



KENAI PENINSULA BOROUGH

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DAVID R. CAREY
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: David R. Carey, Mayor *DR Carey*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: October 18, 2011

SUBJECT: Resolution 2011-~~104~~, increasing the scope of work for the funds previously appropriated for the Solid Waste Department/Poppy Lane building and transferring the unspent balance in the HVAC/Fire Alarm/Sprinkler capital improvement project to the administration building remodel project

Ordinance 2008-19 appropriated \$250,000 as part of the FY2009 capital budget, to relocate the solid waste department to the building across from the landfill and to remodel the Poppy Lane building for the capital projects department. The remodel for the capital projects department has been completed and moving the solid waste department to the building across from the landfill has been canceled as the building was deemed not suitable; \$210,958.60 remains unspent from this appropriation. The administration is requesting the unspent funds from the Solid Waste Department/Poppy Lane building project be used for remodeling/upgrading the kitchen area at the Poppy Lane building.

Ordinance 2009-19 appropriated \$450,000 for HVAC/Fire Alarm/Sprinkler projects within the administration building, and a RFP was issued for the HVAC project. It resulted in an estimate of well in excess of 4 million dollars for a renovation/upgrade which is not feasible at this time. The Fire Alarm System was extended into the third floor of the administration building including the school district occupied space as required by the Fire Marshal. The administration is requesting the remaining funds from the HVAC/Fire Alarm/Sprinkler project of \$434,008 be used for remodeling/upgrading the assessing department, planning department, and mayor's office areas of the borough administration building, replacement of the flooring outside the assembly chambers, replacement of carpet, counters, cubicles and blinds, bathroom renovations to ensure ADA compliance for the administration building, and completion of the remodel for the finance department and legal department.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>407.78035.09 Pop, 49999 \$210,958.60</u> <u>407.19010.10 HVAC, 49999 \$434,008</u>
Amount	<u>See above</u>
By:	<u>CBW</u> Date: <u>10/20/11</u>