

## **Memorandum**

**From:** Sergeant Randal Holmgrain, Petersburg Police Department

**To:** Steve Giesbrecht, Borough Manager

**Date:** 3/16/2016

**Subject:** Communications Tower Bid Award Recommendation

The Petersburg Borough was awarded \$63,739.50 in Department of Homeland Security SHSP FY2014 Grant funding towards the Borough Communications Tower Project. The project estimate was between \$62,000 - \$72,000 inclusive of project management and FAA/FCC licensing fees which are not allowable reimbursements under Federal Acquisition Regulations (FAR's).

An RFP for the project was advertised on the Borough web site, Petersburg Pilot and the Alaska News Dispatch and was open in excess of 34 days during February – March 24<sup>th</sup>, 2015. After initial interest from prospective vendors no proposals were received by the deadline. Subsequent to the initial RFP numerous vendors were contacted throughout the state and the Pacific Northwest with limited interest and no proposals being submitted. This in part was believed to be due to the low monetary value of the contract, the logistical challenges of Petersburg's remote location and the requirement for soils compaction testing as part of the RFP.

On 12/1/2015 an amendment to the RFP was issued excluding the requirement of the soils testing after consultation with Public Works who felt the PVFD pad for the installation of the tower foundation was properly constructed and has no evidence of compaction issues. After contacting additional firms we received two proposals from our invitations to bid. The first vendor, New Horizons Telecom, Inc. of Palmer, Alaska submitted a proposal with a not to exceed cost of \$142,487.64, roughly twice the estimated value of the project. The second vendor, Peak Signals, LLC of Juneau, Alaska submitted a proposal of \$69,850.00 which was in line with the estimated value of the project.

We have reviewed Peak's qualifications and completed projects to include their work on the Alaska Land Mobile Radio (ALMR) network and the installation of the Redstone Tracking Antenna for NASA -Wallops Island, Alaska. An additional search of the federal database, System for Award Management (SAM) shows the firm to have no past or present exclusions for working on federally funded projects. As such, we believe they are qualified to meet the project requirements for the communications tower installation.

I am recommending Peak Signals, LLC be awarded the contract as the qualified low bid based on their proposed fee schedule, past performance and their ability to source and install a tower in a timely manner.

R/S

Randal Holmgrain