



DOCKS AND HARBORS OPERATIONS MEETING AGENDA

July 31, 2025 at 5:00 PM

Port Office Conference Room/Zoom Webinar

<https://juneau.zoom.us/j/84231067992?pwd=gVEwWRVqQmsL7hFlbAnDfZlWQpJjAm.1>

Passcode:835761 Webinar ID: 842 3106 7992

- A. **CALL TO ORDER:**
- B. **ROLL CALL:** James Becker, Tyler Emerson, Clayton Hamilton, Robert Horchover, Matt Leither, Nick Orr, Mark Ridgway, Annette Smith, and Shem Sooter.
- C. **PORT DIRECTOR REQUESTS FOR AGENDA CHANGES**
- D. **BOARD ELECTIONS:** Election of Board Chair, Vice Chair and other such officers as the Board shall deem necessary.
- E. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** (not to exceed five minutes per person, or twenty minutes total time)
- F. **APPROVAL OF MINUTES**
 - 1. **May 29th, 2025**
 - 2. **June 29th, 2025**
- G. **SPECIAL ORDER OF BUSINESS:** Recognition of Employee of the Quarter
- H. **NEW BUSINESS**
 - 3. **Taku Harbor- Stockade Point Float Damage**
 - Board Questions
 - Public Comment
 - Board Discussion/ Action
 - MOTION: TO REPLACE THE STOCKADE POINT FLOAT IN-KIND WITH NEW FLOAT.
 - 4. **Proposed Modification to Aurora Harbor Improvement Project Phase IV**
 - Presentation by Port Director
 - Board Questions
 - Public Comment
 - Board Discussion/ Action
 - MOTION: TO DIRECT STAFF TO PROCEED WITH PHASE IV CONTRACT MODIFICATIONS TO CONSTRUCT A NEW SUITABLE FLOAT FOR STOCKADE POINT AND INSTALL EV CHARGING STATION NEAR AURORA H-RAMP.
 - 5. **Launch Ramp Donation Request to "Backcountry Hunters & Anglers" Non-profit**

Organization

Presentation by Harbormaster

Board Questions

Public Comment

Board Discussion/ Action

MOTION: TO APPROVE DONATION OF ONE 2026 CBJ LAUNCH RAMP PERMIT TO
"BACKCOUNTRY HUNTERS & ANGLERS".

I. ITEMS FOR INFORMATION/DISCUSSION

6. Update on the Postponed Bid for Statter Harbor Breakwater Geotechnical Investigation

Presentation by Port Engineer

Board Discussion/ Public Comment

7. Deputy Port Engineer Position – Hiring Process

Presentation by Port Engineer

Board Discussion/ Public Comment

8. 2025 Alaska Association of Harbormasters & Port Administrators (AAHPA) Annual Conference in Juneau

Presentation by Port Director

Board Discussion/ Public Comment

J. BOARD MEMBER AND LAISON REPORTS :

9. Port Engineer's Report

10. Harbormaster's Report

11. Assembly Liason Report

12. Port Director's Report

K. COMMITTEE ADMINISTRATIVE MATTERS :

13. A. Next Operations and Planning Committee Meeting- August 21st, 2025

B. Next Regular Board Meeting- August 28th, 2025

L. ADJOURNMENT

DOCKS AND HARBORS BOARD MEETING MINUTES

May 29, 2025 at 5:00 PM

Port Director's Conference Room/Zoom Webinar



A. CALL TO ORDER by Mr. Etheridge at 5:00pm

B. **ROLL CALL:** James Becker (departed at 6:24pm), Tyler Emerson, Clayton Hamilton, Matt Leither, Nick Orr, Annette Smith, Shem Sooter and Don Etheridge.

Absent: Debbie Hart.

Also in attendance: Carl Uchtyl- Port Director, Matthew Creswell- Harbormaster, Matthew Sill- Port Engineer, Melody Musick- Administrative Officer, McHugh Pierre- CEO and President of Goldbelt, Elias Hastings- Goldbelt Operations Manager, Deputy Mayor- Greg Smith.

C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES- none.

D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS- none.

E. APPROVAL OF MINUTES

April 24, 2025

1. April 24th, 2025

Ms. Smith requested that the spelling of Mr. Etheridge's name be corrected on the first page.

Minutes approved unanimously as corrected.

F. UNFINISHED BUSINESS

2. New Goldbelt Tram Lease
Presentation by Port Director:

Mr. Uchtyl referenced page 82 of the agenda packet which contains the new drafted lease for the Goldbelt Tram. Mr. Uchtyl said that this is a standard lease and that there is language on page 86 of the agenda packet related to both Goldbelt and Docks and Harbors seeking out separate appraisals for reevaluation every five years that remains from the original lease. Mr. Uchtyl said that he will work with the Law department to remove this language. Mr. Uchtyl said there are representatives from Goldbelt at the meeting today that are available to answer questions from the Board.

Board Questions

Ms. Smith asked if the Board has received an assessment of the property and if so, is it in alignment with the appraised value.

Mr. Uchtyl said that the assessed value is on page 34 of the agenda packet is the value provided by the Assessor's Office \$2.2 million. Mr. Uchtyl said that when the Assessor's Office assesses a parcel, they are only determining the value of the raw land not the buildings or infrastructure on the land. The appraisal said that the value of the land is \$3 million. The assessed value is less than the appraised value.

Mr. Hamilton asked if the assessed value and the appraised value are comparable if they are different.

Mr. Uchtyl said that the assessed value is to determine the sale tax amount, and the appraised value determines the fair market value assuming highest and best use of the property. Mr. Uchtyl said that he received a request from a Board member related to the previous lease rent values. From 2005-2015 the rent was \$104,000 annually, 2015-2020 \$275,000 annually, 2021-present \$204,000 and the new appraisal value is \$272,007 annually.

Mr. Orr asked if the lease is adjusted outside of every five years as the current lease language is written?

Mr. Uchytel said that the lease and the lease regulations state that leases must be reevaluated every five years, the reevaluation is done in the form of an appraisal.

Mr. Orr asked that if the lease rent is static for five years and there is 3% inflation during that time period, are there any lease rent escalators on an annual basis to cover inflation?

Mr. Uchytel said that for Docks and Harbors leased properties there are no measures to account for inflation. Mr. Uchytel said that he is unsure whether the appraiser would say that inflation values and lease values are coupled or decoupled, they may look at those values differently. Mr. Uchytel said that in the original 1995 lease there were a lot of restrictions put on the tram; the property was appraised every three years. Mr. Uchytel said that the tram went to a five-year appraisal schedule when the lease was renegotiated in 2015. The reason the lease was renegotiated in 2015 was the initial lease rent was set rent value and a shared value of the revenue. The portion of gross revenue was a problematic to calculate as private companies do not like to share their financial records with the public. In 2015 the lease rent based on gross revenue was removed and went to only the appraised fair market value.

Mr. Hamilton asked what method of rent generated the most revenue for Docks and Harbors, the appraised lease value or the percentage of gross revenue?

Mr. Uchytel said that Docks and Harbors did not collect the percentage of gross revenue during a period of time due to difficulties procuring that information.

Mr. Hamilton asked if the lease included the language for a percentage of the gross revenue from 1995-2015?

Mr. Uchytel said yes, the original lease included a base rent amount, and an additional rent amount based on revenue.

Public Comment

Mr. Pierre, Goldbelt CEO and President

Mr. Pierre said that he would like the Board to understand the intent on Goldbelt with asking for a new lease. Mr. Pierre said that prior to the 2015 renegotiation it was a contentious situation between Goldbelt and the CBJ. Mr. Pierre said that the intent of Goldbelt now is to be more communicative and cooperative. Mr. Pierre said that the goal is to modernize the tram experience, that the current tram is becoming dated and that Goldbelt was not the original majority owner of the facility. Mr. Pierre said a new lease would allow for the tram to be modernized and for needed maintenance to occur. The desired improvements would require a loan, and banks do not like to loan to a five-year lease. Mr. Pierre said that Goldbelt would have preferred to wait until the end of the current lease, however, the lower tram terminal is sinking where the old sawmill was located as it was built upon a 10-foot ribbon of saw dust which is causing catastrophic damage to the lower terminal. The portion of the lower tram that contains the engine room and the tram cars dock is completely stable and anchored in bed rock. The offices and restrooms are shifting, and micro piles need to be driven which is a large investment which requires a loan. Mr. Pierre said that it is in everyone's best interest to allow this new lease to go forward to continue the running of the tram.

Mr. Hamilton asked what developments are planned for the top of the tram?

Mr. Pierre said developing the presentation of Tligit culture to more areas other than the short film that is shown currently. The idea is to bring hands on experience of the culture in the form of language, weaving, and carving. The theater will be remodeled to a 4D experience that will modernize the experience.

Ms. Smith asked how this will tie into the planned development at North Douglas.

Mr. Pierre said that Goldbelt is invested in the downtown area and the entire community. While Goldbelt will continue to invest in the downtown area they are also looking towards developing the land at North Douglas. Mr. Pierre said that both areas are an investment to provide a vibrant experience to visitors as well as spread visitors out between both North Douglas and Downtown to prevent any one location being overrun with visitor. Mr. Pierre said that the goal for North Douglas is to have a long-term sustainable cruise ship tourism area that the community can be happy with and that will prevent congestion.

Mr. Orr asked if what Mr. Pierre is saying means that North Douglas and Downtown will not be very integrated.

Mr. Pierre said yes.

Mr. Becker asked if there is a cost estimate for the micro piles that need to be driven at the lower tram site?

Mr. Pierre said that the estimated cost is \$3 million.

Mr. Becker asked if when the tram was built if Goldbelt knew about the potential for surface movement?

Mr. Pierre said that Goldbelt was not the majority owner and not the primary builder of the facility.

Board Discussion & Action

Mr. Uchytel said that his goal is to move this lease approval through as quickly to not hinder Goldbelt's ability to secure financing for the necessary project. Mr. Uchytel said that this does not need to be approved today as there are changes that need to be addressed with the Law department regarding the dispute resolution, other than that the new lease is very solid.

Mr. Sooter asked if this lease could be placed on the June 4th Special Board Meeting agenda.

Mr. Etheridge said in the interest of time it should go before the next Board meeting.

Mr. Orr said that he believes that there should be escalators in the lease to account for inflation which is fairly standard in commercial leases. Mr. Orr said that he approves of the appraisal, although, revenue per square footage the tram is comparable to luxury malls. Mr. Orr said that the tram revenue last year was \$15.6 million, for the downtown area there is not a single business with comparable revenue. Mr. Orr said that in the appraisal that was done for the tram in 2021, tourism spending was reported as being fairly flat from 2009-2019 at \$55 million and the tram is 23% of that revenue. Mr. Orr said that he finds it unfortunate that the lease moved away from the percentage of sales model as he believes that is most appropriate.

Ms. Smith asked if the Board should be looking at reinstating assessing rent based on a portion of revenue.

Mr. Uchytel said that it was negotiated out of the lease in 2015 as it was unworkable with a private company to have them open their books to calculate 3% of the revenue.

Mr. Leither said that since the revenue data is provided in the appraisal how private can it be?

Mr. Orr said that the revenue data was given to Horan & Company as part of the appraisal process, the revenue data is not easily accessible or published on the internet. Mr. Orr said that he does not think it would be problematic to total up the revenue each year since they were able to provide that information for the appraisal.

Ms. Smith said an option could be to assess a fee of \$1 dollar per ticket sold.

Mr. Leither said that this issue seems like something the Tourism Director should be involved with.

Mr. Uchytel said that what he is hearing from the Board is that Docks and Harbors could receive more money if the lease rent was assessed differently from all the other leases. The purpose of the Docks and Harbors lease properties is to lease land to encourage private investors to build and Docks and Harbors receives a dividend based on the appraised value. Each appraisal brings in different market rate values for the leased area. While there are changes to the leases that could be made to maximize revenue, it would open up a door to assessing other leases rent based on revenue or applying the same principal to user groups such as whale watching. Mr. Uchytel said that this would complicate things, and he is worried about delaying the necessary project for Goldbelt who plan to mobilize in September. Mr. Uchytel said that after June there is the potential of three new Board members could also weigh in on the discussion.

Mr. Hamilton said that he believes it would be more productive to not anticipate hinderances and wait for them to happen. Mr. Hamilton said that Docks and Harbors has not shied away from raising rates on other users so the same principal should be applied to leases.

Mr. Leither said that he is baffled as to why this is a Board issue since it is so highly involved with tourism and should be addressed by the Tourism Director.

Ms. Smith asked Mr. Pierre his thoughts on changing the manner that lease rent is assessed.

Mr. Pierre said that the important thing for the CBJ to apply is consistency and certainty as much as possible. Mr. Pierre said that the five-year appraisal works well for Goldbelt and is consistent across all other tideland leases. Mr. Pierre said that he would like to work with Docks and Harbors to determine a consistent outcome, if the outcome is drastically different from the five-year appraisal schedule it would significantly derail Goldbelt's necessary development plans.

Mr. Leither said that throughout his time on the Board he has heard from the business community the need for consistency, which the Board has abided by, there are instances where the business community has not been consistent with the Docks and Harbors. Mr. Leither said that he is leery of using consistency as justification for keeping the same appraisal schedule. Mr. Leither said that he believes the Board should seek the most mutually beneficial outcome.

Mr. Orr said that he is not pleased by the urgent timeline of this new lease. Mr. Orr said that he understands the time constraints on Goldbelt's side but does not feel the Board should be under that same pressure. Mr. Orr said that he understands why Mr. Pierre would like the lease rent assessment to remain the same as it would be approximately 1% of total revenue, according to his calculations. Mr. Orr said that he is not advocating to squeeze every dollar out of Goldbelt but rather to ensure that the lease rent value is reasonable.

Mr. Hamilton asked if the Board decided to remain on a 5-year appraisal schedule if Goldbelt would be willing to pay more? Mr. Hamilton asked Mr. Pierre if Goldbelt has that flexibility.

Mr. Pierre said that he is not prepared to answer that question, but Goldbelt is committed to working with Docks and Harbors.

Mr. Orr said that percentage of sale leases exists to help recoup the costs of, for example, the cruise ship docks that directly generate more revenue for the tram. Mr. Orr said that he acknowledges why Mr. Pierre wants to keep the appraisal evaluation the same.

Mr. Emerson agrees.

Mr. Hamilton said that the difference is that it is tideland not just unimproved land.

MOTION BY MS. SMITH TO BRING THE TOPIC OF A NEW 35-YEAR LEASE WITH GOLDBELT INC. TO THE DOCKS AND HARBORS OPERATIONS AND PLANNING COMMITTEE MEETING AFTER THE CHANGES REQUESTED BY MR. UCHYTIL HAVE BEEN MADE.

Motion passes unanimously.

2. Seadrome Property Conveyance
Presentation by Port Director/Goldbelt Inc:

Mr. Uchytel said that on page 99 of the agenda packet contains a memo detailing the history and where the Board is currently at in regard to the Seadrome Property conveyance. At the March Docks and Harbors Board meeting there was a motion for Goldbelt to submit an offer above the fair market value for consideration of the Board for the purchase and sale of the Seadrome property. At last week's Operations and Planning Committee Meeting the Committee reviewed the secondary appraisal from Ramsey Appraisal Resource. Mr. Uchytel said on page 113 of the agenda packet contains an image of the property that is being considered. Goldbelt has plans to raise the current Seadrome building and replace with a facility that is more oriented towards tourism, the renderings are also included in the packet. The benefit of ownership for Goldbelt would be to eliminate the patch work of parcels which currently limits their ability to construct since every parcel needs a 10-foot set back. There is no direct benefit to Docks and Harbors or the CBJ to retain these parcels given the configuration. Mr. Uchytel said that the highest and best use of the parcels would be to tear down the Seadrome building to build a new facility better oriented toward the Downtown Waterfront Plan. Mr. Uchytel said that the appraised value from Horan & Company is \$630,000 and the appraised value from Ramsey Appraisal Resource \$590,000, and the direction of the Board was for Goldbelt to come back with an offer above the appraised fair market value.

Mr. Pierre said that Goldbelt wants to improve the Seadrome building and appreciates Docks and Harbors occupancy of the building. Mr. Pierre said that Goldbelt wants to complete the CBJ's downtown waterfront vision with a small cruise ship terminal and extending the Seawalk. Mr. Pierre said that allowing for the purchase there will be a large benefit for the CBJ. Mr. Pierre said that Goldbelt is willing to pay the \$630,000 appraised value. Mr. Pierre said that the facility currently does not see a lot of people which drives commercial value.

Board Questions

Mr. Hamilton asked Mr. Smith how this would fit in with the downtown waterfront plan.

Mr. Smith said that he has not reviewed the waterfront plan recently. Mr. Smith said that the facility is an integral part of tourism structure and would be a large sales tax generator.

Ms. Smith asked Mr. Pierre if a lightering float would be part of the vision for Goldbelt development.

Mr. Pierre said that Goldbelt would like to complete the city's vision for the waterfront to create a more vibrant downtown.

Public Comment-none.

Board Discussion/Action

MOTION BY MR. SOOTER TO SELL THE SEADROME PROPERTY PARCELS FOR THE APPRAISED VALUE OF \$630,000 WITH A SET ASIDE EASEMENT FOR THE SEAWALK AND ASK UNANIMOUS CONSENT.

Mr. Orr objected.

Roll Call Vote:

Those in favor: Mr. Becker, Mr. Emerson, Mr. Sooter, Mr. Etheridge

Those opposed: Mr. Hamilton, Mr. Leither, Mr. Orr, Ms. Smith

The motion failed.

MOTION BY MR. HAMILTON TO TABLE TO TOPIC.

Motion approved unanimously.

G. NEW BUSINESS

4. Aurora Harbor Boat Shelter (AG-027)

Presentation by the Port Director:

Mr. Uchytel said that Mr. Klepinger has requested to sell boat shelter AG-027 and is requesting that the Board waive its right of first refusal.

Board Questions- none.

Public Comment- none.

Board Discussion & Action

MOTION BY MS. SMITH TO WAIVE THE BOARD'S RIGHT OF FIRST REFUSAL TO PURCHASE BOAT SHELTER (AG-027).

Motion approved unanimously.

5. Bid Award - Taku Harbor Improvements

Presentation by Port Engineer'

Mr. Sill said that bids were opened for Taku Harbor Improvement project with two bidders, Trucano Construction and Duwamish Services. Trucano Construction was the apparent low bidder with a bid of \$930,303.00, the engineer's estimate was \$1.3 million. Mr. Sill said that Docks and Harbors has begun the contracting process with Trucano Construction.

Board Questions- none.

Public Comment- none.

Board Discussion/Action

MOTION BY MS. SMITH TO RECOMMEND THE ASSEMBLY APPROVED A BID AWARD DH25-021 (TAKU HARBOR IMPROVEMENTS) TO TRUCANO CONSTRUCTION FOR \$930,330.

Mr. Hamilton objected. Mr. Hamilton said that Docks and Harbors is not taking care of core services and this is frivolous.

Mr. Orr said that this funding comes from a 25/75% matching grant that came from the Alaska Department of Fish and Game.

Roll Call Vote:

Those in favor: Mr. Becker, Mr. Emerson, Mr. Leither, Mr. Orr, Ms. Smith, Mr. Sooter, Mr. Etheridge.

Those opposed: Mr. Hamilton.

Motion passes 7-1.

H. ITEMS FOR INFORMATION/DISCUSSION

6. Downtown Douglas/West Juneau Area Plan - Board Comments

Presentation by Port Director

Mr. Uchytel said that on page 208 there is a letter drafted for the Board's review to submit to the Downtown Douglas/ West Juneau Planning Committee. Mr. Uchytel said that he summarized the feedback from the Board members from last week's Operations and Planning Committee Meeting. Mr. Uchytel said that the letter is a draft based on request from the Board members and is open to suggestions or changes.

Board Discussion/Public Comments

Mr. Hamilton said that he would like section two of the letter on page 208 to state simply that the Mike Pusich Harbor currently is unable to support the increase in traffic proposed by the Area Plan.

Mr. Leither said that he likes the letter and would suggest on point 6 to not conflate live-a-boards with boats that do not move.

Mr. Becker said that most of the boats in Douglas move at least once a year.

Ms. Smith said that she does not see the need to list the full name of the harbor.

Mr. Hamilton said that he likes the message that the letter gets across.

Mr. Uchytel said that he will remove the portion related to Marine Passenger Fees and state that Docks and Harbors does not currently have the funding to support the planned expanse for the Douglas Harbor.

Ms. Smith said that she will bring the letter to the June 4th meeting of the Downtown Douglas/ West Juneau Planning Committee.

7. Request for Quote for Douglas Harbor Gravel Lot Regrading and Surfacing
Presentation by Harbormaster:

Mr. Creswell said that the gravel portion of the Douglas Harbor parking lot, including the truck and trailer parking needs maintenance. On page 269 of the agenda the packet contains a request for quotes for regrading and surfacing for Douglas Harbor. Mr. Creswell said that the general maintenance term contractor is Carver Construction, to which the request for quote is directed. On page 270 of the packet contains an image of the project area. The request is to regrade the gravel lot and then apply a surface layer or D1 or recycled asphalt. There is also a request for 15-day notice prior to commencing work. The longest parking in Douglas Harbor is 14 days, which would allow for notices for all vehicles to move to allow for a completely vacant lot. Docks and Harbors plans to make extensive public notice for this project to allow vehicles time to move, and the project is anticipated to take three days total, weather permitting.

Board Discussion/Public Comment

Mr. Hamilton asked if it could be done in three or four section to allow for some parking.

Mr. Creswell said that it is preferred for it to all be done at once to have a uniform and consistent product. Mr. Creswell said that the most a vehicle will be displaced is six days and there will be alternative parking locations to minimally inconvenience patrons.

Mr. Sooter said that he would estimate that the project could easily take under three days.

Mr. Leither asked if Streets and Fleets would be able to do the project.

Mr. Creswell said that the work that Streets and Fleets does for Docks and Harbors are usually one-off's when able, they have an extensive project list this summer and it would be better to go forward with a contractor for this planned project.

Mr. Hamilton asked if Streets and Fleets would be cheaper why would Docks and Harbors go with them?

Mr. Creswell said that their project list is two years out.

8. Request for Proposal (RFP) Results - Aurora Drive Down Float
Presentation by Port Director:

Mr. Uchytel referenced page 271 of the agenda packet. Mr. Uchytel said that the selection committee evaluated two engineering architectural firms that proposed the design for the Aurora Drive Down Float. The individuals on the selection committee were Mr. Uchytel, Mr. Creswell, Mr. Sill, and Mr. Etheridge.

PND Engineers was selected by the committee and currently there is protest period before engaging with PND Engineers to negotiate a contract. MARAD has strict rules regard what work on the project can be awarded based on the grant timelines for the project. Mr. Uchytel said that part of the 20% local match will be used for the design services. Mr. Uchytel said that he will bring this back to the Board next month, the Assembly will approve at the July 28th meeting.

Board Discussion/Public Comment

Mr. Smith said that there is a possibility for additional Assembly meetings between June 9th and July 28th. Mr. Smith said if there is a need to expedite that award let the City Manager know.

9. 2025-2026 Docks & Harbors Board Appointments

Presentation by Port Director:

Mr. Uchytel said that at the last Operations and Planning Committee meeting there was a request for the names of the applicants for the upcoming Board vacancies. Mr. Uchytel said that there are currently three applicants. Mr. Uchytel said that on page 272 of the agenda packet contains a list of desired qualities for the new Board members which will be provided to the Human Resources Committee.

Board Discussion/Public Comment

Mr. Leither said that he would like where he works removed from his description.

Mr. Hamilton asked if staff could put flyers up for the vacancies at the Docks and Harbors facilities.

Mr. Creswell said that he posted on Facebook and the CBJ has issued various public notices related to Board vacancies.

Mr. Hamilton asked if it the deadline could be extended and if flyer could be put up.

Mr. Creswell said that Ms. Musick will make flyers.

Mr. Hamilton asked if the deadline could be extended.

Mr. Etheridge said that would be up to the Human Resources Committee.

Mr. Hamilton asked what the deadline for applicants is?

Mr. Creswell said end of business day on May 30th.

Ms. Musick said that she received an email from the Deputy Municipal Clerk stating the application window would be extended to noon on Friday June 6th and has reached out to former applicants.

I. STAFF, COMMITTEE AND MEMBER REPORTS

J. PORT ENGINEER'S REPORT

Mr. Sill reported:

- Aurora Harbor Improvements Phase IV: Mr. Sill said that all the submittals are completed there are a few submittals for PND Engineering to review. Mr. Sill said that the electrical engineers have ordered all the cables and that they have arrived in Juneau. The project is currently on schedule and the contractor is very eager to start work.
- Statter Harbor Improvements Phase IIID: Mr. Sill said that the purchase order was received today for the contracted work. The mobilization planning is next.
- Taku Harbor Improvement: Mr. Sill said bids were open yesterday and approved today.
- Statter Harbor Office Roof: Mr. Sill said that the bid opening for the Statter Harbor roof is next week on Wednesday. There has been interest from contractors at the pre-bid meeting and contractors visiting the office to check on the state of the roof. Mr. Sill said that he anticipates multiple bidders for the project.
- Aurora Harbor Drive Down Float: Mr. Sill said that PND Engineers is working on the design.

- **Geotechnical Investigation:** Mr. Sill said that he is working with CBJ Contracts for the geotechnical investigation at Statter Harbor as part of the Army Corps of Engineers study on the Statter Harbor breakwater.
- **Secured Storage:** Mr. Sill said that DOWL provided a cost estimate for design services to produce bid ready documents. Mr. Sill said that the cost estimate is approximately \$44,000.

Mr. Sill said that all the projects require permitting and that his primary focus is working with CDD to secure permits.

Mr. Etheridge asked if DOWL provided a narrowed down plan for the secured storage plan.

Mr. Sill said yes that it has been narrowed down to 1/3 of an acre. Mr. Sill said that they do not have an updated cost estimate for the project.

K. HARBORMASTER'S REPORT

Mr. Creswell reported:

- **Downtown Operations:** Mr. Creswell said that the downtown operations crew had a workday at North Douglas Launch Ramp this week with the low tide they were able to scrape and sweep the ramp and cold patch holes in the parking lot. In July, there are plans for more line striping which will be based on weather windows.
- **Crane at Auke Bay Loading Facility:** Mr. Creswell said that a crane went down at Auke Bay Loading Facility, a local company helped fix the crane with a replacement bearing to resume operations. A new motor was ordered for the crane and will arrive this week. Mr. Creswell said a second motor will be ordered in the new fiscal year to replace the motor on the second crane.
- **Port Capstan:** Mr. Creswell said that a capstan went down at the Port, an electrical term contractor and a crane and barge were able to replace the capstan on Saturday night.
- **Impounded Vessels:** Mr. Creswell said that there are two impounded vessels that Docks and Harbors is looking to dispose of.
- **Parking:** Mr. Creswell said that the parking system is running well, the app is up and running. There are still some operator errors with the parking system and staff is working closely with patrons to ensure that those errors are corrected.
- **Annual and Semi-annual Moorage:** Mr. Creswell said that administrative staff is currently preparing to run semi-annual and annual billing for moorage, as well as stall renewals.
- **Staffing:** Mr. Creswell said there are still a handful of part time limited positions that need to be filled at the Port; however, no concern on staffing. There are two administrative positions that close this week and interviews will be scheduled for next week. Mr. Creswell said that the University of Alaska Southeast Docks and Harbors internship program is going well, and Docks and Harbors is very happy with the quality of interns that have joined the team for this summer.
- **Taku Harbor Maintenance:** Mr. Creswell said that the operations crew made it down to Taku Harbor twice for annual maintenance and repairs. This will allow for the facility to operational throughout the summer season before construction mobilizes on the Taku Harbor Improvement project.
- **Aurora Harbor H Float:** Mr. Creswell said that there are issues with the ground fault projection equipment on the electrical system on H float at Aurora Harbor. Mr. Creswell said that Docks and Harbors is working with the electrical contractor that installed the system to resolve those issues. Ms. Thrower has communicated with patrons regarding the outages. Mr. Creswell said that a crew will be performing testing on the whole system next week to identify where the current leakage is coming from and what is the cause of the issue.
- **Sea Trail Season:** Mr. Creswell said that notices went out to patrons in Douglas Harbor this week to alert vessels that have not moved in the last year. Mr. Norbryhn has issued notices to vessels in Statter Harbor that have not moved in the last year.

- **Impounding and Disposal of Derelict Vehicles:** Mr. Creswell said that the impounding and disposal of derelict vehicles is going well, the CBJ has helped with this process by shortening the window from 55 days to 51 days on discovery of the vehicle to being impound eligible. There are several vehicles in this process at various stages in the 51-day window.
- **ROV:** Mr. Creswell said that Docks and Harbors purchased a remotely operated submersible, staff is being trained on how to operate. The device has high quality cameras and lights and is much more cost effective than hiring divers for piling and anode inspections.
- **Army Corps of Engineers:** Mr. Creswell said that the Army Corps of Engineers is progressing on their feasibility study for the new Statter Harbor breakwater recapitalization project. There will be a pot study on marine life and tide studies, which Docks and Harbors will be assisting with boat and shore support that will count towards the local cost share of the project.
- **Abandoned Derelict Vessel Disposal Reimbursement:** Mr. Creswell said that the Alaska Department of Natural Resources made \$220,000 available to municipalities for reimbursement of derelict vessels. Mr. Creswell said that six Docks and Harbors vessels qualified for that program and applications will be reviewed by DNR June 1st.
- **Amalga Harbor Silting:** Mr. Creswell said that the launch ramp at Amalga Harbor is being impacted by heavy silting from the adjacent creek. Originally this only posed an issue at a -3 tide, and now issues are being reported at a -1. Mr. Creswell said that this issue will need to be addressed soon.
- **JPD Assistance:** Mr. Creswell said that on Saturday night Docks and Harbors provided boat assistance for JPD responding to a domestic dispute. JPD was able to safely and successful arrest the individual, in total took 2 hours to resolve.
- **Auke Bay Loading Facility:** Mr. Creswell said that each year Docks and Harbors sees an increase in demand for use of the Auke Bay Loading Facility. Mr. Creswell said that reservations are required due to the high demand for the use of facility, the first two hours are fee, those who exceed their two-hour reservation are charged a full day of moorage.

Mr. Hamilton said that he does not think it is fair for people to be charged moorage twice if they are at the Auke Bay Loading Facility and move to Statter Harbor.

Mr. Creswell said that he acknowledges Mr. Hamilton's concern however it is crucial that the Auke Bay Loading Facility have turn over especially with the dungeness crab season starting. Mr. Creswell said that he anticipates having a full-time staff at the Auke Bay Loading Facility during the dungeness crab opener to ensure the necessary turnover.

Mr. Leither said that if the facility is requiring high amounts of staff time should the reservation system change to charge for reserved time.

Mr. Creswell said that most of the operators only need two hours or less to offload stores, change out gear, or whatever their needs at the facility are. Mr. Creswell said that staff time is required to run a facility well.

L. ASSEMBLY LIAISON REPORT

Mr. Smith reported:

Mr. Smith said that there were a couple of things that came before the Assembly at the regular meeting on May 19th. Mr. Smith said that the \$400,000 ordinance for the Statter Harbor Roof Repairs was introduced, on the consent agenda the bid award for the Statter Harbor Phase IIID was approved, and the Taku Harbor CIP was approved to be created with the \$1.15 million from the Alaska Department of Fish and Game.

Mr. Smith asked if the Board or staff had additional information regarding the removal of the Spoon Island flotilla?

Mr. Creswell said that the Spoon Island flotilla was addressed primarily by Parks and Rec, Docks and Harbors provided transportation, skills, and services to remove some of the vessels.

M. PORT DIRECTOR'S REPORT

Mr. Uchytel reported:

- Mr. Uchytel said that Mr. Sill and Mr. Creswell addressed the majority of the major efforts of the Docks and Harbors team. On June 22nd Docks and Harbors will impound the Seal, which could result in an expensive demolition.

N. BOARD ADMINISTRATIVE MATTERS

1. Next Special Board Meeting - Thursday, June 5th at 5 pm
2. Next Operations-Planning Committee Meeting - Wednesday, June 11th
3. Next regular Board Meeting - Thursday June 26th

O. 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.



DOCKS AND HARBORS BOARD MEETING AGENDA

June 26, 2025 at 5:00 PM

Port Office Conference Room/Zoom Webinar

- A. CALL TO ORDER** by Mr. Etheridge at 5:00 PM
- B. ROLL CALL:** James Becker, Tyler Emerson, Clayton Hamilton, Matt Leither, Nick Orr, Annette Smith, Shem Sooter, and Don Etheridge.

Absent: Debbie Hart

Also in Attendance: Carl Uchytel-Port Director (via Zoom), Melody Musick-Administrative Officer, Nicole Lynch- Deputy Municipal Attorney, Matthew Creswell-Harbormaster. Matthew Sill-Port Engineer, Greg Smith- Deputy Mayor, and Mr. Sallander of Goldbelt (via Zoom).

C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES- NONE.

Motion made by Ms. Smith to approve the agenda.

Mr. Clayton objected to the agenda regarding the topic that Goldbelt would be tabled and addressed with the new Board in July.

Motion to approve the agenda passed 6 to 2 opposed.

D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS— none.

E. APPROVAL OF MINUTES

- 1. Special Board Meeting, June 5th, 2025**
- 2. May 29th, 2025**

Mr. Hamilton asked for the minutes to reflect the conversation the Board held regarding the sale of the Seadrome property to Goldbelt to be tabled until the new Board members were appointed. Mr. Hamilton said that discussion related to this issue was omitted.

Ms. Lynch said that objections to the minute's usual contain recommended changes and asked if there were any recommended changes.

Mr. Hamilton said that he would request the conversation related to the sale of the Seadrome Property be tabled until the new Board members are appointed.

Ms. Lynch recommended that the Board and staff review the audio/video to include the discussion at the meeting.

Mr. Etheridge said the minutes' approval would be moved to the next Board meeting after staff review and any added information would be inserted.

F. CONSENT AGENDA

- 3. A. Public Requests for Consent Agenda Changes-none.**
- B. Board Member Requests for Consent Agenda Changes**

MOTION BY MR. ORR TO REMOVE THE GOLDBELT LEASE FROM THE CONSENT AGENDA.

Mr. Orr said regarding the property, if the property was flat revenue for the next 15 years, and if Goldbelt wants a new lease, a more appropriate approach is to sell it in an open market to someone who can realize the rent gains on this property. Once the lease is signed, no one can rent the property. If a reserve was put on the property, then Docks and Harbors wouldn't be any worse off than they are now.

Mr. Ethridge asked to pull the Lease for the Goldbelt Tram property from the agenda.

MOTION BY MS. SMITH TO ACCEPT THE CONSENT AGENDA AS AMMENDED.

Motion passed with no objection.

C. Items for Action

- 4. Taku Dock Use Permit**

Presentation by Port Director

RECOMMENDATION: TO APPROVE A USE AGREEMENT WITH TAKU SMOKERIES FOR ANNUAL RENTAL RATE OF \$10 PER TON OF GOODS CROSSING THE DOCK.

- 5. Engineering Design Contract - Aurora Harbor Drive Down Float**

Presentation by Port Director

RECOMMENDATION: THAT THE ASSEMBLY APPROVE A CONTRACT WITH PND ENGINEERS NOT TO EXCEED \$700,000 FOR PRE-AWARD DESIGN EFFORTS AS APPROVED BY THE MARITIME ADMINISTRATION.

G. UNFINISHED BUSINESS

- 7. New Goldbelt Lease**

Board Questions:

Mr. Orr explained that the flat revenue from 2015-2030, if passed, would not be a good financial asset for Docks and Harbors. He asked if Docks and Harbors treats the property like an asset then the Board should explore selling it. If the property is worth \$3-5 million

then Docks and Harbors do not have to sell the property and could leave the reserve. An alternative would be to sell the property and let a private enterprise renegotiate.

Ms. Smith said her understanding was that Docks and Harbors had the lease based on the appraisal, in addition to assessing CPI (Consumer Price Index) yearly so Docks and Harbors shouldn't be losing money on the property.

Mr. Orr responded that his understanding is that the rent goes back based on the appraisal. The appraised value is the same in 2015 as it is now in 2025. Mr. Orr said the appraisal seemed off and he disagreed with the appraiser using comparable property amounts as it should be an income-based amount for that property. It didn't appear to him that according to CBJ's ordinances that Docks and Harbors could use an income-based appraisal which ties D&H into a phenomenal increase over time. He said it would be worth exploring an income-based approach while the lease is up for renewal and Goldbelt wants to renegotiate the lease. Mr. Orr explained once a 35-year lease is set up, it is not attractive.

Mr. Ethridge said the lease will not be up for another 5 years.

Mr. Orr said Goldbelt would like the lease up now so that they can do development.

Mr. Hamilton asked Mr. Orr, what are the next steps?

Mr. Orr replied, before Docks and Harbors move forward with the motion, they contact a realtor, the realtor would then contact an institutional buyer base indicating what the property would be worth. Then that would attract institutional funds and then a sealed bid would provide reserve the money. If that didn't work, then Docks and Harbors could go back to signing the lease.

Ms. Smith asked if the property was sold then Docks and Harbors have a legal obligation to follow what the appraiser assessed value?

Mr. Ethridge said he had been told no.

MOTION BY MR. ORR FOR DOCKS AND HARBORS TO EXPLORE THE SALE OF THE GOLDBELT TRAM PROPERTY VIA A SEALED BID AUCTION WITH RESERVE ON THE PROPERTY AT \$3 MILLION DOLLARS.

Mr. Sooter objected.

Public Comment

Steven Sahlender, Juneau AK, Goldbelt

Mr. Sahlender said Goldbelt has been a pillar in the community for many years and has created opportunities and jobs. Goldbelt has had this lease for a long time and expected that the lease would go through. They hoped that development could be made as the tram is a top tourist destination. Goldbelt thinks that through taxes and that everything else they do to paying into the community, would speak for itself. Mr. Sahlender asked for consideration of Goldbelt's impact in the community; for its involvement, charity, and scholarships and everything they do with their money. Goldbelt is not a public entity; they are a private entity that supports its people, and the people were originally from this Auke landing and Auke Bay. Goldbelt's preference would be that the motion goes back to the original motion, rather than the most recent Motion.

Mr. Uchytel said he thought the Board needs to think through the ramifications of pulling the agreement and not leasing to Goldbelt. Goldbelt owns the property at the top of Mt. Roberts. They also have DNR leases for the tramway. Mr. Uchytel said it would be short-sighted that Docks and Harbors would sell the property at the bottom of the tram knowing that the top of the tram is owned and held by Goldbelt. He said it would be odd to have two different owners, one at the bottom and one at the top, which would not be conducive to the operation of the tram.

Board Discussion & Action-

Mr. Hamilton said he liked the idea of options. He said he felt that looking at options was not irreparable.

Mr. Leither said Docks and Harbors owns the bottom and Goldbelt owns the top. He said having two owners would be the same if Docks and Harbor sold the property. He said that he didn't see a difference. He asked Mr. Uchytel to respond.

Mr. Uchytel said there would be an odd relationship should someone come in and outbid Goldbelt, then they would operate the levers of the Tram. Under the existing condition, he said it would be highly irregular. Mr. Uchytel said at Docks and Harbors, one of our roles is to manage lands in the best interest of the community. Even if Docks and Harbors got someone to buy the lease at the base of the tram and building would be quite a leap of how Docks and Harbors typically managed our public lands.

Ms. Smith said there are currently three owners of that land; there is DNR, Goldbelt owns the top property and Docks and Harbor owns the bottom property. Ms. Smith opposes the motion and selling of any of the property.

Mr. Orr said he felt that the reason he brought this up is that the charge is flat on the lease of the land. From a financial standpoint, he said it would be a bad investment. While Goldbelt does much for the community, Docks and Harbors has the financial responsibility to our patrons. Mr. Orr said it would be his preference that we renegotiate a lease that is not flat fee over 5 years.

Mr. Leither asked whether Docks and Harbors gets to renegotiate every 5 years?

Mr. Etheridge responded yes and that every 5 years the lease is revalued using the appraisal process.

Mr. Sooter asked either Law or Mr. Uchytel whether there is any contractual language in the current lease that stipulates review every 5 years? Or can it be extended?

Mr. Uchytel responded that Goldbelt is operating on a 35-year lease that expires in 2030, so every 5 years by code, the property is re-evaluated. Docks and Harbors evaluates the use of the property via contracted appraiser. He supposed that following the letter of the law that the property would not have to be appraised. Mr. Uchytel said the Board must review, every 5 years, the value of the property. The existing contractual language gives the lessee a one-time renewal of 35 years.

Ms. Lynch said Goldbelt currently has a lease for 35 years, and they have 5 more years on the current lease. If Docks and Harbor chooses to not renew this lease right now then, the 5 years continue. Ms. Lynch specified that this lease must go with ordinance to the Assembly. The Assembly can approve the execution, the negotiation of a new lease or if Docks and Harbors approves a negotiation on a sale. The lease is drafted based on the current lease extension and there is not an attentional extension drafted lease. If Goldbelt signs the new lease, they will be held to those 35 years.

Ms. Smith asked Mr. Orr what recommendation he would have if he were to change the lease. Ms. Smith stated that the lease is the amount of appraisal plus the CPI. When Docks and Harbors gets another appraisal every 5 years then CPI would continue only if Docks and Harbors had to renegotiate.

Mr. Orr stated he would recommend Docks and Harbors not use a comparable approach when getting an appraisal on properties. He said he didn't feel a comparable approach was appropriate rather, recommend an income-based appraisal as the property generates more revenue. Mr. Orr specified Docks and Harbors should seek someone who specializes in concession-based appraisals. He said the appraisal of comparing it to a jewelry shop next door was not the same thing. Mr. Orr answered Ms. Smith's second question, that if the CPI was added after every 5 years, then after the appraisal more CPI is added to the appraisal amount.

Mr. Leither said he was confused about 2015 as a flat rate. The last lease was \$200K annually. The new lease is \$270K annually.

Mr. Orr said in 2015 the lease was \$272K and then it went down. He said looking at 2015 to the extension of 2030, effectively, it's the same lease payment for 15 years.

Mr. Uchytel commented that Goldbelt has the lease until 2030. Goldbelt came to the Board in good faith wanting to waive 5 years of their current lease for another 35-year lease that would help their financial interests in obtaining a loan for repairs upwards of \$5 million dollars to repair the foundation. If the Board decides in 2025 to consider other options, Goldbelt will keep the lease until 2030.

Mr. Emerson commented that he would not be in favor of selling the land or extracting a higher rent. He said that Goldbelt has invested the money in the property which has

created the value. Mr. Emerson said that under City ownership it was a piece of pavement that has not done anything to create any sort of additional value.

Mr. Sooter concurred.

Mr. Hamilton commented if you plug the 2015 amount into the current inflation index, it comes out to over \$400K. Mr. Hamilton said his moorage goes up with inflation every year and his business costs keep going up. Mr. Hamilton said he didn't feel that the lease agreement should be any different. None of what Docks and Harbors does exists without the community, which Goldbelt acknowledges. He said it was insane to say that there is no value on our end.

Mr. Orr said that reading through the lease there was a revenue component in the original lease, Goldbelt was difficult to deal with and couldn't provide the information in a timely manner, there was a point when Docks and Harbor or the City decided to go away with the revenue-based component which ended up in Goldbelt's favor. This mismanagement got them low rates. If Goldbelt was able to honor the original agreement, the whole thing that was predicated on was that there was some sort of revenue sharing, which Docks and Harbors has gone away from.

Mr. Ethridge asked for a roll call on the motion.

Motion as amended failed 5-3.

MOTION BY MR. SOOTER TO RECOMMEND THE ASSEMBLY APPROVE A NEW 35-YEAR LEASE WITH GOLDBELT, INC FOR THE TRAM PROPERTY AT A LEASE RENT OF \$272,007 ADJUSTED ANNUALLY WITH THE URBAN ALASKA CPI (CONSUMER PRICE INDEX).

Mr. Orr objected, saying he would vote for this because it is in statute that we must use the comparable method but that is inappropriate. He said it should be income-based, but because Docks and Harbors has moved away from revenue sharing, the rent has been flat for 10 years and will be flat for another 5 years.

Ms. Smith said she took Mr. Orr's comments to heart. Ms. Smith questioned whether it was in statute or is it in CBJ code? If it's in CBJ code, is it something that the Board can work on changing for the future?

Ms. Lynch said it is in code but didn't know if it was in a statute.

Mr. Orr said that he was referring to the statute that was in the last packet provided by Mr. Uchytel.

Mr. Ethridge called for roll call on the motion.

Motion passed unanimously.

8. Remove Motion to Table - Seadrome Property sale to Goldbelt, Inc

Presentation by Board Member

Board Questions

Public Comment-none.

Board Discussion/Action-none

MOTION MADE BY MR SOOTER TO REMOVE TABLED MOTION PERTAINING TO SALE OF SEADROME PROPERTY TO GOLDBELT.

Mr. Hamilton objected.

Ms. Lynch said the motion is not debatable, as it just a vote.

Mr. Ethridge called for a roll on the motion.

Motion failed.

Mr. Ethridge called for a roll count.

The vote was 4-4.

Ms. Smith asked if this means that this will be on next month's agenda.

Mr. Ethridge responded whenever it gets scheduled to appear before the Board again.

Ms. Smith asked if it would be up to the new chair?

Mr. Ethridge responded it could be put on the agenda at any time by the new chair or Mr. Uchytel.

Ms. Smith asked if the agenda item must be on the agenda, could she make a motion to put it on the next Board meeting's agenda.

Ms. Lynch said no, the process starts over as a new issue to be brought back to the Board. If the Board wants it to be brought back to another meeting, the Board will need to take it off the table and make a motion to postpone it to the date of the next meeting.

Mr. Ethridge said it's still on the table so it cannot be discussed.

Mr. Uchytel said that he works with the board chair in putting together the agenda. The Board will not see this item on the July meeting agenda.

9. Purchase & Sale Agreement - Seadrome Property

Presentation by Port Director

Board Questions

Public Comment

Board Discussion & Action

MOTION: TBD

H. STAFF, COMMITTEE, AND MEMBER REPORTS

I. PORT ENGINEER'S REPORT: Mr. Sill gave an overview of new projects.

- Aurora Harbor Phase IV – Mr. Sill said that construction will begin around July 5th. The contractors will start by tearing down and building a new approach in about 3 weeks. Mr. Sill said there is a lot of fabrication going on in the background but there won't be a lot of progress until the fall on that project.
- Statter Harbor Phase IIID- Mr. Sill said the paving and uplands improvement project with Dawson has begun construction. There is a lot of coordination going on between Docks and Harbors staff and the tour operators. They just started rebuilding the kayak launch ramp so that project is just getting going. That project is being watched very carefully. There's a tremendous amount of coordination going on to make that go smoothly to have a construction project going on at the same time as one of the busier tourism operations in Juneau.
- Taku Harbor Improvement Project- Mr. Sill said that the replacing of all the old boarding floats with gangways is moving along nicely. Docks and Harbors had a pre-construction conference with Trucano Construction. No progress will be made until spring as there is a long lead time on the fabrication of the aluminum catwalks and aluminum gangways. The fabrication does not begin until November so that's why that will be a spring project when the weather is better.
- The Statter Harbor Office Re-Roof – Mr. Sill said that notice to proceed has been issued and Docks and Harbors are scheduling a pre-construction conference. So far the project is on track for completion before winter.

Mr. Hamilton asked who got the bid for the Statter Harbor Re-Roof?

Mr. Sill answered Dawson Construction, and it was approximately \$190K. Docks and Harbors is pleased that the engineers estimate for the project was high and that bids were favorable.

J. HARBORMASTER'S REPORT: Mr. Creswell reported:

- Port Storm Response: Mr. Creswell said that last Monday there was a storm that came up very quickly in the downtown area. The Celebrity cruise ship tied up at the AJ dock that came up broadside to the prevailing wind. It was a storm with sustained 65-mile hour wind. The ship had been docked for about an hour when the storm hit. The standard mooring lines set, with no warning of a large storm coming up. The Celebrity's bridge watch realized once the storm hit that their bow lines started coming off the dock and proceeded to dump the remaining lines to prevent damage to ship or damage to dolphins. The ship set the anchor down and got propulsion as they had the Carnival ship behind them. The Carnival ship was able to maneuver to give the Celebrity ship plenty of time to get their anchor grab and get propulsion up. No one was hurt. No structure was damaged, and emergency plans worked the way they should have. Mr. Creswell said he went down to AJ Dock with Mr. Green of Cruise Line Agencies of Alaska and the AJ dock representative. Mr. Creswell immediately notified the Coast Guard, and the cruise line worked with the pilot on board the ship. A tugboat was on standby, and the dock and ship staff were able to retrieve all the lines that were either dumped,

departed or hooked on to the dolphins. The ship was able to get their lines onboard and come back alongside the dock. Mr. Creswell said there were some logistical issues as far as whether to lighter or not lighter there people ashore. It turned out to be a quick enough evolution that passengers did not lighter to the ship. The ship and crew were happy with the way things were handled. There were additional buses at the AJ dock for people to take cover from the weather, but then it turned out to be sunny and 65 degrees after the storm passed. Everyone was able to nicely recover in the sunshine. Mr. Hinton and Mr. Creswell scheduled a debrief with the captain of the ship for this coming Monday. The debrief will cover lessons learned, best practices and ways to move forward in the event of something like this happening again. The weather service responded appropriately by issuing warnings and making phone calls. Kudos to the National Weather Service.

Ms. Smith said that it was her understanding that the Coast Guard was doing a report on the event. She asked if that copy can be made available to her.

Mr. Creswell felt that it may be two years before he would see that information, but it will probably be public information.

Mr. Leither commented that it sounds like everything was handled expertly. Mr. Leither asked what happens when people are on the gangway and people are in the water in storm events. What is Docks and Harbors liability in that situation? Is it Docks and Harbors responsibility to adjust procedures to ensure this doesn't happen again? Or is this a cruise ship and long shoreman situation?

Mr. Creswell said Docks and Harbors liability and that dock was none, because the dock is privately owned. Docks and Harbors cruise ship docks are not perpendicular to the wind, so risk is lower than AJ's dock. AJ has always been a point of concern for as they sit perpendicular to the channel and the prevailing forces come up the channel that's why we want to debrief and see what we can learn from the ship.

Mr. Leither said he was appreciative of the good job that was done. He asked if there is ship at the AJ dock, a privately owned dock, was it Docks and Harbors responsibility to step up?

Mr. Creswell said as Harbormaster he is involved in any emergencies that involve the maritime world. If Juneau continues to see storms of this nature, Mr. Creswell said he would activate the ICS structure and start a formalized command. Docks and Harbor started an informal command in a minivan at the AJ dock, and it was a divided and conquer approach between himself and Mr. Green. As far as next steps, communicating proper authorities, letting the Port know, getting clearance from customs to have crew, ships longshoremen on the dock dolphins. He said that the Harbormaster isn't always required to be there, but once there he was put to work.

Mr. Hamilton said is the Huna Totem dock going to be in the same situation, due to the perpendicular position of their dock?

Mr. Creswell responded he could not speak to that as he had not seen a final plan for the orientation of their dock design.

Mr. Becker said he didn't feel that the question about liability was addressed. He felt that should be pursued should a gangway fail.

Mr. Creswell answered that he could not speak to the liability right now but would investigate.

Ms. Smith said in the maritime world, the philosophy is that we all work together in an emergency. If it comes to a liability issue, that was a private dock. Does the liability ride with the cruise ship or Docks and Harbors?

- DNR Abandoned Derelict Vessel Reimbursement- Mr. Creswell said at the last meeting he had applied to DNR for disposal reimbursement of abandoned derelict vessels. Nine applications were submitted for the period of April 1st, 2024- May 31st, 2025. All 9 applications received approval for a total of \$84,320 from DNR. This reimbursement has covered most Docks and Harbors abandoned and derelict vessels over the last year. Mr. Creswell said that he didn't know if this money was only funding at one time or if it would be made available again. Should the funding be available again, he said that Docks and Harbors would continue to submit applications in the future. Mr. Creswell said that he is pleased by the result. Mr. Creswell said that in current vessel disposal news, the motor vessel Seal in A-float at Aurora Harbor, was successfully towed to Thomas Bay near Petersburg last week.
- Facility Maintenance- Mr. Creswell said there was a very low tide this morning, so staff re-positioned a loader and sweeper at the Auke Bay Loading facility and at the launch ramp and swept the green off.
- UAS Internship Program- Mr. Creswell said a new intern will be starting next week with the Docks and Harbors partnership with the University. Overall, very pleased with the results of the program.
- Cruise Ship Update- Mr. Creswell said that the Port are doing 8 ship turns this year and they are going very well. Docks and Harbors has a x-ray machine owned by CLAA that they bring on sight to screen bags. That is working very well and approved by the Coast Guard.
- Fourth of July Planning- Mr. Creswell said that next week, Juneau will have July 3rd fireworks and the July 4th parade. Docks and Harbors has been coordinating with JPD and CFR. Mr. Hinton and Mr. Creswell met last week and got together a press release regarding fireworks and safety on the Sea Walk.
- ROV- Mr. Creswell said that the remotely operated vehicle, the submersible vessel that Docks and Harbors has purchased has already paid for itself several times. Docks and

- Harbors are using it extensively with the Army Corp of Engineers for the Harbor breakwater study. Mr. Cryts, the staff operator, has taken it on and is adept at using it.
- Downtown Harbor Maintenance- Mr. Creswell said that the team is continuing with summertime pressure washing. Docks and Harbors received lumber for the rebuild of the Douglas float after damage from the fire last year. It will be delivered tomorrow to Aurora Harbor. We plan to get that float rebuilt and re-installed shortly following.
 - Statter Harbor Update- Mr. Creswell said messaging and operations with the Statter Harbor construction is going as well as can be expected. Docks and Harbors have felt the pinch a little bit from removing the employee parking and the spots that were located by the restrooms. Mr. Creswell said he didn't think that it would play into the construction congestion, but it is. Mr. Creswell said he is discussing a plan with Mr. Norbryhn for additional parking options should it be needed. On busy days when there are a large group of locals going out on either Goldbelt or Allen Marine there's a bit of a clog in the Harbor.
 - Army Corps of Engineers Breakwater Feasibility Study- Mr. Creswell said that Docks and Harbors received a public complaint today, as part of the general investigation there was a need for crab pot surveys being done around the project area. Docks and Harbors assisted the crew in setting crab pots. A member of the public made a complaint at City Hall that a Docks and Harbor member was pulling crab pots, which was true; however for research purposes.
 - Amalga Harbor- Mr. Creswell and Mr. Norbryhn went to Amalga harbor this morning at a negative 3.9 ft tide. They found there was significant silting on the south side of the ramp. Mr. Creswell said they would be working with Mr. Sill to come up with a plan to get that cleared up. There may be an option for a nationwide permit to dredge up 25 yards without having to get a special permit. Mr. Creswell said he was hoping to do that in October during the low tide cycle but may have to wait until spring. The north side is still fully useable.
 - Sea trails- Mr. Creswell said that sea trails are still in progress as Ms. Thrower has been making headway with the downtown boats. Mr. Norbryhn has got notices out in Statter Harbor so there is some movement there. Mr. Creswell said staff is working to bring people into compliance with Docks and Harbors Sea trial requirements.

Mr. Hamilton asked about Douglas boat owners and sea trials and whether exemptions were available. Would a patron need to come to the Board for an exemption?

Mr. Creswell said he has already acted in that situation. As soon as the patron made Docks and Harbors aware, they handled the concern.

Mr. Hamilton asked when the Douglas parking lot would be handled.

Mr. Creswell responded he has gone out with an RFQ and hopes to have a quote by next week.

- K. **ASSEMBLY LIASON REPORT:** Mr. Smith said he was asking the City Attorney about whether Docks and Harbors is bound by State law on types of appraisals for lease properties. The Assembly met on June 9, 2025 on to discuss the budget, the Capital Improvement Plan, the mill rate, and a proposal to approve the collective bargaining unit for MEBA employees. They are aware of the improvements in Taku Harbor and approved the commercial passenger vehicle regulations moving those to code. There was discussion regarding refunding Docks and Harbors bonds. The Statter Harbor Roof Repair was approved for \$199K. The Assembly met earlier this week and made appointments for the Docks and Harbor Board and appointed Ms. Smith, Mr. Mark Ridgeway and Mr. Robert Horchover to the Board. Mr. Smith said that on behalf of the Assembly he extends his thanks to the outgoing Chair, Mr. Etheridge for his long and many years of service on the Docks and Harbors board and Ms. Debbie Hart for her service.

Ms. Smith thanked Mr. Ethridge for being the chair and for his leadership.

Mr. Leither asked who all applied for the Docks and Harbor board.

Mr. Smith answered he believed there were 8 applicants.

Mr. Hamilton asked how many interviews were done.

Mr. Smith responded there were 2 who didn't interview so 6 were interviewed.

L. **PORT DIRECTOR'S REPORT:**

Mr. Uchytel said regarding the question from Ms. Smith of liability at various cruise ship berths was a difficult question. Mr. Uchytel said what would happen if there was a major mishap, the Coast Guard would investigate all major mishaps and there would be culpability or findings of responsibilities. A determination would be made on whether it was an infrastructure failure, whether it was a structural failure or whether it was a failure from the ship's crew or the pilot. He said it was complicated to ask what our liability is at City owned docks. All maritime mishaps are adjudicated by the Coast Guard. Mr. Uchytel said he felt very good about the layout of City berths and said he felt strongly that our structures are strongly built and maintained. Mr. Uchytel said at next month's Operations and Planning Committee meeting it will be an odd month with the new Board getting seated at the July Annual board meeting. The Ops committee is made up of minus the same body, Mr. Ethridge and Ms. Hart so it will be a 7-person meeting. Mr. Sooter will chair that meeting. The July Regular Board meeting will conduct elections for the Board Chair, Ops and Vice Chair.

Mr. Leither thanked Mr. Uchytel and complimented Docks and Harbor staff and facilities. He said he works as a doctor and if he had come to a car accident, he would be legally protected if he jumped into that situation even though he doesn't have malpractice coverage. That's following the Good Samaritan Laws. Mr. Leither asked whether there are similar laws that protect Mr. Creswell if he jumps into overseeing an accident that is not his responsibility.

Mr. Creswell responded that he didn't have the authority to direct operations upon the water. The Harbormaster job depends on what jurisdiction in that area; there are different authorities, which vary by state.

M. COMMITTEE ADMINISTRATIVE MATTERS

1. Next Operations and Planning Committee Meeting- July 24th, 2025.
2. Next Regular Board Meeting- July 31st, 2025

Mr. Hamilton asked whether he could make a motion not to have an Ops meeting next month as it's a busy time of the year.

Mr. Sooter said he thought that discussion could be held later if anything important didn't come up.

Ms. Smith said she felt it could always be canceled.

Mr. Ethridge said Mr. Sooter will chair the Ops meeting.

- N. SPECIAL ORDER OF BUSINESS** – Mr. Uchytel said on behalf of staff and other Board members he wanted to thank the Chair, Mr. Ethridge for his dedicated service to the community and Docks and Harbors especially. Mr. Uchytel said he appreciated his leadership and everything he has done. As a special note, Mr. Ethridge has helped with organizing the citizens' patrol. He was the impetus of bringing on Docks and Harbors nighttime watches. He wanted to thank Mr. Ethridge for his initiative, guidance and leadership and for showing up for all the meetings. He said he felt Mr. Ethridge should be very proud of the job he's done and that he has accomplished as the Chair of Docks and Harbors. He said Mr. Ethridge has been Chair since 2017 and it's been a pleasure to work with him.

O. ADJOURNMENT - Ms. Smith made a motion to adjourn.

Motion approved unanimously.



Port of Juneau

155 Heritage Way • Juneau, AK 99801
(907) 586-5255 Phone • (907) 586-2507 Fax

DATE: July 21, 2025

TO: Carl Uchytel, P.E. – Port Director

FROM : Matthew D. Sill, P.E. – Port Engineer

SUBJECT: Stockade Point Float Damage Observations and Recommendations

On July 16, 2025 D&H visited Taku Harbor to investigate reports of the damage to the Stockade Point float. The site visit was conducted by Matthew Creswell, Harbormaster, Angela Thrower, Harbor Operations Supervisor, and Matthew D. Sill, Port Engineer.

When we arrived on site, we observed a sharp bend in the float on the north end beyond the last pair of pilings. The damage is consistent with a failed dapp joint, which is a common failure mode for floats of this design and age. The timber rub strips were observed to have been pulled away from the float as it bent, and the deck boards were observed to have a sawtooth pattern at the cut ends typical of a racked float.



The 10' x 150' float was originally a portion of the old Taku Harbor Tee Float which was salvaged and moved to Stockade Point in 2005. The old Taku Harbor Floats were built between 1971 and 1984 based on a review historical documents harbor and personal photos.

The float design matches the typical ADOT/PF floats for the time period, which feature a longitudinal structural system consisting of 6x8 external stringers, 4x6 internal stringers and 8x8 structural bullrails. These members are pinned together with 3/4" dia or

1/2" dia bolts, with the decking acting as a diaphragm.

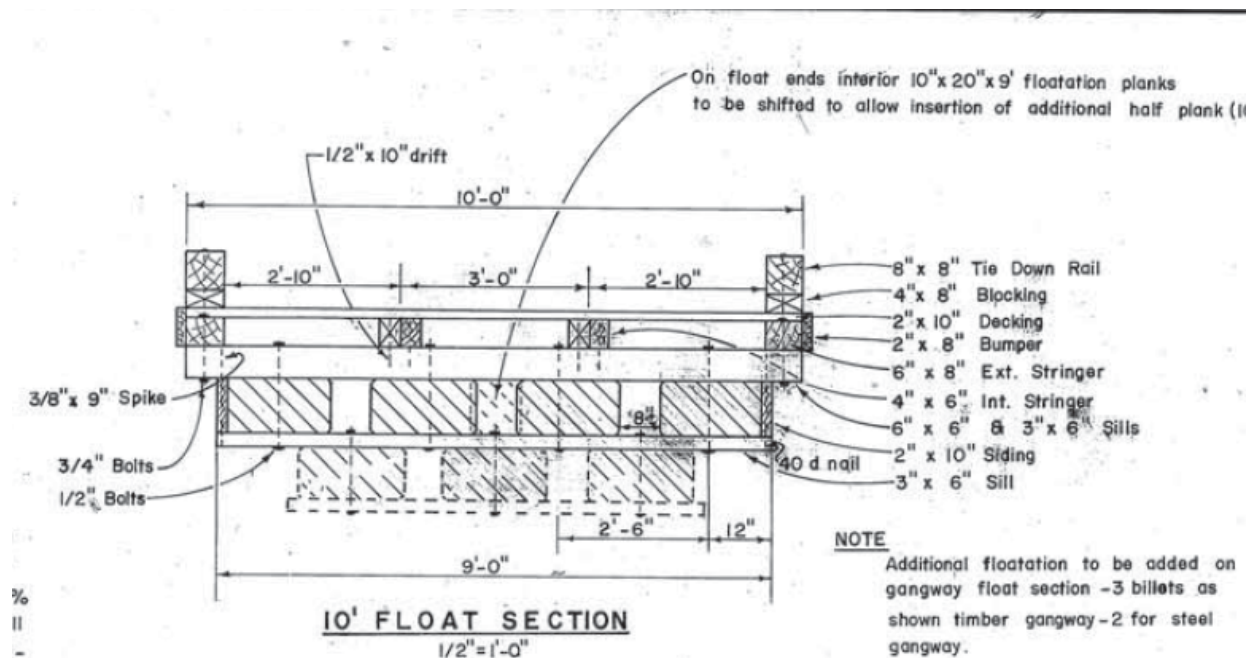


Figure 1: TYP. ADOT/PF FLOAT SECTION

As the decking rots out, it no longer provides resistance to loads perpendicular to the float, requiring all such loads to be carried by the longitudinal members. The longitudinal members are also simply pinned together, so that the entire float structure is free to rack in the absence of a decking diaphragm.

Connections between longitudinal members were provided by dapp joints at 25 foot intervals. This connection is quick and easy to fabricate, but exposes substantial poorly treated interior timber to the elements, promoting rot within the joint.

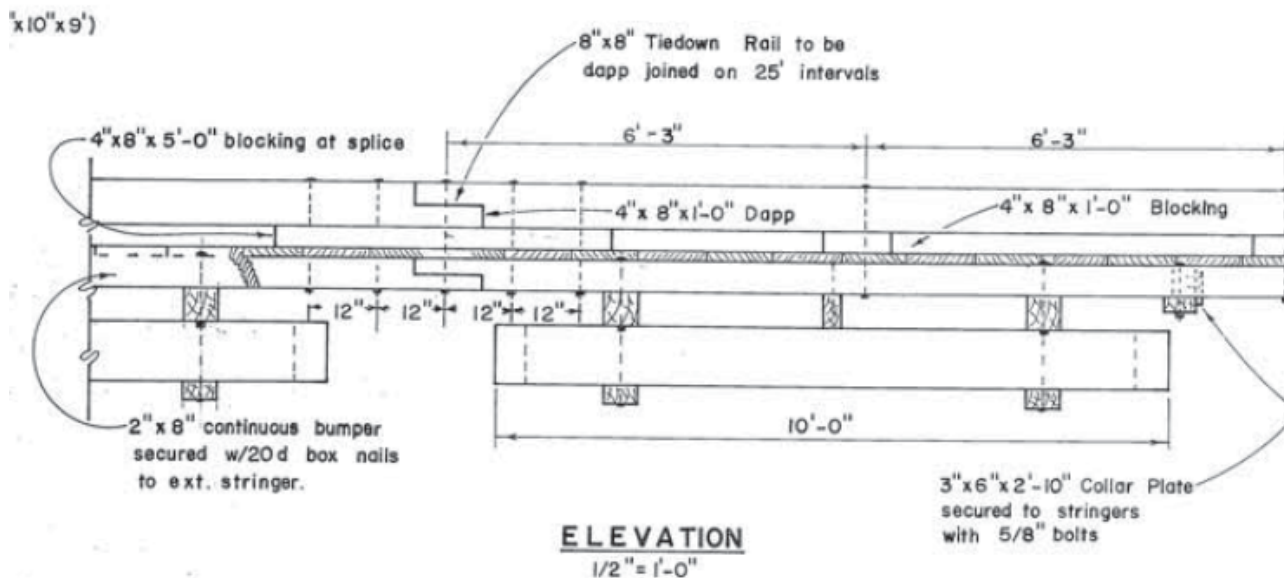


Figure 2: TYP. ADOT/PF FLOAT ELEVATION

The Stockade Point floats appear to have failed by failure of the dapp joints, through some combination of splitting and rot.

Recommendations:

The Stockade Point Float has reached end of life, after being installed in the current location for 20 years, and the original location for perhaps 30 years.

Repairing/refurbishing the float is not a cost-effective solution. In order to replace the damaged members, roughly 50 feet of float would have to be fully disassembled and rebuilt a piece at a time. Rebuilding the float in place is not practical, so the entire float would need to be returned to Juneau for refurbishment. Disassembly would likely reveal further structural deficiencies. At a minimum, the project would require replacement of the decking, bullrails, external and internal stringers. The flotation is also waterlogged and would require replacement. In a refurbish/rebuild scenario, only the steel pile hoops would be worth re-using.

I recommend replacing the float with new float modules of the same design currently being assembled for Aurora Harbor by Matheus Lumber. We could procure two 53 foot modules and one 43 foot module for a complete new 10'x149' float. We could bid the floats out quickly as the design is finalized.

A preliminary cost estimate for the replacement of the float follows:

Item	Description	Unit	Quantity	Unit Price	Amount
1	Mobilization	Lump Sum	All Req'd	\$0	\$0
2	Demolition	Lump Sum	All Req'd	\$20,000	\$20,000
3	Surveying	Lump Sum	All Req'd	\$1,000	\$1,000
4	Protected Species Observers	Lump Sum	All Req'd	\$10,000	\$10,000
5	Contingent Work - MMWS	HR	5	\$1,000	\$5,000
6	Furnish and Install 10x53 Float	Each	2	\$119,250	\$238,500
7	Furnish and Install 10x43 Float	Each	1	\$96,750	\$96,750
8	Furnish 12.75" dia piling	Each	6	\$7,000	\$42,000
9	Install 12.75" dia. piling	Each	6	\$7,000	\$42,000
10% Contingency:					\$45,525
Recommended Project Budget:					\$500,775

The costs shown here are based on the numbers provided by WMC and TCC for the Aurora Harbor Rebuild – Phase IV project. I have generally picked the higher bid value to be on the safe side and pro-rated the lump sum items based on roughly how much smaller the Stockade Point Float is than the Aurora Harbor project. We could re-use the existing piling as a cost savings measure, for a reduction of \$42,000.

The mobilization cost of zero is based on the hope that we can combine this work with the Taku Harbor Improvements project.



REQUEST FOR PROPOSAL

RFP DH26-007

STATTER HARBOR BREAKWATER – GEOTECHNICAL INVESTIGATION

Issued by: _____ **Date:** _____

Carl Uchytíl – Purchasing Officer

STATTER HARBOR BREAKWATER – GEOTECHNICAL INVESTIGATION
RFP DH26-007

SCOPE OF SERVICES: The City and Borough of Juneau (CBJ) – Docks & Harbors is requesting proposals from qualified geotechnical drillers to collect subsurface soils to depths of 100 feet below mudline. The Contractor is to provide geotechnical drilling and sampling equipment for 2 test borings with the option of up to 6 test borings extending 100 feet below the mudline in 150 feet of water in Auke Bay, Alaska.

PRE-PROPOSAL MEETING: A non-mandatory pre-proposal conference call will be held at **10:00 a.m., Alaska time on July 10, 2025.** Persons interested in submitting proposals are encouraged to attend. Proposers intending to participate via teleconference shall request the call-in information from the CBJ Docks & Harbors, by emailing Carl.Uchytel@juneau.gov by 4:30 p.m., on July 9, 2025.

QUESTIONS REGARDING THIS RFP: Carl Uchytel, Purchasing Officer, phone 907-586-0294, fax 907-586-0295, Carl.Uchytel@juneau.gov is the sole point of contact for all issues pertaining to this procurement.

NOTICE TO PROPOSERS: CBJ Docks & Harbors only accepts proposals submitted electronically, through Public Purchase. Information regarding Public Purchase, a free e-procurement service, can be found at the following links:
<https://juneau.org/finance/purchasing/bids-rfps> and <http://www.publicpurchase.com/>

DEADLINE FOR PROPOSALS: Electronic proposals are to be uploaded to Public Purchase prior to **2:00 p.m. Alaska Time on July 23, 2025,** or such later time as the Contract Administrator may announce by addendum to planholders at any time prior to the submittal date. It is the responsibility of the Proposer to submit all solicitation documents, by the advertised deadline. Submitting any response to a solicitation shall be solely at the Proposers risk. CBJ will attempt to keep all office equipment used in methods of document receipt, in working order but is NOT responsible for communications or documents that are late, regardless of cause. No Proposer documentation will be accepted as proof of receipt. Prior to any deadline, Proposers are strongly encouraged to confirm receipt of any submitted documents with Docks & Harbors. All electronic submittals must be uploaded as an Adobe Portable Document Format (PDF). Proposers will not secure, password protect or lock uploaded files; the City must be able to open and view the contents of the file. Proposers will not disable or restrict the ability of the City to print the contents of an uploaded file. Scanned documents or images must be of sufficient quality, no less than 150 dpi, to allow for reading or interpreting the words, drawings, images or sketches. The City may disqualify any Submittal Response that does not meet the criteria stated in this paragraph.

Disadvantaged Business Enterprises are encouraged to respond.

CONTACT INFORMATION REGARDING ELECTRONIC SUBMITTALS

City and Borough of Juneau, Docks and Harbors
155 Heritage Way
Juneau, AK 99801

The CBJ Docks and Harbors phone number is (907) 586-0292

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- 6.0 INSURANCE REQUIREMENTS**
- 7.0 PROTESTS**
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ATTACHMENT 1 – PROJECT LOCATION & VICINITY MAP

ATTACHMENT 2 – BID SCHEDULE

ATTACHMENT 3 – STANDARD CONTRACT

1. GENERAL INFORMATION

The Contractor will furnish all labor, management, facilities, supplies, equipment and material (other than those to be furnished by CBJ or USACE-AD as hereinafter provided), and do all things necessary for performance of the work as set forth below. The Contractor will furnish the required personnel, equipment, instruments, and transportation, as necessary to accomplish the required services and furnish to CBJ and USACE-AD reports and other data together with supporting material developed during the period of service. During the execution of the work, the Contractor will provide adequate professional supervision and quality control to assure the accuracy, quality, completeness, and progress of the work.

1.1 Purpose

The U.S. Army Corps of Engineers - Alaska District (USACE-AD) is conducting a geotechnical site investigation in Auke Bay in Juneau, Alaska. This request for bids is to provide drilling services, sampling equipment, and a vessel of opportunity. The investigations will consist of drilling and sampling. Ultimately, the geotechnical data obtained will be used to create a geotechnical data report by USACE-AD staff. To perform the planned investigation, USACE-AD needs to obtain geotechnical drilling and sampling services. **USACE-AD will provide an engineer to log soil boreholes and collect soil samples.** The location of the test borings is still to be decided by USACE-AD. A boring location map will be provided no later than 30 days prior to the Contractor mobilizing to the project site.

1.2 Attachments

- 1) *Attachment 1 – Project Location and Vicinity Map*
- 2) *Attachment 2 – Bid Schedule*
- 3) *Attachment 3 – Example Contract*

1.3 Definitions

Whenever the term “USACE-AD” is used herein, it refers to the U.S. Army Corps of Engineers - Alaska District. Whenever the term “CBJ” is used herein, it refers to City and Borough of Juneau. Whenever the term “Contractor” is used, it refers to the Contractor performing the work specified.

1.4 Responsibility

The Contractor is to furnish sufficient technical, supervisory, and administrative personnel to ensure the expeditious accomplishment of the work specified in this Request for Proposals (RFP). Additionally, the Contractor will furnish all services, materials, supplies, labor, and equipment in connection with this RFP.

1.5 Proposal Submission and Preliminary Work Plan

Submit to CBJ and USACE-AD an electronic copy of the preliminary geotechnical drilling work plan at the time of proposal submission. The preliminary work plan will include the proposed work schedule, method of drilling and sampling, a description of the equipment and sampling tools that will be used. A list of drillers/driller helpers, subcontractor personnel, and their experience are also to be included in the submission (see 5.0 Evaluation of Proposals).

1.6 Permits

The Contractor must comply with all Federal, State, and local laws, regulations, and ordinances relating to the performance of this work. The Contractor must coordinate and acquire all required certifications and licenses required by Federal, State, and local law for the execution of this work.

CBJ will secure all necessary permits for the Contractor to complete the work.

1.7 Schedule

The start date of fieldwork will be at a time mutually agreed upon between the Contractor, CBJ, and USACE-AD, however, all drilling is to be completed no later than July 31, 2026. The required Detailed Work Plan must be submitted to CBJ and USACE-AD a minimum of 30 days prior to the start of fieldwork. It is anticipated that the drilling operation will take place 24 hours per day, assuming 3 days at each location. USACE-AD is prepared to have engineers on site until the project is complete.

1.8 Requirements and Qualifications

At a minimum, the drillers will demonstrate experience in geotechnical exploration drilling. The lead driller's work experience is to include a minimum of three projects conducting offshore geotechnical investigations of similar scope and borehole depths.

1.9 Examination of Site

The Contractor should become familiar with the nature and conditions of the site, the type of equipment and facilities needed, and all matters which may in any way affect the work to be performed under this contract. Failure to take this precaution will not relieve the Contractor from furnishing all material and labor necessary to complete the contract without additional compensation.

1.10 Protection of Property

During the field activities if any previously unidentified or unanticipated historical, archaeological, and/or cultural resources are discovered, all activities in the vicinity of the find must be temporarily suspended until advised by CBJ or USACE-AD to resume field activities.

2.0 Rules Governing Competition

2.1 Pre-Proposal

Proposers should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP. Proposers should become fully aware of the nature of the services requested and the conditions likely to be encountered in performing the services.

2.2 Proposal Development

The content of proposals will be kept confidential until the selection of the contractor is publicly announced. All materials submitted in response to this RFP will become the property of the CBJ. Proposals shall be retained for the official files of Docks & Harbors and will become public record after announcement of the successful contractor. The CBJ reserves the right to reject any or all proposals. Proposals are to be prepared in such a

way as to provide a straightforward, concise delineation of the Proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on conformance to the RFP instructions, responsiveness to the RFP requirements, and on completeness and clarity of content.

This solicitation does not commit CBJ to select any Contractor for the requested services. All costs associated with the respondents' preparations, submission and oral presentations (if applicable) shall be the responsibility of the Proposer.

Submission of a proposal indicates acceptance by the proposer of all the terms, conditions and specifications contained within the RFP. Proposals must be received no later than the date and time specified in the cover letter. Proposals not received by the date and time specified in the cover letter will not be considered.

2.3 Disclosure of Proposal Contents.

The City and Borough of Juneau, a municipal corporation and political subdivision of the State of Alaska, is subject to the Alaska Public Records Act codified at AS 40.25.100-220, and the public records provisions in the CBJ Charter, section 15.7. The contents of proposals submitted in response to this RFP will be kept confidential until the selected contractor is announced. Immediately following announcement, all proposals become public information. Trade secrets and other proprietary data contained in a proposal may be held confidential, to the extent allowed by law, by the Purchasing Officer, upon request in writing by a proposer. Material considered confidential by the proposer must be clearly identified and marked (page, section, etc.) by the proposer, and the proposer must include a brief statement that sets out the reasons for confidentiality. Marking the entire proposal confidential is not acceptable and may be cause for the City to reject your proposal as non-responsive.

3.0 SCOPE OF WORK

3.1 General

The purpose of this exploration is to characterize the subsurface soils to depths of 100 feet below mudline. The Contractor is to provide geotechnical drilling and sampling equipment for test borings extending 100 feet below the mudline in 150 feet of water. A project vicinity map is provided as Attachment 1. USACE-AD is still finalizing the locations of the boreholes. The locations of boreholes will be determined no later than 30 days prior to the contractor mobilizing to the project site.

3.2 Work Plan

Prior to starting work, a Detailed Work Plan must be submitted by the Contractor. The detailed Work Plan must include the proposed work schedule, a description of drilling and sampling methods, and a listing of subcontractors involved in the work. The detailed work plan should also include wave conditions that are acceptable for safe operation of equipment and vessels. The Detailed Work Plan must also include a quality assurance plan and accident prevention plan.

3.3 Mobilization and Demobilization

Prior to mobilization, a pre-trip meeting will be held to discuss the Detailed Work Plan and other services within the project scope. No separate payment will be made for moves between boreholes. Mobilization and demobilization will consist of delivery of all equipment, materials, supplies, vessels of opportunity, and personnel required for the work at the project site. The Contractor will deliver soil samples that are collected as part of the investigation to Anchorage, Alaska. The Contractor will provide Notice to Mariners during on-site work.

3.4 Geotechnical Drilling and Soil Sampling

The Contractor will furnish all personnel, equipment, transportation, vessels, and materials necessary to support the drilling effort described in this Statement of Work. Drilling equipment is to be equipped with all the accessories necessary for sampling to the depths specified in the Bid Schedule. All casing, drill stem, drill bits, samplers, sample catchers, drill fluid, pumps, and power necessary to accomplish the required boreholes and sampling is to be provided by the Contractor in a new or like-new condition. Any lost or abandoned equipment will be the responsibility of the Contractor to remove at no cost to CBJ. If drilling refusal is encountered due to dense soils, gravels, cobbles, boulders, abandoned man-made obstacles, or any other types of obstruction, suitable methods will be used to drill through such obstructions.

Proposed borehole locations may be offset due to natural obstructions, vessel traffic, or utilities upon USACE-AD approval. The project area may have historical or cultural resources (such as shipwrecks) that have not been identified or located. Prior to advancing the drill casing from the water column into the subsurface, an archaeologist provided by USACE-AD will lower a camera down the drill casing to visually assess the seafloor conditions. This quick assessment is intended to ensure that no cultural or historical resources will be impacted by the drilling activities and is designed to minimize any disruption to the drilling process. Boreholes found to interfere with cultural resources will be relocated such that they are as close to the intended location while ensuring no impact to the historical/cultural resource.

Drilling operations will take place in the vicinity of floating breakwater anchor chains, which may pose a risk of entanglement with the drilling vessel's anchors or positioning system. The Contractor will address this potential conflict in the Work Plan and include appropriate measures to avoid interference with existing infrastructure.

Boreholes and penetrometers may be relocated in the field within a radius of 50 feet to accommodate field conditions without prior USACE-AD approval. Contractor should anticipate presence of cobbles and boulders in the subsurface. USACE-AD reserves the right to change the location of boreholes and to adjust the depths and sampling intervals according to the nature of the subsurface conditions and materials encountered.

The USACE-AD will provide qualified Engineers, experienced in subsurface exploration to document all drilling, sampling, and testing operations. These individuals will be responsible for classifying samples and logging boreholes.

Sonic drilling or continuous sampling methods may be used. If continuous sampling is performed acrylic liner samples will be required for up to 30 feet of drilling per borehole to obtain relatively intact samples.

If non-continuous sampling is performed, Large Penetration Test (LPT) split-barrel samples will be collected at the surface and at the following depths: 2.5 feet, 5 feet, 7.5 feet, 10 feet, and at five-foot intervals to the bottom of the boreholes. LPTs must be performed with a 3.0 inch outside diameter by 2.5 inch inside diameter split-barrel sampler driven 18-inches below the drill casing with an automatic safety impact hammer weighing 340 lbs. Otherwise, all the provisions of ASTM D1586 must apply. At the discretion of USACE-AD, one additional LPT sample may be required between pre-determined sample intervals for each test borehole at no additional cost.

3.5 Penetrometer Test

One (1) penetrometer test will be performed adjacent to each borehole. Penetrometer tests will utilize NWJ diameter rod or similar and a 340 lbs impact hammer. Blow counts will be recorded for every 1-foot increment of penetration to 100 feet or refusal, whichever comes first. Refusal will be defined as 100 blows per foot.

3.6 Vessel of Opportunity and/or Support Vessels

Access to the offshore boreholes will require a watercraft that will also serve as a working platform. Drilling and sampling shall be performed offshore in waters up to 150 feet deep. The watercraft shall be stable enough to drill and perform split barrel sampling in waters up to 150 feet deep. The vessel will have space for one CBJ and up to three USACE-AD personnel to perform necessary duties with respect to the site investigation. CBJ Docks and Harbors will transport CBJ and USACE-AD personnel between the shore and the working platform.

3.7 Backfilling Boreholes

Upon completion of drilling it is permissible to leave boreholes to naturally in-fill.

4.0 BASE BID SUBMITTAL (See Attachment 2 – Bid Schedule)

Item 1 – Mobilization and Demobilization

Payment will be made for costs associated with mobilization and demobilization in accordance with Section 3.3. No separate payment will be made for moves between boreholes. The proposal is to include a breakdown of the cost associated with the Mobilization and Demobilization for the project. The unit of measure is per contract.

Item 2 – 100-ft Borehole with Sampling

Payment will be made for costs associated with the completion of drilling and sampling in accordance with Section 3.4 for the borehole drilled to an approximate depth of 100 feet below

the mudline or as directed by USACE-AD. Payment is measured by the successful borehole completion as determined by USACE-AD.

Item 3 – 100-ft Penetrometer Test

Payment will be made for costs associated with the completion of a penetrometer test in accordance with Section 3.5 for a penetrometer completed to an approximate depth of 100 feet below the mudline or as directed by USACE-AD. Payment is measured by the successful penetrometer completion as determined by USACE-AD.

Item 4 – Vessel of Opportunity and Support Vessels

Vessel costs will be paid for as a job rate under Section 3.5 “Vessel of Opportunity and Support Vessels” for completion of the boreholes. This does not include vessel costs for the following:

- Vessel mobilization and demobilization time (included in Item 1)
- Stand-down time due to adverse weather delays (included in Optional Item 6)
- Stand-down time due to marine mammal monitoring (included in Optional Item 7)

Basis of Award

The contract will be awarded to the lowest responsive bidder for the total of the Base Bid Items. The qualified bidder will meet the requirements in Section 5 as determined by the Purchasing Officer.

Additive Bid Items

Additive Item 5 – Additional 100-foot Borehole

This item is the same as base bid item No. 2, except that these additional boreholes may be authorized by the Owner as time and funding permits.

Additive Item 6 – Additional 100-ft Penetrometer

This item is the same as base bid item No. 3 except that these additional penetrometers may be authorized by the Owner as time and funding permits.

Additive Item 7 – Vessel of Opportunity and Support Vessels

This item is the same as bid item No. 4, except that these additional days of vessel of opportunity may be authorized by the Owner as time and funding permits.

Additive Item 8 – 1-Hour Stand-Down due to Adverse Weather

There may be occurrences of inclement weather (adverse storm/wave conditions) at the project site when field operations cannot be performed due to concerns for quality data acquisition and general safety at the project site. The Contractor will propose stand-down unit rates, in terms of 1-hour time increments. General guidelines for inclement weather for this SOW optional item are defined as when the barge or vessel of opportunity that is utilizing a drill rig to sample is unable to hold position for drilling using reasonable effort and measures. The Contractor will propose separate stand-down unit rates, in terms of 1-hour time increments.

Additive Item 8 may be exercised at any time during field work. The quantity in the proposal schedule is estimated and will not be exceeded. The Contractor will inform and receive approval from CBJ or USACE-AD prior to implementing an increment of stand-down time. Photographic and weather reports of the inclement weather at the site will be required on an hourly basis to document occurrences. Unit rates for stand-down time, given as a 1-hour time increment, will be established as options. Only eight 1-hour options will be awarded per shift for any given weather day. The Contractor should assume 4 weather standdown days (32 1-hour increments).

Additive Item 9 – 1-Hour Stand-Down due to Marine Mammal Monitoring

Geotechnical exploration work has the potential to impact marine mammals. The Government will provide protected species observers (PSOs) to monitor the applicable exclusion radii for geotechnical exploration activities. The exclusion radii applicable to various project activities is shown in Table 4-1. The PSOs will be required to have a clear view of the exclusion radii during project activities and will have no other duties during project activities. The PSOs will observe the exclusion radii for 30 minutes prior to allowing work to begin for the day and prior to allowing work to recommence after a stoppage. Adequate visibility considering environmental conditions such as light and weather to observe the exclusion radii must be available to allow work to commence. The PSOs will have the ability to stop work, as soon as safely possible, if a marine mammal is observed in the exclusion radii or appears to be on a path to encroach on the exclusion radii.

Table 4-1. Exclusion radii applicable to various project activities.

Project activity	Exclusion radius
Drilling	360m
LPT	50m
Penetrometer	50m
Transit	50m
Repositioning	50m

There may be occurrences of marine mammal monitoring impacts when the vessel is unable to perform the geotechnical drilling. If the marine mammal monitoring shutdown exceeds 1-hour, Additive Item 9 may be exercised for consecutive hours until the shutdown is complete, as required by the USACE marine mammal observer. The Contractor shall propose separate stand-down unit rates, in terms of 1-hour time increments.

Additive Item 9 may be exercised at any time during the task order period of performance, the quantity in the proposal schedule is estimated and shall not be exceeded. The Contractor shall inform and receive approval from the CBJ or USACE-AD prior to implementing an increment of stand-down time. Reports of the marine mammal within the shutdown distance will be required on an hourly basis to document occurrences. Unit rates for stand-down time, given as a 1-hour time increment, will be established as options. The Contractor should assume 24 marine mammal stand-down hours for the geotechnical investigation.

5.0 **EVALUATION OF PROPOSALS**

5.1 **Criteria**

Factor 1 Technical Approach: The bidder should prepare their proposal based on information provided in the solicitation documents. The Technical Approach description shall be no longer than 2 total pages in length (not including resumes and/or certificates), with bidders specifically addressing the following items:

1. Proposed geotechnical drilling work plan which will include:
 - a. Proposed work schedule,
 - b. Method of drilling and sampling,
 - c. Description of the equipment and sampling tools that will be used,
 - d. Confirmation of OSHA 30.
2. Work Experience of Lead Driller – The lead driller’s work experience shall include minimum of three projects conducting geotechnical investigations.
3. Work Experience of Driller Helper(s) - A list of drillers/driller helpers and their experience are to be included in the submission.
4. Project Experience – Provide examples of 3 successful offshore drilling projects.

Factor 2 Price: The Bidder shall prepare and submit Attachment 2, BID SCHEDULE. The Bidder shall submit both a PDF and Excel native file of the price proposal. For unit price items, ensure the quantity multiplied by the unit price exactly equals the extended price. All work necessary to complete the project shall be identified within one of the tasks described.

5.2 **Evaluation Process**

This is a Lowest Price Technically Acceptable (LPTA) solicitation. The government will evaluate the proposals in accordance with the criteria described herein and award a firm fixed price contract to the responsible bidder whose proposal is determined to represent the Lowest Price Technically Acceptable proposal. The government will evaluate technical proposals in accordance with the criteria described herein and will award a contract to the Lowest Price Technically Acceptable bidder. Award will be made on the basis of the lowest evaluated price of those proposals that are deemed acceptable. Proposals receiving an “Unacceptable” rating in any of the evaluation factors will be excluded from consideration for award.

The evaluation factors for this action are:

Factor 1: Technical Approach

Factor 2: Price

Adjective Ratings: The following adjective ratings will be used in the evaluation of Factor 1: Technical Approach

Acceptable (A): The proposal clearly meets the minimum requirements of the solicitation.
Unacceptable (U): The proposal does not clearly meet the minimum requirements of the solicitation.

PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated in accordance with the selection criteria below.

FACTOR 1 TECHNICAL APPROACH

CBJ will evaluate the bidder's proposed Technical Approach to determine if the plan is consistent with the criteria requirements specified in Section 5.1. At a minimum, the drillers will demonstrate experience in geotechnical exploration drilling. shall include a minimum of three projects conducting offshore geotechnical investigations.

The evaluation standard has been met when the bidder demonstrates a Technical Approach that is achievable and clearly details how the project will be executed by addressing the scope of work and proposal submission requirements. The schedule in the work plan will be evaluated to determine if work will be completed within the required timeframe.

FACTOR 2 PRICE

Price will be determined by total price for the base bid. Price will not be rated or scored, but will be evaluated for fairness and reasonableness. The price evaluators will also check for appearance of unbalanced line item prices. Bidders are cautioned to appropriately distribute direct and indirect cost to the appropriate bid items. If deemed necessary, supplemental price breakdown information will be requested and used to assist the Government in performing the price evaluation.

Evaluation of the proposals will be performed by a committee selected by the Docks & Harbors Purchasing Officer. CBJ will award based Lowest Price Technically Acceptable submission.

6.0 INSURANCE REQUIREMENTS

The insurance requirements for this project are specified in Attachment 3 – Standard Contract, under Appendix C.

7.0 PROTESTS

The protest period begins with the posting of a notice of apparent successful proposer, in the CBJ Purchasing Division.

Protests shall be executed in accordance with CBJ Ordinance 53.50.062 PROTESTS and 53.50.080 ADMINISTRATION OF PROTEST. Copies of the ordinances describing protest procedures are available from the CBJ Purchasing Division, 155 Heritage Way, Juneau, Alaska. Questions concerning protests or protest procedures should be directed to the CBJ Purchasing Officer at 907-586-5215 ext. 4071. CBJ Ordinance 53.50 can be viewed electronically at the following webpage: www.juneau.org/law-department.

8.0 OPERATOR'S GOOD STANDING WITH CBJ FINANCE DEPARTMENT

Operator's must be in good standing with the CBJ prior to award, and prior to any contract renewals, and in any event no later than **seven business days** following notification by the CBJ of intent to award. **Good standing** means: all amounts owed to the CBJ are current and the Operator is not delinquent with respect to any taxes, fees, assessment, or other monies due and owed the CBJ, or a Confession of Judgment has been executed and the Operator is in

compliance with the terms of any stipulation associated with the Confession of Judgment, including being current as to any installment payments due; and Operator is current in all CBJ reporting obligations (such as sales tax registration and reporting and business personal property declarations). Failure to meet these requirements may be cause for rejection of your proposal. To determine if your business is in good standing, or for further information, contact the CBJ Finance Department's Sales Tax Division at (907) 586-5215 for sales tax issues, Assessor's Office at (907) 586-5215 for business personal property issues, or Collections Division at (907) 586-5215 for all other accounts.