



CITY OF NORTH POLE
Regular Meeting
March 18, 2024
City Hall Chambers
125 Snowman Lane, North Pole, Alaska
www.northpolealaska.com

Monday, March 18, 2024
Committee of the Whole: 6:30 PM
Regular City Council Meeting: 7:00 PM

MAYOR

Michael Welch
907-488-8584

CITY CLERK

Emily Braniff, CMC
907-488-8583

COUNCIL MEMBERS

Chandra Clack – Mayor Pro Tem	907-460-3767
Anton Keller – Deputy Mayor Pro Tem	907-987-2548
Larry Terch – Alt. Deputy Mayor Pro Tem	907-378-9233
Jeffrey Jacobson	907-460-7733
Benny Williams	907-388-5911
David Skipps	907-750-5106

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Invocation
4. Approval of Agenda
5. Approval of the Minutes from March 4, 2024
6. Communications from the Mayor
7. Council Members Questions of the Mayor
8. Citizens Comments (Limited to five (5) minutes per Citizen)
9. Communications from Department Heads and Borough Representative
10. Ongoing Projects Report
11. Unfinished Business
 - a. Ordinance 2024-03 An Ordinance of the City of North Pole Amending the Compensation for Council Members
12. New Business
 - a. Request to Council – Ambulance Purchase
 - b. Request to Accept Grant Funds Cybersecurity Grant Funding (22SLCGP-GY22)
 - c. Request to Council – Allocate FAST Funds for North Pole Streetlight Standardization
13. Council Comments
14. Adjournment



**Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Tuesday, March 4th, 2024, in the North Pole City Hall Council Chambers.

CALL TO ORDER/ROLL CALL

Mayor Welch called the regular City Council meeting of Monday, March 4th, 2024, to order at 7:00 p.m.

Present:

Mayor Welch
Chandra Clack – Mayor Pro Tem
Anton Keller – Deputy Mayor Pro Tem
Larry Terch – Alt. Deputy Mayor Pro Tem
Jeffrey Jacobson
Benny Williams
David Skipps

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by City Clerk Emily Braniff

INVOCATION

Given by Mr. Terch

APPROVAL OF AGENDA

Mr. Keller *moved to approve* the agenda of March 4th, 2024

Seconded by Ms. Clack

Mr. Jacobson *moved to amend* the agenda to place item d. Recommendation to Council – Skid Steer for Public Works e. Request to Council – Utility Accounts Write-Off Request to the Consent Agenda

Seconded by Mr. Keller

UNFINISHED BUSINESS

- a. Ordinance 2024-02 an Ordinance Amending NPMC Title 2, Chapter 36, Section 050 Categories of Employees, Apprentice

NEW BUSINESS

- a. Ordinance 2024-03 An Ordinance of the City of North Pole Amending the Compensation for

Council Members

- b. Request to Council – Sign Memorandum of Understanding (MOU) Assistance to Firefighters Grant
- c. Request to Council – Paint Old City Water Plant
- d. Recommendation to Council – Skid Steer for Public Works
- e. Request to Council – Utility Accounts Write-Off Request

On the Agenda, as Amended

DISCUSSION

None

PASSED

Yes: Williams, Clack, Terch, Keller, Jacobson, Skipps, Welch

No: 0

Absent: 0

On the Agenda

DISCUSSION

None

PASSED

Yes: Terch, Williams, Jacobson, Skipps, Clack, Keller, Welch

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Skipps *moved to approve* the minutes of the February 20, 2024, meeting.

Seconded by Ms. Clack

On the Minutes

DISCUSSION

None

PASSED

Yes: Keller, Skipps, Terch, Jacobson, Clack, Williams, Welch

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

Mayor Welch stated he has been out since December 18th and has now been released by his doctor to return to part time work the past week. Mayor Welch reported he attended the Pacific Air Force Commander update at Eielson Air Force Base (EAFB) the past Thursday and it was incredibly informative. He reported Mayor Pruhs and Mayor Ward attended the dinner with him as well as many other important partners. Mayor Welch stated he would like for everyone to have a command brief at Howard Hall on EAFB. Mayor Welch spoke to the importance

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of those kind of briefings. Mayor Welch thanked Mayor Pro Tem Clack for Acting as Mayor while he was out recovering.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)

Brigette Vaughn asked the Council for help that she is having with her neighbor who continues to throw items at her home. Ms. Vaughn brought examples of what had been thrown at her house. Ms. Vaughn reported he has threatened her service dog, and he is a continued problem that she would like to have the property noticed as a nuisance property.

Mayor Welch asked how long it has been a problem, Ms. Vaughn reported three years and his property is just a junk yard.

Greg Corbett introduced himself to the Council and shared that he will be meeting his commitment with the Fairbanks North Star Borough (FNSB) Planning Commission and that he will bring updates to the Council as he attends meetings.

Mr. Jacobson thanked Mr. Corbett for his service to the City of North Pole.

Mayor Welch thanked Mr. Corbett for serving on the FNSB Planning Commission as well as for his service as an instructor for the Air Force ROTC program.

Ms. Clack thanked Mr. Corbett for volunteering to serve.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE

City Utilities Director/Danny Wallace

Mr. Wallace stated this month is the close out of the Air Force's involvement in the Moose Creek project, they will close on March 31st for construction and the City of North Pole will assume the infrastructure for the \$45 million project. He shared he is confident that the city is where they need to be to take over the project and now that Mayor Welch is back, he will attend those meetings with him. Mr. Wallace reported that Public Works has an open position, and they will begin interviewing for them the following week. Mr. Wallace shared he is trying to build a list for the position like the Fire Department does, he also shared that they are under budget on snow removal for the year. Mr. Wallace shared that the old Pizza Hut building is under construction and they continue to follow Building Code.

Mr. Wallace stated there was a water leak in the city the previous week and those kinds of digs can be very expensive this time of year. Mr. Wallace reported there is a Utilities Department opening with an application deadline pending.

Mr. Terch asked who pays for the water meters, Mr. Wallace stated the city has bought extra water meters on the shelf and it is being worked out. He stated after March 31st it would be the homeowner's responsibility but that he is always willing to work with people to be fair.

Mr. Jacobson asked if any of the properties are not hooked up to city water in the area, Mr. Wallace reported there are still two wells in the area he stated everyone that can be hooked up has been hooked up.

Ms. Clack asked if the meeting on the 28th of March would be held in his office, Mr. Wallace stated it would be, he stated he would send her an invitation to the meeting.

Mayor Welch asked Mr. Wallace to update the Council on PFOS/PFOA, he shared EAFB is doing rigorous testing and right now the city is in a monitoring stage. He stated he is in contact with EAFB regularly, he met with them the week previous at the water plant in fact. Mayor Welch spoke of the Environmental Protection Agency (EPA) changing their standards and how it would affect people on private wells. Mayor Welch spoke of the Vector Analysis of the PFOS/PFOA plum, Mr. Wallace reported as soon as he knew more, he would share it.

Tricia Fogarty, Finance Director

Ms. Fogarty reported her department has been working on the audit and gathering all the information the auditors are asking for, for review. Mayor Welch asked how it is going with the new auditors, Ms. Fogarty stated it is going well, they are asking for a lot of historical information, but they are just getting to know the city. Ms. Fogarty stated she would get the financials sent out to the Council soon but that they are very busy with the audit.

Fire Department, Assistant Chief Tod Chambers

AC Chambers reported they continue to work on training in the department and that they are pleased about the amount of interest that is being generated in the apprenticeship program at the Fire Department.

City Clerk, Emily Braniff

Ms. Braniff reported that the City of North Pole will host early voting and be a polling location for the FNSB Special Election on May 7th. Ms. Braniff shared there is a change to the Borough Assembly meeting due to the Special Election and shared revised calendars for all Council members.

UNFINISHED BUSINESS

- Ordinance 2024-02 an Ordinance Amending NPMC Title 2, Chapter 36, Section 050 Categories of Employees, Apprentice

Mr. Jacobson *moved to adopt* Ordinance 2024-02 an Ordinance Amending NPMC Title 2, Chapter 36, Section 050 Categories of Employees, Apprentice

Seconded by Mr. Williams

On the Ordinance

DISCUSSION

None

PASSED

Yes: Clack, Terch, Skipps, Jacobson, Williams, Keller, Welch

No: 0

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Absent: 0

NEW BUSINESS

- Ordinance 2024-03 An Ordinance of the City of North Pole Amending the Compensation for Council Members

Mr. Jacobson *moved to advance* Ordinance 2024-03 An Ordinance of the City of North Pole Amending the Compensation for Council Members

Seconded by Ms. Clack

Mr. Jacobson *moved to amend* Ordinance 2024-03 An Ordinance of the City of North Pole Amending the Compensation for Council Members to allow for in person or virtually to meeting requirements

Seconded by Mr. Williams

On the Ordinance, as Amended

DISCUSSION

None

PASSED

Yes: Skipps, Clack, Terch, Keller, Williams, Jacobson, Welch

No: 0

Absent: 0

On the Ordinance

DISCUSSION

None

PASSED

Yes: Keller, Skipps, Clack, Williams, Jacobson, Welch

No: Terch

Absent: 0

- Request to Council – Sign Memorandum of Understanding (MOU) Assistance to Firefighters Grant

AC Chambers stated this is an Alaska Fire Chief's Association Grant and it provides radios for the department as well as many other departments. He shared it is a wonderful program because it is a 10% match for a 90% funded grant and the radios are upwards of \$8000 each.

Mr. Jacobson moved to approve the Request to Council – Sign Memorandum of Understanding (MOU) Assistance to Firefighters Grant

Seconded by Mr. Williams

On the Request to Council

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DISCUSSION

None

PASSED

Yes: Clack, Terch, Keller, Skipps, Williams, Jacobson, Welch

No: 0

Absent: 0

- Request to Council – Paint Old City Water Plant

Rochelle Velez-Miller stated she is present to answer any questions or concerns the Council may have on the project.

Mayor Welch asked if she was hearing negative feedback about the painting, she reported she had not.

Mr. Jacobson thanked Ms. Velez-Miller for her interest in the community and for planning a public art event, he asked what kind of paint she intended to use. Ms. Velez-Miller stated she had not researched the building enough to know which kind of paint to use yet and if spray painting was a concern she knew which students would be capable. Mr. Jacobson stated paint adheres to the building but that the awning peels everything that they put on it. Ms. Velez-Miller said it may just have to be left blank if that is the case.

Ms. Clack asked which painting they were going to paint, and she shared that they had not decided which design they would be moving forward with yet.

Mayor Welch asked how the Art Club is being funded and if they have enough funds to paint the building, Ms. Velez-Miller stated each student pays \$20 per semester or \$8.50 per quarter for Art Club. Mr. Wallace stated from the floor that he has the funds to cover the painting needs for the project in his budget.

Ms. Clack moved to approve the Request to Council – Paint Old City Water Plant

Seconded by Mr. Williams

On the Request to Council

DISCUSSION

None

PASSED

Yes: Keller, Clack, Terch, Skipps, Williams, Jacobson, Welch

No: 0

Absent: 0

COUNCIL COMMENTS

Mr. Skipps welcomed Mayor Welch back to the Council and thanked Ms. Clack for the amazing job she did in his absence. Mr. Skipps shared information on the upcoming High School basketball games in advance of the state tournament. Mr. Skipps stated he continues to pray for warmer weather.

Ms. Clack thanked Ms. Velez-Miller for coming up with the painting project and shared she too prays for warmer

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weather.

Mr. Jacobson welcomed Mayor Welch back and commended Ms. Clack for all the work that she did in his absence, he shared she spent a lot of time working with staff in a hands-on manner. Mr. Jacobson reported on the upcoming Arctic Winter Games and his excitement that it is coming to Alaska again this year.

Mayor Welch stated he has the 2014 Arctic Winter Games program and that Mr. Jacobson presided over it and did an amazing job.

Mr. Jacobson shared his concern about the testimony Ms. Vaughn brought to the Council and suggested it be investigated further.

Mr. Keller shared it is nice to be back, that he has been out on family issues. He drew attention to the third annual North Pole Community Food Drive and asked Ms. Braniff if she would hang in somewhere in City Hall for support. Mr. Keller spoke about the small pantry in Terry Miller Park and the need for homeless youth that go without, he shared it hurts his heart to think about kids who have no food at home on the weekend.

Mr. Williams welcomed Mayor Welch back and shared that he has missed him on the Council. Mr. Williams shared inspirational quotes that would help everyone deal with the times.

Mr. Terch wished everyone a happy Easter.

Mayor Welch stated he had been out for 90 days but that he is glad to be back and spoke well of Neurologist Dr. Martino who has lived in Fairbanks for several years. Mayor Welch thanked everyone for their prayers while he was out. He spoke of the importance of the military and having the Council getting a Command update like he received. Mayor Welch spoke of the need for local elected officials to be non-partisan.

ADJOURNMENT

Mr. Jacobson *moved* to adjourn.

Seconded *by* Mayor Pro Tem Clack

The regular meeting of Monday, March 4th, 2024, adjourned at 8:29 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, March 20, 2024.

ATTEST:

Emily Braniff, CMC
City Clerk

March 4, 2024

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ORDINANCE NO. 2024-03

AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING THE
COMPENSATION FOR COUNCIL MEMBERS

WHEREAS, changes to the North Pole Municipal Code are a continually changing requirement;
and

WHEREAS, the City of North Pole wishes to remain up to date with its protections for its
employees and Council; and

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 2: Administration and Personnel, Division 1: Administration, Chapter 2: City
Council, Section 12.350: Compensation, are hereby amended in the North Pole Code of Ordinances
as follows: [new text in red, deleted text in ~~strikethrough~~] see attached.

2.12.350 Compensation.

A. Compensation for City Council members shall be ~~\$300~~ \$400 (~~three hundred~~ four hundred
dollars) per member per month, paid and prorated for each regular Council meeting attended in
person or virtually. Council members shall receive an additional ~~\$100~~ \$150 (one hundred and
fifty dollars) for each special meeting attended called in accordance with NPMC 2.12.300 and
work sessions shall be compensated at ~~\$50~~ \$100 (~~fifty one hundred~~ dollars) per meeting.
Committee meetings do not constitute a special meeting for purposes of compensation. Council
members attending in person or virtually the Fairbanks North Star Borough Assembly meeting
as City of North Pole representatives shall receive ~~\$125~~ \$175 (one hundred ~~twenty~~ seventy-five
dollars) per meeting attended. Council members attending any other meeting that exceeds one
hour in duration as a designated participant representing the City of North Pole shall receive
~~\$50~~ \$100 (~~fifty one hundred~~ dollars) per meeting attended. Compensation for attending the
Fairbanks North Star Borough Assembly or other meeting as a designated participant shall be

processed by the City Clerk upon receipt of an email confirming your attendance, to include an attached agenda, abbreviated agenda, or statement to your speaking points or participation and present your report at the next regular City Council meeting. The email must be submitted to the City Clerk within thirty days of the meeting date or payment will not be made. **On the occasion that the Mayor Pro-Tem must step in as Mayor for at least 4 hours more than their normal obligations per week shall receive an extra \$100 (one hundred dollars) per week.** Compensation for attending meetings shall be paid following the last day of each month served.

Section 3. Effective Date. This ordinance shall become effective after the 2024 Municipal Election Results are Certified and will only affect Newly Elected Officials.

ADOPTED THE ____ DAY OF .

Mayor Pro Tem Clack

ATTEST:

Emily Braniff, CMC
City Clerk

PASSED/FAILED

Yes:

No:

Absent:

Memo



To: North Pole City Council, Mayor Welch

From: Chad Heineken, Fire Chief

Date: 3/18/2024

Re: Approval Request for Purchase of Demers Type 2 Ambulance

Dear Mayor and City Council Members,

I am writing on behalf of the North Pole Fire Department to formally request approval from the City Council for the purchase of one (1) Demers Ford Transit 250 Type 2 ambulance from APGAR Ambulance, as detailed below:

- Type 2 Ambulance: \$142,628.00
- Transport to North Pole: \$3,500.00
- Local Graphic installation: \$7,427.00
- Local Radio installation: \$1,500.00

Total Cost: \$155,055.00

This purchase is necessitated by the operational needs of our department. We have carefully assessed our requirements based on current run volume and mileage and have determined that a new ambulance is required.

To ensure compliance with the City of North Pole procurement requirements, we are utilizing the City of North Poles, SourceWell cooperative purchasing contract account number 172114. This approach has proven effective in past acquisitions, including the recent purchase of a new fire engine last summer. By leveraging the SourceWell contract, we can streamline the procurement process and secure competitive pricing for essential equipment.

According to the manufacturer, the ambulance is scheduled for completion on July 29th, 2024. With City Council approval we intend to utilize funds available within the Fire Department Fleet Fund to cover the cost of this purchase.

We believe that the acquisition of this Demers Transit 250 Type 2 ambulance is crucial for maintaining the effectiveness and readiness of our emergency response capabilities. Therefore, we kindly request the City Council's approval for this purchase at your earliest convenience.



APGAR
AMBULANCE
RESPONSE EQUIPMENT SPECIALISTS



APGAR AMBULANCE

R.E.S. Response Equipment Specialists

Kalispell, Montana 406-756-4911

503-720-4067

Federal I.D. No.: 20-3365474

Purchase Agreement for Quote

North Pole Fire Department
City of North Pole
125 Snowman Lane
North Pole AK 99705.

Purchase from

Response Equipment Specialists
Apgar Ambulance
28 Round Boy Court
Kalispell, Montana
406-756-4911

Customer P.O.	Order Day	Ship Day	Ship Via	Delivered To	Terms
POA#DMF235306	1-20-23	6-29-24	Driver flat	R.E.S. 1745 miles	30 Days

Description	VIN Number	Price US\$
Proposal for purchase of 1 new Ford Transit TSE 250. A 2024 Demers conversion ambulances on AWD TSE 2023 Transit 250 Type 2 Under SourceWell Contract Ambulance full option model ordered 12-1-2023 Proposal to Include Lifetime Warranty all aluminum interior cabinets in fully optioned TSE Transit Type 2 2024 Demers Fully multiplexed electrical with battery system and remote internet Smart Ambulance Diagnostics. A 2024 Ford Transit AWD Chassis Mid Height roof, 3.5 eco-boost 148" WB aluminum wheels, 3 Year 36,000 Mile warranty and 100,000 mile engine warranty includes cab top warning LEDs. All Ford Service is done at Ford or your authorized Service Dealer Additional equipment included 200 Watt Whelen HF siren. Dual Cab red/white reading lamps and gooseneck map light. Aero Cab and Rear spoiler All LED emergency lights with added lights in grille and at rear doors. Back up Camera, Console, Anti theft , Deluxe Console, Inverter 1000 Watt Xantrex Sine Wave, 20 Amp Kussmaul shoreline, (4) 12 Volt DC outlets, (4) Dual 125 VAC outlets, 1000 Watt Xantrex Inverter, (8) LED Dome lights, Yellow dual safety grabrails. EVS Child Seat, one 5 Lb Fire Extinguishers, See build sheet for complete list of this custom Ambulance.	TSE F24-105606 V.I.N 1FDBRXXXXXXXXXX R.E.S. to Install #COT-ANC-22 Floor Plate and power wheel guide factory 5G plated and built into floor. Universal Model 173 Ferno Antler and Latch, ADD Licensed and Insured flatbed Carrier Montana to Northpole estimated \$11,000.00 or driver compensation of \$5,700.00	2024DNET plus. \$136,428.00 Surcharge +\$4,700.00 2024 Chassis and Ferno Hardware 1 @ \$142,233.00 Expect July 29 th 2024 Ready dates \$142,628.00 Full payment prior to pickup and transport. Includes a Ferno Universal Model 173 to adapt to existing floor plate. Ready Montana Shop@ \$142,628.00 Delivered \$153,628.00

Bank Information	Account Information
First Interstate Bank of Kalispell 2 S Main Phone: (406)751-2500	Account Name: Apgar Ambulance L.C Account Number: 0901812404 ABA Routing Number: 092901683

Auto Trim Design
2550 S Cushman st
Fairbanks, AK 99701
907-456-8400 907-456-8406

NORTH POLE FIRE DEPT
125 SNOWMAN LANE

NORTH POLE AK 99705
9074880444

Estimate
Next Service Date
11/01/23
Authorized By

Service Writer: BEN

Quote	18167
Date	03/11/24
Year	2023
Make	FORD
ModFWFS	EXPLORER
Motor	
VIN#	
Cab	
Miles	

Customer Notes

- FORD TRANSIT 250 VAN - WHITE
- 1. COLORCHANGE WRAP ON ALL SIDES - CHANGE FROM WHITE TO RED
 - 2. REFLECTIVE CHEVRON ON REAR DOORS
 - 3. 6" REFLECTIVE STRIPES DOWN SIDES W/ HEARTBEAT GRAPHIC
 - 4. NPFD BADGES AND LETTERING IN REFLECTIVE AND GOLD LEAF VINYL

Labor and Service Description		Qty	Price	Labor	Tech
Job Id 1:					
GRAPHICS	AVERY SW900 CARMINE WRAP VINYL TO MATCH FIRE DEPARMENT RED	1.00	2077.00		
GRAPHICS	REFLECTIVE CHEVRON ON REAR DOORS OF AMBULANCE	1.00	665.00		
GRAPHICS	6" REFLECTIVE STRIPING AND HEARTBEAT GRAPHIC DOWN SIDES	1.00	260.00		
LETTERING	REFLECTIVE LOGO AND GOLD LEAF LETTERING FOR SIDES	1.00	375.00		
HOURLY	LABOR ALL WRAP PREP, WRAP INSTALL, REFLECTIVE INSTALL AND LETTERING INSTALL	30.00	135.00		
Total for Sub Order: 7427.00					

Estimate good for 30 days.
Thank you for your business.

Auto Trim Design is not responsible for damage to vehicle or articles in case of fire, theft or other cause beyond our control.
All parts removed will be discarded unless otherwise instructed. Check here to save parts _____.
I hereby authorize the above work to be done with the necessary materials.
I hereby grant Auto Trim Design employees to operate said vehicle for the purpose of testing and/or inspection.

I understand that any part and/or labor NOT WARRANTABLE by the manufacturer will be charged to me.
I authorize repairs to said vehicle. Please call me if repairs exceed the amount of \$ _____.

Labor	0.00
Parts	7427.00
Subtotal	7427.00
Tax	0.00
Supplies	0.00
	0.00
	0.00
	0.00
Total	7427.00

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
rwallace@northpolealaska.org

City of North Pole
Director of City Services

Memo

To: City Council
From: Danny Wallace

Date: March 18, 2024
Subject: Request to Accept Cybersecurity Grant Funding (22SLCGP-GY22)

City Council:

The City received funds from the State of Alaska Homeland Security and Emergency Management Division under the 2022 State and Local Cybersecurity Grant Program (SLCGP). The City of North Pole has been awarded \$31,460.00 under this grant.

Funding from this program is provided to support state, local and territorial governments in managing and reducing systemic cyber risk. More details are attached.

We intend to use these funds to conduct a cybersecurity risk assessment to address vulnerabilities that exist for the City.

Recommend that these funds be accepted.

Respectfully,



Robert (Danny) Wallace
Director of City Services
North Pole, Alaska



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

March 4, 2024

The Honorable Michael Welch, Mayor
City of North Pole
125 Snowman Lane
North Pole, AK 99705

RE: 2022 State and Local Cybersecurity Grant Program, EMW-2022-CY-00038-S01
State Grant No.: 22SLCGP-GY22

Mayor Welch:

We received funds from the U.S. Department of Homeland Security under the 2022 State and Local Cybersecurity Grant Program (SLCGP). We are pleased to award the City of North Pole the amount of \$31,460.00 under this grant. Funding from this program is provided to support state, local and territorial governments in managing and reducing systemic cyber risk.

As a reminder, all procurement transactions must be conducted in a manner that provides full and open competition. To ensure this, we require a Procurement Method Report with every expense (except for local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant. Preapprovals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

A pre-signed Obligating Award Document (OAD) is attached. Please print the document, sign the OAD, and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep the hard copy for your records.

If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website: <http://ready.alaska.gov/Grants/OurDocs>.

If signatory points of contact have changed since the submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

Mayor Welch
March 4, 2024
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If you have any questions, please get in touch with the Division Project Manager for this grant, Tiffany Peltier at (907) 428-7026 or by email at mva.grants@alaska.gov.



Sincerely,



William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report

cc: Robert Wallace, Subrecipient Project Manager
Patricia Fogarty, Subrecipient Chief Financial Officer

State of Alaska Division of Homeland Security and Emergency Management Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate						Page 1 of 9	
						FEDERAL AWARD DATE	
						December 26, 2022	
						FEDERAL GRANT PROGRAM	
						2022 State and Local Cybersecurity Grant Program	
OBLIGATING AWARD DOCUMENT						FEDERAL GRANT NUMBER	
						EMW-2022-CY-00038-S01	
RECIPIENT NAME AND ADDRESS		PERFORMANCE PERIOD		AMENDMENT		CFDA: 97.137	
City of North Pole 125 Snowman Lane Noeth Pole, AK 99705		FROM:	February 1, 2024	AMENDMENT #:		AWARD AMOUNT	
		TO:	December 31, 2025	EFFECTIVE DATE:		\$31,460.00	
		STATE PROGRAM NUMBER				22SLCGP-GY22	
UEI NUMBER		WFLBAZGS5N9		FUNDING ALLOCATION			
EIN		92-6001585		PLANNING	\$31,460.00	EXERCISE	
METHOD OF PAYMENT		Electronic		TRAINING		EQUIPMENT	
PURPOSE OF AWARD							
<div style="display: flex; justify-content: space-between;"> <div> Total Awarded Amount: Federal Share: State Share: </div> <div> \$31,460.00 \$28,314.00 \$3,146.00 </div> </div> <p style="text-align: center;">Final Report Due: February 15, 2026</p> <p>The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.</p>							
GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS							
The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)]. See attached for continued Grant Requirements and Program Terms and Conditions.							
SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details.)							
None							
AGENCY INFORMATION							
ADDRESS	Division of Homeland Security and Emergency Management PO Box 5750 JBER, AK 99505-5750			WEBSITE	http://ready.alaska.gov		
				EMAIL	mva.grants@alaska.gov		
				PHONE	(907) 428-7000		
				FAX	(907) 428-7009		
STATE PROJECT MANAGER		PHONE	FAX	EMAIL			
Tiffany Peltier		(907) 428-7026	(907) 428-7009	mva.grants@alaska.gov			
AGENCY APPROVAL				RECIPIENT ACCEPTANCE			
NAME AND TITLE OF APPROVING AGENCY OFFICIAL				NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL			
William A. Dennis, Administrative Operations Mgr.				Michael Welch, Mayor			
SIGNATURE OF APPROVING AGENCY OFFICIAL				SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL			
			DATE				DATE
			3-1-2024				
FOR STATE USE ONLY							
Vendor Personal Number:		CNP84676		Date Returned			
Fund	Unit	AR Unit	Object	Activity	Function	Program	PPC
1004	2001	099230010	7000	2012	22 CSGP NP	2CSGP2022	GYCSGP

Program Requirements

(A) Monies may not be obligated outside of the time period as stated on the grant document. An obligation occurs when funds are encumbered, as with a purchase order and/or commitment of salaries and benefits. All obligated and encumbered funds must be liquidated within 45 days of the end of the performance period (unless otherwise specified in the Program Terms and Conditions) when the *Final Performance Progress Reports* are due.

(B) The signature of the signatory officials on this award certifies that all financial expenditures, including all supporting documentation submitted for reimbursement, have been incurred by the jurisdiction and are eligible and allowable expenditures consistent with the grant guidelines for this project. The jurisdiction shall follow the financial management requirements imposed on them by the Division of Homeland Security and Emergency Management (DHS&EM).

(C) The signature of the signatory officials on this award attests to the jurisdiction's understanding, acceptance, and compliance with Acknowledgment of Federal Funding; Lobbying; Debarment, Suspension, EHP, BABAA, and other responsibility matters; Drug-free Workplace; Conflict of Interest, and Non-Supplanting certifications. Federal funds will not be used to supplant state or local funds. Federal funds may be used to supplement existing funds to augment program activities and not replace those funds that have been appropriated in the budget for the same purpose. Potential supplanting may be the subject of application and pre-award, post-award monitoring, and audit. Any cost allocable to a particular Federal award or cost objectives under the principles provided in 2 CFR Part 200, subpart E, may not be charged to other Federal awards to overcome fund deficiencies.

(D) The jurisdiction shall ensure the accounting system used allows for the separation of fund sources. These grant funds cannot be commingled with funds from other federal, state, or local agencies, and each award is accounted for separately.

(E) The jurisdiction shall comply with the requirements under 2 CFR 25.110 to maintain and keep jurisdiction information current within the System of Award Management (SAM). Also, the jurisdiction has the requirement to be non-delinquent to the Federal government as required in OMB Circular A-129. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments.

(F) The jurisdiction shall comply with Federal Laws and Regulations: *Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, Americans with Disabilities Act of 1990. Per Executive Order 13166*, the jurisdiction will take reasonable steps to ensure Limited English Proficient (LEP) persons have meaningful access to its programs and activities. The jurisdiction is required to comply with any applicable provisions of the Buy American Act (41 U.S.C. Sections 8301 – 8305). *Executive Order 13347, Individuals with Disabilities in Emergency Preparedness*, requires the government to support safety and security for individuals with disabilities in situations involving disasters, including earthquakes, tornadoes, fires, floods, hurricanes, and acts of terrorism. *Executive Order 13224* prohibits transactions with and support organizations associated with terrorism. Energy Policy and Conservation Act, the National Environmental Policy Act (NEPA) of 1969, and the Coastal Wetlands Planning, Protection, and Restoration Act of 1990 (as applicable.) The USA PATRIOT Act of 2001, the Trafficking Victims Protection Act of 2000, the Hotel and Motel Fire Safety Act of 1990, and the Fly America Act of 1974. Subrecipients who collect Personally Identifiable Information (PII) are required to have a publicly available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate. All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C 2409, 41 U.S.C 4712, and 10 U.S.C 2324, 41 U.S.S 4304, and 4310. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R Part 19 and other applicable statutes, regulations, and guidance governing the participants of faith-based organizations in individual DHS programs.

(G) The jurisdiction certifies that it has an *Affirmative Action Plan/Equal Employment Opportunity Plan*. An *EEOP* is not required for subrecipients under \$25,000.00 or fewer than 50 employees.

(H) The jurisdiction certifies that its employees are eligible to work in the U.S. as verified by Form I-9, Immigration & Naturalization Service Employment Eligibility.

(I) It is the responsibility of the jurisdiction as the subrecipient of these federal funds to fully understand and comply with the requirements of:

1. Administrative requirements
2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
<https://ecfr.io/Title-2/Part-200>

2. Cost Principles
2 CFR Part 200 Subpart E Cost Principles
[Title 2 Part 200 Subpart E - Code of Federal Regulations \(ecfr.io\)](#)

3. Audit Requirements
2CFR Part 200 Subpart F Audit Requirements
[Title 2 Part 200 Subpart F - Code of Federal Regulations \(ecfr.io\)](#)

- a. **Federal:** The applicant agrees that, as a condition of receiving any federal financial assistance, a Single audit of those federal funds will be performed, if required by law, and further agrees it will comply with all applicable audit requirements.

- b. State: If the applicant is an entity that received state financial assistance, the applicant shall submit to the State Coordinating Agency, within one year after the end of the audit period, an annual audit report covering the audit period as required by 2 AAC 45.010.
 - c. Subrecipients identified as "non-compliant" by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator shall be subject to the following grant payment restrictions:
 - 1) The Division of Homeland Security & Emergency Management (DHS&EM) will not process grant payments of any nature directly to the subrecipient.
 - 2) Subrecipients will be required to fully comply with the Single Audit requirements specified by the Alaska Dept. of Administration, Division of Finance, Single Audit Coordinator.
 - 3) Subrecipients will provide compliance evidence to DHS&EM from the State Audit Coordinator before any payment will be processed.
 - 4) DHS&EM may process on-behalf-of (OBO) payments to vendors for costs directly associated with the scope of work on approved awards.
 - 5) Performance periods will not be extended due to a subrecipient's failure to comply with the Single Audit requirement.
 - 6) Payments made in error to subrecipients that are "non-compliant" must be repaid to the State of Alaska within 90 days of receipt of notice from DHS&EM.
4. Procurement and Contracts. Contracts must be of a reasonable cost, generally be competitively bid, and must comply with Federal, State, and local procurement standards. Detailed requirements for eligible procurement methods and contract types can be found in 2 CFR Part 200 Subpart D. The applicant agrees to review and follow procurement and contract requirements necessary for compliance with the grant program. Further, the applicant understands that failure to comply with these requirements may result in loss of funding for the entire project.
- a. Debarred/Suspended Vendors. As required by Executive Orders 12549 and 12689, Debarment and Suspension, and implemented at 2 CFR Part 180, the applicant certifies that it and its principals:
 - 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.
 - 2) Have not within a three-year period preceding this award been convicted of a or had a civilian judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - 3) Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification.
 - 4) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default. Where the applicant is unable to certify any of the statements in this certification, he or she shall attach an explanation to this application.
 - 5) Domestic Preferences for Procurement. As appropriate and to the greatest extent consistent with law, state and non-state entities should, to the greatest extent practicable under its FEMA award, provide a preference for the purchase of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award. 2 C.F.R. § 200.322 also provides specific definitions for "Produced in the United States" and "manufactured products" that states should review.
5. Conflict of Interest
2 CFR Part 200.112 – the jurisdiction must disclose in writing to DHS&EM any potential conflict of interest per the applicable Federal awarding agency policy in the award's performance period.
6. False Claims Act, Program Fraud Civil Remedies, and Mandatory Disclosures
- A. 31 U.S.C. §3729, no recipient of federal payments shall submit a false claim for payment.
 - B. 38 U.S.C. §3801-3812 details the administrative remedies for false claims and statements made.
 - C. 2 CFR Part 200.113 – the jurisdiction must disclose, in a timely manner and in writing to DHS&EM, all violations of Federal criminal law involving fraud, bribery, or gratuity potentially affecting the award.
7. Technology Requirements
28 FR Part 23, Criminal Intelligence System Operating Policies
8. Research and Development (R&D) Requirements
Grants awarded to DHS&EM are not R&D
9. Duplication of Benefits
2 CFR Part 200, Subpart E, Cost Principles
10. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. §5121-5206, and Related Authorities, where applicable.

11. Reducing Text Messaging while Driving.

All recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

12. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R Part 200, Appendix XII.

13. Reporting Subawards and Executive Compensation

All recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R Part 170, Appendix A.

14. SAFECOM

All recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

15. All recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in the guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

SLCGP Program Terms and Conditions

The total allocation of the 2022 State and Local Cybersecurity Grant Program awarded to the Division of Homeland Security and Emergency Management (DHS&EM) is \$2,244,983.00 under *Federal Grant EMW-2022-CY-00038-S01*, CFDA# 97.137. The City of North Pole has been awarded \$31,460.00, which shall be used to support state, local, and territorial governments in managing and reducing systemic cyber risk.

The instructions, guidance, limitations, and other conditions outlined in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements outlined in the program NOFO and State program guidance. The performance period of this grant award is February 1, 2024, through December 31, 2025. Project conditions must be completed by this date. The City of North Pole cannot subgrant all or any part of this award to any other entity or organization. All awards require confirmation within the first reporting quarter that activities toward projects will be made, or DHS&EM may execute de-obligation of the funds.

(A) Changes to Award: All change requests must be submitted in writing or electronically to the DHS&EM Project Manager, accompanied by a justification narrative and budget/spending plan, for review and approval. Changes must be consistent with the scope of the project and grant guidelines. Requests for changes will be considered only if the reporting requirements are current and if terms and conditions have been met at the time of the request. Changes in the programmatic activities or purpose of the project, changes in key persons specified on the grant award, contractual services for activities central to the purposes of the award, requests for additional funding, changes in the project site, or release of special conditions may result in an amendment to this award. No transfers of funds between budget categories will be authorized, only de-obligation of funds, except on a case-by-case basis.

(B) Reporting Requirements: The City of North Pole shall submit timely quarterly *Performance Progress Reports (PPR)* and *Financial Progress Reports (FFR)* to the Project Manager at DHS&EM. Instructions and blank forms are located electronically at <https://www.ready.alaska.gov/Grants> and may be reproduced. Jurisdictions must check the website quarterly for the most current forms. The use of outdated forms will not be accepted. Quarterly reports are due:

Number of Scheduled Reports Due	Jurisdiction Performance Period	PPR & FFR Due Dates
1	2/1/2024 - 3/31/2024	WAIVED
2	4/1/2024 - 6/30/2024	July 20, 2024
3	7/1/2024 - 9/30/2024	October 20, 2024
4	10/1/2024 - 12/31/2024	January 20, 2025
5	1/1/2025 - 3/31/2025	April 20, 2025
6	4/1/2025 - 6/30/2025	July 20, 2025
7	7/1/2025 - 9/30/2025	October 20, 2025
8	10/1/2025 - 12/31/2025	January 20, 2026
9	Final Report	February 15, 2026

Invoices with progress reports will be submitted to DHS&EM by the due date as specified in the above schedule. Should the grant period be extended for any reason, a modified report schedule will accompany the award amendment.

The *Performance Progress Report (PPR)* contains an AK-PPR-A cover page form and an AK-PPR-B Program Indicators form. Both forms must be completed and submitted by the report due date. Requests for grant extensions, budget adjustments, project realignments, and significant problems or delays are reported on the AK-PPR-A. An AK-PPR-A must be submitted even if no additional information is required. The AK-PPR-B shall describe the progress and percentage of projects completed and detail any related expenditures submitted on the *Financial Progress Report*. The *Financial Progress Reports* shall describe the status of the funds, show encumbrances, and receipts of program income, cash or

in-kind contributions to the project, whether or not a local match is required. A final PPR is a summary report showing project completion, evaluating project activities, and measuring performance against project goals for the entire performance period, and is required in addition to the last quarterly PPR. An *After-Action Report/Improvement Plan* (AAR/IP) is required within 30 days of the conduct of an exercise.

(C) Signatory Requirements: The primary Signatory Official, Project Manager, and Financial Officer, as listed on the Signatory Authority Form, must sign the original obligating award document and any amendments. Delegates may sign quarterly and final reports. However, the signatures of the Project Manager, Signatory Official, and the Financial Officer must be three different signatures.

(D) Reimbursements: Submit on the *Financial Progress Report* form. Reimbursement shall be based upon authorized and allowable expenditures consistent with project narrative, budget details, grant guidelines, and submission of timely quarterly *Performance Progress* and *Financial Progress Reports*. Payments may be withheld pending correction of deficiencies or for use of outdated forms. Reimbursement of expenditures may be requested at any time within the performance period. Expenditures must be supported with source documentation (e.g., copies of invoices, receipts, timesheets with name/wage/hours, cost allocation, warrants, etc.), method of solicitation must be documented with a *Procurement Method Report*, and documentation of payment must be included. Reimbursable expenses include:

- **Personnel Costs:** Payroll reports signed and certified by the Chief Financial Officer that capture the employee's name, position, coded allocation to the project, and amount paid are acceptable. Staff may not self-certify their own time and wages. The subrecipient shall retain all supporting payroll records, including time and attendance records signed by the employee and supervisor and copies of warrants as per the recordkeeping requirements in Section O. Limited to 50 percent for employees assigned to program management functions, not operational duties. The limit does not apply to contractors.
- **Contracts:** All sole-source procurements, single vendor responses to a competitive bid, and service contracts of any value require DHS&EM pre-approval before implementation. Final signed copies of all contracts are required for submission to DHS&EM with the request for reimbursement. Please review the *Procurement Method Report* for specific requirements.
- **Program Income and Local Match:** Program income may be used to supplement project costs, reduce project costs, or may be refunded to the federal government, and must be used for allowable program costs and be expended before requests for reimbursement. Local matching funds must clearly support the source, the amount, and the timing of all matching contributions.
- **Equipment:** Allowable equipment categories are listed on the web-based Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB). Documentation is required per instructions attached to DHS&EM quarterly reports.
- **Travel:** Travel must be listed in the approved budget.
- **Training:** Requires DHS&EM pre-approval before registering or participating in training opportunities.
- **Exercise:** Requires submission of an AAR/IP within 30 days after the conduct of the exercise.
- **Food and Beverages:** All food and/or beverage expenses require pre-approval by DHS&EM and are only allowable costs if related to a grant-funded sheltering exercise, such as a Mass Care Shelter Exercise where food is prepared as part of the exercise objectives in evaluating food preparation capabilities.

(E) Unallowable Costs and Activities: Below is not an all-inclusive list. Please review the FY2023 SLCGP Notice of Funding Opportunity for additional information.

Grant and match funds cannot be used for:

- Spyware
- Microsoft Office
- Construction/Renovation
- To meet a cost-sharing contribution
- To pay a ransom
- For recreational or social purposes
- To pay for cybersecurity insurance premiums
- To acquire land or to construct, remodel, or perform alternations of buildings or other physical facilities or
- For any purpose that does not address cybersecurity risks or cybersecurity threats on information systems owned or operated by, or on behalf of, the eligible entity that receives the grant or a local government within the jurisdiction of the eligible entity.
- Salaries and personnel costs of planners, equipment managers, exercise coordinators, and/or training coordinators
- Supplanting any expense already budgeted
- Reimbursable training and related travel costs not pre-approved by DHS&EM

- Contracts and procurements over \$10,000.01 not pre-approved by DHS&EM
- Sole source contracts and procurements not pre-approved by DHS&EM
- Stand-alone working meals
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned for resubmission by the jurisdiction.

(F) Property and Equipment Management: The City of North Pole shall maintain an effective property management system; safeguards to prevent loss, damage, or theft; maintenance procedures to keep equipment in good condition; and disposition procedures. A *Property Inventory Report* must be submitted to DHS&EM annually each **June 20** with the *Financial Progress Report*, and continued submission is required annually until final disposition of the equipment. No equipment purchased with these grant funds may be assigned to other entities or organizations without written approval from DHS&EM prior to the jurisdiction's encumbrance or expenditure for that equipment. Management of property and equipment shall be in accordance with state laws and procedures as outlined in 2 CFR Subpart D (200.210-200.316). For items over \$5,000.00, a Single Equipment Reporting Form must be submitted at the time of reimbursement at the time of reimbursement request

(G) Build America, Buy America Act (BABAA): The City of North Pole must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act §§ 70901-70927, Pub. L. No. 117-58 (2021); and EO 14005, Ensuring the Future is Made in All of America by All of America's Workers. See OMB Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

None of the funds provided under this program may be used for a project for infrastructure unless the iron and steel, manufactured products, and construction materials used in that infrastructure are produced in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

(H) Procurement: A *Procurement Method Report* documenting the method of solicitation is required for reimbursement for every procurement (with the exception of local advertising, legal notices, and travel arrangements). Contractors that develop or draft specifications, requirements, *Statements of Work* (SOW), and/or *Requests for Proposals* (RFP) for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Local bidder's preference is not allowed for federally funded procurements. Procurement transactions shall be conducted to provide maximum open and free competition. Pre-approvals may be required at multiple steps in the procurement process. Please see the *Procurement Method Report* for additional details.

(I) Contracts: Any contract entered into during this grant period shall comply with local, state, and federal government contracting regulations. To the extent that subrecipients of a grant use contractors, subrecipients shall use small, minority, women-owned, or disadvantaged business concerns and contractors to the extent practicable. Contracts for professional and consultant services must include local, state, and federal government-required contract language and a project budget and require pre-approval by DHS&EM before implementation. Contract deliverables must meet the intent of the grant application and grant requirements. Justification is required for compensation for individual consultant services, which must be reasonable and consistent with the amount paid for similar services in the marketplace. Detailed invoices and time and effort reports are required for consultants. A *Procurement Method Report* documenting the method of solicitation is required for reimbursement for every procurement.

(J) Use of DHS Seal, Logo, and Flags: All subrecipients must obtain DHS&EM approval before using the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

(K) Publications and Copyright: All recipients must affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgment of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations). Publications created with funding under this grant should prominently contain the following statement: ***This document was prepared under a grant from the Federal Emergency Management Agency (FEMA)'s Grant Programs Directorate, U.S. Department of Homeland Security and the Alaska Division of Homeland Security and Emergency Management.***

Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate, the U.S. Department of Homeland Security, or the State of Alaska.

(L) Acknowledgement of Federal Funding: All subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

(M) Federal Debt Status: All subrecipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424, item number 17, for additional information and guidance.

(N) False Claims Act and Program Fraud Civil Remedies: All subrecipients must comply with 31 U.S.C. § 3729 requirements, which set forth that no sub-recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812, which details the administrative remedies for false claims and statements made.

(O) Recordkeeping Requirements: Grant financial and administrative records shall be maintained for a period of three (3) years following the date of the closure of the grant award or audit if required. Time, effort, personnel, and payroll records must be maintained for all individuals reimbursed under the award. Property and equipment records shall be maintained for a period of three (3) years following the final disposition, replacement, or transfer of the property and equipment.

(P) Performance Measures: Quarterly Progress Reports shall demonstrate performance and progress relative to:

1. Acceptable performance on applicable critical tasks in Exercises using approved scenarios
2. Progress in achieving project timelines and milestones identified in the Quarterly Activities Plan
3. Percent measurable progress toward completion of the project
4. How funds have been expended during the reporting period, and explain expenditures related to the project

(Q) Subrecipient Monitoring Policy: Periodic monitoring is required to ensure that program goals, objectives, timelines, budgets, and other related program criteria are met. DHS&EM reserves the right to periodically monitor, review, and conduct analysis of the City of North Pole's financial, programmatic, and administrative policies and procedures, such as, accounting for receipts and expenditures, cash management, maintaining adequate financial records, means of allocating and tracking costs, contracting and procurement policies and records, payroll records and means of allocating staff costs, property/equipment management system(s), progress of project activities, etc. This may include desk and field audits. Technical assistance is available from DHS&EM staff. The Monitoring Policy is available in the Grants Management Handbook.

(R) Penalty for Non-Compliance: For the reasons listed below, special conditions may be imposed, reimbursements may be partially or wholly withheld, the award may be wholly or partly suspended or terminated, or future awards, reimbursements, and award modifications may be withheld. DHS&EM may institute the following, but is not limited to, withholding authority to proceed to the next phase of a project, requiring additional or more detailed financial reports, additional project monitoring, and/or establishing additional prior approvals. DHS&EM shall notify the City of North Pole of its decision in writing, stating the nature and the reason for imposing the conditions/restrictions, the corrective action required and the timeline to remove them, and the method of requesting reconsideration of the imposed conditions/restrictions. The City of North Pole must respond within five (5) days of receipt of notification:

1. Unwillingness or inability to attain project goals
2. Unwillingness or inability to adhere to Special Conditions or Grant Assurances.
3. Failure or inability to adhere to grant guidelines and federal compliance requirements
4. Improper procedures regarding contracts and procurements
5. Inability to submit reliable and/or timely reports
6. Management systems which do not meet federally required management standards

(S) Termination for Cause: If performance is not occurring as agreed, the award may be reduced or terminated without compensation for reduction or termination costs. DHS&EM will provide five (5) days' notice to the City of North Pole stating the reasons for the action, steps taken to correct the problems, and the commencement date of the reduction or termination. DHS&EM will reimburse the City of North Pole only for acceptable work or deliverables and necessary and allowable costs incurred through the date of reduction or termination. Final payment may be withheld at the discretion of DHS&EM until a final DHS&EM review is completed. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

(T) Termination for Convenience: Any project may be terminated upon convenience, in whole or in part, for the convenience of the Government. The U.S. Department of Commerce and the DHS&EM, by written notice, may terminate

this grant, in whole or in part, when it is in the Government's interest. Allowable costs obligated and/or incurred through the date of termination shall be reimbursed. Any equipment purchased under a terminated grant may revert to DHS&EM at the option of DHS&EM.

(U) Project Implementation: Due to the competitiveness of the 2022 State and Local Cybersecurity Grant Program, approved projects must be ready-to-go. Project implementation shall begin within the first reporting quarter.

1. If a project cannot be operational within the first reporting quarter of the approved award date, the subrecipient should notify DHS&EM of the implementation delay and expected starting date. At the discretion of DHS&EM, the grant award is subject to cancellation, and funds may be de-obligated and reallocated to other projects if project implementation is unjustifiably delayed.

(V) The City of North Pole shall comply with the requirements and restrictions of the Federal Fiscal Year (FFY) 2022 State and Local Cybersecurity Grant Program (SLCGP) Guidance, State Overview and Guidelines, State Preparedness Report, and the State Homeland Security Strategy. By signing this obligating award document, the City of North Pole certifies it has read, understood, and accepted these documents as binding.

(W) No funds will be reimbursed until City of North Pole fiscal and programmatic representatives attend a Grant Kick-Off Meeting to be held electronically in April 2024.

(X) The City of North Pole must complete a Quarterly Activities Plan by July 20, 2024. Information on this requirement will be emailed and provided at the Grant Kick-Off meeting.

(Y) The City of North Pole must complete the Nationwide Cybersecurity Review (NCSR) by December 31, 2024. More information on this online self-assessment will be provided at the 2022 Kick-Off Meeting and can be found in the 2023 SLCGP NOFO: [DHS&EM | State and Local Cybersecurity Grant Program \(SLCGP\) \(alaska.gov\)](#).

(Z) The City of North Pole must register for the Cyber Hygiene Services by December 31, 2024. More information on this service will be provided at the Kick-Off Meeting and can be found in the 2023 SLCGP NOFO: [DHS&EM | State and Local Cybersecurity Grant Program \(SLCGP\) \(alaska.gov\)](#).

Special Conditions

None

We certify we have read, understood, and accept the Grant Terms and Conditions, the Grant Requirements, and Assurances and Agreements, and Special Conditions in accordance with this Award.

Project Manager's Signature

Chief Financial Officer's Signature

Signatory Official's Signature



Project Budget Details
2022 State and Local Cybersecurity Grant Program
North Pole, City of
Reported Revision 0

PBD #	Expense Category	Solution Area	Discipline		Budgeted Cost	PBD Amount Spent	PBD Balance
1	Plan.Org	Plans.Protocols	Cyber Security	State:	\$3,146.00	\$0.00	\$3,146.00
<input type="checkbox"/> EHP	<input type="checkbox"/> Canceled	<input type="checkbox"/> BABAA		Federal:	\$28,314.00	\$0.00	\$28,314.00

Item: Cybersecurity Risk Assessment

Description: Conduct cybersecurity risk assessments to identify existing cybersecurity gaps, risks, and threats.

Investment: Objective 1 - Develop & establish appropriate governance structures, including by developing, implementing, or revising Cybersecurity Plans.

	Adjusted Grant Total	Total PBD Allocations	Total Expenses	Summary Balance
State:	\$3,146.00	\$3,146.00	\$0.00	\$3,146.00
Federal:	\$28,314.00	\$28,314.00	\$0.00	\$28,314.00
Grand Total:	\$31,460.00	\$31,460.00	\$0.00	\$31,460.00

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North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
rwallace@northpolealaska.org

City of North Pole
Director of City Services

Memo

To: City Council
From: Danny Wallace

Date: March 18, 2024
Subject: Request to Allocate FAST Funds for North Pole Streetlight Standardization

City Council:

On March 11, we were contacted by DOT and FAST with a request for additional matching funds for the NP Streetlight Standardization Project. This project involves installing streetlights in the City's core downtown area and began in summer 2023. Delivery delay issues for key parts for the LED fixtures have caused this project to require additional funding.

I discussed this increase with the DOT project manager, Kyungyun Chi, and she mentioned that the delays would cause DOT additional coordination, trips to North Pole, and project management. Total cost for this is \$44,667 and North Pole's cost share is about 9% (\$4,033.00). We budgeted \$15,000 for FAST matching for this year, and it remains within our budget for these types of projects.

Of note, the City was allowed to charge LED lightbulb replacement for our Candy Cane lights to this project. That portion of the project was valued at over \$80,000 and was provided as a "bonus project" at no cost to the City of North Pole.

Supplemental information is enclosed.

Recommend approving this expenditure for this FAST project.

Respectfully,



Robert (Danny) Wallace
Director of City Services
North Pole, Alaska

State of Alaska DOT&PF PDA REVISION REQUEST

To: Shelley Dykema, Chief
Project Control

Date: 03/05/24

Thru:

IRIS # / Federal #: 0002516/NFHWY00690

From: Kyungyun Chi

Program Name: North Pole City Core Streetlight
Standardization and Improvements

Telephone:

Reason for Change:

- ☒ Change funding per the program budget stated below.
☐ Change scope or termini (*provide details in justification below*).
☐ Change ATP level to include ATP through _____

For FHWA Programs:

If any of the above items are checked, is an Environmental Re-Evaluation/Consultation required? If so, what is the date of the Re-Evaluation/Consultation: _____

For FHWA Programs - ATP End Date:

Request changing ATP End Date to 12/31/2025

If requesting a change in the End Date, please provide details in justification below.

- * ATP thru Env Doc End Date - anticipated Env Doc approval + 3 months for next ATP approval.
- * ATP thru Final PS&E End Date - Final PS&E is complete + 6 months for Project Control closeout.
- * ATP for ROW and Utilities End Date - all work is complete + 6 months for Project Control closeout.
- * ATP for Construction End Date - Contract completion + 18 months for Construction and Project Control closeout.

For Local Match Programs:

Have you notified Planning about this funding request and do we have sufficient local match funds to fund the increase? _____ Yes _____ No

PROGRAM BUDGET REQUEST			
PHASE	CURRENT FUNDING	REQUESTED CHANGE	NEW FUNDING TOTAL

PARTICIPATING			
Phase 2 - Design			
Phase 3 - ROW			
Phase 4 - Construction	\$2,023,250	+44,667	\$2,067,917
Phase 7 - Utilities			
Phase 8 - Planning			
TOTAL PARTICIPATING	\$2,023,250	\$44,667	\$2,067,917

NON-PARTICIPATING			
Phase 2 - Design			
Phase 3 - ROW			
Phase 4 - Construction			
Phase 7 - Utilities			
Phase 8 - Planning			
TOTAL NON-PARTICIPATING	\$0	\$0	\$0

Justification: By Change Order 2, Project Completion Date is extended. Increase funding in Phase 4 for CENG & ICAP.

CONSTRUCTION BUDGET

Project Name:	North Pole City Core Streetlight Standardization and Improvements
AKSAS #:	0002516/NFHWY00690
Project Engineer:	Patrick Shillinger

CHANGE ORDERS (Copies Attached)		
C.O. #	Amount	Comments (if needed)
CO 1	\$0	Already Submitted on August 1, 2023
CO 2	\$0	Project completion Changes
<i>Subtotal</i>	\$0	
Less any 644 items	\$0	
Less any M&O stockpile	\$0	
<i>Change Documents Subtotal</i>	\$0	
QUANTITY OVER / UNDERRUNS		
Item Name	Amount	ITEM # & FA Code
<i>Subtotal</i>	\$0	
<i>Total Contract Changes</i>	\$0	
CENG		
CENG @ 15%	\$0	
CENG needed beyond 15%	\$42,000	Additional due to increasing Contract Time
<i>CENG Subtotal</i>	\$42,000	
Contract changes & CENG subtotal	\$42,000	
6.35% ICAP	\$2,667	
GRAND TOTAL OF PDA REQUEST	\$44,667	

Construction Engineering Estimate

Northern Region DOT&PF

Project Name: North Pole City Core Streetlight Standardization and Improvements
Project #: 0002516/NFHWY00690

Contractor: CCI Electrical Services, LLC.
Estimated Start Date: 4/1/2023
Estimated Completion Date: 6/30/2024

Section Personnel Wages

Instruction: See position descriptions listed at far right for clarification of Employee Class Codes

Field Work

Employee Class Code	Duty Station	No. of Personnel	Weeks of Field Work	Time Type	Hours per Week per Person	Cost per Week per Person	Adjustment Factor	Total Cost
EAIII	Fairbanks	1	3	RG	37.5	\$3,268	1.00	\$9,804
				OT	22.5	\$2,116	1.00	\$6,349
EAIL	Fairbanks	1	3	RG	20	\$1,692	1.00	\$5,076
				OT	10	\$913	1.00	\$2,739
WG-54	Fairbanks	1	3.5	RG	40	\$2,365	1.00	\$8,277
				OT	20	\$1,276	1.00	\$4,467
				RG		\$0	0.00	\$0
				OT		\$0	0.00	\$0
				RG		\$0	0.00	\$0
				OT		\$0	0.00	\$0
				RG		\$0	0.00	\$0
				OT		\$0	0.00	\$0

Non-Field Work

Employee Class Code	Duty Station	No. of Personnel	Weeks of Non-Field Work	Time Type	Hours per Week per Person	Cost per Week per Person	Adjustment Factor	Total Cost
CM	Fairbanks	1	4	RG	2	\$250	1.00	\$998
EAIII	Fairbanks	1	4	RG	2	\$174	1.00	\$697
				RG		\$0	0.00	\$0
				RG		\$0	0.00	\$0

TOTAL SECTION PERSONNEL WAGES \$38,408

Per Diem Costs

Is this a per diem project? (Y or N)

N

Short Term Per Diem Total =

\$0

Long Term Per Diem Total =

\$0

TOTAL PERSONNEL PER DIEM COSTS \$0

Project Travel Expenses

Personnel Travel

of Trips:

@

per Trip =

\$0

Administrative Travel

of Trips:

@

per Trip =

\$0

TOTAL PROJECT TRAVEL EXPENSES \$0

Additional Project Costs

Instruction: Use IRIS Activity Codes listed at far right as applicable

IRIS Activity Code	Description	Comments	Total Cost
143	Traffic Control Workzone Engineering	Traffic Control during the Construction	\$500
145	CENG Regional Support Groups	M&O,S WPPP	\$1,000
166	Design Consultant	Kinney Engineering	\$750
184	CENG Regional QA	QA Engineer, Rover, Material	\$750
206	Construction Concurrent Review	Interim Review of Contract for 2024	\$700

TOTAL ADDITIONAL PROJECT COSTS \$3,700

Phase 4 CENG & ICAP Estimation		
Total Contract Amount		
Subtract (-) 644 Items on Contract		
Plus CENG	\$0.00	
Subtotal	\$0.00	
x ICAP rate	6.35% Federal Highway	FY2023
Total ICAP Amount	\$0	
TOTAL PH 4 AMOUNT	\$0	

TOTAL CONSTRUCTION ENGINEERING (CENG) \$42,108
(%) CENG to Contract Amount Minus 644 Items: 0.00%
Rounded (%) CENG to use for Programming: 0.00%

CONSTRUCTION ENGINEERING (CENG) FOR PROGRAMMING \$0

Prepared By:

Title:

Construction Manager Approval:

Date:

From: [Chi, Kyungyun \(DOT\)](#)
To: [Robert \(Danny\) Wallace](#)
Cc: [Shillinger, Patrick J \(DOT\)](#)
Subject: RE: [NP City Core Streetlight] PDA Request
Date: Monday, March 11, 2024 1:26:22 PM
Attachments: [image001.png](#)

I am not sure where you saw the \$38,000 to Contractor, but there is no increasing fund to Contractor Payment.

This PDA will be the fund to cover the additional Construction Administrative Engineering Costs due to the project extension.

For Project management, these non-field work hours are allocated to cover meeting and discussions with the contractor during the winter seasons. The crew managed to undertake other projects during intervals to mitigate the administrative costs.

As for the 2024 Season, we estimate the Office Engineer's hour to be at 50% since he/she can concurrently work on other projects. However, there are no other approximate DOT projects nearby North Pole in early summer to reduce the hours further.

If you have any other questions, don't hesitate to ask.

Thank you.

Kyung

From: Robert (Danny) Wallace <RWallace@northpolealaska.org>
Sent: Monday, March 11, 2024 12:40 PM
To: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>
Cc: Shillinger, Patrick J (DOT) <pat.shillinger@alaska.gov>
Subject: RE: [NP City Core Streetlight] PDA Request

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Kyungyun –

Thanks for the detailed response. This is stating that \$38,000 is going to CCI, is that correct?

Are there any funds that are slated for DOT for project management or other tasks?

Thanks,
Danny

Robert Daniel Wallace
Director, City Services

RWallace@northpolealaska.org

Office: 907-488-8593

Work Cell: 907-388-0302

City of North Pole
125 Snowman Lane
North Pole, AK 99705

From: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>
Sent: Monday, March 11, 2024 12:22 PM
To: Robert (Danny) Wallace <RWallace@northpolealaska.org>
Cc: Shillinger, Patrick J (DOT) <pat.shillinger@alaska.gov>
Subject: RE: [NP City Core Streetlight] PDA Request

Hi.

It was nice to talk to you this morning.

Here is a detailed overview of the reasons for the increase in the engineering budget due to project time extensions.

1. Additional Work for LED Light Fixture :
During the estimation, Department didn't included the Construction Administrative Cost, assuming that the original Engineering budget would suffice. This exclusion was based on the contractor's estimate of a 30 - day time extension with a cost proposal for the LED light fixture work, which was anticipated to be covered within the original contract payment and consultant design fee.

Additional Fund Requests on early August 2023.

Contractor Payment : \$ 121,354.14

Consultant Design Fee : \$ 15,000.00

6.35 % ICAP : \$ 8,658.00

Total PDA Request : \$145,000

After the funding approval, Contractor brought to our attention that the availability and delivery timeline of LED fixture did not align with initial projection. The lead time for LED fixtures extended, prompting the contractor to request an extension of the project until November 30, 2023. This extension incurred additional Construction Administrative Costs, including a 3-man crew for 60 hour/week over 1.0 weeks to ensure project coverage.

2. Project Delays and Time Extension:

The original project completion Date of August 31, 2023, faced significant setbacks due to the delayed availability of essential load centers, severely impacting the project schedule. Despite the contractor's efforts, they were unable to complete the work within the stipulated timeline.

As per Contract SS 108.1.06 Section Department won't pay additional compensation to Contractor, but extend Contract time only if there are delays in the completion from unforeseeable causes that are beyond the Contractor's control.

These delays pushed significant portions of our work into freezing conditions & the delayed completion has necessary to reseed and stabilize the disturbed areas, which can only be effectively done under specific weather conditions.

Consequently, the contract project time is extended to June 30, 2024, beyond the initial estimates, necessitating additional engineering efforts and resources.

- A. Non-Field Work: During the Winter shutdown 2023, the Department had to conduct periodic discussion/meetings with the contractor to ensure compliance with contractual obligations and administrative tasks, adding to the project's administrative workload.
- B. Field Work (2024 Season): Discussions with the contractor revealed that an additional 2 to 3 weeks of field work will be required in 2024 to install the new load center, remove the old load center and any foundations, and perform reseed and stabilization of any disturbed areas.

In summary, the unforeseen delays, unexpected additional work for LED fixtures, and the need for extended project timelines have necessitated additional engineering funds to meet project objective and ensure successful completion within the revised schedule.

Attached is CENG Estimation for your reference..

Field Work Based on 3 weeks estimate for both engineers & 3.5 weeks for inspector.

Project Engineer & Inspector : 2 man crew for 60 hr/week

Office Engineer : 2 projects during the these 3 week = 30 hrs/week

Non-Field Work : from November to April, 2024, meetings/discussion with contractor & support groups in Department. : 2 hrs / week for Project Engineer/Project Manager.

Total Construction Engineer : \$42,000 from CENG Estimation.

6.35% ICAP (FHWA) : \$2,667

Total PDA Request : \$ 44,667

Please let me know if you have any other questions.

Thank you.

KYUNGYUN CHI, P.E |

Project Manager | DOT&PF Northern Region Construction
2301 Peger Road; Fairbanks, AK 99709 |
Office: 907.371.0811
kyungyun.chi@alaska.gov

From: Robert (Danny) Wallace <RWallace@northpolealaska.org>
Sent: Monday, March 11, 2024 8:52 AM
To: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>
Cc: Shillinger, Patrick J (DOT) <pat.shillinger@alaska.gov>
Subject: RE: [NP City Core Streetlight] PDA Request

Call me about this.

Thanks,
Danny

Robert Daniel Wallace
Director, City Services

RWallace@northpolealaska.org
Office: 907-488-8593
Work Cell: 907-388-0302

City of North Pole
125 Snowman Lane
North Pole, AK 99705

From: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>
Sent: Monday, March 11, 2024 8:48 AM
To: Robert (Danny) Wallace <RWallace@northpolealaska.org>
Cc: Shillinger, Patrick J (DOT) <pat.shillinger@alaska.gov>
Subject: FW: [NP City Core Streetlight] PDA Request

Good Morning

Due to the supply issue with load centers & additional work on Light fixtures, project is extended to June 30, 2024, which need additional funds to complete the project.
I spoke with Project Control for funding.

There is only \$0.53 balance available. The additional City of North Pole local match needed to cover the PDA Request increasing construction is \$4,033.00, which Local Match Agreement will need to be amended as well.

Please review and approve the construction increase request for the local match.
Please let me know if you have any questions.

Thank you.

KYUNGYUN CHI, P.E |

Project Manager | DOT&PF Northern Region Construction
2301 Peger Road; Fairbanks, AK 99709 |
Office: 907.371.0811
kyungyun.chi@alaska.gov

From: Jackson Fox <jackson.fox@fastplanning.us>
Sent: Friday, March 8, 2024 12:13 PM
To: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>
Subject: RE: [NP City Core Streetlight] PDA Request

You don't often get email from jackson.fox@fastplanning.us. [Learn why this is important](#)

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kyungyun,

I have reviewed and approved the construction increase request for the subject project in the amount of \$44,667 using FAST Planning offset funds. Please forward this email to Project Control for obligation.

Thanks,
Jackson C. Fox
Executive Director
FAST Planning
100 Cushman Street, Suite 205
Fairbanks, Alaska 99701
Main (907) 205-4276
Cell (907) 590-1618
www.fastplanning.us
[Sign Up for the FAST Planning Newsletter](#)



From: Chi, Kyungyun (DOT) <kyungyun.chi@alaska.gov>

Sent: Wednesday, March 6, 2024 11:19 AM

To: Jackson Fox <jackson.fox@fastplanning.us>

Subject: [NP City Core Streetlight] PDA Request

Good Morning,

Attached is PDA Request for NP City Core Streetlight Standardization and Improvement project (FNHWY00690) For your review/approval.

Due to the supply issue with load centers, project is extended to June 30, 2024, which need additional funds to complete the project.

Please let me know if you need any questions.

Thank you.

KYUNGYUN CHI, P.E |

Project Manager | DOT&PF Northern Region Construction

2301 Peger Road; Fairbanks, AK 99709 |

Office: 907.371.0811

kyungyun.chi@alaska.gov

North Pole Street Light Installation (City Main)

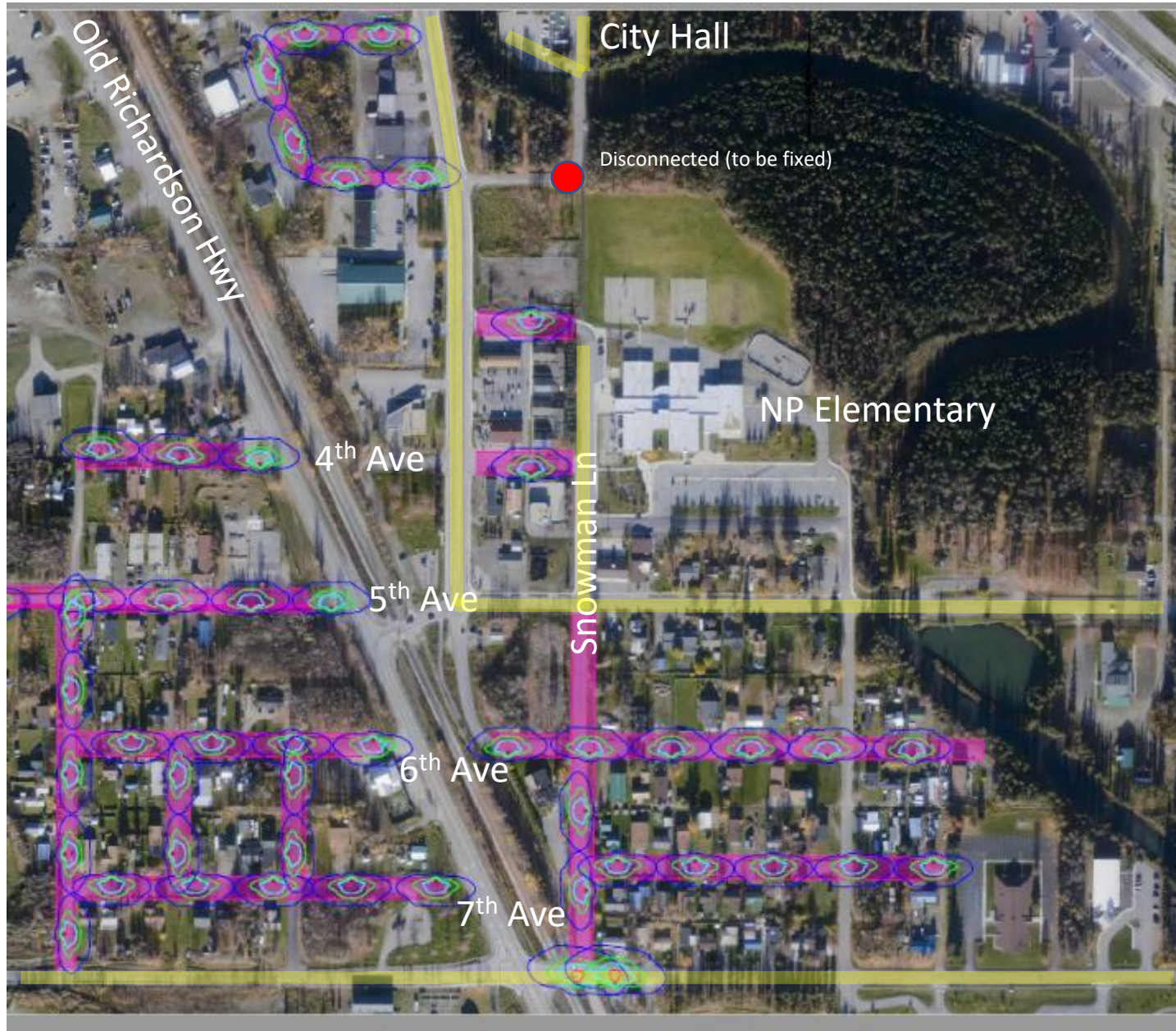
Summer 2023



- FAST Project: North Pole Street Lighting Standardization and Improvements
- Legacy FAST project – in the works for a couple of years
- Why Streetlights?
 - Supports safe pedestrian traffic
 - Decreases accidents
 - Decreases criminal activity
 - Allows for safer snow removal
- DOT construction from May – Sep 2023
- Installs 46 lights for \$1.87M; North Pole paid \$175k for this project (~9% match)
- DOT/City will publicize / address concerns
- One of five potential street light projects throughout the City
- Additional electricity cost ~\$4,000/year
- DOT's website <https://dot.alaska.gov/nreg/northpolelights/>

North Pole Street Light Installation (City Main)

New and Legacy Systems



 New LED lamps

 Legacy High Pressure Sodium/HPS lamps

Lamp Details:

- Complements 21x HPS lamps
- New lights are LEDs
- Increased visibility, improved light distribution, longer lifespan
- Two large systems (150W) on south Snowman Lane
- 44x medium (77W) systems