



AIRPORT BOARD AGENDA

March 09, 2023 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/82856995400?pwd=YUNLd2p1OFI3TnY3NUpKa3BRQmFidz09>

or Dial: 1-833-548-0276, Meeting ID: 828 5699 5400, Passcode 697369

TO TESTIFY: CONTACT PAM CHAPIN, 907-586-0962

BY 3:00 PM ON MARCH 8, 2023

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF MINUTES: February 9, 2023
- D. APPROVAL OF AGENDA
- E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- F. UNFINISHED BUSINESS

1. **Airport Rates and Fees Regulation** (Addendum A (to be posted Tuesday, March 7, 2023)). At the February 9, 2023, Airport Board meeting, the Board passed three motions: 1) the budget as presented with increases to the Airport Rates and Fees; 2) the increases to the Airport Rates and Fees Regulation; and 3) continue with the aviation commercial rent abatement into FY24. The 21-day public comment period to increase the Airport Rates and Fees Regulation began February 12, 2023, and ends close of business March 6, 2023. An addendum will be provided prior the Board meeting to present the comments received, as well as the summary of the Airport Rates and Fees Regulation for Board consideration; and prior to submitting to the Assembly for consideration.
2. **Outgoing Baggage Belt Repair/Replacement** (Addendum B (to be posted March 8, 2023)). The bids for this project will be opened on Tuesday, March 7. The estimate for the construction was \$1.5M. An addendum to the Board Agenda is expected prior to March 9 Board meeting to award, pending protest period.
3. **Gate K Culvert Replacement.** Bid opening for this project was March 1, 2023. The Airport received one bid from SECON. The original estimate was at \$523,100, and engineer's estimate after design was \$488,827. These repairs are necessary for the ingress/egress from Gate K to the airfield. Staff recommends acceptance of the bid; funding through the Airport budget and provided by the CARES grant.

Gate K Culvert Replacement Contract No. BE23-223

Engineer's Estimate: \$ 488,827.00

Colaska dba SECON: \$ 555,213.00

Board Motion: "Accept the bid of \$555,213 from Colaska dba SECON for the Gate K Culvert Replacement; funding through the Airport operations budget and provided by CARES grant."

G. NEW BUSINESS

4. **Unfunded Mandates:** There have been several mandates passed down from the Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) recently that have added a significant workload to Airport staff pertaining to compliance documentation. The following is a list of the current mandates and proposed mandates from the last six months:

- TSA Airport Security Program (ASP) Amendment - Cybersecurity Upgrades - staff training, annual exercise, reporting, and record keeping.
- TSA Security Directive – Random screening at sterile and secure area access points – reporting and record keeping.
- FAA Part 139 update – Airport Safety Management System (SMS) Program – Staff and stakeholder training, manual updates, annual risk assessment, reporting and record keeping.
- City and Borough of Juneau (CBJ) – Cybersecurity Updates – training and reporting.
- (Proposed) TSA ASP Amendment – Employee Screening – training, reporting, and record keeping.

These new and proposed mandates are in addition to the current trainings, exercises, reporting, and record keeping currently required by the FAA, TSA, Environmental Protection Agency (EPA), Department of Environmental Conservation (DEC), and other federal, state, and local agencies. Staff is currently looking at options to efficiently manage the increased workload.

[5. Airport Manager's Report](#)

[6. Airport Project Report - Mike Greene](#)

[7. Airport Project Report - Ke Mell](#)

H. CORRESPONDENCE

I. COMMITTEE REPORTS

- 8. Finance Committee
- 9. Operations Committee

J. ASSEMBLY LIAISON

K. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

L. BOARD MEMBER COMMENTS

M. ANNOUNCEMENTS

N. NEXT MEETING DATE: April 13, 2023

O. EXECUTIVE SESSION

P. ADJOURNMENT

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

**AIRPORT BOARD
AGENDA
THURSDAY, MARCH 9, 2023, 6:00 P.M.**

F. UNFINISHED BUSINESS

1. **Rates and Fees Regulation** (Attachment #1 through #3): At the February 9, 2023, Airport Board meeting, the Board accepted the recommendation from the Finance Committee to forward the proposed Rates and Fees Regulation through the public process (see Attachment #1). The regulation was advertised from February 12, 2023, through March 6, 2023. The updated Rates and Fees Regulation would see increases in almost every category, as summarized in Attachment #2. These increases reflect \$1.8M in additional revenue required to balance the budget, which was passed concurrently with the rates and fees proposed increases on February 9.

Staff received three comments during the public comment period that ended March 6, 2023. These comments are included as Attachment #3. The Board will need to review public comments and decide if any changes to the proposed Rates and Fees Regulation, and subsequently the budget, are warranted. The Board approved the FY24 budget based on the rates and fees increases, as presented.

Board Action: *“Approve the proposed Airport Rates and Fees Regulation (Attachment #1), and forward to the Assembly for consideration and adoption at their March 20, 2023, meeting, for an effective date of July 1, 2023, except as noted for air carrier fuel flowage fees, landing fees and security screening fees which would become effective May 1, 2023.*”

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

**Adoption of Title 07, Juneau International Airport
Chapter 10, Rates and Fees**

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE MANAGER AND THE JUNEAU INTERNATIONAL AIRPORT BOARD HEREBY ADOPT THE FOLLOWING REGULATIONS WHICH SUPERCEDE AND REPLACE THOSE REGULATIONS ADOPTED BY THE ASSEMBLY _____
AND EFFECTIVE JULY 1, 2023, UNLESS OTHERWISE NOTED:

Section 1. Authority. These regulations are adopted pursuant to CBJ 01.60 and CBJ 05.01.080.

Section 2. Amendment of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of a new Title 07, Chapter 10, reading:

**City and Borough of Juneau Administrative Code
Title 07: Juneau International Airport
Chapter 10: Rates and Fees**

Sections:

- 010 Policy
- 020 Rates and Fees
- 030 Definitions

07 CBJAC 10.010 Policy. The policy of the City and Borough of Juneau, Juneau International Airport Board establishing the rates and fees for the Juneau International Airport are as follows:

- (a) The rates and fees charged at the Juneau International Airport shall be structured to assure that the Airport is as financially self-sustaining as possible, while ensuring fair and reasonable rates.
- (b) The Juneau International Airport shall monitor, assess and amend such rates and fees as needed to maintain (a) above.
- (c) Revenue derived from the use of obligated Airport property must be used for the operation, maintenance, or development of the Airport.
- (d) All space designated by the Airport Manager as aviation use at the Juneau International Airport shall be available for leasing on a first-come, first-served basis, but may be allocated by the Airport Manager to insure that the reasonable needs of all users may be met. All other space may be available through competitive bid or other process.

- (e) The Juneau International Airport may be required to furnish space to a governmental agency on a “rent-free” basis in order to obtain the services of a governmental agency, or to obtain a grant or other governmental participation in the operation or cost of improving or operating the airport facility, or to honor prior grant or participation agreements.
- (f) Failure to pay applicable rates and fees outlined in this Regulation, shall be subject to citation, fines and interest on past due amount.

07 CBJAC 10.020 Rates and Fees. The following are rates and fees established by the Airport Board. These rates and fees may be subject to change by amendment and may be subject to City and Borough of Juneau Sales Tax.

- (a) **Fuel Flowage Fees.** For sales of aviation fuel and aviation fuel delivery services at the Juneau International Airport, the following fees shall apply:
 - (1) Signatory.
 - (A) Aircraft with maximum certificated gross weight of 12,500 lbs. or less shall pay fuel flowage fee of \$.~~22-30~~ per gallon ~~effective July 1, 2016~~.
 - (B) Aircraft with maximum certificated gross weight of more than 12,500 lbs. shall pay fuel flowage fee of \$.~~155~~265 per gallon, effective May 1, 2023.
 - (2) Non-signatory.

All Non-signatory aircraft shall pay a fuel flowage fee of \$.~~28-40~~ per gallon, ~~effective July 1, 2016~~ effective May 1, 2023.
 - (3) Exemption to Fuel Flowage Fees: The Civil Air Patrol (CAP) shall be exempt from Fuel Flowage Fees on missions, practice missions and fuel purchased in bulk by the CAP.
- (b) **Landing Fees.** Landing Fees shall be based on maximum take-off weight as certified by the FAA, for all types of aircraft whether empty or loaded, as follows:
 - (1) Signatory.
 - (A) Under 12,500 lbs., no fee.
 - (B) 12,500 lbs. and over, ~~for each 1,000 lbs. or any fraction thereof: \$2.453.06~~ per 1,000 lbs., ~~or any fraction thereof~~, effective ~~July 1, 2016~~ May 1, 2023.
 - (C) Exemptions to signatory landing fees:
 - i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.

Narrow Body Jets:	\$ 500 <u>1,000</u> per use or turn
Regional Prop (greater than 12,500 lbs.)	\$ 75 <u>175</u> per use or turn
Small carrier (12,500 lbs. or less)	\$ 25 <u>50</u> per use or turn

(B) Wide Body and Narrow Body jet use of the terminal shall be limited to departure lounge, available counter space, available jetway, bag claim, bag make-up and public circulation areas. Regional prop aircraft and small carrier use of terminal shall be limited to available counter space and public circulation area. Other non-signatory fees for airside use shall apply, such as landing fees, fuel flowage fees and parking or gate use also apply.

(C) Terminal Space rent shall be charged at 25% more than the published Signatory rate.

(d) Aircraft Parking Fees.

(1) Assigned Parking per Month. Fees for all types of aircraft, regardless of size or weight, per month or any fraction thereof, for parking or tiedown privileges in areas designated by the Airport Manager are as follows:

(A) Overnight parking at Air Carrier gate	\$ 500 <u>1,000</u>
(B) Main Ramp, >12,500 lbs.	\$ 500 <u>750</u>
(C) Air Taxi (small box)	\$ 75 <u>90</u>
(D) Air Taxi (large box)	\$ 100 <u>125</u>
(E) Hard-surfaced parking areas	\$ 60 <u>75</u>
(F) Gravel-surfaced parking areas	\$ 50 <u>60</u>
(G) Privately-owned seaplane floats (North & South)	\$ 90 <u>110</u>
(H) Airport-owned seaplane floats(North & South)	\$ 150 <u>180</u>
(I) Privately-owned seaplane floats (West Finger)	\$ 150 <u>180</u>

Seaplane floats fee based on 8 months of use/fees annually.

(2) Transient Parking. The parking fee for transient aircraft is determined by the maximum take-off weight as certified by the FAA, as follows:

(A) Under 6,001 lbs. (Non-commercial)	\$ 10 <u>15</u> per day
(B) Under 6,001 lbs. (Commercial)	\$ 25 <u>50</u> per day
(C) 6,001 lbs. to 12,500 lbs.	\$ 75 <u>100</u> per day
(D) 12,501 lbs. to 100,000 lbs.	\$ 175 <u>250</u> per day
(E) 100,001 lbs. and over	\$ 500 <u>1,000</u> per day/ <u>lg aircraft ramp, per turn/terminal gate</u>
(F) Jetway Use 5 Air Carrier g Gate <u>2, 5</u> (Non-Signatory)	\$ 500 <u>1,000</u> per <u>turn/use</u>

All aircraft parking spaces are designated one aircraft per space. Any additional aircraft parked in/near/around a parking spot, or any aircraft not

within an aircraft designated space will be assessed the daily transient rate for size/type of aircraft/operation.

Aircraft parking fees are assessed for the first 24 hours or any fraction thereof. Subsequent days are charged for each 24 hour period or any fraction thereof. Non-commercial aircraft are exempt for the initial two hours of aircraft parking. Rates apply to the public parking areas of the airport.

- (3) Storage Fees. Property that remains on a tiedown or other location after termination of the agreement, shall be charged a storage fee of \$200 per month, except that ownership of a dock on the float pond shall revert to the Airport if not removed upon termination of the agreement.

(e) **Land Lease Rates.** Certain property at the Juneau International Airport has been designated by the Assembly as available for airport related purposes. CBJ Chapter 05.20 “Airport Lands,” provides for the administration of such property and authorizes the Airport Manager to negotiate certain leases subject to Airport Board approval, and according to certain terms provided therein. Airport land lease rates shall be according to airport land type and/or use as follows:

(1) Land Lease Rates (all rates per square foot, annually):

- (A) Non-Commercial Airfield Land Lease \$0.~~47~~ 57/sq ft/year
- (B) Commercial Airfield Land Lease \$0.~~57~~ 70/sq ft/year
- (C) SIDA Airfield Land Lease \$0.~~80~~ 97/sq ft/year
- (D) Landside Non-Aviation Land Lease \$0.~~71~~ 86/sq ft/year
- (E) Undeveloped Land Lease 1st Right of Refusal
\$0.~~19~~ 05/sq ft/year

(2) Non-aviation Land Lease Rates. Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%.

(3) Land Lease Wait List Fees. The Juneau International Airport has established wait lists and application fees based on the land lease types and proposed construction types. Tenants wishing to apply for land lease space shall fill out an annual wait list application and pay the following annual application fees:

- (A) Commercial Leases: \$25/annually
- (B) Executive Hangar Leases: \$25/annually
- (C) T-Hangar Leases: \$25/annually

(f) **Rental Car Lot.** Rental car lot spaces shall be charged at the following rate:

(1) ~~\$75-100~~ per space, per month or any fraction thereof,

(g) **Commercial Vehicle Access Fees.** Access fees are per vehicle, per calendar year. A numerically sequenced permit/sticker is issued for each fee paid. Permit/sticker must be properly displayed and permanently affixed to the vehicle windshield prior to operating on the Airport premises. Failure to display and affix permit to the vehicle will be considered as conducting business at the airport without a valid permit. Prior year(s) permits must be removed or current year permit will be invalid. The following fee structure applies to the categories of Ground Transportation and Access users as indicated:

(1) Ground Transportation Fees. (Taxicab, bus, airporter, courtesy van, or limo.)

	<u>1-7 PAX</u>	<u>8-16 PAX</u>	<u>17 or MORE</u>
	<u>Rate</u>	<u>Rate</u>	<u>Rate</u>
Annual	\$150 <u>200.00</u>	\$200 <u>250.00</u>	\$250 <u>350.00</u>

For each calendar year, each tour operator permitting multiple large buses, shuttles and/or vans, may purchase as many annual vehicle permits as needed to conduct business on the Airport premises and pay the actual cost of permits per vehicle in accordance with the above table, or \$10,000, whichever is less.

(2) Commercial Freight Pick-up/Delivery Vehicles. Off-Airport businesses performing a commercial pick-up or delivery of freight transitting the Airport shall be required to purchase and display a Commercial Freight Pick-up/Delivery permit on their vehicle prior to conducting such business on the airport premises. ~~This excludes any item that an airport tenant may use or consume for their own personal or business purposes. The permit entitles the vehicle to free parking in the Short-Term lot during pick-up and delivery only.~~

	<u>1st Vehicle</u>	<u>Each Additional Vehicle</u>
	<u>Rate</u>	<u>Rate</u>
Annual	\$150 <u>200.00</u>	\$25 <u>50.00</u>

(3) Airport Operational Area (Commercial freight pick-up/delivery vehicles with inside the fence access.)

	<u>1st Vehicle</u>	<u>Each Additional Vehicle</u>
	<u>Rate</u>	<u>Rate</u>
Annual	\$230 <u>300.00</u>	\$35 <u>75.00</u>

(h) **Boundary Crossing Fee.** Companies or businesses conducting business within the boundaries of the Airport that do not lease property on the Airport are subject to an annual boundary crossing fee. (Separate from public ground transportation access fees and commercial access delivery fees outlined in (g) above).

Boundary Crossing Fee: \$200 minimum per year, as negotiated based on Airport land use or boundary activity

- (i) **International Passenger Processing Fee.** Any passenger arriving or processed through U.S. Customs who has deplaned off of a scheduled or chartered international commercial flight will be assessed an international processing fee.

International Passenger Processing Fee: \$4 per passenger

(j) **Employee Parking Fees.**

- (1) A company, business, or government agency conducting business on the Juneau International Airport, or an employee or association of employees thereof may park in the airport employee parking lot while on duty under the following terms and conditions:
 - (A) Parking fees are paid in full prior to the beginning of the calendar month or fraction thereof, for which parking is desired.
 - (B) A 10% discount shall be given for prepayment of an entire period as described in section (3) below.
 - (C) Use of the employee parking lot for any purpose, other than parking while on duty, will forfeit access to, and fees paid for, the employee parking lot for that period.
 - (D) Vehicles may not park in the employee parking lot for more than 24 hours without Airport Management approval. If an employee has been approved for extended parking, the employee must make arrangements to have the vehicle moved upon request of the Airport. Vehicles not in compliance with the subsection will-may be towed and impounded at the owner's expense.
 - (E) Employee vehicles must be registered with Airport Management. Vehicles parked in the employee parking lot that have not been registered will-may be towed and impounded at the owner's expense.
- (2) The rate for parking in the employee parking lot is \$40-50 per space per month, or any fraction thereof.
- (3) There will be two rental periods per year. The first period shall be from October through April (7 months), and the second period shall be from May through September (5 months).
- (4) Use of a parking space may be shared between two eligible employees and a single fee charged, provided work schedules do not overlap and/or actual use is limited at all times to a single car in the single rented space.

- (k) **Concession Fees.** Concessions which operate at the airport shall be awarded through Bid process, Request for Proposal (RFP) process or as a sole responder with a Letter of Interest.

Concession fees are established through contract negotiations, but will not be leased at a rate less than those established for Airfield/Aviation Use Land Lease Rates.

(l) **Governmental Agency Rental Rates.** The Juneau International Airport may enter into an agreement with governmental agencies for the reimbursement of expenses incurred by the airport in providing services (which may include, but not be limited to: maintenance, utilities, supplies and janitorial services) to the “rent-free” space. The charge for such reimbursable expenses for services shall be based on the annual per square foot cost of providing such services to the entire area serviced.

(m) **Airport Reimbursable Costs.** The Juneau International Airport may charge tenants, users or patrons of the Airport for costs associated with reimbursement of personnel costs, equipment costs or supplies for which a tenant, user or patron requests a special service which is not covered by a tenant or user agreement or is not a normally provided function of Airport operations. This may include damage to airport property for which the tenant, user or patron is responsible and whereby additional cost has been incurred by the Airport. A detailed breakdown of all costs will be provided after an emergency situation or an estimate will be supplied in advance to a request if appropriate.

(n) **Fingerprint Fees.** For fingerprinting and electronic submission to the Federal Bureau of Investigation (FBI) for criminal history records check, the following fees shall apply:

- (1) Employees, tenants, employees of tenants, or those employees of businesses and agencies directly working with/at the Juneau International Airport, the fingerprint fee shall be: ~~\$50~~ 75 per person.
- (2) For all others, the fingerprint fee shall be: \$75 per person.

(o) **Badging Fees.** For access and identification badges issued at the Juneau International Airport, the following fees shall apply:

- (1) Security Identification Display Area (SIDA), 135 ramp (Non-SIDA), General Aviation AOA badges, or Airport Employee identification badges, the fees shall be:

(A) Initial Issuance (\$25 <u>50</u>) & Deposit (\$50)	\$ 75 <u>100</u>
(B) Renewal (Annual)	\$ 25 <u>40</u>
(C) Re-issuance for worn or damaged	\$ 25 <u>40</u>
(D) Lost badge	\$200
(E) Contractor Deposit	\$200
(F) Proximity Gate Card	\$ 40 <u>15</u>
(G) Non-Airport ID	\$ 25 <u>50</u>

Deposits shall only be refunded upon the timely return of an individual’s current access badge to Airport Security or Airport Administration. If a “lost” badge is later recovered, a refund ~~of \$190~~ may be issued, minus the fees associated with the

replacement badge, only if the lost badge is of the current issuance lot (color, badge design).

In lieu of a deposit, an employer may issue a written letter of guarantee for their employee(s). Such letter will be on company or business letterhead, signed by an authorized agent of the company or business, and guarantee that if an authorized employee of their company or business does not return a badge or loses a badge, the company or business shall be responsible for the non-returned/lost badge and remit the \$200 fee to the Airport.

(2) Proximity Cards (or gate access cards): \$~~10~~ 15 per card / issuance

(3) Non-airport identification media : \$~~25~~ 50 per card / issuance

(p) **Airline Fee for Airport Security Screening.** Each Air Carrier shall pay \$~~1.43~~ 2.26/per screened enplaned passenger effective May 1, 2023, ~~enplaned passenger~~; for that Air Carrier’s passengers subject to security screening and enplaning, at Juneau International Airport, ~~retroactive to May 1, 2016~~.

The Non-signatory rate for Airline Fee for Airport Security Screening shall be at a rate of 25% more than the established signatory rate for Airport Security Screening Fee.

(q) **Lease Action Filing Fee.** For any Lease Action Request (Assignment, New Lease, Extension/Amendment, Collateral Assignment, Cancellation) at the Juneau International Airport. \$100/per Lease Action Request

07 CBJAC 10.030 Definitions. For purposes of this chapter, unless the context plainly requires otherwise:

“Aviation Use” means the storage, operation, maintenance, or servicing of aircraft, or a use directly ancillary to such aviation use.

“Employee” a person employed by a company, business or governmental agency and who is stationed to work at the Juneau International Airport for that company, business or agency.

“Juneau International Airport” or “Airport” means the facilities and lands owned by the City and Borough of Juneau, and designated as Airport properties, or the administration which oversees the facilities and lands at the Airport, subject to this regulation.

“Signatory” means air carriers or aircraft owners/operators who have a written lease agreement with the Airport.

“Non-Signatory” means air carriers or aircraft owners/operators who do not have a written lease agreement with the Airport. A sublease agreement does not qualify at the “signatory” rate.

“Commercial Land” means that area of the Airport which is designed for businesses and commercial activity, but may be leased to private individuals at the commercial rate.

“Landside Non-Aviation Land” means that area of the Airport which is outside the airfield perimeter fence, and designated for any non-aviation related use.

“Non-Commercial Land” means that area of the Airport which is designed for private, non-business activities, but may be leased to commercial businesses at the commercial rate.

“SIDA Land” (or Security Identification Display Area) means that area of the Airport which is designated for SIDA activities/business, pursuant to 49 CFR 1500 series.

“Transient Aircraft” at the Airport means an aircraft that is not assigned to a permanent parking space, that is not subject to a written parking agreement with the Airport, that is not parked in its assigned permanent parking space, or that is double parked in an aircraft parking space.

“Undeveloped Land” means raw land that has not been filled to grade or been permitted for development.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on ~~April 5, 2016~~, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

~~Joe Heuelsen~~ Al Clough, Chairman
Juneau International Airport Board

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

~~Amy Mead~~ Robert Palmer

City Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

~~Laurie J. Sica~~ Elizabeth J. McEwen,

Clerk

Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at ___:___ a.m./p.m. on the _____ day of _____, _____.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date shall be the seventh day after the date of filing with the clerk, per CBJ 01.60.330.

Date: _____

~~Laurie J. Sica~~ Elizabeth J. McEwen,

Clerk

**SUMMARY OF RATES & FEES REGULATION CHANGES
AIRPORT BOARD FINANCE MEETING
JANUARY 19, 2023**

Airport Security Screening Fee: For all passengers that are screened and enplaned at Juneau International Airport

Current: \$1.43 per screened, enplaned Passenger

Suggested: \$2.26 per screened, enplaned Passenger
beginning May 1, 2023

Estimate additional revenue for FY24 budget: \$310,420

(based on 374,000 screened pax, 87.5% sec expenses)

Note: Suggested increase for FY21/22 were \$1.83/\$1.86

Taxi/Ground Commercial Vehicle Permits:

Ground:

Current:

1-7 Pax	\$150/annually
8-16 Pax	\$200/annually
17 or more	\$250/annually
Tour Company	\$10,000 flat fee/yr

Suggested:

<i>1-7 Pax</i>	<i>\$200/annually</i>
<i>8-16 Pax</i>	<i>\$250/annually</i>
<i>17 or more</i>	<i>\$350/annually</i>
Tour Company	No Change

Estimate additional revenue for FY 24 budget: \$8,550

Note: suggested increase for FY21/22 were: 1-7 Pax \$175yr, 8-16 Pax \$250yr, 17+ \$300/yr

Commercial Delivery:

Current:

1 st Vehicle	\$150/annually
Each Additional vehicle	\$ 25/annually

Suggested:

<i>1st Vehicle</i>	<i>\$200/annually</i>
<i>Each Additional vehicle</i>	<i>\$ 50/annually</i>

Estimate additional revenue for FY 24 budget: \$1,025

Note: suggested increase for FY21/22 were: \$175/yr 1st vehicle, \$50/yr each additional

Airport Operational Area (AOA):

Current:

1 st Vehicle	\$230/annually
Each Additional vehicle	\$ 35/annually

Suggested:

<i>1st Vehicle</i>	<i>\$300/annually</i>
<i>Each Additional vehicle</i>	<i>\$ 75/annually</i>

Estimate additional revenue for FY 24 budget: \$1,510
 Note: suggested increase for FY21/22 were: \$275/yr 1st vehicle, \$75/yr each additional

Rental Car Lot:

Current:

Per Space	\$75/month
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Suggested:

<i>Per Space</i>	<i>\$100/month</i>
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Estimate additional revenue for FY 24 budgets: \$36,900

Note: Suggested increase for FY21/22 were \$85/mo

Land Lease Rates:

Currently we have three types of land leases (since 2013)—

\$0.57/sf/yr	Commercial Airfield and Landside (Aviation use)
\$0.47/sf/yr	Non-commercial airfield
\$0.71/sf/yr	Landside non-aviation
\$0.80/sf/yr	SIDA land lease
\$0.01/sf/yr	1 st Right of Refusal

Suggested land leases changes (based on ANC CPI 2014 - 2022)—

<i>\$0.70/sf/yr</i>	<i>Commercial Airfield and Landside (Aviation use)</i>
<i>\$0.57/sf/yr</i>	<i>Non-commercial airfield</i>
<i>\$0.86/sf/yr</i>	<i>Landside non-aviation; or as negotiated for long term non-aviation</i>
<i>\$0.97/sf/yr</i>	<i>SIDA land lease</i>
<i>\$0.05/sf/yr</i>	<i>1st Right of Refusal</i>

Estimated Additional Revenue for FY 24 budget \$149,203

Note: Suggested increase for FY21/22 were (based on ANC CPI over 5 years only)—

\$0.61/sf/yr	Commercial Airfield and Landside (Aviation use)
\$0.50/sf/yr	Non-commercial airfield
\$0.76/sf/yr	Landside non-aviation; or as negotiated for long term non-aviation
\$0.85/sf/yr	SIDA land lease

Tiedown:

Currently:

\$50/mo	Gravel
\$60/mo	Asphalt
\$75/mo	Main-small
\$100/mo	Main-large

Suggested:

<i>\$60/mo</i>	<i>Gravel</i>
<i>\$75/mo</i>	<i>Asphalt</i>
<i>\$90/mo</i>	<i>Main-small</i>
<i>\$125/mo</i>	<i>Main-large</i>

Estimated Additional Revenue for FY 24 budget: \$12,120

Note: Suggested increase for FY21/22 were (based on ANC CPI over 5 years only)—

<i>\$60/mo</i>	<i>Gravel</i>
<i>\$75/mo</i>	<i>Asphalt</i>
<i>\$85/mo</i>	<i>Main-small</i>
<i>\$110/mo</i>	<i>Main-large</i>

Float Pond:

Currently:

\$90/mo	Private
\$150/mo	Airport
\$150/mo	West finger

Suggested:

<i>\$110/mo</i>	<i>Private</i>
<i>\$180/mo</i>	<i>Airport</i>
<i>\$180/mo</i>	<i>West finger</i>

Estimated Additional Revenue for FY 24 budget: \$7,440 (only billed for 8 months/yr)

Note: Suggested increase for FY21/22 were (based on ANC CPI over 5 years only)—

<i>\$100/mo</i>	<i>Private</i>
<i>\$175/mo</i>	<i>Airport</i>
<i>\$175/mo</i>	<i>West finger</i>

Signatory Jet/Jetway Parking/Use:

Currently:

\$500/mo	Main ramp > 12,500
\$500/mo	Air Carrier Gate/Cargo parking
\$3,000/mo	Jetbridge/PBB Use (Gates 2 &5)

Suggested:

<i>\$750/mo</i>	<i>Main ramp > 12,500</i>
<i>\$1,000/mo</i>	<i>Air Carrier Gate/Cargo parking</i>
<i>\$3,500/mo</i>	<i>Jetbridge/PBB Use (Gates 2 &5)</i>

Estimated Additional Revenue for FY 24 budget: \$33,000

Note: Suggested increase for FY21/22 were

<i>\$500/mo</i>	<i>Main ramp > 12,500</i>
<i>\$1,000/mo</i>	<i>Air Carrier Gate/Cargo parking</i>
<i>\$3,500/mo</i>	<i>Jetbridge/PBB Use (Gates 2 &5)</i>

Transient A/C Tiedown:

Currently: per 'use'

\$10	<6,000 lbs. non commercial
\$25	<6,000 lbs. commercial
\$75	6,001 – 12,500 lbs.
\$175	12 501 – 100,000 lbs.
\$500	>100,000 lbs.
\$500	Jetway 5 (exec ASA/Delta)

Suggested:

<i>\$15/day</i>	<i><6,000 lbs. non commercial</i>
<i>\$50/day</i>	<i><6,000 lbs. commercial</i>
<i>\$100/day</i>	<i>6,001 – 12,500 lbs.</i>
<i>\$250/day</i>	<i>12 501 – 100,000 lbs.</i>
<i>\$1000/turn (terminal)/day (lg aircraft ramp)</i>	<i>>100,000 lbs.</i>
<i>\$1,000/turn/use</i>	<i>Jetway Use –Gate 2, 5 (non-signatory)</i>

Estimated Additional Revenue for FY 24 budget \$0

Note: Suggested increase for FY21/22 were

<i>\$15/day</i>	<i><6,000 lbs. non commercial</i>
<i>\$50/day</i>	<i><6,000 lbs. commercial</i>
<i>\$100/day</i>	<i>6,001 – 12,500 lbs.</i>
<i>\$250/day</i>	<i>12 501 – 100,000 lbs.</i>
<i>\$500/turn (terminal)/day (lg aircraft ramp)</i>	<i>>100,000 lbs.</i>
<i>\$1,000/turn/use</i>	<i>Jetway Use –Gate 2, 5 (non-signatory)</i>

Terminal Lease: (sf/yr)

Currently:

\$25.16	Counter North (+7 ft)
\$31.69	Counter East (+12ft)
\$22.88	Office North
\$25.52	Office East
\$25.52	Office Admin East
\$25.52	Bag Claim (public)
\$20.34	Bag Make-up/Storage
\$20.34	Storage Frt Room North
\$12.71	Canopy North
\$31.69	Departure/Hold Room

Suggested:

(based on ANC CPI 2014-2022)—

<i>\$30.45</i>	<i>Counter North (+7 ft)</i>
<i>\$38.35</i>	<i>Counter East (+12ft)</i>
<i>\$27.69</i>	<i>Office North</i>
<i>\$30.89</i>	<i>Office East</i>
<i>\$30.89</i>	<i>Office Admin East</i>
<i>\$30.89</i>	<i>Bag Claim (public)</i>
<i>\$24.61</i>	<i>Bag Make-up/Storage</i>
<i>\$24.61</i>	<i>Storage Frt Room North</i>
<i>\$15.30</i>	<i>Canopy North</i>
<i>\$38.35</i>	<i>Departure/Hold Room</i>

Estimated Additional Revenue for FY 24 budget: \$170,131

Note: Suggested increase for FY21/22 were (based on ANC CPI over 6 years only)—

<i>\$25.16</i>	<i>Counter North (+7 ft)</i>
<i>\$34.45</i>	<i>Counter East (+12ft)</i>
<i>\$22.88</i>	<i>Office North</i>
<i>\$27.74</i>	<i>Office East</i>
<i>\$27.74</i>	<i>Office Admin East</i>
<i>\$27.74</i>	<i>Bag Claim (public)</i>
<i>\$22.10</i>	<i>Bag Make-up/Storage</i>
<i>\$20.34</i>	<i>Storage Frt Room North</i>
<i>\$12.71</i>	<i>Canopy North</i>
<i>\$34.45</i>	<i>Departure/Hold Room</i>

Employee Parking:

Current:
\$40/month
\$180/ summer months May – September
\$252/ winter months October – April

Suggested:
\$50/month
\$225/ summer months May – September
\$315/ winter months October – April

Estimate additional revenue for FY 24 budget: \$10,900
Note suggested increase for FY21/22 was \$50; no change

Fuel Flowage Fees:

Signatory:

Aircraft 12,500 lbs and under (AV or Jet) \$0.22/gallon
Suggested ***\$0.30/gallon***

Estimate additional revenue for FY 24 budget: \$76,160
Note suggested increase for FY21/22 were \$0.27/gallon FY21, \$0.29/gallon FY22

Aircraft greater than 12,500 lbs. (Large Commercial Jet) \$0.155/gallon
Suggested ***\$0.265/gallon***

****Airlines typically request May 1 start date***

Estimate additional revenue for FY 24 budget: \$363,363
Note suggested increase for FY21/22 were \$0.175/gallon FY21; \$0.18/gallon FY22

Non-Signatory:

Non-signatory \$0.28/gallon
Suggested ***\$0.40/gallon***

****Request May 1 start date***

Estimate additional revenue for FY 24 budget: \$41,839
Note suggested increase for FY21/22 were \$0.337/gallon FY21; \$0.363/gallon FY22

Landing Fees:

Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$2.45/1,000 lbs*

Suggested

*Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$3.06/1,000 lbs**

**Airlines typically request May 1 start date*

Estimate additional revenue for FY 24 budget: \$533,713

*Note suggested increase for FY21/22 were \$2.47/1,000 lbs **FY21**; \$2.60/1,000 lbs **FY22***

Non-Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$3.06/1,000 lbs*

Suggested

*Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$3.83/1,000 lbs**

**Airlines typically request May 1 start date*

Estimate additional revenue for FY 24 budget: \$16,622

*Note suggested increase for FY21/22 were \$3.09/1,000 lbs **FY21**; \$3.25/1,000 lbs **FY22***

Badging Fees:

Currently: per 'use'

- \$75 Initial Badge
- \$25 Renewal Badge
- \$25 Reissuance (worn/damage/replacement)
- \$50 Fingerprint Fees (Airport)
- \$10 Prox/gate card
- \$25 Non-airport ID issue

Suggested:

- \$100 Initial Badge*
- \$40 Renewal Badge*
- \$40 Reissuance (worn/damage/replacement)*
- \$75 Fingerprint Fees (Airport)*
- \$15 Prox/gate card*
- \$50 Non-airport ID issue*

Estimate additional revenue for FY 24 budget: \$29,280

Note: no increases were suggested for FY21/22



February 23, 2023

Patty Wahto
1873 Shell Simmons Dr.
Juneau, AK 99801

Via Email

Dear Patty,

I wanted to reach out to you and thank you for taking the time to discuss the upcoming FY2024 budget and next steps in the budgeting and capital programs. I have reviewed the Board Meeting Packet, including the Budget and proposed changes to the Airport Rates & Fees Regulation. It is my understanding that these rates have not been updated since July 2016 when the proposed 2020 updates were put on hold due to COVID-19.

Alaska Airlines supports the proposed Draft Airport Rates & Fees Regulation (Attachment #5) changes. The proposed new rates and fees are in line with our goals of working with airports to be fiscally responsible while ensuring that needed capital and operating programs are supported.

We truly value the partnership with the airports and communities we serve and look forward to continuing to work together.

Regards,

Amy Fuller Lyman
Amy Fuller Lyman
Portfolio Manager, Airport Affairs



COASTAL HELICOPTERS, INC.

8995 Yandukin Dr. Juneau, AK 99801
907-789-5600 Fax 907-789-5528
mwilson@coastalhelicopters.com

March 3, 2023

Patty Wahto and the Juneau International Airport Board

RE: FY 2024 proposed Rates and Fees increase

First of all, thank you for your consideration of rent abatement for FY 2024. As you are all aware the transportation and tour industries suffered greatly during the COVID-19 pandemic shutdown. We are struggling to get our business and financial situation back to pre-pandemic levels. We are fighting the availability and cost of employees and the continuing supply chain problems causing delays in completing required maintenance. The cost of insurance, materials and components have increased exponentially in last 2 years. Now we are faced with increased cost of operating at the Juneau International airport.

Fall 2019 and Winter 2020 we were involved with the discussions to increase the airport Rates and Fees. These increases were deemed fair and practical at the time, and I believe the Board, in your efforts to continue to support local businesses on the airport, should consider a few approaches to the extreme rate increases.

First, as we all discussed during the 2019/2020 finance process, the operating budget finance model (85% 121 operators/15% 135 operators and GA) should be reviewed and modified to meet the current operating division, I believe it is closer to 90/10.

Second, the proposed Fuel Flowage Fees in the new Rates and Fees proposed increase should be reduced to \$0.27/gallon as was agreed in the 2019/2020 budget process.

Third, we would like to see the airport explore more revenue streams, such as cargo and GSE that are not currently in the JNU Rates and Fees. This was brought up during the recent Finance Committee meeting and should be considered and revisited often, at least annually.

I suggest revisiting the Rates and Fees annually so we can make small adjustments to keep up with the true operational costs of the airport compared to making large changes to the Rates and Fees that cause tenants to have to significantly adjust rates to customers all at once.

**Michael H
Wilson**

Digitally signed by Michael H Wilson
DN: cn=Michael H Wilson, o=Coastal
Helicopters, Inc., ou,
email=mwilson@coastalhelicopters.co
m, c=US
Date: 2023.03.03 09:09:41 -09'00'

Michael Wilson
General Manager
Coastal Helicopters, Inc.

From: Tom Williams <Tom@wardair.com>
Sent: Friday, March 3, 2023 7:43 PM
To: Airport Board <airportboard@juneau.gov>
Cc: Patty Wahto <Patty.Wahto@jnuairport.com>; Edward K. Kiesel <Ed@wardair.com>; Mike Wilson (MWilson@CoastalHelicopters.com) <MWilson@CoastalHelicopters.com>; Kent Craford (KentCraford@hotmail.com) <KentCraford@hotmail.com>
Subject: Proposed CBJ Airport Rates and Fee Changes
Importance: High

Dear CBJ Airport Board Members:

As I testified at your February 9, 2023 Airport Board meeting, Ward Air does not object to the proposed changes to the Airport's rates and charges, with one exception. For the several reasons I explained at that Board meeting, we recommend and request you adopt a flowage fee rate for signatory aircraft of 12,500 lbs. or less of \$.26 per gallon (up from the current \$.22 per gallon) to be effective July 1, 2023 and not increasing the fuel flowage fee to \$.30 per gallon until at least July 1, 2024.

I was recently reminded that back in 2020 or 2021 the Airport Manager had identified a problem with the Airport financial model that over several years resulted in the Part 135 operators contributing more to the Airport's revenues than what they should have. This is an additional reason why we think you should support our request to increase fuel flowage fees evenly over two years instead of one.

As I also recall, rather than conduct an audit of the discovered overcharges, it was the intention of the Airport instead to have their financial model re-designed to allow more transparency as well as making it easier to use and understand for both airport staff and tenants, thereby avoid such problems prospectively. To do that the relationships between the cost centers and the allocation formulas imbedded in the model needed some clarity and transparency. As I recall the tenants wanted to be involved in the formulation of an updated model. However, I do not recall that occurring. In addition, as part of that process, I believe the agreed allocation of costs between the Part 121 carriers and the Part 135 operators were to be reviewed and amended as appropriate.

I realize I may have missed a Board Finance Committee meeting or meetings where a new model was presented to the Board and tenants. Nevertheless, at the upcoming Board meeting we would appreciate it the Manager would provide the Board and tenants an update (or perhaps in my case, just a reminder) of the status of the attempt to simplify the Airport's financial model.

Thank you for your consideration. I will look forward to this coming Thursday's Board meeting.

Sincerely,

Tom Williams
Ward Air, Inc.
8991 Yandukin Drive
Juneau, AK 99801
(907) 789-0890 Phone
(907) 789-0990 Fax
Tom@WardAir.com

"Communication is the lifeblood of every organization and relationship."

ADDENDUM B
AIRPORT BOARD
AGENDA
THURSDAY, MARCH 9, 2023, 6:00 P.M.

F. UNFINISHED BUSINESS

2. **Outgoing Baggage Belt Repair/Replacement.** The bids for this project were opened on Tuesday, March 7. The Airport had estimated \$1.5M for project costs; engineer’s estimate was \$1,127,610. Two responsive bids were received with the apparent low bid of \$1,275,924 by Robson Handling Technology USA, Inc. A bid submitted by Five Star Airport Alliance, Inc. was deemed non-responsive.

The total bid includes the alternate for a portion of the Alaska Airlines bag conveyor belt behind their check-in counter at a cost of \$106,912. Staff requests the Board accept the bid of \$1,275,924 from Robson Handling Technology USA, Inc., and forward to the Assembly for appropriation and bid award, pending protest period. Funding for this project is through the FAA CARES grant.

Bidders	Total Bid
<i>Robson Handling Technology USA, Inc.</i>	<i>\$1,275,924.00</i>
Dawson Construction, LLC	\$1,542,000.00
<i>Engineer’s Estimate</i>	<i>\$1,127,610.00</i>

Board Motion: “Accept the bid of \$1,275,924 from Robson Handling Technology USA, Inc., for the Outgoing Baggage Belt Repair/Replacement project; funding through the FAA Airport CARES grant; and forward to the Assembly for appropriation and award, pending protest period.”

AIRPORT MANAGER'S REPORT

- a. Staff Kudos. Juneau area was hit with some recent snow/ice events that could have easily shut down the Airport. Crews kept up with the demands during these events. They have all worked long shifts, call-outs, working their normal days off and helping out wherever they were needed to keep this airport safe and operating. Thanks to all the Airport staff.
- b. Congressional Discussions. Through our City DC Lobbyists, Katie Kachel and David Jansen, the Airport Manager was able to open up discussions with our Congressional Delegation, as well as House Chair of Transportation & Infrastructure, and House Chair of Commerce staff regarding the inclusion of the Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) language for Federal Aviation Administration (FAA) ownership and maintenance; and Passenger Facility Charge (PFC) increases. Staff believes that the door has now been opened on these issues and we may make some progress with the 2023 FAA Reauthorization Bill.
- c. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) (Attachment #4). The Airport Fund Balance page reflects updates to the FY23/24 budgets now and reflects what will be reported to/adopted by the Assembly. FY23 includes the increase of \$32,100 for the Gate K Culvert repair. **FY24 Note:** the Assembly approved two new CBJ recruitment and retention programs that are included in the FY24 budget – dependent care assistance (\$28,600) and deferred compensation employer match (\$25,900). This increases the FY24 Airport Expenses by \$54,500. The second column from the right on the AFB sheet shows the FY24 with the rates and fees increases pending final Board and Assembly adoption of the rates/fees changes. The CRAB reflects the approved use of the additional \$108K for funding the Float Pond Phase 2 Design work until reimbursed by the FAA grant.
- d. CARES/CRRSAA/ARG Fund Balance (Attachment #5). The breakdown of CARES Act/CRRSAA funds used and proposed to be used/proposed to-date is detailed below. This is an update based on February Board motions and proposed March motions, bids and updates to accruals. Attachment #5 shows the updated spreadsheet of the projects and expenses for the CARES Act funds. The list shows the projects and funding already in use, as well as projects for consideration. At this time, the Airport is looking at \$5.5M still available, with final parking lot bids/costs still unknown. The spreadsheet provides further detail for the table (below). The asterisk show the lines where changes have occurred. Note that the FY24 operational expenses are zeroed out by the increase of airport rates and fees to cover expenses now. Also the inclusion of the FY24 commercial aviation rent abatement is shown, as well as adjustments to other line items based on updates or actual bids. Note that the parking lot is listed at the lower end of the estimated range at this time.

CARES/CRRSAA/ARG Act Use		3/2/2023
30,590,133	Grant awards*	
(727,145)	FY20 Operational Expenses	
(3,427,111)	FY21 Operational Exp incl tenant relief; yearend	
(602,375)	FY21 Airport GO Bond debt service	
(662,625)	FY22 Airport GO Bond debt service	
(203,028)	TWY Regulator Upgrade (appropriated)	
(1,610,000)	Bag Belt Replace - Est; + \$50K design (10/21)	
(600,000)	Parking Lot Design (max) - Estimate	
(238,400)	Bagwell Gas Detect \$43k desgn+construct 195.4k pend	
(165,000)	SREB Circulation Pump Upgrade *May 22 bids	
(175,000)	Sand/Chem bldg Back-up Boiler TBB July 2022	
(48,715)	Forklift vehicle	
22,130,734	Balance	
	<i>Proposed Use</i>	
(98,347)	Required Concession Relief (not for other use)	
(1,200,000)	FY22 Tenant Rent Relief (est)	
(2,192,800)	FY22 Operational Expenses (est) + 107.9K int hit	
(1,250,000)	FY23 Tenant Rent Relief (est)	
* (1,250,000)	FY24 Tenant Rent Relief (est)	
* (1,611,200)	FY23 Operational Expenses (est)	
* 0	FY24 Operational Expenses (est)	
(660,300)	FY23 Airport GO Bond debt service	
(657,000)	FY24 Airport GO Bond debt service	
	<i>*April 2022 Board Project Approvals*</i>	
(450,000)	Terminal Seating 11/9/22 Board inc by \$350	
0	Terminal Lighting	
(350,000)	Terminal Ceiling	
(20,000)	Man Lift	
(35,000)	Fuel Station Access Control & Generator	
(20,000)	TSA Bag Screening Floor	
(32,000)	SREB Wash Bay Protection	
(296,400)	NWDA Electrical Upgrades	
(190,000)	Float Pond Electrical Upgrades	
* (604,313)	Gate K Culvert Replace (\$49.1K +\$523.1K est +32,1	
* (147,150)	Old Shop UST remove/replace/cleanup	
* (5,500,000)	Parking Lot Construction -TBD -Est (in design)	
5,566,224	<i>Proposed/estimated balance</i>	

e. 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:

- **UPDATE** – *Juneau Douglas North Crossing Project*. Alaska Department of Transportation (ADOT) has started the North Crossing project, for a second crossing over the channel between Juneau and Douglas. The Airport participates in the Technical Advisory Committee due to protection of aircraft approach corridors coming down the channel. The Airport added their comments and concerns based on approach corridors and future need during a recent public comment period. The next Technical Advisory and Stakeholder meeting is scheduled for March 6, 2023, from 3:30 – 5:00 p.m. via zoom, to consider the comments that were received on the project. Please visit the ADOT website for the project www.idnorthcrossing.com or make comment to the project email JDNorthCrossing@dowl.com.

- **UPDATE** – *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting*. Senator Sullivan submitted language changes for the FY23 Reauthorization Bill that would allow the transfer, ownership and maintenance of approach lighting systems to the FAA upon completion. The language would add MALSR equipment to the list of allowable lighting equipment, and allow the transfer of this to the FAA even if paid for through Airport Improvement Program (AIP) funding. This is now pending final Senate and House approval. Staff met with Congressional Delegation on February 3, 2023, and House Transportation & Infrastructure and House Commerce Chairs staff on February 15, 2023, to discuss the importance of the language and garner support for the MALSR addition to the bill. Staff has also received updated MALSR letters of support from Alaska Airlines and Delta Air Lines.

- **NO CHANGE** - *Title 49 (Jordan Creek) Variance Request*. Staff is still looking to work with the CBJ on Title 49 language for limbing after the Planning Commission denied the variance request on November 22, 2022. Staff was told to work with the Community Development Department (CDD) during their rewrite of Title 49 for inclusion of safety or other ways to allow limbing in this area.

- **NO CHANGE** – *Transportation Security Administration (TSA) passenger screening checkpoint equipment*. This project is on hold due to construction requirements for the larger equipment.

- **NO CHANGE** - *Encampments on Airport Property*. Airfield crew continues to clean up the illegal campsites and trash in the greenbelt areas around the creeks. They are performing weekly clean-outs of these sites and belongings. Of safety concern are the number of drug needles they are finding in the greenbelt.

- **NO CHANGE** - *United Parcel Service (UPS) Package Bin Theft*. Staff continues to work with UPS on the outgoing drop-boxes that fill/overflow to avoid theft of packages.

- **NO CHANGE** – *Alaska Department of Natural Resources (DNR) Land Conveyance/Easement*. During the Airport Runway Safety Area (RSA) Project, the ends of the runway shifted and required additional land (safety area) at each end of the runway. The installation of the Runway 8/26 approach lighting (MALSF (Medium Intensity Approach Light Systems with Sequenced Flashing Lights)/MALS (Medium Approach Light System)) requires easement into State wetlands. Two tracts of land at each end are in the process of finalize conveyance to the Airport. Staff is working with DNR to close out this project. The conveyance process is in final DNR review. Airport staff and DNR expect that the final review and recording soon. A third tract of land (west end) that is currently used for FAA approach lighting is easement only.
- **NO CHANGE** – *PFAAS Testing and Monitoring*. Cox Environmental continues with their quarterly testing of groundwater, survey the test wells to determine flow direction, including two private wells within the test radius.
- **NO CHANGE** – *Egan/Yandukin Intersection Improvements Project*. ADOT has narrowed down design alternatives for the project. Please visit ADOT website for the project at <http://dot.alaska.gov/eganyandukin>.
- **NO CHANGE** – *FAA Compliance Land Use/Financial Letter (January 2019)*. Staff continues to work on the remaining compliance items. Staff is looking to acquire the Loken/Channel Flying property due to through-the-fence operations.
- **NO CHANGE** – *FAA Disabilities Compliance and Title VI Review*. Staff is working on the self-evaluation programs with the terminal substantially complete.
- **NO CHANGE** – *Passenger Facility Charge (PFC) cap increase JNU* continues to discuss PFC increases with our DC Lobbyist and Congressional Delegation.
- **NO CHANGE** – *Capital Improvement Program (CIP) and Passenger Facility Charge (PFC) 10*. With FFY20 FAA AIP terminal grants covering the entire amount of FAA-eligible terminal construction, PFC (PFC9) collections may be abbreviated with less match required. Staff is monitoring the amount needed for the terminal project to assess when to start PFC10 application process.
- **NO CHANGE** – *Maintenance Programs* (roofs, heat pump equipment, baggage systems, etc.). Staff continues to develop maintenance contracts for specialized systems similar to what we do with airfield lighting and controls.

ATTACHMENT #4

Date	CIP Revolving Balance*	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/ <u>no</u> reimbursement	Description
	\$819,246	-	-	-	BUDGET
Aug-18		\$23,438	(\$23,438)		PFC9 reimburse Master Plan match (portion)
Feb-16		\$3,000	(\$3,000)		SREF Geothermal remaining encumbrance
Jan-14		\$39,063	(\$39,063)		RWY Rehab match (portion) anticipate 2019 reimb
Apr-15		\$32,849	(\$32,849)		RWY Rehab match (portion) anticipate 2019 reimb
Jul-18		\$310,000	(\$310,000)		Sand/Chem/Fuel Design.
Nov-18		\$21,988	(\$21,988)		Sand/Chem/Fuel Construct match antic 2019 reimb (org \$106,250)
Apr-19			(\$477,000)	**	<i>NO LONGER REQ.Termnl Recon -less Float Pond Design (\$40k and \$108K) / Property Acq (\$50k)</i>
Jan-21			(\$50,000)		Property Acquisition Frwd Fund Specialist
Jan-21			(\$40,000)		Float Pond Frwd Fund Design
May-21			(\$108,000)		Float Pond Frwd Fund Design
	\$144,246				AVAILABLE BUDGET

*Represents all three Capital Accounts: Airport Revolving Captial Reservec Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

**Terminal bonds have been sold; all funding is in place; temp forward funded \$675K to be credited once Controller's completes transfer back to acct

Updates at 3/2/23--
 FY23--\$32.1K increase to Gate K Culvert Repair
 FY24--\$54.5K increase for dependent care
 assistance and deferred compensation employer
 match.

Attachment 4

Section G, Item 5.

Juneau International Airport
 For Fiscal Years ending June 30

	Revised 2022	Actual 2022	Revised 2023	Projected 2023	Adopted 2024	Revised 2024 with increases	Revised 2024 No increases
Operations Revenues (a)	\$6,103,600	\$5,922,987	\$7,260,000	\$7,591,900	\$7,498,000	\$9,656,600	\$7,854,500
O&M Expenses (b)	(\$7,941,600)	(\$8,376,776)	(\$9,045,200)	(\$9,203,100)	(\$8,919,500)	(\$9,656,600) (\$9,711,100)	(\$9,656,600) (\$9,711,100)
Operations Surplus (Deficit)	(\$1,838,000)	(\$2,453,789)	(\$1,785,200)	(\$1,611,200)	(\$1,421,500)	\$0	(\$1,802,100)
Non-Operational Expenses							
Other (c)	\$0	\$0	\$0	(\$2,274,000)	\$0	\$0	\$0
GO Bond debt service--Expense	(662,625)	(662,600)	-	(660,375)	-	(657,125)	(657,125)
Total	(\$662,625)	(\$662,600)	\$0	(\$2,934,375)	\$0	(\$657,125)	(\$657,125)
Non-Operational Revenues							
Airport fund balance applied	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COVID-19 relief grants drawn							
CARES	\$0	\$0	\$0	\$0	\$0	\$657,125	\$860,585
CRRSA	-	1,559,564	-	1,764,887	-	-	-
ARPA	-	1,559,564	-	2,780,688	-	-	1,598,640
Total (d)	\$0	\$3,119,128	\$0	\$4,545,575 (\$4,577,688)	\$0	\$657,125	\$2,459,225
Net Surplus (Deficit)	(\$2,500,625)	\$2,739	(\$1,785,200)	\$0	(\$1,421,500)	\$0 (\$2,427,775)	\$0 \$2,427,775
3-month Operating Reserve:	(\$1,985,400)	(\$2,094,194)	(\$2,261,300)	(\$2,300,775)	(\$2,229,875)	(\$2,414,150)	(\$2,414,150)

Rent Abatements: Revenue not collected due to Abatements (approx. \$1.25m) is not factored into the Budget Revenue line (a) for Adopted, Revised, Projected

Note 1: budgets, but is reflected in Actuals for FY22. i.e. budget lines for FY23 & FY24 are shown "whole" so that rates and fees can be accurately derived.

\$2,306,113

Board-Approved CARES Expenditures: \$2,274,000 of Board-approved, grant-funded, expenditures are projected for FY23. These expenses are not included in the

Note 2: O&M expense line (b), so that they do not inflate the FY23 deficit for Rates and Fees calculations. The grant-funded expenses are shown on the Non-Operational Expenses line, Other (c).

Note 3: **Non-Operational Revenues, Total (d):** The CARES/CRSSA/ARPA grant draw for FY23 is projected at \$4.5M; this includes the operational deficit \$1.6M, GO Bond debt service \$660K, and Board-approved projects \$2.3M.

(a) See Attachment 1 for summary and Attachment 4 for detail by account.

(b) See Attachment 1 for summary and Attachment 3 for detail by account.

(c) Other includes: capital expenditures, transfer of sales tax to Airport fund, and transfers between Airport operations and

CIP projects, and other changes in restrictions of fund balance. At year end, the audited financial statements are not on a cash basis but on accrual--The Airport budgets/reports are revenues & expenditures – which are cash basis.

Projects for CARES Funding (DOES NOT INCLUDE OPERATIONAL USE)

3/2/23

Project #	Project Name	Cost Est.	Board Approved	Description	Status
	Public Parking Rehab - Design	\$600,000	\$600,000	Design Long, short, employee, rental car	Board approved
	SREB Circulation Pump Replace	\$165,000	\$165,000	Updated May 2022 Board meeting bid \$156.2K	Board approved
	Outbound Bag Belt/ Conveyor Sys	\$1,610,000	\$1,610,000	Design/Construct motor,belts, fire door, MCP	Board approved
	Sand/Chem Back-up Boiler	\$175,000	\$175,000	in design, tbb in July 2022	Board approved
	TWY Regulator Upgrade	\$203,028	\$203,028	cost	Board approved
	Bagwell Gas Detection System	\$238,400	\$238,400	Design and Replace pend bid approv \$195.4K	Board approved - pending
	Forklift for SREB/SCAB Chem	\$48,715	\$50,000	Approved Dec 2021	Board approved
1	Public Parking Rehab	\$5,500,000		LT, ST, employee, rental car, lighting, drainage ADA	incr 500K for drainage
2	Terminal Seating	\$450,000	\$450,000		Board approved
3	Terminal Lighting Replacement	\$0	\$75,000	LED replace fluorescent old/remaining terminal	FAA Elig now
4	Acquire Man Lift	\$20,000	\$20,000	In-terminal Man Lift for maintenance/cleaninng	Board approved
5	Fuel Station Access Control	\$20,000	\$20,000	Automated fuel access control	Board approved
6	Fuel Station Back-up Generator	\$15,000	\$15,000	In-Line and portable generator + enclosure cost ??	Board approved
7	TSA Bag Screening Floor Replace	\$20,000	\$20,000		Board approved
8	Ceiling Tiles Replacement Old/DL	\$350,000	\$350,000	350k-1M Bulk tile order replace all remaining	Board approved
9	SREB Wash Bay Protection	\$32,000	\$32,000	Ext curtains, ceiling protect, seal/paint dr	Board approved
10	Compactor Relocation / Replace	\$350,000		\$250k design/pad electrical \$100K compact	
11	Blk M, N, O trench drain/paving	\$1,000,000		Est for trench drains and paving	
12	Blk O paving behind hangars	\$280,000		may combine with above	
13	North AK Seaplane/Ward Paving	\$150,000		between tenant lease and TL, TL repair work	
14	Power/Electric to Float Pond	\$190,000	\$190,000	est only to extend down north rd, not to each dock	Board approved
15	Water/Sewer Float Pond/Other			TBD	
16	NWDA Electrical 3-Phase Site Only	\$296,400	\$296,400	brought to box only, not to lease lots update 6/22	Board approved
17	Gate K Culvert Replacement	\$572,200	\$604,313	culvert/pavement failure \$49.1K eng/CA, \$523.1K est	Pending bid approval
18	Old Shop UST remove/replace	\$120,000	\$147,150	remove UST/replace above tank/cleanup; desn \$47.150	Incr design/Pending bids
19	Biffy Dump Station	\$90,000		DOES NOT INCLUDE DESIGN/CA	
20	Compass Rose	\$10,500		Siting only; not include painting	
21	Penthouse (2009) DOAS Repair	\$100,000		est for entropy wheel compressors, etc	
22	Alex Holden Re-design/Repave	\$2,100,000		Cargo Road, raise bed, curb gutter, drainage, pave	
23	Sidewalk Blower/Plow	\$30,000			
24	SREB Maintenance /Addition	\$12,300,000		Est ECI, FAA ineligible maintenace bays/shops	
25	Penthouse (2009) Cooling System	\$30,000		erminal project	
26	Sand/Chem Ship Ladder - Mix Tank	\$15,000		plus shipping??? 2019 quote	
27	Floor Tile Replacment Dep. Lounge	\$10,000			
28	Lighting&Cameras/Security Upgrade			no est yet	
29	Coastal Helicopter Paving			TBD...part of RON parking in master plan	
30	Chain Drive Security Gates			tenant request	
31	Anchor West End Pull-out				
32	Power to N Terminal Ramp Side			tenant request	
33	Water to N Terminal Ramp Side			tenant request	
34	Lactation Pods North End			tenant request; not federal requirement	
35	Food Concession 1st Floor			tenant request; concessionaire viability	
		\$27,091,243	\$5,261,291		
	Total Project		Approved spending	NOTE: Projects only, not operational uses	



MEMORANDUM

TO: Patty Wahto, Airport Manager

FROM: Mike Greene, JNU Airport Project Manager

DATE: March 1, 2023

RE: Projects Office Monthly Report

Project specific summaries of project status and activity are presented below.

Terminal Reconstruction: In February, Dawson Construction continued to work on more of the project punch-list items, on completing more of the work items required by the original construction contract, and on completing more of the work items that have been introduced into the contract by Requests for Proposal (RFP) and Change Orders.

The primary focus on the project continues to be the modifications needed to the glass guardrail assembly around the second floor light well. The current version of this assembly is a modified version of the original design (taller glass panels), and the resulting assembly does not meet the lateral resistance required by IBC Section 1607.8.1. This issue remains under review by the design team, Dawson Construction and JNU.

Look Ahead to Upcoming Activity. The Contractor's schedule for March calls for the continued effort to complete all outstanding project work items. This work will include repairs to the existing terminal heat pumps, modifications to the Lumicor panels at the main stairs, the installation of the glass guardrail assembly around the second floor light-well and the balancing of the entire terminal Heating, Ventilation, and Air Conditioning (HVAC) equipment systems. Some of the punch list items, like exterior painting, will need to wait until spring to be completed.

Terminal Fire Alarm Upgrade: The fire alarm project is now essentially complete, but the feedback problem within the public address system continues to delay the final acceptance and testing of the work. The feedback issue is now limited to problems with Delta Air Lines' use of a wireless phone system.

Look Ahead: The Contractor's schedule for March calls for coordinating with Delta Air Lines to resolve their feedback issue, as well as the completion of the remaining system start-up, testing and Owner training.

RESPEC (formerly Haight & Associates), electrical engineer and designer of record, remains under contract and is providing construction administration (CA) services for this project.

Main Ramp (Part 121/135) Rehabilitation and Remain Overnight (RON) Jet Parking Design.

In February, DOWL completed the geotechnical field work and they are now reviewing the soils data to establish the structural sections and asphalt pavement designs for the project work areas. In March, DOWL will continue to work on the development of the Construction Safety Phasing Plan (CSPP) and work phasing plans, the aircraft movement studies, the storm drain system layout, and the revised construction cost estimate.

In March, DOWL will continue to work on a scope reduction analysis to bring the overall scope of work in line with the original total project budget. This scope reduction will most likely include a reduction in the amount of asphalt removal and replacement / asphalt milling and overlay work within the 135 ramp, a reduction in the number of trench drains installed within the 121 ramp, and a reduction in the number of pole mounted ramp light fixtures installed to the north of the terminal.

In March, DOWL will also continue to coordinate directly with tenants and stakeholders to obtain information relating to their operations, aircraft and ground equipment, and to identify all potential operational impacts. DOWL will perform outreach to airport stakeholders, including Alaska Airlines, Delta Air Lines, Alaska Seaplanes, Coastal Helicopters, Federal Aviation Administration (FAA) and the Air Traffic Control (ATC), and other airport tenants.

DOWL continues to coordinate the development of the Ramps project scope of work and construction schedule with the JNU Gate 5 Passenger Boarding Bridge (PBB) Replacement project. DOWL also continues to coordinate the development of the Ramps project with the JNU Parking Lot Improvements project – which is now introducing a new storm drain culvert that will carry all run-off collected from the parking lots, into the AOA where it will empty into the infield drainage system.

The project is currently scheduled to be released for competitive bid in May 2023, with a project award scheduled to occur in late July / early August. The current work phasing plan identifies the development of new RON as the only construction work that is to be completed in the summer / fall 2023. The scope and duration of the 121 ramp work and the 135 ramp work is currently being reviewed to determine if all of this work could / should be addressed during the 2024 summer construction season, or split between the 2024 and 2025 summer construction seasons.

JNU continues to work with DOWL to identify project priorities, to provide input during the development of the project design and to make design decisions in a timely manner.

JNU will soon be issuing an RFP to DOWL to provide CA services during the construction phases of this project.

Sand/Chemical Building – Roof Warranty: No change since last report. A representative from Carlisle SynTec Systems performed a follow-up inspection of the Sand/Chemical roof installation on September 30, 2022. The representative did not accept the installation and advised Dawson Construction that the heat-welded membrane seams within the two large roof valleys required additional attention. Dawson Construction currently plans on addressing the additional seaming work as soon as possible, weather permitting.

Carlisle / Dawson Construction has not yet furnished JNU with the manufacturer’s roof warranty or this new installation.

Sand/Chemical Building - Commissioning: No change since last report. JNU has advised RESPEC (formerly PDC Engineers) that the work to replace pumps P-1A and P-1B in the Snow Removal Equipment Building (SREB) has been completed, and to prepare to resume work on the commissioning effort on the SREB and Sand/Chemical building mechanical system.

Rehabilitate Access Road (Float Pond Improvements – Phase 2): SECON has completed the in-water work on the project, which consisted of setting the new gangway headwalls and placing armor rock along portions of the south bank of the float pond to prevent further erosion by wave action. With the in-water work complete, the water level in the pond has been returned to its normal level (15’ MLLW) and the pond can be re-opened for use by aircraft as soon as the weather permits.

SECON's current project schedule also indicates that they intend to return in mid-April to start work on the rehabilitation of the south access road. Per this schedule, SECON plans on starting work on asphalt paving in the first week of June.

The Project Construction Schedule remains as follows:

- Float Pond Re-Open: March 31, 2023 (no longer project dependent, now weather dependent)
- Substantial Completion: June 15, 2023

JNU will soon be issuing an RFP 02 to SECON to get a proposal to patch the utility crossings in the pond access road. These crossings were made by Alaska Electric Light & Power (AEL&P) last fall when they extended power to the float pond and when they worked on the power upgrades into the Northwest Development Area (NWDA).

Limited Construction Administration and Inspection services continue to be provided by PND Engineers, who are the engineers of record for this project.

Taxiway (TWY) A Rehabilitation, Taxiway D-1 Relocation and Taxiway E Realignment: No change since last report. JNU continues to work with SECON, DOWL and Morris Engineering Group to wrap up the remaining punch-list work items, and on finalizing all work associated with the retainage of the existing Airfield Lighting Regulator Vault (ALRV) and the development of a dual-ALRV lighting control system.

JNU has received a proposal from SECON, in the amount of \$ 148,614.98, for RFP 029 – Additional ALRV Work. This RFP was issued to address the work intended to finalize the temporary dual-ALRV installation into a permanent dual-ALRV installation.

JNU has also received a determination from the FAA that states: *“The temporary dual ALRV arrangement was necessary to complete the JNU TWY A-D1-E project. That project is complete and there is no need for the dual ALRV arrangement. Dual ALRV’s may be desirable but costs associated to make the temporary dual ALRVs permanent are not AIP eligible.”*

JNU has asked DOWL-Morris Engineering Group to provide a breakdown of SECON's RFP 29 proposal to identify what each work item is worth. DOWL has also been asked to prioritize the work tasks in terms of most needed to least needed. With this information, JNU can better evaluate how (or if) we should proceed.

Gate K (Crest Street) Culvert at Jordan Creek: The bid opening for the work to replace the Jordan Creek culvert took place on March 1, 2023. One bid was received, and the apparent low bidder is SECON, who submitted a bid in the amount of \$555,213.00. The engineers estimate for this work was \$488,827.00. An initial review of SECON's bid summary shows that they were very concerned about the existing ductile waterline that crosses over the old culvert, and they submitted a number that was three times the engineers estimate for this work. JNU is currently evaluating this bid and will be before the Board at this meeting.

The current project schedule calls for construction to begin in the early spring of 2023 and the contract will be set up to allow the Contractor a total of 140 calendar days to complete all work. The work to remove and replace the culvert is anticipated to require 40 days. During that time, the airfield access over Jordan Creek at the Gate K culvert will be closed. Gate K will remain open for use, and a detour will be provided per the Safety Plan.

Fuel Station Access Control/Fuel Monitoring/Tracking: No change since last report. In July 2022 JNU, working through CBJ Engineering - Contracts, released an RFP for design services under CBJ's term contract for design consultant services to develop design and construction documents for the introduction of an access control system for the airfield fuel station. The RFP had identified a scope of work that included the introduction of an access control / fuel theft-prevention system, fuel monitoring and usage tracking, and the introduction of a back-up generator to provide emergency stand-by power for the fuel station.

On September 1, 2022, CBJ Engineering - Contracts advised JNU that no responses to the RFP had been received. This indicated that, at that time, there was no interest (or availability) within the design community to work on this project. JNU is currently soliciting interest from local electrical engineers to provide a fee proposal for this project. This funding was approved for CARES funding by the Board earlier this year.

Upgraded Power to the Northwest Development Area (NWDA): No change since last report. The work by AEL&P to extend new 12.5 KW 3-phase electrical service into the NWDA remains on hold until the necessary conductors arrive in Juneau. This work is intended to provide upgraded power service to the nine (9) new hangar lease lots that are located in the NWDA. This power will also be used to provide upgraded site lighting within the NWDA. AEL&P has indicated that the completion of this work may be delayed until spring.

Power Extension to the Float Pond: No change since last report. JNU has received and accepted a revised proposal from AEL&P, in the amount of \$94,380.24 to add a fourth service across the pond access road. This increase, in the amount of \$7,580.10, represents the cost of one (1) additional step-down transformer and conduit / conductors for the fourth crossing. This additional work was introduced at the request of Ward Air.

Per this contract, AEL&P will extend primary power approximately 2,050 feet along the north side of the float pond access road. This extension will be routed from the new transformer location, along the north side of the float pond, and will extend as far to the east as the Ward Air gangway. AEL&P's work will include the installation of four step-down transformers that will be used to make 115V-220V 60 amp service available to the primary commercial tenants that have floats at the northwest side of the pond.

JNU has coordinated this work with Wings Airways, Alaska Seaplanes and Ward Air and has advised that they will each need to contact and contract directly with AEL&P to have the stepped down power extended from the transformers, across the access road and terminated at their respective gangways. JNU has also advised these tenants that AEL&P's estimated cost to bring this power across the access road will cost them each \$3,701.03. JNU has received acknowledgement from each of these tenants that they have contacted AEL&P and have begun the contracting process.

AEL&P has indicated that they would address this work when they return in the spring to complete the power upgrade work within the northwest development area (NWDA).

SREB Wash Bay Water Protection: No change since last report. CBJ Contracts issued a Notice-to-Proceed to Dawson Construction for this project on January 20, 2023. Dawson Construction has completed work on submitting the materials product data to JNU, and has started work on ordering these approved materials.

The scope of work will include patching and painting the water damaged gypsum wallboard; the preparation (caulk to seal) and re-painting of the interior face of the exterior vertical lift door; the installation of splash curtains and plastic panel ceiling splash protection within the wash bay.

Dawson Construction has indicated that they will begin work within the wash bay in the spring of 2023, when the use of the wash bay by Airfield Maintenance is greatly reduced.

End of Report



MEMORANDUM

TO: Patty Wahto, Airport Manager

FROM: Ke Mell, Airport Architect

DATE: March 1, 2023

RE: Airport Architect's Report

*Updates since last report in italics. Look ahead in **bold italics**.*

Bagwell Mechanical Repairs: Schmolck has completed most of the work. They will schedule training for JNU and airline staff before the ToxAlert system is made fully operational and the work is substantially complete.

Sand/Chemical Back-up Electric Boiler: NO CHANGE. ECI Alaska (architect for SREB and Sand/Chemical Building) is providing architectural support; JNU staff are reviewing architectural progress drawings. Design is 95% completed, except the minor architectural support. The temporary boiler is installed and operating.

Parking Lot Repairs: *JNU received unsigned 100% documents on March 1 for final review. JNU will advertise for bids approximately March 8 and open them approximately March 29, with bids presented to the Board at the April 13 meeting, and to the City & Borough of Juneau (CBJ) Assembly at their April 17 meeting, Assembly approval to follow at their May 8 meeting, with construction starting June 1.*

Greg Smith of CBJ Contracts said that the most recent bid received for a civil project (similar to the parking lots) was over twice the Engineer's Estimate. He is concerned that CBJ may be at the limit of the local contracting market's ability to take on new projects for 2023 construction. Consequently, JNU staff have directed DOWL to remove most of the rental car lot work from the Base Bid and make it an Additive Alternate. The storm drain line from the main parking lots through the airfield, the severe potholes at the entrance from Shell Simmons to the rental car lot, and access control for the rental car lot will remain in the Base Bid. Informal conversations suggest limited bidder interest.

The Airport Manager met with the City Manager and Director of Engineering and Public Works regarding CBJ projects requiring a Project Labor Agreement (PLA). A PLA is not recommended for the parking lots project.

JNU staff directed DOWL to consult with Doug Murray of Respec regarding replacing the heated sidewalk, as DOWL is not familiar with the existing system. Mr. Murray designed the existing system and oversaw its installation.

At 95% the cost estimate was \$8.1M including construction, consultant services during construction, JNU administrative costs and permitting. At 50% the cost was approximately \$7.3M. Key drivers of the increase included drainage improvements as directed by the Board at their January meeting, and recent inflation-driven increases, notably in the cost of oil used to make paving asphalt. Due to the accelerated schedule, there are still loose ends (e.g., lighting, heated sidewalk repair) that are not reflected in the estimate. The accelerated schedule and drainage improvements will likely affect the cost of design.

Estimates do not include additional security cameras, but the bid documents do identify camera locations and provide power and data conduits to those locations. We anticipate that JNU will contract separately for the cameras that would expand our existing system.

DOWL's work is being coordinated with the solicitation for an automated parking lot payment system. Drainage design is being closely coordinated with Alaska Seaplanes' new terminal and the Main Ramp Rehabilitation project. CARES funds must be expended by late April 2024, consequently construction must occur in 2023.

Gate 5 Passenger Boarding Bridge (PBB) Replacement: *JNU has received and staff are reviewing the 95% documents. We have not yet received the 95% cost estimate. The cost estimate at 65% design was \$3.4M, of which the PBB itself was estimated at \$1.9M. This is double what we would have thought, but we are working with the consultant towards a spring 2023 bid for spring/early summer 2024 installation, closely coordinated with the Main Ramp Rehabilitation Project. The estimated lead time on the PBB is one year.*

The recommended PBB layout will accommodate all anticipated models of the Airbus and Boeing 737 as well as the smaller Embraer and Bombardier. It will not accommodate ATR42, but—coming from Whitehorse—those passengers will need to clear Customs and Border Protection (CBP), so disembarking onto the apron at Gate 2A is easier than using a PBB and having to be escorted through the Departure Lounge and terminal to CBP. Demolition of the existing and installation of the new PBB will occur in 2024 and be closely coordinated with the Main Ramp Rehabilitation project.

Outgoing Baggage Belt Repair/Replacement:

The project advertised for bid on Tuesday, February 7, and bids will be opened on Tuesday, March 7. Two general contractors have registered with CBJ Contracts. One equipment supplier, Robson Handling Technology, attended the pre-bid conference and site visit and asked intelligent and helpful questions. An addendum to the Board Agenda is expected prior to March 9 Board meeting to award, pending protest period.

Current information as to manufacturers' lead times suggests that from bid to installation would be approximately one year. Staff will coordinate the installation schedule with Transportation Security Administration (TSA), Alaska Airlines and Delta Air Lines.

CARES funds must be expended by late April 2024. That time frame allows JNU to bid the piecemeal replacement of components that has been bid-ready for several months, but that is not enough time for a TSA planning and design process to upgrade the system as a whole; therefore, JNU is moving forward to bid the replacement of components.

TSA Bag Screening Flooring Replacement: *Staff recommends that flooring replacement not be pursued at this time; staff recommends a thorough cleaning, as the room is extremely dirty. The Board approved \$20K budget might have been adequate for an uncomplicated project, but is inadequate to address the extenuating circumstances, including: 1) a demolished wall curb was never completely ground down along the bagwell wall, and this area has never had flooring. The area would need to be properly prepped, which would be very dusty work in a fully occupied space; 2) the existing bag belt layout has not changed significantly in 15 years, despite continuous increasing enplanements. The system needs to be reconsidered with the help of TSA; such reconsideration was explored in 2022, but is a multi-year process; and 3) one of TSA's existing scanners does not work, and may need replacement.*

Terminal Furnishings: *JNU staff has requested that each of the two manufacturers provide Buy American compliance documentation for approval by the Federal Aviation Administration (FAA) per federal funding requirements. Provided both manufacturers get FAA Buy American approval and the CBJ Assembly approves the appropriation of the furnishing's funds at its March meeting, purchase orders will be opened for each manufacturer and ordering will proceed.*

JNU staff received quotes from the two furniture manufacturers for the seating units required to furnish the departure lounge, 135 lounge and additional airport spaces per the new layout plan. The total of the two quotes is within the \$450K budget. Staff was ready to proceed with purchase orders, but was informed by the City Finance Department that, due to the size of the expenditure, the funding for these furnishings needs to go through the CBJ Assembly Capital Improvement Project (CIP) appropriation process, rather than through the operating budget, as would've been possible with a lesser purchase amount. The FAA stated that the furnishings are an eligible CIP expense under CARES, however the Buy American rules apply. Installation of the furnishings is now projected to occur in the fall.

CBJ has cooperative purchasing agreements with both manufacturers, significantly reducing furniture costs from list prices. The soft lounge furnishings (brown furniture) in the departure lounge will be moved to pre-screening seating areas, and replaced in the departure lounge with beam-seating (slung-backs), which will increase the seating capacity from 250 seats to 366 seats. The new furniture will provide additional seating flexibility, and offer increased seating with convenience power units.

Alaska Seaplanes Building: *Dawson has installed the roof membrane. Due to cold and recent snow, there has been little recent activity on site. Alaska Seaplanes has submitted their Tenant Improvement Request (TIR) for the entire building; JNU staff are reviewing. In October 2022 JNU has approved the TIR for foundations only. Drainage is being closely coordinated with the Main Ramp Rehabilitation and Parking Lot Repairs projects.*

Old Shop Underground Storage Tank (UST) Replacement: *Per JNU Airport Board direction at their February meeting, CBJ is contracting with Nortech for design and bid phase services for \$47,150 per Nortech's proposal. We expect Nortech to start work immediately, and to provide their schedule as soon as they have Notice to Proceed.*

JNU may support Nortech's Site Assessment work by pot-holing (renting an excavator and digging pits to determine the extent of oil contamination) in-house rather than having the consultant hire a contractor.

Per CBJ Contracting requirements, consultant services under term contract cannot exceed \$50,000 in a single project authorization. Consequently, JNU may end up with a different consultant providing construction phase services.

The work is scheduled for spring/summer construction. The total cost to remove and replace the tank is unclear, as it is unknown whether there is soil contamination, or the extent thereof. Some contamination is suspected. A 550 gallon tank in the same location will occupy about half a parking space.

JNU's Old Shop Building (constructed in 1962) has an UST feeding the oil-fired boiler which heats the building. Both the UST and the boiler were shown on the original drawings, and there is no evidence that the tank has ever been replaced. According to records, it is a 1,200 gallon UST which is being filled regularly and does not appear to be actively leaking, as there has been no evidence of water in the tank.