



ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE AGENDA

September 8, 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. **August 04, 2025 Meeting Minutes**

F. AGENDA TOPICS

1. **Transfer Request to Marine Park from Seawalk**
2. **Juneau Coordinated Transportation Coalition**

G. PWFC 2025 ASSEMBLY GOALS

1. **PWFC Milestones**

H. CONTRACTS DIVISION ACTIVITY REPORT

1. **July 23, 2025 to September 3, 2025**

I. NEXT MEETING DATE

1. **September 29, 2025 at 12:10 PM, Zoom Only**

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

August 4, 2025 at 12:10 PM

Assembly Chambers/Zoom Webinar

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C. ROLL CALL

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

Members Present Online: Mr. Smith

CBJ Staff Present: EPW Director Denise Koch, City Clerk Breckan Hendricks, Chief Engineer John Bohan, Transit Lead Operator Matthew Carpenter.

D. APPROVAL OF AGENDA - Agenda was approved

E. APPROVAL OF MINUTES

1. July 14, 2025 meeting Minutes - Approved with no changes.

F. AGENDA TOPICS

1. CIP Fund Transfers and Closeouts - Action Requested

Director Koch explained that they do this when they finish projects, have money left over, and have emerging needs that they sometimes did not anticipate, and come to the Committee to say they would like to closeout certain projects or remove extra funds from certain projects to other areas where needed. She asked if there were any questions on the projects listed of what they closed out, what they believe they have additional funds leftover for, or the three projects they have proposed.

Chair Hughes-Skandijs commented that this was great and made sense. She inquired about the Calhoun Pedestrian Bridge Replacement and how DOT cycles their bridge assessments and if it happened frequently after doing CIPs.

Mr. Bohan responded that DOT inspects all bridges annually in Juneau, and Calhoun has shown to be failing and contain larger pieces of the puzzle that would trigger a rebuild if they were to replace the components. He added that they keep up with all city bridges in a similar fashion, and he talked about some of those. He noted that they also have a Bridge Improvement CIP that takes care a lot of smaller work.

Mr. Kelly moved that the Public Works & Facilities Committee forward to the Full Assembly for approval the transfers noted in the table on Page 11 of the packet. He asked for unanimous consent.

The motion passed.

Chair Hughes-Skandijs noted the table was in the packet and the reason they did not name the individual projects was because there are 10 to 12 of them.

2. Appropriation of ADNR Recreational Trails Program Grant for the ORV (35 Mile) Park Trails – Action Requested

Director Koch voiced that they received a grant for work that was prioritized by the Assembly in the past for particular projects and the grant is almost \$300,000 and from State DNR. She said it requires a match, but they have that match available in the CIP for this offroad vehicle park. She expressed there was a lot of volunteer labor on this project, and it has been moving along quickly, which has enabled us to get more work done for the taxpayer dollars spent, and this grant money would offset local funding. She encouraged the Committee to approve and request the appropriation to the Full Assembly.

Ms. Hall moved that Public Works & Facilities Committee to appropriate \$299,970 to be forwarded to the Full Assembly for approval. She asked for unanimous consent.

The motion passed.

3. Capital Transit Operations Update - Information Only

Director Koch stated that for the first memo on transit, she stripped out the topics they already covered last time and left some of the items they still needed to discuss, which includes staffing and vacancy updates. She said they were limited by a shortage of drivers for a really long time, but they are fully staffed after almost three years. She shared that they still have backlog of maintenance, but they are moving in the right direction. She expressed that the electric buses are generally working well, but they still sometimes have buses that do not charge overnight even when plugged in, and it is not the same bus all the time. She said Gillig, the manufacturer,

mentioned that may be a software issue, and they are there today to start troubleshooting.

Director Koch moved on to the bus holiday discussion, where she mentioned that they added services on Memorial Day and Labor Day using marine passenger fees, as well as the marine passenger fees they used to provide enhanced Route 8 service to alleviate some of the overcrowding at the Downtown Transit Center largely from cruise ship tourists. She noted that their holidays with no bus services will be New Years Day, Fourth of July, Thanksgiving, and Christmas Day. She voiced that providing service on the Fourth of July would be challenging due to all the traffic control that happens in Douglas and Downtown to accommodate the parades, and the cost of operating on a holiday is approximately \$27,000.

Director Koch talked about the suggestion of expanding free ridership, and she listed the groups that already receive free ridership, which is anyone who rides paratransit, VIP service, CBJ and Barlett employees coming to and from work, UAS students, seniors with sales tax exemption cards, children under 5, and clients of those social service agencies. She expressed that it is important to keep in mind when thinking about expanding free ridership to other populations. In regards to the discussion about allowing people 18 and under to ride for free, they believe that would result in a revenue loss of approximately \$73,000 in revenue. She said there was also discussion about making transit free on municipal and state/federal election days, and they think that would result in less than \$2,000 in fare lost per date. She noted that any of these expansions in free ridership would not be challenging operationally, but from the perspective of lost revenue. She preferred to have a replacement in revenue.

Chair Hughes-Skandijs expressed that when they are talking about losing revenue, that is a policy decision, and restriction within that section itself is not the only option, especially if the Assembly made the policy decision to subsidize it.

Ms. Hall voiced that in regard to the discussion of if they add one, what do they take away, she believed seniors could be one to consider, as most seniors that would be low income riding regularly would probably be able to get a VIP pass, and if they considered adding their own kids, maybe the UAS students could come off. She asked of Director Koch to expand on the clients of social service agencies already receiving free ridership.

Director Koch stated that UAS students began to get free transit about a year and a half ago, which was part of a broader agreement between CBJ and the University that involved land swaps and other things. She explained that recipients of the tokens and bus passes were getting them from the social service agencies, but the social services agencies are paying CBJ for them.

Ms. Hall shared that she reached out to one of their nonprofits that routinely give out bus passes and tokens, and they said they had not had a chance to buy tokens yet, so they are having to turn everybody away asking for them. They also said they mostly see tourists paying with the app and a few people taking the bus to work, and that might be contributing to the homeless congregating over on Teal Street around The Glory Hall. She expressed that if the social service agencies understood not only licensed clinicians can help disabled people in regard to the VIP pass, that might be helpful for the clientele they serve.

Mr. Smith asked if they do free ridership, would that come back as a resolution?

Director Koch answered that they could either do a resolution or refer the topic out to the Committee of the Whole. She added if the Assembly moved that resolution, there would probably be other Assembly members being a part of that conversation.

Chair Hughes-Skandijs voiced that the question is what legislative tool would be.

Director Koch felt that a resolution sounded right.

Mr. Smith expressed that he felt good about the municipal and state election exemption. He stated that he got information back from Deputy Municipal Clerk Hirsh and was surprised to see how many people vote on election day, almost 4,000, and that made him more open to exempt fares on that day and state election days. He was not 100% on the student ID one yet, as it is a decent chunk of money, but also saw where removing cost for younger people would be good.

Chair Hughes-Skandijs reminded everyone where they are in the process, which is that a motion has already been made and passed in a prior meeting to bring back legislation that would exempt on just the election. She suggested either forwarding the resolution to the Committee of the Whole or to the Full Assembly. She felt very supportive of the election and preferred to move forward with that piece, but she was not totally sold on the youth piece yet. She voiced that in the past, she floated the idea of making fare free for everyone like they had in the pandemic, where they saw the potential benefits of it and how it affected ridership.

Mr. Smith was good with where they are now, and was trying to figure out if he wanted to look at free ridership for other groups.

Mr. Kelly supported either discounted or free fares for our youth, as riding the bus would be a good habit for people to get used to. He stated the more ridership they have on their bus, the easier it is to find housing and make Juneau more affordable. He was also looking at ridership on holidays and noticed it was not a popular idea with the drivers, and he wants to do what they can to keep their drivers. However, as

someone who grew up working in the service industry, sometimes people have jobs to get to on holidays, so he suggested having a reduced schedule on holidays.

Chair Hughes-Skandijs was supportive of that, but they have to make sure they can work that through with the drivers. She noted some people do work on holidays, and they have previously talked about how ridership to work is a main factor of our ridership. She said if they truly have people who depend on Capital Transit and they want it to be a service that is reliable to them, she was not sure that their message should be that if they can't get to where they need to be Christmas or Thanksgiving then tough luck.

Ms. Hall shared they currently offer overtime on holidays for CBJ employees, and noted that people who work in healthcare typically are working every holiday and they typically let people with kids get time off for things like Christmas. She knew it may be a shock at first to roll this out, but with the opportunity for drivers to earn overtime and understanding that may be the only form of transportation, she was in favor of expanding the holidays they do operate. She asked if staff has already voiced opposition to that or they was a sense that it might not be popular and difficult to get people to serve those routes on those days.

Matthew Carpenter, Capital Transit Lead Operator, voiced that he did not think they had talked directly to all of the drivers about holiday service, but they have discussed potentially running Saturday level service with the Route 8 Express, meaning they would not run some of the earlier morning commuter routes. He confirmed there is overtime for drivers on that day, and some drivers may prefer to work on those days, but that would be a conversation they would have to have with the drivers.

Mr. Smith understood there are people that need to get to work, as there are businesses open on those days. He asked if they decide to do Saturday service, would they ask for volunteers, and if there are no volunteers, what would they do.

Mr. Carpenter responded that there are different ways to approach that, which is adding it their shift bid process that they do twice a year or have a volunteer list.

Mr. Smith said he pulled up People Mover in Anchorage, and they have a lot of holidays where they are closed, but he was not sure if that meant buses did not run or just the offices were not open. He commented that it is a balance, because they are getting better on staffing for the Capital Transit and they do not have an easy job. He heard what the Committee was saying on this, but wanted to make sure they keep their drivers and not lose more staff and have to cancel routes altogether.

Chair Hughes-Skandijs stated that it was helpful to know that Capital Transit was already operating on all these other days, and it would only be holiday at this point

that they are talking about. She said they all desire to have full staff and happy drivers and mechanics, so they will not rush into anything.

Mr. Kelly moved that the Public Works & Facilities Committee direct staff to bring back to the Committee a memo demonstrating what it might look like with the reduced schedule for holidays. He asked for unanimous consent.

The motion passed.

Chair Hughes-Skandijs asked why they did not have full-time listings for their drivers.

Mr. Carpenter answered that currently all of the drivers typically start as part-time drivers and then as full-time positions become available, they move into those, which is historically how it has worked. He added that typically the part-time positions are the ones unfilled when they have openings.

Chair Hughes-Skandijs inquired if there was a good success rate if someone starts as part-time and move into a full-time position as they become available.

Mr. Carpenter responded that if a full-time driver leaves, part-time drivers are allowed to apply, and they typically do not have a hard time getting people to apply for those.

4. Capital Transit Route Status and Future Plans - Information Only

Ms. Hall asked what route covers the Teal Street area.

Director Koch responded 6, and added that is their airport route.

Ms. Hall inquired if that is the route that used to go behind the Nugget Mall.

Director Koch answered yes. She added that before they suspended that route, there was a lot of desire for them to run that route, but almost nobody actually rode it.

Ms. Hall wondered if that was because they did not have access to tokens. She said the whole rerouting of that was to go down past the shelter and get more opportunity to move people around that did not have transportation.

Director Koch did not believe the case was that clients did not have money or tokens, as there was a lot of interest by members of the community because they thought there would be a high percentage of ridership, but that is not what happened.

Chair Hughes-Skandijs said she did not see a reference to a North Douglas route.

Director Koch confirmed that was correct. She stated they used to have a route run to North Douglas, but it was pretty limited service, with only four or five riders per day. She added how they allocate limited resources with bus riders was important in their decision making, and they did use Rain Coast data to do a survey on the bus, where Transit passengers overwhelmingly said they prefer core services over commuter routes.

Chair Hughes-Skandijs voiced that they may want to look at this a little bit more in the future and said she could follow up with staff offline about what they are trying to accomplish with Capital Transit. She added that it is not surprising that if they have hundreds of people on the 1, 3, and 4, and asked them if they want great service on the 1, 3, and 4 routes versus commuter service where they do not live, of course they are going to answer they want great service for their routes, and they are not going to get the people on North Douglas who are not on that bus, because service was cut to it a long time ago. She said they may have to decide if it is equitable, fair, or makes sense to call people's service in different parts of town, who pay their taxes and fund this service, boutique just because they don't have as many riders. She said from where she is sitting that answer is no.

Mr. Smith shared his general thought questioning how much the Assembly and their members should be getting into routes. He said he was not informed enough to say which routes to do.

Chair Hughes-Skandijs commented that they always have to be careful going into the weeds, but also have to be mindful that they are citizen representatives who are supposed to give voice to what they hear from their constituents.

Mr. Kelly stated he maybe would have certain ideas on how they could make North Douglas work, but did not want to get in the weeds; however, he also agreed that everyone here is a taxpayer and paying for this service, and we owe it to them to at least look into if it is practical to provide this service. He believed that would be a reasonable ask of this community for staff.

Chair Hughes-Skandijs added that when she speaks about looking at this holistically, she agreed that it is never our place to try to dictate routes, but it is about making sure that they are making their citizens happy.

G. PWFC 2025 ASSEMBLY GOALS

1. PWFC Milestones

Director Koch shared that the PEL has been finalized for the Juneau-Douglas North Crossing, which is a big milestone, and DOT is working up an RFP to hire a contractor to help with the NEPA process, and CBJ will be a part of that Procurement Evaluation Committee. She noted moving into the NEPA stage is where they are going to get some depth on the environmental data that people were searching for in the PEL.

H. CONTRACTS DIVISION ACTIVITY REPORT

1. July 25, 2025

I. NEXT MEETING DATE

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

J. ADJOURNMENT

The August 4, 2025 Public Works & Facilities Committee Meeting was adjourned at 1:05 p.m.



Office of the City Manager

155 Heritage Way
Juneau, Alaska 99801
PHONE: (907) 586-5240
FAX: (907) 586-5385
Alexandra.Pierce@juneau.gov

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

FROM: Alexandra Pierce, Visitor Industry Director and Lauren Verrelli, Acting Parks & Recreation Director

DATE: August 28, 2025

RE: Funds Transfer Request to the Marine Park CIP (P41-105) from the Waterfront Seawalk CIP (HP51-113) – Revised Action Requested

In June, staff requested the transfer of \$3,500,000 to the Marine Park CIP (P41-105). The additional funding was to cover the remaining balance needed for project costs. The below table presents several options for PWFC direction:

Item	Amount
Maximum New Budget Shortfall	\$ 3,000,000
Budget Shortfall with Removal of Seated Area Covering* *Cantilever Tensioned Fabric Structure Design, Construction, Electrical and Lighting.	\$ 1,500,000
Budget Shortfall with Removal of Clamshell Covering** **Clamshell Tensioned Fabric Structure Design, Construction, Electrical and Lighting.	\$ 1,800,000

Following further refinement of the project estimate, the maximum transfer needed will be \$3,000,000. However, per Assembly request, there are two straightforward options for reducing the project budget. There are two covered spaces in the park design. These structures were originally scoped as a result of public consultation. However, these elements can still be included without the coverings.

CBJ staff held two public meetings and a survey with 1,102 responses. Public process outcomes and design drawings are available on the [project page](#). Performance space and seating were both key public process outcomes.

Action Requested

Option 1: No changes, transfer amount - \$3 million

Option 2: Remove seated area covering, transfer amount - \$1.5 million

Option 3: Remove clamshell covering, transfer amount - \$1.8 million

Option 4: Remove both coverings, transfer amount - \$0

MEMO

DATE: September 8, 2025

To: Alicia Hughes-Skandijs, Chair, Public Works and Facilities Committee (PWFC)

From: Scott Ciambor, CBJ Planning Manager

RE: Alaska Department of Transportation FY26 Human Services Transportation Services Grant

Each year staff bring to the PWFC a local nomination for the Alaska Department of Transportation Human Services Transportation Services Grant that has been recommended by the Juneau Coordinated Transportation Coalition (JCTC). The intention is for the nomination to be forwarded to the Assembly for final approval. Assembly approval allows the nominee to apply directly for the grant funds.

This year one local application was received for the JCTC to consider.

- SAIL requests capital for a replacement ADA vehicle for its SAIL/ORCA program participants, the request is for \$95,700.

In FY25, SAIL served ~1000+ seniors & people with disabilities, over 300 who reside in Juneau. Approximately 50% of SAIL consumers are beneficiaries of the Alaska Mental Health Trust Authority. That said, anyone can request the ramp-equipped taxi.

In FY24, SAIL was the selected local applicant and received \$148,000 for a replacement ADA vehicle.

At its meeting on August 28, 2025, JCTC made a recommendation to the Assembly to make the SAIL/ORCA participant ADA replacement vehicle the top priority for the grant program.

Recommended Motion

Move to recommend a resolution supporting the SAIL/ORCA replacement ADA vehicle for the FY25 DOT Human Services Transportation Services Grant for the November 17, 2025 Assembly meeting.

Background Information

The [Juneau Coordinated Transportation Coalition \(JCTC\)](#) is a coalition of community partners that work together to make the most of available resources to improve the effectiveness and efficiency of transportation in Juneau, Alaska.

JCTC efforts and priorities are summarized in the adopted [2020 Juneau Coordinated Human Services Transportation Plan](#).

Each year the local community is eligible to put forward a grant proposal for the [Alaska Department of Transportation Human Services Transportation Service Grant](#). This grant focuses on Alaska Mental Health Trust beneficiaries who include those with mental illness, developmental disabilities, Alzheimer's and other dementias, chronic alcoholism, and traumatic brain injury.



Join Zoom Meeting

<https://juneau.zoom.us/j/82096124249?pwd=wiz6jV8bO6rsy4MQQG85bED05k8KGI.1>

Meeting ID: 820 9612 4249

Passcode: 111353

August 28, 2025

Minutes

Attendance:

Joan O'Keefe, J.C. Harris, Erin Walker-Tolles, August Williams, Scott Ciambor

I. Introduction

II. Review and Rank FY2025 Human Services Transportation Grant Applications

a. SAIL Replacement ADA Taxi

Joan notes that the SAIL/Juneau Taxi partnership to provide ADA transportation services has been in place for 20 years. What has been learned is that it is important to have a reliable back-up vehicle or the system doesn't work. It sometimes take a year to get a vehicle. The partnership with Juneau Taxi as a vendor and the 20% match that they provide has been important and necessary for the success of the program.

JC reaffirms that the program has been in place for a long time, they've been fortunate to get vans at a steady pace, and that they really like doing the program. The program is not a money maker for them but important to the community. It also is a good addition to Capital AKcess.

b. Motion to CBJ Public Works and Facilities Committee September 8th

Erin Walker-Tolles moves to recommend the SAIL application to the Assembly as the FY2025 Human Services Transportation Grant applicant this year. August second. Unanimous consent.

III. Preparations for next year

Scott notes that the to be eligible for next years grant opportunity, it will be required to update the 2020 plan. The proposal is for a meeting to begin this work take place in November. In the meantime updated contacts for coalition member representatives will be gathered.

- Updated contact list for members
- [Review JCTC webpages](#) for updates/old information
- Update the [2020 Juneau Coordinated Human Services Transportation Plan](#)
 - Suggested: November 2025 JCTC meeting to review and plan to update

IV. Adjournment

Meeting adjourns at 4:21pm

The Juneau Coordinated Transportation Coalition (JCTC), Juneau’s Coordinated Human Services Transportation Provider Coalition, invites funding prioritization requests from member agencies for transportation projects.

For FY26 Grants for Capital Projects (money available on or after July 1, 2026).

Capital projects in transit include both capital to purchase (or retrofit/rebuild) a vehicle, to purchase transportation assistance devices, and funds for “purchased transportation services,” whereby a grant pays for the purchase of rides on public transit for the clients of a human services agency.

PLEASE EMAIL FUNDING PRIORITIZATION REQUESTS to Scott Ciambor at the City and Borough of Juneau Community Development Department.

Email to scott.ciambor@juneau.org

Requesting Agency Information:

Agency: Southeast Alaska Independent Living, Inc. (SAIL)

Contact Person: Joan O’Keefe Phone: 800-478-7245

Email: jokeefe@sailinc.org

Title/Description of Funding Request: Capital Request: Replacement ADA Taxi

(The use and type of the vehicle or other capital purchase your agency seeks funding for)

Question 1) Can Capital Transit/CapitalAKcess currently meet the needs of the requesting agency's project?

Answer: No. The Accessible Taxi program is a compliment—not a replacement—to the valuable services provided by both Capital Transit and CapitalAKcess and fills a “special” niche for riders who are unable to plan ahead to schedule transportation through CapitalAKcess (i.e., sudden illness); those living outside the Capital Transit/CapitalAKcess boundaries; those who need transportation before or after the scheduled hours of operation or on holidays when Capital Transit/CapitalAKcess do not run; or for those who need a priority ride because of a frail medical condition (i.e., dialysis patients). Additionally, when snow/ice conditions limit Capital Transit/CapitalAKcess routes and/or ice and snow cause barriers to sidewalks, bus shelters, and private drives, often taxis can still access the pickup.

Question 2) Does the requesting agency serve persons with disabilities? Beneficiaries of the Alaska Mental Health Trust? (Persons suffering from dementia, TBI, persons with developmental disabilities, persons with mental illness, and persons who experience chronic substance abuse.) Please describe clients who will use this transportation, including approximate numbers served per year.

Answer: In FY25, SAIL served ~1000+ seniors & people with disabilities, over 300 who reside in Juneau. Approximately 50% of SAIL consumers are beneficiaries of the AMHTA. That said, anyone can request the ramp-equipped taxi.

Our vendor, Juneau Taxi, provides several thousand trips per year in the accessible cabs. A minimum of fifty different individuals who need the ramp or low riding feature of the ADA cabs use it regularly. During tourist season, easily 1500 individuals who need the lift or low riding feature also receive rides.

Question 3) Describe these clients' specific social service, treatment, or medical and transportation needs to be addressed by this request.

Answer: Seniors and people with disabilities use the lift-equipped taxi for the full gamut of transportation needs including medical appointments, to receive social services, obtain groceries, visit friends and family, recreate, and do errands. For individuals who need the ramp or low riding feature and live outside of Capital Transit/CapitalAKcess boundaries, need rides outside of transit hours, cannot plan ahead, need rides on holidays when Capital Transit/CapitalAKcess do not operate or when winter conditions limit routes, an accessible taxi may be their only transportation option.

Question 4) How much would your project cost? What type of vehicle do you wish to purchase and would it be used or new? If you want "purchased services" please estimate the numbers of hours of service per week or month that clients would be using transportation services.

Answer: In January 2025, a Toyota Sienna with an ADA ramp was delivered to Juneau for \$86,853. On August 25, 2025, the vendor, Schetky NW, estimated adding 10% for this next grant cycle. Consequently, we estimate \$95,700 as the cost of the vehicle we seek in this next grant cycle. ADOT&PF does not allow used vehicles in this particular grant process. Consequently, this request is for a new vehicle.

Our taxi vendor has tried many different makes and models over our 18+ year partnership. We are looking to purchase another Toyota Sienna with a side entry and ramp, or something similar.

Question 5) These projects may require local match funds. Is your agency able to provide the cash match to buy the vehicle?

Answer: Yes. Over the past 18+ grant cycles, SAIL has a 100% track record for securing all vehicle matches. Gratefully our taxi vendor, Juneau Taxi and Tours, has a long history of providing the required 20% match and has agreed to do so once again if SAIL hasn't found the match funding elsewhere.

Question 6) You must guarantee that you will share the vehicle in case of a public emergency in the community. In the absence of such an emergency, can you offer any way that other

human service agencies in Juneau could realistically share the use of the vehicle you are requesting? Explain why, how, or why not.

Answer: Yes, we can guarantee these vehicles will be shared in an emergency. These vehicles need to be available 24:7 as a taxi or a back-up and therefore would not be available for use by other human service agencies (except when they call for a taxi!)

Question 7) Is this request for a NEW vehicle that will be ADDED to your fleet, or is it for REPLACEMENT of a vehicle currently in your fleet?

If the request is for a replacement vehicle, please describe the vehicle it would replace (age, miles, condition).

Description of vehicle to be replaced: The ADOT&PF replacement standard is 100,000 miles. This funding, if approved, will replace a 2022 Toyota Sienna with a current odometer reading of 31,000 miles. This vehicle will easily hit 100,000 miles by December 31, 2026. If SAIL were to wait until the following year's grant cycle to apply, this vehicle would be well beyond the replacement standard and no doubt unreliable.

Additional Comments: Thank you for your consideration!

Process to review and prioritize funding requests:

The JCTC will meet with community stakeholders during a Community Transportation Needs Assessment (CTNA) meeting to hear brief presentations from each member agency on their funding requests. Although the goal of coordinating transportation services will best be met if the agencies present at the CTNA are able to reach consensus on project prioritization, a vote on prioritization may be necessary. In this event, each participating stakeholder agency will be allowed one vote each on prioritizing capital and purchase-of-services projects.

Each agency request selected as a priority will need to write and submit their own grant application to the AK DOT&PF Transit Office (Deadline: December 19, 2025). Each agency whose request proceeds forward to a state grant application MUST have registered with the State as either a New Applicant or register (or renew your information). You can read more about the state process, state timeline, and grant qualifications online at: http://www.dot.alaska.gov/stwdplng/transit/hs_application_info.shtml Please notice that no human service agency may apply unless the agency's request has been set as a priority under a local process, including a local government official resolution listing the agency's project as a community priority. The City and Borough of Juneau (CBJ) Assembly serves this function for the coordination of human services and public transit in Juneau. The priority recommendations from the JCTC will be forwarded to the CBJ Assembly for formal adoption by resolution in November 2025.

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 Infrast. 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. 8.30.25 - RFP advertised for: Planning & Design services for the CBJ Zero Waste Campus.
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.</p> <p>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. 9.8.25 GLOF Update at COW.</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: September 3, 2025

SUBJECT: Contracts Division Activity
July 23, 2025 to September 3, 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. S.E. Fence low bidder, \$68,155.00. Award in progress.
BE25-325A	CCFR – ARFF Vehicle Exhaust System Replacement	Engineers Estimate \$150,000, bids due July 24, 2025. 2 Responsive bids received. Schmolck Mechanical low bidder \$182,736.00. NTP issued 8/29/205.
BE25-294	Floyd Dryden HVAC Controls Upgrades	Engineers Estimate \$800,000, one bid received. Meridian Systems, Inc; \$848,346.00. Award in progress.
BE26-055	Eaglecrest Mid-Station Access Road	Engineers Estimate \$675,00.00. Four bids received. G.R. Cheeseman low bidder; \$456,000.00. Award in progress.
BE26-039	Heavy Equipment Storage Shed	Engineers Estimate - \$993,500. Four bids received, Dawson Construction low bidder. \$901,864.00. Award in progress.
BE26-030	Last Chance Basin Well 4 &5 Replacement	Engineers Estimate \$910,000. Bids due 9/23/2025

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 E26-035	Vintage and Clinton Blvd Utility Design	Two proposals received. PND and DOWL. DOWL selected. Fee negotiations in progress.
RFP E26-089	Planning and Design for Zero Waste Campus	Proposals due 9/19/2025.
RFP E26-037	Design Services for Nowell Avenue Reconstruction, Cordova St. to North End	Two proposals received. proHNS and PND. proHNS selected. Fee negotiations in progress.

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

AM 1 RFP E26-025	Contract Administration & Inspection Services for Sigowu 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