

SUBJECT: APPROVAL OF CONTRACT COMPLETION DATE EXTENSION TO SEPTEMBER 30, 2027, FOR COLLINS ARCHITECTURE + ENERGY CONSERVATION, LLC., CONTRACT NO. 25-079P, DESIGN SCHOOL DISTRICT ELEVATOR REPLACEMENTS

AGENDA OF: July 21, 2026

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Originator	X Donald Jourdian Signed by: Donald R. Jourdian
Division Manager	X Cole Brannham Signed by: Cole Brannham
Department Director	X Tom Adams, P.E. Signed by: Tom Adams
Purchasing Director	X Russ Krafft Signed by: Russ Krafft
Finance Director	X Cheyenne Heindel Signed by: Cheyenne Heindel
Borough Attorney	X Shannon Bodolay Signed by: Shannon Bodolay
Borough Manager	X Michael Brown Signed by: Michael Brown
Borough Clerk	X Estelle M. Wieser for LM Signed by: Estelle Wieser

ATTACHMENT (S) :

SUMMARY STATEMENT: On March 10, 2025, Collins Architecture + Energy Conservation, LLC. was awarded Contract No. 25-079P in the amount of \$127,357.00 for the design of elevator replacement improvements at three Matanuska-Susitna Borough School District facilities: Palmer High School, Palmer Junior Middle School, and Big Lake Elementary School. The design services were funded by the Matanuska-Susitna Borough.

An administrative contract completion date extension was previously approved, extending the contract completion date from

April 15, 2026, to June 24, 2026.

Design services for all three facilities have been completed. However, construction of the Big Lake Elementary School elevator replacement project was not advertised for the 2026 construction season due to insufficient project funding. Additional funding was subsequently addressed through OR 26-042 and RS 26-029.

The Big Lake Elementary School elevator replacement project is anticipated to be advertised in fall 2026 for construction during the 2027 summer season. As part of the original scope of services, Collins Architecture + Energy Conservation, LLC. is required to provide construction administration support and perform a final inspection following completion of the elevator installation. Therefore, an extension of the contract completion date is necessary to allow completion of these remaining services. The legislation requests an extension of the contract completion date from June 24, 2026, to September 30, 2027.

In accordance with MSB 3.08.170(B), Administration also requests authority to extend the contract completion date by up to an additional ninety (90) days, if necessary, to complete any remaining work and final contract closeout.

RECOMMENDATION OF ADMINISTRATION: Approve a contract completion date extension for Collins Architecture + Energy Conservation, LLC., Contract No. 25-079P, Design School District Elevator Replacements to September 30, 2027, and authorize Administration to extend the completion date up to an additional ninety (90) days, if necessary, for project completion and final closeout.