

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, DECEMBER 8, 2015
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of November 10, 2015
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. UNFINISHED BUSINESS

A. **Snow Removal Equipment Facility (SREF) Design** (Attachment #1). The Airport has been working with the Federal Aviation Administration (FAA) on the funding and phasing for the SREF. This project has morphed based on funding availability, FAA allowable space, site location work, and most recently, State match termination. Staff has revised the scope of the project to maximize the current funding plan and get the SREF started. This includes phasing the SREF building and separating out the snow removal equipment storage/maintenance from the general maintenance equipment. This follows new Advisory Circulars for allowable space while providing a funding plan that the FAA can program in for 2016. The concept looked good to the FAA; however, the final funding is not approved until a grant is received. The attached narrative outlines the SREF revised scope and funding. The Assembly will require a briefing on this project at their December 16 Assembly Finance Meeting due to the use of Sales Tax dollars for repayment to the FAA (for the relocation). This plan would get the SREF project underway.

Based on this proposed plan, and if the CBJ Finance Committee agrees to the methodology with the Sales Tax dollars, formal approval for the reimbursement of \$1,844,457 to the Federal Aviation Administration (FAA) and \$48,661 to the State of Alaska Department of Transportation (ADOT) for the relocation of the SREF is required. The total reimbursement of \$1,893,118 to be paid out of Snow Removal Equipment Facility (SREF) Sales Tax dollars when either: the 2016 FAA SREF grant application is submitted or within 60 days of submission of the next Airport Layout Plan (ALP) which shows the SREF site in the northwest location, whichever comes first. Estimated repayment would be late Spring or early Summer 2016.

The Airport Operations Committee met on November 19 to review the attachment and the methodology conceptually approved by the FAA. The Committee approved the concept. The next step is to formalize the repayment process and send on to the CBJ Assembly Finance Committee for their December 16 briefing.

Airport Board Motion: *Approve the reimbursement of \$1,844,457 to the Federal Aviation Administration (FAA) and \$48,661 to the State of Alaska Department of Transportation (ADOT) for the relocation costs of the Snow Removal Equipment Facility (SREF) (to the northwest site) using CBJ Sales Tax dollars appropriated for the SREF project. Funds to be reimbursed when either the 2016 FAA SREF grant application is submitted or within 60 days of the next Airport Layout Plan (ALP) submission which shows the SREF site in the northwest location, whichever comes first.*

B. State Of Alaska Department of Transportation (ADOT) Letter on Airport Improvement Program (AIP) Match. As stated at the November 10, 2015, Airport Board meeting, the State wrote a letter notifying Juneau Airport that they would no longer support the 3.125% match on airport improvement projects. The Airport has been in contact with ADOT Deputy Commissioner of Aviation (John Binder), and followed up with an email to reconsider the match for 2016 which would have been included in the budget passed by the State. Staff will keep the Board updated. At this time, the presentation to the Assembly Finance Committee on December 16 will show the State match in place for 2016.

VII. NEW BUSINESS

A. **RED Leasing Request to Allow Aircraft Storage in General Aviation Hangar.**

RED Leasing (Ward Air) owns a hangar across from the Ward Air lease lot. They have had this private hangar and lease space for a number of years. RED Leasing came forward to formally request storing (Ward Air) leased aircraft in this facility. Staff vetted this before the Operations Committee at their November 19, 2015, meeting without objection. The Committee also requested that staff assess all similar commercial use 'general aviation' hangar and bring them forward as one request in the future.

Airport Board Motion: *Approve the use of RED Leasing, Block L, Lot 7 hangar for the purpose of commercial aircraft storage.*

B. **Airport Manager's Report:**

1. Alaska Municipal League (AML) Alaska Community Award of Excellence. In October, the Airport submitted the Runway Rehabilitation project as a candidate for AML award in infrastructure improvements. The Airport was notified that it won the award for Best in Local Government Innovation. The project received national attention with its temporary runway landings on the taxiway and airport modifications that were 'outside the box'. The City received several awards at the ceremony.

2. Airport Magazine Article on Juneau International Airport (JNU) Runway Rehabilitation. The October/November 2015 issue of Airport Magazine featured an article on the Juneau Airport Safety During Runway Rehabilitation. The article addresses the innovative ideas and complications for a single-runway project. JNU runway rehab was on the national spotlight with FAA and Airport Construction Advisory Council (ACAC) during this construction project. The article for this project can also be found on-line at:

http://mobileservices.texterity.com/airportmagazine/october_november_2015?folio=23&lm=1447088464000&article_id=692108&linkImageSrc=/airportmagazine/october_november_2015/data/imgpages/mobile_tn2/0025_qtjxfq.png&pg=25#pg25

3. Annual Certification Inspection. Matt Stearns, Certification Inspector for the FAA Airports Division, will be in Juneau the week January 4, 2016, to perform our annual inspection and recertification of the Airport.

4. Christmas Lights Flights Fundraiser. The annual Christmas Lights Flight fundraiser will be taking place Friday, December 18 from 4:30 p.m. to 7:30 p.m. (weather permitting) at the north end of the terminal. This has been a great fundraiser for Children's Tumor Foundation and Lions Sight Project. These night helicopter tours are a well-attended event in the community. Airport tenants donate their time, equipment and fuel for this event and it is sponsored by Coastal Helicopters, Petro Marine and Mendenhall Flying Lions.

5. Airport Engineer Report (Attachment #2)

6. Airport Architect Report (Attachment #3)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:**

B. **Operations Committee:** The Operations Committee met on November 19 to take up the SREF design and funding strategy, and the request from RED Leasing (Ward Air) to utilize a private hangar that they own for commercial use (of the land). Both of these items are before the Board as action items elsewhere on this agenda.

X. ASSEMBLY LIAISON

XI. PUBLIC COMMENTS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., January 12, 2016, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN



ATTACHMENT #1

JNU Snow Removal Equipment Facility Project Update to

City & Borough of Juneau Assembly Finance Committee (December 16, 2015)

Presented by Patricia deLaBruere, JNU Airport Manager

Prepared November 10, 2015

Background.

JNU has been actively working with the FAA to secure funding for design and construction of a SREF for more than a decade. Design and construction documents for a new Snow Removal Equipment Facility (SREF) were completed (bid-ready) in August 2013. The FAA approved design was a shared-use concept that included spaces that were both AIP grant eligible and spaces that were not fundable under the AIP grant program for SREFs. The basis of the design was a funding ratio of 73% AIP-eligible and 27% AIP-ineligible that was agreed upon by JNU and the FAA in 2010 for the approximately 55,500sf building. Full funding (by both JNU and FAA) for this project has not been secured and the agreed upon funding ratio has changed by FAA Order 5100.38D (issued 9.30.14) so JNU has continued to work with the FAA to modify the scope of the project as described herein. FAA suggested that JNU review all current Advisory Circulars (ACs) to justify the quantity and sizes of equipment appropriate for the SREF as the new project is formulated, and submit required documentation for a new AIP grant application to complete this project. The new application is currently in progress. If approved by FAA, the scope and budget will be reviewed by the JNU Airport Board and its applicable committees.

JNU received a letter on October 30, 2015, from the State Department of Transportation (ADOT) that they will no longer fund the split match (3.125%) for Federal AIP projects. If this is the case, JNU will have to adjust all State match components for CIP projects scheduled in FFY2016 and beyond.

Revised Scope Summary.

The full snow removal and maintenance project is:

- Phase I-a: SREF funding by FAA-AIP
- Phase I-b: Maintenance portions (connected to SREF) not eligible for FAA-AIP funding
- Geothermal Loop Field: funding by FAA-AIP (as separate CIP project, per FAA)
- Phase II: Sand/chemical/fuel/site amenities funding by FAA-AIP

Phase I-a of the SREF will now consist of a single story building that houses only FAA-approved snow removal equipment and one maintenance bay of approximately 2,100sf. The building will be located at the NW quadrant of the airfield. Its mechanical system will be a ground source heat pump system, constructed in a vertical configuration rather than horizontal as previously designed. The revised SREF for Ph I-a is 37,241 sf.

The geothermal field will be constructed as a separate AIP-eligible project and coordinated with JNU's NW Apron project currently underway.

Connected to the SREF will be an airfield maintenance shop (Phase I-b) that will service the snow removal equipment as well as other critical airport equipment such as the airfield lighting system, airfield signage, vehicle maintenance, ARFF truck maintenance, airfield superintendent office, and crew support spaces. This portion of the building will replace the current maintenance shop that is severely inadequate. The maintenance portion of the facility is not FAA eligible (hence the original 73/27 funding ratio). These spaces were included in the original "shared SREF/Maintenance" facility, but changes in FAA regulations and lack of total project funding has caused SREF to be separated from the maintenance shop.

ATTACHMENT #1

JNU does not have full funding for all airfield maintenance facility needs, so existing funding will be used to prioritize construction of the most essential spaces, and a plan for added remaining spaces over time will be developed. The existing maintenance facility will continue to be used for functions that cannot be immediately provided in the new building until such time that the full maintenance needs can be met at the new building. A sand and chemical storage building, outdoor covered storage areas, and a fueling station are part of SREF Phase II. This building will be connected to the SREF/Airfield Maintenance Shop and is eligible for AIP grant funding. Design for Phase II is currently scheduled in JNU's FFY19 ACIP and construction is scheduled in FFY20. The attached site plan illustrates the full scope of SREF and Airfield Maintenance on the NW Quadrant site.

AIP Funding Analysis.

JNU's revised Ph I-a SREF will be developed as a 100% AIP grant-eligible project. As noted above, the building will provide storage for snow removal equipment and will have one maintenance bay to service safety and security equipment. JNU will provide funding for the needed 600 sf of additional area to make the maintenance bay functional, and will continue to work to secure funding outside of the AIP to construct future additional features needed for an effective snow operations facility such as a wash bay, snow removal equipment parts storage, snow crew facilities, and expanded maintenance functions. Funding for the SREF that is outside of the AIP grant program will be documented in Section C, Exclusions, of Part III of AIP grant application form 5100-100, or as directed by the FAA.

Phase I-a

SREF Total Building Construction Cost

Building construction (area x\$390/sf)	37,241 sf	\$14,523,990
Design & Bldg construction Admin	LS	\$ 4,000,000
	Total Cost	\$18,523,990

Funding

FAA GRANT (93.75%)	(\$17,366,241)
LOCAL MATCH TO AIP GRANT (3.125%) Phase I-a	(\$ 578,875) Sales Tax
¹ STATE MATCH TO AIP GRANT (3.125%) Phase I-a	(\$ 578,874) ADOT

Reimbursement for relocation to Northwest quadrant

Funding

FAA reimbursement	(\$ 1,844,457) Sales Tax
State reimbursement	(\$ 48,661) Sales Tax

Phase I-b (portion)

Maintenance bay (600 sf) ineligible portion	600 ft	(\$ 234,000) Sales Tax
*Maintenance shop		² (\$ 3,307,340) AK Leg Grant \$3M + Sales Tax \$307,340

*Combination of critical finished areas and unfinished "shell only" TBD

Geothermal Loop Field Phase

Geothermal Construction Cost	Total Cost	\$ 2,773,333
Funding		
FAA GRANT (93.75%)		(\$ 2,600,000)
LOCAL MATCH TO AIP GRANT (3.125%)		(\$ 86,667) Sales Tax
¹ STATE MATCH TO AIP GRANT (3.125%)		(\$ 86,666) ADOT

Projects as described, above, utilize \$3.0M of AK Legislative Grant and \$3.1M Sales Tax

¹ If ADOT does not provide these matches, JNU will have to find the match within its budget reserves or adjust Phase 1-b out-of-pocket

² If ADOT does not provide project matches, this may adjust Phase 1-b down to \$2,641,800 of available funding/project

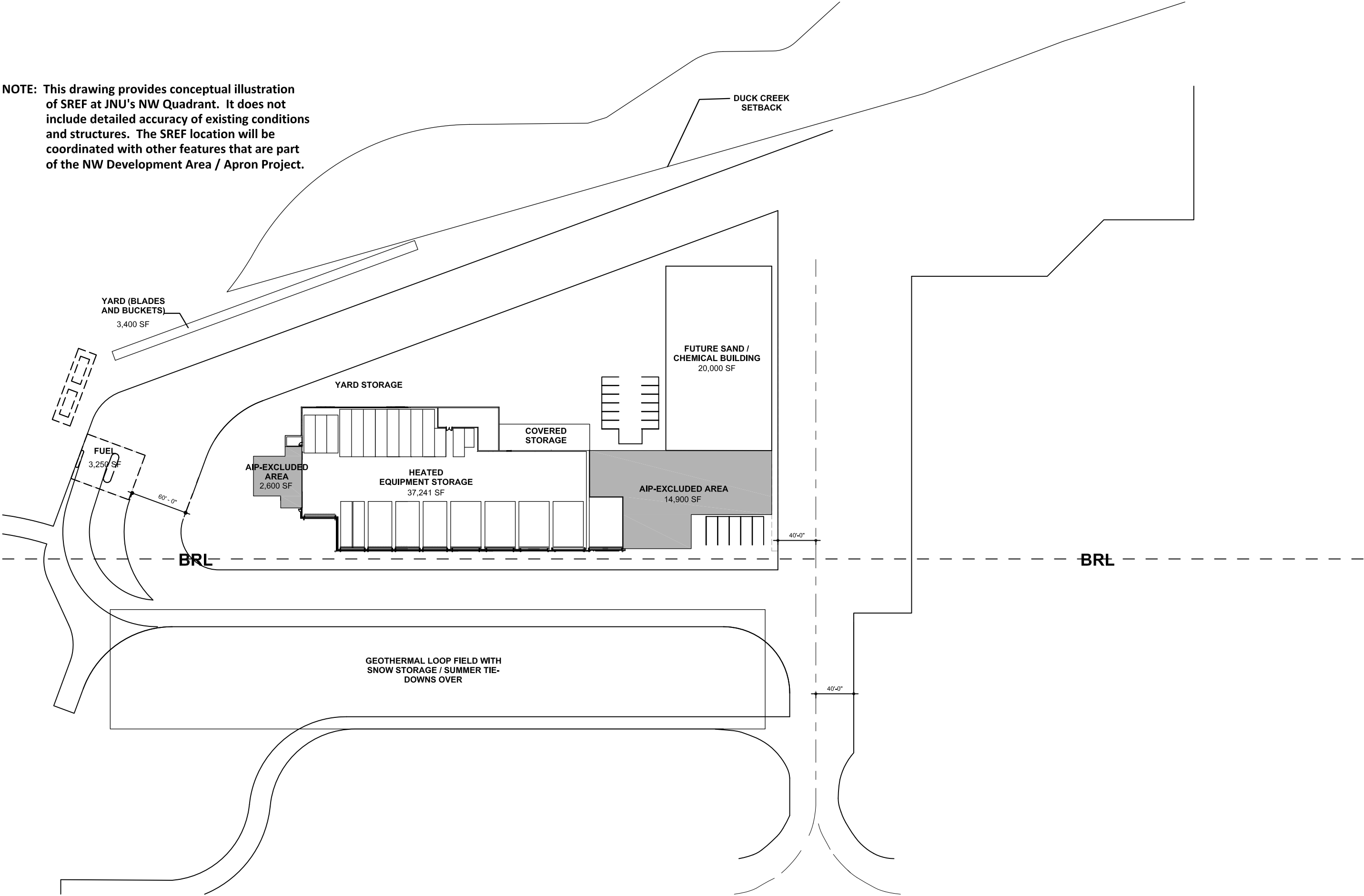
ATTACHMENT #1

Project Schedule.

Environmental review and project design are currently scheduled to be complete by August 1, 2016, pending acceptance of the updated project formulation by the FAA. The project is scheduled for AIP grant funding for FFY2016, which means that JNU anticipates grant award no later than September 1, 2016. JNU will begin the construction bidding process in August, 2016 to be able to have an acceptable construction bid coincide with grant award. Construction is expected to take approximately 18 months to complete.

Attachment: SREF Site Plan

NOTE: This drawing provides conceptual illustration of SREF at JNU's NW Quadrant. It does not include detailed accuracy of existing conditions and structures. The SREF location will be coordinated with other features that are part of the NW Development Area / Apron Project.



SNOW REMOVAL EQUIPMENT FACILITY (SREF) at North West Quadrant

OCT. 16, 2015

NO SCALE



MEMO

TO: Patricia deLaBruere
JNU Airport Manager

FROM: Ken Nichols, P.E., C.M.
JNU Airport Engineer

RE: Engineer's Report

DATE: December 3, 2015

General

I have been working remotely part-time and working in Juneau during board meeting week. I will continue to do so over the winter months in order to be with my family during the holidays and for scheduled medical procedures. I am available by telephone and e-mail through call forwarding and e-mail service on my smart phone. Please let me know if there is any feedback regarding my remote working arrangement so that I can adjust my scheduled number of hours worked and/or spend more time in Juneau.

Since I have been working part-time, there is less activity to report. I am open to changing the format of my reports to address any special needs you or any of the Board members may have for dissemination of information. To that end, I have attached a sample project report from Gary Gillette, CBJ Port Engineer, as well as a sample report from SeaTac Airport.

My report for this month is formatted the same as previous reports with project specific summaries of project status and activity presented below.

Airport Sustainability Master Plan

Three documents were submitted to FAA for review: Chapter 3 Forecasts, Sustainability Baseline Summary, and Solid Waste and Recycling Plan. The forecasts must be approved by Federal Aviation Administration (FAA) before finalizing any future facility needs plans.

RSA Expansion Phase IIA

Grant and project closeout efforts continue. Airport and grants staff have been working on several grant closeout packages. I have begun to prepare another summary to send to FAA for the Runway (RWY) 08 Threshold. I am gathering sample plans from other airports to compare to the FAA plans provided for the RWY 08 threshold. Plans received from ANC provide clear instruction to the contractor. I expect to receive plans from FAI soon.

Runway Safety Area Expansion Phase IIB

DOWL finished field work for the topographic survey in November. I expect to receive concept layouts and a survey base map to review prior to December 11, 2015.

ATTACHMENT #2

Runway 8/26 Rehabilitation

Final work for the contractor will be installation of a roaming maintenance station for the airfield lighting system. Key contractor personnel have returned from out of the country, so I expect the system will be installed in December or January. The consultant team is still working on developing the as-built drawings.

R&M delivered the requested report and provided redline markups of the drawings indicating the locations of deficiencies in the runway safety area grades. I have reviewed the report and will work with Airport management and FAA Airports District Office staff to develop an action plan.

I began the coordination with FAA Alaska Region for the Runway 9/27 Conversion. Kyle Christensen indicated that the “2017 production schedule is pretty full.” I am proceeding with additional coordination efforts.

Air Cargo Hard Stand

I expect to finalize the bid package for this project in February for construction in the 2016 summer season.

Runway 26 MALSR

In the past month, Airport management has approved the use of State grant funds to proceed with permitting for the construction in the wetlands.

East End Tree Removal

An additional 15 cottonwood trees and a few spruce trees were fell on the east end of the heart shaped island in the wetlands east of the runway to provide a factor of safety for aircraft operations using the proposed Required Navigation Performance (RNP) approach under development by Delta Air Lines. Clear Cut tree service completed the work.

Alaska Department of Environmental Conservation (ADEC) Storm Water Multi-Sector General Permit

I performed a facility inspection, and collected samples from select locations for laboratory analysis to meet our “Benchmark Sampling” requirements. The laboratory results of the sampling show that all parameters are within benchmark limits for all sampling sites. I will repeat the sampling in December. In addition, the airport will hold its annual meeting of the Storm Water Pollution Prevention Team on December 10, 2015. This team currently consists of Airport staff. However, tenants have been invited to participate in the meeting and will be allowed to join the group.

ATTACHMENT #2 PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

Project	Status	Schedule	Contractor	Notes
Boat Yard at ABLF				
Boat Yard Design and Construction	In Progress		MRV	Negotiate fees
Auke Bay Loading Facility - Phase II				
Reporting	On-Going	Quarterly	Staff	Next report due Jan 31 - (Oct, Nov, Dec)
Old Douglas Harbor Reconstruction				
Phase II - ACOE Dredging Period	In Progress	10/12/15 - 3/1/16	Western Marine	Army Corps project
Phase III - Final Bid Documents			PND	
Phase III - 95%	In Progress		PND	95% Review
Phase III - Bid Period		11/18/15 - 12/15/15		
Phase III - Contract Award - Board Approval		TBD		
Phase III - Contract Award - Assembly Approval		TBD		
Phase III - Float Installation		4/12/16 - 8/12/16		
Statter Harbor Launch Ramp				
Construction	In Progress	July 31, 2016	Miller	
Port of Juneau Cruise Berths				
1% for Art	In Progress		Garten	Awaiting final design
Prefabrication and Procurement	In Progress		Manson	
Submittal Review and Fabrication Inspection	In Progress		PND	
Phase I On-Site Construction	In Progress	Sept 16, 2015	Manson	Begin on South Berth
Vibration Monitoring Services	In Progress		AS&E	
Phase II On-Site Construction	Hold	Sept 2016		
DNR Tidelands Survey	Hold			Awaiting survey instructions from DNR
Cathodic Protection Replacement				
Final Engineering and Design	In Progress		Tinnea	Bid with Engineering
Aurora Harbor Re-Build - Phase I				
Construction	Complete		NCS	
Project Close-Out	In Progress		NCS	Negotiating final change order
Annodes on Piling	Hold			Awaiting funding
Dredging on A Float	Hold			Awaiting funding
Bridge Area - SeaWalk Planning	In Progress			Coordination with Engineering
Alaska Marine Services Center	Hold			Address in Master Plan
Statter Master Plan Update	In Progress		PND	Awaiting Planning Schedule
Weather Monitoring System	In Progress		MXAK	Awaiting phase 2 scope of work

ATTACHMENT #2 PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

Periodic Maintenance Plan	In Progress		Staff	Working with MIS for program entry
Archipelago Property Improvements	Planning		Staff	Awaiting Board Direction
Archipelago Property Procurement	Planning		Staff	
Statter Ramp Deck Improvement	In Progress		Staff	Awaiting price quote
Statter and Aurora Safety Ladders	in Progress		Staff	
Wayside Float Dredging	Design		Staff	Awaiting funding
Amalga Harbor Fish Cleaning Station	In Progress		Staff	Awaiting direction from ADF&G
Aurora/Harris Harbor Master Plan	Hold			Advertise after first of year
Fritz Cove Beach Access	Hold		Staff	Awaiting Board Direction
Port Security Camera Project	In Progress		Anchor	Awaiting equipment arrival
Taku Harbor Conditions Assessment	In Progress		PND	Awaiting Report
Cruise Berth Shore Tie Power Study	In Progress		PND	Awaiting Report
Statter Tidelands Survey	Hold		DOWL	Negotiating Fee Proposal

Airfield Pavement Replacement

Project: C102573

Budget: \$25,343,359

Phase: Design

Start: 5/2/2010

Schedule Completion: 12/31/2016

This is a multi-year program to replace distressed pavement and joint seal on the airfield.

Project Status:

Schedule: Within or ahead

Budget: On or under

Status Reset: 4/1/2014

(Commission Construction Auth.)

Significant Developments

Beneficial Occupancy was granted on October 22, 2014 for the 2014 contract. Authorization for design on 2015 Apron Panel Replacement was received November 11, 2014.

Schedule

Q3 2014 report showed "Delayed" due to the 2014 project which is in close out. Current status identifies the 2015 effort scheduled to go out for bid May 2015 with construction beginning in August 2015.

Budget

The project forecast is within the approved budget.

Change Order

	Current Quarter	Project Total
Number of COs	3	13
Amount of COs	\$52,065	\$100,024

Justification for COs: 1) Additional distressed panel was found south of the South Satellite. Operations felt that it was necessary to replace it. It was replaced in the 4th quarter of 2014. 2). Reconciliation of a Force Account bid item that resulted in a credit back to the project. 3). Channel Drain Bearing Surface.

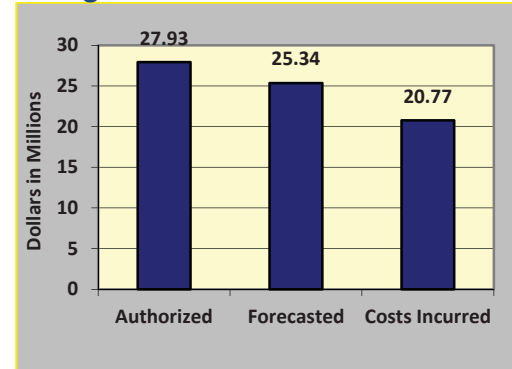
Risks

None at this time.

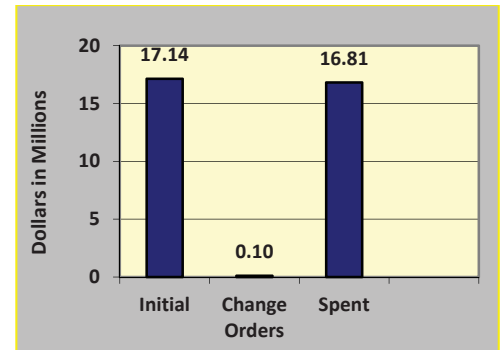
Budget Transfers

None at this time.

Budget/Costs Incurred



Construction Costs



ATTACHMENT #3



MEMO

TO: Patricia deLaBruere,
JNU Airport Manager

DATE: December 1, 2015

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of November 2015 Activity

A Request for Proposals for professional design services for the Snow Removal Equipment Facilities (SREF) was drafted during November. It has been forwarded to the CBJ Engineering Contracts office for issuance. The schedule calls for proposals to be received and evaluated during December so that a contract can be issued in January. This will allow construction documents to be developed by June so as to capture the scheduled Federal Aviation Administration (FAA) grant funding.

The pre-design meeting for the Aircraft Rescue and Fire Fighting (ARFF) Building Modifications project was held on November 11, 2015. Three concepts are being considered to modify the apparatus bay areas of the current building to fit the new truck and plan for future ARFF truck replacements. The preferred concept is scheduled to be selected in December. Environmental review will follow concept selection. Once the cost is verified, the concept will be more fully developed. The project will be ready for a presentation to the Airport Board in January 2016.

The new office for concessionaire JDA is complete and a small storage area adjacent to the new space on the secure side is now being planned. A lap top counter will also be constructed near the food concession space. These small improvements are really helping the concession operations and are providing comfortable areas for travelers.

Airport Projects staff continued working with terminal maintenance staff to upgrade various areas. The USDA Wildlife office was relocated, and several areas of the north wing received fresh paint. New flooring for Gates 2 and 6 were selected this month, and the material orders have been placed so work can begin soon. The electrical engineer is developing drawings and specifications for lighting upgrades on the main (up-direction) stairway.

Final edits to bid documents for the Airfield Shop Roof Replacement were completed during November. The project will be advertised for bids during December, with bid open in mid-January. This schedule was delayed somewhat to allow other priorities to be met, but there is still plenty of time to bid and prepare for an early Spring roof replacement.