



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

No. AM -2022

Meeting Date: October XX, 2022

1 **From: Assembly Member Rivera**

2
3 **Subject: SOLE SOURCE CONTRACT WITH [VENDOR TBD] TO OPERATE LEASED**
4 **NON-CONGREGATE HOUSING AT THE ALEX HOTEL & SUITES,**
5 **ANCHORAGE HEALTH DEPARTMENT (\$391,500)**
6

7 The Anchorage Health Department intends to enter into a sole source contract with *[a Vendor*
8 *to be identified by the Administration]* to operate leased non-congregate housing at the Alex
9 Hotel & Suites. Operations will include supportive services such as staffing and meals and
10 additional services such as basic medical /wound care /medical case management, non-critical
11 transportation, and laundry.
12

13 As the Municipality of Anchorage approaches the winter months, there is an urgent need to
14 provide non-congregate housing for the community. There is limited ability to increase capacity
15 at existing operations, limited possible locations to meet urgency, and limited providers who
16 can run these sheltering operations. If it is necessary, the Administration is encouraged to
17 invoke AMC section 7.20.090 for emergency procurement and waiver of formal procurement
18 procedures in order to rapidly execute the contract and make the units available.
19

20 The contract will be in effect from the date of contract execution through December 31, 2022,
21 for a contract award not to exceed \$391,500.
22

23 The funding shall be disbursed to the contractor as soon as possible and cover all costs
24 incurred for this purpose from the date of this funding approval.
25

26 It is recommended the Assembly approve this contract.
27

28 Prepared by: Desirea C. Camacho, Assembly Budget Analyst
29 Fund Certification: 206000-244500-2900000XXX-530380 FY2022 \$391,500
30 (Subject to appropriation, Operating Budget, Alcoholic Beverages
31 Retail Sales Tax Fund)
32

33 Respectfully submitted: Felix Rivera, Assembly Member
34 District 4, Midtown