



CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Agenda

March 05, 2026 at 5:15 PM

City Hall Chambers – 258 A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically.

call: **1-800-315-6338**; access code: **49401#**

I. Meeting Notice

II. Call to Order

III. Roll Call

IV. Invocation / Moment of Silence

V. Pledge of Allegiance

VI. Introduction of Staff & Guests

VII. Adoption of The Agenda

VIII. Adoption of Minutes

IX. Citizen Comments

X. Correspondence

[a\)](#) Earth Day 2026

XI. Unfinished Business

XII. New Business

[a\)](#) **RESOLUTION 26-09**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE *NUNC PRO TUNC* DECLARING A DISASTER AS A RESULT OF THE 2026 FEBRUARY SNOWSTORMS."

[b\)](#) **RESOLUTION 26-10**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING SUBMISSION OF A VILLAGE SAFE WATER / CAPITAL IMPROVEMENT PROJECT (CIP) APPLICATION FOR DESIGN OF LIFT STATIONS 4, 6, AND 8 AND CONSTRUCTION OF LIFT STATION 4, AND AUTHORIZING THE CITY MANAGER TO EXECUTE APPLICATION MATERIALS AND RELATED DOCUMENTS."

c) RESOLUTION 26-11, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE A THREE-YEAR AGREEMENT WITH ALASKA COMMUNICATIONS SERVICES ("ACS") FOR CONSTANTLYON IT ("COIT") MANAGED SERVICES IN THE AMOUNT OF FOUR THOUSAND, FOUR HUNDRED AND TWENTY-FIVE DOLLARS AND NO CENTS (\$4,425.00) PER MONTH FOR THIRTY-SIX MONTHS."

XIII. Council Members Comments

Seat B: Derek Haviland-lie

Seat C: Joshua Hadley

Seat D: Kathleen Sherman

Seat E: Cory Jackson

Seat G: Johnson Greene

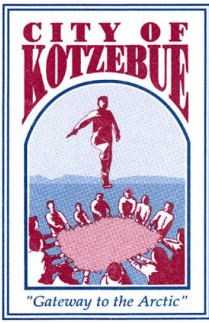
Seat A: Ernest Norton

Seat F: Saima Chase

Youth Representative: Vacant

XIV. Executive Session

XV. Adjournment



258A Third Avenue
P.O. Box 46
Kotzebue, Alaska 99752

City Hall 907-442-3401

Police Dept 907-442-3351

Fire Dept 907-442-3404

Public Works 907-442-5200

Parks & Rec 907-442-3106

PUBLIC NOTICE

Mayor Chase
has scheduled the next
Regular City Council Meeting for
Thursday, March 5th, 2026 at 5:15pm
City Council Chambers
258A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND
FOR CITIZENS WHO WANT TO PARTICIPATE TELEPHONICALLY CALL
1-800-315-6338 access code 49401#

Please contact the office of the City Clerk at 1-907-442-5108 or 1-907-412-2489 if you have any questions.

Posted: FEB-27-2026

City Hall Bulletin Board
City of Kotzebue Website
City of Kotzebue Facebook Page
City of Kotzebue Attorney
City of Kotzebue Department Heads

Alaska Commercial, Co. Bulletin Board
KOTZ Radio
Post Office Bulletin Board
Vitus Terminals Kotzebue



Alliance for Reason and Knowledge

Planting the seeds of a sustainable tomorrow

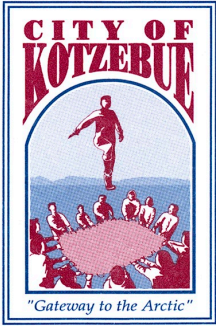
**145 Marten Dr. Fairbanks Alaska 99712
(907) 799-7045 www.a-r-k.us**

Last year in 2025 The Alliance for Reason and Knowledge (ARK) assisted in Kotzebue’s Earth Day event that took place in June Nelson Elementary School’s Library, using our non-profit status to help obtain a prize of a month free of utilities. The organizers of the event gave rewards for contributing ideas on how the community of Kotzebue can reduce waste, reuse and upcycle materials. That fit well with EarthDath.Org’s theme of Our Power, Our Planet, which they’re repeating this year as well. Town hall events like this are important to get input from our children, who are often left powerless in our democratic process.

This upcoming Earth Day on April 22nd Christina Nelson and Joshua “Eilghuk” Hadley are working on a similar event, this time located at the Northwest Arctic Heritage Center. With the popularity of the upcycling craft station last year the focus on prizes will be on an art competition and examples of residents’ own upcycling efforts. We’d like to encourage all those who can participate, and to offer incentives for people who are able to as well. This is a grassroots effort that requires help from the community, and we feel that’s appropriate as this planet is home to us all.

This event is important as we’re promoting the Zero Waste, which aligns perfectly with the Iñupiat value of Respect for Nature. The Iñupiat survived in this harsh environment through resiliency and self-reliance, not wasting any resources that nature has provided for them. A driver for our current climate crisis is an imbalance we have with nature, as our current economic system puts too high an emphasis on increasing finical capital while ignoring resource, social and human capital. A goal of ARK is to move toward a Regenerative economy, with all these capitals being measured, and to move humanity back into a relationship with nature that the Iñupiat people had before being forced into this one.

Any help you can give toward this Earth Day event is greatly appreciated as a reliably prosperous economy can only exist in the context of an educated community nourished by a healthy ecosystem.



CITY OF KOTZEBUE

RESOLUTION NO. 26-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE *NUNC PRO TUNC* DECLARING A DISASTER AS A RESULT OF THE 2026 FEBRUARY SNOWSTORMS.

WHEREAS, the City of Kotzebue (“City”) and its residents suffered an emergency situation due to significant, unrelenting snowfall from consecutive snow storms beginning on February 16, 2026 followed by a second snow storm commencing on February 20, 2026 that caused continuing and critical conditions throughout the City that directly impacted public safety, emergency, response efforts and overall public access to City streets and public well-being in spite of the City’s Public Works Department working continuously to clear the mass amount of snow from City streets and move the snow to City snow dump areas;

WHEREAS, the conditions caused by these snowstorms affect and continue to affect the ability of first responders and public safety personnel and law enforcement officers to safely and efficiently respond to calls for service while also posing serious, increased risks to residents due to their very limited mobility around the City and obstructed access to and on the streets of the City;

WHEREAS, the Acting City Manager as provided and required under his authority a disaster declaration letter to the Northwest Arctic Borough Mayor, a copy of which is attached hereto as Exhibit “A” and incorporated by reference herein;

WHEREAS, the Northwest Arctic Borough has declared a disaster as a result of these February snowstorms as set forth in Exhibit “B” attached hereto and incorporated by reference herein and the Northwest Arctic Borough has entered into a MOA with the City regarding disaster responsibilities as set forth in Exhibit “C” attached hereto and incorporated by reference herein; and,

WHEREAS, this massive amount of now must be removed for the reasons set out herein and to prevent catastrophic flooding during the Spring thaw and breakup.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue *nunc pro tunc* confirms the City Manger’s earlier Disaster Declaration and acknowledges the significant efforts of the City’s Public Works Department and assistance provided by the Northwest Arctic Borough as a result of these February 2026 snowstorms.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 5th day of March 2026.

CITY OF KOTZEBUE

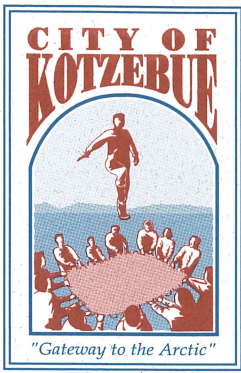
Saima Chase
Mayor

ATTEST: [SEAL]

Donald Jones Jr
City Clerk

Attachments:

- **Exhibit “A”**: ACM’s February 25, 2026 Disaster Declaration [2 pages]
- **Exhibit “B”**: NWAB February 26, 2026 Disaster Declaration [2 pages]
- **Exhibit “C”**: City and NWAB MOA [2 pages]



P.O. Box 46
Kotzebue, Alaska 99752

City Hall
(907) 442-3401

Police Dept.
(907) 442-3351

Fire Dept.
(907) 442-3404

Public Works
(907) 442-3401

Section XI, Item a)

February 25, 2026

Mayor Dickie Moto
Northwest Arctic Borough
P.O. Box 1110
Kotzebue, Alaska 99752-1110

Re: Disaster Declaration and Request for Disaster Relief from the City of Kotzebue

Dear Mayor Moto:

As you know, we are in an emergency situation here in Kotzebue due to the significant snowfall resulting from consecutive storm events beginning on February 16, 2026, and a second storm commencing on February 20, 2026. The continuous and heavy snowfall has created critical conditions throughout the City of Kotzebue that directly impacts public safety, emergency response capabilities, and the overall well-being of our residents. Public Works has worked continuously to manage snow removal; however, the accumulation from the initial storm had not been fully mitigated before the second storm impacted our area, compounding hazardous conditions across roadways, emergency access routes, and essential infrastructure.

These conditions are now affecting the ability of first responders and public safety personnel to safely and efficiently respond to calls for service, while also posing increased risks to community members due to limited mobility and obstructed access.

Due to the severity and ongoing impact of these storms, the City of Kotzebue has had to request emergency VIF funding from the Borough in order to secure additional resources and external assistance for snow removal operations. Despite these efforts, the situation remains critical, continues to strain local operational and financial capacity, and public health and safety.


Given the sustained weather impacts, resource limitations, and the elevated risk to public safety and emergency operations, it is both reasonable and necessary to pursue an emergency disaster declaration to ensure the City has the appropriate authority, support, and access to emergency resources to effectively address and recover from these serious, on-going conditions.

Pursuant to Northwest Arctic Borough Code 10.04.030 [Duties of the Department of Public Services] and Northwest Arctic Borough Code Chapter 12.16 [Office of Emergency Management] and Alaska Statute 26.23.140 [Local disaster emergencies], the City of Kotzebue would respectfully request that you declare a Disaster Emergency for Kotzebue because of the unprecedented winter storms in the last several weeks. This would allow the City to start the process of securing funds in the order of \$250,000 to hire private contractors to work with the City's Streets Department to remove this extraordinary amount of snow from the core area of the

City before break-up begins in several months. These funds would also be used to allow for the overtime of the city snow removal staff and the hiring of temporary employees as required.

As the person responsible for the City's Disaster Emergency Services, pursuant to the Kotzebue Municipal Code 2.41.010, I will also present a Disaster Declaration Resolution to the City Council at our next RCCM on March 5th and forward that fully executed Resolution to your attention.

Sincerely,


KPD Chief Christopher Cook
Acting City Manager
CITY OF KOTZEBUE

cc: Mayor and City Council Members
City Clerk
City Attorney



Northwest Arctic Borough
163 Lagoon Street
PO Box 1110
Kotzebue, AK 99752

DISASTER DECLARATION

City of Kotzebue – Substantial and Sustained Snowfall

WHEREAS, the Northwest Arctic Borough ("Borough") is a home rule borough and political subdivision of the State of Alaska, organized and operating under the laws of the State of Alaska and the Borough’s home rule charter; and

WHEREAS, beginning on or about February 16, 2026, and continuing with a second significant storm commencing February 20, 2026, the City of Kotzebue experienced consecutive winter storm events producing substantial and sustained snowfall; and

WHEREAS, the continuous and heavy snowfall created hazardous conditions throughout the City of Kotzebue, adversely impacting public safety, emergency response capabilities, transportation routes, and essential infrastructure in the community with resulting impacts throughout the region; and

WHEREAS, snow accumulation from the initial storm had not been fully mitigated prior to the second storm event, compounding hazardous conditions across roadways, emergency access routes, and critical community infrastructure; and

WHEREAS, these conditions have impaired the ability of first responders and public safety personnel to safely and efficiently respond to calls for service, increasing risks to residents and limiting mobility within the community and throughout the region reliant on Kotzebue as its regional transportation and resource hub; and

WHEREAS, the City of Kotzebue Public Works Department has operated continuously to conduct snow removal operations; however, the magnitude of snowfall has exceeded local operational and financial capacity; and

WHEREAS, exhausting its resources and capacity, the City of Kotzebue requested emergency assistance from the Northwest Arctic Borough, including emergency funding and external resources, to support snow removal, overtime operations, and temporary staffing necessary to protect public health and safety; and

WHEREAS, the severity and ongoing impacts of these winter storm events exceed the response capabilities and available resources of the City of Kotzebue and require coordinated Borough and State assistance; and

WHEREAS, there are insufficient regularly appropriated Borough and local funds to adequately address emergency response, snow removal operations, and recovery needs associated with this event.

Exhibit "B" to Resolution 26-09 for RCCM March 5, 2026

Ambler Ivisaappaat, Buckland Nunatchiaq, Deering Ipnatchiaq, Kiana Katyaak, Kivalina Kivalieiq, Kobuk Laugviik, Kotzebue Qikiqtabrik, Noatak Nautaaq, Noorvik Nuurvik, Selawik Akulibaq, Shungnak Isifnaaq

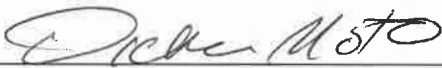
NOW, THEREFORE, BE IT DECLARED that a disaster emergency exists within the City of Kotzebue due to consecutive severe winter storms resulting in extraordinary snow accumulation and hazardous conditions posing an imminent threat to public health, safety, and welfare.

BE IT FURTHER DECLARED that the Northwest Arctic Borough Mayor, pursuant to AS 26.23.140 and other applicable authorities, hereby declares a Borough disaster emergency effective this 26th day of February, 2026.

BE IT FURTHER DECLARED that Borough departments are authorized to take all necessary actions to support emergency response and recovery efforts, including deployment of personnel, equipment, and resources; coordination with the City of Kotzebue and State agencies; contracting for emergency snow removal services; and expenditure of available emergency funds as permitted by law.

BE IT FURTHER DECLARED that the Northwest Arctic Borough respectfully requests State of Alaska assistance and a State disaster declaration, as warranted, to support emergency snow removal operations, reimbursement of eligible emergency response costs, temporary staffing and overtime expenses, protection of critical infrastructure and emergency access routes, and continued response and recovery operations.

DATED this 26th day of February, 2026.



Dickie Moto, Sr.
Mayor, Northwest Arctic Borough



Northwest Arctic Borough

163 Lagoon Street
P.O. Box 1110
(907) 442-2500 Fax (907) 442-2930
www.nwabor.org

Memorandum of Understanding

1. Purpose.

This Memorandum of Understanding (the "Agreement") is entered into this 27th day of February 2026 (the "Effective Date") between the Northwest Arctic Borough (the "Borough") and the City of Kotzebue (the "City") (each referred to individually as a "Party," and collectively the "Parties") to facilitate the Parties' response to the City of Kotzebue disaster declaration of disaster for sustained and severe snow accumulation events.

2. Background.

- a. During the month of February 2026, the City of Kotzebue experienced extreme cold temperatures and sustained, severe snow accumulation from storms. The City of Kotzebue has declared an emergency disaster (the "Emergency") and requested Northwest Arctic Borough assistance.
- b. The Parties have cooperated on Emergency response efforts and wish to detail each Party's responsibilities as the Emergency Response and recovery efforts continue.

3. City Responsibilities.

- a. The City will retain primary Emergency response and recovery jurisdiction, control, and responsibility to evaluate damage, determine necessary response and recovery efforts, and work with local individuals and businesses to address response and recovery needs.
- b. The City will be solely responsible for submitting timely requests to the Borough for any Emergency reimbursement requests from available Borough, State and/or federal funds.
- c. The City will be solely responsible for contracting with and paying its contractors and employees responding to the Emergency.

4. Borough Responsibilities.

- a. The Borough will assist with recovery efforts and provide personnel, supplies, and equipment in addition to paying actual costs for snow removal and mitigation efforts not to exceed twenty-five thousand dollars. Should a Borough declaration of disaster be needed, the Borough will work with the City to coordinate, request, and receive State reimbursement for all Borough expenditures.
- b. The Borough will provide general assistance with the City's Emergency response and recovery efforts as requested, and as resources allow.

5. Term.

The term of the Agreement will commence as of the Effective Date and will expire no later than June 30, 2026. If recovery efforts are ongoing, the Parties may renew the Agreement on similar terms and conditions. This Agreement may be terminated by either Party upon 20 days' written notice. In the event that the Agreement is terminated, the Parties will conclude all outstanding reimbursements and documentation requests under this Agreement as soon as practicable.

6. Miscellaneous.

- a. The Agreement does not create, and will not be construed as creating, any rights enforceable by any person or entity not a Party to this Agreement. Nothing in this Agreement will be deemed or construed to create the relationship of principal and agent, or of partnership, or of joint venture, or of any association between the Parties with respect to the subject matter of this Agreement and supersedes all prior or contemporaneous, express or implied, written or oral agreements, representations and conditions between the Parties with respect to the subject matter of this Agreement.
- b. This Agreement may be executed in any number of counterparts, including by electronically transmitted signature, and each counterpart will for all purposes be deemed to be an original and all counterparts will together constitute the fully executed agreement.
- c. This Agreement may only be modified in writing by the Parties.


The Parties have executed this Agreement as of the Effective Date.

Northwest Arctic Borough

City of Kotzebue

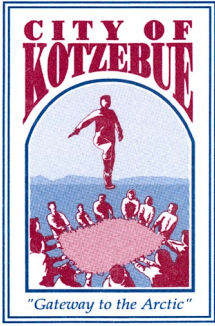
By: Dickie Moto

By: Christopher Cook



Mayor

Acting City Manager



CITY OF KOTZEBUE

RESOLUTION NO. 26-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING SUBMISSION OF A VILLAGE SAFE WATER / CAPITAL IMPROVEMENT PROJECT (CIP) APPLICATION FOR DESIGN OF LIFT STATIONS 4, 6, AND 8 AND CONSTRUCTION OF LIFT STATION 4, AND AUTHORIZING THE CITY MANAGER TO EXECUTE APPLICATION MATERIALS AND RELATED DOCUMENTS.

- WHEREAS,** the City of Kotzebue provides wastewater collection and conveyance services necessary to protect public health, environmental quality, and community infrastructure; and
- WHEREAS,** portions of the City’s wastewater collection system include aging lift station infrastructure that requires upgrades to improve reliability, reduce the risk of failures and overflows, and support safe and continuous service; and
- WHEREAS,** the City has identified Lift Stations 4, 6, and 8 as priority components of the wastewater collection system needing improvement, and has determined that advancing design for Lift Stations 4, 6, and 8 is necessary to support a phased implementation strategy; and
- WHEREAS,** the City has further identified Lift Station 4 as the initial priority for construction in the phased approach, consistent with engineering planning and project readiness; and
- WHEREAS,** the Alaska Department of Environmental Conservation Village Safe Water Program administers the Alaska Capital Improvement Project (CIP) funding process for eligible sanitation and wastewater projects; and
- WHEREAS,** the City desires to apply for Village Safe Water/CIP funding for (a) design of Lift Stations 4, 6, and 8 and (b) construction of Lift Station 4, including completion of required forms, narratives, and supporting materials (including the Sanitation Needs Report and/or Preliminary Engineering Report, as applicable); and
- WHEREAS,** the total estimated capital cost for the projects described in this Resolution is **\$13,035,840.00.**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Kotzebue that the City Council hereby selects and supports submission of a Village Safe Water / CIP application for the design of Lift Stations 4, 6, and 8 and the construction of Lift Station 4.

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager or his designee to prepare and submit the Village Safe Water / CIP application(s), including all required forms, narratives, and supporting documentation for the projects identified in this Resolution.

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager or his designee to sign and execute all application materials, certifications, assurances, and related documents required for submission and processing of the funding request(s), including documents needed to coordinate with engineering consultants and state and federal partners as necessary.

BE IT FURTHER RESOLVED that the City of Kotzebue commits to cooperate with the Alaska Department of Environmental Conservation Village Safe Water Program and partner agencies by providing timely information and responses, supporting permitting and regulatory coordination, and working to meet program deadlines to advance the project(s).

BE IT FURTHER RESOLVED that this Resolution becomes effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 5th day of March 2026.

CITY OF KOTZEBUE

Saima Chase
Mayor

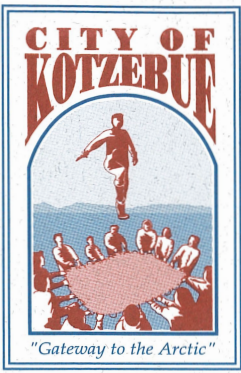
ATTEST:

[SEAL]

Donald Jones Jr
City Clerk

Attachments:

- **Exhibit A:** State of Alaska Letter of Intent to Apply [1 page]



P.O. Box 46
Kotzebue, Alaska 99752

City Hall
(907) 442-3401

Police Dept.
(907) 442-3351

Fire Dept.
(907) 442-3404

Public Works
(907) 442-3401

Section XI, Item b)

State of Alaska, Department of Environmental Conservation
Village Safe Water Program
555 Cordova Street, 4th Floor
Anchorage, AK 99501-2617

To Whom It May Concern,

The community of Kotzebue, Alaska, represented by the City of Kotzebue, is applying for capital improvement program (CIP) funding through the Village Safe Water Program for the following wastewater capital improvement project(s):

- **Design Funding Request:** Design for Lift Stations 4, 6, and 8
- **Construction Funding Request:** Construction of Lift Station 4

Project Need / Description:

The City of Kotzebue's wastewater collection system includes lift stations that are critical to maintaining reliable sewage conveyance and protecting public health and the environment. Several lift stations require upgrades to address aging infrastructure, improve reliability, and reduce the risk of service disruptions and overflows. Lift Station 4 has been identified as the first priority for planning and construction, with Lift Stations 6 and 8 included for design to advance the overall system improvements and support phased implementation.

The City of Kotzebue has completed a technical memorandum on these lift stations to be submitted to the multiagency review committee on the first week of March. This tech memo outlines a phased approach to lift station improvements, with Lift Station 4 as the initial planning and construction phase and Lift Stations 6 and 8 advanced through design to be "shovel-ready" for subsequent construction funding opportunities.

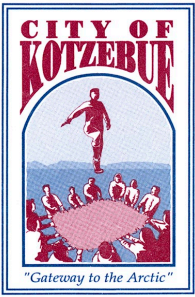
The total estimated capital cost of this project is \$13,035,840.00 (design for Lift Stations 4, 6, and 8; and construction of Lift Station 4).

Enclosed with this letter is a completed construction application (and associated CIP materials) for these lift station improvements, along with a copy of the Sanitation Needs Report for this project, which includes a description of existing deficiencies, the proposed improvements, and the total estimated cost.

Sincerely,

Ron Johnson
City Manager
City of Kotzebue

Exhibit "A" to Resolution 26-10 for RCCM March 5, 2026



CITY OF KOTZEBUE

RESOLUTION NO. 26-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE A THREE-YEAR AGREEMENT WITH ALASKA COMMUNICATIONS SERVICES (“ACS”) FOR CONSTANTLYON IT (“COIT”) MANAGED SERVICES IN THE AMOUNT OF FOUR THOUSAND, FOUR HUNDRED AND TWENTY-FIVE DOLLARS AND NO CENTS (\$4,425.00) PER MONTH FOR THIRTY-SIX MONTHS.

WHEREAS, the current COIT Managed Services Agreement with ACS expires March 18, 2026 and the City needs these continuing services from ACS;

WHEREAS, ACS has proposed a 36-month COIT Managed Services Agreement on the terms and conditions as set forth in Exhibit “A” attached hereto and incorporated by reference herein in the monthly amount of \$4,425; and,

WHEREAS, the City Manager has reviewed this proposed COIT Managed Services Agreement with ACS and requests approval of this Resolution.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 5th day of March, 2026.

CITY OF KOTZEBUE

Saima Chase
Mayor

[SEAL]

ATTEST:

Donald Jones
City Clerk

Attachments:

- **Exhibit “A”:** 3YR ACS COIT Agreement [15 pages]

Contract Type

- New Amendment / Order to Contract ID # Renewal, Effective Date
 Co-terminus with Existing Agreement, Date

Business/ Customer Information

Business Name: City of Kotzebue
 Billing Address Line 1: 258A Third Ave
 Billing Address Line 2: _____
 City/State/Zip: Kotzebue, AK 99752
 Order Contact: Ron Johnson
 Contact Email: rjohnson@kotzebue.org

Account Number: _____
 Service Street Address*: Same
 Service Address – Line 2: _____
 Service City/State/Zip*: _____
 Contact Phone Number: 907-412-2249
 *If different from Billing Address: _____

Scope of Services

Inside wiring: Yes

Products and Services	Service Descriptions Attachments	Exhibits
ConstantlyOn IT	ConstantlyOn IT	Exhibit 1: Solution Description Exhibit 2: Service Pricing

Cost are incremental to any existing services:

Term 3 year. Monthly Recurring Charges: \$4,425.00 Initial Non-Recurring Charges: \$0.00

Letter of Authorization (For Local and Long Distance Carrier Changes)

I desire to change the Services marked below to Alaska Communications for the numbers listed on the Service Order. I authorize orders to be placed for me on my behalf by Alaska Communications.

Local Telephone Service In-State Long Distance Out-of-State Long Distance

I agree that Alaska Communications may provide Customer Proprietary Network Information detail to me at my request, without prior password authentication, based on the methods specified in the Privacy section of the ACSA.

Yes! I would like to receive information on Alaska Communications' products, promotions, and services.

Yes! I would like to receive information from Alaska Communications' contractual affiliates on products, promotions, and services.

I acknowledge that I have read and understand the ACSA and all applicable exhibits and attachments, including the pricing applicable to all Services I have chosen.

I AGREE TO THE ALASKA COMMUNICATIONS TERMS AND CONDITIONS AT ALASKACOMMUNICATIONS.COM/BUSINESSTERMSANDCONDITIONS AS THEY MAY BE AMENDED.

I am an individual that directly or indirectly owns 20% or more of the business and I AGREE TO BE JOINTLY RESPONSIBLE FOR THE BUSINESS'S PERFORMANCE UNDER THIS AGREEMENT.

I am authorized to sign this ACSA and agree to be bound by it. I UNDERSTAND AND AGREE THAT EARLY TERMINATION MAY RESULT IN EARLY

Service Details

City of Kotzebue - COIT Renewal

Attachments:
Exhibit 1 & 2
Quote # 34381

CHANGES TO TERMS AND CONDITIONS, SERVICE DESCRIPTIONS, EXHIBITS, AND/OR THIS FORM MUST BE ENTERED BELOW AND REQUIRE LEGAL DEPARTMENT APPROVAL. INITIALS OF LEGAL REVIEWER ____ DATE ____

Customer

Alaska Communications

Signature: _____
Name: _____
Business Name: City of Kotzebue
Date: _____

Signature: _____
Name: _____
Business Name: Alaska Communications
Date: _____

We have prepared a quote for you

City of Kotzebue - COIT Renewal

Quote # 034381 Version 1




alaska
COMMUNICATIONS®

Prepared for:
City of Kotzebue
Ron Johnson
rjohnson@kotzebue.org

Prepared by:
Dylan McDonald
Dylan.McDonald@acsalaska.com

Presented by:
Stacey Simpson
Stacey.Simpson@acsalaska.com


Statement of Work

The following quote is being provided to the City of Kotzebue to facilitate renewal of the Cities Managed IT Services provided by Alaska Communications. The cities current agreement is set to expire 3/18/2026. Pricing is established based on users - Validation of current user count was conducted with the City of Kotzebue Account Point of Contact (POC) to adjust for current users. The following renewal and delivery of services will be delivered in accordance with the attached Alaska communications Services Description and Terms and Conditions.

Agreement

Description	Qty	Recurring
ConstantlyOn IT Managed Services Agreement 80 - 100 Users	59	\$75.00
Monthly - 36 Subtotal:		\$4,425.00

City of Kotzebue - COIT Renewal

Prepared by:

Alaska Communications Services, Inc.

Dylan McDonald
 (907) 564-7324
 Fax (907) 375-1188
 Dylan.McDonald@acsalaska.com

Prepared for:

City of Kotzebue

258A Third Avenue
 Kotzebue, AK 99752
 Ron Johnson
 (907) 412-2249
 rjohnson@kotzebue.org

Quote Information:

Quote #: 034381

Version: 1
 Delivery Date: 02/13/2026
 Expiration Date: 03/07/2026

Monthly - 36 Expenses Summary

Description	Amount
Agreement	\$4,425.00
Monthly - 36 Total:	\$4,425.00

Alaska Communications generates billing and/or recognizes revenue for work performed on a monthly basis. This may consist of material delivered and accepted by the customer for storage at the customers location or if agreed upon at an Alaska Communications facility, non-tangible software licenses or subscriptions, and professional services performed to date. Purchase orders under this quote are subject to Alaska Communications' Terms and Conditions at www.alaskacommunications.com/businessstermsandconditions . This quote expressly limits acceptance to the terms herein

Alaska Communications Services, Inc.

City of Kotzebue

Signature: _____
 Name: _____
 Title: _____
 Date: _____

Signature: _____
 Name: Ron Johnson
 Date: _____

Service Description

ConstantlyOn IT

Attachment to Alaska Communications Services Agreement

1. ConstantlyOn IT Service

A. The Services

The Services include Network Monitoring, Vendor Management, Remote Help Desk support, and Proactive Support as described below. Regular business hours are 7:00 AM through 6:00 PM Alaska Time, Monday through Friday, excluding Alaska and federal holidays observed by Alaska Communications. Services are provided for the locations and number of covered users specified in the Alaska Communications Services Agreement (ACSA). If Customer's network structure or equipment use is beyond that normally encountered for the number of users covered, Alaska Communications reserves the right to upwardly adjust the Monthly Recurring Charge (MRC).

- a) Network Monitoring. Alaska Communications will monitor the customers' local area network(s) identified in the ACSA. Only those devices that can be monitored via WMI/SNMP will be included. Should that monitoring expose any problems, Alaska Communications will endeavor to promptly address them remotely within regular business hours.
- b) Vendor Management. On behalf of Customer, Alaska Communications will serve as point of contact for Information Technology vendors, that customer has ongoing contracts with, for covered systems under the ACSA. Alaska Communications will track vendor work order requests and regularly update the Customer on progress. Customer understands the resolution time needed for issues requiring vendor assistance cannot be controlled by Alaska Communications, Alaska Communications serves only as the local assistance for the vendor. Any effort with vendor outside of regular business hours are in addition to the MRC agreed upon in the ACSA. Additionally, extended troubleshooting activities with vendor and work not directly related to problem resolution such as assisting vendor in configuring and using remote access capability or the acquisition, installation and configuration costs of any tools, software, or hardware, may be in addition to the MRC agreed upon in the ACSA.
- c) Remote Help Desk. Alaska Communications will provide Information Technology support for hardware, systems, and Microsoft operating systems covered by the ACSA. Alaska Communications will provide help desk services for end user support questions, and where possible, troubleshoot hardware & software, through remote means.
- d) Proactive Support. Alaska Communications will provide proactive support, such as monitoring backup jobs for completion status, monitoring anti-virus software for issues, and proactive maintenance on covered system such as deploying required feature packs, hot fixes, firmware updates, anti-virus software database updates, etc. Software upgrades are not considered proactive.
- e) Incident and Service Requests. Any need for assistance will be initiated by a covered user by creation of a "Trouble Ticket" to be delivered to Alaska Communications as follows: (i) sent by email to the Remote Help Desk; or (ii) communicated by telephone. Customer may also choose to have a single representative in Customer's organization forward all covered end-user assistance requests to Alaska Communications by the methods listed above. Tickets will be assigned tracking numbers and Alaska Communications will respond to Service Requests in the order received, or if an Incident,

based on the severity of the Incident. See Annex A “Response Times” table for reference on the service’s expected response times based on ticket type and severity.

- f) Onsite Service Call. On occasion, a customer may request an onsite visit for a service call that cannot be easily resolved remotely. Customer and Alaska Communications will determine together if the onsite visit is necessary, and if so, a clear statement of work in the form of a service ticket will be created. Once onsite, the Alaska Communications technician assigned to the service ticket will perform the tasks in the service ticket only. Onsite visits are restricted to the customer business locations that are included in the ACSA. Alaska Communications reserves the right to dispatch technicians to solve any trouble ticket or service request.
- g) Onsite Service Call – No Trouble Found. In the event that Alaska Communications furnishes a technician onsite, in response to Customer’s service request, and Customer is not able to identify or reproduce the problem at issue, the Customer agrees to pay Alaska Communications for its services at Alaska Communications’ standard labor rates at the time of the service.
- h) Hardware, Systems, and Microsoft Operating System Software Support. Throughout the entire term of the ACSA, all software supported must be genuine, fully and properly licensed, and vendor supported. Any hardware, system, or software failing to meet the above conditions will not be supported under Services described in this document and, if Alaska Communications determines that the failure substantially impairs its ability to provide services hereunder, Alaska Communications may terminate the ACSA immediately. Alaska Communications acknowledges that in certain rare cases hardware, systems, and operating systems not under warranty or support must remain in use based on vendor and/or business requirements. In those cases, any support provided by Alaska Communications will not be subject to the Response and Resolution Times targets in Annex A. Any additional costs associated with this support will be in addition to the MRC agreed to in the ACSA.
- i) Breach, Viruses and Infection Remediation Efforts. Although it is impossible to prevent all security incidents, good security practices can reduce the likelihood of an incident and its severity. Alaska Communications may suggest security steps a customer may take to reduce this likelihood. It is strongly recommended to consider these suggestions as Alaska Communications provides no included breach or virus infection remediation with this service, rather the focus is on prevention. In the event of a breach or virus infection, Alaska Communications may, at its discretion, provide some modest recovery efforts up to 1 times MRC for ConstantlyOn IT services covered by the ACSA, such as restoring lost files from a known good back up, but in no case will in-depth recovery and/or forensics be included in the monthly recurring charge.

B. Conditions to Provision ConstantlyOn IT Services

Customer will ensure that its network, systems, and hardware meet the conditions outlines in Section 1 A (h) above and additionally comply with each of the following requirements:

- a) Customer-provided anti-virus products (used in lieu of the standard Alaska Communications included product in this Service) must be a currently licensed, updated and vendor-supported server-based antivirus solution protecting all servers, desktops, notebook/laptops, and email.
- b) Customer’s environment must have a currently licensed, vendor-supported server-based, cloud based, or dedicated appliance-based backup solution that can be monitored and sends notifications regarding job failures and successes. The selection of data to be backed up, retention requirements and recovery time objectives will be determined by a customer-defined selection list created with the assistance of Alaska Communications.
- c) Customer’s environment must have a licensed, vendor-supported, enterprise class firewall between the internal network and the internet. As each business may have its own unique inbound/outbound security requirements, Alaska Communications expects the customer to participate in the definition of the firewall security policies applied. Alaska Communications’ role is to advise only, to assist in applying the defined policies to the firewall, and to assist in revising those policies as customer needs require.
- d) Customer should have a static IP address assigned to the Internet facing interface on the firewall to permit or allow Virtual Private Network (VPN) access for required remote support capability; This is recommended for each client location. Without this static IP address, Alaska Communications ability to perform remote support is severely impacted and Alaska Communications would not expect to be able to achieve the resolution times detailed in Annex A.
- e) The physical environment where Customer’s servers and/or networking hardware are installed should be compatible with the manufacturer’s recommendations for proper ventilation, cooling, and power. In addition, proper earthquake and flood damage mitigation mechanisms should be in place. The environment must also provide ConstantlyOn IT staff the ability to work uninhibited by space restrictions.
- f) Customer must provide administrative access to all systems requiring support covered by the ACSA, whether it is an on-premise system, or in the cloud. In cases where this administrative access requires an account that may require costs to acquire, the customer is responsible for those costs.
- g) Customer will notify Alaska Communications of all instances and locations containing Personal Healthcare Information (“PHI”), electronic Personal Healthcare Information (“ePHI”), Payment Card Industry Data Security Standard information (“PCI-DSS”), Personally-Identifiable Information (“PII”) and any other protected information. This information is used by Alaska Communications solely to determine where data may be subject to increased security scrutiny and protection.

It is recommended that the customer maintain at least one spare PC, either desktop or laptop or both. If a covered employee has a complete PC failure, without a spare, the time to return that person to full working order will be dictated by the speed at which a replacement can be acquired, a length of time Alaska Communications has no control over.

C. Exclusions from ConstantlyOn IT Services

The Services provided by Alaska Communications to Customer do not include:

- a) After the start of the service, any equipment, hardware, parts, and software not disclosed to Alaska Communications during the onboarding process.
- b) The costs to acquire, configure and install new or replacement equipment, hardware or parts, licensing or software and any associated delivery or shipping charges of any kind.
- c) The costs to acquire technology vendor support contracts or warranties to support customer equipment and software.
- d) Equipment, hardware, parts, and software not covered by any vendor or manufacturer warranties or support agreement.
- e) Wiping, re-imaging and rebuilding of existing PCs for redistribution. This is considered a new or replacement PC under the terms of the ACSA and costs to complete will be in addition to the MRC agreed to in the ACSA.
- f) Any hardware, software, or systems whose intended purpose is for in home use.
- g) Any hardware, software, or systems whose failure or defect was caused by improper use.
- h) All service repairs made necessary by the alteration or modification of equipment, other than that authorized by Alaska Communications, including alterations, software installations or modifications of equipment made by Customer's employees or anyone other than Alaska Communications.
- i) All maintenance of applications software packages, whether acquired from Alaska Communications or any other source.
- j) All programming (modification of software code) and program (software) maintenance, unless already covered.
- k) Training of any kind.
- l) If a customer is asked to perform an audit or self-audit on regulation compliance, Alaska Communications will assist where possible solely by providing information on covered systems under the ACSA as it relates to Information Technology. Alaska Communications will not provide data on compliance in other areas such as but not limited to, policies or employee training. Additionally, the cost associated with Alaska Communications assisting in this effort will be in addition to the MRC.
- m) Vendor management does not include network design or vendor selection, although vendor selection consultation services may be available for services and equipment that are not subsidized by federal universal services programs.

D. Additional Covered Users and/or Business Locations

If Customer wishes to add additional covered users and/or physical business locations to those currently covered under the current ACSA, Alaska Communications must be notified of the additions and obtain Alaska Communications' prior written consent. Any addition of covered users and/or business locations not originally included in the current ACSA will require an adjustment to Customer's MRC for ConstantlyOn IT services. Once per year, Alaska Communications and customer will perform a true up to determine if any users or locations currently supported, or needing support, are not currently identified as covered by the current ACSA. Any additions may result in an adjustment to Customer's MRC for ConstantlyOn IT services covered by the ACSA. Any changes will be captured in an Addendum document to the ACSA currently in force.

Annex A

Support Tiers and Response/Resolution Times

Alaska Communications Support Tiers are as follows:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, the issue is identified, and clearly documented, and basic hardware/software troubleshooting is initiated.
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers.
Tier 3 Support	Support incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3 rd Party (Vendor) Support Engineers to resolve the most complex issues.

Alaska Communications target response and resolution times, during regular business hours, for each priority level are as follows:

Trouble	Priority	Response time	Resolution time*
Service not available (All users affected, functions, and systems unavailable causing significant business impact).	1	Within 1 Hour	Reasonable efforts to resolve within 2 hours
Significant degradation of service (large number of users or business critical functions affected, able to work with exceptions).	2	Within 2 Hours	Reasonable efforts to resolve within 4 hours
Small service degradation (Business process can continue with effort, one or a few users affected).	3	Within 4 Hours	Reasonable efforts to resolve within 16 hours
Service Requests (typical service requests include asks from a user for information, advice, a standard change, or access to a service).	4	Within 8 Hours	Resolution times vary as they are based on the nature of the request and amount of effort to resolve.

*Resolution times do not include time waiting for assistance from vendors on affected systems and/or responses for additional information or problem testing by customer that may be required by Alaska Communications.

Annex B

Service Rates

Labor	Rate	<p>*All times noted are Alaska Standard Time and exclude the observance of the following holidays: New Year's Day Memorial Day Independence Day Labor Day Thanksgiving Friday after Thanksgiving Christmas</p> <p>**One hour minimum, thereafter, Service is billed in 30-minute increments.</p>
Remote Management/Help Desk 7am-6pm M-F*	INCLUDED	
Ongoing Network Alerting (active response is limited to 7am-6pm M-F*)	INCLUDED	
Onsite ConstantlyOn IT Labor (Only for hardware and software issues affecting properly supported and warranted systems. 8am-5pm M-F*)	INCLUDED	
No Trouble Found Fee**	\$150/hr.	
Afterhours Support**	\$225/hr.	
Non ConstantlyOn IT Service and Project Labor	\$150/hr	
Travel Labor (Any potential required travel labor will be determined based on location of service)	\$75/hr.	

Annex C

Deployment Schedule

This exhibit is intended to be a brief overview of a typical deployment schedule for implementation of the services defined within this contract and is to be further defined and negotiated by both parties AFTER contract execution.

Task	Responsible Party
Alaska Communications receives Contract	Alaska Communications and Customer
Customer can utilize Alaska Communications IT services until the on-boarding process is finalized at our standard rates. Services provided before onboarding is complete could be limited in our abilities to provide support as defined in this document, as all service requirements are not in place.	Customer
Information Technology Assessment Starts	Alaska Communications Engineer
Information Technology Assessment Completion	Alaska Communications Engineer
Internal (peer-peer) Alaska Communications meeting to review Information Technology Assessment	Alaska Communications Engineer and Staff
Alaska Communications meeting with Customer to introduce Technical Account Manager (TAM) and review of Information Technology Assessment to include identification of items of a critical nature and remediation recommendations	Alaska Communications Staff and Customer
Alaska Communications finalized on-boarding activities	Alaska Communications Engineer
Customer signs Letter of Authorizations (LOAs) for Vendor Management and provides authorized employee list for billable service requestor and provides employee directory & priority employee listing	Customer
Full ConstantlyOn IT support starts	Alaska Communications and Customer

Annex D

Covered Features

This exhibit is intended to be a reference of included and excluded support features of ConstantlyOn IT. This list is for reference only and is not to be considered an absolute representation of all covered or excluded features.

Feature	Detail	Included	Excluded
Remote Support		X	
Technical Account Manager		X	
Compute Support	Desktops	X	
	Laptops	X	
	PC Peripherals	X	
	Printers/Scanners	X	
	Physical Servers	X	
	Virtualized Servers	X	
	Storage Arrays	X	
Proactive Maintenance	Service/Feature Packs	X	
	Hot Fixes/Patching	X	
	Firmware Updates	X	
Networking	Wired/Wireless Routers/Access Points	X	
	Hotspots/Guest Wireless		X
	Network Printing	X	
	Switches	X	
	Firewalls	X	
	Managed Routers	X	
Anti-Virus/Malware Mitigation	Anti-Virus Software Provided	X	
	Proactive AV Software Updating	X	
	Modest Reactive Virus/Malware removal – See Section 1 A (i) for details	X	
	Large Scale Incident Recovery/Forensics		X
Data Backup Systems Support	Monitoring Backup Process	X	
	Perform Simple File Restore Operations*	X	
	Disaster Recovery Assistance		X
Miscellaneous Equipment	Tablets and Mobile Devices		X
	Business Audio-Visual Equipment		X
	Point of Sales Equipment/Systems		X
	Telephone Equipment/Systems		X
Email Client Support	Current Vendor Supported Clients	X	
Email Server Support	Microsoft Exchange	X	
	Microsoft 365	X	
Internet Tools	Social Media Applications		X
	Web Browsers	X	

*Simple File restores are defined as file/folder data that can easily be restored via the in-place backup system using the data in the backup selection list. Complete disaster recovery or the need to recover an entire system just to recover a simple file/folder are excluded.

Covered Features - Continued

Feature	Detail	Included	Excluded
Operating System Support**	Windows Desktop Operating Systems	X	
	Microsoft Server Operating Systems	X	
Microsoft 365 Tenant/Administration Support***		X	
Microsoft Azure Tenant/Administration Support***		X	
Non-Microsoft Cloud Based Applications Administration Support***		X	
Server Based Application Support (e.g., SQL, IIS)		X	
Other Apps e.g., Adobe			X

**Support is restricted to Operating Systems supported by Microsoft

***Administration of cloud-based services include routine tasks such as adding new users, helping with passwords, assigning application licenses, etc. Advanced administration such as configuring and maintain SharePoint are excluded.