

AIRPORT BOARD  
AGENDA  
6:00 P.M., THURSDAY, APRIL 8, 2021  
ZOOM WEBINAR: <https://juneau.zoom.us/j/96699462037>  
Or Telephone: 669 900 6833 Webinar ID: 966 9946 2037

**TO TESTIFY: CONTACT PAM CHAPIN, 586-0962  
BY 3:00 P.M. ON APRIL 7, 2021**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES:
  - A. Regular Monthly Meeting of March 11, 2021
  - B. Special Meeting of March 17, 2021
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. UNFINISHED BUSINESS
  - A. **Taxiway Regulator Upgrades (Update).** At the March 11, 2021, regular Airport Board meeting, and the March 17, 2021 Airport Board special meeting, the Board approved the use of CARES Act funds for the airfield lighting regulator upgrades of: ACE3 control system upgrades (\$118,814), and for the circuitry upgrades (\$84,214). The Federal Aviation Administration (FAA) told us that both these systems were maintenance in nature, therefore, not FAA eligible. On March 25, 2021, the FAA redacted their determination on the circuitry work to state that it is FAA Airport Improvement Program (AIP) Taxiway grant eligible, and the \$84,214 in CARES Act funds would not be needed for this portion. This is just a heads up and for the record.
- VII. NEW BUSINESS
  - A. **Terminal Fire Alarm System.** When the Terminal Reconstruction Project went out for bid, it was not known that the Fire Marshall would require the existing terminal fire alarm system to be retro-fitted with a mass notification – voice evacuation system. This system modification was not included within the scope of the fire alarm work associated with the Terminal Reconstruction project. In order not to delay the bid and grant, staff and the design team elected to assess and design after construction was underway and the work to upgrade this system would be addressed as a stand-alone bid while still being part of the federal funding grant. After assessing the existing fire alarm system, it was determined that it could not simply be expanded to introduce the mass notification – voice evacuation system. This led to the decision to replace the existing system with a new integrated system that could tie in all systems around safety, security (door egress), as well as annunciator systems. This was particularly important with a new exit lane system installed last spring, and became the preferred option, if funding allowed. A fully integrated system went out for bid in February. Two bids were received on March 16,

2021. Johnson Controls Fire Protection LP is the low bidder at \$297,523.48. The protest period ended on March 19, 2021, without protest. Staff requests the Board concur with the bid award to Johnson Controls Fire Protection, with funding through the Terminal Reconstruction project (71.6% federally eligible).

Bidders	Total Bid
<b><i>Johnson Controls Fire Protection LP</i></b>	<b><i>\$297,523.48</i></b>
Chatham Electric	\$634,000.00
<i>Engineer's Estimate</i>	<i>\$272,500.00</i>

**Board Motion:** *“Concur with the terminal reconstruction fire alarm system bid award to Johnson Controls Fire Protection LP at a cost of \$297,523.48.”*

**B. New Snow Removal Plow Truck Issues.** The Airport took delivery of three Oshkosh Plow Trucks last year, but there have been numerous maintenance issues for all three trucks since they were delivered in April 2020. During this first season of winter operations two of the trucks have been mostly out of service; at times, all three have been out of service. The Airport has been working with the distributor (Yukon Equipment) and CBJ Purchasing on all these issues, and will also be working with the manufacturer (Oshkosh), but staff doesn't feel we have the luxury to wait-and-see what the outcome is to repair/replace. Staff believes the situation dictates an immediately plow truck purchase/replacement, to ensure that a plow truck will be in service by next winter season (if possible). Although the Airport will continue discussing the situation with Yukon and Oshkosh, staff is beginning a Class 2 emergency purchase of one additional truck for next season from Construction Machinery Inc., the runner-up on the previous bid. Staff believes this action will help offset the liability of another season with out-of-service or maintenance-intense equipment.

Staff anticipates a purchase price of approximately \$520K; a firm quote and build/delivery timeline are not yet available. Funding will be from the existing AIP74 grant, which has \$917K remaining. Purchased so far from this AIP grant: MB Plow/Broom Combos (three)--\$2.2m; Oshkosh Plow Trucks (three)--\$1.4m; Deicer Truck (one)--\$284K; CAT Loader (one pending)--\$320K.

This is informational only for the Board.

**C. Airport Manager's Report:**

1. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) (Attachment #1). The Airport Fund Balance was updated to more accurately reflect what is reported to/adopted by the Assembly, and align with the City's Comprehensive Annual Financial Reports (CAFR). The report also reflects updated/revised FY21/22 budget amounts based on the February 18, 2021, Airport Board meeting, including the proposed use of CARES Act funds to cover the

projected operational budget deficits. No change to the AFB or CRAB since last month.

2. Financial Model Update. FRASCA has completed historical reconciliation and has a final draft model for staff to use and familiarize. FRASCA is also working on a PowerPoint presentation and reference sheet to show what each of the (colors) tabs do, which tabs allow input, which tabs are worksheets (locked) and which tabs generate reports (locked). Staff is hoping to have a Finance Committee meeting to review the new model and allocations around the end of April. FRASCA will continue with any model adjustments or additions, as well as continuing phone support through December 2022.

3. Wetlands Clean-up. May begins the annual community clean-up around Juneau. This includes a group that goes out into the wetlands, just off of airport property, on Saturday, May 1 starting at 10 a.m. The group coordinates the clean-up with the Airport, but they start from Sunny Point. Thanks to all who help with the area-wide clean-up.

4. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineering Project Reports:

- *COVID Updates*. The most recent information may be found on the **CBJ website**: <https://juneau.org/covid-19/covid-19-travel> for local requirements; and **Alaska Travel Portal at**: [www.alaska.covidsecureapp.com](http://www.alaska.covidsecureapp.com). Additionally, more information may be found at: <https://covid19.alaska.gov/travelers/> and FAQs: <https://covid19.alaska.gov/faq/>. There have been a lot of updates and allowances (i.e., vaccine allowances) that travelers and residents should continue to check for changes.
- *COVID Testing at Airports*. The State of Alaska (Department of Health and Social Services) awarded a contract to Capstone Clinic to take over the State mandate protocols and testing at the four busiest airports in Alaska (ANC, FAI, JNU, and KTN). The State pays the contractor for these services. The transition from Capital City Fire/Rescue to Capstone occurred February 1, 2021. JNU has also entered into an agreement with Capstone for terminal/space use (rent, parking, etc.). It is a six month contract with the ability to extend up to a year at this time. Out-of-state travel declarations are still required at port of entry. No change.
- *Mask Mandate at Airports*. A federal mandate is in place which requires everyone to wear masks on airplanes, at airports, as well as on other forms of public transportation. While this mandate has been in place at a local level, it is now required at the federal level. Failure to abide by the face mask mandate may result in fines, removal from facilities and/or stricter punishment. No changes.
- *Bag Conveyor Update*. The Board has been advised on the continued breakdown on the 35 year old bag conveyor system. The Board's direction at the February meeting was to look at a whole system replacement rather than parts and pieces that may not be upgradeable later. Staff is currently working on a scope for solicitation of replacing the aged bag conveyor system that has been experiencing

wear/tear and down time. Staff hopes to have the solicitation out for bid within the next couple months.

- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP).* The Airport is currently working under a new five-year permit since July 28, 2020. The Airport continues to receive forms/notices for either an NOI or No Exposure from tenants. The 2020 Annual report was submitted in December, and routine monthly and quarterly reports, assessments and lab analyses are ongoing requirements of the permit. A 'best practices' meeting with tenants operating under our SWPPP will occur again in June. Similar to other program management, the Airport will look at costs for contracting out this requirements of the SWPPP program.
- *Egan/Yandukin Intersection Improvements Project.* Alaska Department of Transportation (ADOT) has narrowed down design alternatives for the project. Please visit ADOT website on this project at <http://dot.alaska.gov/eganyandukin>. Also any comments or concerns may be emailed to [eganyandukin@alaska.gov](mailto:eganyandukin@alaska.gov). The Airport is registered as one of the stakeholder panelists due to adjacent property and impact to traffic to/from the Airport. The Airport (along with comments from the FAA) submitted comments to ADOT regarding the complexity and costs of two of the three alternatives that both proposed to use airport property. The third alternative did not impinge on airport property. ADOT will be utilizing Unmanned Aircraft Systems (UAS), or drones, in early April to perform 3D scanning of the Egan Drive corridor. This will be coordinated with the Airport, tenants, pilots, ATC and Flight Service.
- *Federal Aviation Administration (FAA) Compliance Land Use/Financial Letter (January 2019).* Staff continues to work on the remaining compliance items and will bring items back to the Board for action as necessary. Staff continues toward acquisition of the Loken/Channel Flying property which was noted as a non-compliant through-the-fence operator. While this is a compliance matter, property acquisition is eligible for federal funding. The process has started for procuring a property acquisition specialist including \$50,000 of forward-funding approved by the Board. No further updates.
- *FAA Disabilities Compliance and Title VI Review.* Staff has completed the plan and self-evaluation programs for the final part of the 2017 FAA compliance audit for Americans with Disabilities Act (ADA) and Title VI review and it has been signed off by the CBJ. The final plan and compliance update were forwarded to the FAA for review, however, some of the outstanding items will not be in compliance until the terminal remodel is complete. FAA still requires periodic updates. No changes.
- *Disadvantaged Business Enterprise (DBE)/Airport Concession Disadvantaged Business Enterprise (ACDBE) Consultant.* The Airport solicited for a consultant to review, develop, implement and report on the federally required DBE/ACDBE programs. The Board approved the use of \$55,000/annually for five years for this program formerly done by staff. DOWL has been awarded the five-year contract at \$53,000 (although it is being amended down to \$33,000 due to an error DOWL found in their proposal) for the first year, and renegotiated cost for subsequent

years. Subsequent years may not require the same level of work required for the first year and may be lower/fluctuate with plan/federal changes.

- *Passenger Facility Charge (PFC) cap increase.* JNU continues to discuss the increase of PFC with our DC Lobbyist to keep it in the queue. Many large airports are also backing this increase due to capital projects relying primarily on PFCs, not impacted by COVID. No change.
- *Runway 26 MALSR approach lighting discussions with FAA.* Staff continues to work with our DC Lobbyist to look for federal funding to complete the system. Sample language was provided to Congressman Young to incorporate into the FAA reauthorization bill that would add MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) equipment to the list of allowable lighting equipment, and allow the transfer of this to the FAA. This means that Airport Improvement Program (AIP) funding could be used as an additional source for this type of lighting. No further update.
- *Capital Improvement Program (CIP) and Passenger Facility Charge (PFC) 10.* With FFY20 FAA AIP terminal grants covering the entire amount of FAA-eligible terminal construction, the Airport is adjusting projects up on the CIP list. Additionally, PFC (PFC9) collections may be abbreviated due to less match required. Staff is continuing to monitor the amount needed for the terminal project (match and bond interest), as well as other projects listed in the PFC9 application; and look at when the PFC10 application process would need to start. This is complicated by the impacts of COVID and the rate of collections. No change.
- *Transportation Security Administration (TSA) passenger screening checkpoint equipment* has been put on hold due to construction requirements for the larger equipment. A new date for equipment has not yet been determined.
- *TSA has cancelled janitorial contracts at airports nationwide.* TSA will pay for utilities associated with equipment use, but the contract requires airports to continue with janitorial - without compensation. This issue has been forwarded to our Washington, D.C. Lobbyist for Congressional weigh-in. No change.
- *Air Traffic Control Tower (ATCT) COVID Cleaning.* FAA ATCT is back to a special Level 2 Cleaning (federal level of cleaning) for their leased facilities in the terminal. The ATC contract has been amended to reflect the additional cleaning costs.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* Cox Environmental is working on the next phase of PFAS Plan, as approved by ADEC. All permits are now in place for the drilling (Corps of Engineers (ACOE), Alaska Department of Natural Resources (ADNR)/Division of Mining and Alaska Department of Fish & Game (ADFG) Habitat Section). Cox has completed contacting landowners for wells in the area and the report should be done in April. Only one well has been identified for testing. Cox is also coordinating with the drillers for the additional well drilling in April.
- *Honsinger Pond/Access* (work in progress): Bicknell is still working with State Department of Transportation for legal access to their Honsinger Pond property, and working with the CBJ on development. Airport Staff has been brought into discussion for development of the adjacent property due to (helicopter) flight paths and FAA compliance for development near an airport.

- *Terminal Reconstruction:*
  - o Wayfinding and signage for the public during construction continues to change as needed with the project. This includes clear signage/directions for passengers transiting between the main terminal and north annex.
  - o *Elevator contingency protocol.* To keep the old elevator in use until the new ones are installed. The freight elevator has been demolished.
  - o *Coordination for Relocation.* Staff and tenants are poised to move into the new areas of the terminal in June. Staff is also looking at the date that the Alaska Room will be transformed back into a meeting and available for lease again.
  - o *Coordination with Artists.* Staff is working with artists to review final design, colors and installation of work along with contractor.
- *Taxiway A, E and D-1 Construction.* SECON has met the amended (and expedited) work schedule for paving and electrical in movement area for this construction year. They will continue their work on the lighting vault and lighting control cutover.
- *CBJ Title 49 (Jordan Creek Greenbelt)* allowance to limb/clean-up adjacent to the creek is still in review. The implementation of the changes has been delayed due to committee meeting cancellations and full agendas. Reminder: Southeast Alaska Watershed Coalition (SAWC) has requested support for an Alaska Clean Water Action grant to implement storm water management best practices in the Jordan Creek urban watershed. One area is located on Airport property in a current settling pond. SAWC project scope is to *'maintain and cleanout the forebay settling pond on the proposed wet biofiltration swale in the Jordan Creek Greenbelt on Juneau International Airport property near the intersection of Jordan Avenue and Teal St. Maintenance needs of this settling pond will be similar to the cleanout needed for the currently undersized storm water retention basin that is located here.'* SAWC has received the grant and start of work TBD.
- *Tenant insurance reminders* continue to be sent out. Several certificates have lapsed in our records. This is an ongoing measure.
- *Maintenance Programs Refinement (roofs, heat pump equipment, baggage systems, etc.).* Staff continues to look at a tracking system for all building component preventative maintenance programs. There are several companies that offer similar cloud based systems. At this time, staff is collecting current basic system, and needs, and will plan to talk to each of the companies to see what they offer and how much per year or per user of the system. Staff continues to look at maintenance contracts for specialized systems similar to what we do with airfield lighting and controls. Until a complete tracking system is set up, the Airport looks at continuing maintenance contracts with new systems as they come off warranties.

##### 5. Airport Project Manager Report (Attachment #2)

VIII. CORRESPONDENCE: (Attachment #3) Letter of appreciation from DEC Water Quality to assisting them with a health study of Jordan Creek Watershed (dated February 22, 2021; received March 8, 2021).



- IX. COMMITTEE REPORTS
  - A. **Finance Committee: TBD**
  - B. **Operations Committee: TBD**
- X. ASSEMBLY LIAISON
- XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- XII. BOARD MEMBER COMMENTS
- XIII. ANNOUNCEMENTS
- XIV. TIME AND PLACE OF NEXT MEETING:
  - A. Assembly Finance Committee, Airport Budget Presentation, 5:30 p.m., April 21, 2021 (estimated following a special Assembly meeting at 5:00 p.m.) via ZOOM
  - B. Airport Board, 6:00 p.m., May 13, 2021, via ZOOM
- XV. EXECUTIVE SESSION
- XVI. ADJOURN