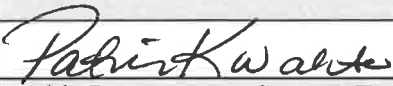




MR# **25-059**
Assigned by Purchasing Div.

MODIFICATION (WAIVER) REQUEST

Requesting Department & Division	Contact Name	Telephone #
Airport	Angelica Lopez-Campos	907-586-0960
Department Head Signature	Date	Original RQ #
	7/5/2024	10896
Is this Procurement State or Federally funded?		Estimated Cost
☐ YES ☒ NO		\$ 229,901.44

Reason for Modification Request:

Please complete this form and attach all supporting documents.
Give complete, accurate, detailed explanation of your request. Please be specific.

The Airport is required to maintain a wildlife hazard management plan to comply with Federal Regulations. The United States Department of Agriculture, Wildlife Services, is contracted with the FAA for wildlife services/studies/permitting/management plans nationwide. The contract is Cooperative Service Agreement Number 24-7302-5339-RA for FY25. This waiver is in concurrence with 53.50.090(n) "Exceptions to competitive sealed bidding."

- ☒ **Sole Source:** The purchase of a commodity or service from the only known single source. *Attach verification.*
Code Provision: 53.50.090 (c)
- ☐ **Class 2 Emergency:** A circumstance that poses a threat to the health, welfare or safety of the public.
Code Provision: 53.50.090 (L)
- ☐ **Rider to Another Contract:** A vendor may extend another government agency's bid or contract pricing to CBJ. The proposed purchase must meet CBJ purchasing requirements and must have been competitively bid.
Code Provision: 53.50.090 (f) Agency: _____ Contract #: _____
- ☐ **No Substitute:** A request for a specific brand name and model number of a particular item to be purchased. The item must be available from more than one supplier.
- ☐ **Other:** Clear explanation is required. Code Provision: (if applicable) _____
Explanation:

Approved By:


Renée Loree

Purchasing Officer

07/05/2024

Date

07/05/2024

Date

FY	RQ	\$ Amount	PO #	Purchasing Approval

Purchasing Officer Comments:

Expiration Date: _____

APHIS SALES ORDER REQUEST FORM

State Office:	Alaska	Date:	6/20/2024		
Agreement Number:	24-7302-5339-RA	Amendment:	NO	Number	
Cooperator Name:	City and Borough of Juneau - Airport	FMMI Customer #	0003123317		
A/P Mailing Address: (Billing address)	Juneau International Airport City and Borough of Juneau 1873 Shell Simmons Drive Suite 200 Juneau, AK 99801	Category:	Airport Wildlife Hazards		
Cooperator Financial POC:	Angelica Lopez-Campos	Cooperator PO #:			
Sales Order Type:	ROWE - non federal reimbursable agreements, no advance, ie CSAs				
Budget Period:	24XX - No Year Funds	FMMI PO (if a USDA Agency):			
WBS Element:	AP.RA.RX02.73.0226	TAS:			
Agreement Performance Period:	7/1/2024 - 6/30/2025				
Amount of This SO Request:	\$ 229,901.44	Total Amount to Date:	\$ 229,901.44		
Overhead Rate:	16.15%	WS Pooled Job Costs:	11%	Frequency of Billing:	Quarterly
Previously on OSEC	☐	OSEC Date:		Species Managed:	BASH
Location of Work:	Juneau International Airport, Alaska				

Additional Comments:

CSA through 6/30/2025

For WRO Use Only:

Received in WRO	OSEC Report	Overhead Calc.	☒	Mail Distribution Date		
6/20/2024	6/30/2024	ACMS	☒			
		Agr.Spec.	☒	No. & State		
				1-AK elec		
Routing Notes:						
☐ MIPR	☐ Agreement	☐ CSA	☒ WFP	☐ 7600	☒ W9	
☐ Mod	☐ Waiver	☐ DEOB	Attached	☐ X	☐ MRP	☐ SHC
Scan Date:	6/24/2024	Sent to:	Michelle, Sheryl			

WORK PLAN/FINANCIAL PLAN

Cooperator: City and Borough of Juneau

Contact: Patricia Wahto, Airport Manager

Phone: (907) 789-7821, Email: Patty.Wahto@jnuairport.com

Cooperative Service Agreement Number: 24-7302-5339-RA

WBS Element: AP.RA.RX02.73.0226

Location: Juneau International Airport, Juneau, AK

Dates: July 1, 2024 through June 30, 2025

In accordance with the Cooperative Service Agreement Number 24-7302-5339-RA (2020 Signature Year) between the City and Borough of Juneau (CBJ) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of July 1, 2024 – June 30, 2025.

Program Objective

Wildlife Services' objective is to reduce human health and safety risks associated with potential wildlife/aircraft collisions. APHIS-WS will provide assistance in the form of technical information, recommendations, and wildlife management activities related to minimizing wildlife conflicts. Specifically, APHIS-WS will assist CBJ in minimizing wildlife strike hazards to aircraft by providing a Wildlife Hazard Management Program at the Juneau International Airport (JNU).

Plan of Action

1. APHIS-WS will provide a Wildlife Biologist/Specialist, 56 hours per week, for the duration of this agreement. APHIS-WS personnel will coordinate their schedule with the Airfield Maintenance/Operations Superintendent (AMOS). JNU personnel will provide wildlife control in the absence of APHIS-WS personnel. APHIS-WS will provide wildlife deterrent training for JNU personnel. All APHIS-WS personnel will be proficient in wildlife deterrent techniques and methodologies, and will keep records of daily wildlife hazard management activities in a central database that is accessible to the AMOS.

APHIS-WS will provide briefings of activities and any recommendations to AMOS (or his/her designate) on a weekly or "as requested" basis. APHIS-WS personnel will be self-activated in response efforts, but will coordinate wildlife deterrent activities with the control tower as necessary, as well as with the AMOS or his/her designee. APHIS-WS personnel shall deploy, maintain, and/or remove all necessary field equipment.

2. In addition to the wildlife deterrent support mentioned above, the APHIS-WS Biologist will provide technical assistance in monitoring, and/or studying and assessing wildlife hazards at JNU. Such assistance might include, but is not limited to the following:
 - Wildlife Hazard Management Plan review.
 - Maintenance of the required records, filing of required reports, and preparation and/or maintenance of the permits necessary to implement the wildlife hazard management plan, as well as advising and preparing amendments to the plan as mutually agreed. All records will remain the property of JNU.
 - Continued assistance with the review and comment upon JNU's Environmental Impact Statement, including a review of wetlands mitigation sites.
3. JNU will provide training and briefings for APHIS-WS personnel to insure APHIS-WS compliance with the standard operating procedures at JNU. JNU will provide an office space. JNU will provide APHIS-WS personnel a vehicle and fuel. JNU will provide APHIS-WS pyrotechnics.
4. JNU will give APHIS-WS operational access on JNU assigned radio frequencies for communication with the appropriate entities which may include, but not limited to, operations, maintenance, law enforcement, natural resources, and/or air traffic control with the following conditions:
 - APHIS-WS may use agency radio equipment to satisfy cooperative operational requirements.
 - APHIS-WS will utilize JNU radio equipment in accordance with JNU guidance.
 - APHIS-WS will follow proper radio procedures at all times.
 - APHIS-WS will operate within the radio frequency assignment parameters.
5. APHIS-WS will provide the necessary wildlife deterrent supplies and equipment, including firearms, and will operate such items in a fashion consistent with established JNU procedures. APHIS-WS will also provide their own computer and database for program data entry. APHIS-WS will provide telephone and internet service in the office.
6. The local contact for APHIS-WS will be the District Supervisor, Marc Pratt, Palmer, AK (907) 745-0871. This project will be monitored by the Alaska Wildlife Services State Director, Spencer Atkinson, Palmer, AK (907) 745-0871.
7. JNU will be billed quarterly by APHIS-WS only for expenses shown in the Financial Plan and will not exceed the Agreement Total. Personnel Compensation is defined as salary for all hours worked, benefits, differentials, hazardous duty allowances, annual leave, sick leave and awards. The financial point of contact for this Work Plan/Financial Plan is Michelle Rodriguez, Budget Analyst, (360) 742-5496.

FINANCIAL PLAN

This financial plan is for the disbursement of funds from **Juneau International Airport** to the **USDA APHIS Wildlife Services** for the purpose of a Wildlife Hazard Management Program conducted for the period of 7/1/2024 to 6/30/2025.

Cost Element	Full Cost	
Personnel Compensation	\$	174,361.20
Travel	\$	3,000.00
Vehicles	\$	-
Other Services	\$	450.00
Supplies and Materials	\$	3,000.00
Equipment	\$	-
Subtotal (Direct Charges)	\$	180,811.20
Pooled Job Costs	11.00%	\$ 19,889.23
Indirect Costs	16.15%	\$ 29,201.01
Aviation Flat Rate Collection		\$ -
Agreement Total	\$	229,901.44

The distribution of the budget from this financial plan may vary as necessary to accomplish the purpose of this agreement but may not exceed: **\$229,901.44.**

Mailing Address:	Billing Address:
JUNEAU INTERNATIONAL AIRPORT	Same as Mailing
CITY AND BOROUGH OF JUNEAU	Financial POC: Angelica Lopez-Campos
1873 SHELL SIMMONS DRIVE SUITE 200	POC email: angelica.lopez-campos@jnuairport.com
JUNEAU, ALASKA 99801	Tax ID: 92-0038816

Patricia K Wahto

Patricia Wahto
Airport Manager, Juneau International Airport

6/19/2024

Date

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES

SPENCER
ATKINSON

Digitally signed by SPENCER ATKINSON
DN: c=US, o=U.S. Government, ou=Department
of Agriculture, cn=SPENCER ATKINSON,
0.9.2342.19200300.100.1.1=12001000169947
Date: 2024.06.20 09:06:37 -08'00'

Spencer Atkinson, State Director, Alaska

Date

WENDY ANDERSON

Digitally signed by WENDY
ANDERSON
Date: 2024.06.21 14:16:18 -06'00'

Wendy Anderson, Acting Director, Western Region

Date

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CITY & BOROUGH OF JUNEAU	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) ► GOVERNMENT	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 3 Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.) See instructions. 155 HERITAGE WAY	Requester's name and address (optional)
	6 City, state, and ZIP code JUNEAU, AK 99801	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
9	2		-	0	0	3	8	8	1 6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 01/04/2024
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

APPROVAL FOR FISCAL YEAR 2024 AGREEMENTS

Initiative Title:

**WS HUMAN HEALTH/SAFETY AIRPORT WILDLIFE
HAZARD MANAGEMENT**

Proposed funding level: \$ **38,768,186**

What is the purpose of the initiative/agreement and how does it align with the Agency's and Secretary's priorities?

Wildlife Services (WS) resolves wildlife conflicts that threaten public health and safety, including threats to aircraft. WS works at a variety of airfields including, commercial and general aviation airports and military installations worldwide. Wildlife-aircraft strikes (such as bird strikes) can contribute to accidents that can result in human injury or death. WS biologists provide direct wildlife damage mitigation through an integrated wildlife damage management approach, identifying the source of the problems and using all the tools and research available to effectively resolve conflicts and damage. Additional program objectives include Wildlife Hazard Assessments (WHA) conducted by wildlife biologists at airports and airfields, a requirement of the FAA. The WHA is a yearlong wildlife survey provided to airport management and is used to develop a Wildlife Hazard Management Plan that includes a variety of management actions. WS provides annual FAA required training to airport personnel to assist in recognizing potential wildlife problems. This initiative supports USDA goal 2 and APHIS objectives 2.1, 2.2, 2.4

Previous year funding level: \$ **36,922,082**

<Prior year details for initiatives can be found on an attached spreadsheet>

Historic instruments used to accomplish the initiatives goals

Cooperative
Agreement
(CA)
☒

Grant
(GR)
☒

Interagency Agreement
(IA)
☒

Incoming Fund
Agreement
(RA/TF/OTC)
☒

Signatures:

Approving official:

Title	Name	Signature and date		
Program Manager/ADODR	Steven Wickenheiser	STEVEN WICKENHEISER Digitally signed by STEVEN WICKENHEISER Date: 2024.01.17 09:42:32 -05'00'	Signature needed	☒
Signatory or Delegate	David Reinhold	DAVID REINHOLD Digitally signed by DAVID REINHOLD Date: 2024.01.17 09:42:32 -05'00'	Signature needed	☒
SES	Janet Bucknall	JANET BUCKNALL Digitally signed by JANET BUCKNALL Date: 2024.01.19 00:50:06 -05'00'	≥ \$250,000	☒
Agreement/Grant Specialist	Debra Martin	DEBRA MARIN Digitally signed by DEBRA MARIN Date: 2024.01.22 10:50:16 -05'00'	Signature needed	☐