8.5.1A
Vol. I, Tab IX

Meeting Summary

A. MEETING: Exxon Valdez Oil Spill Public Advisory Group
Kenai Peninsula Work Group

B. DATE/TIME: December 21, 1992

C. LOCATION: Soldotna, Alaska

D. MEMBERS IN ATTENDANCE:

Name	Principal Interest
Vern McCorkle	Public-at-Large
Pam Brodie	Environmental
Kim Benton (for Sturgeon)	Forest Products
Doug Mutter	Designated Federal Officer

E. OTHER PARTICIPANTS:

Name	Organization
Vince O'Reilly 1611 Toyon Way Kenai, AK 99611	Cook Inlet Regional Citizens Advisory Council (CIRCAC)
Anne Wieland Box 1395 Homer, AK 99603	Kachemak Bay Conservation Council
Tom Mears Box 849 Soldotna, AK 99669	Cook Inlet Aquaculture Association
Sally Kabish PO Box 2400 Homer, AK 99603	Kachemak Heritage Land Trust
Dennis Randa Box 3055 Soldotna, AK 99669	CIRCAC
Richard Underkofler 177 N. Birch Soldotna, AK 99669	City of Soldotna
Ken Tarbox PO Box 3507 Soldotna, AK 99669	On personal time (AK Dept. Fish and Game)
Karl Pulliam Box 31 Seldovia, AK 99663	CIRCAC and SOS
Jack Brown PO Box 1310 Kenai, AK 99611	Kenai Peninsula Borough Assembly and CIRCAC
Mary Pearsall PO Box 2581 Soldotna, AK 99669	Kenai Peninsula Borough

F. SUMMARY:

The following questions, issues and suggestions were raised regarding the proposed 1993 restoration plans:

--why is NEPA required for the Kachemak Bay land purchase
--what about the psychological affects of the spill, land purchases help alleviate this problem
--there were individual tax problems with the sudden jump in income from working on the spill
--CIRCAC has a monitoring plan that needs additional funding, why not use restoration or restitution funds to do this
--need to coordinate all the monitoring efforts in the area
--is acquisition really restoration
--fund bank restoration efforts along the Kenai River to prevent further degradation
--many projects seem to cost too much, but what could be cut
--put the cities and villages on the EVOS mailing list, get a copy of the list to see who is duplicated and who is left off
--the PAG should get copies of all public comments on the 1993 plan received after the 11-21 deadline
--more projects are needed for the outer Kenai coast
--water quality and the decline of intertidal flora and fauna need studied and remedied
--look at Gull Island for inclusion in the Maritime Refuge
--support the Kachemak Bay land purchase
--look at easements for the Island Peninsula, Beluga wetlands, Otterbahn Trail wetlands
--no support for the Ft.Richardson pipeline
--Education projects are duplicative of other efforts
--do not support the second growth forest project
--should use local people and expertise as much as possible
--need to go to Native landowners to talk to them
--was Tyonek contacted
--support use of tugs in Cook Inlet
--need to continue sockeye studies in the Kenai River system
--should establish an autonomous, objective oversight group to set directions, not agencies
--perhaps focus restoration at the local level, eg. like Soil Conservation Districts
--where is all the administrative money going, seems high

G. ACTION ITEMS:

1. Deliver attachements to the EVOS office

H. NEXT MEETING: None

I. ATTACHMENTS:

1. Letter from Susan Springer, Kachemak Heritage Land Trust
2. Comments from C. Neil McArthur
3. Request for Proposals: Kenai River Erosion Control and Habitat Restoration Demonstration Project

To: EVOS Trustee Council
Kenai Peninsula Meeting-Dec.21,1992

From: Susan W.Springer, Seldovia
On behalf of the Kachemak Heritage Land Trust board of directors

Although I am unable to attend today's meeting, I have asked that this letter be read into the minutes and carried on to the Trustee Council.

The Homer based Kachemak Heritage Land Trust is a four year old non-profit organization dedicated to the preservation of critical habitat, greenspaces, historic sites, and land for public use and recreation. Our service area extends from Anchor Point/Ninilchik south to the outer coast and Gore Point. Our mission is accomplished through land acquisition, donations of land, and through the arrangements of conservation easements with landowners.

We fully support the efforts of the Kachemak Bay Citizens Coalition to bring to fruition the buyback and preservation of the Kachemak Bay State Park lands, and urge the Council to approve the suggested appropriation of funds for this endeavor.

In the coming months, we shall be meeting with representatives of other Homer area conservation groups, and local bird and wildlife experts to identify lands outside the park which could serve to replace damaged habitat for (EVOS) injured species. From a review of the EVOS settlement agreement and from conversations with L.J.Evans of the Oil Spill Public Information Office in Anchorage, it is my understanding that critical habitat replacement in the form of land acquisition is well within the spending guidelines.

It is our intent to put to the Council a well documented proposal for the acquisition of specific parcels of land in our area. Such acquisitions would neatly fall under the Council's goal of habitat replacement. The Land Trust could function quite efficiently as the overseer of such acquisitions, as such a duty is in line with our current activities. Presently, on each of our holdings, we undertake a comprehensive baseline survey, and then conduct yearly monitoring to ensure no deleterious human intervention has taken place.

We are a responsible, thoughtful organization with an excellent reputation and will look forward to bringing specific proposals to the Council, not only for the 1994 work plan but for the coming years as well. We thank you for this opportunity to speak and , in advance, for your careful consideration of our requests.

Very truly yours,

Susan W.Springer , member Board of Directors
P.O.Box 257
Seldovia, AK 99663

Kachemak Heritage Land Trust
P.O.Box 2400
Homer, AK 99603

COMMENTS

You are invited to share your ideas and comments with the Trustees.
Please use this tear sheet to present your views on the 1993 Draft Work Plan.
You may send additional comments by letter regarding the 1993 Draft Work Plan.

20 December 1992

Members of the EVOS Trustees Council:

I have spent several hours studying your 1993 Draft Work Plan, and would like to make a few comments from my perspective as a graduate forester (Syracuse 1962), biology major, and 30 year resident of Alaska.

Because I think all 52 projects are worthwhile to some degree, I will mainly address priorities.

* As a practical matter, I do not significantly disagree with priorities assigned by Dr. Spies in Appendix B, and suggest that you do not fund projects he rated as "3, 4, or E."

* I further suggest you hesitate to fund projects in the following overlapping categories:

1. Projects designed to achieve in two or three years what nature will achieve in only a few more years. Some of the fisheries projects, for instance.
2. Projects which ought to be done regardless of EVOS. Examples include some of the archeological projects, and projects providing interpretive information to tourists and general public.
3. Projects rather remotely related to EVOS which, if really justifiable, will be funded some other way. For example, 93026, the Ft. Richardson Hatchery Pipeline.
4. Projects by particular agencies to disburse information to the public. I do think a thorough and readable summary of information gathered in the aftermath of EVOS should be prepared and made generally available. Agencies may draw upon it as they wish. I have what may only be a semantic problem with 93009 which proposes a "balanced and accurate" view. I don't advocate generating hysteria at public expense, but I feel an emotionally balanced view of a major oil spill would conflict with factual accuracy and fly in the face of generally accepted standards of civilized human decency.
5. Projects gathering information. Yes, I know we need a good deal of information, and this is an incredible research opportunity; indeed there is a certain morbid fascination

(over please)

If needed, use the space on the back or attach additional sheets. Please fold, staple, and add a postage stamp. Thank you for your interest and participation.

Additional Comments:

with the details. Information, however, is not knowledge, let alone wisdom; nor is it even a lasting achievement. A typical agency person asked at a public hearing about conduct of his or her organisation three to five years ago commonly begins "Well, I wasn't here then...." Information gathering should be confined to tightly controlled documentation of type, extent and duration of damage plus relative effectiveness of remedial measures; and published as suggested in 4 above.

* What I do want is Habitat Protection and Acquisition. I would spend as much as possible on 93064 at the expense of most other projects. I believe this is a far more effective and lasting way to restore and nurture the biological fecundity and diversity which is the wealth of any area, and incidentally, the source of all human wealth.

Sincerely,

C. NeilMcArthur

----------(fold here)----------Return Address:

C. N. McArthur

P.O. Box 1883

Homer, Alaska 99603

Place Stamp Here

Exxon Valdez Oil Spill Trustee Council
645 G Street
Anchorage, AK 99501

Attn: 1993 Draft Work Plan

REQUEST FOR PROPOSALS BOOKLET

CONSULTANT ENGINEERING SERVICES

KENAI RIVER
EROSION CONTROL AND HABITAT
RESTORATION DEMONSTRATION PROJECT

Table of Contents

Exhibits

Richard Underkofler
City Manager, City of Soldotna
177 North Birch Street
Soldotna, Alaska 99669
Phone: (907) 262-9107
Fax: (907) 262-1245

NEWSPAPER ADVERTISEMENT

REQUEST FOR PROPOSALS

KENAI RIVER
EROSION CONTROL AND HABITAT
RESTORATION DEMONSTRATION PROJECT

The City of Soldotna is soliciting proposals for consultant services to help design demonstration erosion control and habitat enhancement projects intended to evaluate whether soil bioengineering technology will work in Alaska. This project will be funded in part by a grant from the Alaska Science and Technology Foundation and a federal Coastal America grant.

The City intends to retain a firm to work with the U. S. Soil Conservation Service and a pre-selected soil bioengineering consultant to serve as the prime contractor for topographic and hydrographic surveying; geotechnical analysis and reports; hydrologic and hydraulic engineering; landscape architecture, civil and structural engineering services. The prime consultant will design stairways, boardwalks and other park facility improvements, but the precise scope of these services won't be clearly defined until concept plans are formulated to deal with pedestrian traffic and sport fishing access issues. The prime contractor will provide administration, data collection, dissemination and meeting coordination for these services, either by in-house resources or by subcontracts with specialty consultants.

This procurement will be governed by federal regulations which prohibit price competition for professional design services. The City intends to commence negotiations with a firm which is determined to be "most qualified" from an evaluation of proposals received in response to this solicitation. Sealed proposals must be received not later than 1:00 PM, January 15, 1993. Contact the City Manager's Office for a "Request for Proposal Booklet" which contains instructions on submitting proposals, proposal evaluation procedures and more information on the project.

The City reserves the right to award this procurement in a manner which is determined to be most advantageous to the City.

Richard Underkofler
City Manager
177 North Birch Street
Soldotna, Alaska 99669
(907) 262-9107

Publish for five consecutive days:
Peninsula Clarion
Anchorage Daily News

SECTION I
TENTATIVE SCHEDULE

	Target Dates
Consultant Procurement Phase:	
Begin Advertising, Distribution and Marketing of RFP	12/17/92
Due Date for Proposals	01/15/93
Selection Committee Completes Initial Evaluations	01/29/93
Complete Oral Presentations	02/11/93
Selection Committee Consultant Recommendation	02/12/93
Council Decision as to Final Ranking of Firms	02/17/93
Manager Completes Negotiations and Contract Recommendations	02/24/93
City Council Awards Consultant Contract	03/03/93
Concept Planning Phase:	
SCS Submits Concept Plan for Soldotna Creek Park	02/01/93
Planning Team Orientation Session on Concept Plan	03/10/93
Public Hearing on Concept Plans for Soldotna Creek and Centennial Park	04/07/93
City Council Ratifies Concept Plans	04/21/93
Site Analysis Phase:	
Secure Fish & Game Permit for Soil Borings and Analysis	03/30/93
Complete Topographic and Hydrographic Surveying	04/30/93
Complete Soil Borings and Geotechnical Investigations	05/14/93
Select Vegetation to be Utilized on the Project	05/25/93
Planning Team Work Session with Bioengineering Consultant	05/26/93
Consultants Complete Site Analysis	05/31/93
Design Phase:	
Consultant Submits Preliminary Plans and Specifications	08/13/93
Planning Team Work Session on Preliminary Plans	08/25/93
Consultant Submits Final Plans, Specifications & Cost Estimates	09/30/93
Submit Permit Applications	10/15/93
Secure all Permits	01/31/94
Construction Phase:	
Advertise for Construction Bids	02/04/94
Pre-bid Conference for Prospective Contractors	02/18/94
Award Construction Contract	03/16/94
Pre-construction Conference	03/25/94
Substantial Completion of Low Water Construction	05/31/94
Substantial Completion of Ramps, Boardwalks and Stairs	08/31/94
Monitoring and Evaluation Phase:	
Planning Team Monitoring and Evaluation Meeting	08/31/94
Planning Team Monitoring and Evaluation Meeting	08/31/95
Planning Team Monitoring and Evaluation Meeting	08/31/96

Note

This schedule is subject to change on order of the City Manager or City Council. Interested proposers should register with the City Manager's Office to receive addenda to this Request for Proposals which may include revisions to this schedule.

SECTION II
INSTRUCTIONS ON SUBMITTING PROPOSALS

Preparation of the Proposal

The response must be typewritten, securely bound, prepared in eight (8) copies and enclosed in a sealed envelope, plainly marked with the name and address of the proposer and words, "Consultant Proposal for Erosion Control Project" written on the envelope. The City shall take no responsibility for the receipt or handling of any proposal that is mailed. Proposals received after the proposal submission deadline will not be considered.

Required Proposal Format

To expedite evaluation of the proposals and to assure each firm a fair and equitable review, this format sequence shall be followed:

Cover letter and Introduction. This section shall not exceed two pages and must include the company name, company address, the name(s) and telephone number(s) of the person(s) who will be authorized to make presentations for the proposer and bind the proposer.

Table of Contents. A table of contents shall clearly identify the component parts of the document and all exhibits or attachments.

Qualifications and Experience. This section of the proposal shall provide a concise narrative that addresses each of these topics:

- History of the Firm
- Type of Organization: (Individual, Partnership, Corporation, or Joint Venture)
- Principals of the Firm
- Organizational chart proposed for this project specifying services to be offered and who will be responsible for each service
- Qualifications and experience for the project manager and of all support personnel to be assigned to this project
- Qualifications and experience of proposed subcontractors

Schedule. The schedule for this project will be governed by terms of a permit to be secured from the Alaska Department of Fish & Game. The site analysis and some of the construction will need to be done during low water conditions. The revegetation components of the project should be installed after the structural components so the bioengineering works won't be disturbed by construction activities involved with boardwalks, stairs, etc. Identify any exceptions that you will be taking to the tentative schedule presented in Section I.

Scope of Services. Section IV of this document provides some general information about this project and the desired scope of consultant services. Exhibit A is a proposal submitted by Robbin B. Sotir & Associates for tasks tentatively allocated to the bioengineering consultant. Sotir & Associates will be retained as a subcontractor to prime consultant. The prime consultant will have overall responsibility to the City for administration, data collection and dissemination, meeting coordination, coordination of the plans and technical specifications for the project.

- Identify whether you will be taking any exceptions to the scope of services desired by the City for the prime consultant on this project; and,

- Specifically, identify exactly who will provide services for each task not assigned to the bioengineering consultant.

Work Load. Provide a list of all projects presently under contract by your firm including the name, type, location, client, the client's representative & phone number, the estimated consulting fee and the percent of project completed.

References. Provide a list of representative work comparable to this project, performed by you or your firm. Each should include:

- Year services were performed
- Name of the project and the client
- Name of the client's representative & phone number
- Cost of the work performed
- Personnel and subcontractors who worked with you on these projects
- A discussion of any claims related to the project

Required Exhibits: This section of the proposal must list or attach:

- Resumes of all key personnel who will have a role in this contract

- A current Kenai Peninsula Borough Tax Compliance Certificate Signed by a Representative of the Borough (See Exhibit B)

SECTION III
PROPOSAL EVALUATION CRITERIA AND SELECTION PROCEDURES

Consultant Selection Committee

Each proposal received will be reviewed and evaluated by a Selection Committee which has been appointed by the City Manager. The Committee consists of representatives of agencies who are providing funding or in-kind services for the project. The City Manager will serve as staff to the Committee.

Evaluation and Selection Process

Phase 1 - Initial Evaluations:

Each proposal received on or before the proposal submission due date shall be reviewed and evaluated by the Committee. Initially, a "pass/fail" evaluation shall be made of the proposals to determine compliance with the provisions of this "Request for Proposals." The Committee will evaluate whether the proposal contains adequate responses to the information requested in Section II of this Booklet ("Instruction of Submitting Proposals"). The determination to disqualify a proposal shall be at the discretion of the Committee. All proposals passing the initial evaluation will be reviewed and rated according to these evaluation criteria:

- The extent to which the project team (the firm, the proposed project manager and proposed subcontractors) demonstrates unique qualifications and experience in the design of erosion control projects along river banks and the successful use of cold weather plant materials

- Past results of other projects completed by the firm; the extent to which the projects have been completed on time and budget without substantial claims

- Extent to which the References and Exhibits demonstrate the capability of the proponent to carry out the consultant services desired

- Current total work load and capacity to accomplish work on time

- Confidence in the ability of the firm to understand the City's needs and to work with representatives of the City, the bioengineering consultant and representatives of funding and permitting agencies

- Exceptions to the scope of services desired by the City

- Extent to which the proponent demonstrates a commitment to employ Kenai Peninsula Borough subcontractors and residents for their services

Phase 2 - Oral Presentation:

The firms receiving the highest rating in the initial evaluation will be invited to make oral presentations to the Selection Committee. Each presenter will be allotted up to 45 minutes to discuss their qualifications and respond to questions. Each firm will be requested to be represented by a principal of the firm and the proposed project manager.

Phase 3 - Committee Recommendation:

The Selection Committee will make a recommendation to the City Council by ranking each firm on the basis of the evaluation criteria and oral presentations. The Council will be responsible for making the decision as to final ranking of the firms. Numerical values assigned by the Selection Committee will be used only as a guide and will not bind the City Council in determining which firm is the most qualified.

Phase 4 - Contract Negotiations:

The City Manager will commence negotiations with the firm which is determined to be "most qualified" by the City Council. If the manager finds that negotiations with the first firm are unsuccessful, he may discontinue negotiations with that firm and commence negotiations with the firm which has been ranked the next most highly qualified. Revisions of proposals may be permitted during the negotiation phase for the purpose of obtaining best and final offers. The determination to disqualify a firm for unsuccessful negotiations shall be at the discretion of the City Manager.

Phase 5 - Award of Contract:

The City Manager will make recommendations on the proposed contract for consideration by the City Council. City management desires to conclude these selection procedures in a timely manner so that the consultant may be given notice to proceed with the project by March 3, 1993.

Appeals:

Determinations to disqualify a firm by either the Selection Committee or the City Manager are subject to appeal to the City Council. Any aggrieved proposer may, within five days after a determination by the Committee or the Manager, submit a written appeal to the City Council for a hearing, with notice to interested parties, for a final determination.

SECTION IV

PROJECT DESCRIPTION

KENAI RIVER EROSION CONTROL AND HABITAT RESTORATION DEMONSTRATION PROJECT

1.00 Problem. Intense sport fishing along the Kenai River during the summer months is causing bank erosion, loss of fish habitat and degradation of aesthetic values desired for the river. If bank fishing is allowed to continue unrestrained, it is feared that there will be further loss of valuable river front property, degradation of water quality and loss of more riparian habitat.

2.00 Potential Solution. In the past, eroding stream banks have been stabilized with hardened structures (such as retaining walls, rip rap or gabions). While inert structures can control erosion quite effectively, they generally adversely affect fish habitat. Bioengineering technology may offer techniques for stabilizing the river bank in a manner which may be more acceptable than conventional erosion control methods. Bioengineered stream bank protection systems utilize both structural and vegetative elements for erosion control in a complimentary and integrated manner. The vegetative element is more than a cosmetic adjunct to the structure. Planting of vegetation plays important functional roles by: binding and restraining soil particles; filtering soil particles out of runoff; retarding the velocity of runoff; and, providing shade for habitat enhancement.

3.00 Funding. The City of Soldotna has received some grants to design and construct demonstration projects to evaluate whether bioengineering techniques will work in Alaska.

3.01 A $60,000 grant has been received from the Alaska Science and Technology Foundation for consultant services from a pre-selected firm which specializes in bioengineering technology.

3.02 A $100,000 federal grant has been offered from the Coastal America Program, an interagency partnership of the Department of the Interior, the Corps of Engineers, and the Environmental Protection Agency.

3.03 The City expects to receive additional grants for construction of the demonstration projects. Construction will start in the Spring of 1994 and proceed in increments based upon the funding available.

4.00 Project Sites. The work will be undertaken at two city parks along the Kenai River where intense bank fishing has degraded vegetation and accelerated bank erosion. One site is located at Soldotna Creek Park where there is approximately 800 lineal foot of eroded bank; the other site is located at Centennial Park where there is about 1,200 lineal foot of unstable bank.

5.00 Planning Team. Representatives of funding agencies, local engineers, plant material experts, habitat biologists, sport fishing enthusiasts, planners, property owners, land use regulators, scientists, students and the general public will participate in the review, monitoring and evaluation of the project.

5.01 Hydrographic survey consultations are expected to be available from a planning team member representing U. S. Geological Survey.

5.02 Soil nutrient testing and analysis consultations are expected to be available from a planning team member representing the Soil Conservation Service.

5.03 Fisheries biology consultations are expected to be available from a planning team member representing U. S. Fish & Wildlife Service.

5.04 Plant ecology consultations are expected to be available from a planning team member representing the Plant Materials Center, Alaska Department of Natural Resources.

6.00 Project Manager. City Manager Richard Underkofler will manage the project on behalf of the City. City Engineer Steve Bonebrake (who has knowledge of conditions prevailing at the sites, local engineering and construction) will assist the city manager in relations with consultants and members of the planning team. The City Engineer will be responsible for submitting permit applications for the project.

7.00 Results. The project is intended to demonstrate more desirable means of river bank erosion control and fish habitat enhancement; and, whether bioengineering technology can be transferred to Alaska. Measures developed and implemented will have aesthetic value by reducing or eliminating muddy, unsightly paths made by anglers hiking along river banks; but, the project must incorporate means (such as boardwalks, stairs or ramps - some of which must be handicapped accessible) so that anglers may continue to access the river for sport fishing.

8.00 Scope of Consultant Services.

8.10 General. The City of Soldotna intends to retain a prime consultant contractor to work with the Soil Conservation Service, a pre-selected bioengineering consultant and other specialty subcontractors on this project. Robbin B. Sotir & Associates is the bioengineering consultant who will be a subcontractor to prime consultant. The City desires the prime consultant contractor to:

- Have overall responsibility for administration of subcontracts, data collection, data dissemination, meeting coordination, coordination of plans, technical specifications and cost estimates for the project;

- Participate in the preparation of conceptual plans to deal with pedestrian traffic and sport fishing access issues and to identify sites where bioengineering techniques should be demonstrated;

- Provide topographic and hydrographic surveying; geotechnical analysis and reports; hydrologic and hydraulic engineering; landscape architecture, civil and structural engineering services for the project; and,

- Design the stairways, ramps, boardwalks and other improvements necessary to provide access to the river for sport fishing, yet to protect areas along the river bank where the intent is to preserve and enhance habitat.

8.20 Concept Plans. The Soil Conservation Service (which has completed an extensive inventory of soil and vegetation conditions along the Kenai River) will formulate a conceptual plan for Soldotna Creek Park to deal with pedestrian traffic and sport fishing access issues and identify appropriate locations where demonstration biotechnical slope protection techniques should be attempted. The Consultant will formulate a conceptual plan for Centennial Park based upon the criteria proposed by the Soil Conservation Service for Soldotna Creek and input from the Planning Team at an orientation session. Final drafts of the concept plans will be presented at a public hearing prior to ratification by the City Council.

8.30 Site Analysis Phase. The consultant will provide topographic and hydrographic surveys, soil borings and geotechnical investigations at the sites selected for the demonstration projects. Results of these endeavors will be shared with the bioengineering consultant and representatives of the planning team to formulate the basis for the design of the demonstration projects. Vegetation to be utilized on the projects will be selected. Design criteria for structural pedestrian access features of the project (boardwalks, stairways, ramps, etc.) will be established. At least one means of access to the river at each park must comply with requirements of the Americans with Disabilities Act.

8.40 Design Phase. The consultant will prepare preliminary plans, technical specifications and cost estimates for the demonstration projects. These documents will integrate plans for the bioengineering systems with the structural pedestrian access features of the project. The preliminary plans and specifications will be submitted to the planning team for review, comment and suggestions for revision to assure accommodation of concerns which may emerge pertaining to habitat preservation and enhancement, sport fishing adaptability, constructibility, operation, maintenance and cost. Final plans, technical specifications and cost estimates will be submitted at the conclusion of the review by the planning team in a manner to assure that permits may be secured for construction.

8.50 Construction Phase. Consultant services for the construction phase of this project will be defined at the conclusion of the design phase when final estimates of construction cost have been submitted and better information will be available about how much funding will be available for construction of the demonstration projects.

8.60 Monitoring and Evaluation Phase. The planning team will reconvene to evaluate results of the demonstration projects at the conclusion of three growing seasons.

Exhibit A

RECEIVED AUG 17 1992

434 Villa Rica Road
Marietta, Georgia 30064
Telephone (404) 424-0719
Fax (404) 499-8771

Robbin B. Sotir & Associates

Soil Bioengineering Consultants

August 12, 1992

Mr. Richard Underkofler
City Manager
City of Soldotna
177 North Birch
Soldotna, AK 99669

RE: Proposal to Provide Soil Bioengineering Services for Bank Stabilization at Soldotna Creek Park and Centennial Park in Soldotna, Alaska.

Dear Mr. Underkofler:

In response to our recent clarified telephone conversation, and your request regarding the City's interest to install soil bioengineering at these two (2) sites within the available grant monies, we are pleased to respond by submitting this proposal to provide Soil Bioengineering services to meet the City of Soldotna's needs. Four phases are visualized to complete this project, i.e., Site Analysis, Design, Construction Observation and Monitoring and Evaluation. At this time, per your request, we are providing you with a Consultant cost estimate for Phases I, II, and III.

The Site... Soldotna Creek Park: The site is an approximate eight hundred (800) lineal foot section of eroded bank. Centennial Park: This site is an approximate twelve hundred (1,200) lineal foot of unstable bank.

The Problem... 1) The demonstration sites: These are eroding and failing due to heavy recreational use over a short time frame, coupled with easily damaged thin and delicate soil layers. The entire lengths of the banks appear to be somewhat critical from a potential land loss and stability perspective. Additionally, the aesthetic quality and riparian habitat values are being lost. If allowed to continue, it appears that the problems will become greater, and possibly cause further bank erosion, water quality damage through sediment transport and general degradation. Additional contributing conditions may be the following: material properties, loss of soil reinforcement and cover due to vegetation changes, ice conditions, oversteepened banks, loss of toe support, surface water runoff, and seepage. 2) Local professionals: The City of Soldotna desires its local engineers and other agencies to develop an understanding of the merits of soil bioengineering for streambank stabilization and habitat enhancement. Typically, these groups are versed in conventional engineering expertise.

The Scope of Work... Robbin B. Sotir & Associates (Consultant) proposes to work with The City of Soldotna (Client), and a selected engineering firm (Prime) to perform the following tasks (detailed in Attachment A): At this time, we are proposing to stabilize the two (2) eroding bank sections utilizing Soil Bioengineering technology. It is assumed that the projects would be done concurrently. It is our understanding that the City (as well as using a Prime) shall be utilizing the local engineering firms and other invited parties to critique the designs. A soil bioengineering presentation shall be given. The Client (and the Client's Prime) agrees to supply the Consultants with an individual knowledgeable of the site conditions and the surrounding area for two (2) days, at no additional cost to the Consultants. The Client shall locate the vegetation prior to the Consultants site visit. We shall work with the City and the Prime to assist them in organizing this effort prior to our arrival.

See Attachment E for the Advertisement for the Prime and to understand the Prime's Scope of Services on this project.

PHASE I

Site Analysis... conduct on-site investigations at both sites to assess the two (2) bank failures in order to develop the best possible, most cost effective living structure design systems, conducive and enhancing to the park settings, natural recovery requirements and future planned use. This shall be accomplished with the Prime being on-site for at least part of the time during this effort. A careful review of required information will also be made (See Attachment A). This, combined with the soil bioengineering relationships, geomorphic, aesthetic, and recreational requirements, shall be the basis for the developed criteria for the recommendations.

We shall work with the Prime to ground truth and approve the selected vegetation harvesting sites. It will be necessary for the Client or Prime to provide a person knowledgeable of this work for the duration of the approval effort.

PHASE II

Design... prepare a preliminary design and final biddable document of the proposed Soil Bioengineering systems. The final document would be the basis for determining the next stage, i.e., construction. With the assistance of the Prime, a cost estimate, schedule and suggested time frame for the construction works shall also be provided. The prepared documents shall become the property of the Client for use on these specific project sites. They may not be used for any other purpose.

We will prepare and offer a two (2) hour presentation to better familiarize the Client and invited interested parties with soil bioengineering concepts, merits, and techniques and vegetation search and harvesting activities and procedures. Case histories shall also be shown and discussed. This shall be presented during the preliminary design presentation trip.

We will offer a personal presentation of the design (80%) to the Client and other invited local engineering firms and agencies for a design critique meeting. The purpose of this meeting is to familiarize the Client, Prime and local engineering firms and other parties with the merits of the technology for these sites. This meeting shall be held in the Clients offices and shall also be held on-site for clarification of system location. It is also an opportunity for hands-on discussions, and to make appropriate adjustments to the design prior to completion.

PHASE III

Construction Observation... to assist the Client and selected Prime with on-site construction observation in the correct harvesting, handling, preparation/fabrication and installation of the proposed Soil Bioengineering systems. The Contractor and or the Client shall be responsible for lines and grades. We shall supply the Client with permission letter information to use for acquiring harvest site access. A soil bioengineering construction pre-bid meeting shall be offered to the prospective bidders. This shall entail specific information on the proposed systems, crew types and sizes, equipment and tool needs, as well as harvesting information. The sites shall also be visited during this effort.

All phases need to be incorporated for the highest possible success rate. The costing has been prepared as follows: The cost for performing the Phase I and Phase II work would be Forty-three Thousand, One Hundred Thirty-eight dollars and Sixty-three cents ($43,138.63). The products of Phase I and II are intended to enable Phase III, Construction, to proceed with a representative of Robbin B. Sotir & Associates on site during the construction activities. Attachment B is enclosed and indicates the basis for this estimated fee. The cost for performing Phase III, Construction Observation, is estimated to be Thirty-six Thousand, Seven Hundred Thirty-five dollars and Sixty-four cents ($36,735.64). The combined costs for performing Phases I, II, and III is estimated to be Seventy-nine Thousand, Eight Hundred Seventy-four dollars and Twenty-seven cents ($79,874.27).

We appreciate the opportunity to submit this proposal for your review and comments. The information and material prepared in the plans and specifications phase and in this document, verbal or written, and the on-site work was and will be provided in response to requester (the Client). Soil Bioengineering is not an exact science; therefore, no warranty or guarantee, either written or implied, is applicable to this work. However, our company shall offer you state of the art capabilities and expertise in this field. The Soil Bioengineering work is intended to provide this site with a living, soil reinforcing and beautiful, natural method of stabilizing these bank sites.

Attachments A, B, C, D, and E are part of this proposal. Should you feel comfortable with the terms and presentation of this document, please execute one copy as our notice to proceed. The proposal offer is firm for a period of sixty (60) days.

We look forward to the possibility of working with you and the City of Soldotna to fulfill its needs in the area of soil bioengineering on these project sites.

Please telephone us should you require any further information or should you have any questions.

Respectfully,

ROBBIN B. SOTIR & ASSOCIATES

Robbin B. Sotir
President

RBS/kp/soldotna.pro

_____
Signature

_____
Typed Name

_____
Title

_____
Date

ATTACHMENT A

PROPOSED SCOPE OF THE WORK

PHASE I AND II

SITE ANALYSIS/DESIGN

1. On-site investigations of the existing conditions at both sites, and immediate surrounding area conditions, (upstream and downstream of the specific sites), and a practical study of the existing and proposed drainage onto the specific site to be protected. *Review of the Client's plans, reports and site surveys.

2. *Collection of significant support data. This information would include, but not be limited to, nutrient soils tests/analysis, air photographs, rainfall data, hydrologic data, flood frequency and level information, stream gradient, geotechnical information (such as borings), pertinent existing, as-built or to-be-built drawings for the particular site, upstream construction information, proposed recreational use, habitat requirements, clean reproducible plans, surveys (1" = 10' scale), cross sections (1" = 5' V-H scale), typical machinery and labor costs for the local area, and an on the ground survey (pre-staked for the site analysis and pre-bid meetings).

3. Assistance in preparing the cost estimates of the Soil Bioengineering work and recommendations concerning the approach that should be used to accomplish the required remedial, protective, environmental and aesthetic measures.

4. Robbin B. Sotir & Associates will assist in approving (via ground truthing) the suitable biotechnical vegetation for the project, which shall have been previously located by the Client.

5. Robbin B. Sotir & Associates will prepare and supply the Client with a preliminary design and final biddable document, which shall include a reproducible set of plans and specifications.

6. Robbin B. Sotir & Associates shall conduct a personal presentation of the preliminary design and soil bioengineering presentation to the Client, Prime, the local engineers and other invited parties. The purpose of these presentations would be to allow for a better understanding of this technology and the merits of the proposed design as it relates to the needs of the specific sites.

* It is anticipated that this information shall be supplied by the Client at no cost to the Consultant.

Permits, permissions and easement requirements, should they be necessary, shall be the responsibility of the Client. Should our services be of value to the Client in interfacing with the various governmental agencies or other additional agencies, we would be pleased to amend this agreement.

ATTACHMENT A, Continued

PHASE III

CONSTRUCTION OBSERVATION

7. Robbin B. Sotir & Associates shall give a teaching slide presentation in the Client's offices and an on-site visit, at each area with the Client, Prime and the prospective contractors at a pre-bid meeting,

8. Robbin B. Sotir & Associates shall give a teaching slide presentation to the Client's chosen contractor and/or crews, for the purpose of initial training and explanation of the Soil Bioengineering construction techniques.

9. Robbin B. Sotir & Associates will provide on-site construction observation to observe the contractors construction methods in harvesting, transporting, handling/fabricating and installing, for the Client.

ATTACHMENT B

BREAKDOWN OF CONSULTING FEES

PHASES I and II, SITE ANALYSIS/DESIGN

While the fee for this job is considered to be a lump sum fixed fee, this fee is broken down to provide an understanding of the basis for the fee:

CONSULTANT FEES:

Classification	Rate Per Hr.	Site Time/Hr.	Office Time/Hr.	Total Time	Sub Total
Soil Bioengineer (Principal)	$125.00	60	32	92	$ 11,500.00
Project Manager (Principal)	95.50	30	24	54	5,157.00
Vegetation Specialist	89.90	30	12	42	3,775.80
Fluvial Geomorphologist	100.00	-0-	12	12	1,200.00
Cost Estimator	78.00	-0-	8	8	624.00
Apprentice Soil Bioengineer	75.00	40	32	72	5,400.00
Drafting Technician	52.00	-0-	56	56	2,912.00
Administrative	39.51	-0-	20	20	790.20
Consultant Fees:					$ 31,359.00

CONSULTANT DIRECT EXPENSES:

Air Flight, Atlanta/Anchorage (rt) @ $1,794 (5 trips)	$ 8,970.00
Airport transfers @ $19.75/Ea. (5)	98.75
Auto Rental, 6 Days @ $65/Day	390.00
Film, Development, Reproductions, etc.	250.00
Room and Board, 10 Days @ $100/Day	1,000.00
Sub Total	$ 10,708.75
Handling @ 10%	1,070.88
Consultant Direct Expenses:	$ 11,779.63
TOTAL PHASES I AND II	**$ 43,138.63**

Note: Includes a site analysis trip and a personal presentation trip.
Travel time is considered billable time.

On-site time is considered to be ten (10) hours.

ATTACHMENT B, Continued

BREAKDOWN OF CONSULTANT FEES

PHASE III, CONSTRUCTION OBSERVATION

While the fee for this phase is considered to be an estimate, this fee has been broken down to provide an understanding of the basis for the fee.

CONSULTANT FEES:

Classification	Rate Per Hr.	Site Time/Hr.	Office Time/Hr.	Total Time	Sub Total
Soil Bioengineer (Principal)	$125.00	50	8	58	$ 7,250.00
Project Manager (Principal)	95.50	120	-0-	120	11,460.00
Apprentice Soil Bioengineer	75.00	80	4	84	6,300.00
Administrative	39.51	-0-	4	4	158.04
Consultant Fees:					$ 25,168.04

CONSULTANT DIRECT EXPENSES:

*Air Fare Atlanta/Anchorage (rt) @ $1,794 (4 trips)	$ 7,176.00
**Auto Rental 20 Days @ $65/Day	1,300.00
**Room and Board, 24 Days @ $85/Day	2,040.00
Sub Total	$ 10,516.00
Handling @ 10%	1,051.60
Consultant Direct Expenses:	$ 11,567.60
ESTIMATED TOTAL - PHASE III	**$ 36,735.64**

* Includes pre-bid meeting to the prospective contractors and a pre construction meeting (held on the first day of construction). On-site time is considered to be a ten (10) hour day. Saturdays, snow days, and rain days are considered a work day. Travel time is billable time.

** Includes Saturdays and Sundays. Travel time is considered billable time. This offers ten (10) days of on-site coverage.

ATTACHMENT C

GENERAL CONDITIONS OF THE WORKS

1. In return for the proposed fee of Forty-three Thousand, One hundred Thirty-eight dollars and Sixty-three cents ($43,138.63), the Consultant (Robbin B. Sotir & Associates) agrees to provide the Client (City of Soldotna) with the Soil Bioengineering services previously described in Phases I and II.

2. The result of this work by the Consultant would be to provide the Client with the Soil Bioengineering plan and specification design documents. This shall include a construction cost estimate for the proposed Soil Bioengineering systems. This document will be adequate to proceed directly into construction, with a Robbin B. Sotir & Associates representative on-site.

3. In return for the proposed fee of Thirty-six Thousand, Seven Hundred Thirty-five dollars and Sixty-four cents ($36,735.64), the Consultant (Robbin B. Sotir & Associates) agrees to provide and serve the Client (City of Soldotna) on site with the professional Soil Bioengineering services previously described in Phase III.

4. The result of this Phase III work by the Consultant would be to offer the Client with Soil Bioengineering on-site construction observation services.

5. These services and fees are based on the sites being worked on simultaneously.

ATTACHMENT D

PAYMENT

1. The Client agrees to make a fifty percent (50%) payment of Twenty-one Thousand, Five Hundred Sixty-nine dollars and Thirty-two cents ($21,569.32), of the described Phase I and II Project Services upon completion of the site analysis visit, within thirty (30) days after the date of the invoice.

2. The Client agrees to make an additional thirty-five percent (35%) payment of Fifteen Thousand, Ninety-eight dollars and Fifty-two cents ($15,098.52), upon completion and delivery of the described Phase II Preliminary Design Project Services, within thirty (30) days after the date of the invoice.

3. The Client agrees to make a fifteen percent (15%) payment of Six Thousand, Four Hundred Seventy dollars and Seventy-nine cents ($6,470.79), upon completion and delivery of the described final Phase II Project Services, within thirty (30) days after the date of the invoice.

4. The Client has agreed to make a fifteen percent (15%) payment of Five Thousand, Five Hundred Ten dollars and Thirty-five cents ($5,510.35), upon completion of the pre-bid and soil bioengineering presentation meetings of the Phase III Services, within thirty (30) days after the date of the invoice. Upon completion of the described Phase III on-site Project Services, the Client agrees to make a final eighty-five percent (85%) payment of Thirty-one Thousand, Two Hundred Twenty-five dollars and Twenty-nine cents ($31,225.29), within thirty (30) days after the date of the invoice.

ATTACHMENT E

Advertisement

The City of Soldotna is seeking a Civil/Geotechnical engineering firm to serve as an administrative agent for soil bioengineering services. The engineering firm will be considered the Prime for the project and will work with a preselected firm who specializes in soil bioengineering technology. The engineering firm should be connected to a university. The general scope of services for the Prime would include the following tasks:

1. Contract Administration;
2. Data Collection and Dissemination; and
3. Meeting Coordination;

The general scope of services for the soil bioengineering firm would include the following tasks:

1. Site Reconnaissance and Prioritization;
2. Draft Workbook/Manual and Workshop Preparation;
3. Demonstration Project Document Preparation and On-site Construction Services;
4. Workbook/Manual Revisions and Finalization; and
5. Evaluation and Monitoring of Demonstration Project.

The soil bioengineering firm will provide the technical design services exclusive of surveying, geotechnical investigations, hydrology/hydraulic calculations, and fisheries habitat enhancement to be provided by the Prime.

The purpose of the soil bioengineering firms efforts is to provide for technology transfer of soil bioengineering to local engineering firms. These services will be performed over the next four (4) years (inclusive of Evaluation and Monitoring).

The Prime firm should have the capability to provide the following services, either by in-house expertise or through the use of Sub Consultants:

1. Topographic/Hydrographic Surveying;
2. Soil Borings, Geotechnical Investigation and Analysis;
3. Soil Nutrient Testing and Analysis;
4. Hydrologic and Hydraulic Engineering;
5. Fisheries Biology;
6. Contract Administration; and
7. Plant Ecology.

Exhibit B

KENAI PENINSULA BOROUGH

144 N. BINKLEY • SOLDOTNA, ALASKA 99669
PHONE (907) 262-4441

DON GILMAN
MAYOR

TAX COMPLIANCE CERTIFICATION

SUBMIT TO KPB FINANCE DEPTARTMENT 48 HOURS PRIOR TO BID DATE TO ENSURE TIMELY PROCESSING

Date Rec'd by Finance: _____ Bidding For Project of: _____

Business Name: _____ a. individual _____
b. corporation _____
Owner Name(s): _____ c. partnership _____

Business Mailing Address: _____

Telephone: _____ Fax: _____

As a business or individual, have you ever conducted business or owned real or personal property within the Kenai Peninsula Borough _____ yes _____ no (If yes, please supply the following account numbers and sign below. If no, please sign below.)

Kenai Peninsula Borough Code of Ordinances, Chapter 5.28.140, requires that business or individuals contracting to do business with the Kenai Peninsula Borough be in compliance with Borough tax provisions. No contract will be awarded to any individual or business who is found to be in violation of the Borough Code of Ordinances in the several areas of taxation.

TAX ACCOUNTS/STATUS

SALES TAX ACCOUNTS

Number	Account Name	(TO BE COMPLETED BY BOROUGH PERSONNEL) FILED THRU	M/F's	BALANCE DUE	IN COMPLIANCE
					YES ___ NO ___
					YES ___ NO ___
					YES ___ NO ___

PERSONAL PROPERTY/BUSINESS PROPERTY ACCOUNTS

Number	Account Name	YEAR LAST PAID	BALANCE DUE	IN COMPLIANCE
				YES ___ NO ___
				YES ___ NO ___
				YES ___ NO ___

REAL PROPERTY ACCOUNTS

Number	Account Name	YEAR LAST PAID	BALANCE DUE	IN COMPLIANCE
				YES ___ NO ___
				YES ___ NO ___
				YES ___ NO ___
				YES ___ NO ___

I, _____, the _____ hereby certify that to the best of my knowledge, the above
(Signature Required) (Title) information is correct _____ (Date).

(TO BE COMPLETED BY BOROUGH PERSONNEL) I hereby certify to the best of my knowledge the above business is:

A. _____ IN COMPLIANCE WITH ALL BOROUGH TAX PROVISIONS.

B. _____ NOT IN COMPLIANCE WITH ALL BOROUGH TAX PROVISIONS.

_____ DATE: _____

KENAI PENINSULA BOROUGH FINANCE DEPARTMENT (SIGNATURE REQUIRED)