

ATTACHMENT #3



MEMO

TO: Patricia deLaBruere,
JNU Airport Manager

DATE: March 26, 2015

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of March 2015 Activity

Architectural work in the Projects office during March 2015 continued to focus on the Concessions Expansion Project. Alaska Airlines began operating from their new offices on March 12, 2015. Thanks to Terra Sirevog and other staff of Alaska Airlines who were very helpful and cooperative throughout their relocation.

Demolition of Alaska Airlines' former office space began on March 13, 2015, and is now complete. The construction project for the new bar and prep kitchen is currently out to bid. The Pre-Bid conference was held on March 26th, and bidders in attendance were able to tour the area that is now readied for construction. The bid opening is scheduled for April 7, 2015.

Equipment for the bar and prep kitchen will be procured through a cooperative buying group approved by CBJ Purchasing. The order has been placed in the amount of approximately \$25,000. This equipment is expected to arrive within the next 4-6 weeks.

Planning work relating to the selection of a new Airport Rescue Fire Fighting (ARFF) truck was done during March. This included on-site visits of the existing ARFF station, review of FAA regulations affecting decisions about the purchase of a new vehicle, and analyzing design issues related to the scoping of possible building modifications to house a new ARFF truck. Drafting an RFP for professional design services also began during March, but was placed on hold until decisions about the specific ARFF truck type can be made. This will ensure that the Airport can be clear with potential consultants about the scope of the building modifications project prior to issuing the RFP.

Architectural staff continued working with the Airport's advertising contractor, Lamar, to consider new advertising opportunities and update graphics for ads that will be used for the upcoming travel season.

The Welcome to Juneau Sign is ready for print. While the layout, materials and colors were approved several months ago, the design details (shadowing, etc.) were mocked up to ensure good visibility. Staff should be finalizing this the first part of April and go out for print shortly thereafter.