

MINUTES of  
AIRPORT BOARD MEETING  
June 8, 2023  
6:00 p.m. via ZOOM

A. **CALL TO ORDER:** Chair Al Clough called the meeting to order at 6:01 p.m.

B. **ROLL CALL:**

Members Present:

Dennis Bedford	Jerry Kvasnikoff	Dan Spencer
Al Clough	Chris Peloso	
Jodi Garza	Eve Soutiere	

Staff/CBJ Present:

Patty Wahto, Airport Manager	Ke Mell, Airport Architect
Phil Adams, Deputy Airport Mgr.	Chris O'Brien, Airport/Gen'l Aviation
Andres Delgado, Airport Sup't	Michelle Hale, CBJ Assembly
Travis Dybdahl, Accounting Tech.	Sherri Layne, CBJ Attorney
Mike Greene, Project Manager	Mark Fuelle, Fire Department

Public:

Eric Main, TEMSCO Helicopters	Stephanie Worley, U.S. CBP
Kent Craford, Alaska Seaplanes	

C. **APPROVAL OF MINUTES:** *Jodi Garza moved the approval of the minutes of May 11, 2023. The motion passed by unanimous consent.*

D. **APPROVAL OF AGENDA:** *Dan Spencer moved to approve the agenda. The motion passed by unanimous consent.*

E. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

F. **UNFINISHED BUSINESS:**

1. **TEMSCO Helicopters Request for Wastewater Tie-in (Attachment #1).** Airport Manager Patty Wahto said this item was tabled at the last meeting. She noted Eric Main, TEMSCO Helicopters, was in attendance and provided additional information, including the invoices that they have been paying for septic pumping and a quote for the work to be done. She turned this over to Mr. Main for anything further.

Mr. Main said he had the full set of plans, as well as the service that has already been installed. This has been an ongoing issue for quite a while, and it has been band-aided thinking that the northeast development area (NEDA) was probably going to happen as it had been a budget item for quite some years. This has not happened. At this point, TEMSCO is at the point they need to do something because trying to have someone on call to pump septic is not ideal. The first place that a backup shows up is in the guest

## AIRPORT BOARD MEETING

June 8, 2023

Page 2

restroom. He said that when the Honsinger project was going on, there was 255 feet of pipe and a manhole installed proactively because it would cost a lot more money if they waited for them to pave, curb, gutter, and install sidewalks. Ms. Wahto told him there is a process of what can or cannot be allowed by the Board. TEMSCO's first priority is to hopefully get funding from the Airport to complete the project and as quickly as possible. Even if the payment was deferred to October 1, they would be willing to proceed with construction with a secondary choice of looking at future rent credits to cover what the Airport thought was appropriate charges for that.

Ms. Wahto said she sent an email to the Federal Aviation Administration (FAA) to see if reimbursable costs for a utility-type infrastructure could be covered with CARES and has not heard back. She knew that nothing could be done with a CARES amendment until October 1. The one caveat is because the Airport did not go through a competitive process, it might put a hiccup in it from the City's standpoint, even though it is a basic utility that has to go in and in the long run saves money. She thought there were two things to look at: 1) City procurement process; and 2) whether the FAA would allow that through a CARES amendment, with the secondary thing being rent credit. Chair Clough asked what is in it for the Airport. Ms. Wahto said it does tap into the wastewater system and puts money back into the Airport's pockets for tapping into it. Currently the Airport only collects for water and septic is paid for separately. The second thing is it opens up the infrastructure on that end of the field that the Airport has not been able to do. Others could tie into this at least on the eastern-most section.

Mr. Main said that when the Chair said, "What's in it for the Airport," he noted they have been a pretty long-standing tenant. They pay quite a lot in leases, enplanements and airport fees. They do not use a lot of the runway often, but they still pay the same fees. It needs to be a working facility.

Board Member Jodi Garza confirmed that this has not been approved for funding from CARES Act money. Ms. Wahto agreed that the confirmation has not been received from the FAA yet. She felt the bigger issue would be how the project was solicited for the City. She didn't think there would be an issue because it is infrastructure and CARES money has been kind of open. The other thing they may question is normally projects that the Airport does have to have environmental done on them. This has not been done on this project, so that question may come out.

Mr. Main said an additional 800-900 feet are needed. Part of the ask is for the original work done on Bicknell's property. He said the cost is \$215,900 for construction for the sewer system; \$18,750 was the estimate; \$16,334 for engineering; and then from 2019 was \$28,973.59 for year-to-date for sewer pumping to maintain the system (he wasn't sure the last could be reimbursed). The Airport would like to reimburse for the utility installation; however, it's going to depend on checking all of the boxes with the FAA and the City. The second part of this, future rent credits can be done. Chair Clough said if this went

## AIRPORT BOARD MEETING

June 8, 2023

Page 3

ahead, there would be potential procurement issues with CBJ. It is uncertain whether it is AIP (Airport Improvement Program) or CARES eligible. A potential fallback is a rent credit would not require a mother-may-I from CARES or downtown.

Ms. Garza asked what credit period would be required for rent credit. Mr. Main said they currently pay \$18K quarterly. This would take less than four years for payback. Ms. Garza said the environmental (FAA), procurement (CBJ) questions and a firm amount need to be answered before moving forward. Mr. Main understood the Board's hesitation. The clarification on the procurement and the environmental are needed as far as what the Board can actually approve. If it doesn't go the way that TEMSCO would like it to, then there can be some assurances that the rent compensation can be done. It is not their first choice, but some sort of compensation would be ideal. They are currently in the phase of equipment and material procurement which will be at least 60 to 90 days. Chair Clough asked if any Board Member was against participating in this project up to close to \$300K presuming the questions can be answered. Ms. Garza's concern was over the three years of rent credit. The needs for the Airport operating cost are still going to need to happen. The CARES Act funds will no longer be around, and the Airport will have to compensate for that somewhere. Chair Clough said this could be spread out for more than three years. He asked if the Board was interested in doing this? Ms. Garza is in favor of the expansion, but there are a lot of unanswered questions. The Board agreed with the project but waiting for the answers to the environmental and procurement issues. Mr. Main said they lease the building with the intent that it is a commercially developed property and that it is fully serviced.

### G. **NEW BUSINESS:**

2. **CARES Funding for Ramp Capital Improvement Project (CIP) Match.** Ms. Wahto said the Ramp Project estimates are a lot higher than expected. There have been discussions with the FAA about eligibility of the project and some additional discretionary funds. The FAA believes they could find money for the base bid (approximately \$15.5M) between AIP entitlements and discretionary money that will fund the project. They will know better in the next month or so. They have told the Airport to program it in and it will come with some additional local match money, because it is higher than the \$14.3M for the project. The additional piece is that additive alternates have been broken out for reasons of not knowing what kind of discretionary funds are available. After talking with the FAA, they said put out the base bids and use the additive alternates (which is the 135 ramp). They felt that there probably would be some discretionary money for that as well or the Airport can start looking at moving the BIL (Bipartisan Infrastructure Law) money around, which is essentially AIP money. She said the bigger piece is finding the match. The Airport started looking at what is needed and the remaining sales tax that the Assembly gave the Airport a few years ago. She also wanted to make sure that it is used while CARES money is available. The Airport would be able to use the CARES money as part of the match, which comes up to \$312,500. This would provide the remaining local match that the Airport was short,

## AIRPORT BOARD MEETING

June 8, 2023

Page 4

as well as it is a good use for CARES money. She ran this through the FAA to make sure it would not be lost in the weeds. *Jerry Kvasnikoff moved that the Board approve the use of \$312,500 in CARES funding as a partial project match for the Ramp CIP project. The motion passed by unanimous consent.*

**3. 135 Ramp Operations and Layout (Attachment #2).** Ms. Wahto said there have been many discussions with Alaska Seaplanes (the biggest player out there) and U.S. Customs about the vehicle service road (VSR) which needs to be discussed in the Operations Committee and the location of the parking space for Customs. Stephanie Worley with U.S. Customs was in attendance to speak on any type of requirements they have. There are 400+ pages of an order that deals with how the Airport has to set up for Homeland Security's Customs at the airport, including their offices, parking spaces, etc. Ms. Wahto said part of the question was where to put the Customs box. She made a decision to put them on the south row but on the outer spaces for a lot of reasons. This was done so as to not interfere with Alaska Seaplanes operations and to meet their requirements of keeping the airplane in sight. This was questioned by Alaska Seaplanes, and they wish to discuss this further. Ms. Wahto said Kent Craford was also going to Zoom in to this meeting. Mr. Craford asked to have this brought before the Board because he did not think it was the safest place. Chair Clough said this will be assigned to the Operations Committee. There are a lot of bits and pieces involved in this. There is a lengthy memorandum from Alaska Seaplanes. There is a lot of work done by staff and to try to battle this out at a Board meeting is not the best use of everybody's time. Staff needs to be able to respond to Seaplanes memorandum.

Chair Clough asked if Ms. Worley wanted to give the Board her concerns. Stephanie Worley, U.S. Customs & Border Protection, said she had been with the federal government for 27 years. She worked at the Anchorage International Airport before she came to Juneau nine years ago. She has never had a carrier have input on where their parking was located. She said they have a 464-page guideline for the standards for airport operations. She wanted to work this out peacefully and was very happy with the placement of their box. The airplanes have to go somewhere so the Tower can direct them. Previously their office was further down the building, but they have been moved underneath the tower. The box being located by FedEx is not acceptable. There are a lot more airplanes, bag carts and stuff between their office and the airplane that is coming in. She could not have people walking through all of that and traffic. She was very happy with where the engineer and Patty had them in the front row. This now seems to be a contest of who has more passengers. U.S. Customs requires a space no matter how many aircraft arrive. She said she wanted to work this out peacefully and not bring out the big guns. Chair Clough said there are multiple users out there and their needs need to be met to the best of the Airport's ability. This will go to the Operations Committee and then it can come back before the Board.

## AIRPORT BOARD MEETING

June 8, 2023

Page 5

Kent Craford, Alaska Seaplanes, said he disagreed with Stephanie's characterization of the question of issue or Alaska Seaplanes' position on the Customs' space. Nobody objects to Customs being on the 135 ramp or having a space. In fact, until the pandemic, Alaska Seaplanes was the largest customer of U.S. Customs on the airfield since they had to clear Customs coming back from Whitehorse during the time, they had regularly scheduled service there in 2018 and 2019. They accounted for the majority of the operations clearing Customs on the ramp during that time. The amount of operations on the 135 ramp have dropped precipitously since they stopped going to Whitehorse and, in fact, today represent a very, very small number of operations. The question in their minds is not whether Customs should be on the ramp, but where should they go; and what their placement does to the rest of the operations on the ramp; and what it means for the traveling public. As everyone knows, many of their flight operations, especially in the off-season, not the tourist season, are related to medical health travel.

They have people coming in from Angoon, Kake, Haines, etc., connecting in Juneau for flights to Sitka for SEARHC. They have Medicaid travel and veteran's health care travel. A lot of the people are elderly, infirm, etc., and have to walk across the ramp in the rain, snow, ice, walkers, wheelchairs, etc. The proximity makes a lot of difference for all of those pedestrians. Having somebody in the back row coming from an airplane while the Customs box sits empty October, November, December, etc., is just ridiculous. They do not object to Customs having a place on the ramp, but they should take the spaces least used or that is least proximate to the terminal. The spaces should be prioritized for the vast majority of the traveling public.

Mr. Craford shared their flight operations of 25,000 per year, which include flights that don't touch the 135 ramp at Juneau. Customs did 100 operations by comparison. It is statistically insignificant. He was shocked to find out that the guidelines for Customs are top secret. As to the threats of bringing in the heavies from California, he personally said, "bring 'em on." Let's talk about this. Let's lay it on the table and keep it out in the open. Let's have an honest discussion about the public interest and who's public interest is being met here. He fully supports the Airport Manager's recommendation to refer this to the Operations Committee. They will be participating and, if necessary, they will be calling in some of their constituents as well to make sure the public's voice is being heard here.

Chair Clough said this has been assigned to the Operation Committee. His issues are very well laid out and they appreciate the memorandum that was circulated. Alaska Seaplanes is not the only player in this. Obviously, there is Customs, the Airport and others that come and go. It is a matrix to try to figure out what works the best for everyone. This will go to the Operations Committee. Mr. Craford will be brought into that loop.

## AIRPORT BOARD MEETING

June 8, 2023

Page 6

Mr. Craford said the Airport, in his opinion, should be managing the airport and the airfield and the 135 ramp for the greatest good for the greatest number of the traveling public. Prioritizing based on politics or somebody's fist pounding on the table, has created some annoyance on his part. It has been incredibly frustrating the past two weeks. They have been shown schematics that had Customs in one place and three days later it was decided that they would be moved without any public discussion, with no discourse, no dialog, no comparison of statistics, nothing. It was just seemingly on a whim. He appreciated the Airport Manager's decision to recommend this to the Operations Committee. They thought things should be done in the light of day, not in the back room somewhere, based on some secret guidelines. That is what this is all about. This is a public process. This is a public airport. It is serving the public and it should all see the light of day. This decision-making process should be a public one. That was his point and he appreciated it being referred to the committee.

Mr. Craford noted the memo he sent on the VSR. He said he won't belabor that. He thought his email spoke for itself. In their opinion, this is an increasingly untenable situation. They simply have too many people, too many pedestrians and too many vehicles in the same place and in conflict. They are looking forward to discussing this in the Operations Committee, as well.

#### 4. **Airport Manager's Report:**

- a. Airport Fund Balance and Capital Revolving Account Balance. There has been no change on these documents.
- b. CARES/CRRSAA/ARPA Fund Balance. There has been no change on this document. The balance remaining is just under \$1.5M. There are good plans on how to spend the money.
- c. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineering Project Reports:
  - *Juneau Douglas North Crossing Project.* Ms. Wahto received a phone call from Delta Air Lines earlier in the day. They were quite concerned with the approaches. Staff met with DOT (Department of Transportation) and DOWL in April and asked them to check with Delta and Alaska on their approaches and departures for the RNP (required navigation performance) and what a bridge in those areas would do. Their technical crew called her today and they were extremely concerned about the Sunny Point bridge location. They said either one could impact their approaches. Even going further out would be iffy; they would have to run numbers. They are going to touch base with Alaska Airlines and maybe come at this collectively to put in their comments. Basically, what they are looking at is this could potentially shut down their RNP procedures because there is a containment area for the RNP. This requires a different type of

## AIRPORT BOARD MEETING

June 8, 2023

Page 7

navigation technology. Any interference with that, whether it's lights on a road, impediment to where they get their missed approach on lower minimums, it will impact that even further at an airport that has a very low ILS (instrument approach). It is a completely different structure of navigation. They will put that in writing and make sure it is disseminated out. They said that even during construction, when they are putting in pilings, the RNP is shut down. This includes the approach down the channel and a takeoff on Runway 8.

This issue has been discussed for quite a while. She said they were really surprised they were trying to put a bridge in that high and that close. Staff will continue to work with them. Chair Clough suggested this might be taken to the Assembly. Assembly Member Michelle Hale said there have been a couple of sessions on this, but the Mayor has made it clear that this is not a CBJ decision. What they have been trying to do at the sessions is to make sure that people can express themselves and for a way to be heard. She said she will let both Wade Bryson and the Mayor know about Delta and note that that information will need to get in there for sure. This is not an Assembly position.

5. Airport Projects Report – Ke Mell: Ke Mell, Airport Architect, reported the *Gate 5 Passenger Board Bridge Project* was advertised for bids today. The pre-bid meeting is scheduled for June 15 and the bid will open on June 29.

*NorthStar Trekking* approached the Airport with a tenant improvement request, which was also submitted to the CBJ Permit Center for a new tour center next to, but structurally separate from their hangar building on Lot 6A. Their new building will occupy a portion of their existing parking area. Staff are reviewing the drawings.

The Airport has received the construction schedule for the *Parking Lot Repairs* from Secon. Details of the schedule may be subject to change as the work progresses. Work will begin on June 12 in the rental car lot with asphalt removal and trenching for new lighting. Work begins on June 14 on the airfield laying out the new storm drain line. In preparation, the rental cars would be moved this weekend to the long-term parking lot. Each rental car company will have their own parking area in the long-term parking lot, which will be striped separately from the employee parking area. Beginning June 9, employees will be asked to park in the old long-term lot, as well. Juneau staff and Secon are closely coordinating with Coastal Helicopters to minimize the impact on their operations. When work on the airfield is complete (approximately late June), Secon will begin work on the former and future employee parking lot. When work on the rental car and employee parking lots are complete, approximately mid- to late-July, the taxi staging and short-term parking will temporarily move to the newly finished rental car lot to the east. With completion of taxi staging and short-term parking new areas (approximately end of August), those functions will return to the new parking lots in the same areas in

## AIRPORT BOARD MEETING

June 8, 2023

Page 8

which they were previously. This will enable the rental cars to move back into their lot east of the terminal. On completion of the employee parking area in July, employees will move back into their newly refurbished lot. Last, Secon will reconstruct the long-term parking lot with completion anticipated in early October. Then the Airport will begin transitioning parking from the temporary long-term lot by FedEx back to the long-term lot. That will take at least two weeks, because people are able to park in this lot for up to two weeks. The transition should be complete by the beginning of November, just in time for the winter.

JNU staff have been working with Secon, DOWL (engineering consultant) and Republic Parking and stakeholders to minimize the inevitable disruption of major improvements to airport parking. Staff appreciates the patience of all during the process. Ms. Wahto said the coordination of closing down the long-term lot worked perfectly. The early signage helped, making sure people heard what was going on. There were only three vehicles that were towed. Ms. Mell said there will be a lot more signage as things change.

Ms. Wahto said the grants that were pushed through in the last few weeks were prepared by John Coleman, who is retiring on June 30. He has also prepared a lot of future grants, too. She appreciated all he has done.

6. Airport Projects Report – Mike Greene: Mr. Greene reported his primary effort has been working on getting the *Main Ramp 121 And 135 Aprons* ready to go out to bid. He will be receiving the 100% bid construction documents on Monday. He provided a current phasing plan in his report, which shows 12 identified construction phases, some are divided into subphases, and it does not preclude dividing the phases even further. This will be decided by the contractor and within the confines of the construction safety and phasing plan and requirements that are listed. Ms. Wahto reminded the Board that this is coordinated around the replacement of Passenger Boarding Bridge (PBB) replacement, as well as Alaska Airlines replacing two of their PBBs.

The *Rehabilitate Access Road Project* has been completed. The south side of the access road has been paved, regraded, and the armor rock has been placed along the edge of the pond to prevent further erosion. The utility crossings were done by the AEL&P (Alaska Electric Light & Power) work. There is power to the primary tenants and they can do with it what they will. Chair Clough said the contractor did a great job in finishing that out and in patching the pavement cuts. It is much appreciated.

The *Gate K Project* is about to be awarded. Secon has been advised and they are working on their SWPPP (stormwater pollution prevention plan) preparation and project schedule. An RFP (request for proposal) has been issued to them to bring their Buy American requirements back into the contract, because it had been omitted from the contract when it was thought that federal money would not be used. Mr. Greene said he

AIRPORT BOARD MEETING

June 8, 2023

Page 9

reached out to the Department of Fish & Game regarding the delay. They did not think this would be a problem, as it is addressed through the use of a temporary bypass culvert.

AEL&P has completed their work bringing *Power Extension to the Float Pond*. The only thing that is left to do is for the tenants to coordinate directly with AEL&P to get the power turned on to whatever disconnects they put at the top of their ramps.

Another project that has been completed is the *Snow Removal Equipment Building Wash Bay Water Protection Project*. Dawson Construction finished that work in record time. The wash bay can now be used without the concern of where the water is going.

Ms. Wahto pointed out that the project reports show how many projects are going on at any one time, which is a lot of work for both Ke Mell and Mike Greene to do as Project Managers. They have been doing an awesome job.

H. **CORRESPONDENCE:** None.

I. **COMMITTEE REPORTS:**

7. Finance Committee: None.

8. Operations Committee: A meeting will be scheduled soon.

J. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Michelle Hale reported that the Assembly Finance Committee forwarded the budget onto the Assembly as the full Assembly at their May 17 meeting. The Assembly will make their final decision on June 12. Some are holding their breath that the budget doesn't change and the budget passes as it is. The mil rate has been dropped. She noted the current Finance Director Jeff Rogers is leaving and a new Finance Director has been appointed – Angie Flick. She said Ms. Flick is very professional. She said they were pleased to see her in action for the first time. The City Manager search has begun. Ms. Hale said she is on the committee for that search. She said Rorie Watt is retiring at the end of September, which closely coincides with the new Assembly. She looked forward to the campaign season which will mean less meetings.

K. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

L. **BOARD MEMBER COMMENTS:** Jodi Garza said there was an item that came before the Board last meeting about adding the Tlingit words to the Welcome to Juneau sign. She was able to get the correct way to spell it and say it with all of the affixes in the right places if the Board is ready to move on that, she was prepared to make a motion. Ms. Wahto said she knew this was a request from one of the Assembly Members and she is looking into this. The Airport does not have "Welcome to Juneau" on the sign that says, "Alaska's Capital City". The other thing to consider is there could be a lot of others that

## AIRPORT BOARD MEETING

June 8, 2023

Page 10

may come forward to ask for the same favor for having their language represented as well. The question would be does the Airport do this for everyone, just have one, or leave it as it is. Ms. Garza said Tlingit is indigenous to Juneau and she feels it is appropriate. Ms. Wahto deferred to the Board.

Ms. Garza asked about permanent way-finder signs as the current signs are paper. Ms. Wahto replied that Kris Ritter is back in the office and is working on the installation of the signs received. Ms. Ritter was pulled off of this project to install signage in the departure lounge of Gates 4 and 5 deploying through Gate 6.

Chair Clough said the question is to allow one non-standard language representation on that sign and then go through the flood gates of having to deal with a number of others and how those requests would be responded to. Ms. Wahto said the City went through this at one point in time with signage around town and they elected not to do this. Maybe this should be revisited to go into the story of why they elected to do this before a motion is made. Ms. Garza said she would like to see it move forward today. Chair Clough said that the City agreed in good faith to assist one segment of the population and they were inundated with several requests from other segments of the population. How do you say yes to one side and not the others. Ms. Garza thought there was a very important distinction between indigenous people to the area versus other languages asking for them to be represented. Chair Clough said others may not agree with that. He said it would be of great interest to him to find out the whats, whys and wherefores. It is a Board decision. Board Member Jerry Kvasnikoff said perhaps the City has established a policy as this is a City facility.

Ms. Hale said she agreed with Jodi that the indigenous language holds a special significance. She said they know that some schools have been renamed. It is an effort within the city. There is definitely an effort within the city to bring those names into common usage. She thought because that effort has been underway, she felt it would be right to work with the City Manager and talk with the right people to make sure it is consistent. She used the example of having a land acknowledgment now, which had to go through a few iterations because one iteration annoyed one tribe and another iteration annoyed another tribe. It is very important that it is right. She said she would be happy to work with Jodi on this and take it to the City Manager to find out the right people to talk to and figure out how to take it forward. Chair Clough said the Board is in favor of the concept, but it needs to be done right. He asked Ms. Wahto to continue moving forward on this. Ms. Garza offered her help.

M. **ANNOUNCEMENTS:** None.

N. **NEXT MEETING DATE:** The next regular Airport Board meeting will be held on July 13, 2023, at 6:00 p.m. in the Alaska Room and via Zoom.

AIRPORT BOARD MEETING

June 8, 2023

Page 11

O.     **EXECUTIVE SESSION:** None.

P.     **ADJOURN:** *Jerry Kvasnikoff moved to adjourn. The motion passed by unanimous consent and the meeting adjourned by unanimous consent at 7:40 p.m.*

# ATTACHMENT #1

1 This Contract, hereinafter "the Contract," is between Survey Point Holdings Inc (Ak Entity 89199d) PO 7975 Ketchikan AK 99901, TH  
2 Inc (Ak Entity 44581D) PO 8080 Ketchikan AK 99901, Temsco Helicopters Inc (Ak Entity 4227D) PO 5057 Ketchikan AK 99901  
3 9801, Tel-907-789-9501 all severally and individually (hereinafter "Owner") and Coogan Construction Company PO 34499 Juneau  
4 AK 99803 tel-907- 780-6000 fax-907-780-6001 (Ak Contractor License CONG1475) (hereinafter "Contractor") effective as of the date  
5 fully-executed below for the following project: New Sewer Service and Pump at Temsco Helicopter Terminal Juneau Airport. Owner  
6 and Contractor agree as follows:  
7

8 **1-Work** The term "Work" means the construction services Contractor will provide under the Contract. Work includes all labor, e  
9 materials, equipment, and services consisting of that described in this Contract and drawings with specifications prepared by RESPEC  
10 9109 Mendenhall Mall Rd Ste 4 Juneau AK 99801 tel-907-780-6060 labeled "Temsco Helicopters Inc Sanitary Sewer Improvements"  
11 dated February 15, 2023, which include pages C100, C200, C201, C300 and C301.  
12

13 **2-Contract Time** The time for Contractor to substantially complete the Work is 120 calendar days and is considered the  
14 Contract Time. The start of Contract Time shall be agreed upon based on Coogan's construction schedule (work to be done in  
15 2023). Material procurement shall commence the date the Contract is signed by both parties. If Contractor is delayed at any  
16 time in progress of the Work by changes ordered by Owner, or by circumstances beyond Contractor's control, the Contract Time  
17 shall be subject to equitable adjustment. Contractor shall submit a construction schedule to Owner within 7-days of signing the  
18 Contract.  
19

20 **3-Contract Sum and Payment** Contract Sum is: One-Hundred-Sixty-Four-Thousand-Seven-Hundred Dollars (\$164,700). Ownere  
21 will prepay Contractor 50% of the Contract Sum the day work commences. The balance of the Contract Sum will be paid in monthly  
22 progress payments according to the percentage of completion of the Work for which Contractor will invoice Owner on the first of every  
23 month (Monthly payments). Based on the Owner's observations and evaluations of Contractor's Applications/Invoices for Payment,  
24 the Owner will review and pay the amounts due to Contractor by the 20<sup>th</sup> of each month without retainage. Payments due and unpaid  
25 under the Contract shall bear interest from the date payment is due at 8% per annum.  
26

27 **4-Contractor Responsibilities** Contractor acknowledges having visited the site and became familiar with conditions of the Work, ande  
28 hereby assumes control over, and responsibility for, construction means, methods, procedures and safety for undertaking the Work.  
29 Owner will have neither control over, nor responsibility for, these items since they are the Contractor's responsibility. Contractor shall  
30 enforce strict discipline and good order among its employees and others involved in the Contract Work. Contractor warrants materials  
31 furnished under the Contract will be new and of good quality, and the Work will be free from defects. Contractor shall pay taxes that are  
32 legally required. Contractor shall promptly review, approve in writing and submit to the Owner, Shop Drawings, Product Data, Samples  
33 and similar submittals extraneous to the Contract. Contractor shall keep the premises and surrounding area free from accumulation of  
34 debris and trash related to the Work. At the completion of the Work, Contractor shall remove its tools, construction equipment,  
35 machinery and surplus material; and shall properly dispose of waste materials.  
36

37 **5-Owner Responsibilities** Owner Responsibilities The Owner will provide administration of the Contract and visit the site at intervalse  
38 appropriate to the stage of construction to become generally familiar with the progress and quality of the Work. The Owner has  
39 authority to reject Work that does not conform to the Contract. The Owner will promptly review and approve or take appropriate action  
40 upon Contractor's submittals, but only for the limited purpose of checking for conformance with the Contract. If requested by  
41 Contractor, Owner shall furnish all necessary information regarding the site and the Work. Owner shall obtain and pay for necessary  
42 permits, approvals, easements, assessments and charges. If Contractor defaults or neglects to carry out the Work in accordance with  
43 the Contract and fails after 7-days written notice from Owner to promptly correct such default or neglect, Owner may, without prejudice  
44 to other remedies, correct such deficiencies. In such case, the Contract Sum shall be adjusted to deduct the cost of correction from  
45 payments due Contractor. Costs caused by delays or by improperly timed activities or defective construction shall be borne by the  
46 responsible party.  
47

48 **6-Insurance** Contractor shall provide general liability and other insurance with the same coverage and limits as follows: same  
49 as required on Borough of Juneau public works contracts. Contractor will not provide Builder's Risk insurance (typically covering  
50 existing structure, new work, and stored materials); these risks will be covered by Owner's property insurance. Owner shall  
51 provide property insurance to cover the value of Owner's property, including Work provided under the Contract. Contractor is  
52 entitled to receive an increase in the Contract Sum equal to the insurance proceeds related to a loss for damage to the Work  
53 covered by Owner's property insurance. Each party shall provide certificates of insurance showing their respective coverages  
54 prior to commencement of the Work.  
55

56 **7-Changes** This Contract may be amended or modified only in writing. Owner, without invalidating the Contract, may ordere  
57 changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum  
58 and Contract Time being adjusted accordingly in writing. If Owner and Contractor cannot agree to a change in the Contract Sum,  
59 Owner shall pay Contractor its actual cost-plus reasonable overhead and profit. If concealed or unknown physical conditions are

# ATTACHMENT #1

**Eric Main**

---

**From:** Andrew Campbell <admiraltyak@gmail.com>  
**Sent:** Friday, April 21, 2023 8:57 AM  
**To:** Eric Main  
**Subject:** Temsco Sewer Improvements

[External] Received from outside the organization.

Please do not click links or open attachments if you do not recognize the sender.

Good Morning Eric,

Admiralty Construction's lump sum price for the Temsco Sewer Improvements project is \$240,000. This price includes all work shown on the Respec drawings dated 2/15/23 that you provided. If you would like us to proceed it will take a few weeks to get the pipe and fittings and about two months to get the pump station. The duration of the work would be approximately three weeks.

Permits, inspections, bonding, and insurance above CBJ standard limits are excluded. We would request 20% of the payment in advance to cover the materials and the remainder within 30 days of completion.

Please let me know if you have any questions and thank you for requesting this quote.

Regards,

Andrew Campbell  
President  
Admiralty Construction Inc.  
PO Box 240169  
Douglas, AK 99824-0169  
Office (907)780-3555  
Fax (907)780-3556  
Cell (907)321-2265  
admiraltyak@gmail.com

# ATTACHMENT #1

<b>Report Selections:</b>		<b>Vendor:</b> JUNSS	<b>From date:</b> 01/01/19
<b>Open Items?</b> Yes		<b>Invoice:</b> ALL	<b>To date:</b> 12/31/19
<b>History?</b> Yes		<b>Purchase order:</b> ALL	<b>Sort Invoices by:</b> Newest to oldest
<b>Remarks?</b> Yes		<b>Job:</b> ALL	
<b>Status:</b> ALL			

## TEMSCO HELICOPTERS, INC.

### Vendor Activity Details Report

**Vendor:** JUNSS  
**Name:** JUNEAU SEPTIC SERVICE  
**Address:** 10670 GLACIER HWY  
 JUNEAU, AK 99801

**Phone:**  
**Primary contact:**  
**Last payment:** 02/13/23  
**Balance:** 0.00  
**Retention:** 0.00  
**Current due:** 0.00

**E-Mail:** juneausepticservices@gcl.net

History										
Seq	Invoice / Credit Memo	Type	Job	Invoice Date	Purchase Order	Payment #	Check Number	Check Date	Payment Amount	Remarks
1	1227			11/04/19		1	78602	11/07/19	1,008.00	JNU SEPTIC PUMPING
2	1181			10/07/19		1	78417	10/25/19	1,008.00	JNU SEPTIC PUMPING
3	1142			09/16/19		1	78328	10/04/19	1,008.00	JNU SEPTIC PUMPING
4	1130			09/09/19		1	78232	09/16/19	1,008.00	JNU SEPTIC PUMPING
5	1123			09/02/19		1	78232	09/16/19	1,008.00	JNU SEPTIC PUMPING
6	1101			08/28/19		1	78158	08/30/19	1,008.00	JNU SEPTIC PUMPING
7	1082			08/18/19		1	78158	08/30/19	1,008.00	JNU COMMERCIAL PUMPING
8	1071			08/12/19		1	78066	08/21/19	1,008.00	JNU PUMPING
9	1026			07/15/19		1	77870	07/23/19	1,008.00	JNU SEPTIC PUMPING
10	1009			07/01/19		1	77762	07/10/19	1,008.00	JNU PUMPING
11	970			06/16/19		1	77762	07/10/19	1,209.60	JNU COM PUMPING SEPTIC TANK
12	923			05/30/19		1	77528	05/31/19	1,008.00	PUMP SEWER
13	924			05/30/19		1	77528	05/31/19	1,008.00	PUMPING
14	866			04/18/19		1	77345	05/08/19	2,016.00	JNU SEPTIC PUMPING
15	786			02/20/19		1	76963	03/08/19	2,217.60	JNU WASTE
<b>Total payment:</b>									<b>17,539.20</b>	

# ATTACHMENT #1

<b>Report Selections:</b>			<b>Vendor:</b> JUNSS	<b>From date:</b> 01/01/22
<b>Open items?</b>	Yes		<b>Invoice:</b> ALL	<b>To date:</b> 12/31/22
<b>History?</b>	Yes		<b>Purchase order:</b> ALL	<b>Sort Invoices by:</b> Newest to oldest
<b>Remarks?</b>	Yes		<b>Job:</b> ALL	
<b>Status:</b>	ALL			

## TEMSCO HELICOPTERS, INC.

### Vendor Activity Details Report

**Vendor:** JUNSS  
**Name:** JUNEAU SEPTIC SERVICE  
**Address:** 10670 GLACIER HWY  
 JUNEAU, AK 99801

**Phone:**  
**Primary contact:**  
**Last payment:** 02/13/23  
**Balance:** 0.00  
**Retention:** 0.00  
**Current due:** 0.00

**E-Mail:** juneausepticservices@gci.net

History										
Seq	Invoice / Credit Memo	Type	Job	Invoice Date	Purchase Order	Payment #	Check Number	Check Date	Payment Amount	Remarks
1	2374	I		09/10/22		1	83214	09/23/22	1,912.68	JNU SEPTIC PUMPING
2	2332	I		08/17/22		1	83012	08/18/22	863.94	JNU SEPTIC PUMPING
3	2216	I		06/23/22		1	82685	06/24/22	1,213.50	JNU SEPTIC PUMPING
4	2222	I		06/23/22		1	82685	06/24/22	880.00	JNU SEPTIC PUMPING
5	2162	I		04/22/22		1	82421	05/10/22	1,187.55	JNU SEPTIC PUMP
<b>Total payment:</b>									<b>6,057.67</b>	

**ATTACHMENT #1**

Vendor code      JUNSS              JUNEAU SEPTIC SERVICE

Search

Check#	Check date	Invoice/credit	Type	Invoice d...	Paid amount	Pay#	Job
84515	06/01/23	2555	Invoice	05/18/23	1,108.80	1	
84515	06/01/23	2592	Invoice	05/29/23	554.40	1	
83882	02/13/23	2469	Invoice	01/25/23	903.21	1	



November 21, 2022

Sent via Email

Eric Main  
Juneau Flight Operations Manager  
Temsco Helicopters, Inc.  
1650 Maplesden Way  
Juneau, Alaska 99801

Re: Fee Proposal – Temsco Helicopters, Juneau  
Topographic Surveying & Civil Engineering Services for  
Sanitary Sewer Lift Station & Force Main Design

Dear Mr. Main,

Per your request, RESPEC is pleased to submit this fee proposal for providing topographic surveying and civil engineering design services for the design of a new sanitary sewer lift station and sewer force main that will discharge into CBJ's wastewater collection system. Bicknell Inc. has developed the Honsinger Subdivision Phase I to include a 2" HDPE pressure sewer service, which we plan to utilize for Temsco's project. The new sewer lift station and force main service line are proposed to replace an existing onsite wastewater treatment system that is nearing the end of its useful life. Below is our anticipated scope of work, estimated fees, and schedule of work completion for your consideration.

**Scope of Work**

RESPEC's anticipated scope of work per previous email and phone conversations includes:

- 1.e Perform a topographic field survey to accurately map existing site features within the project limits, including the existing onsite wastewater treatment system and other underground utilities that may exist. The topographic survey will be utilized as a basis for the civil engineering design task.e
- 2.e Civil engineering design work to include performing all necessary calculations and preparing construction ready drawings for a new sewer lift station and force main to replace an existing failing onsite wastewater treatment system. The design will assume that the new force main will connect to an existing sewer service stub-out that was constructed as part of the recent Honsinger Pond Subdivision development.e
- 3.e RESPEC will submit the plans to CBJ Engineering Department for approval.e
- 4.e Final deliverables will include signed construction ready drawings in 11x17 and/or 22x34e PDF format.e

Anchorage | Fairbanks | Juneau | Palmer | Soldotna  
9109 Mendenhall Mall Road, Suite 4, Juneau, Alaska 99801  
907.780.6060  
www.respec.com

# ATTACHMENT #1

Mr. Main  
November 21, 2022  
Page 2 of 2

## Estimate of Fees

Work Task Description	Amount
Topographic Field Survey & Mapping	\$7,018
Civil Engineering Sanitary Sewer Lift Station & Force Main Design	\$8,538
<b>Lump Sum Fee Total =</b>	<b>\$15,556</b>
<b>Lump Sum Fee Total With 5% CBJ Sales Tax =</b>	<b>\$16,334</b>

Additional professional services work that is requested or added to the contract will be billed on a separate time and materials basis or negotiated separately. RESPEC will keep you apprised of budget and scope status throughout the performance of this work and alert you of any non-scope items that may impact the budget. This fee proposal assumes Temsco will pay any CBJ permit fees.

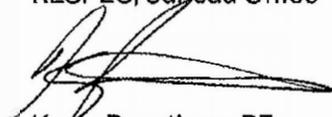
## Schedule

The topographic survey and civil engineering design work discussed above could be completed within four weeks after a Notice-to-Proceed is received by RESPEC.

We appreciate the opportunity to submit this fee proposal. By signing below, you agree to the above conditions and this document will be considered by RESPEC as a Notice-To-Proceed. Should you have any questions or require modifications to the proposed scope of services, please do not hesitate to contact us at your convenience.

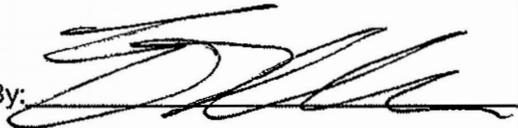
Sincerely,

RESPEC, Juneau Office



Kevin Puustinen, PE  
Civil Engineer

Approved By:



Date:

11/22/2022

Anchorage | Fairbanks | Juneau | Palmer | Soldotna  
9109 Mendenhall Mall Road, Suite 4, Juneau, Alaska 99801  
907.780.6060  
www.respec.com

**ATTACHMENT #1**

Bicknell, Inc

P O Box 33517  
Juneau, AK 99803

**Invoice**

Date	Invoice #
4/28/2023	2023-052

<b>Bill To</b>
Temsco Helicopters 1650 Maplesden Way Juneau, AK 99801

P.O. No.	Terms	Project
Sewer Service		

Quantity	Description	Rate	Amount
1	2" force main sewer service NOT A SALE	51,200.00 0.00%	51,200.00 0.00
		<b>Total</b>	\$51,200.00

## ATTACHMENT #2

**Pam Chapin**

---

**From:** Kent Craford <kentcraford@hotmail.com>  
**Sent:** Friday, June 2, 2023 11:46 AM  
**To:** Airport Board  
**Cc:** Patty Wahto; Carl Ramseth; Alaska Seaplanes Safety; Phil Adams; scott@islandairx.com; Mike Stedman  
**Subject:** Petition for closure of 135 Ramp VSR

Members of the Juneau Airport Board:

On behalf of Alaska Seaplanes, our employees and the traveling public, I am writing to petition the board for closure of the North-South Vehicle Service Road (VSR) running through the Part 135 ramp pedestrian thoroughfare.

As you can see from the rendering below (for reference, I have outlined the VSR in red, and circled Gate 1 in red), the VSR cuts between the terminal and the Part 135 aircraft staging area. Based on available data, we estimate over 100,000 pedestrian movements between these two locations annually. That number is set to increase with the opening of Alaska Seaplanes' new cargo facility. This is the only location on the airfield where very large numbers of the traveling public must regularly cross a vehicle service road. And yet, despite this fact, traffic on this VSR has only increased in recent years, to the point where we are now sounding an alarm about the number of vehicle-pedestrian conflicts.

If it were only Part 135 ramp users increasing vehicle traffic, it would be one thing. But, it is obvious to anyone who watches the VSR for more than an hour, that a great deal of the traffic is among users with no nexus whatsoever to the 135 ramp, who are simply getting from the south side to the north side of the airfield, and who have alternative routes, but nonetheless choose to drive right through the middle of a busy pedestrian thoroughfare. These users may be going from cargo to the terminal, from the FBO to the terminal, or from the terminal to lunch off-airport. We see it all. They don't need to be there. They have other routes. But they take the shortcut, right through a bunch of pedestrians. Why? Because it's expedient. Again, they have other routes.

It is no longer justifiable to prioritize vehicle driver convenience over pedestrian safety. The airport has, by design, created an accident waiting to happen. It's time to close this VSR to non-135 ramp users. They have other routes.

We have had constructive conversations with the Airport Manager, as recently as this morning. She has suggested referring this matter to the Operations Committee, a move we endorse. And while some partial measures may be available as mitigations to this unsustainable safety risk, there is a simple fix—prohibiting non-135 users from transiting the 135 area. They have other routes. And while those routes may be slightly longer, it is well established that you have to drive so slow to watch for pedestrians on the 135 ramp that it actually takes more time... So the long way is actually shorter, and safer. They have other routes.

We urge the board to redesign this area with pedestrian safety as the paramount concern, and vehicle driver convenience and expediency a distantly subordinate consideration. We look forward to working with you on this matter.

