NORTHWEST ARCTIC BOROUGH ASSEMBLY
RESOLUTION 23-41

A RESOLUTION OF THE NORTHWEST ARCTIC
BOROUGH ASSEMBLY APPROVING AN AGREEMENT
WITH THE ALASKA DEPARTMENT OF
TRANSPORTATION AND PUBLIC FACILITIES FOR
AIRPORT VEGETATION CLEARING, AND FOR RELATED
PURPOSES.

WHEREAS: the Borough wishes to contract with the Alaska Department of Transportation and Public Facilities (DOT&PF) for brush clearing at village airports; and

WHEREAS: under the proposed Memorandum of Agreement (MOA) with DOT&PF, the Borough will be reimbursed for labor and equipment in an amount not to exceed $160,000 to perform vegetation management at Noatak, Buckland, Kiana, Selawik, Shungnak, Noorvik, Ambler, Kobuk, and Deering; and

WHEREAS: the Borough wishes to move forward with the MOA in order to ensure that village airports receive necessary brushing maintenance.

NOW THEREFORE BE IT RESOLVED: the Northwest Arctic Borough Assembly hereby approves execution of a Memorandum of Agreement with the Alaska Department of Transportation and Public Facilities for airport brushing in substantially the same form as accompanies this Resolution, and authorizes the Mayor to carry out the Agreement terms.

PASSED AND APPROVED THIS 25th DAY OF JULY 2023.

Nathan Hadley, Jr., Assembly President


Dickie Moto, Sr., Mayor

RSN 23-41 DOT&PF MOA – Airport Brushing
SIGNED AND ATTESTED TO THIS 25th DAY OF JULY 2023.

Stella Atoruk, Borough Clerk

ATTEST:

SEAL
DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES (DOT&PF)  
MEMORANDUM OF AGREEMENT (MOA)  
Northern Region Maintenance and Operations

1. **Project Name:** Kotzebue Area Airport Vegetation Management

2. **Contractor:** Northwest Arctic Borough (NWAB)  
   **Address:** 163 Lagoon Street, PO Box 1110 Kotzebue Alaska, 99752  
   **Phone:** (907) – 442 - 2500

3. **Contractor's Project Coordinator:** The individual who is designated as NWAB Project Manager is:  
   **Name:** Clay Nordlum  
   **Email Address:** Cnordlum@nwabor.org  
   **Title:** NWAB Planning Director  
   **Phone:** 907-442-2500

4. **State Contract Administrator:** Jason Sakalaskas, M&O Chief: Phone (907) 451-2214 Fax: (907) 451-5153

5. The State DOT&PF will provide direction and supervision, coordinated through Alvin Wenneke, Phone 907-442-3147.

6. **Total Agreement – Not to Exceed Amount:** $160,000.00

7. **Work Description:** The scope of work will include vegetation management at Noatak, Buckland, Kiana, Selawik, Shungnak, Noorvik, Ambler, Kobuk, and Deering. This will include all necessary labor, management, and equipment necessary to perform this work as identified by the Department. All work must be completed by November 30, 2023.

   **Schedule of Work:** Prior to beginning work at any location the following shall apply:  
   i. No clearing work shall be performed between May 5 and July 25 to ensure compliance with the migratory bird treaty act. If work is desired to be completed within these dates NWAB shall provide, prior to work, documentation from a qualified individual that an onsite inspection was performed and that such activities will not result in a “take” as specific in the reference bird treaty act.  
   ii. 3 Days in advance of onsite work the Project Coordinator for NWAB shall contact Alvin Wenneke to notify him of the location of work, schedule (days and hours), and discuss specific scope of work to be performed.  
   iii. When work crews are present on airport property they shall have a radio capable of monitoring the Common Air Traffic Frequency (CTAF). If an inbound or outbound flight is in process crews and equipment shall clear the runway to a safe distance to not impede or distract air traffic.  
   iv. Area Work Maps - Illustrative mapping for the top 5 priority airport are provided showing areas of vegetation management work. Once work is completed at an airport NWAB project manager will markup these maps showing where work was performed and send it to Alvin.

8. **Duration:** Work to be performed from the date of signature of this agreement through November 30, 2023.

9. **Labor, Equipment, Material, and Administrative/OH Rates:**  
   **Labor:** The rates below are loaded labor cost to include but not limited to all insurance and benefits.  
   i. Laborer - $35.00/Hour Regular/Straight time, $52.50/Hour Overtime  
   ii. Foreman - $50.00/Hour Regular/Straight time, $75/Hour Overtime  
   **Equipment:** Shall include all necessary equipment to clear, haul, and stack brush as appropriate for each location. Equipment rates shall be wet to include any necessary fuel or equipment repairs.  
   i. Hand Tools - $5/Labor Hour  
   ii. ATV and Trailer (as needed) - $50/day
Materials: No materials are expected to be used as part of this project.

Travel: Travel costs will be eligible under this agreement. Invoices for travel costs shall be provided as backup for these expenses. The contractor shall minimize travel costs to that of “management/foreman” as the intent of this MOA is to perform local hire within the communities for Laborer needs.

Administrative/OH: 5% of total invoiced project costs.

Other: If additional Equipment or Materials are needed for this project any such needs will be discussed and approved by Departments project coordinator prior to use on the project. Note these change will NOT adjust the Not to Exceed Amount listed above in this contract.

10. The Contractor shall provide Daily Work Reports for all work performed and shall submit these at the time of invoice of the work. Work report shall include: Airport Name, Name of employees, brief description of work, number of hours of worked, equipment utilized, and date of work performed.

11. Invoices shall be submitted to:
   i. Alaska Department of Transportation
      Attn: Shanna Takitani
      2301 Peger Road,
      Fairbanks Alaska, 99709
      Shanna.takitani@alaska.gov

12. The Contractor shall provide the State with proof of Worker's Compensation Insurance.

13. The laws of the State of Alaska shall govern this agreement.

14. This Agreement may be modified or amended by a written Agreement signed by both parties.

Dicky Moto (Signature)              Northwest Arctic Borough Mayor
                                            Title:                  Date

Jason Sakalaskas (Signature)        Maintenance & Operations Chief NR DOT&PF
                                            Title:                  7-12-2023