



ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE AGENDA

April 15, 2024 at 12:10 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/91849897300> or 1-669-900-6833 Webinar ID: 918 4989 7300

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land, and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

[1.](#) February 26, 2024 - Regular Meeting

[2.](#) March 11, 2024 - Regular Meeting

F. ITEMS FOR ACTION

[3.](#) Mendenhall River Outfall Check Valves

[4.](#) Solid Waste RFP

G. INFORMATION ITEMS

[5.](#) Utility Water Production and Distribution Plan during the AEL&P Salmon Creek Penstock Replacement Program

[6.](#) Solid Waste & Recycling Outreach Update

[7.](#) Skookum Recycling Use of Site Adjacent to Former South Lemon Creek Gravel Pit

[8.](#) EPW Grant Update

H. PWFC 2023 ASSEMBLY GOALS

[9.](#) PWFC Milestones

I. CONTRACTS DIVISION ACTIVITY REPORT

[10.](#) March 1, 2024 - April 8, 2024

J. NEXT MEETING DATE

11. May 06, 2024 at 12:10PM

K. 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.gov.

ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE MINUTES - DRAFT



February 26, 2024 at 12:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/91849897300> or 1-669-900-6833 Webinar ID: 918 4989 7300

- A. CALL TO ORDER** – 12:05 p.m.
- B. LAND ACKNOWLEDGEMENT** – Read by Ms. Adkison
We would like to acknowledge that the City and Borough of Juneau is on Tlingit land, and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!
- C. ROLL CALL** –
Members Present In-Person: Chair Bryson; Ms. Adkison
Members Present via Zoom: Ms. Hughes-Skandijs; Mr. Kelly
CBJ Staff Present In-Person: Denise Koch, EPW Director; Greg Smith, Contracts Administrator; Bridget LaPenter, Chief General Engineering; Christian Crabtree, Contracts Specialist (Tech); Susan Settje (Tech); Chad Gubala, Utilities; Brian McGuire, Utilities Superintendent; John Bohan, CIP Engineer; George Schaaf, P&R Director
CBJ Staff Present via Zoom: Patty Wahto, JIA Manager; Scott Gray, Streets Superintendent; Ashley Heimbigner, Grants Manager; Robert Barr, Deputy City Manager; Angie Flick, Finance Director
- D. APPROVAL OF AGENDA** – Chair Bryson added School District Facilities discussion to Information Items
- E. APPROVAL OF MINUTES** - None
- F. ITEMS FOR ACTION**
- 1. Funds Transfer for Replacing Adair Kennedy Baseball Field Lights (P41-097 to P41-109)**
Ms. Koch presented the request to transfer \$ 110,000 from the sports field repair CIP to the Adair Kennedy lighting CIP. Ms. Koch added the lights are 30 years old and it makes sense to install new lighting before installing the turf.

Mr. Kelly asked if the LED lights need to be replaced, will that damage the turf? John Bohan explained the amount of equipment to upgrade the current lights to LED is significantly more impactful than will be needed to maintain those LEDs once installed. This is why the lights need to be installed prior to laying the turf but maintaining the lights in the future will have minimal impact on the turf.

Ms. Hughes-Skandijs asked for the status of the light replacement at Sigoowu Ye. Mr. Bohan said they currently working on project design and expect to have a bid package this summer. Construction could start next summer.

Mr. Kelly would like to see a schematic showing the placement of the lights in relation to the field and the neighborhood included in the packet when it goes before the Assembly.

- Mr. Kelly moved that the Public Works and Facilities Committee forward the transfer of \$110,000 from the sports field repair CIP to the Adair Kennedy lighting CIP to the full assembly for approval.**
No objection, motion passed

2. Juneau International Airport Construction Projects

Ms. Wahto presented the status of Airport construction projects. Current and upcoming projects include:

- Replacement of an aircraft rescue and firefighting (ARFF) apparatus vehicle funded by FAA Airport Improvement Project (AIP) Bipartisan Infrastructure Law (BIL) funding grant. (\$1.5M).
- Acquisition of an ARFF wetland rescue vehicle to allow for wetland aircraft rescue funded by FAA AIP funding. (\$300K)
- Update of the Airport master plan and layout plan funded by AIP/BIL grant. (\$500K)
- Design of the runway safety area to design and grade the safety area and shoulder outside the runway surface. Funded by AIP grant (\$400K)
- Repair to the Mendenhall River Embankment at the west end of the float plane area of the airport resulting from the Glacier dam flooding. Funding source and costs to be determined.

Ms. Adkison asked if there was local match required for any of the projects. Ms. Wahto said there was about \$3M in sales tax funds appropriated to the airport a few years ago for local match and they would use that as needed.

Mr. Kelly asked if the funding source for the embankment would be determined before it goes before the assembly. Ms. Wahto said it would be.

Mr. Bryson asked if the ARFF vehicles could be used outside of the airport property. For example, to respond to an incident at the Fred Meyer intersection or some other nearby location. Ms. Wahto explained they are solely limited to the airport. If they are ever in use or otherwise unavailable, the airport has to restrict other aircraft from landing.

Ms. Hughes-Skandijs asked about PFAS with the new vehicle. Ms. Wahto said the new truck would use the new foam.

Mr. Kelly asked whether the fire truck had been selected for purchase and whether an electric truck had been considered. Ms. Wahto said electric was not an option for ARFF vehicles due to response time and duration of usage required. The airport is working with the state to expedite the procurement but the manufacturing timeline is a year to a year and a half.

Ms. Adkison moved that the Public Works and Facilities Committee recommend these projects to the Assembly for appropriation of the outlined funds, and in anticipation of grants from the FAA and local match funding sources.

No objection, motion passed

3. Resolution for Lead Service Line Inventory Project State Revolving Fund Loan

Ms. Koch explained this project is required by EPA. The department is asked for Assembly authorization to accept up to \$500K in funding from the DEC State Revolving Fund. CBJ has previously appropriated \$250K for this project but more will be required to complete.

Mr. Kelly asked if the full \$500,000 would be needed. Ms. Koch said it may be needed. Mr. Kelly asked what circumstances would cause it to cost that much. Ms. Koch said they won't know for sure the total cost until they finish the first phase.

Ms. Hughes-Skandijs moved that the Public Works and Facilities Committee direct staff to draft a resolution for the Assembly to authorize the City Manager to apply to the DEC SRF for a loan not to exceed \$500,00 and execute the loan agreement.

No objection, motion passed

4. Tire Shredder

Ms. Koch reported the PWFC had expressed interest in a tire shredder at previous meetings. The Department has located one available unit with an approximate cost of \$400,350 including shipping. The department recommends not purchasing this one as the funding is not currently budgeted but is asked for PWFC support to get it budgeted.

Ms. Hughes-Skandijs asked how the memo fits with the discussion and recommendations at the last COW, specifically the zero waste CIP. Ms. Koch explained the zero waste CIP will have about \$200,000 remaining. The costs for a tire shredder exceed the amount available in the CIP so they are not looking to use that funding. Mr. Bryson added that the tire shredder is a relatively new idea and is not included in any existing CIP.

Mr. Kelly asked if the unit described was the only one available in the world or the only one that could feasibly be obtained and shipped to Juneau. Ms. Koch said it was the only one that the department located that was of a Juneau scale.

Mr. Kelly noted Mr. Bryson had mentioned shredded tires could be used as cover over the landfill and asked if there are other use options such as playground surfacing. Ms. Koch explained shredded tires are not used as playground surfacing anymore because of their flammability. CBJ would not have control over what is done with the shredded tires. Waste management would have to work with DEC if they were to pursue using it as landfill cover. The advantage is that shredded tires take up less room in the landfill.

Ms. Adkison moved that the Public Works and Facilities Committee support both capital and operating costs to operate a tire shredder.

No objection, motion passed

G. INFORMATION ITEMS

5. Juneau Douglas North Crossing (JDNC) Project Update – Ms. Koch reported on March 7 the contractor (DOWL) will have a meeting on the results of their Level 2 Screening of their PEL study. They will also be at the March 11 PWFC meeting to present to the committee.
6. JCOS Sustainability Solid Waste Session 2 Q&A Flyer – Ms. Koch announced JCOS and CBJ Staff (Dianna Robinson, Environmental Project Specialist, and Stuart Ashton, RecycleWorks Operations Manager) held a solid waste session in the valley on February 20 that was well attended. There will be another public session on March in the downtown library.
7. School District Facilities Discussion – Mr. Bryson asked for an update on the status of the possibility of vacant school buildings and how they might impact the City Hall discussion. Ms. Koch said while Lands is looking into the Burns Building, EPW is determining whether the space will accommodate CBJ needs. With recent decisions regarding the school district, EPW is now also looking at the possibility of moving CBJ staff into one or more school buildings if they become vacant. They are determining what it will cost to provide workspace, heating, and other necessary accommodations for staff.

H. QUARTERLY WASTE MANAGEMENT UPDATE

- 8. Quarterly Waste Management Update – Jim Denson, Waste Management Area Environmental Protection Manager, presented an update on the landfill. Price increases will go into effect in March. They are making good or significant progress towards goals of mitigating odors, controlling litter and improving safety of the landfill.

Mr. Denson said it would really help to have more public outreach and information regarding recycling. Specifically, what is recyclable.

I. PWFC 2024 ASSEMBLY GOALS

- 9. PWFC Milestones - None

J. CONTRACTS DIVISION ACTIVITY REPORT

- 10. January 20, 2024 to February 15, 2024 – No questions

K. NEXT MEETING DATE

Next Regular Meeting will be March 11, 2024 at 12:10 PM

L. ADJOURNMENT

Having no other business, the meeting adjourned at 1:11 PM.

Respectfully submitted by Kathleen Jorgensen Business Assists (907)723-6134 🇺🇸

ASSEMBLY PUBLIC WORKS AND FACILITIES COMMITTEE MINUTES - DRAFT



March 11, 2024 at 12:10 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/91849897300> or 1-669-900-6833 Webinar ID: 918 4989 7300

A. CALL TO ORDER – 12:12

B. LAND ACKNOWLEDGEMENT – by Mr. Kelly

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land, and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

C. ROLL CALL –

Members Present In-Person: Chair Bryson; Ms. Adkison; Mr. Kelly

Members Present Via Zoom: David Epstein, Planning Commission Liaison

Members Absent: Ms. Hughes-Skandijs

CBJ Staff Present In-Person: Denise Koch, EPW Director; Breckan Hendricks, EPW Admin Officer; Christian Crabtree, Contracts Specialist; John Bohan, EPW Chief CIP Engineer; Alan Steffert, EPW Engineer II; Michelle Bonnet Hale, Assembly member, Alix Pierce, Tourism Manager

D. APPROVAL OF AGENDA – Mr. Kelly requested moving Capital Transit Tripper Service to top of Action Items section to allow for public comment during lunch hour.

E. APPROVAL OF MINUTES

1. January 29, 2024 Regular Meeting - approved with no changes

F. ITEMS FOR ACTION

2. Capital Transit Tripper Service During Tourist Season Memo

Ms. Koch presented Capital Transit’s proposed 3 options for enhanced service to accommodate increased demand from tourists riding to Mendenhall Glacier. In recent years, tourists using Capital Transit to see the glacier have overcrowded buses causing local riders to be bypassed at stops. Currently, Capital Transit has 7 new electric buses on order with Gillig that will be delivered by Fall 2024 that could be used for additional service in Summer 2025. The proposed routes would help to mitigate overcrowding. Enhancements proposed include 15-minute service, adding buses and adding a new route.

PUBLIC PARTICIPATION ON TRIPPER SERVICE

- Larry Woodall – 10075 North Douglas Highway – would like to see dedicated routes for bus pass holders only
- Gavin Northey – downtown – spoke in support of option #2.

Planning Commission Liaison David Epstein asked for clarification on the 15-minute route. Ms. Koch explained ‘15-minute service’ indicates departures every 15 minutes and not the trip time.

Ms. Adkison moved that the Public Works and Facilities Committee support the use of \$164,000 of Marine Passenger Fees in FY24 to support the tripper service and move to the full Assembly.

No objection, motion approved

Ms. Adkison moved that the Public Works and Facilities Committee support use of \$1M of Marine Passenger Fees in FY25 to support the tripper service option 1A and move to the full Assembly.

No objection, motion approved.

3. Funds Transfer from BRH Deferred Maintenance to BRH CT/MRI Replacement
(From CIP B55-086 to CIP B55-084)

Ms. Koch presented this request is to transfer \$55,000 from Bartlett Regional Hospital (BRH) deferred maintenance CIP to BRH CT/MRI Replacement CIP to cover cost overruns.

Mr. Kelly moved that the Public Works and Facilities Committee transfer \$55,000 from CIP B55-086 to B55-084 be forwarded to the full Assembly for approval.

No objection, motion approved

4. Funds Transfer to Juneau Douglas Treatment Plant (JDTP) New Vactor Dump (CIP U76-112)

Ms. Koch presented this is a request to transfer \$3.27M to cover costs for a New Vactor Dump. The total cost for the project is estimated to be \$7.92M. CIP B55-086 currently has only \$4.65M.

Mr. Bryson asked if U76-112 has been through all funding steps and this is just asking for funding. Ms. Koch confirmed it this has been identified as a high priority project in the CIP standard process.

Ms. Adkison moved that the Public Works and Facilities Committee transfer \$3.27M from various Wastewater Utility CIP projects to the JDTP New Vactor Dump CIP be forwarded to the full Assembly for approval.

No objection, motion approved

5. Draft FY2025 Six-Year Capital Improvement Program

Chief Engineer John Bohan presented the Draft Six-Year FY2025 CIP plan and explained this is the next step in the CIP budget process. If the PWFC approves, the plan will be presented to the Assembly in April.

Mr. Bryson asked what happens if the actual sales tax funding exceeds the amount projected in the CIP budget. Mr. Bohan explained the excess goes to CBJ reserves to be used as the Assembly approves.

CIP funding comes from sales taxes, passenger fees and enterprise funds.

BRH has requested the removal of the \$3M deferred maintenance line from Resolution 3052 as they have sufficient funds without this added.

Mr. Kelly moved that the Public Works and Facilities Committee remove the \$3M in FY25 Resolution for BRH enterprise funds at BRH's request after finalizing the Draft CIP.

No objection, motion passed.

Mr. Kelly moved that the Public Works and Facilities Committee forward the revised FY25 CIP to the full Assembly for introduction and inclusion into the FY25 Budget review process.

No objection, motion passed.

G. INFORMATION ITEMS

6. Juneau North Douglas Crossing (JNDC) Presentation by DOWL

Steve Noble and Renee Whitesell, DOWL representatives, presented the JNDC PEL study. Mr. Noble explained the planning and public input processes so far and upcoming activities. They expect to complete PEL in July. Ms. Whitesell described the PE process and the criteria for choosing alternatives.

There are 6 alternatives with costs ranging from \$270 million to \$1.7billion. Annual maintenance costs for the alternatives range from \$65K to \$365K.

The draft PEL will be available to the public and there will be a public meeting once the draft final PEL is released. The anticipation is to have a final PEL in July. Construction is at least 5 years out from today.

Mr. Kelly asked how items were added to the list and how they were scored. Mr. Noble explained the process by which each project was scored and then scored against each other.

Mr. Bryson said the PWFC will have a public listening session soon regarding this. Mr. Noble asked that the PWFC make clear that the PWFC is hosting the session and comments or questions might not be answered by DOWL and suggested the session be held in May or June.

H. PWFC 2024 ASSEMBLY GOALS

7. PWFC Milestones - None

I. CONTRACTS DIVISION ACTIVITY REPORT

8. February 16, 2024 to February 29, 2024 - None

J. NEXT MEETING DATE

Next regular meeting will be April 15, 2024 at 12:10PM

Questions from the Committee

Mr. Kelly referred to the public testimony that had suggested the PWFC consider Option 2 and he asked how the PWFC could go about discussing that. Procedurally, it was decided a member could make a motion of reconsideration or they could bring it up at another committee meeting or the full Assembly meeting when it is heard. If held for reconsideration, it would not be heard again until the April 15 meeting and that would be quite late in the process for it to be included in the MPF funding discussion. The decision was made to leave it as is and address it at a later meeting if needed.

K. ADJOURNMENT –

Having no other business, the meeting adjourned at 1:18 PM.

Respectfully submitted by Kathleen Jorgensen Business Assists (907)723-6134 

DATE: April 15, 2024

TO: Wade Bryson, Chair, Public Works and Facilities Committee

THROUGH: Denise Koch, Director, Engineering & Public Works Dept.

FROM: John Bohan, Chief Engineer

SUBJECT: Mendenhall River Outfall Culverts Check Valves

Engineering has identified eight storm drain outfalls along the Mendenhall River without check valves that have contributed to backing up water into the neighborhoods on Marion Drive and Meadow Lane. (Five storm drain outfalls along the river already have one-way valves.) With the disappearance of the snow, staff are currently contacting the adjacent property owners to identify access to each of the outfalls. The outfall pipes are located in drainage easements between adjacent homes. The challenge is these areas are landscaped, developed, many of them fenced, and kept in nice condition by the proud homeowners. The CBJ can use the easements across the private properties for access and for the pipe, however, will need to restore any damage caused by equipment accessing the outfall for installation. The check valves weigh between 150 pounds (18") and 350 pounds (24"), so they will require equipment to move and install them at the end of each outfall pipe on the riverbank. Installing these check valves will eliminate the potential for water to backflow through the culverts.

August 2023 Meander Way Roadway Flooding



Flooding will likely continue for the next several hours on Sunday morning.
Twitter: @AELPJUNEAU
NY Post Photo: <https://nypost.com/2023/08/06/historic-flooding-along-alaska-river-forces-evacuations/>

Typical Easement on Meander



Cost

The cost of the project is estimated at \$400,000 or about \$50,000 per check valve installed and completed. We are hoping this will be less, however, the challenges and costs associated with equipment access and restoration of the easements on private property are the main factors in the high estimate.

Time

The lead time to manufacture each check valve and get them shipped to Juneau is 6-9 weeks. The check valves are manufactured to the specific pipe dimensions of the inside of each pipe and take 4-5 weeks to be manufactured once the dimensions are received and approved by the manufacturer. Freight will take between 2 to 4 weeks to get from the manufacturer's plant to the barge and delivered to Juneau. To expedite the process, Engineering proposes to measure and order the check valves as soon as possible, while completing details and negotiations with the impacted residents and preparing a bid package for the installation. Optimistically, if the order is placed by the middle of May, the check valves could be in Juneau by early July. A more reasonable expectation would be the end of July. Once in town, they can be installed by a low-bid contractor who will already be selected by the time the valves arrive in Juneau.

Funds Transfer

To assist in funding the check valve project, staff has identified a related CIP, R72-146, Flood Plain Mapping Technical Assistance that has been completed and can be closed with \$92,653 of funds available. These funds could be transferred to R72-136, Areawide Drainage Improvements, to assist in funding this work.

Recommendation:

Use money from R72-136 Areawide Drainage Improvement CIP to pay for the one-way valves. Forward a funds transfer request of \$92,653 from R72-146, Flood Plain Mapping Technical Assistance to R72-136, Areawide Drainage Improvements to the full Assembly for approval.



DATE: April 15, 2024
TO: Wade Bryson, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Director Engineering and Public Works
FROM: Dianna Robinson, Environmental Project Specialist
SUBJECT: Solid Waste Study

At the February 12, 2024, COW, a motion was passed to fund a high-level feasibility study to examine the community's solid waste options after the current Capitol Disposal Landfill closes in roughly 10-15 years.

This study will investigate the following:

- What options does CBJ have to control part of the municipal solid waste flow in this community?
- What long-term options does the community have for solid waste disposal, and what is the economic and logistical feasibility of those options?
 - o Landfill
 - o Thermal waste treatment (Waste to energy, incinerator, pyrolysis, etc.)
 - o Ship the community's waste south

Staff believes that it is imperative to analyze these options now so that there is enough time for the community to make a decision, secure funding if needed, and begin the planning process for a disposal method. This will ensure that there is adequate time to get a future disposal system in place before the current landfill closes. Otherwise, the community's solid waste future will be determined by the private sector, which may not align with the community's goals and priorities.

Additionally, CBJ will need some manner of control in the waste system to plan and implement zero waste strategies that will be attainable and meaningful. Without control, CBJ will not have the necessary leverage to enact programs and policies to significantly increase diversion rates.

Funding for this study, estimated at \$75,000, will come from existing funds in the Zero Waste Program CIP, which has a balance of \$195,427.85. This figure also accounts for the funding needed for the Waste Characterization Study.

Action Requested:

Approve the use of the Zero Waste Program CIP funds for a high-level solid waste disposal and control feasibility study.

Attached: JCOS letter for support for this study.



Juneau Commission on Sustainability

(907) 586-0800

jcos@juneau.org

www.juneau.org/engineering-public-works/jcos

155 S. Seward Street • Juneau, AK 99801

Date: April 5, 2024

To: Denise Koch, Director of Eng & Public Works
Wade Bryson, Chair of PWFC

From: Nick Waldo, Chair of Juneau Commission on Sustainability & Chair of JCOS Solid Waste Subcommittee

Subject: Support for Waste Disposal Options Study

Solid waste is a top priority for improving sustainability in Juneau, and the PWFC is already familiar with the issues surrounding the current landfill and its expected useful lifespan. This problem cannot be solved without understanding the full picture of what waste needs to be disposed of, how much of it, and what the options are for doing so. JCOS supports both studies currently in process to obtain this information: the waste characterization study already approved and the waste disposal options study currently under consideration.

We previously expressed “wholehearted” support for funding the waste disposal options study under the FY25 CIP process. Instead funding it from the Zero Waste Program CIP will accomplish the same goals, and we have been assured by CBJ staff that the program has adequate funds to support this new study along with the waste characterization efforts. It will be useful to understand the finances and feasibility of potential options - a new landfill, an incinerator, shipping solid waste south, and shipping to a SE regional landfill.

The costs of delay are potentially significant. Some of the options require long preparatory periods before they can be brought into operation. If the current landfill must be retired before an optimal solution is in place Juneau could be stuck with an ad-hoc solution that incurs potentially much higher financial costs and, if large waste volumes must be transported out of state, unnecessary greenhouse gas emissions. Conversely, identifying options early could allow for synergies to be identified and planned for with other CBJ efforts, such as the municipal composting facility, in a holistic strategy.

JCOS encourages the approval of this study without delay.



DATE: April 15, 2024
TO: Wade Bryson, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Director of Engineering and Public Works
FROM: Brian McGuire, Utility Superintendent and Chad P. Gubala, Ph.D., Utilities Plant & Treatment Manager
SUBJECT: Utility Water Production and Distribution Plan during the AEL&P Salmon Creek Penstock Replacement Program

In September of 2023, AEL&P informed CBJ of its plan to replace the upper penstock beneath the Salmon Creek Dam starting in 2025 (Salmon Creek and Annex Creek Hydroelectric Project (FERC No. 2307) – Upper Salmon Creek Penstock Replacement). AEL&P indicated that their project would last three years (2025 – 2027) and require 3 months per year of cessation of water flow in April, May, and June of each year.

The CBJ Utility has primary water rights to extract water from the AEL&P tailrace for use as a raw water supply to the Salmon Creek filtration plant and subsequent use for potable water and fire suppression for the Mendenhall Valley and ‘Out the Road.’ Approximately one third (1/3) of CBJ’s water comes from the Salmon Creek catchment and processing facility. DIPAC also has Salmon Creek tailrace water rights subordinate to CBJ’s and uses the balance of tailrace discharge for operations and maintenance of their facility.

Under normal conditions, CBJ can produce enough raw water in the Last Chance Basin to provide water for drinking and fire suppression for the entire community. In response to the planned raw water outages at Salmon Creek for the next three years, the CBJ Utility has developed and will continue to refine contingencies and an adaptive management approach to ensure that we maintain potable water services during the AEL&P construction on the Salmon Creek Dam penstock. For a full list of preventative measures, see the attachment. The CBJ Utility, AEL&P, and DIPAC have maintained consistent communication about the planned construction.

Attachment: CBJ 2025-2027 Potable Water Contingency Plan



DATE: April 15, 2024
TO: Wade Bryson, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Director of Engineering and Public Works
FROM: Brian McGuire, Utility Superintendent and Chad P. Gubala, Ph.D., Utilities Plant & Treatment Manager
SUBJECT: CBJ 2025-2027 Potable Water Contingency Plan

Prior to AEL&Ps planned interruptions of raw water supply at the Salmon Creek facility, the CBJ will:

- 1.) Inspect, review, and remedy any known existing physical defects in the existing CBJ water treatment and distribution systems;
- 2.) Procure and store spare parts and supplies necessary to rapidly repair water treatment and distribution systems;
- 3.) Identify, review, and enforce remedy of all potable water leaks known to be occurring on private properties, particularly ones west of Salmon Creek;
- 4.) Coordinate with Capital City Fire and Rescue (CCFR) to identify areas that may be affected by limited water supply for fire suppression during the outage period. Mitigate water production and distribution vulnerabilities to the degree possible and develop communications and coordination protocols for addressing water supply management during fire suppression events;
- 5.) Coordinate with CBJ General Engineering to restrict/reschedule all projects that may require potable water usage (e.g. new water main installations, street paving, etc....);
- 6.) Improve and harden the command, control, monitoring, and emergency response technologies, capacities and procedures necessary to maintain the CBJ water treatment and distribution systems under prolonged raw water shortage periods;
- 7.) Extend access to the secure potable water SCADA system to provide CCFR and other emergency response services with real-time access to Water Utility system status;
- 8.) Conduct hydrodynamic testing of the existing water distribution system to determine the extent to which alternate pumping and pressurization strategies may help mitigate water shortages during emergency events;
- 9.) Review and improve provisions for a community-wide Emergency Water Supply (EWS) in the event of prolonged water outages,
- 10.) Investigate and develop other capabilities of supplementing potable water during AEL&P outage periods, including establishing a separate CBJ raw water line feed from the lower Salmon Creek drainage area and/or developing or reanimating new and/or existing groundwater well sources in the Mendenhall Valley area.

Pending ADNR approval, this may also include the possible use of surface withdrawal from Salmon to its discharge point adjacent to Twin Lakes.

To compensate for the loss of raw water supply at the Salmon Creek Facility during AEL&P's penstock replacement program period(s), the CBJ Utility will:

- 11.) Increase withdrawal and treatment of water from the Last Chance Basin (LCB) well field to make up for the loss of water production at Salmon Creek.
 - a. Increase water pressure and flow through the existing distribution system that routes LCB water from downtown to the Valley, and
 - b. Turn on and divert additional water from LCB to Salmon Creek via Pump 4 to be fed into distribution system below SC and/or stored in the SC reservoir for high-demand response use.
 - c. Increase monitoring capability for LCB to provide for long lead time for any climate/hydrologic anomalies that might affect water production capacity.
- 12.) Limit and/or halt supply of potable water for non-essential use within the CBJ that may excessively affect the groundwater supply at LCB and/or levels within reservoirs servicing the Mendenhall Valley and 'out the road.'
 - a. Potentially halt bulk water sale of potable water supply from LCB to visiting cruise ships,
 - b. Restrict all bulk water use from hydrants west of Salmon Creek Street (e.g. street cleaning, etc....),
- 13.) Use Public Service Announcements and other community awareness tools as necessary to mitigate water demand during outage periods. This has been a successful approach in the past during short periods of dry weather when the water usage was outpacing water supply.

Under emergency circumstances, access and use any acceptable raw water flowing out of the AELP lower penstock as feed water for the treatment plant.



DATE: April 15, 2024
TO: Wade Bryson, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Director Engineering and Public Works
FROM: Dianna Robinson, Environmental Project Specialist
SUBJECT: Solid Waste & Recycling Outreach Update

The Juneau Commission on Sustainability Committee held two Solid Waste Q&A Sustainability Sessions in collaboration with CBJ Staff, the first on February 20th and the second on March 7th. Both events were well attended both in person and online (collectively about 75 people). There is a recording of the event CBJ's [website](#). Most questions were about recycling. There were also many questions about the landfill and CBJ's future plans once the landfill closes.

Staff have also put together a recycling education mailer and hope to send one out annually for both the Recycling and Household Hazardous Waste (HHW) programs going forward. For this mailer, staff incorporated some of the most asked questions from the Q&A sessions. The mailer should go out to all residents by the end of April 2024.

Attachments:
RecycleWorks mailer

RECYCLE Right!

TIPS FOR CBJ DROP-OFF RECYCLING

(NOT CURBSIDE - CONTACT ALASKA WASTE FOR INFORMATION ON CURBSIDE RECYCLING)

ALL PAPER & PAPERBOARD ✓
(INCLUDING SHREDDED)



✗ **NO OIL OR FOOD STAINED PAPER**

GREASE-FREE CARDBOARD ✓



✗ **NO GREASY PIZZA BOXES**

ALL #1 AND #2 PLASTICS ✓



✗ **NO #3 TO #7 PLASTICS**

GLASS JARS & BOTTLES ✓
(LIDS REMOVED)



✗ **NO LIGHTBULBS OR MIRRORS**

ALUMINUM & STEEL CANS ✓



✗ **NO FOIL, PIE TINS, OR SHEET METAL**



CBJ RECYCLING CENTER | 5600 TONGARD COURT

TUESDAY-FRIDAY: 7AM-5PM

SATURDAY: 8AM-5PM

Phone: 907-364-7405 | Website: JuneauRecycling.com



Phone: 907-364-7405
Website: JuneauRecycling.com

Juneau's Waste & Recycling in 2023:

Shown below: Total residential & commercial materials thrown in the landfill or diverted through CBJ's drop-off recycling program. Percentages represent the change compared to 2022 totals. Alaska Waste's curbside recycling totals are not included.

Waste landfilled:	44,691,840 lbs	↓	11%
Glass:	374,940 lbs	↓	3%
Steel Cans:	33,320 lbs	↑	19%
Aluminum:	31,400 lbs	—	NO CHANGE
Paper:	577,140 lbs	↑	5%
Cardboard:	902,800 lbs	↓	29%
Plastics:	65,800 lbs	↓	55%



Q: Does my recycling actually get recycled?

A: Yes! Everything except for glass is sent to a processing center in Washington. From there, it's sent to paper mills and processors all over the United States.

Q: What happens with glass?

A: Glass is crushed and used on-site at the landfill for fill instead of gravel. If it was not used in this way, the landfill would need to import materials.

Q: I want to recycle more, what should I do?

A: Focus on cardboard, steel cans, and aluminum cans! These materials are the easiest to recycle. Based on national estimates, we know that there are plenty more of these materials going into the landfill that can be diverted.



DATE: April 15, 2024
TO: Wade Bryson, Chair
Public Works and Facilities Committee
THROUGH: Denise Koch, Director Engineering and Public Works
FROM: Dianna Robinson, Environmental Project Specialist
SUBJECT: Skookum Recycling Use of Site Adjacent to Former South Lemon Creek Gravel Pit

Skookum Recycling, CBJ’s junk vehicle recycling contractor, has communicated to staff that they have a critical storage capacity issue that will affect our junk vehicle recycling contracts. A combination of an increase in collected materials due to the increased scrap metal fees at the landfill,¹ increased abandoned and junk vehicles going through CBJ and JPD’s junk vehicle programs, and reduced operating space at their site has created a situation where they believe they will hit maximum capacity within the next few weeks or months at the latest. The result of this would be to shut down operations on certain days, meaning that junk vehicles will stay on the street longer. Additionally, this could lead to increased illegal dumping when residents cannot bring materials to Skookum and are priced out of using the landfill for disposal.

If CBJ were to rebid our junk vehicle contracts to choose another vendor, we would likely face costs that have doubled, or even tripled, from our current contracted rates² with Skookum Recycling. In 2017, when we last rebid the junk vehicle contracts, the only other bidder, Waste Management, submitted a bid at nearly twice the rate we pay now. We suspect that the rate would be even higher in 2024.

Skookum has requested CBJ provide them with a location to store crushed and baled vehicles (approximately 1 acre) until they can come up with a more permanent solution.

The Manager’s Office and staff plan to develop a temporary agreement with Skookum Recycling to allow them to use a site adjacent to the former South Lemon Creek Gravel Pit on Anka Street close to the scale house. The conditions attached to this agreement may include stipulating a 6-month time frame, installation of a perimeter fence to control site access, considerations for vehicle fluid spill prevention, and withholding a portion of payment for services until the site is cleared, among others.

The following CBJ permits may be required:

- Conditional Use Permit (CUP) Planning Commission (if using 1 acre or more, or a building over 15,000 sq. ft.),
- City State Project (CSP) review from the Planning Commission and Assembly,
- Use Permit from the Lands Division.

¹ As of February 1, 2023, scrap metal prices at the Capitol Disposal Landfill increased from \$55/ton with a \$39.32 minimum charge, to \$155/ton with a \$110.53 minimum charge. The scrap metal fee did not increase in 2024.

² The current contracted vehicle recycling rate is \$600/standard vehicle. The RecycleWorks junk vehicle budget for the past several years, excluding the JPD program, has been \$340,000 annually.

Land

Glory Tonsgard <Glory@channelak.com>

Wed 3/27/2024 5:17 PM

To:Stuart Ashton <Stuart.Ashton@juneau.gov>

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Stuart,

We are rapidly running out of space at our already cramped 1725 Anka St. facility. We have been going back-and-forth with AML for sometime about the rate of shipping and at this point it is too expensive for us to continue shipping container loads of scrap metal. We have no choice but to stockpile the scrap metal and then barge it out ourselves or pay another barge company to haul it down to Seattle for us. That being said we are we will run out of room and will have to stop receiving junk vehicles. It is just a matter of time. We might be able to stretch it out to 3 months but it all depends on what comes through the gate. Right now we have kept our winter hours of Tuesday through Saturday 8am to 5pm slowing our crew one day to catch up while there aren't customers coming in. Additionally concerning is the fact that the land we are operating on is being leased from Tlingit & Haida who have yet to provide us with a signed lease. We have had many discussions about it over the phone and in person & zoom meetings we all seem to be to be on the same page yet We don't have a signed lease in our hand since they bought the property in 2022. We are asking if the city can lease us an area in the gravel pit behind Costco so we can stockpile baled scrap metal. We are asking for a minimum of an acre. Thank you for your consideration.

Glory Tonsgard
Channel Construction, Inc.
Cell 907-723-7301
Office 907-789-0200
Fax 907-789-5248

Spring 2024 EPW Grant Application Update

Planned and pending (submitted) applications as of April 8, 2024. This list includes programs with active/recently closed NOFOs, however, does not include funding programs which were evaluated but determined not to be a competitive fit for CBJ at this time.

Grant Name	Source	Lead Department	Project Name/Scope	Amount	Status
Safe Streets for All - FY23	USDOT	EPW	Supplemental Planning for FY22 Action Plan	\$86,000	<i>Awarded</i>
EECBG - Energy Efficiency & Conservation Block Grant	DOE	EPW	EV Truck for Utilities Fleet	\$76,000	<i>Awarded</i>
Reconnecting Communities and Neighborhoods – FY23	USDOT	EPW	Lemon Creek Multimodal Path	\$653,520	<i>Awarded</i>
2023 Community Transportation Prog. (CTP)	AKDOT&PF	EPW	Vintage Park Road Safety Improvements	\$6.39 million	<i>Awarded</i>
2023 Transportation Alt. Prog. (TAP)	AKDOT&PF	P&R	Montana Creek Bridge Replacement	\$2,221,942	<i>Awarded</i>
Hazard Mitigation Grant Program (HMGP)	Alaska DHS&EM/ FEMA	Emergency Management	Juneau Hazard Mitigation Plan Update	\$124,000	<i>Awarded</i>
Thriving Communities Technical Assistance Program	USDOT	CDD, EPW	Partnership with Tlingit & Haida, THRHA – Kowee Creek Area Dev	2-3 years technical asst.	<i>CBJ is a Finalist</i>
Waste to Energy Technical Assistance	NREL	EPW	Technical Assistance	40hrs TA	Submitted
Climate Pollution Reduction Grant (CPRG) – Implementation Grants	EPA	EPW	Electric Boiler – MWWTP	\$5.9 million	Submitted
Assistance to Firefighters Grant	FEMA	CCFR	Portable Radios Acquisition - Statewide Coalition Application (15 Fire Depts)	\$2 million	Submitted
Low or No Emission and Grants for Buses and Bus Facilities Programs	FTA	Capital Transit	Acquisition of six electric busses (including replacement of Proterra Bus) + charging infra	\$7-10 million	<i>In Progress (Due April 25)</i>
Clean Ports Program	EPA	D&H, EPW	Shore Power at Dock 16B	\$41 million (tentative)	<i>In Progress (Due May 28)</i>

Renew America’s Schools Prize	DOE SCEP	EPW/JSD	JSD-Wide HVAC Controls & Energy Upgrades	TBD	<i>In Progress (Due June 13)</i>
Active Transportation Infra Investment Program (ATIIP)	FHWA	EPW	Lemon Creek Multimodal Path (Tentative)	TBD	<i>Reviewing (Due June 17)</i>
2023 Transportation Alt. Prog. (TAP)	AKDOT&PF	EPW	<i>Lemon Creek Multimodal Path</i>	<i>\$4.56 million</i>	<i>Not Awarded</i>
Rural and Tribal Assistance	USDOT, BAB	EPW	JDNC Technical Assistance (Construction Financing)	\$70,000	<i>Not Awarded</i>
Charging & Fueling Infrastructure Grant	USDOT	EPW	Public EV Charging Infrastructure	\$5 million	<i>Not Awarded</i>
CFWR (Composting and Food Waste Reduction) Pilot Project	USDA	EPW	Food Waste Diversion (Compost) Infrastructure	\$400,000	<i>Not Awarded</i>
SWIFR (Solid Waste Infrastructure for Recycling)	EPA	EPW	<i>Compost Facility</i>	<i>\$6.5 million</i>	<i>Not Awarded</i>
REO (Consumer Recycling Education and Outreach)	EPA	EPW	<i>Source Control & Food Waste Reduction</i>	<i>\$500,000</i>	<i>Not Awarded</i>

Other Funding Programs:

- **ADEC State Revolving Fund**
 - Working with utility to submit forgivable loan applications for several projects this year
 - First up is Lead Service Line Inventory (see [resolution](#))
 - Next is a Pyrolysis project
- **IRA Direct Pay/Elective Pay Clean Energy Rebate Program**
 - Researching rebate opportunities for Electric Vehicles, EV charging infrastructure and relevant clean/renewable energy projects (geothermal, etc)
 - Rebate is available for year project goes into service
 - Program will be available through 2032

PWFC Action Items to Advance 2024 Assembly Goals

Adopted Date: 3/04/2024

PWFC Report Date: 4/15/2024

1. Housing - Assure adequate and affordable housing for all CBJ residents

	Implementing Actions	PWFC Committee Work:	Notes:
D	Continue planning and implementation of (re)development of Telephone Hill, Pederson Hill, and the 2nd/Franklin property		2.12.24 COW - Assembly provided direction on next planning steps. Staff to work on variations of Option C.

2. Economic Development - Assure Juneau has a vibrant, diverse local economy

	Implementing Actions	PWFC Committee Work:	Notes:
E	Complete design for West Douglas and Channel Crossing, apply for construction funding and appropriate and/or bond for local match	<i>Engage the public and prepare the project for a successful grant application for full design including working with ADOT and identifying match.</i>	2.16.24 - CBJ returned MOA with comments to DOT. 3.7.24 DOT and DOWL held technical and stakeholder meeting on PEL. 3.11.24 DOWL presented Level 2 Screening results to PWFC. 4.11.24 DOWL and DOT extended the stakeholder comment period to this date per stakeholder request.

3. Sustainable Budget and Organization - Assure CBJ is able to deliver services in a cost efficient and effective manner that meets the needs of the community

	Implementing Actions	PWFC Committee Work:	Notes:
B	Maintain Assembly focus on deferred maintenance including BRH and JSD with emphasis on enhancing building efficiency.	<i>Do committee work so that Assembly can increase funding for deferred maintenance.</i>	11.4.22. Assembly increased commitment to deferred maintenance in 1% that passed in October.

5. Sustainable Community - Juneau will maintain a resilient social, economic, and environmental habitat for existing population and future generations.

	Implementing Actions	PWFC Committee Work:	Notes:
A	Implement a zero waste or waste reduction plan, including development of the Zero Waste Subdivision.	Evaluate Juneau's Solid Waste situation holistically. Establish framework for stakeholder engagement. Define goals for composting and level of municipal involvement.	2.12.24 - COW authorizes EPW to spend funds from Zero Waste CIP to do a high-level study of future municipal waste disposal options. 2.22.24 - Staff held a solid waste Q&A session at the Mendenhall Library. 2.20.24 - EPA issued a final NEPA Finding of No Significant Interest (FONSI) for the \$2.5 mill development of a compost site. There are other application steps but CBJ believes that we may get authorization from EPA to access the CDS in Spring 2024. 3.7.24 - Staff held a solid waste Q&A session at the Downtown Library. 4.15.24 EPW includes a memo along with a JCOS letter of support in PWFC packet to authorize high-level study.

PWFC Action Items to Advance 2024 Assembly Goals

B	Identify and prioritize the most cost-effective energy efficiency and electrification upgrades in CBJ facilities.	Support and follow efforts of Facilities Maintenance to implement an Energy Management and Information System (EMIS)	8.28.23. Update from Building Maintenance. 3.5.2024. CBJ applied for EPA grant funding for electric boiler at MWWTP. 4.25.24 Transit applying for Low or No Emission grant for 6 more electric buses and associated charging infrastructure. This would expand the fleet. The next round of diesel buses won't be eligible for replacement until 2028
C	Implement projects and strategies that advance the goal of reliance on 80% of renewable energy sources by 2045	Do committee work on Green House Gas (GHG) Emissions data collection/measuring initiative to ensure a useful metric the Assembly can support. Define CBJ's role in providing EV charging infrastructure and electricity to the community. Support efforts to continue building the EV charging network to provide convenient and affordable EV charging for the public and to lay the groundwork for applying for grants.	12.18.2023 <i>JCOS requested funding to complete GHG reports for 2022 and 2023.</i> 4.10.24 <i>Working on contract.</i>
D	Develop mitigation and resilience strategies aimed at reducing community risk and helping Juneau adapt to climate-related hazards that have been identified in the 7/22 ACRC Report	Review "Juneau's Changing Climate & Community Response"	8.08.22 <i>Report released: https://acrc.alaska.edu/docs/juneau-climate-report</i>
E	Develop strategy to reduce abandoned/junked vehicles	Do committee work to support the Assembly in increasing funding for junk vehicle disposal, including possible incentives.	11.6.23. <i>At the 10/24/2023 Assembly Reorganization Meeting, Draft Ordinance 2023-38 Introduced "An Ordinance Amending the Traffic Code Relating to Impounds of Vehicles"</i> <i>This will ease the burden on JPD and allow impound in place.</i> 4.15.24 Skookum memo in PWFC packet.

MEMORANDUM



Section I, Item 10.

TO: Denise Koch
Engineering & Public Works Director

FROM: Greg Smith
Contract Administrator

Date: April 9, 2024

SUBJECT: Contracts Division Activity
March 1, 2024, to April 8, 2024

Current Bids – Construction Projects >\$50,000

BE24-241	Glacier Highway Lena Area Water Line Replacement	North40 Construction Corp, \$661,000.00 Award in progress.
BE24-147	Adair Kennedy Baseball Field Improvements	Award to Dawson Construction in progress, \$2,959,802.89.
BE24-195	35 Mile Off Road Vehicle Parking Lot	Estimate \$400,000-\$500,000. Eight Bids received. Award to ENCO Alaska in progress, \$323,010.
BE24-240	Floyd Dryden Middle School East Wing Roofing Replacement	Bids due on 3/5/2024, Architect's estimate \$600,000-\$700,000.
BE24-222	Cedar Park Pump Station Renovations	Bids due on 3/12/2024, Engineers estimate \$400,000-\$500,000.
BE24-247	Dogwood Lane Improvements – Mendenhall Blvd to Taku Blvd	Bids due 4/23/2024. Engineers estimate \$2,000,000
BE24-237	Douglas D Street to 1 st Street Reconstruction	Admiralty Construction, Inc, \$572,146.00. Award in progress.
BE24-181	10 th Street Reconstruction	Bids due 4/17/2024. Engineers estimate \$1,600,000
BE24-255	Lawson Creek Road Reconstruction	Bids due 4/25/2024. Engineers estimate \$1,600,000

Current RFPs – Alternative Procurement

	None	
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Current RFPs – Services

RFP E24-198	Professional Services for the Water & Wastewater Rate Study	One proposal received, DOWL, LLC. Fee negotiations in progress.
RFP E24-257	Design & Contract Administration for the 7 Mile Equipment and Vehicle Structure	One proposal received, Jensen Yorba Wall. Fee negotiations in progress.
RFP E24-252	Contract Administration & Inspection Services for Dudley Street Improvements	Two proposals received. PND Engineers is the selected firm. Fee negotiations in progress.
RFP E24-232	Contract Administration & Inspection Services for Dogwood Lane Improvements	One proposal received, Wilson Engineering, Inc., Fee negotiations in progress.
RFP E24-299	Contract Administration & Inspection Services for Dogwood, Mendenhall to Taku	Proposals Due 4/25/2024.
RFP E24-241	Contract Administration & Inspection Services for Glacier Hwy Lena Area Waterline Replacement	Proposals Due 4/18/2024.
RFP E24-277	Design Services for JNU RSA Grading at Runway shoulders & NAVAIDS	Proposals Due 04/24/2024

Other Projects – Professional Services – Contracts, Amendments & MRs >\$20,000

	None	
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Construction Change Orders (>\$20,000)

CO 3 to BE23-267	JNU Parking Lot Improvements	Bonding letter issued on 2/16/2024, \$460,856.88.
CO 4 to BE23-267	JNU Parking Lot Improvements	Bonding letter issued on 2/16/2024, \$99,700.
CO 10 to BE23-019	AB Pool Mechanical & Electrical Upgrades	Bonding Letter Issued on 3/22/2024, \$20,468.97
CO 2 to BE22-233	BRH Fuel System Upgrades	Bonding Letter issued on 3/26/2024, \$20,031.97
CA 1 to RFP E24-232	CA&I for Dogwood Lane Improvements	NTP issued 03/08/2024, \$67,945.00

Term Contracts for Small Civil & Utility Construction Services (>\$20,000)

	None	
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Term Contracts for CBJ Material Sources Construction Services (>\$20,000)

	None	
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Term Contracts for Downtown Stair Repair Services (>\$20,000)

	None	
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Term Contracts for General Construction Services (>\$20,000)

	None	
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Term Contracts for Painting Work (>\$20,000)

	None	
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Term Contracts for Electrical Work (>\$20,000)

	None	
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Term contract for Professional Services (>20,000)

	None	
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MR E24-021 – 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.

Key for Abbreviations and Acronyms

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