

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, MAY 14, 2019
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of April 9, 2019

IV. APPROVAL OF AGENDA

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. UNFINISHED BUSINESS

A. **Art Works in Public Places/One-percent For Art Panel** (Attachment #1). The Art Panel completed its review of proposals in April. The attached memo outlines the work reviewed by the Art Panel and the selection of: "Herring Catch" by Rachael Juzeler, \$42,800; "Formline Design Wall Mural" by Alison Marks, \$20,000; "Wooden Carving" by Robert Mills, \$35,000; and "Southeast Scenery Etched Glass" by Crystal Worl, \$50,000. The Airport would like to thank the Art Panel members: Dennis Harris, Lauralye Miko, Rachelle Bonnett, and Glenn Ojard for their time and expertise on the committee. It was a pleasure to work with them. Also, a special thanks to Catherine Fritz for orchestrating all the meetings and coordinating the Call For Artists, keeping everything on track, as well as Cynthia Johnson and Kris Ritter from the Project Office for all their behind the scenes work and set up.

Board Motion: *"Concur with the Art Panel recommendation, outlined in the memo (Attachment #1), and advise the Assembly of the selection for the Terminal Reconstruction 1% for Art."*

B. **Terminal Reconstruction Leadership in Energy and Environmental Design (LEED) Juneau Commission on Sustainability (JCOS) Letter** (Attachment #2). Airport staff met with the Juneau Commission on Sustainability (JCOS) again on April 3, 2019. JCOS' letter to the City Manager regarding their recommendation is attached. JCOS did not recommend a waiver (exception) to the CBJ's LEED requirements for the terminal reconstruction projects. JCOS determined that the prerequisites for LEED were not economically infeasible for the project. JCOS went on to recommend to the Assembly that the CBJ contribute \$135,591 (estimated additional cost of the LEED prerequisites) toward LEED expenses. As stated in the attached letter, design consultant MCG and staff estimated over \$500,000 in LEED related expenses would be required for the minimum LEED certification points. These points do not guarantee LEED standard achievement. LEED standard would not be verified until a few years after project completion. Staff will meet with the City Manager to discuss JCOS' recommendation as well as alternative sustainability measures for Assembly consideration.

C. **Snow Removal Equipment Acquisition - Plow Truck Bid Award.** Bids were opened Friday, April 26th, for three snow removal plow trucks. The Notice of Low Bid was issued Monday, April 29th, naming Oshkosh, followed by a 24-hour protest period; no protest was received. The units are six-wheel-drive, six-wheel-steer trucks with plow blades and dump bodies; original estimate for three trucks was \$1.95M. Two bids were received; Oshkosh \$1,395,034, CMI \$1,463,000. The Assembly will hear the Bid Award at their May 13 regular meeting. Funding comes from an AIP grant (93.75%) for Snow Removal Equipment, and Sales Tax funds for local match (6.25%), which was appropriated in the Fall of 2017. No further action is required since the funding was already appropriated; informational only. Additional snow removal equipment acquisition will continue with approximately \$1.4M remaining on the grant/appropriation.

VII. NEW BUSINESS

A. **Supplemental Agreement for Apron Paving** (Attachment #3). Runway Safety Area (RSA) Phase IIC – Northeast/Northwest Development Area Apron Construction is currently underway. As mentioned at the April Board meeting, there is a large unpaved ‘apron’ area between the east end of the Airport Terminal and Coastal Helicopters that the Airport uses for snow storage as well as a buffer between helicopter and air carrier operations. This has been a constant issue for the loose rocks/debris between the air carrier jets parked at the terminal and adjacent helicopter operations. This will be exacerbated during the taxiway rehabilitation project when adjacent temporary Taxiway H is in place starting in the Fall of 2019. The Airport tried to mitigate the loose debris in the area by placing/rolling Reclaimed Asphalt Pavement (RAP), however, this has been ineffective and the Airport is now seeing additional loose debris and dust from the RAP.

The Federal Aviation Administration (FAA) has determined that this area is not eligible for FAA funds due to the temporary taxiway criteria and what is considered a ‘maintenance’ issue. The Assembly previously appropriated additional local match and contingency funds for the Juneau International Airport (JNU) Runway Safety Area, Phase IIC - Re-bid project (BE18-213). While this additional apron work is outside of the original scope of the RSA IIC work, the apron/paving work is similar to the RSA IIC apron construction currently underway, and is necessary for the safety of persons and aircraft from the flying debris.

Under this Supplemental Agreement, the Airport would pave a portion (16,000 sq. ft.) of the area abutting the helicopter lease area. The helicopter operator will be responsible for paving their own area currently under lease. The remaining (unpaved) area to the west will be paved at a future date since this area is planned for air carrier overnight parking and will require more substantial asphalt thickness, and may be eligible for future federal funding.

The estimated cost for this additional apron work is an amount **not-to-exceed** \$84,750. Since local contingency funds have already been appropriated to the RSA IIC project, no further funding appropriation is required; only concurrence with a Supplemental

Agreement. Supplemental Agreements of this amount require City Manager approval and a briefing to the Assembly that will occur on Monday, May 13, 2019, pending Board concurrence.

Board Motion: *“Concur with a Supplemental Agreement to the RSA Phase IIC rebid project (BE18-213), in an amount not-to-exceed \$84,750, for the partial paving of apron east of the terminal, funding provided by previously appropriated contingency funds from the Runway Safety Area Phase IIC local funds.”*

B. Federal Aviation Administration Disability Compliance Mini Review Final Reports (Attachments #4 and #5). In September 2017, FAA Office of Civil Rights completed an in-person review of JNU’s airport programs, activities, and services to ensure nondiscrimination on the basis of disability. The reports were finalized and received by the Airport on April 17, 2019. The attached letters and findings outline the corrective action JNU must take for compliance, including:

- Require compliance with all applicable airport disability laws in tenant and vendor contracts;
- Maintain all required accessibility features, including restroom elements;
- Add foreseeable needs of people with disabilities to airport emergency plans;
- Add a post-security service animal relief area (SARA);
- Develop a Limited English Proficiency (LEP) plan and update the airport’s emergency plan to accommodate LEP persons;
- Additional minor issues, as identified in FAA report attachment

Many of these items have already been resolved or need finalizing. The Airport has 30 days from the date of the FAA letter (until May 17, 2019), to provide the status of each finding, provide a completion date for corrective actions already implemented, or provide proposed completion dates for the remaining open findings.

C. Alaska Occupational Safety and Health (AKOSH) ‘Health’ Report (Attachment #6). In 2018, the Airport had two different AKOSH inspections. The Safety Inspection occurred in June 2018, with the report and fine assessment (\$34,000) received December 2018. The second inspection occurred in November 2018, with the report received May 8, 2019. This report is on the Health component of AKOSH. This report had two findings in the ‘other –than-serious’ category, with no proposed penalties assigned. The two citations were:

1. Clear emergency exit egress. A piece of plywood was near an egress route. These areas need to be completely cleared. This item has been corrected.
2. Relocatable Power Tap (RPT) secured with zip ties. Power cords are either temporary (not secured) or electronics require direct plug-in to power source. Staff is working toward compliance on this item.

D. Airport Manager’s Report:

1. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balances (Attachment #7). Attached are the monthly AFB and CIP balances. The latest balances reflect the pending appropriation of PFC funds before the Assembly on May 13, 2019; \$93,900 back to CIP Revolving and \$31,074 back to AFB.

2. Jordan Creek Bridge Replacement. Two bridges were replaced as part of the restoration grant project with Southeast Alaska Watershed Coalition. These have been reopened to the public and look great. A big thanks to Scott Rinkenberger, Airport Superintendent, and the airfield crew for their work on this project, as well as Southeast Alaska Watershed Coalition for the grant funding.



3. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineer Project Reports:
- FAA Compliance Land Use/Financial Letter (January 2019). The Airport has not had a response back from the FAA. Staff will continue to work on the compliance items and bring items back to the Board for updates or action as necessary.
 - Staff has requested a Supplemental Agreement for paving a portion of the area between the east end gates of the terminal and Coastal Helicopters. This area has been an on-going problem for Foreign Object Debris (FOD) for both the helicopter operations and air carrier jet operations. See above.
 - The Airport went on record in support of the TSA Law Enforcement Officer (LEO) Reimbursable funding to continue funding efforts. This letter went through

Congressman Young's office. There is no further update on this continued funding at this time.

- The Airport, through ACI-NA, also went on record with the FAA to show our support/need to raise the PFC caps. This was discussed during hearings on Capitol Hill. Not further updates.
- State of Alaska Department of Environmental Conservation (ADEC) has responded to ADEC letter regarding Aqueous Film Forming Foam (AFFF) contamination. Staff hopes to start the initial site testing within the next month and know what next steps, if any, will be needed. This contract is pending with CBJ Engineering Contracts for other CBJ work with the same scope.
- AKOSH citation mitigation and safety purchases of \$34,000 in-lieu of penalties were approved by AKOSH. The first purchase will be for a quad vehicle (4-wheeler), discussed above. Staff will continue to advise the Board as other items are procured. Staff is looking at a FOD Boss for collecting FOD on the runway or alternative measures, The First-aid stations for the sand/chemical facility have been purchased
- Marine Engineers' Beneficial Association (MEBA) union negotiations began March 5, 2019 (3-year contract). Contract negotiations continue.
- Exit Lane System will be procured/installed after the busy summer season.
- Badging system upgrades are further delayed due to technical infrastructure delays with Millennium Corporation. The Airport will postpone the upgrades until after the busy summer season.
- Honsinger Pond/Access (work in progress) with State Department of Transportation, Bicknell, and the City & Borough of Juneau.
- Terminal Reconstruction
 - o Staff and Board Chair Epstein met with Juneau Commission on Sustainability (JCOS) on April 3 to discuss the draft analysis on Leadership in Energy and Environmental Design (LEED) costs and matrix of achievable points. Based on the parameters of the LEED Ordinance, JCOS could not recommend the exemption of LEED for this project, but they will go on record with their deliberations as well as a recommendation for the CBJ to assist with \$135,000 in LEED pre-requisite costs. The Airport is working with the City Manager on the recommendation as well as alternatives. This matter will go before the Assembly for final consideration.
 - o The Art Committee reviewed Call For Artists submittals the week of April 15. There were a total of 35 submittals. Details outlined above on the selection of artists/work.
 - o Terminal Design in progress
 - o FAA equipment relocation; reimbursable agreement with FAA has been executed. Funding is in place and relocation of equipment should start soon.
 - o Gift Shop relocation. The Gift Shop concessionaire has been advised of the options to operate in greatly reduced space or discontinue operations during construction. The gift shop has been operating under a holdover of the expired contract, knowing that construction would greatly impact their

operations. Staff met with Gift Shop Owners on May 2 to discuss some alternate space during construction. The Airport is looking at part of the space across from the Delta Air Lines counter for a temporary shop. Staff will continue to review the gift shop concept for the new section of the terminal.

- U.S. Customs space requirements
 - FAA office space requirements
 - Temporary relocation and phasing
 - Review of leases and contracts affected by construction
 - Reconfiguration of lobby space/check-in kiosks for Alaska Airlines
 - Bond package for total project with CBJ Finance Director
 - PFC9 Amendment for Bond interest
- Taxiway A, E and D-1 Construction. The Airport will begin the two-year construction on the rehabilitation/relocate and lighting of Taxiway A, E and D-1. There will be a lot of information and NOTAMs issued. This will cause a lot of congestion on the ramps and require a lot of coordination with contractor, staff, Air Traffic and air carriers. The design documents are 95% design review at this time with the hopes of getting the bids out this summer. Both the Taxiway and Terminal projects will consume a tremendous amount of staff time as construction begins. An FAA Safety Risk Management Review will take place prior to the actual taxiway rehab next spring.
 - CBJ Title 49 (Jordan Creek Greenbelt) allowance to limb/clean-up around the creek. This goes hand-in-hand with the restoration grant project with Southeast Alaska Watershed Coalition that was completed in April.
 - Tenant Insurance reminders continue to be sent out. Several certificates have lapsed in our records.
 - Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting discussions with FAA. Staff submitted permit continuance requests to State and Corps of Engineers to keep current.
 - Elevator contingency protocol
 - Maintenance programs refinement (roofs, heat pump equipment, etc.)
 - Staff Training Programs (safety and health) for AKOSH. Staff met with CBJ Safety Officers to see if some of the mandatory training for AKOSH (Fall Protection) will be offered through the CBJ. Some of the Airport staff will be participating in a 10-hour OSHA training/familiarization class this month.
- 4. Airport Project Manager Report (Attachment #8)
 - 5. Airport Architect Report (Attachment #9)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. Finance Committee:

B. Operations Committee:

- X. ASSEMBLY LIAISON
- XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- XII. BOARD MEMBER COMMENTS
- XIII. ANNOUNCEMENTS
- XIV. TIME AND PLACE OF NEXT MEETING:
 - A. Airport Board, 6:00 p.m., June 11, 2019, Alaska Room
- XV. EXECUTIVE SESSION
- XVI. ADJOURN