

**ASSEMBLY STANDING COMMITTEE
PUBLIC WORKS AND FACILITIES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

August 30, 2021 12:00 PM

Assembly Chamber/Zoom Webinar

Regular Meeting To participate via zoom please use this link: <https://juneau.zoom.us/j/91849897300> Or iPhone one-tap: US: +16699006833, 91849897300# or +12532158782, 91849897300# Or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 436 2866 or +1 301 715 8592 Or +1 312 626 6799, Webinar ID: 918 4989 7300

I. CALL TO ORDER

II. APPROVAL OF MINUTES

A. August 9, 2021 - Regular Meeting

III. PUBLIC PARTICIPATION

The Committee will follow COVID protocols in accordance with CDC guidelines, CBJ ordinances & resolutions, and COVID mitigation strategies at the time of the meeting. **Committee members will be meeting in person, to the extent possible. In-person public participation will be limited on a first come, first served basis to no more than 8 persons in the public audience seats. Attendees in excess of that number will be requested to participate via Zoom webinar. Masks are required for all those in attendance.**

Testimony time will be limited by the Committee Chair based on the number of participants. Members of the public are encouraged to send in their comments in advance of the meeting to BoroughAssembly@juneau.org.

When attending the zoom webinar via a computer/tablet, to speak on an item up for public hearing or a non-agenda item, please hit the 'raise hand' button. If participating by phone, press *9; this will place a 'raised hand' icon next to your phone number, and will add you to the queue.

IV. ITEMS FOR ACTION

V. INFORMATION ITEMS

A. Solid Waste Presentations

1. AKDEC - Zach Gianotti, Environmental Specialist - In-Person Presenter
Doug Buteyn, Solid Waste Regional Manager - Zoom Webinar Presenter
2. Waste Management - Jim Denson, PNW/BC Environmental Protection Manager - In-Person Presenter

B. New City Hall

C. Provide Direction on Format for "PWFC Solid Waste Plan Recommendations" for 9-20-21 COW

VI. UPDATE ON PWFC ACTION ITEMS TO ADVANCE 2021 ASSEMBLY GOALS

A. Goal Update Table

VII. CONTRACTS DIVISION ACTIVITY REPORT

A. August 4, 2021 to August 25, 2021

VIII. NEXT MEETING DATE

A. September 20, 2021 - 12:00 Noon

IX. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

**PUBLIC WORKS & FACILITIES COMMITTEE
DRAFT MINUTES – REGULAR MEETING
Assembly Chambers/Zoom Webinar
August 9, 2021**

I. CALL TO ORDER

The meeting was called to order at 12:02 PM.

Members Present: Ms. Hale, Ms. Triem, Christine Woll, Ms. Hughes-Skandijs joined the meeting at 12:03 PM. Assembly Member Loren Jones was also in attendance.

Staff Members Present: Katie Koester, Denise Koch, John Bohan, City Clerk Beth McEwen, Deputy City Clerk Di Cathcart, Greg Smith, Robert Barr, Janet Sanbei, Paula Osborn.

II. APPROVAL OF MINUTES

A. July 19, 2021 – Regular Meeting

No objection, minutes passed.

III. PUBLIC PARTICIPATION & NON-AGENDA ITEMS

None.

IV. ITEMS FOR ACTION

A. Solid Waste Plan Recommendations to the Assembly

Ms. Koester briefed the Committee stating the goal is to adopt a draft recommendation to present to the Assembly at a Committee of the Whole Meeting from the PWFC. She would like the Committee to look over the draft and make any changes to the memo. She would also like the Committee to comment on why the need for presenting to the Assembly.

Discussion ensued.

Why should be the “problem Statement”. We are an isolated community with a complex way to deal with solid waste.

Ms. Hale asked Staff to request DEC come and speak to the Committee regarding the regulations of owning and running a landfill in a community of our size.

Ms. Triem moved the committee submit the recommendations of the solid waste to the Assembly for further discussion at the COW, and asked for unanimous consent.

No objection, motion passed.

V. INFORMATION ITEMS

A. Valley Transit Center Update

Ms. Koester gave a short presentation stating the current schedule is to open the facility in summer of 2022. With that opening it will be necessary complete rerouting of the buses including the new Glory Hall, and other changes to routing within the Valley due to the new transit location.

Discussion ensued.

The Committee mentioned they would like to be sure the City includes public restrooms in the facility.

B. New City Hall

Ms. Koester stated this is to take a fresh look at creating a new city hall. The City spends \$750,000 each year on rent for City offices. It is evident a facility that will house everyone is necessary. Staff would like to put out an online survey for community members to participate in. This would be designed as an opinion toward guiding staff based on those community members who use City services. Ms. Koester asked for input on the ideas the Committee has.

Discussion ensued.

The Committee suggested discussion on this be brought before the COW earlier, so they hear about it earlier. They are also concerned about how moving City offices will effect downtown businesses. There is also concern of including this project at the same time as discussion for increasing the size of Centennial Hall. With the current economic conditions. It was discussed for possibly putting this on the October 2023 ballot instead of the October 2022 ballot. If the ballot issue is moved out, the request was made to keep it on future Agendas regularly, so it doesn't get put out there and forgotten.

Staff was asked to bring to the Committee side-by-side timelines for the different scenarios. Keeping this on the Agenda will also help the public know this is continuing to be discussed.

VI. UPDATE on PWFC ACTION ITEMS to ADVANCE 2021 ASSEMBLY GOALS

A. Goal Update Table

Ms. Koester stated this is just an update as to how the Committee is working toward meeting the Assembly goals set at their annual retreat.

VII. CONTRACTS DIVISION ACTIVITY REPORT

A. July 14, 2021 to August 3, 2021

VIII. NEXT MEETING DATE

A. Next Regular Meeting will be August 30, 2021 – 12:00 Noon

IX. ADJOURNMENT

The meeting adjourned at 12:44 PM.



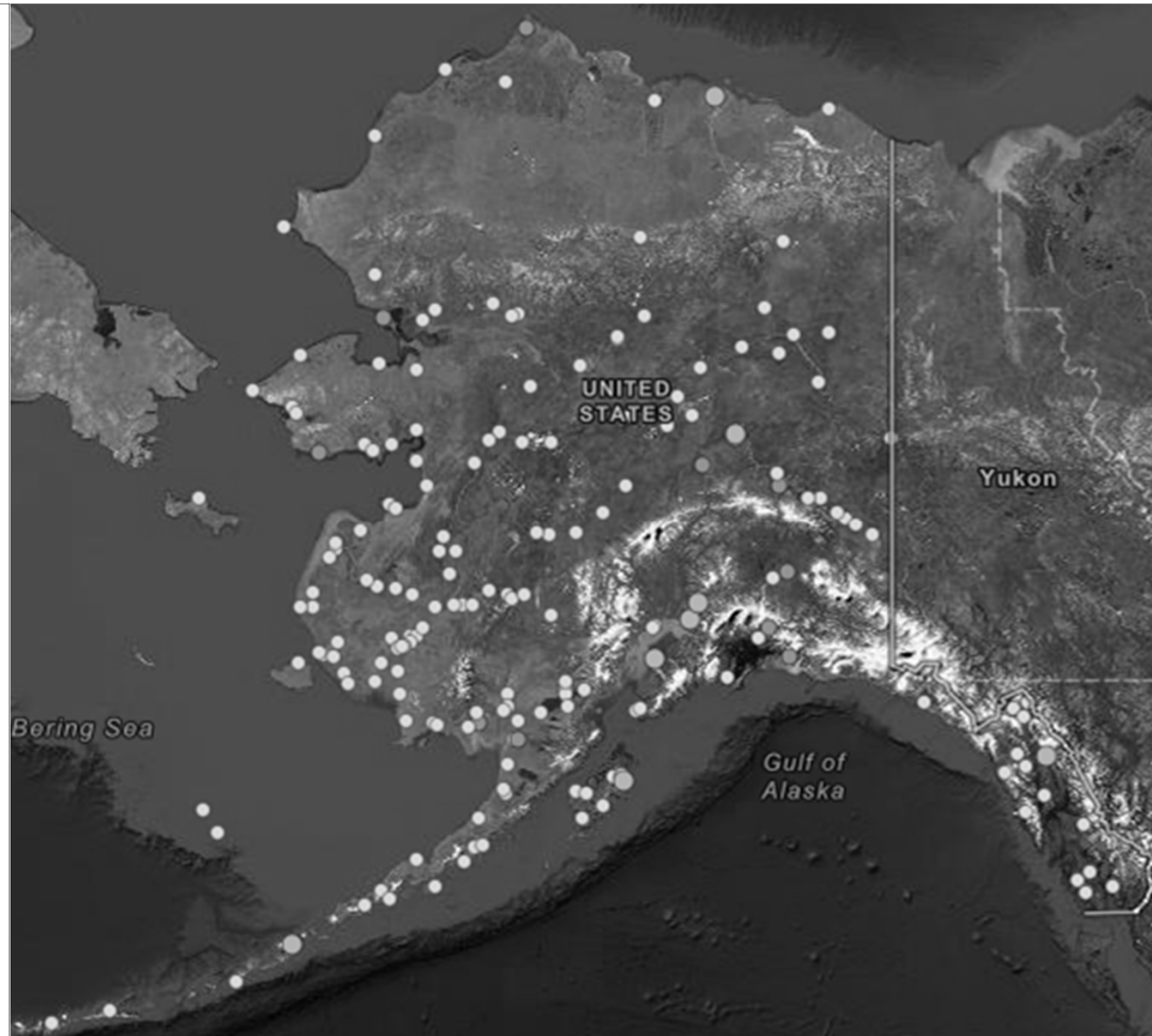
Regulation of Landfills in Alaska

Alaska Department of
Environmental Conservation

Solid Waste Program

Doug Buteyn

Zach Gianotti



General Concepts



■ Classification of Landfills

- Based on type of waste, not ownership
- Municipal Solid Waste Landfills
 - Permitted to accept household waste
 - Can also accept other non-hazardous wastes
 - Regulated based on the amount of waste received (tons per day)
 - Regulatory standards established under 40 CFR 258
- Non-municipal Solid Waste Landfills
 - Cannot accept household waste
 - Permitted to accept primarily one type of waste ("monofils")
 - Regulated based on the type of waste received
 - Regulatory standards established under 40 CFR 257

Types of Municipal Solid Waste Landfills

■ Class I

- Receives greater than 20 tons/day of MSW and other solid wastes
- New landfills or lateral expansions constructed after 1992 require:
 - Bottom liner that meets regulatory standards
 - Leachate collection system



CDL 2019

Types of Municipal Solid Waste Landfills

■ Class II

- Receives less than 20 tons/day of MSW and other solid wastes, and
- In Alaska only, receives greater than 5 tons/day of MSW and other solid wastes
- No requirement for bottom liner or leachate collection system



Cordova 2021

Types of Municipal Solid Waste Landfills

■ Class III

- Receive less than 5 tons/day of MSW
- Specific to Alaska
- Authorized by US Congress in the "Land Disposal Flexibility Act of 1996"
- Exempted from compliance with federal standards
- Must comply with State standards



Sitka 2021

Regulation of Class I MSWLFs



All landfills require a permit.



Permit includes
ADEC approval of:

Operations Plan
Monitoring Plan
Closure Plan



Monitoring of
Class I MSWLFs
includes:

Groundwater
Surface Water
Visual
Landfill gas

Closing a Class I MSWLF



Final height is determined and limited by:

- Equipment needs
- Regulatory standard: side slopes no steeper than 3:1

Final cover must meet minimum standards

30 years of post-closure care and monitoring

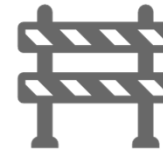
Community Engagement



Not a regulatory requirement



PR is the primary motivation



Post-closure property use

May be limited by post-closure care needs

Cannot damage the final cover





Questions?

WASTE MANAGEMENT

Capitol Disposal Landfill
LF Report
August 30th 2021



Do the Right Thing. The Right Way.



Capitol Landfill - LF Report

Discussion Agenda

- Personnel Changes
- Litter Control
- Odor Control
- Safety
- Operational Improvements



Do the Right Thing. The Right Way

Capitol Landfill - LF Report

Personnel Changes

- Mike Mahaffey – New District Manager
 - Moves to Juneau Mid-September
- Lynette K – Scale Attendant
- Ben C – Lead Heavy Equipment Operator
- Agnes L – Heavy Equipment Operator
- Peter J - Heavy Equipment Operator
- Nelson P - Full Time Laborer
- Open Position for Equipment Maintenance

Existing Staff

- Shannon W – Scale Attendant
- Jerry B – Recycling
- 2 - Full time Temporary Laborers

Do the Right Thing. The Right Way

Capitol Landfill - LF Report

Litter Control

- 3 full time laborers
- Planned litter and perimeter fence construction

Bird Control

- Seeking USDA Control officer replacement
- Improved Daily Cover
- Minimize working face



Do the Right Thing. The Right Way

Capitol Landfill - LF Report

Odor Control

- Odors are not acceptable
- Multiple Equipment malfunctions - LF Gas Odors
 - Air Compressor
 - Flare Thermocouple
 - Pumps
- Constructed new road to landfill – Trash Odors
 - Road completion planned this week
- Minimize working face size
- Improved Daily Cover

Landfill Gas Control System

- Added 3 Horizontal Collectors
- Scheduled additional 3 Horizontal Collectors
- Scheduled Multiple Vertical Collectors October



Do the Right Thing. The Right Way

Capitol Landfill - LF Report

Safety

- Enforcing PPE requirements
 - Hard hat/safety vest required

Operational Improvements

- Planned construction of Public Dropoff Area
 - Improved customer safety
 - Public not required to go to working face



Do the Right Thing. The Right Way

Capitol Disposal Landfill

Landfill Report

Questions



Do the Right Thing. The Right Way





MEMORANDUM

DATE: August 27, 2021

TO: Chair Hale and CBJ Public Works and Facilities Committee

FROM: Katie Koester, Engineering & Public Works Director

SUBJECT: New City Hall Timeline: Comparing October 2022 to 2023 ballot timelines

At the August 9th PWFC meeting I introduced a schedule for a new city hall that would culminate in a ballot question to bond for a new city hall before the voters on the October 2022 ballot. The committee asked for an October 2023 ballot timeline to provide a longer public process. The purpose of this memo is to compare the two options.

Why October 2022?

- The Current facility needs \$6m in deferred maintenance; some of those expenditures cannot be delayed for much longer (painting, camera upgrades, carpet, bathrooms, galvanized waste plumbing, and roofing, for example) and will need to be considered for the 1% special sales tax in October 2022. We cannot wait until the sales tax comes around again in 2027.
- There is consensus that CBJ needs a new, OR a remodeled facility – delaying does not save any money (rent and construction inflation)
- Some options, such as purchasing existing facilities/land may not be available in the future
- The more we have advanced the project; the better prepared we will be for possible infrastructure/funding/opportunities
- Two years is too long for the voters to talk about a project; public fatigue

Draft Timeline for October 2022 Ballot (revised)

October 12 – Issue RFP for site selection, design and public process

October 12 to November 15 – ‘What is important to the Public’ Survey live (1 month)

November 1 - Present site selection matrix to PWFC/Lands; introduce preliminary list of potential sites

November 22 – award bid for site section, design and public process

December 20 – Present survey findings to PWFC. Select obvious sites to drop off list

2022

January – Public meeting on survey results and site selection

February 1 – PWFC discusses preferred alternatives

February 22 – PWFC selects preferred alternative

March 7 – Assembly confirms preferred alternative by resolution at regular meeting

March – June – Conceptual design (buildability, parking analysis, footprint and mass elevation)

June – Public meeting on conceptual design

June 27 – Present conceptual design to PWFC; make recommendation to Assembly

July 11- Last regular meeting to introduce ordinance with ballot language

August – September – Voter education and outreach

October 4 - ELECTION

Why October 2023

- The public is burnt out from the pandemic and there is significant economic uncertainty in the community
- A longer timeline allows more time for public outreach and investigation by the Assembly (follow up meetings, questions, etc.)
- If CBJ does not take its time and do this right, it is likely to fail and the community will be stuck in a too small and outdated facility for good
- Too many big projects on the horizon
- Uncertainty over the future of work from COVID 19, including telework
- An extended timeline would allow for more development of options and more detailed design of the preferred alternative before bringing a project to the voters (but would cost more)

Draft Timeline for October 2023 Ballot

November 15- December 15 – ‘What is important to the Public’ Survey live (1 month)
2022

January 6 – Issue RFP for site selection, design and public process

February 1 - Present survey results to PWFC

February 22 – Award RFP for site selection, design and public process

March 1 – PWFC update on site selection; select 3 sites to investigate

May – High-level concept design for 3 sites to include buildability, parking analysis, footprint and mass elevations

July – PWFC selects preferred alternative

October – Some amount of facility renovation (TBD) is listed on the 1% sales tax renewal.

October – Public outreach/meeting

November – Assembly confirms preferred alternative

December/January – ordinance introduced for design funding

2023

February – April – Conceptual design on preferred alternative

July – introduce Ordinance to put language on ballot

August – September – voter education and outreach

October – ELECTION

Keep in Mind

As a starting place, it is helpful to keep in mind that CBJ operates out of 4 distinct buildings downtown with an annual rental cost of \$750,000. In the simplest math, a \$750,000 bond payment for 30 years affords a \$12 million project. From there you can add the savings from deferred maintenance or the sale of the current building.¹ One goal of this process is to understand what a new city hall could look like without increasing the CBJ annual budget.

Recommendation:

Discuss two timelines and provide direction to staff.

¹ Bond terms: \$12m bond over 30 years at 4.25% interest = \$724,998 annual bond payment



MEMORANDUM

DATE: August 9, 2021

TO: Mayor Weldon and the CBJ Assembly

FROM: Chair Hale and CBJ Public Works and Facilities Committee

SUBJECT: Solid Waste Plan Recommendations

PWFC has been tasked with discussing solid waste in Juneau in the context of Assembly Goal 5.D:
Develop solid waste strategy including plans to increase recycling and deal with abandoned/junk vehicles.

The purpose of this memo is for the Committee to update the Assembly on the work PWFC has done on the topic and to request Assembly support for a zero waste plan and composting pilot project.

PWFC discussed this topic at the March 15, April 12, June 7, July 21 and August 9 meetings. To organize PWFC actions on this complex issue, the Committee has landed on the problem statements and recommended actions below:

Problem Statement	Goal/Objective	Action Item	Time Frame
The community is concerned about odors from the landfill.	Develop a real-time feedback loop to the Assembly on odor control measures	Work with Waste Management to update the Committee and public on odor control measures	Short-term
Juneau is an isolated community with a complex waste management situation. The landfill has a limited capacity.	Reduce the waste stream	Develop a public/private partnership for a composting program capable of processing commercial volumes of organics	Mid-term
		Develop and implement a Zero Waste or Resource Recovery plan for CBJ	Long-term

Odor Control**Short-term**

Meet with Waste Management (WM) and get a better understanding of their business model and plans as the landfill reaches capacity. Establish a rapport and request for WM to present to PWFC, or otherwise correspond, with updates on WM odor control efforts, among other items.

Reduce Waste Stream**Mid-term (as funding is available):**

Introduce an ordinance to appropriate \$50,000 for CBJ to partner with the private sector on a composting pilot program that can create additional supply of compost and grow local composting capacity. One example could be to initiate composting at city facilities (school district, Eagle Crest, CCFR). Program development would occur at the PWFC level.

Reduce Waste Stream**Long-term (Assembly goal setting in fall followed up with funding in FY2023 capital budget)**

The most critical phase in developing a zero waste plan is making sure all the partners are at the table. Zero waste is a change in how the community deals with waste and requires extensive community involvement. The Visitor Industry Task Force is a great model for complex problem solving where multiple jurisdictions, stakeholders and community members interact. PWFC proposes establishing a solid waste coalition/task force with the objective to define the scope and goals of the plan, advise through the drafting of the plan, and encourage implementation within each members' sphere of influence.

Resources required for a plan are dependent on the scope of work and how ambitious waste reduction goals are. If drafting a plan in house, expect to spend half a position on staffing the task force, research, and plan development. If an outside consultant is used, staff support will still be critical to the success of the plan to provide local input on opportunities and challenges and staff the task force.

Developing and implementing a zero waste plan is a long-term commitment. Expect to spend 18-24 months on plan development. The first step PWFC recommends is to amend Assembly goal 5.d to refer specifically to a *zero waste* or *waste reduction* plan. An appropriation of (\$100,000) during the FY2023 capital budget process will initiate a planning process followed by a resolution to establish a solid waste coalition/task force.

Requested Action:

Informational. Solicit feedback and input from body.

Enc: Summary of zero waste as provided to PWFC

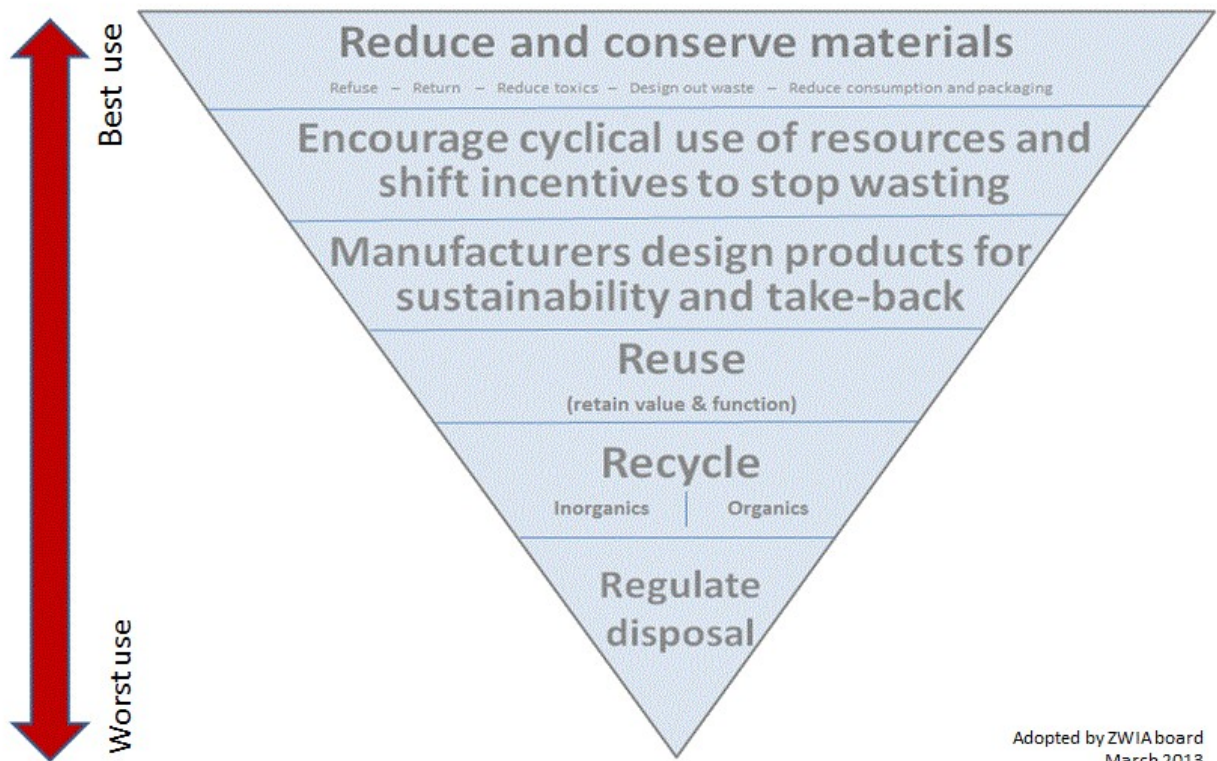
Summary of Zero Waste as provided to PWFC

(Excerpt from PWFC 7.19.21 memo & attachment Re: Solid Waste Plan)

What is a Zero Waste Plan?

Zero Waste is the term used to describe an approach to waste management that minimizes waste generation and maximizes resource recovery. While zero waste is the goal, it is generally acknowledged that waste will not be completely eliminated but rather could be reduced by >90%. This method includes a focus on source reduction by working with businesses to produce or use products that can be reused, composted or recycled, and on developing community infrastructure for recycling, composting, repair, and reuse of various materials. The plan may begin with a community engagement process and goal setting before development of milestones with specific action plans.

Zero Waste Hierarchy



What Could a Zero Waste Plan Look Like in Juneau?

Developing a zero waste plan would entail a broad, comprehensive planning effort that would include many community partners along with CBJ staff/consultant to engage the public at large, local businesses and organizations. Outside of CBJ's own facilities, making changes to the resource use and disposal practices of local businesses and/or individuals would require the creation of ordinances that establish requirements such as bans on landfilling of organics or plastic bag bans, development of incentive programs to promote desired practices, or a combination of the two approaches. It is important to keep in mind that efforts to divert waste from our local landfill with the goal of extending the life of the

landfill could be offset by the landfill's acceptance of other wastes so as to remain profitable, and this is outside of CBJ's control. However, reducing waste production and increasing resource recovery efforts could still have positive benefits for the community. A zero waste plan has to take into account what is feasible for the community given existing constraints and limitations (budget, political will, ownership, regulatory authority, etc.)

The list below links to waste reduction efforts in other communities, including Missoula Montana where they do not own the waste stream, and White Horse, Yukon where they have taken a staged approach to waste reduction (with a goal of 50% diversion by 2015 and zero waste by 2040)

Waste Reduction Efforts in other Communities

Eco-cycle Solutions. This website provides a framework and platform for communities who want to go zero waste. There is a wealth of information here, including case studies [Eco-Cycle Solutions Hub \(ecocyclesolutionshub.org\)](http://ecocyclesolutionshub.org)

Missoula, Montana is one of the communities featured on the Eco-Cycle site and is an example of a relatively similar community in terms of not controlling their waste stream, small and rural. They have a Zero Waste Plan that is on their website and provides a good model of what this might look like for us. The planning effort for the plan was spearheaded by a local waste recovery non-profit over the course of 17 months with a dedicated staff person working an average of 20 hours a week:

<http://www.ci.missoula.mt.us/2087/Zero-Waste>

<https://www.ci.missoula.mt.us/DocumentCenter/View/46366/ZERO-by-FIFTY-PlanFinal>

the full plan - executive summary is helpful as an overview and gives general timelines for objectives

<https://www.homeresource.org/wp-content/uploads/2018/11/ZERObyFIFTYActionsTimeline.pdf>

the action items pulled out in a standalone document

<https://www.ci.missoula.mt.us/DocumentCenter/View/55981/Missoula-Baseline-Waste-Composition-Report-2021-PDF> one of the first actions, a waste composition report (just completed)

Whitehorse has a waste reduction plan with a goal of diverting 50% of waste from the landfill while working towards zero waste. This is a staged approach to zero waste, which might be a beneficial model for Juneau to consider.

<https://whitehorse.ca/departments/environmental-sustainability/waste-diversion-847>

Anchorage has an Integrated Solid Waste Plan, prepared by the consultant TetraTech, that spends a lot of time establishing the landscape. CBJ would likely need to make a similar effort to develop a current a real time understanding of our waste profile and the limitations and opportunities in the community.

<https://www.muni.org/departments/assembly/documents/final%20integrated%20solid%20waste%20master%20plan.pdf>

Anchorage has also adopted a commitment to zero waste internally (as an organization). This could be a lead by example effort at CBJ, but would require additional resources (for example recycling is not available at all CBJ facilities).

<https://www.ecocyclesolutionshub.org/location/zero-waste-resolution-anchorage-alaska-usa/>

8.30.21 Update on PWFC Action Items for 2021 Assembly Goals

Assembly Goal	Action Item	8.9.21 Progress Report
<u>3a. Maintain Assembly focus on deferred maintenance including BRH and JSD;</u> Responsibility: Assembly, Manager's Office, E&PW, all operating departments with facilities Notes: Short-term	1. Bond package funds many maintenance projects, including JSD	4.12.21: Memo presented to PWFC from Building Maintenance on ongoing efforts to promote this goal and potential next steps.
	2. BRH deferred maintenance efforts supported by Assembly with annual appropriation and staff	3.12.21: CBJ Engineering has ten active BRH projects
	3. Communicate through the CIP process how energy efficiency and costs savings over the life of the project are taken into consideration as project criteria	3.12.21: See 3.15.21 CIP memo on how energy efficiency will be included in the future as selection criteria at Department and Manager's office level. Memo also speaks to how energy efficiency is taken into consideration when designing a project and selecting preferred alternatives
<u>3f. Examine life cycle costs of CBJ facilities including city hall.</u> Responsibility: Assembly, Manager's Office, E&PW Notes: Short term	1. Update internal working document on deferred maintenance for CBJ facilities (excluding BRH and JSD) and present to committee	4.12.21: Memo presented to PWFC from Building Maintenance on ongoing efforts to promote this goal and potential next steps.

Assembly Goal	Action Item	8.9.21 Progress Report
<u>5a. Develop strategy to measure, track and reduce CBJ energy consumption.</u> Responsibility: Assembly, Manager's Office, E&PW Notes: Short term	1. Measure/track: Develop a dashboard using procurement data on how much fuel/ electricity CBJ uses 2. Analyze past energy consumption and track future consumption of one or two facilities that are scheduled for energy efficiency improvements with the recently passed bond package to be able to demonstrate the savings and impact	8.30.21: Developing dashboard on energy data for fuel, fuel oil and electricity consumption borough wide. Will incorporate this information as part of an Annual Report on Sustainability delivered after completion of the Fiscal Year. Present draft report at 9.20.21 PWFC 8.30.21: Glacier Fire Station chosen as candidate to track energy consumption with approval of investment in ground source heat by assembly; Eagle Valley Center likely second facility. (also hoping to instal GSHP). Added City Hall to list of facilities for tracking.
<u>5b. Make a long term plan to achieve reliance on 80% renewable energy sources by 2045</u> Responsibility: Assembly, Manager's Office, E&PW Notes: Short term	1. Task JCOS with developing a strategy to examine community wide energy use and report back to the committee with a request for proposal for some level of technical assistance	8.30.21: JCOS presented at 7.19.21 meeting on challenges with collecting data and ongoing work on developing a proposal to bring to PWFC for contractual support. JCOS member submitted a proposal to staff to bring to PWFC at future date.
<u>5c. Develop climate change adaptation plan</u> Responsibility: Assembly, Manager's Office Notes: Short term	1. Have committee review revisions to the <u>2007 Juneau Climate Change Report</u> due out spring of 2021 that identifies climate hazards, impact of hazards and mitigation measures. Task JCOS with community outreach and education on report	7.19.21: Updated timeline and working title. Presentation to PWFC anticipated in late summer/fall, working title of draft is "Juneau's Changing Environment: Predictions and Responses to Climate Change"
<u>5d. Develop solid waste strategy including plans to increase recycling and deal with abandoned/junked vehicles.</u> Responsibility: Assembly, Manger's Office, E&PW, JPD Notes: Long term	1. Update to the Committee of the Whole on current solid waste situation in Juneau, history of CBJ research and analysis of the issue, and potential next steps (consider updating action item based on committee discusion)	8.30.21 committee passed recomendations to the Assembly: funding for a PPP for composting and funding for a zero waste plan. Topic tentatively scheduled for 9.20.21 COW.



MEMORANDUM

TO: Katie Koester
Engineering & Public Works Director

FROM: Greg Smith
Contract Administrator

Date: August 26, 2021

SUBJECT: Contracts Division Activity
August 4, 2021, to August 25, 2021

Current Bids – Construction Projects >\$50,000

BE22-036	Eagle Valley Water Well Drilling	Estimate \$65,000. North40 Construction was the sole bidder, award in progress for \$77,400.
BE22-066	Area Wide Paving Phase II	Estimate \$192,800. Two bids received. SECON, Southeast Earthmovers. S.E. Earthmovers low bidder, \$197,745. Award in progress.
BE22-037	BRH Emergency Department Ventilation Upgrades.	Estimate \$175,000.00. Bids due 8/5/2021. Bid cancelled due to low bid exceeding available funds.
BE22-100	Lemon Creek Pit Asphalt Processing	Estimate \$125,000, bids due on 8/31/21.

Current RFP's – Services

RFP E21-138	Capital Transit Fare Collection Technology	Four proposals received on 6/29/21. Under evaluation.
RFP E22-043	Capital School Park Reconstruction CA/I	Two proposals received, Wilson Engineering and MRV Architects. Wilson Engineering was selected and fee negotiations are in progress.
RFP E22-056	Design and CA for BRH Emergency Dept. Addition & Renovation	Four proposals received on 8/3/21. Under evaluation.
RFP E22-034	Design and CA for the JNU Parking Lot Improvements	Proposals due 8/5/2021. DOWL sole proposer. Fee negotiations in progress.
RFP E22-062	CA&I for the Gruening Park Lift Station	Proposals due 8/18/2021. Wilson Engineering sole proposer. Fee negotiations in progress.
RFP E22-084	CA&I for the Capital Transit Valley Transfer Station – Resolicitation	Proposals due 8/24/2021. Wilson Engineering sole proposer. Fee negotiations in progress.
RFP E22-101	Design and CA&I for the Treadwell Arena Roof Replacement	Proposals due 8/27/2021

Other Projects – Professional Services – Contracts, Amendments & MR's >\$20,000

MR E22-099	Lemon Creek Vaults & Valves	NTP issued to SECON on 8/6/21, \$39,000
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MR E20-139 – Term Contract for Professional Services. This solicitation is open for a three-year period. Consultants continue to submit proposals. Contracts are in progress and underway.

Contracts Division Activity
August 4, 2021, to August 25, 2021

Page 2

Key for Abbreviations and Acronyms

A	Amendment to PA or Professional Services Contract
CA	Contract Administration
CO	Change Order to construction contract or RFQ
MR	Modification Request – for exceptions to competitive procurement procedures
NTE	Not-to-exceed
NTP	Notice to Proceed
PA	Project Agreement - to either term contracts or utility agreements
RFP	Request for Proposals, solicitation for professional services
RFQ	Request for Quotes (for construction projects <\$50,000)
RSA	Reimbursable Services Agreement
SA	Supplemental Agreement