



# MUNICIPALITY OF ANCHORAGE

## Assembly Information Memorandum

AIM No. 200 - 2024

Municipal Clerk's Office

Meeting Date: December 17, 2024

**Accepted**

Date: **December 17, 2024**

1 **FROM: MAYOR**

2  
3 **SUBJECT: WAIVER OF PROCUREMENT REQUIREMENTS FOR CHUGIAK-**  
4 **EAGLE RIVER SENIOR CENTER WATER DAMAGE MITIGATION.**

5  
6 This Assembly Information Memorandum transmits the information required by  
7 Anchorage Municipal Code (AMC) Title 7 under 7.20.090 B.

8  
9 On November 25, 2024, a valve failed in the fire suppression system at the Chugiak-  
10 Eagle River Senior Center, resulting in extensive flooding and water damage to two  
11 occupied apartments. The flooding created an emergent situation which required  
12 residents to immediately vacate the apartments.

13  
14 To respond as quickly as possible to mitigate further damage to the building, the  
15 Maintenance & Operations Department requested a waiver to the formal  
16 procurement requirements of AMC Title 7. The waiver was requested so that a  
17 contractor could immediately be dispatched to the property to begin mitigation work  
18 to prevent additional water damage, protect the property from freezing, and dry the  
19 structure to prevent mold and mildew from forming.

20  
21 Mayor LaFrance authorized waiving the formal procurement procedures. The mayor  
22 approved the waiver on November 25. This authorization was issued under the  
23 provisions of AMC 7.20.090 A.1.

24  
25 A. The municipality may award a contract for supplies, services, professional  
26 services or construction without competition, formal advertising or other  
27 formal procedures:

28  
29 1. The mayor determines in writing that an emergency threatening  
30 public health, safety or welfare requires that the contract be awarded  
31 without delay; or

32  
33 Residents were displaced from their homes, and the potential for additional damage  
34 to the building and residents' personal belongings, and health hazards caused by  
35 the growth of mold and mildew, presented an immediate threat to public health and  
36 welfare, which justified the application of AMC 7.20.090 A.1.

37  
38 The M&O department consulted with the Purchasing Officer. Taylored Restoration  
39 was contracted to perform the work. Taylored Restoration has extensive experience

1 in this type of work, and they were able to immediately dispatch a crew to the site.

2  
3 The Department has a Not-to-Exceed contract in place with Taylored Restoration for  
4 \$55,000.00. This is a real-time response to an emergent situation. Costs for the  
5 immediate response and cleanup of water damage are being tracked by the M&O  
6 staff on a time and materials basis.

7  
8 The two units have significant damage and remain uninhabitable. Mitigation efforts  
9 are largely complete. Costs to repair the building are being assessed. M&O staff will  
10 perform an assessment of the building and make recommendations for repairs. At  
11 this time the M&O Department anticipates establishing a single contract for final  
12 repair of the two rooms damaged on November 25, the five rooms damaged on  
13 October 21, and two rooms that sustained accidental damage unrelated to building  
14 systems on July 4, 2024. It is probable that the cost of repair will require a contract  
15 to come before the Assembly for approval under an Assembly Memorandum.

16  
17 Visitor Center staff have worked with displaced residents to find temporary housing.

18  
19 The cause of the failure of the fire suppression system is under investigation.

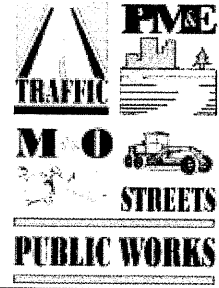
20  
21 The waiver signed by Mayor LaFrance and a memo from Public Works Director Kent  
22 Kohlhase transmitting the mayor's waiver to assembly members, as required by  
23 AMC 7.20.090, are attached to this AIM.

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25  
26 Prepared by: Public Works Department  
27 Approved by: Kent Kohlhase, P.E., Director, Public Works Department  
28 Concur: William D. Falsey, Acting Chief Administrative Officer  
29 Concur: Rebecca A. Windt Pearson Municipal Manager  
30 Respectfully submitted: Suzanne LaFrance, Mayor



**Municipality of Anchorage  
Public Works Department**

**MEMORANDUM**



**DATE:** November 26, 2024

**TO:** Assembly Members

**FROM:** Kent Kohlhase, P.E.   
Public Works Director

**SUBJECT: Waiver of Procurement Requirements  
Chugiak-Eagle River Senior Center Water Damage Mitigation**

This memorandum transmits a Mayoral waiver of the formal procurement procedures in accordance with AMC 7.20.090.

On Monday, November 25, a valve failed in the fire suppression system in the Chugiak-Eagle River Senior Center, resulting in extensive flooding and water damage to two occupied apartments and adjacent areas. A portion of the building is uninhabitable.

In order to respond as quickly as possible to mitigate damage to the building, Mayor LaFrance signed a waiver of formal procurement procedures. The authorization was issued under the provisions of AMC 7.20.090 A.1:

**7.20.090 Emergency procurements and waiver of formal procurement procedures.**

- A. The municipality may award a contract for supplies, services, professional services or construction without competition, formal advertising or other formal procedure if:
1. The mayor determines in writing that an emergency threatening the public health, safety or welfare requires that the contract be awarded without delay; or

AMC 7.20.090 paragraph B requires reporting to the assembly. Paragraph C.1 requires reporting to the assembly within 24 hours and provides that a contract may not exceed 21 days without assembly approval. This memorandum provides the required report.

- B. Except as required by subsection C., contracts awarded under this section shall be reported in writing to the assembly as soon as practicable, and also by attachment of the written notice to an information memorandum submitted for inclusion as an agenda item no later than the second regular meeting following award of the contract. The report shall include

justification for the contract including under which subsection justification is claimed, stating with particularity the facts and circumstances relied upon for the justification, all costs of the contract, and identification of the persons or entity awarded the contract.

C. Waivers granted under subsections A.1. and A.2. shall be reported in writing to the assembly within 24 hours of issuance including all the information that is required in subsection B. The assembly may revoke a waiver by resolution.

1. The term of any contract awarded pursuant to waiver under subsection A.1. may not exceed 21 days without assembly approval by resolution.

**Justification:**

Justification is claimed under subsection A.1. Flooding in the building was damaging insulation, drywall, carpeting, personal belongings, and structural elements of the building. Residents have been displaced, and it is imperative to remove wet and damaged items to stop further damage and to prevent the occurrence of mold and other health hazards.

**All costs of the contract.**

We intend to enter into a Not-to-Exceed contract with Taylored Restoration for a maximum of \$55,000. This is a real-time response to an emergent situation. Costs for the immediate response and cleanup of water damage will be tracked by M&O staff on a time and materials basis.

**Entity awarded the contract.**

Taylored Restoration was selected to perform this response. They have extensive experience in this type of work. We are finalizing the specific terms of the contract with Taylored Restoration and expect to have an executed contract this afternoon.

We will provide additional information as work progresses.



To: Suzanne M. LaFrance  
Mayor

From: Kent Kohlhase, P.E. *kk*  
Director of Public Works

Date: November 25, 2024

Subject: Assessment and Repair of the Chugiak-Eagle River Senior Center

The Maintenance and Operations (M&O) department respectfully requests waiver of Title 7 in order to procure emergency construction services for the assessment and repair of damages due to flooding at the Chugiak-Eagle River Senior Center in accordance with Anchorage Municipal Code:

**7.20.090 Emergency procurements and waiver of formal procurement procedures.**

- A. The municipality may award a contract for supplies, services, professional services or construction without competition, formal advertising or other formal procedure if:
  - 1. The mayor determines in writing that an emergency threatening the public health, safety or welfare requires that the contract be awarded without delay; or
  - 2. The mayor waives, in writing, the formal procedures of this title when time is of the essence and there is not sufficient time to bring the request to a regular meeting of the assembly, and the best interests of the municipality will be served by such action.

This afternoon there was a failure in the fire suppression system. A fire sprinkler head failed flooded a portion of the center, affecting 2 apartments in assisted living. Power has been cut off in the affected portion of the building. Senior Center staff are in the process of finding accommodations for displaced residents. The affected portion of the building is not habitable.

M&O has contacted Taylored Restoration, and they are standing by to dispatch crews. Before issuing a Notice to Proceed, the Mayor's approval of a waiver to Title 7 is required. A waiver of the competitive procurement process is appropriate because time is of the essence and the best interests of the municipality will be served by waiving formal procurement procedures for a Professional Services Contract. This waiver is approved under the provisions of AMC 7.20.090 A.1 and A.2.

*Suzanne M. LaFrance*

**Approved by: Mayor Suzanne M. LaFrance**

Date: 11/25/2024 | 2:12:03 PM AKST

