


SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY DIRECTING ADMINISTRATION TO ESTABLISH A PILOT PROGRAM AND PROVIDE ROAD SERVICE AREA SERVICES VIA A TIME AND MATERIAL CONTRACT STRUCTURE IN BIG LAKE ROAD SERVICE AREA 21 FOR THE PERIOD OF JULY 1, 2022 TO JUNE 30, 2023.

AGENDA OF: December 21, 2021

Assembly Action:  
*defeated unanimously 2-15-22*  


MANAGER RECOMMENDATION: Present to the Assembly for consideration.

REVIEWED BY MICHAEL BROWN, BOROUGH MANAGER: *MB*

| Route To: | Department/Individual | Initials            | Remarks                |
|-----------|-----------------------|---------------------|------------------------|
|           | Originator            | MB/NS               | for Assemblymember Tew |
|           | Public Works Director | <i>TDL</i>          | <i>13 Dec 2021</i>     |
|           | Finance Director      | <i>CS</i>           |                        |
|           | Borough Attorney      | <i>NS</i>           |                        |
|           | Borough Clerk         | <i>Jan 12/13/21</i> | <i>KB</i>              |

ATTACHMENT(S): Fiscal Note: YES X NO \_\_\_\_\_  
 Resolution Serial No. 21-135 (2 pp)

SUMMARY STATEMENT: This resolution is sponsored by Assemblymember Tew for the purposes of directing Administration to establish a pilot program and provide road service area services via a time and material contract structure in Big Lake Road Service Area 21 for the period of July 1, 2022 to June 30, 2023.

In a report dated September 29, 2021, borough Administration performed a cost and service analysis for delivering services within road service areas ("RSAs") in the Borough. One issue that was considered was whether there was a more cost effective method to deliver services.

The report attempted to compare the Matanuska-Susitna Borough model of fixed-price contracts with Fairbanks and Kenai Boroughs' methods. However, it is hard to make comparisons because of

differences in services, expectations, and opportunities. The report concluded with a suggestion that if the Assembly wanted to explore a time and materials contract structure, that a resolution be brought forth to establish a pilot program to gather data that would be more easily comparable.

This resolution directs Borough Administration to develop a pilot program and establish a time and materials contract structure for Big Lake RSA for FY 2023. It is also the intent that periodic reports be made to the Assembly regarding the implementation, cost, and evaluation of the quality of services delivered. By doing this, the Borough will have solid information to evaluate if a better system of delivering services is appropriate for RSAs in the Matanuska-Susitna Borough.

The decision to switch to a time and material type contract is a major policy decision which requires deliberation, decision, and judgement of the Borough Assembly to implement. The decision here will not set standards, operational guidelines, or performance measures. Those will be developed by Borough Administration before converting the method of delivery of services to a new form of contract.

MATANUSKA-SUSITNA BOROUGH  
FISCAL NOTE

Agenda Date: December 21, 2021

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY DIRECTING ADMINISTRATION TO ESTABLISH A PILOT PROGRAM AND PROVIDE ROAD SERVICE AREA SERVICES VIA A TIME AND MATERIAL CONTRACT STRUCTURE IN BIG LAKE ROAD SERVICE AREA 21 FOR THE PERIOD OF JULY 1, 2022 TO JUNE 30, 2023.

ORIGINATOR: MB/NS for Assemblymember Tew

|  |   |
|--|---|
| FISCAL ACTION (TO BE COMPLETED BY FINANCE) | FISCAL IMPACT <input checked="" type="radio"/> YES <input type="radio"/> NO |
| AMOUNT REQUESTED * \$                      | FUNDING SOURCE Big Lake RSA #21   |
| FROM ACCOUNT # 277.00.00 4xx.xxx           | PROJECT   |
| TO ACCOUNT :                               | PROJECT #   |
| VERIFIED BY: <i>Cheryl Winkler</i>         | CERTIFIED BY:   |
| DATE: 12-10-21                             | DATE:   |

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING          | FY2020 | FY2021 | FY2022 | FY2023 | FY2024 | FY2025 |
|--------------------|--------|--------|--------|--------|--------|--------|
| Personnel Services |        |        |        |        |        |        |
| Travel             |        |        |        |        |        |        |
| Contractual        |        |        |        |        |        |        |
| Supplies           |        |        |        |        |        |        |
| Equipment          |        |        |        |        |        |        |
| Land/Structures    |        |        |        |        |        |        |
| Grants, Claims     |        |        |        |        |        |        |
| Miscellaneous      |        |        |        |        |        |        |
| TOTAL OPERATING    |        |        |        |        |        |        |

|         |  |  |  |   |  |  |
|---------|--|--|--|---|--|--|
| CAPITAL |  |  |  | * |  |  |
|---------|--|--|--|---|--|--|

|         |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|
| REVENUE |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

|                     |  |  |  |   |  |  |
|---------------------|--|--|--|---|--|--|
| General Fund        |  |  |  |   |  |  |
| State/Federal Funds |  |  |  |   |  |  |
| Other               |  |  |  | * |  |  |
| TOTAL               |  |  |  | * |  |  |

POSITIONS:

|           |  |  |  |  |  |  |
|-----------|--|--|--|--|--|--|
| Full-Time |  |  |  |  |  |  |
| Part-Time |  |  |  |  |  |  |
| Temporary |  |  |  |  |  |  |

ANALYSIS: (Attach a separate page if necessary) \* Cost cannot be determined since structure is in time/materials.

PREPARED BY: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 DEPARTMENT: *Cheryl Winkler* DATE: \_\_\_\_\_  
 APPROVED BY: \_\_\_\_\_ DATE: *12/10/2021*

# MOTION PENDING

Assemblymember Tew

RS 21-135

I MOVE to amend Resolution 21-135 as follows (attached resolution with changes is attached):

- By inserting the following language in the title of the resolution “to create a task force to review and make a recommendation to the assembly regarding a time and material contract for rsa’s and should a recommendation come back favorable from the taks force to;”
- Insert the follow “Now, Therefore, Be It Resolved” clause to read: Now, Therefore, Be It Resolved, the Assembly Directs Administration to create a task force to review and make a recommendation to the Assembly on a time and material contract for RSAs;
- Change the “Now, Therefore, Be It Resolved Clause to a Be It Further Resolved Clause; strike “July 1, 2022 to June 30, 2023” and inserting in its place “July 1, 2023, to June 30, 2024;” and insert the language “should the task force find a time and material contract favorable.”
- In the Be It Further Resolved Clause the words “task force;” and
- Insert a Be It Further Resolved Clause that reads: Be It Further Resolved, that the Assembly directs Administration to uphold and enforce the specifications of the current contract while the task force meets and a pilot program is created.

failed w/ McKee, Sumner, + Bernier  
in support.

main motion failed unanimously

**MATANUSKA-SUSITNA BOROUGH  
RESOLUTION SERIAL NO. 21-135**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY DIRECTING ADMINISTRATION TO TO CREATE A TASK FORCE TO REVIEW AND MAKE A RECOMMENDATION TO THE ASSEMBLY REGARDING A TIME AND MATERIAL CONTRACT FOR RSA'S AND SHOULD A RECOMMENDATION COME BACK FAVORABLE FROM THE TAKS FORCE TO ESTABLISH A PILOT PROGRAM AND PROVIDE ROAD SERVICE AREA SERVICES VIA A TIME AND MATERIAL CONTRACT STRUCTURE IN BIG LAKE ROAD SERVICE AREA 21 FOR THE PERIOD OF JULY 1, ~~2022~~ 2023, TO JUNE 30, ~~2023~~ 2024.

---

WHEREAS, the intent and rationale for this Resolution is found in the accompanying Information Memorandum No. 21-255.

NOW, THEREFORE, BE IT RESOLVED, , the Assembly Directs Administration to create a task force to review and make a recommendation to the Assembly on a time and material contract for RSAs.

~~NOW, THEREFORE, BE IT RESOLVED~~ BE IT FURTHER RESOLVED, that the Assembly directs the Borough Administration to establish a pilot program and provide road service area services via a time and material contract structure in Big Lake Road Service Area 21 for the period of July 1, ~~2022~~ 2023, to June 30, ~~2023~~ 2024.

BE IT FURTHER RESOLVED, that the Borough Administration will deliver a monthly report to the Borough Assembly every month starting in January 2022, through May 2023, on the status of the task force, the development of the pilot program, the implementation of the program, the delivery of the services under

the program, the costs associated with the program, and any other information to keep the Assembly informed on the pilot program..

BE IT FURTHER RESOLVED, that the Assembly directs Administration to uphold and enforce the specifications of the current contract while the task force meets and a pilot program is created.