



**ASSEMBLY PUBLIC WORKS AND FACILITIES
COMMITTEE AGENDA**
August 4, 2025 at 12:10 PM

Assembly Chambers/Zoom Webinar

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

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

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

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. 2025-07-14 PWFC Minutes - Draft

F. AGENDA TOPICS

1. CIP Fund Transfers and Closeouts - Action Requested
2. Appropriation of ADNR Recreational Trails Program Grant for the ORV (35 Mile) Park Trails – Action Requested
3. Capital Transit Operations Update - Information Only
4. Capital Transit Route Status and Future Plans - Information Only

G. PWFC 2025 ASSEMBLY GOALS

1. PWFC Milestones

H. CONTRACTS DIVISION ACTIVITY REPORT

1. July 25, 2025

I. NEXT MEETING DATE

1. September 8, 2025, at 12:10PM

J. ADJOURNMENT

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



ASSEMBLY PUBLIC WORKS & FACILITIES

DRAFT - COMMITTEE MINUTES

July 14, 2025 at 12:10 PM

Assembly Chambers/Zoom Webinar

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

A. CALL TO ORDER

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C. ROLL CALL

Members Present In-Person: Chair Alicia Hughes-Skandijs; Maureen Hall, Paul Kelly, Greg Smith

CBJ Staff Present: EPW Director Denise Koch, Lead Transit Operator Matt Carpenter, Utilities Superintendent Brian McGuire, Contract Specialist Cristian Crabtree, Harbormaster Matthew Creswell, Chief CIP Engineer John Bohan and Municipal Clerk Breckan Hendricks.

D. APPROVAL OF AGENDA - Agenda was approved.

E. APPROVAL OF MINUTES

1. June 02, 2025 Meeting Minutes - Approved with no changes.

F. AGENDA TOPICS

1. State Revolving Fund (SRF) Pyrolysis Loan

Director Koch discussed the State Revolving Fund (SRF) Pyrolysis Loan. She explained that this is connected to their CBJ Wastewater Utility, who create biosolids. She said every utility that has biosolids has some level of PFAS contamination, and all utilities are struggling with the best ways to treat those biosolids that are financially prudent and environmentally sound. She stated that the Alaska Department of Environmental Conservation (DEC) is a partner with us in trying to solve those problems, and they provided us with SRF loan funding to design a pyrolysis unit, which is a type of treatment for biosolids, and then DEC found that they had additional money to loan that is for design and construction that is forgivable. However, federal dollars have a certain set of strings attached to them, and since this is a newer technology, there are some question about whether they would be able to find something that meets the federal strings such as Build America Buy America (BABA). She

added that is low risk to move forward, because even we can't meet the federal criteria and have to do a deappropriating ordinance later that there is no negative consequence from DEC. She asked the Committee to support this request and forward it to the Full Assembly for adoption.

Mr. Smith moved that the Public Works and Facilities Committee forward to the Full Assembly for adoption a resolution authorizing the application for a \$3, 391,000 SRF Loan for the pyrolysis unit at the Mendenhall Treatment Place. He asked for unanimous consent.

The motion passed.

2. Enhancing Transit VIP Pass Accessibility and Streamlining Certification

Director Koch talked about the Enhancing Transit VIP Pass Accessibility and Streamlining Certification. She stated they have paratransit and VIP passes, and the VIP pass provides free access to the fixed route system. She said it is pretty standard to have social service providers that have either staff for their organization or associations with other treating professionals that can attest if a person has a disability or problem that meets the eligibility requirements for the VIP pass. They recently received feedback from Gastineau Human Services that the list of treating professionals is too narrow and they have others familiar with these people's disabilities that they want to use to qualify people for a VIP pass. She commented that would have the consequences of expanding the number of people eligible, adding administrative burden, and not being able to quantify the exact reduction in revenue, but it would probably serve the community's overall goal in making Transit as accessible to as many people as possible. She voiced that if the Committee is interested, they would work with the Department of Law and finalize the language in the resolution and forward it to the Full Assembly to weigh in on.

Mr. Kelly asked if there was an estimate on the additional cost, but he said it sounded like they may not have that available.

Director Koch answered that they do not have a good way to estimate how many more people might be eligible and what the reduction would be, but that only had one social service provider has requested this, so she imagined it would be a finite group of people who would now be eligible and probably not be a substantial impact.

Mr. Carpenter agreed that they did not have a real way to estimate that, but he is not directly involved with the administration of the VIP program.

Ms. Hall commented that in the proposed revision it said add the words "but not limited to" before the list of licensed individuals, but in the current eligibility it does not necessarily say they are licensed professionals. She asked if they felt licensed professional needs to be spelled out.

Director Koch responded that is a really good point and they will touch base with the Department of Law on that. She said that for paratransit, there is federal oversight of what they do with it, but for the VIP pass, the language of treating professional or constellation of

professionals that can deem someone eligible for this service is up to the discretion of the Assembly, so they could add that language if they wanted to.

Ms. Hall expressed that she did not know if they should limit it, but she suggested getting more feedback from the social service providers to see if that would be helpful, and to see if someone like a housing navigator could do that instead of jumping through additional hoops by having a licensed professional complete that.

Mr. Smith inquired about Capital Transit's ridership revenue.

Director Koch answered that they talked about fare free transit about a year and a half ago, where they looked at the revenue loss, and it came to around \$425,000 in fares. She said in general, ridership has been on slow recovery post-COVID, so it may be slightly more now.

Mr. Carpenter added that he did not know for sure, but he asked about this a week ago, and he was told that fare revenue is at about \$500,000.

Mr. Smith expressed that he looked it up in the budget book and under transit it said charges for service was about \$500,000.

Chair Hughes-Skandijs stated that before going down a rabbit hole of adding more work for staff, she supported adding the words, as that was a good concern to be brought forward. She felt that as long as they have the words "but not limited to" that should be sufficient.

Mr. Kelly moved that the Public Works and Facilities Committee approve the expansion of treating professional by adding "but not limited to" and that we direct staff to work with Law to forward a code change to the Full Assembly. He asked for unanimous consent.

Mr. Smith objected for purposes of a question. He asked if the professionals doing this would have to say if someone meets the criteria and sign their name and title.

Director Koch responded that they fill out a form and put their professional credibility, say they are familiar with the person and their issues, give their best professional judgment, and sign their name to it.

Mr. Smith was good with the change and removed his objection.

The motion passed.

3. Capital Transit Operations Update

Director Koch gave information on the Capital Transit Operations update. She first discussed the impact on cruise ship passengers on our local ridership, which has always been an item of concern during this time of year. She said the summer of 2023 was the worst year, where Engineering and Public Works and Capital Transit were caught flat-footed due to changes in the private sector that resulted in many more passengers using the Downtown Transit Center to get out to the glacier. She said the main concern with that is that the buses would

fill up with tourists and be full and not available to local ridership, including at critical and popular stops such as Fred Meyer. She stated that in 2024, they requested and received marine passenger fees to augment the service and increase the Route 8 service to accommodate that, which generally went well, and then requested more dollars for marine passenger fees to expand the Route 8 service a little bit in 2025. She voiced that what really upset the community was when locals were being passed by full buses, and there are a couple of times a week they still pass local people, but generally when they are passed up they normally only have to wait another 15 minutes for a bus, so they have not seen very many rider complaints.

Mr. Carpenter added that it is hard to predict exactly when passengers are being passed up, but it seems to be largely weather dependent.

Director Koch then went over bus electrification and status update. She expressed that things are going well and they are moving in the direction of transportation to get electrified, even though there have been some speed bumps along the way. She said they are using GILLIG, who has a long storied history of producing buses and have changed as consumer demand has changed. She noted that getting the buses in the winter was great timing, as they could really see if they had range anxiety with them, and they recently finished the charging projects at Valley Transit Center and the Bus Barn so they can now charge more buses and have more of the newer fleet out on the road. She expressed that one or two buses seem to have a challenge charging in the evening, but the manufacturer thinks it is a software issue, so they are going to do a software upgrade. She said that overall they are working well, people can charge their phones on them, and they are pretty happy with them.

Mr. Carpenter shared that they have gotten a lot of positive feedback from the public and the drivers on these buses.

Mr. Kelly asked if any of our electric buses ever ran out of charge during a route and how they handle that if it does.

Mr. Carpenter answered that they have not had any buses that have run out of charge, but have had other intermittent issues where buses have failed on route due to software issues.

Director Koch gave an update on token transit and social services. She expressed this is another area that has been overall positive. She said in terms of the user experience, it seems pretty seamless and there are options to buy multiple fares, monthly fares, individual fares, and it has the fare capping aspect, which is really helpful for people who are more economically challenged. She stated one issue that has come up is that they have been phasing out the physical tokens, but the tokens they do have were provided to the social service providers and admin staff at Capital Transit has done outreach with different social service providers on existing options.

Mr. Smith voiced interest in making Capital Transit fare free on municipal and state/federal election days for all riders. He then did the quick math of \$500,000 being divided by 365 is about \$1400 of revenue loss. He asked for feedback or thoughts on how big of an

administrative burden that would be to be fare free on election days in terms of implementation for the team, drivers, and staff.

Director Koch responded that would operationally work well. Superintendent Ross told her that the biggest challenges drivers have with passengers are about someone who cannot find their pass or do not have the \$2, and how big of a stickler the driver will be in those situations. She said they also had conversations about fare free and operationally how difficult or easy that would be, and Superintendent Ross said that is actually easier than the situation we have right now.

Mr. Carpenter felt it would be fairly easy on the transit side to implement that, but the bigger challenge could be getting the word out to the public .

Mr. Kelly shared that he would support the idea of fare free on election days and would possibly be interested in further expanding it. He realizes that voters in Juneau have more options with voting by mail and dropboxes, so it may not be necessary for the October election day, but was entertaining amending Mr. Smith's motion to include our annual October elections.

Ms. Hall asked if the tokens currently are being given at no charge to the social services providers or if they purchasing them and then handing them out to patrons.

Director Koch believed they were charging the social service providers for the tokens but she said she would verify and get back to the Committee on that.

Ms. Hall agreed that having a more expansive ability to issue the VIP passes would also help with the transition, as she hears concerns from the people being served by some of these agencies that do not have access to a phone or banking ability to pay for their own passes.

Chair Hughes-Skandijs echoed that, and added that as they get further along, she is sure they will here again from social services.

Mr. Smith moved that staff bring back to the Public Works and Facilities Committee legislation that would exempt fares on the municipal election day and the general election day. He asked for unanimous consent.

Chair Hughes-Skandijs objected for a comment just to say that they will just start with these days and see how many days they can get to.

Chair Hughes-Skandijs removed her objection.

The motion passed.

Mr. Smith expressed he was reached out to by community partners about all school-aged children riding the bus for free. He said he would need to do a little bit of work back and forth of the impetus, but it looks like youth 6-18 pay a reduced fare right now. He asked if they were to exempt all people under age 18 what revenue loss would they have.

Director Koch answered that it they could probably come up with an estimate on that, but they would not have real data, as she did not know how much they discern between the ages when counting passengers. She brought up that children could use their school IDs as proof.

Chair Hughes-Skandijs inquired about the administrative level of tracking based on how they track ridership and all the places people can purchase fares. She asked if they get any data from this about what people are purchasing or if there is a way to chunk out our ridership.

Director Koch responded that there is a lot more quantifiable data about token transit because there is a different fare for adults versus a child so they have a partial view in term of data, but we would have to make some estimates and assumptions.

Ms. Hall commented that when she has purchased passes, she did have to specify youth or adult and it states that on the receipt, , but she did not know about the accessibility aspect.

Mr. Smith said maybe this no fare for youth is something he can work with Director Koch on and bring it back.

Chair Hughes-Skandijs expressed that she supported him talking with staff more on it and getting it on a future agenda to discuss.

Mr. Kelly was also in support of that.

Ms. Hall voiced that she would be interested in learning a little bit more, as currently under the McKinney-Vento Act, students experiencing homelessness are already eligible for themselves and one family member to have monthly bus passes. She wondered if there would be an easy way to tie it to students that qualify for free and reduced lunch.

Director Koch expressed they are in a good place in terms of staffing for drivers and finally staffed on mechanics. She stated that in terms of bottlenecks, if someone wanted to expand services or not, it is not limited by drivers or mechanics, but by buses that are broken down. She said the next memo talks about the potential for expansion in route service in different areas.

Mr. Kelly was curious about the potential to expand coverage. He said he was thinking about the potential that public transit has to have an impact on housing in Juneau and what it would take to have more frequency downtown or expand into other areas of town where they do not have a lot of coverage that could be potential for housing.

Director Koch responded that those are good questions because they have finite resource and are always making tradeoffs. She mentioned that when contracting routes, because they are low on labor or expanding routes, they are doing that in mind with actual ridership and they have information on ridership. She added that the bus drivers are a good resource in saying where are people are getting on and at what particular routes. She shared that when they contemplated changes to the system a few years ago, they worked with Rain Coast

Data to do a survey for riders and asked them to make tradeoff decisions, and there was a resounding response from the riders that having more and consistent core routes is what was important to them, so they are always thinking about that when making decisions.

Mr. Carpenter voiced that in transit planning, there is always tension between geographic coverage and ridership and how to allocate the finite resources. He stated if they did expand services into areas, they could get some ideas based on population density, but it is challenging to predict what sort of ridership they might achieve.

4. Capital Transit Route Status and Future Plans

Chair Hughes-Skandijs voiced they would hold this until the next agenda due to the time, as well as the staffing vacancy update and bus holiday policy discussion.

G. PWFC 2025 ASSEMBLY GOALS

1. PWFC Milestones

H. CONTRACTS DIVISION ACTIVITY REPORT

1. May 21, 2025 to July 7, 2025

I. NEXT MEETING DATE

1. August 4, 2025 at 12:10PM

J. ADJOURNMENT

The July 14, 2025 Public Works & Facilities Committee Meeting was adjourned at 1:12 p.m.



DATE: August 4, 2025

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

THROUGH: Denise Koch, Director Engineering and Public Works

FROM: John Bohan, Chief CIP Engineer

SUBJECT: CIP Fund Transfers and Closeouts - Action Requested

Staff requests the transfer of \$3.66 million from multiple street reconstruction projects to fund three new projects that are emerging priority repairs of streets and associated infrastructure. The requested transfers are tabulated on the following page and descriptions of the new projects are below. Adequate funding has been left in the CIPs not being closed to complete the remaining work on each project.

The new projects are:

- **Taku Boulevard Reconstruction – Loop Road to Poplar**: rapidly failing pavement and sewer infrastructure within this old section of Taku Boulevard are in need of urgent repair. The funding provided will allow reconstruction of a first phase of the project, to Aspen Avenue intersection. Additional funding will be requested in a future CIP to complete the remainder of the work needed up to the intersection with Poplar Avenue.
- **Calhoun Pedestrian Bridge Replacement**: this proposed project will replace the old and rapidly failing pedestrian bridge. ADOT&PF's recent inspection shows the bridge is still safe for pedestrian use; however it has identified many structural deficiencies and needed costly repairs to the bridge that have led to the determination to replace the bridge.
- **Bear Creek Culvert Replacement @ 1st Street Douglas**: recent sink holes caused by failure and corrosion of the old metal culvert conveying Bear Creek under 1st Street in Douglas have been discovered and patched. The large culvert pipe is extremely corroded and in need of replacement before a serious incident occurs or the roadway has to be temporarily closed because of culvert failure.

These projects are emerging priorities for Streets and Utilities and were not anticipated to be urgent problems during the preparation of the FY26 CIP priorities. This transfer request will allow planning and design to occur over the fall/winter and construction to occur during the 2026 season.

Action Requested

Staff requests the transfers as noted in the attached table be forwarded to the full Assembly for approval.

Attachment: CIP Transfer Detail Sheet

Streets Transfers and Closeouts Details for August 2025

August 4, 2025 Assembly Public Works and Facilities Committee

Transfer From:

CIP	Project	current balance	Transfer Amount	Remaining after Transfer	notes
R72-132	Calhoun Av Imprv-Main to Gold	\$169,580	\$169,580	\$0	work complete, close CIP
R72-141	HOSPITAL DRIVE IMPRV	\$80,000	\$80,000	\$0	work complete, close CIP
R72-152	Tongass Blvd-Trinity to Loop	\$165,666	\$165,666	\$0	work complete, close CIP
R72-167	Dogwood Ln Columbia to Med Blv	\$831,321	\$500,000	\$331,321	Final cleanup, change order and closeout remain
R72-169	10th, F, W 8th Streets Reconst	\$1,630,241	\$1,000,000	\$630,241	Work starting early August and will be completed early next summer- adequate funding left to cover unforeseen issues and contingency
R72-175	Eyelet Court Improvements	\$720,788	\$500,000	\$220,788	nearing completion - adequate funding left to cover any unforeseen issues and closeout
R72-179	Poplar Ave - Mend to Dogwood	\$965,910	\$850,000	\$115,910	Final cleanup, change order and closeout adequate funding remains for add'l costs
R72-181	Starlite Court Improvements	\$503,836	\$400,000	\$103,836	nearing completion - adequate funding left to cover any unforeseen issues and closeout
total transfer request			\$3,665,246		

Transfer to:

CIP	Project	current balance	Transfer Amount	Available after Transfer	notes
NEW	Calhoun Pedestrian Bridge Replacement	\$0	\$750,000	\$750,000	NEW Project
NEW	Taku Blvd Reconstruction Loop Road to Poplar	\$0	\$2,565,246	\$2,565,246	NEW Project
NEW	Bear Creek Culvert replacement - 1st St Douglas	\$0	\$350,000	\$350,000	NEW Project
			\$3,665,246		

DATE: August 4, 2025

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

THROUGH: Denise Koch, Director Engineering and Public Works

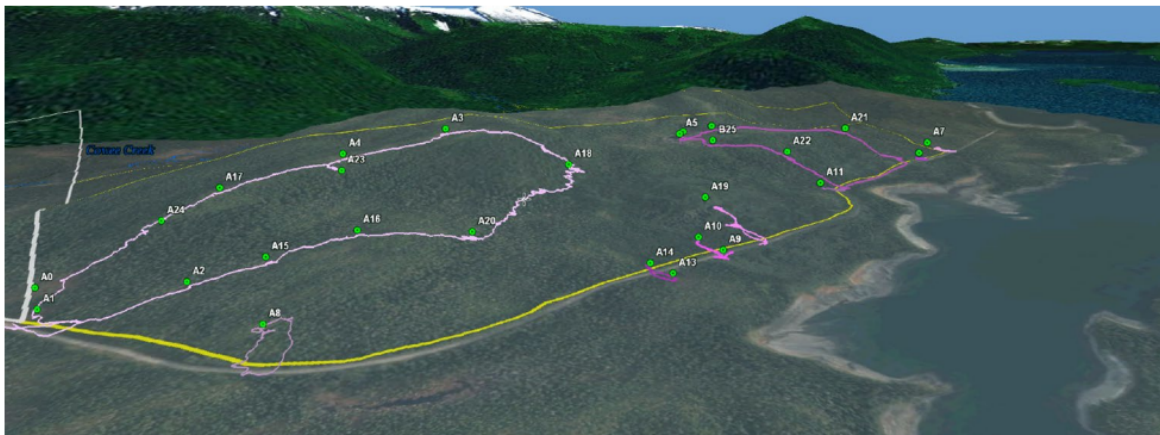
FROM: John Bohan, Chief CIP Engineer

SUBJECT: Appropriation of ADNR Recreational Trails Program Grant for the ORV Park Trails – Action Requested

The CBJ has been successful in obtaining \$299,970 of Alaska Department of Natural Resources (ADNR) grant funding for construction of trails at the Off-Road Vehicle (ORV) Park at 35 Mile Glacier Highway. There is a local match requirement of \$33,300 which will be funded by existing funding from prior appropriations to the 35 Mile ORV Park CIP.

The grant funding will be used to continue trail construction on Juneau’s first ORV Park, designed for motorized recreation. The entire area encompasses approximately 565 acres of CBJ land and will offer a system of loop trails designed for diverse riding levels. This funding will be used to continue construction of the Lower Loop Trail and South Loop Trail. To date, the parking lot, with amenities has been completed, and about 4 miles of trails are in different stages of construction between contractor and volunteer efforts.

CBJ 35 Mile Site Size and Topography



- Total size of parcel is 1505 acres
- In 2013, 530 acres identified as suitable for riding in environmental analysis, 975 acres unsuitable
- Adjacent to Cowee Creek and Héen Latinee Forest, separated by a ridge

Action Requested

CBJ staff requests this appropriation of \$299,970 be forwarded to the full Assembly for approval.



DATE: August 4, 2025

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

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Rich Ross, Capital Transit Superintendent

SUBJECT: Capital Transit Operations Update for July 14 PWFC Meeting

Staffing and Vacancy Update

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

Bus Holiday Policy Discussion

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

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

Expanding Free Ridership

Expanding free ridership opportunities would lead to some losses in fare revenue. Allowing all individuals 18 and under to ride for free, without the requirement of a student ID (addressing the uncertainty around homeschooled children), is estimated to result in an annual loss of \$73,000 in fare revenue. This proposal, however, raises no operational concerns. The potential effects of making municipal and state election days fare-free for everyone, would result in an estimated loss of \$1,825 in fare revenue per election day.



DATE: August 4, 2025

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

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Rich Ross, Capital Transit Superintendent

SUBJECT: Capital Transit Route Status and Future Plans

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

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

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

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

Fall Service Options

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

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

More Extensive Future Routing Changes

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

PWFC Action Items to Advance 2025 Assembly Goals

Approved at the 2/3/2025 Regular Assembly Meeting

PWFC Report Date: 8/04/2025

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

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

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

	Implementing Actions	PWFC Committee Work:	Notes:
C.	Complete design and build community support for West Douglas and Channel Crossing. Apply for construction funding and appropriate and/or bond for the local match.	<i>Engage the public and prepare the project for a successful grant application for full design including working with ADOT and identifying match.</i>	<p>3.7.24 DOT and DOWL held technical and stakeholder meeting on PEL. 3.11.24 DOWL presented Level 2 Screening results to PWFC. 4.11.24 DOWL and DOT extended the stakeholder comment period to this date per stakeholder request. 9.4.24 DOT issued an update to the Advisory Committees addressing concerns regarding the Salmon Creek alternative. 2.24.25 DOT/DOWL to hold the 7th and final PEL meeting on March 4. 3.17.25 PEL Level 2 Final Screening Scoring released. Mendenhall Peninsula alternative has been dismissed due to cost. DOT&PF/DOWL accepting comments. 4.15.25 Draft Final PEL document to be released on or about May 8th, 2025. Final Public Open House to be held on 5.15.25 (5p-7p). Comment period closes on or about June 7, 2025. PEL Study to be Finalized June 2025. 6.2.25 PEL JDNC RAISE Grant MOA has been signed by all parties and submitted to FHWA. 7.14.25 PEL public comment period closed 6.9.25. RAISE FY23 JDNC Project Grant has successfully transferred to Alaska DOT&PF. 8.4.25 Final PEL incorporates comments received during comment period. Released July 30, 2025. DOT&PF still working on draft RFP for NEPA. JDNC included in Regional Infrac. Accelerator grant application by way of Pacific NorthWest Economic Region (PNWER).</p>

PWFC Action Items to Advance 2025 Assembly Goals

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

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

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

	Implementing Actions	PWFC Committee Work:	Notes:
A	Implement a zero waste or waste reduction plan, including development of the Zero Waste Subdivision.	Evaluate Juneau's Solid Waste situation holistically. Establish framework for stakeholder engagement. Define goals for composting and level of municipal involvement.	2.12.24 - COW authorizes EPW to spend funds from Zero Waste CIP to do a high-level study of future Muni. waste disposal options. 2.22.24 - Staff held a solid waste Q&A session at the Mend. Library. 2.20.24 - EPA issued a final NEPA Finding of No Significant Interest (FONSI) for the \$2.5M development of a compost site. There are other application steps but CBJ believes that we may get authorization from EPA to access the CDS in Spring 2024. 3.7.24 - Staff held a solid waste Q&A session at the DT Library. 4.15.24 EPW includes a memo along with a JCOS letter of support in PWFC packet to authorize high-level study. 7.15.24 PWFC provides guidance on procurement method for compost operator. 8.5.24 PWFC provided draft results of Waste Characterization. Also, Jacobs was selected to conduct a Solid Waste Disposal Options Study. 1.27.25 PWFC - EPW provided Solid Waste Presentation with results of final Waste Characterization Study. 3.17.25 Final Draft of the Juneau Solid Waste Disposal Facility Feasibility and Capital Costs – Technical Memo presented to PWFC with presentation from the author, Jacobs Engineering Group. 6.2.25 Presentation of the final draft of the Solid Waste Disposal Options Capital Cost study was presented to the COW. Staff received guidance to move forward with a second phase for operational and life cycle costs for ~\$100k.
B	Identify and prioritize the most cost-effective energy efficiency and electrification upgrades in CBJ facilities.	Support and follow efforts of Facilities Maintenance to implement an Energy Management and Information System (EMIS)	8.28.23. Update from Building Maintenance. 3.5.2024. CBJ applied for EPA grant funding for electric boiler at MWWTP. 4.25.24 Transit applying for Low or No Emission grant for 6 more electric buses and associated charging infrastructure. This would expand the fleet. The next round of diesel buses won't be eligible for replacement until 2028. 6.3.2024 Request authorization for FTA grant. 7.15.24 PWFC notified that Capital Transit won a ~\$12M Bus & Bus Facilities grant for 6 new electric buses and associated charging infrastructure. 2.24.25 PWFC - Electric Bus Update. 8.4.25 eGillig buses are working well and the charging infrastructure at VTC and the Bus Barn is installed. Update given to PWFC on 7/14/25.

PWFC Action Items to Advance 2025 Assembly Goals

C	Identify the next major step or investment towards achieving the goal of reliance on 80% of renewable energy sources by 2045.	<p>Do committee work on Green House Gas (GHG) Emissions data collection/ measuring initiative to ensure a useful metric the Assembly can support.</p> <p>Define CBJ's role in providing EV charging infrastructure and electricity to the community. Support efforts to continue building the EV charging network to provide convenient and affordable EV charging for the public and to lay the groundwork for applying for grants.</p>	<p>12.18.2023 JCOS requested funding to complete GHG reports for 2022 and 2023. 4.10.24 Working on contract. 5.28.2024 - Staff submitted a Clean Ports grant application for the Port of Juneau Municipal Shore Power Project on behalf of D&H.; January 2025 CBJ was awarded a USDOT Charging & Fueling Infrastructure grant for EV charging in January 2025; CBJ was notified a week later that this funding is indefinitely paused, and we do not have a signed funding agreement with USDOT. February 2025 Update: CBJ is a partner with AELP and Renewable Juneau for a DOE/NREL Energy Transitions Initiative Partnership Project (ETIPP) to look at switching multifamily electric resistance baseboard heating with more efficient heat pumps.</p>
D	Continue developing GLOF and other natural disaster mitigation, resilience, and response strategies with partner agencies.	Continue committee work on GLOF (Glacial Lake Outburst Flood) and other natural disaster mitigation strategies, focusing on enhancing resilience and response efforts in collaboration with partner agencies. Review progress and assess strategies to protect Juneau's infrastructure and communities from natural disasters	<p>https://juneau.org/manager/flood-response : 1.03.2025 New HESCO Barrier Phase I webpage went live: https://juneau.org/engineering-public-works/hesco-barrier-phase-1 ; 1.27.2025 PWFC - EPW Grant Manager provided a presentation to the PWFC on Flood Response Funding Strategy, Efforts & Updates. https://juneau-ak.municodemeetings.com/ ; 2.24.2025 PWFC - SRF Loan Application; 3.12.2025 Climate Smart Communities Initiative (CSCI) application in progress for technical assistance to create a climate resilience plan in collaboration with AML and T&H. 4.21.25 Grant update given to PWFC. 5.08.2025: CBJ published the Mendenhall River Flood Fighting maps (https://juneau.org/engineering-public-works/flood-inundation-maps) which model predicted inundation for 8FT – 20FT flood levels, with and without HESCO barriers for the 16FT – 20FT levels. Maps are guiding additional mitigation and response strategies. 5.12.2025: CBJ Assembly approved extending the continuous HESCO barrier along CBJ property to Kaxdigoowu Heen Elementary (Phase 1A). Additional modeling is underway for Phase 1A and Phase 1B which would extend the barriers to the Brotherhood Bridge at Egan Drive. 5.22.2025: CBJ & Tlingit & Haida announced series of Community Preparedness and Sandbag Distribution events. 7.28.25 Ryan O'Shaughnessy gave a staff report on GLOF preparedness at the Assembly meeting.</p>
E	Develop strategy to reduce abandoned/junked vehicles	Do committee work to support the Assembly in increasing funding for junk vehicle disposal, including possible incentives.	<p>11.6.23. At the 10/24/2023 Assembly Reorganization Meeting, Draft Ordinance 2023-38 Introduced "An Ordinance Amending the Traffic Code Relating to Impounds of Vehicles" This will ease the burden on JPD and allow impound in place. 4.15.24 Skookum memo in PWFC packet. 3.03.2025 COW - Ordinance 2025-07 "An Ordinance Amending the Procedures and Requirements Related to Abandoned, Junked, Wrecked, and Impounded Vehicles" introduced</p>

MEMORANDUM



TO: Denise Koch
Engineering & Public Works Director

FROM: Greg Smith
Contract Administrator

Date: July 23, 2025

SUBJECT: Contracts Division Activity
July 7, 2025 to July 23, 2025

Current Bids – Construction Projects >\$50,000

BE25-263	Downtown Fire Station Fencing – Phase I	Engineers Estimate - \$75,000, bids due July 24, 2025. 2 Responsive bids received. Award in progress.
BE25-325A	CCFR – ARFF Vehicle Exhaust System Replacement	Engineers Estimate - \$150,000, bids due July 24, 2025. 2 Responsive bids received. Award in progress.
BE25-294	Floyd Dryden HVAC Controls Upgrades	Engineers Estimate - \$800,000, bids due July 30, 2025.

Current RFPs – Alternative Procurement

RFP E24-318	BRH Emergency Department CMAR	Assembly award approved May 19, 2025. Contract review and pre-construction services development with Cornerstone in progress.
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Current RFPs – Services

RFP E25-339	Design Services for Dudley Street Phase II	Notice to Proceed issued to RESPEC, \$28,375.00.
RFP E26-031	Design Services for Outer Point Trail Realignment	Proposals due July 9, 2025. One proposal received, Corvus Design. Fee negotiations in progress.
RFP E26-035	Vintage Blvd and Clinton Drive Utility Design	Proposals due July 30, 2025
RFP E26-037	Design Services for Nowell Avenue Reconstruction, Cordova St. to North End	Two proposals received. Consultant selection in progress.

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

AM 1 RFP E26-025	Contract Administration & Inspection Services for Sigoowu Ye & Si'T Tuwan Parks Reconstruction	Notice to Proceed issued July 25, 2025, \$119,984.00.
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Construction Change Orders (>\$20,000)

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Term Contracts for Small Civil & Utility Construction Services (>\$20,000)

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

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

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

PA 4	Eaglecrest Deck Repair	NTP issued July 18, 2025, \$49,998.00
PA 3	Capital Transit O.H. Door Repair	NTP issued July 17, 2025, \$24,999.00

Term Contracts for Painting Work (>\$20,000)

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

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

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

Key for Abbreviations and Acronyms

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