



# MUNICIPALITY OF ANCHORAGE

## ASSEMBLY MEMORANDUM

No. AM 109-2023

Meeting Date: February 14, 2023

Municipal Clerk's Office

**Approved**

Date: **February 14, 2023**

1 **FROM: MAYOR**

2  
3 **SUBJECT: RECOMMENDATION OF AWARD OF A NON-ENCUMBERING CONTRACT**  
4 **WITH BEACON OCCUPATIONAL HEALTH AND SAFETY SERVICES, INC.,**  
5 **FOR CONSULTING SERVICES FOR HEALTH AND SAFETY AUDITING FOR**  
6 **THE MUNICIPALITY OF ANCHORAGE (MOA), MULTIPLE DEPARTMENTS**  
7 **(RFQ 2022Q038) (\$14,000.00)**  
8

9 MOA Safety Department requesting approval of a Non-Encumbering Contract with Beacon  
10 Occupational Health and Safety Services, Inc., for consulting services for Health and Safety  
11 Auditing. The Contract Not to Exceed (NTE) amount will be \$14,000.00 for one month of  
12 services, not to exceed 80 hours. There are no renewal options.  
13

14 Beacon will assist the Safety Program Manager in auditing the MOA safety program and  
15 compliance with applicable regulations.  
16

17 Request for Quotation (RFQ) 2022Q038 was issued on September 26, 2022. The RFQ was  
18 closed October 7, 2022. The lowest bid was submitted by Beacon Occupational Health and  
19 Safety Services for an NTE amount of \$14,000.00.  
20

21 This is a non-encumbering contract; funds for specific tasks will come from department  
22 operating budgets.  
23

24 Based upon the above information and the attached Department Memorandum, it is  
25 recommended that the Assembly approve this request for a Non-Encumbering Contract to be  
26 awarded to Beacon Occupational Health and Safety Services, Inc. The NTE amount will be  
27 \$14,000.00.  
28  
29

30 Recommended by: Kelly Carothers, Program and Policy Director  
31 Concurrence: Rachelle A. Alger, Purchasing Director  
32 Fund Certification: Grant Yutzenka, CFO  
33 Concur: Kent Kohlhase, Acting Municipal Manager  
34 Respectfully submitted: Dave Bronson, Mayor