

**SUBJECT:** ACCEPTING AND APPROPRIATING \$1,000,000 IN ADDITIONAL GRANT FUNDING, REAPPROPRIATING \$250,000 FROM AREAWIDE FUNDS TO SATISFY THE REQUIRED MATCH, AUTHORIZING THE BOROUGH MANAGER TO ENTER INTO AMENDMENT 1 OF THE AGREEMENT FROM THE UNITED STATES DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION, AND APPROVING THE AMENDED SCOPE OF WORK AND BUDGET, FOR THE PORT MACKENZIE PILE SLEEVES AND ROLL ON / ROLL OFF CARGO RAMP PROJECT.

**AGENDA OF: September 26, 2023**

**ASSEMBLY ACTION: Adopted without objection 10/03/23 - BJH**

**AGENDA ACTION REQUESTED:** Introduce and set for public hearing.

Route To	Signatures
Originator Don Jourdian	<div>9 / 1 3 / 2 0 2 3</div> <div>X      D o n a l d J o u r d i a n</div> <div>Signed by: Donald R. Jourdian</div>
Public Works Director	<div>9 / 1 3 / 2 0 2 3</div> <div>X      T o m A d a m s , P E</div> <div>Signed by: Tom Adams</div>
Port Director	<div>9 / 1 3 / 2 0 2 3</div> <div>X      D a v i d G r i f f i n</div> <div>Signed by: David Griffin</div>
Finance Director	<div>9 / 1 5 / 2 0 2 3</div> <div>X      C h e y e n n e H e i n d e l</div> <div>Signed by: Cheyenne Heindel</div>
Borough Attorney	<div>9 / 1 5 / 2 0 2 3</div> <div>X      N i c h o l a s S p i r o p o u l o s</div> <div>Signed by: Nicholas Spiropoulos</div>
Borough Manager	<div>9 / 1 5 / 2 0 2 3</div> <div>X      M i c h a e l B r o w n</div> <div>Signed by: Michael Brown</div>
Borough Clerk	<div>9 / 1 5 / 2 0 2 3</div> <div>X      L o n n i e M c K e c h n i e</div> <div>Signed by: Lonnie McKechnie</div>

**ATTACHMENT (S) :** Ordinance Serial No. 23-093 (2 pp)  
 Resolution Serial No. 23-098 (2 pp)  
 Manager's Letter to EDA Confirming Matching Funds dated 07/24/2023 (1 pp)  
 EDA Award No. 07-79-07638 Amendment 1 (undated) 1 pp)

**SUMMARY STATEMENT:** On August 17, 2021, through IM No. 21-174, the Borough accepted and appropriated funds from the U.S. Economic Development Administration (EDA) for the installation of pile sleeves on the deep draft dock and roll on - roll off ramp at Port MacKenzie in the amount of \$7,590,192. At the same time, MSB matching funds were identified in the amount of \$1,897,548.

On July 21, 2023, the Project Manager received an email from the EDA offering an additional \$1,000,000 with a request to confirm a \$250,000 grant match.

On July 24, 2023, the Borough Manager confirmed the Borough has allocated the matching funds totaling \$250,000.

On July 25, 2023, the EDA recommended that the roll on / roll off ramp be removed from the scope of work because the new in-water scope being added to the grant was not covered in the EDA's original environmental assessment.

On July 26, 2023, the Borough requested additional funds in the amount of \$1,000,000.

On September 12, 2023, the Borough received notice that the additional funds had been granted.

The purpose of this legislation is to accept and appropriate the additional grant funds of \$1,000,000, reappropriate grant match funds in the amount of \$250,000, and amend the scope of work and the budget.


**RECOMMENDATION OF ADMINISTRATION:** Recommend accepting and appropriating \$1,000,000 to project no. 70012, reappropriating \$250,000 for project no. 70012, and approving the amended scope of work and budget of project 70012.

# MATANUSKA-SUSITNA BOROUGH

## FISCAL NOTE

Agenda Date: Sept. 26, 2023

SUBJECT: ACCEPTING AND APPROPRIATING \$1,000,000 IN ADDITIONAL GRANT FUNDING, REAPPROPRIATING \$250,000 FROM AREAWIDE FUNDS TO SATISFY THE REQUIRED MATCH, AUTHORIZING THE BOROUGH MANAGER TO ENTER INTO AMENDMENT 1 OF THE AGREEMENT FROM THE UNITED STATES DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION, AND APPROVING THE AMENDED SCOPE OF WORK AND BUDGET, FOR THE PORT MACKENZIE PILE SLEEVES AND ROLL ON / ROLL OFF CARGO RAMP PROJECT.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$1,250,000	FUNDING SOURCE Grant/Grant Match
FROM ACCOUNT # 480.000.000 4XX.XXX	PROJECT 99999
TO ACCOUNT : 450.000.000 3XX.XXX	PROJECT # 70012
<div style="text-align: center;"> <small>9/14/2023</small>              VERIFIED BY: <small>Signed by Lisa L. Willard</small> </div>	CERTIFIED BY:
DATE: 9/14/2023	DATE:

### EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		1,250.0				
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REVENUE						
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### FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds		1,000.0				
Other		250.0				
TOTAL		1,250.0				

### POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 DEPARTMENT: \_\_\_\_\_ DATE: \_\_\_\_\_

IM No. 23-208  
 Ordinance Serial No. 23-093  
 Resolution Serial No. 23-098

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9 / 1 5 / 2 0 2 3

APPROVED BY:

X

C h e y e n n e H e i n d e l

DATE:

S i g n e d   b y : C h e y e n n e H e i n d e l

IM No. 23-208  
Ordinance Serial No. 23-093  
Resolution Serial No. 23-098



## MATANUSKA-SUSITNA BOROUGH

### Office of the Borough Manager

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-8689 • Fax (907) 861-8669

[Mike.Brown@matsugov.us](mailto:Mike.Brown@matsugov.us)

July 24, 2023

Toby Clarkin, EDA Project Officer  
Seattle Regional Office  
Economic Development Administration  
Jackson Federal Building, RM 1890  
915 Second Avenue  
Seattle, WA 98174-1012

Dear Mr. Clarkin,

#### **Match Funding for the Mat-Su Port MacKenzie EDA Grant Additional Funding Allocation**

This letter of commitment is associated with the \$1,000,000 in additional funding that the EDA has offered under grant agreement 07-79-07638. The Matanuska-Susitna Borough is willing to accept the additional funding and provide the required items as requested by your email dated July 21, 2023.

The Matanuska-Susitna Borough has allocated the additional 20% matching funds totaling \$250,000.00 as required for receipt of the additional funds. This funding is sourced from an areawide allocation set aside for the purpose of matching grant funds. This match funding is committed to the project for the period of performance, available as needed, and not conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.

Sincerely,

Michael Brown  
Borough Manager



U.S. DEPARTMENT OF COMMERCE  
Economic Development Administration  
915 Second Avenue, Room 1890  
Seattle, Washington 98174  
Fax: 206.220.7669  
Voice: 206.220.7660

Mr. David Griffin  
Port Operations Manager  
Matanuska-Susitna Borough  
350 E Dahlia Ave  
Palmer, AK 99645

RE: EDA Award No. 07-79-07638  
*Port Mackenzie Pile Sleeves & Ro/Ro Cargo Ramp*  
Amendment 1

Dear Mr. Griffin:

EDA has reviewed the Matanuska-Susitna Borough's July 26, 2023, request for additional funds, a change in scope, and revision of specific award conditions (SACs). SACs 1 – *Authorized Scope of Work*, 8 – *Project Development Time Schedule*, and 10 – *Allowable Costs and Authorized Budget* have been revised per the attached CD-451.

Except as amended herein, all other terms and conditions of the Financial Assistance Award remain in full force and effect.

Your agreement to Amendment 1, should be indicated by the signature of the grantee principal official on the attached CD-451 "Amendment to Financial Assistance Award". The attached CD-451 can be electronically signed in either of the following ways: (i) using a certified signature through Adobe or some other software, (ii) signing in ink and scanning the documents. The fully executed document should be returned electronically to Tobey Clarkin at TClarkin@eda.gov, with a copy to SPerson@eda.gov. If not signed and returned within 30 days of receipt, EDA may declare the award amendment null and void. Please retain a copy of the executed award amendment for your records.

Sincerely,

SHEBA PERSON-  
WHITLEY

Digitally signed by SHEBA  
PERSON-WHITLEY  
Date: 2023.09.11 16:17:20  
-07'00'

Sheba Person-Whitley  
Regional Director

Attachment: CD-451 Amendment to Financial Assistance Award

Copy to: Shirley Kelly, Economic Development Representative

IM No. 23-208  
RS No. 23-098  
OR No. 23-093

**AMENDMENT TO  
FINANCIAL ASSISTANCE AWARD**☒ GRANT ☐ COOPERATIVE AGREEMENT

FEDERAL AWARD ID NUMBER

07-79-07638.01

CFDA NO. AND NAME

11.307 / Economic Adjustment Assistance Program

PROJECT TITLE

Port Mackenzie Pile Sleeves and Ro/Ro Cargo Ramp

RECIPIENT NAME

Matanuska-Susitna Borough

AMENDMENT NUMBER

1

STREET ADDRESS

350 E Dahlia Ave

EFFECTIVE DATE

Date of Grants Officer's Signature

CITY, STATE, ZIP CODE

Palmer, AK 99645

EXTEND PERIOD OF PERFORMANCE TO  
(IF APPLICABLE)

COSTS ARE REVISED AS FOLLOWS:	PREVIOUS ESTIMATED COST	ADD	DEDUCT	TOTAL ESTIMATED COST
FEDERAL SHARE OF COST	\$ 7,590,192.00	\$ 1,000,000.00	\$	\$ 8,590,192.00
RECIPIENT SHARE OF COST	\$ 1,897,548.00	\$ 250,000.00	\$	\$ 2,147,548.00
TOTAL ESTIMATED COST	\$ 9,487,740.00	\$ 1,250,000.00	\$	\$ 10,737,740.00

REASON(S) FOR AMENDMENT.

Additional funds, revised authorized scope of work and time extension for start/completion of construction milestones.

This Amendment Document (Form CD-451) signed by the Grants Officer constitutes an Amendment of the above-referenced Award, which may include an obligation of Federal funding. By signing this Form CD-451, the Recipient agrees to comply with the Amendment provisions checked below and attached, as well as previous provisions incorporated into the Award. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Amendment offer and de-obligate any associated funds.

☐ SPECIFIC AWARD CONDITION(S)☐ LINE ITEM BUDGET☒ OTHER(S): Exhibit A

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

SHEBA PERSON-WHITLEY

Digitally signed by SHEBA PERSON-WHITLEY  
Date: 2023.09.11 16:06:02 -0700

DATE

09/11/23

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

DATE

IM No. 23-208

RS No. 23-098

OR No. 23-093

EXHIBIT A: AMENDMENT 1 TO SPECIAL AWARD CONDITIONS

Replace SAC 1 in its entirety with the following:

**1. AUTHORIZED SCOPE OF WORK:** This EDA Award supports the work described in the approved final scope of work, which is incorporated by reference into this Award, as the *Authorized Scope of Work*. All work on this project must be consistent with the *Authorized Scope of Work*, unless the Grants Officer has authorized a modification of the scope of work in writing through an amendment memorialized by a fully executed *Amendment to Financial Assistance Award* (Form CD-451).

The *Authorized Scope of Work* for this project includes:

*Repair existing corrosion on piles supporting the Port Mackenzie Deep Draft Dock. Repair dock piles by repairing splice welds and installing pile sleeves on approximately 48 piles with moderate to severe corrosion damage, and if funds are available, place pile sleeves on the remaining 16 piles with low to moderate corrosion damage. The annulus between the sleeves will be filled with grout, and a limited number of piles will be installed with ice deflectors to protect the piles from ice flow. The piles and barge dock will also be installed with a sacrificial corrosion control system (cathodic protection).*

Replace SAC 8 in its entirety with the following:

**8. PROJECT DEVELOPMENT TIME SCHEDULE:** The Recipient agrees to the following Project Development Time Schedule:

Return of Executed Financial Assistance Award .....No later than 30 calendar days after receipt of Form CD-450/CD-451

Start of Construction ..... December 31, 2023

Construction Completed ..... December 31, 2025

Authorized Award End Date ..... 60 Months from the Date of Award

Submission of Final Financial Report (Form SF-425) ...No later than 120 calendar days from the Award End Date

Project Closeout – All project closeout documents, including final financial reports (Form SF 425 or any successor form) and any required program reports, shall be submitted to EDA not more than 120 calendar days after the date the Recipient accepts the completed project from the contractor(s).

The Recipient shall diligently pursue the development of the project so as to ensure completion within this time schedule and shall promptly notify EDA in writing of any event that could substantially delay meeting any of the prescribed time limits for the project as set forth above. The Recipient further acknowledges that failure to meet the development time schedule may result in EDA taking action to terminate the Award in accordance with the regulations set forth at 2 CFR §§ 200.338–200.342, as applicable.



**Special Award Conditions  
Amendment No. 1 – Exhibit A**

**EDA Award No. 07-79-07638.01  
Matanuska-Susitna Borough, AK**

**Replace** Specific Award Condition No. 10, Parts A. B. with the below:

A. Under the terms of the Award, the total approved/authorized budget is:

Federal Share (EDA Funds) \$8,590,192

Non-Federal Matching Share \$2,147,548

Total Project Cost \$10,737,740

B. Under the terms of the Award, the total approved/authorized line-item budget is:

COST CLASSIFICATION	Previously Approved	Revised Approved
Administrative and legal expenses	\$82,000	\$0
Land, structures, rights-of-way, etc.	\$0	\$0
Relocation expenses and payments	\$0	\$0
Architectural and engineering fees	\$223,800	\$660,000
Other architectural and engineering fees	\$0	\$0
Project inspection fees	\$688,640	\$688,640
Site work	\$0	\$0
Demolition and removal	\$0	\$0
Construction	\$7,334,000	\$8,450,190
Equipment	\$0	\$0
Contingencies	\$1,159,300	\$938,910
Total Project Cost	\$9,487,740	\$10,737,740

All other terms and conditions of the Financial Assistance Award remain in full force and effect.