

By: Administration
Adopted: December 12, 2016

Vote: Burney, Graham, O'Barr, Sullivan-Leonard, Wilson in favor; Harvey absent

**City Of Wasilla
Resolution Serial No. 16-25**

A Resolution Of The Wasilla City Council Transferring Funds Within An Accounting Fund In The Amount Of \$6,000 For The Lake Lucile Dam Emergency Action Plan.

WHEREAS, the City of Wasilla upgraded the Lake Lucile Dam and obtained ownership of the dam from the Alaska State Department of Fish and Game in 2013; and

WHEREAS, the Alaska State Department of Natural Resources is requiring the City to develop and emergency action plan for the Lake Lucile Dam as part of the City's permit to operate dam; and

WHEREAS, the Emergency Action Plan will be developed to address a potential dam failure, what a dam break flood would look like, and how the City will respond to such an event; and

WHEREAS, planning funding is available from the Area Master Plan account that has a balance of \$6,000 that is no longer needed for area master plans.

NOW, THEREFORE, BE IT RESOLVED, that the Wasilla City Council authorizes the transfer of funds for the Lake Lucile Dam Emergency Action Plan to the following account:

110-4520-452.45-54 Lake Lucile Dam \$6,000

BE IT FURTHER RESOLVED, that the source of funding is as follows:

110-4340-434.45-03 Area Master Plan \$6,000

ADOPTED by the Wasilla City Council on December 12, 2016.


BERT L. COTTLE, Mayor

ATTEST:

JAMIE NEWMAN, MMC, City Clerk

[SEAL]

WASILLA

• ALASKA •

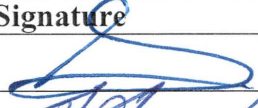
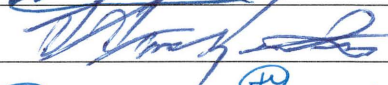


CITY COUNCIL LEGISLATION STAFF REPORT

Resolution Serial No. 16-25: Transferring funds within an accounting fund in the amount of \$6,000 for the Lake Lucile Dam Emergency Action Plan.

Originator: Mayor Bert L. Cottle

Date: November 30, 2016

Agenda of: December 12, 2016

Route to:	Department Head	Signature	Date
X	Public Works Director		11/30/16
X	Finance Director		11.30.16
X	Deputy Administrator	 unavailable	
X	City Clerk		11/30/16

Reviewed by Mayor Bert L. Cottle:

 11/30/2016

Fiscal Impact: yes \$6,000

Account name/number: Lake Lucile Dam/110-4520-452-45.54

Attachments: HDR Proposal (4 pages)

Summary Statement: The City of Wasilla upgraded the Lake Lucile Dam and obtained ownership of the dam from the Alaska Department of Fish & Game in 2013. Subsequently, the Alaska Department of Natural Resources granted the City a permit to operate the dam that requires an inspection of the dam every 3 years.

HDR Alaska, Inc. designed the new dam and inspected it during construction. HDR completed the first 3 year inspection this summer and submitted their report to ADNR. In response, ADNR is requiring the city to develop an emergency action plan to address a potential dam failure, what a dam break flood would look like, and how the city will respond to such an event. The attached proposal outlines the scope of work and the cost estimate to complete this work.

Staff Recommendation: Adopt Resolution Serial No. 16-25.



November 11, 2016

Archie Giddings, P.E.
City of Wasilla
Dept. of Public Works
290 E. Herning Avenue
Wasilla, Alaska 99564

Subject: Lake Lucile Dam, Emergency Action Plan Preparation
Scope of Work, Schedule and Budget Proposal

Dear Mr. Giddings:

HDR, Alaska Inc. (HDR) hereby submits this scope of work to assist the City of Wasilla in the development of a Draft Emergency Action Plan (EAP) for the Lake Lucile Dam as required by the Alaska Department of Natural Resources (ADNR) Division of Dam Safety; the draft document is intended for submittal to ADNR. Our proposed scope, schedule, and budget are presented below.

Project Organization

The EAP will be prepared by Dan Billman, P.E. with quality assurance review by Bob Butera, P.E. of HDR. These individuals have previously prepared Class II Dam EAP's for submittal to the Alaska Dam Safety Engineer. The following summarizes their experience and qualifications.

Bob Butera, P.E., will manage the project. He is a civil engineer in HDR's Anchorage office with 31 years of experience in water resources engineering, encompassing hydrology, hydraulics and hydropower around Alaska. Bob has reviewed EAP's during the periodic safety inspections of such dams as Campbell Lake and Westchester Lagoon dams in Anchorage and the Chuniisax Hydro Dam in Atka, all of which are Class II dams. He is familiar with Lake Lucile dam because of the extensive work he has done there in the past.

Dan Billman, P.E., will prepare the EAP for Lake Lucile Dam. He is a civil engineer in HDR's Anchorage office with 30 years of engineering experience in Alaska. Dan has prepared the PSI, Operations and Maintenance Manual, and Emergency Action Plan for Westchester Lagoon Dam in Anchorage which is a Class II dam.

Scope of Services

HDR proposes to assist the City of Wasilla in the development of a draft EAP for the Lake Lucile Dam for submittal to ADNR. Work will include the following task:

Draft Emergency Action Plan Preparation:

ADNR Division of Dam Safety published Guidelines for Cooperation with the Alaska Dam Safety Program which outlines content requirements for an EAP. HDR will follow the Guidelines and prepare a draft EAP with the following format:

Title Page/Cover Sheet

Table of Contents

- I. Notification Flowchart
- II. Statement of Purpose
- III. Project Description
- IV. Emergency Detection, Evaluation, and Classification
- V. General Responsibilities under the EAP
- VI. Preparedness
- VII. Inundation Maps
- VIII. Appendices
 - a. Investigation and Analysis of Dam Break Flood
 - b. Plans for Training, Exercising, Updating , and Posting the EAP
 - c. Site-Specific Concerns
 - d. Approval of the EAP

HDR will conduct outreach to City of Wasilla Department of Public Works to compile an accurate and detailed contact list for notification purposes. HDR requests the City of Wasilla assist in the identification and compilation of all City and Borough entities with current involvement in dam-specific emergency response. Emergency identification and evaluation, response process, stakeholders' responsibilities and preparedness activities will be outlined and discussed with each entity during a single in-person meeting. Follow up phone conversations will be held as required. HDR will then prepare the draft EAP.

Documents will be delivered to the City of Wasilla in Microsoft Word format for review. After addressing the City's comments, HDR will prepare and submit PDF and Microsoft Word format documents for the City to submit to ADNR.

Assumptions

- HDR will not perform further investigation or work regarding Section VII, Inundation Map, and Appendix A, Investigation and Analysis of Dam Break Flood. HDR

assumes that the Lake Lucile Limited Dam Failure Analysis, obtained from ADNR, dated May 31, 2011 is sufficient for the Class II Lake Lucile Dam; this assumption is based on phone and email conversations with Ben Wagner at the Division of Dam Safety.

- HDR requests the City of Wasilla provide the most up-to-date version of the City's Emergency Operations Plan.
- HDR also assumes that any response to comments from ADNR regarding the draft EAP will not require more than four (4) hours to complete; additional time requirements will be considered outside the scope of this work.

Schedule

HDR will start this project immediately following your notice to proceed. Document creation is expected to progress through early December 2016 a delivery date to the City of Wasilla in late December 2016, depending on the date the notice to proceed is given.

Budget

The proposed budget for this work is \$5,640. The detailed budget worksheet is attached. However, due to the nature of these services, when the project budget is expended, HDR's services under this Task Order will be considered complete and no other services or deliverables owed, except by a written amendment.

The proposed work can be conducted as a new task order under our City of Wasilla Master Service Agreement.

Thank you for the opportunity to provide these services. Please call me at 644-2042 if you have questions.

Sincerely,



Daniel Billman, PE
Contract Manager
HDR Alaska, Inc.

Attachment

COST ESTIMATE PER TASK

FIRM: HDR Alaska, Inc.		PROJECT TITLE: Lake Lucile Dam Emergency Action Plan										
TASK DESCRIPTION:		EAP Creation								DATE: 11/04/16		
METHOD OF PAYMENT:		T&E										
SUB-TASK DESCRIPTION		LABOR HOURS PER JOB CLASSIFICATION										
		Principal, Billman	Staff Professional, Johnston	Controller, Mustafina	QC Engineer, Butera							TOTAL
Emergency Action Plan (EAP)		4	30									34
Quality Control					4							4
Project Management		1		2								3
TOTAL LABOR HOURS		5	30	2	4	0	0	0	0	0	0	41
LABOR RATES (\$/HR)		\$229.60	\$112.00	\$146.18	\$192.00							
LABOR COSTS (\$)		\$1,148.00	\$3,360.00	\$292.35	\$768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,568.35
EXPENSES												
SUB-TASK NO.	ITEM(S)	QTY.	UNIT PRICE	TOTAL PRICE								
1	Mileage, single trip to Wasilla	100	\$0.56	\$56.00								
2	EAP Reproduction	100	\$0.10	\$10.00								
	Markup on Outside Expenses	10%	\$56.00	\$5.60								
					FIRM'S TOTAL COST OF LABOR:							\$5,568
					TOTAL EXPENSES:							\$72
					FIRM'S TOTAL EXPENSES							\$72
					TOTAL SUBCONTRACTOR PRICES:							\$0
SUB-CONTRACTORS: Firm Initials and Price Per Task												
FIRM:												
AMOUNT:												\$5,640