



ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE AGENDA

July 14, 2025 at 12:10 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/91849897300> or 1-669-900-6833 Webinar ID: 918 4989 7300

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. *Gunalchéesh!*

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. June 02, 2025 Meeting Minutes

F. AGENDA TOPICS

1. State Revolving Fund (SRF) Pyrolysis Loan
2. Enhancing Transit VIP Pass Accessibility and Streamlining Certification
3. Capital Transit Operations Update
4. Capital Transit Route Status and Future Plans

G. PWFC 2025 ASSEMBLY GOALS

1. PWFC Milestones

H. CONTRACTS DIVISION ACTIVITY REPORT

1. May 21, 2025 to July 7, 2025

I. NEXT MEETING DATE

1. August 4, 2025 at 12:10PM

J. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, e-mail: city.clerk@juneau.gov.

ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE MINUTES - DRAFT



June 2, 2025 at 12:10 PM

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C. ROLL CALL

Members Present In-Person: Chair Hughes-Skandijs; Ms. Hall, Mr. Kelly, Mayor Beth Weldon

Members Present Via Zoom: Mr. Smith

CBJ Staff Present: EPW Director Denise Koch, EPW Deputy Director Nate Rumsey, Grant Manager Ashley Heimbigner, Airport Manager Dave Palmer, Airport Architect Ke Mell, John Bohan Chief CIKP Engineer John Bohan, Utilities Superintendent Brian McGuire, Administrative Officer Breckan Hendricks, Meeting Clerk Kevin Allen, Tourism Manager "Alix" Alexandra Pierce.

Others: Planning Commissioner David Epstein (Zoom)

D. APPROVAL OF AGENDA - Agenda was approved.

E. APPROVAL OF MINUTES

1. April 21, 2025 - Regular Meeting - Approved with no changes.

F. ITEMS FOR ACTION

1. Funds Transfer Request to the Marine Park CIP (P41-105) from the Waterfront Seawalk CIP (H51-113) - Action Requested

Director Koch explained that this is a request for \$3.5 million from the Waterfront Seawalk CIP to the Marine Park CIP, and the total project is anticipated to cost a little over \$10 million. She expressed that with this transfer request they would have enough funds to go out to RFP this summer.

Mayor Weldon asked what they are doing for \$10 million.

Ms. Pierce responded that marine construction tends to be expensive. She said they are still moving forward with the design that went through public process and was viewed by the Assembly. She noted that this should have been taken care of in the Marine Passenger Fee budget, but a miscommunication between staff on the line item amount for Marine Park was the reason it was not. She added it is also a complete renovation of the park, and they got a lot of public feedback about a new performance space. She stated that the park will be reconfigured to allow for more gathering and seating.

Mayor Weldon asked if this would delay or cause any problems with Seawalk.

Ms. Pierce answered no, it would not cause any delays, as they are still in design with that project and they have a lot of permitting and coordination to get through before making any construction decisions.

Chair Hughes-Skandijs voiced that she was on the project page today to review the design documents and amount of public process that occurred. She inquired if they have funds pulled and will be talking about going out to bid this summer if they would be going out to bid for construction.

Ms. Pierce responded yes, the next step is bidding for construction, but did not know if the current design documents on the project page are updated.

Chair Hughes-Skandijs asked if they start going to bid at 30%, as that is what the project page stated they were at.

Ms. Pierce answered that she believes they are further along than 30% and they are ready for bid.

Chair Hughes-Skandijs understood there was a miscommunication with staff going through the budget process, but guessed this was not the first time they have transferred money out of the Seawalk, because they continuously put Marine Passenger Fees in there, as that is a long term and community goal to work on those future alignments. She voiced concern about the policy choice to continuously move money out of the Seawalk, because over time it will not be building up, which would make them more reliant on a large revenue bond or another funding mechanism in the future.

Ms. Pierce responded that in the Marine Passenger Fee budget they have a big chunk of money for Shore Power and that CIP has a lot of money in it and they have the Seawalk. She stated that Seawalk is a living, breathing project, as they have been moving money in and out of it as they have been doing work, and Marine Park is part of the Seawalk. She voiced that they probably would have reconfigured the Passenger Fee budget a little differently if the miscommunication did not happen by allocating less money to Shore Power and more money to the Seawalk, and that is a conversation they need to have as a group. She expressed that this project is a Seawalk Project, and they need to make long term decisions on Shore Power and how far they want to push on the Seawalk, and what is their highest priority.

Chair Hughes-Skandijs stated that for this committee, it really comes down to their priorities with the source of funding. She knows this is being characterized as a Seawalk project, but she feels like highest priority being adding additional alignment and redoing Marine Park does not rise to the top of her priority list, but she understood that good work has been happening on that. She added that she resides across the street from Marine Park, and the idea of removing covered space to make less covered space to discourage camping is a consequential decision, as her unhoused neighbors sleep under there pretty peacefully every night.

Mr. Smith moved that the Public Works and Facilities Committee request a transfer of \$3.5 million to the Marine Park CIP from the Waterfront Seawalk CIP and forward that to the Full Assembly for approval. He asked for unanimous consent.

The motion passed.

2. Michael Baker International (MBI) Juneau International Airport (JIA) Master Plan Update Presentation - Information only

Mark Lukin, with Michael Baker International, stated that they are helping Juneau International Airport with their master planning process. He explained that the master planning process is a plan mandated by the FAA that is done every 10 years, that looks at what kind of projects the airport should consider, an implementation plan, and puts together cost estimates for the projects and positions for the airport to compete for FAA funding. He noted that most of the projects, including this one, is funded through Airport Improvement Federal Funds. He went over the major objectives, which include make the airport as operationally efficient as possible and maximize the facilities they have and where else there could be development, enhance the economic and social value, meet long-range aviation needs, ensure current and future airport plans are environmentally compatible, provide planning options consistent with project goals, and comply with FAA planning guidance and current Advisory Circulars. Mr. Lukin

explained that they are at step 3 of 5 in the master planning process, which consists of refining the alternatives that they are going to look at and the implementation and feasibility plan.

He gave an overview of the airport facility and airfield development recommendations, including bringing the runway up to FAA standards that consists of adjusting the west end runway safety area from 400 feet to 1000 feet and extending the runway from 8,857 to 9,200 feet to give the critical aircraft the capacity to operate fully. He also talked about the analysis they did to see if there were any conflicts between expanding the runway and the bridge, as an aircraft has to be able to climb out at a 62.5 foot to 1 foot climb ratio. Their analysis showed that it would clear the bridge by 27 feet. He noted that this would be a major project and would probably be toward the end of the 20-year planning timeframe.

He went over the terminal area development that included quite a bit of recommended projects and things that could be done to improve the capacity, like expanding the terminal to the east, creating a four-story parking facility, adding another gate for additional airport parking, adding additional hangar space to the north of the terminal, and FAA potentially moving their control tower to the east of the expanded terminal.

He discussed the Northwest Development Area recommendations, which include replacing aging box hangar facilities and adding additional box hangars and T-hangars, consolidating all maintenance operations into one facility, and adding a road from the secure area into the fuel dump. Mr. Lukin talked about public involvement that consisted of the Technical Advisory Committee, Public Open House Meeting, and project status briefings, and they feel like they have had a thorough public process. The remaining work to be done is the refinement of the alternatives, environmental overview, implementation plan, and a final technical report; however, before they provide the final plan, they need to complete the Aeronautical Survey and Mapping.

Mr. Kelly asked if they would still be able to compete and receive grants since federal grants have become a lot less stable since the beginning of the year in a lot of different sectors.

Mr. Lukin had the understanding that the Airport Improvement Plan Grants come from the FAA Reauthorization and that federal funding should continue.

Mr. Smith asked if the airport master planning process and public engagement piece covered helicopter tourism related noise.

Mr. Lukin answered that there is an option to do that, and the airport also does noise studies. He believed there was an agreement between the helicopter operators and the Tourism Board for the maximum number of operations that they could fly.

Mr. Kelly inquired if they would be extending or shifting the runway.

Mr. Lukin responded the biggest need is to shift it east 600 feet to meet the 1,000 feet, but they also recommended extending that runway slightly to bring it up to 9,200 feet.

Mr. Kelly inquired if they took potential traffic into account when clearing the bridge crossing by 27 feet or if they only accounted for the structure of the bridge.

Mr. Lukin believed they only measured for the structure of the bridge.

Ms. Hall asked if there was a concern with the increase in heli-tours in regard to airspace compatibility.

Mr. Lukin stated that they have a maximum number of aircraft in operation that they would potentially fly in a season that is agreed to with the Tourism Board, but because of weather, they are not achieving those operations. He said they also have an agreement with the airport, FAA, and the other carriers as far as how they operate that keeps them from being in conflict.

Mayor Weldon understood moving the coastal helicopters away, as it is not a safe place to have them back out into the airport road, but she was concerned with them being right next to each other, because if they both are leaving with six helicopters a piece at the same time, that seems like a lot of congestion.

Mr. Lukin admitted that he is not the person to comment on helicopters operations except for how many operations, which is what they are trying to assess right now by making sure they are reporting accurate operational numbers.

Ms. Hall expressed that knowing that their population projections are coming down, this seems like a pretty big increase to their airport. She asked if population projections were taken into consideration.

Mr. Lukin answered yes, but they also look at national trends, as does the FAA, and there is a growth projection they use to build what could happen at that airport based on those trends. He added that they also talk to the carriers to get input on their activity and what they are planning.

Mr. Kelly voiced that it shows the parking garage as an area of terminal area development in our current parking lot, which was recently improved, and it looks like some of the areas slated for new buildings is where they put overflow parking. He inquired if that space would still be available to handle overflow parking when the garage is being built or if the new buildings would be going in there before that.

Mr. Lukin responded that they will be conferring with the airport on that, as the implementation plan will list the projects as far as what would be early in development. He stated that it is possible that the airport has the vision to put those facilities there sooner than the parking garage, which will probably be many years down the road, so it is likely that would be one of the first projects pursued.

Mr. Kelly asked if any of the work being done would displace the airport trail people use for hiking that goes around the airport that is also meant for emergency vehicle access.

Mr. Lukin answered not that he is aware of.

Mayor Weldon expressed that the current design of the parking garage was horrible, with a lot of wasted space, but stated the cost of one space right now is about \$50,000, so 992 would be about \$49.6 million. She asked how that was going to happen since it is not eligible for FAA funding.

Mr. Lukin responded that they are going to put it in the plan, and it will be up to the airport and the community to determine whether that is appropriate.

3. Juneau Douglas North Crossing (JDNC) Project Update - Information Only

Director Koch gave an update on the JDNC Project, stating that the Planning and Environmental Linkages (PEL) Study is open for public comment and closes on June 9, and if anyone is interested in learning more about the study, the website is <https://www.jdnorthcrossing.com/> It is anticipated that it will take about four weeks for them to wrap up the final PEL, and the next step for the project would be a NEPA process. She voiced that by the time contractor is selected and the process starts, they will have the draft publicly available and they will have a final Airport (JIA) Master Plan from Michael Baker that would be integrated into the consideration for the JDNC NEPA process. She added that whoever the selected contractor is would not design a bridge that would conflict with the plans for the airport. She commented that they had an open house on the PEL on May 15th with over 150 people there, with a lot of good conversation and public comments received.

G. PWFC 2025 ASSEMBLY GOALS

1. PWFC Milestones for 2025 Assembly Goals - 6.02.2025

Chair Hughes-Skandijs noted that the milestones were included in the packet and it shows their progress.

H. CONTRACTS DIVISION ACTIVITY REPORT

1. April 11, 2025 to May 20, 2025

Chair Hughes-Skandijs commented that the Contracts Division Activity Report was also in the packet.

I. NEXT MEETING DATE

1. July 14, 2025 @ 12:10 PM

J. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.



Engineering and Public Works Department
155 Heritage Way
Juneau, Alaska 99801
Telephone: 586-0800 Facsimile: 586-4565

DATE: July 14, 2025
TO: Alicia Hughes-Skandijs, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Engineering and Public Works Director
SUBJECT: State Revolving Fund (SRF) Pyrolysis Loan - Action Requested

The CBJ Utility was allocated \$ \$1,955,000 of grant money from the ADEC SRF emerging contaminants program for the design phase of a pyrolysis unit at the Mendenhall Treatment Plant. The SRF program has now indicated that there is an opportunity to apply for an additional loan of \$3,391,000, necessary to cover the subsequent costs of construction and consignment of the pyrolysis unit. SRF funds come with AIS (American Iron and Steel) and BABA (Build America, Buy America Act) requirements that may complicate completion of this project. Regardless, it is prudent to apply for and secure SRF loan funding, since SRF loan allocations and CBJ appropriations can be reversed without consequence if AIS/BABA conditions prove to be overly restrictive.

Action Requested

Staff requests this resolution be forwarded to the full Assembly for adoption, authorizing the application for a \$3,391,000 SRF loan for the pyrolysis unit at the Mendenhall Treatment Plant.

Attachments:

Resolution 4021 for DEC Loan
Draft Attorney Certification Letter Pyrolysis Loan

Emily Wright
Municipal Attorney

Sherril Layne
Assistant Municipal Attorney

Clinton Mitchell
Assistant Municipal Attorney

Nicole Lynch
Assistant Municipal Attorney

Rexene Finley
Assistant Municipal Attorney



LAW DEPARTMENT CITY AND BOROUGH OF JUNEAU

Junnie Chup
Office Manager

Audrey Dean
Litigation and Support
Assistant - Criminal

Annissa Klopp
Litigation and Support
Assistant - Criminal

Makenna Lovejoy
Litigation and Support
Assistant - Civil

July 28, 2025

Alaska Department of Environmental Conservation
State Revolving Fund Program
555 Cordova Street, 4th Floor
Anchorage, Alaska 99501-2617

Re: Certification to Incur Debt for Design of a Pyrolysis Unit at the Mendenhall
Wastewater Treatment Plant

To Whom It May Concern:

I certify that the City and Borough of Juneau, a home-rule municipality of the State of Alaska, is authorized to incur the debt described in Resolution No. 4021 (adopted on July 28, 2025), a copy of which is enclosed.

Project: Phase Design and Construction of a Pyrolysis Unit at the Mendenhall
Wastewater Treatment Plant State Revolving Fund (SRF) Loan

Funding amount: \$3,391,000

If you have any questions, please contact me at 586-5242.

Sincerely,

Emily Wright
Municipal Attorney

Encl: Resolution No. 4021

Cc: Denise Koch, Engineering and Public Works Director
John Bohan, CBJ CIP Chief Engineer

Presented by: The Manager
Introduced: 7/28/2025
Drafted by: Law Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 4021

A Resolution Authorizing the Manager to Apply For, and Enter Into, a Loan Agreement of Up to \$3,391,000 with the State of Alaska Department of Environmental Conservation, State Revolving Fund, for the Design and Construction of a Pyrolysis Unit at the Mendenhall Wastewater Treatment Plant.

WHEREAS, the City and Borough of Juneau (CBJ) Utilities Division has spent over \$2M per year during the last two years to safely dispose of residual biosolids from its waste treatment facilities into secure landfills with diminishing capacity and seeks to eliminate this recurring cost; and

WHEREAS, the CBJ Utilities Division seeks to add to its waste treatment systems the capacity to process residual biosolids that currently require expensive shipment and disposal at a secure landfill; and

WHEREAS, the CBJ Utilities Division, in pursuit of its objectives for advanced treatment of residual biosolids, has identified technology appropriate for this purpose and has successfully solicited funding from the State of Alaska Department of Environmental Conservation (ADEC) SRF program to advance a design phase of this initiative; and

WHEREAS, the adoption of this resolution would authorize the City Manager to submit a loan application and enter into a loan agreement with the ADEC to provide funding for the following project:

Project: Design and Construction of a Pyrolysis Unit at the Mendenhall Wastewater Treatment Plant State Revolving Fund Loan

Funding amount: \$3,391,000

Forgiveness: 100%; and

WHEREAS, in order for the CBJ Engineering and Public Works Department to apply for the SRF loan, the Assembly must pass a resolution to (1) authorize the SRF loan application process, and (2) authorize a designated representative of the local government to execute the loan agreement; and

WHEREAS, the Assembly previously approved Resolution 3097 which authorized the execution of a loan agreement in the amount of \$1,955,000, however, CBJ was notified that additional total funding is now available;

WHEREAS, the Public Works and Facilities Committee, at its regular meeting on July 14, 2025, recommended adoption of this resolution; and

WHEREAS, upon receiving the loan agreement document, Assembly authorization will be required by ordinance to borrow the money.

BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. That the Manager is authorized to submit a loan application to the State of Alaska Department of Environmental Conservation, which will become a binding obligation in accordance with its terms when signed by both parties. The Manager is authorized to execute the loan agreement with the State of Alaska for the Design and Construction of a Pyrolysis Unit at the Mendenhall Wastewater Treatment Plant, not to exceed \$3,391,000.

Section 2. The Manager is authorized to carry out the City and Borough's responsibilities under the loan agreement. The Manager is authorized to delegate responsibility to appropriate CBJ staff to carry out technical, financial, and administrative activities associated with the loan agreement. The CBJ Utility and Public Works Department is established as the agent for the City and Borough for administration of this project.

Section 3. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this _____ day of _____, 2025.

Beth A. Weldon, Mayor

Attest:

Breckan Hendricks, Municipal Clerk



DATE: July 14, 2025

TO: Alicia Hughes-Skandijs, Chair
Public Works and Facilities Committee

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Rich Ross, Capital Transit Superintendent

SUBJECT: Enhancing VIP Pass Accessibility and Streamlining Certification – Action Requested

Capital Transit's VIP Pass provides invaluable free access to our fixed-route bus system for approximately 2,000 individuals with temporary or long-term disabilities. We recognize the importance of ensuring this vital service is accessible and that the certification process is as straightforward as possible for both applicants and the dedicated social service providers who support them.

We've received valuable feedback from Gastineau Human Services regarding the current definition of a "treating professional" authorized to certify VIP Pass eligibility in the Fare Resolution (attached). We understand that the current list, while intended to be inclusive, excludes certain licensed and certified professionals who are authorized by the State of Alaska to diagnose and treat disabilities, particularly in the behavioral health field. In consultation with the CBJ Department of Law, it was determined that a change to the coded Fare Resolution is not required to consider other treatment professionals. However, for clarity, we recommend a revision to the listed definition of a "Treating Professional".

Proposed Revision to "Treating Professional" Definition

Staff propose amending the definition of a "treating professional" (Resolution Section E.(1)(b)) to be more inclusive. This change aims to align our requirements with state statutes regarding professional licensing and certification, thereby reducing unnecessary burdens on clients and providers.

Current Eligibility Definition includes: "A person who is certified by a treating professional who is familiar with the applicant's disability, including a physician, physical therapist, occupational therapist, registered nurse, rehabilitation specialist, licensed social worker, optometrist, or psychologist..."

Proposed Revision: Add the words "but not limited to" before the list of licensed individuals identified in the current resolution.

Proposed New Eligibility Definition: "A person who is certified by a treating professional who is familiar with the applicant's disability including **but not limited to** a physician, physical therapist, occupational therapist, registered nurse, rehabilitation specialist, licensed social worker, optometrist, or psychologist..."

This revised definition would allow a broader range of qualified professionals, such as licensed professional counselors, licensed marital and family therapists, and certified chemical dependency counselors, to certify VIP Pass eligibility. This change would eliminate the need for clients to seek duplicate assessments from different providers, saving time and resources for both individuals and the community's social service network.

Administrative Considerations and Broader Fare Policy Review

While expanding the pool of certifying professionals will significantly improve access to the VIP Pass, it's also important to acknowledge the potential administrative implications. An increased volume of VIP Pass applications, while desirable in terms of serving our community, will lead to higher administrative costs and time burdens for Capital Transit staff involved in processing these passes. The expansion of eligibility for the VIP passes will also reduce fare revenue and dependency upon tokens.

Action Requested

If PWFC approves this expansion of the "treating professional" definition, then direct staff to work with Law to forward a code change to the full Assembly.

Presented by: The Manager
Presented: 07/10/2023
Drafted by: S. Layne

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3033

A Resolution Amending the Rate and Fare Structure for the Capital Transit System, and Repealing Resolution Serial no 2614.

WHEREAS, the Assembly, by Resolution Serial No. 2614, amended the comprehensive rate and fare structure for the Capital Transit System; and

WHEREAS, eligibility requirements for obtaining a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service currently requires a licensed physician to certify eligibility; and

WHEREAS, new guidance from the Federal Transit Administration is to allow other health care professionals to make that certification.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Capital Transit Rates and Fares. Prices in this Section 1 include sales tax. The following rates and fares are established for the Capital Transit System:

A. One-Way Trip Fare. The fare for any one-way trip shall be:

\$2.00 cash or one token or \$1.00 for persons six years of age and older, but under the age of 19.

B. Tokens. Tokens shall be sold in the following units at the following rates:

Twenty tokens for \$31.50.

C. Senior Citizens, Children, and Military Personnel.

(1) A person over 65 years of age will be exempt from paying Capital Transit fare upon presenting a valid City and Borough of Juneau Senior Sales Tax Exemption identity card upon boarding the bus.

(2) No charge will be made for a child five years of age and under when that child is accompanied by a passenger more than five years of age.

- (3) No charge will be made for active-duty United States military personnel in uniform or carrying current military identification, but not assigned to permanent duty in Juneau.
- (4) No charge will be made for low-income persons with disabilities, as defined by policies and procedures adopted by the Manager.

D. Monthly Passes. In lieu of a fare, a person may display a pass issued by the City and Borough allowing unlimited use by that person during the month for which it is issued, at a cost of \$40.00 per month.

- (1) The purchase price for students attending the University of Alaska Southeast and taking nine or more hours of credit per semester, or full-time short course students participating in programs with a minimum duration of four weeks shall be \$20.00 per month. Passes for these students may be purchased only by the University of Alaska Southeast for issuance to and use by students enrolled in the university.
- (2) The purchase price for a youth monthly pass shall be \$12.00 per month. The youth monthly pass shall be used only by persons six years of age and older but under the age of 19.

E. VIP Bus Passes for Persons with Disabilities. Except as provided in Section 1. C. (4) above, persons with disabilities who have applied for and received a VIP Bus Pass issued by Capital Transit or another agency of the City and Borough shall be required to pay the cash fare or purchase a monthly pass at a cost of \$12.00. Persons presenting a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service by Capital Transit or another agency of the City and Borough shall be allowed to use the Care-A-Van at no cost. Such persons may be accompanied by one guest and, if so indicated on the VIP Bus Pass, one personal care attendant, each of whom shall travel at no cost.

Those persons so authorized by the receipt of a Certificate of Eligibility for ADA Paratransit Service from another United States community will be afforded the same privileges as persons having a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service.

Those persons who represent themselves as able to qualify for a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service will be afforded the same privileges as persons having a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service for a period of 21 days following their initial use of the Care-A-Van Service.

(1) Eligibility Requirements.

(a) Eligibility requirements for obtaining a VIP Bus Pass.

“Persons with disabilities” generally refers to those persons who, by reason of illness, injury, congenital malfunction, or other permanent or temporary incapacity or disability, including those who are non-ambulatory, wheelchair users, and those with semi-ambulatory capabilities, are unable without special facilities or special planning or design to utilize mass transportation facilities and services as effectively as persons who are not so affected. A person with disabilities who presents proof of one of the following conditions is eligible to obtain a VIP Bus Pass:

- (i) Is currently eligible for social security disability benefits or currently receives supplemental security income benefits due to a disability;
- (ii) Is currently certified by the Veterans Administration at a 40 percent or greater disability level;
- (iii) Has a valid medicare card issued by the Social Security Administration; or
- (iv) Is certified by a licensed physician as eligible.

(b) Eligibility requirements for obtaining a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service. A person who is certified by a treating professional who is familiar with the applicant’s disability, including a physician, physical therapist, occupational therapist, registered nurse, rehabilitation specialist, licensed social worker, optometrist, or psychologist as eligible, as is further certified by a licensed physician as being "ADA Paratransit Eligible" shall be eligible for a VIP Bus Pass and Certificate of Eligibility for ADA Paratransit Service. A certification of ADA paratransit eligibility shall be based upon the applicant's inability to perform one of the following tasks, as attested to by the physician's certification:

(i) If the person has a disability effecting mobility:

Move 200 feet without the assistance of another person;

Move 1/4 mile without the assistance of another person;

Climb three 12-inch steps without the assistance of another person;

Wait outside without support for 10 minutes.

(ii) If the person has a cognitive disability:

Give addresses and telephone numbers upon request;

Recognize a destination or landmark;

Deal with unexpected situations, or change in routine;

Ask for, understand, and follow simple directions;

Safely negotiate traffic as a pedestrian.

(ii) If the person has a visual impairment:

It is certified by an optometrist or ophthalmologist as eligible.

(2) Temporary VIP bus passes may be issued to persons with disabilities that will last at least three months but no longer than one year.

(3) Replacement VIP bus passes shall be issued upon payment of a fee of \$2.00.

F. **Experimental Rates.** Experimental rates designed to improve the service or utilization, or both, of the Capital Transit System may be instituted if approved for a definite period by the Assembly by motion. The manager shall report to the Assembly on the effects of experimental rates at a time sufficient to allow the Assembly to institute a permanent rate change prior to the end of the experimental period.

Section 2. Repeal of Resolution. Resolution Serial No. 2614 is repealed.

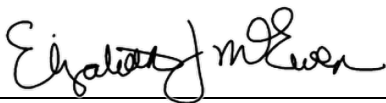
Section 3. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 10th day of July 2023.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk



DATE: July 14, 2025

TO: Alicia Hughes-Skandijs, Chair
Public Works and Facilities Committee

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Rich Ross, Capital Transit Superintendent

SUBJECT: Capital Transit Operations Update for July 14 PWFC Meeting

Cruise Ship Passenger Impact on Bus Ridership

This summer, the impact of cruise ship passengers on bus ridership is comparable to last year. Capital Transit is still experiencing overcrowded buses approximately three to four times a week leading to drivers having to pass locals at bus stops 1 – 2 times per week. However, with our staggered service providing 15-minute headways between Downtown and the Valley on Routes 3, 4, and 8, we haven't received significant negative public feedback about passengers being left behind because they can catch the next bus in 15 minutes. Overcrowding doesn't appear to be tied to a specific time of day but rather to weather conditions; when it's not raining, more cruise tour passengers utilize our service, leading to increased bus fullness.

Bus Electrification Status Update

We received our full order of seven battery-electric Gillig buses in December 2024. Due to initial limited charging capacity, we began using three to four of these buses daily for revenue service in late January 2025. As of the end of June 2025, our large charging infrastructure at the Valley Transit Center and Bus Barn is complete. We are currently working with Gillig to resolve issues with an issue buses failing to fully charge overnight Gillig believes that the issues will be resolved with a software update. Overall, the buses are operating very well, and we haven't experienced any range anxiety, even during the coldest winter months. These buses have consistently completed 10–11-hour shifts without issue.

Token Transit and Social Services Update

The implementation of the Token Transit mobile fare solution has been highly successful, garnering positive feedback from both drivers and passengers. Social service providers, with the exception of Gastineau Human Services, have embraced the rollout and most are using a combination of Token Transit, physical tokens, and monthly paper passes to meet the needs of their clientele. In June, we recorded 5,132 pass sales from 990 unique paying mobile users. Physical tokens remain in circulation, with Capital Transit now exclusively providing them to social service entities. The eventual elimination of physical tokens remains a concern for some social service providers; a matter we believe can be further addressed in the "Enhancing VIP Pass Accessibility and Streamlining Certification – Action Requested" memo. Capital Transit is finding it increasingly difficult to source new tokens and the wrappers required to roll them in, making their continued use unsustainable for our operations. Eliminating physical tokens will allow us to fully embrace modern, efficient fare collection methods like Token Transit, which has already proven its value.

Staffing and Vacancy Update

Capital Transit currently has 33.4 driver positions, with 30.7 filled. We now have a sufficient number of drivers to reinstate routes. (See Route Status memo.) However, we've faced challenges with having enough operational buses daily to reinstate Routes 5 and 6, which serve the airport, Teal Street, and the University. This bus shortage is due to several factors, including the subtraction of Proterra buses from our overall fleet, nearly three years of mechanic vacancies which led to a backlog of maintenance work, longer-than-anticipated new vehicle arrivals, and frequent breakdowns of buses used beyond their useful life. While our Depot electric charging infrastructure project was completed last month, we are still working through initial issues, resulting in 1-2 buses daily not fully charging overnight. Capital Transit route capacity is currently limited by the number of available buses and not by a lack of drivers.

Bus Holiday Policy Discussion

This year, Capital Transit added service on Memorial Day and Labor Day, funded by Marine Passenger Fees. Currently, we observe four holidays with no bus service: New Year's Day, the Fourth of July, Thanksgiving Day, and Christmas Day. Implementing service on the 4th of July would be impossible due to Downtown and Douglas parades.

The cost of operating on a holiday is approximately \$27,000. We anticipate significant pushback from our staff if we were to attempt to add service on the four current no-service holidays. We have reviewed the MEBA contract and determined that a change to eliminate all Transit holidays would not be a breach of contract. However, considering the potential impact on staff morale and our ability to maintain service, any changes to our holiday schedule would need careful consideration.



DATE: July 14, 2025

TO: Alicia Hughes-Skandijs, Chair
Public Works and Facilities Committee

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Rich Ross, Capital Transit Superintendent

SUBJECT: Capital Transit Route Status and Future Plans

Capital Transit suspended Route 5 (University Connector) and Route 6 (Airport Connector) since April 2024 due to a shortage of drivers and mechanics. Those routes were chosen for suspension based upon low ridership and earlier rider feedback that preserving core service (Routes 1, 3, and 4) is more important than preserving non-core service when tradeoff decisions needed to be made. Passengers who want to travel to the University can get there using the Route 3 or 4. Passengers to the airport can also take the Route 3 or 4 and walk 0.4 miles from Shell Simmons Drive to the Airport.

More recently, Capital Transit has been able to hire additional drivers and we are finally fully staffed with 3 mechanics after almost 3 years of mechanic vacancy. With our current staffing and fleet availability, we have two primary options for service increases. We could either restart Route 6 with offering service every 30 minutes or run unscheduled Route 8 (Downtown/Valley Express) service to try and alleviate the sporadic overcrowding we're experiencing. While the latter aims to address overcrowding, its effectiveness may be limited due to the unpredictable nature of when buses become overcrowded.

Capital Transit first saw a substantial increase in the number of cruise ship passengers riding the bus to get to the Mendenhall Glacier Visitor Center during the summer of 2023. This resulted in local bus passengers being passed by buses that would fill up at the Downtown Transit Center almost daily. During the summer of 2024, Capital Transit received Marine Passenger fees and began running enhanced Route 8 (Downtown/Valley Express) service. The expanded Route 8 service in summer 2024 was highly effective, largely eliminating the problem of full buses leaving local riders stranded at stops.

This summer, with Marine Passenger Fee (MPF) funding, we've been able to implement several valuable service enhancements. We added weekend Route 8 Express Service, provided full service on Memorial Day and Labor Day, and extended Sunday service hours to match Saturday's schedule. This means our last buses on Sundays now depart at 10:45 PM for the summer. This extended Sunday service has received very positive feedback from passengers, and ridership has consistently matched Saturday's levels. Locals also benefit from this enhanced Route 8 Express Service because, previously, it only ran during peak commute times on weekdays and didn't operate on weekends at all.

Fall Service Options

Looking ahead to the fall, we have strategic options for service that optimize our resources. Instead of resuming Route 5 and 6, we could potentially reallocate that labor to provide extended Sunday evening core-service (Route 1, Route 3, Route 4) and earlier weekday morning core-service (Monday-Friday). From a ridership perspective, this would be a much more efficient use of our resources. For example, in April 2024 (the last time Routes 5 and 6 were active), their combined total ridership for the month was 913 passengers. In contrast, extended Sunday service (matching Saturday service) during that same period would have served an estimated 3,417 additional passengers, resulting in a net gain of 2,504 passengers per month over Routes 5 and 6. This extended Sunday service uses only about 60% of the labor hours required to run Route 5 and 6 during the week.

The additional 40% of labor hours could then be used to implement earlier weekday morning core-service. Every time we've previously extended service to provide earlier morning trips, it has been well utilized. Current early morning ridership data also indicates a continuing unmet demand for earlier trips, such as the need for service from Douglas or Downtown to the Valley for jobs starting at 7:00 AM. This approach is also strongly supported by our 2022 rider survey, which found that 76% of bus users prefer a simpler network with fewer routes but more frequent and consistent service over a more complex network with "specialty" commuter routes and less frequent service.

More Extensive Future Routing Changes

We are also exploring more extensive future routing changes designed to optimize our operations and enhance the rider experience. Our goals include using the Valley Transit Center (VTC) instead of the Downtown Transit Center (DTC) for recovery time and driver breaks. This shift would allow us to use our on-route chargers, eliminate transfers at the Federal Building (addressing safety issues with street crossings by shifting transfers to transit centers), and reduce congestion at the Downtown Transit Center. These changes would also enable us to run more frequent service during the summer, while maintaining a very similar service experience from a passenger perspective. Looking at ridership, these adjustments could facilitate extending Sunday evening service year-round and extending the 30-minute frequency of core routes longer into the evening, addressing the common issue of Valley buses getting crowded after we switch to hourly service at 5:45 PM.

PWFC Action Items to Advance 2025 Assembly Goals

Approved at the 2/3/2025 Regular Assembly Meeting

PWFC Report Date: 7/11/2025

1. Housing - Assure adequate and affordable housing for all CBJ residents

	Implementing Actions	PWFC Committee Work:	Notes:
D	Continue planning and implementation of (re) development of Telephone Hill, Pederson Hill, 2nd/Franklin, and CBJ land recently re-zoned to encourage density.		<p>2.12.24 COW - Assembly provided direction on next planning steps. Staff to work on variations of Option C.</p> <p>8.5.24 Memo on tonight's COW.A</p> <p>12.2024- A Request for Information (RFI) began advertising in December 2024 to seek further information on development feasibility on Telephone Hill. The purpose of the RFI was to solicit qualified developers to determine potential incentives that could be offered from the CBJ to encourage and support the development of high-density, mixed-income housing in Downtown Juneau.</p> <p>2.19.2025 CBJ received a response to the RFI</p> <p>6.2025 - Assembly provides staff direction to begin demolition and site preparation work at an estimated cost of \$5.5M. The project design consultants, First Forty Feet, begin land survey and preliminary engineering for the project and expect to have a final design submitted to CBJ by October 2025.</p>

2. Economic Development - Assure Juneau has a vibrant, diverse local economy

	Implementing Actions	PWFC Committee Work:	Notes:
C.	Complete design and build community support for West Douglas and Channel Crossing. Apply for construction funding and appropriate and/or bond for the local match.	<i>Engage the public and prepare the project for a successful grant application for full design including working with ADOT and identifying match.</i>	<p>2.16.24 - CBJ returned MOA with comments to DOT.</p> <p>3.7.24 DOT and DOWL held technical and stakeholder meeting on PEL. 3.11.24 DOWL presented Level 2 Screening results to PWFC. 4.11.24 DOWL and DOT extended the stakeholder comment period to this date per stakeholder request. 9.4.24 DOT issued an update to the Advisory Committees addressing concerns regarding the Salmon Creek alternative. 2.24.25 DOT/DOWL to hold the 7th and final PEL meeting on March 4. 3.17.25 <i>PEL Level 2 Final Screening Scoring released. Mendenhall Peninsula alternative has been dismissed due to cost. DOT&PF/DOWL accepting comments.</i> 4.15.25 <i>Draft Final PEL document to be released on or about May 8th, 2025. Final Public Open House to be held in May 15th, 2025 (5p-7p). Comment period closes on or about June 7, 2025. PEL Study to be Finalized June 2025.</i> 6.2.25 PEL Open House held May 15, 2025. <i>JDNC RAISE Grant MOA has been signed by all parties and submitted to FHWA. Expecting RFP for NEPA and Design to be advertised late Summer or as soon as possible after RAISE grant agreement is ratified.</i> 7.14.25 PEL public comment period closed June 9, 2025. We expect the final PEL in mid to late July. RAISE FY23 JDNC Project Grant has successfully transferred to Alaska DOT&PF. Anticipated CBJ will be able to review DOT&PF's draft RFP for NEPA contract by week of July 21, 2025.</p>

PWFC Action Items to Advance 2025 Assembly Goals

3. Sustainable Budget and Organization - Assure CBJ is able to deliver services in a cost efficient and effective manner that meets the needs of the community

	Implementing Actions	PWFC Committee Work:	Notes:
F	Maintain Assembly focus on regular operational maintenance. Develop strategy for addressing deferred vs capital needs for all CBJ facilities.	<i>Do committee work so that Assembly can increase funding for deferred maintenance.</i>	<i>11.4.22. Assembly increased commitment to deferred maintenance in 1% that passed in October.</i>

5. Sustainable Community - Juneau will maintain a resilient social, economic, and environmental habitat for existing population and future generations.

	Implementing Actions	PWFC Committee Work:	Notes:
A	Implement a zero waste or waste reduction plan, including development of the Zero Waste Subdivision.	Evaluate Juneau's Solid Waste situation holistically. Establish framework for stakeholder engagement. Define goals for composting and level of municipal involvement.	2.12.24 - COW authorizes EPW to spend funds from Zero Waste CIP to do a high-level study of future Muni. waste disposal options. 2.22.24 - Staff held a solid waste Q&A session at the Mend. Library. 2.20.24 - EPA issued a final NEPA Finding of No Significant Interest (FONSI) for the \$2.5M development of a compost site. There are other application steps but CBJ believes that we may get authorization from EPA to access the CDS in Spring 2024. 3.7.24 - Staff held a solid waste Q&A session at the DT Library. 4.15.24 EPW includes a memo along with a JCOS letter of support in PWFC packet to authorize high-level study. 7.15.24 PWFC provides guidance on procurement method for compost operator. 8.5.24 PWFC provided draft results of Waste Characterization. Also, Jacobs was selected to conduct a Solid Waste Disposal Options Study. 1.27.25 PWFC - EPW provided Solid Waste Presentation with results of final Waste Characterization Study. 3.17.25 Final Draft of the Juneau Solid Waste Disposal Facility Feasibility and Capital Costs – Technical Memo presented to PWFC with presentation from the author, Jacobs Engineering Group. 6.2.25 Presentation of the final draft of the Solid Waste Disposal Options Capital Cost study was presented to the COW. Staff received guidance to move forward with a second phase for operational and life cycle costs for ~\$100k.
B	Identify and prioritize the most cost-effective energy efficiency and electrification upgrades in CBJ facilities.	Support and follow efforts of Facilities Maintenance to implement an Energy Management and Information System (EMIS)	8.28.23. Update from Building Maintenance. 3.5.2024. CBJ applied for EPA grant funding for electric boiler at MWWTP. 4.25.24 Transit applying for Low or No Emission grant for 6 more electric buses and associated charging infrastructure. This would expand the fleet. The next round of diesel buses won't be eligible for replacement until 2028. 6.3.2024 Request authorization for FTA grant. 7.15.24 PWFC notified that Capital Transit won a ~\$12M Bus & Bus Facilities grant for 6 new electric buses and associated charging infrastructure. 2.24.25 PWFC - Electric Bus Update

PWFC Action Items to Advance 2025 Assembly Goals

C	<p>Identify the next major step or investment towards achieving the goal of reliance on 80% of renewable energy sources by 2045.</p>	<p>Do committee work on Green House Gas (GHG) Emissions data collection/ measuring initiative to ensure a useful metric the Assembly can support.</p> <p>Define CBJ's role in providing EV charging infrastructure and electricity to the community. Support efforts to continue building the EV charging network to provide convenient and affordable EV charging for the public and to lay the groundwork for applying for grants.</p>	<p>12.18.2023 JCOS requested funding to complete GHG reports for 2022 and 2023. 4.10.24 Working on contract. 5.28.2024 - Staff submitted a Clean Ports grant application for the Port of Juneau Municipal Shore Power Project on behalf of D&H.;</p> <p>January 2025 CBJ was awarded a USDOT Charging & Fueling Infrastructure grant for EV charging in January 2025; CBJ was notified a week later that this funding is indefinitely paused, and we do not have a signed funding agreement with USDOT.</p> <p>February 2025 Update: CBJ is a partner with AELP and Renewable Juneau for a DOE/NREL Energy Transitions Initiative Partnership Project (ETIPP) to look at switching multifamily electric resistance baseboard heating with more efficient heat pumps.</p>
D	<p>Continue developing GLOF and other natural disaster mitigation, resilience, and response strategies with partner agencies.</p>	<p>Continue committee work on GLOF (Glacial Lake Outburst Flood) and other natural disaster mitigation strategies, focusing on enhancing resilience and response efforts in collaboration with partner agencies. Review progress and assess strategies to protect Juneau's infrastructure and communities from natural disasters</p>	<p>https://juneau.org/manager/flood-response : 1.03.2025 New HESCO Barrier Phase 1 webpage went live: https://juneau.org/engineering-public-works/hesco-barrier-phase-1 ; 1.27.2025 PWFC - EPW Grant Manager provided a presentation to the PWFC on Flood Response Funding Strategy, Efforts & Updates. https://juneau-ak.municodemeetings.com/ ; 2.24.2025 PWFC - SRF Loan Application; 3.12.2025 Climate Smart Communities Initiative (CSCI) application in progress for technical assistance to create a climate resilience plan in collaboration with AML and T&H. 4.21.25 Grant update given to PWFC. 5.08.2025: CBJ published the Mendenhall River Flood Fighting maps (https://juneau.org/engineering-public-works/flood-inundation-maps) which model predicted inundation for 8FT – 20FT flood levels, with and without HESCO barriers for the 16FT – 20FT levels. Maps are guiding additional mitigation and response strategies. 5.12.2025: CBJ Assembly approved extending the continuous HESCO barrier along CBJ property to Kaxdigoowu Heen Elementary (Phase 1A). Additional modeling is underway for Phase 1A and Phase 1B which would extend the barriers to the Brotherhood Bridge at Egan Drive. 5.22.2025: CBJ & Tlingit & Haida announced series of Community Preparedness and Sandbag Distribution events.</p>
E	<p>Develop strategy to reduce abandoned/junked vehicles</p>	<p>Do committee work to support the Assembly in increasing funding for junk vehicle disposal, including possible incentives.</p>	<p>11.6.23. At the 10/24/2023 Assembly Reorganization Meeting, Draft Ordinance 2023-38 Introduced "An Ordinance Amending the Traffic Code Relating to Impounds of Vehicles" This will ease the burden on JPD and allow impound in place. 4.15.24 Skookum memo in PWFC packet. 3.03.2025 COW - Ordinance 2025-07 "An Ordinance Amending the Procedures and Requirements Related to Abandoned, Junked, Wrecked, and Impounded Vehicles" introduced</p>

MEMORANDUM



TO: Denise Koch
Engineering & Public Works Director

FROM: Greg Smith
Contract Administrator

Date: July 7, 2025

SUBJECT: Contracts Division Activity
May 21, 2025 to July 7, 2025

Current Bids – Construction Projects >\$50,000

BE25-128	Wildflower Court Sidewalk Replacement	Engineers Estimate - \$200,000 to \$250,000 Bid awarded to Admiralty Construction. \$285,250.00
BE25-263	Downtown Fire Station Fencing – Phase I	Engineers Estimate - \$75,000, posted 7/3/2025, bids due July 24, 2025.
BE25-325A	CCFR – ARFF Vehicle Exhaust System Replacement	Engineers Estimate - \$150,000, bids due July 21, 2025.
DH25-023	Statter Harbor Improvements Phase III(D) Upland Improvements	Engineers Estimate – \$3,023,220 Low bid \$2,517,287.00 Dawson Construction Assembly approved 05/19/2025.
DH25-021	Taku Harbor Improvements	Engineers Estimate - \$1,280,400, Low Bid \$930,330, Trucano Construction Company, Assembly approved June 9, 2025.
DH25-049	Statter Harbor Office Re-roof	Engineers Estimate - \$318,000.00, Low bid \$199,300, Dawson Construction, Assembly approved 06/09/2025.
BE25-260	Mountainside Dr. Drainage Improvements	Engineers Estimate - \$134,100.00, Low Bid \$144,105, Admiralty Construction, documents out for signature.
BE25-294	Floyd Dryden HVAC Controls Upgrades	Engineers Estimate - \$800,000, bids due July 23, 2025.

Current RFPs – Alternative Procurement

RFP E24-318	BRH Emergency Department CMAR	Assembly award approved May 19, 2025. Contract Document review in progress.
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Current RFPs – Services

RFP E25-339	Design Services for Dudley Street Phase II	2 Proposals rcvd. 06/04/2025, awarded to RESPEC Company, LLC, negotiations in process
RFP E25-181	Utilities Permitting Assistance	Awarded to DOWL, March 5, 2025. Contract signed 06/16/2025, \$185,995.
RFP E26-027	CA&I for Gruening Park Generator Building	One proposal rcvd. 07/02/2025, Hollatz Engineering, in negotiations,
RFP E26-031	Design Services for Outer Point Drive	Proposals due 07/09/2025.
RFP E26-035	Vintage Blvd and Clinton Drive Utility Design	Proposals Due 07/30/2025.
RFP E26-037	Design Services for Nowell Avenue Reconstruction, Cordova St. to North End	Proposals due 07/23/2025.

Other Projects – Professional Services – Contracts, Amendments & MRs >\$20,000

MR25-165	Mendenahall Valley – Glacial Lake Outburst Flood Modeling – Amendment 3	As-built survey for HESCO barriers. \$33,000.
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Construction Change Orders (>\$20,000)

BE25-208	Cap. Trans. Bus Charging Infrastructure	Additional work to comply with Fire Code. \$24,708
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Term Contracts for Small Civil & Utility Construction Services (>\$20,000)

	None	
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Term Contracts for CBJ Material Sources Construction Services (>\$20,000)

	None	
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Term Contracts for Downtown Stair Repair Services (>\$20,000)

	None	
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Term Contracts for General Construction Services (>\$20,000)

	None	
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Term Contracts for Painting Work (>\$20,000)

	None	
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Term Contracts for Electrical Work (>\$20,000)

	None	
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Term contract for Professional Services (>20,000)

	None	
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MR E24-021 – Term Contract for Professional Services. This solicitation is open for a three-year period. Consultants continue to submit proposals.

Key for Abbreviations and Acronyms

Am	Amendment to PA or Professional Services Contract	PA	Project Agreement - to either term contracts or utility agreements
CA&I	Contract Administration & Inspection	RFP	Request for Proposals, solicitation for professional services
CO	Change Order to construction contract or RFQ	RFQ	Request for Quotes (for construction projects <\$50K)
MR	Modification Request – for exceptions to competitive procurement procedures	RSA	Reimbursable Services Agreement
NTE	Not-to-exceed	SA	Supplemental Agreement
NTP	Notice to Proceed	UA	Utility Agreement