



**KENAI PENINSULA BOROUGH**  
**Solid Waste Department**  
**47140 East Poppy Lane**  
**Soldotna, Alaska 99669**



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**MEMORANDUM**

**TO:** John J. Williams, Borough Mayor

**THRU:** Mark Fowler, Purchasing Officer  
 Cathy Mayer, Solid Waste Director

**FROM:** Lanie Hughes, Environmental Coordinator

**DATE:** May 23, 2006

**SUBJECT:** **Port Graham Landfill – Operations and Maintenance**  
 Sole Source Agreement Request

Routed From  
 Mayor's Office to:

Clerk	<input checked="" type="checkbox"/>	<i>Original</i>
Assembly	<input type="checkbox"/>	
Legal	<input type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Assessing	<input type="checkbox"/>	
Planning	<input type="checkbox"/>	
Roads	<input type="checkbox"/>	
ISB	<input type="checkbox"/>	
Purchasing	<input checked="" type="checkbox"/>	<i>Lanie Hughes</i>
Other	<input type="checkbox"/>	

Date: 5-25-06

Village councils have historically maintained small community landfills in Tyonek, Nanwalek and Port Graham under sole source agreements unless local contractors have become available to maintain a landfill site.

The Port Graham Corporation (PGC), under contract with the Borough, has operated the current landfill in Port Graham, for more than 16 years. The current agreement was executed in 2002 as a one-year contract with an option to renew for several additional one-year terms. The current contract ends on June 30, 2006.

The contractor has been dependable and performs all work as required by contract specifications. Based on the reliable performance by the contractor and the ability to meet all Borough contract requirements, we hereby request approval to negotiate a sole source agreement with PGC, dba Port Graham Services (PGS), for a three-year term. PGS is the only local contractor capable of performing the work and the contract amount is a nominal increase of 7% from the former contract amount.

The contract term would be for three years, from July 1, 2006 through June 30, 2009, with the option to renew for two additional one-year terms. The estimated annual contract amount is \$30,700. Funds are available in account 290.32570.43011.

Please call me if you have any questions regarding this request.

Approved: *[Signature]*

Date: 5-25-06

Disapproved: \_\_\_\_\_  
 MAYOR'S REPORT

**MAYOR'S REPORT**