

AIRPORT BOARD
AGENDA
6:00 P.M., WEDNESDAY, FEBRUARY 12, 2014
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of January 8, 2014
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. **Runway Safety Area (RSA) Grant Amendments:** The Federal Aviation Administration (FAA) has approved RSA grant amendments in the amount \$2,037,219. ADOT match will be \$61,039, and Local match in the amount \$64,838 will be provided from dirt royalties.

Motion: "The Airport Board approves the appropriation of FAA grant amendments of \$2,037,219, ADOT grant amendments, when approved, in the amount \$61,039, and local matching funds from dirt royalties in the amount \$64,838."

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

- 1. Restaurant Concession Update: (See Airport Architect Report.) The Airport solicited for the Interim Food/Beverage Concession which will offer services through September 2016, with the option to renew for up to two years. This contract will carry the Airport through the next phase of renovations. One proposal was received by Alaska Promotions, LLC (Ethan Billings) who is currently providing the food/beverage services. We look forward to working out the contract details over the next few weeks.
- 2. Snow Removal Equipment Facility (SREF) Relocation Update: The Airport is finalizing the documents to submit to the FAA. This has been a very long justification process that included ECI Hyer to compare the facility layout in both locations, as well as remaining land use, permit issues and financial impact.
- 3. TSA Baggage Screening: A briefing on the TSA baggage screening deficiencies was provided to the Assembly at the January 27, 2014, Assembly meeting. This followed discussions with our DC Lobbyist, Katie Kachel. The Assembly decided it was best if a letter to the Congressional Delegation was sent at the Assembly level as

this was a community issue. That letter was disseminated to the delegation on February 6, 2014. Additionally, one Assembly Member (Randy Wanamaker) was headed to Washington, D.C., the week of February 10, and this would be an item on his agenda with the delegation. We are hopeful to get some resolution on the equipment and staffing levels at Juneau prior to the summer season.

4. Delta Air Lines: Airport Staff and Board Members met with Delta Air Lines representatives the week of January 27. Additional meetings are scheduled with Delta flight operations the week of February 10. There is a lot to get resolved prior to Delta resuming service in May. Jetway use, ticket counter, baggage screening, etc., are just a few of the items still to be resolved.

5. Airport Engineer Report (Attachment #1)

6. Airport Architect Report (Attachment #2)

VIII. CORRESPONDENCE

IX. COMMITTEE REPORTS

A. **Finance Committee**: Meeting date: TBD

B. **Operations Committee**: Meeting date: TBD

C. **Art Committee**: Meeting date: TBD

X. ASSEMBLY LIAISON

XI. PUBLIC COMMENTS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING

A. Special Assembly Joint Meeting with Airport Board (and School District), 6:00 p.m., February 26, 2014, Assembly Chambers

B. Airport Board, 6:00 p.m., March 12, 2014, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN

ATTACHMENT #1



MEMO

TO: Patricia deLaBruere,
JNU Airport Manager

DATE: February 6, 2014

FROM: Ken Nichols,
JNU Airport Engineer

RE: Engineer's Report

General

In the past month, two major capital projects and one planning project are on-going. Project specific summaries are presented below for each project.

I am now a registered professional engineer in Alaska. My license number is 14098.

Airport Sustainability Master Plan

A draft RFP has been circulated for review. I expect the Request for Proposals (RFP) to be finalized next week and advertised beginning on February 19, 2014. The draft RFP contains an outline of scope of work elements related to FAA required airport master plan elements and possible sustainability elements. The RFP is intentionally vague regarding scope elements so that we can negotiate the final scope of work to include the elements most important to our airport. The final scope of work should include a balance of economic, social, and environmental sustainability initiatives. If special studies or work products are desired that are not Airport Improvement Program (AIP) eligible, local funding sources may be required.

Runway Safety Area Expansion (RSA) Phase IIA

Final project accounting is ongoing including procurement of additional grant funds for change orders on the project. Two grants will be modified. Matching funds will come from additional dirt royalties.

Federal Aviation Administration (FAA) (Airports Division) has stated that AIP will not participate in funding the \$375,000, which was the agreed settlement for the repairs of the threshold bar. We are going to prepare a detailed response justifying the actions taken to keep the airport open and will pursue reimbursement from the facilities side of FAA (Engineering Services).

Final approach lighting system installation by FAA's contractor is complete and commissioned. Final clean-up work will be completed in the spring.

I have sent out a solicitation to our term agreement firms to provide permit close-out services for the numerous permits associated with this project. It is expected that some permits will simply be extended until a later date when the permitted activity might be completed. Based on the work to be completed and the monitoring required by some of the resource agencies, some elements of this project will be on-going for at least two more years. Some permits will be closed as the permitted work is complete.

ATTACHMENT #1

Runway 8/26 Rehabilitation

Comments on the 90% design documents were passed along to the design consultant and the bid-ready package is nearing completion. The final documents are expected from the consultant next Monday. The phasing and schedule for the project was changed significantly based on the decision at the last Board meeting to break the project into two construction seasons.

The work will be phased as follows: Initial work such as the temporary tie-downs, taxiway extension, taxiway relocation, temporary NAVAIDs installation and flight checks, as well as procurement of long lead-time items will be completed in 2014. The goal is to get everything ready for an early construction start in 2015 that will lead to completion of the runway pavement rehabilitation, Jordan Creek culvert replacement, and lighting replacement earlier in the construction season than would be possible if the project were to be constructed in one season.

The FAA completed their Safety Risk Management (SRM) panel here in Juneau on January 7-9, 2014. As a result of the SRM panel discussion, more frequent updates will be published on the airport website and distributed by e-mail to tenants during the construction project.

Tree Removal

Related to the runway rehabilitation project, two tree groups were identified by Alaska Airlines on the island in the Mendenhall River west of the airport as obstructions. After further evaluation, these trees do not need to be removed.

Air Cargo Hard Stand

The pavement condition at the parking position for the Alaska Airlines cargo plane is in very poor condition due to stresses from heavy loads. I am in the preliminary phases of putting together a project that will replace the poor asphalt pavement with a concrete hardstand. There are Passenger Facility Charge funds from PFC 7 identified for installation of this hard-stand. Adequate funds remain in the capital improvement project fund to complete the work. Initial discussions with Alaska Airlines will take place in the next month to establish design criteria.

ATTACHMENT #2



TO: Patricia deLaBruere,
JNU Airport Manager

DATE: February 6, 2014

FROM: Catherine Fritz, AIA
JNU Airport Architect

Terminal Renovation.

The Request for Proposals for interim food and beverage concessions was re-issued in January, and one proposal was received from Alaska Promotions, LLC on February 4, 2014. We are pleased that owner, Ethan Billings, who has been operating the restaurant and bar since January 1, 2014, is interested in continuing his business at the airport. Many positive comments have been received from the public to date. Staff will be working closely with Ethan over the next few weeks to execute the details of his proposed concession into a contract. This will include operation of the new coffee café in the secure Departure Lounge.

Phase II of the terminal renovation is actively underway. Consultants are completing as-built drawings of areas of the building that will be affected by construction. Project staff has developed the list of spaces that will be needed in the new building areas. Please see the separate memo dated February 6, 2014, (Attachment 2-1) that articulates the status and next steps of the project in more detail.

Project staff is working with Delta Air Lines to meet their facility needs to resume operations at JNU in May 2014. During Delta's visit on January 29, we toured the terminal and identified possible areas for passenger check in, baggage handling, and gate access. We have provided AutoCAD base sheets to Delta's facilities staff who will now prepare drawings and other information needed for a JNU tenant improvement request. Once we receive the drawings and tenant improvement application, project staff will be able to assess the specific impacts to other operations, and work with Delta and other tenants as needed to have facilities ready for their May flights.

TSA baggage screening issues were discussed during January. Several meetings with JNU staff and TSA, Alaska Airlines, and Delta Air Lines were held. The existing single screening machine is not keeping up with the loads, especially for the morning flights. This problem is exacerbated during the summer season, and is expected to be an even greater problem once Delta resumes service in Juneau. TSA has submitted a request for a second screening machine, but has no indication whether or not the request will be granted. TSA also reported that budget cuts have affected the staffing at JNU. To address the concerns of the summer season, TSA has requested several temporary (up to 90 days) staff, and is awaiting a response to this request, as well.

Projects staff revisited baggage handling concepts that were developed in 2010-12 by Av Air Pros (through a contract with Alaska Airlines). These showed several design possibilities for adding a second piece of screening equipment, although each of these has financial and logistical impacts on current facilities. Project staff also prepared a scaled as-built drawing of the Bag Screening room that can be used to develop additional design ideas.

Given the long lead time for equipment and uncertain funding, TSA staff feels it is unlikely that a permanent change could be made inside the Baggage Screening room by Summer, even if the equipment request was approved immediately. Therefore, the current direction is for airport staff to look at possible space for a "stand alone" screening machine in the check-in lobby. This would be similar to the temporary set up that

ATTACHMENT #2

was used in 2011 during the renovation project. Even if the stand-alone screening equipment arrives by early May, there continues to be concern about TSA staffing levels to operate a second machine.

While JNU staff looks at temporary baggage screening space, the airlines are evaluating the necessary staffing and logistics if no equipment changes are made for the coming summer. This would likely expand the current practice of sequencing bags on the belt to follow the departure schedule. Only bags associated with imminent departures proceed through TSA bag screening, while bags associated with later flights are pulled from the belt and stockpiled in the lobby in front of the screening room.

The Assembly sent a letter to the Congressional Delegation regarding the TSA equipment and staffing. Both Delta Air Lines and Alaska Airlines are working with their government affairs experts to urge restoration of TSA staffing and funding of an additional bag screening machine at JNU.

Snow Removal Equipment Facility.

During January, airport staff worked with ECI/Hyer to complete the analysis of a possible alternative site for the SREF. The drawings and narrative are currently being finalized alongside a financial comparison of the two options.



ATTACHMENT 2-1

TO: Patricia deLaBruere,
JNU Airport Manager

DATE: February 6, 2014

FROM: Catherine Fritz, AIA
JNU Airport Architect

Phase II of the terminal renovation is underway. The concept for this work was developed in 2012 and was funded through local bonds in October of that year. Combined with remaining project funds from Phase I, there currently exists approximately \$10 million for this upcoming project phase. The renovation needs of the terminal continue to be greater than the funds available, so a continued effort of prioritization and phasing will be necessary.

The current scope focuses on replacing the portion of the terminal that was constructed in 1957. This is the two-story area that houses restrooms, security office, projects office, and a portion of Alaska Seaplanes' space on the first floor. The second floor includes airport administration offices, FAA offices and equipment room, and the restaurant's kitchen. The old tower (currently occupied by Alaska Airlines) is also included. Replacement and relocation of the escalator, stairway, and elevator that are located near the main entry are part of the concept, as well. Other terminal needs have emerged as priorities since the 2012 scoping study. These include security exit lane improvements and overcrowding in the secure Departure Lounge. These areas are also part of the updated conceptual design currently underway.

The consultant teams of Jensen Yorba Lott Architects, with engineers Doug Murray, Ben Haight, and Chris Gionotti have been studying the existing building systems that will be affected in the next phase of renovation. JNU Project staff is working with the team to identify specific space needs for the replacement building. These two components, existing conditions and space needs, are the basis for the updated conceptual design documents.

The drawings and support information will be ready for review on February 20, 2014. I suggest that the Board schedule a work session to receive a presentation from the design team. The format used for similar meetings in the past has included a public reception to view drawings and talk informally with consultants, followed by a presentation by the consultants.

Once we have gathered comments from the Board and the public about the concept and scope, we will analyze the specific impacts of the project to all tenants and airport operations. A meeting with tenants will be scheduled to share information, review the impacts, and get feedback regarding specific concerns. A tentative date for this meeting is February 27, 2014.

Once the project scope and impacts are clear, the 2012 cost estimate will be refined and the project schedule will be updated. While formal action of the concept is not required, it is suggested that the Board endorse the concept at their regular meeting in March 2014.