

**Agency: Commerce, Community and Economic Development****Grants to Municipalities (AS 37.05.315)****Grant Recipient: Gustavus****Federal Tax ID: 27-0085777****Project Title:****Project Type: New Construction and Land Acquisition**

## Gustavus - Public Use Restroom Construction

**State Funding Requested: \$73,000****House District: Juneau Areawide (31-32)**

Future Funding May Be Requested

**Brief Project Description:**

Construction of a public use restroom at the Gustavus Beach in order to prevent ongoing public health issues.

**Funding Plan:**

Total Project Cost:	\$73,725
Funding Already Secured:	(\$0)
FY2014 State Funding Request:	<u>(\$73,000)</u>
Project Deficit:	\$725

**Detailed Project Description and Justification:**

The beach adjoining the new multi-modal Gustavus/Alaska Department of Transportation dock has become a high traffic area for both community members and tourists visiting Gustavus. There is a high concentration of use on both the east and west sides of the road to the causeway. It is a popular area for picnicking and camping.

The only public restroom in Gustavus is located at the public library which is more than three miles from the beach. Consequently the public uses the few cluster of trees located near the beach. Increased deposits of human urine, excrement and toilet tissue are both a visual and olfactory assault and are creating a public health and safety hazard as well.

The solution is to construct a restroom facility in close proximity to the Gustavus dock for public use. The design chosen is based on the vault-type systems used by the U.S. Forest Service requiring no water or electricity.

**Project Timeline:**

Once funding is procured, the RFQ would be developed, the bid package would be advertised and a contractor would be hired. The goal would be to have the facility operational by July-August 2013.

**Entity Responsible for the Ongoing Operation and Maintenance of this Project:**

City of Gustavus

**Grant Recipient Contact Information:**

Name:	Kapryce Manchester
Title:	City Clerk and Treasurer
Address:	1802 Gustavus Road Gustavus, Alaska 99826
Phone Number:	(907)697-2451
Email:	clerk@gustavus-ak.gov

Has this project been through a public review process at the local level and is it a community priority?  Yes  No

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION 2013-03**

**A RESOLUTION IN SUPPORT OF THE PROPOSAL TO INSTALL PUBLIC USE  
RESTROOMS AT THE GUSTAVUS BEACH WITH FUNDING THROUGH THE  
STATE OF ALASKA CAPITAL IMPROVEMENT PROGRAM**

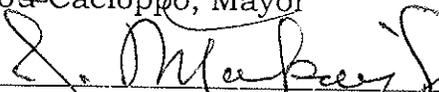
**WHEREAS**, the City of Gustavus has directed the Beach Committee of the City of Gustavus to deal with the issue of restrooms at the Gustavus beach, said committee is requesting that the Gustavus Beach Restroom Plan be included in the Capital Improvement Project requests for the upcoming legislative session; and

**WHEREAS**, the Beach Committee, in response to the need for public restrooms in the community is also requesting the Gustavus City Council consider asking the legislature for two additional restrooms, one at the Salmon River Park and one at the small boat harbor; and,

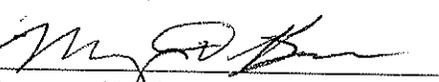
**NOW THEREFORE BE IT RESOLVED**, that the Gustavus City Council approve the CIP funding request of the 2013 Alaska Legislature for one unit in the sum of \$73,725.00, and urges the Legislature, and the Governor to consider it favorable.

**PASSED AND APPROVED** by a duly constituted quorum of the city council this 10<sup>th</sup> day of January, 2013.

  
\_\_\_\_\_  
Lou Cacioppo, Mayor

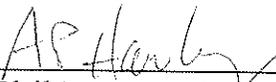
  
\_\_\_\_\_  
Jim Mackovjak, Council Member

Via Teleconference  
\_\_\_\_\_  
Tim Sunday, Council Member

  
\_\_\_\_\_  
Morgan DeBoer, Council Member

\_\_\_\_\_  
Noel Farevaag, Vice Mayor

  
\_\_\_\_\_  
Sandi Marchbanks, Council Member

  
\_\_\_\_\_  
Phil Hawley, Council Member

  
\_\_\_\_\_  
Attest: Kapryce Manchester, MMC  
City Clerk



# **Public Use Restrooms CIP Request Information Packet**

Developed by the Gustavus Beach Committee

2012-13

# **Project Scoping and Development Form**

**Policy on Project Planning  
PROJECT SCOPING and DEVELOPMENT FORM**

This form is to be used to document project planning and approval in order to assure that: project options are well-considered; the best option is put forward; initial and continuing costs and funding are addressed; and that Council approval has been given for implementation. Use this project scoping form with the Project Planning and Approval Process Flow Chart.

Answer the questions that pertain to your proposed project. Attach additional narrative pages if necessary. Type in the electronic form using as much space as you feel is necessary.

**Part 1. Project Identification**

Name of project: Public Use Restrooms

Committee: Beach

Committee Contact: Morgan DeBoer

E-mail: morganedeboer@gmail.com

Phone: 907-697-2214

**Part 2. Project Scope** refers to a project's size, goals, and requirements. It identifies what the project is supposed to accomplish and the estimated budget (of time and money) necessary to achieve these goals. Changes in scope will need Council approval.

1. What is the project?
  - What are its goals and objectives?
  - Who/what will be aided by this project? Who are the targeted stakeholders/customers?
  - Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?
  - What is NOT covered by this project? What are its boundaries?

This project will construct a basic vault-style Women's/Men's restroom facility and animal - proof litter receptacles in close proximity to the Gustavus dock for public use.

2. Why is the project needed?
  - What community problem, need, or opportunity will it address?
  - What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?

With the increased visitation to the Gustavus forelands due to Alaska Marine Highway Ferry service and the immediate presence of State DNR recreational land there is a vital need for sanitary facilities. There are no public restrooms in Gustavus. The forelands continue to be a popular area for picnicking and

also primitive camping in the summertime. Human waste and litter has become an issue viewed by the community as an increasingly important priority.

3. Where did the idea for this project originate? Rising public concerns voiced to the Beach Committee and public comment during City Council meetings.
4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?) Public restrooms were ranked #6 among Capital and Physical infrastructure projects in the Stratigic Plan.
5. What is your timeline for project planning?
  - By when do you hope to implement the project? As soon as possible. Ideally design, permitting and construction could occur the same year as we hope to utilize plans designed for State Parks or US Forest Service.
  - Will the planning or final project occur in phases or stages? See above
  -
6. What is your budget for the planning process? \$10,000.00. Will you be using a consultant? No
7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories. See Part 4. (Ques. 4-8) and Part 5 (Budget) for guidance. \$73,725.00

### **Parts 3., 4., 5., 6. Project Investigation and Development**

Parts 3.—6. refer to social, environmental, and financial impacts of various options. These questions will help you document your consideration of alternatives and your choice of the option providing the best value for the community. Your goal is to generate alternatives and make a recommendation from among them. Return to Part 3., “Summary” after applying Parts 4.—6.

#### **Summary:**

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.

Alternates are status quo no-action, portable restrooms, or a permanent structure. No action means continual build up of human waste and litter. Portable restrooms are less expensive short-term but would require more service. They are more prone to vandalism and weather related incidents (wind tipping) and are viewed by many to be unsightly. A permanent structure would require construction as well as contined maintenance costs ie. scheduled servicing and pumping.

2. What solution was chosen as the best and why is it the best?  
A permanent vault - style structure.

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?

- Is there a matching fund requirement? Please provide details.  
We intend to seek CIP grant funding for initial permitting and construction. The City of Gustavus would need to assign funding for maintenance and service.

**Part 4. Environmental, Social, Financial Impacts**

1. Project Impacts Checklist

<b>Will this project affect:</b>	<b>No</b>	<b>Yes (+/-)</b>	<b>Maybe</b>
<b>Environmental quality?</b> (+ = impact is beneficial; - = harmful)			
• Climate change	X		
• Streams/groundwater quality		+	
• Air quality	X		
• Soils/land quality		+	
• Fish/wildlife habitat, populations		+	
• Plant Resources (timber, firewood, berries, etc)		+	
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods		+	
• Neighborhood character		+	
• Noise or other environmental impacts	X		
• Environmental sustainability		+	
• Hazardous substances use	X		
• Community waste stream		+	
• Light pollution at night	X		
<b>Recreational opportunities?</b>			
• Public land use and access		+	
• Trails/waterways		+	
• Parks		+	
• Public assembly/activities		+	
<b>Education/training/knowledge &amp; skill development?</b>			
<b>Public safety?</b>		+	
<b>Public health?</b>		+	
<b>Medical services?</b>	X		
<b>Emergency response?</b>	X		
<b>Economic performance &amp; sustainability?</b>		+	
• Employment of residents			
o Short-term (i.e. construction)		+	
o Long-term (operating and maintenance)		+	
• Cost of living reduction	X		
• Return on investment		+	
• Visitor opportunities/impressions/stays/purchases		+	
• Competitive business environment	X		
• Support for existing businesses		+	

• New business opportunities			+
• Economic sustainability	X		
• Attractiveness of City to new residents/businesses		+	
<b>City government performance?</b>			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services		+	
• New services		+	
• Cost of City services		-	
• Tax income to City	X		
<b>Transportation?</b>			
• Air	X		
• Water	X		
• Roads	X		
<b>Communications?</b>	X		
• Internet	X		
• Phone	X		
• TV/radio	X		
<b>Other? (type in)</b>			

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.) *By providing basic sanitary conditions to the citizens while protecting the forelands from human and solid waste.*

3. Are other projects related to or dependent on this project? *No*

- Is this project dependent on other activities or actions? *No*
- If yes, describe projects, action or activities specifying phases where appropriate.

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (E.g., will the construction of a new facility require additional roads or road maintenance or more internal City staffing?) *Yes. Trash receptacles and restrooms will need serviced bi-weekly May - September and bi-monthly October - April.*

5. What regulatory permits will be required and how will they be obtained? *A DEC permit will have to be obtained in the planning phase.*

6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project? *\$10K initial, \$6K annually.*

7. Is an engineering design or construction estimate necessary? *Yes.*

8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? *No.* If so, how will the new revenue be collected?

**Part 5. Project Budget**

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$10,725	Personnel	\$10000
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$3000	Travel	\$
Permitting, inspection	\$2000	Equipment	\$
Site work	\$10000	Contractual	\$3000
Demolition and construction	\$36000	Supplies	\$2500
Waste disposal	\$	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$12000	Other (list)	\$
Other (list)	\$	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

Updated Latest Estimate Budget Line Items if Changed Date:

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$	Travel	\$
Permitting; inspection		Equipment	\$
Site work	\$	Contractual	\$
Demolition and construction	\$	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list)	\$	Total direct costs	
		Indirect costs	
		Income (fees, taxes)	\$
		Balance: costs-income	\$

**Part 6. Jobs and Training (required by some granting agencies)**

1. What service jobs will be needed for operation and maintenance? Sanitary Tech.

2. How many full-time, permanent jobs will this project create or retain?  
 \_\_\_1\_\_\_ Create/retain in 1-3 years  
 \_\_\_1\_\_\_ Create/retain in 3-5 years

3. What training is necessary to prepare local residents for jobs on this project?  
 Nothing specialized.

4. How many local businesses will be affected by this project and how? All of them in a positive way by reflecting a quality way of life for the City.

**Part 7. Business Plan (Upon Council request)**

Not required

**Part 8. Record of Project Planning and Development Meetings**

1. Please document the manner in which public input was received.
  - Public comment on agenda item at committee or Council meeting. *Public comment has been given on non-agenda item for this issue November 2012.*
  - Special public hearing
  - Dates and attendance for the above.
  - Written comment from the public (please attach) *This issue has been on the forefront for years and has been the subject of discussion at the committee level.*

2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

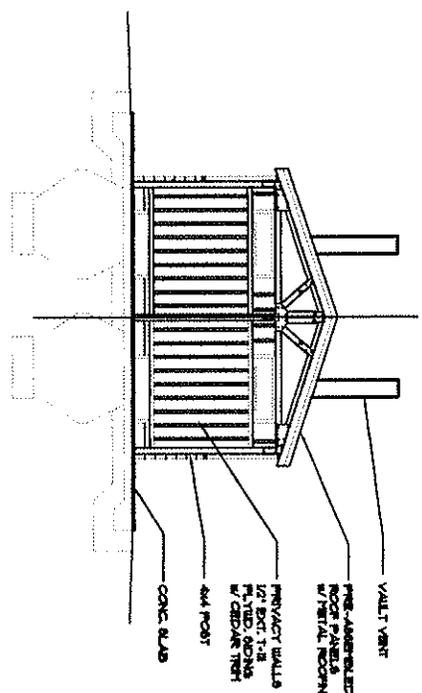
**Meeting Record**

Event (Meeting of committee, Council report, public hearing, etc.)	Date	Agenda Posted (date)	Minutes or record Attached? (yes/no)	Outcome Rec to Council, requested action of Council, etc.	No. of attendees
Beach Committee	5-1-12	4-25-12	No		
Beach Committee	7-3-12	6-29-12	No		
City Council	11-12		No		
Beach Committee	12-4-12	11-28-12	No		
Beach Committee	12-12-12	12-5-12	No	Recommend Project Scoping and Development Form be presented to the City Council for CIP funding request.	

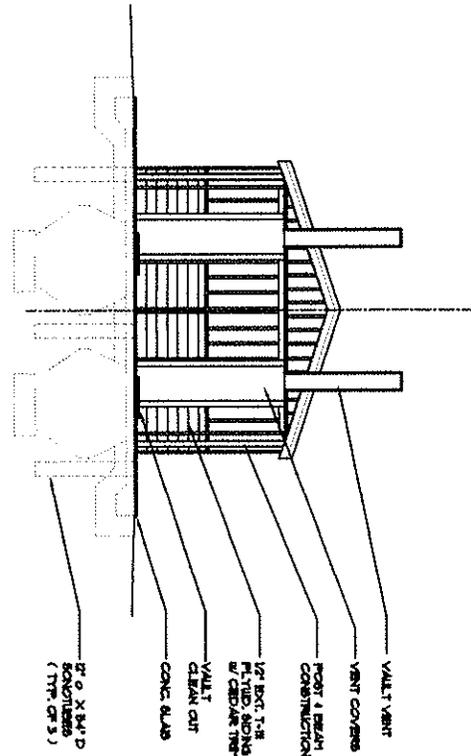
**Part 9. Feedback to the Council**

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.

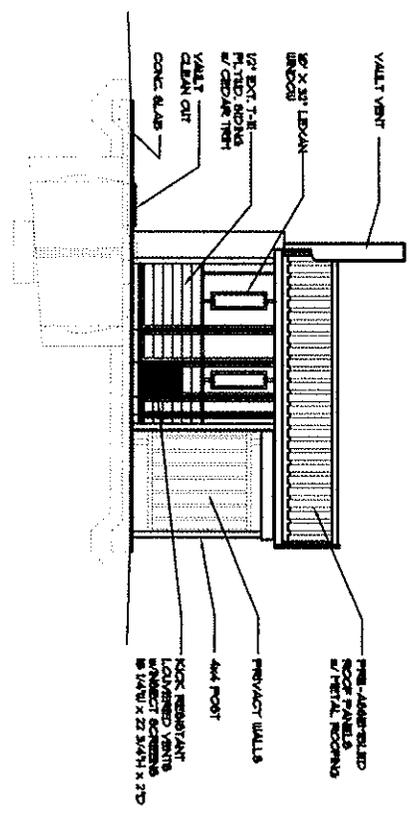
## **Sample Pictures**



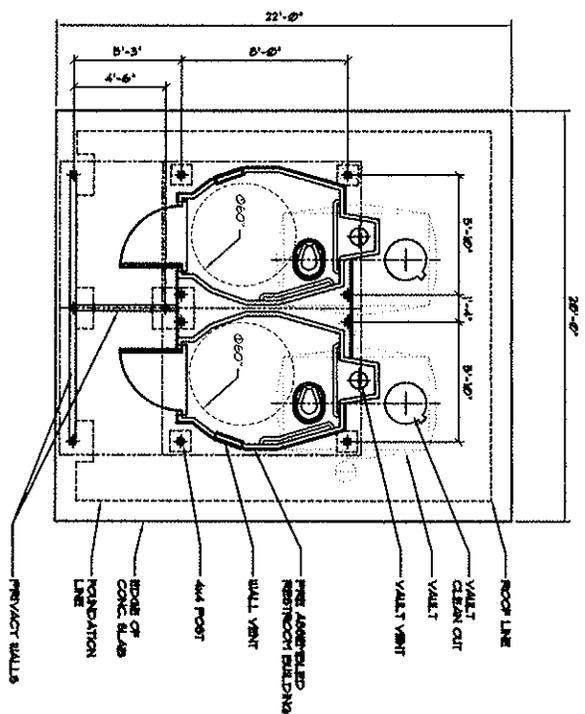
① SOUTH ELEVATION  
SCALE: 1/4" = 1'-0"



② NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



③ WEST ELEVATION  
SCALE: 1/4" = 1'-0"



④ FLOOR PLAN  
SCALE: 1/4" = 1'-0"

FILE # R:\STANDARD BUILDINGS\1000\0005.143-00T02-2.dwg 08/27/08 09:15 - Administrator

PROJECT:  
**68T TRADITIONAL RESTROOM  
 EXT. ELEV. & FLOOR PLAN**

PROJECT NO.	
PURCH. ORDER	
DATE	
REVISIONS	
DRAWN BY:	
SHEET NO.	1



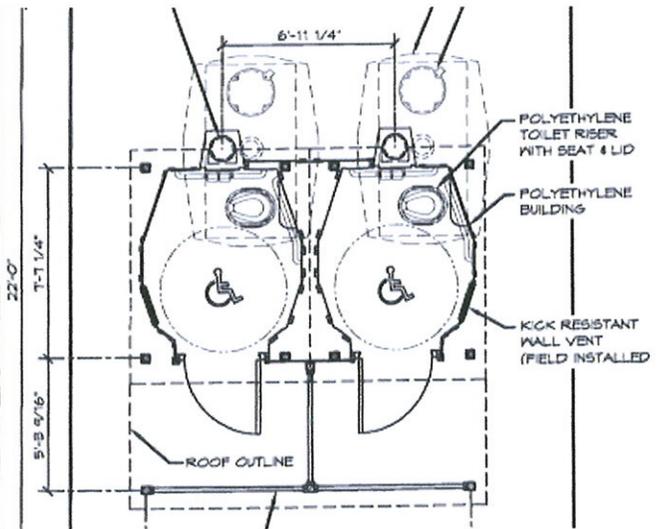








JUL 8 2012



## **Manufacturers Estimate**

www.romtec.com  
service@romtec.com



18240 North Bank Road, Roseburg, OR 97470

ph: (541) 496-3541  
fax: (541) 496-0803

**BUDGETARY ESTIMATE ONLY - NOT FOR PURCHASE DOCUMENTS**

Date: 12/12/2012  
 Job: 2 Holer Waterless Restrooms  
 Customer: Glacier Bay Construction, Inc.  
 Contact: Justin Marchbanks  
 Address:  
 City:  
 State: Zip Code:  
 Phone: (907) 209-0514  
 Fax:  
 E-mail: [gbciaak@gmail.com](mailto:gbciaak@gmail.com)

Fed. Supply Contract  
#GS-07F-0095M

Pennsylvania COSTARS  
Contract #014-096

Ohio STS Contract #  
7756400307

CMAS CONTRACT  
#4-04-54-0011A  
State of California  
Contractor's  
License # 849246

TXMAS CONTRACT  
# TXMAS-5-56030

New Mexico Price  
Agreement  
#70-000-00-04031

This is not a formal quote or proposal from Romtec, this is an 'estimate only' given for budgetary purposes - costs will change over time				
Quantity	Model	Description	Comm. Price	Extension
1	1008	SST Traditional Double Restroom with all-weather porch & privacy partitions Building Kit Package	\$27,500.00	\$27,500.00
Includes: Two 750-gallon vaults w/ vents, cleanouts, toilet risers w/safety bars. Roofing: cedar shakes, unless otherwise specified. Exterior: cedar lap/board & batten, unless otherwise specified.				
SUBTOTAL				\$27,500.00
DISCOUNT: Fast Pay Discount- (Building would need to paid for in full prior to shipping out)				-\$1,375.00
Design Services			\$0.00	\$0.00
Shipping & Handling Estimate From Roseburg, OR to: Seattle, WA			Zip Code:	\$1,950.00
Building Subtotal				\$28,075.00
<b>INSTALLATION ESTIMATE ONLY</b>				
<b>BUILDING TURNKEY INSTALLATION ESTIMATE:</b> This is an estimate only for construction of your building. THIS IS NOT A QUOTE. Too much information is unknown at this time to provide a real or accurate quote. Romtec does assume that this is a prevailing wage job which is semi-truck accessible. This includes site prep, building erection and finish work. Nothing outside the footprint of the building is included. This Turnkey Installation assumes there are no bonding requirements.				Installed by Others
TOTAL				\$28,075.00

**ROMTEC IS HUBZONE CERTIFIED**

**DO NOT ISSUE A PURCHASE ORDER BASED ON THIS BUDGETARY ESTIMATE - YOU MUST ASK ROMTEC FOR AN ACTUAL QUOTATION**

Romtec cannot assure you that the actual costs will be similar to the estimate as other factors come into play. Romtec cannot be legally held to this estimate, however, we will assist you in every way possible to meet budget and job restraints. Many factors, including site conditions, local labor costs, custom materials, upgrades, etc. can affect the overall cost of a product. Until we actually cost out the exact design you approve, this estimate is simply to help you have a budget idea in the earliest stages of a project.

\* This quote does not include any applicable sales or use taxes. Subsequent Purchase Order must include sales or use tax unless customer provides Romtec with a resale certificate or proof of exemption.

Todd Black  
Authorized Signature

12/12/2012  
Date

**Comparison Information From 2008 USDA Forest  
Service Vault Toilet Project in Oregon**

**Secure Rural Schools and Community Self-Determination Act of 2000**  
**Public Law 106-393**  
**Title II Project Submission Form**  
**USDA Forest Service**  
**Siskiyou-OR Resource Advisory Committee**

Project Status: Completed

Funding Fiscal Year: 2008

**2. Project Name:** Chetco River Vault Toilet (Miller Bar)**3a. State:** Oregon**3b. County:** Oregon - Curry**4. Project Submitted by:** Rene Casteran**5. Date:** 08/13/2008**6. Contact Phone:****7. Contact E-Mail:****8. Project Location****a. National Forest:** Siskiyou**b. Forest Service District:** Gold Beach**c. Location (Township-Range-Section)**

T39S, R12W, S30

**9. Project Goals and Objectives:**

The goal is to better meet public Health and Safety for day-use and over night camping on the Miller River Bar. The objective is to install a cost-effective permanent vault toilet for year-round use.

**10. Project Description:**

a. Brief: *(in one sentence)* Purchase and have installed a Romtec SST Aspen concrete double restroom vault toilet on the Miller Bar Recreation Site. In the past port-potty rental units have been seasonally used at Miller Bar. Renting these units is expensive. They are easily vandalized which has happened often, creating a public health risk. Installation of a permanent toilet would be a healthier alternative, meeting ADA requirements, providing year-long use and be more vandalism resistant.

b. Detailed:

Propose to purchase and have Romtec install a Model 1012 SST Aspen concrete double restroom building 12 feet 8 inches by 16 feet 8 inches, which includes 2-1000 gallon underground vaults. This pre-engineered facility meets all ADA accessibility requirements.

Forest Service Engineering support would be needed for location determination, logistics, contract write up and administration/inspection of installation. NEPA is required and could be done during the FY 08 fall/winter.

A GSA discount would apply to this purchase from Romtec, Inc.

**11. State/Private/Other lands involved? NO****If Yes, specify:****12. How does the proposed project meet purposes of the Legislation? (check at least 1)**

Restores and improves land health

**13. Project Type:**

a. Check all that apply: (*check at least 1*) Other Project Type

b. Primary Purpose (*select only 1*) Other Project Type

**Describe other project type:**

Public Health and Safety

**14. Identify what the project will accomplish**

**15: Estimated Project Start Date:**

10/01/2007

**16: Estimated Project Completion Date:**

09/30/2008

**17. How will cooperative relationships among people that use federal lands be improved? List known partnerships or collaborative opportunities.**

Miller Bar serves both camping, boating and fishing activities. There are a number of commercial outfitter guides which provide guiding services on the Chetco River.

**18. How is this project in the best interest of the community? Identify benefits to communities.**

(*max 12 lines*)

The Miller Bar Recreation Site is popular with the public both locally and with out-of-area tourists. Providing a toilet facility that is ADA compliant and assures a higher level of safety for the public would enhance satisfaction with the site and encourage returned visitation. Tourism on nearby sites and economic benefits to local communities would be enhanced.

**19. How does this project benefit federal lands/resources? (*max 12 lines*)**

Having a permanent restroom facility would improve the Forest Service image and presence on the site. It would remove the numerous yellow colored rental units which could not only pose a health problem if vandalized but could affect water quality in the river.

**20. What is the proposed method(s) of accomplishment? (*check at least 1*)**

Contract, Federal Workforce

**21. Will this project generate merchantable materials? NO**

**22. Anticipated Project Costs**

a. Title II Funds Requested: \$66,656

b. Is this a multi-year funding request? NO

**24. Monitoring Plan (*Input or attach below*)**

a. Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.

The NEPA process, which includes review by Forest Service Resource specialists and the public would identify environmental issues and concerns and mitigations measures would be developed where necessary. Contract administration would assure all mitigation measures are followed.

b. Identify who will conduct the monitoring:

A Forest Service Engineer with Recreation support would administer the delivery and installation of the vault toilet. Other resource specialist might also be on-site if necessary to adequately follow mitigation requirements.

c. Identify total funding needed to carry out specified monitoring tasks: \$1500

d. Identify remedies for failure to comply with terms of the agreement.

If project cannot be completed under the terms of this agreement:

Unused funds will be returned to the RAC account.

If other is selected, explain:

Project Recommended by: Lucie LaBonte'  
Chairperson, RAC

Project Approved by: Scott Conroy  
Forest Supervisor, Siskiyou National Forest

**Project Cost Analysis**

Cost Item	Agency	Title II	Other	Total
Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	
a. Field Work & Site Surveys	0	0	0	0

a. Field Work & Site Survey\$0\$0\$0 a. Field Work & Site Survey\$0\$1000\$0\$1000 b. NEPA/CEQA\$2500\$0\$0\$2500 f. Contract/Grant Preparation\$250\$250\$0\$500 g. Contract/Grant Administration\$700\$750\$0\$1450 h. Contract/Grant Cost\$0\$54500\$0\$54500 i. Salaries\$1000\$2000\$0\$3000 j. Materials & Supplies\$50\$0\$0\$50 k. Monitoring\$750\$750\$0\$1500 l. Indirect Cost\$0\$7406\$0\$7406