

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

July 19, 2021 12:00 PM

Assembly Chambers & Zoom Webinar

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

---

**I. APPROVAL OF MINUTES**

**A. June 7, 2021 - Regular Meeting**

**B. June 21, 2021 - Special Meeting**

**II. PUBLIC PARTICIPATION on NON-AGENDA ITEMS**

The Committee will follow COVID protocols in accordance with CDC guidelines, CBJ ordinances & resolutions, and COVID mitigation strategies at the time of the meeting. **Committee members will be meeting in person, to the extent possible. In-person public participation will be limited on a first come, first served basis to no more than 8 persons in the public audience seats. Masks are required for anyone in the room who is not fully vaccinated. Attendees in excess of that number will be requested to participate via Zoom webinar.**

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

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

**III. ITEMS FOR ACTION**

**IV. INFORMATION ITEMS**

**A. Solid Waste Plan Recommendations to Assembly**

**B. ArtWorks Presentation**

**C. Vote By Mail Elections Center**

**V. UPDATE ON PWFC ACTION ITEMS TO ADVANCE 2021 ASSEMBLY GOALS**

**A. Update on PWFC Action Items for 2021 Assembly Goals**

1. JCOS update on community-wide data on energy usage and GHG emissions.

**VI. CONTRACTS DIVISION ACTIVITY REPORT**

**A. June 2, 2021 to July 15, 2021**

**VII. NEXT MEETING DATE**

**A. August 9, 2021, Regular and Virtual Meeting**

**VIII. 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](mailto:city.clerk@juneau.org)

**PUBLIC WORKS & FACILITIES COMMITTEE  
DRAFT MINUTES – REGULAR MEETING  
Assembly Chambers/Zoom Webinar  
June 7, 2021**

**I. CALL TO ORDER**

The meeting was called to order at 12:04 PM.

Members Present: Ms. Hale, Ms. Triem, Christine Woll, and Ms. Hughes-Skandijs arrived at 12:11 pm. Assembly Member Loren Jones was also in attendance.

Staff Members Present: Katie Koester, Denise Koch, John Bohan, City Clerk Beth McEwen, Deputy Clerk Di Cathcart, Greg Smith, Jeff Rogers, Carl Uchytel, and Erich Schaal.

**II. APPROVAL OF MINUTES**

A. May 10, 2021 – Regular Virtual Meeting

No objection, minutes passed.

**III. PUBLIC PARTICIPATION & NON-AGENDA ITEMS**

None.

**IV. ITEMS FOR ACTION**

A. Juneau International Airport Maintenance Projects – Airport CARES Funded

Ms. Koester gave a brief explanation for the 2 requests within the memo.

Ms. Triem moved the Committee forward to the full Assembly an appropriation of up to \$1.56 million of Airport Cares Act Funding for replacement of sections of the Airport Terminal Outbound Baggage Conveyor System Master Control Panel Integration System and ask for unanimous consent.

No objections, motion passed.

Ms. Woll moved the Committee forward to the full Assembly the appropriation of up to \$600,000 for Airport Cares Act Funding for solicitation of engineering firm to design repairs and repaving of airport parking lots and asked for unanimous consent.

No objection, motion passed.

B. Capitol Park Donation

Ms. Koester gave a brief background of the purpose for this donation and appropriation.

Discussion ensued.

Ms. Hughes-Skandijs moved to forward the acceptance of the donation from the Juneau Community Foundation's Capitol Fund in the amount of \$550,000 and appropriation to the

Capitol Park Reconstruction Project to the full Assembly for introduction at the June 14, 2021, Assembly meeting.

No objection, motion passed.

**V. INFORMATION ITEMS**

**A. Next Steps for Solid Waste Conversation**

Ms. Koester gave a brief explanation of the needs for this item. She asked for the Committee for a problem statement and recommendations and a plan with funding on how to move forward regarding the next steps for meeting the Assembly Goals. She stated one of the most important goals is increase a solid waste strategy which includes increasing recycling and dealing with abandoned and junk vehicles.

Mr. Eric Vance, Superintendent, Capitol Disposal, explained some of the issues with the increase in odors from the land fill. He spoke with the Committee on the efforts of Waste Management to increase odor control at the landfill. They have installed three additional wells for burning off the gases produced by the landfill. He mentioned that some of the increase in odor may be due to accepting dry biosolids from the wastewater treatment plant. They feel some of the increase in odors is due to the fact that with the wet environment in Juneau, the biosolids are being reconstituted and emitting additional odors from the landfill. They have since stopped accepting these biosolids for disposal. They will working with gas experts throughout the summer to bring the odors under control and keep them under control.

Discussion ensued.

Ms. Hale requested the land fill and Public Works and Engineering Department keep the Assembly informed with any issues that arise, and how the land fill is dealing with them in a more timely manner. With this last bout of odors, Assembly members did not have answers for the many public questions they were receiving from the public.

Ms. Koester gave further explanation saying the Department is working on several ideas on how to use the biosolids that are no longer going to the land fill. She confirmed biosolids are no longer going to the landfill. The Department is currently shipping biosolids south. There are several locations in the Lower 48 where they use biosolids as fertilizer in large farming industries. The Department is trying this out with a few flower beds near the wastewater treatment plant.

Ms. Koester also addressed the letter from Mr. Watt to DEC, and the City working with the landfill to control the odors from the landfill.

Ms. Koester gave some background to the JCOS information included in the packet related to a presentation made by JCOS on April 14, 2021. She asked the Committee for direction on how to proceed with the recommendations made in the presentation.

Discussion ensued.

Direction from the Committee: Tracking whether biosolids is the issue to the odor increase at the landfill. Would it be possible to receive quarterly landfill reports to the Committee on odor control at the landfill? Further explore waste diversion in order to extend the life of the landfill. Continue to get information out to the public as to the most efficient way to divert waste and

updates on odor control. Look at the program White Horse, YK Canada uses for diverting their waste.

Ms. Koester gave her understanding of the direction to be to develop a possible problem statement and action for the odor control goal at the next meeting. Also, put more thought into what a zero waste plan would look like, and what the development of that strategy would be. The idea would be to develop a plan that requires public input and research. Determining the budget to develop the plan. Then have the plan formally adopted by the Assembly. She sees two Assembly stages, the first would be to authorize the action of developing the plan and the second would be to adopt the plan.

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

**A. Goal Update as of June 4, 2021**

Ms. Koester gave a brief update to the Assembly goals since the previous meeting. She state the department will use the Glacier Valley Fire Station Ground Source Heat Pump as case study to analyze the cost savings for this type of energy usage.

Ms. Koester stated she had asked the JCOS Committee for an update to Goal 5B, Make a Long-term Plan to Achieve reliance on 80% Use of Renewable Energy Sources by 2045. They gave her a statement saying they have explored several potential energy data source options and have had some frustrations with the data and being able to analyze the data. They continue to work on this.

**VII. CONTRACTS DIVISION ACTIVITY REPORT**

**A. May 5, 2021 to June 1, 2021**

**VIII. NEXT MEETING DATE**

**A. Next Regular Meeting will be July 19, 2021**

**IX. ADJOURNMENT**

The meeting adjourned at 12:56 PM.

**PUBLIC WORKS & FACILITIES COMMITTEE  
DRAFT MINUTES – SPECIAL MEETING  
Zoom Webinar  
June 21, 2021**

**I. CALL TO ORDER**

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

Members Present: Ms. Hale, Ms. Triem, Christine Woll, and Ms. Hughes-Skandijs arrived at 12:06 pm. Assembly Member Loren Jones was also in attendance.

Staff Members Present: Katie Koester, John Bohan, City Clerk Beth McEwen, Greg Smith, George Schaaf, Lisa EaganLagerquist, and Janet Sanbei.

**II. APPROVAL OF MINUTES**

None.

**III. PUBLIC PARTICIPATION & NON-AGENDA ITEMS**

None.

**IV. ITEMS FOR ACTION**

**A. Capital Avenue Reconstruction CIP Transfer Request**

Ms. Koester gave a brief explanation for this transfer request.

Carole Triem moved the Committee forward the \$100,000 transfer request to the full Assembly for approval and asked for unanimous consent.

No objection, motion passed.

**B. Elizabeth Peratrovich Mural South Side of Marine Parking Garage**

Ms. Koester gave a brief explanation for the submission of an art proposal to add public art to the south side of the Marine Parking Garage.

Lee Kadinger, Sealaska Heritage Institute, gave further information as to the funding of the project. He stated the Rasmussen Foundation awarded a grant to Crystal Worl, artist, to produce the mural. Sealaska Foundation will be providing the match to Ms. Worl to complete the mural.

Ms. Worl spoke to the mural and the process she will use for putting the mural together and installing it on the side of the parking garage.

Ms. Woll moved the Committee Accept the proposal.

No objection, motion passed.

**V. NEXT MEETING DATE**

July 19, 2021, 12:00 PM.

**VI. ADJOURNMENT**

The meeting adjourned at 12:18 PM.



# MEMORANDUM

**DATE:** July 16, 2021

**TO:** Chair Hale and CBJ Public Works and Facilities Committee

**FROM:** Katie Koester, Engineering & Public Works Director

**SUBJECT:** Solid Waste Plan

---

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

The purpose of this memo is for the committee to formalize problem statements and action items developed at the June 7<sup>th</sup> meeting and to work towards a Solid Waste Plan to present to the Assembly (possibly at the August 30 Committee of the Whole).

PWFC spent the March 15, April 12 and June 7 meetings discussing this topic. To organize PWFC actions on this complex issue, the committee has landed on the problem statements and recommendation actions below:

**Problem Statements:**

- Short Term: Odor control
- Long Term: Reduce waste stream to prolong the life of the landfill

**Action Items:** How to spend CBJ resources to work towards solving stated problems:

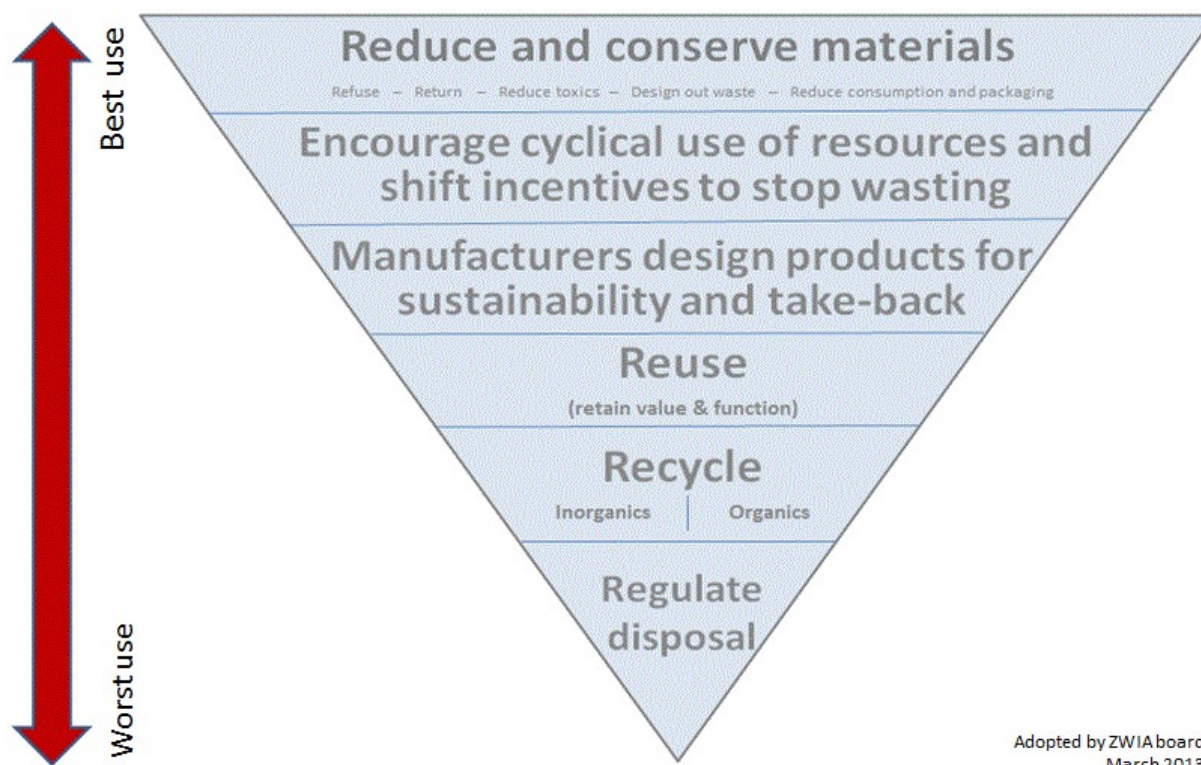
- Short Term: Work with Waste Management to update the committee and public on the success of odor control measures
- Long Term: Develop and implement a Zero Waste or Resource Recovery plan for CBJ

**What is a Zero Waste Plan?**

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



# Zero Waste Hierarchy



## What Could a Zero Waste Plan Look Like in Juneau?

Developing a zero waste plan would entail a broad, comprehensive planning effort that would include many community partners along with CBJ staff/consultants to engage the public at large, local businesses and organizations. Outside of CBJ's own facilities, making changes to the resource use and disposal practices of local businesses and/or individuals would require the creation of ordinances that establish requirements such as bans on landfilling of organics or plastic bag bans, development of incentive programs to promote desired practices, or a combination of the two approaches. It is important to keep in mind that efforts to divert waste from our local landfill with the goal of extending the life of the landfill could be offset by the landfill's acceptance of other wastes so as to remain profitable, and this is outside of CBJ's control. However, reducing waste production and increasing resource recovery efforts could still have positive benefits for the community. A zero waste plan has to take into account what is feasible for the community given existing constraints and limitations (budget, political will, ownership, regulatory authority, etc.)

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

**What Could the Process to Develop a Zero Waste Plan Look Like in Juneau?**

Because a zero waste plan is about changing the habits and culture of a community, it is key to have stakeholders engaged from the beginning. The drafters of the plan need to understand the opportunity and limitations of many different sectors. A task force could be developed, similar to the Visitor Industry Task Force model, to advise on the plan. Dedicated CBJ staff would need to spend time facilitating and managing the process (level of effort depends on consultant involvement; however even with outside help dedicated staff will need to not only follow the planning effort, but also the implementation).

Once funding is allocated, a Zero Waste Plan would likely be developed over a 12 to 18-month period that would include an initial phase of community engagement prior to strategy development and the establishment of short-term (one to three years), mid-term (five to seven years), and long-term action plans (ten years and beyond).

**Can't we do Something in the Near Term?**

One approach would be to develop a Resource Recovery Plan targeted specifically to construction debris and/or organics. This would include initiation of a feasibility study for construction waste recovery, and building on the earlier composting feasibility study to develop specific plans for increasing composting in Juneau. The development of a Resource Recovery Plan could happen concurrent with development of a zero waste plan or as a standalone project.

**Next Steps?**

- Assembly concurrence on the above problem statements and action items (consider adding a mid-term goal of resource recovery through composting, etc.?)
- Refine Assembly Goal 5d at annual retreat to reflect work of PWFC and get additional direction from Assembly
- Request CIP funding for Resource Recovery and/or Zero Waste Plan as a standalone CIP and/or during the FY23 budget cycle

### **What do Waste Reduction Efforts Look Like in other Communities?**

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

---

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

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

<https://www.ci.missoula.mt.us/DocumentCenter/View/46366/ZERO-by-FIFTY-PlanFinal> the full plan - executive summary is helpful as an overview and gives general timelines for objectives

<https://www.homeresource.org/wp-content/uploads/2018/11/ZERObyFIFTYActionsTimeline.pdf> the action items pulled out in a standalone document

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

---

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

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

---

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

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

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

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

## CBJ CARES ARTWORK LOCATION INVENTORY

ArtWork	Number of pieces	Artist	Location	Notes
Outward Beauty, Inner Calm	2	Baltuck	CBJ Finance Department's Reception area on the second floor of the Muni Way Building at 105 Municipal Way	
Forest Shadows	16	Carpenter	TBD	digital prints
Sk'udlasad Kigwáay Í'waan (Big Hug Basket)	1	Cheney	JDCM permanent collection	Currently on exhibit
DZOOM – Lingít Language Learning and Revitalization in the time of COVID and beyond	3	Craver	Transferred to CCTHITA	Haa Yóo X'atángi Kúdi (Tlingit Language Immersion Nest) at the Vocational Training and Resource Center
Douglas Island	1	Cudworth	City Hall Manager's Office	
King Salmon Fishing Lesson	1	Cudworth	City Hall Manager's Office	
Coho Salmon	1	Cudworth	Zack Gordon Youth Center	
King Salmon	1	Cudworth	Zack Gordon Youth Center	
Peaceful Salmon	1	Cudworth	Zack Gordon Youth Center	
Fire Study	1	Cudworth	Downtown Fire Station	
Ancestral Indigenous Protectors	3	Hope	JDCM permanent collection	Currently on exhibit
Hidden Art/Hidden Message Juneau series of Flora and Fauna	18	Juzeler	To be installed at Capital Park	Some on temporary exhibit at Downtown and Mendenhall Libraries and JDCM.
Hidden Art/Hidden Message Douglas series Tool Theme	14	Juzeler		Some on temporary exhibit at Downtown and Mendenhall Libraries.
The Gift of Art and Health	5	Kleinhenz	JDCM permanent collection of digital print and one of each mask design	Approx. 500 masks distributed to public
Iñupiaq Kayak Paddle	1	Logan	Zack Gordon Youth Center	

## CBJ CARES ARTWORK LOCATION INVENTORY

Secret Spot	1	MacNaughton	Downtown Public Library Director's Office	
Nagoonberry	1	MacNaughton	Parks and Landscape Douglas Maintenance Shop	
Fall by the Boardwalk	1	MacNaughton	CBJ Finance Department's Reception area on the second floor of the Muni Way Building at 105 Municipal Way	
Lupine	1	MacNaughton	CBJ Finance Department's Reception area on the second floor of the Muni Way Building at 105 Municipal Way	
Fireweed	1	MacNaughton	Parks and Landscape Douglas Maintenance Shop	
Baneberries & Grass	1	MacNaughton	Parks and Landscape Douglas Maintenance Shop	
Leaf & Light Dance	1	MacNaughton	Parks and Landscape Douglas Maintenance Shop	
Blue Mussels	1	MacNaughton	City Hall Public Information Office	
Water Lillies	1	MacNaughton	Shéiyi Xaat Hít – Spruce Root House	
Water Cycles	1	MacNaughton	To be installed at Law Department	Currently in Centennial Hall
Covid Secrets	53	Manewal	JDCM Permanent Collection	
Season of Covid, Chaos and String Theory	4	Maunu	To be installed at Law Department	Currently at Artist's studio
Juneau Covid Quilt	1	McEwen	JDCM Permanent Collection	Artist Video Chat on JDCM YouTube
We Are Essential	1	Miller	BRH	
Tlingit Canoe Sculpture	1	Mills	To be installed on Seawalk Island	
Helping Eyes: Portrats of health care workers	20	Mintz	BRH	digital prints
solace	0	Otsea	Online	On-demand showing at JDCM
Recognizable Changes screen	3	Ryan	JDCM Permanent Collection	Currently on exhibit

## CBJ CARES ARTWORK LOCATION INVENTORY

Animal Silhouettes	5	Schaeffer	3 at Centennial Hall, 1 at Foodland, 1 at Mendenhall Mall	
Covid Mask Scrap Quilt	1	Tempel	BRH	
Gū Nū Kū	0	Truitt	Online	On-demand showing at JDCM
Love Overcomes Everything	1	Zhang	Eagle Valley Center	
	167			

## Juneau Arts and Humanities Council

### Transaction Report

October 8 - December 31, 2020

	Date	Transaction Type	Name	Memo/Description	Account	Split	Amount
Grants.							
Other Grants							
artworks							
	10/09/2020	Deposit	City & Borough of Juneau [c]	Art Grant for CBJ Cares Act	4430 Grants.:Other Grants	1120 Wells Fargo Checking/Savings:Wells Fargo - Checking	300,000.00
	12/11/2020	Deposit	City & Borough of Juneau [c]	Amended Artworks Grant	4430 Grants.:Other Grants	1125 First Bank Checking/Savings:First Bank operating	30,000.00
Total for artworks							\$ 330,000.00
Total for Other Grants							\$ 330,000.00
Total for Grants.							\$ 330,000.00
TOTAL							\$ 330,000.00

Thursday, Jul 15, 2021 02:46:30 PM GMT-7 - Accrual Basis

## Juneau Arts and Humanities Council

### Transaction Report

October 8 - December 31, 2020

	Date	Transaction Type	Name	Memo/Description	Account	Split	Amount
Scholarships & Grants							
artworks							
	11/04/2020	Bill	James Hoagland	balance due on Drag Live	5800 Scholarships & Grants	2000 Accounts Payable	3,694.00

	11/04/2020	Bill	James Hoagland	1/3 Drag LIVE	5800 Scholarships & Grants	2000 Accounts Payable	1,788.00
	11/04/2020	Bill	James Hoagland	balance due on Drage classes	5800 Scholarships & Grants	2000 Accounts Payable	667.00
	11/04/2020	Bill	James Hoagland	1/3 Drag Classes	5800 Scholarships & Grants	2000 Accounts Payable	333.00
	11/05/2020	Bill	Robert Mills	1/3	5800 Scholarships & Grants	2000 Accounts Payable	4,500.00
	11/05/2020	Bill	Robert Mills	completion	5800 Scholarships & Grants	2000 Accounts Payable	9,000.00
	11/05/2020	Bill	Anouk Otsea	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,167.00
	11/05/2020	Bill	Anouk Otsea	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,333.00
	11/05/2020	Bill	Aakatchaq Schaeffer	1/3	5800 Scholarships & Grants	2000 Accounts Payable	2,163.00
	11/05/2020	Bill	Aakatchaq Schaeffer	completion	5800 Scholarships & Grants	2000 Accounts Payable	4,327.00
	11/05/2020	Bill	Deborah Anne Tempel	1/3	5800 Scholarships & Grants	2000 Accounts Payable	2,000.00
	11/05/2020	Bill	Deborah Anne Tempel	completion	5800 Scholarships & Grants	2000 Accounts Payable	4,000.00
	11/05/2020	Bill	Liyuan Zhang	1/3	5800 Scholarships & Grants	2000 Accounts Payable	667.00
	11/05/2020	Bill	Liyuan Zhang	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,333.00
	11/05/2020	Bill	Robert Mills	supplies, aluminum etc	5800 Scholarships & Grants	2000 Accounts Payable	7,000.00
	11/05/2020	Bill	Robert Mills	workshop	5800 Scholarships & Grants	2000 Accounts Payable	2,500.00
	11/05/2020	Bill	Robert Mills	shipping	5800 Scholarships & Grants	2000 Accounts Payable	2,000.00
	11/05/2020	Bill	Robert Mills	hardware	5800 Scholarships & Grants	2000 Accounts Payable	500.00
	11/09/2020	Bill	Brian Crapo	Space Rental for Canoe Build and carving	5800 Scholarships & Grants	2000 Accounts Payable	-7,827.91
	11/05/2020	Bill	MK MacNaughton	completions	5800 Scholarships & Grants	2000 Accounts Payable	7,507.00
	11/05/2020	Bill	MK MacNaughton	1/3	5800 Scholarships & Grants	2000 Accounts Payable	3,753.00
	11/05/2020	Bill	Larisa Manewall	completion	5800 Scholarships & Grants	2000 Accounts Payable	4,700.00
	11/05/2020	Bill	Larisa Manewall	1/3	5800 Scholarships & Grants	2000 Accounts Payable	2,350.00



	11/05/2020	Bill	Robert Mills	transportation	5800 Scholarships & Grants	2000 Accounts Payable	1,000.00
	11/05/2020	Bill	Anouk Otsea	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,330.00
	11/05/2020	Bill	Hollis Kitchin	1/3 project	5800 Scholarships & Grants	2000 Accounts Payable	1,433.00
	11/05/2020	Bill	Hollis Kitchin	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,867.00
	11/05/2020	Bill	Christine Kleinhenz	1/3	5800 Scholarships & Grants	2000 Accounts Payable	3,530.00
	11/05/2020	Bill	Christine Kleinhenz	balance due	5800 Scholarships & Grants	2000 Accounts Payable	2,559.00
	11/05/2020	Bill	David L Logan	1/3	5800 Scholarships & Grants	2000 Accounts Payable	267.00
	11/05/2020	Bill	David L Logan	completion	5800 Scholarships & Grants	2000 Accounts Payable	533.00
	11/05/2020	Bill	Marc Mintz	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,300.00
	11/05/2020	Bill	Marc Mintz	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,600.00
	11/05/2020	Bill	Marissa Truitt	1/3	5800 Scholarships & Grants	2000 Accounts Payable	583.00
	11/05/2020	Bill	Marissa Truitt	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,167.00
	11/05/2020	Bill	Vivian Mork	1/3	5800 Scholarships & Grants	2000 Accounts Payable	2,668.00
	11/05/2020	Bill	Vivian Mork	completion	5800 Scholarships & Grants	2000 Accounts Payable	5,332.00
	11/05/2020	Bill	Anouk Otsea	additional 1/3	5800 Scholarships & Grants	2000 Accounts Payable	667.00
	11/06/2020	Bill	Rachael Juzeler	1/3	5800 Scholarships & Grants	2000 Accounts Payable	5,356.00
	11/06/2020	Bill	Rachael Juzeler	completion	5800 Scholarships & Grants	2000 Accounts Payable	10,644.00
	11/09/2020	Bill	Brian Crapo	Space Rental for Canoe Build and carving	5800 Scholarships & Grants	2000 Accounts Payable	7,827.91
	11/09/2020	Bill	Abel Ryan	1/3	5800 Scholarships & Grants	2000 Accounts Payable	667.00
	11/09/2020	Bill	Abel Ryan	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,333.00
	11/09/2020	Bill	Brian Crapo	1/3	5800 Scholarships & Grants	2000 Accounts Payable	3,333.00
	11/09/2020	Bill	Brian Crapo		5800 Scholarships & Grants	2000 Accounts Payable	6,667.00

	11/09/2020	Bill	Larry West	1/3	5800 Scholarships & Grants	2000 Accounts Payable	500.00
	11/09/2020	Bill	Larry West	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,000.00
	11/10/2020	Bill	Mary McEwen	1/3 quilt	5800 Scholarships & Grants	2000 Accounts Payable	933.00
	11/10/2020	Bill	Mary McEwen	completeion quilt	5800 Scholarships & Grants	2000 Accounts Payable	1,867.00
	11/10/2020	Bill	Mary McEwen	1/3 coloring book	5800 Scholarships & Grants	2000 Accounts Payable	1,585.00
	11/10/2020	Bill	Mary McEwen	completion coloring book	5800 Scholarships & Grants	2000 Accounts Payable	3,171.00
	11/15/2020	Bill	Melissa McCormick	1/3	5800 Scholarships & Grants	2000 Accounts Payable	617.00
	11/15/2020	Bill	Louise Miller	1/3	5800 Scholarships & Grants	2000 Accounts Payable	640.00
	11/15/2020	Bill	Louise Miller	completions	5800 Scholarships & Grants	2000 Accounts Payable	1,280.00
	11/15/2020	Bill	Taylor Vidic	1/3	5800 Scholarships & Grants	2000 Accounts Payable	767.00
	11/15/2020	Bill	Christine Michelle Carpenter	1/3 Forest Shadows	5800 Scholarships & Grants	2000 Accounts Payable	2,927.00
	11/15/2020	Bill	Christine Michelle Carpenter	completeion Forest Shadows	5800 Scholarships & Grants	2000 Accounts Payable	5,853.00
	11/15/2020	Bill	Taylor Vidic	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,533.00
	11/15/2020	Bill	Lily Hope	1/3 ancestral	5800 Scholarships & Grants	2000 Accounts Payable	4,605.00
	11/15/2020	Bill	Christine Michelle Carpenter	completion sustainability	5800 Scholarships & Grants	2000 Accounts Payable	1,750.00
	11/15/2020	Bill	Melissa McCormick	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,233.00
	11/15/2020	Bill	Christine Michelle Carpenter	1/3 Sustinability	5800 Scholarships & Grants	2000 Accounts Payable	875.00
	11/15/2020	Bill	Lily Hope	completion ancestral	5800 Scholarships & Grants	2000 Accounts Payable	9,209.00
	11/16/2020	Bill	Barbara Craver	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,350.00
	11/16/2020	Bill	Barbara Craver	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,175.00
	11/16/2020	Bill	Barbara Craver	framing	5800 Scholarships & Grants	2000 Accounts Payable	270.00
	11/16/2020	Bill	Della Cheney	First 1/3 of the CBJ Cares Act Grant	5800 Scholarships & Grants	2000 Accounts Payable	2,475.00

	11/16/2020	Bill	Della Cheney	Final Payment	5800 Scholarships & Grants	2000 Accounts Payable	5,025.00
	11/17/2020	Bill	Abel Ryan	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,167.00
	11/17/2020	Bill	Abel Ryan	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,333.00
	11/28/2020	Bill	Robert Newman	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,000.00
	11/28/2020	Bill	Crystal Cudworth	1/3	5800 Scholarships & Grants	2000 Accounts Payable	988.00
	11/28/2020	Bill	Crystal Cudworth	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,977.00
	11/28/2020	Bill	Alaska in Motion LLC	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,600.00
	11/28/2020	Bill	Alaska in Motion LLC	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,300.00
	11/28/2020	Bill	Robert Newman	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,000.00
	11/30/2020	Bill	Sydney Truitt	completion	5800 Scholarships & Grants	2000 Accounts Payable	667.00
	11/30/2020	Bill	Brian Wallace	completion	5800 Scholarships & Grants	2000 Accounts Payable	2,900.00
	11/30/2020	Bill	Brian Wallace	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,300.00
	11/30/2020	Bill	Sydney Truitt	1/3	5800 Scholarships & Grants	2000 Accounts Payable	333.00
	12/04/2020	Bill	Puanani Maunu	1/3	5800 Scholarships & Grants	2000 Accounts Payable	867.00
	12/04/2020	Bill	Puanani Maunu	completion	5800 Scholarships & Grants	2000 Accounts Payable	1,733.00
	12/07/2020	Bill	Gemini Waltz Media LLC	1/3	5800 Scholarships & Grants	2000 Accounts Payable	1,667.00
	12/07/2020	Bill	Gemini Waltz Media LLC	completion	5800 Scholarships & Grants	2000 Accounts Payable	3,333.00
	12/14/2020	Bill	Perseverance Theatre	CBJ Artworks Grant	5800 Scholarships & Grants	2000 Accounts Payable	10,134.00
	12/14/2020	Bill	Kelsey Erickson-Kizer	first 1/3 payment	5800 Scholarships & Grants	2000 Accounts Payable	1,667.00
	12/17/2020	Bill	Alexandria Smith Photography - SEAlaska Portraits	completion	5800 Scholarships & Grants	2000 Accounts Payable	175.00
	12/17/2020	Bill	Claire Helgeson	completion	5800 Scholarships & Grants	2000 Accounts Payable	400.00
	12/17/2020	Bill	Claire Helgeson	1/3	5800 Scholarships & Grants	2000 Accounts Payable	200.00

	12/17/2020	Bill	Florence M Sheakley	completion	5800 Scholarships & Grants	2000 Accounts Payable	500.00
	12/17/2020	Bill	Daphne B Wright	completion	5800 Scholarships & Grants	2000 Accounts Payable	250.00
	12/17/2020	Bill	Konrad Frank	completion	5800 Scholarships & Grants	2000 Accounts Payable	400.00
	12/23/2020	Bill	Linda Rosenthal	completion	5800 Scholarships & Grants	2000 Accounts Payable	5,750.00
	12/23/2020	Bill	Linda Rosenthal	1/3	5800 Scholarships & Grants	2000 Accounts Payable	2,875.00
	12/28/2020	Bill	Mary Folletti		5800 Scholarships & Grants	2000 Accounts Payable	300.00
	12/28/2020	Bill	Lynn Schooler		5800 Scholarships & Grants	2000 Accounts Payable	500.00
	12/28/2020	Bill	Fate Leonard Wilson III		5800 Scholarships & Grants	2000 Accounts Payable	500.00
	12/28/2020	Bill	Dorothy Williams		5800 Scholarships & Grants	2000 Accounts Payable	500.00
	12/28/2020	Bill	Della Cheney		5800 Scholarships & Grants	2000 Accounts Payable	500.00
<b>Total for artworks</b>							<b>\$ 226,574.00</b>
<b>Total for Scholarships &amp; Grants</b>							
<b>Scholarships &amp; Grants</b>							
<b>artworks</b>							
	11/04/2020	Bill	Constance Baltuck	1/3	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	1,667.00
	11/04/2020	Bill	Anjuli Grantham	balance due	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	4,090.00
	11/04/2020	Bill	Anjuli Grantham	1/3 artist fee + expenses	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	2,045.00
	11/04/2020	Bill	Constance Baltuck	balance due on completion	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	3,333.00
	12/07/2020	Bill	Kindred Tone LLC	Artworks first 1/3 payment	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	667.00
	12/07/2020	Bill	Kindred Tone LLC	Artworks Final Payment	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	1,333.00

	12/14/2020	Bill	Kelsey Erickson-Kizer	Final payment	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	3,333.00
	12/29/2020	Bill	Tahir Mc Innes	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Ericka Lee	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Tahir Mc Innes	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/30/2020	Bill	Marjorie Hamburger	CBJ artworks	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
<b>Total for artworks</b>							<b>\$ 244,942.00</b>
<b>Total for Scholarships &amp; Grants</b>							
<b>Total for Scholarships &amp; Grants with subs</b>							
<b>TOTAL</b>							<b>\$ 244,942.00</b>
	12/29/2020	Bill	Sarah Asper-Smith	CBJ Artworks	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	9,500.00
	12/29/2020	Bill	Lucid Reverie LLC	CBJ Artworks Grant	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	9,500.00
	12/29/2020	Bill	Andrew Heist	CBJ Artworks	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/29/2020	Bill	Erin Heist	CBJ Artworks	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/29/2020	Bill	David L Logan	CBJ Artworks with Asper-smith	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	2,850.00
	12/29/2020	Bill	Elaine Bell	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	350.00
	12/29/2020	Bill	Dr. Amy Dressel	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	350.00

	12/29/2020	Bill	Richard Tagaban	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/29/2020	Bill	Heather Dalberg	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	600.00
	12/29/2020	Bill	Richard Carter	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	350.00
	12/29/2020	Bill	Thomas Varela	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	350.00
	12/29/2020	Bill	Britney Hunter	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/29/2020	Bill	Cate Ross	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	200.00
	12/29/2020	Bill	Nicholas DeHart	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	150.00
	12/29/2020	Bill	Stefanie Davis	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	150.00
	12/29/2020	Bill	Isabella Bugayong	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	150.00
	12/29/2020	Bill	Brita Fagerstrom	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	200.00
	12/29/2020	Bill	Pixie & Plume	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	100.00
	12/29/2020	Bill	Melissa Hill	CBJ Artworks Grant Drag Live Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	400.00
	12/29/2020	Bill	Capital Copy, Ltd.	CBJ Artworks Grant For Kleinhenz printing on Masks	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	4,500.00
	12/29/2020	Bill	Richard Carter	CBJ Artworks Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Chris Talley	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00

	12/29/2020	Bill	Aims Villanueva	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Nicole Church	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Lily Hope	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	George Kuhar	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Annie Bartholomew	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Jennifer Gross	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Melanie Brown	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	James Hoagland	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Collette Costa	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Hot Dog House	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Erika Bergen*	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Thomas Cramer	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	250.00
	12/29/2020	Bill	Arias Hoyle	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	250.00
	12/29/2020	Bill	Rochelle Yeeskannaalx Tiaa	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00
	12/29/2020	Bill	Brita Fagerstrom	CBJ Artworks Grant Vidic Project	5810 Scholarships & Grants:Scholarships & Grants	2000 Accounts Payable	500.00





# Vote By Mail

Digging deeper into what a vote by mail center with sorting equipment would look like for CBJ

From March  
15 COW

### Election Options Comparison Chart

#### OPTION A: STATUS QUO PRIOR TO 2020

- 13 Polling Precincts
- Includes 2 Early/Absentee Vote Centers for 2 weeks prior to Election + Absentee By Mail, Absentee by Fax (e-ballot) & Special Needs Voter assistance @ Pioneer Home & Wildflower Court
- Need to purchase 15 ADA tablets/printers for each location.
- CBJ would borrow Precinct Scanning Machines from State DOE & ballots would go through machines and be counted on Election Day.
- Early/Absentee ballots would be processed after Election Day to ensure no double voting occurs.

#### OPTION B: VOTE BY MAIL (VBM)

OPTION B: Vote By Mail options are similar to those conducted in 2020 and have the following characteristics:

- Each registered voter is sent a complete ballot packet (consists of Ballot, secrecy sleeve, return ballot envelope, sample ballot, & sticker)
- Two to Four Vote Centers for In Person Voting 2 weeks prior to Election Day.
- All ballots are processed at an Election Center.
- Timeframes are stretched earlier/later than Status Quo Option A.

Option B1—Purchase Sorting Equipment

Option B2—Manual Sort

Option B3—Contract with Municipality of Anchorage similar to 2020

#### OPTION C: HYBRID—IN PERSON VOTE CENTERS WITH STRONG VBM FEATURES

OPTION C: Hybrid Options would be characterized as follows:

- Each registered voter would be sent an application for a By Mail and By Fax (e-ballot)
- Two to Four Vote Centers for In Person Voting 2 weeks prior to Election Day.
- All ballots processed at an Election Center similar to VBM processing to ensure each voter is only voting once.
- Timeframes would be the same as those for a Vote By Mail election.

Option C1— Manual Processing

**Option C2— Purchase Sorting Equipment**

# Juneau VBM Requirements

---

- CBJ Owned building
- Clear floor space required for operations = Approximately 2,500 square feet
- Security of housed voting equipment is paramount: No unauthorized access to voting scanners and counters
- Install door security system and remotely viewable security camera system
- Machines need to remain in place once installed – vendors would need to be flown in to re-calibrate every time the equipment moved
- ADA Accessible Entry, Parking & Restroom for staff and the public during vote counting.
- Provide a public viewing area into the vote counting floor that is also secure for elections staff

# CBJ Facilities Analyzed for VBM

## **City Assembly Chambers with former JPD sub-offices in back hallway**

Insufficient floor area. Disruption to normal Assembly meetings for up to 8 weeks. Parking on street is limited. Security in Public Restroom hallway an issue.

## **Douglas and Valley Library Meeting rooms**

Floor area undersized for equipment and workflow. Secure storage during non-election months does not exist. Folding glass partition into foyer (Valley) with security Fob or Keypad lock is not possible.

## **Mt. Jumbo Gym**

Built in 1940. Roof has known leaks. Dust and dampness bad for voting machines and computers. Cast concrete wall construction makes modifications for electrical and IT difficult. Heating system is antiquated. Possible building code upgrades needed.

## **Municipal Building 2nd floor Conference (Room 224)**

Insufficient floor area. Locating sensitive and heavy voting equipment to second floor would be extremely difficult. Displacement of Dept. Training/meetings and City operations.

## **Downtown Transit Center warming lobby.**

Insufficient floor area. Security and storage of Voting equipment not possible.  
(But it did have parking!)



# Thane Warehouse

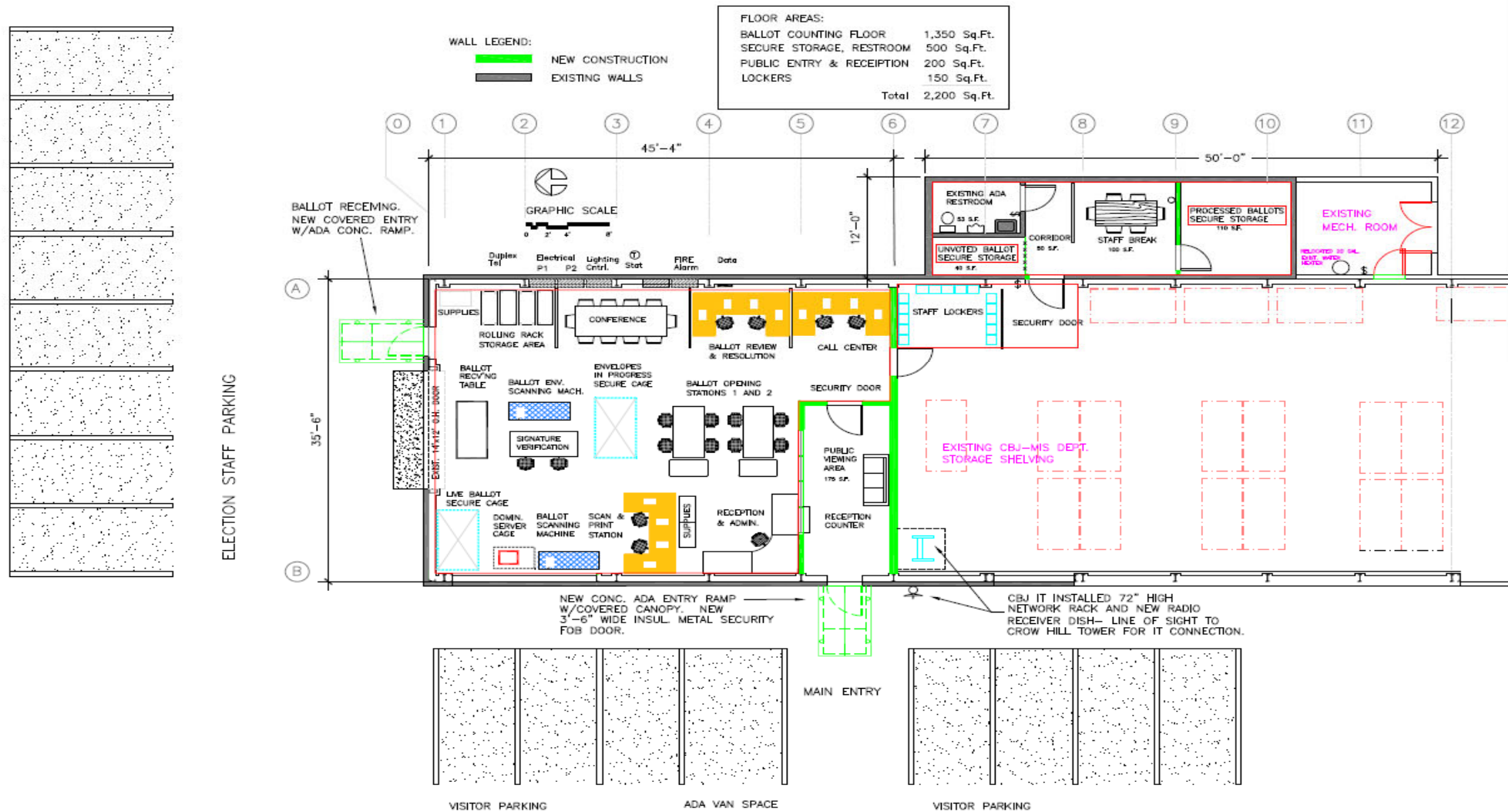
## Preferred Alternative



# Why Thane Warehouse is a good fit

- Thane Warehouse (CBJ surplus building) is a metal building constructed on a finished concrete slab-on grade in 1999. It is insulated, heated, dry and secure.
- Open roof truss construction makes needed renovations easier. Conduits, wiring trays, electrical outlets can be installed as overhead or surface run conduits with no drilling or wall penetrations required. No demolition of existing walls needed.
- ACS telephone wiring and fire alarm with autodial is existing.
- Secure internet connection for voice over IP telephones, workstations and security cameras can be easily installed via a new radio receiver dish aimed at the existing Crow Hill antenna.
- Parking is plentiful and at grade.
- One ADA restroom is existing in the building.
- Heat is provided by oil fired ceiling mounted fan units. Portable electric heaters can supplement.
- Electrical panels have sufficient spare capacity for all electronics needed for Vote by Mail
- A 14' high roll up vehicle door enables heavy Voting Scanners and equipment to roll in and be secured into the concrete for a permanent installation.

# Prelim. Plan— CBJ Thane Warehouse (North End)



## What are the One Time Costs to Set up VBM?

### **Renovations to Thane Warehouse**

- Between \$250,000-\$300,000
- Need full design for accurate cost estimate.

### **Equipment Purchase and Set up**

- Between \$225,000-\$300,000
- Includes equipment purchase, equipment set up and some office fixtures (shelving, tables and chairs)

**Total Project Cost: Between \$475,000 and \$600,000**



### Draft Design and Construction Schedule:

---

September 13, 2021	Second reading on ordinance appropriating funds (introduction August 23)
September 30, 2021	Select Design Consultant Team
November, 2021	Full Design documents complete
December, 2021	Bid and Award to Construction Contractor
January - April 2022	Construction of Juneau Vote by Mail
May 2022	Equip. techs calibrate, test and load software.
September 2022	Ready for Voting operations

## ANCHORAGE'S VOTE BY MAIL FACILITY AT SHIP CREEK WAREHOUSE (Leased space)



Sorted ballots in bins on a wheeled cart.

Visit the link below for a virtual  
tour of Anchorage's VBM center!  
<http://www.muni.org/Departments/Assembly/clerk/elections/Pages/default.aspx>



Secure cages for vote counting Server and Ballots  
in process.

# Possible Next Steps?

---

PWFC request follow up information (at 7.19.21 meeting)

Discuss Vote By Mail further at August 9<sup>th</sup> COW

(introduction of appropriation ordinance would need to be on August 23 regular meeting to maintain schedule)

## 7.19.21 Update on PWFC Action Items for 2021 Assembly Goals

Assembly Goal	Action Item	7.19.21 Progress Report
<u>3a. Maintain Assembly focus on deferred maintenance including BRH and JSD;</u>  Responsibility: Assembly, Manager's Office, E&PW, all operating departments with facilities  Notes: Short-term	1. Bond package funds many maintenance projects, including JSD	4.12.21: Memo presented to PWFC from Building Maintenance on ongoing efforts to promote this goal and potential next steps.
	2. BRH deferred maintenance efforts supported by Assembly with annual appropriation and staff	3.12.21: CBJ Engineering has ten active BRH projects
	3. Communicate through the CIP process how energy efficiency and costs savings over the life of the project are taken into consideration as project criteria	3.12.21: See 3.15.21 CIP memo on how energy efficiency will be included in the future as selection criteria at Department and Manager's office level. Memo also speaks to how energy efficiency is taken into consideration when designing a project and selecting preferred alternatives
<u>3f. Examine life cycle costs of CBJ facilities including city hall.</u>  Responsibility: Assembly, Manager's Office, E&PW  Notes: Short term	1. Update internal working document on deferred maintenance for CBJ facilities (excluding BRH and JSD) and present to committee	4.12.21: Memo presented to PWFC from Building Maintenance on ongoing efforts to promote this goal and potential next steps.
<u>5a. Develop strategy to measure, track and reduce CBJ energy consumption.</u>	1. Measure/track: Develop a dashboard using procurement data on how much fuel/ electricity CBJ uses	<b>7.19.21:</b> Developing dashboard on energy data for fuel, fuel oil and electricity consumption borough wide. Will incorporate this information as part of an Annual Report

Assembly Goal	Action Item	6.7.21 Progress Report
<p>Responsibility: Assembly, Manager's Office, E&amp;PW</p> <p>Notes: Short term</p>	<p>2. Analyze past energy consumption and track future consumption of one or two facilities that are scheduled for energy efficiency improvements with the recently passed bond package to be able to demonstrate the savings and impact</p>	<p>6.7.21: Glacier Fire Station chosen as candidate to track energy consumption with approval of investment in ground source heat by assembly; Eagle Valley Center likely second facility (also hoping to instal GSHP).</p>
<p><u>5b. Make a long term plan to achieve reliance on 80% renewable energy sources by 2045</u></p> <p>Responsibility: Assembly, Manager's Office, E&amp;PW</p> <p>Notes: Short term</p>	<p>1. Task JCOS with developing a strategy to examine community wide energy use and report back to the committee with a request for proposal for some level of technical assistance</p>	<p><b>7.19.21: JCOS will present at 7.19.21 meeting on challenges with collecting data and ongoing work on developing a proposal to bring to PWFC for contractual support.</b></p>
<p><u>5c. Develop climate change adaptation plan</u></p> <p>Responsibility: Assembly, Manager's Office</p> <p>Notes: Short term</p>	<p>1. Have committee review revisions to the <u>2007 Juneau Climate Change Report</u> due out spring of 2021 that identifies climate hazards, impact of hazards and mitigation measures. Task JCOS with community outreach and education on report</p>	<p><b>7.19.21:</b> Updated timeline and working title. Presentation to PWFC anticipated in <b>late summer/fall</b>, working title of draft is "Juneau's Changing Environment: Predictions and Responses to Climate Change"</p>
<p><u>5d. Develop solid waste strategy including plans to increase recycling and deal with abandoned/junked vehicles.</u></p> <p>Responsibility: Assembly, Manger's Office, E&amp;PW, JPD</p> <p>Notes: Long term</p>	<p>1. Update to the Committee of the Whole on current solid waste situation in Juneau, history of CBJ research and analysis of the issue, and potential next steps <b>(consider updating action item based on committee discusion)</b></p>	<p><b>7.19.21 at 6.7.21 meeting committee established problem statements and action items, including exploring a zero waste plan for Juneau. 7.19.21 meeting will collect additional feedback from committee on elements of planing process.</b></p>



## MEMORANDUM

TO: Katie Koester  
Engineering & Public Works Director

FROM: Greg Smith  
Contract Administrator

Date: July 14, 2021

SUBJECT: Contracts Division Activity  
June 2, 2021, to July 13, 2021

### ***Current Bids – Construction Projects >\$50,000***

BE21-219	Crest Street Reconstruction	NTP issued to North40 Construction on 6/8/21 for \$1,963,613.
BE21-240	Mendenhall River Community School Site and Playground Upgrades	NTP issued to Admiralty Construction on 6/10/21 for \$271,500.
BE21-263	Stabler Point Quarry Overburden Removal.	NTP issued to Alaska Juneau Construction on June 30, 2021 for \$430,220.00
BE21-150	Tongass Boulevard Reconstruction, Phase 1	Notice to Proceed issued to Henricksen Constructors for \$1,812,730.00 on June 11, 2021.
BE21-238	Lynn Canal Fire Station Replacement	NTP issued to Dawson Construction for \$214,000.00 on June 4, 2021.
BE21-164	BRH Site Improvements	NTP issued to Admiralty Construction on 06/24/2021 in the amount of \$1,917,146.00
BE20-268	Capital Transit Valley Transfer Station	Estimate \$1,747,000. Three bids received on 6/9/21. NTP issued to Admiralty Construction on 6/30/21 for \$1,948,216.
BE21-141	Juneau Douglas Treatment Plant Electrical Upgrades	Estimate \$400,000. Two bids received on 6/17/21. Award in progress to Chatham Electric for \$559,000.
BE21-232	Capital School Park Reconstruction	Estimate \$2,000,000, Bids due 07/07/2021. Award in progress to Admiralty Construction in the amount of \$2,077,220.00
BE22-025	BRH Central Sterile Region Equipment Upgrades	Estimate \$87,000.00, Bids opened on June 30, 2021. Award in progress to Schmolck Mechanical in the amount of \$103,800.00
BE21-264	Gruening Park Lift Station Stand-Alone Lift Station	Estimate \$902,000, bids due on 7/15/21.
BE22-037	BRH Emergency Department Ventilation Upgrades.	Estimate \$175,000.00. Bids due on August 3, 2021

Contracts Division Activity  
June 2, 2021, to July 13, 2021

Page 2

**Current RFP's – Services**

RFP E21-239	CA/I for Douglas 4 <sup>th</sup> St. Utilities and Drainage	NTP issued to proHNS, LLC on 05/11/2021
RFP E21-244	Design for Outer Drive and West Juneau Wastewater Lift Station Improvements	NTP issued to DOWL on 06/11/2021.
RFP E21-260	CA/I for Tongass Blvd Reconstruction	NTP issued to Wilson Engineering on 06/08/2021
RFP E21-249	CA/I for 2021 Area Wide Paving	NTP issued to Wilson Engineering on 06/25/2021
RFP E21-228	CA&I for Crest St Reconstruction	NTP issued to DOWL on 6/16/21 for \$213,970.
RFP E21-227	Design for Robbie Rd, Ling Court, and Laurie Lane Reconstruction	NTP issued to PDC on 6/23/21, \$13,805 for surveying and mapping.
RFP E22-028	Design for Harris Street Reconstruction	No proposals received.
RFP E22-029	Design for Meadow Lane Improvements	NTP issued to DOWL on 7/12/21, \$33,480 for survey, scoping, and pre-design.
RFP E21-138	Capital Transit Fare Collection Technology	Four proposals on 6/29/21. Under evaluation.
RFP E22-030	CA&I for the Capital Transit Valley Transfer Station	Two proposals received on July 2, 2021. Under evaluation.
RFP E22-043	Capital School Park Reconstruction CA/I	Proposals due on 07/23/2021
RFP E22-056	Design and CA for BRH Emergency Dept. Addition & Renovation	Proposals due on 08/03/2021

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

AM 3 to RFP E20-281	Calhoun Avenue Reconstruction, Design Services	NTP issued to proHNS, LLC on 06/30/21, \$91,800.00
AM 6 to RFP E20-133	CCFR Mechanical Upgrades	NTP issued to PDC Engineers on 06/30/21, \$81,947.00
Am 6 to RFP E19-267	MWWTP Remote Monitoring System / Lemon A Panel and Programming	NTP issued to RMC Engineering on 6/3/21, \$178,129.
Am 6 to RFP E17-269	Design and CA for the JNU Float Pond Improvements	NTP issued to PND Engineers on 6/9/21, \$118,000.
Am 3 to RFP E21-162	Design and CA for the Eagle Valley Center Renovations	NTP issued to MRV Architects on 6/11/21, \$61,032.
Am 3 to RFP E19-208	Design for the Augustus Brown Pool Renovation	NTP issued to Architects Alaska on 6/11/21, \$103,970.

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

PA 8 to 192(ADM)	Pederson Hill Landscaping	NTP issued to Admiralty Construction 06/30/21, \$40,000.00
PA 9 to E19-192(E)	East Valley Reservoir Sediment Pond Work	NTP issued to Enco, Alaska, Inc on 06/9/21, \$45,000.00

**Utility Agreements (AEL&P)**

UA 15 to E17-137	New JDWWTP Transformer	NTP issued to AEL&P on 6/9/21, \$56,571
------------------	------------------------	---

Contracts Division Activity  
June 2, 2021, to July 13, 2021

Page 3

***Construction Change Orders (>\$20,000)***

CO 1 to BE21-030	AB Pool Upper Roof Replacement	Change order processed for Dawson Construction, 06/18/21, \$41,401.50
---------------------	--------------------------------	--

MR E20-139 – Term Contract for Professional Services. This solicitation is open for a three-year period. Consultants continue to submit proposals. Contracts are in progress and underway.

***Key for Abbreviations and Acronyms***

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