

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



ATTACHMENT #1

MEMORANDUM

TO: David Epstein, JNU Airport Board Chair

THRU: Patty Wahto, JNU Airport Manager

FROM: Catherine Fritz, JNU Airport Architect

RE: JNU Terminal Reconstruction Project Public Art Selection

DATE: May 7, 2019

In accordance with CBJ Ordinance 62.65 "ART WORKS IN PUBLIC PLACES," the appointed Art Panel has completed their work to select art pieces for the JNU Terminal Reconstruction Project.

Many thanks go to Patty Wahto, Dennis Harris, Glenn Ojard, Rachelle Bonnett, and Lauralye Miko for their work on the public Art Panel. They met twice in February to develop the Call For Artists solicitation, then met for more than 10 hours in April to review and discuss the 35 proposals that were received. The panel shared their personal expertise and insights about the various proposals, and worked collaboratively to come up with the final selection of the following four art pieces:

"Herring Catch" by Rachael Juzeler, \$42,800. This multi-media hanging sculpture is created from both salvaged glass and Bullseye iridescent glass fish that will be attached with copper wire to a stainless steel mesh net, and accented with reclaimed corks, glass balls, and related fishing implements. The piece will be approximately 6ft wide by 24 ft long. Rachael has lived in Juneau since 1996 and has been actively involved in the arts through creation of her own works, as an art educator, and in her position as facility coordinator at the Juneau Arts & Culture Center (JACC).

"Formline Design Wall Mural" by Alison Marks, \$20,000. Alison's large mural (approximately 10ft tall by 25ft wide) integrates traditional Tlingit formline design with recognizable contemporary Juneau-specific figures. The mural will be in a highly visible location (entrance to the restrooms), and will use acrylic paint that will be covered with a protective varnish. Alison is a Tlingit artist born and raised in Southeast Alaska and has been selected for several prestigious awards and fellowships. Her work is included in the permanent collections of the Burke Museum, Frye Art Museum, Portland Art Museum, Chateau Musee Boulogne-sur-Mer (France), and the British Museum (London).

"Wooden Carving" by Robert Mills, \$35,000. Robert's proposal for a large wooden carved wall piece under the stairs was stunning, but the Art Panel was concerned about how the solid piece would interrupt the open design concept through the stair feature. Robert's design approach is to work collaboratively with owners and architects, so he was very receptive to modifying his carving design to an alternative location. The project's design team will work closely with Robert to bring an adaptation of the original proposal to the Art Panel for final approval. Robert has worked with reknown carvers and exhibited work throughout the northwest. Raised in Kake, Alaska, and living in Juneau, Robert has detailed, personal understanding of the importance of the regional carrier area of the JNU Airport. He looks forward to his work contributing to the airport being a place that all people of the region can enjoy.

"Southeast Scenery Etched Glass" by Crystal Worl, \$50,000. This proposal incorporates multiple panels of glazing that combines Tlingit motif with flora and fauna scenery. The concept expresses the abundance of life and resources of Southeast Alaska that residents are closely connected to. The artist has invited collaboration with the project's design team to refine the proposal to the most appropriate areas of the architectural design, which may include exterior windows or a glass guardrail system. Crystal lives in Juneau and is co-owner of Trickster Company. Her education and artistic works promote innovative indigenous design that explores the relationships and bonds between her people, the land, and the animals.



**Juneau Commission
on Sustainability**

(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/sustainability
155 S. Seward Street • Juneau, AK 99801

April 14, 2019

To: Rorie Watt, City Manager

From: Duff Mitchell, Chair Juneau Commission on Sustainability

Regarding JCOS recommendations on Airport Board request for exemption from CBJ Ordinance 2010-42. An Ordinance Amending the Land Use Code to Require Construction and Renovation of Municipal Public Facilities to Meet a Sustainable Building Standard.

Dear City Manager Watt,

After a thorough review and consideration, the Juneau Commission on Sustainability (JCOS) recommends that the airport terminal project not be exempted from the requirements of LEED certification as set out in CBJ code 49.35.800(c). At our April 3, 2019 meeting we concluded that a waiver was not justified, and voted against recommending it to you and the Assembly.

The JCOS's task is specified in 49.35.800(c):

"Exception Procedure. If the Manager, with the consent of the Assembly, after consideration of the recommendation of the Sustainability Commission, determines that it ***would not be economically feasible to satisfy the prerequisites for LEED Certification*** in the case of a specific project, that project shall be exempt from the requirement for LEED Certification." [Highlight added.]

JCOS believes this is the first time that a Project has asked for an exemption to the land use code with all public buildings (schools and library) making at least the minimum certification of LEED standards.

Over the past several months the Juneau Commission on Sustainability (JCOS) reviewed the background of this Ordinance, documents from the U.S. Green Building Council, the Airport Sustainability Master Plan 2018, and how LEED has been used at other U.S. Airports. We consulted with CDD and Engineering/ Public Works Department staff to understand how this Ordinance has been implemented with past CBJ projects and met with CBJ International Airport Management and Board members on several occasions.

Our due diligence in this matter has confirmed to the Commissioners that the North Terminal Expansion Project deserves community support and will benefit our community in our role as a regional hub and the State Capital. We appreciated the cooperation and assistance of the Airport management and Board and

found them informed, resourceful, sincere and responsible in their pursuit of creating an exceptional North terminal for our community.

Our analysis focused on two components of the Ordinance: the meaning of LEED prerequisites and economically feasible. Our determination of what is a prerequisite came from the U.S. Green Building Council website, “While project managers can pick and choose the credits that they want to pursue, prerequisites set the minimum requirements that all buildings need to meet in order to achieve LEED certification. Additionally, fulfilling the requirements of prerequisites will not earn points.”

The Airport submitted to the JCOS their LEED v4 New Construction and Major Renovation Project Checklist and all prerequisites are checked Y for Yes. Therefore, under that narrow definition of the CBJ land use code and the U.S. Green Building Council for prerequisites, the Airport does not meet the bar for an exception to the Ordinance. It is our recommendation for your consideration that the Airport Terminal Reconstruction Project meets the prerequisites for LEED and under the narrowest of interpretation renders the Airport request moot.

However, we also struggled with the second component addressing “*economic feasibility*” as written in 49.35.800(c). Although the Commission was not unanimous, our recommendation for consideration is that it is economically feasible for the Airport to satisfy the prerequisites for LEED certification. Although the Airport suggests that attainment of LEED would require an expenditure of \$1,011,000 to achieve the minimum standard of 40 LEED points, we did not consider it wise for the Airport to pursue the Construction & Demolition Waste Management for 2 points of certification. The cost-benefit for these points does not appear justified. Juneau does not have the requisite landfill and recycling capabilities for LEED standards and therefore obtaining these 2 points would inflate the cost of obtaining LEED certification, we felt unnecessary, by \$483,281.

However, the Commission did recognize, based on the Airport’s memo, that obtaining LEED certification would add an estimated \$527,695 to the \$22.5 million dollar estimate of the project (2.34%). The Airport in their March 29, 2019 exception request memo suggests that it would cost \$135,591 (not including consultant fees or staff time) to meet the prerequisites. The JCOS made a second motion to recommend to you for consideration that it is our recommendation that you recommend to the Assembly an additional CBJ contribution of \$135,591 to assist the Airport in meeting LEED certification. We also ask that the CBJ Engineering staff review the LEED certification analysis conducted by the Airport and their consultant in order to provide an independent review that assists the Airport in meeting the minimum standards of LEED certification.

We would also like to commend the Airport Management and the Airport Board in this process that was conducted with the JCOS regarding LEED.

Below, I have highlighted the key components of the land use code for this recommendation.

49.35.800 Sustainable building standards for construction and renovation of buildings.

(a) *New construction and renovation of existing buildings and facilities by the City and Borough.* The City and Borough shall construct and renovate its public facilities and buildings to sustainable building standards through the use of the U.S. Green

Building Council's Leadership in Energy and Environmental Design (LEED) rating system, and shall be responsible for ensuring that public facilities and buildings meet the requirements as set out in this section and are operated accordingly.

(1) LEED shall be the quantitative measurement for how well standards are met;

(2) All public facilities and buildings utilizing municipal funds and costing over \$5,000,000 (either general or bonded), including new private construction for Municipal leasing or renting, shall be designed and constructed in such a fashion as to achieve a minimum level of LEED Certified;

(A) The City and Borough Engineering Department shall determine if attainment of specific LEED credits will be required within the credits pursued for LEED Certification. These required credits shall be documented in CBJ policy and shall be reviewed and updated each time a new version of the LEED standard is issued. Such update shall occur within three months of the issuance of a new LEED standard.

(b) *Application.* The sustainable building standards for municipal buildings and facilities, including but not limited to, the Juneau School District, ***the Juneau International Airport***, and Bartlett Regional Hospital, shall apply to facilities and buildings where the principal use is regularly occupied space, including, but not limited to, buildings occupied for office, retail, classroom, healthcare, or assembly purposes.

(1) As used in this section, occupied means a facility or building whose primary purpose is for people to work, assemble, or intend to remain within to perform functions (other than routine maintenance) of the principal use of the building. Industrial facilities, such as maintenance, warehouse, and vehicle storage, are excluded from this section.

(c) Exception Procedure. If the Manager, with the consent of the Assembly, after consideration of the recommendation of the Sustainability Commission, determines that it would not be economically feasible to satisfy the prerequisites for LEED Certification in the case of a specific project, that project shall be exempt from the requirement for LEED Certification.

In addition, we are attaching as background the following documents developed and reviewed during our analysis:

1. Airport Request for LEED Ordinance exception dated March 29, 2019.
2. LEED v4 New Construction and Major Renovation project checklist dated March 29, 2019.
3. U.S. Green Building Council, "LEED credits, prerequisites and points: How are they different? March 6, 2017.
4. JCOS background document December 6, 2018.
5. CBJ Memo dated October 27, 2010, Proposed LEED Ordinance with supporting documents.
6. Planning Commission Regular Meeting Minutes Dated December 28, 2010, discussing the proposed LEED Ordinance.

JCOS hopes our recommendation and background materials are helpful to you in making your determination.

Attachments



ATTACHMENT #2

MEMORANDUM

TO: Duff Mitchell, Chair
Juneau Commission on Sustainability (JCOS)

THRU: Patty Wahto, JNU Airport Manager

FROM: Catherine Fritz, JNU Airport Architect

RE: JNU Terminal Reconstruction Project LEED certification update

DATE: March 29, 2019

The Airport requests a recommendation from JCOS that supports the use of the LEED ordinance exception for the JNU Terminal Reconstruction Project:

49.35.800 (c) "Exception procedure. If the Manager, with the consent of the Assembly, after consideration of the recommendation of the Sustainability Commission, determines that it would not be economically feasible to satisfy the prerequisites for LEED Certification in the case of a specific project, that project shall be exempt from the requirement for LEED Certification."

As you requested, the design consultants have completed the initial Project Checklist, attached, that identifies expected achievable points for LEED certification. LEED certification requires a minimum of 40 points out of the 110 possible, and requires collaboration from the project's design team, the Contractor, and the Owner. The consultants strongly recommend that more than 40 points be identified during the design process because it is very unusual for the actual construction project to result in the specific points that were initially identified. Some points may seem achievable during design, but turn out to not be achieved during construction. It is recommended that 4 to 5 points be added to the minimum 40. The Project Checklist indicates 44 points "Yes" (achievable), 18 points "Maybe" (achievable), and 47 "Not" (achievable). The estimated cost to achieve LEED certification is \$1,011,000; costs associated with specific points are summarized in the attachment, as well.

The checklist identifies a significant cost in the category of Construction & Demolition Waste Management. LEED requires that a Waste Management Plan be developed by the Contractor (the cost of developing this plan is estimated at \$10,600), but implementing the plan is optional. The cost associated with implementing the plan is \$483,281 and it achieves 2 points. If this item is removed from the cost impact analysis, the LEED certification estimate would reduce to \$527,695. Reducing the "Yes" (achievable) points to 42 increases the risk that LEED certification will not be achieved. Alternately, one or more of the "Maybe" (achievable) items could be added.

Differing opinions have been voiced in recent weeks about the use of the term "prerequisites" in the ordinance. If interpreted narrowly, the term may refer only to the items listed on the LEED checklist. The cost of these items (without LEED fees, consultant fees, or staff time charges) is \$135,591. If interpreted broadly, the term may refer to all of the items on the checklist. The full cost (with fees and staff time charges) is \$527,695 (or greater if additional points are needed to achieve certification). The Airport requests that JCOS' recommendation considers both of these interpretations. This will allow the Assembly to consider JCOS' opinion of "economically feasible" without assuming a specific interpretation.

The Airport wants to emphasize its commitment to a high performance building. The basis of our terminal project (and all projects at the airport) is to continue to demonstrate leadership, efficiency, and responsive design that serves our community for the long term. The JNU Airport Board unanimously supported this

request for exception at their November 13, 2018 meeting. The following excerpt is reiterated from the November 19, 2018 memo presented to JCOS:

"The Airport fully supports the intent behind the LEED ordinance - that is, to have Juneau's public buildings be high performing and reflect the CBJ's sustainability goals. The Airport has embraced the available technologies and building systems to create durable, long lasting public buildings that are efficient, cost effective, and are positive contributions to CBJ's future. Completion of Phase 1 of the terminal renovation resulted in direct energy savings of more than \$130,000 per year. Once Phase 2 is complete, such savings are expected to increase substantially. Additionally, existing hazardous materials will be removed, mechanical and electrical systems will be replaced, and new interior finishes will replace aged, worn out surfaces. The planned (and budgeted) scope of work will meet the intent of the LEED ordinance without the need to pursue certification.

The Airport has gone beyond minimum requirements by extending high performance design into all of its buildings, as well as applications on the airfield such as replacing the runway lights with LED fixtures. Attaining LEED certification for phase 2 of the Terminal Reconstruction project adds no value to a project budget that is already tight and making compromises to its program. As a self-sustaining enterprise that receives no operational funding from the CBJ, the Airport is constantly balancing costs with fees it assesses tenants. Cost over-runs for this project will have to be made by the fees charged to tenants (or provided by the CBJ), since available federal funding has already been maximized. The LEED certification process is also an extra layer of design and administration that distracts from other critical elements of the project that must be completed by project staff on a very demanding schedule."

The current design incorporates many high performance features that do not necessarily achieve LEED points. These include:

- Decreasing the terminal square footage while increasing layout efficiencies and responding to modern operational needs.
- Geothermal System, including electric Heat Pumps. This will make the terminal a fully renewable energy facility by eliminating the use of diesel boilers.
- Building Envelope Efficiency. Strategic, cost effective R Values of roof, walls, under slab, windows and vestibule entries.
- Modern Electrical devices, including LED lighting throughout and motion-activated controls.
- Mechanical system automated controls for continual monitoring, adjustment and efficiencies; and improved air quality.
- Low Water use toilets and motion activated faucets.
- Increased Natural Daylighting to offset lighting load and increase human comfort.
- Low-VOC construction materials.
- New Escalator, Elevators have much higher efficiencies than current ones.



LEED v4 for BD+C: New Construction and Major Renovation

Project Checklist

Project Name: JNU Airport Ph 2 Terminal Reconstruction

Date: 3/29/2019

Y ? N

1 1 1

Credit Integrative Process

1

4 2 23 Location and Transportation 16

LT-1	1	16	Credit	LEED for Neighborhood Development Location	16
LT-2	1		Credit	Sensitive Land Protection	1
LT-3		1	Credit	High Priority Site	2
LT-4	2	3	Credit	Surrounding Density and Diverse Uses	5
LT-5	1	2	Credit	Access to Quality Transit	5
LT-6		1	Credit	Bicycle Facilities	1
LT-7		1	Credit	Reduced Parking Footprint	1
LT-8		1	Credit	Green Vehicles	1

3 0 7 Sustainable Sites 10

SS-1	Y		Prereq	Construction Activity Pollution Prevention	Required
SS-2	1		Credit	Site Assessment	1
SS-3		2	Credit	Site Development - Protect or Restore Habitat	2
SS-4		1	Credit	Open Space	1
SS-5		3	Credit	Rainwater Management	3
SS-6	2		Credit	Heat Island Reduction	2
SS-7		1	Credit	Light Pollution Reduction	1

2 3 6 Water Efficiency 11

WE-1	Y		Prereq	Outdoor Water Use Reduction	Required
WE-2	Y		Prereq	Indoor Water Use Reduction	Required
WE-3	Y		Prereq	Building-Level Water Metering	Required
WE-4	2		Credit	Outdoor Water Use Reduction	2
WE-5	0	2	Credit	Indoor Water Use Reduction	6
WE-6		2	Credit	Cooling Tower Water Use	2
WE-7		1	Credit	Water Metering	1

10 5 7 Energy and Atmosphere 33

EA-1	Y		Prereq	Fundamental Commissioning and Verification	Required
EA-2	Y		Prereq	Minimum Energy Performance	Required
EA-3	Y		Prereq	Building-Level Energy Metering	Required
EA-4	Y		Prereq	Fundamental Refrigerant Management	Required
EA-5	4	2	Credit	Enhanced Commissioning	6
EA-6	5	2	Credit	Optimize Energy Performance	18
EA-7		1	Credit	Advanced Energy Metering	1
EA-8		2	Credit	Demand Response	2
EA-9		3	Credit	Renewable Energy Production	3
EA-10	1		Credit	Enhanced Refrigerant Management	1
EA-11		2	Credit	Green Power and Carbon Offsets	2

6 5 2 Materials and Resources 13

MR-1	Y		Prereq	Storage and Collection of Recyclables	Required
MR-2	Y		Prereq	Construction and Demolition Waste Management Planning	Required
MR-3		3	Credit	Building Life-Cycle Impact Reduction	5
MR-4	2		Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
MR-5		2	Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
MR-6	2		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
MR-7	2		Credit	Construction and Demolition Waste Management	2

8 3 2 Indoor Environmental Quality 16

IE-1	Y		Prereq	Minimum Indoor Air Quality Performance	Required
IE-2	Y		Prereq	Environmental Tobacco Smoke Control	Required
IE-3	1	1	Credit	Enhanced Indoor Air Quality Strategies	2
IE-4	3		Credit	Low-Emitting Materials	3
IE-5	1		Credit	Construction Indoor Air Quality Management Plan	1
IE-6		2	Credit	Indoor Air Quality Assessment	2
IE-7	1		Credit	Thermal Comfort	1
IE-8		1	Credit	Interior Lighting	2
IE-9		1	Credit	Daylight	3
IE-10	1		Credit	Quality Views	1
IE-11	1		Credit	Acoustic Performance	1

6 0 0 Innovation 6

	5		Credit	Innovation	5
	1		Credit	LEED Accredited Professional	1

4 0 0 Regional Priority 4

	1		Credit	Regional Priority: Specific Credit	1
	1		Credit	Regional Priority: Specific Credit	1
	1		Credit	Regional Priority: Specific Credit	1
	1		Credit	Regional Priority: Specific Credit	1

44 18 47 TOTALS Possible Points: 110

Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110

JUNEAU AIRPORT PHASE 2 TERMINAL RECONSTRUCTION
LEED SUMMARY

ATTACHMENT #2

Indicates "Maybe" points; cost not included in total

CREDIT (Italicized credits are maybes)	POINTS	ADD COST	Comments
Integrative Process	1	\$0	Requires identifying and evaluating opportunities for sustainability through out the design. The design team is already engaged in this process.
LOCATION & TRANSPORTATION			
Sensitive Land Protection	1	\$0	Requires building on land that was previously occupied
Surrounding Density & Diverse Uses	2	\$0	Requires minimum of 8 businesses withing 1/2 mile walking distance of entrance - this encompasses Fed EX, businesses south of Glacier Hwy between Shell Simmons and Jordan Creek; Wells Fargo Bank
Access to Quality Transit	1	\$0	
<i>Bicycle Facilities</i>	<i>1</i>	<i>\$0</i>	<i>covered structure north end for racks</i>
<i>Green Vehicles</i>	<i>1</i>	<i>\$0</i>	<i>Also need to designate 5% of parking spaces for electric cars; add two; one for employees and one in short term lot</i>
SUSTAINABLE SITES			
Construction Activity Pollution Prevention	Pre-Req	\$0	Existing scope inclues a SWPP which will cover this requirement.
Heat Island Reduction	2	\$1,643	Use of white roof membrane instead of black
WATER EFFICIENCY			
Outdoor water use reduction	Pre-Req	\$0	No irrigtaion is planned
Indoor water use reduction	Pre-Req	\$3,816	Requires 20% Reduction from baseline; assumes low flow urinals
Building level water metering	Pre-Req	\$0	Measure for potable water use; CBJ meters water into the building; once JNU is off of the boilers this should suffice. Report to USGBC for 5 years.
Outdoor Water use reduction	2	\$0	No irrigation is planned

JUNEAU AIRPORT PHASE 2 TERMINAL RECONSTRUCTION
LEED SUMMARY

ATTACHMENT #2

CREDIT (Italicized credits are maybes)	POINTS	ADD COST	Comments
<i>Indoor water use reduction</i>	2	0	<i>Requires 30% reduction; it is possible that the efforts recommended in the prereq will amount to 30% but we should not count on it</i>
ENERGY & ATMOSPHERE			
Fundamental Commissioning and Verification	Pre-Req	\$63,600	Tests and verifies that all systems related to energy use are installed and functioning as designed
Minimum Energy Performance	Pre-Req	\$0	Already meeting this requirement as designed
Building-Level Energy Metering	Pre-Req	\$42,205	Assume we define the LEED Boundary for only the addition so we do not have to meter the existing systems. Report to USGBC for 5 years
Fundamental Refrigerant Management	Pre-Req	\$0	No use of refrigerants planned for cooling
Enhanced Commissioning	3	\$133,560	Additional testing and monitoring; further involvement in the design process;
Optimize Energy Performance	5	\$0	Additional testing and monitoring; further involvement in the design & construction process than fundamental Commissioning
Enhanced Refrigerant Management	1	\$0	No use of refrigerants planned for cooling
MATERIALS & RESOURCES			
Storage and Collection of Recyclables	Pre-Req	\$15,370	Extension of existing program; effectiveness depend on people's behaviour
Construction and Demolition Waste Management Planning	Pre-Req	\$10,600	The contractor to establish goals for project to recover, re-use or recycle waste materials.
<i>Building Life-Cycle Impact Reduction</i>	3	\$0	<i>Math may work for 10% reduction of listed items such as green house gases and depletion of non renewable resources in existing design but we cannot count on it</i>
Building Product Disclosure and Optimization - Environmental Product Declarations	2	\$0	Design currently includes materials that meet this requirement

JUNEAU AIRPORT PHASE 2 TERMINAL RECONSTRUCTION
LEED SUMMARY

ATTACHMENT #2

CREDIT (Italicized credits are maybes)	POINTS	ADD COST	Comments
<i>Building Product Disclosure and Optimization - Sourcing of Raw Materials</i>	2	\$0	<i>This is achievable but it is difficult to truly measure the costs prior to completion of design and construction</i>
Building Product Disclosure and Optimization - Material Ingredients	2	\$0	Design currently includes materials that meet this requirement
Construction and Demolition Waste Management	2	\$483,201	May require contractor to ship waste to seattle for recycling or diversion as there are not facilities to recycle building materials in juneau
INDOOR ENVIRONMENTAL QUALITY			
Minimum Indoor Air Quality Performance	Pre-Req	\$0	Design currently meets minimum standards for comfort regarding room ventilation and heating
Environmental Tobacco Smoke Control	Pre-Req	\$0	Current Airport practices conform with this requirement
Enhanced Indoor Air Quality Strategies	1	\$27,046	Extend Walk off mats 10 ft; exhaust for copy areas and janitor closets meet prerequisite with seals and closers at doors;
<i>Enhanced Indoor Air Quality Strategies</i>	<i>1</i>	<i>\$0</i>	<i>An extra point can be added to this credit if CO2 monitors are added to the project</i>
Low-Emitting Materials	3	\$0	Design currently includes materials that meet this requirement
Construction Indoor Air Quality Management Plan	1	\$26,034	requires filters for grilles/diffusers during construction OR prohibits use of new systems with ductwork during construction
Thermal Comfort	1	\$0	Design currently follows required USGBC standard
<i>Interior Lighting</i>	<i>1</i>	<i>\$0</i>	<i>Upgrades to light fixtures and controls</i>
<i>Daylight</i>	<i>1</i>	<i>\$0</i>	<i>Requires running computer simulations to measure light levels; it is possible to achieve this point but not probable. Additional Design cost; no additional construction cost</i>

**JUNEAU AIRPORT PHASE 2 TERMINAL RECONSTRUCTION
LEED SUMMARY**

ATTACHMENT #2

CREDIT (Italicized credits are maybes)	POINTS	ADD COST	Comments
Quality Views	1	\$0	Easy requirement to meet at this location
Acoustic Performance	1	\$72,902	Requires minimizing sound from HVAC and meeting sound ratings for walls between offices. Sound rated walls
INNOVATION			
Innovation	5	\$5,000	Meet one pilot credit and add strategies for achieving the credit. Other projects in Alaska have qualified for points in this manner.
LEED Accredited professional	1	\$0	
REGIONAL PRIORITY			
Regional Priority: Specific Credit	1	\$2,500	Anticipate points for difficulties in implementing LEED requirements in a remote community in Alaska
Regional Priority: Specific Credit	1	\$2,500	
Regional Priority: Specific Credit	1	\$2,500	
Regional Priority: Specific Credit	1	\$2,500	
ADDITIONAL COSTS			
USGBC Fees		\$6,000	
Design Team Fees for LEED		\$65,000	
JNU Administrative Costs		\$45,000	
TOTAL COST		\$1,010,976	<i>Exclude cost of "maybe" points</i>

* All costs include mark up for contingency & escalation

Indicates "Maybe" points; cost not included in total

[LEED](#)

LEED credits, prerequisites and points: How are they different?

[Rukesh Samarasekera](#) Mar 06, 2017

Learn how the components of LEED work to make certification possible.

This article is part of a series that provides an overview of the fundamental components of [LEED](#).

LEED points, [LEED credits](#), LEED prerequisites—they all contribute to certification, but how are they different? These three fundamental elements help you achieve LEED certification for your project. In the articles to come, we'll provide more detailed information about what these look like in each of the LEED rating systems: [BD+C](#), [O+M](#), [ID+C](#), and [ND](#). We'll also do a special edition on [Homes](#).

Prerequisites

[LEED certification](#) means healthier, more productive places for us to live, learn, work and play, as well as less stress on the environment, by encouraging energy- and resource-efficient buildings. While project managers can pick and choose the credits they want to pursue, prerequisites set the minimum requirements that all buildings need to meet in order to achieve LEED certification.

Additionally, fulfilling the requirements of prerequisites will not earn points. Think of them as the foundation—without it, you can't construct a building.

Credits

These are what truly set your building apart from the rest. You are free to go for [any credit you want](#) within your chosen rating system, as long as it applies to your project type. Certain credits

pair well with certain prerequisites or even other credits—we call that an [integrated process](#)—which amounts to synergistic benefits.

If prerequisites are the foundation, then credits are everything else. That is also why credits earn you points.

Points

The more points, the higher the reward. With LEED, there are many rewards, ranging from healthier spaces to buildings that save money and resources. The number of points a project earns determines the level of LEED certification it receives. There are four levels of certification:

- Certified (40–49 points)
- Silver (50–59 points)
- Gold (60–79 points)
- Platinum (80+ points)

Credits earn points, but prerequisites do not. Check out all of the credits and prerequisites in the [LEED credit library](#).

In the next article, we'll review the prerequisites and credits that make up the LEED for Building Design and Construction ([LEED BD+C](#)) rating system.

<https://www.usgbc.org/articles/whats-difference-between-leed-credit-leed-prerequisite-and-leed-point>

December 6, 2018

Airport Board and Manager Request to Waive Leadership in Energy and Environmental Design (LEED) Certification for Northern Terminal Expansion

Background.

The airport reconstruction began before the CBJ's LEED requirement, but it has taken numerous steps to enhance sustainability, reduce energy and maintenance costs, and deserves recognition for these key improvements and notably the geothermal heating system which has been nationally recognized.

The Juneau Airport and Board (Airport) has been working on the Northern Terminal Expansion plan and design for just under a year in which the project is called the Terminal Reconstruction Phase 2. Airport management and board recently found out that the expansion project would require LEED approval as it was considered a stand-alone project. The Airport did not plan or budget for LEED certification. The CBJ Ordinance adopting LEED certification for CBJ buildings was adopted in 2010. The Juneau International Airport is specifically cited in the Ordinance.

CBJ Ordinance 2010-42 ***An Ordinance Amending the Land Use Code To Require Construction and Renovation of Municipal Public Facilities to Meet a Sustainable Building Standard.***

states under section 2 that the amendment of Chapter CBJ 49.35 Public Improvements ***49.35.800 Sustainable building standards for construction and renovation of buildings.***

(a) *New construction and renovation of existing buildings and facilities by the City and Borough.* The City and Borough shall construct and renovate its public facilities and buildings to sustainable building standards through the use of the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) rating system, and shall be responsible for ensuring that public facilities and buildings meet the requirements as set out in this section and are operated accordingly.

(1) LEED shall be the quantitative measurement for how well standards are met;

(2) All public facilities and buildings utilizing municipal funds and costing over \$5,000,000 (either general or bonded), including new private construction for Municipal leasing or renting, shall be designed and constructed in such a fashion as to achieve a minimum level of LEED Certified;

(A) The City and Borough Engineering Department shall determine if attainment of specific LEED credits will be required within the credits pursued for LEED Certification. These required credits shall be documented in CBJ policy and shall be reviewed and updated each time a new version of the LEED standard is issued. Such update shall occur within three months of the issuance of a new LEED standard.

(b) *Application.* The sustainable building standards for municipal buildings and facilities, including but not limited to, the Juneau School District, ***the Juneau***

International Airport, {emphasis added} and Bartlett Regional Hospital, shall apply to facilities and buildings where the principal use is regularly occupied space, including, but not limited to, buildings occupied for office, retail, classroom, healthcare, or assembly purposes.

(1) As used in this section, occupied means a facility or building whose primary purpose is for people to work, assemble, or intend to remain within to perform functions (other than routine maintenance) of the principal use of the building. Industrial facilities, such as maintenance, warehouse, and vehicle storage, are excluded from this section.

The Airport has asked the CBJ Juneau Commission of Sustainability (JCOS) for an Exemption stating that it is not economically feasible to satisfy the prerequisites for LEED Certification.

Section 3. Exception Procedure. If the Manager, with the consent of the Assembly, after consideration of the recommendation of the Sustainability Commission, determines that it would not be economically feasible to satisfy the prerequisites for LEED Certification in the case of a specific project, that project shall be exempt from the requirement for LEED Certification.

The Airport has supplied the JCOS with a Project Narrative memo dated November 19, 2018. CDD staff supplied JCOS with the CBJ Ordinance 2010-42; CBJ Memo Proposed LEED Ordinance dated 10-27-10; JCOS Memo supporting CBJ adopting LEED standard dated 4-29-10; CBJ Minutes excerpt related to CBJ Assembly discussion of proposed Ordinance 2010-42.

Since the Passage of CBJ Ordinance, four public buildings have been built to LEED standards and there have been no requests for exemption prior to the November 2018 request by the Airport.

US Green Building Council which maintains LEED states that there are over 250 airport and airport structures in the US that are LEED certified. Currently, there are both registered and certified airport projects in nearly all 50 U.S. states and in more than 40 countries and territories around the world. There are more than 201.4 million square feet of space at airports participating in LEED.

The JCOS met with the Airport team on Wednesday, November 28, 2018. This date was originally intended to be a work session, but JCOS was told that the Airport was under a tight schedule. JCOS accommodated by rearranging its previous agenda and noticing the work session to make it an official meeting.

The Airport and architect team made its presentation and reasons for an exception to the CBJ LEED ordinance. The reasons were primarily cost, but also that some of the LEED requirements did not fit well for Juneau such as using recycled materials, certified woods and water management. Costs were not only up front for registration and certification but that \$1.6M to the budget, but these were rough estimates. In addition, there would be a contractor burden to comply and management burden to administer. The memo did not have a spreadsheet breakdown of the Project costs and the additional amounts that would be required under LEED.

JCOS discussed some possible alternatives to discuss what the Airport could do to improve their request such as requiring 3rd party commissioning, focusing on applicable components of LEED. Airport felt that the Ordinance was not needed and that it might be better to have the Ordinance updated. JCOS Chair

stated that the Assembly, not the JCOS is the venue for any ordinance change request. JCOS would limit itself to following the Ordinance and its exception procedure.

In further discussion, Duff Mitchell, Chair sent the Airport the LEED Certification Checklist v4 and asked the Airport to respond at the next meeting of what they could and could not/would not be able to achieve under the LEED checklist.

JCOS met for a 2nd meeting on December 5, 2018 and the Airport team provided an additional memo with checklist v4. The Airport spent a bit of time on this and found that there was an overwhelming detail to LEED that they could only put so much into the task. A key point was made that since the Airport would not be submetering for tenants that they would be ineligible for registering and certifying for LEED since that was prerequisite. In the ensuing discussion, it was learned that the Airport charges the same for electricity to each tenant regardless of use. When questioned about the freezers that could cost many thousand dollars to operate in the summer, the Airport stated that those tenants with large freezers pay an additional \$1000 per month, but that the freezers would be moved out of the building upon renovation. When questioned on submetering, the answer was that it was too expensive to meet the prerequisite.

Due to time limitation, three options were posted. Accept the Airport recommendation for exception, deny the exception or conduct an additional meeting(s) on the matter. Due to holidays and the Airport need to arrive at a quick answer, the JCOS agreed to meet on an expedited process and noticed a meeting for December 7th at 10 AM at the airport.

An additional meeting is scheduled for December 7, 2018 at 10 AM at the Juneau International Airport Alaska room

Discussion

1. All CBJ public buildings that fall under the ordinance have been LEED certified
2. No exceptions have been requested or approved.
3. Other buildings such as the Valley Library also had funding issues but did not decide to ask for a LEED exception.
4. Most recent Airport constructions and renovations with the number of a Million passengers a year are LEED certified in the US.
5. The Airport has been working on the Terminal Reconstruction Project a year but has requested expedited determination on the exception request.
6. JCOS has engaged in three meetings with the Airport on this matter.
7. JCOS has been provided a narrative and LEED v4 analysis that the Airport cannot register or become certified because it will not or cannot afford to submeter electricity as this would cost \$50,000 or more.
8. Several LEED studies indicate that LEED facilities do not cost more than non-LEED facilities
<https://www.facilitiesnet.com/green/article/Measuring-The-Cost-To-Become-LEED-Certified--10057>

Some additional information that would be useful:

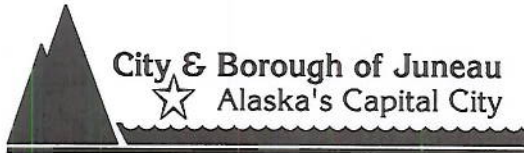
1. Minutes outlining discussion with Airport Board stating the reasons why and rationale for not complying with LEED and asking for the exception to the CBJ Ordinance.
2. Cost breakdown of Major Items with a Work Breakdown Schedule of the Project to see what components would fall into the LEED checklist categories.
3. Record of public meetings related to discussion on the Terminal Reconstruction Phase 2 (northern terminal).

Discussion Draft

ATTACHMENT #2

City and Borough of Juneau
Engineering Department
155 South Seward Street
Juneau, Alaska 99801

Telephone: 586-0800 Facsimile: 463-2606



DATE: 10/27/2010

TO: Bob Doll, Chair
Public Works and Facilities Committee

FROM: Rorie Watt, P.E., Director 
Engineering Department

RE: Proposed LEED Ordinance

As has been discussed in Committee, The Juneau Commission on Sustainability has forwarded a request that a draft ordinance requiring LEED certification on CBJ projects be considered. Their draft ordinance is attached to this memorandum.

We've talked about this quite a bit at the staff level, as well as with local architects and builders. Generally, there is plenty of support for the construction of high performance buildings, for the construction of lower maintenance buildings and for the use of building materials and heating and ventilation products that improve the indoor air quality.

On a policy level, it is our intent to pursue the points that allow energy efficiency, reduction in energy consumption and building environment controls. To a large degree, we already follow this approach.

We still have not achieved LEED certification for the Harborview and Glacier Valley Renovation projects; it is a slow process and quite frankly, it is easy to prioritize other pressing issues. Requiring certification on our larger building projects will ensure that the process is followed and will send a positive conservation message to the community. If the certification process is successful, the Assembly could consider expanding the approach at a later date.

As for additional costs, we can roughly expect about \$50,000 for certification of a \$5-10M building project. Most, if not all, of the construction costs will go towards items that are good ideas (insulation, better windows, more efficient mechanical systems) or towards widely supported betterments (low VOC adhesives and sealants, re-use of materials, etc).

Recommendation:

I recommend that the Committee forward the draft ordinance to the full Assembly for consideration with the following changes:

- A. Require certification for building projects costing greater than \$5M.
- B. Delete automatic increase to LEED Silver.

DRAFT

Presented by: The Manager
Introduced:
Drafted by: J.W. Hartle

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**Serial No. 2010-LEED**

**An Ordinance Amending Building Code (or Land Use Code)
To Require Construction and Renovation of Municipal Public
Facilities to Meet a Sustainable Building Standard and to
~~Provide Incentives for Public and Privately Developed
Facilities.~~** X

WHEREAS, the City and Borough anticipates that it will be facing unprecedented increases in fuel and electricity rates in the future; and

WHEREAS, in the United States, buildings account for 12.2% of freshwater use, 38% of CO2 emissions, 40% of material use, and 39% of energy use; and

WHEREAS, the City and Borough desires to reduce building operating and maintenance costs, provide a healthy and productive indoor work environment for its employees and the public, promote the community's ongoing economic vitality, and support energy efficiency; and

WHEREAS, the City and Borough recognizes that the practice of sustainability, as it relates to buildings, is the use of key resources like energy, water, materials and land in a more efficient manner than simply constructing buildings to code; and

1 WHEREAS, building sustainability creates healthier work, learning, and living
2 environments with more natural light and cleaner air, contributing to improved
3 employee and student health, comfort, and productivity; and

4
5 WHEREAS, the LEED (Leadership in Energy and Environmental Design) Rating
6 System is a third-party certification system developed by the United States Green
7 Building Council. This system quantifies sustainable design, and awards rankings
8 based on achievement; and

9
10 WHEREAS, these third-party certification systems are not expected to significantly
11 impact CBJ staffing; and

12
13 WHEREAS, government is ultimately responsible for leading by example and setting
14 a community standard for the sustainable planning, design, construction, renovation
15 and operation of buildings to support economic, social, and environmental
16 sustainability.

17
18 NOW, THEREFORE, BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF
19 JUNEAU, ALASKA:

20
21 **Section 1. Classification.** This ordinance is of a general and permanent nature
22 and shall become a part of the City and Borough Code.

23
24 **Section 2. New Section.** CBJ 19. (or 49.) _____, is
25 amended to add a new section to read as follows:

1 19.01.____ (or 49.____) Sustainable building standards for construction
2 and renovation of buildings.

3
4 (a) *New construction and renovation of existing buildings and facilities by the City*
5 *and Borough.* The City and Borough shall construct and renovate its public facilities
6 and buildings to sustainable building standards through the use of the U.S. Green
7 Building Council's Leadership in Energy and Environmental Design (LEED) rating
8 system, and shall be responsible for ensuring that public facilities and buildings meet
9 the requirements as set out in this section and are operated accordingly.

- 10
11 (1) LEED shall be the quantitative measurement for how well standards are
12 met;

- 13
14 (2) All public facilities and buildings utilizing municipal funds ~~(either general~~
15 or bonded), including new private construction for Municipal leasing or
16 renting, shall be designed and constructed in such a fashion as to achieve
17 a minimum level of LEED Certified;

- 18
19 (A) The City and Borough Engineering Department shall determine if
20 attainment of specific LEED credits will be required within the credits
21 pursued for LEED Certification. These required credits shall be
22 documented in CBJ Policy and shall be reviewed and updated each
23 time a new version of the LEED standard is issued. Such update shall
24 occur within three months of the issuance of a new LEED standard.

AND COSTING > \$5M

~~(B) Beginning July 1, 2012, the minimum level is increased from LEED
Certified to LEED Silver.~~

(b) *Application.* The sustainable building standards for municipal buildings and facilities, including the Juneau School District, the Juneau International Airport, and Bartlett Regional Hospital, shall apply to facilities and buildings where the principal use is regularly occupied space including, but not limited to, buildings occupied for office, retail, classroom, healthcare, or assembly purposes.

(1) As used in this section, occupied means a facility or building whose primary purpose is for people to work, assemble, or intended to remain within to perform functions (other than routine maintenance) of the principal use of the building. Industrial facilities, such as maintenance, warehouse, and vehicle storage, are excluded from this section.

Section 3. Exception Procedure. If the Manager, with the consent of the Assembly, after consideration of the recommendation of the Sustainability Commission, determines that it would not be economically feasible to satisfy the prerequisites for LEED Certification in the case of a specific project, that project shall be exempt from the requirement for LEED Certification.

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Ord. 2010-LEED

tried to help and we put a lateral down on the beach where we thought he might be able to work out a deal. That's not an easy thing to do and there are other options that entail going through other people's yards, but those are longer distances and longer runs for digging and the cost of doing that isn't any less than this current situation. What we've done in the past – and this goes back to the early 1990s – we've acknowledged that pumpers pay more to connect and we've reduced assessments by \$1,000. It is true that that \$1,000 doesn't cover the cost of a pump, but what is also true in North Douglas and West Valley, we globally lowered the assessments. Mr. Goldstein, do you know what the rate of your assessment is right now?

Goldstein – Our current assessment rate is \$2,600.

Watt – So the lion's share of the cost for the Goldsteins clearly is the connection charges.

Doll – If CBJ attempted to deal with the little challenges that are different for each property, we would really have a chore on our hands.

Goldstein – I understand that. But when you do have an unusual and/or singular case that Mr. Watt just mentioned, I think that there might be some opportunities then to work with residents of the City and Borough, because the difference between my neighbor and I is a solid \$8,000. Justifiably, fairness is not the only reason. We have a fully functional and SOA-DEC septic system that we're being requested to decommission and replace with a system that costs \$10,000 for the installation of a pump station. That just doesn't seem reasonable. I'm hoping that there's some leniency or some way to measure or adjust the cost for this singular unique case.

Doll – Mr. Watt, in a circumstance like this, the native allotment owner may not legally encumber his property. But is there any reason that he would not be able to allow the trench to get down to the line and let the property owner who's using it take the risk at some time in the future that the native allotment owner may no longer allow Mr. Goldstein to pump downhill or take advantage of that line. Are those extra-legal methods available?

Watt – I'm sure something like that is available. Typically, we at CBJ try not get in between adjacent property owners who have issues, hoping that both owners can reach an amicable solution.

IV. ITEMS FOR ACTION

A. LEED Ordinance

Watt – Discussion ensued regarding packet materials - the letter addressed to the PWFC Chair, and the attached draft of the ordinance from the Juneau Commission on Sustainability.

A less restrictive ordinance format may not impact most projects, but it would benefit the JSD, and we've been voluntarily monitoring their progress already. There are good reasons to support that, but it's easy to bypass certification if it's not required.

Sanford – What if there's a better plan that an architect has learned in the process of attending meetings and conferences? Would they be able to substitute that as long as it was better than the LEED Standard?

Watt – On page 4, Section 3, there's an Exception Procedure. If the Manager, with the consent of the Assembly, and after consideration of the recommendation, the Sustainability Commission determines that it's not feasible to do the LEED certification, I think that this Committee would follow that. If there was a different process, we would use that and we would try to apply common sense and practicality considerations.

Sanford – So if a designer or architect said that this is better than LEED, let's go to that. Right now, we're locked into LEED all by itself. I would think that we would like to leave that open somehow to make sure that we can get

the best idea out there to do the job that we wanted to do. As long as you think that this is good to be that locked in, I'm fine with that.

On page 4, under exceptions, the Sustainability Commission would review what ever came before them and make sure that the authority sequence was followed. Then the City Manager and Assembly would look at it and give the final order. The Sustainability Commission's opinion would be considered along with other available evidence.

Sanford – I would move Staff's recommendation on the letter dated 10/27/2010 which recommends that the Committee forward a draft ordinance to the full Assembly for consideration with the following changes: A.) Require certification for building projects costing greater than \$5M; and B.) Delete automatic increase to LEED Silver level, and ask for unanimous consent.

Doll – Hearing no objection, the motion is approved.

B. LID 91 – North Douglas Sewer, Phase V – Informal Ballot Results

Anderson – What is the process for following up initial notification?

Watt – The general practice is to:

- Hold the neighborhood meeting. We advertise in the paper and we mail out a letter to every property owner affected.
- Meet with people and answer questions.
- Send out a certified letter, ballot, and return envelope, and include a description of the LID process and the proposed property assessment.

Anderson – Of the 54%, were some envelopes with "Certified-Return Requested" cards attached, returned to the Engineering Department from the Post Office indicating that either the property owner refused receipt, or that the address was not complete and/or accurate?

Watt – Yes. We sent out the ballot to the property owner's address of record, gleaned from the CBJ Assessors Office. That's the same address used for tax assessments.

Mannix – Four or five property owners received a notice either in their post office box or at their physical address but refused to claim it at their respective post office. A few were returned due to insufficient addresses. Between now and when we do the public hearing notice, we'll try to find the correct addresses. We trust that the Assessor's office should have the latest address, but sometimes they don't.

Watt – I'm always amazed that the unclaimed or undeliverable return rate is as low as it is on LIDs. We're essentially taxing people individually and directly. The results of this poll are in the normal range.

Sanford – I would move Staff's request that this Committee recommend the formation of LID #91 to the full CBJ Assembly for approval, and ask for unanimous consent.

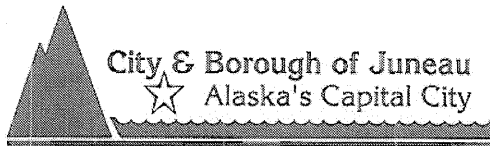
Doll – Hearing no objection, the motion is adopted.

C. BRH Roof Project Appropriation

Watt – The \$0.5M requested is to start the roofing project for areas that were not completed in the 2005 project.

Sanford – What about the rest of the funds necessary to complete this project?

ATTACHMENT #2



City and Borough of Juneau
Engineering Department
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-0800 Facsimile: 463-2606

DATE: 10/27/2010

TO: Bob Doll, Chair
Public Works and Facilities Committee

FROM: Rorie Watt, P.E., Director 
Engineering Department

RE: Proposed LEED Ordinance

As has been discussed in Committee, The Juneau Commission on Sustainability has forwarded a request that a draft ordinance requiring LEED certification on CBJ projects be considered. Their draft ordinance is attached to this memorandum.

We've talked about this quite a bit at the staff level, as well as with local architects and builders. Generally, there is plenty of support for the construction of high performance buildings, for the construction of lower maintenance buildings and for the use of building materials and heating and ventilation products that improve the indoor air quality.

On a policy level, it is our intent to pursue the points that allow energy efficiency, reduction in energy consumption and building environment controls. To a large degree, we already follow this approach.

We still have not achieved LEED certification for the Harborview and Glacier Valley Renovation projects; it is a slow process and quite frankly, it is easy to prioritize other pressing issues. Requiring certification on our larger building projects will ensure that the process is followed and will send a positive conservation message to the community. If the certification process is successful, the Assembly could consider expanding the approach at a later date.

As for additional costs, we can roughly expect about \$50,000 for certification of a \$5-10M building project. Most, if not all, of the construction costs will go towards items that are good ideas (insulation, better windows, more efficient mechanical systems) or towards widely supported betterments (low VOC adhesives and sealants, re-use of materials, etc).

Recommendation:

I recommend that the Committee forward the draft ordinance to the full Assembly for consideration with the following changes:

- A. Require certification for building projects costing greater than \$5M.
- B. Delete automatic increase to LEED Silver.

MEMORANDUM

ATTACHMENT #2

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

Date: April 29, 2010

To: Bruce Botelho, Mayor
Members of the Juneau Assembly
Rod Swope, City Manager

Thru: Sean Lynch, Chair

From: The Juneau Commission on Sustainability

For some time now the CBJ Engineering Department has been considering various drafts of an ordinance adopting LEED as the CBJ standard for design and construction of public buildings. The Commission applauds this effort and encourages the submission of a completed draft to the Assembly for its action.

We believe that LEED is the best standard yet published to achieve the benefits of energy conservation and operating cost reduction. Moreover, LEED offers a review process to insure that the objectives set for any construction project have in fact been achieved.

The Commission is aware that the field of sustainable construction standards is rapidly evolving. Newer standards are in draft that CBJ may wish to review in the future for potential adoption by ordinance. Until such standards are available, we consider the staff's adaptation of LEED to be a useful method for reducing operating costs, one which we understand is already widely used in the design and construction community of Juneau.

The Commission commends the Engineering Department on its LEED initiative and recommends that a draft ordinance be prepared for submission to the Assembly.



CITY/BOROUGH OF JUNEAU
★ **ALASKA'S CAPITAL CITY**

Presented by: The Manager
Introduced:
Drafted by: J.W. Hartle

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2010-42

**An Ordinance Amending the Land Use Code To Require
Construction and Renovation of Municipal Public Facilities to
Meet a Sustainable Building Standard.**

WHEREAS, the City and Borough anticipates that it will be facing unprecedented increases in fuel and electricity rates in the future; and

WHEREAS, in the United States, buildings account for 12.2 percent of freshwater use, 38 percent of carbon dioxide (CO2) emissions, 40 percent of material use, and 39 percent of energy use; and

WHEREAS, the City and Borough desires to reduce it's building operating and maintenance costs, provide a healthy and productive indoor work environment for its employees and the public, promote the community's ongoing economic vitality, and support energy efficiency; and

WHEREAS, the City and Borough recognizes that the practice of sustainability, as it relates to buildings, is the use of key resources like energy, water, materials and land in a more efficient manner than simply constructing buildings to code; and

1 WHEREAS, building sustainability creates healthier work, learning, and living
2 environments with more natural light and cleaner air, contributing to improved
3 employee and student health, comfort, and productivity; and

4
5 WHEREAS, the LEED (Leadership in Energy and Environmental Design) Rating
6 System is a third-party certification system developed by the United States Green
7 Building Council. This system quantifies sustainable design, and awards rankings
8 based on achievement; and

9
10 WHEREAS, these third-party certification systems are not expected to significantly
11 impact CBJ staffing; and

12
13 WHEREAS, government is ultimately responsible for leading by example and setting
14 a community standard for the sustainable planning, design, construction, renovation
15 and operation of buildings to support economic, social, and environmental
16 sustainability.

17
18 NOW, THEREFORE, BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF
19 JUNEAU, ALASKA:

20
21 **Section 1. Classification.** This ordinance is of a general and permanent nature
22 and shall become a part of the City and Borough Code.

23 //

24 //

25 //

26

Section 2. Amendment of Chapter. CBJ 49.35 Public Improvements, is amended to add a new section, CBJ 49.35.800 Sustainable building standards for construction and renovation of buildings, to read:

49.35.800 Sustainable building standards for construction and renovation of buildings.

(a) *New construction and renovation of existing buildings and facilities by the City and Borough.* The City and Borough shall construct and renovate its public facilities and buildings to sustainable building standards through the use of the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) rating system, and shall be responsible for ensuring that public facilities and buildings meet the requirements as set out in this section and are operated accordingly.

(1) LEED shall be the quantitative measurement for how well standards are met;

(2) All public facilities and buildings utilizing municipal funds and costing over \$5,000,000 (either general or bonded), including new private construction for Municipal leasing or renting, shall be designed and constructed in such a fashion as to achieve a minimum level of LEED Certified;

(A) The City and Borough Engineering Department shall determine if attainment of specific LEED credits will be required within the credits pursued for LEED Certification. These required credits shall be documented in CBJ policy and shall be reviewed and updated each

1 time a new version of the LEED standard is issued. Such update shall
2 occur within three months of the issuance of a new LEED standard.

3
4 (b) *Application.* The sustainable building standards for municipal buildings and
5 facilities, including but not limited to, the Juneau School District, the Juneau
6 International Airport, and Bartlett Regional Hospital, shall apply to facilities and
7 buildings where the principal use is regularly occupied space, including, but not limited
8 to, buildings occupied for office, retail, classroom, healthcare, or assembly purposes.

9
10 (1) As used in this section, occupied means a facility or building whose
11 primary purpose is for people to work, assemble, or intend to remain
12 within to perform functions (other than routine maintenance) of the
13 principal use of the building. Industrial facilities, such as maintenance,
14 warehouse, and vehicle storage, are excluded from this section.

15
16 **Section 3. Exception Procedure.** If the Manager, with the consent of the
17 Assembly, after consideration of the recommendation of the Sustainability Commission,
18 determines that it would not be economically feasible to satisfy the prerequisites for
19 LEED Certification in the case of a specific project, that project shall be exempt from
20 the requirement for LEED Certification.

21 //
22 //
23 //
24 //
25 //
26 //

There being no objection, AME2010 0006 was recommended for approval to the Assembly by the PC, as it is further modified by staff per the discussion of the Commissioners in relation to subsection (4)(B) at this meeting.

AME2010 0010

An Ordinance requiring Leadership in Energy and Environmental Design (LEED) certification on certain CBJ projects.

Applicant: CBJ Engineering

Location: Boroughwide

Staff report

Mr. Pernula said this proposal is to adopt LEED certification standards for certain CBJ building projects that would cost greater than \$5 million, which originates from the Juneau Commission on Sustainability (JCOS). He explained that this ordinance requiring LEED certification on certain CBJ projects would reside in Title 49, so the PC is required to review this before the proposed ordinance is presented to the Assembly. He explained that LEED certification includes energy standards, materials, maintenance, etc. He said an estimate was provided that they can roughly expect to pay about \$50,000 for LEED certification of a \$5-\$10 million building project. He noted that these costs should be able to be recouped over the long term by reducing the maintenance cost of buildings. He stated that this is just for LEED certification, not for an automatic increase to LEED Silver, and the CBJ Engineering is requesting that section to be deleted.

Public testimony - None**Commission discussion**

Chair Gladziszewski stated that the Municipality of Anchorage approved LEED certification, although they set a higher goal to immediately become fully certified by 2012 for all buildings within Anchorage over a preset dollar amount and square footage threshold, which she believes the CBJ should do so as well, including for all other large buildings being constructed in this community.

Mr. Miller said he built the first LEED certified home in the State of Alaska here in Juneau, and there is a lot to learn undergoing that process. He explained that attempting to become LEED certified beyond the basic level to Silver, or Gold, etc. is very difficult in Southeast Alaska because so many points in the LEED Rating System are water conservation related, such as irrigation, etc., which is in general for the nation so it does not specifically relate to Juneau. He said requiring the basic level of LEED certification for certain CBJ buildings is a great idea, including that the \$50,000 cost for LEED certification on a \$5 million job is probably fairly accurate, but only because there are now already more energy-efficient buildings being constructed in Juneau than is required. He said the cost for the CBJ to construct a building to code, plus the cost to LEED certify it would end up totaling much more than the expected \$50,000 listed in the report. He explained that the Public Works Facility Building was a \$4.5 million job, which was just to build it to code, with no extra insulation, etc., but if that building would have been LEED certified it would have cost \$1.5 to do so, although even so the CBJ still should have required that it be done. He said the report states that the CBJ is already following this LEED approach, i.e., the airport expansion project is being built per many of the LEED standards, but they have not achieved LEED certification for the Harborview and Glacier Valley Renovation projects. Therefore, he intends to support the proposed LEED ordinance, although

he does not believe this is the answer, but it is important for the CBJ to do so for a couple of projects because they have a lot to learn. He also believes that eventually the CBJ will end up not requiring LEED certification of its buildings, and instead, will probably do away with it because they might devise a better method later on to build energy-efficient buildings that works better in Southeast Alaska.

Chair Gladziszewski explained that when she previously worked for the CBJ, they held discussions regarding LEED certification of CBJ buildings, and they talked about many issues involved with doing so, including possibly devising their own method in which to build more energy-efficient buildings. However, in the end they became overwhelmed as to how they might attempt build energy-efficient buildings on their own since the LEED Rating System was already in place, which they all agreed is not perfect but it is better than nothing, which might be easier to implement because they are somewhat already doing so.

Mr. Watson said the Public Works & Facilities Committee (PWFC) held previous discussions about possibly requiring higher certification levels of LEED than the standard, but doing so would be very difficult for the CBJ to achieve in Juneau, including possibly not being able to recoup construction costs if they did.

Ms. Grewe said the JCOS discussed this, and decided that having the CBJ institute their own LEED system did not seem practical. In addition, she recalls that the JCOS was initially presented with the requirement of LEED certification for CBJ building projects costing greater than \$3 million, not \$5 million as Rorie Watt of CBJ Engineering later presented to the JCOS. She explained that the JCOS requested Mr. Watt to explain the rationale for increasing the projects costing greater than \$5 million because the JCOS intended to contest it, as they preferred the \$3 million threshold. She noted that Mr. Watt ended up presenting to the JCOS justification for the \$5 million figure by providing a vague dollar-and-sense rationale, so she still prefers to retain the \$3 million threshold. Chair Gladziszewski said she has not been working for the CBJ for two years, but she recalls back then that the CBJ discussed the \$3 million threshold as well. She noted that the Public Works Building ended up costing \$4.5 million, which the CBJ should have made LEED certified, and this would have had to take place if the threshold level was preset at \$3 million prior to it being constructed.

Mr. Miller said to go through the LEED certification process is going to cost the same, whether it is for a \$1 million, or a \$5 million job. He explained that most homeowners who are in it for the long term are typically not willing to include money for energy-conservation measures, but it provides for immediate payback. He explained that the very first month the homeowners would have a much lower fuel bill, including less maintenance costs over the long term. Even so, he said it is fairly difficult to get homeowners to voluntarily commit to paying for energy-saving costs upfront, which is why the CBJ has to start this process. He said he is not opposed to lowering the required certification for building projects costing greater than \$3 million from \$5 million.

Mr. Pernula said this proposed ordinance has already been introduced to the Assembly, and they are scheduled to hold a public hearing at their next meeting in a couple of weeks.

Staff recommendation: that the PC forward the draft ordinance to the full Assembly for consideration with the following changes:

- A. Require certification for building projects costing greater than \$5M.

B. Delete automatic increase to LEED Silver.

Commission action

MOTION: by Mr. Miller, that the PC adopts the Director's analysis and findings and forwards the draft ordinance, AME2010 0010, with a recommendation for approval to the Assembly. The approval would require LEED certification on certain CBJ projects, with a revision to the costing threshold listed below in A, and also on page 3, line 18 of the proposed ORD. 2010-42, and retain B as is:

- A. Require certification for building projects costing greater than \$53M.
- B. Delete automatic increase to LEED Silver.

FRIENDLY AMENDMENT: by Chair Gladziszewski, that the PC amends the proposed ordinance on page 4, line 17 to revise "~~Sustainability Commission~~" to "Juneau Commission on Sustainability."

Mr. Miller accepted Chair Gladziszewski's friendly amendment.

Mr. Satre said in terms of the motion, noting that it is fairly rare when he states this, although he notices that there is not one paragraph in the proposed ordinance that he is able to support. Instead, he believes it is the "flavor of the day" and "feel-good stuff." He also believes CBJ Engineering, the PC, the Assembly, and others involved should find methods to properly engineer CBJ's public buildings to take into consideration life-cycle costs, etc., not just in relation to cost-effective ways to construct buildings. He said the CBJ has to assure that all City public infrastructures are built and those dollars are wisely invested, so he is unable to support this motion.

Mr. Watson spoke against the motion, stating that he supports Mr. Satre's position.

Mr. Miller said he somewhat agrees with Mr. Satre, stating that there is an option for the CBJ to take this on themselves, but he does not see that happening at this time. As he said before, he does not believe that this ordinance will last, and instead, he feels that it will be in effect for a little while. Therefore, with the PC forwarding it with a recommendation for approval to the Assembly, and if it is approved then the CBJ will gain valuable information and tools so the City might later have the ability to figure out how to do this on their own. He noted that since he has undergone the LEED certification process one time, he knows that he will never do so again, but it was an incredibly valuable experience. He said he had to pay for that type of education, but it was important, which he believes has made him a better builder, so it should likewise make the engineers of CBJ better builders of projects in the future as well, which is why he supports the motion.

Chair Gladziszewski said there are many issues with the LEED certification process, although if the CBJ did as Mr. Satre is suggesting regarding life-cycle costing, etc., but the CBJ has only partially done so, including that it always turns out that the CBJ ends up not having the funding to make sure that buildings are constructed as being energy efficient, so the CBJ ends up paying for this later on. She said the proposed ordinance is definitely not perfect, but it is a step forward in the right direction for the CBJ.

Roll call vote

Ayes: Grewe, Bennett, Taug, Miller, Gladziszewski

Nays: Watson, Satre

Motion passes: 5:2; and AME2010 0010 was forwarded to the Assembly with a recommendation for approval per the revisions made by the PC.

VIII. UNFINISHED BUSINESS - None

X. BOARD OF ADJUSTMENT - None

XI. OTHER BUSINESS - None

BREAK: 8:54 to 8:59 p.m.

XII. DIRECTOR'S REPORT

Alaska Commercial Fishermen's Memorial (ACFM) in Juneau regarding the Proposed Cruise Ship Dock

Mr. Pernula said he previously provided via e-mail to the PC a letter from the ACFM, which is addressed to him regarding the Cruise Ship Dock Concept 16B, dated December 13, 2010. He said another letter addressed to him is included, which is also from the ACFM, dated June 25, 2003. He said a third letter from the ACFM is addressed to Mayor Botelho and the Assembly, dated November 26, 2007, and the Assembly has passed a resolution that was introduced on September 20, 2010, by the CBJ Manager for approval of a design concept for replacing the CBJ Cruise Ship Docks in Downtown Juneau, while working with the ACFM for an acceptable location for the memorial, and how it would interact with the new docks. Furthermore, he included a write-up by Docks & Harbors regarding options the ACFM might pursue.

He said representatives of the ACFM are now stating that they are not interested in any other site then where the memorial is, which they want to remain open for when they conduct the Blessing of the Fleet ceremony so all of the boats travel through in single file in front of it, but Concept 16B does not allow for this. He said the end of the ACFM letter dated December 13, 2010, addressed to him states, "The Memorial's Board requests that the Plan" meaning the Long Range Waterfront Plan (LRWP), "be amended by the City to formally list our concerns and that CDD acknowledge receipt and understanding of this letter and of our previous unanswered letter." Therefore, he asked if the PC wishes to reopen the LRWP to address these issues. Chair Gladziszewski stated that the last ACFM letter was provided to Mr. Pernula on December 13, 2010, which was after the Assembly approved design Concept 16B per Res. 2542 on September 20, 2010, so the ACFM obviously knew what the Assembly did, which was to support Docks & Harbors design Concept 16B and to work closely with the ACFM, so this seems to answer Mr. Pernula's question. In addition, Res. 2542 states that the Assembly "...expresses its approval of the Docks and Harbors Board recommendation for improving the CBJ cruise ship docks..." Mr. Pernula said this is correct, but he believes what the ACFM are upset about is that there was not sufficiently strong language in the original LRWP to protect the interest of the ACFM regarding the memorial. Chair Gladziszewski said she understands, but she does not know what point there might be to amend the LRWP, which is given that the Assembly already approved Res. 2542. Mr. Pernula asked if he should request the ACFM representatives to appear before the PC; Chair Gladziszewski said not particularly.



MEMO

TO: Rorie Watt
City Manager

DATE: May 1, 2019

FROM: Patty Wahto
Airport Manager

RE: Proposed Supplemental Agreement to Secon Contract
BE18-213 Juneau International Airport (JNU) Runway Safety Area, Phase 2C - Re-bid
For Additional Apron Paving

Secon Contract Background

Secon was awarded the Juneau International Airport (JNU) Runway Safety Area, Phase 2C - Re-bid (BE18-213) September 6, 2018. The scope of work generally covered extensive grading, paving, and electrical improvements. The work areas in the contract cover the Northeast and Northwest development areas of the Airport including paving several areas used for both aircraft and vehicle movement. The current contract total with Secon is \$8,799,689.54, to-date. The work required under the proposed Supplemental Agreement is similar in nature to the base bid work. The contract would increase to \$8,884,439.54 with this supplemental.

Scope of Supplemental Work

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 area will be exacerbated during the taxiway rehabilitation project when adjacent temporary Taxiway H is in place starting Fall of 2019. The 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 2C - 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.

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.

ATTACHMENT #3

The Airport Board will consider this at their May 14, 2019 meeting.

Secon has provided a quote to pave the Airport's portion of the apron that is within the budget approved by the Airport Board and is reasonable in scope and cost. See attached quote and diagram of area.

Public Interest

The work contemplated for the supplemental agreement meets the criteria for a public interest finding as follows:

- Preparation of new bid documents and procurement of the work will cost additional funds.
- A separate procurement will delay the project until next construction season and would also interfere with the temporary taxiway use and taxiway rehabilitation project.
- The contemplated work is similar in scope to the work already performed by Secon under the referenced contract (BE18-213).
- The proximity of the contemplated work to the work under contract to Secon would give them an advantage if the work were to be bid.
- If the paving work is not done, there is a risk that aircraft could become damaged by either the engine ingestion or human injury by blowing rocks/debris. A delay would also cause interference with next season's taxiway project and temporary taxiway use abutting this apron.
- There are no known site constraints if the work were awarded to another contractor. However, Secon has a batch plant on-airport for the current contract.
- Office administration and field inspection personnel are available to perform the work as a part of the Juneau International Airport (JNU) Runway Safety Area, Phase 2C - Re-bid (BE18-213). This will be more efficient utilizing the existing contract than if the work were performed in a separate contract.

Summary

Based on the information presented, it is recommended that a Supplemental Agreement be executed with Secon for the contemplated work. The additional construction cost to the project is at a cost not-to-exceed \$84,750, and is well within the Manager's authorization under 53.50.040 (C).

ATTACHMENT #3

P.O. BOX 32159
 JUNEAU, ALASKA 99803
 (907) 780-5145 FAX (907) 780-5896

CONTRACT AGREEMENT

CUST NO. _____
 CONTRACTING PARTY MAILING ADDRESS JOB NO. _____
 Juneau International Airport

PHYSICAL ADDRESS: 1873 Shell Simmons Drive
 Juneau, AK 99801

ATTN: Patty Wahto

DATE: May 1, 2019
 Location: Juneau
 Airport
 Type: Ramp Paving
 PH: Home
 PH: Work 789-7821
 PH Cell:
 FAX:
 EMAIL: Patty.Wahto@jnuairport.com

APPROXIMATE QUANTITY	UNIT	DESCRIPTION OF ITEM	UNIT PRICE	TOTAL PRICE
		This estimate is for providing all labor, materials, and equipment to:		
		One half of Area 1: Approximately 16,000 SF		
1	LS	Remove seven 15' x 15' concrete pads and haul off site. Grade Area 1 to drain and compact in preparation for asphalt placement.	\$ 5,250.00	\$ 5,250.00
300	TN	Purchase, haul, and place 3" D1 over Area 1.	\$ 30.00	\$ 9,000.00
470	TN	Saw cut edges of existing asphalt to provide clean joints. Apply tack coating to all adjoining edges. Haul, place, and compact 4" hot mix asphalt over Area 1. Asphalt to be placed in two 2" lifts with a tack coat in between.	\$ 150.00	\$ 70,500.00
		Note: Airport to remove 7" of existing material to accommodate placement of 3" D1 and 4" asphalt pavement.		
		TOTAL		\$ 84,750.00

City sales tax to be added where applicable.

Total price to be based on actual quantity or measurement unless indicated here, lump sum

Quantities and prices above are guaranteed not to be exceeded.

+ SALES TAX

☐ Check here if tax exempt

Provide Number _____

- **ALL BIDS ARE CONSIDERED CONFIDENTIAL**

EXCLUSIONS: BOND, SURVEY, TESTING, UTILITY ADJUSTMENTS, PERMITS, STRIPING, ENGINEERING, TRAFFIC CONTROL

- **TERMS: Full payment due within 7 days of invoice**

A FINANCE CHARGE OF .88% per month (which is an annual percentage rate of 10.5%) will be imposed on any portion of your account not paid within 30 days after billing date.

SUBJECT TO GENERAL PROVISIONS ON REVERSE SIDE

If this proposal meets your approval, please sign & return so that we may schedule the proposed work. A fully executed contract will be returned to you. Your signature on one copy returned to us will make this a legal contract for the performance of the above work. Reserving right of Secon to cancel if unit prices increase before Secon commences actual work.

APPROVED BY OWNER:

ACCEPTED: _____

AUTHORIZED SIGNATURE FOR CHANGES

SECON
BY

Buck Svinicki: 780-5145

General Provisions

- 1 This contract is subject to approval of the Secon credit department.**
- 2 If payments for amounts due on this contract or any portion thereof are not paid in accordance with the terms of the contract, the CONTRACTING PARTY agrees to pay all costs of collection which shall include attorney's fees if the matter is placed in the hands of an attorney for collection, or if suit shall be brought.**
- 3 Secon shall not be liable for damage to or breakage of underground pipes and/or conduits not visible from the surface of the ground nor for any damage to approaches (including sidewalks) from the street to property line.**
- 4 Secon shall not be responsible for damage to the completed pavement surface due to the action of petroleum product spillage.**
- 5 Soil sterilization (weed killer), if included in contract, will be applied at rates specified by manufacturer. Secon will not be responsible for any subsequent growths of horsetail weed, morning glory, deep-rooted ferns or perennials that have not reached maturity prior to application.**
- 6 Quotations subject to change or cancellation after 30 days.**
- 7 All agreements are contingent on strikes, accidents, delays of carriers and other delays unavoidable or beyond Secon's control.**
- 8 Secon cannot be responsible for sub-grade failures.**
- 9 Secon is not responsible for drainage or standing water on grades designed at less than 2% slope.**
- 10 Secon is not responsible for any design, engineering, or installation of asphalt that may not meet standards required by the City of Juneau or the State of Alaska.**
- 11 Secon may file property liens on projects still unpaid after 45 days from project completion.**

ATTACHMENT #4



U.S. Department
of Transportation
**Federal Aviation
Administration**

Western-Pacific Region
Office of Civil Rights

777 S. Aviation Blvd., Suite 150
El Segundo, CA 90245

April 17, 2019

Patty Wahto
Airport Manager
Juneau International Airport
City of Juneau
155 S. Seward
Juneau, AK 99801

Re: Juneau International Airport (JNU) – Disability Compliance Mini Review Final Report

Dear Ms. Wahto:

The Federal Aviation Administration (FAA) Office of Civil Rights would like to thank you for participating in the September 2017 review of JNU airport programs, activities, and services to ensure nondiscrimination on the basis of disability. We appreciate the substantial effort taken by your staff in providing the required documentation, meeting with FAA program staff, and providing access to all public areas of your airport.

We apologize for the delay in providing this report.

During the site visit, staff conducted a review for airport disability requirements and evaluated the compliance at the time of the review. The compliance review focused on the following areas:

- ✓ Administrative Requirements
- ✓ Contracts
- ✓ Facility Design

The attached compliance questionnaire (Attachment A) was used to conduct an initial assessment of the airport's compliance with airport disability requirements.

During this review, we found that JNU has accessible standard parking facilities, accessible signage, complaint and reasonable modification/accommodation procedures, and a facility largely free of protruding objects and barriers.

ATTACHMENT #4

We also identified instances where the airport is not in full compliance. The airport must take corrective actions to comply with the following requirements:

- 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); and
- Additional minor issues, as identified in Attachment B.

As discussed during the exit meeting, attached is the voluntary compliance agreement (Attachment B), which we will use to document compliance concerns and proposed dates of compliance. Within 30 days of this letter, please indicate the status of each finding, providing completion dates for corrective actions already implemented and proposed completion dates for the remaining open findings. If necessary, please include a separate letter describing your proposed corrective action plans. Please let us know if you require additional time.

As indicated throughout the compliance review process, the list of findings is not meant to be an all-inclusive list of compliance issues. The findings are a snapshot of the status of your programs, activities, and services, based on our review of select elements, and as identified at the time of the on-site review.

The FAA Office of Civil Rights looks forward to continuing to work with you in ensuring compliance with airport disability requirements. If you have any questions or require additional information, please contact me by phone at (424) 405-7202 or by email at Jonathan.Klein@FAA.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Klein', with a stylized flourish at the end.

Jonathan Klein
Acting for Michael Freilich
Director, National External Operations Program
Office of Civil Rights

Attachments

ADA

Mini-Review Checklist

2016



U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of Civil Rights

ACHIEVING SAFETY
THROUGH DIVERSITY

ATTACHMENT #4

Section 1: ADA/504 Mini-Review Checklist

	ITEM	YES/ No/ PART	COMMENTS
A	GENERAL (CAN BE OBTAINED PRIOR TO REVIEW)		
1	Is there an ADA/Section 504 Coordinator? (28 CFR § 35.107; 49 CFR § 27.13)	Y	Through the City and Borough of Juneau
a	If so, is the contact information on the airport website?	Y	https://beta.juneau.org/manager/ada-information
b	If so, provide the name and contact information (email address).		Mila Cosgrove Mila.Cosgrove@juneau.org
2	Has the Airport received any ADA/504 complaints within the past five years? (§ 35.107; §§ 27.13 and 27.121)	N	
3	Does the airport have adopted and published procedures for receiving and handling complaints?	Y	Website includes both CBJ and Airport specific information.
4	When was the last self-assessment for ADA/504 compliance conducted? (§ 35.105; § 27.11)	Part	Ongoing. Focused on ADA, but not specific to Sec. 504.
5	Does the Airport Emergency Plan explicitly identify how PWD will be assisted in an emergency?	Part	Updating plan. Information was not specific to many foreseeable needs.
B	CONTRACT REVIEW		
6	Is there a clause in <u>all</u> contractual agreements (regardless of funding source) mandating compliance with ADA <u>and</u> Sec. 504 requirements? (see example language) (§ 35.130; § 27.7). Note: The ADCP team usually reviews the following types of contracts: airline, concessionaire, ground transportation, and professional services contracts (prime and sub).	Y	Not specific to Sec. 504. Included ADA language in contracts, bids, airline agreements, and concessionaire contracts. No contracts with ground transportation
a	Does it include a reverter or cancellation clause?	Y	
b	Do Airport agreements with air carriers assign responsibility for providing boarding/deplaning assistance? (14 CFR § 382.99)	N	
c	Do Airport agreements with air carriers assign responsibility for maintaining boarding equipment?	N	Separate agreements for use of airport owned jet bridge and ADA ramp.
d	Do Airport agreements with private ground transportation providers require that the providers have accessible vehicles available as needed?	NA	
C	TOUR (FACILITIES WALKTHROUGH)		
7	Is the "Unlawful Discrimination" poster conspicuously displayed in the main public area(s) of the Airport? (e.g., information booths, food courts, baggage area, fixed base operator facility, rental car center, etc.) (49 CFR § 21.9). It should look like the sample.	Y	Seven poster observed, including on wall before entering concession (pre-security), baggage claim area, airline counters, at gate (post security), and next to information booth.
8	Is CC turned on for all audio/visual displays, where the devices have CC capability? (§ 27.71)	N	The concession has 4 TV's. None had CC on. The only TV post security had CC on.
9	Are TTY/TDD's provided?	Y	TDD phone located in bag claim area 1 st floor
C	TOUR (FACILITIES WALKTHROUGH, <i>CONTINUED</i>)		
10	Is signage positioned properly, with required symbols and finish?	Y	
a	Accessible Parking Signs	Y	ADA markings and signs in public parking

ATTACHMENT #4

	ITEM	YES/ NO/ PART	COMMENTS
b	TTY/TDD Signs	N	Not at this time
c	Room Entryway Signs	N	Public ones (restrooms)
d	SARA Signs	N	Not found during tour
11	Do food, retail service, and airline ticketing / service counters include an accessible section?	N	Old terminal does not.
12	Is there an accessible path of travel throughout the terminal area?	Y	
a	Is it free of protruding objects?	N	Water fountains, seats and trash bins are along the way.
b	Is there a reasonable path that avoids revolving doors?	Y	
c	Are doorway openings $\geq 32''$ wide?	Y	Some restrooms do not have doors,
d	Do doors require ≤ 8 LB of force to open?	Y	
13	For elevators, are requirements met for braille characters, raised call buttons, door, car controls, and car size? Are the elevators working?	Y	Inside controls have raised characters, call button, emergency raised buttons. Elevator were working and serviced regularly via contract.
14	Bathrooms accessibility		
a	Is at least one accessible toilet stall provided?	Y	
b	Are sink pipes covered?	N	Some are, most are not.
15	For parking, are required accessible spaces provided?	Y	Short term parking includes 3 van accessible spots, out of 65. Long Term Lot has 7 van accessible spots out of 217.
16	For Loading/Unloading Zones, are required access aisle and curb ramp provided?	Y	
17	Is a SARA located post-security, in every terminal?	N	There are space constraints in the post-security area. A pre-security outdoor SARA is located on lower level, north end.

ATTACHMENT #4

ATTACHMENT B – VOLUNTARY COMPLIANCE AGREEMENT

Airport(s)	Juneau International Airport (JNU)
Recipient	City of Juneau
Airport Type	Primary
Airport Representative(s)	Patty Wahto, Airport Manager Marc Cheatham, Deputy Airport Manager Mila Cosgrove, ADA/Sec. 504 Coordinator Roger Healy, Engineering Director Janet Sanbei, Contract Specialist
FAA Representative(s)	Gene Roth, Disadvantaged Business Enterprise Program Team Lead Sonia Cruz, Disadvantaged Business Enterprise Program Team Specialist
Date of Mini-Review	September 13, 2017

ATTACHMENT #4
JNU – Airport Disability Compliance Mini Review

Review Findings Matrix

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
1. General: Self-evaluation	4	There is no policy to regularly conduct self-evaluations at the airport. A self-evaluation was ongoing at the time of the review. That self-evaluation did not address unique issues under Sec. 504.	49 C.F.R. § 27.11(c)(2)(i)	Recommendation: Revise policies and procedures to ensure comprehensive self-evaluations are conducted at least every 3 years. Complete the pending self-evaluation from the time of the review, addressing Sec. 504 as well as ADA requirements. Actual:		
2. General: Airport Emergency Plans	5	Although the plan includes some measures to assist people with mobility disabilities, other specific foreseeable needs of people with disabilities are not addressed in the airport emergency plans. The plan is being updated.	28 C.F.R. § 35.130(b)(1)(iii); 49 C.F.R. § 27.7	Recommendation: Plan to address the particular foreseeable needs of people with disabilities in the event of an emergency, including communication, relocation, and assistance after an emergency. Work with emergency service providers to identify any existing plans and processes and create additional ones, as needed. Ensure that they are well-documented and available to all parties that need to be aware of them. Actual:		

ATTACHMENT #4

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
3. General: Unlawful Discrimination Poster	7	The Unlawful discrimination poster includes "Airport Manager" in the line for the Coordinator. The Coordinator is identified elsewhere on the airport website.	28 CFR § 35.107(a); 49 CFR § 27.13(a)	Recommendation: Add the Coordinator's name and contact information to the posters placed in the airport public areas, even if the person serving the role may change. Actual:		
4. Tour: Closed Captioning	8	Closed Captioning (CC) not active on concession area televisions.	49 C.F.R. § 27.71(i)	Recommendation: Ensure CC is activated. Train and monitor tenants to ensure that CC is activated, including after loss of power, or other events that might reset the television to default settings, with CC not active. Actual:		
5. Tour: Telecomm. Devices for the Deaf (TDD)	9, 10	One telephone was accompanied by a TDD. No other payphones had TDDs. The TDD was missing the required sign.	49 C.F.R. § 27.7; 28 C.F.R. §§ 35.130(b)(1)(iii); 35.133; 35.161; 1991 ADAAS ¹ 4.30.7; 2010 ADAAS 216.9	Recommendation: Add TDD devices to payphones or payphone banks in all areas of the airport facility where payphones are provided and ensure TDD signage is placed above each TDD. Actual:		

¹ ADAAS refers to the 1991 and 2010 versions of the ADA Standards for Accessible Design, which are available at www.ada.gov/1991ADASTandards_index.htm and www.ada.gov/2010ADASTandards_index.htm, respectively.

ATTACHMENT #4

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
6. Tour: Service Counters	11	Some counter areas, such as for the Alaska Seaplanes, do not have lowered accessible counter spaces. Other accessible counter spaces, such as for Budget Rental Car, are partially blocked by display and other items.	1991 ADAAS: 4.2.6; 4.32.4; 4.15.5; 7.2; 2010 ADAAS: 227; 904.4	Recommendation: Provide lowered counter space, with clear floor space. Actual:		
7. Tour: Accessible Path of Travel	12-a	Some wall-mounted water fountains create protruding object barriers in the terminal.	49 C.F.R. § 27.71(h); 1991 ADAAS: 4.13.2; 2010 ADAAS 206.5.2; 307; 404.1; 404.2.1	Recommendation: Reposition fountains or install protective barriers next to the fountains that are less than 27 inches above the ground. Actual:		
8. Tour: Restrooms	14	Some restroom under-sink pipes are missing insulation and/or barriers to prevent contact. Some sinks do not provide required knee clearance space. Some accessible stall grab bars are partly blocked by toilet paper dispensers.	28 C.F.R. § 35.133; 2010 ADAAG Sec. 604.5; 604.8	Recommendation: Reposition and adjust identified items. Institute policies and procedures to ensure monitoring and maintenance, particularly for under-sink pipe coverings and installation of new toilet paper dispensers. Actual:		

ATTACHMENT #4

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
9. Tour: Service Animal Relief Area (SARA)	10-d, 17	No post-security SARA is provided in the terminal. There are no documented agreements among terminal stakeholders or documented TSA determinations prohibiting post-security SARAs. No interim mitigations are identified. Pre-security SARA not identified in maps and signage.	49 C.F.R. § 27.71(h)	Recommendation: Add a post-security SARA as soon as possible. Consult with a service animal training organization prior to finalizing the design. A SARA should be in the post-security terminal area unless all airport stakeholders agree that the current or another outdoor SARA is preferable. If so, ensure that individuals returning to the post-security area receive expedited security processing. Implement expedited processing as an interim measure while decisions or construction are pending. Add location information to the terminal maps and website and include wayfinding signage in the terminal for all SARAs. Actual:		

ATTACHMENT #4

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
10. Contract Review: Contract Clauses	6	Air carrier and concessionaire tenant leases are missing FAA clauses prohibiting discrimination based on disability and requiring compliance with Sec. 504.	28 C.F.R. § 35.130(b)(3)(i); 49 C.F.R. §§ 27.71(f) and 27.72.	Recommendation: Add required FAA clauses to existing contracts and to templates for future contracts. Applicable statutes and regulations include ADA, Sec. 504, 28 C.F.R. Parts 35 and 36, and 49 C.F.R. Parts 27, 37, and 38. Non-compliance must be grounds for termination. See Civil Rights contract clauses at A5 and A6 at https://www.faa.gov/airports/aip/procurement/federal_contract_provisions/. Require that tenants and contractors forward disability access complaints to the ADA/Sec. 504 Coordinator. Actual:		

ATTACHMENT #5



U.S. Department
of Transportation
**Federal Aviation
Administration**

Western-Pacific Region
Office of Civil Rights

777 S. Aviation Blvd., Suite 150
El Segundo, CA 90245

April 18, 2019

Patty Wahto
Airport Manager
Juneau International Airport
City of Juneau
155 S. Seward
Juneau, AK 99801

Re: Juneau International Airport (JNU) – Title VI Compliance Mini Review Final Report

Dear Ms. Wahto:

The Federal Aviation Administration (FAA) Office of Civil Rights would like to thank you for participating in the September 2017 review of JNU airport programs, activities, and services to ensure compliance with Title VI of the Civil Rights Act of 1964, and related regulations and requirements. We appreciate the substantial effort taken by your staff in providing the required documentation, meeting with FAA program staff, and providing access to all public areas of your airport.

We apologize for the delay in providing this report.

During the site visit, staff conducted a review for airport nondiscrimination requirements and evaluated JNU's compliance status at the time of the review. The compliance review focused on the following areas:

- ✓ Administrative Requirements
- ✓ Contracts
- ✓ Facility Elements

The attached compliance questionnaire (Attachment A) was used to conduct an initial assessment of the airport's compliance with airport nondiscrimination requirements.

During this review, we found that JNU has a designated coordinator for airport nondiscrimination issues, has Title VI complaint procedures, makes a copy of DOT's Title VI regulations available to the public, and posts unlawful discrimination notices at airport public facilities.

ATTACHMENT #5

We also identified instances where the airport is not in full compliance. The airport must take corrective actions to comply with the following requirements:

- Add foreseeable needs of people with limited English Proficiency (LEP) to airport emergency plans; and
- Conduct a Four-Factor Analysis to determine LEP assistance obligations and incorporate the determinations into an LEP Plan

In addition, once the Four-Factor Analysis is complete, we recommend that the airport authority verify that existing public announcements, language assistance services, translated resources, and other practices are consistent with the conclusions from the analysis. Training for airport staff and tenants may also help to ensure compliance with nondiscrimination requirements.

As discussed during the exit meeting, attached is the voluntary compliance agreement (Attachment B), which we will use to document compliance concerns and proposed dates of compliance. Within 30 days of this letter, please indicate the status of each finding, providing completion dates for corrective actions already implemented and proposed completion dates for the remaining open findings. If necessary, please include a separate letter describing your proposed corrective action plans. Please let us know if you require additional time.

The FAA Office of Civil Rights looks forward to continuing to work with you in ensuring compliance with airport nondiscrimination requirements. If you have any questions or require additional information, please contact me at (424) 405-7202 or by email at Jonathan.Klein@FAA.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Klein', with a large, stylized initial 'J'.

Jonathan Klein
Acting for Michael Freilich
Director, National External Operations Program
Office of Civil Rights

Attachments

ATTACHMENT #5

ATTACHMENT A

Title VI Mini-Review Checklist

2016 version



U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of Civil Rights

ACHIEVING SAFETY
THROUGH DIVERSITY

ATTACHMENT #5

	ITEM	YES/NO	COMMENTS
	GENERAL		
1	Is there a Title VI Coordinator?	Y	
1a	If so, provide the name and contact information.		CBJ Deputy City Manager
1b	If not, who should be contacted regarding Title VI?	File through	Airport Manager (for Airport)
2	Is a copy of 49 CFR Part 21 available to the public?	Y	
2a	If so, where and how (electronic, paper)?		Paper (Airport Admin.)/ Airport Website
2b	During what hours is it available?		Paper M-F 8-4:30 / Website 24/7
3	Has the airport received any Title VI complaints within the past three years?	N	
3a	If yes, did they forward them to the FAA, within 15 days of receipt, with a copy of each written Title VI complaint and the actions taken regarding the complaint?	---	
3b	If no, do they know the requirement to forward the complaints to the FAA within 15 days of receipt? <i>* Obtain a copy of any not forwarded</i>	Y	Also in complaint instructions
4	Does the airport have Title VI complaint procedures?	Y	
4a	If yes, are they on the airport website? <i>* Obtain a copy</i>	Y	http://www.juneau.org/airport/ps_titleVI.php
5	Does the airport have a Title VI complaint form?	Y	
5a	If yes, is it on the airport website? <i>* Obtain a copy</i>	Y	
6	Has the airport informed tenants to notify the airport if they receive a Title VI complaint?	Y	
6a	If yes, how?		Email to commercial tenants
6b	If not, do they have plans to?		
7	Does the airport provide Title VI training to airport employees?	Y	Through CBJ initial employment
7a	If yes, when / how often? (Annually, upon hire only, when badged, etc.) <i>* Obtain a copy of the training materials (if any)</i>	Upon hire	New Employee Orientation, upon hire (pg 67-69 of NEO training PPT)
7b	If no, do they have plans to?		
8	Does the airport provide Title VI training to tenant employees?	N	
8a	If yes, when / how often? (Annually, upon hire only, when badged, etc.) <i>* Obtain a copy of the training materials (if any)</i>		
8b	If no, do they have plans to?	N	Part of commercial lease obligations
9	Does the airport provide Title VI materials to tenants, e.g., binder with Title VI information? <i>* Obtain a copy of Title VI materials (if any)</i>	N	
10	Does the airport conduct outreach in the minority- and/or women-owned business community to advise them of the business opportunities offered by the airport?		Through ACDBE program procurement
11	Is public transportation (bus, train, etc.) available at the airport?	Y	Bus – Capital Transit https://juneaucapitaltransit.org/title-vi/
11a	If yes, is it accessible to those in disadvantaged areas?	N/A	City-wide bus system

ATTACHMENT #5

	ITEM	YES/NO	COMMENTS
12	Are resources currently in place to provide meaningful access for LEP individuals?		See email – Travel Juneau volunteers Also computer translation
12a	If yes, what resources does the airport have?		
12b	If yes, has the airport informed tenants what resources are available?	N	
13	Does the airport have an LEP Plan?	N	
13a	If yes, is it on the airport website? <i>* Obtain a copy</i>		In progress
14	Does the airport Emergency Plan identify how LEP individuals/populations will be assisted in an emergency?	N	
14a	If so, in general how is the information included? (e.g., are they included with other specials needs individuals, mentioned separately, etc.) <i>* Obtain a copy of pages that identify LEP individuals and/or non-English speakers</i>		ADA plans, otherwise LEP and hearing impaired are part of the 'sweep' completed by airport personnel and fire department
CONTRACT REVIEW			
15	Is there a Title VI clause in <u>all</u> contractual agreements (regardless of funding source)? (see the Required Contract Provisions for Airport Improvement Program and for Obligated Sponsors document) <i>* Obtain samples of the language if it doesn't match what's in the referenced document</i>	Y*	*Sections on non-discrimination (not necessarily titled Title VI)
16	Is the required Title VI solicitation language included in bids for solicitation? (see above referenced document)	Y	
16a	If no, does the airport include anything about Title VI in the bids for solicitation? <i>* Obtain a solicitation for a sample of the language</i>		
17	Does the airport have a method for monitoring and ensuring that primary contractors have included Title VI requirements in their subcontracts?	Y	In bid documents
17a	If yes, what do they do? <i>* Obtain a copy their procedures (if available and applicable)</i>		In bid documents
TOUR (FACILITIES WALK-THROUGH)			
18	Is the "Unlawful Discrimination" poster conspicuously displayed in the main public area(s) of the airport? Including pre-/post-security. (e.g., information booths, food court, baggage area, fixed base operator facility, rental car center, hotel on airport property, etc.)	Y	Airline check-in, baggage claim, visitors booth, departure lounge, restaurant, FBO
18a	If so, where?		above
18b	Do they look like the sample?	Y	http://www.juneau.org/airport/documents/title_vi_poster.pdf
19	Is any signage in a language other than English? (e.g., directional, emergency exits, etc.)	Y	Some universal symbols (restrooms)
19a	If so, where and what language(s)?		Some universal symbols

ATTACHMENT #5

	ITEM	YES/NO	COMMENTS
20	Are there volunteers and/or customer service personnel that interact with the public?	Y	
20a	If so, where are they located and when are they present?		Travel Juneau (formerly Juneau Convention/Visitor Bureau) during peak flight times (volunteers) near bag claim – see email-
20b	If so, do they wear name tags that identify if they speak another language (e.g., with the language itself listed or the country's flag)?	N	
20c	If so, do they know how to assist an LEP individual? <i>Ask them to show you or explain how.</i>	Y	See email- Travel Juneau
21	Are there any announcements, in a language other than English, especially in the international terminal?	N	No international terminal (only customs)
21a	If so, what language(s)?		

ATTACHMENT #5

ATTACHMENT B – VOLUNTARY COMPLIANCE AGREEMENT

Airport(s)	Juneau International Airport (JNU)
Recipient	City of Juneau
Airport Type	Primary
Airport Representative(s)	Patty Wahto, Airport Manager Marc Cheatham, Deputy Airport Manager Roger Healy, Engineering Director Janet Sanbei, Contract Specialist
FAA Representative(s)	Gene Roth, Disadvantaged Business Enterprise Program Team Lead Sonia Cruz, Disadvantaged Business Enterprise Program Team Specialist
Date of Mini-Review	September 13, 2017

ATTACHMENT #5
JNU – Title VI Compliance Mini Review

Review Findings Matrix

Topic and Location	Checklist Item Number	Compliance Status	Regulation	Corrective Action	Proposed date of compliance	Actual date of compliance
1. Limited English Proficiency (LEP)	12, 13	The Authority has not conducted a Four-Factor Analysis and determined what language assistance services are appropriate.	Executive Order 13166; 65 FR 50123; Appendix C to Part 21, Sect. (a)(1)(ii)	Recommendation: Conduct a Four-Factor Analysis and develop an LEP plan to address the identified needs of LEP persons. Evaluate whether additional signage in other languages, and additional language resources, are advisable or necessary, as part of the LEP plan. Actual:		
2. Airport Emergency Plan (AEP)	14	The Airport Emergency Plan does not fully address how they will assist an LEP individual.	AC 150/5200-31C	Recommendation: Update Airport Emergency Plan and/or related procedures to identify how LEP individuals will be assisted in an emergency. The information can be included in the special needs population discussion if LEP individuals are included in the definition of the special needs population in Chapter 6, Sections 3, 4, and 5. Actual:		

ATTACHMENT #6

Alaska Department of Labor and

Workforce Development

Occupational Safety and Health

1251 Muldoon Road

Suite 109

Anchorage, AK 99504

Phone: (907) 269-4940 Fax: (907) 269-4950



INVOICE/ DEBT COLLECTION NOTICE

Company Name: Juneau International Airport
Inspection Site: 1873 Shell Simmons Suite 200 Juneau, AK 99801
Issuance Date: 05/06/2019

Summary of Penalties for Inspection Number: 1362004

Citation 1 Item 1, Other-than-Serious	\$0.00
Citation 1 Item 2, Other-than-Serious	\$0.00

TOTAL PROPOSED PENALTIES: **\$0.00**

To avoid additional charges, please remit payment promptly for the total amount of the uncontested penalties summarized above. Make your check or money order payable to: **"State of Alaska"**. Please send the remittance to the address listed above and indicate AKOSH's Inspection Number (indicated above) on the remittance. Return this form along with your remittance.

AKOSH does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Delinquent Charges A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, the amount due will be turned over to the current state contracted collection agency for collection nationwide.

Administrative Costs Agencies of the Department of Labor are required to assess additional charges for the recovery of delinquent debts. These additional charges are administrative costs incurred by the Agency in its attempt to collect an unpaid debt. Administrative costs will be assessed for demand letters sent in an attempt to collect the unpaid debt.

A handwritten signature in blue ink, appearing to read "Ronald Larsen", written over a horizontal line.

Ronald Larsen
Assistant Chief of Enforcement, AKOSH

5/6/2019
Date



Citations and Notification of Penalty

To:
Juneau International Airport
and its successors
1873 Shell Simmons Suite 200
Juneau, AK 99801

Inspection Number: 1362004
Inspection Date(s): 11/15/2018-11/16/2018
Issuance Date: 05/06/2019

Inspection Site:
1873 Shell Simmons Suite 200
Juneau, AK 99801

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes alleged violations of the Alaska's occupational safety and health laws (AS 18.60.010 - AS 18.60.105) and adopted standards under the Occupational Safety and Health Act of 1970. Each alleged violation has a designated penalty outlined in the citation. Please refer to the enclosed form – *Employer Responsibilities Following an AKOSH Inspection* for additional details.

Hazards Correction/Abatement – Each alleged violation must be abated immediately to reduce the risk of an accident. You must provide proof (photos, statements, receipts, work orders, sampling results, etc.) to demonstrate that the alleged violations have been abated by the dates listed in the citation. If you file a formal notice of contest, you are not required to provide proof of abatement, but you are nevertheless required to correct hazardous conditions and provide a workplace that is free from recognized hazards.

Posting - The law (AS 18.60.091 (b)) requires that a copy of this Citation and Notification of Penalty be posted immediately in a prominent place at or near the location of the alleged violation(s). Posting is required until the alleged violations have been abated or for five working days (excluding weekends and state holidays), whichever is longer. If it is not practical to post at the worksite, due to the nature of the employer's operations, it should be posted where it can be seen by all affected employees.

ATTACHMENT #6

Informal Conference - You may request an informal conference to discuss the alleged violations, abatement issues and associated penalties. During the informal conference you may present any evidence or views which you believe would support an adjustment to the citation(s) and/or penalty(ies). **Should you decide that you want to request an informal conference, you must submit a written request. This request must be received by AKOSH (either by mail or fax at (907) 269-4950) during the contest period.** This period extends 15 working days from the date of your receipt of this Citation.

If you are considering a request for an informal conference to discuss any issues related to this Citation and Notification of Penalty, **you make the request immediately. If you wait too long, there may not be enough time to conduct the informal conference prior to the expiration of the 15 working day contest period.** (See “Right to Contest” below.)

If you decide to request an informal conference, you must complete and post the attached *Notice to Employees of Informal Conference* next to the Citation and Notification of Penalty as soon as the time, date, and place of the informal conference have been determined. Be sure to bring to the conference any and all supporting documentation of existing conditions as well as any abatement steps taken thus far. If conditions warrant, it may be possible to enter into an informal settlement agreement to resolve this matter without litigation or contest.

Right to Contest - You have the right to formally contest this Citation and Notification of Penalty. You may contest all citation items or only individual items. You may also contest proposed penalties and/or abatement dates without contesting the underlying violations. **By law, an employer has only 15 working days (excluding weekends and state holidays) from the date citations were received to file a written notice of contest. Failure to meet this deadline will result in the alleged violations and penalties becoming a final order that is not subject to review by any court (see AS 18.60.093(a)).**

Penalty Payment – Penalties are due within 30 calendar days of receipt of this notification, unless informally settled under alternate terms or formally contested. Make your check or money order payable to “State of Alaska”. Please indicate the AKOSH Inspection Number on the check.

AKOSH does not agree to any restrictions or conditions or endorsements put on any check or money order for less than the full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Employer Discrimination Unlawful – The law prohibits discrimination by an employer against an employee for filing a complaint or for exercising any rights under AS 18.60.010 – AS 18.60.105 or the OSH Act of 1970. An employee who believes that he/she has been discriminated against may file a complaint within 30 days after the discrimination occurred.

Notice to Employees - The law gives an employee or his/her representative the opportunity to object to any abatement date set for a violation if he/she believes the date to be unreasonable. The contest must be mailed to the Alaska Department of Labor Office at the address shown above and postmarked within 15 working days (excluding weekends and State holidays) of the receipt by the employer of this Citation and Notification of Penalty.

**Alaska Department of Labor and
Workforce Development**



NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with AKOSH to discuss the Citation(s) issued on 05/06/2019. The conference will be held at the AKOSH office located at 1251 Muldoon Road, Suite 109 Anchorage, AK 99504 on _____ at _____.

Employees and/or representatives of employees have a right to attend an informal conference.

ATTACHMENT #6

**Alaska Department of Labor and
Workforce Development**
Occupational Safety and Health

Inspection Number: 1362004
Inspection Date: 11/15/2018-11/16/2018
Issuance Date: 05/06/2019



Citation and Notification of Penalty

Company Name: Juneau International Airport
Inspection Site: 1873 Shell Simmons Suite 200 Juneau, AK 99801

Citation 1 Item 1 Type of Violation: **Other-than-Serious**

29 CFR 1910.37: Maintenance, safeguards, and operational features for exit routes

29 CFR 1910.37(a): The danger to employees must be minimized.

29 CFR 1910.37(a)(3): Exit routes must be free and unobstructed. No materials or equipment may be placed, either permanently or temporarily, within the exit route. The exit access must not go through a room that can be locked, such as a bathroom, to reach an exit or exit discharge, nor may it lead into a dead-end corridor. Stairs or a ramp must be provided where the exit route is not substantially level.

EXAMPLE: Employees are exposed to potential injuries from fire and other hazards that would require egress from the area as a result of the employer's failure to ensure that materials were not placed in a manner that blocks the egress route from the maintenance room area. A large sheet of plywood was placed in the back area near the exit door limiting the amount of space for egress from the exit.

Date by Which Violation Must Be Abated:
Proposed Penalty:

June 21, 2019
\$0.00

Citation 1 Item 2 Type of Violation: **Other-than-Serious**

29 CFR 1910.303(b)(2):

303 General

(b) Examination, installation and use of equipment

(2) Installation and use. Listed or labeled equipment shall be installed and used in accordance with any instructions included in the listing or labeling.

Employees are exposed to electrical hazards as a result of the employer's failure to ensure that listed or labeled

ATTACHMENT #6

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equipment was installed and used in accordance with instructions. This was observed during the AKOSH inspection in the crate shop where a Relocatable Power Tap (RPT) was secured to rigid conduit by zip-ties. UL 1363 Standard for safety for RPTs 2.4.2 states: "A RPT is not intended to be permanently mounted"

Date by Which Violation Must Be Abated:

June 21, 2019

Proposed Penalty:

\$0.00

A handwritten signature in blue ink, appearing to read "Ronald Larsen", written over a horizontal line.

Ronald Larsen
Assistant Chief of Enforcement, AKOSH

ATTACHMENT #6

ALASKA DEPARTMENT OF LABOR AND WORKFORCE
DEVELOPMENT

Division of Labor Standards and Safety

Occupational Safety and Health

1251 Muldoon Road

Suite 109

Anchorage, AK 99504

Phone: (907) 269-4940 Fax: (907) 269-4950



NOTICE OF CORRECTION

Inspection Number: 1362004

Date Issued: 05/06/2019

EMPLOYER: Juneau International Airport

The "ALLEGED VIOLATIONS" and the abatement dates are listed on this form in the same manner as they were on the Citation. This form is designed to help you explain how the alleged violations were corrected. Failure to correct a violation by the required date carries a penalty of up to \$7,000 for each day the violation is not abated.

In order to complete this form, **you must provide an explanation of the method used to abate the violation**, fill in the date the condition was corrected and sign/initial the appropriate block. **For those citations marked with a "Y" under the heading of "Documentation Required", you must attach documentation of the method used to correct the violation.** Such documentation can be in the form of photographs and/or diagrams; an appropriate narrative of how the violation was corrected; or a written order for a part, service, or action that resulted in the correction of the violation. Please identify by violation, the attached documentation submitted as proof of correction. If insufficient documentation is provided, a representative of the Department will contact you and it may result in a follow-up inspection to verify correction of the violation(s). This form (including documentation of abatement) needs to be completed and mailed or faxed to the above address within 10 days of the last abatement date listed.

Completion of this form does not preclude the department from conducting subsequent inspections to verify that abatement has taken place. However, by providing clear explanations of the steps taken to abate a violation and documentation that the violation has been abated, your chances of receiving a follow-up inspection are reduced. Your cooperation is appreciated.

Citation # / Item	Abatement Date	Documentation Required	Correction Date	Signature
1-1	June 21, 2019	Yes		
1-2	June 21, 2019	No		

ATTACHMENT #6

You must sign off on each individual alleged violation and provide documentation of how each alleged violation was corrected.

I _____ hereby certify under penalty of perjury that the above cited violation(s) were abated by the date(s) specified.

Date

Signature

Title

ATTACHMENT #7
AIRPORT FUND BALANCE

Date	Fund Balance	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/ <u>no</u> reimbursement	Operating Budget +/- (to balance or residual budget-end)	Description
	\$2,804,325					
Aug-18		\$1,801,875				PBB Gate 2 FAA grant rec'd - fwr'd fund project
Aug-18		\$131,938				TWY A Design match, deappropriate - used Sales Tax
Jul-18		\$500,000				RWY Rehab Construct Unused contingency portion
		\$10,922				RWY Rehab Construct Unused portion
	\$5,249,060					
Aug-18		\$43,750				PFC9 reimburse TWY A/E Design match
Aug-18		\$37,789				PFC9 reimburse Master Plan match (portion)
Aug-18		\$64,610				PC9 reimburse Alex Holden/cargo road rehab
Aug-18		\$228,251				PFC9 reimburse RSA NE/NW Apron Des/construct match
Aug-18		\$50,000				PFC9 reimburse ARFF Bldg match (portion)
	\$5,623,460					
	**	\$13,501	(\$13,501)			RWY Rehab match (portion) anticipate 2019 reimbur
	**	\$17,573	(\$17,573)			RWY Rehab match (portion) anticipate 2019 reimbur
				(\$380,000)		Replace Exit Lane System CIP funding (No Reimb)
FY18end					\$274,672	FY 18 year close out/ increase to fund balance
	\$5,487,058					
					(\$136,000)	*FY19 contribution to balance proposed budget
					(\$234,500)	*FY20 contribution to balance proposed budget
					(\$1,906,000)	*3-mo Operating Reserve (based on budget) FY20
	\$3,241,632					<i>represents usable amount/available fund cash</i>

**Pending public hearing on appropriation of PFC funds before the Assembly May 13, 2019.

* varies by budget year

ATTACHMENT #7
AIRPORT CAPITAL REVOLVING ACCOUNTS (combined)

Date	CIP Revolving Balance*	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/ <u>no</u> reimbursement	Description
	\$819,246	-	-	-	BUDGET
Aug-18		\$23,438	(\$23,438)		PFC9 reimburse Master Plan match (portion)
Feb-16			(\$3,000)		SREF Geothermal remaining encumbrance
Jan-14	**	\$39,063	(\$39,063)		RWY Rehab match (portion) anticipate 2019 reimbur
Apr-15	**	\$32,849	(\$32,849)		RWY Rehab match (portion) anticipate 2019 reimbur
Jul-18		\$310,000	(\$310,000)		Sand/Chem/Fuel Design.
Nov-18	**	\$21,988	(\$21,988)		Sand/Chem/Fuel Construct match antic 2019 reimb (org \$106,250)
Apr-19			(\$675,000)		Terminal Reconstruction Prep/construct desgin forwar fund
	\$141,246				AVAILABLE BUDGET

*Represents all 3 Capital Accounts: Airport Revolving Captial Reservice Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

** Pending public hearing on appropriation of PFC funds before the Assembly May 13, 2019.

ATTACHMENT #8



MEMORANDUM

TO: Patty Wahto
Airport Manager

FROM: Mike Greene
JNU Airport Project Manager

RE: Engineering Projects Monthly Report

DATE: May 9, 2019

Project specific summaries of project status and activity are presented below.

Runway Safety Area (RSA) Expansion Phase IIC: The project Contractor (SECON) continues work operations in both the Northeast Development Area (NEDA) and in the Northwest Development Area (NWDA). In the Northeast Development Area, SECON continues to utilize their temporary batch plant to produce the hot mix asphalt needed for the project, and the paving crews continue to work on the placement of the 10-inches of asphalt paving within the large aircraft tie-down area. The new asphalt paving is being extended up against the east edge of Taxiway E1 to allow aircraft to taxi directly from E1 into the new tie-down area. The paving work has been slowed by rain and cool temperatures, but should be completed next week weather permitting.

SECON started work last week on the installation of the trench drain that will be located along the south side of the Block M hangars. Crews have removed the asphalt paving and will soon be starting work on the installation of the trench drain assembly that will improve drainage in this area.

SECON continues to work in the Northwest Development Area (NWDA). The Gate E replacement work has been completed and SECON has completed work on the removal of the last of the asphalt paving within the work limits. Crews have removed the old aircraft tie-downs on the south side of the Block I hangars, and are nearly done with the installation of the new tie-downs.

SECON continues to work on the installation of the trench drain assemblies within the Northwest Development Area. The trench drains have been formed and poured in Taxilanes 2 and 3 areas as outlined in bid specifications, and crews will soon be starting work on the installation of the trench drain assembly that will be located on the south side of the Block I hangars and on the aircraft wash-down area. SECON continues to place and grade D-1 base course in the taxilanes in advance of the asphalt paving work. SECON is still planning on paving all areas within the Northwest Development Area during the first week of June.

SECON has filed a notice of intent to claim on behalf of their subcontractor Glacier State Contractors which is asking for damages relating to a scope of work reduction in the Northeast

ATTACHMENT #8

Development Area. Airport Contract Administrator Mike Greene and DOWL are working with SECON on a resolution to this potential claim.

While working in the Northwest Development Area, SECON damaged two exterior lighting circuits. SECON does not deny that the circuits were damaged as a result of their work, but denies responsibility to effect repairs. Airport Contract Administrator Mike Greene and DOWL are working with SECON on a resolution to this issue.

JNU has contracted directly with Alaska Electric Light & Power (AEL&P) to install the future conduit crossings for power, communications and site lighting at NW Taxilanes 1, 2 and 3 areas as outlined in bid specifications. This work is now complete.

JNU has contracted directly with Alaska Communications (ACS) to relocate existing communications pedestals within the Northwest Development Area. This work is now complete.

JNU continues to issue notification to hangar tenants and to aircraft owners advising them of upcoming work and work completion schedules.

The project remains on track for all work to be Substantially Complete on or before July 30, 2019.

As the engineers of record, DOWL continues to provide construction administration and inspection services for this work.

Float Pond Improvements: The Contractor, Southeast Earthmovers, has installed the 36-inch valve and valve actuator within the valve vault. Testing of the valve assembly is on hold pending the arrival of the remote actuator control.

Work which remains includes the placement and final grading of the D-1 base course, asphalt paving, electrical start-up and testing and the placement of topsoil and seed on a portion of the east bank of the Emergency Vehicle Access Road (EVAR).

The Substantial Completion inspection occurred on March 29, 2019, and the project was determined to be Substantially Complete on April 1, 2019. A project punch list has been issued to Southeast Earthmovers. JNU continues to monitor the valve vault through high tide cycles to check for water infiltration.

It is worth noting that there is a condensation problem inside the vault, and this will continue to be an issue until permanent power can be extended out to the west end of the float pond.

As the engineers of record, PND Engineers continues to provide construction administration and inspection services for this work.

Taxiway A Rehabilitation, Taxiway D-1 Relocation and Taxiway E Realignment: PDC Engineers has released the 95% set of design documents for internal review by the design team and for peer review. JNU continues to conduct a simultaneous over-the-shoulder review of these documents in an attempt to speed up the overall review process. PDC's current document delivery schedule has the design documents reaching the 100% complete stage at the end of June with delivery to JNU on July 1.

ATTACHMENT #8

The 95% Construction Safety and Phasing Plan (CSPP) has been reviewed and approved by the FAA and a copy of this document was issued to all stakeholders last week.

The 95% stakeholder meeting is currently scheduled to take place on the 2nd week of June, 2019.

PDC Engineers continues to coordinate directly with JNU and with the FAA on the development of the technical specifications. JNU is currently working on the development of the Division 0 and Division 1 front end specifications.

JNU is currently working with City & Borough of Juneau (CBJ) Engineering on the development of the Request for Proposals (RFP) language that will be used to obtain proposals from qualified consultants to provide limited Contract Administration and Inspection (CA&I) services during the construction phase of the project.

The goal remains to release this project for competitive bid in July 2019.

Air Traffic Organization (ATO) will be looking at conducting a Safety Risk Management (SRM) review prior to the start of major construction next Spring.

Ward Air Hangar Expansion: JNU has had no recent involvement in the development/review of the conceptual design for the new hangar that will be located on Lots 15, 16, 17 and 18 of Block K.

Fed-Ex Expansion: R&L Leasing, Inc. has started construction on the building addition.

Lavatory Waste Dump Site: There has been no advancement on the development of a schematic design of the upgraded lavatory waste dump site.

Parking Lot Repairs: JNU Airfield Maintenance has placed cold-patch in a number of the potholes that had formed in the public parking lots. This represents a short-term fix. Many areas within these asphalt paving installations are exhibiting "alligatoring" which is indicative of subbase settlement and a precursor to the failure of the asphalt paving. In addition to asphalt paving repairs, the short-term, long-term and staff areas of the large parking lot are in need of general repairs. These repairs include the removal and replacement of large portions of the concrete curbs and gutters, upgrades to the storm water collection and drainage system, upgrades to the exterior lighting and the installation of new signage and striping. JNU has general parking lot repairs on its Capital Improvement Plan but does not currently have any money to address any of these repairs.



ATTACHMENT #9

MEMORANDUM

TO: Patty Wahto,
JNU Airport Manager

DATE: May 6, 2019

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of April 2019 Activity

Sand/Chemical Building & Fueling Station. Concrete foundations and structural steel were completed during April. The contractor's fabrication of wall panels through the winter will allow the shell to be completed quickly. Both the under-slab piping and the roofing are scheduled for completion in May. The construction contract has been paid to 33% completion. A change order is currently being developed to add a Diesel Exhaust Fluid (DEF) dispensing system at the fueling station. JNU's new snow removal equipment uses substantial quantities of DEF that lowers NOx concentration in diesel exhaust emissions, whereas the old equipment did not, thus, the needed change to serve the new fleet. Progress meetings continue on a weekly basis, and the work is being well coordinated.

Terminal Reconstruction. Design Development phase of the project continued through April, along with design services for a separate electrical construction bid package. A utility agreement was executed with Alaska Electric Light & Power to extend a new service at the east end of the terminal building.

The lease lots to the north of the terminal have been finalized (see attached drawing). Alaska Seaplanes is working with JNU Airport Administration to develop Lots 1 and 2 for cargo and operational support. Temporary use of a portion of Lot 2 during the construction period is also being discussed. This request must be balanced with the project's need for construction staging and storage areas.

Several meetings with CBJ Finance and bond counsel have been held to address the project's financial plan and cash flow needs. The 70 (federal funding) to 30 (non-federal funding) ratio for the project funding continues to be refined as the design evolves. The financing plan is expected to be completed soon.

The amendment to the Reimbursable Agreement (RA) with the Federal Aviation Administration for construction services related to equipment relocation was executed in April. The total RA cost is \$411,766.

The public Art Panel reviewed 35 art proposals during April. The five-member panel spent more than ten hours evaluating and discussing the proposals, and then selected four pieces for inclusion in the JNU Terminal Reconstruction project. A summary of the proposals is included as a separate agenda item for the JNU Airport Board's May 14, 2019 meeting.

Development of the temporary office plan for staff and tenants affected by terminal construction continued through April. A meeting with code official, John Young, was held on April 5, 2019 to review the temporary layout of offices and the multi-phasing approach that will be necessary to maintain airport operations throughout construction. Temporary restroom construction work in the existing north wing began in April.

Project Closeouts. The Gate 2 Passenger Boarding Bridge and the Airfield Rescue and Fire Fighting (ARFF) Building Modifications projects are currently in closeout phase.

Other projects/issues worked on by architectural projects staff during April included:

- Punch list on Snow Removal Equipment Facility (SREF) and Wash Bay Addition continued.
- (Belated) letter of thanks was sent to the Dispute Resolution Board for their service on SREF.
- Continued work on the Disadvantaged Business Enterprise (DBE) program.
- Design work for a new secure exit lane system put on hold due to workload.

ATTACHMENT #9



Sand/Chem Building: Steel erection, view from Southeast corner.



Sand/Chem Building: Steel complete; roof decking begins along east side.

50 0 50 100

SCALE IN FEET



TRACT "C",
JUNEAU
INTERNATIONAL
AIRPORT
SUBDIVISION

TRACT
"B"

TRACT "A"

PT. NO. 2 -
NGS - JNU 'C'
N: 49169.627
E: 49059.638

JUNEAU
INTERNATIONAL
AIRPORT
TERMINAL
BUILDING

S44°27'12"E 2798.56'

- N: 51167.29
E: 47099.73

PT. NO. 3
NGS – JNU 'D'
N: 50327.604
E: 44681.702

THE BASIS OF BEARING WAS OBTAINED FROM THE JUNEAU
INTERNATIONAL AIRPORT, RSA IMPROVEMENTS-PHASE 2C.
CONTRACT NO. BE18-213 / AIP NO. 3-02-0103-073-2017.

THE BASIS OF BEARING FOR THIS SURVEY IS THE GRID BEARING OF N75°11'04"W BETWEEN NGS CONTROL POINT "JNU C" AND NGS CONTROL POINT "JNU D". BEARINGS WERE ROTATED TO GEODETIC USING THE PROJECT MAPPING ANGLE, -0°45'27". THE BASIS OF LOCAL GRID COORDINATES IS TRIANGULATION STATION "EDDIE" HAVING LOCAL GRID COORDINATES OF N:50000, E:50000. TRIANGULATION STATION "EDDIE" WAS NOT USED OR VERIFIED DURING THIS SURVEY.

TO CONVERT THE LOCAL GRID COORDINATES TO NAD83,
ALASKA ZONE 1, STATE PLANE COORDINATES: AT NGS
CONTROL POINT "JNU C" APPLY SCALE FACTOR OF
0.99928875 AND APPLY MAPPING ANGLE OF $-0^{\circ}45'27.25''$
AND TRANSLATE USING +2,333,481.856 N, +2,462,559.262 E.

LEGEND

- | | |
|---|---------------------------|
|  | LEASE LOT BOUNDARY |
|  | BUILDING RESTRICTION LINE |
|  | VEHICLE ACCESS AREA |
|  | PROPERTY LINE (TYP) |
|  | SURVEY TIE LINE |
|  | CHAIN LINK FENCE |
|  | ASPHALT, CURB & SIDEWALK |
|  | EXISTING BUILDING |

FILE	DATE	TIME	USER
Z:\1033-01\03CAD\Survey\MIC-VB-BA-71033 Lease Diagram.dwg	2019-03-01	3:30	USER: learming

SHELL SIMMONS DRIVE

N50th St

5'

FEDEX SHIP CENTER

LOT 2, BLOCK "A"
JUNEAU INTERNATIONAL
AIRPORT SUBDIVISION

S9°58'48"E
94.99'

- N: 51675.61
E: 46946.14

- 5/8" REBAR
N: 51769.16
E: 46929.68

DETAIL
N.T.S

5/8" REBAR

— N68°11'19"W 1.48'

- 5/8" REBAR W/ YPC
J.W. BEAN LS 3650



LEASE LOTS 1, 2, 3 & 4, BLOCK "MAY 2019"
WITHIN TRACT "A" & "B", JUNEAU INTERNATIONAL AIRPORT SUBDIVISION
U.S. SURVEY NO. 381 & 1742, AND A.T.S. NO. 716

PROJECT	71035.02
DATE	05/01/2019

EXHIBIT 'A'