

SUBJECT: ACCEPTING AND APPROPRIATING \$944,804.00 FROM THE U.S. DEPARTMENT OF TRANSPORTATION MARITIME ADMINISTRATION, AND APPROVING THE SCOPE OF WORK AND BUDGET FOR THE PORT MACKENZIE ROUGH TERRAIN CARGO CRANE PROJECT

AGENDA OF: September 3, 2024

ASSEMBLY ACTION: Adopted without objection 09/10/24 - BJH

AGENDA ACTION REQUESTED: Introduce and set for public hearing.

Route To	Signatures
Originator	<div style="text-align: center;"> <small>8 / 2 2 / 2 0 2 4</small> X P a m e l a G r a h a m <hr/> <small>S i g n e d b y : P a m e l a G r a h a m</small> </div>
Department/Finance Director	<div style="text-align: center;"> <small>8 / 2 2 / 2 0 2 4</small> X C h e y e n n e H e i n d e l <hr/> <small>S i g n e d b y : C h e y e n n e H e i n d e l</small> </div>
Borough Attorney	<div style="text-align: center;"> <small>8 / 2 2 / 2 0 2 4</small> X N i c h o l a s S p i r o p o u l o s <hr/> <small>S i g n e d b y : N i c h o l a s S p i r o p o u l o s</small> </div>
Borough Manager	<div style="text-align: center;"> <small>8 / 2 3 / 2 0 2 4</small> X M i c h a e l B r o w n <hr/> <small>S i g n e d b y : M i k e B r o w n</small> </div>
Borough Clerk	<div style="text-align: center;"> <small>8 / 2 3 / 2 0 2 4</small> X L o n n i e M c K e c h n i e <hr/> <small>S i g n e d b y : L o n n i e M c K e c h n i e</small> </div>

ATTACHMENT (S) : Fiscal Note
 Grant Agreement - (12 pages)
 Ordinance Serial No. 24-086 (2 pp)
 Resolution Serial No. 24-083 (2 pp)

SUMMARY STATEMENT:

In September 2023 the Matanuska-Susitna Borough received notice of a grant award in the amount of \$944,804.00 from the U.S. Department of Transportation Maritime Administration (MARAD). This award has a required match of \$236,201.00. The grant and match funding will be used to fund the purchase of at least a 75-ton capacity rough terrain cargo crane for use in loading/unloading cargo, freight, fuel, equipment and other goods at Port MacKenzie.

Since that time Borough staff has worked with MARAD to complete the required pre-award checklist. This included the development of a Title VI Civil Rights webpage, with a policy and complaint process, a Community Participation Plan for Port MacKenzie, and updating the Mat-Su Limited English Proficiency Implementation Plan.

RECOMMENDATION OF ADMINISTRATION: Adopt the legislation as presented.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: August 20, 2024

SUBJECT: ACCEPTING AND APPROPRIATING \$944,804.00 FROM THE U.S. DEPARTMENT OF TRANSPORTATION MARITIME ADMINISTRATION, AND APPROVING THE SCOPE OF WORK AND BUDGET FOR THE PORT MACKENZIE ROUGH TERRAIN CARGO CRANE PROJECT

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$1,181,005	FUNDING SOURCE Port/Infra Capital Projects
FROM ACCOUNT # 450.000.000 4xx.xxx (\$236,201 match)	PROJECT# 70012-2400-2402
TO ACCOUNT# 450.000.000 3xx.xxx	PROJECT # 70012
VERIFIED BY: X <u>Liese l W eiland</u> 8 / 2 2 / 2 0 2 4 _____ Signed by: Liese l W eiland	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		236.2				
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds		944.8				
Other		236.2				
TOTAL		1181.0				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY:	
APPROVED BY:	8 / 2 2 / 2 0 2 4 X <u>C h e y e n n e H e i n d e l</u>

Signed by: C h e y e n n e H e i n d e l

**U.S. DEPARTMENT OF TRANSPORTATION
MARITIME ADMINISTRATION**

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2023 UNITED STATES MARINE HIGHWAY PROGRAM (USMHP)**

MARAD FY 2023 USMHP Grant No. 693JF72340034

70X1750S23 2024 1PM2340034 0000152001 41010 61066000 — \$944,804

This agreement is between the United States Department of Transportation Maritime Administration (“**MARAD**”) and the Matanuska-Susitna Borough (the “**Recipient**”).

This agreement reflects the selection of the Recipient to receive an USMHP Grant for the Port MacKenzie Rough Terrain Cargo Crane Project.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2023 United States Marine Highway Program Grants,” dated November 20, 2023, which is available at <https://www.maritime.dot.gov/grants-finances/federal-grant-assistance/marad-fy-2023-usmhp-general-terms-and-conditions-november>. The General Terms and Conditions reference the information contained in the schedules to this agreement. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions.
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, terminating of the USMHP Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to MARAD the USMHP Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
SPECIAL TERMS AND CONDITIONS**

There are no special terms for this award.

**SCHEDULE A
ADMINISTRATIVE INFORMATION**

1. Application.

Application Title: Port MacKenzie Rough Terrain Cargo Crane Project

Application Date: April 28, 2023

2. Recipient's Unique Entity Identifier.

Recipient's Unique Entity Identifier: QRK7LJ2Y3RJ1

3. Recipient Contact(s).

Mike Brown
Borough Manager
Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, AK 99645
(907) 861-8689
mike.brown@matsugov.us

and

David Griffin
Port Operations Manager – Port MacKenzie
Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, AK 99645
(907) 861-7799
david.griffin@matsugov.us

and

Pamela Graham
Grant Coordinator
Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, AK 99645
(970) 861-8525
pam.grahama@matsugov.us

4. Recipient Key Personnel.

None.

5. MARAD Project Contact(s).

Kelly Mitchell-Carroll
Grants and Cooperative Agreements Officer
DOT – Maritime Administration
1200 New Jersey Ave, SE
Washington, DC 20590
MAR-380
W26-422
Mailstop 5
(202) 366-9714
k.mitchell-carroll@dot.gov

and

David Bohnet
Grant Program Manager
DOT – Maritime Administration
1200 New Jersey Ave, SE
Washington, DC 20590
MAR-510
W21-226
Mailstop 3
(202) 366-0586
david.bohnet@dot.gov

6. Payment System.

MARAD Payment System: Delphi eInvoicing System

7. Office for Subaward and Contract Authorization.

MARAD Office for Subaward and Contract Authorization: None

8. Federal Award Identification Number.

Federal Award Identification Number: 693JF72340034

**SCHEDULE B
PROJECT ACTIVITIES**

1. General Project Description.

The Project will fund the purchase of a rough terrain crane of at least 75-ton capacity for use in loading/unloading cargo, freight, fuel, equipment, and other goods at Port MacKenzie.

2. Statement of Work.

The Project will fund the purchase of a Buy America-compliant rough terrain crane of at least 75-ton capacity for use in loading/unloading cargo, freight, fuel, equipment, and other goods at Port MacKenzie. The versatility of the crane will provide needed accommodations for handling heavy freight and cargo at the deep-draft dock, the barge dock, and the bow ramp.

3. Documents Describing Mitigation Activities.

None.

**SCHEDULE C
 AWARD DATES AND PROJECT SCHEDULE**

1. Award Dates.

Budget Period End Date: July 2, 2027

Period of Performance End Date: June 4, 2030

2. Estimated Project Schedule.

Milestone	Schedule Date
Planned Equipment Purchase Start Date	September 1, 2024
Planned Equipment Purchase Substantial Completion Date	September 1, 2026

3. Special Milestone Deadlines.

Milestone	Deadline Date
Comply with the following Title VI requirements: <ul style="list-style-type: none"> • Provide to MARAD a completed Community Participation Plan • Post and provide weblinks to the following documents on its public facing website: <ul style="list-style-type: none"> • Non-Discrimination notice • Complaint Form • Title VI Program Plan • Language Access Plan • Post physical copies of its non-discrimination notice in all publicly accessible, project related facilities, including relevant City or Borough Offices, and provide MARAD with a description of where those notices have been posted. 	September 1, 2024
Marine Highway Transportation Service Start Date	December 31, 2026

**SCHEDULE D
 AWARD AND PROJECT FINANCIAL INFORMATION**

1. Award Amount.

USMHP Grant Amount: \$944,804

2. Federal Obligation Information.

Federal Obligation Type: Single

3. Approved Project Budget.

Eligible Project Costs	
	Total
USMHP Funds:	\$944,804
Non-Federal Funds:	\$236,201
Total:	\$1,181,005

4. Cost Classification Table.

Cost Classification	Total Costs	Non-USMHP Previously Incurred Costs	Eligible Costs
Equipment	\$908,465	\$0	\$908,465
Contingency	\$272,540	\$0	\$272,540
Project Total	\$1,181,005	\$0	\$1,181,005

5. Approved Pre-award Costs

None. MARAD has not approved under this award any pre-award costs under 2 C.F.R. 200.458. Because unapproved costs incurred before the date of this agreement are not allowable costs under this award, MARAD will neither reimburse those costs under this award nor consider them as a statutory non-Federal cost sharing contribution to this award. Costs incurred before the date of this agreement are allowable costs under this award only if approved in writing by MARAD before being included in the Project costs and documented in this section 5. See section 15.3(b) of the General Terms and Conditions.

SCHEDULE E
CHANGES FROM APPLICATION

Scope: None.

Schedule: None.

Budget: None.

**SCHEDULE F
USMHP DESIGNATIONS**

1. Urban or Rural Designation.

Urban-Rural Designation: Rural

2. Capital or Planning Designation.

Capital-Planning Designation: Capital

3. Historically Disadvantaged Community Designation.

HDC Designation: Yes

4. Security Risk Designation.

Security Risk Designation: Low

SCHEDULE G
USMHP PERFORMANCE MEASUREMENT INFORMATION

Study Area: Port MacKenzie in Wasilla, Alaska

Marine Highway Transportation Service: Service along M-A1 to and from the Port of Alaska (Anchorage), as well as cargo movement throughout Cook Inlet, including Homer and Kodiak, as well as points further south in the communities located along the Alaska Peninsula, and communities in western Alaska located along the Kuskokwim and Yukon River corridors.

Baseline Measurement Date: September 1, 2023 – August 30, 2024

Baseline Report Date: October 31, 2024

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Freight Movements (in metric tons)	Provide, in metric tons, the amount of freight moved by the service.	Quarterly
Cargo Lifts	Provide the number of cargo lifts performed in the Project Study Area.	Quarterly

**SCHEDULE H
CIVIL RIGHTS AND TITLE VI**

1. Recipient Type Designation.

Recipient Type Designation: New

2. Title VI Assessment Information.

Title VI Assessment Completion Date: June 28, 2024

RECIPIENT SIGNATURE PAGE

The Recipient, intending to be legally bound, is signing this agreement on the date stated opposite that party's signature.

MATANUSKA-SUSITNA BOROUGH

_____ By: _____
Date Signature of Recipient's Authorized Representative

Name

Title

MARAD SIGNATURE PAGE

MARAD, intending to be legally bound, is signing this agreement on the date stated opposite that party's signature.

UNITED STATES DEPARTMENT OF
TRANSPORTATION MARITIME
ADMINISTRATION

_____ By: _____
Date Signature of MARAD's Authorized Representative

Name

Title