of consensus among the schemes or portions of schemes. Results will be documented, and these studies will be utilized as design references to develop concept designs. Deliverables will include an existing conditions survey and documentation of the development of (3) concept designs with associated ROM cost estimates.

PHASE 2

The first step in Phase two will involve the design team focusing on advancing the conceptual design ideas sufficiently to validate each idea.

This effort will include developing preliminary plan diagrams and potentially 3d form visualizations for each concept.

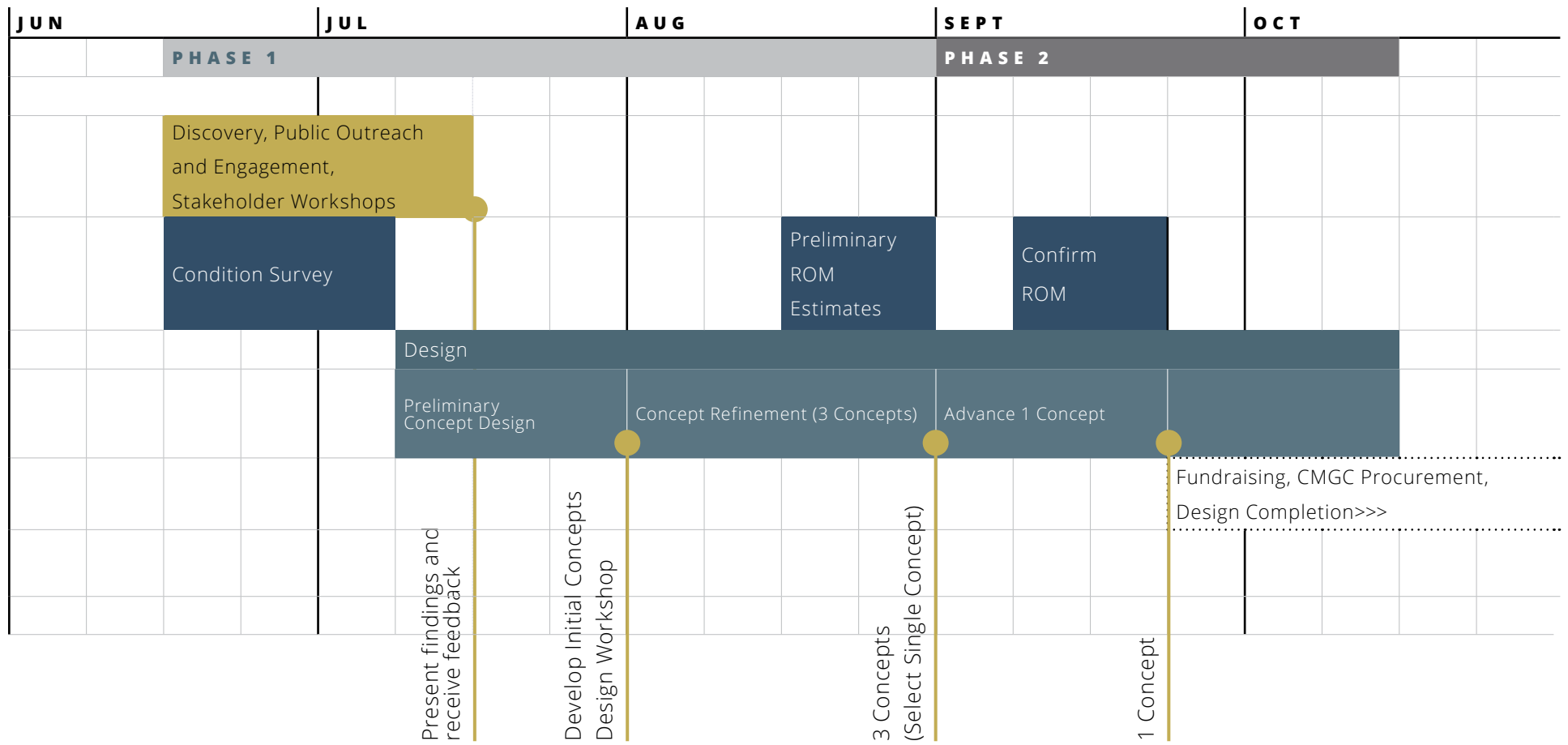
The design team will schedule a second design meeting during which the preliminary solutions will be presented for review and comment by the community. The goal of this meeting is to pare the schemes down to a total of three concepts. It is possible that multiple concepts will be combined during this meeting. The ultimate goal is to agree upon one direction for each of the three required concepts. The design team will then advance the agreed upon concepts to a level of detail appropriate for a cost estimator to develop rough order of magnitude (ROM) costing for each concept.

Once cost estimates are produced a third design meeting will be scheduled with the intention of selecting a single design scheme for further refinement.

The final step in phase 2 will be to refine the “final” selected design option and advance the design sufficiently to produce a verification ROM estimate along with a series of agreed upon promotional materials. This will include site plan, floor plan, and content describing form and character. The following schedule illustrates one possible timeline for the proposed process. This timeline is aggressive in order to accommodate a 2024 construction season. We are open to adjustments to better accommodate a more inclusive public process.



PROPOSED ENGAGEMENT, ASSESSMENT AND CONCEPT & SCHEMATIC DESIGN SCHEDULE



Fee Structure (e)

The proposal should include a detailed cost proposal consisting of a breakdown by discipline, and man-hours, in a spreadsheet format for the project. The proposal shall include estimated reimbursables and associated costs that are anticipated for the project. The proposal shall include a “not to exceed” cost for all services required.

(e) A Project budget showing estimated total as well as line item budgets. The information will not be made public and should be submitted in a separate envelope and should include:

- i. Total Lump Sum Bid Amount for the completion of the Conceptual Design as described by the RFP*
- ii. The estimated total cost by major task broken down by hourly rates and estimated hours;*
- iii. Summary of the individuals' hourly rates;*
- iv. Any administrative expenses or other costs*

Fee is attached in separate envelope.



GARY WOLF

PRINCIPAL-IN-CHARGE | PROJECT MANAGER | AIA, LEED

Gary is a third generation Palmer resident with roots in the community stretching back to the colony project. He is a registered Architect, and an avid Outdoorsman.

Wanting to contribute to the development of the community that offered him so much in his formative years, Gary returned to work in Palmer after receiving a master’s degree in architecture from Montana State University. Gary chose to locate his studio Wolf Architecture in Palmer to create jobs and have a positive influence on the design of the community.

Having spent over sixty years in Palmer, Gary has a wide range of personal connections and will be an effective leader and communicator for the Library community outreach efforts. He is energetic and fully engaged in each project and contributes throughout the project from concept design through detailing, to project construction oversight.

Creating enduring buildings which complement and respond to their surrounding has been a career long goal. In that pursuit Gary has been responsible for the design of over 800 projects throughout Alaska of these, over 25 are located in Palmer. This equates to 2.8 million square feet of commercial space in rural and semi-rural locations.

Gary is proficient in all phases of design from master planning to logistics, cost control, and project management. Gary has the credentials needed to assist the City of Palmer with the community outreach, design, and construction efforts for the Palmer Library.

When not designing buildings he spends his time hiking, skiing, and packrafting the backcountry of Alaska.

SELECTED PROJECT EXPERIENCE:

- + American Charter Academy, Wasilla AK
- + CITC Fabrication Laboratory, Anchorage AK, Architect of Record
- + Kodiak Fire Station, Kodiak AK, Architect of Record
- + Bristol Bay Regional Public Safety Complex, Master Plan
- + Valdez Fire Station 1, Valdez, AK, Architect of Record
- + MSB Wasilla Station 6-1, Wasilla AK, Architect of Record
- + MSB Prototype Stations 6-6, 6-3, Wasilla AK, Architect of Record
- + Kenai Maintenance Facility, Kenai, AK, Architect of Record
- + EIE392 Squad Operations Facility, Eielson AFB, AK, 2017-2019, Architect of Record (LEED Silver)
- + MSBSD Redington Jr/Sr High School, Palmer, AK, 2013-5, Architect of Record (LEED Gold, first building in Alaska designed to meet the Energy Star)

REGISTRATION

Alaska A8257 – Architecture
LEED Accredited Professional

EDUCATION

Montana State University,
Bachelor of Architecture, 1986
Montana State University,
Masters of Architecture, 2008

REFERENCES

Dan Beiswenger, Project Manager
Cook Inlet Housing Authority
907.793.1351
dbeiswenger@cookinlethousing.org

Antonio Weese, Facilities Capital
Planning & Construction Manager,
MSBSD, 907.892.6869

antonio.weese@matsuk12.us

Nathan Duval, Capital Facilities Director,
City of Valdez, 907.835.5478
nduval@valdezak.gov



ANGIE BROSE

CLARK NEXSEN | SENIOR ARCHITECT | LIBRARY PLANNER | LEED AP BD+C

Angie is an accomplished Architect known for her exceptional talents in Library design. Her exceptional skills and expertise make her invaluable to the Palmer Library Project and a wonderful addition to Wolf Architecture team. Angie has an impressive record of leading successful Library programming efforts and related community outreach initiatives, particularly focused on small communities, such as Palmer. Her unparalleled experience guarantees that the Palmer Library design will be at the forefront of innovation.

Angie possesses extensive proficiency in facilitating public design meetings, and charrettes, spearheading comprehensive building program development, and will consult with Wolf Architecture throughout the design process.

While her expertise lies in Libraries, Angie has also made notable contributions to a wide range of educational projects, including K-12 schools and collegiate institutions. She harbors a genuine passion for community driven projects such as libraries, churches, and vibrant cultural and community spaces. Collaborating closely with clients and communities, Angie creates purposeful spaces specifically tailored to their needs and cultural identities. Currently, she is actively involved with Caldwell Community College and Technical Institute, leading the preliminary design of their new Allied Health Building.

REGISTRATION

Registered Architect: NC, SC
LEED Accredited Professional

EDUCATION

Master of Architecture,
Ball State University

Bachelor of Architecture,
Technische Universität Berlin

SELECTED PROJECT EXPERIENCE:

- + Library Renovation, Learning Center Programming
Isothermal Community College, Spindale, NC
- + Watauga County Community Recreation Center
Boone, NC
- + New Allied Health Building
Caldwell Community College and Technical Institute,
Hudson, NC
- + New Academic Building
East Tennessee State University, Johnson City, TN
- + Wyllie Hall Renovation
University of Virginia, Charlottesville, VA
- + Valle Crucis Elementary School
Sugar Grove, NC
- + Mecklenburg County Library South County Library -
Project Architect*
- + Richland Library - Wheatley Library, Columbia SC -
Project Architect/Manager*
- + Richland Library - Blythewood Library, Blythewood
SC - Project Architect/Manager*
- + Richland Library St. Andrews -
Project Architect/Manager*
- + Richland Library Ballentine -
Project Architect/Manager*
- + St. Helena Library at Penn Center -
Project Designer/Manager*

* Projects completed with Liollio Architecture



CHRIS WHITTINGTON-EVANS

PRINCIPAL | COMMUNITY ENGAGEMENT

Mr. Whittington-Evans is a 27 year resident of Alaska with 35 years of design and planning experience in northern climates. Having participated in the design and management of over 220 projects in Alaska, Montana, California, New York and Massachusetts, Chris is capable in all aspects of community outreach, facility planning, design and construction management.

His attention to detail, construction experience and communication skills have helped to successfully carry design from concept through construction in all types of procurement methodologies. Chris favors a direct, team-oriented involvement with consultants, clients and contractors in realizing the best outcome for a project.

Chris's background in both architecture and organizational management brings an additional layer of understanding and engagement to projects where capital campaigns, financing and persuasive engagement are essential.

Chris is a gifted facilitator and has assisted and advised local municipalities with funding, rezoning, re-platting and with conditional use permitting. When not in the office or at a job site, Chris can be found with his family on the trails, lakes or in the mountains of the Mat-Su and Kenai Peninsula.

EDUCATION

Montana State University,
Bachelor of Architecture, 1986

Montana State University,
Masters of Architecture, 2007

University of Montana, Masters of
Science, Environmental Studies, 1994

REFERENCES

Mike Tvenge, City Manager;
City of Kodiak, Alaska, 907.486.8640

Bonnie Quill, Mat-Su Convention
& Visitors Bureau; Palmer, AK
907.746.5001 bonnie@alaskavisit.com

Matt Holmstrom, Project Engineer
City of Kodiak, Alaska, 907.942.2234
mholmstrom@city.kodiak.ak.us

SELECTED PROJECT EXPERIENCE:

- + American Charter Academy 2023-2024
- + Kodiak Fire Station Replacement, 2022-present, Project Manager
- + Valdez Fire Station 1 Replacement, 2018-2021, Project Manager, Construction Administrator
- + Gateway Visitor Center, 2015-2023, Project Principal, Construction Administrator
- + CCS Headstart Early Learning Center, 2019-2020, Project Architect
- + Fronteras Spanish Immersion Charter School, 2008-2015, Financing Director, Project Manager, Construction Administrator
- + MSBSD Mat-Su Day School, 2014, Construction Administrator
- + Mat-Su Borough Administrative Building, 2011, Construction Administrator
- + MSB Stations 6-3/6-6, 2009, Project Architect, Construction Administrator MSB PSB Station 6-1 Renovation & Addition 2019
- + Empower Physical Therapy 2020
- + CCS Early Learning Fairview Center 2021
- + Cook Inlet Tribal Council Fabrication Laboratory 2023



JASON COLLINS

PRINCIPAL ARCHITECT | SUSTAINABILITY COORDINATOR | AIA, LEED AP, CEA, BECX, CXA+BE

Mr. Collins has been practicing Architecture since 1998 and has been working on projects in Palmer since 2003. He has extensive experience in planning and design ranging from full campus master planning to large-scale construction and tenant improvements. His portfolio is extensive and includes a wide range of building typologies including: public safety, educational, medical, commercial, retail, industrial, multi-family, community and cultural centers, churches, and governmental administrative buildings.

Jason has taken a keen interest in sustainable design and construction. He is a USGBC LEED Accredited Professional, a board member of the Alaska Center for Appropriate Technology, a certified Commercial Energy Auditor, and certified as an Building Envelope Commissioning Agent. Jason's expertise ensures WA designs are optimized for energy use and have had thorough technical review by a nationally certified professional.

When not recreating in Seldovia, Jason, along with his wife and young son, lives just outside of Palmer in their home powered by a solar PV and solar thermal array.

REGISTRATION

- Alaska A12059 – Architecture
- LEED Accredited Professional
- AEE Certified Energy Auditor CEA1563
- BECx Building Envelope Commissioning Agent
- CxA-BE Commissioning Agent

EDUCATION

- Virginia Polytechnic Institute
- Bachelor of Architecture, 1998

REFERENCES

- Mark Masteller, UAF Sustainable Energy Professor, 907.414.0198
markamasteller@gmail.com
- Mickey Boyer, Capstone Family Medicine 907.357.9590 mb.ericksoninvestments@gmail.com
- Antonio (Tony) Weese, Capital Planning & CM, MSB School District, 907.864.2003
antonio.weese@matsuk12.us

SELECTED PROJECT EXPERIENCE:

- + American Charter Academy 2023-2024, Project Architect
- + Kodiak Fire Station Replacement, 2022, Energy and Sustainability
- + Valdez Fire Station 1 Replacement, 2021, Energy and Sustainability
- + EIE392 Eielson Squad Ops, 2019, Project Architect
- + MSB Public Safety Building 3-2, 2017, Project Architect
- + City of Kenai Pioneer Home Renovations, 2014, Project Architect
- + City of Kenai Vehicle Maintenance Facility, 2013, Project Architect
- + MSB Public Safety Building 7-9, 2012, Project Architect
- + Air National Guard Fire Training, 2010, Project Architect
- + MSB Public Safety Building 6-3, 2009, Project Architect
- + MSB Public Safety Building 6-6, 2009, Project Architect



LAURA READ

PRINCIPAL ARCHITECT | DESIGN LEAD | AIA, LEED AP BD+C, WELL AP

Born and raised in Palmer, Laura has spent many hours in the stacks and on the grounds of the Palmer library. After graduating from Palmer High School, she went on to earn her professional architecture degree. In 2012 she returned home to raise her son, Aden and the Palmer Public Library again became the place of storytelling and studying.

Laura is a skilled and thoughtful designer with wide-ranging experience. Her lifelong familiarity with Palmer and warm, open-minded attitude will make her indispensable in working in the community and formulating responsive and innovative solutions. She is an adept and creative designer familiar with community gathering spaces, library design, assembly spaces, large and small learning environments, and is particularly adept in working with light, materials and form to create beautiful and appropriate design solutions.

The warm spirit and limitless energy Laura applies to the design process displays her dedication to the built environment and to her clients. Laura is always striving for honest and culturally responsive solutions that inspire, illicit joy, and positively affect our health and wellbeing. Her thoughtful approach creatively responds to clients' goals and contextual considerations, resulting in effective and innovative solutions. Laura is experienced with all project delivery methods, maintaining schedules, budgets, and implementing input from stakeholders, consultants, and contractors.

Her public engagement and local discovery experience with Gateway & Visitors Center and the Valdez and Kodiak Fire Stations will be of particular value to the Library Design Committee and the City of Palmer.

SELECTED PROJECT EXPERIENCE:

- + Kodiak Fire Station Replacement, Kodiak Alaska, Project Architect, 2022-2023 (Extensive Public Process)
- + Cook Inlet Tribal Council Fabrication Laboratory, 2023
- + Lupine Medical Office Building, Wasilla, Project Architect, 2021-2022
- + Valdez City Council Chambers Upgrades, Project Architect, 2021
- + CCS Early Learning Fairview Center 2021
- + North Star Animal Hospital, 2019
- + Valdez Fire Station 1, Project Architect, 2019-2020 (Extensive Public Process)
- + Musk Ox Education Farm, 2019
- + The Children's Place (offices for AST, OCS, and TCP), 2017
- + Willow Library Concept Studies, 2016
- + Gateway Visitors Center, Project Designer, 2015

REGISTRATION

Registered Architect – Alaska AK142154
LEED Accredited Professional BD+C
WELL Accredited Professional

EDUCATION

North Carolina State University;
Bachelor of Architecture, 2012
Bachelor of Environmental Design in
Architecture, 2011
Bachelor of International
Cultural Studies, 2011

REFERENCES

Mark Austin, Executive Director, Musk
Ox Farm, 907.355.2221
mark@muskoxfarm.org
Dr. Shauna Henry, North Star
Animal Hospital, 907.355.2071
smhenrydvm@hotmail.com



MICHELE MARTINEZ

PROJECT ARCHITECT | WELL AP

Michele earned a Bachelor of Architecture and a Minor in Interior Architecture in 1995 from the University of Oregon and has twenty-five years of experience in the architectural profession. She has gained a wide range of experience on commercial projects throughout Alaska and has a special proficiency in collaborative design efforts. Michele is an excellent designer with solid communication and organizational skillsets. She is creative, practical, thoughtful, and is an excellent design partner.

Michele relocated with her family from Oregon to Alaska in 2003 and has been living in Palmer since 2010. She has raised three kids through the Mat-Su Borough school system and participated in many Palmer youth activities over the years. Visiting the Palmer Public Library was a weekly stop throughout the year where they enjoyed hanging out in the kids area, exploring books, visiting with staff, and collecting summer reading prizes.

Michele joined the Wolf Team in 2013 and has experience with libraries, community centers, education facilities, childcare facilities, drug and alcohol treatment centers, clinics, commercial offices, retail facilities, restaurants, and churches.

SELECTED PROJECT EXPERIENCE:

- + American Charter Academy 2023-2024
- + Cook Inlet Tribal Council Fabrication Laboratory 2023
- + CCS Early Learning Fairview Center 2021
- + Empower Physical Therapy 2020
- + MSB PSB Station 6-1 Renovation & Addition 2019
- + Mat-Su Health Foundation Headstart Palmer Facility 2018
- + Set Free Alaska - Substance Abuse Treatment Center and Administration Building 2018
- + Set Free Alaska - Substance Abuse Treatment Center and Administration Building 2018
- + Set Free Alaska - Valley Oaks Women's Residential Treatment Center 2017
- + Cook Inlet Tribal Council Headstart Facility 2016
- + Matsu-Borough School District ADA Upgrades 2014-2016
- + Matsu-Borough Project Development Master Plan 2016
- + Valley Performing Arts Addition Design Concept 2015
- + Willow Library Design Concept 2015 Pacific
- + Northwest Adult and Teen Challenge Treatment Center 2015

REGISTRATION

WELL Accredited Professional

EDUCATION

University of Oregon, Bachelor of Architecture, 1995

Minor of Interior Architecture, 1995

REFERENCES

Mark Lackey, Executive Director
CCS Early Learning, 907.373.7000
mlackey@ccsalaska.org

Dylan McKenzie, Sr. Project Manager
907.841.2130
dmckenzie@fecontracting.com

Joy Stein, CFO
Set Free Alaska
907.746.4316

joy@setfreealaska.org



MARIA RENTZ

MIA RENTZ STUDIO | INTERIOR DESIGN | FFE | NCIDQ

Maria has called Alaska home for over 30 years, and her portfolio includes numerous public safety projects throughout Alaska. She brings an extensive background in commercial interior design, furniture specification and planning, and architecture to each project. Maria’s goal is to provide users with the best possible experience in the built environment by creating spaces that are safe, visually and acoustically comforting, and appropriately furnished. When a built space successfully incorporates these elements, its occupants are naturally drawn to using it without hesitation. Her true passion is utilizing her design skills on projects that better our communities and help others, and her design philosophy is centered around creating spaces that merge stakeholders’ budgets and design vision with user needs and community identity.

CERTIFICATION

National Council for Interior Design Qualification 14883

EDUCATION

University of Michigan, Bachelor of Science in Architecture, 1988

Jagiellonian University, Krakow, Poland, Summer Study Program, Art and Architecture, 1984

REFERENCES

Mark Lackey, Executive Director
CCS Early Learning
907.373.7000
mlackey@ccsalaska.org

Mr. Richard Davis
Chief Executive Officer
Central Peninsula Hospital
Soldotna, Alaska
907.714.4721
rdavis@cpgh.org

SELECTED PROJECT EXPERIENCE:

- + Kobuk K-12 School, Kobuk, Alaska – Comprehensive Interior Design, Including Community Library Component
- + George Morgan Sr. High School, Kalskag, Alaska – Comprehensive Interior Design, Including Community Library Component
- + Dillingham Elementary School, Dillingham, Alaska – Interior Renovation, Including Library Planning
- + Noatak K-12 Replacement School, Noatak, Alaska – Comprehensive Interior Design, Including Community Library Component
- + Kuskokwim College – Interior Renovation
- + Akiak K-12 School, Akiak, Alaska – Comprehensive Interior Design, Including Library Component and FF&E Package
- + Tuluksak K-12 School, Tuluksak, Alaska – FF&E Package, Including Community Library Component
- + Akiachak K-12 School, Akiachak, Alaska – FF&E Package, Including Community Library Component
- + Yupiit School District – Development and Implementation of District-Wide FF&E Standards, Including Library Component
- + Mirror Lake Middle School, Chugiak, Alaska – Comprehensive Interior Design, Including School Library
- + Fort Richardson Community Center, Fort Richardson, Alaska – Comprehensive Interior Design and Furniture Space Planning, Including Community Library Component
- + Mission Support Training Facility, Ft. Wainwright, Alaska – Comprehensive Interior Design



PETER BRIGGS

CORVIS DESIGN, INC | CIVIC PLANNER | PUBLIC OUTREACH | FACILITATOR | PLA, ASLA, FCSLA,

Peter, a Landscape Architect with 25 years of experience in public facility development, has a diverse portfolio encompassing fire stations, law enforcement facilities, libraries, schools, museums, visitor centers, and maintenance facilities. As the founder of Corvus Design in 2006, he has successfully overseen over 800 projects across Alaska, including 150 public facilities.

Peter's expertise lies in public and stakeholder engagement, design and construction documentation, and project management. He has applied his skills to various public and private endeavors, such as institutions, visitor centers, military facilities, transportation projects, parks, greenspaces, small and large-scale developments, ecological restoration, and planning.

In this project, Peter will contribute to project scoping, conceptual design and presentations, including site plan and landscape development.

Corvus Design also leads and supports public engagement teams in Alaska, specializing in small and medium-sized communities. Their services cover various areas such as parks, civic spaces, libraries, museums, public safety facilities, and visitor centers. They tailor each engagement effort to suit the specific needs of the project, ensuring that community input shapes the outcomes. By employing a diverse range of tools and strategies, we facilitate effective and inclusive participation, gathering success criteria and ideas. Our process recognizes the importance of decision-making and involves participants in shaping the outcomes. This approach provides leadership with valuable tools for assessing the balance between economics, needs, and community wishes. Recent projects led by Corvus Design include the Valdez Comprehensive Plan, Homer's Pratt Museum and Park planning, and collaborations with Wolf Architects for the Kodiak and Valdez Fire Stations and the MSB Gateway Visitor Center.

SELECTED PROJECT EXPERIENCE:

- + Anchorage Museum Expansion, Anchorage
- + Andrew P. Kashevaroff State Library, Archives, and Museum, Juneau
- + Carrie M. McLain Memorial Museum, Nome
- + Kenai Community Library Renovation, Kenai
- + Mendenhall Valley Public Library, Juneau
- + Pratt Museum Planning, Homer]
- + Seward Library & Museum, Seward
- + UAA Consortium Library North Entry, Anchorage
- + Z. J. Loussac Library Renovations, Anchorage

REGISTRATION

Registered Landscape Architect
Alaska#10737, 2003

CLARB Cert. #2056

EDUCATION

University of Guelph Master of
Landscape Architecture, 1999

University of Guelph, B.Sc.
Environmental Protection, 1995

REFERENCES

Kim Mahoney
UAA Facilities and Construction,
Director, 907.786.4912
kmahone1@alaska.edu

Josephine Bahnke, Deputy City
Manager, City of Kodiak, 907.654.4474
jbahnke@city.kodiak.ak.us



DOUG KENLEY

PND ENGINEERS INC | VICE PRESIDENT | CIVIL ENGINEER | PE

Doug Kenley has more than 35 years of Alaska experience, including work on numerous public safety buildings in Alaska. He is thoroughly involved in all aspects of civil design from site development to construction administration. His projects often involve renovations, upgrades, and additions to existing facilities, with project elements such as grading, drainage, paving, water utilities, storm drains, and sanitary sewers with force mains and gravity systems. He routinely evaluates existing utilities and site layouts, assists with environmental assessments and permitting, and prepares contract documents and specifications.

REGISTRATION

Professional Civil Engineer:
Alaska #8176

EDUCATION

B.S., Civil Engineering, 1986,
Brigham Young University

REFERENCES

Jeremy Talbott, Ports and Harbors
Director, City of Valdez, 907.835.4564
jtalbott@valdezak.gov

Pat Harrison, Operations Director,
Kiewit Companies, 907.222.9350
pat.harrison@kiewit.com

James Wilson
Bristol Bay Borough, 907.469.2799
manager@bbbak.us

SELECTED PROJECT EXPERIENCE:

- + Willow Public Library, Willow, AK. Civil Design Lead. Doug led civil design for this project to replace the Willow Public Library and upgrade the community center. Civil design work involved developing the site layout, improving grading and drainage, implementing a new sewer system, providing modifications to the existing drinking-water well, and developing parking lot improvements. A major project challenge included working new grading and drainage into the existing features. The terrain at the location of the new addition was at a higher elevation than the finished floor of the existing building, creating the potential to block drainage around the south end of the new addition. During site development, Doug's team focused its attention on ensuring adequate drainage was provided around the south end of the building to avoid standing stormwater that could create slip hazards or ice buildup next to the building.
- + Matanuska-Susitna Borough Career Technical High School Addition, Wasilla, AK. Civil Design. Doug provided civil site design for this 33,000-square-foot career and technical high school addition project. Site civil work included developing a site layout, grading and drainage work, and developing design for a water tank and wastewater system.

The project had extensive concrete sidewalk and plaza work that connected the new addition to the existing parking areas, which were also expanded.

- + Matanuska-Susitna Iditarod School Replacement, Wasilla, AK. Principal-in-Charge. Doug oversaw this project in which PND performed site civil-related design for the Iditarod Elementary School in Wasilla. The school was constructed on a 20.4-acre parcel near the intersection of Wasilla-Fishhook and Carpenter Circle. Amenities at the new school include a playground with recreational equipment, a soccer field, and nature trails system and portable classroom units in addition to the school. As part of the site development, PND extended public sewer and water service to the school. The sewer connection required a 1,500-foot extension of the main line to the project site. Water service was also extended from the fronting street to the 50,600-square-foot school facility. Terrain at the school site provided some challenges: topography varied significantly and required extensive earthwork to develop the site. Separate access drives were provided for improved safety by separating private vehicles from school buses. The school opened in the fall of 2015.



DAVID BENTI

PND ENGINEERS | PRINCIPAL STRUCTURAL ENGINEER | PE, SE

David Benti has more than 13 years of engineering experience and will lead structural design and inspection for the proposed project. A Matanuska-Susitna Borough (MSB) resident, David manages PND's Palmer office and leads all structural engineering efforts across MSB. David routinely leads structural evaluations of structures and develops design for new construction, additions, and retrofits. He commonly assists clients in choosing the best course of action for new design vs. replacement or retrofit, based on findings. David is familiar with a wide array of structural systems and materials, including structural and light-gauge steel framing and reinforced concrete, masonry, and timber. He has experience with contract and construction administration, bidding assistance, on-site inspection, and fabrication and erection drawing review.

REGISTRATION

Professional Civil Engineer:
Alaska #13838

Professional Structural
Engineer: Alaska #121348

EDUCATION

M.E., Civil Engineering (Structural
Emphasis), 2009, Utah State University

B.S., Civil Engineering (Structural
Emphasis), 2008, Utah State University

REFERENCES

Tony Weese, Capital Planning &
Construction Manager, MSB School
District, 907.864.2003
antonio.weese@matsuk12.us

Dylan McKenzie, F-E Contracting, Inc.
907.745.1465
dmckenzie@fecontracting.com

Todd Nugent, Contractor, Howdie Inc.
907.376.4711
todd@howdieinc.com

SELECTED PROJECT EXPERIENCE:

- + Willow Public Library, Willow, AK. Project Manager. David managed this project to replace the Willow Public Library and upgrade the community center. His team performed a structural inspection and seismic assessment to investigate the current condition of the library, as well the existing seismic loads and capacity of the building. Both seismic and snow loads presented particular challenges: the client's interest in adding a single-story addition to an already tall building presented issues with seismic loading and snowdrift. To address these concerns, David developed a design with lateral-resisting elements to allow each building to act independently from the other during an earthquake, as well as ensure snow drift loads were accounted for in design of roof structural members.
- + Matanuska-Susitna Borough Career Technical High School Addition, Wasilla, AK. Structural Designer. David performed structural design and inspection for this \$16.1 million, 33,000-square-foot career and technical high school addition. PND used buckling restrained braced frames for the lateral resisting system of the addition, which offer improved seismic performance over the

traditional braced frame. The original school was the first application of this new technology in the Matanuska-Susitna Borough and one of the first applications in Alaska. Structural elements were left exposed to demonstrate to students how a building functions. The addition included a large two-story clerestory lobby which provides the dual function of a school library and student gathering and study area. A suspended walkway passes through the clerestory and connects the second floor of the original school to the second floor of the new wing of the school.

- + Matanuska-Susitna Iditarod School Replacement, Wasilla, AK. Structural Designer. This project involved structural engineering design and structural inspections for the \$25.2 million, two-story, 50,800-square-foot elementary school. David performed structural design for the two-story structural steel framed structure. The school featured a central gymnasium and multipurpose room, school library, classrooms, and administrative offices. For the lateral resisting system, PND used a combination of special moment frames and buckling restrained braced frames.



GREGORY T. JERNSTROM

JERNSTROM ENGINEERING | MECHANICAL ENGINEER | PE, LEED AP

Gregory Jernstrom is currently the managing principal of Jernstrom Engineering. As part of this position, Greg oversees the design, programming and scheduling aspects of the business. Greg is experienced in designing HVAC, piping, and plumbing systems. He has an interest in sustainable and energy efficient design, and has worked on various LEED and energy compliance projects. Greg is skilled in writing specifications, contracts, and bid documents, and is also a knowledgeable construction manager.

He has a team philosophy approach to projects, both within Jernstrom Engineering and the broader design team. Through communication and organization, Greg effectively conveys the mechanical design intent to promote effective execution. He is a creative thinker that strives to provide real world solutions, while considering the ownership costs of the project.

Greg has fulfilled mechanical engineering design services for both public and private clients for library and other community facilities.

SELECTED PROJECT EXPERIENCE:

- + UAA Testing Library – Anchorage, AK: Recent renovation in the University of Alaska Consortium Library for a consolidation of the campus’ testing facilities to one central location.
- + Valdez Library Renovations – Valdez, AK: Miscellaneous renovations in the Valdez public library, which included a code and condition survey, as well as plumbing system upgrades.
- + East High School Library Phase – Anchorage, AK: Jernstrom Engineering performed the mechanical engineering on the major, multi-phase renovation work at EHS, including the new library.
- + All for Kids Pediatric Therapy - Anchorage, Alaska: Acted as design engineer for the complete mechanical design accompanying the extensive interior renovation and change of use of an 8,000 square foot office space into the pediatric therapy and education center, including building-wide reconfiguration of the existing heating and ventilation system, as well as additions to piping, plumbing and control systems.
- + Children’s World Bilingual Montessori - Anchorage, Alaska: Acted as design engineer for the complete mechanical design of a proposed 4,000 square foot addition to the existing early education center, complete with heating, ventilation, fire protection, piping, plumbing and control systems.
- + Kenai Rec Center – Kenai, Alaska: Provided mechanical engineering services for the renovation of the 15,000 sq ft. recreation and community center. Mechanical design included seven rooftop units and upgraded controls. In addition, the domestic water heater system was replaced with a new high-efficiency system.

REGISTRATION

2011 Alaska Mechanical Engineer #12971

2021 Hawaii Mechanical Engineer #19498

EDUCATION

B.S.M.E., University of Alaska Fairbanks, 2006

M.S. Engineering Management, University of Alaska Anchorage, 2014

REFERENCES

Mike Wilson, Alaska Communications
907.564.1022
michael.wilson@acsalaska.com

Sean Cude, SBC Development Group
907.398.7375
sean@sbcdevelopmentgroup.com



ERIC COWLING

EIC ENGINEERS INC. | PRINCIPAL ELECTRICAL ENGINEER | PE

Eric began his career in the electrical industry as a drafter for Fischbach and Moore and later entered the IBEW Apprenticeship Program. There Eric worked as an apprentice, journeyman, foreman, and general foreman and was chosen the Outstanding Apprentice of his graduating class. This hands-on experience, acquired while an electrician, provides a working knowledge of the National Electrical Code requirements and the ability to design for the real world within a budget.

Eric went on to attend California State University, Fresno. There he received a BS in Electrical Engineering and graduated with honors in 1994. He was inducted into Tau Beta Pi (The National Engineering Honor Society) and Eta Kappa Nu (The National Electrical Engineering Honor Society). He moved to Alaska after graduation and worked for several large engineering firms gaining experience with schools, laboratories, power generation, office buildings and military projects.

Eric started EIC Engineers in 1998 and has completed more than 4,000 projects in Alaska. During his career he has been able to leverage his experience as an electrician to create designs optimized to use the minimum amount of material, providing logical solutions for minimal maintenance and model creation to simulate the design for optimization of performance and energy consumption for lighting and power distribution. The system designs often include solar systems, interconnected combined heat and power, and on-site generation projects when the project parameter and economics present the opportunity.

Eric currently sits on the Municipality of Anchorage Building Board and is the Chairman of the National Electrical Code Amendments Committee for Anchorage.

SELECTED PROJECT EXPERIENCE:

- + St. Michael Library, St. Michael, Alaska Alaska
- + Alaska Airlines 737 Hangar with Technical Library, Anchorage Alaska + Eagle River Town Center
- + East High School Library Renovation, Anchorage + Alaska Christian College Addition & Renovation, Soldotna Alaska

REGISTRATION

Professional Electrical Engineer,
Alaska No. EE-9773

Journeyman Electrician, IBEW D773320

EDUCATION

BSEE, California State
University, Fresno, 1994

IBEW Journeyman Wireman
Apprenticeship, Local 428, 1990

REFERENCES

Kent Crandall AIA, Arcadis
Alaska Operations Leader
907.276.8095
kent.crandall@arcadis.com

Victor Fosberg
Chief Electrical and Elevator Inspector
Development Services Department
Municipality of Anchorage
907.343.8316
victor.fosberg@anchorageak.gov



KEN CASTNER

TONSINA, LLC | PRINCIPAL | CONSTRUCTABILITY | COST ESTIMATOR

Ken has over 38 years of experience in contracting and estimating in Alaska. He has provided a number of estimates for rural and coastal projects including fire stations and public safety buildings. His construction, cost knowledge, and ability to work with the team make him a great partner in meeting the project budget.

Ken Castner has been the Principal of Tonsina Inc out of Homer Alaska since 2004 focusing on construction cost estimates, value engineering, constructability reviews, price compartments, and project management.

Tonsina brings more to a project than just providing quantity surveys of the estimated time and materials needed for construction. An Alaskan construction project is often upended with weather and shipping delays, shortages of specified products, and misunderstandings of scope. Our constructability review identifies the elements that would be worrisome to a general contractor and gets them addressed prior to accepting bids. This cuts down on subsequent Requests for Information (RFI's) or Design Clarification/Verification Requests (DCVR's) that lead to delays and Change Orders.

Should the solicitation become a Construction Manager Acting as the General Contractor (CMGC), Tonsina can provide valuable assistance in reconciling estimates to get to a Guaranteed Maximum Price (GMP). Tonsina is also well practiced at valuing deductive price changes when Value Engineering (VE) is required.

Ken recently served as chairman of the building committee for the Homer Library. He was actively involved with the project from design through construction.

SELECTED PROJECT EXPERIENCE:

- + Kodiak Fire Station*
- + Bristol Bay Regional Police/Fire/Public Works Planning*
- + Joe Redington Jr/Sr High School*
- + American Charter Academy*
- + Unalaska Library
- + Homer Library
- + Anchor Point Library
- + Anchor Point Clinic
- + Ayaprun School
- + Kenaitze 4 Plex
- + Nikiski Senior Housing
- + Homer Mental Health Center Renovations
- + South Peninsula Behavioral Building Renovations
- + Kachemak Selo Fire Station
- + Homer Council on the Arts Renovations

* Projects completed with Wolf Architecture

EDUCATION

1971 - 1973 Hampshire College
Amherst, MA, Pre-law and psychology

Professional seminars:

Partnering

Alternative Methods Contracting

REFERENCES

Chuck Jay, Partner Jay-Brant
General Contractors
907.299.1968
cjay@jaybrant.com

Chris Moss - Retired
907.399.4614
candpmoss@gmail.com



EARL F. MULLINS

MULLINS ACOUSTICS | PRINCIPAL | ACOUSTICAL CONSULTANT | PE

Earl has been the primary acoustical consultant on more than 3500 different projects since 1984. Projects include office buildings, research facilities, hotels, schools, conference & training centers, hospitals & medical facilities, environmental noise studies (EIS/EIR) and multi-family housing. He also has worked extensively implementing acoustical treatments during construction.

Specialty project experience includes being an expert witness, remedial & retrofit noise control engineering for existing noise problems, studio design, acoustical design of luxury single family homes, noise ordinance development and interpretation, and noise assessment & mitigation for shooting ranges.

Earl practices acoustical consulting in the following areas:

- Environmental noise measurements, analysis and mitigation
- Sound isolation and HVAC noise control in commercial buildings
- Room acoustics in churches, theaters, auditoria and performance spaces
- Acoustical issues in multi-family housing
- Industrial noise and vibration analysis
- Expert witness testimony and technical support

SELECTED PROJECT EXPERIENCE:

- | | |
|---|---|
| + Avtec Culinary School, Seward | + Loussac Library Entrance Remodel |
| + Soldotna Library Expansion | + Metlakatla Elementary School |
| + New Ketchikan Library | + Palmer Depot Meeting Room Renovation |
| + Alaska Laborer's Training Center, Fairbanks | + SBBS Safe Schools Remodel, Anchorage |
| + Noel Wein Library Addition, Fairbanks | + USCG Civil Rights Division, Juneau |
| + Unalaska Library | + Arctic Heritage Center, Kotzebue, AK |
| + Learning Center, Alaska Psychiatric Unit | + Islands & Ocean Visitor Center, Homer, AK |
| + Eielson AFB Schools | + Lathrop HS Expansion Study, Fairbanks |

REGISTRATION

Professional Engineer

Alaska (#ME 8897)

California (#M25810)

Idaho (#13107)

EDUCATION

Bachelor of Science - Mechanical Engineering, Michigan Technological University, August 1983

PROFESSIONAL AFFILIATIONS

American Institute of Architects

Institute of Noise Control Engineers

American Society of Heating, Refrigeration & Air Conditioning Engineers (ASHRAE).



**City of Palmer
Request for Proposals
For
Architectural services to evaluate the feasibility of repairing, expanding, or
replacing in its entirety, and provide planning and design services for
future needs of the Palmer Public Library
RFP# 23-001 LIB**

The City of Palmer (City) is issuing a Request for Proposals (RFP) to obtain a qualified consultant for Architectural Services to evaluate the feasibility of repairing, expanding or replacing the Palmer Public Library and provide design services.

All inquiries or questions concerning this Request for Proposals must be submitted in writing to the Director of Community Development, City of Palmer, 645 E. Cope Industrial Way Palmer, AK 99645 by 5:00 p.m. May 2, 2023. Written inquiries may be submitted via email to:

Brad Hanson, Director of Community Development
bahanson@palmerak.org

Request for Proposal Schedule - The dates listed below are estimates and subject to change without notice.

Request for Proposal Issued	April 10, 2023
All Questions or Inquiries to RFP Due – By 5:00 p.m.	May 2, 2023
Due Date for Proposals – By 2:00 p.m.	May 19, 2023
Proposal opening – 2:15 p.m. council chambers	May 19, 2023
Evaluation Committee	Week of May 22, 2023
Presentation/Interview (Optional)	Week of May 29, 2023
Intent to Award Notice	June 9, 2023
Award of Contract by City Council	June 13, 2023
Contract Begins	June 14, 2023

I. GENERAL TERMS AND CONDITIONS

Understanding: It is the Proposer's responsibility to read and understand the requirements of this solicitation of proposals. Proposers are required to state exactly what they intend to furnish to the City via this Solicitation to the terms, conditions, and specifications of this proposal.

- a) **Responses:** All responses to this RFP must comply with the General Terms and Conditions.
- b) **Proposal Submission:** The Proposer shall submit one original and two copies of the proposal, in a sealed outer envelope designated as a proposal for “Architectural Services - Palmer Public Library”, to the Director of Community Development, City of Palmer, 231 W. Evergreen Ave, Palmer **by 2 p.m. on May 19, 2023**. The proposal must be accompanied by the Proposer Information Form signed by an officer of the organization able to bind the firm.
- c) **Price, terms, and conditions:** All prices, terms, and conditions quoted in the submitted proposal will be firm for acceptance for sixty (60) days from the date of the proposal opening date unless otherwise stated by the City. The City will pay the Consultant awarded the contract the amount set forth in proposer’s fee schedule as outlined under evaluation of proposals. That sum will be paid on receipt of billings submitted pursuant to a normal billing cycle of 30 calendar days upon receipt of an approved invoice.
- d) **Withdrawal of proposal:** Any Proposer may withdraw its proposal prior to the indicated submittal time. The request for withdrawal must be submitted in writing to the Community Development Director.
- e) **RFP Preparation Expense:** The Proposer preparing an RFP in response to this proposal shall bear all expenses associated with its preparation. The Proposer shall prepare a proposal with the understanding that no claim for reimbursement shall be submitted to the City for the expense of proposal preparation or presentation.
- f) **Omission of Details:** Omission of any essential details from these specifications will not relieve the Proposer of supplying such product(s) as specified.
- g) **Clarification to Terms and Conditions:** The Proposer shall examine all RFP documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning clarification shall be submitted in writing to the Community Development Director by May 2, 2023. The City shall not be responsible for oral interpretations given by any City employee or its representative.

II. BACKGROUND

Our Mission

Palmer Public Library’s mission is to provide residents of Palmer and the Matanuska-Susitna Borough, impartial, and equitable access to all forms of information, library services, and social support contacts. Library staff strive to provide the highest quality customer service. Palmer Public Library is committed to being a life-long resource of information, education, leisure, and culture.

The Current Building and Location

The Palmer Public Library has been a significant part of the community for 93 years. As a result of a catastrophic roof collapse at the library in February the City of Palmer is evaluating the feasibility of alternatives to providing library services. The alternatives range from repairing the damaged roof to demolition and construction of a new library.

The Palmer Public Library is located at 655 S. Valley Way Palmer, AK. It is located next to the Quad Park area and across the street Community Center (Depot). The Palmer Library existing building is a single level wood frame and masonry structure approximately 12,000 sq. ft. (11,922) in area. The building has a masonry foundation with a concrete slab on the grade floor system. The roof consists of single span wood joists comprising in series of shed and hip roof forms covered with a standing seam metal roof. The meeting room (864 sq. ft) serves as both a heavily used community room and a storage area. It is not large enough to accommodate many groups who would like to utilize the facility. Additionally, the lack of support storage for chairs, tables and equipment requires these items to be stored in the meeting room.

The Palmer Public Library was built in 1985. In 2004 a Needs Assessment was completed by Wolf Architecture, of Palmer, AK. At that time the facility was determined to be undersized to meet the needs of the population base. The building is deemed to be at full capacity, with no current alternatives for expansion or underutilized areas. The library's capacity did not meet needs in 2004. The Matanuska-Susitna Borough, with in the heart of south-central Alaska, encompasses more than 24,000 square miles (about the size of the state of West Virginia) The City of Palmer is located at the southeastern quadrant of the borough and serves the library needs for the surrounding population. The library houses a collection of 69,000 items. Library services have expanded, and use has increased dramatically. In 1985 the Palmer Public Library housed 18,000 items. Today the library has 9,068 card holders in the community of 32,000+ residents. The library has become the resource center, the technology center and the intellectual center of Palmer. Nearly 450 people walk through our doors every day for library services and programming.

Unlike 93 years ago, when the Library's primary activity was checking out books, Palmer and Mat Su Borough residents now come into the Library to use public computers, laptops and iPads; to access Wi-Fi on their own devices; to download eBooks and eAudiobooks; to access our databases and local history collections; to work and study independently and in groups; to attend one of the library and community programs and events that are scheduled monthly; and to check out materials.

A Vision for the Future

Thirty-eight years after the cornerstone was set on the "new" Palmer Public Library, we are re-aligning library priorities to meet the changing needs of our community. This inevitably impacts the space and design of our building. Library services have changed dramatically since the first Palmer Public Library in the 1930's. Our future depends on our success in integrating technology into our physical structure to ensure access to our increasingly networked world.

The Palmer Public Library is a vital community asset, brings people together, strengthens community identity by attracting residents for diverse purposes, and provides a safe and trusted destination for all generations. The library is a welcoming place that fosters personal connections by providing the space for collaboration and creation. We need a refreshed and expanded space to ensure that the Palmer Library remains accessible, inspiring, technologically advanced and able to facilitate future use.

III. PROJECT DESCRIPTION

The City of Palmer is soliciting proposals for architectural services to evaluate the feasibility of repairing, expanding, or replacing in its entirety, and provide planning and design services for future needs of the Palmer Public library.

1. Key Library Goals

- a) Create a library that is a destination, community anchor, and the intellectual center of the town.
- b) Design a building that is architecturally significant and scaled to the surroundings and improve the curb appeal.
- c) Connect and integrate the library building with surrounding community spaces, importantly the Quad Park area and Community Center (Depot).
- d) Increase meeting spaces.
- e) Design the exterior of the building to include an amphitheater, outdoor meeting, and reflective spaces.
- f) Design the interior with flexibility of space to accommodate future change.
- g) Create a sustainable building, the plan should integrate opportunities for renewable energy.
- h) Ensure accessibility to all.
- i) Create a resilient building to support a community in times of crisis and celebration with natural light and a generator.
- j) Design landscaping to enhance the building, provide outdoor services and engage its surroundings.
- k) Provide barrier-free pedestrian walkways around the building.

2. Project Funding

The purpose of this RFP is to select an Architecture firm to evaluate repair/replacement alternatives, provide planning and design services. Although the target budget for this project is yet to be determined, we have set a preliminary cost target of \$600-\$800 per square foot. We expect funding for the project will be from a combination of municipal, state, federal, private foundations and individuals, completion of the expansion and renovation work is contingent upon successful fundraising efforts, and we expect our selected architecture firm to assist us with this. The drawings, floor plans and cost estimate developed through this project will facilitate fundraising efforts.

3. Critical Information for Responses

- a) The conceptual design is to repair, expand and renovate or replace the current building.
- b) Conceptual designs of the building must integrate surrounding community spaces.
- c) The conceptual design must maintain parking on the south side of the building and, if possible, expand the parking lot while maintaining the natural screening.
- d) The existing Library entrance should be at grade, as should any entrances added.

4. Palmer Public Library

The City Council may appoint a Library Building Committee. The Library Building Committee will:

- a) Serve as an advisory committee to reflect the needs and interests of the library and community.
- b) Provide feedback on Library program elements.
- c) Review potential plans and provide feedback to the architectural team.
- d) Serve as key informants and advocates for the project.
- e) Provide advice and guidance to the City Council.

IV. SCOPE OF SERVICES

A two-phase response is requested:

Phase I - Programming/Pre-schematic Design/Stakeholder and Public Input Regarding Library Facilities, Needs and Desires

- a) Evaluate existing conditions of the current structure including but not limited to:
 - i. Structural integrity for repair to the facility;
 - ii. Structural integrity for the addition to the facility;
 - iii. Demolition and replacement of the facility.
- b) Consult with the Library Building Committee to determine and confirm the scope and requirements of the project.
- c) Gather geographic and environmental data and report on all relevant legal issues including but not limited to local, state and federal land use, historic preservation, environmental, and other regulatory agency regulations.
- d) Space programming.
- e) Public engagement. The Library Building Committee believes that a public engagement process will achieve the best outcome for the conceptual design and build community support for the project. We see a public engagement process that will incorporate the following:
 - i. Regularly scheduled meetings with the Library Building Committee.
 - ii. Three public meetings
 1. An initial public meeting/programming workshop/design charrette.
 2. A community feedback meeting presenting three design options.
 3. A meeting at the end of the process to present the preferred design.
 - iii. Interview/Meetings with targeted stakeholders. The Building Committee will identify stakeholder groups including civic groups, historical organizations, library organizations, etc. who should be consulted during this process.

Phase 2 - Conceptual and Schematic Design and Cost Estimates

1. Create at least three conceptual designs for the Palmer Public Library. One design will include repair, one will be an addition to the existing structure, and the third will be the demolition and new construction of the library. Provide cost estimates for all three designs.
2. Conceptual Design Presentations. Conceptual designs should include design drawings (site and building floor plans, exterior and interior elevations). Designs should be presented in multiple formats that include renderings, models, and high-quality booklets/materials for fundraising purposes. The architecture firm will provide a presentation of design options to the City Council and Library Building Committee, jointly. At the conclusion of the process the architecture firm will present the preferred design scheme.

Possible Future Work

If mutually agreeable, the selected firm will provide services for subsequent phases of this project, contingent upon available funding, successful contract negotiations for such services, and satisfactory completion of entire reconstruction process.

V. Submission Requirements

Responses should minimally include the following information, clearly and readily identifiable as responsive to this RFP:

- a) A cover letter.
- b) A narrative describing a vision and strategy for the conceptual design process.
- c) Design team roles:
 - i. Identify the project lead and project team for public input and outreach.
 - ii. Identify the project team making presentations and conducting stakeholder interviews.
 - iii. Identify the lead design architect and the design team.
 - iv. Identify the sustainability coordinator.
 - v. Identify all key personnel and sub-consultants involved in the project.
 - vi. Identify support team members - landscape architect, civil engineer, structural engineer, mechanical engineer, acoustic engineer, lighting designer, etc.
- d) A description of the major deliverables anticipated for a successful project.
- e) A project budget showing estimated total as well as line item budgets. This information will not be made public and should be submitted in a separate envelope and should include:
 - i. Total Lump Sum Bid Amount for the completion of the Conceptual Design as described in the RFP.
 - ii. The estimated total cost by major task broken down by hourly rates and estimated hours;
 - iii. Summary of the individuals' hourly rates;
 - iv. Any administrative expenses or other costs.

A project timeline including key dates, an overall project schedule, including the timing of major work tasks. The contract award is estimated for June 13, 2023.

VI. SCHEDULE

The consultant is responsible for proposing a schedule of major milestones for the project details.

VII. EVALUATION OF PROPOSALS

Proposals will be evaluated and scored on the criteria identified below. The objective of this RFP is to ensure the selection of services is adequate in all respects. Proposers are encouraged to provide clear, concise, and complete responses to each criterion but not to submit voluminous amounts of material. *Failure to completely respond to the following "Proposal Sections" may result in rejection of the proposal.*

Qualifications and Experience of Staff

Maximum Points: 30

Describe the relevant and specific experience of the firm or individual in providing similar services. Identify the relevant and specific experience of any subcontractors that may be used. Include resumes of key personnel highlighting their pertinent qualifications and any achievements unique to the services requested.

Past Performance**Maximum Points: 30**

Success in working with municipalities design services is a key component of these evaluation criteria. Provide a descriptive list of successful projects in small cities and rural communities completed by the consultant. A list should identify the type of production and client identifications with points of contact. Also identify whether or not the project was completed on time and within budget.

Project Approach**Maximum Points: 30**

Describe your approach to performing the proposed work. Include a detailed description of services to be provided and constraints (procedures, time, personnel, etc.), if any. The proposal should include a schedule of major milestones for the project ending with a completed plan by October 31, 2023. The proposal should answer the questions: Who will have overall responsibility for each project task and who will be responsible for overall coordination. Discuss your approach to project administration.

Fee Structure**Maximum Points: 10**

The proposal should include a detailed cost proposal consisting of a breakdown by discipline, and man-hours, in a spreadsheet format for the project. The proposal shall include estimated reimbursables and associated costs that are anticipated for the project. The proposal shall include a “not to exceed” cost for all services required.

Proposer Information Form

The Proposal **MUST INCLUDE** the completed and signed “**Proposer Information Form**” (attached). **Failure to submit a signed “Proposer Information Form” with the proposal will result in the proposal’s rejection.**

VIII. SELECTION PROCESS

The proposals will be reviewed by the City Manager and Community Development Director, Library Director and scored against the evaluation criterion. The city may, at its discretion, choose to interview one or more of the top three responsive/qualified proposers. If needed, interviews will take place on May 29, 2023. If conducted, the interviews will be with no more than two people per firm. No competing proposer may be present to hear the presentation of any other competing proposer.

IX. FINAL SELECTION

Once a final selection has been made, the city manager or designee will negotiate a professional service agreement with the first ranked Proposer. If this negotiation is not successful, the city manager will negotiate with the second ranked Proposer, and so on if necessary. The city manager will recommend a contract award to the City Council for final award at the regularly scheduled Council meeting on June 13, 2023, or at a subsequent meeting if necessary. All Proposers will be notified in writing of a qualified proposer list or the recommended proposed awardee.

X. MISCELLANEOUS

a) **City Prerogatives:** The City of Palmer reserves the right to award the responsive

and responsible proposer whose proposal is judged to be in the best interests of the City, with the City being the sole judge thereof; to negotiate with any or all proposers; to reject any or all proposals, in whole or any part; and to waive any minor technicalities or informalities in accordance with the City's determination of its own best interest.

- b) **Contract:** The city reserves the right to negotiate final contract terms with any proposer selected. The contract between the parties will consist of the RFP, including the professional services agreement form, together with any modifications thereto, and the awarded proposer's proposal, together with any modifications and clarifications thereto that are submitted at the request of the city during the evaluation and negotiation process. In the event of a conflict in language between the documents referenced above, the provisions and requirements set forth and/or referenced in the RFP shall govern. However, the City of Palmer reserves the right to clarify any contractual relationship in writing with the concurrence of the contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the RFP or the contractor's proposal. In all other matters not affected by the written clarifications, if any, the RFP shall govern. Form of a Professional Service Contract is attached as Appendix A.
- c) **Venue:** Any dispute or controversy arising out of this Request for Proposals shall be governed by the Palmer Municipal Code, laws of the State of Alaska, and the venue shall be in Palmer, Alaska only.

The City reserves the right to reject any or all proposals for any reason. The City also reserves the right to negotiate with the selected vendor to clarify details and achieve the best overall services for the City.

**CITY OF PALMER
PROPOSER INFORMATION FORM**

Library Design Services RFP

1. Firm Name _____
2. Mailing Address _____
3. City, State, Zip _____
4. Physical Address, if different _____

5. Telephone Number _____
6. Facsimile Number _____
7. Toll Free Number, if any _____
8. Federal Tax Identification Number _____
9. Contact Person for questions and contract negotiations, including address if different than above.

10. Contact Person Telephone Number _____
11. Facsimile Number _____
12. Name of Individual Authorized to Bind the Organization _____
Title _____
13. Signature - **Must be in blue ink and individual must be authorized to bind the organization**

Name: _____ Date: _____

City of Palmer 231 W. Evergreen Avenue Palmer AK 99645 907-745-3271

**City of Palmer
Resolution No. 23-020**

Subject: Authorizing the Appropriation of \$75,200 From the General Fund Unassigned Fund Balance to Fully Fund the Purchase of an Ice Resurfacer from Zamboni Company USA, Inc. To Be Reimbursed from a Department of Energy Grant

Agenda of: June 27, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: Brad Hanson, Director Community Development

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ **75,200**

This legislation (√):


- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 08-01-05-6253 MTAEC Equipment
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Resolution No. 23-020

Summary Statement/Background:

This resolution authorizes the City Manager to appropriate \$75,200 of the General Fund unassigned fund balance which will be reimbursed through a Department of Energy Grant. Placing a down payment on the ice resurfacer requires that all funds are appropriated for the purchase of the ice resurfacer.

The City of Palmer purchased a used ice resurfacer (Zamboni) that was manufactured in 1999. This machine has 7,858 hours and is nearing the end of its useful life. Ice resurfacers are necessary to operate an indoor ice arena, they are used to shave the ice and lay down a layer of water that levels the ice. In 2022 the city created a Capital Account for the replacement of the ice resurfacer and mechanical equipment at the MTA Events Center. The account currently has \$121,294 for the purchase of an ice resurfacer. In December 2022 the city was awarded an energy grant from the United States Department of Energy. The amount of the grant is \$75,200, for a combined total funds of \$196,494.

The U.S. Department of Energy (DOE) released a Notice of Intent (NOI) to issue funds for the \$550 million Energy Efficiency and Conservation Block Grant (EECBG), which was funded through the Bipartisan Infrastructure Law (BIL). The EECBG Program will award formula grants directly to local governments, cities, boroughs, states and tribes across the country to implement strategies to reduce fossil fuel emissions, decrease total energy use and improve energy efficiency. Project eligibility includes electrification of fleets and that the product is manufactured in the United States.

A sole source purchase was authorized at the May 23, 2023, meeting by City Council for the ice resurfacer from Zamboni Company USA, Inc. (AM 23-031). Model 552AC is the electric model which will significantly improve air quality and reduce operating costs in the MTA Events Center, creating a healthier environment for our patrons. Our current propane model leaves a film of exhaust on the dasher board glass requiring constant cleaning. Additionally, propane expenses will be eliminated which amounts to \$5,000 annually. Model 552AC will be equipped with a level ice system that automates ice reconditioning. This system will further reduce operating costs, by reducing employee training, ice maintenance and reduced compressor run times to keep ice at the proper temperature. The cost of the Model 552AC is \$188,500.

Delivery lead times are currently 500 days, pricing is guaranteed for 30 days from the proposal date.

Administration's Recommendation:

Approve Resolution No. 23-020 authorizing the appropriation of \$75,200 from the General Fund unassigned fund balance that will be reimbursed through a Department of Energy grant upon delivery of the unit.

LEGISLATIVE HISTORY

Introduced by:

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 23-020

A Resolution of the Palmer City Council Authorizing the City Manager to Appropriate Funds from the General Fund Unassigned Fund Balance in the Amount of \$75,200 for the Purchase of an Ice Resurfacer from Zamboni Company USA, Inc.

WHEREAS, the City of Palmer, Alaska (the "City") is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and the City has determined that the matters set forth in this resolution are not prohibited by law or the charter; and; and

WHEREAS, the City of Palmer purchased a used ice resurfacer (Zamboni) that was manufactured in 1999. This machine has 7,858 hours and is nearing the end of its useful life; and

WHEREAS, City Council authorized the down payment of \$25,000 for the purchase of a new ice resurfacer; and

WHEREAS, in December 2022 the City was awarded an energy grant from the United States Department of Energy. The amount of the grant is \$75,250; and

WHEREAS the Department of Energy Grant requires the City to expend funds and then be reimbursed, requiring general fund money to used to complete the purchase; and

WHEREAS, delivery lead times are currently 500 days and once delivery is accepted and final payment confirmed, the City will be eligible for reimbursement from the Department of Energy; and

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby authorizes appropriation of \$75,200 from the general fund for the purchase of ice resurfacer from Zamboni Company USA, inc.

Approved by the Palmer City Council this ____ day of _____, 2023.

Steve Carrington, Mayor

Shelly Acteson, CMC, City Clerk

**City of Palmer
Resolution No. 23-021**

Subject: Directing the City Manager to Authorize Hardware and Software Upgrades to the City's Technology Infrastructure in the Amount of \$34,057

Agenda of: June 27, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ **54,057 (\$20,000 budgeted)**

This legislation (√):



- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-01-10-6095 Hardware/Software Updates \$20,000
- Not budgeted 01-01-10-6095 Hardware Software Updates \$27,617
- 01-13-10-6054 Office Equipment \$6,440

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	<u></u>	_____
City Clerk	_____	_____

Attachment(s):

1. Resolution No. 23-021
2. City of Palmer FD Switch
3. City of Palmer 4.4.23 Agreement
4. City of Palmer 4.11.23 Agreement

Summary Statement/Background:

We are facing a number of technical upgrades and support renewals within the City of Palmer (COP). First, in City Hall, we are on the brink of needing to fully refresh our server and storage unit infrastructure. Our existing units are at the end of their manufacturer's service life and are running on "Windows Server 2012", which is set to become outdated. This operating system is scheduled to reach its end of life on 10/10/23. From that point onwards, it won't receive any security patches from Microsoft, creating a potential security vulnerability for the city.

The same situation is unfolding in the City of Palmer Fire Department. Their servers are also running on "Windows Server 2012". Without an urgent upgrade, these servers will lose their security updates post 10/10/23, posing a threat to the integrity of the city's server environment.

In addition, we have a support subscription due for renewal for the Fortinet 248E FPOE switch in the Fire Department. This renewal is quite comprehensive, providing us with 24x7 Email support, Advance Hardware updates, Firmware & General updates. This is critical to keep our equipment operating effectively.

Administration's Recommendation:

Approve Resolution No. 23-021.

LEGISLATIVE HISTORY

Introduced by: Manager Moosey

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 23-021

A Resolution of the Palmer City Council Directing the City Manager to Authorize Hardware and Software Upgrades to the City’s Technology Infrastructure in the Amount of \$34,057.

WHEREAS, the servers and storage units of the City of Palmer (COP) City Hall Department are reaching the end of their manufacturer's service life and require a complete refresh, and;

WHEREAS, these servers are running on "Windows Server 2012" which is set to reach its end of life on 10/10/23, causing the cessation of security patches from Microsoft and introducing a potential security risk for the city, and;

WHEREAS, the servers of the City of Palmer Fire Department are similarly running on "Windows Server 2012" and require an urgent upgrade to continue receiving security updates post 10/10/23, thereby mitigating potential security threats, and;

WHEREAS, a support subscription renewal is due for the Fortinet 248E FPOE switch in the Fire Department, which includes comprehensive 24x7 Email support, Advance Hardware updates, Firmware & General updates,

NOW THEREFORE, be it resolved that the Palmer City Council approves the allocation of funds totaling \$34,057 to address these imminent technical upgrades and support renewals in a timely manner, thus preventing any potential security risks and ensuring the continuity of service for the city.

Approved by the Palmer City Council this 27th day of June 2023.

Steven J Carrington, Mayor

Shelly Acteson, CMC, City Clerk

We have prepared a quote for you

COP-FD - Switch Warranty

Quote # 031411 Version 1



alaska
COMMUNICATIONS®

Prepared for:


City of Palmer

Chad Cameron
ccameron@palmerak.org

Prepared by:

Alaska Communications Services, Inc.

Bruce Witt
Bruce.Wittjr@acsalaska.com



Statement of Work

The City of Palmer (COP) Fire Department has a support subscription due for the Fortinet 248E FPOE switch (SN# S248EFTF19009017) named COP-FTC-SW3. This support renewal covers 24x7 Email, 24x7 Comprehensive Support, Advance HW, Firmware & General Updates. License key will be sent to Scott Work Scott.Work@acsalaska.com to enter it in Fortinets support website.

The new end date for this support will be 4/28/2024.


Software

Description	Price	Qty	Ext. Price
FORTINET COTERM RENEWAL	\$390.95	1	\$390.95
Subtotal:			\$390.95


Supply Chain Delays

The COVID-19 pandemic has disrupted the global supply chain. Alaska Communications may encounter delays outside our control as a result of supply chain disruptions. This could mean delays in estimated equipment delivery dates and project completion timelines.

We apologize for the inconvenience and appreciate your patience.


Change Control

From time to time scope and requirement changes may occur throughout the progress of this project. In the event a situation occurs during the delivery of this solution that requires a modification to the currently proposed Statement of Work, Materials, Licenses, Subscriptions, or Professional Services related to this quote, Alaska Communications will prepare a Project Change Order.

Project Change Orders will have a clear Statement of Work, associated costs enumerated, and will be agreed upon prior to delivery of the associated change.

Project schedule and implementation plans will be coordinated with project stakeholders and approved by both the customer and Alaska Communications.

COP-FD - Switch Warranty

Prepared by:

Alaska Communications Services, Inc.

Bruce Witt
 (907) 375-1145
 Fax (907) 375-1188
 Bruce.Wittjr@acsalaska.com

Prepared for:

City of Palmer

231 W Evergreen Ave
 Palmer, AK 99645
 Chad Cameron
 (907) 761-0327
 ccameron@palmerak.org

Quote Information:

Quote #: 031411

Version: 1
 Delivery Date: 03/27/2023
 Expiration Date: 04/10/2023

Quote Summary

Description	Amount
Software	\$390.95
Total:	\$390.95

Alaska Communications generates billing and/or recognizes revenue for work performed on a monthly basis. This may consist of material delivered and accepted by the customer for storage at the customers location or if agreed upon at an Alaska Communications facility, non-tangible software licenses or subscriptions, and professional services performed to date. Purchase orders under this quote are subject to Alaska Communications' Terms and Conditions at www.alaskacommunications.com/businessstermsandconditions . This quote expressly limits acceptance to the terms herein

Alaska Communications Services, Inc.

City of Palmer

Signature: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Name: Chad Cameron

Date: _____

Contract Type

New Amendment / Order to Contract ID # Renewal, Effective Date

Co-terminus with Existing Agreement, Date

Business/ Customer Information

Business Name: City of Palmer

Billing Address Line 1: 231 W. Evergreen Ave

Billing Address Line 2: _____

City/State/Zip: Palmer, AK, 99645

Order Contact: Chad Cameron

Contact Email: ccameron@palmerak.org

Account Number: _____

Service Street Address*: 231 W. Evergreen Ave

Service Address – Line 2: _____

Service City/State/Zip*: Palmer, AK, 99645

Contact Phone Number: 907-761-0327

*If different from Billing Address: _____

Scope of Services

Inside wiring: Yes

Products and Services	Service Descriptions Attachments	Exhibits
Professional Services		Exhibit 1: SOW Exhibit 2: Service Pricing [or pricing is per notes, below]

Cost are incremental to any existing services:

Term No Term Monthly Recurring Charges: **\$0** Initial Non-Recurring Charges: **\$6,049.00**

Letter of Authorization (For Local and Long Distance Carrier Changes)

I desire to change the Services marked below to Alaska Communications for the numbers listed on the Service Order. I authorize orders to be placed for me on my behalf by Alaska Communications.

Local Telephone Service In-State Long Distance Out-of-State Long Distance

I agree that Alaska Communications may provide Customer Proprietary Network Information detail to me at my request, without prior password authentication, based on the methods specified in the Privacy section of the ACSA.

Yes! I would like to receive information on Alaska Communications' products, promotions, and services.

Yes! I would like to receive information from Alaska Communications' contractual affiliates on products, promotions, and services.

I acknowledge that I have read and understand the ACSA and all applicable exhibits and attachments, including the pricing applicable to all Services I have chosen.

I am authorized to sign this ACSA and agree to be bound by it. I UNDERSTAND AND AGREE THAT EARLY TERMINATION MAY RESULT IN EARLY TERMINATION CHARGES.

I AGREE TO THE ALASKA COMMUNICATIONS TERMS AND CONDITIONS AT ALASKACOMMUNICATIONS.COM/BUSINESSTERMSANDCONDITIONS AS THEY MAY BE AMENDED.

Service Details

Remove server

Attachments

Exhibit 1 & 2 - Quote 31448

CHANGES TO TERMS CONDITIONS, SERVICES DESCRIPTIONS, EXHIBITS, AND THIS FORM GO HERE AND REQUIRE LEGAL DEPARTMENT APPROVAL. INITIALS OF LEGAL TEAM REP (REQUIRED IF TEXT IS ENTERED BELOW) _____ Date _____

Customer

Alaska Communications

Signature: _____

Signature: _____

Name: _____

Name: _____

Business Name: City of Palmer

Business Name: Alaska Communications

Date: _____

Date: _____

We have prepared a quote for you

COP - FD - pal - Remove Sever 2012 - 04202023

Quote # 031448 Version 1



alaska
COMMUNICATIONS®

Prepared for:


City of Palmer

Chad Cameron
ccameron@palmerak.org

Prepared by:

Alaska Communications Services, Inc.

Bruce Witt
Bruce.Wittjr@acsalaska.com


Statement of Work

The City of Palmer Fire Dept (COP) servers are in need of an operating system upgrade. The current version installed on these servers is "Windows Server 2012" which has an end of life date of 10/10/23. At this time, if the servers don't get upgraded, these servers will no longer be eligible to receive security patches from Microsoft, thus creating a security risk for the City of Palmer Fire Dept server environment.

Servers impacted that need to be upgraded:

- COP-FTC-HYP1 - Physical Host
- COP-FTC-AD1 - Virtual Machine
- COP-FTC-FAPP1 - Virtual Machine

Alaska Communications Engineer will perform the following tasks below and will install and configure on site.

- Download Media. Stand up new Hyper-V VMs at FTC and Update: COP-FTC-DC1 & COP-FTC-FILE1, install backup agent
- Install AD DS, Promote DC, Install DHCP
- Install NPS Role to Transition configuration to FTC-DC, update Meraki, Test configuration
- Install SQL Express, backup restore FH SQL database
- Transition Home Folders Shared Folder configurations
- Transition Printers and MFPs
- Download & Coordinate with HPE to Reinstall FMAudit

Please Note

- The task "Transition Home Folders Shared Folder configurations" requires T &M labor.
 - The 4 normal and 4 OT hours are estimated, actual labor used will be billed. COP will be notified if additional labor is required.
- The same licensing will be used next year when COP-FTC-HYP1 is due for replacement

Software

Description	Price	Qty	Ext. Price
Windows Server 2022 Standard - 16 Core License Pac	\$1,069.00	1	\$1,069.00
Windows Server 2022 - 1 User CAL	\$46.00	30	\$1,380.00
Subtotal:			\$2,449.00

Professional Services

Description	Price	Qty	Ext. Price
Project Management (Fixed Price)	\$150.00	2	\$300.00
System Administrator Tier 3 (Estimate, Actuals Billed)	\$150.00	4	\$600.00
System Administrator Tier 3 After Hours (Estimate, Actuals B	\$225.00	4	\$900.00
System Administrator Tier 3 (Fixed Price)	\$150.00	12	\$1,800.00
Subtotal:			\$3,600.00

Supply Chain Delays

The COVID-19 pandemic has disrupted the global supply chain. Alaska Communications may encounter delays outside our control as a result of supply chain disruptions. This could mean delays in estimated equipment delivery dates and project completion timelines.

We apologize for the inconvenience and appreciate your patience.

Change Control

From time to time scope and requirement changes may occur throughout the progress of this project. In the event a situation occurs during the delivery of this solution that requires a modification to the currently proposed Statement of Work, Materials, Licenses, Subscriptions, or Professional Services related to this quote, Alaska Communications will prepare a Project Change Order.

Project Change Orders will have a clear Statement of Work, associated costs enumerated, and will be agreed upon prior to delivery of the associated change.

Project schedule and implementation plans will be coordinated with project stakeholders and approved by both the customer and Alaska Communications.

COP - FD - pal - Remove Sever 2012 - 04202023

Prepared by:
**Alaska Communications Services,
 Inc.**

 Bruce Witt
 (907) 375-1145
 Fax (907) 375-1188
 Bruce.Wittjr@acsalaska.com

Prepared for:
City of Palmer

 231 W Evergreen Ave
 Palmer, AK 99645
 Chad Cameron
 (907) 761-0327
 ccameron@palmerak.org

Quote Information:
Quote #: 031448

 Version: 1
 Delivery Date: 04/04/2023
 Expiration Date: 04/13/2023

Quote Summary

Description	Amount
Software	\$2,449.00
Professional Services	\$3,600.00
Total:	\$6,049.00

Alaska Communications generates billing and/or recognizes revenue for work performed on a monthly basis. This may consist of material delivered and accepted by the customer for storage at the customers location or if agreed upon at an Alaska Communications facility, non-tangible software licenses or subscriptions, and professional services performed to date. Purchase orders under this quote are subject to Alaska Communications' Terms and Conditions at www.alaskacommunications.com/businessstermsandconditions . This quote expressly limits acceptance to the terms herein

Contract Type

- New
 Amendment / Order to Contract ID #
 Renewal, Effective Date
 Co-terminus with Existing Agreement, Date

Business/ Customer Information

Business Name: <u>City of Palmer</u>	Account Number: _____
Billing Address Line 1: <u>231 W. Evergreen Ave</u>	Service Street Address*: <u>231 W. Evergreen Ave</u>
Billing Address Line 2: _____	Service Address – Line 2: _____
City/State/Zip: <u>Palmer, AK, 99645</u>	Service City/State/Zip*: <u>Palmer, AK, 99645</u>
Order Contact: <u>John Moosey</u>	Contact Phone Number: <u>907-761-1317</u>
Contact Email: <u>jmoosey@palmerak.org</u>	*If different from Billing Address: _____

Scope of Services

Inside wiring: Yes

Products and Services	Service Descriptions Attachments	Exhibits
Professional Services		Exhibit 1: SOW Exhibit 2: Service Pricing [or pricing is per notes, below]

Cost are incremental to any existing services:

Term No Term Monthly Recurring Charges: **\$0** Initial Non-Recurring Charges: **\$47,617.01**

Letter of Authorization (For Local and Long Distance Carrier Changes)

I desire to change the Services marked below to Alaska Communications for the numbers listed on the Service Order. I authorize orders to be placed for me on my behalf by Alaska Communications.

Local Telephone Service
 In-State Long Distance
 Out-of-State Long Distance

I agree that Alaska Communications may provide Customer Proprietary Network Information detail to me at my request, without prior password authentication, based on the methods specified in the Privacy section of the ACSA.

Yes! I would like to receive information on Alaska Communications' products, promotions, and services.

Yes! I would like to receive information from Alaska Communications' contractual affiliates on products, promotions, and services.

I acknowledge that I have read and understand the ACSA and all applicable exhibits and attachments, including the pricing applicable to all Services I have chosen.

I am authorized to sign this ACSA and agree to be bound by it. I UNDERSTAND AND AGREE THAT EARLY TERMINATION MAY RESULT IN EARLY TERMINATION CHARGES.

I AGREE TO THE ALASKA COMMUNICATIONS TERMS AND CONDITIONS AT ALASKACOMMUNICATIONS.COM/BUSINESSTERMSANDCONDITIONS AS THEY MAY BE AMENDED.

Service Details

Server refresh

Attachments

Exhibit 1 & 2 - Quote 31472

CHANGES TO TERMS CONDITIONS, SERVICES DESCRIPTIONS, EXHIBITS, AND THIS FORM GO HERE AND REQUIRE LEGAL DEPARTMENT APPROVAL. INITIALS OF LEGAL TEAM REP (REQUIRED IF TEXT IS ENTERED BELOW) _____ Date _____

Customer

Alaska Communications

Signature: _____

Signature: _____

Name: _____

Name: _____

Business Name: City of Palmer

Business Name: Alaska Communications

Date: _____

Date: _____

We have prepared a quote for you

City Hall Server Refresh

Quote # 031472 Version 1



alaska
COMMUNICATIONS®

Prepared for:


City of Palmer

John Moosey
jmoosey@palmerak.org

Prepared by:

Alaska Communications Services, Inc.

Bruce Witt
Bruce.Wittjr@acsalaska.com

 **Statement of Work**

The City of Palmer (COP) City Hall Department is due to refresh their servers and storage unit. All units are at their end of Mfg's service life. These servers are running "Windows Server 2012" which goes End of Life on 10/10/23 thus becoming ineligible to receive security patches from Microsoft, creating a security risk for the City of Palmer .

Alaska Communications Engineer will perform the following tasks below.

Pre Work

- Create transition design for Failover Cluster
- Configure iDRAC x3, Update Host x2 & DC firmware, install OS & Update

OnSite Tasks

- Deploy new DC, Host Hardware and Storage Array onsite
- Initialize, Register, Update & Configure Storage Array for iSCSI

Remote Tasks

- Transition Hosts into Production
- Transition new Physical DC into Production
- Stand up new Storage Containers and VM roles
- Transition existing VM storage from Nimble to Dell SAN.
- Transition MFPs/Scan to Folder.
- Transition COPWORKORDER / SQL DB. Retire COPWORKORDER & COPSQL-V
- Transition Home Folders and Department Data / 50+ Home Folders. Retire COP-FP3.
- Transition Onsite Manager. Retire COPUTILITY.
- TRANSITION MSOSIS to ADCONNECT. Retire DC1.

*****Please Note*****

The tasks Transition MFP/Scan to Folder, TransitionCOPWORKORDER/COPSQL-V , and Transition Home Folders may require additional labor. These tasks are estimated at 10 hours for complete. Actual hours used will be billed and the City will be notified if additional labor is needed.

We have partial visibility to Microsoft Licensing that was purchased thru other Service Provider so we can not verify all existing Microsoft Licensing is compliant.

- Server 2016 Server Cores and Client Access Licenses
- Remote Desktop Services

- Windows 10 VM COP-CH-WS1 requires Windows VDA Virtual Desktop Access Subscription License.
- We recommend moving towards single Home folder with all User Shares underneath it.
- COPWORKORDER/COPSQL-V looks like both these servers might fall off.
 AC can backup & restore SQL database to SQL instance. COPWORKORDER/COP-SQL-V may require additional vendor support for transitioning IIS Front End.
- Older MFPs may require firmware updates to Scan to Folder.
 MFP Firmware updates generally require copier/vendor support.

Hardware

Description	Price	Qty	Ext. Price
Physical Server - Power Edge R350	\$3,806.30	2	\$7,612.60

Hardware

Description	Price	Qty	Ext. Price
<p>** PowerEdge R350 Tailor Made Instant Saving - [PE_R350] Estimated delivery if purchased today: May. 04, 2023 Contract # C000000006679</p> <p>Description</p> <p>PowerEdge R350 Server</p> <p>Trusted Platform Module 2.0 V3</p> <p>3.5" Chassis with up to 4 Hot Plug Hard Drives</p> <p>Intel Xeon E-2388G 3.2GHz, 16M Cache, 8C/16T, Turbo (95W), 3200 MT/s</p> <p>Heatsink for 95W or above CPU</p> <p>Performance Optimized</p> <p>3200MT/s UDIMM</p> <p>Unconfigured RAID</p> <p>PERC H755 Adapter</p> <p>Power Saving BIOS Settings</p> <p>UEFI BIOS Boot Mode with GPT Partition</p> <p>Dual, Hot-Plug, Redundant Power Supply (1+1), 600W TM</p> <p>Riser Config 0, 1 x8, 1 x16 slots</p> <p>Standard Fan</p> <p>PowerEdge R350 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM</p> <p>iDRAC9, Enterprise 15G</p> <p>On-Board LOM</p> <p>Standard Bezel</p> <p>Dell EMC Luggage Tag R350</p> <p>BOSS Blank</p> <p>iDRAC,Factory Generated Password, No OMQR</p> <p>iDRAC Group Manager, Disabled</p> <p>No Operating System</p> <p>No Media Required</p> <p>ReadyRails Sliding Rails Without Cable Management Arm</p> <p>No Internal Optical Drive</p> <p>No Systems Documentation, No OpenManage DVD Kit</p> <p>PowerEdge R350 Shipping</p> <p>PowerEdge R350 Shipping Material for 3.5" Chassis</p>			

Hardware

Description	Price	Qty	Ext. Price
PowerEdge INMETRO Label, BCC PowerEdge R350 CE and CCC Marking Dell Hardware Limited Warranty Plus Onsite Service ProSupport Next Business Day Onsite Service After Problem Diagnosis 3 Years ProSupport 7x24 Technical Support and Assistance 3 Years Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355 On-Site Installation Declined 32GB UDIMM, 3200MT/s, ECC 480GB SSD SATA Mixed Use 6Gbps 512e 2.5in with 3.5in HYB CARR, Hot-plug,S4620 Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam) Broadcom 57412 Dual Port 10GbE SFP+ Adapter, PCIe Low Profile Broadcom 57416 Dual Port 10GbE BASE-T Adapter, PCIe Low Profile			
Physical Server - Power Edge R250	\$2,139.89	1	\$2,139.89

Hardware

Description	Price	Qty	Ext. Price
<p>** PowerEdge R250 Tailor Made Instant Saving - [PE_R25 Estimated delivery if purchased today: Apr. 17, 2023 Contract # C000000006679</p> <p>Description</p> <p>Trusted Platform Module 2.0 V3</p> <p>3.5" Chassis with up to x4 Hot Plug Hard Drives with Backplane</p> <p>Intel Xeon E-2334 3.4GHz, 8M Cache, 4C/8T, Turbo (65W), 3200 MT/s</p> <p>Heatsink for 80W or less CPU</p> <p>Performance Optimized</p> <p>3200MT/s UDIMM</p> <p>No RAID</p> <p>PERC H355 Adapter, Low Profile</p> <p>Performance BIOS Settings</p> <p>UEFI BIOS Boot Mode with GPT Partition</p> <p>HP Chassis, Single, Cabled Power Supply 450W, Platinum</p> <p>PCIe Riser with Fan with 1 x16 and 1 x8 Slots</p> <p>Standard Fan</p> <p>PowerEdge R250 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM</p> <p>IDRAC9, Enterprise 15G</p> <p>On-Board LOM</p> <p>Standard Bezel</p> <p>Dell EMC Luggage Tag</p> <p>IDRAC,Factory Generated Password, No OMQR</p> <p>IDRAC Group Manager, Disabled</p>			

Hardware

Description	Price	Qty	Ext. Price
No Operating System No Media Required 1U/2U Static Rails for 2-Post and 4-Post Racks No Internal Optical Drive No Systems Documentation, No OpenManage DVD Kit PowerEdge R250 Shipping PowerEdge R250 Shipping Material PowerEdge INMETRO Label, BCC PowerEdge R250 CCC Marking, No CE Marking PowerEdge R250 Server Dell Hardware Limited Warranty Plus Onsite Service ProSupport Next Business Day Onsite Service After Problem Diagnosis 3 Years ProSupport 7x24 Technical Support and Assistance 3 Years Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355 On-Site Installation Declined 8GB UDIMM, 3200MT/s, ECC 480GB SSD SATA Mixed Use 6Gbps 512e 2.5in with 3.5in HYB CARR, Hot-plug,S4620 Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)			

Hardware

Description	Price	Qty	Ext. Price
Storage Array ME5012 Tailor Made ME5012 - [TM_ME5012_15246] Estimated delivery if purchased today: Apr. 23, 2023 Contract # C000000006679 Description Dell ME5012 Storage Array 25Gb iSCSI 8 Port Dual Controller Rack Rails 2U ME Series 2U Bezel Power Supply, 580W, Redundant, WW Dell PowerVault ME Series 2U-12, CE Marking Dell ME5012 Shipping Dell Hardware Limited Warranty ProSupport Mission Critical 4-Hour 7X24 Onsite Service with Emergency Dispatch 3 Years ProSupport Mission Critical 7X24 Technical Support and Assistance 3 Years Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355 On-Site Installation Declined Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 1 Meter Hard Drive Blank Filler 3.5 1.6TB SSD SAS ISE Mix Use 12Gbps 512 2.5in Hot-plug AG Drive,3.5 HYB CARR Powercord,125 Volt,15Amp,10 Foot, C13 to NEMA 5-15 Powercord,125 Volt,15Amp,10 Foot, C13 to NEMA 5-15	\$20,694.52	1	\$20,694.52
Subtotal:			\$30,447.01

Software

Description	Price	Qty	Ext. Price
Windows Server 2022 Standard - 16 Core License Pac	\$1,069.00	5	\$5,345.00
Windows Server 2022 - 1 User CAL	\$46.00	50	\$2,300.00
Subtotal:			\$7,645.00

Professional Services

Description	Price	Qty	Ext. Price
System Administrator Tier 3 (Estimate, Actual's Billed)	\$150.00	7	\$1,050.00
System Administrator Tier 3 After Hours (Estimate, Actual Billed)	\$225.00	3	\$675.00
System Administrator Tier 3 (Fixed Price)	\$150.00	32	\$4,800.00
System Administrator Tier 3 After Hours (Fixed Price)	\$225.00	10	\$2,250.00
Project Management (Fixed Price)	\$150.00	5	\$750.00
Subtotal:			\$9,525.00

Supply Chain Delays

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We apologize for the inconvenience and appreciate your patience.

Change Control

From time to time scope and requirement changes may occur throughout the progress of this project. In the event a situation occurs during the delivery of this solution that requires a modification to the currently proposed Statement of Work, Materials, Licenses, Subscriptions, or Professional Services related to this quote, Alaska Communications will prepare a Project Change Order.

Project Change Orders will have a clear Statement of Work, associated costs enumerated, and will be agreed upon prior to delivery of the associated change.

Project schedule and implementation plans will be coordinated with project stakeholders and approved by both the customer and Alaska Communications.

City Hall Server Refresh

Prepared by:

Alaska Communications Services, Inc.

Bruce Witt
 (907) 375-1145
 Fax (907) 375-1188
 Bruce.Wittjr@acsalaska.com

Prepared for:

City of Palmer

231 W Evergreen Ave
 Palmer, AK 99645
 John Moosey
 (907) 761-1317
 jmoosey@palmerak.org

Quote Information:

Quote #: 031472

Version: 1
 Delivery Date: 04/10/2023
 Expiration Date: 04/20/2023

Quote Summary

Description	Amount
Hardware	\$30,447.01
Software	\$7,645.00
Professional Services	\$9,525.00
Total:	\$47,617.01

Alaska Communications generates billing and/or recognizes revenue for work performed on a monthly basis. This may consist of material delivered and accepted by the customer for storage at the customers location or if agreed upon at an Alaska Communications facility, non-tangible software licenses or subscriptions, and professional services performed to date. Purchase orders under this quote are subject to Alaska Communications' Terms and Conditions at www.alaskacommunications.com/businessstermsandconditions . This quote expressly limits acceptance to the terms herein

**City of Palmer
Action Memorandum No. 23-039**

Subject: Authorizing the City Manager to Spend \$196,882.00 in Subawards from the COSSAP Grant that was Approved by the Council on December 13, 2022

Agenda of: June 27, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: Dwayne A Shelton, Chief of Police

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ \$196,882.00

This legislation (√):


- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 196,882.00
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 08-40-05-6030 Contractual Services
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. None

Summary Statement/Background:

In 2022, the City of Palmer applied for and was granted a COSSAP grant (2022 BJA FY 22 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program) in the amount of \$1,299,999.00. On December 13, 2022, the Palmer City Council approved Resolution No. 22-035 accepting these funds.

A portion of the funds are subawards to be disbursed to four referral agencies on the MDT team to help fund additional personnel that are working on the Drug Endangered Children Multi-Disciplinary Team Program.

The referral agencies and the first-year disbursement are:

Chickaloon Village Traditional Council – \$49,220.50

Knik Tribal Council - \$49,220.50

Set Free - \$49,220.50

Alaska Youth and Family Network - \$49,220.50

The grant period for year one started in October 2022 and ends the end of September 2023. Therefore, it is recommended that the payments for year 1 be made immediately to the entities.

Administration’s Recommendation:

Approve Action Memorandum No. 23-039.

**City of Palmer
Resolution No. 23-013-A**

Subject: Support of The Designation of The Mat-Su Valley Planning For Transportation (MVP For Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area.

Agenda of: April 25, 2023, May 9, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ _____



- This legislation (√):
- Creates revenue in the amount of: \$ _____
 - Creates expenditure in the amount of: \$ _____
 - Creates a saving in the amount of: \$ _____
 - Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted _____

Director of Finance Signature: _____

Approved for Presentation By:

	Signature:	Remarks:
City Manager		_____
City Attorney		_____
City Clerk	_____	_____

Attachment(s):

1. Resolution No. 23-013-A

Summary Statement/Background:

The Wasilla/Knik-Fairview/North Lakes area was designated in the list of 202 urban areas by the Department of Commerce Census Bureau in a Federal Register notice dated December 29,2022.

49 U.S.C. § 5303 as amended by the Infrastructure and Investment Jobs Act, which section is identical to 23 U.S.C. § 134 of the Federal Aid Highway Act, requires the designation of a metropolitan planning organization ("MPO") for each urbanized area within the country of at least 50,000 population.

USC § 104(f), 23 USC § 134 and 49 USC § 5303 – 5306 are the Federal Transportation Planning Statutes that provide funding and require designation of a metropolitan planning organization for urbanized areas of at least 50,000 population to carry out a transportation planning process and receive federal funding.

Those Statutes require the State and the local governments to coordinate the planning and construction of all urban transportation facilities with a continuing, cooperative, and comprehensive transportation planning process.

Administration's Recommendation:

Approve Resolution No. 23-013-A

LEGISLATIVE HISTORY

Introduced by: Manager Moosey
Date: April 25, 2023
Public Hearing: April 25, 2023
Second Public Hearing: May 9, 2023
Amended: June 13, 2023
Vote:

Yes:	No:

CITY OF PALMER, ALASKA
Resolution No. 23-013A

A Resolution of the Palmer City Council in Support of Mat-Su Valley Planning for Transportation (MVP for Transportation) as the Metropolitan Planning Organization (MPO) of the Mat-Su Area, Formation of the MVP as an Independent Organization and Provide for Membership in the MPO and as a Member of the Board of Directors

WHEREAS, 49 U.S.C. § 5303 as amended by the Infrastructure and Investment Jobs Act, which section is identical to 23 U.S.C. § 134 of the Federal Aid Highway Act, requires the designation of a metropolitan planning organization ("MPO") for each urbanized area within the country of at least 50,000 population; and

WHEREAS, USC § 104(f), 23 USC § 134 and 49 USC § 5303 – 5306 are the Federal Transportation Planning Statutes that provide funding and require designation of a metropolitan planning organization for urbanized areas of at least 50,000 population to carry out a transportation planning process and receive federal funding;

WHEREAS, those Statutes require the State and the local governments to coordinate the planning and construction of all urban transportation facilities with a continuing, cooperative, and comprehensive transportation planning process; and

WHEREAS, an MPO, is generally comprised of representative from local government, transportation stakeholders and governmental transportation authorities with the purpose of ensuring regional cooperation in transportation planning and providing a conduit for the federal funding of transportation projects and programs; and

WHEREAS, designation or selection of officials or representatives to serve on the MPO Board is not set by federal law or regulation and the State of Alaska is silent on who is to serve on small MPO (less than 200,000 persons) Boards; and

WHEREAS, the Wasilla/Knik-Fairview/North Lakes, AK area was designated in the list of 2020 urban areas by the Department of Commerce Census Bureau in a Federal Register notice dated December 29, 2022; and

WHEREAS, under 23 U.S.C. § 134, via an agreement with the Governor of the State of Alaska and units of general-purpose local government that together represent at least 75 percent of the affected population, an MPO shall be designated within **one-year** of the release of the Federal Register Notice announcing the qualifying urban areas; and

WHEREAS, this agreement must contain a map of the new Metropolitan Planning Area (MPA) which delineates the area of responsibility of the MPO and is defined by the U.S. Census, and that area that is anticipated to be considered urban in the next 20 years; and

WHEREAS, in July 2020, a consultant team was retained by the Matanuska-Susitna Borough (“MSB”) to coordinate the planning for a new MPO funded by federal transportation Planning funds; and

WHEREAS, in October 2020, a Steering Committee was established, made up of transportation stakeholders of the region, whose mission is to guide the MPO formation process as it relates to presenting recommendations to the Pre-MPO Policy Board regarding organizational and operational structure and <insert name> is represented on this committee; and

WHEREAS, in September 2021, a Pre-MPO Policy Board was established, made up of local government officials, the State of Alaska Department of Transportation and Public Facilities, and multi-modal advocates to oversee the development of all federally required documents necessary to be designated by the Governor as the MPO of the Mat-Su urbanized area and <insert name> is represented on this board; and

WHEREAS, the planning effort for the establishment of the new MPO has progressed in earnest since July 2020, conducting monthly public meetings, developing a website, annual work plans, Public Participation Plan, Public Participation Plan for Pre-MPO designation efforts, MPO Boundary Development Strategy and subsequent Metropolitan Planning Area boundary development, Metropolitan Transportation Plan Scope of Work, membership dues structure, organizational Bylaws and Operating Agreement; and

WHEREAS, the Pre-MPO Policy Board, in March 2022, unanimously voted to adopt the formation of an independent, 501(c)(3) organization for MVP for Transportation; and

WHEREAS, MVP for Transportation is submitting the Pre-MPO Policy Board approved Operating Agreement, Bylaws and Metropolitan Planning Area Boundary to the Governor for designation as the new MPO for the Wasilla/Kink-Fairview/North Lakes, AK urbanized area and needs to establish its office, hire staff, establish a bank account, file Articles of Incorporation with the State of Alaska Department of Commerce, Community and Economic Development Division of Corporations, obtain Business and Professional Licensing to become a non-profit corporation, negotiate intergovernmental agreements to establish participation by member agencies and associated dues, so that transportation planning work can begin on behalf of the MPO.

NOW, THEREFORE, BE IT RESOLVED that the City of Palmer supports the designation of MVP for Transportation by the Governor as the MPO of the Mat-Su metropolitan planning area.

BE IT FURTHER RESOLVED that the City of Palmer supports the formation, organization, and operation of the MPO as an independent organization.

BE IT FURTHER RESOLVED that the City of Palmer Mayor, will serve as a member of the policy board of MVP for transportation.

BE IT FURTHER RESOLVED that the city of palmer mayor will serve as a member of the board of directors and MVP for transportation and execute all related organizational and administrative documents on behalf of MVP for transportation.

Approved by the Palmer City Council this __th day of _____, 2023.

Steven J Carrington, Mayor

Shelly Acteson, CMC, City Clerk