



CITY OF BETHEL
COMMUNITY PARKS AND RECREATION COMMITTEE
MONDAY, SEPTEMBER 12, 2022, 6:00 PM
LOCATION: CITY HALL, 300 CHIEF EDDIE HOFFMAN HIGHWAY

JOIN ZOOM MEETING: [HTTPS://US06WEB.ZOOM.US/J/84754676001?PWD=TDR3CGV6WFC5QNVDTWDFNZBNRDUYUT09](https://us06web.zoom.us/j/84754676001?pwd=TDR3CGV6WFC5QNVDTWDFNZBNRDUYUT09)

MEETING ID: 847 5467 6001 PASSCODE: 554431

DIAL BY YOUR LOCATION

888 475 4499 US TOLL-FREE

833 548 0276 US TOLL-FREE

833 548 0282 US TOLL-FREE

877 853 5257 US TOLL-FREE

MEMBERS

Brian Lefferts, Chair
Kathy Hanson
Brian Jackson
Michelle DeWitt, Council Rep.

Judy Wasierski, Vice-Chair
Beverly Hoffman
Jessica Pew

STAFF

pwadmin@cityofbethel.net
907-543-3110

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- A. Submit written public comment to pwadmin@cityofbethel.net by 4:00 p.m. the day of the meeting.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. August 8, 2022 Regular Meeting Minutes

VI. UNFINISHED BUSINESS

- A. YKHC/KUC Boardwalk Development
- B. Phase II Of The YK Fitness Center
- Feasibility Study
 - Ideas To Improve Operation For The YK Fitness Center
 - Potential Revenue Streams/Budget Information For The YK Fitness Center
 - Recommendation To Allocate Funding To The YK Fitness Center's Dedicated Fund An Amount Equal To Utility Expenses For Fiscal Year
- C. Request for Proposal Released-YK Fitness Center Operations And Recreational Services
- D. 2022 4th Of July Celebration Review/Recommendation To City Council On Organizing And Funding 2023 (Hoffman)
- E. Pinky's Park Use Of Space Consideration To Help Support Current Activities and Growth (Lefferts)
- F. Review And Prioritize Trail Routs for Trail Development (Lefferts)

VII. NEW BUSINESS

Posted September 6, 2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

- A. Referred By The City Council-Ordinance 22-28: Establishing Fees and Rates For YK Fitness Center And Establishing a Pay What You Can Policy (Council)
- B. Requesting The Purchasing Of No Dogs Allowed Sign For The Big Dipper Field (Lefferts)
- C. Dumpster Placement Within Community Parks To Improve Littering

VIII. EX OFFICIO REPORT

- A. Department Head Reports for August Council Packet

IX. MEMBER COMMENTS

X. ADJOURNMENT

Posted September 6, 2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

City of Bethel, Alaska

Community Parks and Recreation Committee Minutes

August 08, 2022

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Community Parks and Recreation Committee Meeting was held on August 08, 2022 via Zoom. called the meeting to order at 06:02 pm.

II. ROLL CALL:

Comprising a quorum of the committee, the following were present for Roll Call:
Also Present: Jessica Pew, Beverly Hoffman, Brian Jackson, Brian Jefferts
Excused Absence:

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF AGENDA:

Moved By:	Beverly Hoffman	Motion to approve Agenda.
SECONDED BY:	Jessica Pew	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

A. July 11, 2022 Regular Meeting Minutes

MOVED BY:	Beverly Hoffman	Motion to approve meeting minutes for.
SECONDED BY:	Jessica Pew	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. UNFINISHED BUSINESS:

A. YKHC/KUC Boardwalk Development

B. Phase II Of The YK Fitness Center

☐ Feasibility Study

MOVED BY:	Jessica Pew	Motion to support document in packet describing what we would like in a of fee proposal from DOWL, and request to send that proposal to Dowl for an estimate.
SECONDED BY:	Brian Jackson	
VOTE ON MOTION	Motion carried by unanimous vote.	

Moved By:	Jessica Pew	Motion to Recommendation to council that if the fee proposal at less than \$50K, we request council make a budget modification to cover that proposal, and have DOWL preform the work outlined above.
SECONDED BY:	Brian Jackson	
VOTE ON MOTION	Motion carried by unanimous vote.	

☐ Ideas To Improve Operation For The YK Fitness Center

☐ Potential Revenue Streams/Budget Information For The YK Fitness Center

☐ Recommendation To Allocate Funding To The YK Fitness Center's Dedicated Fund An Amount Equal To Utility Expenses For Fiscal Year

C. Evaluation Of 2022 Community Goals, Tasks, And Priorities

D. Fiscal Year 2023 Operating And Capital Improvement Budgets

E. Recreational Services Contract-RFP Released

F. Reconcile YK Fitness Center Budget

VII. NEW BUSINESS:

A. Art Contest Review of Submissions for Kids Vote Ballot (Lefferts)

MOVED BY:	Jessica Pew	Motion to recommending top 3 (scores attache) A. 2(rainbows) 3(dipper with blue background) 5(soccer goal/drum) B. FYI- lifesavers is giving swim passes for all who submitted drawings
SECONDED BY:	Brain Jackson	
VOTE ON MOTION	Motion carried by unanimous vote.	

B. 2022 4th of July Celebration Review/Recommendation to City Council on Organizing and Funding 2023 (Hoffman) : Action add to next agenda : recommendation to council to modify the budget to put \$5K towards 4th of July 2023 celebration

C. Volunteer Outreach for Bethel Memorial Cemetery Celan-Up (Jackson) :Action add to agenda in April 2023

D. Pinky's Park Use of Space Consideration to Help Support Current Activities and Growth (Lefferts): Action keep on agenda and discuss next month

E. Review and Prioritize Trail Routs for Trail Development (Lefferts) : Action include on the next agenda along with supporting documents

VIII. EX OFFICIO MEMBER REPORT:

A. Administration's Report to include Report from YK Fitness Center Contractor

IX. COMMITTEE MEMBER COMMENTS:

Brian Lefferts: add to next agenda, lifeguards at fitness center

Judy Wasierski:

Michelle DeWitt:

Brian Jackson: thank you peter, this was rudderless til you showed up and provided comments

Beverly Hoffman: thank you peter for coming to the meeting, and welcome wendy

Kathy hanson

Jessica Pew: thank you peter

X. ADJOURNMENT:

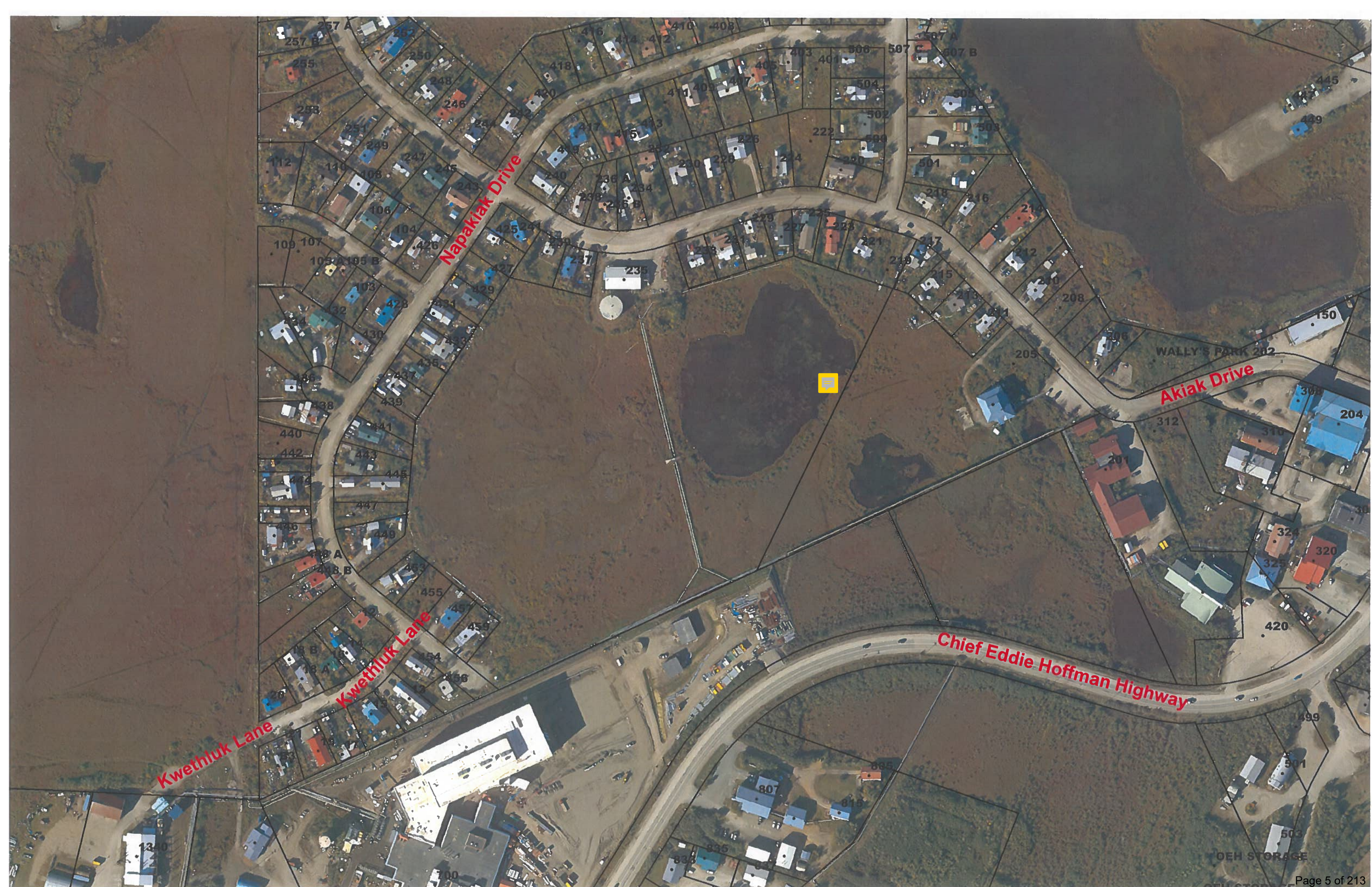
MOVED BY:	Jessica Pew	Motion to adjourn.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Motion carried by unanimous vote.	

With no further business, meeting adjourned at 08:06 PM.

APPROVED THIS _____ DAY OF _____, 2022.

Brian Lefferts
Committee Chair

Wendy Wade
Recorder of Minutes



ADOT&PF Area Planner Supports the Trail Project

RE: ATAP Grant Notice

← → ↻ <https://mail.google.com/mail/u/0/#inbox/1559d28df7434704>

Apps Alaska Statutes A City of Bethel Imported From IE

CITY OF BETHEL

10 of 19,095

Mail

COMPOSE

Inbox (10,304)

Starred

Important

Sent Mail

Drafts (27)

Circles

#Test

AFG 2011

Ann Capela

APEA Business

Bare Hands Farm

BATH Center

Live, laugh, love in Bethel

Search people...

Adriane Welch

Lori Strickler

Sam Blankenship

Hansel Mathlaw

Peter Williams

William (Bill) Ferguson

Ann Capela

bryan.brandenburg

Cunningham, Tonya

Tonya Hendrix

RE: ATAP Grant Notice

Inbox

9:15 AM (4 hours ago)

Fancher, Donald L (DOT)

to me, David

John,

Your proposed pedestrian trail/bike path looks like a good project to serve the City of Bethel citizens. I am familiar with that route and your proposed replacement of the boardwalk will make it much safer. Good luck with your grant application and project. We at the DOT&PF support your efforts. Thanks for the opportunity to comment.

Don Fancher

DOT&PF Southwest Area Planner III

907-269-0516

From: John Sargent [mailto:jsargent@cityofbethel.net]

Sent: Tuesday, June 28, 2016 4:39 PM

To: Fancher, Donald L (DOT)

Subject: ATAP Grant Notice

Don, the City of Bethel is pursuing grant funding from the Alaska Transportation Alternatives Program grant, per your suggestion to Ann Capela. Our project is nearly ready to submit for funding. I need concurrence or proof of discussion from you that you are familiar with our project. Please send me an email confirming same.

I have attached documents about our proposed trail. This is a partnership between the City and YKHC. The proposed trail would run from the hospital door, around the building, to the tundra, over the waste heat pipe, and to City Subdivision. See the map attached.

We had the trail engineered and the crossing of the waste heat pipe designed to be ADA-compliant. The 8 ft. wide gravel trail will be compacted to 95%, making it ADA-compliant. Cost of the trail is \$400,000. YKHC is putting up the 20% match (\$80,000). City and YKHC promise in MOA to operate and maintain the trail that is on their respective property. Length of trail is 2,800 linear feet. see cost estimate attached.

Let me know if you have any questions about this project. I will contact you tomorrow, if I don't hear from you. Thank you for supporting Bethel and our proposed trail project.

--

John Sargent

Grant Manager

City of Bethel

PO Box 1388

Bethel, AK 99559

907-543-1386

jsargent@cityofbethel.net



June 24, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive, #200
Juneau, AK 99811-2500

RE: Recovered Heat Pipe Crossing

Dear Ms. Moulton:

The City of Bethel is applying for funding to construct a gravel trail from the Yukon Kuskokwim Health Center hospital and planned new Primary Care Center to City Subdivision. The trail is expected to make one crossing over the recovered heat pipe owned and operated by the Alaska Village Electric Cooperative, Inc. (AVEC). The heat pipe is about four feet above the surface at the crossing location.

This letter is to inform you that AVEC is in favor of this trail project and the City of Bethel has AVEC's permission to make the crossing over AVEC's recovered heat pipe as long as it is safe for the public to use, constructed to adequately protect AVEC's piped infrastructure, and properly maintained by the City.

Once again, AVEC supports safe pedestrian and bicyclist trail development in Bethel. We are happy to cooperate with the City on this important project. Thank you for allowing us to comment.

Sincerely,

A handwritten signature in blue ink, which appears to read "Meera Kohler".

Meera Kohler
President and Chief Executive Officer



June 28, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive, #200
Juneau, AK 99811-2500

RE: City Support and Commitment for ATAP Grant Application

Dear Ms. Moulton:

The City of Bethel is applying for funding to construct a gravel trail from the Yukon Kuskokwim Health Center (YKHC) hospital and planned new Primary Care Center to City Subdivision. The 2,800 ft. trail will be constructed on the tundra and provide easy access for pedestrians and bicyclists. The path of the trail is perfect to allow individuals to move to and from the hospital and its related facilities to downtown Bethel, where the cultural center, City Hall, courthouse, grocery shopping, and restaurants are located.

The City of Bethel is collaborating with the Yukon Kuskokwim Health Corporation to design and develop a gravel trail that starts at the hospital front door and extends to City Subdivision. This trail will improve the quality of life in Bethel because it will offer a safe, convenient, ADA-compliant trail between two major activity centers. The YKHC campus includes many more buildings than the hospital. The new Primary Care Center and new housing units will be constructed in the new two years. The hospital will be renovated. These new YKHC facilities will stimulate demand to and from YKHC. A well-designed foot path to YKHC facilities and to downtown Bethel will be extremely useful for all the pedestrians and bicyclists who will use it for transportation, exercise, and recreation.

The City of Bethel supports its application for funding a gravel trail that runs from the hospital on YKHC property to Akiak Street in City Subdivision. The Bethel City Council passed Resolution #16-22 supporting development of the trail and its request for funding.

The City of Bethel commits to operating and maintaining the City of Bethel property portion of the trail for 25 years, as stated in the Memorandum of Agreement between the City and YKHC concerning the trail. The City also developed an Operation and Maintenance Plan for the trail that it intends to put into practice upon completion of the trail. You should find these documents in the City's application packet.

It is expected that the proposed new ADA-compliant gravel trail that cuts across the tundra from the hospital to City Center to provide safe access for thousands of individuals every year. Bethel's heavy foot traffic around town will only increase as the population increases. The hospital expansion and new housing complex to be built in the next couple of years will add 300+ new employee residents. We can develop trails and take people off of the roads easier than we can develop roads to accommodate more vehicles. This trail is important for Bethel residents and visitors.

Sincerely,



Ann K. Capela
City Manager



CITY OF BETHEL
Fire Department

William F. Howell III, Fire Chief
P.O. Box 1388, Bethel, Alaska 99559
Phone: (907)-543-2131
Fax: (907)-543-2702
bhowell@cityofbethel.net

Celebrating 50 Years of Service

June 24, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive, #200
Juneau, AK 99811-2500

RE: Support for City Trail Funding by the Statewide Transportation Alternatives Program

Dear Ms. Moulton:

The City of Bethel is applying for funding to construct a gravel trail from the Yukon Kuskokwim Health Center hospital and planned new Primary Care Center to City Subdivision. The trail will be constructed on the tundra and provide easy access for pedestrians and bicyclists. The path of the trail is perfect to allow individuals to move to and from the hospital and its related facilities to downtown Bethel, where the cultural center, City Hall, courthouse, grocery shopping, and restaurants are located.

As the Fire Chief and long-term Bethel resident, I know how many people walk in this town to get from one place to another because they do not own vehicles and/or do not want to take taxicabs. The more foot paths the City can provide, the more people we can keep off the roads and the more we can reduce the number of vehicle accidents with pedestrians and bicyclists. The development, operation, and maintenance of trails by the City should be a high priority.

I have reviewed the proposed trail path and understand how it will be constructed. I strongly support the City's effort to obtain funding to construct a safe, easy-to-maintain trail for utilitarian, recreation, and leisure purposes. I hope to see less emergency medical services calls with more people using safe trails to get around in Bethel.

Sincerely,

William F. Howell, III
Fire Chief



CITY OF BETHEL

Planning Department

P.O. Box 1388 • Bethel, AK 99559

Phone (907) 543-5306 Fax (907) 543-4168

www.cityofbethel.org

Celebrating 50 Years of Service

June 27, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive #200
Juneau, AK 99811-2500

RE: Site Plan Permit and Wetland Permit

Dear Ms. Moulton:

The City of Bethel Planning Office reviewed the project description for the proposed trail from the YKHC hospital to City Subdivision. The Planning Office finds the trail route to be a safe on-ground pedestrian/bicycle path that will keep users away from vehicles, four-wheelers, and other motorized devices. The path leads from one public transit stop at the hospital and easy walking to a transit stop on the other side of the highway to a transit stop in City Subdivision. The path uses the highest, driest ground. I expect the path to receive heavy use from pedestrians and bicyclists who will use it for safe transportation, health and fitness benefits, and recreation.

I have discussed this gravel trail project with the Corps of Engineers and I expect approval of the permit. The amount of fill needed for the trail is not a material issue relative to the scope of the project.

I am in support of developing this pedestrian/bicycle trail in Bethel and hope to see more safe transportation options emerge. Please feel free to contact me if you have any questions or comments. You can reach me at 907-543-5306 or email me at tmeyer@cityofbethel.net.

Sincerely,

A handwritten signature in blue ink that reads "Ted Meyer".

Ted Meyer
City Planner

CITY OF BETHEL
POLICE DEPARTMENT



June 24, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive, #200
Juneau, AK 99811-2500

RE: Support for City Statewide Transportation Alternatives Program Application

Dear Ms. Moulton:

The City of Bethel is applying for funding to construct a gravel trail from the Yukon Kuskokwim Health Center hospital and planned new Primary Care Center to City Subdivision. The 2,800 ft. trail will be constructed on the tundra and provide easy access for pedestrians and bicyclists. The path of the trail is perfect to allow individuals to move to and from the hospital and its related facilities to downtown Bethel, where the cultural center, City Hall, courthouse, grocery shopping, and restaurants are located.

As the Acting Police Chief and Bethel resident for the past six years, I know how dangerous our roads can be and support the development, operation, and maintenance of pedestrian and bicycle trails in Bethel. While vehicles on the roadways typically do not drive that fast or out of control, there are many who operate four-wheelers and snowmachines on the shoulders of the road, making walking on the side of the street especially precarious. The more foot paths the City can provide, the more people we can keep off the roads and the more we can reduce the number of vehicle accidents with pedestrians and bicyclists.

I expect the proposed new ADA-compliant gravel trail that cuts across the tundra from the hospital to City Center to provide safe access for thousands of individuals every year. Bethel's heavy foot traffic around town will only increase as the population increases. The hospital expansion and new housing complex to be built in the next couple of years will add 300+ new employee residents. We can develop trails and take people off of the roads easier than we can develop roads to accommodate more vehicles. This trail is important for Bethel residents and visitors.

Sincerely,

Amy Davis
Acting Police Chief

Bethel Chamber of Commerce
PO Box 329, Bethel, AK 99559
October 28, 2009

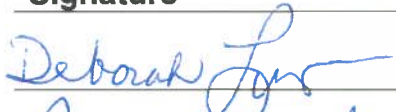
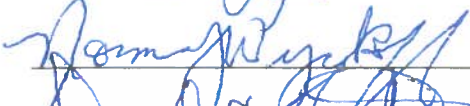
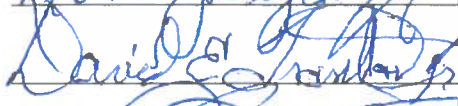
**Bethel Chamber of Commerce Member Support
for Gravel Trail from YKHC to City Subdivision**

WHEREAS, the Chamber of Commerce is interested in community improvements that contribute to the ability of businesses and organizations to recruit and retain employees;

WHEREAS, the City of Bethel is working with the Yukon Kuskokwim Health Corporation on a grant application to request funding to develop a safe gravel trail for pedestrians and bicyclists;

WHEREAS, the proposed gravel trail across the tundra will connect the Yukon Kuskokwim Health Corporation facilities, including the hospital, proposed Primary Care Center, and hospital housing to the center of Bethel through City Subdivision;

As members of the Bethel Chamber of Commerce, our signatures below indicate that we support the City of Bethel's grant application to the Alaska Department of Transportation and Public Facilities to fund construction of a grant-eligible trail for pedestrians and bicyclists in Bethel.

Signature	Printed Name	Business/Employer
	DEBORAH L. WHITE	AVCP
	Norma Wyckoff	AFLAC - self-emp
	David E. Trantham	Retired
	Don Black	Long House Hotel
	Jason Brown	First National Bank



YUKON-KUSKOKWIM HEALTH CORPORATION

"Working Together to Achieve Excellent Health"

June 29, 2016

Marcheta Moulton
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive, #200
Juneau, AK 99811-2500

RE: Support for ATAP Grant and Commitment of Match Funding

Dear Ms. Moulton:

The City of Bethel is applying for funding to construct a gravel trail from the Yukon Kuskokwim Health Corporation (YKHC) hospital and planned new Primary Care Center to City Subdivision. The trail represents a wonderful addition to Bethel's outdoor transportation, fitness, and recreational opportunities.

The on-ground gravel trail was designed by Bettisworth North to be ADA-compliant with its gradual ramp over one set of pipes and 8 feet wide flat surface. The trail will be a safe avenue for pedestrians and bicyclists away from the highway, which is currently dominated by vehicles, four-wheelers, and dirt bikes. The trail will allow residents and visitors in downtown Bethel to access the hospital, Primary Care Center, Phillips Alcohol Treatment Center, hospital housing, and other essential YKHC facilities from City Subdivision. Individuals will also be able to access the Bethel Transit System at both ends of the trail.

The 2,800 foot trail was designed by Bettisworth North, a professional Alaska design and landscape architecture firm. The design specifies how to construct the compacted gravel trail with local fill and purchased gravel. The eight-foot wide trail provides plenty of room for all parties to pass each other on the trail. The wooden ramp going over the pipes in the center of the trail is ADA-compliant with gradual incline, guardrail, and handrail.

Please accept this letter of support for the partnership between YKHC and the City of Bethel in the preparation of a grant application to the Alaska Transportation Alternatives Program. The City and YKHC signed a Memorandum of Agreement formalizing the collaboration to operate and maintain this trail. The MOA states that YKHC promises to operate and maintain the trail on its property for the next 25 years. The City's Trail Operating and Maintenance Plan will serve as a guide for our facility maintenance staff in this regard.

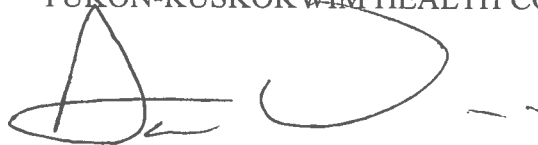
YKHC will provide the required 20% cash match of the cost to construct this project, plus one dollar. According to Davis Constructors and Engineers Inc., the cost of the trail is expected to be \$400,000. Therefore, YKHC will contribute \$80,001 toward the project, if the City's ATAP grant application is approved.

YKHC is preparing to construct on its property, the new Primary Care Center, 54 employee housing units, and renovate the hospital. These new and improved facilities will generate more demand for services from Bethel residents and those living in YK Delta Region. The new facilities will also create a demand for those in residence to walk to the grocery store, visit the library and cultural center, take a class at the college, and attend a City Council meeting at City Hall. People will use the trail to access hospital facilities and housing units at one end, and to access all the facilities located in downtown Bethel at the other end.

I have included my business card with my contact information in case you wish to contact me regarding YKHC's support and commitment for funding to pay for construction of the "YK – City Sub Trail." The community of Bethel stands to benefit greatly from this trail and the grant funding that made it possible.

Sincerely,

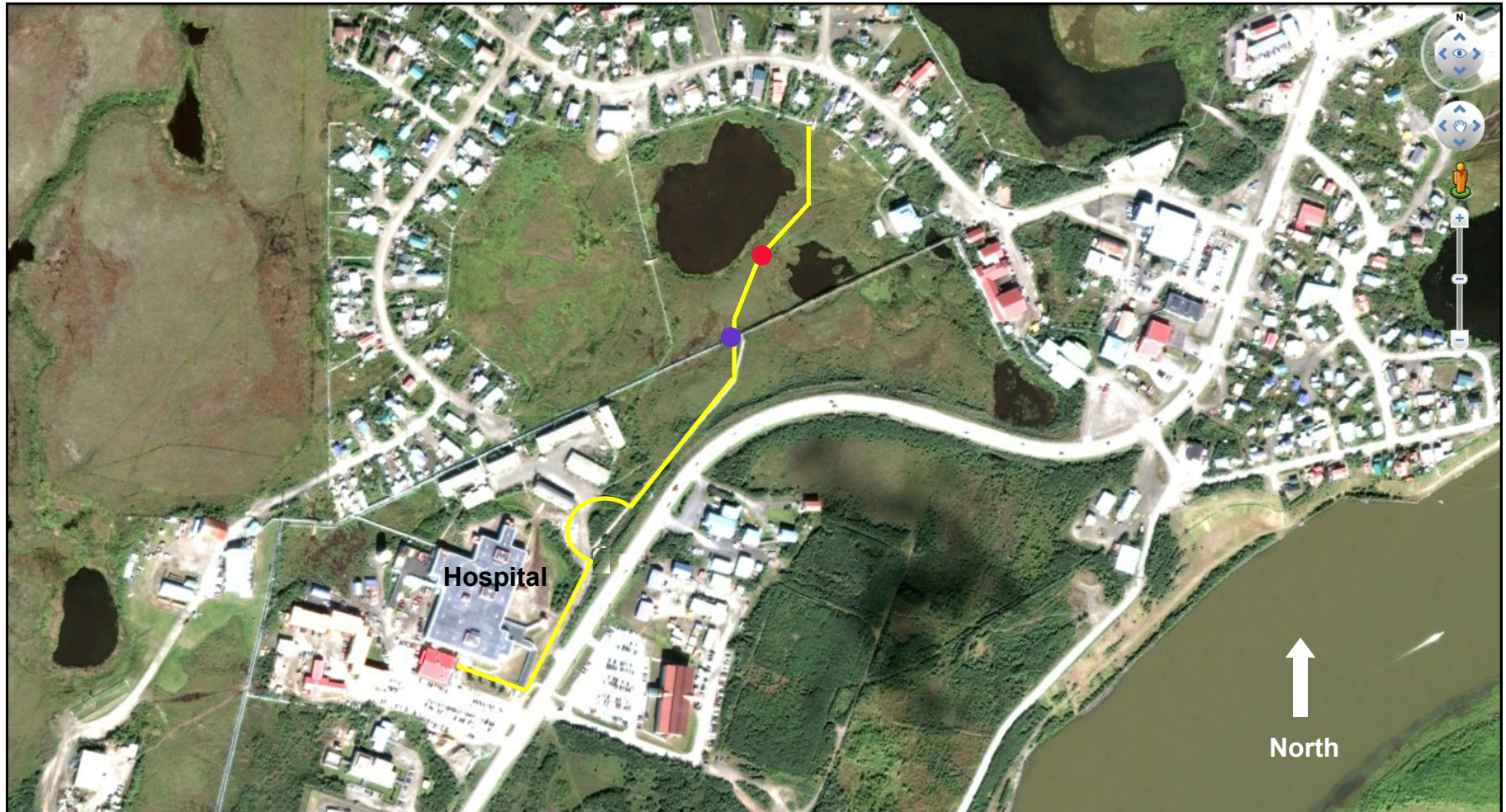
YUKON-KUSKOKWIM HEALTH CORP.

A handwritten signature in black ink, appearing to read 'Dan Winkelman', with a large, sweeping loop at the end.

Dan Winkelman
President and Chief Executive Officer

YK - City Sub Trail

- Gravel Trail Between Hospital and City Subdivision -



Trail starts at the front door of the hospital and goes around the hospital to connect with the Primary Care Facility and hospital housing area before venturing north off the YKHC property to City property where it crosses the recovered heat pipe ● and then goes between two tundra ponds ● to City Subdivision. A pre-treated wooden ramp will be constructed over the pipe and several culverts will be needed to traverse a short, muddy stretch between the ponds. ●

**Memorandum of Agreement
Between
City of Bethel and Yukon Kuskokwim Health Corporation (YKHC)
Boardwalk Trail**

WHEREAS, the City of Bethel ("City") and the Yukon Kuskokwim Health Corporation ("YKHC") desire to work together to develop safe trails in Bethel, especially trails that runs upon land owned by both entities;

WHEREAS, the City and YKHC, view the path between the hospital area and City Subdivision as a critical and necessary means of transportation for the citizens and visitors of Bethel;

WHEREAS, the proposed new trail would greatly benefit the neediest citizens of Bethel as well as those of the surrounding communities who often visit Bethel for necessary medical, dental, psychological care and other necessary services;

WHEREAS, the new gravel trail would provide access to countless individuals and would give them easy and safe access to: City Hall, the University, the hospital, the library, the Fire Department, the Prematernal Home, the Jail, the Juvenile Detention Facility, the Post Office, the movie theater, a sobering center and a soon to open alcohol treatment facility;

WHEREAS, collaboration by the two entities will be beneficial to those who live in and those who visit Bethel, a vast number of which are well below the poverty level and cannot afford to take taxicabs;

WHEREAS, the trail would increase the health of many and would increase safety by keeping individuals off the heavily traveled highway;

WHEREAS, a well-worn dirt pathway already exists, testifying to the heavy use expected from a new hardened trail over the trail stretch of tundra;

WHEREAS, both the City and YKHC are committed to a long-term collaboration arrangement to maintain the new trail;

NOW THEREFORE, the City of Bethel and the Yukon Kuskokwim Health Corporation agree as follows:

1. To collaborate together to maintain a trail running between the two properties (as outlined in the attached map) for a minimum of twenty-five (25) years from the date of construction completion;
2. Each party will maintain that portion of the trail that is on its property so that the trail is free of defects and can provide safe and effective passage for all pedestrians, even those on wheelchairs and those with mobility issues;
3. Maintenance shall be defined as keeping the trail in its originally constructed condition;

4. Each party agrees to post and maintain signage prohibiting motorized objects of any type or size from using the trail (with the exception of motorized wheelchairs);
5. Each party to enforce the above-mentioned rules on its property;
6. Effectiveness of this MOA is dependent on receipt of a Statewide Transportation Alternatives Program (ATAP) Grant;
7. Either party may terminate this MOA upon sixty (60) days written notice to the other party. However, should the trail be constructed with ATAP funds, termination of this MOA shall not be allowed for the first twenty-five years following construction of the trail.

CITY OF BETHEL



Ann K. Capela
City Manager

Dated: 6/29/16

YUKON KUSKOKWIM HEALTH CORPORATION



Dan Winkelman
CEO/President

Dated: 6/29/16

Long Range Transportation Plan

Orutsararmiut Native Council



&

City of Bethel

November 2009

airport and the AC Store, Swansons, Kriders, other stores, and restaurants. Air cargo operators include Alaska Airlines, Lynden Freight, Air Cargo Express, and Alaska Hovercraft.

Alaska Hovercraft has been delivering freight and passengers aboard a 70-foot, 30-ton British-built AP 1-88 hovercraft.

The most typical type of freight is food in lots of 70 pounds each. Several main freight delivery routes are used within the city including the Chief Eddie Hoffman Highway, Ridgecrest, and Main Street. These routes provide an efficient means of transporting goods between the Bethel Airport and the downtown port area as well as the commercial and industrial areas within the city. Additionally, the winter ice road provides a link from Bethel to surrounding villages for the movement of fuel. The airport and port will remain the main points of entry and transshipment for bulk cargo and bypass mail. It is not clear at this time whether Bethel will continue this growth as the cost of living in the Bush is going up. Both Bethel and the surrounding villages may see decreases in population in the next few years.

3.6.2 Transit System

The existing transit system in the city of Bethel is made up predominantly of private taxi, public bus service and boat shuttle services providing transportation not only for residents of Bethel, but also for residents of the outlying villages that use Bethel as a transportation hub. While the local public bus service is newly available; private taxi service is the main transit mode currently available.

The existing taxi service generally operates from three main areas in Bethel. These areas are the Bethel Airport, the AC Store, and Swanson's Store. Trips are generally to and from residential areas to these locations. During the winter months trips are made up the river to the neighboring villages on an ice road on the Kuskokwim River. In the summer, trips to outlying villages are made by small boats originating at the small boat harbor.

The public bus service is operated by the City of Bethel. Currently, the transit system operates Monday through Saturday from 7:00am to 6:30pm at a 30-minute frequency. Regular fare on the bus is \$2.00; elders and children fares are \$1.00. The bus travels from ONC's office building to the U.S. Post Office and has fifteen stops along the way; including YKHC Administration Building, Swanson's, Ayalpik Apartments, BNC Apartments and the hospital. Figure 7 (Appendix A) shows the transit routes. The Tribe is coordinating with Yukon-Kuskokwim Health Corporation (YKHC) and exploring the expansion of their bus route to include the airport; to accommodate patients traveling to YKHC from surrounding villages. It is hoped this system will reduce reliance on the taxi services by providing a more affordable alternative.

3.6.3 Boardwalks

Elevated boardwalks are a partial solution to separating pedestrian traffic from vehicle traffic. Elevated boardwalks are less expensive than at-grade, separated pathways. They are also less intrusive, environmentally as they are constructed on pilings and not solid fill. These elevated boardwalks also funnel pedestrians to appropriate crossing sites by only allowing ingress and egress at certain locations. This increases the safety of the pedestrian. Bethel is home to 5,103.78 feet of boardwalk. The City of Bethel Parks Department is working on increasing the numbers of boardwalks in town.

3.6.4 Trails

The existing trail system in the City of Bethel offers several functions that are vital to everyday life in the city and surrounding areas and are established through decades of traditional use. These traditional trails serve foremost as a transportation link between the city and the surrounding communities but also provide intra-city connections to neighborhoods and business centers. Car ownership in Bethel and the surrounding villages is low. This implies a high reliance on the trail system. The inter-village trails are typically used to transport supplies and to provide a connection for citizens to access the city, state and federal offices, the hospital and other services in Bethel. The inter-village trails also allow for family members to visit each other and travel to basketball tournaments.

During the winter months snow machines, dogsleds, cross-country skiers, and pedestrians make use of the variety of trails. Winter trails also provide links within the city, connecting housing to stores and offices, as well as recreational users. In the summer months many of these same trails are used by ATVs and pedestrians. Local summer trails link neighborhoods (pedestrians and bicyclists) to work places and businesses.

Street Crossings

Most of the traditional trails are important links to the business areas of Bethel and are thus required to cross the roadway system at some point. Major trail/roadway crossings that exist today have been identified near Watson's Corner, the city offices, and near the hospital on Chief Eddie Hoffman Highway. Additional trail/roadway crossings that have been identified are shown in Figure 8 of Appendix A. While no trail crossing markers exist, city personnel have indicated that three crossings will be marked in the very near future.

To date, there are three pedestrian cross walks marked on Chief Eddie Hoffman Highway: one in the vicinity of the Alaska Commercial Store at Watson's Corner, one near the city offices, and one near the hospital. Additionally, school crossings currently exist on Ridgecrest Drive near the high school and on Fourth Avenue near Kilbuck Elementary School.

Trail Connectivity and Activity Generators

Winter trails are especially critical for internal and external connections. Existing winter trails provide links within the city connecting trail users to the high school, the elementary school, Pinkys Park, the commercial nodes, city, state, and federal offices, the hospital, and other services. They also provide links outside the city by connecting villagers to families and services in Bethel. Additionally, summer trails link neighborhoods (pedestrians and bicyclists) to work places and businesses.

3.7 Emerging Issues and Constraints

Below is a discussion of the major issues that were identified as constraints or limitations of the existing local streets and highway system in the 1997 Comprehensive Plan.



City of Bethel

Committees and Commissions

Recommendation to City Council

Committees and Commissions that wish to make a recommendation to City Council should turn this form in to the City Clerk or to the City Council representative on the committee or commission.

Committee/Commission: Parks, Recreation, Aquatic, Health & Safety Center Committee	Chair: Michelle DeWitt
Date Submitted: 6/13/16	Council Rep: Mayor Richard Robb

Background:

The Executive Director of the Yukon Kuskokwim Health Corporation met with the City Manager to discuss the idea of pursuing funding through the Statewide Transportation Alternatives Program to pay for development of one or more trails in the City of Bethel that connect to the health corporation's planned new Primary Care Center and hospital housing, and existing hospital, and other facilities on-site. The City Grant Manager worked with the City Property Maintenance Division, City Planner, and YKHC's consulting firm, Aracadis, to develop a grant-eligible trail on tundra that would run from YKHC to City Subdivision.

The new trail will alleviate much of the safety concern associated with the closed old wooden elevated boardwalk trail that runs from YKHC to the Kuskokwim Campus of the University of Alaska Fairbanks on top of a utility pipe. The construction of the trail will be easy to construct and cost little to operate and maintain.

Recommendation:

The Parks, Recreation, Aquatic, Health & Safety Center Committee recommends that City Council support and encourage pursuit of Statewide Transportation Alternatives Program grant funds to pay for development of the new grant-eligible trail that will run from YKHC property to City Subdivision.

Received by: 
Date: 6/17/2016

CITY OF BETHEL

Resolution # 16-22

SUPPORT AND APPROVAL FOR CITY OF BETHEL TO PURSUE FUNDING FROM THE STATEWIDE TRANSPORTATION ALTERNATIVES PROGRAM

- WHEREAS,** Bethel is the largest rural Alaska town off the road system with 6,275 residents and thousands of visitors and temporary residents from nearby villages;
- WHEREAS,** Bethel is a highly transient community with 35% of the community in low-moderate income status, a low vehicle ownership rate, and a 15% unemployment rate;
- WHEREAS,** many residents and visitors in Bethel walk from place to place out of necessity;
- WHEREAS,** safe, off-road pedestrian pathways offer a convenient alternative to walking alongside the Chief Eddie Hoffman Highway and other roadways that contain vehicles, four-wheelers, snowmobiles, and motorcycles;
- WHEREAS,** the City of Bethel is eligible to apply for pedestrian trail funding from the FY 2013-2016 Statewide Transportation Alternatives Program;
- WHEREAS,** the Yukon Kuskokwim Health Corporation and the City of Bethel are collaborating on the development of a gravel trail that would run from the existing hospital to the Kuskokwim Campus of the University of Alaska Fairbanks;
- WHEREAS,** the trail must be ADA-compliant and the City is working to achieve that outcome;
- WHEREAS,** YKHC is expected to contribute the 20% cash match required by the grant and the City will donate sand from its sand pit;
- WHEREAS,** YKHC will operate and maintain any trail constructed on YKHC property;
- WHEREAS,** the City will operate and maintain any trail constructed on City property and on the property of other entities in which right-of-ways are obtained;

Introduced by: City Manager Capela
Date: June 14, 2016
Action: Adopted
Vote: 6-0

Whereas, the completion of a new gravel trail on the ground will offer a safe, convenient route between the hospital, primary care center, and hospital housing to the college campus, college dormitories, cultural center, and City Hall.

WHEREAS, various methods will be used to limit the trail to pedestrians and bicycles with no motor vehicles;

WHEREAS, the deadline to prepare and submit a grant application is June 30, 2016;

NOW, THEREFORE, BE IT RESOLVED that the Bethel City Council supports and approves of the City preparing and submitting a grant application to the Statewide Transportation Alternatives Program to request funding to develop a new trail from the hospital to the Kuskokwim Campus of the University of Alaska Fairbanks;

ENACTED THIS 14th DAY OF JUNE 2016 BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED.



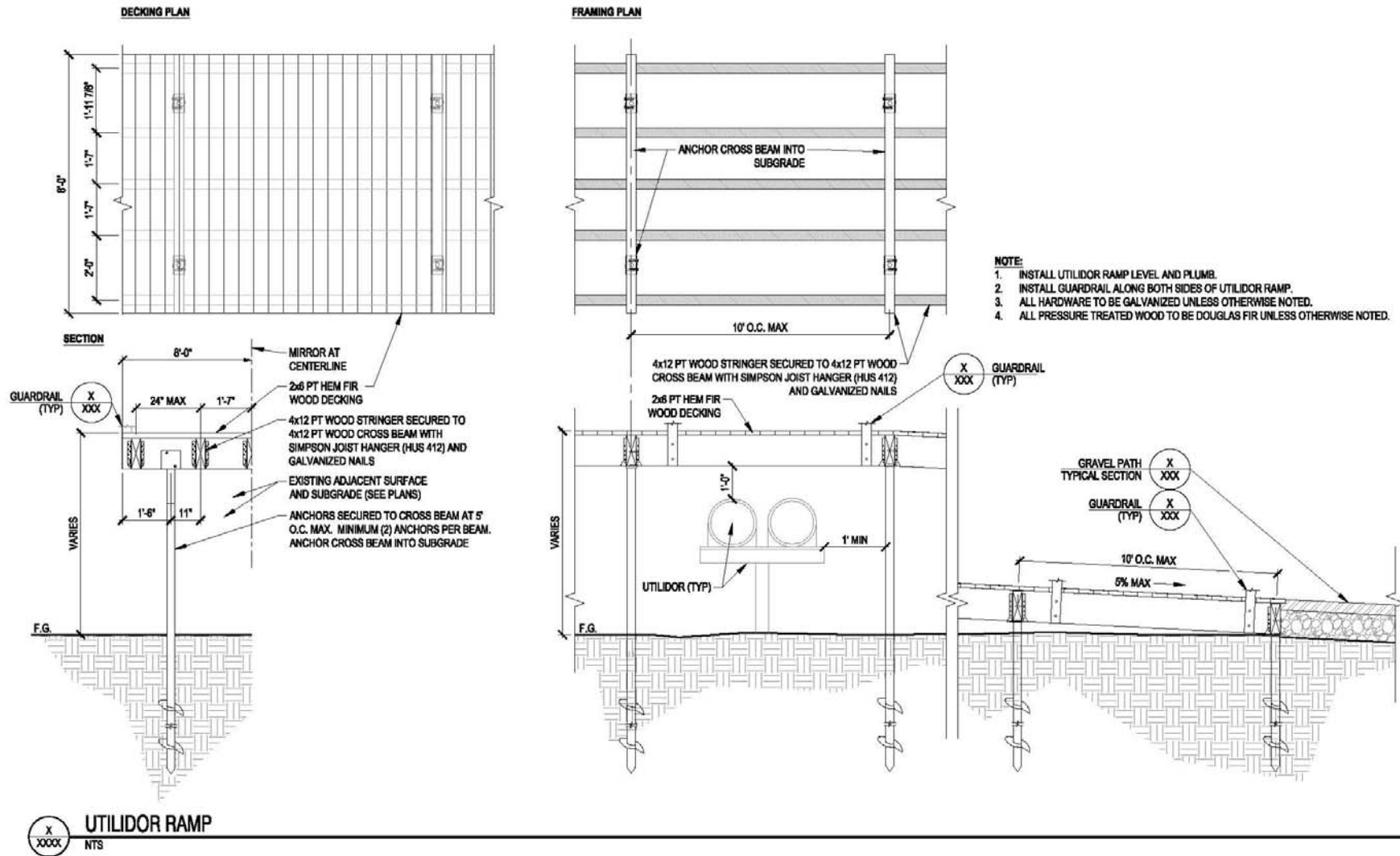
Richard Robb, Mayor

ATTEST:

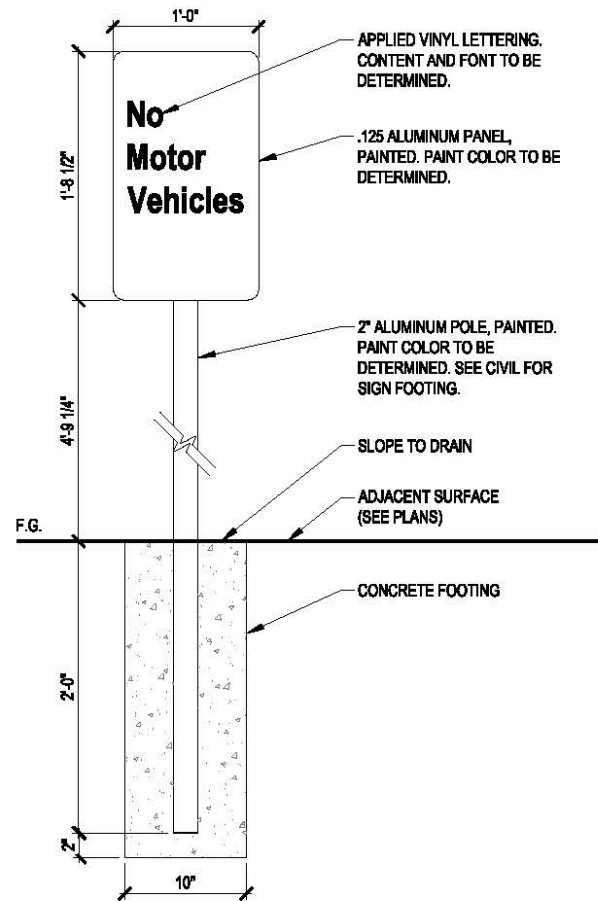


Lori Strickler, City Clerk

City of Bethel YK - City Sub Trail Utilidor Ramp Over Recovered Heat Pipe



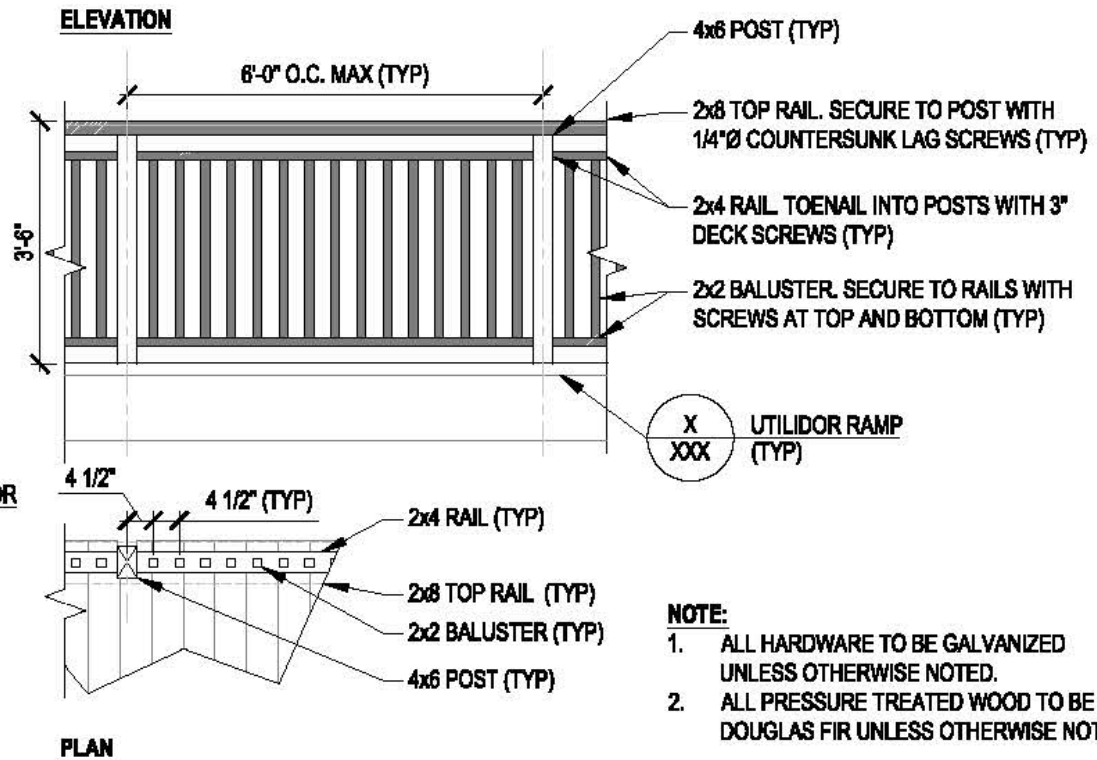
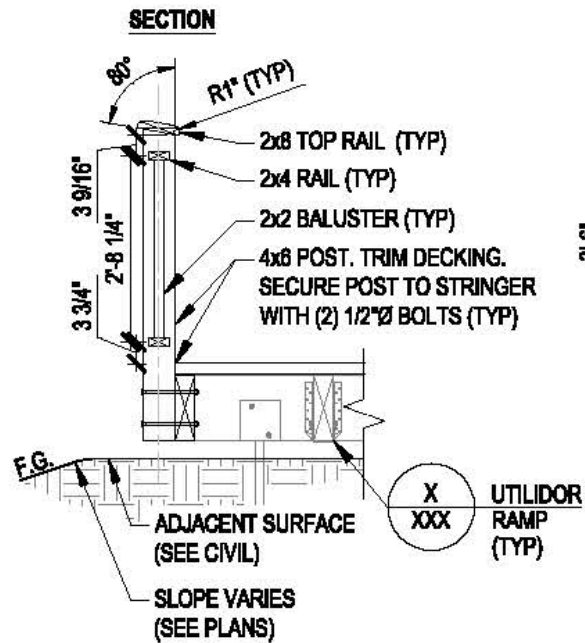
City of Bethel YK - City Sub Trail Regulatory Sign Design



REGULATORY SIGN

NTS

City of Bethel YK - City Sub Trail Guardrail



NOTE:

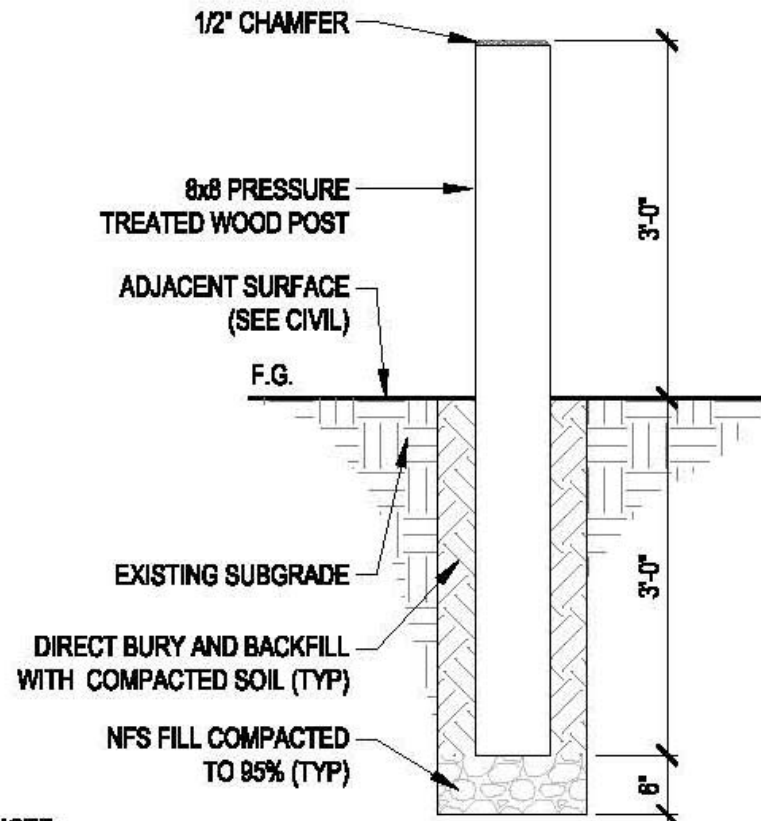
1. ALL HARDWARE TO BE GALVANIZED UNLESS OTHERWISE NOTED.
2. ALL PRESSURE TREATED WOOD TO BE DOUGLAS FIR UNLESS OTHERWISE NOTED.



GUARDRAIL

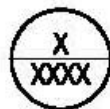
NTS

**City of Bethel
YK - City Sub Trail
Wood Bollard to Prevent Motor Vehicle Access**



NOTE:

- 1) ALL BOLLARDS TO BE INSTALLED SECURELY TO PREVENT MOVEMENT.
- 2) ALL BOLLARDS TO BE PLUMB AND LEVEL.



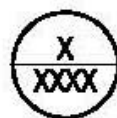
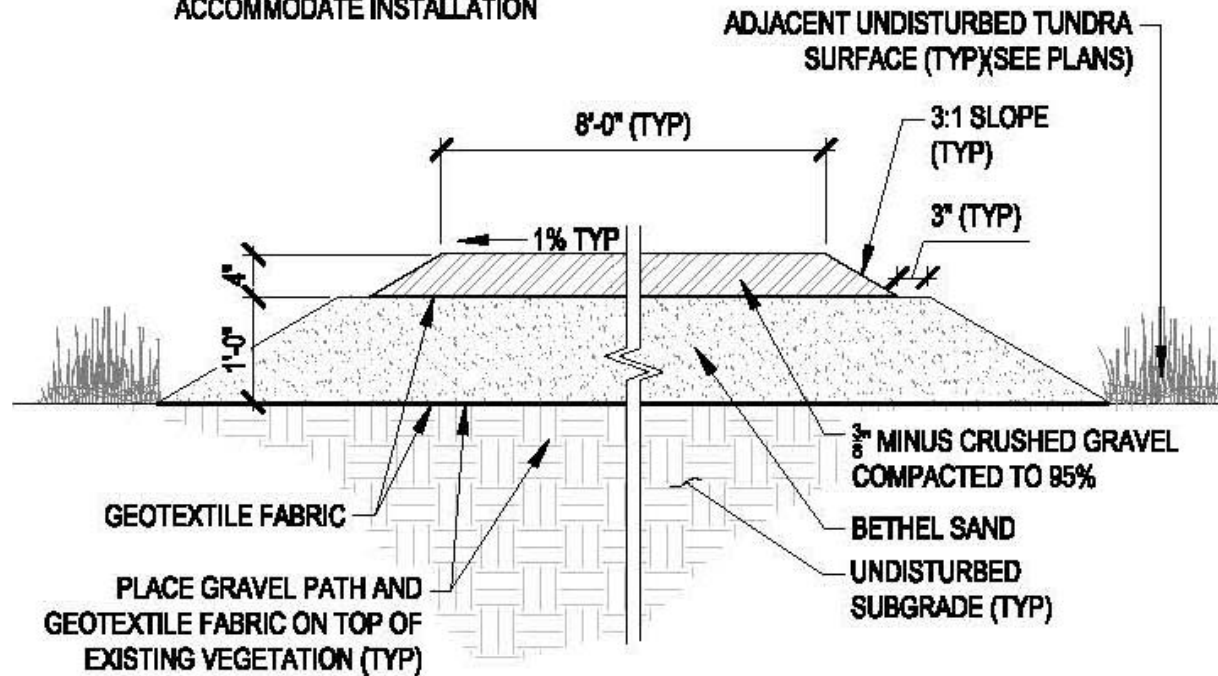
WOOD BOLLARD

NTS

**City of Bethel
YK - City Sub Trail
Gravel Path: Typical Section**

NOTE:

1. RUNNING SLOPE NOT TO EXCEED 5%
2. CROSS SLOPE NOT TO EXCEED 1%
3. WOODY VEGETATION MAY BE CLIPPED TO THE GROUND ON ORDER TO ACCOMMODATE INSTALLATION



GRAVEL PATH: TYPICAL SECTION

NTS

YK to City Sub Trail

Operation and Maintenance Plan

City of Bethel
Updated: June 22, 2016

Effective: April 15 – October 15
6 mos. or 26 wks.

Goal

The goal of the YK to City Sub Trail Operation and Maintenance Plan is to support the operation and maintenance of a safe, convenient, and easily accessible trail in Bethel. An effective operation and maintenance plan identifies what will be done, by whom, how often, and at what cost.

Trail Description

The YK to City Sub Trail starts at the hospital front door and goes left down a sidewalk to the end of the driveway and then turns left and heads northeast, paralleling the highway. The trail veers left as a sidewalk, following another driveway to make a semi-circle before heading northeast in relatively straight line to exit YKHC property. The gravel trail will start on YKHC property and head northeast before heading north to a gradual ramp that crosses AVEC's recovered heat pipes. Once on the other side of the pipes, the ramp turns back to a gravel trail and then heads north between two tundra ponds to exit at Akiak Street. See map attached.

Operation

The operation of this trail entails it being open for public use. The trail will be open after construction and upon placement of the "No Motor Vehicles" signs, one on each end of the trail. The trail will remain in operation as long as it appears safe and no problems with its use surface.

Maintenance

The City of Bethel's Public Works Department, Property Maintenance Division (PMD), will be responsible for operating and maintaining the YK to City Sub Trail. The PMD currently consists of one foreman and three technicians year-round and four technicians during the winter months. The PMD has pickup trucks, one four-wheeler and trailer, and hand tools at its disposal.

The PMD will coordinate the use of heavy equipment for trail maintenance with other City Departments and/or Divisions. City-owned heavy equipment that might be used for maintenance includes: 5-ton roller, skid steer with attachments, dump truck, bull dozer, front-end loader, nodwell.

The City owns an 80-acre sand pit in which topsoil or sand can be drawn and used on the trail. The City typically purchases gravel in bulk and stores it on at the grounds of the Public Words building.

Schedule

The Property Maintenance Division will follow the schedule below during the active summer months (April 15 – October 15) to maintain the trail:

Frequency		Activity	Cost Per Event
Every week		Walk trail; perform visual inspection; converse with users.	\$16.61 (\$22/hr. salary + 51% benefits) * .5 hrs.
Respond to complaints		Respond to complaints from users; estimate work to be done; make notes.	\$16.61 (((\$22/hr. salary + 51% benefits) * .5 hrs.)
Every five years or as needed		Add gravel and fines; use roller to compact to 95%.	\$754 (((\$25/hr. salary + 51% benefits) * 8 hrs. * 2 workers) + \$150
As needed		Add gravel/gravel chips; add fill; repair boards; repair/replace helicals; replace signs.	\$406.76 (((\$22/hr. salary + 51% benefits) * 4 hrs. * 2 workers) + \$150

Assumptions	
# of complaint responses /yr. >	2
# for Every five years or as needed >	1
# of as-needed repairs /yr. >	1
Gravel price = \$60/ton	
Material cost for as needed repair = \$150, including gravel	

Annual In-Kind Cost	\$1,325.84
Annual Materials Cost	\$300.00
Total	\$1,625.84

Records

The Property Maintenance Division will keep records in manila folders on the work performed on this trail. Invoices, P-card statements, quotes, and notes are all part of the record to be kept.

**Statewide Transportation Alternatives Program
FY 2013-2016 Application
City of Bethel**

Project Detail and Purpose

Project Detail

The City of Bethel proposes that funding from this grant be used to construct a new ADA-compliant gravel trail from the hospital to Akiak Street in City Subdivision. This trail project is a collaboration between the City of Bethel (City) and Yukon Kuskokwim Health Corporation (YKHC). The City and YKHC signed a Memorandum of Agreement (MOA) to formalize the partnership for this project. See a copy of the MOA attached.

The Yukon Kuskokwim Health Corporation is about to begin a huge construction project to build a new Primary Care Center next to the hospital, erect more employee housing units, and renovate the existing hospital. The project will cost \$345 million. The expansion project will include several new parking lots and driveways. The proposed trail ties directly to the expansion project. It is planned to wind around several parking lots as a sidewalk would before heading north off property to City Subdivision. See map attached.

The general design for nearly the whole length of trail requires the placement of geotextile fabric over the ground/tundra, placement of fill (sand) on top of it, and then crushed gravel on top of the fill. The gravel would then be compacted to 95%. The length of the trail is 2,800 linear feet. The width of the trail is 8 feet. The use of small gravel to fill in gaps left by larger gravel will aid in the compaction. The design is ADA-compliant.

The trail will start at the hospital entrance area, where there are steps leading up to the door and where there is a covered ADA-compliant ramp also leading to the front door. The trail will serve as a sidewalk as it runs along the building toward the Chief Eddie Hoffman Highway and then heads north to wind around the planned new parking lots. The trail will then head northeast, paralleling the highway, but far enough away from the highway so as to keep trail users out of reach of automobiles.

The trail then leaves YKHC property to run on City property up to the above-ground recovered heat pipe that cuts across the tundra. The pipe is owned and operated by the Alaska Village Electric Cooperative (AVEC) and sits in a utility easement on City property. Please find a letter attached from AVEC giving the City permission to construct a ramp over AVEC pipes. At this juncture, an engineer-designed ADA-compliant wooden ramp will be constructed as part of the trail that allows users to safely go up and over the four-foot high pipe. See engineer schematics attached showing how this ramp will be constructed.

Once on the other side of the recovered heat pipes, the gravel trail will continue north through two tundra ponds to exit at Akiak Street in a residential neighborhood called City Subdivision. There are approximately 218 households in this subdivision. Culverts will be placed under the trail at one muddy area between the two ponds. There may be a one or two other areas that need a culvert. The cost of culverts is priced into the project.

Purpose

The purpose of constructing a gravel trail is to provide a safe, easily accessible pedestrian/bicycle path from the hospital grounds to City Subdivision. The timing of this grant project coincides with the hospital expansion project and ties directly to it. Demand for safe walking paths will greatly increase after completion of the construction project due to the addition of 300 new employees on the YKHC campus and additional on-site housing units.

The trail was designed to be on the ground so that it is not subject to damage from permafrost heaves and sinkages. The trail was designed to be ADA-compliant, including the gradual ramp over the recovered heat pipes.

The trail was designed to allow individuals to walk or ride bicycles easily, conveniently, on a hard-packed surface and not have to walk on the tundra. The irregular soft nature of tundra poses risk of injury to those who try to walk across it for a long distance and it is impossible for bicycles to traverse tundra.

The trail was planned to take pedestrians and bicyclists off the highway and away from busy streets so that less injuries and deaths occur. Two “no motor vehicle” signs will be posted on each end of the trail in an effort to keep four-wheelers off the trail. Wooden bollards will be installed on each side of the ramps going over the recovered heat pipes to keep four-wheelers off the trail.

The trail will connect the hospital, primary care center, housing units, and other YKHC facilities with City Subdivision, a neighborhood containing 218 houses. The trail comes out four houses away from the Kuskokwim Campus of the University of Alaska Fairbanks, and very short walking distance on the road to the Veterans of Foreign Wars Hall, Wally’s Park, cultural center/library, City Hall, courthouse, and Bethel Evangelical Covenant Church. A quarter-mile walk from the Akiak Street trail exit will bring users to five restaurants, a grocery store, retail store, two banks, and Bethel Native Corporation office complex.

A gravel trail was chosen instead of the traditional boardwalk trail to lessen the operation and maintenance costs for the City and YKHC. The City has a great deal of experience with the damage that can occur to boardwalks and how difficult and expensive they are to fix. Human damage to the boards results from vandalism and from use by four-wheelers and snowmachiners. Natural damage to the boardwalks occur from frost heaves and sinkages, sunlight, temperature variations, and expansion pressure when water freezes to ice.

The City spent \$4,000 last year in materials alone on boardwalk repairs. In summer 2016, the City hired a contractor at \$62,000 to repair 1,075 feet of boardwalk, and spent \$7,000 in materials so that four employees could repair another section of boardwalk over a two-day period.

Nearly all types of damage to the boardwalk can be avoided by the installation of gravel trails. See the City's Operation and Maintenance Plan for the YK to City Sub Trail attached.

Is the Proposed Project/Program in an Existing Plan? (List all that apply including section and page numbers).

The Bethel Comprehensive Plan 2035 (September 2011) provides guidance for the development of trails in the community of Bethel. Transportation Goal #3 in the Plan addresses trails: "Provide a safe and efficient trail network to meet current and future needs, for year-round transportation and recreation use by Bethel residents and visitors" (Page 5-10). See copies of Pages 5-10 to 5-12 from the City's Comprehensive Plan attached. The pages contain the Trails Goal and corresponding Strategies, and Action items.

The Orutsararmiut Native Council Community Transportation Plan (November 2009) is a plan co-developed by the Orutsararmiut Native Council (Tribe) and the City of Bethel. It contains a section on trails. See copies of Pages 44-45 attached.

The Orutsararmiut Native Council Community Transportation Plan provides the purpose of existing trails:

The existing trail system in the City of Bethel offers several functions that are vital to everyday life in the city and surrounding areas and are established through decades of traditional use. These traditional trails...provide intra-city connections to neighborhoods and business centers" (Page 45).

The City of Bethel Public Transportation Plan (October 2004) identifies segments in the Bethel population who would benefit from a public transit system. The same segments will also benefit from development of safe trails away from the road network. The five segments identified in the plan (Page 14) include: older adults (65+), youth, households without an automobile, low-income households, and people with disabilities. See copies of Pages E-1 and 14 from the Plan attached.

Health and Quality of Life

Please indicate how this project improves the Health and Quality of life. Air and water quality, neighborhood continuity, enhanced recreational opportunities, enhanced understanding of natural and manmade environment.

Health

The YK-City Sub Trail project will not negatively impact the air quality because it will not contribute to airborne dust. The City has a major problem with airborne dust from the use of motor vehicles on the 16 miles of dirt/gravel roads, and on the highway to a lesser extent. Michael Samuelson, former Chief Executive Officer of the Orutsararmiut Native Council in Bethel, said that one of the findings of the Tribe's airborne pollution study was that dust from paved surfaces is finer and more hazardous once airborne than dust from dirt roads. The dust from paved roads is finer because the friction from the motor vehicles grinds it down.

Compacted gravel on a foot of sand is a safe method of construction. Use of the trail will be free of airborne dust, which cannot be said of the contiguous bike path along the highway.

The use of culverts under certain sections of the proposed trail will allow water to flow freely under the trail. Any waterborne life will continue to be in the water and the water will flow where it would flow naturally. The use of culverts is supported by the U.S. Army Corps of Engineers.

The City Subdivision neighborhood is one of the more concentrated in Bethel, containing approximately 218 households. According to the U.S. Census 2010, the average household size in Bethel is 3. That means that approximately 654 of Bethel's 6,275 residents live in this neighborhood or 10% of the population. A convenient, compacted gravel trail available to people in this neighborhood that connects to a popular destination, the hospital, will assist transportation by foot and foster the health benefits of walking outdoors.

The more safe outdoor trails the City has available, the more pedestrians, joggers, and bicyclists will use them. This trail will likely be part of future 5K run paths held in town every year.

The trail will encourage new doctors, nurses, physical therapists, and other professional who move to Bethel to work for YKHC to get outside and walk on the trail. It will provide new arrivals something to do and an easy way to get to downtown. Its convenient starting location is a strong attractant.

Quality of Life

The quality of life in Bethel will be improved by the construction and use of the YK-City Sub Trail. Individuals who use the trail will be on foot or on bicycle. They will be exercising. They will be walking outside. They can use the trail to access berry-picking sites, see wild water fowl in the spring, summer, and fall, and enjoy the colors of the tundra plants from season to season. Trail users can converse, point out parts of Bethel along the way, and visit destinations together. The trail will encourage camaraderie, friendship, and better employee compatibility.

The trail can be used at the end of a typical workday by YKHC employees. They can walk to the grocery store and back. They can walk to the college to attend a night course, a weekend course, or a cooperative extension course. They can walk to a restaurant for dinner. They can attend a Bethel City Council meeting at City Hall and participate in local government. They can

walk to the library on Saturday to read the newspaper, check out a book or video, or use the free internet available. They can attend an evening concert or other event at the cultural center.

Safety

Please indicate how this project addresses the Alaska Highway Safety Plan goal of reducing the number of bicyclists and pedestrians killed or injured in vehicular crashes.

The YK-City Sub Trail supports the goal of reducing the number of bicyclists and pedestrians killed or injured in vehicular crashes by attracting bicyclists and pedestrians to use the trail while simultaneously pulling them away from the Chief Eddie Hoffman Highway and its associated contiguous bike path. Pedestrians and bicyclists can use the highway bike path to get from City Subdivision to the hospital, but at greater risk. The trail reduces risk.

The YK-City Sub Trail serves as a sidewalk as it goes around the hospital and parking lots, but motor vehicles are traveling slowing in these areas and typically very aware of pedestrians and bicyclists. The trail will still be off the road, off the parking lot, and be a designated walking surface.

The YK-City Sub Trail was designed by a landscape architect/engineer to be ADA-compliant. That means the surface will be hard-packed. The ramp going over the utility pipes has a gradual incline, guardrail, and handrails.

Accessibility/Equity

Please indicate how this project addresses mobility for disadvantaged populations and improved access to everyday activities.

The YK-City Sub Trail has been engineered by the landscape architects at Bettisworth North. See design schematics attached. The trail is ADA-compliant. Gravel and gravel chips will be compact to 95% and the ramp over the four-foot high recovered heat piped was carefully designed to provide a gradual incline on both sides with guardrails and handrails. See schematics attached.

Individuals in Bethel who do not own vehicles, four-wheelers, or scooters will use the trail. City Subdivision contains approximately 420 households. According to the City of Bethel Public Transportation Plan (October 2004) by Nelson/Nygaard Consulting Associates, “over half of all households in Bethel lack regular access to a personal vehicle, compared to less than ten percent nationally” (Page E-1).

Two other Bethel populations will benefit from development of a gravel trail in Bethel: youth under 18 years of age who may use bicycles or walk and residents living below the poverty line. The percentage of people below the poverty line “is nearly two-thirds above the national average” (Page E-1). The percentage of low-moderate income households in Bethel is 35%, according to the U.S. Census statistics used by the federal Housing and Urban Development agency that oversees the Community Development Block Grant program.

Connectivity

Please indicate how this project addresses connectivity to other transportation choices and destinations.

Bethel Transit System Connection

The YK-City Sub Trail begins on the south side on the ground, at the hospital entrance area. This is one of the most popular stops for the Bethel Transit System. Hospital employees, patients, and visitors use this bus stop Monday through Friday from 6:30 am to 6:00 pm.

The north side of the YK-City Sub Trail is adjacent to a bus stop in City Subdivision. This bus stop has a wooden blue shelter constructed by the boyscouts. The bus stop shelter will be replaced in fall 2016 by one of the City's newly ordered four-sided plexiglass bus stops. The bus stop shelter will provide weather protection for pedestrians using the trail and bus passengers.

Taxicab Connection

There is a special taxicab drive in front of the hospital where taxicabs wait in line to take passengers to other locations in Bethel. The YK-City Sub Trail will run along this drive like a sidewalk and allow anyone on the trail to catch a cab or someone who exits a cab to use the trail.

Destinations

Destinations within a quarter-mile of the south hospital end of the YK-City Sub Trail include the following: hospital, Primary Care Center (under construction), YKHC employee housing buildings, YKHC administration building, Ayaprun Elitnarvik Elementary School, Suurvik movie theater, Phillips Alcohol Treatment Center, and Public Health Nursing building.

Destinations within a quarter-mile of the north end of the trail include: City Subdivision housing area, Bethel Courthouse, Wally's Park (playground), City Hall, KYUK Radio Station, Bethel Evangelical Covenant Church, and community cultural center/library.

People who use the trail and emerge at the hospital can continue on the pedestrian/bike path contiguous to the Chief Eddie Hoffman Highway which runs west three miles to the airport or east 2 miles to the Alaska Commercial Company grocery store, school district administration building, and two elementary schools and the Bethel Regional High School. The bike path is paved like the highway and separated from the highway by white painted lines on the road.

Other Contributions

Local, other agency or user contributions (in excess of required match).

The Yukon Kuskokwim Health Corporation is contributing the full 20% match requirement as a cash contribution, plus one dollar more. This additional dollar symbolizes that the local commitment exceeds the required minimum amount.

The City of Bethel will contribute the Grant Manager's time to prepare internal documents to approve the grant and secure the grant agreement. The Grant Manager will prepare the Request for Bids/Proposals to hire a contractor to complete the work and manage the invoices and payments through the Finance Department. The Grant Manager will work with the City's General Ledger Analyst to prepare, submit, and file grant reports.

The City's Property Maintenance Foreman will be responsible for overseeing the contractor's work and ensuring the work is done according to the design. The Foreman has three subordinates to assist in this role.

The Yukon Kuskokwim Health Corporation (YKHC) is constructing a new Primary Care Center, new employee housing, and renovating its hospital. Although uncertain at this point, there may be enhancements to the proposed trail as part of this substantial construction project. Enhancement may include benches, signage, rain cover, or bus shelter on the YKHC property portion of the trail.

Ownership/Maintenance/Operations

Please indicate you have consulted with your ADOT&PF Regional Area Planner and identified (after project completion) who will assume ownership, including operations and maintenance costs.

The City of Bethel shared project information with Don Fancher, Central Area Planner, by email. Mr. Fancher responded with an email stating, "Your proposed pedestrian trail/bike path looks like a good project to serve the City of Bethel citizens...We at the DOT&PF support your efforts." Although Mr. Fancher stated that the proposed trail will replace the boardwalk, the gravel trail is a new trail that follows a similar route as an old boardwalk trail on YKHC property. The new gravel trail does follow torn up tundra where four-wheelers and motorcycles have forged their own path. See a copy of the email from Mr. Fancher attached.

Project Readiness and Viability

Please describe to what extent does the project have support from local government and the community/public (such as resolution of support, including in an adopted plan, feasibility study, comprehensive plan, or request from a community group). Is the project shovel ready?

Local Project Support

Please find the following local government support document attached: City of Bethel Resolution #16-22: Support and Approval of City of Bethel to Pursue Funding from the Statewide Transportation Alternatives Program. The resolution was approved by a vote of 6-0.

On June 17, 2016, the City's volunteer-based Parks, Recreation, and Aquatics Health and Safety Committee approved a formal recommendation to the Bethel City Council in support of this grant application and the proposed new grant-eligible trail that would run from YKHC property to City Subdivision. See a copy of the recommendation attached.

Please find support letters attached for this project from the Fire Chief, Acting Police Chief, City Manager, City Planner, and members of the Bethel Chamber of Commerce. Further support is provided in the letter from the Alaska Village Electric Cooperative giving the City permission to cross the recovered heat pipes. See a copy of this letter attached.

The Bethel Comprehensive Plan 2035 (September 2011) provides guidance and support for the development of a safe and efficient trail network. The proposed YK-City Sub Trail accomplishes the following action/policy recommendations in the Plan:

- Partner with other agencies...to plan for, reserve, and fund trails.
- Connect trail routes to major community facilities (e.g., City Sub, Post Office, Pinky's Park) and public transit stops.
- Pedestrian pathways (boardwalks and other systems) shall be accommodated in the downtown area so that travel between adjacent neighborhoods, schools, and the business and office centers is safe and efficient.
- Pedestrian and bicycle connections should be required along roads where land uses are concentrated and between buildings and parking area.
- Study alternatives for trail crossings of aboveground utilities.
- Minimize environmental impacts (e.g., dust, erosion, soil compaction) of ATV use.
- Priority should be given to developing accessways to major activity centers within the Bethel Urban Growth Boundary (e.g., downtown commercial center, schools, community centers).

Shovel Readiness

The YK-City Sub Trail is near shovel-ready. The trail project design and specifications have been prepared with the help of Arcadis providing project management services, Bettisworth North designing the trail and developing the schematics, and CRW Engineering and Davis Constructors & Engineers, Inc. providing the cost estimate. See drawings/schematics and cost estimate attached. The drawings detail the trail composition, utility pipe crossing, sign installation, bollard installation, and guardrail construction.

City Planner Ted Meyer reviewed the project, trail path, and believes it will provide many benefits to the community. He is prepared to issue a Site Plan Permit for the project after the U.S. Army Corps of Engineers issues a wetlands permit, which he expects Corps approval. See his letter attached indicating same.

The City of Bethel and Yukon Kuskokwim Health Corporation have a signed Memorandum of Agreement that spells out each entity's responsibility for the operation and maintenance of the trail, once completed. See a copy of the Memorandum attached.

The City obtained a letter from the public electric utility in Bethel, the Alaska Village Electric Cooperative, that gives the City permission to cross their recovered heat pipes with an engineer-designed ramp. See a copy of the letter attached.

City attorney Patty Burley said that no easements for right-of-ways are needed for this trail to be constructed. The reason is that both landowners, YKHC and the City, can choose to construct the trail on their respective property as a right of ownership.

The City of Bethel has a YK to City Sub Trail Operation and Maintenance Plan completed and ready to implement. This plan describes the tasks to be undertaken by City personnel, equipment, and materials and the in-kind and out-of-pocket cost of the maintenance expected. See a copy of the Plan attached.

The Yukon Kuskokwim Health Corporation agreed in a letter attached to provide \$80,001 in cash match to the project. This commitment from one of the two partners in the project makes the project more ready to implement.

The City is confident that the final NEPA-approvals from agencies and relevant entities can be obtained in six weeks. This project is simple, provides a minimal footprint over the area it traverses, and has little to no negative impacts to the environment.

Other Factors

Any other factors that may not be addressed in the questions above.

The installation of the gravel trail has the potential improve YKHC, City, and Courthouse employee morale, health, involvement in the community, and self-esteem. The better employees feel about themselves, the more likely they are to be content in their new job and living in Bethel. Practically every private business, organization, and government entity in Bethel has recruitment and retention issues. Everything the community can do to enhance the quality of life in Bethel is a step close to having employees agree to move to Bethel and live and work in Bethel for an extended period of time. The YK-City Sub Trail represents another small project that has the potential to help recruit and retain employees.

**Statewide Transportation Alternatives Program
FY 2013-2016
Application**

Project Name YK - City Sub Trail	
Project Location Bethel, Alaska	
Project Limits	Start: <u>Entrance Area of Hospital</u> Finish: <u>Akiak Street in City Subdivision</u> Length: <u>2,800 linear feet</u>
Eligible Project Sponsor (See TAP instruction for eligible sponsor list) NA. City of Bethel pursuing funding as an eligible applicant.	
Government Entity City of Bethel	
Applicant Information Agency/Organization: <u>City of Bethel</u> Department: <u>Finance Department</u> Name: <u>John Sargent</u> Title: <u>Grant Manager</u> Email: <u>jsargent@cityofbethel.net</u> Phone: <u>907-543-1386</u> Address: <u>PO Box 1388</u> City, State, Zip <u>Bethel, AK 99559</u> DUNS #: <u>082508458</u> FAIN: _____	

Project Detail and Purpose:

See narrative attached.

Project Category (See TAP instructions for the description of project categories):

- ☒ Bicycle and Pedestrian Facilities
☐ Safe Routes
☐ Historic Preservation
☐ Safety

Project phases already completed (Select all that apply):

☒	Design
☐	NEPA Document (if applicable)
☐	Feasibility Study
☐	Partial Construction
☒	Other: Letter from City Planner states Corps of Engineers should issue wetland permit.

Right of Way:

Right of Way Required?

Yes	☐
No	☒

Right of Way has been Acquired?

Yes	☐
No	☒

If yes, what percent (%) had been acquired? Not needed for owned land.

Is the Proposed Project/Program in an Existing Plan? (List all that apply including section and page numbers).

See narrative attached.

Land use within a quarter of a mile (1/4) of your project. (select all that apply)

☒	Residential(describe): City Subdivision neighborhood
☐	Employment/Retail Center (describe):
☒	School(describe): Kuskokwim Campus of University of Alaska Fairbanks
☐	Recreation Center (describe):
☐	Federal Public Land (describe):
☐	Other: (describe)

Requested Funding

Are Matching Fund Available? (A local match of 20 percent (%) is required for all projects).

	Yes, funds are already locally programed
✓	Yes, Funds will be locally programed
	No
	Not Sure

Total Project Cost: \$ 400,000.00		
Type of Activity	Federal Amount Requested (up to 80% of total project cost)	Local Match (at least 20% of total project cost)
Construct trail	\$ 319,999.00	\$ 80,001.00
	\$	\$
	\$	\$
	\$	\$
	\$	\$
States Requirement of ICAP (5%) Eligible for federal funding	\$ 20,000.00	\$ 0.00
TOTAL	\$ 339,999.00	\$ 80,001.00

Final Report

City of Bethel Public Transportation Plan



Submitted
October, 2004

EXECUTIVE SUMMARY

This Public Transportation Plan was commissioned by the City of Bethel to offer conclusive findings regarding the need for a new public transit system in the community. Local bus service currently is not available in Bethel; however, the city is served by a thriving taxicab industry and limited client transportation services operated by the Chief Eddie Hoffman Senior Center, the Bethel Youth Center, and Yukon-Kuskokwim Health Corporation (YKHC).

The question of need for public transit in Bethel was addressed in several ways, including personal interviews with over 25 city residents perceived as “stakeholders” in local transportation issues; public comments received during a July 2004 Town Meeting focusing on existing services and unmet needs; demographic analyses using 2000 census data to identify population segments that typically depend most on public transport; and a comparative review of six small transit systems currently operating in rural Alaskan communities similar to Bethel.

Seemingly there is widespread consensus among these sources that unmet transportation needs do exist in Bethel. Population segments mentioned most often include: Lower income workers who cannot afford to use taxicabs on a daily basis to commute; elders and persons with disabilities making routine daily trips to the post office and local stores; residents of outlying villages who visit Bethel for a range of necessities; young people generally under the age of 18; and those among the general public seeking an alternative to driving to major community events, such as the Camai dances and high school basketball games.

Community demographics are highly supportive of public transportation in Bethel, where the percentage of young residents under 18 years of age is 50% above the national average, and the percentage of residents living below the federally defined poverty line is nearly two-thirds above the national average. Similarly, over half of all households in Bethel lack regular access to a personal vehicle, compared to less than ten percent nationally. The percentage of elders residing in the City of Bethel, while historically low, is rising faster than the general population.

Consistent with prevailing community sentiment, a fixed route transit system design is recommended with posted bus stops and published schedules. The proposed system consists of three routes serving North Bethel, East Bethel and the State Highway corridor west to the airport. A conservative approach to implementation is suggested, beginning with a basic route network and relatively modest service levels, followed by growth in steps as ridership warrants and finances permit. Two buses would run hourly on weekdays from 6:30 am until

2.3.1 Census Indicators

A common approach to identifying public transportation need is to utilize census data as available to focus on five defined population segments that typically have the greatest need for public transportation. These segments include:

- Older Adults - persons over 65 years of age
- Youth - persons under 18 years of age
- Low-income households
- Households without an automobile
- Persons with disabilities

Older Adults – The 2000 census reported that approximately 3.9% of the population of the City of Bethel are 65 years of age or older, which suggests a current population of about 215 older residents in the city. This number is low relative to the distribution of older adults in the larger Bethel census area (5.2%); statewide (5.7%), and nationwide (12.4%). Senior Services transportation logs listed a total of 38 elders registered for bus service during the month of July 2004, which represents less than 18% of the total population over 65. Ten of these elders reside in the Ayalpik Apartments on Atsaq Street near Ridgecrest Drive; four others live at the Lulu Heron Congregate Home on Ptarmigan Street; and most of the others live in individual homes located east of Ridgecrest Drive and Mission Lake.

One informed local estimate is that more than 100 elders require some level of transportation assistance, but presently cannot be accommodated by the one available senior bus.¹¹ Most of these elders live on fixed incomes supplemented by subsistence living, and cannot afford to use taxicabs regularly for routine daily trips to the Post Office, grocery stores, hospital and other personal business destinations around town. Many trips must be deferred as a result, at times including essential medical trips.

Youth – Bethel has a relatively high percentage of residents who are under 18 years of age. The 2000 census reported that approximately 38.3% of the population was under 18, compared with 30.4% statewide and 25.7% nationally. This suggests that an estimated 2,200 youth reside in the City of Bethel at the present time. The vast majority of these individuals are either too young to drive or reside in households that cannot afford a car. Currently, young people in Bethel depend heavily on bicycling and walking to make non-school trips during the year, and many use snow machines during the winter months as well. Major destinations for young people in Bethel include the Youth Center on Mission Drive, Bethel High School for after-school events when yellow school bus

¹¹ Interview with Louise Charles, Director of Senior Services, June 14, 2004.



BETHEL

COMPREHENSIVE PLAN

2035

SEPTEMBER 2011

prepared by AGNEW::BECK Consulting
for the City of Bethel, Alaska



Trails

GOAL 3: Provide a safe and efficient trail network to meet current and future needs, for year-round transportation and recreation use by Bethel residents and visitors.

Strategy 1: Plan and develop a network of multi-modal streets, accessways, and other improvements, including bikeways, walkways, and safe street crossings, to promote safe and convenient bicycle and pedestrian circulation within the community.

Action 1a: Revive the Trails Committee.

Action 1b: Document existing and traditional trails.
Out of town trails are reserved by 17B easements.

Action 1c: Incorporate the existing traditional trail network system and pedestrian needs when extending the road system.

Action 1d: Partner with other entities, such as the ADOT&PF, BNC, and other landowners, to plan for, reserve and fund trails.

Action 1e: Designate and mark trails to minimize damage to land.

Action 1f: Connect trail routes to major community facilities (e.g., City Sub, Post Office, Pinky's Park) and public transit stops.

Action 1g: Construct new year-round trails (or converting existing seasonal trails to year-round use).

Action 1h: Pursue BIA and FHWA funds for trails.

Policy 1i: Pedestrian pathways (boardwalks and other systems) shall be accommodated in the downtown area so that travel between adjacent neighborhoods, schools, and the business and office centers is safe and efficient. (*L RTP Policy #3*)

Policy 1j: Pedestrian and bicycle connections should be required along roads where land uses are concentrated and between buildings and parking areas. (*L RTP Policy #4*)
Public discussion went even further: residents suggested that walkways and/or paths be included in every road project (new or improvements to existing), and that a walkway/path be incorporated into plans to pave Ptarmigan.

Policy 1k: Retrofitting existing arterials and collectors with bike, ATV and snowmobile lanes shall proceed on a prioritized schedule as appropriate and practical (i.e., snowmobile lanes may not be appropriate in areas where street width is less than 50 feet).

Policy 1l: Maintenance and repair of existing snowmobile trails, bikeways and pedestrian accessways (including walkways) will have the same priority as the maintenance and repair of motor vehicle facilities.

Policy 1m: The Bethel Planning Commission will continue serving as an advisory committee to protect and promote trail and pedestrian transportation within the Bethel Urban Boundary.

Strategy 2: Address multi-use conflicts between roadway and trail users.

Action 2a: Place signs at trail and pedestrian crossings and identify access points.

Action 2b: Improve the safety of road-trail crossings (e.g., signage, under-/over-pass).

Action 2c: Consider alternatives that would provide for trail users to use road right of way.

Action 2d: Study alternatives for trail crossings of aboveground utilities.
Water/sewer pipes have blocked some trails.

Policy 2e: Minimize environmental impacts (e.g., dust, erosion, soil compaction) of ATV use.

Policy 2f: Pedestrian crosswalks should be provided at regular intervals, especially in residential neighborhoods and near schools. (*L RTP Policy #5*)

Policy 2g: Bikeways, snowmobile and pedestrian accessways shall be designed and constructed to minimize potential conflicts between transportation modes. Design and construction of such facilities shall follow the guidelines established by the Alaska Bicycle and Pedestrian Plan.
Strategy 3: Reserve trail routes, targeting connections that provide pedestrian access to the river, parks, and pedestrian connections among key public facilities (e.g., school) and residential neighborhoods.
Action 3a: Develop and maintain a safe, continuous, multi-use path along Chief Eddie Hoffman Highway between the downtown business area and the airport to include bicycle, running, and walking routes.
Policy 3b: To the extent possible, bicycle/pedestrian trails or paths should be established along roadways as these are built (new) or upgraded (existing).
Policy 3c: All new subdivision shall incorporate into the lot layout, to the extent practicable, the traditional winter and summer trail system as identified (in LRTP, Maps 4 and 6). The City's ten percent open space set-aside may be used to protect trail networks. (<i>LRTP Policy #1</i>)
Policy 3d: All new subdivisions shall incorporate into the lot layout, to the extent practicable, the tundra village trail network that links Bethel to regional villages. (<i>LRTP Policy #2</i>)
Policy 3e: Consider the potential to establish or maintain accessways, paths, or trails prior to the vacation of any public easement or right-of-way.
Policy 3f: As part of the development review process, identify existing and future opportunities for bicycle and pedestrian accessways; reserve rights-of-way, as appropriate.
Policy 3g: Snowmobile and pedestrian accessways shall connect to local and regional travel routes.
Policy 3h: Priority should be given to developing accessways to major activity centers within the Bethel Urban Growth Boundary (e.g., downtown commercial center, schools, community centers).
Policy 3i: Bicycle parking facilities should be provided at all new residential multifamily developments of four units or more, commercial, industrial, recreational, and institutional facilities.

Background

Bethel has a well-used system of traditional trails and pedestrian boardwalks that provide routes between neighborhoods and business centers within the city, as well as a transportation link between Bethel and surrounding communities. In winter, trails are used by snow machines, dogsleds, cross-country skiers, and pedestrians. In summer months, trails are used by ATVs, pedestrians, and bicycles.

Bethel has about one mile of elevated boardwalk, serving pedestrian traffic. The system of boardwalks is safer for pedestrians than on-street walking routes because it is separated from road traffic and routes lead to appropriate crossing sites. The elevated boardwalks are less expensive than at-grade, separated pathways and have fewer environmental impacts because they are constructed on pilings, rather than solid fill. The Bethel Parks and Recreation Department is currently working to expand the system and establish sections of trail and trail connections, preferably with formal easements. Some trails have already been disrupted by overland water pipes; planning and securing easements can help to minimize such disruption in future. Priorities for new trail routes include:

- trails that connect parks,
- trails that offer a pedestrian facility away from roads to minimize dust impacts,
- trails that connect key locations and existing routes (e.g., Post Office to Pinky's Park),

- loop routes (e.g., Brown Slough), and
- school routes for kids (e.g., along Ptarmigan, across the doughnut hole).

Public Transit

GOAL 4: Provide effective and efficient public transit.
Strategy 1: Improve public transit services.
Action 1a: Purchase a machine to make public transit passes.
Action 1b: Construct shelters at bus stops.
Action 1c: Implement a bus tracking system to provide real-time estimates of bus arrivals.
Action 1d: Incorporate public transit-design features into new development standards.
Action 1e: Build a bus shelter to accommodate buses, maintenance equipment and materials.
Action 1f: Increase the frequency of service (i.e., buses run more often).
Strategy 2: Expand the public transit system.
Action 2a: Consider extending public bus service to the airport and currently un-served subdivisions (e.g., Kasayulie, Tundra Ridge).
Action 2b: Consider expanding public transit system to include a river bus (ferry) service on the Kuskokwim.
Action 2c: Purchase new public transit vehicle(s), as needed, to expand the fleet and enable additional service/routes.

Background

Alternatives to private vehicle include taxi service, bus service and boat shuttle services; these are used extensively by Bethel residents and visiting residents from outlying villages. Public bus service (a more affordable alternative to taxi service at \$2 per passenger; \$1 for elders and children) began in 2008. The system includes two 12-passenger buses and one eight-passenger backup bus. It operates Monday through Saturday from 7a.m. to 6:30 p.m. Current use is estimated at 80-90 rides per day. See Map 5.4 for route information.

Bethel's public transit system is a cooperative effort between the City of Bethel and Orutsarmiut Native Council (ONC). ONC is currently coordinating with the Yukon-Kuskokwim Health Corporation (YKHC) to explore a possible expansion of the existing route to include the airport in order to accommodate patients traveling to YKHC from surrounding villages.

June 27, 2016

Yukon-Kuskokwim Health Corp.
c/o Kent Crandall, ARCADIS U.S., Inc.
880 H Street, Suite 101
Anchorage, AK 99501

Subject: City of Bethel Trail Estimate

Kent:

Per your request, we recently completed an estimate for the cost of the gravel trail, including the utility ramp crossing, culverts and other information you provided from the City of Bethel. Our estimate breaks down as follows.

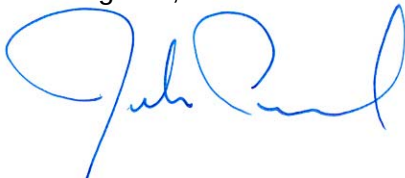
- Total length estimate from Google Earth and the drawing for the trail is 2,800lnft
- We estimated an 8' top with side slopes at 3:1.
- We included a geofabric liner over the tundra, followed by sand and 6-8" of imported gravel.
- We estimated one utility crossing ramp per the detail given
- We included an allowance for 10 culverts

Our quantity takeoff is as follows:

- Misc Site work for cuts, fills and transitions
- Geotextile separation fabric: 61,600sf
- Sand Import/Place/Grade: 3,300cyds
- Gravel Purchase/Import/Place/Finish Grade: 2,400tons
- Boardwalk Utility Crossing (all inclusive)
- Allowance for 10 Culverts
- 2% Contingency
 - o Total Estimate = \$400,000

Please let me know if you have any questions.

Best Regards,



Josh Pepperd
President/CEO

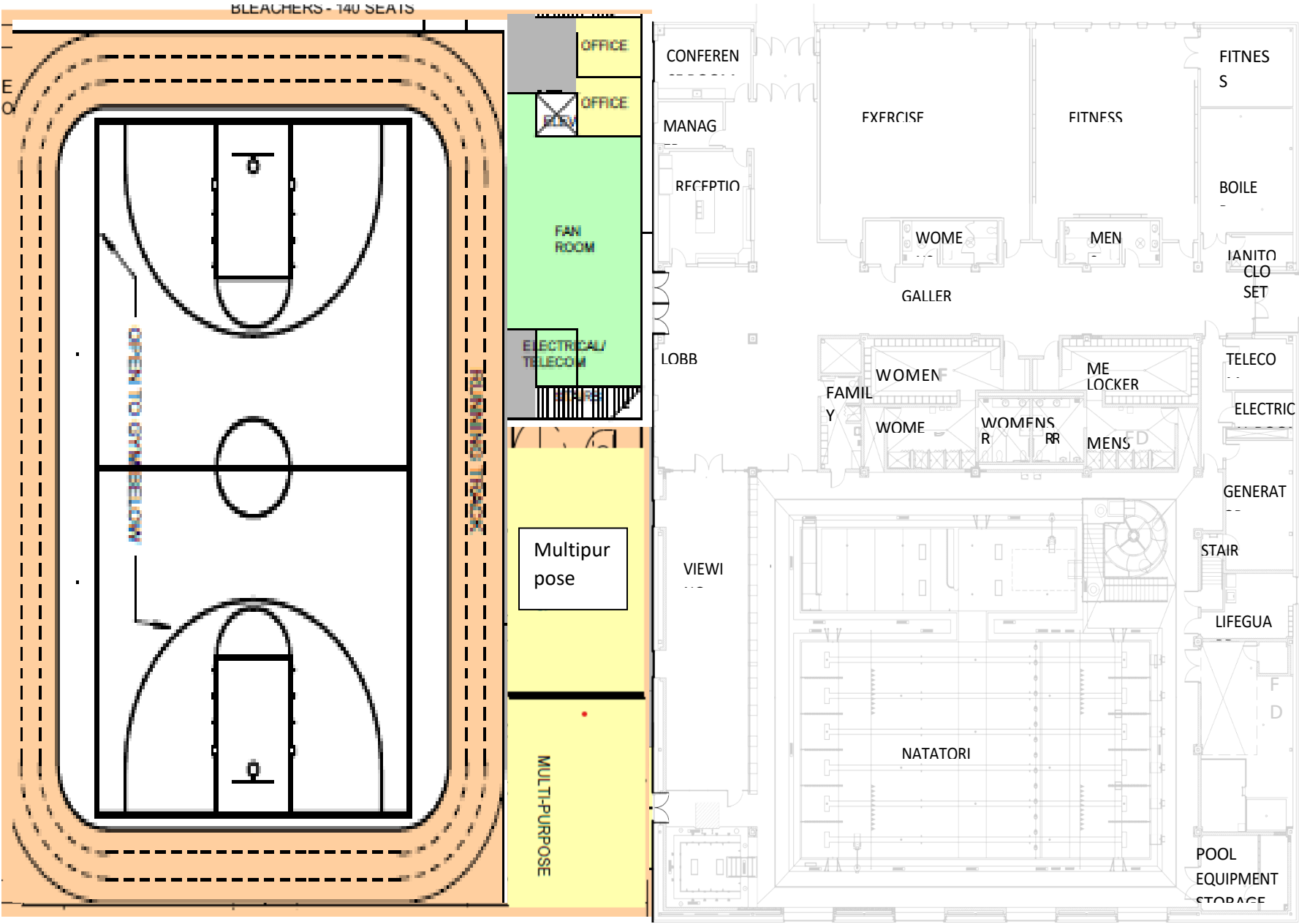
Architectural floor plan of a sports center. The plan is divided into several main sections:

- Top Section (Orange):** Features three "VOLLEYBALL COURT"s arranged vertically. To the right of the courts is a yellow "EQUIP-MENT" room, a green "LOCKERS" room, and a yellow "WEIGHTS" room. Below the weights room is a yellow "MULTI-PURPOSE" room.
- Bottom Section (Orange):** Features three "VOLLEYBALL COURT"s arranged vertically, mirroring the top section.
- Right Section (White):** Contains various administrative and recreational spaces, including "CONFEREN", "MANAG", "RECEPTIO", "LOBB", "VIEWI", "NATATORI", "FITNESS", "BOILE", "FITNES S", "GALLER", "WOMEN", "MEN", "FAMIL Y", "WOMEN", "WOMENS R", "MENS", "ME LOCKER", "TELECO", "ELECTR", "GENERAT", "STAIR", "LIFEGUA", "POOL EQUIPMENT STORAGE", and "EXERCISE".

The plan uses color-coding: orange for courts, yellow for equipment/weights, green for lockers, and white for administrative/recreational spaces. Dimensions are provided for several rooms, such as 10.00m x 10.00m for the equipment room and 10.00m x 10.00m for the weights room.

1. How much funding would be needed to complete this project assuming a design similar to the attached document which maximizes the gym space;
2. How much could we save by eliminating the walking track;
3. Would it be less expensive if the addition was attached to the original structure, or a separate structure with connecting walkway; and
4. Are there other potential cost savings that could be realized through some creative value engineering that we should be aware of, and that should be incorporated into the design without compromising gym space.

Consideration of fee proposal from DOWL



State of Alaska Office of Management and Budget

**Coronavirus Capital Project Fund (CCPF) Projects Kick-Off
June 27, 2022**

Neil Steining, Director

Paloma Harbour, Fiscal Management Analyst



Agenda

- State's plan for managing these appropriations
- Development of project plans that require US Treasury approval
 - Template(s) provided by Treasury for project plans
- Federal requirements and timelines for this program funding

Total Award to Alaska \$ 111,803.9

Category	Appropriation*	Amount
Primary	Alutiiq Tribe of Old Harbor- Construction of Nuniaq Community Center	\$ 4,455.0
Primary	Anchorage Library Foundation- Anchorage Downtown Library	\$ 2,500.0
Primary	Association of Village Council of Presidents – Multi-Purpose Community Facility Projects	\$ 10,445.0
Primary	Iliuliuk Family and Health Services Center	\$ 20,000.0
Primary	Kawerak – Multi-Purpose Community Facility Projects	\$ 12,000.0
Primary	Mat-Su First Responder Training Facility	\$ 8,000.0
Primary	Nenana Health and Wellness Complex	\$ 24,000.0
Primary	Petersburg Medical and Public Health Center	\$ 20,000.0
Primary	Rampart Broadband	\$ 9,000.0
Primary	Spruce Island Development Cooperation – Ouzinkie Community Internet Café	\$ 1,400.0
Total \$		111,800.0
Alternative	Yukon-Kuskokwim Multi-purpose Community Facility in Bethel	\$ 10,000.0
Alternative	Teal Street Center in Juneau	\$ 3,700.0
Alternative	Critical Updates to the Muldoon Library in Anchorage	\$ 1,307.0
Alternative	Upgrades and Repairs to the Noel Wien Public Library in Fairbanks	\$ 3,580.0
Alternative	Rural Health Community Centers and Eligible Rural Broadband Projects	TBD
Total \$		18,587.0

*The alternative projects are contingent on denial by Treasury of projects from the primary list.

These funds can be used to cover Presumptively Eligible Projects

- Broadband Infrastructure Projects – construction and deployment projects that meet upload and download standards
- Digital Connectivity Technology Projects – the purchase and/or installation of devices and equipment to facilitate broadband internet access for members of the public where affordability has been identified as a barrier to broadband adoption and use;
- Multi-Purpose Community Facility Projects – projects to construct or improve buildings that provide public access to the internet for purposes including work, education, and health monitoring

or Case-by-Case Review projects that

- Invest in capital assets designed to directly enable work, education, and health monitoring
- Designed to address a critical need that results from or was made apparent or exacerbated by the COVID-19 public health emergency
- Designed to address a critical need in the community to be served by it

- Program Administrative Cost Limit
 - Absent Treasury's express consent, Program Administrative Costs over the period of performance may not exceed the greater of five (5) percent of the total amounts of the grant received under the Capital Projects Fund, or \$25,000
- Eligible Project Cost examples
 - Pre-project development costs
 - Costs of repair, rehabilitation, construction, improvement, and acquisition
 - Personnel costs including salaries and fringe benefits for staff and consultants required for carrying out a Capital Project
- Ineligible Project Cost examples
 - Fees or issuance costs associated with the issuance of new debt
- Period of Performance
 - Costs incurred during the period beginning March 15, 2021
 - All funds must be expended by December 31, 2026
- Treasury Review

Multi-Purpose Community Facility Projects

- Projects to construct or improve buildings that are designed to jointly and directly enable work, education, and health monitoring
 - A building, such as a library or community center providing the public with access to computers with high-speed internet service, can meet this criterion
 - Projects to construct or improve full-service community schools that provide a comprehensive academic program to their students and adult education in the community at large; health monitoring to their students and the community; and workforce training or career counseling services that provide community members with the knowledge needed to engage in work, including digital literacy training programs
 - Projects to construct or improve community health centers that, in addition to engaging in health monitoring, provide a broader range of services to the communities they serve, including activities such as access to job counseling employment services, as well as health education classes or internship programs for medical professionals
- Treasury will require Recipients to commit that the Capital Projects will provide services or activities that directly enable work, education, and health monitoring for at least five years from the completion of the Projects

Multi-purpose Community Facility Program Plan Template

Broadband Project Requirements

- Eligible if the infrastructure is designed to deliver, upon project completion, service that reliably meets or exceeds symmetrical download and upload speeds of 100 Mbps
 - If that would be impracticable, the Project **must** be designed so that it reliably meets or exceeds 100 Mbps download speeds and between 20 Mbps and 100 Mbps upload speeds and be scalable to a minimum of 100 Mbps symmetrical for download and upload speeds
- Recipients are also required to ensure that the service provider for a completed Capital Projects Fund-funded Broadband Infrastructure Project participate in federal programs that provide low-income consumers with subsidies on broadband internet access services

Broadband Project Encouragements

- Treasury encourages Recipients to focus on projects that will achieve last-mile connections
- Recipients are encouraged to prioritize investments in fiber-optic infrastructure where feasible
- Treasury encourages Recipients to prioritize Projects that involve broadband networks owned, operated by or affiliated with local governments, non-profits, and co-operatives
- Recipients are encouraged to address affordability as a barrier to full use of the internet when developing their Program Plans for Broadband Infrastructure Projects

Broadband Infrastructure Program Plan Template

- [Capital Projects Fund | U.S. Department of the Treasury](#)
 - [FAQs](#)
- [GUIDANCE FOR THE CORONAVIRUS CAPITAL PROJECTS FUND \(treasury.gov\)](#)
- [Draft CCPF Compliance and Reporting Guidance.pdf](#)

Gymnasium Operation and Maintenance Cost

Facility: Gym+Track+Weight Room+Saunas+Ancillary Rms.

Operating Expenses for Gymnasium+Extras	FY 2027	FY 2028	FY 2029
Health Fit - Staffing and Operations Costs	275,251	283,509	292,014
Health Fit Mgmt. Fees	46,490	47,884	49,321
Utilities - Heating Fuel	185,483	191,048	196,779
Utilities - Electric	75,353	77,614	79,942
Utilities - Water/Sewer/Garbage	34,177	35,203	36,259
Property Maint./ICR Property Maint. 5%	1	1	1
Insurance	25,320	25,826	26,343
ICR-IT	0	0	0
ICR-Administration	0	0	0
Other	0	0	0
Total	642,075	661,084	680,658

Operating Expenses for Gymnasium+Track	FY 2027	FY 2028	FY 2029
Health Fit - Staffing and Operations Costs	244,974	252,323	259,893
Health Fit Mgmt. Fees	41,376	42,617	43,895
Utilities - Heating Fuel	165,080	170,032	175,133
Utilities - Electric	67,064	69,076	71,148
Utilities - Water/Sewer/Garbage	30,418	31,330	32,270
Property Maint./ICR Property Maint. 5%	1	1	1
Insurance	22,535	22,985	23,445
ICR-IT	0	0	0
ICR-Administration	0	0	0
Other	0	0	0
Total	571,446	588,365	605,786

Note: Used proportion of construction cost for weight room & multi-purpose room & saun as percentage to subtract from O&M.

Not included: Cost of high-speed internet (wifi), which is currently \$288,000 a year.

Yukon Kuskokwim Regional Health and Aquatic Safety Training Center (400-50)		FY19 Actuals	FY20 Actuals	FY21 Budget	FY21 Actuals	FY22 Budget	January FY22 Actuals	FY23 Budget
REVENUES:								
43-4360	Pro Shop Revenue	41,667	34,516	44,982	16,683	40,000	16,230	40,000
43-4361	Concession Revenue	68,100	54,492	70,092	17,773	60,000	12,375	60,000
43-4362	Entry Fee	105,901	129,351	100,000	42,005	100,000	40,951	100,000
43-4369	Program Fees	56,034	32,955	85,817	4,268	50,000	6,376	50,000
43-4440	Facility Rental	49,874	27,934	44,600	4,986	25,500	10,959	25,500
43-9420	Memberships	-	-	350,000	83,107	260,000	137,354	260,000
Total Operating Revenues		321,576	279,248	695,491	168,822	535,500	224,245	535,500
Grant Revenues								
42-9411	SFY13 Designated Legislative Grant	-	-	-	-	-	-	-
42-4570	Delta Women's Group Grant	3,901	405	-	-	-	-	-
42-4571	Community Action Grant	(344)	405	-	-	-	-	-
42-416	Grant Revenue	-	-	-	102,999	100,000	100,000	5,000
Total Grant Revenues		3,557	810	-	102,999	100,000	100,000	5,000
Transfer In/Miscellaneous								
46-4300	Cash Xfer from GF: 8.33%* Retail Sales Taxes	532,507	471,064	500,000	589,163	625,000	360,964	649,740
46-4330	Cash Xfer from GF: 3.33%*Alcohol Sales Taxes	15,037	20,856	20,000	12,820	16,666	7,517	16,650
46-4370	Wellness Program	295,543	239,181	-	-	-	-	-
46-4530	Penalties & Interest	-	-	-	-	6,250	-	-
46-9415	Cash Xfer from GF: 8.33%*ARSST	-	-	-	27,179	41,667	28,778	49,980
46-9417	Xfer from GF: 3.33%* Marijuana Sales Tax	-	-	-	24,911	28,333	16,442	28,305
49-4590	Investment Income	83,932	59,274	41,000	868	41,000	199	2,000
Total Non-Operating Revenue		927,019	790,375	561,000	654,941	758,916	413,900	746,675
Total Revenues		1,252,152	1,070,433	1,256,491	926,762	1,394,416	738,145	1,287,175
EXPENSES:								
MATERIALS, SUPPLIES, & SERVICES:								
6150	Gasoline/Diesel/Oil	1,459	1,385	2,472	2,556	2,472	5,992	3,500
6153	Heating Fuel	161,531	198,272	204,000	166,373	133,710	145,140	175,392
6155	Water/Sewer/Garbage	51,638	198,272	56,650	104,059	56,650	31,700	56,650
6160	Electricity	113,542	96,039	120,510	77,830	120,510	60,947	91,421
6170	Telephone	1,228	1,202	773	1,326	773	990	1,300
6200	Minor Equipment	845	-	-	60	-	843	-
6230	Vehicle Maint/Repairs	17	232	-	111	1,000	186	97
6240	Prop Maint (ICR)	37,359	54,521	50,000	44,480	50,000	36,099	50,000
6241	Property Maintenance (ICR) (5%)	-	-	43,000	-	43,000	-	55,407
6320	Other Professional Fees (HealthFit @ \$12,748.12)	144,200	148,526	148,320	148,526	152,981	152,981	157,570
6326	Contractor Fees	749,495	608,112	700,700	406,847	905,769	74,440	793,100
6335	Other Purchased Services	5,760	43,244	25,160	7,206	10,000	2,498	10,000
6400	Insurance	39,105	62,226	39,975	61,811	48,733	37,544	40,939
6710	Admin Overhead General Fund	23,653	24,345	30,000	35,993	30,000	22,695	21,819
6711	Admin Overhead-IT SVCS	38,240	45,513	43,439	40,276	43,439	34,959	33,260
Total Operating Expenses		1,368,073	1,481,887	1,464,999	1,097,455	1,599,037	607,014	1,490,455
Cash Transfer from YKRHASTC Reserve Fund								203,280
Net Operating Profit/(Deficit)		(115,921)	(411,453)	(208,508)	(170,693)	(204,621)	131,131	0

**Yukon Kuskokwim Regional Health
and Aquatic Safety Training Center Expense Worksheet**

		FY20	FY21	FY22	FY23
Personnel:					
	Wages & Benefits	811,739	818,398	696,442	610,000
	Housing	37,080	43,822	42,900	42,550
	Total Personnel	848,819	862,220	739,342	652,550
545 Travel & Training:					
	1st Aid/CPR	1,500	1,500	1,000	500
	Staff Inservice Training	1,500	1,500	1,000	500
	Total Travel & Training	3,000	3,000	2,000	1,000
561 Supplies:					
	Office Supplies	3,000	3,000	1,500	1,000
	Pool Maintenance	10,000	10,000	6,000	6,000
	Chemicals	26,000	26,000	22,000	22,000
	Fitness Items	2,000	2,000	2,000	2,000
	Aquatic Program	2,575	2,575	2,000	2,000
	Concession Inventory	35,530	36,596	32,000	25,000
	Pro-Shop Inventory	21,500	21,500	21,500	18,000
	Total Supplies	100,605	101,671	87,000	76,000
Building Maintenance:					
580	Boiler	6,000	6,000	3,000	1,500
661	Vehicle Maintenance	250	250	100	100
663	Janitorial Supplies	20,400	20,400	20,000	15,000
799	Maintenance Reserve	7,500	9,000	7,000	6,000
	Total Building Maintenance	34,150	35,650	30,100	22,600
668 IT/Software:					
	Point of Sale System	7,060	7,646	7,646	6,000
	Employee Scheduling	500	500	500	500
	Total IT/Software	7,560	8,146	8,146	6,500
General Expenses:					
563	Wearing Apparel	-	2,731	2,731	2,000
580	Minor Equipment	21,000	21,000	10,000	10,000
661	Donations/ Awards	500	500	250	250
724	Dues/Subscriptions	2,000	2,100	2,000	1,000
727	Advertising	8,000	8,000	6,000	3,000
733	Postage	200	200	100	100
736	Bank Fees	14,645	15,377	14,500	14,500
	Total General Expenses:	46,345	49,908	35,581	30,850
790 Special Events:					
	Member Incentives	400	400	550	550
	Community Events	400	450	550	550
	Total Special Events	800	850	1,100	1,100
799 Misc. Expenses:					
	Unforeseen Expenses	2,625	3,150	2,500	2,500
	Total Misc. Expenses	2,625	3,150	2,500	2,500
646 Total Contractor Pass-Thru Exp.:					
	Total Personnel Expenses	848,819	862,220	739,342	652,550
	Total Operational Expenses	195,085	202,375	166,427	140,550
	Total Contractor Pass-Thru	1,043,904	1,064,595	905,769	793,100
649 Contractor: Healthfit costing 12,748.42 per month					
		148,320	148,320	152,981	157,570
	Total Expenses	1,192,224	1,212,915	1,058,750	950,670

**CITY OF BETHEL
BETHEL, ALASKA**



**REQUEST FOR PROPOSALS
PROFESSIONAL OPERATIONS AND MANAGEMENT SERVICES
FOR
YK FITNESS CENTER**

RFB Issued: July 13, 2022
Deadline for Questions: July 25, 2022 @ 4:00 pm
Deadline for Pre-Award Protests: July 25, 2022 @ 4:00 pm
Bid Opening (Due) Date and Time: August 12, 2022, 4:00 pm AK Time
Bid Opening Place: City Hall
300 State Highway
Bethel, Alaska 99559

Professional Operations and Maintenance Services for

Yukon Kuskokwim Fitness Center

Section 1 – Introduction

A. Objective

The City of Bethel is seeking proposals for the operation and maintenance of the Yukon Kuskokwim Regional Health and Aquatic Safety Training Center, known locally as the “YK Fitness Center.” The Center includes a six-lane swimming pool, hot tub, room full of exercise machines and free weights, aerobics room, locker rooms, concession stand, and seating area.

B. Background Information

The City of Bethel is a Second-Class City in which the City Manager is the principal administrator with full signature authority. The City Manager reports to seven City Council members. The Council elects the Mayor and Vice-Mayor from among its members. All council member positions are volunteer positions.

The City of Bethel occupies 44 square miles and is located about 75 miles inland from the Bering Sea on the Kuskokwim River. Bethel, with a population of 6,362 residents is a regional hub for people living in the Yukon River and Kuskokwim River delta area. Alaska Airlines provides year-round daily transportation between Bethel and Anchorage. Bethel has 36 miles of roads. The State of Alaska maintains 18 miles of paved roads and the city maintains 18 miles of mostly gravel roads.

The city has the following nine departments, each with a department director: Police, Fire, Port, Planning, Administration, Finance, Public Works, Information Technology, and the YK Fitness Center. The YK Fitness Center functions as an enterprise fund for accounting purposes and is therefore expected to generate revenue that covers its expenses in each fiscal year. Since the facility’s inception, revenues generated have not historically covered all operations costs. The city has subsidized operations in order to keep the admission price affordable to local residents.

The City of Bethel owns the YK Fitness Center, an indoor six-lane swimming pool housed in a state-of-the-art facility containing a fully equipped exercise room. The facility opened in November 2014.

C. Introduction

Facility Description

The YK Fitness Center is located at 267 Akiachak Avenue in Bethel, Alaska. It occupies 21,164 sq. ft. and includes a six-lane competition-size swimming pool, a slide and shallow end slide zone, a connected kiddie pool, a separate hot tub, a room for weights and exercise machines, an open aerobics room with mirrors, concession area, control/entry desk, and required support rooms

(e.g., locker rooms, boiler room). There are small offices, storage rooms, and HVAC equipment rooms. See Attachment A for floor plan of the facility.

The aquatic center was constructed with state-of-the-art sanitation systems in 2014, consisting of calcium hypochlorite supplemented with ultraviolet dichlorination and disinfection systems for both the pool and spa (hot tub).

A 100-KW wind turbine was constructed on the 10-acre site and provides approximately 40% of the facility's energy needs. The turbine is a Northwind 100, manufactured by Northern Power Systems based in Vermont.

Features and Dimensions in YK Fitness Center

Facility	Size
Pool	4,134 sq. ft. surface area / 133,716 gallons
Spa (Hot Tub)	177 sq. ft. surface area / 3,198 gallons, accommodating 17 occupants
Exercise Room	1,728 square feet, accommodating up to 34 occupants
Fitness Room-empty	1,371 square feet, accommodating up to 27 occupants

Current Summer Hours of Operation

Day	Fitness Area	Pool Area
Monday	530 am – 9 pm	5:30 am – 9 am; 12:00 pm – 8:30 pm
Tuesday	530 am – 9 pm	530 am – 9 pm; 12:00 pm – 8:30 pm
Wednesday	530 am – 9 pm	530 am – 9 pm; 12:00 pm – 8:30 pm
Thursday	Closed	Closed
Friday	530 am – 9 pm	530 am – 9 pm; 12:00 pm – 8:30 pm
Saturday	10 am – 10 pm	10 am – 9:30 pm
Sunday	2 pm – 9 pm	2 pm – 8:30 pm

Open most City holidays. Closed on July 4th.

History of Facility Operation

The City of Bethel used the bidding process to hire a company to operate the facility for the first two years of its operation (2014-2016). Using the bidding process again in 2016 led to a contract with a different company that operated the facility from 2016 to 2022. In 2020, the City brought and settled litigation against the designer/constructor of the facility due to certain discreet issues related to winter-time performance of the facility. The city is now using the bidding process again to hire a company to operate the facility for two years with two two-year extensions. The periods of operation follow the City's fiscal year: July 1 to June 30.

D. Form of Contract: This is a Cost-Plus Fixed Fee contract.

E. Term of Contract – The City plans to have this contract in effect from August 1, 2022 until June 30, 2024. At the mutual consent of the City and Operator, this contract may be extended twice for a two-year period extension each time.

F. Audits – The City reserves the right to audit all transactions, procedural compliance, and other items the City deems necessary to ensure that contractual, financial, and operational compliance standards are met. Details of this requirement will be discussed in more detail in the contract signed by the selected Operator.

Section 2 – Scope of Services

The Operator operates under a pass-through budget, meaning it is responsible for the day-to-day operations, maintenance, community outreach, marketing, financial management, and planning for the YK Fitness Center. There are two sets of responsibilities for facility operation: primary and secondary. Each set has a different funding source.

A. Primary Services - Facility

The Operator is responsible for managing the YK Fitness Center and its equipment for the betterment of the community of Bethel and visitors. The Operator is responsible for all programming, instruction courses, activities, sponsorships, facility rentals, and other productive uses of the facility.

Natatorium

The Fitness Center contains a six-lane competition-size swimming pool, water slide, kiddie pool, and spa (hot tub). The large shallow end starts at 3.5 feet deep and gravitates to 7.5 feet deep in the deep end. Pool accoutrements available include kickboards, lifejackets, diving rings, and water polo nets. Typical programming for the natatorium may include, but is not limited to:

- Open swim
- Lap swim
- Water aerobics/Zumba
- Water polo
- High School Swim Team Practice
- High School Swim Team Meets
- Lifeguard Training Classes
- Swim Lessons

Exercise Room with Weight Machines and Free Weights

The Exercise Room contains treadmills, ellipticals, stair-stepper, and a host of circuit training weight machines. There are more advanced weight training apparatuses in the center of the room. The most common programming for this room is to have open hours for public use, but

the Operator could schedule weight training classes, personal trainer courses, and weightlifting/machine use demonstrations.

Fitness Room (Empty Room)

The Fitness Room is an empty room with mirrors and ballet bar on one wall. This room can be used for a variety of purposes: karate/judo, ballet lessons, dance practice, aerobics, spin bike classes, boot camp classes, stretching, Zumba classes, yoga, boxing, and personal training. There is a closet full of equipment for use in this room.

Concession Stand

A concession stand is located behind the check-in counter. Patrons can order ready-to-eat snacks or snacks heated in the microwave. A few racks of swimsuits, pool items, and athletic wear are displayed for sale in the table area.

Tables and Chairs

Groups often rent the space for birthday parties, graduation parties, and other celebrations. The space can accommodate 35 people.

B. Secondary Services

The secondary services shall be treated separately from the primary facility services in that these services are in addition to the two-year contract associated with this RFP. Bethel City Council may decide to have the Operator continue to provide the recreational activity/sports organization set of duties in the second and third two-year contract extensions or may discontinue this provision.

Operator is responsible for providing recreational and/or educational programs to the public. Examples of these include but are not limited to: sports and exercise programs; performance and visual arts; personal health and lifestyle classes; youth camps; and community meetings. The Facility must be operated safely in accordance with the State of Alaska, Department of Environmental Conservation regulations, consistent with industry best practices, and for the benefit and enjoyment of the Bethel area community and visitors. Operator must provide all staff and personnel necessary to perform the activities and management of the facility.

The Operator is responsible for planning, facilitating, sponsoring, and promoting recreational activities throughout the year and is expected to use the Big Dipper Field, Baseball Diamond, basketball courts, skatepark, and other outdoor venues for some of these activities.

The Operator will be responsible for organizing sports, recreation activities, community events, and scheduling the use of the baseball diamond, Big Dipper Field, and skate pond. The recreation activities/sports responsibility will be priced separately from the other services on the Price Sheet, billed specifically when under contract, and treated as an additional responsibility to the main tasks required of the Operator.

Operator may find it beneficial to recruit adult volunteer parents and coaches. Examples of sports and recreation activities include, but are not limited to:

- Adult Softball
- Little League for children
- Volleyball – outdoors in summer; indoors in winter
- Basketball-outdoors in summer; indoors in winter
- Ultimate Frisbee
- Soccer
- Archery --outdoors in summer; indoors in winter
- Broomball (winter)
- Ice Skating / Hockey
- Cross Country Skiing (community trail groomer available)

Common events that people in the community of Bethel look forward to that can be coordinated by the Operator include:

- Fourth of July Parade, Stage performances, booths, games at Pinky's Park
- Bicycle Rodeo & Safety Fair
- 5K or 10K races
- Summer Solstice Event
- Strongest Man & Woman, Athlete of the Year, and other competitions

Proposers will submit a fixed price for each year of the two-year contract for these secondary services on Attachment F: Price Sheet.

C. Operations Plan

Proposers shall describe planned operations in the Operations Plan. See Attachment B: Draft Contract for more detail on Operations Plan.

D. Insurance

Operator will be required to maintain insurance policies as per the draft contract.

E. Employees/Personnel

The Operator will provide on-going recruitment and training for all positions needed to operate the facility and fulfill the responsibilities expressed in the contract. There is a very limited labor pool of local lifeguards and water safety instructors. The Operator must provide Red Cross lifeguard certification and training at no cost to the employee. The Operator must provide the frequency of courses and classes for each course needed to maintain an adequate number of employees to operate the facility safely. Employees may be full-time or part-time.

F. Operator YK Fitness Center Budget

There is only one budget that controls the operations of the YK Fitness Center. This budget is the City Budget. This budget contains expected revenues and costs to operate the facility. The Contractor fee was deliberately whited out on the attachment because it may change because of this bid process. The housing allowance was also deleted and will not be considered a legitimate budget line item for the contract resulting from this RFP.

The Operator will not be responsible for daily bank deposit processes. The city will retain these processes. All money received during operations will be delivered to the Finance Department on a daily basis. The Finance Department will count the money and handle bank deposits for the city.

All direct expenses required to operate the facility will be presented to the finance department and the city will pay the vendors. Any other expenditures made by the Operator will be reviewed in detail prior to reimbursement. The Finance Director will supervise and direct the process.

The City Budget for the YK Fitness Center contains items for which the city is solely responsible:

- Gasoline/Diesel/Oil (Operator fills vehicle with gasoline)
- Electricity
- Water
- Sewer
- Garbage
- Fuel Oil
- Internet and Voice Over Internet Protocol (VOIP) Telephone
- Solid Waste Disposal
- Emergency Communication Lines for Security and Fire
- Snow Plowing of parking lot
- Wind Turbine maintenance

The following are provided by the city and must be presented for payment directly to the city. The Operator will not be responsible for making payment for the items listed below.

- Cable (if desired by Operator and submitted in the approved budget); Fees associated with cable will be passed through to the city.
- Cleaning and laundry supplies.
- Laundry supplies (e.g., towels, detergent).
- First Aid, AED, and CPR equipment and supplies.
- Postage and delivery fees in connection with the Facility, as needed.

The City budget for FY 2023, FY 2024, and future contract years will break out the salaries and benefits and any other costs on invoices exactly as the City does it in its annual Budget. See a

copy of the City Budget on the City website: www.cityofbethel.org > Government > Departments and Divisions > Finance > Administration and Budget.

Operator will not be allowed to include any “markups” or add-on fees to the invoice without prior approval by the City of Bethel Finance Director or City Manager. All costs reported to the city for reimbursement under this agreement will be at “cost.” The Finance Director for the City will review and approve all invoices submitted by the Operator. All invoices will require adequate documentation to facilitate approval for payment.

Bethel is located in rural Alaska, off of the road network that connects to Anchorage and Fairbanks. The cost of utilities is high. The city expects to pay \$175,392 in heating oil and \$91,421 in electricity for FY 2023. The Operator will be expected to be judicious with utilities costs and act to keep the expenses at or under budget.

Fixed Fee

The Operator must provide a proposed “fixed fee” for Primary Services and a proposed fixed fee for secondary services. The fixed fee is meant to cover all the Operator’s expenses outside of the City of Bethel and shall include the Operator’s overhead costs for such things as management oversight and travel, management training, insurance, accounting, personnel, financial reporting, human resources management, and procurement tasks. The Operator’s fixed fees will be included in the City’s YK Fitness Center Budget in total. The city will pay the Operator these fixed fees in equal monthly amounts based on monthly invoices submitted by the Operator to the City.

The city is responsible for capital equipment purchases (e.g., office equipment, furniture, computer hardware and connectivity, audio/visual equipment) and the Operator is responsible for maintaining them in good working order. See Attachment C for the FY 2023 approved budget for the YK Fitness Center.

Vehicle Provision

The City will provide a vehicle for the Operator to use while on contract.

Sales and Purchases

All revenue generated by the YK Fitness Center shall be remitted directly to the City each day. The City is making changes to credit card machines and other transaction processes that will result in sales revenue and cash going directly to the City, negating the need for the Operator to collect, hold, remit, and account for cash and sales. The city will also be assuming all vendor payments for the YK Fitness Center. As a result, the Operator will not be required to make any vendor payments associated the operation of the facility. This approach will eliminate the need to use the Operator’s capital and accounting personnel. The City will be responsible for entering the facility transactions directly into the City’s accounting system.

G. Facility Maintenance

The city insists that the \$23 million YKFC facility be properly maintained on an ongoing basis. In general terms, the facility must be maintained in a clean and functionally operational condition at all times.

Generally, local labor can be employed and trained to perform daily maintenance and janitorial duties. However, periodic maintenance, preventative maintenance, and maintenance troubleshooting for pool systems and HVAC systems have been supported by vendors who fly into Bethel from Anchorage, Seattle, and other cities.

Scheduled pool maintenance closures must be approved in advance by the City Manager. The intent of this requirement is to be strategic in scheduling closures that will have the least impact on revenues and expected service delivery.

Operator should provide daily, periodic, and preventative maintenance and maintenance troubleshooting as needed to maintain a clean and fully functional YKFC. A full set of equipment Operations and Maintenance manuals are available at the YKFC. For additional information on maintenance requirements, see Attachment B: Draft Contract, for more detail on Maintenance Plan requirements.

H. Community Outreach

The YK Fitness Center enjoys tremendous support from the local community, individuals, organizations, businesses, and agencies. However, much remains to be done in pro-actively seeking partners in the community and surrounding villages. These partners range from individuals to small businesses, large corporations, non-profit organization, schools, and tribes. Current partnership arrangements include such things as negotiated contracts with businesses to provide memberships for employees, the college or school district scheduling courses in the pool, businesses making commitments to pay for half the entry fees for children on certain days, and organizations subsidizing children's entry fees or swimming classes.

Community Outreach shall include marketing and advertising, such as local radio interviews and press releases, cold calls to potential sponsors or group contracts, grant writing for potential program sponsorships, Facebook updates, posting flyers, invitations, and hosting of special functions, encouraging customer feedback, and regular collaboration with the City's Parks and Recreation Committee. The Operator shall provide regular and frequent updates to the YKFC website and coordinated through the Community Parks and Rec. Committee and the City.

The Operator shall regularly attend City Council meetings, providing a qualitative report on the overall financial performance of the facility and performance of planned programs. The format and content of the reports will be closely coordinated with the City Manager with assistance and input from the Parks & Rec. Committee encouraged.

This scope of work is not all inclusive. The Operator is expected to employ methods and approaches that experience has shown to have worked well elsewhere in promoting the use of similar facilities and providing increased revenues and/or decreased expenditures without a decrease in program quality. Using marketing tools beyond social media is expected. Creativity is encouraged.

While the Operator may be unfamiliar with the community, there are numerous supporters who are willing to provide introductions, feedback, guidance, and local expertise to the Operator. This is an important resource for the development of Community Outreach and should be used.

I. Operator Transition

It is the intent of this procurement to award a contract with sufficient time for the Operator to lead and conduct a smooth transition, if the incumbent operator is not selected. The transition must be a seamless transition for the Bethel community of users, current monthly and annual pass holders, locker renters, and corporate contract holders. A Transition Plan or a plan update is required of the Operator by April 30 each year. See more detail in Attachment B: Draft Contract.

Transition tasks may include, but not be limited to:

- Hiring, rehiring, and training of staff as required.
- Transfer of files of Exercise Room waivers, child emergency contact files, and employee records.
- Obtain State of Alaska Food Protection Manager Certification.
- Obtain staff food worker cards from the State of Alaska.
- Conduct a Property Inventory from both the property list and concessions consumables, submitting a statement within 5 days of inventory regarding any discrepancies. See Attachment D, Inventory of FF&E.
- Provide free uniform swap to employees who continue to work at the YKFC.
- Transfer cable TV accounts.
- Assume custody of YKFC vehicle and license/register as needed.
- Obtain City business license.

Section 3 – Instructions to Respondent

A. Questions or Clarifications

All questions regarding this RFP shall be submitted via email. Emailed questions and inquiries will be accepted from prospective Respondents in accordance with the terms and conditions of this RFP.

All questions shall be submitted by email to the purchasing agent at purchasingagent@cityofbethel.net on or before the date and time deadline shown on the cover sheet of this RFP. In the Subject line, please put "Proposal to Operate YK Fitness Center."

B. Protests

Protests regarding any alleged improprieties or ambiguities in this request for proposals document must be filed with the purchasing agent no later than the date and time shown on cover page of this RFP. Information on how to file a protest can be found in section 4.20.270 of the Bethel Municipal Code. The Code may be found on the City's website: www.cityofbethel.org.

C. Addenda

All interpretations or corrections, as well as any additional RFP provisions that the City may decide to include, will be posted on the City's website as an official addendum at: www.cityofbethel.org for all parties to download.

It shall be the Respondent's responsibility to ensure that they have received all addenda before submitting a proposal. Any addendum issued by the City shall become part of the RFP.

Each Respondent must, in its proposal, acknowledge receipt of all City addenda published, but the failure of a Respondent to receive, or acknowledge receipt of any addenda shall not relieve a Respondent of the responsibility for complying with the terms thereof.

The city will be bound by written addenda, not by oral responses to inquiries.

D. Conflicts of Interest

All City of Bethel employees and Bethel City Council members adhere to and follow a Conflicts-of-Interest Policy prohibiting them from directly or indirectly participating in procurement of a contract, if the city employee or council member knows, or should reasonably know that:

1. The city employee or council member or any member of the city employee's family has a financial interest pertaining to the anticipated contract.
2. Any other person, business, or organization with whom the city employee or council member or any member of their immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement.

Violation of this policy by any Respondent is automatic grounds for disqualification of a proposal and/or a breach of contract.

E. Inducement

All City of Bethel employees and Council Members adhere to and follow the Conflict of Inducements Policy that prohibits gratuities or offers of employment in connection with a decision, approval, disapproval, or recommendation regarding any matter that affects the City

or that the City is negotiating. Any attempt by a Respondent to violate this policy is automatic grounds for disqualification of a proposal.

F. Non-Collusion

Evidence of collusion or other anticompetitive practices among Respondents shall be grounds for disqualification.

G. Debarment

Submission of a Proposal in response to this RFP is certification that the Respondent is not currently debarred, suspended, proposed for debarment, and/or declared ineligible or voluntarily excluded from participation in any transaction by any State or Federal departments or agency. Submission is also agreement that the city will be notified of any changes in this status.

H. Local Preference

This Request for Proposals is eligible for local bidder preference as outlined in the Bethel Municipal Code (BMC), Section § 4.20.060. Respondents claiming the preference for scoring purposes must expressly state so in their proposal and must demonstrate full compliance with all of the requirements set out in BMC §4.20.060.

I. Good Standing

According to BMC 4.20.070: "No procurement contract may be awarded to a person, group, organization, or other entity that is delinquent in the payment or collection of sales taxes, fees, charges, penalties, interest or other amounts that are due and owing, or otherwise obligated to the City, which is not remedied within ten (10) business days of notice to the contractor." See Bethel Municipal Code on City website (www.cityofbethel.org).

J. Non-Discrimination

The City will not contract with any persons or entities that discriminate against employees or applicants for any reason other than those related to job performance. All prospective Respondents will comply with all Federal, State, and local laws and policies that prohibit discrimination in the workplace. The city will not discriminate because of race, creed, religion, color, national origin, ancestry, sex, sexual orientation, gender identity, age, marital status, change in marital status, pregnancy, parenthood, disability status, genetic information, political affiliation or status as a disabled veteran.

K. Proposal Submission

All proposals are due and must be delivered to the City Procurement office on or before the due date and time shown on the front cover of this RFP. Proposals submitted late or via oral, telephonic, or telegraphic means **will not** be considered or accepted.

Each Respondent must submit one (1) Proposal by email, U.S. Postal Service, or private carrier.

Site Visit

A mandatory site visit is required for proposers. The date and time for the site visit is Wednesday, July 27, 2022 at 1:30 pm at the YK Fitness Center. City personnel will conduct a guided walk-through. All questions asked during the site visit will be answered out loud for those present. Before and after the site visit, proposers are ONLY allowed to submit questions in writing to the purchasing agent and responses to those questions will be provided by the City in the form of written addenda to this Request for Proposals. The site visit will allow two-way dialogue among those present.

Alaska Airlines is currently the only airline with flights from Anchorage to Bethel. As of June 24, 2022, the flight schedule between Anchorage and Bethel for July 27, 2022 is:

Depart Anchorage: 10:45 am – 12:00 pm

Arrive Bethel: 6:10 pm – 7:25 pm

Submission

1) Hard Copy Submissions

Proposals submitted in hard copy form must be in a sealed envelope marked: "Proposal to Operate YK Fitness Center" and then list Respondent's name, address, and phone number. Proposals must not include any plastic covers, binders, or other non-recyclable materials.

Mail* completed proposal packages to:

Purchasing Agent
City of Bethel
PO Box 1388
Bethel, AK 99559-1388

Deliver* to:

Purchasing Agent
City of Bethel
City Hall / 300 State Highway
Bethel, AK 99559-1388

* **NOTE:** This is rural Alaska. Mail is unpredictable and weather-dependent, as are the services of UPS, Fed-Ex, and other private carriers. Plan to submit the documents a few days early to ensure on-time arrival. Even if mailed on time, there is no guarantee the proposal will be received and in the City's possession by the deadline if sent too close to the deadline.

2) Email Submissions

Proposals may be submitted by email. Proposals submitted by email must be in either MS Word format or Adobe PDF format and sent by email to Purchasing Agent at purchasingagent@cityofbethel.net. The subject line of the email must read: "Proposal to Operate YK Fitness Center." The city is not responsible for incomplete transmissions or unsuccessful delivery by electronic means. The city will send a notice of receipt of the proposal.

L. Proposal Format

Proposals should respond directly to the evaluation criteria set out in this RFP and include signed Attachments E and F. Material other than that requested is not required or desired.

Clarity and brevity are encouraged. No erasure marks are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person signing the proposal.

Proposals should strive not to exceed twenty (20) pages. A page is defined as a standard 8 ½" x 11" paper. Larger sheets are strongly discouraged unless critical to the Respondent's presentation. Larger sheets will count as two (2) pages.

M. Withdrawal or Correction of Proposals

Proposals may be withdrawn by written notice prior to the submission deadline. Corrections may be made to submitted proposals if the corrections are made prior to the submission deadline.

N. One Proposal Accepted

The City will accept only one (1) Proposal per Respondent, including its subsidiaries, affiliated companies, organizations, or franchises.

O. Proposal Terms and Requirements

Proposals must be submitted by an official authorized to bind the Respondent. Fee structures submitted with Proposal must be valid for the first year of the contract. In the succeeding four years of the contract, the City may accept revised fee structures.

P. Contract Commencement

Commencement of a contract shall not begin until all necessary documents are received and reviewed; and all City approvals have been completed, including City Council approval. Commencement of a contract without these requirements will be at the Respondent's sole risk and not compensated by the City.

Section 4 – Reservation of Rights

A. General Rights

The City reserves the right to reject any proposal, to waive or not waive informalities or irregularities in the response procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by the City to be in the best interest of the City. All agreements resulting from negotiations that differ substantially from what is represented within the RFP or in the Respondent's response, shall be documented and included as part of the final contract.

The City reserves the right to accept any Proposal and to reject all Proposals in whole or in part and to waive any irregularity and/or informalities in any Proposal and to make the award in any manner deemed to be in the best interest of the City. The City reserves the right not to consider any Proposal that it determines to be unresponsive and/or deficient in any of the information requested in the RFP.

The City reserves the right to determine whether the scope of the services will be entirely as described in the RFP, a portion of the scope, or that a revised scope be implemented.

All proposals become the property of the City of Bethel, whether awarded or rejected.

The accepting and opening of a proposal document do not constitute the City's acceptance of the Respondent as a responsive and responsible Offeror. By accepting and opening of a proposal, the city presumes the Respondents are familiar with the procurement documents and Chapter 4.20 Purchasing in the Bethel Municipal Code. See Bethel Municipal Code (BMC) online at www.cityofbethel.org.

The selected Respondent will be required to provide the city an IRS form W-9.

The Respondent, if awarded a contract for this work, shall be responsible for all taxes that may be applicable to this work.

B. Discussion

Discussion with Proposers may commence after the opening of all proposals to further clarify and or assure full understanding of solicitation requirements.

C. Public Disclosure

All information in Respondent's Proposal is subject to disclosure under the provisions of Alaska's Public Records Laws (AS 40.25.100 et seq.) and corresponding provisions of the Bethel Municipal Code (BMC § 2.40). These laws and ordinances also provide for the complete disclosure of contracts and attachments thereto except as otherwise exempted by law.

D. Confidentiality and Proprietary Information

If any information is confidential or proprietary, an original shall be delivered that is clearly marked PROPRIETARY and/or CONFIDENTIAL and an additional copy shall be submitted omitting the proprietary information for City use. The copy containing confidential or proprietary information will be solely for City use and then destroyed after a contract is issued. The omitted copy will remain on file and part of the RFP documents for future use or records requests.

E. Cost Liability

The City of Bethel assumes no responsibility or liability for costs incurred by a Respondent prior to execution of a Professional Services Agreement. By submitting a Proposal, Respondent agrees to bear all costs incurred or related to the preparation, submission, and selection process for the proposal.

Section 5 – Proposal Evaluation

The following Section describes the elements that should be included in each proposal evaluation category and the weighted point system that will be used for proposal scoring.

A. Professional Qualifications (25 points)

1. State the full name and address of your organization and, if applicable, the branch office or other subordinate element that will perform, or assist in performing, the work hereunder. Indicate whether it operates as an individual, partnership, or corporation. If as a corporation, include the state in which it is incorporated. Indicate whether it is licensed to operate in the State of Alaska.
2. Describe the history of the firm, in terms of length of existence, types of services provided, and types of customers. Identify the technical details that make the firm qualified to perform City work.
3. Describe the company. How many full-time employees are there? How large is the company? What states does the company have operations? Give a financial picture of the organization (e.g., annual revenues, income statement, balance sheet items).
4. Provide resumé or qualifications statements for the intended managers of the YK Fitness Center.
5. List five current customers (references) with similar facilities and responsibilities as those requested in this RFP. Briefly describe the facility and responsibilities for each one. How long have they been under contract with your company? Provide name, title, and contact information for each reference.

B. Maintenance Experience (15 points)

1. Describe your intended approach, principles, and values to the maintenance responsibility associated with the YK Fitness Center.
2. Describe experience in maintaining a large swimming pool and spa equivalent to the one at the YK Fitness Center. What is a typical maintenance schedule for the pool and spa? HVAC system? Exercise machines?
3. How do you reduce downtime associated with maintenance activities or mechanical breakdowns?
4. Submit a Maintenance Plan for the YK Fitness Center or a similar facility.

C. Community Outreach (10 points)

Provide a one-page community outreach plan that includes marketing, advertising, and promotion strategies that encourage use of the facility and one or more programs promoted by the Operator. The following synopsis of media available in Bethel may help in the preparation of the outreach plan:

Radio Stations:

KYUK (news, weather, live shows, music, NPR, heard in several villages outside of Bethel). Bethel's oldest and largest radio station in terms of facilities, audience, and village reach.

KYKD (Christian Radio Station heard in several villages outside of Bethel)

KEDI (Country music radio station, live morning news, weather, ads, heard in several villages outside Bethel)

KJNR (Christian Radio Station heard in several villages outside of Bethel)

No local Television Station. Live TV broadcasts from Anchorage stations.

Local Newspaper: Delta Discovery (weekly newspaper comes out every Wednesday, sold in Bethel, given out free in villages surrounding Bethel).

Some Facebook sites: It's Going on in Bethel; Bethel Bargains; Bethel, Alaska; Bethel Area News and Info; City of Bethel Facebook page

City of Bethel website (www.cityofbethel.org).

Regular Bethel City Council meetings are the second and fourth Tuesday of each month. All regular council meetings are broadcast on KYUK radio station.

City has a public relations firm on contract: Brilliant Media Strategies based in Anchorage.

D. Ideas Toward Profitability (10 points)

For the past eight years of operation, the YK Fitness Center has not made a profit on the operation of the YK Fitness Center, and therefore required City subsidization. The expenses have always been higher than the revenues generated. Provide two or more ideas to improve the profit picture of operations for each accounting scenario given below:

1. Increase Revenues – Hold Expenses the Same
2. Decrease Expenses – Hold Revenues the Same
3. Increase Revenues and Expenses but Increase Revenues proportionately more than Expenses.
4. Decrease Revenues and Expenses but Decrease Expenses proportionately more than Revenues.

F. Interview - 20 points

The City will schedule an interview with each Proposer using Zoom or Microsoft Teams software. The interview will last no more than 30 minutes each. The interview will follow this format:

1. City Review team members introduce themselves.
2. Surveyor firm members introduce themselves.
3. Surveyor firm gives presentation on how the firm will operate the facility in the best way possible for the City of Bethel. Address program offerings, staffing, important policies, and operating efficiencies.
4. City Review team members ask questions. Firm answers questions.
5. 30-minute timer ends interview.

G. Fee Proposal - 20 points

Review the approved FY 2023 City Budget for the operation of the YK Fitness Center given as Attachment D and complete and submit Attachment F: Price Sheet. What is the fixed cost your company would charge each year in the first two years, to operate the YK Fitness Center according to the tasks and responsibilities described in this RFP and the draft contract attached, and within the City budget provided in Attachment B? What is the price to provide recreation activities/sports services each year in the first two years?

Section 6 – Attachments

Attachment A – Security System and Floor Plan

Attachment B – Draft Contract 2022-2024

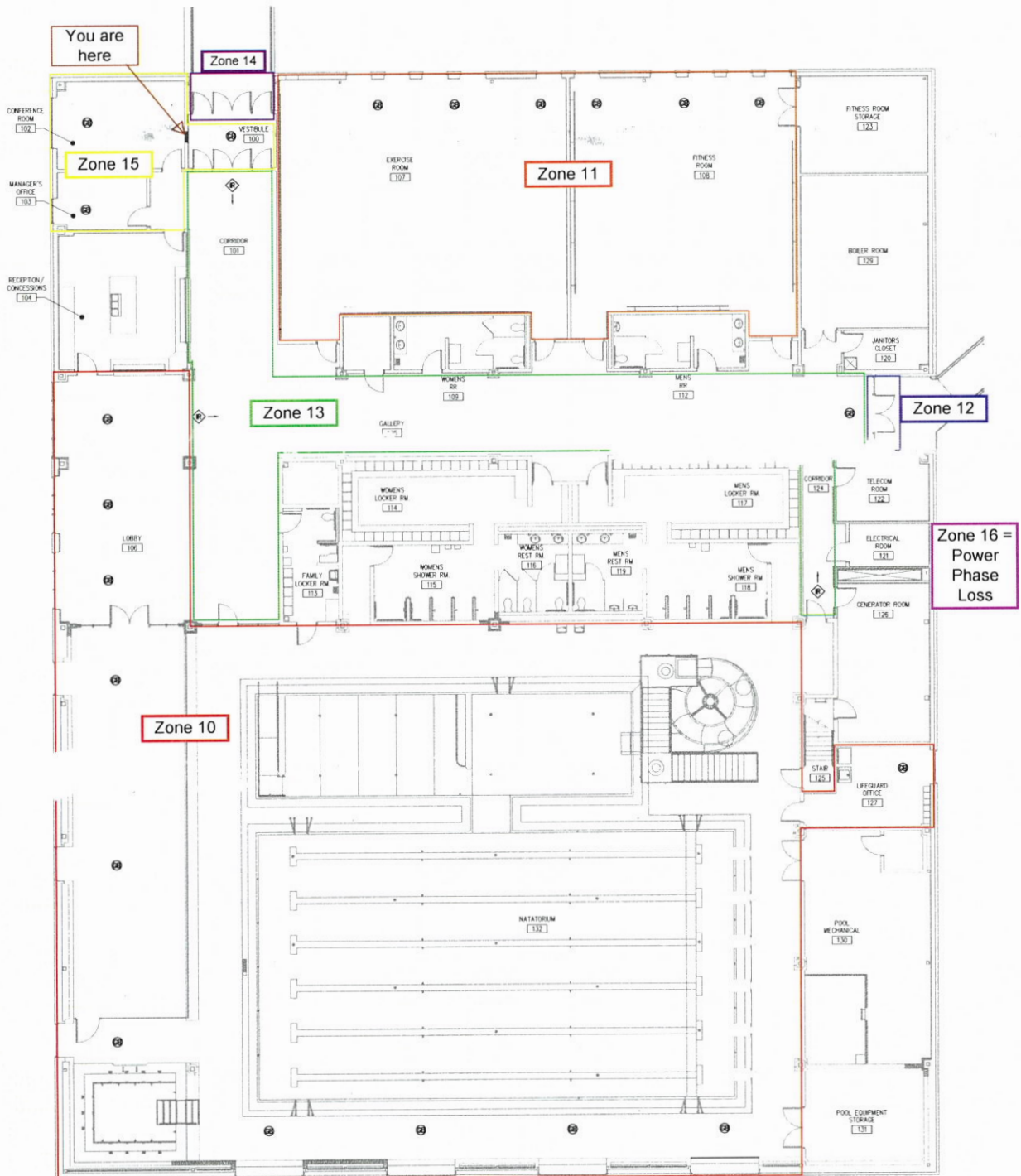
Attachment C – Budgets for YK Fitness Center

Attachment D – Inventory of Furniture, Fixture, and Equipment

Attachment E – Signature and Verification Page

Attachment F – Price Sheet

Yukon Kuskokwim Regional Aquatic Health and Safety Center



First Floor Plan Security Alarm System

Attachment B – Draft Contract

YUKON KUSKOKWIM REGIONAL AQUATIC HEALTH & SAFETY CENTER

CITY OF BETHEL

Bethel, Alaska

OPERATIONS AND MAINTENANCE AGREEMENT

Covering the period between August 1, 2022 through June 30, 2024



Yukon Kuskokwim Regional Aquatic Health & Safety Center Operations and Maintenance Agreement

This Facility Operations and Maintenance Agreement (hereinafter "**Agreement**") is made and entered into on this 1st day of August 2022, (the "**Effective Date**") by and between the **CITY OF BETHEL**, a municipal corporation (hereinafter "**City**") and _____ (hereinafter "**Operator**").

1. PURPOSE OF AGREEMENT

Operator is in the business of managing, operating, and maintaining community swimming pools and recreational facilities.

City is a municipal corporation that owns and operates a community swimming pool and recreational facility with related fixtures, amenities, and equipment for its residents, members and guests (collectively, "**Visitors**") and is seeking an Operator to assume the supervision, control, maintenance, and operation of the Yukon Kuskokwim Regional Health and Safety Center (hereinafter the "**Facility**") under the terms of this Agreement.

In consideration of the mutual covenants set forth below, the parties agree as follows:

2. SCOPE OF OPERATOR SERVICES

Operator shall operate and maintain the Facility as a public facility commencing on August 1, 2022. Operator and City shall determine the dates and hours that the Facility shall be open to the public (per Operation Plan described more fully below in Section 7 - Required Plans). Operator's professional services shall include, at a minimum, the services described in this Agreement (the "**Services**"). The parties may mutually agree to amend or modify the Services during the Term of this Agreement or any Extended Period to include additional Services or exclude unnecessary Services by doing so in a writing signed by both parties.

Operator is an independent contractor under this Agreement. Services provided by Operator pursuant to this Agreement shall be subject to the supervision of the Operator. In providing such services, neither Operator nor Operator's agents shall act as officers, employees, or agents of the City. No partnership, joint venture or other joint relationship is created by this Agreement. City does not extend to Operator or Operator's agents any authority of any kind to bind City in any respect whatsoever.

Operator shall perform Operator's duties, obligations, and services under this Agreement in a skillful and professional manner. The quality of Operator's performance and interim and final product(s) provided to or on behalf of the City shall be comparable to the best local and national standards. Operator shall permit representatives of City to inspect, review, or observe the services under this Agreement at any reasonable time.

4. LIST OF FACILITIES

The Operator shall perform services under this Agreement at the Facility described in Exhibit A (List of Facilities). The City and the Operator shall, from time to time, amend Exhibit A to reflect changes in the Facilities that shall be covered under this Agreement, including, without limitation, amending Exhibit A to reflect the addition of real property improvements, if any, completed in accordance with the terms and conditions of this Agreement and to reflect withdrawal of Facilities as set forth below.

- A. Condition of Facility: Upon termination of this Agreement, the City and Operator will inspect the Facility and all property listed under Exhibit A. All property shall be accounted for and in good and operating condition, less reasonable wear and tear. The City shall give written notice to Operator of any defects in the condition of any of the equipment or property that is being provided to Operator under this Agreement. Operator will be responsible for repairs to or replacement of any damaged property at the sole cost and expense of the City.
- B. Facility Withdrawal: The City may withdraw all or portions of the Facility listed on Exhibit A at any time during the term of this Agreement if:
 - a. The withdrawal is necessary for the purpose of protecting the public safety or to protect, conserve, and preserve the Facility;
 - b. The operations utilizing the listed Facility have been terminated or suspended by the City;
 - c. Land or real property improvements that are made available to the Operator are no longer necessary for the operation; or
 - d. The withdrawal is necessary for use by the City or other reasonable need of the City.
- C. Effect of Withdrawal: Any permanent withdrawal of listed Facilities that the City or the Operator considers to be essential for the Operator to provide the services required by this Agreement will be treated as a termination pursuant to Section 21 of this Agreement. The Operator will be compensated pursuant to Section 3 for the value of any allowable incurred costs up to the date of the withdrawal. No other compensation is due the Operator in these circumstances.
- D. Personal Property: The City will provide certain items of personal property, including, without limitation, removable equipment, furniture, and goods, for the Operator's use in the performance of this Agreement. The City hereby provides to the Operator personal property listed in Exhibit A - Land, Real Property Improvements and Equipment.
- E. Utilities and Expenses Provided by the City: The City will provide the following utilities and expenses at no cost to the Operator for use in connection with the operations required or authorized hereunder:
 - ✓ Gasoline/Diesel/Oil
 - ✓ Electricity

- ✓ Water
- ✓ Sewer
- ✓ Garbage
- ✓ Fuel Oil
- ✓ Internet and Voice Over Internet Protocol (VOiP) Telephone
- ✓ Solid Waste Disposal
- ✓ Emergency Communications Line for Security and Fire
- ✓ Heat

The following utilities are provided by the City. The Operator will not be responsible for making payment for these items. Invoices must be presented to the City for payment.

- ✓ Cable (if desired by Operator and submitted in the approved budget); Fees associated with cable will be passed through to the City.
 - ✓ Cleaning and laundry supplies
 - ✓ Laundry Supplies (towels, detergent, etc.)
 - ✓ First Aid, AED and CPR equipment and supplies
 - ✓ Postage and delivery fees in connection with the Facility, as needed
- F. Vehicle. The City will provide a vehicle for Operator's exclusive use during the term of this Agreement. This vehicle will be the sole property of City with Operator expected to use reasonable care in the operation and maintenance of the vehicle. Costs for maintenance and/or replacement of the vehicle will be the responsibility of the City.
- G. Capital Expenditures. The City is responsible for making capital expenditures for the Facility. Capital expenditures include all items for the Facility including, but not limited to, office equipment and furniture, computer hardware and connectivity, and audio/visual equipment.

5. **COMPENSATION: PAYMENT SCHEDULE AND FEES**

- A. Cost-Plus Fixed Fee Type Agreement: This is a cost-plus fixed fee type Agreement. This Agreement provides for the Operator to make purchases and the City to pay the vendors and service providers for those purchases. In rare instances, the Operator may make a purchase, pay for the purchase, and seek reimbursement from the City. The approved annual budget establishes the maximum total cost for the purpose of obligating funds and establishing a ceiling that the Operator may not exceed (except at their own risk) without the approval of the City. Allowable costs are those costs directly attributable to operations and maintenance of the Facility. For purposes of this Agreement, allowable costs are those defined in the approved annual budget, are reasonable and prudent, and conform to generally accepted accounting practices.

Operator shall collect all revenue, including sales taxes, generated from operation of the Facility for and on behalf of the City. Operator shall remit that revenue to the City daily.

Revenue derived from operation of the Facility is the property of the City and not

compensation to the Operator. The City shall be responsible for any tax-related payments due and owing to the applicable taxing authority that are derived from the operation of the Facility.

- B. Fixed Fee: The fixed fee payable by the City to Operator is _____ Dollars (\$_____) for (August 1, 2022-June 30, 2023) and _____ Dollars ((\$_____) in (July 1, 2023-June 30, 2024) (the "Fee") and shall be pro-rated monthly and billed to the City. The Fee includes profit and indirect costs that are not directly attributable to the operations and maintenance of the Facility, are generally considered to be overhead, and are generally provided off-site. The Fee includes, but is not limited to, proportionate share of home office expenses, management oversight and travel, accounting and clerical personnel, human resources management, payroll processing, invoicing and required reporting.
- C. Compensation for Personal Property: No compensation is due to the Operator from the City or a successor operator for the Operator's personal property used in operations under this Agreement. However, the City or a successor operator may purchase such personal property from the Operator subject to mutually agreed-upon terms. Personal property not removed from the Facility by the Operator in accordance with the terms of this Agreement shall be considered abandoned property subject to disposition by the City, at full cost and expense of the Operator, in accordance with applicable laws. Any cost or expense incurred by the City because of such disposition may be offset from any amounts owed to the Operator by the City to the extent consistent with applicable laws.
- D. Invoicing: The Operator shall invoice its Fee each month in advance and clearly distinguish the fixed fee for the provision of recreation organization services from the fixed fee to operate the facility. For example, the fixed fee for July shall be billed in June. City shall have thirty (30) days from receipt of the invoice to submit payment to Operator.

Operator shall remit invoices to the City so that the City can make payment to the vendors and service providers. All purchases must be approved by the Finance Department. Rarely will the Operator purchase something, make payment, and expect reimbursement from the City. Copies of all receipts and other invoices for which reimbursement is requested shall be included with the Operator's invoice. Such costs shall be in accordance with the approved budget. The City shall have thirty (30) days from receipt of the invoice to submit payment to Operator.

- E. Late Payment: City Payments not submitted in a timely manner (within 30 days of receipt) shall incur a five (5) percent penalty. If for any reason not the fault of the Operator, the Operator does not receive payment from the City within thirty-five (35) days after the time such payment is due, then the Operator shall assess a five (5) percent finance charge to the invoice. If payment is not received within thirty (30) days, the Operator has the right to send written notice to the City, alerting it of a fourteen (14) day remedy period. If payment is not received after that fourteen (14) day remedy period, the Operator shall have the right, at its option, and within its sole discretion, to interrupt its personnel and supplies from, and stop providing Services to, the City's Facility without any further or

additional notice to the City.

- F. Disputed Invoices: In the event of a dispute regarding an invoice or part of an invoice, the City shall provide the Operator written notice of the dispute within ten (10) business days of receipt of the invoice. Operator and City agree to work cooperatively to resolve the matter. If the parties are unable to resolve the dispute within thirty (30) calendar days after written notice, the parties agree to follow the dispute process laid out in this Agreement.
- G. Fee Adjustment: In the event this Agreement expires and the Services continue to be performed without a new Agreement, there will be a five (5) percent increase to the Fees that will apply until the parties enter into a new Agreement. This fee increase will be waived in the event that the renewal delay is caused by the Operator.

The Fees total can be adjusted either upward or downward if both parties decide on a change, which would affect the totals (e.g., Facility hours or number of staff). A written amendment to this Agreement will be executed so that proper billing can be made and such terms made a part of this Agreement. No amendment may be made to this Agreement that will lower the minimum standards established in the Agreement. Both parties must sign any amendment to this Agreement before the respective terms will be binding.

6. TERM OF AGREEMENT/RENEWAL

This Agreement shall commence at midnight on August 1, 2022 and terminate on June 30, 2024 at 11:59 pm (the "Term").

- A. Renewal Options: The Operator has the option to renew this contract for two years (2024-2026) and then another option to renew this contract for two additional years (2026-2028). Both renewal options are contingent on mutual satisfaction by both parties with respect to all aspects of the contract and past contract performance.
- B. Ongoing Eligibility to Contract: During the course of the Contract, the City shall ensure that Operator continues to be eligible to contract with the City (i.e., maintains a valid City of Bethel business license, a valid State of Alaska business license, and is not delinquent on any sales taxes or other fees with the City); and verify that the Operator's certificates of insurance are current. With each renewal, the City must confirm that the renewal is in the City's best interest; the rates are acceptable; and any proposed changes are acceptable.

7. CITY'S RESPONSIBILITIES AND OBLIGATIONS

- A. Cooperation: In order for Operator to provide the level and quality of Services under this Agreement as expected by City, the City shall:
 - a. Make available to Operator: access to the City's Facility as necessary to provide Services;

- b. Respond to all reasonable requests of Operator to facilitate performance of the Services;
- c. Provide good faith cooperation reasonably necessary for Operator to perform the Services;
- d. Provide and maintain a telephone that has restrictions on long distance, 900 and 976 calls. Such telephones are intended for business use only and lifeguards may use them for necessary 911 calls and to page supervisors and managers. Operator will be responsible for ensuring long distance phone bills are kept to those necessary for operation of the Facility. For safety reasons, the pool will be closed if phone is not operable;
- e. Support Operator in the enforcement of all Facility rules and regulations. Enforcement may include temporary or permanent expulsion from the Facility of any person who fails to comply with any safety rule or regulation;
- f. Provide Operator with three (3) sets of keys to all doors and gates;
- g. Cooperate with and assist, the Operator who will procure, in City's name and at City's sole cost and expense, all applicable music licenses;
- h. Designate at least one (1) management level employee as the City Representative. On an ongoing basis, the City Representative will devote an adequate amount of their time to provide management oversight for the program;
- i. Provide IT services/licenses and support; and
- j. Provide major building maintenance outside the maintenance expected from Operator.

Office Space. City will and provide a lockable and enclosed office space for the on-site program management staff that will contain:

- a. Telephone with conferencing and long-distance capability;
- b. Computer containing the City's standard software systems;
- c. Color printer with fax capability;
- d. Internet access with secure firewall system; and
- e. File cabinets with capability of being locked.

8. DUTY TO NOTIFY

Without prejudice to the other obligations in this Agreement:

- A. Operator shall, as soon as practicable after it becomes aware of the same, inform the City of any circumstances which affect, or will affect, Operator's ability to perform the requirements under this Agreement;
- B. Operator shall notify City of any maintenance issues that it observes or should reasonably observe;
- C. Operator shall notify City of any IT issues that it observes or should reasonably observe;

- D. City shall, as soon as reasonably practicable after it becomes aware of the same, inform Operator of any circumstances that affect, or will affect, its ability to operate the Facilities.

9. **REQUIRED PLANS**

Operator will provide facility manager, lifeguards, and other personnel as reasonably required to operate the Facility in accordance with the pool schedules, hours of operation, and staffing requirements as shown in the most recent Operations Plan. City personnel may enter the Facility for inspections and routine and emergency maintenance, as required.

Operator shall operate the Facility according to the current Plans set out in Exhibit C. These Plans set out the dates, times, hours and other essential operating parameters for the Facility. Operator will have Policies and Procedures in place for managing its personnel and those policies and procedures will be utilized for personnel management at the Facility. Thereafter, Operator shall amend and update each plan in accordance with the process and timeline set out in subsection (I) below.

- A. Operations Plan: Operator shall submit a proposed Operations Plan annually to the City that shall include, at a minimum:
- a. Proposed Facility schedules;
 - b. Recommended changes to the Fees and Rates set out in the most current City of Bethel Fee & Rate schedule, if any;
 - c. Proposed hours of operation;
 - d. Proposed program offerings;
 - e. Proposed staffing;
 - f. Draft checklists for Natatorium/Pool Maintenance (daily, weekly, monthly, quarterly, annually); and
 - g. Draft Cleaning and Maintenance Checklists (daily, weekly, monthly, quarterly, annually).
- B. Personnel Policy and Procedure Manual. The Operator shall utilize its own personnel policy and procedure manual (hereinafter "Manual") for all Operator personnel. A copy of the Manual shall be provided to the City upon signing this Agreement. Operator shall review its Manual by November 1 of each year to ensure it fully complies with State and local laws. Any deficiencies shall be addressed and corrected by Operator and a revised Personnel Policy and Procedure Manual shall be prepared. Operator shall provide City with a copy of any updates or changes to Operator's Personnel Policy and Procedure Manual within a week after such updates or changes occur.
- C. Employee Orientation. Operator shall conduct orientation with each new employee and such orientation shall cover the health and safety practices of Operator and the City.
- D. Hazards (Health and Safety) Meetings. Operator shall conduct a hazards (health and

safety) orientation for all employees at least quarterly. This orientation shall cover, at a minimum, at least two (2) of the following topics:

- a. The safety rules specific to Operator and/or City.
- b. The Health, Safety and Wellness policies of Operator.
- c. A tour of the work areas and Facility and explanation of work area hazards and safe work practices.
- d. Demonstrations and education on how to use emergency eyewashes, first aid kits, fire extinguishers, fire exits, and fire alarm pull boxes.
- e. Identification and training, where applicable, of workspaces and where hazardous materials are used, stored and/or disposed.
- f. Review of Emergency Evacuation Plan; evacuation signals and procedures, pointing out proper exit routes and a designated assembly area.
- g. Review of Personal Protective Equipment (PPE) that may be required for any position/employee.
- h. Review of proper reporting procedures in the event of an injury and/or accident.
- i. Review of the Facility telephone list with names of Health and Safety Committee members highlighted as well as location of safety bulletin board and list of persons who may be contacted in case of an emergency.

Operator shall document and maintain a record of all health and safety trainings/meetings and forward a summary of the training/meeting and attendance to the Human Resources Manager within three (3) weeks of completion of the training or meeting.

- E. Budget. Operator shall submit a proposed annual operating Budget to the City for review no later than February 15 of each year. City shall review the proposed budget, discuss any requested modifications with Operator, and present the proposed operating budget to the City Council for review and approval during the annual budget process each year. Annual budgets should be based on fiscal years from July 1 to June 30.

Because the Facility is a public facility, Operator and Operator's staff must observe a strict impartiality as to rates and services charged to all visitors in all circumstances. Operator shall have discretion to set reduced and/or complimentary rates for such things as corporate memberships; sponsorship of events; or other situations where such rate changes are a customary or reasonable business practice.

The City reserves the right to review and modify the Operator's complimentary or reduced rate policies and practices as part of its budget approval or whenever the City has concerns regarding a decision by Operator to provide a complimentary or reduced rate.

- F. Maintenance Plan. The Maintenance Plan shall include, but is not limited to, addressing how Operator will provide ongoing maintenance of the Facility and the equipment located within the Facility. Examples of areas to be addressed include but are not limited to:
- a. Maintenance, incorporating the manufacturers recommended procedure to comply

- with and maintain warranties of new equipment;
 - b. Upkeep and maintenance of building equipment, including fitness equipment, pumps, valves, and regulators;
 - c. Upkeep and maintenance of sanitation and hygiene throughout Facility;
 - d. Training of personnel on maintaining proper Facility cleanliness;
 - e. Checklists and schedules for daily, weekly, monthly, quarterly, and annual cleaning; and
 - f. Recommended cleaning and maintenance supply list;
- G. Transition Plan. If the City and Operator mutually agree not to renew the Agreement or upon the natural expiration or termination of this Agreement, the Operator shall prepare a Transition Plan addressing how the City can manage the Facility on its own. The Transition plan shall include steps on how the City may achieve self-management of the Facility. The Transition Plan shall be completed and submitted to the City no later than sixty (60) days prior to termination of the Agreement.
- H. Amendment or Modification: Schedules, hours of operation, or staffing requirements may be amended or modified. Any amendment or modification to the hours of operation will be in writing, signed by both parties and attached as an addendum to this Agreement and incorporated into this Agreement. The parties agree that any amendment or modification will be in accordance with the fees and budget set out in this Agreement.
- I. Summary of Plan Deadlines: Operator shall provide draft Plans per the deadlines outlined below. City shall review the drafts and provide any feedback to Operator. Thereafter, Operator shall complete and submit the final plan to City.

Description	Draft Deadline	City Response Deadline	Final Plan Due
Operation Plan July 1 to June 30	August 1	August 15	September 1
Maintenance Plan	August 1	August 15	September 1
Annual Operating Budget July 1 to June 30	February 15	February 28	March 15
Transition Plan (if needed)	April 1	April 15	May 1

10. PERSONNEL

- A. Operator shall employ only personnel who have been properly trained, certified (if appropriate for the position), and screened by Operator in accordance with Operator's personnel policy rules.
- B. Non-Discrimination: In carrying out this Agreement, Operator shall not discriminate against any employee or applicant for employment because of race, national origin, color, age, creed, religion, sex, sexual orientation, gender identity, political affiliation, marital status, ancestry, disability, or status as a disabled veteran. Operator's Personnel Policies

and Procedures Manuals shall clearly reflect a non-discrimination policy.

- C. Personnel Approval: All personnel will be pre-screened, hired, trained, disciplined (if appropriate), and terminated (when appropriate) by Operator in accordance with Operator's personnel policies and procedures manual.
- D. Employer. All personnel who work at the Facility under the terms of this Agreement shall be employees, agents, or contractors of Operator, and not employees, agents, or contractors of City. Operator will pay the following for Operator's employees:
 - a. Wages;
 - b. Income tax withholdings;
 - c. Social security withholdings;
 - d. Medicare withholdings;
 - e. State unemployment insurance;
 - f. Workers' Compensation insurance; and
 - g. Any other city, State of Alaska, or federal requirements.
- E. Reporting: Operator shall be solely responsible for complying with all State of Alaska and Federal employment reporting requirements such as, but not limited to, OSHA injury reporting, worker's compensation reporting, child labor reporting, etc.
- F. Certification: All lifeguards employed by Operator shall have, at a minimum, current American Red Cross Lifeguarding, CPR for the Professional Rescuer, and First Aid Certificates, or equivalent Lifeguard Training Certificates as required by the State of Alaska.

At all times during the term of this Agreement, Operator shall have at least two (2) employees with current certification as a Certified Pool Operator (CPO). At least one (1) of the CPO's shall serve in a management capacity.
- G. Identification: Lifeguards and all other personnel will wear identification at all times. Such identification shall be in the form of a swimsuit or t-shirt displaying Operator's name and/or logo as well as identification badges.
- H. Authority. To create a safe and enjoyable experience, Lifeguards and management staff shall have the authority to discipline all individuals, including expulsion, who use the Facility and will consistently enforce all published and posted rules of the Facility and minimum safety standards. City agrees to support Lifeguard or management staff in enforcing the Facility rules and regulations to provide a safe environment.
- I. Drug, Alcohol and Tobacco Free Workplace. The Operator shall maintain, to the greatest extent possible, a drug, alcohol, and tobacco-free environment within and outside the Facility. The Operator shall publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, marijuana, or alcohol, is prohibited in the Facility, and specifying actions that will be taken against the employees for violating the prohibition. In addition,

Operator shall establish a drug, alcohol, and tobacco-free awareness program to inform employees about the dangers of drug, alcohol and tobacco abuse in the workplace and the Facility and Operator's policy of maintaining a drug, alcohol and tobacco-free environment both in the workplace and in the Facility. Subject to applicable laws, the Operator shall take appropriate personnel action, up to and including termination, for any employee that is found to be in violation of any of these prohibitions.

J. Minimum Staffing/Services

- a. Lifeguards: Operator will provide a sufficient number of qualified lifeguards to maintain adequate safety standards at the Facility and to comply with all applicable State of Alaska rules and regulations. The lifeguards shall be responsible for maintaining orderly and safe conditions in and around the pool.
- b. Instructors: Operator shall provide qualified instructors to regularly provide swim lessons, exercise lessons, and instruction for proper use of Facility equipment. The goal of providing lessons shall be to generate revenue and attendance at the Facility.
- c. Gatekeepers/Concession Workers: Under this Agreement, Operator will provide a sufficient number of gatekeepers/concession workers to be on duty at all times during hours of operation.
- d. Maintenance/Housekeeping: Operator will provide a sufficient number of employees to ensure the Facility remains reasonably clean at all times. Sufficient personnel must be on duty at all times to ensure regular inspections of the restrooms, mechanical rooms, and locker rooms. Locker rooms are to be checked at a minimum once every fifteen (15) minutes in order to ensure the water is not left running, the area is reasonably clean, and theft is reasonably deterred.

11. **FACILITY CLOSURE**

- A. In case of emergency, Operator may temporarily close the Facility. An emergency may include, but is not limited to, any failure or threatened failure of Facility equipment or other unforeseen causes outside Operator's control. Such action will be documented in writing to City. City will be notified immediately by phone and email of such closure. Further, Operator will publicly post the reason for such closure at the location, will advise the local radio station as soon as practicable and will take all reasonable steps to inform the general public of the closure. No refunds will be given for temporary closings without the authorization of the City Council.

In no event shall a scheduled Facility Closing be cause for the amendment or modification of this Agreement and Operator will not refund any amounts of compensation paid by City because of a Facility Closing, except as allowed in Section d below.

Should more than seven (7) days elapse from the Facility Closing Date to perform repairs and/or restore the Facility to normal operations due to the negligent acts or omissions of Operator, then beginning on the tenth (10th) day, Operator shall refund to City one half percent (0.5%) per day of the total Agreement compensation. If the Facility is not opened for normal operation within ten (10) days after the Facility Closing Date due to the negligent acts or omissions of Operator, then the City may terminate this Agreement by giving seven (7) days advance written notice to Operator.

The date on which the Facility is closed for any reason under this section will be the Facility Closing Date. The Facility may be closed by Operator for the following:

- a. Emergency Closing: Operator reserves the right to close the Facility if, in Operator's personnel's reasonable belief, there is a threat to the safety or welfare of visitors that may result from (without limitation): hazardous weather advisories or contamination. Operator personnel will reasonably attempt to contact City's Representative if it is necessary to close the Facility early.
- b. Breakdown and Repair of Facility: In Operator's best judgment, Operator reserves the right to close the Facility due to a breakdown of the Facility including, without limitation, if the Facility:
 1. Is significantly inoperable for whatever reason;
 2. Requires repairs that must be performed during Facility hours of operation;or
 3. Requires repairs necessitating the pool being drained of water.
- c. Annual Maintenance Closure: Operator and City may schedule an annual closure of the Facility for necessary cleaning and other repairs. If the parties choose to exercise this option, the closure shall be no longer than two (2) weeks in duration and shall be done in sections so as to minimize disruption to users of the Facility (for example, the pool area will be closed while the work-out rooms are open). Based on previous usage data, such annual closure, if it occurs, will be scheduled for the summer months whenever possible. This schedule may be amended however, as more reliable user data is collected.

12. PRIVATE USE OF FACILITY

The Facility is a municipal facility required to be made available to all members of the public. For this reason, the Facility may not be closed to the public for the sole purpose of accommodating the private use of the Facility.

Operator may make the Facility available for private use only after regular Facility hours. Private groups may be booked by the Operator and staffed by lifeguards and other necessary

personnel provided by the Operator. The Operator will strictly enforce the Facility rules at these private events. If for any reason the persons attending do not adhere to the Facility rules, the Facility may be closed.

13. ADDITIONAL FACILITIES

City acknowledges that neither the parking lot nor the wind turbine used to provide additional power to the Facility are under the direct supervision of Operator's personnel and shall be beyond the parties' intended scope of services to be provided by Operator.

In no event shall Operator be liable to any party for any loss or claim arising from any injury, damage, cost or other event or occurrence that takes place in any area not directly to the responsibility of Operator under this Agreement, including but not limited to the Facility parking lot and the wind turbine (and area surrounding the wind turbine) used to provide additional power to the Facility.

14. REPAIRS/MAINTENANCE

- A. City's Responsibilities: City is solely responsible for all reasonable maintenance and repair of the Facility except for damages from the negligent or otherwise actionable conduct of the Operator. City will maintain the Facility free of any mechanical, structural, electrical, or fire hazards; in compliance with all applicable local and state codes; and in a good state of general repair and maintenance suitable for the Operator's use. City may enter the Facility at all reasonable times to examine the condition of the Facility.
- B. Operator's Responsibilities: Operator shall be responsible for general maintenance, preventative maintenance, repairs, and housekeeping of the Facility to the reasonable satisfaction of the City. Operator maintenance includes, but is not limited to, all surfaces, furniture, fixtures, and equipment. This includes pool systems, fitness and exercise equipment, and concession equipment. Operator is not expected to make major repairs but is expected to maintain the Facility in reasonably good shape, less normal wear and tear. Operator is responsible for notifying City of any maintenance issues.
- C. Maintenance: Operator shall notify City of any significant maintenance or repair issues that occur at the Facility as soon as practicable but in no case no more than forty-eight (48) hours after the incident has occurred.
- D. Operator shall at all times during the term of this Agreement provide and maintain adequate safety equipment as outlined in Exhibit B.
- E. Maintenance Records and Logs. The Operator shall maintain maintenance records and logs. At a minimum, these records shall include:

- a. To the extent that the following pertains to matters for which Operator is responsible and that are included in the services to be performed by Operator under this Agreement and/or all other related documents, demonstrated compliance with current Alaska Department of Environmental Conservation (ADEC) regulations, including, but not limited to, the recording of the following information for each day that the Facility is open to the public:
- The hours of operation.
 - The length of time that the pumps and filters are in operation, and the rate of pressure, vacuum, and rate of flow readings.
 - The date that each filter is backwashed or cleaned.
 - The frequency and results of alkalinity and hardness tests.
 - The frequency and results of pH and disinfectant tests (pH and disinfectant tests must be made two [2] or more times, and depending upon chlorine or bromine demand).
 - The amount of water and chemicals added to maintain water quality. Equipment failure.
 - Any water contamination (e.g., vomiting, feces).
 - Repair while the pool is in operation.
- b. The Operator shall submit duplicate records on a monthly basis to ADEC while the Facility is in operation.
- c. Checklists for routine maintenance, preventative maintenance, and janitorial duties (daily, weekly, monthly, quarterly, bi-annual and annual).
- d. Equipment logs for each piece of major equipment with the maintenance schedule, maintenance contracts, record of work or repairs conducted, manufacturer guidelines, and specifications.
- e. Confined space entry equipment (as specified by manufacturer).
- f. All logs and records must be maintained for a minimum of three (3) years.
- g. City shall be responsible for completing all major structural repairs. Operator shall be solely responsible for reporting any repair needs to the City as soon as they are identified. The City will provide snow plowing of the parking lot and will maintain the Wind Turbine. The City shall not provide any other routine maintenance of the Facility.
- h. Operator shall supply all necessary personnel and chemicals to provide the services required by this Agreement and all such materials, services, and repairs shall comply with the annual approved budget and shall be charged to the City. The Parties understand that equipment breakdowns

are not always foreseeable. Operator will do everything reasonable to maintain the Facility in good repair. Any extra usage of chemicals or labor as a result of repair will be billed to City. Operator assumes no liability or responsibility for water quality or facility maintenance due to breakdowns of City's Facility (unless caused by Operator), during periods of repair, or other unforeseen reasons causing damage to the Facility, and Operator shall not be responsible or liable to City for a facility closure due to a breakdown or repair unless that breakdown or repair was caused by Operator or Operator's failure to reasonably act. Operator will maintain Water Quality by balancing all readings of chemicals to a proper and safe level for swimmers within a reasonable time once repairs have been completed. If additional services or chemicals are needed to restore the Facility to operational standards, the cost of these services and chemicals will be charged to the City. Operator may close the Facility under this Section during which time Section 9 (Facility Closing) of this Agreement shall apply.

- i. Operator shall have authority to replace, repair, or obtain the services of third parties to replace or repair Facility equipment for all repairs that are equal to or less than two thousand (\$2,000.00) dollars without the prior approval of City. Such items will be billed separately to City. Operator must obtain from the City written prior approval for any repair expected to exceed two thousand (\$2,000.00) dollars, except when such repair is immediately required to prevent further damage to the Facility or when Operator reasonably believes there is an immediate need or emergency situation, or Operator is unable to reasonably contact City's Representative.
- j. Any repairs required as the result of Operator's gross negligence or willful conduct shall be done at Operator's sole expense and shall not be subject to reimbursement.

15. SIGNAGE AND POSTING OF RULES

Operator shall prominently display a sign at the Facility in a conspicuous place stating Operator's name, address, and phone number and designating Operator personnel as being responsible for the safety and welfare of users, the quality of the Facility, and performance of Operator personnel.

16. DAMAGES DUE TO VANDALISM, WEATHER, AND ACTS OF GOD

- A. Operator shall not be responsible for any vandalism or mischief, inclement weather, or Acts of God that cause damage to the Facility or related facilities, and Operator shall not be responsible for any additional expenses to restore Facility to working order as a result thereof. Operator shall report any incidents of vandalism or mischief, or damages caused by inclement weather or Acts of God to City's Representative prior to undertaking any repairs.

- B. In the event of vandalism or mischief, inclement weather, or Acts of God, Operator personnel will take steps reasonably necessary to prevent additional damage to the Facility but assumes no duty or responsibility for any failure to prevent damage and shall not be liable for any damages other than those caused due to the negligence of Operator or its agents or employees.

17. CHEMICAL AND MAINTENANCE SUPPLIES

- A. Operator shall provide Facility chemicals including but not limited to, chlorine tablets, liquid chlorine, muriatic acid, stabilizers, calcium chloride, soda ash, soda bicarbonate, and other chemicals needed for normal Facility operation and to maintain Water Quality in a safe and sanitary manner.
- B. Operator shall provide miscellaneous cleaning and operating supplies, including Facility test equipment and reagents, restroom cleaning materials, toilet paper, paper towels, light bulbs, trash bags, Facility tile cleaner, hand soap, and sponges.
- C. Operator shall order sufficient quantities of all chemical and maintenance supplies during the summer barge season to have a full-year of stock on hand by the close of barge transportation (late summer). Chemical and maintenance supplies shall include all critical spare parts needed for proper operation of the Facility.

18. VISITOR SAFETY EQUIPMENT

Based upon the recommendations and training programs of the American Red Cross, the City mandates the equipment identified and set out in Exhibit B (Minimum Safety Equipment) of this Agreement be present at the Facility at all times. This equipment is the property of the Facility.

Operator will inventory and inspect this equipment prior to the Facility transfer, will notify and inform City of any shortfalls and necessary purchases and repairs of same, and will ensure the proper supplies are ordered, on hand, and, if feasible, will order any recommended spares.

19. INDEMNIFICATION, INSURANCE, AND LIABILITY LIMITS

- A. **Indemnification and Notification of Legal Action**
Except for the sole negligence of the City of Bethel (BETHEL) and to the fullest extent permitted by law, the contractor shall defend, indemnify, and hold harmless BETHEL and any of the BETHEL's applicable subsidiaries, from any and all claims demands, losses, and liabilities to or by any third party, including, but not limited to costs, attorney's fees, expenses and claims for any damages, contributions, or indemnification arising from, resulting from, or connected with services or supplies provided by, or performed under this agreement by the lessee, it's agents, sub-lessees, suppliers, and employees, even though

such claims may prove to be false, groundless, or fraudulent. The indemnification obligation under this agreement shall not be limited in any way by any restriction on the amount or type of damages, compensation, or benefits payable to or for any third party, or any employee under any worker's compensation act, disability benefit act, or other employee benefit act. Entitlement to recovery of costs, attorney fees and expenses under the indemnification obligation shall include all fees, costs, and expenses incurred in good faith by BETHEL.

- B. **No Third Party Benefit:** This Agreement does not create a third-party benefit to the public or any member of the public, nor does it authorize any person or entity not a party to this Agreement to maintain suit based on this Agreement or any term or provision of the Agreement, whether for personal injuries, property damage, or any other claim or cause of action.
- C. **Required Insurance:** The contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the State of Alaska as admitted insurers or surplus lines insurers approved by BETHEL, such insurance as will protect the contractor from claims set forth below and others, which may arise out of or as a result from the contractor's operations under this contract, whether such operations are by the contractor or by a subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Restrictions, conditions or exclusions contained in the insurance policies shall not reduce the obligations of the contractor under this contract.
- a. Claims under worker's compensation, employer's liability, disability benefits, and other similar employee benefit acts which are applicable to the work to be performed under this contract.

Claims for damages because of bodily injury, mental anguish, sickness, disease or death of any person other than the contractor's employees.

Claims for damages insured by usual personal injury liability insurance coverage which are sustained (1). by a person as a result of an offense directly or indirectly related to the employment of such person by the contractor, or (2). by any other person or entity.

Claims for damages, other than to the product supplied, or to the services performed, itself because of damage to or destruction of tangible property, including loss of use resulting therefrom.

Claims for damages because of bodily injury, including death of a person, or damage to property arising out of the ownership, maintenance or use of any motor vehicle.

Claims involving the contractor's contractual obligations and assumption of liability under this contract.

Liability insurance shall include at a minimum, all major divisions of coverage and be on a commercial general liability form including:

Premises/Operations Liability
Products/Completed Operations Liability
Personal/Advertising Injury Liability
Fire Damage Liability
Medical Payments

- b. The insurance required in II including subsection (a.), shall be written for not less than the limits listed in (c). below or those limits required by law, whichever limit is higher. Insurance, whether written on an occurrence, or a claims-made basis, shall be maintained without interruption from the date of commencement of the work to the date of final payment, or termination of any insurance required to be maintained after final payment.
- c. The insurance required in II including subsection a. shall be written for not less than the following limits:
 1. Worker's Compensation Insurance:
Statutory Requirements of the State of Alaska, and
Employer Liability Insurance limits of:
\$500,000.00 each accident.
\$500,000.00 disease each employee.
\$500,000.00 disease policy limit.
 2. Commercial General Liability Insurance: Form CG0001 04/13 or equivalent.
\$1,000,000.00 Combined Single Limit of Liability per Occurrence
\$1,000,000.00 Personal/Advertising Injury Limit of Liability per Occurrence
\$2,000,000.00 Annual General Aggregate Limit of Liability
\$2,000,000.00 Annual Products/Completed Operations Aggregate Limit of Liability
\$100,000.00 Fire Damage Limit of Liability Any One Fire
\$5,000.00 Medical Payment Limit Any One Person
 3. Commercial Automobile Liability Insurance: Form CA0001 03/10 or equivalent.
\$1,000,000.00 Combined Single Limit of Liability per Accident
For all Owned, Hired, and Non-Owned Vehicles.
 4. Professional (Errors & Omissions) Liability Insurance:
\$1,000,000.00 Limit of Liability per Claim.
\$2,000,000.00 Limit of Liability Annual Aggregate for all Claims.
Retroactive date: Prior to effective date of contract.
Effective date: Prior to effective date of contract, and for at least 24 months after completion of contract.

- d. Worker's compensation insurance and employer's liability insurance shall be in compliance with the statutory requirements of the State of Alaska, and any other statutory obligation, whether federal or state pertaining to compensation of injured employees. The worker's compensation insurance and employer's liability insurance shall contain a waiver of subrogation provision in favor of BETHEL.
- e. The commercial general liability insurance shall name BETHEL as an additional insured as respects this contract.
- f. Contractor's required insurance is subject to review and adjustment by BETHEL, who may require reasonable changes in the amounts and types of insurance based upon changes of risk. Contractor shall be provided a written explanation for any such changes.
- g. Certificates of insurance acceptable to BETHEL shall be filed with BETHEL prior to the commencement of the beginning of any services by the Contractor. These certificates and the insurance policies shall contain a provision that the policy shall not be canceled until prior written notice has been sent to the insured (Contractor).

If any of the insurance policies required above are canceled for any reason, the Contractor shall provide immediate notice to BETHEL of the cancellation and either provide: evidence of replacement or notice of reinstatement. Immediately in this section means within five (5) business days of receipt of cancellation by the Contractor.

Failure to maintain these insurance provisions required of the Contractor or failure to immediately notify BETHEL of cancellation shall be considered a material breach of this contract by the Contractor, subject to termination provisions of this contract.

- h. **Certificate of Insurance** - The Operator shall furnish evidence of insurance to the City upon renewal annually. The evidence shall be issued to the City and shall be a certificate of insurance:

- 1. Denoting the type, amount, and class of operations covered;
- 2. Showing the effective (and retroactive) dates of the policy;
- 3. Showing the expiration date of the policy;
- 4. Including all required endorsements;
- 5. Be executed by the carrier's representative; and
- 6. If a certificate of insurance, include the following statement:

"This is to certify that the policies described herein comply with all aspects of the insurance requirements of the Yukon Kuskokwim Regional Aquatic Health and Safety Center. The Operator endeavors to notify the City, in writing, at least thirty (30) days before cancellation of any coverage or reduction in any Limits of liability."

The City's acceptance of deficient evidence of insurance does not constitute a waiver of Agreement requirements.

Failure to maintain the specified insurance or to provide substitute insurance if an insurance carrier becomes insolvent, is placed in receivership, declares bankruptcy, or cancels a policy may, in the City's discretion, be sufficient grounds for declaring the Operator in default should Operator fail to cure said action within five (5) business days of notice from the City.

- i. **Liability Limits** - Both parties mutually agree to waive any remedy or claim for indirect, incidental, special or consequential damages or claims for loss of business or profits.

18. BONDING (Fidelity Bonds)

Fidelity Bonds - For the duration of this Agreement, Operator shall show evidence of, and maintain in force the following:

- 1) An employee's blanket fidelity bond which provides coverage for honesty and loss from fraudulent or dishonest acts by employees.
- 2) A computer fraud fidelity bond that provides coverage for the fraudulent transfer by computer causing wrongful abstraction of money, securities, or other property.
- 3) The two items above (a) and (b) may be separate or combined into one form of bond in an amount not less than Two Hundred Fifty Thousand Dollars (\$250,000).

19. ACCOUNTING RECORDS AND REPORTS

- A. **Accounting System** - Operator shall maintain an accounting system with an easy-to-understand account classification system under which its accounting can be readily identified. Such accounting system shall be capable of providing the information required by this Agreement, including but not limited to, revenues collected, repair and maintenance expenses, operating expenses, etc. The Operator's system of accounts classification shall be directly related to the Operator's annual budget, monthly and annual financial reports, and invoicing.
- B. **Monthly Reports** - The Operator shall prepare and email monthly reports to the City Manager and Finance Director by 5 pm on the Tuesday before the second regularly scheduled City Council meeting of each month. The reports shall be in narrative and numerical accounting format and include copies of all invoices supporting claimed expenses.
- C. **Narrative Report.** The Narrative Report shall clearly state whether the overall operations, both revenue and expenses, are over or under budget for the month and the year, identify specifically what cost areas are over budget or revenue areas are

under budget, explain any deviation, and explain what corrective actions, if any Operator will take.

- D. **Cumulative Accounting Report.** The Cumulative Accounting Report shall provide actual costs and revenues versus budgeted amounts for each category of account classification, reported for the specific month and cumulative for the year. Deviations from the operations plan, annual budget, or maintenance plan require advance written approval from the City Manager. The monthly report shall provide a record of all such approvals provided by the City Manager the previous month.

A statement should appear on one of the reports that says, "The Narrative Report, Cumulative Accounting Report, Facility Usage Report, and all other reports and invoices submitted herein are true and correct." The statement should be dated and signed by an officer of the Operator.

- E. **Invoices.** Operator shall prepare and submit the following two distinct and separate invoices to the City:
1. Invoices for City to pay vendors and occasionally, expenditures paid by Operator for reimbursement.
 2. Invoice of fixed fee for the following month (an advance) with fixed fee for recreation organizing services.
- F. **Sales Tax Report.** The Sales Tax Report should be prepared monthly and submitted with the sales taxes collected for the previous month. Operator shall familiarize themselves with, at a minimum, that portion of the Bethel Municipal Code (hereinafter "Code") governing Sales Tax. Operator shall collect the appropriate sales taxes for each sale and rental at the facility (currently 6%). The taxes shall be in addition to the sales and rental costs.
- G. **Facility Usage Report.** The Operator shall provide a monthly statistical and narrative report on the usage of the Facility. The report shall be in a form and format approved by the City. Operator shall submit the report monthly with the invoices and annually with the other annual reports.
- H. **Miscellaneous Reports and Data.** From time to time, the City may require the Operator to submit other reports and data regarding its performance under the Agreement or otherwise, including, but not limited to, operational information. This may include presentations to the City Council on such things as programs, and local hire and training results.
- I. **Annual Inventory.** The Operator shall perform an annual inventory of the real property as set forth in Exhibit A -Land, Real Property Improvements and Equipment. The inventory report shall be certified as true and correct by an officer of the Operator and submitted by July 15.

- J. **Accounting Records** - For all expenditures made for the operations and maintenance of the Facility, the Operator shall maintain and make available, on reasonable notice, for inspection and examination, at all reasonable times, all records relating to this Agreement and of transactions performed pursuant to this Agreement for a minimum of five (5) years from the date of the record. If the City has reasonable cause to believe that any information on the monthly or annual financial report is not accurate, the City may audit the books and/or estimate the figures based on any information available.

The City shall notify the Operator, in writing, that the City has estimated the amount of sales and revenue, stating the estimated amount. The City shall serve notice on the Operator by delivering the notice to the Operator as per the notice section of this Agreement.

The City's estimate shall become a final determination unless:

- 1) The Operator, within thirty (30) days after service of notice of the estimate, files a formal appeal to the City Manager; or
- 2) The Operator files a complete and accurate financial statement indicating the figures in question and explaining them to the satisfaction of the City.
- 3) In either event above, Operator consents to an independent audit and agrees to cooperate fully with the audit process.
- 4) The City may request, and the Operator must furnish, any additional information deemed necessary for a correct evaluation of the finances of the Facility.

- K. **Audit by City:** The City reserves the right to conduct an annual audit by an external expert and/or industry professional at any time for any reason; provided, however, the City shall not seek or use the services of a competitor of Operator. Operator agrees to cooperate by providing, upon reasonable notice which shall be not less than thirty (30) days prior to the date of audit, and at no additional cost, such books, papers, statements, memoranda, records, accounts and other written material as may be set out in the request by the City's finance director or City Manager. In the case of an audit, the City shall be responsible for selecting and scheduling the audit. The audit may include, but is not limited to:

- 1) Agreement Compliance;
- 2) Review of Financial Records that relate to the services performed under this Agreement;
- 3) Staff Skills Assessment;
- 4) Staff Selection and Training Procedures;
- 5) Policies and Procedures Review;
- 6) Site Inspection;
- 7) Code Compliance and Record Keeping Practices;
- 8) Adherence to Aquatic Safety Standards; and
- 9) Facility and Equipment Maintenance

In the event deficiencies are identified in the audit, the Operator and the City will be required to discuss, in good faith, such findings as well as the extent to which any corrections may be made.

If the independent audit discovers more than five percent (5%) of the annual budget in errors resulting from Operator's failure to accurately report revenues, expenses, and/or sales and taxes due thereupon, the Operator shall be responsible for the full cost of the audit. Otherwise, the cost of the audit will be borne solely by the City.

- L. **Dispute:** If any dispute arises between the Parties, all records relating to matters involved in such Dispute shall be preserved until the resolution of such Dispute. Certified copies of such records as are required to be maintained by this Agreement shall be made available at the requesting Party's cost and expense.

20. NOTICES

- A. **Safety:** It is the Operator's duty and responsibility to notify the City of any problems or areas of concern pertaining to safety of the Facility and its patrons.
- B. **Injury:** Operator shall notify the City of any injuries requiring medical attention or any significant incidents (such as potential drowning) as soon as practicable but in no case no more than forty-eight (48) hours after the incident has occurred.

All notices required or permitted under this Agreement shall be in writing and sent to:

OPERATOR: [Name]
[Address]
Attention: [Title]
Facsimile: [Numeral]
Email: [Email address]

CITY: City of Bethel
Attn: City Manager
PO Box 1388
Bethel AK 99559-1388

with copy to: City of Bethel
Attn: City Attorney's Office
PO Box 1388
Bethel AK 99559-1388

Each party's designated representative for day-to-day operations and in case of emergencies shall be:

OPERATOR: [Name, Title, contact information]

Either party may notify the other Party of a change to its name, relevant addressee, or address or facsimile number, provided that such notification shall only be effective on the date specified in the notification as the date on which the change is to take place or, if no date is specified or the date specified is less than fifteen (15) business days after the date on which notice is given, the date falling thirty (30) business days after notice of any such change has been given.

21. SUSPENSION/TERMINATION

- A. Suspension. In the event of danger to life or significant damage to the Facility, the City may temporarily suspend operations under this Agreement in whole or in part. As soon as practicable, the City shall give notice to the Operator and determine a re-open plan. During such period of suspension, the City shall continue to pay to Operator all amounts due under this Agreement.
- B. Cancellation for Unappropriated Funds: The City reserves the right, in its best interest and sole discretion as determined by the City, to terminate this Agreement for unappropriated funds or unavailability of funds by giving written notice to the Operator at least one hundred twenty (120) days prior to the effective date of such termination. The obligation of the City for payment to Operator is limited to and contingent upon the availability of funds appropriated in a current fiscal period, and continuation of the Agreement into a subsequent fiscal period is subject to appropriation of funds, unless otherwise provided by law.
- C. Termination for Convenience: Either party may terminate this Agreement at any time and for any reason whatsoever upon providing at least one (1) year prior written notice to the non-terminating party.
- D. Events of Default:
 - a. **Cancellation for Non-Payment:** If for any reason payment in full of any charge is not received within thirty (30) days from the due date, the Operator may cancel this Agreement and terminate all services by giving a fourteen (14) day written notice to terminate at the end of such fourteen (14) day period without further liability.
 - b. **Cancellation by Mutual Agreement:** Operator and City may terminate this Agreement at any time by mutual written

agreement. Each party shall be required to continue full performance under the terms of this Agreement until the effective cancellation date.

- c. **City's Event of Default:** Each of the events described below shall constitute a City Event of Default:
- 1) A material breach by City of any obligation under this Agreement, which (where capable of remedy) has not been remedied within thirty (30) days following notice from Operator stating that such breach has occurred, identifying the breach and demanding it to be remedied, provided that if City has diligently and as quickly as possible commenced the remedial action necessary but is unable to complete it within thirty (30) days, City shall be allowed such further period of up to sixty (60) days or as may be reasonably necessary and approved by Operator to complete the remedial action;
 - 2) City has made material misrepresentation in the representations and warranties set out in this Agreement or has not disclosed any material fact that renders any such representation or warranty materially misleading;
 - 3) The reorganization, merger, consolidation, amalgamation, dissolution or reconstruction of City, except to the extent that such events does not affect the ability of the resulting entity to perform its obligations under this Agreement;
 - 4) Except for the purposes permitted under subsection 3, the occurrence of any of the following events (other than as a direct result of Operator Event of Default):
 - Passing of a resolution or initiation of any proceeding for the bankruptcy, insolvency, winding up, liquidation of or other similar proceedings relating to the Facility;
 - The appointment of a trustee, liquidator, custodian or a similar person, which appointment has not been set aside or stayed within sixty (60) days of such appointment; or
 - A court of competent jurisdiction issuing an order winding up or otherwise confirming the bankruptcy or insolvency of the Facility, which order has not been set aside or stayed within sixty (60) days; or
 - 5) City ceasing to hold a license, permit, or consent, as a result of breach by City of the terms and conditions of such license, permit or consent, making it unlawful for City to operate.
- d. **Operator Event of Default:** Each of the events described below shall constitute an Operator Default:
- 1) A material breach by Operator of any obligation under this

Agreement, which (where capable of remedy) has not been remedied within thirty (30) days following notice from City stating that such breach has occurred, identifying the breach, and demanding it to be remedied, provided that if Operator has diligently and as quickly as possible commenced the remedial action necessary but is unable to complete it within thirty (30) days, Operator shall be allowed such further period of up to sixty (60) days or as may be reasonably necessary to complete the remedial action;

- 2) Operator has made material misrepresentation in the representations and warranties set out in this Agreement and has not disclosed any material fact that renders any such representation or warranty materially misleading;
- 3) The reorganization, merger, consolidation, amalgamation, dissolution, or reconstruction of Operator, except to the extent that it does not affect the ability of the resulting entity to perform its obligations under this Agreement;
- 4) Except for the purposes permitted under subsection (3) of this section, the occurrence of any of the following events (other than as a direct result of City Event of Default):
 - Passing of a resolution or initiation of any proceeding for the bankruptcy, insolvency, winding up, liquidation of or other similar proceedings relating to Operator;
 - The appointment of a trustee, liquidator, custodian or a similar person, which appointment has not been set aside or stayed within sixty (60) days of such appointment; or
 - A court of competent jurisdiction issuing an order winding up or otherwise confirming the bankruptcy or insolvency of Operator, which order has not been set aside or stayed within sixty (60) days; or
- 5) Operator ceasing to hold a license, permit or consent, as a result of breach by Operator of the terms and conditions of such license, permit or consent, making it unlawful for City to operate.

e. **Consequences in the Event of Default** If either party experiences an Event of Default consistent with this section, either party may issue a notice ("Termination Notice") to the other, whereupon this Agreement shall terminate upon the date specified in such Termination Notice or such later date as the Parties may have agreed.

f. **Sole Grounds for Termination:** The provisions of this

Agreement governing termination shall be the sole and exclusive grounds on which the Parties may terminate this Agreement.

- g. **Damages/Payment in the Event of Termination:** In the event of termination of this Agreement for breach, the total compensation due to the Operator for such termination shall be calculated based on the work completed through the effective date of termination.

Upon termination of this Agreement for any reason or upon its expiration, and except as otherwise provided in this section, the Operator shall, at the Operator's sole expense, promptly vacate the premises, remove all of the Operator's personal property, repair any damages caused by installation or removal of such property (reasonable wear and tear excepted), and ensure the Facility is in at least as good condition as it was at the beginning of the term of this Agreement, reasonable wear and tear excepted. The removal of such personal property must occur within thirty (30) days after the termination of this Agreement. Operator shall comply with all applicable requirements of the transition plan. All documents, manuals, logs and other records prepared by Operator during the operation of the Facility shall be provided to the City at the termination or expiration of this Agreement.

22. DISPUTE RESOLUTION

The parties agree to work cooperatively to resolve all issues.

- 1) Should an issue arise, the party believing itself to be aggrieved shall provide written notice to the other party within ten (10) days of the alleged grievance.
- 2) Upon receipt of the grievance, the parties will schedule a teleconference to attempt to resolve the issue. The teleconference shall occur within fourteen (14) days of the grievance notice.
- 3) If the parties are unable to resolve the matter during the teleconference, they shall schedule a face-to-face meeting. Said meeting shall be attended by those persons from City and Operator empowered to resolve the matter. The meeting shall occur within thirty (30) days from the date of the grievance notice unless otherwise extended by mutual consent of the parties. Such consent shall not be unreasonably withheld.
- 4) If the face-to-face meeting fails to resolve the matter; the parties may litigate the matter in a court of competent jurisdiction.

23. CONFIDENTIALITY AND SECURITY

Each party shall take all reasonable and proper steps to keep confidential any trade secrets or confidential information obtained by or about the other party or its

customers during the course of this Agreement. Each party shall protect the keys and other secure property of the other party and shall take appropriate and reasonable steps to ensure security is maintained. In the event of a breach of security, the party whose security is breached shall notify the other party as soon as practicable.

24. CONFLICTS

Neither Operator nor any of Operator's employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Operator's loyal and conscientious exercise of judgment and care related to Operator's performance under this Agreement.

Operator further agrees that none of Operator's officers, agents, or employees shall, during the term of this Agreement, serve as an expert witness against the City in any legal or administrative proceeding in which they or the Operator is not a party, unless compelled by court process. Further, Operator agrees that such persons shall not give sworn testimony or issue a report in writing, as an expression of expert opinion, that is adverse or prejudicial to the interests of the City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Operator or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

To the extent Operator is permitted pursuant to this Agreement to utilize subcontractors to perform any services required by this Agreement, Operator agrees to require such subcontractors, by written contract, to comply with all applicable provisions of this Agreement to the same extent as Operator. If Operator is unable to require a subcontractor to comply with the provisions of this section, Operator shall notify the City and the parties agree to discuss, in good faith, reasonable alternatives.

25. SUBCONTRACTORS

Operator may hire or retain such employees and subcontractors as it deems reasonably necessary or appropriate to perform the Services contemplated or required by this Agreement. Prior to hiring any subcontractors, Operator shall ensure the subcontractor is eligible to work on City facilities. Eligible subcontractors are those that:

- A. Are not delinquent in their remittance of city sales taxes or other fees;
- B. Have a State of Alaska business license;
- C. Are properly licensed and/or certified to perform the services for which they are being retained (when applicable);
- D. Are in full compliance with any other applicable state, federal, or local law.

If Operator engages any subcontractor to perform any part of this Agreement, Operator shall ensure that all of Operator's subcontractors perform in accordance with the terms and conditions of this Agreement. Operator shall be fully responsible for all of Operator's subcontractors' performance, and liable for any of the Operator's subcontractors' non-performance and all of subcontractor's negligent acts and omissions. Operator shall defend, at Operator's sole expense, and indemnify and hold harmless City and City's officers, employees, and agents from or against any claim, lawsuit, third party action, fine, penalty, settlement or judgment, including any award of reasonable attorneys' fees and any award of reasonable costs, by or in favor of any of Operator's subcontractors for payment for work performed for City by any of such subcontractors; provided that City made available and paid to Operator the funds necessary to pay such subcontractor for work performed for the City, and from or against any third party claim, lawsuit, action, fine, penalty, settlement or judgment, including any award of reasonable attorney fees and any award of reasonable costs, to the extent occasioned by or arising out of any negligent act or omission by any of Operator's subcontractors.

26. GENERAL PROVISIONS

- A. Amendments: This Agreement may only be amended or varied by the written agreement of both Parties.
- B. Assignment and Performance: Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other party whose consent shall not be unreasonably withheld, conditioned, or delayed.
- C. Captions/Headings: The captions or headings of this Agreement are for convenience or reference only, and in no way define, describe, extend or limit the scope or intent of this Agreement or the meaning or intent of any provision hereof.
- D. Entire Agreement: This Agreement constitutes the entire agreement between the parties and supersedes all other prior agreements, relationships or negotiations, written or oral. Any rights or liabilities arising by reason of any prior written or oral representations, whether or not at the date of this Agreement, are superseded by this Agreement to the extent they have any bearing on this Agreement.
- E. Further Assurance: Each Party agrees to execute and deliver all such further instruments and do and perform all such further acts and things as shall be necessary to perform and implement this Agreement.
- F. Good Faith: The Parties undertake to act in good faith in relation to the performance and implementation of this Agreement and to take such other reasonable measures as may be necessary for the realization of its objectives.

- G. Governing Law: This Agreement shall be deemed to have been entered into in Bethel, Alaska. All questions regarding the validity, interpretation or performance of any of this Agreement's terms or of any rights or obligations of the parties to this Agreement shall be governed by Alaska law, and any action brought by either party to enforce any of the terms of this Agreement shall be filed in the appropriate local or federal court. If any claim, at law or otherwise, is made by either party to this Agreement, the prevailing party shall be entitled to its costs and reasonable attorney's fees.
- H. Joint Drafting and Neutral Construction: The parties expressly agree that each Party had the opportunity to negotiate the terms of this Agreement and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed in a neutral manner, neither against nor in favor of either Party.
- J. Hazardous Materials: Operator will be working with pool chemicals that are considered hazardous materials. Operator is required to follow all Alaska Department of Environmental Conservation (DEC) rules and regulations regarding the proper storage, use, and disposal of the Facility chemicals. Any spills shall be reported immediately to the City and DEC and clean-up will be undertaken as per 18 AAC 75.300, et al. If a spill or hazardous condition is caused by or materially contributed to or by Operator and/or its use of the Facility, Operator shall be solely responsible for the safe clean-up and disposal of the hazardous material(s).
- K. Legal, Regulatory And Policy Compliance: This Agreement, operations thereunder by the Operator, and the administration and implementation of this Agreement by the Parties shall be subject to all applicable state, federal and local laws, especially, but not limited to, 18 AAC 30.500-590 (Regulations for Public Swimming Pools and Spas). Operator agrees to comply with all applicable laws in fulfilling its obligations under this Agreement at its sole cost and expense; provided, however, Operator shall have no responsibility or liability for any costs or expenses associated with compliance with applicable federal state, and/or local laws, rules or regulations governing public access to the Facility (e.g., the American Disabilities Act access standards).
- L. Materiality: City and Operator agree that each requirement, duty, and obligation set forth here was bargained for at arm's length and is agreed to by the parties in exchange for *quid pro quo*, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

- M. Public Release: All information required to be submitted to the City by the Operator pursuant to this Agreement is subject to public release by the City.
- N. Intellectual Property. Each party acknowledges that the other party owns Intellectual Property as of the effective date of this Agreement, the possession of which shall not be challenged while this Agreement is in effect nor upon expiration or termination of this Agreement. Each party agrees that, except as explicitly and specifically provided in this Agreement, it shall acquire no license, right, title or interest in or to the other party's Intellectual Property by virtue of this Agreement. For purposes of this Agreement, "**Intellectual Property**" means the collective reference to all rights, title, interest, and privileges in or relating to intellectual property, whether arising under United States, multinational or foreign laws or otherwise, including all creative or proprietary interests, data, tools, business processes, methods, symbols, copyrights, patents, trademarks, service marks, trade names, trade secrets, internet domain names and licenses, whether now or hereafter existing.

The City shall own and continue to own: (i) all Intellectual Property owned by the City prior to the date of this Agreement, and (ii) all Intellectual Property developed or purchased by the City independent of and apart from this Agreement (collectively, "**City Intellectual Property**"), and nothing herein grants or transfers to Operator any ownership interest in such City Intellectual Property.

Operator (including, for all purposes, Operator's Affiliates, and third party licensors) shall own and continue to own all Intellectual Property owned by Operator prior to the date of this Agreement, including, without limitation, (i) all registrations worldwide for a family of trademarks used for a variety of health-related goods and services and (ii) all programming and operational manuals prepared by Operator for delivery of services and management of the Facility under this Agreement and all systems and methods of delivery for the services and management of the Facility (collectively, "**Operator Intellectual Property**"), and nothing herein grants or transfers to the City any ownership interest in such Operator Intellectual Property, even if such Intellectual Property is embodied in any services or deliverables provided to the City under this Agreement. Notwithstanding the foregoing, the City shall have the right to use and reproduce, for its business purpose and not in any way that competes with Operator, such reports and manuals produced for it by Operator under this Agreement without having to pay a royalty to Operator and (ii) Operator shall have the right to use, consistent with its customary business practices, any Operator Intellectual Property (which shall not include any City data) contained in such reports. For purposes of this Agreement, the term

"Affiliate" shall mean any other entity directly or indirectly controlling, controlled by or under common control with entity. An entity shall be deemed to control another entity if the controlling entity owns fifty-one percent (51%) or more of any class of voting securities (or other ownership interests) of the controlled entity or possesses, directly or indirectly, the power to direct or cause the direction of the management or policies of the controlled entity, whether through ownership of stock or other ownership interests, by contract or otherwise.

- O. Relationship of Parties: This Agreement does not create an association, joint venture, or partnership between the Parties. Neither Party has any right, power, or authority to enter into any agreement or undertaking for, or to act on behalf of, or to act as an agent or representative of, or to otherwise bind, the other.
- P. Right of Entry: The City shall have the right at any time to enter upon or into the Facility for any purpose it may deem necessary for the administration of this Agreement.
- Q. Rights and Remedies: The parties' rights, liabilities, responsibilities, and remedies with respect to this Agreement, whether in contract, tort, negligence or otherwise, shall be those expressly set forth in this Agreement, as well as permitted at law or in equity.
- R. Severability: If a court of competent jurisdiction invalidates or finds one or more of the provisions of this Agreement unenforceable such finding shall in no way affect any of the other provisions thereof, which shall remain in full force and effect.
- S. Successors: This Agreement binds and inures to the benefit of the Parties and their respective successors and permitted assigns.
- T. Taxes: Any and all taxes or assessments of any nature that may be lawfully imposed by a taxing authority upon the business, including sales taxes, shall be collected and paid promptly by the Operator.
- U. Third Parties: This Agreement does not grant rights or benefits of any nature to any third party.
- V. Waiver: Neither the failure of either party to insist, enforce or require strict performance of any provision in the Agreement or to act on the defaults of the other Party, nor any acceptance of payment or performance during the continuance of any such default, precludes any right, relief or remedy available to the non-defaulting Party, and may not be relied upon by the other Party as a consent to those defaults.

27. REPRESENTATION AND WARRANTIES

- A. Operator represents and warrants to City that:
- a. It has the full legal ability and authority to enter into and carry out its obligations under this Agreement, and this Agreement constitutes a valid, legally binding, and enforceable obligation of Operator and does not conflict with the terms of any other agreement by which it may be bound.
 - b. All approvals necessary to allow Operator to enter into this Agreement and to carry out the obligations contemplated herein have been given or received and shall remain in full force and effect.
 - c. There are no applicable constitutional provisions, laws, regulations, decrees or rules of Competent Authorities of Alaska in force on the date of execution of this Agreement, that restrict or prohibit the ability of Operator to enter into and perform the terms of this Agreement. Operator is not entitled to immunity from legal process or jurisdiction on grounds of sovereignty or otherwise.
 - d. This Agreement does not conflict with any provisions of any law, including any regulation of the State of Alaska in effect on the date of execution of this Agreement.
- B. City represents and warrants to Operator that:
- a. City is a municipal corporation under the laws of the State of Alaska;
 - b. City has the full legal ability and authority to enter into and carry out its obligations under this Agreement and this Agreement constitutes a valid, legally binding and enforceable obligation of City and does not conflict with the terms of any agreement by which it may be bound; and
 - c. There are no provisions of any organizational document of the City which restrict or prohibit the ability of City to enter into and perform the terms of this Agreement.

28. EXHIBITS

[Full List of Exhibits to be added later, after RFP period]

Exhibit A -Land, Real Property Improvements and Equipment (updated 7/1/18).

CITY OF BETHEL

[Company]

[Name, City Manager]

Dated: _____

[Name, Title]

Dated: _____

Attachment C - City Generated Budget for FY Fitness Center

Yukon Kuskokwim Regional Health and Aquatic Safety Training Center (400-50)		FY19 Actuals	FY20 Actuals	FY21 Budget	FY21 Actuals	FY22 Budget	January FY22 Actuals	FY23 Budget
REVENUES:								
43-4360	Pro Shop Revenue	41,667	34,516	44,982	16,683	40,000	16,230	40,000
43-4361	Concession Revenue	68,100	54,492	70,092	17,773	60,000	12,375	60,000
43-4362	Entry Fee	105,901	129,351	100,000	42,005	100,000	40,951	100,000
43-4369	Program Fees	56,034	32,955	85,817	4,268	50,000	6,376	50,000
43-4440	Facility Rental	49,874	27,934	44,600	4,986	25,500	10,959	25,500
43-9420	Memberships	-	-	350,000	83,107	260,000	137,354	260,000
Total Operating Revenues		321,576	279,248	695,491	168,822	535,500	224,245	535,500
Grant Revenues								
42-9411	SFY13 Designated Legislative Grant	-	-	-	-	-	-	-
42-4570	Delta Women's Group Grant	3,901	405	-	-	-	-	-
42-4571	Community Action Grant	(344)	405	-	-	-	-	-
42-416	Grant Revenue	-	-	-	102,999	100,000	100,000	5,000
Total Grant Revenues		3,557	810	-	102,999	100,000	100,000	5,000
Transfer In/Miscellaneous								
46-4300	Cash Xfer from GF: 8.33%* Retail Sales Taxes	532,507	471,064	500,000	589,163	625,000	360,964	649,740
46-4330	Cash Xfer from GF: 3.33%*Alcohol Sales Taxes	15,037	20,856	20,000	12,820	16,666	7,517	16,650
46-4370	Wellness Program	295,543	239,181	-	-	-	-	-
46-4530	Penalties & Interest	-	-	-	-	6,250	-	-
46-9415	Cash Xfer from GF: 8.33%*ARSST	-	-	-	27,179	41,667	28,778	49,980
46-9417	Xfer from GF: 3.33%* Marijuana Sales Tax	-	-	-	24,911	28,333	16,442	28,305
49-4590	Investment Income	83,932	59,274	41,000	868	41,000	199	2,000
Total Non-Operating Revenue		927,019	790,375	561,000	654,941	758,916	413,900	746,675
Total Revenues		1,252,152	1,070,433	1,256,491	926,762	1,394,416	738,145	1,287,175
EXPENSES:								
MATERIALS, SUPPLIES, & SERVICES:								
6150	Gasoline/Diesel/Oil	1,459	1,385	2,472	2,556	2,472	5,992	3,500
6153	Heating Fuel	161,531	198,272	204,000	166,373	133,710	145,140	175,392
6155	Water/Sewer/Garbage	51,638	198,272	56,650	104,059	56,650	31,700	56,650
6160	Electricity	113,542	96,039	120,510	77,830	120,510	60,947	91,421
6170	Telephone	1,228	1,202	773	1,326	773	990	1,300
6200	Minor Equipment	845	-	-	60	-	843	-
6230	Vehicle Maint/Repairs	17	232	-	111	1,000	186	97
6240	Prop Maint (ICR)	37,359	54,521	50,000	44,480	50,000	36,099	50,000
6241	Property Maintenance (ICR) (5%)	-	-	43,000	-	43,000	-	55,407
6320	Other Professional Fees	-	-	-	-	-	-	-
6326	Contractor Fees	749,495	608,112	700,700	406,847	905,769	74,440	793,100
6335	Other Purchased Services	5,760	43,244	25,160	7,206	10,000	2,498	10,000
6400	Insurance	39,105	62,226	39,975	61,811	48,733	37,544	40,939
6710	Admin Overhead General Fund	23,653	24,345	30,000	35,993	30,000	22,695	21,819
6711	Admin Overhead-IT SVCS	38,240	45,513	43,439	40,276	43,439	34,959	33,260
Total Operating Expenses								
Cash Transfer from YKRHASTC Reserve Fund								
Net Operating Profit/(Deficit)								

Operator Generated Budget for YK Fitness Center

Yukon Kuskokwim Regional Health and Aquatic Safety Training Center Expense Worksheet

		FY20	FY21	FY22	FY23
Personnel:					
	Wages & Benefits	\$811,739	\$818,398	\$696,442	\$610,000
	Housing	\$37,080	\$43,822	\$42,900	\$42,550
	Total Personnel	\$848,819	\$862,220	\$739,342	\$652,550
545	Travel & Training:				
	1st Aid/CPR	\$1,500	\$1,500	\$1,000	\$500
	Staff Inservice Training	\$1,500	\$1,500	\$1,000	\$500
	Total Travel & Training	\$3,000	\$3,000	\$2,000	\$1,000
561	Supplies:				
	Office Supplies	\$3,000	\$3,000	\$1,500	\$1,000
	Pool Maintenance	\$10,000	\$10,000	\$6,000	\$6,000
	Chemicals	\$26,000	\$26,000	\$22,000	\$22,000
	Fitness Items	\$2,000	\$2,000	\$2,000	\$2,000
	Aquatic Program	\$2,575	\$2,575	\$2,000	\$2,000
	Concession Inventory	\$35,530	\$36,596	\$32,000	\$25,000
	Pro-Shop Inventory	\$21,500	\$21,500	\$21,500	\$18,000
	Total Supplies	\$100,605	\$101,671	\$87,000	\$76,000
	Building Maintenance:				
580	Boiler	\$6,000	\$6,000	\$3,000	\$1,500
661	Vehicle Maintenance	\$250	\$250	\$100	\$100
663	Janitorial Supplies	\$20,400	\$20,400	\$20,000	\$15,000
799	Maintenance Reserve	\$7,500	\$9,000	\$7,000	\$6,000
	Total Building Maintenance	\$34,150	\$35,650	\$30,100	\$22,600
668	IT/Software:				
	Point of Sale System	\$7,060	\$7,646	\$7,646	\$6,000
	Employee Scheduling	\$500	\$500	\$500	\$500
	Total IT/Software	\$7,560	\$8,146	\$8,146	\$6,500
	General Expenses:				
563	Wearing Apparel	\$0	\$2,731	\$2,731	\$2,000
580	Minor Equipment	\$21,000	\$21,000	\$10,000	\$10,000
661	Donations/ Awards	\$500	\$500	\$250	\$250
724	Dues/Subscriptions	\$2,000	\$2,100	\$2,000	\$1,000
727	Advertising	\$8,000	\$8,000	\$6,000	\$3,000
733	Postage	\$200	\$200	\$100	\$100
736	Bank Fees	\$14,645	\$15,377	\$14,500	\$14,500
	Total General Expenses:	\$46,345	\$49,908	\$35,581	\$30,850
790	Special Events:				
	Member Incentives	\$400	\$400	\$550	\$550
	Community Events	\$400	\$450	\$550	\$550
	Total Special Events	\$800	\$850	\$1,100	\$1,100
799	Misc. Expenses:				
	Unforeseen Expenses	\$2,625	\$3,150	\$2,500	\$2,500
	Total Misc. Expenses	\$2,625	\$3,150	\$2,500	\$2,500
646	Total Contractor Pass-Thru Exp.:				
	Total Personnel Expenses	\$848,819	\$862,220	\$739,342	\$652,550
	Total Operational Expenses	\$195,085	\$202,375	\$166,427	\$140,550
	Total Contractor Pass-Thru	\$1,043,904	\$1,064,595	\$905,769	\$793,100
649	Contractor:				

Attach D Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
47	102	Conference Room	marker board			1		\$ -	Contractor warranty
48	102	Conference Room	projection screen			1		\$ -	Contractor warranty
49	102	Conference Room	refrigerator, under counter			1		\$ -	Contractor warranty
46	101	Corridor	tack board			1		\$ -	Contractor warranty
50	120	Janitor's Closet	mop rack			1		\$ -	Contractor warranty
43	127	Lifeguard Office	washer			1		\$ -	Contractor warranty
44	127	Lifeguard Office	dryer			1		\$ -	Contractor warranty
45	100	Vestibule	tack board			2		\$ -	Contractor warranty
2	132	Natatorium	Waterslide safety dispatch lights	Redlight/green light launch logic rider control system , Mfgr - Launch Logic		1	\$ 16,897.00	\$ 16,897.00	
3	132	Natatorium	Contractor provided pool equipment	01 Starting Platforms 7 Mfgt - The Pool Co		1	\$ 40,000.00	\$ 40,000.00	Contractor warranty
4	132	Natatorium	Contractor provided pool equipment	02 Starting Platform Covers 6				\$ -	Contractor warranty
5	132	Natatorium	Contractor provided pool equipment	03 Lifeguard Chairs Tall 1				\$ -	Contractor warranty
6	132	Natatorium	Contractor provided pool equipment	04 Lifeguard Chairs Small 1				\$ -	Contractor warranty
7	132	Natatorium	Contractor provided pool equipment	05 Surge Tank Key 1				\$ -	Contractor warranty
8	132	Natatorium	Contractor provided pool equipment	06 Fixed Pool Lift and acc 2				\$ -	Contractor warranty
9	132	Natatorium	Contractor provided pool equipment	07 Lane Lines 5				\$ -	Contractor warranty
10	132	Natatorium	Contractor provided pool equipment	08 Lane Line Wrench 1				\$ -	Contractor warranty
11	132	Natatorium	Contractor provided pool equipment	09 Lane Line Storage Reel 1				\$ -	Contractor warranty
12	132	Natatorium	Contractor provided pool equipment	10 Storage Reel Cover 1				\$ -	Contractor warranty
13	132	Natatorium	Contractor provided pool equipment	11 Safety Rope B/W 1				\$ -	Contractor warranty
14	132	Natatorium	Contractor provided pool equipment	12 Basketball Hoop 1				\$ -	Contractor warranty
15	132	Natatorium	Contractor provided pool equipment	13 Volleyball net and ball 1				\$ -	Contractor warranty
16	132	Natatorium	Contractor provided pool equipment	14 Wall Brush 1				\$ -	Contractor warranty
17	132	Natatorium	Contractor provided pool equipment	15 Skimming Net 1				\$ -	Contractor warranty
18	132	Natatorium	Contractor provided pool equipment	16 Telescoping Poles 1				\$ -	Contractor warranty
19	132	Natatorium	Contractor provided pool equipment	17 SS Pole for Vacuum (set) 1				\$ -	Contractor warranty
20	132	Natatorium	Contractor provided pool equipment	18 Taylor Test Kit 1				\$ -	Contractor warranty
21	132	Natatorium	Contractor provided pool equipment	19 Pool Test6 1				\$ -	Contractor warranty
22	132	Natatorium	Contractor provided pool equipment	20 Vacuum Hose 50' 1				\$ -	Contractor warranty
23	132	Natatorium	Contractor provided pool equipment	21 36" Vac Head 1				\$ -	Contractor warranty
24	132	Natatorium	Contractor provided pool equipment	22 Upright Vac 1				\$ -	Contractor warranty
25	132	Natatorium	Contractor provided pool equipment	23 Discharge hose 1				\$ -	Contractor warranty

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
26	132	Natatorium	Contractor provided pool equipment	24 Robotic Cleaner 1				\$ -	Contractor warranty
27	132	Natatorium	Contractor provided pool equipment	25 SS Cleaner 1				\$ -	Contractor warranty
28	132	Natatorium	Contractor provided pool equipment	26 Ring Bouy and Throw Rope 2				\$ -	Contractor warranty
29	132	Natatorium	Contractor provided pool equipment	27 Life Hook and Pole 1				\$ -	Contractor warranty
30	132	Natatorium	Contractor provided pool equipment	28 Spineboards with acc 1				\$ -	Contractor warranty
31	132	Natatorium	Contractor provided pool equipment	29 First Aid Kit 1				\$ -	Contractor warranty
32	132	Natatorium	Contractor provided pool equipment	30 Rescue Tubes 12				\$ -	Contractor warranty
33	132	Natatorium	Contractor provided pool equipment	31 Safety Eyewash Station 2				\$ -	Contractor warranty
34	132	Natatorium	Contractor provided pool equipment	32 Safety Eyeglasses 10				\$ -	Contractor warranty
35	132	Natatorium	Contractor provided pool equipment	33 Bag Valve Mask 2				\$ -	Contractor warranty
36	132	Natatorium	Contractor provided pool equipment	34 Portable Thermometer 2				\$ -	Contractor warranty
37	132	Natatorium	Contractor provided pool equipment	35 Tile Attic Stock				\$ -	Contractor warranty
38	132	Natatorium	Contractor provided pool equipment	36 Strainer Baskets				\$ -	Contractor warranty
39	132	Natatorium	Contractor provided pool equipment	37 T-Handle for Vavles				\$ -	Contractor warranty
40	132	Natatorium	touchpad, timer system, scoreboard	Daktonics, touchpads and display board SW-2116-13, OM2120		1	\$ 34,605.00	\$ 34,605.00	Contractor installation warranty, manufaturer 2 year material defect warranty
42	132	Natatorium	pool cover, insulated	automated, electric, includes shipping and install, Mfgr - Alta Enterprises		1	\$ 221,941.00	\$ 221,941.00	Contractor warranty
41			Contractor FFE Assistance			1	\$ 7,921.00	\$ 7,921.00	
239	132	Natatorium	SS Hooks	Hooks for poles		1	\$ 465.48	\$ 465.48	
57	123	Fitness Rm Stor	yoga equipment	Misc items for pool and pro-shop		1		\$ -	
52	107	Exercise Room	functional trainer	Paramount Extreme Functional Trainer 4:1 ratio, 300 lb stacks	XFT-300	1	\$ 4,878.75	\$ 4,878.75	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
53	107	Exercise Room	recumbent cycle	Precor RBK835, Recumbent Cycle, P30 Console		1	\$ 2,940.00	\$ 2,940.00	Precor warranty frame 7yr, parts 2 yr, wear item 1 yr
54	107	Exercise Room	Elliptical cross ramp w/console	Precor EFX 835 Elliptical Fitness Crosstrainer, Dual Action w/ Adjustable Crossramp - P30 Console		3	\$ 5,411.00	\$ 16,233.00	Precor warranty frame 7yr, parts 2 yr, wear item 1 yr
55	107	Exercise Room	treadmill	Precor TRM 835 Treadmill w/ P30 Console		6	\$ 5,705.00	\$ 34,230.00	
56	107	Exercise Room	stairmaster	Stepmill 5,with TSE-1 touchscreen.	Stepmill 5	1	\$ 7,277.20	\$ 7,277.20	Stairmaster warranty Frame 15 yr, parts 3 yr, labor 1 yr
59	107	Exercise Room	Muscle Clamps	Clamping Collars for weight bars, pair		6	\$ 39.00	\$ 234.00	
60	107	Exercise Room	Vertical Weight Bar Holder	Holds up to 8 weight bars vertically		1	\$ 136.50	\$ 136.50	
66	107	Exercise Room	Weight Bars	Olympic style Weight Bar		6	\$ 271.70	\$ 1,630.20	
67	107	Exercise Room	bench (3 way, bench press)	Paramount 3 Way Press Bench; 20* Decline, Flat, 30* Incline	XFW-8200	1	\$ 1,247.50	\$ 1,247.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
68	107	Exercise Room	abs machine	Paramount Abdominal XL2 Series 190lb Standard	XL2-1400	1	\$ 2,466.25	\$ 2,466.25	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
69	107	Exercise Room	bench, Ab/decline	Paramount Abdominal/Decline Bench	XFW-5300	1	\$ 746.25	\$ 746.25	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
70	107	Exercise Room	bicep curl machine	Paramount Biceps Curl XL2 Series 130lb Standard	XL2-600	1	\$ 2,490.00	\$ 2,490.00	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
71	107	Exercise Room	bench, incline	Paramount Flat/Incline/Decline Bench	XFW-6700	2	\$ 550.00	\$ 1,100.00	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
72	107	Exercise Room	lat pulldown	Paramount Lat Pulldown XL2 Series 170 lb Standard	XL2-1100	1	\$ 2,632.50	\$ 2,632.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
73	107	Exercise Room	leg extension machine	Paramount Leg Extension XL2 Series 250 lb Standard	XL2-100	1	\$ 2,652.50	\$ 2,652.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
74	107	Exercise Room	leg press	Paramount Leg Press XL2 Series 210 lb Standard	XL2-300	1	\$ 3,792.50	\$ 3,792.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
75	107	Exercise Room	roman bench	Paramount Roman Bench	XFW-5600	1	\$ 626.25	\$ 626.25	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
76	107	Exercise Room	rack, dumbbells	Paramount Saddle Rack, holds 16 pairs of Pro Style Dumbbells	XFW-4700-16	1	\$ 1,112.50	\$ 1,112.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
77	107	Exercise Room	chest press machine	Paramount Seated Chest Press XL2 Series 250 lb Standard	XL2-900	1	\$ 2,750.00	\$ 2,750.00	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
78	107	Exercise Room	leg curl machine	Paramount Seated Leg Curl XL2 Series 250 lb Standard	XL2-200	1	\$ 2,973.50	\$ 2,973.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
79	107	Exercise Room	seated row	Paramount Seated Row XL2 Series 170 lb Standard	XL2-1200	1	\$ 2,658.75	\$ 2,658.75	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
80	107	Exercise Room	shoulder press machine	Paramount Shoulder Press XL2 Series 170 lb Standard	XL2-700	1	\$ 2,681.25	\$ 2,681.25	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
81	107	Exercise Room	smith machine	Paramount Smith Machine	XFW-6800	1	\$ 2,842.50	\$ 2,842.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
82	107	Exercise Room	triceps push down	Paramount Triceps Push Down XL2 Series 170 lb Standard	XL2-1500	1	\$ 2,421.25	\$ 2,421.25	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
83	107	Exercise Room	knee raise	Paramount Vertical Knee Raise / Dip	XFW-6400	1	\$ 683.75	\$ 683.75	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
84	107	Exercise Room	chin dip	Paramount Weight Assisted Chin Dip	XP-4000	1	\$ 3,487.50	\$ 3,487.50	Paramount warranty 10 yr, frame, 5 year bushings, 1 yr cable and labor
86	107	Exercise Room	Weight Plates: Grip Style, 10lb	Rubber Coated Grip Plates	HOG-R-10	8	\$ 15.21	\$ 121.68	Body Solid warranty 2 yr hardware, 1 yr cables/grips

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
87	107	Exercise Room	Weight Plates: Grip Style, 25lb	Rubber Coated Grip Plates	HOG-R-25	8	\$ 42.25	\$ 338.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
88	107	Exercise Room	Weight Plates: Grip Style, 35lb	Rubber Coated Grip Plates	HOG-R-35	8	\$ 59.15	\$ 473.20	Body Solid warranty 2 yr hardware, 1 yr cables/grips
89	107	Exercise Room	Weight Plates: Grip Style, 45lb	Rubber Coated Grip Plates	HOG-R-45	8	\$ 76.05	\$ 608.40	Body Solid warranty 2 yr hardware, 1 yr cables/grips
90	107	Exercise Room	Dumbbells, 3lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-3	4	\$ 3.90	\$ 15.60	Body Solid warranty 2 yr hardware, 1 yr cables/grips
91	107	Exercise Room	Dumbbells, 5lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-5	4	\$ 6.50	\$ 26.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
92	107	Exercise Room	Dumbbells, 10lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-6	4	\$ 7.80	\$ 31.20	Body Solid warranty 2 yr hardware, 1 yr cables/grips
93	107	Exercise Room	Dumbbells, 15lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-15	2	\$ 19.50	\$ 39.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
94	107	Exercise Room	Dumbbells, 20lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-20	4	\$ 26.00	\$ 104.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
95	107	Exercise Room	Dumbbells, 20lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-20	2	\$ 26.00	\$ 52.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
96	107	Exercise Room	Dumbbells, 25lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-25	4	\$ 32.50	\$ 130.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
97	107	Exercise Room	Dumbbells, 30lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-30	4	\$ 39.00	\$ 156.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
98	107	Exercise Room	Dumbbells, 35lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-35	4	\$ 45.50	\$ 182.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
99	107	Exercise Room	Dumbbells, 40lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-40	2	\$ 52.00	\$ 104.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
100	107	Exercise Room	Dumbbells, 45lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-45	2	\$ 58.50	\$ 117.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
101	107	Exercise Room	Dumbbells, 50lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-50	2	\$ 65.00	\$ 130.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
102	107	Exercise Room	Dumbbells, 60lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-60	2	\$ 78.00	\$ 156.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
103	107	Exercise Room	Dumbbells, 70lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-70	2	\$ 91.00	\$ 182.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
104	107	Exercise Room	Dumbbells, 80lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-80	2	\$ 104.00	\$ 208.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
105	107	Exercise Room	Dumbbells, 90lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-90	2	\$ 117.00	\$ 234.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
106	107	Exercise Room	Dumbbells, 100lb	Rubber Encased Solid Hex Dumbbells, Ea.	SDR-100	2	\$ 130.00	\$ 260.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
107	107	Exercise Room	headphones	See Equipment Specification Sheet for Details		10	\$ 22.00	\$ 220.00	Body Solid warranty 2 yr hardware, 1 yr cables/grips
108	107	Exercise Room	wireless entertainment system & personal viewing screens	See Equipment Specification Sheet for Details		10	\$ 796.60	\$ 7,966.00	BE Warranty - 2 yr

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
110	107	Exercise Room	Upright Dumbbell Storage Rack	Upright Dumbbell Storage, 8 pairs.	GDR-24	1	\$ 97.50	\$ 97.50	
111	107	Exercise Room	Service Call			1	\$ 3,250.00	\$ 3,250.00	
112	107	Exercise Room	Assemble and install			1	\$ 6,750.00	\$ 6,750.00	
113	107	Exercise Room	Freight and shipping			1	\$ 27,519.86	\$ 27,519.86	
51	123	Fitness Rm Stor	spin bike	L-15300, LeMond RevMaster Pro Spin Bike		10	\$ 1,120.00	\$ 11,200.00	Lemond Warranty frame 5 yr, parts 1 yr
61	123	Fitness Rm Stor	cadence meter for spin bike	L-15450, LeMond Pilot II Cadence Meter for RevMaster Pro		10	\$ 137.20	\$ 1,372.00	
58	108	Fitness Room	Yoga blocks	4" thick with straps		20	\$ 33.72	\$ 674.40	
63	108	Fitness Room	platform mat	Mats for Step Platroms or Exercise	140	8	\$ 388.70	\$ 3,109.60	
64	108	Fitness Room	Multi porpose mat	Multi porpose mat		15	\$ 50.66	\$ 759.90	
65	108	Fitness Room	Cardio or fitness barbell set w/rack	Neoprene dumbell set with rack. 16-11lb, 12-2lb, 10-3lb, 10-4lb, 9-5lb, 8-6lb, 8-7lb, 8-8lb, 7-9lb, 7-10lb	btsnd	1	\$ 534.69	\$ 534.69	
85	108	Fitness Room		Posts		1	\$ 340.00	\$ 340.00	
109	108	Fitness Room	circuit step platform	The Original Step Platform, includes 5 sets of 1 platform and 4 support blocks	sv-20, sm-vp20	6	\$ 539.50	\$ 3,237.00	
62	123	Fitness Room Stor	Mat Cart	Mat Cart for Mats in Item 127.	Rack mat	1	\$ 297.66	\$ 297.66	
114	102	Conference Rm	Lateral File	See detail list from Think office for model number and colors		1	\$ 128.79	\$ 128.79	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
115	102	Conference Rm	Cabinet/bookshelf	See detail list from Think office for model number and colors		1	\$ 321.17	\$ 321.17	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
116	102	Conference Rm	Lateral File	See detail list from Think office for model number and colors		1	\$ 381.11	\$ 381.11	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
117	102	Conference Rm	Task chair	See detail list from Think office for model number and colors		8	\$ 402.98	\$ 3,223.84	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
118	102	Conference Rm	Table	See detail list from Think office for model number and colors		3	\$ 697.30	\$ 2,091.90	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
127	104	Consessions	Barstool	See detail list from Think office for model number and colors		2	\$ 525.35	\$ 1,050.70	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
150		General	Habger			10	\$ 5.63	\$ 56.30	
151		General	Floor Mat			2	\$ 140.00	\$ 280.00	
152		General	Carriage Rod			1	\$ 2,028.13	\$ 2,028.13	
153		General	Delivery and install			1	\$ 5,735.13	\$ 5,735.13	
154		General	Freight			1	\$ 14,649.00	\$ 14,649.00	
136	127	Lifeguard Office	Pedestal case	See detail list from Think office for model number and colors		2	\$ 28.98	\$ 57.96	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
137	127	Lifeguard Office	Panel for desk/table	See detail list from Think office for model number and colors		1	\$ 75.60	\$ 75.60	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
138	127	Lifeguard Office	Chair armless	See detail list from Think office for model number and colors		3	\$ 104.40	\$ 313.20	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
139	127	Lifeguard Office	Pedestral	See detail list from Think office for model number and colors		1	\$ 159.08	\$ 159.08	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
140	127	Lifeguard Office	Pedestal case	See detail list from Think office for model number and colors		1	\$ 168.53	\$ 168.53	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
141	127	Lifeguard Office	Air chair	See detail list from Think office for model number and colors		1	\$ 209.96	\$ 209.96	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
142	127	Lifeguard Office	Worksurface	See detail list from Think office for model number and colors		1	\$ 221.76	\$ 221.76	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
143	127	Lifeguard Office	Book Case	See detail list from Think office for model number and colors		1	\$ 340.20	\$ 340.20	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
144	127	Lifeguard Office	Lateral File	See detail list from Think office for model number and colors		1	\$ 587.25	\$ 587.25	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
128	106	Lobby	Chairs extra small	See detail list from Think office for model number and colors		8	\$ 54.52	\$ 436.16	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
129	106	Lobby	Chair stacking	See detail list from Think office for model number and colors		20	\$ 124.45	\$ 2,489.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
130	106	Lobby	Table stacking	See detail list from Think office for model number and colors		7	\$ 455.00	\$ 3,185.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
131	106	Lobby	Coffee Table	See detail list from Think office for model number and colors		2	\$ 488.78	\$ 977.56	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
119	103	Manager Office	Worksurface	See detail list from Think office for model number and colors		1	\$ 128.79	\$ 128.79	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
120	103	Manager Office	Cabinet/bookshelf	See detail list from Think office for model number and colors		1	\$ 321.17	\$ 321.17	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
121	103	Manager Office	Moment Chair	See detail list from Think office for model number and colors		2	\$ 335.04	\$ 670.08	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
122	103	Manager Office	Book Case	See detail list from Think office for model number and colors		1	\$ 340.20	\$ 340.20	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
123	103	Manager Office	Lateral File	See detail list from Think office for model number and colors		1	\$ 381.11	\$ 381.11	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
124	103	Manager Office	Task chair	See detail list from Think office for model number and colors		1	\$ 402.98	\$ 402.98	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
125	103	Manager Office	Lateral File	See detail list from Think office for model number and colors		1	\$ 587.25	\$ 587.25	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
126	103	Manager Office	Pedestal file	See detail list from Think office for model number and colors		1	\$ 739.62	\$ 739.62	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
235	103	Manager Office	Computer mount	See detail list from Think office for model number and colors		1	\$ 490.26	\$ 490.26	
149	131	Pool Equip Stor	Storage rack	See detail list from Think office for model number and colors		1	\$ 725.00	\$ 725.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
132	110	Storage	Side chair stacking	See detail list from Think office for model number and colors		20	\$ 124.45	\$ 2,489.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
133	110	Storage	Table	See detail list from Think office for model number and colors		4	\$ 166.46	\$ 665.84	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
134	110	Storage	Storage Caddy	See detail list from Think office for model number and colors		1	\$ 265.06	\$ 265.06	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
135	110	Storage	Dolly for chairs	See detail list from Think office for model number and colors		2	\$ 375.00	\$ 750.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
145	128	Viewing area	Chairs small	See detail list from Think office for model number and colors		8	\$ 54.52	\$ 436.16	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
146	128	Viewing area	Stacking side chair	See detail list from Think office for model number and colors		12	\$ 124.45	\$ 1,493.40	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
147	128	Viewing area	Table stacking	See detail list from Think office for model number and colors		3	\$ 455.00	\$ 1,365.00	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
148	128	Viewing area	Coffee Table	See detail list from Think office for model number and colors		2	\$ 488.78	\$ 977.56	Files lifetime, propellor table 10yr, momentum and regent chairs 12 yr
160	104	Concessions	Telecom	Point of sale PC, monitors, credit card reader		1	\$ 4,573.80	\$ 4,573.80	
168		General	installation, IT	Freight		1	\$ 1,450.00	\$ 1,450.00	
169		General	installation, IT	telephones, computers, projectors, TV		1	\$ 14,066.25	\$ 14,066.25	
155	127	Lifeguard Office	Telecom	Desktop PC, Monitor, keyboard, UPS		1	\$ 1,093.12	\$ 1,093.12	
157	103	Managers office	Telecom	Monitor, keyboard, UPS		1	\$ 402.39	\$ 402.39	
156	132	Natatorium	Telecom	Large screen projector, sound system		1	\$ 3,456.77	\$ 3,456.77	
158	122	Telco Room	Display equipment	Monitors, console, etc		1	\$ 7,549.20	\$ 7,549.20	
159	122	Telco Room	Networking Equipment	Networking Equipment		1	\$ 7,765.62	\$ 7,765.62	
161		General	Laptops and PC's	It equipment, laptop		1	\$ 1,967.71	\$ 1,967.71	
236		General	Laptops and PC's	It equipment, laptop		1	\$ 1,999.12	\$ 1,999.12	
164	102	Conference Rm	telephone, conference	Phones		1	\$ 1,600.00	\$ 1,600.00	
167	104	Consessions	telephone	wall-hung		1	\$ 275.00	\$ 275.00	
165	107	Exercise Room	telephone	wall hung		1	\$ 275.00	\$ 275.00	
166	108	Fitness Room	telephone	wall hung		1	\$ 275.00	\$ 275.00	
163	127	Lifeguard Office	telephone	hand set		1	\$ 275.00	\$ 275.00	
162	103	Manager Office	telephone	hand set		1	\$ 275.00	\$ 275.00	
171	104	Consessions	refrigerator, reach-in, contractor supplied	True, T-49G, double glass swing door, stainless steel, energy rated		1	\$ -	\$ -	Contractor
170	104	Consessions	ice-maker and water dispenser	Scotsman, MDT5N25A, and wall hanging kit KWB3		1	\$ 5,030.63	\$ 5,030.63	5 yr compressor, 2 yr parts
172	104	Consessions	condiment station	APW Wyott CSS-DTS-2 2 pumps, and 3 wells		1	\$ 540.69	\$ 540.69	1 yr
173	104	Consessions	coffee brewer, automatic	Fetco, CBS-2031e, brews up to 1 gallon in to airpot, has hot water supply		1	\$ 2,812.60	\$ 2,812.60	3 yr circuit board, 2 yr parts
174	104	Consessions	popcorn popper	Gold Medal 2408		1	\$ 432.98	\$ 432.98	
175	104	Consessions	Food warmer display	Hatco GRHW-1SGD		1	\$ 1,721.35	\$ 1,721.35	
176	104	Consessions	Utility Cart	Lakeside 311		1	\$ 169.47	\$ 169.47	

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
177	104	Consessions	high speed combination oven	Menumaster commercial, MCE14, stainless steel, energy efficient, (for pizzas, toasted subs, chicken wings, pastry)		1	\$ 3,542.63	\$ 3,542.63	
178	104	Consessions	shelving	Stainless steel, 18" deep, 48" wide		1	\$ 283.76	\$ 283.76	
179	104	Consessions	Specialty warmer, (cheese, fudge)	Star Mfr 3WLA-HS, lighted warmer w/pump, includes nacho, fudge, chili and BBQ signs		2	\$ 600.78	\$ 1,201.56	1 yr
180	104	Consessions	hot-dog roller grill, bun drawer	Star Mfr., 30CBD, 30 dogs and buns, order w/sneeze guard		1	\$ 1,531.08	\$ 1,531.08	
181	104	Consessions	freezer, reach-in	True, T-23FG, glass front and Stainless steel (US made)		1	\$ 4,430.32	\$ 4,430.32	5 yr compressor
182	104	Consessions	Frozen beverage dispenser	Vollrath CBE-117-37		1	\$ 1,282.05	\$ 1,282.05	5 yr compressor, 3 yr electronics, 2 yr parts
183	104	Consessions	shipping, kitchen equip, Seattle to Bethel			1	\$ 1,700.00	\$ 1,700.00	
184	104	Consessions	installation, kitchen equip			1	\$ 2,750.00	\$ 2,750.00	
238		General	Freight	Freight - Misc		1	\$ 317.50	\$ 317.50	
185	120	Janitor's Closet	carpet vacuum	Supercoach pro6 w/ tool kit PTE107310		4	\$ 370.30	\$ 1,481.20	
199	120	Janitor's Closet	Janitor cart	Janitor cart		2	\$ 123.67	\$ 247.34	
200	120	Janitor's Closet	mop bucket	Smartco combo ringer		4	\$ 136.19	\$ 544.76	
201	120	Janitor's Closet	wet floor signs	yellow wet floor signs		6	\$ 8.70	\$ 52.20	
203			waste paper basket	Deskside		8	\$ 4.92	\$ 39.36	
206			trash can	Rubbermaid Slim Jim can w/ Lid		8	\$ 28.08	\$ 224.64	
207			trash can	Rubbermaid Slim Jim can w/ Lid		8	\$ 43.08	\$ 344.64	
212	107	Exercise Room	AED	Defib First Aid		2	\$ 1,775.32	\$ 3,550.64	
213			Misc Items	Misc Items		1	\$ 3,359.10	\$ 3,359.10	
194	130-A	Chemical Stor	hand truck	pneumatic tires, for hauling chemicals		1	\$ 60.97	\$ 60.97	
186	104	Consessions	bolt cutters	24" Bolt Cutter		1	\$ 26.53	\$ 26.53	
187	120	Janitor's Closet	extension cord	50' extension cord		6	\$ 27.35	\$ 164.10	
188	120	Janitor's Closet	weed wacker/brush cutter	electric, verify how it will be maintained		1	\$ 34.97	\$ 34.97	
192	120	Janitor's Closet	shovels, snow	light weight, wide blade		2	\$ 23.97	\$ 47.94	
195	120	Janitor's Closet	wet/dry vacuum	ridgid wet dry vac 16 gal		1	\$ 174.00	\$ 174.00	
196		Janitor's Closet	Big Trash Cans	Rubbermaid Brute 32gal, w/ lid, gray		3	\$ 32.37	\$ 97.11	
197	120	Janitor's Closet	hand tools, small set	screwdrivers, wrenches, Allen wrenches, pliers, level, tape measure, drill bit set, hammer		1	\$ 69.97	\$ 69.97	
193	103	Manager Office	safe	Mesa Safe Company		1	\$ 349.00	\$ 349.00	
190	131	Pool Equip Stor	Open Storage Shelving	HDX, plastic, 150 lb, 36x72x18		8	\$ 49.98	\$ 399.84	
189	110	Storage	extension cord	extension cord		10	\$ 15.00	\$ 150.00	
191	110	Storage	shelving	Husky 5 shelf, 48wx24dx72t, go in Storage, Fitness Storage, Pool Storage		12	\$ 92.97	\$ 1,115.64	
198	103	Manager Office	clock	14" Diameter Wall Clock		6	\$ 32.95	\$ 197.70	
202	103	Manager Office	Bulletin board	48x36 Quartet P554a		2	\$ 110.93	\$ 221.86	
204	103	Manager Office	marker board	Marker Board 36 x 48" Quartet P554a		2	\$ 310.43	\$ 620.86	
205	103	Manager Office	Fans	Patton High velocity 3 speed fan		5	\$ 130.19	\$ 650.95	
208	103	Manager Office	Easel	tripod		3	\$ 101.97	\$ 305.91	
209	103	Manager Office	desk tray	desk tray		2	\$ 14.96	\$ 29.92	
210	103	Manager Office	Paper trimmer	Paper trimmer		1	\$ 127.00	\$ 127.00	
211	103	Manager Office	Paper shredder	Paper shredder		1	\$ 232.49	\$ 232.49	
237		General	Freight	Freight - Misc		1	\$ 996.47	\$ 996.47	
217	131	Pool Equip Stor	water polo ball	1ea. 1367760, 1ea. 1367759, 1 ea. 1301728 various		1	\$ 86.89	\$ 86.89	
218	131	Pool Equip Stor	bulk storage cart	47x23x17		6	\$ 229.99	\$ 1,379.94	
219	131	Pool Equip Stor	swim fins	8-XXL, 10-XXL, 15-L, 15-M, 5-S Flexfin		53	\$ 24.59	\$ 1,303.27	
220	131	Pool Equip Stor	resistance dumbbells	Aqua Jogger Delta Bells, pair		30	\$ 24.59	\$ 737.70	
223	131	Pool Equip Stor	float belt	Funnoodle various sizes		15	\$ 40.99	\$ 614.85	
224	131	Pool Equip Stor	noodles	packages of 32		3	\$ 85.79	\$ 257.37	
225	131	Pool Equip Stor	pull float	Tyr		30	\$ 9.83	\$ 294.90	
226	131	Pool Equip Stor	kickboard	Tyr Deluxe Kickboard - Yellow 25, Black 25		50	\$ 12.29	\$ 614.50	
221	131	Pool Equip Stor	Chemical storage cabinets	Chemical Storage Cabinets 3 each		1	\$ 4,415.20	\$ 4,415.20	
222	131	Pool Equip Stor	Chemical storage cabinets	Corrosive storage cabinets \$3868 each		1	\$ 7,737.60	\$ 7,737.60	
214	131	Pool Equip Stor	Utility Cart	HD Utility Cart		2	\$ 98.00	\$ 196.00	
240	131	Pool Equip Stor	Shelving	Shelving on backorder, purchase locally		1	\$ 865.99	\$ 865.99	
215	131	Pool Equip Stor	water polo goal, set	Antiwave Flippa Folding Goal		2	\$ 712.80	\$ 1,425.60	
216	131	Pool Equip Stor	survival float suit	Mustang, variety of sizes. 10 total suits for boat safety training		10		\$ -	
231	107	Exercise Room	Additional bikes and equipment	There has been discussion that additional bikes are needed.				\$ -	

Attach F Inventory of FFE

Line #	Room #	Room Name	Item Description	Make, Model, Important Features, Basis of Estimate	Model #	Qty	Unit Price	Total	Warranty
229	107	Exercise Room	Rubber Flooring					\$ -	
230	128	Viewing area	Common area seating	Requested bench seating and medium size childrens seating				\$ -	

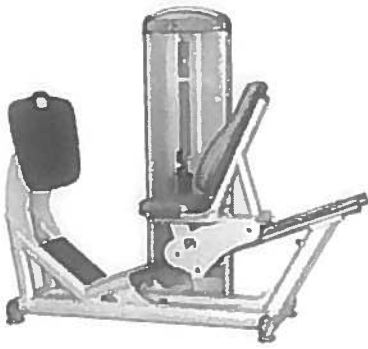
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	82	
Equipment:	Leg Extension Machine	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-100 or equal. One-way ratcheting, 8 position back angled at 35 degrees, seat pad angled at 20 degrees to facilitate complete range of motion	
	One-way ratcheting, 8 position back angled at 35 degrees, seat pad angled at 20 degrees to facilitate complete range of motion	
	Ergonomically located handles with non-slip grips	
	Self Adjusting Ankle Pad	
	Weight Stack: 250# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	83	
Equipment:	Seated Leg Curl	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-200 or equal.	
	One-way ratcheting, 8 position back pad angled at 25 degrees.	
	Seat pad angled at 20 degrees	
	Ergonomically located handles with contoured grips for proper user alignment during exercise	
	Self Adjusting Ankle Pad	
	Weight Stack: 250# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	84	
Equipment:	Leg Press	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-300 or equal.	
	9 position seat assembly angled at 25 degrees for proper support and hip extension during exercise	
	Oversized foot platform with molded non-skid surface angled at 10 degrees for exercise variation and neutral ankle position.	
	Ergonomically designed handle conveniently located for quick and easy seat adjustments	
	Weight Stack: 210# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	85	
Equipment:	Seated Chest Press	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-900 or equal.	
	One-way ratcheting, 5 position seat angled at 15 degrees for full range of motion while accommodating a wide range of users.	
	Conveniently positioned pre-stretch lever.	
	Press arm with both traditional and neutral hand grip positions	
	Weight Stack: 250# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	86	
Equipment:	Seated Row	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-1200 or equal.	
	One-way ratcheting, 8 position chest pad and 5 position seat angled at 10 degrees for full range of motion while accommodating a wide range of users.	
	Molded non-skid foot platforms to encourage proper body alignment and provide support during exercise.	
	Weight Stack: 170# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	87	
Equipment:	Abdominal	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-1400 or equal.	
	Ergonomically designed shoulder pad assembly with gas cylinder assist to fit a wide range of users without the need for separate adjustment.	
	Contoured lumbar pad to encourage pelvic stabilization and isolation of the abdominal region.	
	Weight Stack: 190# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	88	
Equipment:	Shoulder Press	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-700 or equal.	
	One-way ratcheting, 5 position seat and fixed position back pad both angled at 10 degrees for proper support during exercise.	
	Angled 3 position handgrip assembly for ergonomic fit and exercise variation.	
	Counterbalanced lifting arm minimizes initial weight load.	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.
	Weight Stack: 170# minimum	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	89	
Equipment:	Bicep Curl	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-600 or equal.	
	Rotating handles with contoured grips	
	Offset-pivot design and counterbalanced arm assembly	
	One-way ratchet, 5-position seat	
	Weight Stack: 130# minimum	
Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.		
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

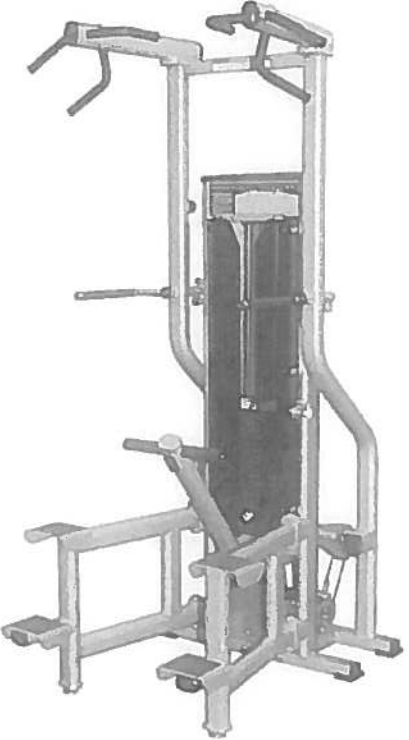
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	90	
Equipment:	Lat Pulldown	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-1100 or equal.	
	Dual pulley design to allow for unilateral and bilateral movements.	
	Roller pad assembly to easily adjust to 3 settings for stability and comfort.	
	Streamlined upright and base frame to minimize floor space but provide maximum stability. Desired footprint of 54" x 36"	
	Weight Stack: 170# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	91	
Equipment:	Triceps Pushdown	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XL2-1500 or equal.	
	One-way ratcheting, 5 position seat pad and 25° fixed angled back pad provide proper back support and ergonomics during exercise.	
	Weight Stack: 170# minimum	
	Easy to follow user instructions and height adjustment guides utilizing color photographs permanently posted on machine and conveniently located for quick reference.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

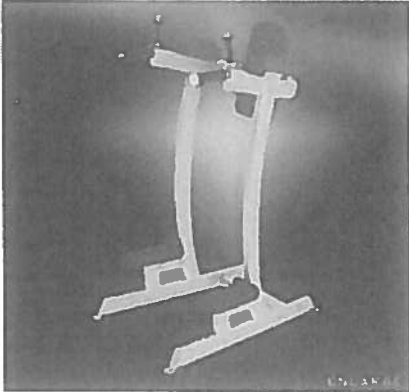
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	92	
Equipment:	Weight Assisted Chin/Dip	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XP-4000 or equal.	
	Streamlined, uniform design using attractive oval shaped tube frames	
	Sleek weight stack enclosure limits access to moving parts	
	Space efficient foot print. 51 ¾" W x 61 ½"D x 93 ¾"H	
	Step-By-Step Exercise Chart with easy to follow user instructions	
	Pivoting dip handles and multi-position chin bar for exercise variation and to accommodate wide range of users	
	Retractable foot platform for bodyweight exercises	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	93	
Equipment:	Roman Bench	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-5600 or equal.	
	35" W x 49" L x 35" H	
	Adjustable thigh pad assembly angled 45 degrees for proper ergonomics.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	94	
Equipment:	Vertical Knee Raise/Dip	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-6400 or equal.	
	29" W x 42" L x 61" H	
	Elbow pads and dip handles designed to provide stability and encourage proper body positioning during exercise.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

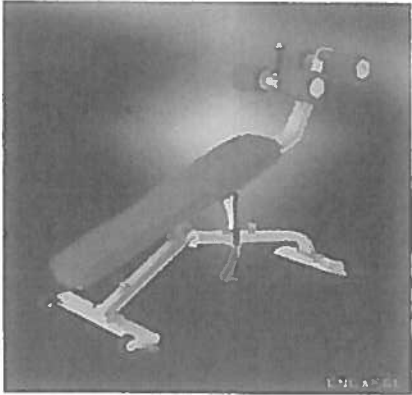
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	95	
Equipment:	Smith Machine	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-6800 or equal.	
	86" W x 55" L x 88" H	
	• Unique Open Frame Design facilitates easy positioning of exercise benches. • Counterweighted lifting arm reduces starting weight to just 14 lbs. Maximum loading capacity of 540 lbs. (12ea. 45 lb. plates). • Weight Carriage is angled 3 degrees to accommodate rotation of anatomical joints during exercise. • 8 position bar catch assembly accommodates multiple exercise movements. • 8 separate posts for storing weight plates. Weight plates & bars are by others.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	96	
Equipment:	Flat/Incline/Decline Bench	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-6700 or equal.	
	31" W x 50" L x 19" H	
	• Versatile bench adjusts into 11 positions ranging from 10° decline to 85° incline. Each position clearly marked in degrees on adjustment disk. • Seat pad adjusts to 3 positions to accommodate multiple exercise positions. • Lifting handle and rear wheels for ease of portability. • Load tested 1,000,000 cycles at 500 lbs.to insure structural reliability.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

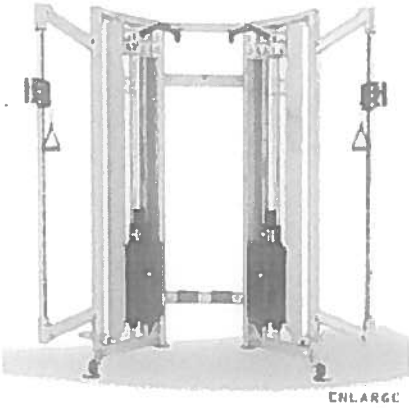
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	97	
Equipment:	Ab/Decline Bench	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-5300 or equal.	
	28" W x 68" L x 35" H	
	• Easily adjustable from -30° to +10° in 5° increments. Dual roller assembly for proper support during exercise. Wheels for easy movement.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

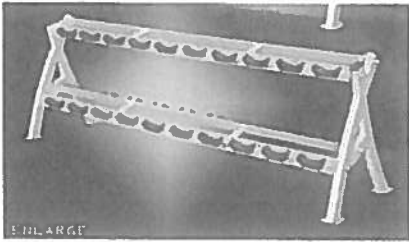
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	98	
Equipment:	3-Way Press Bench	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-8200 or equal.	
	65" W x 75" L x 56" H	
	- Easily adjusts into 3 positions: Supine, 30 degree incline, 10 degree decline. 3-position seat and dual position foot rest to accommodate wide range of users for each exercise. - Replaceable 3-position chromed bar catches with 6 plate holders standard.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years - Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year - cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day - normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

YK Regional Aquatic Center Equipment Specification Sheet

Item Number:	99	
Equipment:	Functional Trainer	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFT-300 or equal.	
	68" W x 43" L x 92" H	
	• Adjustment columns rotate 360 degrees to allow unrestricted movement in multiple planes. • Choice of 23 vertical positions through 64" range. • Swing arm adjustment to 14 horizontal positions through 169 degrees with 27" – 86 1/2" range. • 6 exercise categories and 18 primary exercises.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	100	
Equipment:	Dumbbell rack	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFW-4700-16 or equal.	
	150" W x 30" L x 33" H	
	- Designed to accommodate 16 pairs of dumbbells. - Choice of 23 vertical positions through 64" range.	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds; 5 years – Bushings, Sealed Rotating Bearings, Pulleys, Weight Plates, Guide Rods; 1 year – cables, linear bearings, shafts and other components not mentioned elsewhere; 90 Day – normal wear parts including but not limited to labels, upholstered pads and grips; 1 year - Labor	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	101	
Equipment:	Treadmill	
Manufacture:	Precor TRM 835 with P30 Console or equal	
Functional Spec:	Decline/incline range: -3% to 15%, .5% increments, up to 1000 lbs thrust	
	Speed range: .5 to 16 MPH	
	Maximum user weight: 500 lbs.	
	Running surface: 60" X 20"	
	Handrail length: 24 inches	
Equip Spec:	Frame: 2 step powder coated steel	
	Rollers: 4" diameter, tapered steel	
	Deck: rear hinged, front cushioned, 1" thick 52 lb high-density fiberboard w/phenolic laminate both sides, can be flipped for double life	
	Belt: Seigling E-8 multi-ply polyester belt w/dry lubricant or equal	
	Transport wheels: integrated	
	Power cord management: ICE320-C19 inlet for Schuko and BSI plugs	
	Motor: 4 HP AC motor with Power Factor Correction	
	Power: 120 VAC, 5-20R NEMA receptacle, 12 foot cord	
	Reading rack and water bottle holder: integrated	
Features:	Console features: LED display, w/Quickstart, motion control, numeric keypad, metric or imperial units selection	
	Preset Programs: minimum of 15, plus Gerkin fitness test, and USAF, Navy, Army, USMC, Fed Law Enforc., and Firefighter fitness tests	
	Electronic Readouts: speed, incline, distance, pace, ave speed, calories, heart rate, time elapsed, time remaining, % complete, time in zone, segment times, cals/min, watts, METS, target HR, ave HR, elevation gain, workout profile, workout summary	
	Emergency stop: safety clip attached to emergency stop switch w/guard	
	Auto stop: included	
	Heart rate monitoring: touch sensors in fixed handlebars, equipped for telemetry reading using a chest strap	
	Maximum pause time: 120 seconds	
	Network Capabilities: csafe ready, Fitlinxx compatible, w/diagnostics to limit exercise time, pause time, set default language	
Warranty:	Minimum: Frame: 7 years, mechanical and electrical and electronic: 2 years, wear items: 2 years, ac motor: 5 years, labor: 1 year	



EXPERIENCE™ SERIES
830 Line



PREMIUM DESIGN

The 830 Line features easy-to-use motion controls and an LED-based console that focuses on fitness.

TRM 835

Treadmill

Like every piece of equipment in our Experience Series 830 Line, the TRM 835 adds value to your facility by combining essential reliability and ease-of-use with a feeling that's personalized to every step. The 830 Line console integrates our intuitive motion controls and uses an LED-based display that focuses on the essential fitness stats and displays that keep users moving.

At Precor, we recognize that a great workout is the sum of many parts. In your hands, the products, services and technologies we offer can be combined in countless ways to complement the programs, and atmosphere you're creating.

PRECOR

TRM 835

Treadmill

EXPERIENCE™ SERIES
830 Line



The TRM 835 combines thoughtful design and performance to deliver an exerciser experience that feels right. Our TRM 835 makes it easier for you to provide a customer-focused environment. Quiet and efficient, we've streamlined the assembly and included diagnostic tools to increase uptime and keep operating costs down.

1 Console

Created to complement the entire Experience Series™ line, the P30 console features easy-to-use motion controls and uses a LED-based console that focuses on the essential fitness stats that keep users moving.

2 Power Factor Correction (PFC)

Our highly efficient 4 HP AC motor drives are optimized with PFC for increased efficiency, improved performance and up to 30% reduction in energy consumption.

3 Integrated Footplate Technology™

Recognizes exercisers natural foot speeds and matches every stride for an ultra-smooth feel that enhances their workout experience

4 Ground Effects® Impact Control System

Our patented system combines ideal cushioning, support, and stability for exercisers. Precor decks are designed to provide more absorption in the front where exercisers feet hit the belt and added rigidity at the back for a firm-push off.

5 Active Status Light

To increase up-time an external status light lets you and your staff know at a glance the operating condition of your treadmill and when to perform life-extending maintenance.



P30 Console



P30 Console with optional
15" Personal Viewing System

Dimensions (L x W x H): 83 x 35 x 68.5 inches / 211 x 89 x 174 centimeters
Product Height with PVS: 78 in / 198 cm
Weight: 430 lbs / 195 kg
Power: Powered: 120V/20 amp, dedicated circuit
Optional - 240V/20 amp, dedicated circuit

Total Workouts: 25
Motor Drive: 4.0 hp AC motor with Power Factor Correction
Speed Range: 0.5 - 16 mph / 1 - 25.5 km/h
Elevation Range: -3% - 15% (0.5% increments)

Language Selection: English, French, Dutch, German, Italian, Russian, Spanish

Network Capabilities: FitLinxx compatible
C-SAFE enabled

Entertainment: Optional - 15" Personal Viewing System (PVS)
Optional - Wireless entertainment cap

Accessories: Accessories holder
Reading rack
Optional - Cable management

Warranty: Frame - 7 years
Motor - 5 years
Parts (Mechanical & Electronic) - 2 years
Labor - 1 year

PRECOR

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	102	
Equipment:	Elliptical Trainer	
Manufacture:	Precor EFX835	
Functional Spec:	Step up height: footplate at lowest: 8", footplate at highest: 21.5", adjustable height	
	Ramp angle: 13 to 40 degree	
	dual action, adjustable crossramp w/P30 console, or equal	
	Handlebars: moving	
	Reversible pedal rotation	
	Resistance levels: 20	
	Maximum user weight: 350 lbs	
Equip Spec:	Ramp Material: extruded, anodized aluminum	
	Transport wheels: integrated	
	Foot pedal dimensions: 14.5" X 6.5"	
	Adjustable feet and rubber pads	
	Power: 120 VAC, 15 amp, 5-15R NEMA receptacle, 12 foot cord, power adapter and cable kit included	
	Water bottle holder integrated	
Features:	Console features: LED display w/Quickstar, numeric keypad, options key for targets, metric or imperial units selection	
	Preset Programs: minimum of 14 including Navy fitness test	
	Electronic Readouts: resistance level, ramp angle, distance, strides/min, total strides, calories, heart rate, time remaining, time elapsed, time in zone, segment time remaining, ave speed, cal/min, cal/hour, watts, METS, target HR, ave HR, % complete, workout profile, workout summary	
	Heart rate monitoring: built-in touch sensors, equipped for telemetry reading using a chest strap	
	Network Capabilities: csafe ready, Ethernet ready, co-axial TV cable on jack panel	
Warranty:	Minimum: Frame and welds: Lifetime, mechanical and electrical and electronic: 10 years, labor: 1 year	



EXPERIENCE SERIES™
830 Line



PREMIUM DESIGN

The 830 Line features easy-to-use motion controls and an LED-based console that focuses on fitness.

EFX[®] 835

Elliptical Fitness Crosstrainer[™]

Like every piece of equipment in our Experience Series™ 830 Line, the EFX[®] 835 combines essential reliability and ease-of-use with a natural, low-impact stride to add value to your facility. The 830 Line console integrates our intuitive motion controls and uses an LED-based display that focuses on the essential fitness stats and displays that keep users moving.

At Precor, we recognize that a great workout is the sum of many parts. In your hands, the products, services and technologies we offer can be combined in countless ways to complement the programs, and atmosphere you're creating.

PRECOR

EFX 835

Elliptical Fitness Crosstrainer™

EXPERIENCE SERIES™
830 Line



The EFX® 835 combines the benefits of CrossRamp® technology and upper body moving handlebars for a total-body workout. CrossRamp® technology, unique to Precor, offers ramp inclines from 13 to 40 degrees, which allows users to target different muscle groups.

PRODUCT HIGHLIGHTS

- 1 Moving Handlebars**
Moving handlebars for a total-body workout.
- 2 Console**
Created to complement the entire Experience Series™ line, the P30 console features easy-to-use motion controls and uses a LED-based console that focuses on the essential fitness stats that keep users moving.
- 3 CrossRamp® Technology**
Users can isolate or crosstrain specific lower body muscle groups simply by adjusting the angle of the ramp, making it easy for users to focus on their individual fitness goals.
- 4 Biomechanics**
Our patented elliptical path perfectly mimics a natural running stride, allowing users to keep their heels down for a more comfortable, effective and ergonomically correct motion.

PRODUCT SPECIFICATIONS

Dimensions (L x W x H): 80 x 32 x 68 inches / 203 x 81 x 173 centimeters
Product Height with PVS: 84 in / 213 cm
Weight: 338 lbs / 153 kg
Power: Self-powered

Total Workouts: 15
Resistance Levels: 20
CrossRamp® Range: 13-40°
Language Selection: English, French, Dutch, German, Italian, Russian, Spanish

Network Capabilities: FitLinxx compatible
 C-SAFE enabled

Entertainment: Optional - 15" Personal Viewing System (PVS)
 Optional - Wireless entertainment cap

Accessories: Accessories holder
 Reading rack
 Optional - Cable management

Warranty: Frame - 7 years
 Parts (Mechanical & Electronic) - 2 years
 Wear Items - 1 year
 Labor - 1 year



P30 Console



P30 Console with optional
15" Personal Viewing System

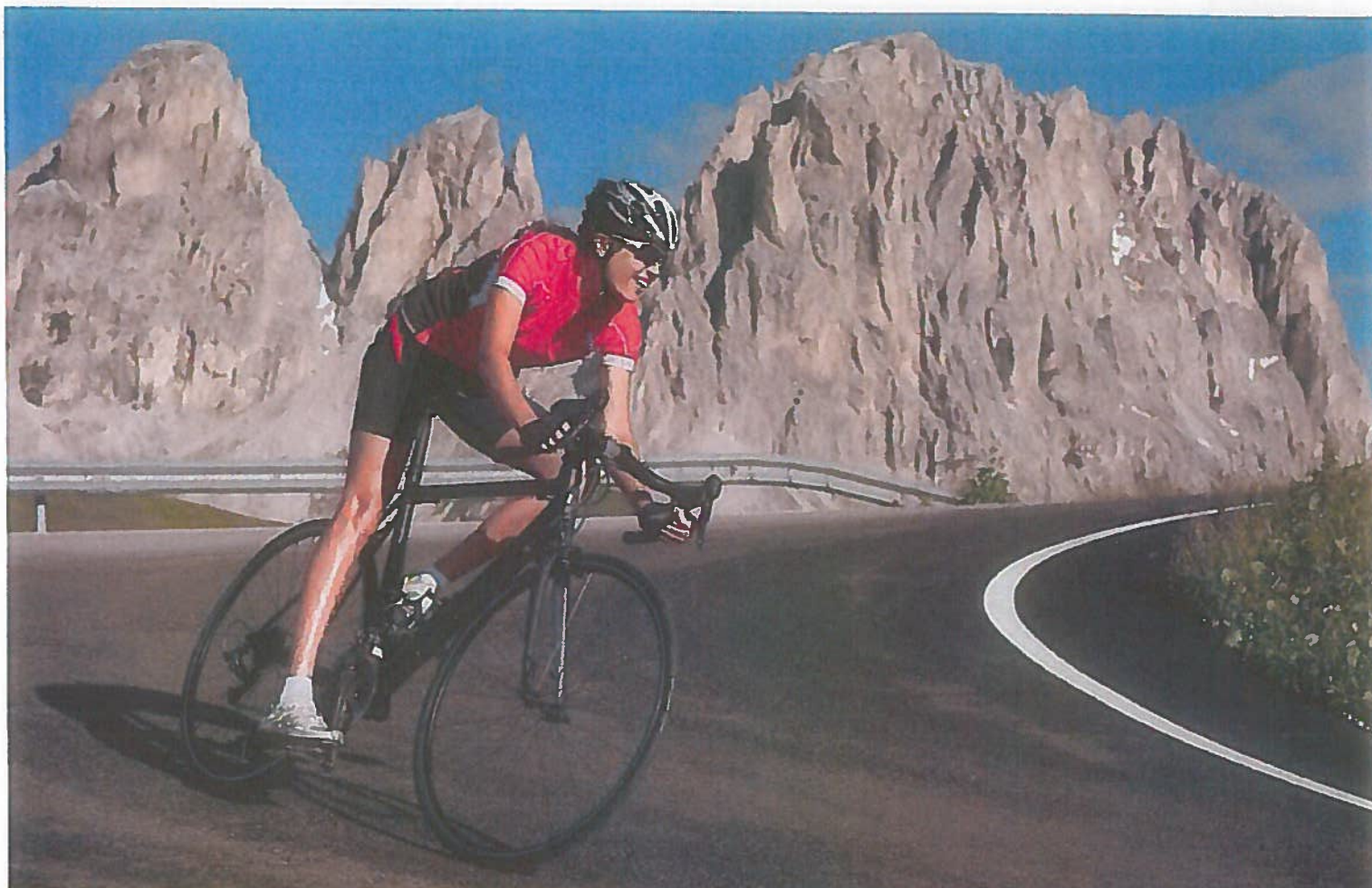
PRECOR

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	103	
Equipment:	Stairmaster	
Manufacture:	Stepmill 5, TS-1 touch screen	
Functional Spec:	Revolving staircase, 8 steps, 8" high, 9" deep, 22" wide	
	Resistance levels: 20	
Equip Spec:	Electronically controlled alternator with chain drive	
	Step up assist	
	Step material: polypropylene construction	
	Maximum user weight: 350 lbs.	
	Adjustable feet	
	Input voltage: 100-240 VAC 50/60 Hz 100VA	
	Integrated water bottle holder	
	Entertainment: 15.6" LCD display, HD TV capable, keypad on unit, headphone jack, energy saver when not in use, iphone/ipad docking station for watching videos and charging	
Features:	Console features: 10" LED touch screen, Quickstart, integrated TV tuner	
	Preset Programs: 11 world landmarks, goal based programs; floors, time, calories; profiles – Calorie burner, fat burner, intervals, manual, steady, bell-shaped, HR zone trainer, firefighting WFI and CPAT tests	
	Electronic Readouts: time, level, floors climbed, calories, watts, METS, Profile, HR, floors/minute, ave floors climbed per workout, ave calories burned per workout, highest floors climbed, highest calories burned	
	Heart rate monitoring: equipped for telemetry reading using a chest strap	
	Network Capabilities: USB tracking compatible CSAFE and Fitlinxx compatible	
Warranty:	Stepmill 5 minimum: frame: 15 years, mechanical parts: 3 years, labor: 1 year, wear items and electronics: one year	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	104	
Equipment:	Recumbent Cycle	
Manufacture:	Precor RBK835 w/P30 console or equal	
Functional Spec:	Minimum: 18 watts at Level 1 at 20 RPM, Maximum: 750 watts at level 25 at 150 RPM	
	Resistance levels: 25	
	Maximum user weight: 350 lbs.	
Equip Spec:	Frame: 2 step powder coated steel	
	Step thru design with low (4" max.) step over height	
	Pedals: over-sized, dual sided, with integrated strap	
	Bottom bracket: hardened steel, seated ball bearings	
	Seat: adjustable	
	Seat rail: positioned so knee is over ball of foot at 2 and 8 o'clock position	
	Seat back: floating suspension system, webbed polypropylene material	
	3 phase generator with belt drive,	
	Transport wheels: integrated	
	Power: 120 V/15A circuit with 5-15R NEMA receptacle	
	Reading rack and water bottle holder: integrated	
Features:	Console features: 15" LED touch screen display, w/Quickstart, numeric keypad, metric or imperial units selection	
	Preset Programs: minimum of 15	
	Electronic Readouts: total distance, distance remaining, target distance, total calories burned, cal/min, cal/hr, METS, watts, target, time elapsed, time remaining, time in zone, segment, RPM, heart rate, ave hearat rate, max heart rate, target heart rate	
	Heart rate monitoring: touch sensors in fixed handlebars, equipped for telemetry reading using a chest strap	
	Maximum workout time: 120 minutes, maximum pause time: 5 minutes	
	Diagnostics to limit exercise time, pause time, set default language	
Warranty:	Minimum: Frame: 7 years, mechanical and electrical and electronic: 2 years, wear items: 1 year, high wear items (headphone jack, USB connector): 90 days, labor: 1 year	



EXPERIENCE™ SERIES
830 Line



PREMIUM DESIGN

The 830 Line features easy-to-use motion controls and an LED-based console that focuses on fitness.

RBK 835

Recumbent Bike

Like every piece of equipment in our Experience Series 830 Line, the RBK 835 adds value to your facility by combining essential reliability and ease-of-use with smooth pedalling and biomechanically correct geometry. The 830 Line console integrates our intuitive motion controls and uses an LED-based display that focuses on the essential fitness stats and displays that keep users moving.

At Precor, we recognize that a great workout is the sum of many parts. In your hands, the products, services and technologies we offer can be combined in countless ways to complement the programs, and atmosphere you're creating.

PRECOR®

RBK 835

Recumbent Bike

EXPERIENCE™ SERIES
830 Line

The RBK 835 recumbent bike features a step-through design to appeal to a wide range of exercisers of all ages. The simple seat adjustment allows the user to change the position of the seat with one hand, either on or off the bike. A ventilated air flex seat provides exceptional comfort.

PRODUCT HIGHLIGHTS



- 1 Console**
Created to complement the entire Experience Series™ line, the P30 console features easy-to-use motion controls and uses a LED-based console that focuses on the essential fitness stats that keep users moving.
- 2 Step-through Design**
Designed for easy mounting by the rider, the recumbent has a step-through design (14 in / 36 cm wide) with a low step-over height (4 in / 10 cm).
- 3 Ultra Comfortable Recumbent Seat Back**
Custom-designed air flex seat, featuring a ventilated panel and unique suspension system for a cool, cushioned ride.
- 4 Seat Adjustment**
The simple seat adjustment allows the user to change the position of the seat with one hand, either on or off the bike.
- 5 Ease of Maintenance**
The easy to remove shroud ensures easy access to the belt-drive system for maintenance and servicing without removing the pedals or crank.
- 6 Dual-sided Pedals**
The dual-sided pedals allow the user to use the pedals with or without the integrated straps. The extra wide pedals comfortably accommodate feet of all sizes to ensure proper pedaling form.

PRODUCT SPECIFICATIONS

Dimensions (L x W x H):	67 x 23 x 50 inches / 170 x 58 x 127 centimeters
Product Height with PVS:	63 in / 160 cm
Weight:	210 lbs / 95 kg
Power:	Self-powered
Total Workouts:	12
Resistance Levels:	25
Minimum Watts:	18 (level 1 at 20 RPM)
Maximum Watts:	750 (level 25 at 150 RPM)
Language Selection:	English, French, Dutch, German, Italian, Russian, Spanish

Network Capabilities: FitLink compatible
C-SAFE enabled

Entertainment: Optional - 15" Personal Viewing System (PVS)
Optional - Wireless entertainment cap

Accessories: Accessories holder
Reading rack
Optional - Cable management

Warranty: Frame - 7 years
Parts (Mechanical & Electronic) - 2 years
Labor - 1 year



P30 Console



P30 Console with optional
15" Personal Viewing System

PRECOR

Items 110 & 111

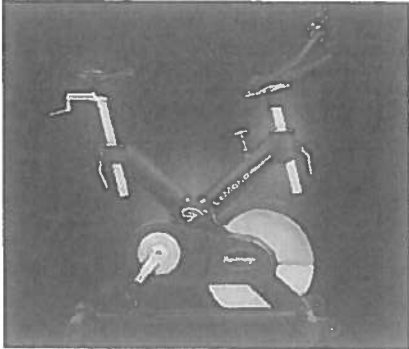
Personal Viewing Screens & Wireless Entertainment System for Cardio Equipment

Scope: Furnish and install personal viewing screens, wireless entertainment system and headphones for 11 cardio exercise machines.

Details:

1. For each item of equipment listed below, provide a 15" personal viewing system, personal controller and wireless broadcast system. The personal viewing system shall be an integrated product supplied by Precor (P30 Console with optional 15" personal viewing system) or a competing product that has a mount made for each item of equipment listed below (11 total items). Personal screen controller may be integrated into the unit or a universal device mounted TO the unit.
Items 101 – Treadmill, 102 – Elliptical Cross Trainer, 103 – Stairmaster Stepmill, 104 – Recumbent Bicycle
2. Provide a wireless broadcast system. Wireless Broadcast system shall be a complete system for all equipment. System shall include transmitter, receivers/controller, and headphones. Supplier is required to ensure that supplied system is fully functional across all equipment platforms and fully operational upon installation. CATV and 120V power connection in the area of the cardio equipment has been provided. Please refer to the provided sketch in the RFP package.
3. Headphones provided in item 2 above shall be durable over the ear type design to hold up to the rigors of fitness center usage rates. Provide 50 pairs of washable foam headphone covers for the provided headphones.

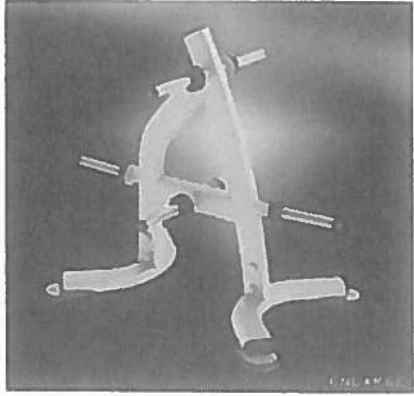
**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	167	
Equipment:	Group Cycling Bike	
Manufacturer:	LeMond	
Equipment Spec:	LeMond RevMaster Pro, or equal	
	23" W x 42" L x 46" H	
	• X Frame, 2 piece bottom bracket, adjustments for seat height and distance, handlebar adjustments. • Fender w/ integrated brake assembly • 4-micro-adjustability for seat and handle bars	
Warranty:	Frame – 5 years, Cranks, flywheel, handlebar, handlebar post, seat post – 3 years; Bottom bracket cartridge assembly, pillow block bearings, tension assembly – 2 years; Pedals – 1 year, seat, grip, handles, pedal straps, and brake pad – 90 days; Labor – 90 days following installation	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	168	
Equipment:	Group Cycling Meter	
Manufacturer:	LeMond	
Equipment Spec:	LeMond RevMaster Pilot II, or equal	
	• Same manufacturer as cycle. • Wireless • Displays Cadence, RPM, Time, Distance, Heart Rate*, Calories* (*when used with heart rate chest strap transmitter – provided by others) • Battery powered • Digital and analog technology	
Warranty:	One year warranty on meter and transmitter.	

**YK Regional Aquatic Center
Equipment Specification Sheet**

Item Number:	237	
Equipment:	Weight Plate Tree	
Manufacturer:	Paramount	
Equipment Spec:	Paramount XFT-6300 or equal.	
	26" W x 41" L x 92" H	
	6 weight posts to accommodate 1,000 lbs. of Olympic plates and collars	
ASTM Stds.:	ASTM F-1749 Standard for Safety Signage and Warning Labels for Fitness Products	
	ASTM F-2277 Test Methods for Strength Equipment	
	ASTM F-2216-03 Standard Specification for Selectorized Strength Equipment	
	ASTM F-2276-05 Test methods for Strength Equipment	
Warranty:	10 years - Frame Components and Welds.	

YK Fitness Center IT Equipment (6/16/22)

Hardware	Qty
Monitors	12
Desktop Computers	9
Servers	1
Phones	5
Wireless Access Points	4
Firewalls	2
Network Switches	3
Keyboards	10
Mice	12
Printers	1
UPS Units	5
Cable Modems	3
Laptop Computers	1
Projectors	1
POS Receipt Printers	2
Credit Card Readers	2
Wall-mounted TVs	3

Attachment E

SIGNATURE AND VERIFICATION

By signing below, I hereby acknowledge the following:

1. Proposer, nor any of their representatives or third party mandated by Proposer, has attempted to contact City representatives or members of the selection committee for the purpose of influencing their choice, judgment or recommendation relating to the contract, or with members of the City Council to influence their decision.
2. Proposer has produced the proposal without collusion, communication, agreement or arrangement with a competitor with regards to price, methods, factors or formulas for setting prices, to the decision to submit a proposal or to present a proposal that does not comply, directly or indirectly, with specifications contained in the Request for Proposals.
3. Neither the proposer nor any of its representatives engaged in discrimination, intimidating measures, influence peddling, corruption or entered any form of collusion, communication, agreement, or arrangement with other suppliers or third parties relating to a contract with the City of Bethel.
4. If selected, proposer agrees that neither it nor any of its representatives will engage in discrimination against any person because of race, national origin, color, age, creed, religion, sex, sexual orientation, gender identity, political affiliation, marital status, ancestry, disability, status as a disabled veteran, or any other status protected by law.
5. Proposer has appropriately identified proprietary and confidential information. Proposer agrees, should the City comply with the Proposer's request for non-disclosure, that Proposer shall assume all responsibility for any challenges resulting from the non-disclosure, indemnify and hold harmless the City from and against all damages (including but not limited to attorney's fees that may be awarded to the party requesting the Proposer information), and pay all costs and expenses related to the withholding of Proposer information. Proposer shall not make a claim, sue, or maintain any legal action against the City or its directors, officers, employees, or agents concerning the disclosure, or withholding from disclosure, of any Proposer information. The City shall have no obligation to withhold non-classified information

from disclosure and may release the information sought without any liability to the City.

6. Proposer's failure to certify to the statements in this attachment shall result in automatic rejection of the bid.
7. If Proposer is found to have been in violation of any of the statements in this Attachment, the City shall automatically reject the bid.
8. The City may cancel a contract if, during the course of the contract, the City finds Proposer to be in violation of any of the sworn statements required by this Attachment.
9. I have read and understand the requirements of this Request for Proposals and certify that I, as the Proposer, will comply with all requirements and that I am duly authorized to execute this proposal/offer document and any contract(s) and/or other transactions required by award of this RFP.

Acknowledgement of Receipt of Addenda

1. I hereby acknowledge receipt of all addenda issued and associated with the Request for Proposals for Professional Operations and Management Services for YK Fitness Center.

Name (printed):	Title:
Company Name and Mailing Address:	Telephone Number: E-mail Address:
Authorized Signature:	

Attachment F

PRICE SHEET

FIXED COST TO PROVIDE PROFESSIONAL OPERATIONS AND MANAGEMENT SERVICES FOR YK FITNESS CENTER

A. Price Sheet Instructions

Provide annual fixed cost (price) that company intends to charge for each of two years to operate the YK Fitness Center and provide the services necessary to meet the responsibilities described herein and in the draft contract attached.

Description	Price
Fixed price for Fiscal Year 2023 (July 1, 2022 – June 30, 2023)	
Fixed price for Fiscal Year 2024 (July 1, 2023 – June 30, 2024)	
Fixed price for Fiscal Year 2023 to provide Secondary Services: Recreation Activities/Sports Services	
Fixed price for Fiscal Year 2024 to provide Secondary Services: Recreation Activities/Sports Services	

B. SIGNATURE AND VERIFICATION

Pursuant to and in compliance with the City of Bethel's Request for Bids document, the undersigned hereby proposes to provide professional operations and management services for the YK Fitness Center.

Respondent Name (printed):	Title:
Company Name and Mailing Address:	Telephone Number: E-mail Address:
Signature:	

4th of July Preparation:

- This topic has the Parks & Recreation Committee involved with planning. Planning starts around May/June.
- Gather people to coordinate the Parade (previously Ronda Phillips), Stage (previously Sean Grady) and Booths (PW Admin)
 - This has since changed. Ronda moved and PW Admin took over the parade. Firstly, pick a theme (this can be discussed among the Parks & Recreation Committee). I have used google docs for the parade participants to sign up. Color Guard is always first and VFW will always be second in line for the parade. The participants will have to be responsible for their own liability insurance. Line up has always been on Front Street/Main Street (drive down Main Street to enter line). As the parade ends in Pinky's Park, each group can pause to let people off their float, then must continue down Akiak and out of the event area. The Fire Trucks are the only vehicles allowed to park next to Pinky's Park. I have hosted a judging contest. In the past, there were judges picked out but I changed it to a virtual contest via Survey Monkey. 1st Place-\$300, 2nd Place-\$200, 3rd Place-\$100 and People's Choice-\$100 which were based off the budget.
 - P.S. COVID-19 caused a concern for the community gathering so the event was canceled but there was an assortment of expanded parade routes that the public chose by providing them options.
- Make sure to find someone who is willing to rent out their sound equipment (previously Willie John and/or Glen Mojin)
- Prepare the Booth and Residential Vehicle Passes
- Prepare booth applications (saved as template on N Drive: PW)
- Make sure to add the stage/flatbed (previous year from Alaska Marine Lines) onto the insurance for the event BEFOREHAND (in June)
- Gather employees to help with barricades, trash bins, toilet paper and if any electrical issues arise (Property Maintenance)
- Make sure there are enough barricades
- For food vendors, make sure there is a couple bins for coals/ashes
- Make sure the map/legend is created and advertisement (FB, KYUK, website)
- Test the spider boxes to provide electricity within the booth areas
- Gather booth phone numbers
- Make sure that there is enough in the budget
- See if the Army could perform a fly over and/or presentation of a plane (April)
- Possibly ask if the JROTC kids would like to help with clean up after (around 7:30-8 PM)
- Ask if the FD, PD and/or PW emp would like to have a tug of war contest
- If enough budgeted, get supplies for games:

- Potato sack race, egg w/ spoon race, egg toss, partner race(tie leg together w/ partner), pie/hot dog eating contest, singing contest

Day Of:

- Make sure there are enough VOLUNTEERS and water bottles for the volunteers (City employees will be paid)
- Test the electricity (spider boxes)
- Make sure to get insoles (gel insoles, going to be on your feet all day)
- Prepare a thank you list for everyone that is involved



Pinky's Park Use of Space Consideration to help support current activities. Two measurement lines provided for reference.

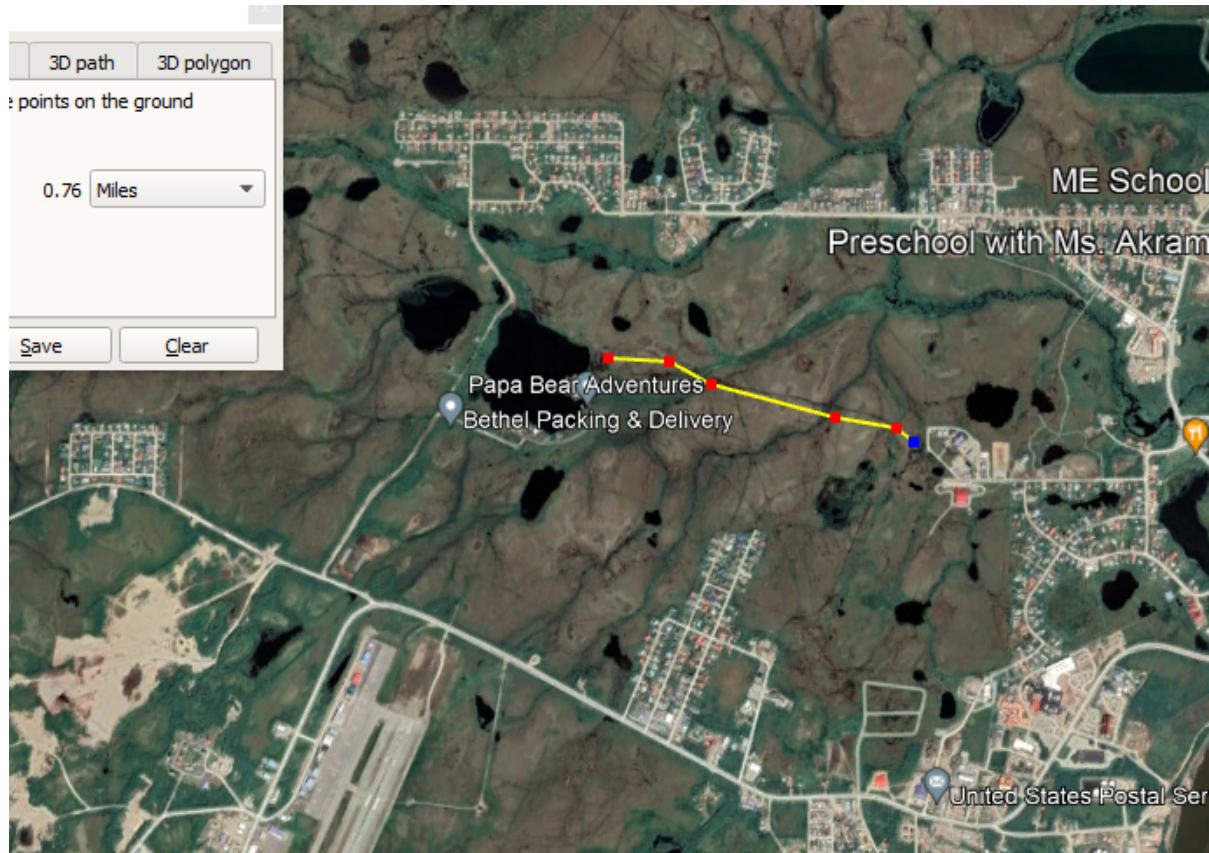
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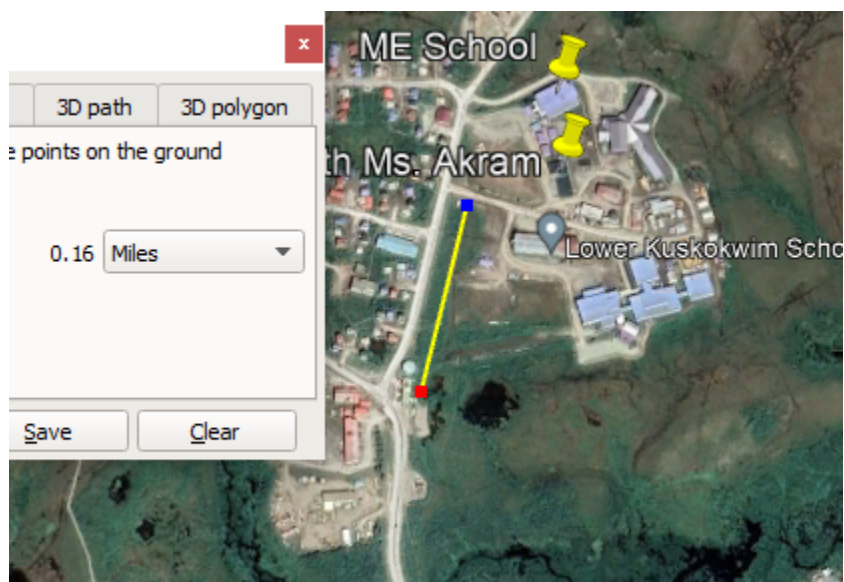
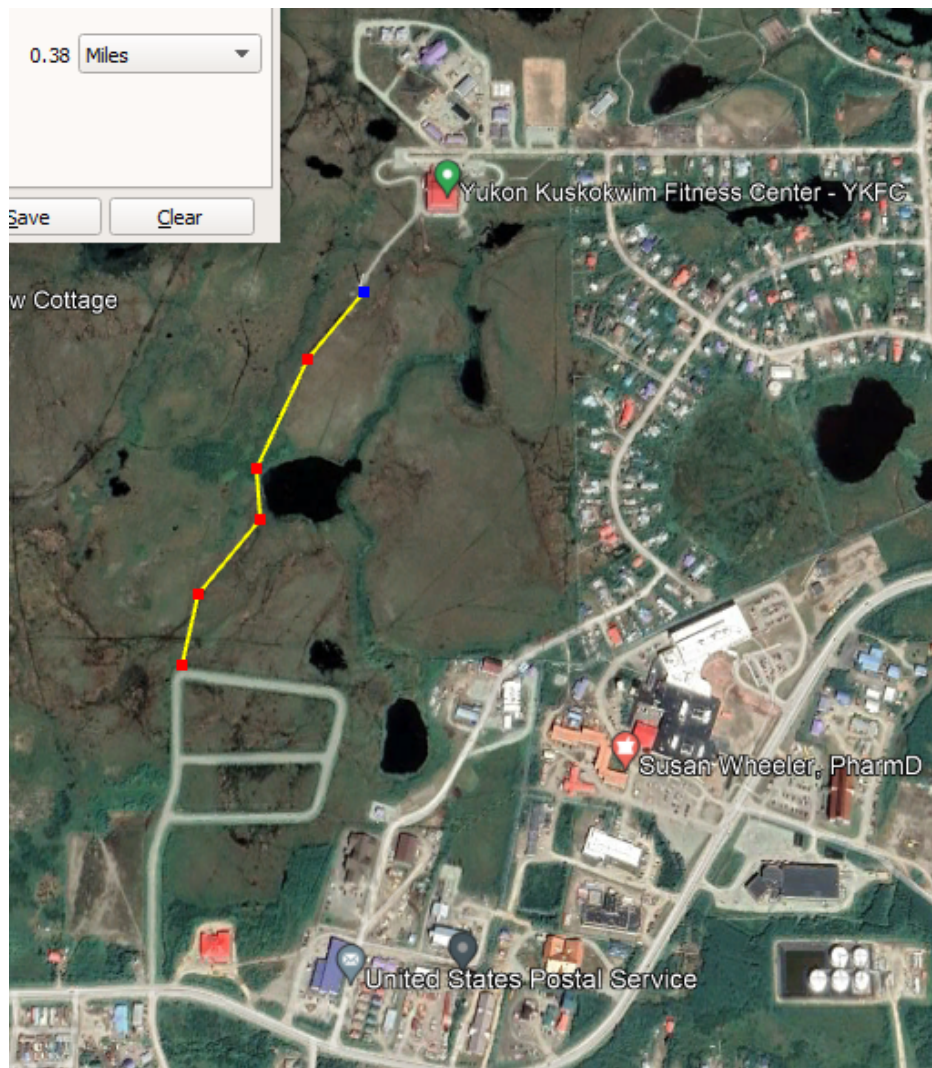
New park equipment. Approximate space needed for the new equipment 36'x36'

Two volleyball courts Approximate space needed for the additional court 60'x30'

Parking and park access points.

Review and Prioritize Trail Routs for Trail Development





Introduced by: Council Member Barr
Introduction Date: August 9, 2022
Public Hearing: August 23, 2022
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #22-28

AN ORDINANCE BY THE BETHEL CITY COUNCIL ADOPTING FEES AND RATES FOR THE YK FITNESS CENTER AND ESTABLISHING A "PAY WHAT YOU CAN" POLICY

WHEREAS, the City Council wishes to develop fees and rates for the YK Fitness Center that reflect industry standards and cover maximum operating expenditures while also providing all residents and visitors, regardless of income, the opportunity to use the facility;

WHEREAS, our community members have limited dependable, year-round recreational outlets, which makes access to the YK Fitness Center all the more meaningful and necessary; and

WHEREAS, recognizing that cost can be a barrier to participation, the Council is taking steps to remove financial barriers that may prevent low-income community members from using and enjoying the YK Fitness Center;

NOW, THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska:

Section 1. Classification. This ordinance is not permanent in nature and shall not be placed in the Bethel Municipal Code.

Section 2. Establishment of Fees. The City of Bethel Fees for the YK Fitness Center are as follows:

MEMBERSHIP		
Individual Annual Membership		
	Pool or Fitness	Pool and Fitness
Adult	\$660*	\$905*
Youth	\$330*	\$530*
Senior	\$275	\$480
Military	\$440	\$340
Individual Monthly Membership		
	Pool or Fitness	Pool and Fitness
Adult	\$66*	\$905*

Introduced by: Council Member Barr
 Introduction Date: August 9, 2022
 Public Hearing: August 23, 2022
 Action:
 Vote:

Youth	\$33*	\$530*
Senior	\$28	\$480
Military	\$44	\$340

Family Annual Membership (*per person*)

For 3 to 8 family members residing in the same household.

Fitness	\$560*
Pool	\$560*
Pool and Fitness	\$770*
Military Fitness	\$375
Military Pool	\$375
Military Pool and Fitness	\$545
Senior Fitness	\$235
Senior Pool	\$235
Senior Pool and Fitness	\$410

Family Monthly Membership (*per person*)

For 3 to 8 family members residing in the same household.

Fitness	\$60*
Pool	\$60*
Pool and Fitness	\$80*
Senior Fitness	\$25
Senior Pool	\$25
Senior Pool and Fitness	\$45
Military Fitness	\$40
Military Pool	\$40
Military Pool and Fitness	\$50

FACILITY ACCESS

Facility Access Day Passes

Adult Fitness	\$8*
Adult Pool	\$8*
Pool and Fitness	\$11*
Youth Fitness	\$5*
Youth Pool	\$5*
Youth Pool and Fitness	\$8*
Senior Fitness	\$3
Senior Pool	\$3
Senior Pool and Fitness	\$6
Military Fitness	\$6
Military Pool	\$6
Military Pool and Fitness	\$9

Facility Access 10 Pack Bundle

Introduced by: Council Member Barr
 Introduction Date: August 9, 2022
 Public Hearing: August 23, 2022
 Action:
 Vote:

Adult Fitness	\$72*
Adult Pool	\$72*
Pool and Fitness	\$99*
Youth Fitness	\$45*
Youth Pool	\$45*
Youth Pool and Fitness	\$72*
Senior Fitness	\$27
Senior Pool	\$27
Senior Pool and Fitness	\$54
Military Fitness	\$54
Military Pool	\$54
Military Pool and Fitness	\$81
GROUP FITNESS PASSES	
10 Pack Fitness Classes	\$85*
Fitness Class Passes	\$11*
GROUP FITNESS PASSES	
Fitness Class 10 Pack	\$85*
Fitness Class Single Passe	\$11*

Group Swim Lessons and specialty class fees will be determined at the time of scheduling by the YK Fitness Center Operator. Those fees shall be fair and reasonable and may at any time be modified by Administration or City Council.

Section3. Establishment of Pay What You Can Policy.

Purpose

The Pay What You Can Program is intended to provide access to the YK Fitness Center, a public facility, for all residents and visitors, and to reduce the cost of access to a level comfortable to the individual user or family:

If users' income range falls within the following, the user(s) are eligible for the percent discount associated with the income range:

Persons in Family/Household	Family Gross Annual Income		
	75%	50%	25%
1	≤ \$16,990	\$16,991-25,485	\$25,485-33,980
2	≤ \$22,890	\$22,891-34,335	\$34,335-45,780
3	≤ \$28,790	\$28,791-43,185	\$43,185-57,580
4	≤ \$34,690	\$34,691-52,035	\$52,035-69,380

Introduced by: Council Member Barr
Introduction Date: August 9, 2022
Public Hearing: August 23, 2022
Action:
Vote:

5	≤ \$40,590	\$40,591-60,885	\$60,885-81,180
6	≤ \$46,490	\$46,491-69,735	\$69,735-92,980
7	≤ \$52,390	\$52,391-78,585	\$78,585-104,780
8	≤ \$58,290	\$58,291-87,435	\$87,435-116,580
≥9	≤ \$64,190 + \$5,900 for each additional person.	\$64,191-93,335 + \$5,900 for each additional person.	\$93,335-122,480 + \$5,900 for each additional person.

The discount may be applied only to the full price fee for facility memberships, access, fitness passes, swim lessons or specialty classes. Applicable fees in the fee schedule are marked with an asterisk. The discount may not be combined with any other offers.

Accessing Pay What You Can

Any facility user who wishes to receive a reduced price for entry and/or services may, through the YK Fitness Center Website, apply the associated discount, or at the time of checkout upon entry, request the percentage discount applicable to their income range.

Users will not be asked to fill out a form or produce income records to take advantage of the Pay What You Can rates.

SECTION 4. Effective Date. This ordinance shall become effective October 1, 2022, upon adoption by the Bethel City Council.

ENACTED THIS 23rd DAY OF AUGUST 2022, BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

ATTEST:

Mark Springer, Mayor

Lori Strickler, City Clerk



CITY OF BETHEL
P.O. Box 388
Bethel, Alaska 99559
Ph. (907) 543-4150
Fax (907) 543-3817

MEMORANDUM

DATE: July 20 – July 19 – August 2, 2022

TO: City Council

FROM: Peter Williams, City Manager

RE: Managers' Report

Covid-19 – Masks, hand cleaner, and testing kits are still available. The test kits we have are out of date. The manufacturer told us we could extend the shelf life of the masks we have for three months. It appears the number of cases being reported is increasing.

Daily Log

July 19 – 1) Admin met to discuss the CBA. Hopefully, we are nearing the end of the negotiations. 2) Reviewing CIP with the Finance Dept. 3) Admin forwards a Resolution to the City Clerk to allow Comm. Drivers Licenses to be issued in Bethel.

July 20 – 1) Discussed personal issues with the H.R. director. We also discussed implementing a Safety Program and forming an employee-staffed Safety Committee 2) Discussed the audit sale taxes with the Finance Director. 3) V&E inventory was sent to Carmen Jackson LLC, who is helping us finish the 2020 audit. 3) Requested the status of the transfer of property to ONC to the City of Bethel.

July 21- 1) Via email discussed YKFC's lack of lifeguards with the C.A., CC, and the manager of the pool. At issue is the City's liability if the pool is being used and no lifeguards are present. 2) We are waiting for the Mylar, which we will receive by mail. Then the plat needs to be signed. We will record the property, and the last step is to produce a quit deed claim for ONC to sign. 3) Requested Vitus Marine finish fencing the tank farm out on Tower Rd. They need a fence around the propane tanks. 4) The DMV asked for suggestions that provide information to the public that the deadline is approaching for obtaining REAL ID

from the DMV. Appears that to be able to fly, you will need one by May 2023. 5) Police dept contacted Filis about the parking and some other issues.

July -22- 1) Met with the State of Alaska Office of Management and Budget and discussed the Coronavirus Capital Project Fund (CCPF). If we can satisfy the requirements of the grant, the funds will be used to expand the Yukon Kusko. Fitness Ctr. 2) Some of the heavy equipment ordered last year arrives in Seattle. 3) Review in voices from DOWL Inc. 3) Review Comp Plan Update.

July 25 - 1) Reviewed and sent the contract for monitoring the wind turbine to PowerGrid Ltd., which has acquired Northern Power. Northern Power was monitoring the turbine remotely from Vermont. PowerGrid Ltd. has partnered with AVEC and will have an office based in Alaska. 2) The project at the courthouse for water services is near completion. 3) The DEC will inspect the landfill on August 16. 4)

July 26 - 1) Reviewed CSP grant expenditures and discussed them with the finance department. 2) Attended the Council Meeting.

July 27 – 1) The Act. Police Chief, H.R. director, and I interviewed two candidates for the police chief's position. 2) Several discussions with the H.R. Director concerning personnel. 3) The Police Dept has secured an officer for the SRO position at LKSD. 4) HR Manger and I discussed developing a form of disciplining employees. The CA suggested we work with APEI. 5) Our insurance broker requested we pay our premium of \$1,020,092.92 as soon as possible. 6) Meet with the department heads to discuss P-cards and purchasing using invoices. Finance Director also spoke too various problems with purchasing that need to be changed. I think we should hire another Level II accounting specist who has had some experience in purchasing and is familiar with procurement codes.

July 28 – 1) Teams meeting with H.R. Pro. 2) Reviewed the status of the projects that Dowl Inc and the City of Bethel are working on together. 3) I Received a response from the APEA regarding our final offer for the CBA. 4) Discussed changes to the site plan permits. 5) ADF&G will meet with City staff to discuss culverts at various water crossings. 6) Met with H.R. Director to discuss recruiting a Polic Chief.

July 29 – 1) Met with the Acting Police Chief and H.R. Manager to discuss the candidates for the Police chiefs position. We have decided to bring a candidate to Bethel so we can interview him in person. 2) Received the Bethel Tundra Ridge Road proposed ROW. 3) Admin. discussed the following steps to take concerning the process the City will take with an ongoing audit regarding sales tax.

July 30- Review the Manager's Report, Projects, and emails.

August 1 – 1) Discuss Public Works Pay Matrix with the P.W. and H.R. Directors. 2) Met with the city Attorney concerning the Hackneys. 3) Discussed the Alaska Public Employees Assoc. Collective Bargain Agreement.

August 2 -1) Meet with the Planning Director to discuss what tasks the Planning Department will be left unfinished when he resigns on September 1. The Admin Assistant will continue to handle the day-to-day tasks. Issuing the site plan permits will continue as usual. I hope the Conditional Use Permits will have to be outsourced to be processed. 2) Reviewed the Budget for the C.P. and carryovers with the Finance Dept. and Public works. 3) The Transit System is being audited. They will recommend to their superiors that the purchase of the bus that was approved in the CIP be expensed to the grant we received for seven-hundred eleven dollars be allowed to. We will not know for a while what their decision will be. 3) DOT announced a Pre-Notice for a new funding cycle for the Community Transportation Program(CTP) and Transportation Alternate Program (TAP).

Peter Williams
Bethel City Manager

Memorandum

Date: August 1, 2022

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



July 2022 Current Events

- **Wrapped Up FY22 Budget:**

Now that the FY22 budget is officially over, I had to look and make sure that all the numbers were in the black as it pertains to the different line items of my budget. It was brought to my attention that a few of the spots were overbudget. I worked with Finance on some line-item transfers to address the overages. Most of the overages were relatively minor with one line item only being over budget because I decided to allocate our Microsoft 365 expenses to a location different than what I had originally intended when we planned for FY22. The money was available, just in a different spot, so it was easy enough to just shift it.

- **Next Steps for OneWeb Transition:**

As I've been stating for months, we have been in a holding pattern regarding a shift from our GCI Internet service to the new OneWeb service due to egregious hardware delays. This month, an ACS network technician and myself have been leveraging existing equipment and other things we can get our hands on in order to move to the next step of our project which is to simulate our network on new equipment to make sure it all works as intended. If we can successfully mock up the City's existing network, we should be able to transition over relatively seamlessly. Unfortunately, we've been running into snags which the engineer is trying to hammer out.

- **Dispatch 911 Main Computer Down:**

Toward the early middle of the month, there was an issue with the power at the Police Dept which resulted in an outage for less than a minute. Even though the outage seemed minor, it did result in a casualty in the form of one of the dispatch 911 computers losing its ability to boot into an operating system due to a hard drive malfunction. We have redundancies in place so the dispatch station is still running as normal, but the computer has been sent off to ProComm for repairs. Once they receive any needed replacement parts from HP, they will return the unit to me and I'll get it reinstalled right away.

The nature of the outage is concerning. The building is supposed to be entirely UPS'd such that the building will never experience a power outage. Three UPS units running in parallel normally carry the building's load until the generators can activate. The UPS units are quite old (going on a decade now) and so it is likely time to start looking into changing the batteries in them or replacing them entirely. No one involved with the renovation of that building to become the current Police Dept remains employed by the City and so we would likely either have to RFB to

Memorandum

Date: August 1, 2022

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



have those units refreshed or have our term contract electricians handle it, as no one has the institutional knowledge of the original contractors that installed those or if they're still in business after all these years and especially after the havoc caused by the pandemic.

- **Landline Issues:**

Another very troubling issue cropped up this month that is beyond our power to control or even fix. On the same day of the aforementioned freak power outage at the Police Dept, it came to my attention that cellular carriers other than GCI (AT&T, Verizon, etc.) were experiencing issues with calling Bethel landlines. A caller will be met with a busy signal even if the line is not busy. Most concerning of this is that it holds true for 911 calls as well. For example, I (as a FirstNet/AT&T customer) cannot connect to 911 from my cell phone when I attempt to call it.

I have brought the issue up with AT&T and had them investigate, but all signs currently point to it being related to some failure on UUI's end. I passed the information along to UUI and they reported to me that it was a 'known issue that was being worked on'.

At the time of writing this report (7/25/22), the issue seems to have been resolved.

- **New ID Card Suite for Finance:**

I was able to install a new ID card printer and software suite for Finance this month. The old suite has been left in place for the time being while Finance works to transition over. It is a different company and program and so all the existing templates for ID and senior tax exemption cards will need to be recreated from scratch. The new software/printer does not allow Finance any additional features than they had before, but their old printer was starting to fail constantly and, due to the age of the printer and software, it seemed like the right time to refresh it entirely.

- **Normal Business:**

The rest of the month never has a shortage of the normal day-to-day support needed by employees of the City. A lot of time is spent addressing printing and scanning issues, handling employee arrivals and departures as far as network access is concerned, and generally trying to keep any little fires extinguished in a timely manner.

Memorandum

Date: August 1, 2022

To: Pete Williams, City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



Future Plans

- **New IT Technician:**

With the approval of my budget modification to bring on additional help for my department, I will be spending time helping my new technician get to Bethel, get settled in, and start the orientation and training process. We are aiming for a start date of mid-August as he will need a little time to get affairs in order and move to Bethel.

CITY OF BETHEL POLICE DEPARTMENT



July 2022 Monthly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Safety Patrol (three grant funded)	3	3	
Community Service Officer	2	1	1
Evidence and Record Custodian	1	1	
Administrative Assistant/Taxi Inspector	1	1	
Public Safety Dispatcher (one E911 funded)	5	5	
Public Safety Dispatch Supervisor	1	1	
Peace Officers (one grant funded/reimbursed SRO)	19	15	4

Operations:

Operations Tempo				
	July 2022	June 2022	June 2021	2022 Total
Calls Total	1117	1028	1189	7678
Reports Total	88	78	71	545
Intoxicated Pedestrian Calls	125	144	224	1229
Driving Under Influence Calls	12	9	16	117
Domestic Violence Reports	20	26	41	158
Animal Calls	30	32	43	263
Animal Bite Reports	2	2	1	4
Sexual Assault Reports	4	2	8	31
Death Investigation Reports	0	2	1	10

On 07/05/2022 Sgt. Wigner was the lead instructor on an Alaska Police Standards Council Approved Use of Force Instructor Training. Due to the class being taught by Sgt Wigner we were able to have Officer Smith take the class for free. We now have two certified use of force instructors at the Bethel Police Department. This training cost the Bethel Police Department \$0.00

On 07/18/2022 Officer Fincher and Officer Revard completed 40 hours of Deviant Sexual Behavior and Related Criminal Activity Investigations Training. This training was paid for via the JAG Grant. This training cost the Bethel Police Department \$0.00

On 07/25/2022 Officer Fincher completed 40 hours of Crisis Intervention Team Training. This training was paid for via the JAG Grant. This training cost the Bethel Police Department \$0.00

On 07/25/2022 Officer Griffin completed 40 hours of National Association of School Resource Officer Training. This certifies her as an SRO, and she will be Bethel's School Districts SRO for this school year. This training should be reimbursed by the COPS Gant.

All of the above training was completed outside the City of Bethel and cost the city \$0.00

We're currently working backgrounds on several police officers. We continue to recruit for all vacancies.

There have been 43 calls for service that are drug related since January 1, 2022. However, I believe this number is much higher as we can only track calls for service where the officer can confirm it is narcotics related. We do have an Investigator, assigned to the WAANT Unit and as of January 1, 2022 he has made 0 arrests related to narcotics.

The Bethel Police Department has conducted 22 traffic stops reference BMC 10.03.040. We have placed literature on the City of Bethel Facebook page regarding the changes to the law and educating everyone regarding what is needed to legally drive on the roads. We have started handing out educational pamphlets on all traffic stops educating drivers regarding what is needed to legally drive on the roads. We will have an ATV/Side by Side free safety check at the cultural center parking lot on August 6th from 10-2PM.

I would strongly encourage everyone who reads this for all of us to come together and have a job fair for the City of Bethel as soon as possible.

To: Pete Williams, City Manager
From: Ted Meyer, Planner
Subject: Planning Department Report, July 2022
Date: August 2, 2022

SITE PLAN PERMITS

Staff received only five applications during the month of July. Staff continues to process permits for large development projects scheduled for this summer:

1. City staff and engineer are coordinating with and still waiting for a driveway utility crossing design from LKSD for the new Ayaprun school on LKSD property. A traffic impact assessment study has been agreed upon by both parties for LKSD to perform in the fall, as a condition of Site Plan Permit approval.

2. Staff continues work with their project consultant on a Site Plan Permit application submitted on May 25th for development of the 20-unit Bethel Permanent Supportive Housing addition to the Winter House.

TALL TOWER PERMIT

Staff continues to coordinate a Tall Tower Permit with KYUK for a new 220-foot radio tower to be located near their existing tower, towards the end of BIA Road. Staff assisted with the site plan drawing.

CODE ENFORCEMENT

Hazard/Nuisance Properties

Staff is still coordinating the proposed demolition of a dilapidated, falling-apart shop that is located 4/5 into the city right-of-way, just off Tundra Street.

Abandoned Vehicles

The HE forklift in the ROW located off Napakiak Street was tagged on June 30 with a 30-day notice to tow. The machinery was voluntarily moved by the owner.

PLANNING COMMISSION

Five B&B's were identified as having non-conforming structure/uses at the time the Residential B&B Ordinance #21-37 became effective last September 1, 2021. The ordinance allows these B&B owners to submit a Conditional Use Permit application for continued operation of a non-conforming use:

1. The Planning Commission approved Conditional Use Permits for two Bed & Breakfast Homestays with nonconforming standards at the July 14 Planning Commission meeting.
2. August 11 Meeting – Staff is currently preparing reports for the final two Bed & Breakfast Homestays that require a Conditional Use Permit for non-conforming standards. After conclusion of these CUP hearings, all future B&B applications must conform to all B&B standards. Also for the August 11 hearing, staff is preparing a presentation for rezoning a property on Hoffman St.



William Arnold, Public Works Director
1155 Ridgecrest Drive
PO Box 649 Bethel, AK 99559
P: (907) 543-3110
F: (907) 543-2046
warnold@cityofbethel.net

MEMORANDUM

DATE: 07.31.2022

TO: Peter Williams, City Manager

FROM: Bill Arnold, Public Works Director

SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Hauled Utilities:

Utility Maintenance: 7alarms on residential lift stations were responded to. Multiple issues with grinder pumps, and float systems

- Monthly meter reading and service connections were completed
 - Clean up and organization of shops and vehicles.
 - 7 residential lift station repairs.
 - Tundra Center lift station still in dire need of repairs/ replacement. Currently, lift station is not functioning at full capacity/ has required creativity to modify pump to continue to operate.
 - Mixing up main lift station by hand with soap to prevent matt build up
 - Brush cutting and leveling activities on low-flow and plugged sewer lines
 - The few flushing activities that have required longer than 16 hours of work have been handled by rotating men on rest.
 - Daily safety meetings were held.
- Shut bethel heights water system down for repairs.
Utility Maintenance has 3 staff workers still short staffed.

Property Maintenance:

Temporary positions posted since early 2022.

Vacant FTE positions still posted.

Currently short staffed. 4 of 7 total employees.

Summer building projects and maintenance tasks are beginning

Parks problems and vandalism and graffiti a daily problem. Park temporary worker getting caught up on daily weekday park rounds and trash clean up. Majority of the side railing on the elevated boardwalk sections have been repaired or completely replaced. Often the repairs are found dismantled the following day. Some people kids I swear!

Fences repairs on one day are found destroyed the following day. Employee reports Trash cans that are emptied one day are filled the following day or strewn about across the park.

Kids continue to move park benches and tables to use as climbing aids or as methods of destruction. Anchored several picnic tables down into the ground and children have removed the anchors.

Department is trying to catch up on long due heating and air handling maintenance in City buildings and are prioritizing the work to critical systems as we prepare for winter to return. Most of the department's efforts are focused on the pool and courthouse building. Pools heating and air handling system has had problem and needed daily attention. Parts are on order. Courthouse is receiving a new tie in for fire suppression. Work is taking place by contractors within the mechanical room.

Road Maintenance:

Streets and Roads had the graders out when the roads would hold up in between the two big rainstorms that lasted almost a week on each storm.

Streets and Roads Hauled in sand and gravel to the parking lot of the bus barn with dump trucks. After grading the sand and gravel, we compact it.

Street and Roads hauled sand and gravel to the inside of the bus barn that will become Streets and Roads shop. We laid down foam board in between the sand and gravel.

Street and Roads replaced culvert in Tundra Ridge Subdivision that cross the driveway in 9330 TR.

Streets and Road dug four graves for the month of July at the new cemetery by the airport.

Vehicles and Equipment: Fixing and repairing vehicles and equipment as needed. Had contractor come out and hard face shredder teeth.

Transit System:

For the month of July, Bethel Transit's riders consisted of 798-Seniors, 8-Youth, 66-Adults, 73-Disabled, and 539-Pass riders who purchased either Month or Day passes. Bus 440 logged 2,845.9 miles and pumped in 313.309 gallons of fuel. For revenue the regular fares totaled \$373.00 and \$1,560.00 of Day/Month purchases totaling \$1,933.00.

Landfill:

The new shredder is running and doing what it was designed to do, shred debris.

Our most recent employee spent the whole month in CDL training.

We have been preparing for our yearly landfill inspection on August 16th.

Have worked throughout the month on the daily routine of managing the landfill,

Staffing Issues/Concerns/Training:



City of Bethel
Finance Department
Monthly City Manager's Report for May 2022

Date: July 1 to July 31, 2022
To: Peter Williams, City Manager
From: Duane Wright, Finance Director
Subject: Management Report, July 31st, 2022

The Finance Department's Monthly City Manager Report details the progress, challenges, and activities of the Finance Department for the month.

Current Activities within the Finance Department

- The Finance Department continues work on activities related to completion of the external (BDO) annual audit for FY-21. Discussed audit progress with BDO account partner. He says the audit firm is having difficulty with obtaining staff to complete the audit. They are experience significant staffing across the US accounting profession.
- BDO is currently unable to commit to a start date for the FY-22 audit. They are advising us, that if they continue as the Bethel's audit firm the fees will be substantially higher due to staffing challenges.
- As part of the audit process the Finance Department is investigating the funding and disbursement of moneys from the "Cares-Act" funding during 2020. There was a separate account established at FNB Alaska and none of the transactions recorded there were incorporated in the Caselle accounting system used by the city. This element of the FY-21 audit remains in-process of examination by BDO.
- The Finance Department completed a "final draft" of the FY-23 Capital Budget for presentation to Council. The capital budget was approved (with modifications) in the 7/26/22 council meeting. The accounting group is working to finish modification approved by Council.
- The Finance Department completed work on the FY-23 budget and presented to Council for final cycle. Final FY-23 budget has been approved for entry into the accounting system.

- The Finance Department continues to work on improved payroll processes to enhance the over-all accuracy and integrity of payroll processing, HR compliance, Sales Tax collection and payment processing.
- The Finance Department is no longer fully staffed. We are currently have two open Accounting Assistant I positions. Our advertising has not yet yielded candidates for consideration.
- The Finance Director has initiated a sales tax compliance (Audit) process. The first “Notice of Sales Tax Audit” has been sent out to a business who has not filed a sales tax return since 2017. We are continuing to pursue those situations where we identify non-compliance in sales tax reporting. Finance Department has successfully set out more than 30 audit notices to businesses and individuals.
- The Finance Director has identified a “gap” in business license compliance. The finance department has implemented a process to identify those businesses operating in city. We are notifying the “non-compliant” businesses to bring them into compliance. To date we have set out over 100 letters in this effort.
- The Finance Director has initiated a review of the current P-Card procurement processes. This is an area of ‘weak’ internal control. We are looking to implement an enhanced PURCHASING process. Using Purchase Orders (PO) to better control purchasing and accounting processes.
- Finance continues to work on the Grant funding process for the Avenues Project. The Finance Department also continues to support the Grant manager with grant accounting processes.

Staffing/Recruitment

- Two fulltime positions is open - Accounting Specialist I

Training

The Finance Department is working on a goal of cross-training for all team members. We are also committed to continuous training for all team members.

Group Training Sessions:

- The finance department has initiated regular weekly team training sessions. These sessions occur on Friday mornings and cover information relevant to the operation of the finance department.

Independent Training(s):

- The Accounts Specialist II has completed a three-day on-line course to obtain HR knowledge/training.
- The Deputy Director is continuing his CPA preparation/training.
- The Finance Director continues training to meet CPE requirements.

Select Tasks & Statuses by Sub-Department

Utility Billing

Tasks	Frequency	Status
Collections	Monthly	Current. This month we were very aggressive in contacting and issuing payment plans for delinquent account holders.
ORS'	Daily	Current.

Payroll/AP

Tasks	Frequency	Status
Personnel Action Requests (PARs)	As Needed	Current.
Deferred Compensation	Bi-weekly	Current.
Payroll	Bi-weekly	Current.
Accounts Payable	Weekly	Current.

Sales Tax

Tasks	Frequency	Status
Applying Business License Payments	Daily	Current.
Mailing Delinquency Notices	Monthly	Current.
Constructing Aging Reports	Monthly	Current.
Applying Business License Renewals	As needed	Current.
Drafting Payment Plans	As needed	Current.
Applying Payments	Daily	Current.
Reviewing & Processing Exemption Cards	As needed	Current.

General Ledger

Tasks	Frequency	Status
Journal Entries	Monthly Recurring	Current (April)
Budget Amendments (from budget ordinances)	As needed	Current (April)
Cash Reconciliations	Monthly	Current (April)
Investment Reconciliations	Monthly	Current (April)
Create Allocations & Run Checkout	Monthly	Current (April)
DOJ Grants	Quarterly	Current (April)

Internal Improvements

The following are a list of internal tasks, actions, projects, or changes that we have made within the Finance Department for the purpose of improving operations:

- Developed a new “Delinquent Dock Storage Payment Agreement”
- Reviewing the process for open not renewed bi-annual business licenses. Working to complete and reconcile all business license renewals. Investigating all businesses suspected of failure to comply with city business license requirements.
- Identifying businesses not in compliance with sales tax reporting and conducting examinations.
- Enhanced payroll processing steps to include a detailed second review and approval step for payroll completion. We have enhanced payroll processing steps to include a process of checks and balances in an effort to improve quality.

Small & Big Wins

Finance Department

- The first draft of the FY-23 budget has been completed and provided to city council for review and approval. Waiting FINAL approval and adoption of budget.
- The Finance Department has completed a final draft of the capital budget and now awaits Council’s approval.
- The finance department continued assistance and coverage for HR duties due to vacancy of HR Manager position
- Finance department continues to support the FY-21 Audit process. Audit still underway.

- Continued updating the object codes in the WellsOne Expense Manager from the previous 3-digit codes to the new 4-digit codes
- Assisted the Transit Manager in collecting a prior month's transit invoices and journal entries

Challenges

- The Finance Department must continue training so that we can enhance our collective level of proficiency.
- The Chart of Accounts update has affected our ability to complete quarterly reports for some grants and will continue to limit our ability to do detailed account analysis.
- We are struggling to discover and correct errors and omissions left by former personal - for example HR manager and payroll personnel.

Goals for the Future

- Utilizing data analytics to identify challenges and opportunities that can spur economic development.
- Reconciling all accounts and their correct distributions, particularly the Seawall Maintenance Fund.
- Seeking approval from the Union to begin implementing the Finance Department's Incentive Program.
- Development of enhanced internal control processes.
- Increased training events for small business owners with guidance on how to file their sales tax returns.



**CITY OF BETHEL
Fire Department**

Daron R. Solesbee, Fire Chief

P.O. Box 3231, Bethel, Alaska 99559

Phone: (907)-543-2131

Fax: (907)-543-2702

dsolesbee@cityofbethel.net

Celebrating 50 Years of Service

DATE: August 2, 2022

TO: Peter Williams, City Manager

FROM: Daron Solesbee, Fire Chief

SUBJECT: Management Report, July 2022

Current Events

- The department is continually recruiting for new volunteer responders and administrative support. If anyone is interested, please fill out a BFD Volunteer Application Packet today!
- The department will be conducting CPR classes and an EMT-1 (2019 Update) course this fall. If interested in attending this training, please call the fire station.
- The department is entered into a memorandum of agreement with the Yukon-Kuskokwim Health Corporation to provide EMS transports of intoxicated persons (non-medical) to the YKHC Sobering Center. This will free up valuable resources for the YKDRH Emergency Department.
- The Fire Chief traveled to Pierce Manufacturing, Inc. in Appleton, WI to conduct the pre-build design and engineering for the department's new fire engine.

Community Planning/Preparedness/Prevention

- The department has assisted several homeowners with the installation, testing, and provided free batteries for smoke and carbon monoxide alarms.
- The department received partial funding for a new fire training facility from the City of Bethel Capital Budget and will seek the remaining funds from grants and donations. This facility will be constructed by Draeger and will feature live-burn chambers, forcible entry doors/windows, reconfigurable walls for victim searches, vertical ventilation props, fire department connection, standpipes, stairs, and rope rescue anchors for technical rescues.

Training

- Staff are completing online training to become certified as State of Alaska Fire Investigator Technicians (AKFIT).
- New staff and volunteers are receiving continuous Driver/Operator training on the handling characteristics, operation of specialty equipment, care, maintenance, and safety of the department's ambulances and fire apparatus.
- A new volunteer familiarization training class was held on June 25. This class covered departmental chain of command, policies, procedures, uniform issue, and CPR. There was a 16-hour Basic Fire Ground Operations course held on July 23-24 at the fire station. This course covered topics such as PPE, firefighter health and safety, tools and equipment, water supply, fire hoses and appliances, ladders, and many other topics. This course resulted in the department gaining four new Volunteer Firefighters! Thank you to the new volunteers for all your hard work!
- Staff have completed several online training modules covering various topics of firefighting, emergency medical, fire inspection, and fire prevention.
- Staff have completed training on EMS patient care refusal policies and procedures.
- On 07/19/22 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed treatment protocols and conducted skill drills on emergency childbirth and newborn management.
- On 07/28/22 at 7:00 p.m., a Fire Meeting was held at the fire station. Responders reviewed procedures and conducted skill drills for water shuttle operations.

Responses

- Between 07/01/2022 and 07/31/2022, the Bethel Fire Department responded to 113 EMS and 15 Fire incidents.
- On 07/01/22 at 9:55 p.m., firefighters responded to Ptarmigan Road for the report of a possible fire. Upon arrival, firefighters found the remains of burned food in a microwave. The fire cause was determined to be unintentional.
- On 07/02/22 at 6:36 a.m., firefighters responded to BIA Road for the report of a trash fire. Upon arrival, firefighters found a backpack burning on the roadway. The fire was extinguished, and the cause was determined to be intentional.

- On 07/06/22 at 3:39 p.m., medics responded to a report of a person experiencing chest pain. The patient was assessed, treated, and transported to the hospital.
- On 07/06/22 at 4:23 p.m., medics responded to a report of a person who was possibly experiencing a stroke. The patient was assessed, treated, and transported to the hospital.
- On 07/07/22 at 10:15 p.m., medics responded to the report of a death. Medics confirmed death and left the scene in custody of the Bethel Police Department for an investigation.

Budget/Financial

- The department purchased a new Class-A Pumper Tender Apparatus (Fire Engine) from Pierce Manufacturing, Inc. under a cooperative bid purchasing contract from Sourcewell-MN and by utilizing a portion of the Fire Department's Fleet Replacement Fund. This pumper will replace the 1986 Grumman-Spartan Super Pumper-Tanker, Engine 3. Due to production delays, this apparatus is anticipated to be shipped to Bethel on the first barge of 2023.

Grants

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.
- The department received the 2021 State of Alaska Homeland Security SHSP grant award for the purchase of new portable and mobile radios to replace obsolete equipment. This equipment was purchased from Motorola Solutions, Inc. through Sourcewell Contract #042021-MOT.
- The department and City Grant Manager prepared an application for the 2022 State of Alaska Homeland Security SHSP Grant for security fencing, cameras, and lighting for the planned fire training tower which will be located adjacent to the fire station.

Property Maintenance

- It was discovered that the fire station needs foundation leveling, especially under the hose tower. The hose tower was leveled several years ago and now the floor is separating from the wall. This has the potential to cause significant water damage. The water/sewer utility connection's insulated box is currently separating from the exterior wall, which could cause freeze-ups. Additionally, the thermo-siphons that keep the ground frozen around the fire station's wood foundation piles need to be serviced and/or replaced. The installation of

additional thermosyphons was recommended. Arctic Foundations, Inc. conducted their inspection of the thermosyphons and have issued a report. This issue will be discussed with the City of Bethel's Engineer to formulate a strategy to deal with the foundation issues.

- The department submitted a work order to Property Maintenance for the replacement of the fire station's damaged rain gutter system. Water runoff should be directed as far from the building as possible to prevent further water accumulation under the fire station.
- A geotechnical foundation study was performed for the fire station and administration is developing a plan to improve the fire station foundation.
- The fire station's retaining walls are bulging towards the building and causing damage to the aluminum siding. This indicates possible catastrophic failure, which could damage the fire station's foundation. This work should be completed as soon as possible.

Staffing/Recruitment

- The department is recruiting for one Firefighter/EMT (PS2A, \$52,373/yr + DOE) position.
- The department is recruiting for two Fire Lieutenant (PS4A, \$67,336/yr + DOE) positions.
- The department is recruiting for one Administrative Assistant (Range 4, \$42,783/yr) position.
- One Firefighter/EMT and one Fire Lieutenant submitted their resignation letters. The department wishes them success in their future endeavors.
- The department hired one Firefighter/EMT and anticipates filling the open position within the next few weeks. The Fire Lieutenant position has been advertised nation-wide.
- The department has continually recruiting for volunteer members to serve as firefighters, ETT/EMT's, and support personnel. Become a volunteer today!

Vehicles & Equipment

- We have received the parts for the Class-A Foam system for Engine-4. Staff determined that a 1" valve was required, upon finding the 3/4" valve shipped was too small for the current foam system plumbing. This project was put on hold to

allow for the receipt of Engine-5 in May/June 2023 to allow this apparatus to be taken out of service for modifications.

FIRE DEPARTMENT VEHICLE STATUS			
Vehicle	Type	Year	Status
Medic 4	Ambulance	1999	(Reserve Ambulance) In service. Needs replacement.
Medic 5	Ambulance	2019	(Frontline Ambulance) In service.
Medic 6	Ambulance	2017	(Second-Out Ambulance) In service. Back-Up camera is not functioning (wiring/connection issue). Rear heat in patient compartment is intermittent. Paint defects. Staff is requesting a technician from Braun Northwest to troubleshoot and repair these issues.
Medic 7	Ambulance		In planning stage. Due to chassis production delays, there will be production delays.
Engine 5	Pumper	2022	Purchasing contract executed on 08/02/2021 with Hughes Fire Equipment, Inc. (Pierce Mfg, Inc.). This vehicle was PAID IN FULL on 10/04/2021. The apparatus will arrive in Bethel in May/June 2023.
Engine 4	Pumper	2013	(Frontline Pumper) In service. Generator reoccurring fuel delivery problem. Pump packing rings need to be tightened and/or replaced. Tank-to-Pump valve has a leak and is being repaired.
Engine 3	Pumper	1986	(Poor overall condition; needs replacement). Pump packing rings need to be tightened and/or replaced (unable to pass pump certification testing).
Truck 1	Ladder Truck	2017	In service.
Com 1	SUV	2021	In service.
Com 2	Pickup	2014	In service.
Com 3	Pickup	2004	In service. Fair condition.
Honda 1	ATV	2004	In service.
Honda 2	ATV	2004	In service.
Fire Boat	Boat	2004	The boat has been tuned up and is parked at the Small Boat Harbor when the Public Safety Float is installed by Port of Bethel personnel. Needs new outboard motor (obsolete). The fabric rear cabin door and plastic windows were recently replaced.

Search Parameters

Data Types: Emergency Medical Services

Source Versions: NEMSIS v2.2.1; NEMSIS v3.3.4; NEMSIS v3.4.0; NEMSIS v3.5.0

Agencies: Bethel Fire Department

Date Range: Previous Month (07/01/2022 to 07/31/2022)

Date Bin: Day

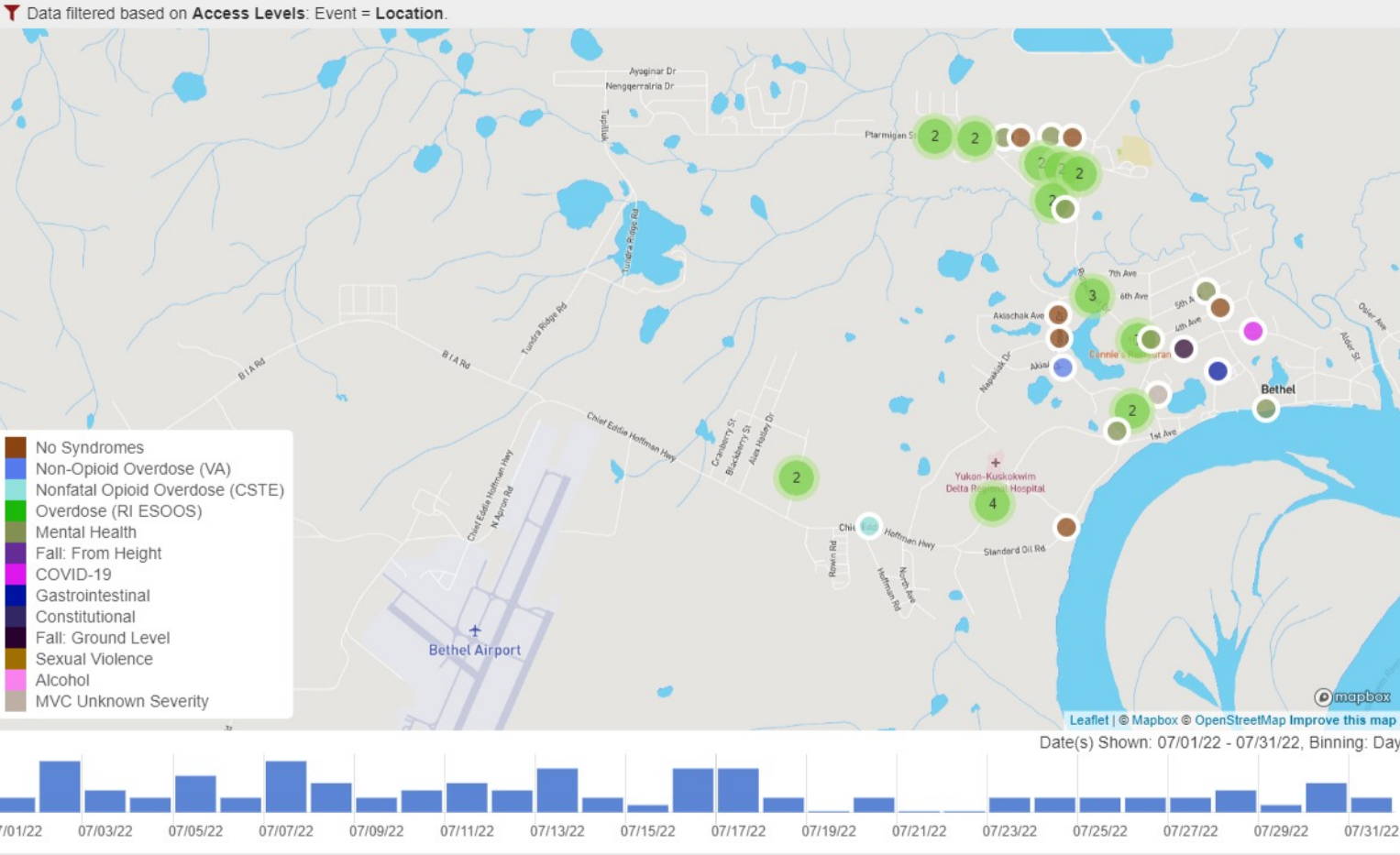
biospatial Symptoms (match at least 1):

Abdominal pain, Abuse or Neglect, Agitation, Alcohol, Altered consciousness, Anorexia, Anosmia, Apnea, Assault, Benzodiazepine, Blurred vision, Body aches, Bronchiolitis, Bronchitis, Chills, Cocaine, Conjunctivitis, COPD, Cough, COVID-19, Crack, Dehydration, Diaphoresis, Diarrhea, Domestic Violence, Drooling, Drug, Drunk, Dyspnea, Earache, Epiglottitis, Fentanyl, Eye pain, Faintness, Fever, Food poisoning, Gastroenteritis, Gastrointestinal, Generalized weakness, Heat-related illness, Hemoptysis, Hoarseness, Hypertension, Hypoxia, Influenza, Injure, Intentional, Intoxication, Irritable, Lacrimation, Lethargy, Local paralysis, Lower respiratory infection, LSD, Lymphadenopathy, Malaise, Marijuana, MDMA, Melena, Methadone, Methamphetamine, Miosis, Narcan, Nausea, Opioid treatment, Oral mucosal changes, Overdose, Oxycodone, Painkiller, Pale, PCP, Pinpoint, Pleural effusion, Pleuritic pain, Pneumonia, Poison, Psilocybin, Psych, Psychiatric, Pulmonary edema, Rash, Respiratory distress, Rhinitis, Seizure, Sinusitis, Slur, Sore throat, Stridor, Suboxone, Suicide, Suicide attempt, Suicide ideation, Tachypnea, Travel/Contact - Asia, Travel/Contact - China, Travel/Contact - Europe, Travel/Contact - Iran, Travel/Contact - Italy, Twitching, Unconscious, Unresponsive, Upper respiratory congestion, Upper respiratory infection, Violence, Viral symptoms, Vomiting, Wheezing

Types of Service Requested: 911 Response (Scene); Intercept; Interfacility Transport; Medical Transport; Mutual Aid; Public Assistance/Other Not Listed; Standby

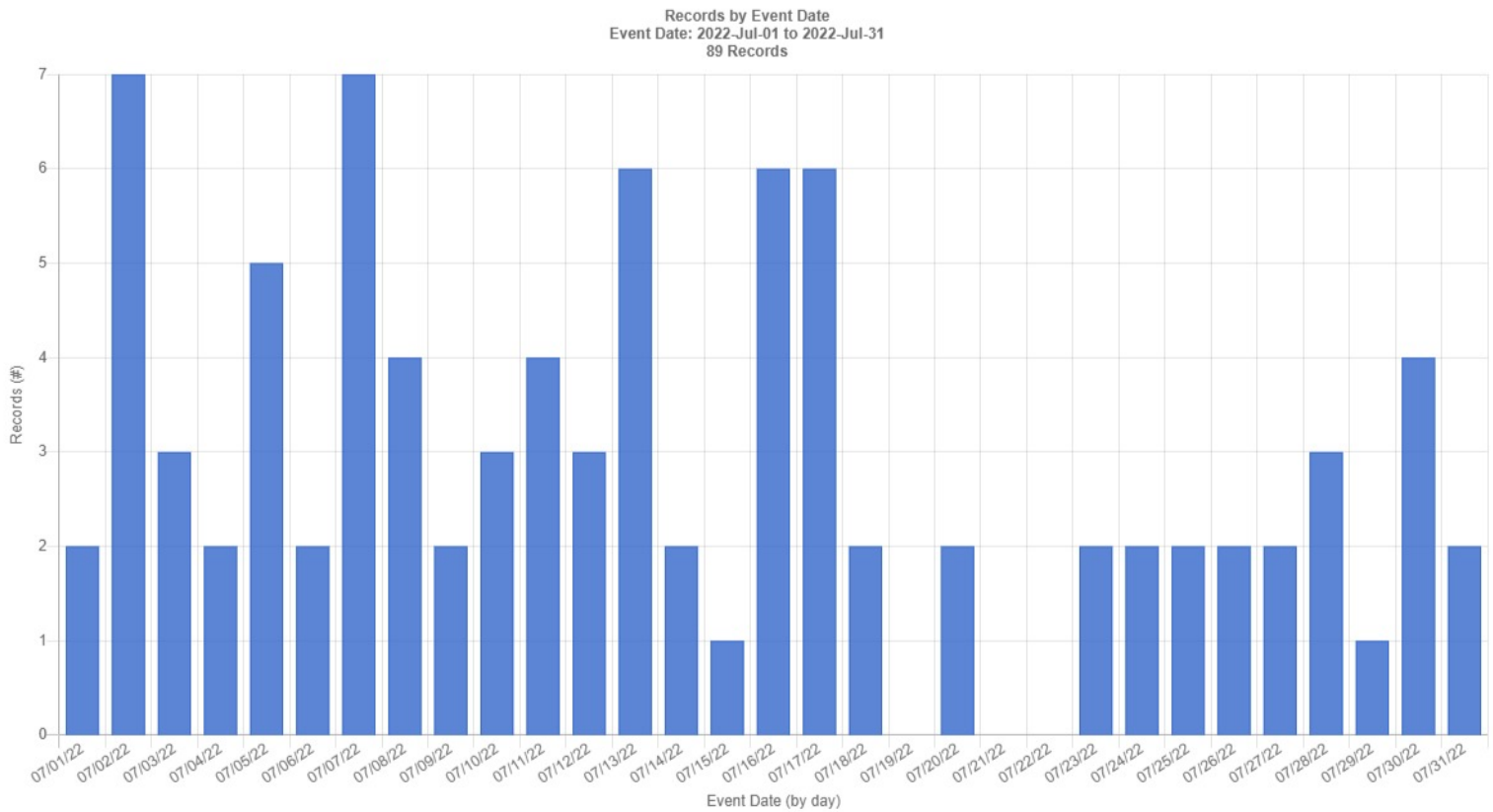
Minimum Alert Threshold: 1 Moderate

Map

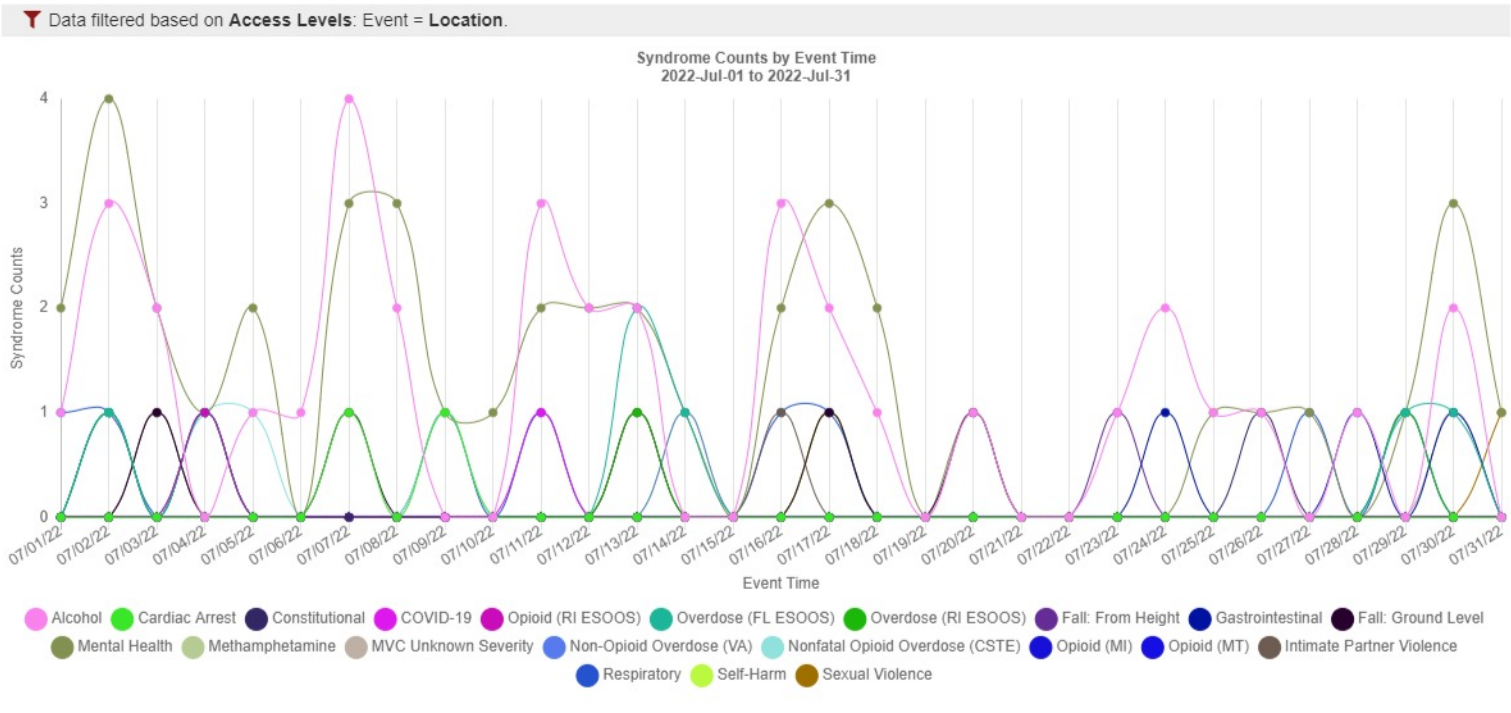


Data Explorer: Records by Event Date

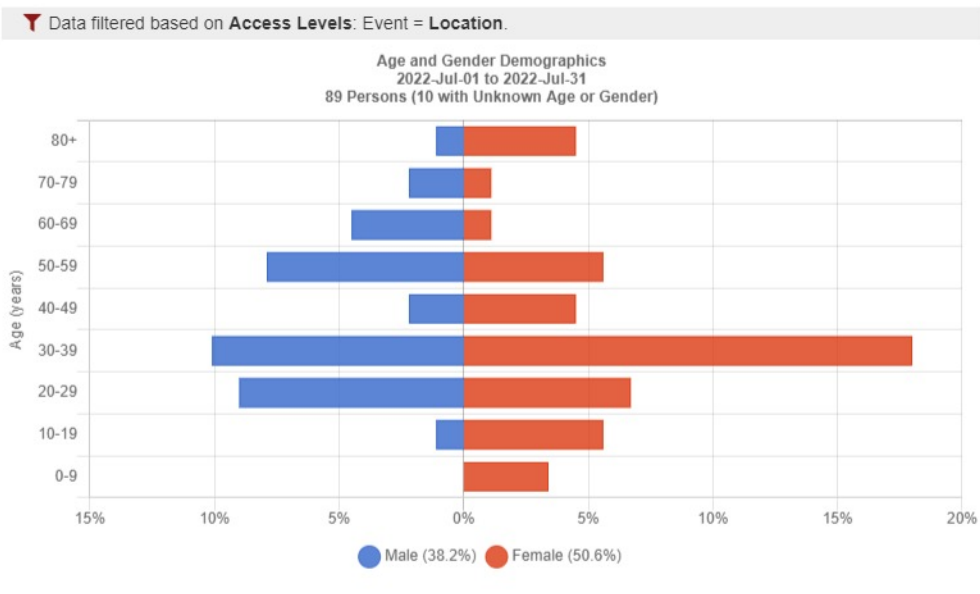
Data filtered based on **Access Levels**: Event = **Location**. Operational = **Full**.



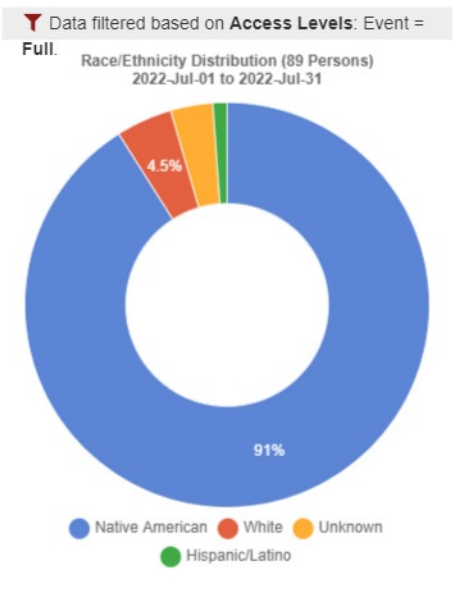
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity



Bethel Fire Department

Bethel, AK

This report was generated on 8/2/2022 4:27:41 PM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 07/01/2022 | End Date: 07/31/2022

INCIDENT TYPE	INCIDENT STATUS	# INCIDENTS
Zone:		
511 - Lock-out	Incomplete	1
Zone: 13 - Larson Subdivision and B.I.A.		
151 - Outside rubbish, trash or waste fire	Reviewed	1
Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave		
511 - Lock-out	Reviewed	2
631 - Authorized controlled burning	Reviewed	1
Zone: 5 - City Subdivision		
511 - Lock-out	Completed	1
735 - Alarm system sounded due to malfunction	Completed	1
Zone: 6 - ASHA Housing (Bethel Heights)		
113 - Cooking fire, confined to container	Reviewed	1
511 - Lock-out	Reviewed	2
651 - Smoke scare, odor of smoke	Reviewed	1
733 - Smoke detector activation due to malfunction	Completed	1
736 - CO detector activation due to malfunction	Completed	1
Zone: 9 - Trailer Court		
511 - Lock-out	Reviewed	1
651 - Smoke scare, odor of smoke	Reviewed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



emergencyreporting.com

Doc Id: 384

Page # 1 of 1

Schedule, Events and Programs

Visit ykfitness.org for the most up to date schedules and information.

Healthy Activities Club registration started in May and the first several weeks of club saw our afternoons at 75% capacity.

As we move into summer we updated our facility hours, offered Summer Pool Memberships, and shared info on our upcoming closure for maintenance.

Starting the week of June 27th we removed all remaining COVID-19 restrictions, but continue to monitor Community Risk levels and will re-introduce mitigation strategies if risk levels return to high status.

Staffing for July and August is becoming very challenging with many of our students out towards the end of the month and few new staff applications received. We are actively hiring for Programming Staff to help finish out the summer and Lifeguards to help us throughout the year.

YK Fitness Center
SUMMER 2022 HEALTHY ACTIVITIES CLUB
MAY 31ST - AUG 5TH
8:00 AM - 5:30 PM
FULL DAY \$180 PER WEEK
HALF DAY \$100 PER WEEK
SCHOLARSHIPS AVAILABLE

WHY PLAY WITH US?
For indoor and outdoor sports, games, and activities including:
• Field Games
• Swimming & Water Safety
• Story Telling
• NFO
• Dance
• Home & Community Safety
• Helping our community

YKFITNESS.ORG
907-543-0390

YK Fitness Center
WE'RE HIRING
Certified Lifeguards
Full time • Part time
Apply online ykfitness.org
Free Training Available ykfitness.org/certifications

YK Fitness Center
WE'RE HIRING
Youth Program Staff
Part time • Temporary
Apply online

YK Fitness Center
Now Hiring Lifeguards
Full and Part Time Positions Available

Free Lifeguard Training Course:
Sunday - Tuesday
August 7-9
10am-6pm
Registration closes August 1

www.ykfitness.org
(907) 543-0390

267 Akieshak Dr
Bethel, AK 99559

In July we are offering Swim Lessons and will offer Lifeguard Training in August

YK Fitness Center
Get ready for swim team!
Join Swim Club!
Mon & Wed at 7:30am
July 11-Aug 1
ykfitness.org or 543-0390

YK Fitness Center
Adult Swim Lessons
July 9-July 30
Beginner Saturdays 1030am-1130am
Intermediate Saturdays 12:30-1:30pm
ykfitness.org or 543-0390

YK Fitness Center
Get ready for Lifeguard Training!
Intro to Lifeguarding
Tuesdays at 7:30am
July 12-Aug 2
ykfitness.org or 543-0390

GROUP SWIM LESSONS Summer 2022 Classes meet July 9th - August 6th				
AGE*	CLASS	Days/Times*	REQUIREMENTS/REMARKS	Fee/1 class
4-5 years	Preschool 1	Wednesdays at 7:30am with life	Swimmers entering this class must be at least 4 years old on the first day of class.	\$10
	Preschool 2	Saturdays at 10:30am with life	Swimmers entering this level must be at least 4 years old on the first day of class, should be willing to put their face in the water, fully submerge their head, and be willing to float on their back with arms in the water with minimal assistance.	
	Level 1	Saturdays at 11:30am with life	Swimmers entering this class must be at least 5 years old on the first day of class. No previous swimming needed.	
6-10 years	Level 2	Saturdays at 11:30am with life	Swimmers entering this level should be comfortable putting their face in the water and fully submerging a considerable without assistance. Swimmers should be able to float with minimal assistance on their back in the water and on back with arms in the water and be ready to attempt these skills without support.	\$15
	Level 3	Wednesdays at 8:30am with life	Swimmers entering this level should be comfortable under the water, be able to float on front and back without support for 30 seconds, be able to swim 5-10 yards front and on back and be ready to begin attempting skills in deep water. Swimmers entering this class must be at least 6 years old on the first day of class.	
	Level 4	Wednesdays at 8:30am with life	Swimmers entering this level should be able to swim 10-20 yards each of front crawl with side breathing, backstroke, elementary backstroke, and 5-10 yards of freestyle or side stroke. They should also be comfortable in deep water and able to float or tread in deep water for 1 minute.	
	Swim Club	Mondays & Wednesdays 7:30am-10:00am with life	This class is for swimmers familiar with the 4 competitive swim strokes and interested in learning about competitive swimming. Intro to lifeguard training is designed to build a foundation of knowledge, attitudes, and skills that will enable students to succeed in getting their lifeguard certification. Students should have had swim skills, be comfortable in deep water, and comfortable along under water.	
14+	Introduction to Lifeguarding	Tuesdays at 7:30am with life	This class is designed for adults with minimal experience in the water. Instruction will begin with the basics of swimming and water safety and progress through the 8 swim strokes as participant abilities allow. No previous swimming experience needed.	\$15
14+	Adult Beginner	Saturdays at 10:30am with life	Swimmers entering this class should be familiar with the basic swim strokes and ready to develop/improve swim technique and endurance. Instructor will work with students to develop and improve stroke technique and water safety skills.	\$15
14+	Adult Intermediate	Saturdays at 12:30pm with life	Swimmers entering this class should be familiar with the basic swim strokes and ready to develop/improve swim technique and endurance. Instructor will work with students to develop and improve stroke technique and water safety skills.	\$15
18+	Lifeguard Training	August 14th 10am-5pm	The lifeguard training course teaches the skills needed to become a lifeguard including: first aid, CPR, lifeguard surveillance, and water rescue. Requirements: On the first day of class, participants must be at least 18 years old, be able to swim 300 yards non-stop, tread water for 3 minutes with legs only, and complete a time trial. To view a copy of the skills test visit http://www.aquatics.org/certification .	\$1

*Participants must meet minimum age requirements by first day of class. See class descriptions for more details.

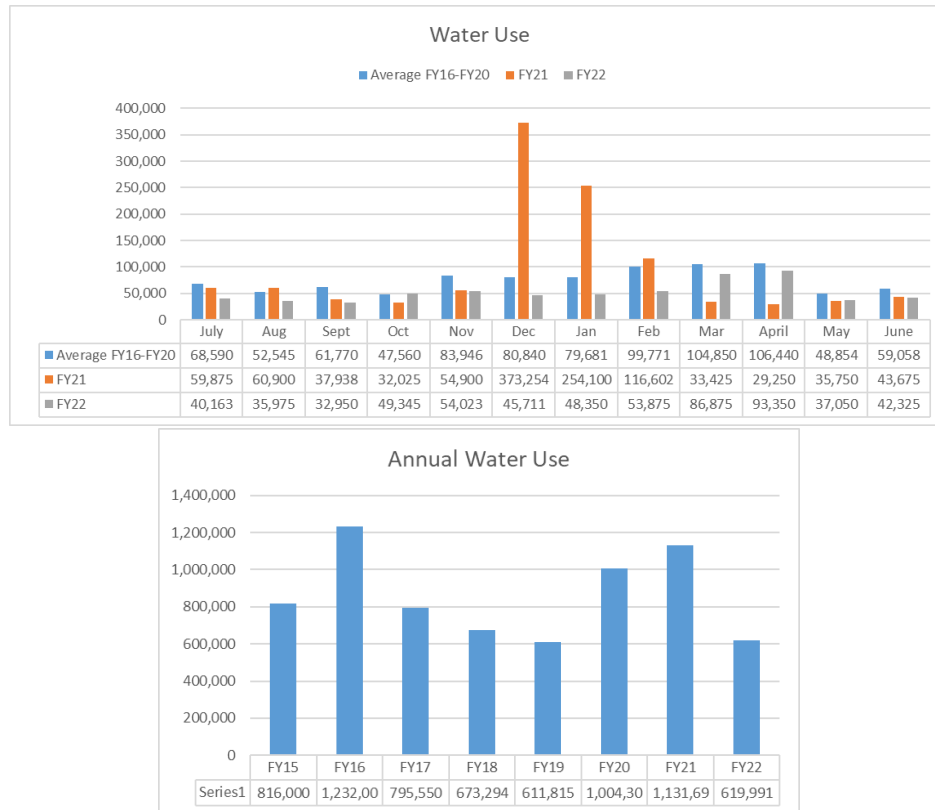


Reduced rates for YKFC Swim Lessons are made possible through generous funding from The American Red Cross Centennial Program and The YK Delta Lifesavers Foundation.

Additional Scholarships may be available for program fees are a lifeguard. Application available at ykfitness.org on the front desk.



Water Use

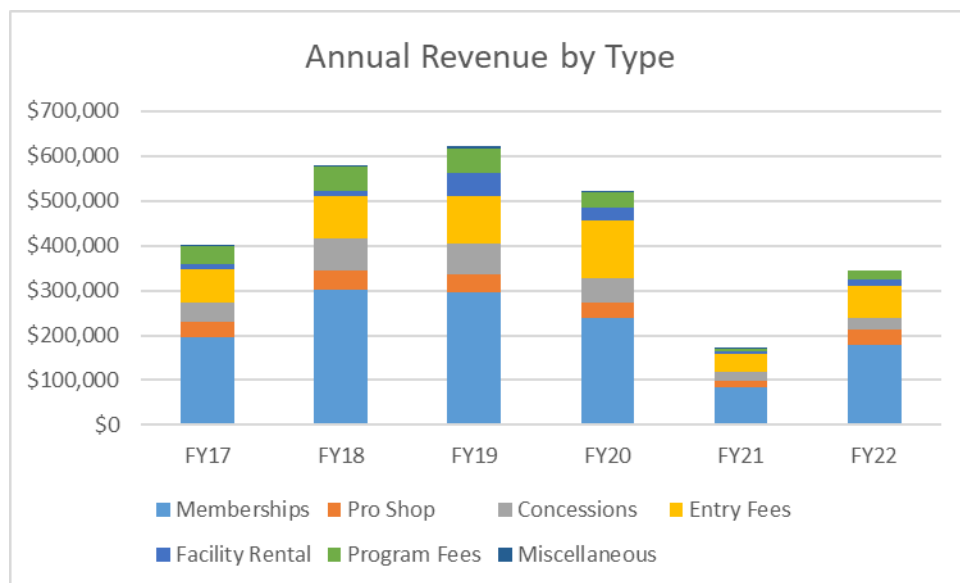
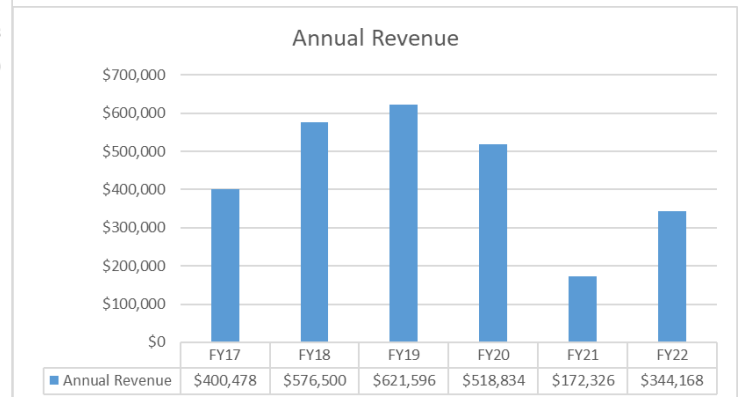
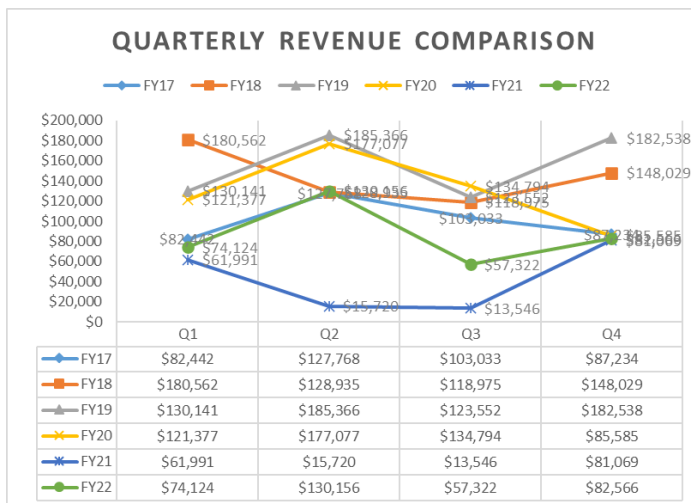
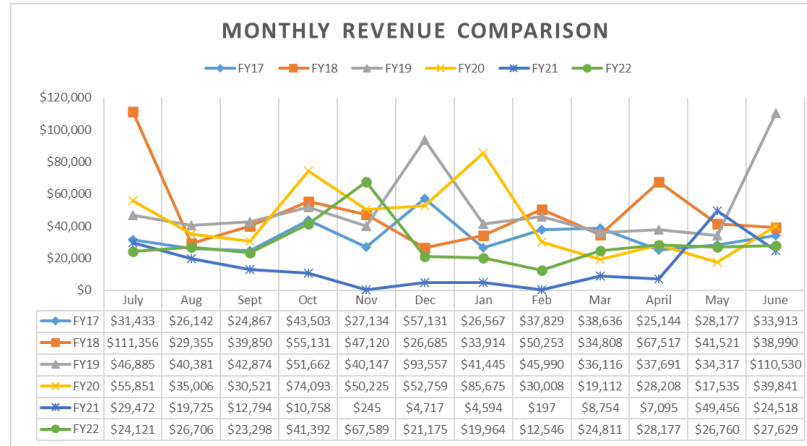


*Note: Facility opened in November of 2014 (FY15). Starting during maintenance closure in Dec 2019/Jan 2020 hot water has been used to keep pipes from freezing resulting in higher-than-normal usage. Water was turned off in late March 2020 once outside temps were consistently above freezing temperatures. Problems again arose in Dec 2020 and water was used to assure there were no freeze ups of facility piping through early March 2021.

Revenue

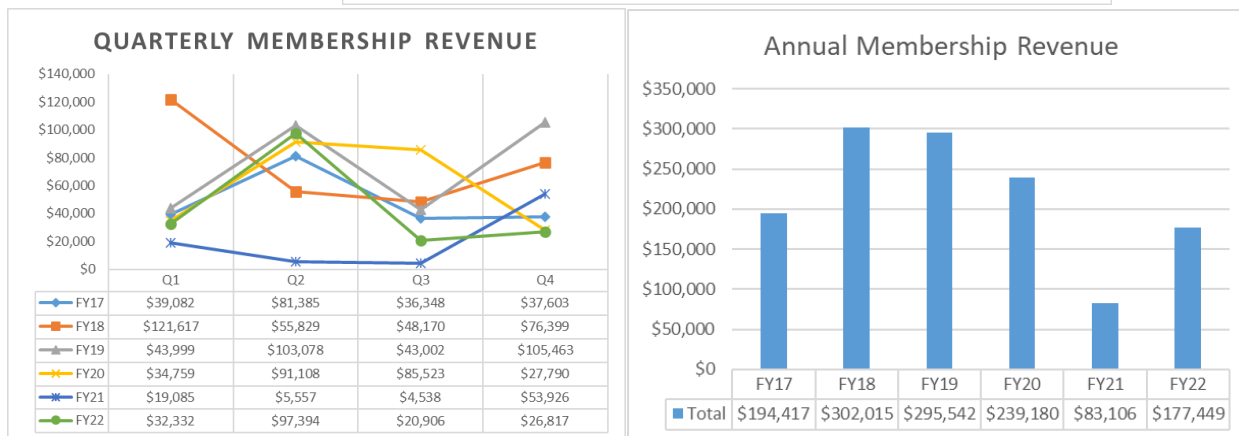
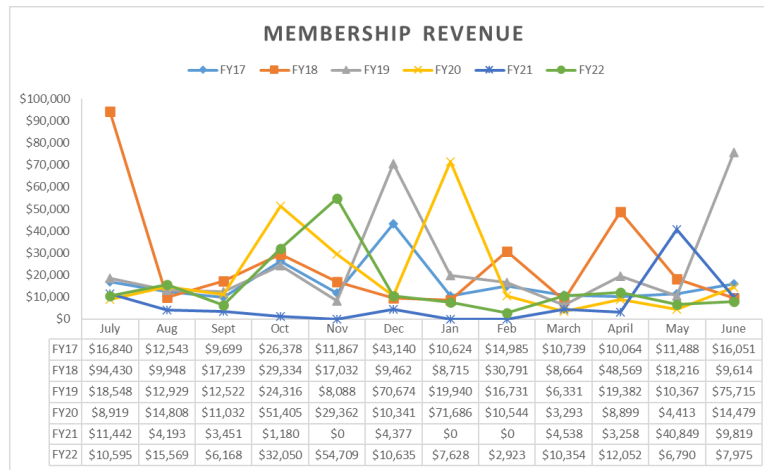
Code	Facility Revenue	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	FY22 Budgeted	%attained
414	Memberships	\$10,595	\$15,569	\$6,168	\$32,050	\$54,709	\$10,635	\$7,628	\$2,923	\$10,354	\$12,052	\$6,790	\$7,975	\$177,449	\$260,000	68%
430	Pro Shop	\$2,397	\$1,555	\$1,303	\$2,680	\$2,633	\$2,826	\$2,836	\$2,227	\$3,471	\$3,375	\$3,777	\$5,136	\$34,217	\$40,000	86%
435	Concessions	\$1,574	\$1,288	\$1,307	\$1,853	\$2,003	\$2,253	\$2,097	\$2,008	\$2,623	\$3,388	\$3,735	\$3,958	\$28,086	\$60,000	47%
460	Entry Fees	\$7,650	\$1,706	\$12,323	\$3,460	\$6,794	\$4,754	\$4,264	\$4,459	\$5,844	\$8,037	\$5,841	\$6,069	\$71,199	\$100,000	71%
463	Facility Rental	\$630	\$5,672	\$1,692	\$933	\$475	\$240	\$1,317	\$265	\$1,495	\$585	\$335	\$1,049	\$14,684	\$25,500	58%
465	Program Fees	\$1,275	\$917	\$505	\$415	\$976	\$467	\$1,821	\$665	\$1,025	\$741	\$6,284	\$3,443	\$18,533	\$50,000	37%
	Misc (Grants, Donations, Etc.)													\$0	\$0	
	Facility Revenue Total	\$24,121	\$26,706	\$23,298	\$41,392	\$67,589	\$21,175	\$19,964	\$12,546	\$24,811	\$28,177	\$26,760	\$27,629	\$344,168	\$535,500	64%

We achieved approximately 64% of projected revenue, due primarily to the ongoing effects of COVID-19. When the FY22 budget was passed we were hopeful that COVID-19 restrictions would not be necessary, but instead COVID-19 mitigation continued through most of FY22 and we are only now lifting the last of the restrictions and returning to close to normal functioning.

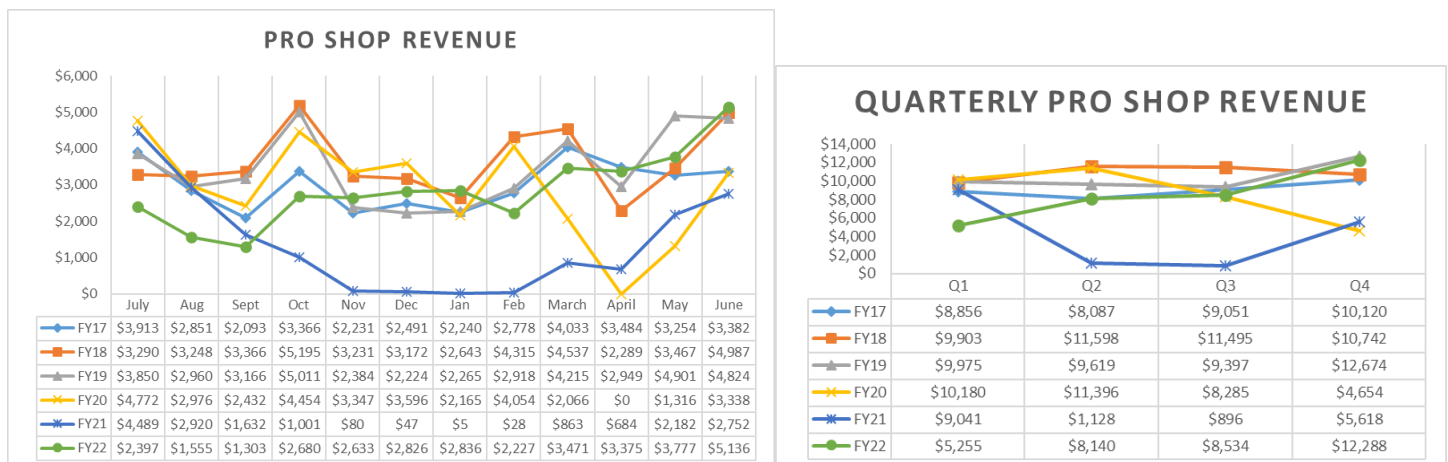


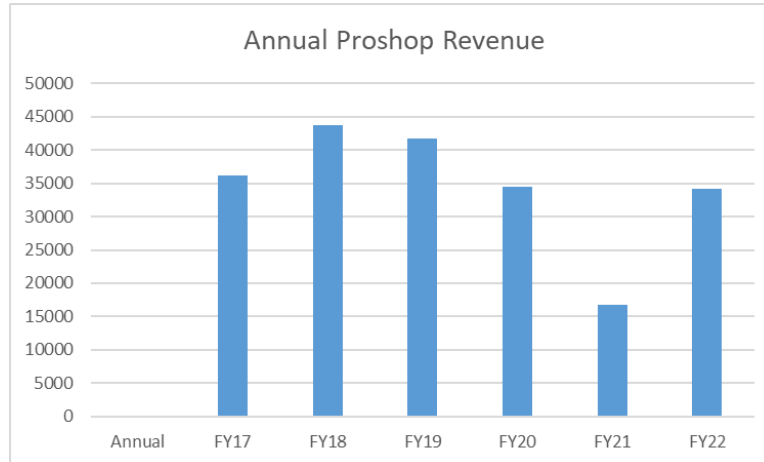
Revenue Comparisons by line Item:

Confidence in growing in the community that we are reaching the end of the pandemic and membership revenue is beginning to re-build.

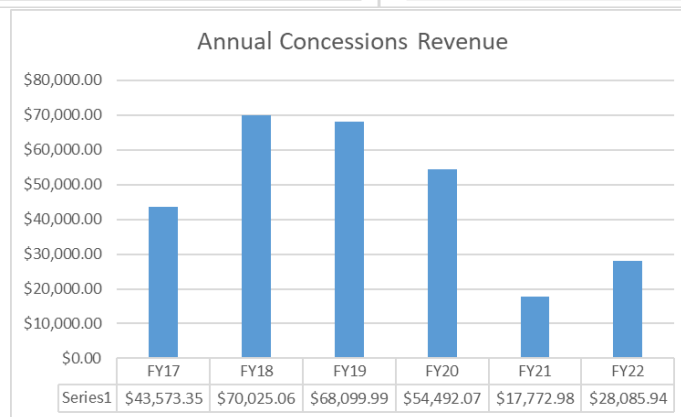
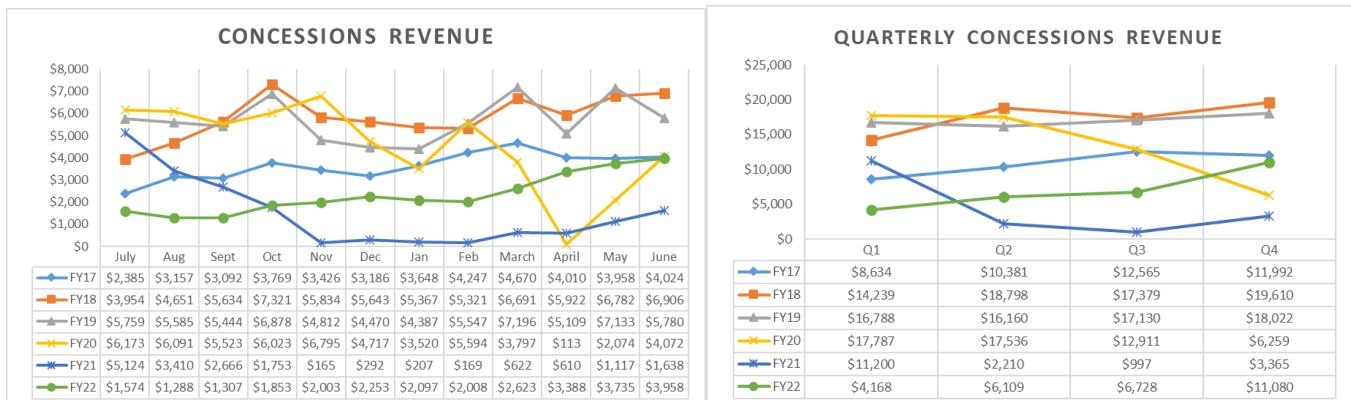


Proshop revenues for June were positively influence by the warm temperatures we experienced that drove many community members to the pool. Many of these individuals needed swimwear and other proshop items for their visits.

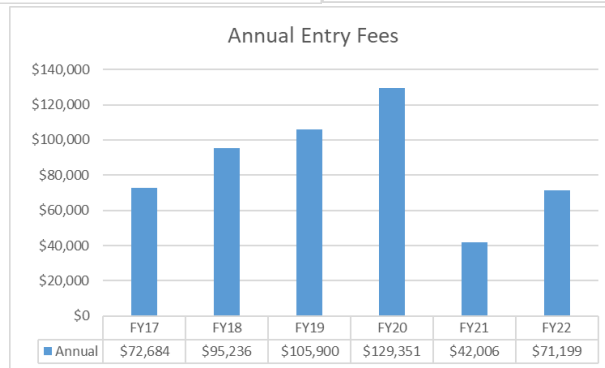
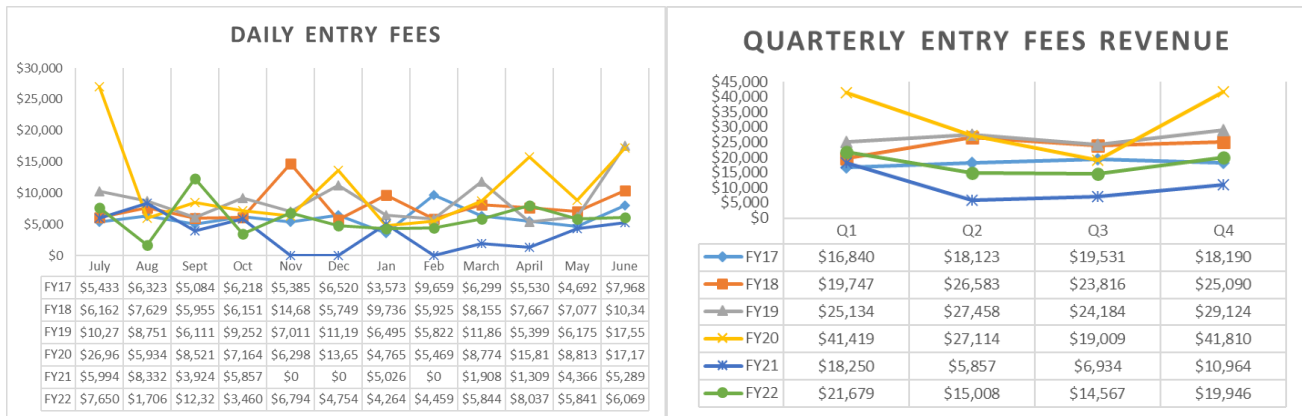




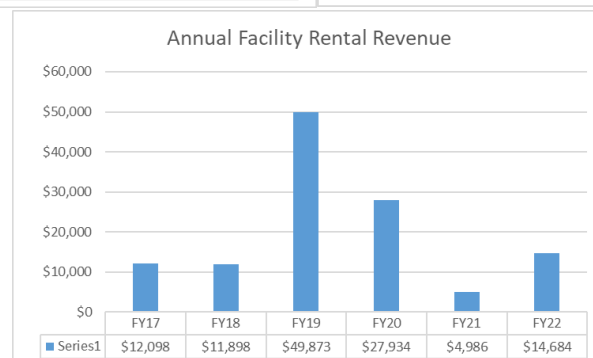
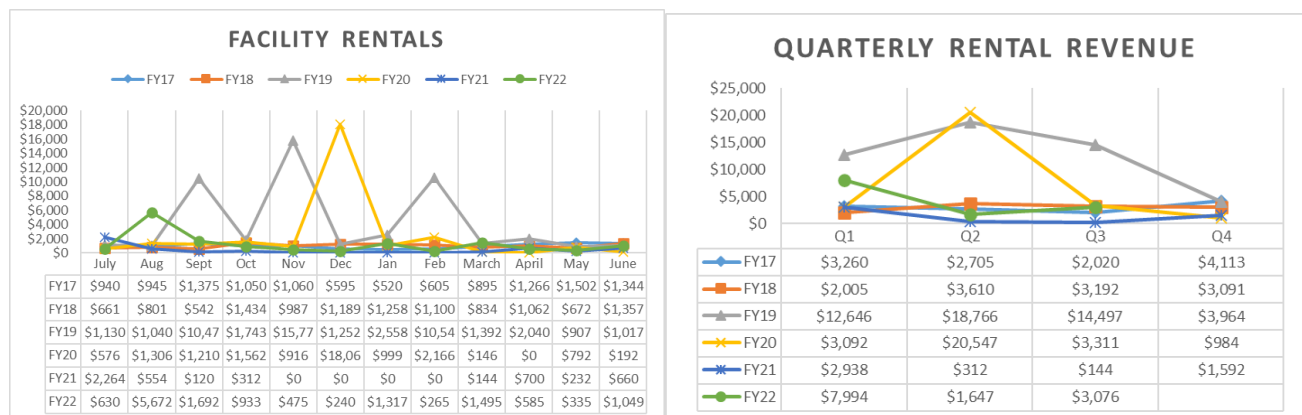
Concessions revenue has started to rebound, but is still only about half of pre-COVID averages due to the combination of ongoing facility restrictions limiting eating, group sizes, and amount of time spent at the facility and supply chain shortages and delivery delays reducing the items we have on hand for purchase.



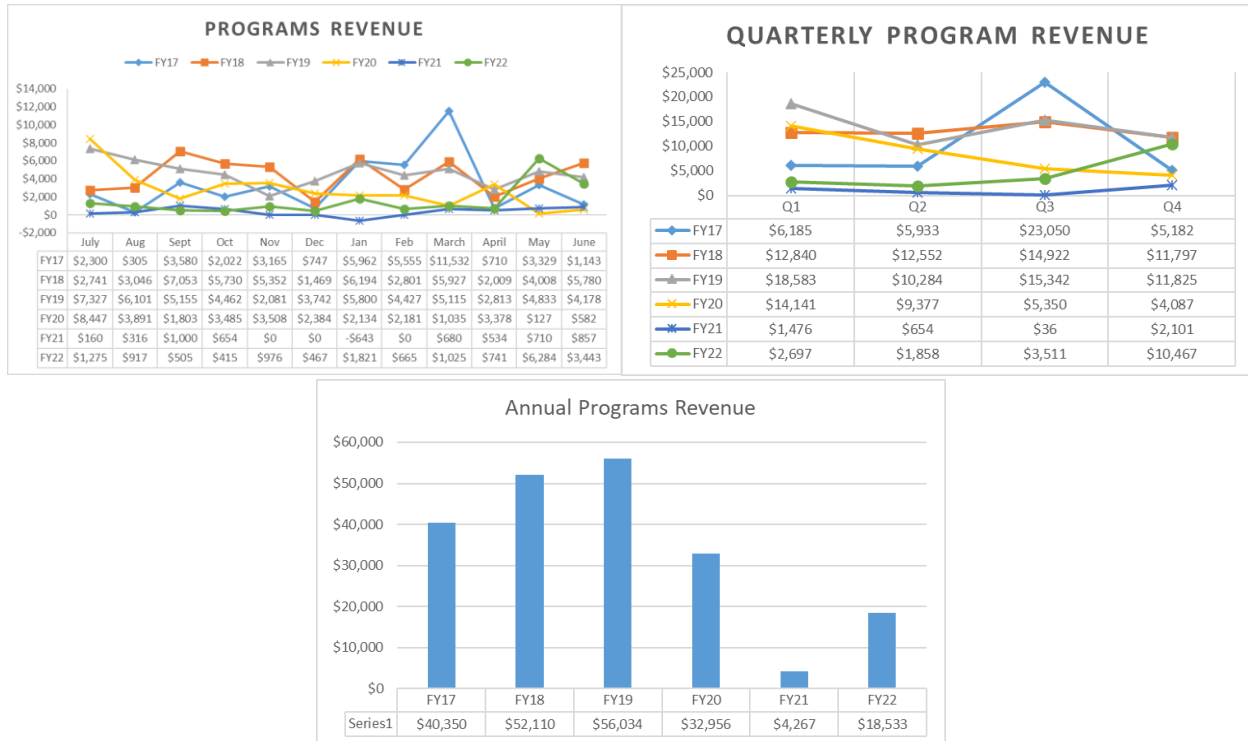
Daily entry fee revenue was positively influenced by the wamr weather, but negatively influenced by the week long maintenance closure.



Facility rental fees will continue to remain low until we are able to resume group rentals and parties. June rental fees include pool rental by the Migrant Education program for June swim lessons.



With the addition of swim lessons and our Healthy Activities Club Program revenues for June are up slightly . Additonal swim lessons and club revenue will be collected after invoiced fees are received from grant funders.

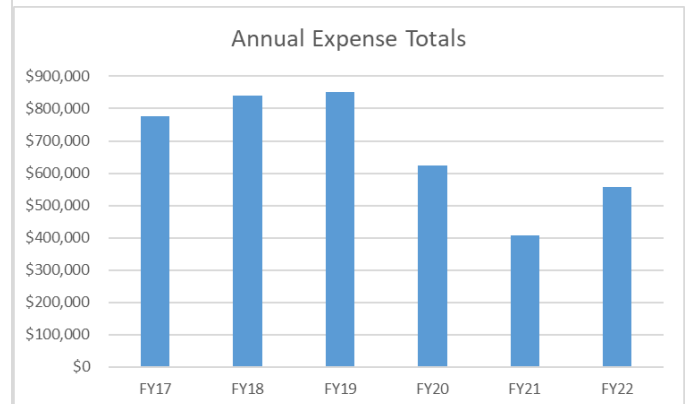
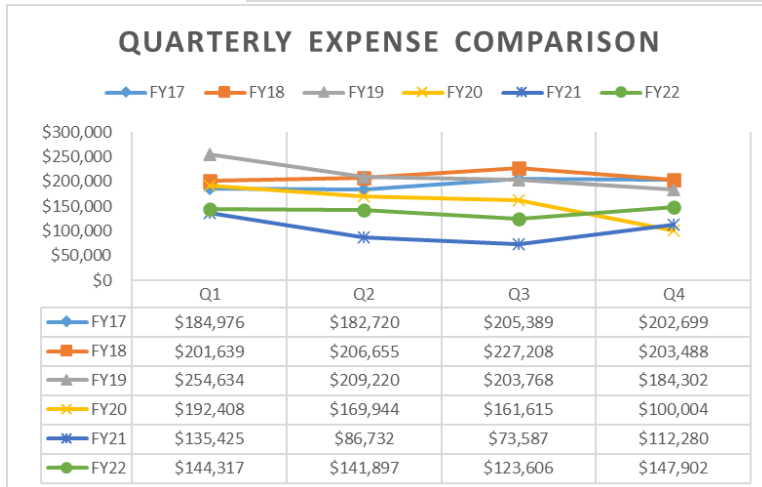
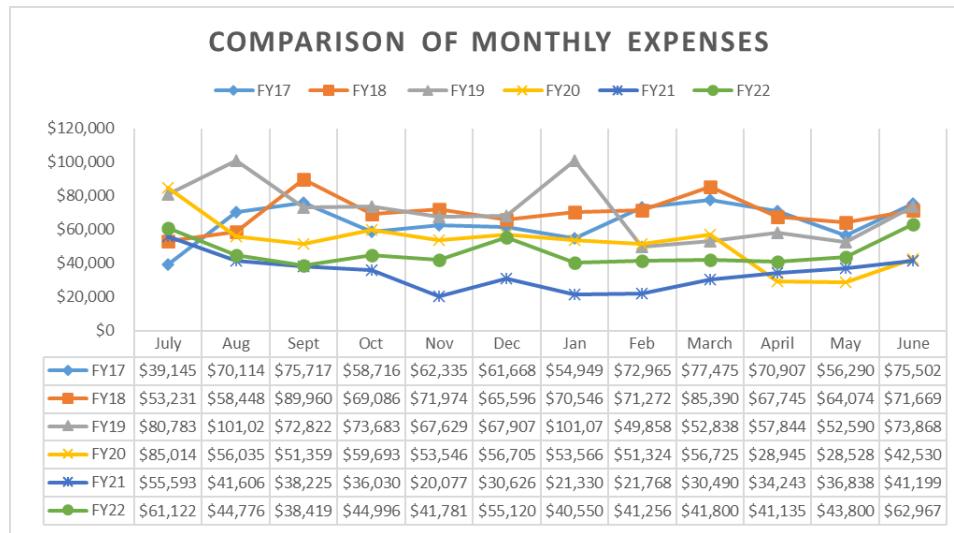


Expenses

	Expenses	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	Budgeted	% used	remaining
	Wages & Benefits	\$51,354	\$31,937	\$29,545	\$31,483	\$31,019	\$49,085	\$33,536	\$32,691	\$34,299	\$32,211	\$31,653	\$40,591	\$429,406	\$696,442	61.66%	\$267,036
520	Housing	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$1,545	\$1,545	\$1,545	\$27,540	\$42,900	64.20%	\$15,360
545	Travel/Training	\$265	\$0	\$51	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$316	\$2,000	15.81%	\$1,684
561	Supplies	\$1,270	\$7,622	\$3,363	\$3,892	\$3,278	\$801	\$1,084	\$3,175	\$812	\$3,592	\$5,626	\$7,000	\$41,515	\$87,000	47.72%	\$45,485
580, 661, 663, 799	Building Maintenance	\$1,364	\$115	\$251	\$257	\$821	\$45	\$710	\$146	\$65	\$457	\$48	\$340	\$4,621	\$30,100	15.35%	\$25,479
668	Software Licenses	\$253	\$329	\$242	\$438	\$707	\$221	\$207	\$133	\$279	\$303	\$284	\$737	\$4,135	\$8,146	50.76%	\$4,011
669	General Expenses	\$4,071	\$2,227	\$2,421	\$6,380	\$3,411	\$2,422	\$2,467	\$2,565	\$3,800	\$3,026	\$4,561	\$9,829	\$47,181	\$35,581	132.60%	-\$11,600
790	Allowance for Special Events	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$51	\$0	\$51	\$1,100	4.65%	\$1,049
799	Unforseen	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	0.00%	\$2,500
	Other/Non Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32	\$2,926	\$2,958	\$0		-\$2,958
	TOTAL	\$61,122	\$44,776	\$38,419	\$44,996	\$41,781	\$55,120	\$40,550	\$41,256	\$41,800	\$41,135	\$43,800	\$62,967	\$557,723	\$905,769	61.57%	\$348,046

* Due to our 2 week pay period structure there are 2 months out of each year in which 3 pay periods fall, skewing wages totals upwards for those months.

**Expense totals do not include purchases for the building that have been made by City of Bethel Property Maintenance or other direct city expenses.



We have actively worked to keep expenses low while still making seasonal purchases, purchases for maintenance and cleaning, and to keep essential proshop and concessions items stocked as well to maintain minimum staffing levels. .

Facility Utilization

Facility Check-In: Facility Check-In numbers represent the total number of patrons who visited the facility and are based on a compilation of the number of members who checked-in, the number of daily passes sold and the number of participants in programs, activities, rentals, and special events. These numbers represent facility visits, not individuals as most individuals visit the facility multiple times over the course of the month.

Facility Check-In	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
Member Checkins	1,202	1,116	991	1199	1263	1194	1135	1098	1,149	1,331	1,058	902	13,638
Daily Admissions	1,119	696	632	724	959	854	822	896	1,230	1,253	1,267	1,319	11,771
Rentals	0	199	109	166	0	0	0	133	5	5	14	225	856
Fitness Programming	40	45	52	69	71	66	69	61	113	89	40	59	774
Aquatics Programming	20	15	11	11	17	12	27	39	56	91	31	21	351
Youth Programs	0	0	0	0	0	0	0	0	0	0	51	329	380
Monthly Totals	2,381	2,071	1,795	2,169	2,310	2,126	2,053	2,227	2,553	2,769	2,461	2,855	27,770

Concerns about CoVID-19 began impacting facility utilization in late February 2020 and continue to the present, but June reached approximately 70% of pre-CoVID-19 normal and we anticipate continued higher utilization rates as we remove the remaining CoVID-19 restrictions.

