

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA
For Thursday, April 28th, 2016

- I. Call to Order** (5:00 p.m. in the CBJ Assembly Chambers)
- II. Roll** (John Bush, Weston Eiler, Bob Janes, David Lowell, Robert Mosher, David Summers, Tom Zaruba, Budd Simpson, and Tom Donek)

III. Approval of Agenda

MOTION: TO APPROVE THE AGENDA AS PRESENTED.

IV. Approval of March 31st, 2016 Regular Board Meeting Minutes and April 13th, 2016 Special Board Meeting Minutes.

V. Public Participation on Non-Agenda Items (not to exceed five minutes per person, or twenty minutes total time).

VI. Special Order of Business

Presentation by the Port Director

VII. Consent Agenda

- A.** Public Requests for Consent Agenda Changes
- B.** Board Members Requests for Consent Agenda Changes
- C.** Items for Action

- 1. Notice of Intended Sale of Boat Shelters E28 & E29 by Barbara Keller
Presentation by the Port Director

RECOMMENDATION: TO WAIVE DOCKS & HARBORS' RIGHT OF FIRST REFUSAL ALLOWING BARBARA KELLER TO SELL HER BOAT SHELTERS ON THE OPEN MARKET.

- 2. Notice of Intended Sale of Boat Shelter F27 by Gary Hedges
Presentation by the Port Director

RECOMMENDATION: TO WAIVE DOCKS & HARBORS' RIGHT OF FIRST REFUSAL ALLOWING GARY HEDGES TO SELL HIS BOAT SHELTER ON THE OPEN MARKET.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED.

VIII. Unfinished Business- None

IX. New Business

- 1. Alaska Clean Harbors
Presentation by the Senior Harbor Officer

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA (CONTINUED)

For Thursday, April 28th, 2016

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO PURSUE THE ALASKA CLEAN HARBOR CERTIFICATION AND RECOMMEND THE ASSEMBLY ADOPT THE REQUISITE RESOLUTION.

2. Auke Bay Marine Station Property Conveyance
Presentation by the Port Director

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO PURSUE PROPERTY ACQUISITION OF THE FORMER-AUKE BAY MARINE STATION UNDER THE MARITIME ADMINISTRATION (MARAD) PORT CONVEYANCE PROGRAM .

3. Statter Harbor Improvements Ph. III - Engineering Services for surveying, geotechnical and environmental site investigations, schematic design and permitting.
Presentation by the Port Director

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO ACCEPT PND ENGINEERS PROPOSAL FOR \$296,103 TO PROVIDE GEOTECHNICAL ENGINEERING AND ENGINEERING SERVICES FOR THE STATTER HARBOR PHASE III PROJECT AND RECOMMEND THE ASSEMBLY APPROVE THE CONTRACT AMENDMENT .

4. Douglas Harbor Renovation - Contract Administration and Inspection Services
Presentation by the Port Director

Board Questions

Public Comment

Board Discussion/Action

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA (CONTINUED)

For Thursday, April 28th, 2016

MOTION: TO ACCEPT PND ENGINEERS PROPOSAL FOR \$303,570 TO PROVIDE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE DOUGLAS HARBOR RENOVATION PROJECT AND RECOMMEND THE ASSEMBLY APPROVE THE CONTRACT AMENDMENT .

X. Items for Information/Discussion

1. Offer to Pursue old SR 520 Floating Bridge Pontoons
Presentation by the Port Director

Board Discussion/Public Comment

2. Letter Ordering Anchored Vessels off CBJ Submerged Lands
Presentation by the Port Director

Board Discussion/Public Comment

3. Legislative Audit Report for Head Tax
<http://legaudit.akleg.gov/docs/audits/special/dor/30083rpt-2016.pdf>
Presentation by the Port Director

Board Discussion/Public Comment

XI. Committee and Member Reports

1. Harbor Fee Review Committee Meetings- Wed., April 13th, 2016 & Thurs., April 28th, 2016
2. Operations/Planning Committee Meeting- ~~Wednesday, April 20th, 2016 CANCELLED~~
3. Finance Committee Meeting- ~~Thursday, April 21st, 2016 CANCELLED~~
4. Docks Fee Review Committee Meeting- ~~Thursday, April 21st, 2016 CANCELLED~~
5. Member Reports

XII. Port Engineer's Report

XIII. Harbormaster's Report

XIV. Port Director's Report

XV. Assembly Liaison Report

XVI. Board Administrative Matters

- a. Harbor Fee Review Meeting – To be determined

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA (CONTINUED)
For Thursday, April 28th, 2016

- b. Ops/Planning Committee Meeting – Wednesday, May 18th, 2016 at 5:00pm
- c. Finance Committee Meeting –Thursday, May 19th, 2016 at 5:00pm
- d. Docks Fee Review Meeting – Postponed until Fall
- e. Board Meeting – Thursday, May 26th, 2016 at 5:00pm

XVII. Adjournment

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 5:06p.m. in the CBJ Assembly Chambers.

II. Roll Call.

The following members were present: John Bush, Weston Eiler(arrived at 5:37 pm), Bob Janes(arrived at 5:07pm), Robert Mosher, Budd Simpson, David Summers, Tom Zaruba, and Tom Donek.

Absent: David Lowell.

Also present were the following: Carl Uchytíl - Port Director, David Borg- Harbormaster, Gary Gillette - Port Engineer, and Jerry Nankervis - Assembly Liaison.

III. Approval of Agenda.

Mr. Simpson recommended to move the New Business Action Items 1-4, 6 and 7 to the consent agenda.

MOTION By MR. SIMPSON: TO APPROVE THE AGENDA AS AMENDED AND ASK FOR UNANIMOUS CONSENT.

Motion passed with no objection

IV. Approval of February 25th, 2016 Regular Board Meeting Minutes.

Hearing no objection, the February 25th, 2016 Regular Board Meeting Minutes were approved as presented.

V. Public Participation on Non-Agenda Items - None

VI. Consent Agenda

- A. Public Requests for Consent Agenda Changes - None
- B. Board Members Requests for Consent Agenda Changes - None
- C. Items for Action - None

1. Public Hearing for Regulation Change 05CBJAC20.020 Special Annual Moorage Fee for Skiffs

RECOMMENDATION: TO APPROVE AMENDING THE SPECIAL ANNUAL MOORAGE FEE FOR SKIFFS TO \$300 AND ELIMINATING ANY CPI ADJUSTMENTS; AND, RECOMMEND THE ASSEMBLY ADOPT THE CHANGE IN REGULATION.

2. Public Hearing for Regulation Change 05CBJAC20.160 Parking Lot Fees

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

RECOMMENDATION: TO APPROVE AMENDING THE PARKING LOT FEES TO INCLUDE A \$1.00 PARKING HOUR RATE FOR STATTER HARBOR; AND, RECOMMEND THE ASSEMBLY ADOPT THE CHANGE IN REGULATIONS.

3. Enforcement Regulation for User Fee Collection (Passenger for Hire Non-Payment Issue)-05CBJAC20.080

RECOMMENDATION: TO APPROVE THE PROPOSED REGULATION CHANGES ESTABLISHING PENALTIES FOR CHARTER OPERATORS FAILING TO REPORT AND SUBMITTING TIMELY PAYMENTS; AND, THAT THE PORT DIRECTOR BEGIN THE 21-DAY PUBLIC NOTICE PERIOD NECESSARY FOR REGULATION CHANGES.

4. CPI Adjustment for Moorage Fees during FY17-05 CBJAC20.030, 05 CBJAC20.040 & 05 CBJAC20.041

RECOMMENDATION: TO WAIVE THE AUTOMATIC CONSUMER PRICE INDEX (CPI) MOORAGE FEES INCREASE FOR THE PERIOD OF JULY 2016 THROUGH JUNE 2017.

6. Moorage Discounts for Advance Payment - 05 CBJAC 20.042

RECOMMENDATION: TO PROVIDE A 10% DISCOUNT ON 12 MONTH ADVANCE PAYMENT FOR PAYMENTS MADE FOR THE FY MOORAGE BEFORE JULY 1ST AND 5% DISCOUNT ON 6 MONTH ADVANCE PAYMENTS FOR PAYMENTS MADE BEFORE JULY 1ST FOR JULY 1-DECEMBER 31ST MOORAGE AND FOR PAYMENTS MADE BEFORE JANUARY 1ST FOR JANUARY 1 - JUNE 30TH MOORAGE AND, THAT THE PORT DIRECTOR BEGIN THE 21-DAY PUBLIC NOTICE PERIOD NECESSARY FOR REGULATION CHANGES.

7. IVF/Reservations Moorage Rates

RECOMMENDATION: FOR IVF/RESERVATIONS RATES TO REMAIN UNCHANGED FOR FY17.

MOTION By MR. SIMPSON: TO APPROVE THE CONSENT AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

VII. Unfinished Business - None

VIII. New Business

5. CPI Adjustment for Moorage Fees following FY17-05 CBJAC20.041

Mr. Uchytel said on page 27 in the packet is a graph of how the moorage fee change would be affected with the proposed adjustment. Statter Harbor rates would be adjusted the same as the downtown rates are adjusted. Docks & Harbors has received complaints because

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

Statter Harbor's rates are higher and it is continually increasing more with the CPI adjustment and the rounding in regulation. This fee change is an attempt to not raise the Statter Harbor rates more than downtown rates.

Board Questions

Mr. Donek said with using the same adjustment as downtown, this year Docks & Harbors will be losing \$.05 from the Statter Harbor rate.

Mr. Uchytel said that is correct.

Mr. Simpson said this has all been discussed at great length and the Committee is being responsive to the disparity between the Auke Bay and downtown harbors. The Committee wasn't willing to make Statter Harbor the same rate as downtown, but the Committee was willing to compromise by adjusting the amount of increase so it is the same as downtown. Mr. Simpson asked Mr. Uchytel if he was recommending to have the CPI adjusted to the nearest \$.01 or \$.05.

Mr. Uchytel said he was just showing options.

Public Comment - None

Board Discussion/Action

MOTION By MR. SIMPSON: FOR SUBSEQUENT CPI ADJUSTMENTS, TO ADJUST AURORA, HARRIS, AND DOUGLAS FEES BY THE APPLICABLE CPI PERCENTAGE AND ADJUST STATTER FEES BY THE DOLLAR AMOUNT APPLIED TO THE DOWNTOWN HARBORS; AND, THE PORT DIRECTOR BEGIN THE 21-DAY PUBLIC NOTICE PERIOD NECESSARY FOR REGULATION CHANGES AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

8. Andrew's Marina New lease Application

Mr. Uchytel said this was a State tideland lease which was transferred to CBJ in 2001. It is a 55 year lease that began in 1961 and expires April 25th, 2016. Andrew's Marina indicated they would like their preferential right to renew their lease. Our Term Contractor, Horan & Company conducted an appraisal of the 1.2 acres and recommended \$.10 SF which is going from \$5,300.00 to \$5,549.50/annually. Mr. Uchytel said he is asking the Board to approve the process to begin a new lease with Andrew's Marina.

Board Questions

Mr. Janes asked if the 35 year renewal is a set renewal time?

Mr. Uchytel said in regulation 35 years is the maximum amount of years for a lease.

Mr. Janes said with the state of repair at Andrew's Marina on some of the floats, they may not make it 35 years. Can Docks & Harbors be looking at a shorter lease term? This might be better for Docks & Harbors if the Marina ever becomes a public hazard.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

Mr. Uchytel said regarding the hazard, Docks & Harbors does not have any liability for the Andrew's Marina condition. He said he has received complaints from members of the public and he directed them to let Charlie Ford the building inspector know. Docks & Harbors just leases this area and does not validate the condition of the infrastructure.

Mr. Donek said he has seen other lease holders with existing time on their lease to have it renewed to be able to recapitalize their investment. In order to rebuild the Marina, they will need 35 years lease.

Mr. Uchytel said with all the lease holders, they also have the right to assign their lease to someone else.

Mr. Donek said this is just a portion of the Marina, what is the rest of the Marina on?

Mr. Uchytel said some of the other area is also Docks & Harbors.

Mr. Janes said he understands Docks & Harbors doesn't have any liability. But he feels Docks & Harbors has a duty to the public to make sure the area being leased should be clean and safe. This might be a good time to push for more improvements at this facility.

Public Comment - None

Board Discussion/Action

Mr. Simpson said the point is well taken that if Docks & Harbors is going to expect a Marina to be developed and approved they will need a lease with a lengthy term for financing purposes. It would make sense to rectify the two leases to get on the same time frame.

Ms. Larson said their second lease expires in 2044.

Mr. Simpson suggested to cut the time back on this lease.

Mr. Donek asked if he is proposing to cut the time back on this lease to match the 2044 expiration date?

Mr. Simpson said yes.

Mr. Zaruba said that could prove to be problematic if they are trying to get a loan.

Mr. Simpson suggested to do 35 years on this lease and they can come back to the Board for an extension on the other lease.

Mr. Summers said he would like to see improvement requirements before agreeing to a 35 year lease. Their Marina, in the state of dis-repair, has a negative impact on our community and is unsightly and unsafe. He would not recommend a new lease with Andrew's Marina at this time. However, that could be changed if Andrew's Marina came to the meeting and said their intent is to improve the property and disclose the improvements they intend to make.

Mr. Bush asked if they are good tenants and pay their lease payments on time.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

Ms. Larson said yes.

Mr. Uchytel said he doesn't see anything in the current lease that gives authorization for Docks & Harbors to compel safety or repairs on the existing condition of the Marina.

Mr. Janes said he is unsure of the time frame for this renewal, but he would like staff to contact Andrew's Marina to find out what their plans are. He said he feels Docks & Harbors has a duty to ensure or attempt to keep things in a safe and serviceable condition for residence of this community. He would like to put pressure to make things better.

MOTION By MR. SIMPSON: TO REQUEST THE PORT DIRECTOR BEGIN THE PROCESS TO ENTER A NEW 35-YEAR LEASE WITH ANDREW'S MARINA AND ASK FOR A VOTE.

John Bush - Y
Tom Donek - Y
Robert Janes - N
Robert Mosher - Y
Weston Eiler - Y
Budd Simpson - Y
David Summers - N
Tom Zaruba - Y

Motion Passed 6 Yes 2 no.

9. Nordic Tug (Alaska Memories) Sublease Application

Mr. Uchytel said this is a 1400 SF sublease to Nordic Tug behind Maritime Hydraulic in the Fisheries Terminal adjacent to the Aurora Harbor Office. This is the first three year renewal after a five year lease. The lease value is tied to the assessed value which is provided by the City Assessor. Mr. Uchytel said with Docks & Harbors pending land use master plan between Norway Point and Bridge Park there is a good chance in three years there will be a new plan for the uplands so this could potentially be the last sublease and Docks & Harbors would redevelop all the uplands.

Board Questions

Mr. Simpson asked if it was in the terms of the existing lease that Docks & Harbors does not have to renew this sub-lease after this time.

Mr. Uchytel said we have the option to not renew it.

Mr. Zaruba asked what the Assessors value is for this area? What is the annual lease rate?

Ms. Larson said \$4,365.00 annually.

Mr. Zaruba asked if that included the dock?

Mr. Uchytel said not the dock. This lease is only for the uplands area.

Mr. Zaruba asked if Docks & Harbors was receiving additional revenue for the dock?

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

Mr. Uchytel said yes because they are paying moorage. They move to the float if the Harbor needs their space and the space is hot berthed.

Mr. Borg said four of the Nordic Tug vessels are assigned to the float.

Mr. Uchytel said the sub lease rate is 10% of the Assessed value. This area is leased to us from UAS.

Public Comment - None

Board Discussion/Action

MOTION By MR. ZARUBA: TO REQUEST THE PORT DIRECTOR TO EXTEND THE SUBLEASE WITH ALASKA MEMORIES FOR 3 YEARS AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

10. Protest of Plan for Apartments Proposed on Docks & Harbors managed lands

Mr. Uchytel said this item was added today. Greg Chaney, Lands and Resources Manager, put together a City/State Project (CSP). This is a detailed plan for 17 apartments adjacent to the bridge. The proposed area has been given to Docks & Harbors for planning and managing purposes. CDD and Mr. Chaney was given direction from an Assembly member that this would be appropriate use of City land to solve a portion of the housing issue. Docks & Harbors is trying to look holistically from this area to Norway Point and we will include looking at housing to see if it would be the right thing here. Absent having our public input and our planning for this narrow strip of land it is premature to move forward with the CSP for apartments. Mr. Uchytel said he intends to protest this.

Board Questions

Mr. Simpson said presently you can drive under the bridge. Will this housing plan block off that access under the bridge?

Mr. Gillette said it looks like it will be blocked off.

Mr. Simpson said this CSP is not appropriate at this point.

Mr. Gillette said the selection committee has selected a consultant and they are finalizing their fee proposal. Staff should have it within the next day or two and be able to give them the go ahead to move forward. We did also specify that housing was to be looked at.

Mr. Uchytel said this CSP is exactly opposite of what Docks & Harbors wants to do with the master plan. We want to look at everything and how they all tie together and not just say this is a good place for a building.

Mr. Janes asked what is the timeline for the study to be completed for this area?

Mr. Gillette said the plan is to start immediately and have some public meetings. Take the summer off and then come back in September for the final public hearing and final plan.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

Public Comment - None

Board Discussion/Action

Mr. Donek said he has a problem with this CSP. Under the bridge is a route to get to an area that Docks & Harbors has been looking at for a direct sales area for fisherman. He also wants to leave the waterfront area open.

Mr. Bush said he wants to protest this.

Mr. Summers said he acknowledging the need for housing, but this housing plan is a bad idea.

MOTION By MR. ZARUBA: TO PROTEST THE CSP (CITY/STATE PROJECT) AND LAND ACTION REVIEW APPLICATION FOR 17-UNIT APARTMENT PROPOSED ON DOCKS & HARBORS MANAGED PROPERTY AND ASK FOR UNANIMOUS CONSENT.

Motion passed with no objection

IX. Items for Information/Discussion - None

X. Committee and Member Reports

1. Harbor Fee Review Committee Meeting- Wednesday, March 9th, 2016

Mr. Simpson reported the Committee discussed and acted on the items that were on the consent agenda tonight.

2. Operations/Planning Committee Meeting- Wednesday, March 9th, 2016

Mr. Simpson reported the Committee discussed and acted on the Andrew's Marina lease.

3. Finance Committee Meeting- Thursday, March 24th, 2016

Mr. Zaruba reported the Committee discussed the fee issues and the Andrew's Marina lease.

4. Docks Fee Review Committee Meeting- Thursday, March 24th, 2016

Mr. Bush reported the Committee discussed cruise ship per foot moorage rates. The Committee decided to see if changes are needed after the new dock is completed. The Committee also discussed the Port Maintenance fees and the Port Dues which are basically the same but separated with a 200 ton rule. Staff was directed to ask CBJ Law if the two can be combined. After staff gets word from Law, the Committee will look at changes at that time.

5. Member Reports -

Mr. Janes said he was at Statter Harbor today and there were no parking spaces for his truck and trailer and the dumpster was full. He is really happy the new Statter Harbor parking is under construction.

XI. Port Engineers Report

Mr. Gillette said his written report is in the packet.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

XII. Harbormaster's Report -

Mr. Borg reported

- Staff is doing spring cleaning and pressure washing.
- A big issue dealing with currently is working on hiring Harbor Technicians. We've had past employees decide to move on and we are going to have five or six new employees this year.
- Staff is working on the power cord replacement program and customers are slowly turning in their unapproved power cords.
- We obtained a 800 Case Loader from CBJ Streets Department which is going to help with the snow removal of the new Statter Harbor parking lot. It has been well maintained with about 5,000 hours on it.
- The OSHA checklist is almost complete with the last items being the power cord issue.

XIII. Port Director's Report

Mr. Uchytel reported

- Mr. Robert Clauder, the downtown Operations Maintenance Supervisor, submitted a retirement letter after 33 years and his last day is April 29th.
- The seasonal employees return on Monday. Lots of training is being planned. Customer service training is scheduled for April 20th.
- April 11th at 5:00 pm is the Statter Harbor pre-season meeting. The purpose of this meeting is to get the different user groups together to try to make the Statter Harbor operations more efficient.
- He is working on a business plan to ensure the use of Marine Passenger funds for Phase III of the Statter Harbor master plan is appropriate.
- Thursday April 14th the Vendor Booth Permit holders meeting is at 9:00 am and the Loading Zone Permit holders at 10:30 am.
- Statter Harbor project is going good with substantial completion July 8th. There is an issue with paving. Miller has a contractual agreement with SECON to pave, but Miller indicated they intend to do the paving in house.
- He said he will be attending a Harbormaster conference in Vancouver and will be out of the office Tuesday through Friday.
- Goldbelt intends to have Petro Marine put a 5,000 gallon fuel tank by the Seadrome building on their leased property from CBJ. The Port Office rents space out of the Seadrome and has seven parking spaces so the staff parking will move down from where we have been parking. Goldbelt also intends to remove a

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

lot of green space from that area to increase parking. Mr. Uchytel said he referred them to CDD to make sure they have the 10% of green space required.

- The 16B project is going good.
- On Wednesday April 13th he will be presenting the Docks & Harbors budgets for FY17 and FY18 to the Assembly Finance Committee.

XIV. Assembly Liaison Report

Mr. Nankervis reported -

- The Channel Construction lease was on the Assembly consent agenda on March 21st for introduction and was approved. The public hearing will be April 11th.
- The Assembly met with Bartlett Regional Hospital on March 14th and the Juneau School District Board of Education on March 7th.
- On February 29th the Douglas Harbor Renovation Bid was awarded to Trucano Construction for \$5M.
- The Whittier Street reconstruction project was funded and the construction began this week.
- The seawalk phase II bridge park to gold creek construction bid was awarded to North Pacific Erectors.
- 2015-20AF is an ordinance appropriating \$4M for the cruise berth improvements. \$2.5M came from the Port Development fees and \$1.5M came from Docks fund balance.
- 2015-AG was an ordinance appropriating \$3.3M in additional funding for Douglas Harbor renovations. CIP grant funded \$2M and \$1.3M came from the Harbors fund balance.
- March 15th was the election for the new mayor Ken Koelsch. He has 2 ½ years on his term.
- Barb Sheinberg's temporary appointment to the Assembly has now been filled because Mary Becker is now moving back into her district one seat.
- Jamie Bursell will continue to fill in on Karen Crane's district two seat until the fall elections in October.
- On Monday the managers budget will be presented to the Assembly, and on Wednesday it will be presented in more detail.

XV. Board Administrative Matters

- a. Harbor Fee Review Meeting - Wednesday, April 13th, 2016 at 12:00pm
- b. Ops/Planning Committee Meeting - Wednesday, April 20th, 2016 at 5:00pm
- c. Finance Committee Meeting -Thursday, April 21st, 2016 at 5:00pm

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, March 31st, 2016

d. Docks Fee Review Meeting - Thursday, April 21st, 2016 following Finance
Mr. Bush said he will be out of town.

e. Board Meeting - Thursday, April 28th, 2016 at 5:00pm

XVI. Adjournment - The regular Board Meeting adjourned at 6:17 p.m.

CBJ Docks and Harbors Board
SPECIAL BOARD MEETING MINUTES
For Wednesday, April 13th 2016

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 12:00 pm in CBJ Room 224.

II. Roll Call.

The following members were present: John Bush, Bob Janes, David Lowell(arrived at 12:04), Robert Mosher, Budd Simpson, and Tom Donek.

Absent: Weston Eiler, David Summers, and Tom Zaruba.

Also present were the following: Carl Uchytel – Port Director, David Borg-Harbormaster, and Gary Gillette – Port Engineer.

III. Approval of Agenda.

MOTION By MR.SIMPSON: TO APPROVE THE AGENDA AS PRESENTED AND ASK FOR UNANIMOUS CONSENT.

Motion was approved with no objection.

IV. Public Participation on Non-Agenda Items – None

V. New Business

1. DH16-003 Land Use and Strategic Financial Planning for Downtown Harbor Facilities.

Mr.Uchytel said at the Board strategic offsite meeting in March, the Board set aside \$100,000 for a land use master plan from Bridge Park to Norway Point. The Port Engineer Gary Gillette put out a RFP and five companies submitted proposals. There were five members on the selection Committee consisting of two Board members, and three staff members. The preferred selected proposal was from Corvus Design represented by Chris Mertl who is in attendance today. They were scored first or second from four of the five selection Committee members. Staff then received a proposal of what would be included in the scope of work. In the packet is the breakdown of what they will be executing for \$98,524.80. This doesn't need to go to the Assembly, but Mr. Uchytel said he wanted this approved by the Board. This project would begin the first part of May and he would like to hold a public meeting at the Yacht Club for public involvement.

Board Questions

Mr. Donek asked with this being at \$98,000 if during the project there is a modification and the amount goes over \$100,000, what is the process for that?

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Wednesday April 13th, 2016

Mr. Uchytel said in ordinance it reads the Assembly has to approve contracts over \$100,000. If a change order bumps the \$98,000 over the \$100,000 he does not see a requirement to go back to the Assembly.

Mr. Donek suggested to send this to the Assembly as an information item.

Mr. Uchytel said he can let them know tonight at the Assembly Finance meeting after he presents the FY17/FY18 budget.

Mr. Janes asked if the City/State Project (CSP) for the 17 unit housing building would be going to the planning commission before Docks and Harbors completes this land use plan?

Mr. Uchytel said he did talk to the CDD planner and she knows he protested the CSP and he told her the Board made a motion to protested CSP also. When the Board minutes are completed, he will forward them to CDD to be added in the packet. The CSP will go before the Planning Commission before the master plan is completed. He said he will attend the Planning Commission meeting.

Mr. Janes said he would like to attend the Planning Commission meeting also.

Public Comment- None

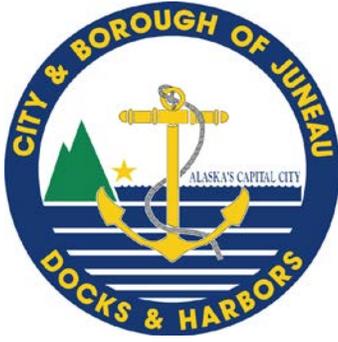
Board Discussion/Action

Mr. Simpson said he was one of the members on the selection Committee and all five of the proposal were really good, but this was the Company that rose to the top.

MOTION By MR. JANES: TO APPROVE THE CONTRACT WITH CORVUS DESIGN IN THE AMOUNT OF \$98,524.80 AND ASK FOR UNIMOUS CONSENT.

Motion passed with no objection.

VI. Adjournment - The Special Board Meeting adjourned at 12:08 pm.



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: Port Director
To: Docks & Harbors Board
Date: April 22nd, 2016
Re: BOAT SHELTERS – FOR SALE

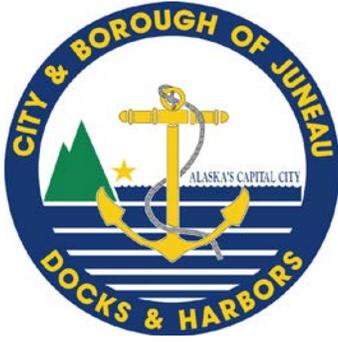
1. In accordance with 05 CBJAC 40.020, Barbara Keller has provided notice of her intention to sell Boat Shelters E28 & E29 in Aurora Harbor. Docks & Harbors has the first right of refusal to purchase these structures at fair market value.

2. The applicable “Boat shelter sales” regulation states:

05 CBJAC 40.020(f) - Boat shelter sales. Reserved moorage status within a boat shelter may transfer between the seller and buyer of a boat shelter. In order to transfer the reserved moorage status within a boat shelter, the owner of a boat shelter shall inform the Port Director of the owner's desire to sell a shelter before offering the shelter for sale to the general public. The Docks and Harbors Board has the first right of refusal to purchase the shelter at fair market value. If the Board does not exercise its first right of refusal within 30 days after notice, the owner may offer the shelter for sale to the general public. If the owner sells the shelter without informing the Port Director and allowing the Docks and Harbors Board its first right of refusal, the reserved moorage within the shelter will not transfer to the buyer. This subsection does not allow an inappropriately sized vessel to be assigned reserved moorage space within a boat shelter.

3. I recommend waiving Docks & Harbors’ right of first refusal allowing Barbara Keller to sell her Boat Shelters on the open market.

#



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: Port Director
To: Docks & Harbors Board
Date: April 28th, 2016
Re: BOAT SHELTER – FOR SALE

1. In accordance with 05 CBJAC 40.020, Gary Hedges has provided notice of his intention to sell Boat Shelter F27 in Aurora Harbor. Docks & Harbors has the first right of refusal to purchase this structure at fair market value.

2. The applicable “Boat shelter sales” regulation states:

05 CBJAC 40.020(f) - Boat shelter sales. Reserved moorage status within a boat shelter may transfer between the seller and buyer of a boat shelter. In order to transfer the reserved moorage status within a boat shelter, the owner of a boat shelter shall inform the Port Director of the owner's desire to sell a shelter before offering the shelter for sale to the general public. The Docks and Harbors Board has the first right of refusal to purchase the shelter at fair market value. If the Board does not exercise its first right of refusal within 30 days after notice, the owner may offer the shelter for sale to the general public. If the owner sells the shelter without informing the Port Director and allowing the Docks and Harbors Board its first right of refusal, the reserved moorage within the shelter will not transfer to the buyer. This subsection does not allow an inappropriately sized vessel to be assigned reserved moorage space within a boat shelter.

3. I recommend waiving Docks & Harbors’ right of first refusal allowing Gary Hedges to sell his Boat Shelter on the open market.

#



Alaska Clean Harbors

Why Do We Need Clean Harbors?

Harbors and boatyards can generate significant amounts of nonpoint source pollution through a variety of activities, including hull repair, engine maintenance, fish cleaning, and fueling. For example, paints, solvents, oil and gasoline are all hazardous materials that are generated through boat operation and maintenance and are toxic to human and marine life. Sewage released by boaters contains bacteria that can make people sick and contaminant fishery resources. Sediments from parking lot runoff and shoreline erosion can also impact water quality. Also, trash, which can easily be blown off docks and boats and into the water, is unsightly and can be harmful to marine animals that become entangled in or swallow these materials. Exacerbating the situation, most harbors are situated in areas protected from wind, waves and currents and are therefore poorly flushed and thus more susceptible to damage by pollutants.

Why Become a Clean Harbor?

Clean Harbor Certification is a voluntary process that encourages the use of best management practices at harbor facilities in order to reduce the production of nonpoint source pollution. Some of the benefits of becoming an 'Alaska Clean Harbor' (ACH) include:

1. Implementing Best Management Practices (BMPs) will reduce the amount of waste produced by your facility, thereby reducing costs
2. Participating in a Clean Harbor program sets your harbor in a position to be attractive to funders for potential capital improvement funding
3. Clean Harbors are recognized through press releases, newsletters, and marketing materials.
4. Assistance is available through Clean Harbor programs with the Alaska Clean Harbors Guidebook, site visits, technical reference materials, and potential workshops
5. By participating in the Clean Harbor program, harbors can ensure that they are meeting regulatory requirements and thereby reduce potential fines
6. Harbor users depend on marine resources for their livelihoods and enjoyment. By implementing BMPs and participating in Clean Harbor Certification you will improve water quality and habitat
7. As a certified Clean Harbor, you demonstrate leadership and pro-active stewardship of Alaska's marine resources
8. And through all of these actions, we attract more users to our harbors

What Can Alaska Clean Harbors Do for My Facility?

ACH can provide harbors with educational materials to pass out to customers that detail pollution reduction tips, signage, ideas for funding opportunities to reach Clean Harbor goals, and one-on-one free technical assistance provided by the ACH Coordinator. All of these materials are provided free of cost to harbors that have signed an Alaska Clean Harbor Pledge.

How Do I Become an Alaska Clean Harbor?

1. Learn about the Clean Harbors Program, talk to Program staff, get a copy of the Alaska Clean Harbors Guidebook and other program materials.
2. Take a 'Clean Harbor Pledge', making a commitment to work towards implementing Best Management Practices at your facility and achieving Clean Harbor Certification.
3. Conduct a self-assessment of your facility, using the BMP Checklist and the Alaska Clean Harbors Guidebook. Contact ACH for assistance meeting Clean Harbor goals.
4. Calculate your score and call a representative from Alaska Clean Harbors to schedule a site visit.
5. Enjoy your rewards! As a certified Alaska Clean Harbor, you will receive an Alaska Clean Harbors flag and certificate. Your facility will be included in publications, public displays, and media releases by the Clean Harbors Program.

Best Management Practices are economically achievable measures ... that reflect the greatest degree of pollutant reduction achievable through the application of the best available nonpoint source control practices, technologies, processes, operating methods, and other alternatives.

Nonpoint Source Pollution: Activities that create pollutants, including driving and boating, can leave behind contaminants that are washed into the surrounding waterbodies when it rains. Nonpoint source pollution is the term we use for this runoff and indirect contamination. While large strides have been made towards reducing industrial discharges and large-scale oil spills, small-scale nonpoint source pollution has become one of the largest pollution problems facing coastal waters.

Contact Rachel Lord at 907.235.4068 ext 29, or rachel@inletkeeper.org for more information.





Alaska Clean Harbor Pledge

Alaska Clean Harbors promotes and celebrates voluntary adoption of measures to reduce pollution from harbor and boating activities. Certified “clean harbors” will be publicized as environmentally-responsible facilities.

As the first step toward achieving Alaska Clean Harbor status and on behalf of

(name of harbor facility)

We pledge to do our part to maintain the quality of Alaska’s marine waters, encourage voluntary participation, and promote individual responsibility through public education.

We will identify opportunities and implement practices to control pollution associated with:

- Solid wastes
- Liquid chemical & hazardous wastes
- Petroleum products
- Boat cleaning & hull maintenance
- Sewage and gray-water
- Vessel operations
- Harbor management
- Stormwater runoff

We commit to actively pursue certification as an Alaska Clean Harbor. Within one year of the date below we will implement appropriate pollution prevention practices, and will apply to the Alaska Clean Harbors program for certification as an Alaska Clean Harbor.

Harbormaster

City Manager

Date

Date

Please sign and return to: Alaska Clean Harbors, 3734 Ben Walters Ln. Suite 201, Homer, AK 99603

CITY AND BOROUGH OF JUNEAU, ALASKA
RESOLUTION 2016-xxx

**A RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA,
ENDORING THE ALASKA CLEAN HARBOR PLEDGE AND EXPRESSING
SUPPORT FOR ACTIONS THAT RESULT IN A CLEAN HARBOR CERTIFICATION**

WHEREAS, the Clean Harbor Certification is a voluntary process that encourages the use of best management practices at harbor facilities in order to reduce the production of nonpoint source pollution; and

WHEREAS, the CBJ Docks & Harbors staff has actively participated in the formation of the Clean Harbor program and certification checklist, and wishes to attain a Clean Harbor Certification; and

WHEREAS, the first step toward achieving Alaska Clean Harbor status is to take the Alaska Clean Harbor Pledge; and

WHEREAS, the CBJ Docks & Board endorsed an initiative to become certified as an Alaska Clean Harbor at its April 28th. 2016 Board Meeting.

WHEREAS, the pledge is voluntary and states that the City will do its part to maintain the quality of Alaska's marine waters, encourage voluntary participation, and promote individual responsibility through education; and

WHEREAS, participating in the Clean Harbor program enables CBJ Docks & Harbors to benefit from potential capital improvement funding opportunities; and

WHEREAS, the Alaska Association of Harbormasters and Port Administrators has passed a motion endorsing the Clean Harbors Program.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA that:

Section 1. The Assembly of the City and Borough of Juneau hereby endorses the Alaska Clean Harbor Pledge and expresses its support for further actions that result in a Clean Harbor Certification.

Section 2. This resolution shall take effect immediately.

PASSED AND APPROVED by the Assembly of the City and Borough of Juneau, Alaska this 23rd day of May, 2016.

Mayor, City & Borough of Juneau

ATTEST:

Laurie Sica, City Clerk



GSA Pacific Rim Region
Office of Real Property Utilization and Disposal

UNITED STATES GOVERNMENT REAL PROPERTY

NOTICE OF SURPLUS DETERMINATION

**Aucke Bay Marine Station (ABMS)
11305 Glacier Highway, Juneau, AK 99801
GSA CONTROL NO. 9-C-AK- 0855**

HUD PROPERTY NO. 54201540016

March 31, 2016

About the Property

The property at 11305 Glacier Highway, Juneau, Alaska consists of 3.96 +/- acres of federally owned land, including nine buildings that total 33,338 square feet.

NOAA's National Marine Fisheries Service (NMFS) Alaska Fisheries Science Center (AFSC) has maintained and operated a facility known as the Auke Bay Marine Station (ABMS), part of the Auke Bay Labs Campus on a 3.96 acre site at 11305 Glacier Highway, Juneau, Alaska. The station was established in 1960 to conduct research to support international treaty negotiations concerning interception of U.S. Salmon, provide information on status of ground fish fisheries in the eastern Gulf of Alaska, investigate the impacts of industrial and urban development on fish and shellfish production, and examine ways to enhance depressed salmon stocks.

Please be advised that the property is available for inspection by appointment only and will remain occupied by the US Coast Guard pursuant to a use agreement with NOAA until May 31, 2017, at which time the property will be transferred out of Federal ownership.

NOTICE OF SURPLUS DETERMINATION

Notice is hereby given that NOAA's Aucke Bay Marine Station (ABMS) has been determined to be Government surplus and available for disposal pursuant to certain provisions contained in the Property Act (40 U.S.C. 101, et seq).

The Property is offered "AS IS" and "WHERE IS" without representation, warranty, or guaranty as to quantity, quality, title, character, condition, size, or kind, or that the same is in condition, or fit, or allowed by law or regulation to be used for the purpose for which intended.

The U.S. Department of Housing and Urban Development (HUD) has determined that the property is unsuitable for use as a facility to assist the homeless under the terms of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11411, as amended). The HUD determination was published in the *Federal Register* on December 18, 2015.

This surplus property is available for disposal pursuant to certain provisions of 40 U.S.C. 5 and applicable regulations. The applicable regulations provide that non-Federal public agencies shall be allowed a reasonable period of time to submit a formal application for surplus real property in which they may be interested. Disposal of this property, or portions thereof, may be made to public agencies under the statutes and public uses listed on Page 6, whenever the Government determines that the property is available for such uses and that disposal thereof is authorized by the statutes cited and applicable regulations.

If a public agency desires to acquire the property under the cited statutes, written notice of such interest must be filed with the appropriate Federal Sponsoring Agency Contact listed on Page 6, no later than close of business thirty (30) calendar days from the date of this Notice (due on or before April 30, 2016). In addition to filing notices with the proper Federal Sponsoring Agency Contact, copies of all such notices are to be sent to the U.S. General Services Administration ("GSA") office, below, within the same 30-day period. An inspection appointment or more information about the property may be obtained by contacting the following GSA representative:

**Andrew Schwartz, Realty Specialist
Real Property Utilization and Disposal (9PZ)
U.S. General Services Administration
400 15th St SW, Room 1161
Auburn, WA 98001
(253) 931-7556
andrew.schwartz@gsa.gov**

SUCH WRITTEN NOTICE FROM APPLICANT SHALL:

- 1. Disclose the contemplated use of the property.**
- 2. Contain a citation of the applicable statute under which the public agency desires to acquire the property.**
- 3. Disclose the nature of the interest, if an interest less than fee title to the property is contemplated.**
- 4. State the length of time required to develop and submit a formal application for the property. Where a payment to the Government is required under the statute, include a statement as to whether funds are available and, if not, the period of time required to obtain funds.**
- 5. Give the reason for the length of time required to develop and submit a formal application.**

When the appropriate Federal agency receives the written notice, the public agency applicant shall be promptly informed concerning the period of time that will be allowed for submission of a formal application. In the absence of such written notice, or in the event a public use proposal is not approved, the regulations issued pursuant to authority contained in 40 U.S.C. 5 and applicable regulations provide for offering the property for public sale.

Sponsoring agencies may reject an application for a variety of reasons including any requirements imposed by the Government. Any planning for the stated public use of the property sought to be acquired subject to a public benefit allowance or negotiated sale must be coordinated with the appropriate Federal Sponsoring Agency Contact listed on Page 6. An application form to acquire property for the stated use, and instructions for the preparation and submission of an application, may also be obtained from that same Agency Contact.

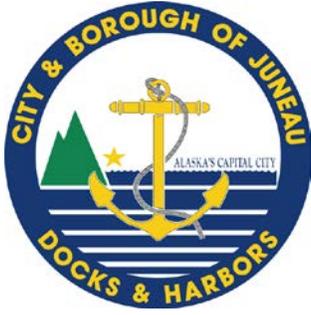
If any public agency considers that the proposed disposal of this property is incompatible with its development plans and programs, written notice of such incompatibility must be forwarded to the above GSA office within the same 30-day time frame prescribed above.

If your agency wishes to receive notice of surplus property availability, please go to the GSA Real Property Utilization and Disposal online site at <http://disposal.gsa.gov> and click on the *State & Local Customers* tab to sign up for e-mail notifications.

Statute	Type of Disposal or Public Use	Federal Agency Contact
40 U.S.C. 545(b)(8)	Negotiated Sales to public bodies for general public	General Services Administration ATTN: Andrew Schwartz, Realty Specialist Real Property Utilization and Disposal Division 400 15 th St. SW, Rm. 1161 Auburn, WA 98001 (253) 931-7556
40 U.S.C. 550(c)	Educational Facility , including school, classroom, or other purposes.	Department of Education ATTN: Barbara Shawyer Federal Real Property Assistance Dept. of Education 400 Maryland Ave. SW, Rm 2E115 Washington, DC 20202-4553 (202) 401-0044
40 U.S.C. 550(d)	Protection of Public Health , including research and drug rehabilitation.	U.S. Dept. of Health and Human Services ATTN: Theresa Ritta, Chief Real Property Branch Room 12-07, Parklawn Building 5600 Fishers Lane Rockville, MD 20857 (301) 443-6672
40 U.S.C. 550(e)	Public Park or Recreation Area.	Dept. of the Interior ATTN: David Siegenthaler National Park Service Federal Lands to Parks Progra 333 Bush Street, Suite 500 San Francisco, CA 94104 (415) 623-2334
40 U.S.C. 550(h)	Historic Monument.	General Services Administration ATTN: Andrew Schwartz, Realty Specialist Real Property Utilization and Disposal Division 400 15 th St. SW, Rm. 1161 Auburn, WA 98001 (253) 931-7556

40 U.S.C. 553	Correctional Facility or Law Enforcement.	Dept. of Justice ATTN: Orbin Terry Office of Justice Programs/BJA 810 – 7 th Street, NW Room 4423 Washington, DC 20531 (202) 307-3134
40 U.S.C. 553	Emergency Management Response , including fire and rescue.	Federal Emergency Mgmt. Agency ATTN: Adrian Austin Supp Svcs & Facilities Mgmt Div. 300 D Street SW, Room 840-2 Washington, DC 20472 (202) 212-2099
40 U.S.C. 554	Port Facilities.	Maritime Administration ATTN: Linden Houston Off of Deepwater Ports (MAR-530) 1200 New Jersey Ave SE Washington, DC 20590 (202) 366-4839
16 U.S.C. 667 b-d	Wildlife Conservation	General Services Administration ATTN: Andrew Schwartz, Realty Specialist Real Property Utilization and Disposal Division 400 15 th St. SW, Rm. 1161 Auburn, WA 98001 (253) 931-7556





Port of Juneau

City & Borough of Juneau • Docks & Harbors
155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

April 29th, 2016

Andrew Schwartz
Disposal Realty Specialist
General Services Administration
Auburn Field Office (9P2PZF)
400 15th St. SW, Room 1161
Auburn, WA 98001

Dear Mr. Schwartz,

On behalf of the City & Borough of Juneau (CBJ) - Docks & Harbors Board, I am providing written notice of intent to pursue the acquisition of federal surplus property located at 11305 Glacier Highway, Juneau, Alaska - also known as the Auke Bay Marine Station (GSA Control No. 9-C-AK-0855).

The following information is provided as required in the GSA Notice of Surplus Determination dated March 31, 2016:

1. CBJ Docks & Harbors would evaluate, consistent with public processes and good governance, to determine the best and highest use of this water dependent property following its mission to *develop and provide opportunities, services and facilities to support marine related commerce, industry, fisheries, recreation and visitors.*

Our contemplated use would include leveraging the close proximity of the CBJ Docks & Harbors Don D. Statter Harbor Facility to improve safe and efficient capabilities which provide opportunities for commercial fishing vessels, commercial fishing charters and recreational vessels. Potential uses could include expansion of the existing harbor, upland storage, maritime dependent office space, marine dependent trade shops and the opportunity for additional marine related retail.

2. CBJ Docks & Harbors Board has the authority to pursue, manage and operate submerged, tidal and upland to the best and highest use.

Under CBJ ordinance 85.02.060 - General Powers

(a) Subject to state laws and City and Borough ordinances, the City and Borough Docks and Harbors Board shall generally exercise all powers necessary and incidental to operation of all port and harbor facilities in the public interest and in a sound business manner. In particular, and without limitation on the foregoing, the board shall:

(1) Be responsible for the operation, development and marketing of municipally owned and operated port and harbors, including such facilities as boat harbors, docks, ferry terminals, boat launching ramps, and related facilities except as designated by the Assembly by resolution.

3. In an effort to pursue economic development within the City & Borough of Juneau, Docks & Harbors would consider any and all interests of the state property, including fee title.
4. Docks & Harbors would require a minimum of one-year to fully develop a formal application for the property. This is based on the need to solicit input through a public process and the requirement to advance planning solutions through a municipal government. It is our understanding that, if successful in acquiring the property, the transfer would be made at no cost to the CBJ.
5. Docks & Harbors was made aware of this opportunity only last week and that the Notice of Surplus process would permit acquisition of the property. As such, we have not had time to consider the prospects of how this property can best serve the Juneau maritime community.

The City & Borough of Juneau sincerely appreciates the chance that is provided through the Maritime Administration.

Regards,

Carl Uchytel, PE
Port Director

Copy: Maritime Administration (Linden Houston)
CBJ Docks & Harbors Board
CBJ Manager
CBJ Law Department
CBJ Lands & Resources Manager





March 29, 2016

PND 152069

Mr. Gary Gillette
Port Engineer
CBJ Docks and Harbors Department
155 South Seward Street
Juneau, Alaska 99801

Re: Statter Harbor Improvements Ph. III - Tasks 2-6
Engineering Services Fee Proposal

Dear Mr. Gillette:

PND Engineers, Inc. (PND) appreciates the opportunity to provide this proposal for additional engineering services on Phase III of the Statter Harbor Improvements project. We have substantially completed the conceptual design and public involvement scope previously authorized under Task 1. The scope of services under this proposal includes five additional tasks intended to move the project forward through surveying, geotechnical and environmental site investigations, schematic design and permitting.

Scope of Engineering Services

The scope of engineering services under this proposal includes five primary tasks as described below for the improvements illustrated in the attached Concept Plan.

Task 2 Surveying: New topographic surveys will be performed throughout the uplands including transitions to Phase II improvements and the existing access road and boat launch area. Buried utilities and fuel lines will be field surveyed based on utility locates and as built records. We will survey the future development area in the vicinity of fuel tanks and storage containers and will locate adjacent property lines. A bathymetric survey will be conducted in the area of the new dredge basin and moorage floats. An updated base map will be prepared to represent existing ground conditions following Phase II construction for the purposes of designing Phase III improvements.

Task 3: Geotechnical Investigation: A geotechnical investigation is necessary to determine soil and bedrock properties for the design and construction of the new dredge basin, harbor slopes, marine seawall, mooring piles, pile supported structures, building structures and upland paving. PND is proposing to drill nine (9) boreholes and/or probes. Six (6) boreholes are planned from a landing craft for the offshore work and three (3) in the uplands. All boreholes will be sampled at 5 to 10 foot intervals through soil overburden with anticipated depths ranging up to 60 feet utilizing the Standard Penetration Test (SPT). Core samples will be drilled in bedrock for at least one offshore hole to characterize rock conditions for pile socketing purposes. Soils testing will be performed by PND at our in-house laboratory.

Geotechnical drilling services will be provided by Denali Drilling, Inc. (DDI) from Anchorage using a Nodwell mounted drill rig. DDI will be subcontracted to PND. Drilling will occur on land and over the water from the landing craft Poundstone working one shift/day. All drilling will be directed and overseen by PND geotechnical and geological personnel. DDI will contract with the Poundstone for drilling the offshore marine boreholes from the apron of the landing craft.

We anticipate using a rotary wash technique with driven casing to advance into the soil and using split-spoons to obtain samples. The offshore drilling requires fairly calm winds so the work will be scheduled depending on weather forecasts in hope of obtaining the best weather. As a contingency for adverse weather, we have budgeted two shifts of standby time for weather or equipment delays – one for onshore and one for offshore drilling activities.

Task 4: Environmental Dredge Investigation - Tier II Chemical Screening: Concurrent with the geotechnical investigation, PND will collect environmental soil samples in accordance with USEPA and USACE guidelines for Tier II Chemical Screening to determine suitability for offshore and/or uplands disposal. A Sampling and Analysis Plan (SAP) will be prepared and submitted to the agencies for review prior to field sampling. We currently anticipate that four (4) sample locations at various depths may be required at the dredge site. We are also assuming that sampling at proposed offshore disposal sites will not be required due to expected water depths however we will be prepared to add that scope if determined necessary at a later date by the agencies. The environmental samples will be collected and catalogued by a senior level PND scientist following strict chain of custody procedures. The samples will be shipped to an independent lab for chemical analysis. A Soil Characterization Report (SCR) will be prepared following receipt of the sample results. The SCR will be submitted to the agencies for final review and comment as part of the permit application process.

Task 5: Schematic Design: PND and JYL will prepare schematic design drawings to the extent necessary for illustrating and defining the proposed improvements for agency environmental review. We will develop the site layout sufficiently to allow computation of material discharge quantities and jurisdictional areas impacted by the proposed construction.

Task 6: Local, State and Federal Permitting Assistance: PND will prepare local, state and federal environmental permit applications for the kayak launch, moorage floats, basin dredging, commercial loading float, gangway, marine seawall and fill expansion. We will meet with the agencies prior to and during the application review process to address their questions and concerns. We will prepare purpose and need statements, detailed project descriptions, practicable alternatives analysis, wetlands and habitat delineation and a habitat functional assessment if necessary. We currently assume that no additional scientific studies will be required other than the Tier II Chemical Screening described under Task 4 and that a Compensatory Mitigation Plan will not be required for this project. We will assist with CBJ Conditional Use Authorization and FEMA Flood Plain assessments. PND will follow up with the CBJ on these assumptions following permit interaction with the agencies and will be prepared to add any additional services necessary to comply with agency requests.

Fee Proposal Summary

Enclosed please find detailed fee breakdowns for each proposed work task. PND proposes to perform Tasks 2-6 on a time and expenses (T&E) reimbursable basis utilizing our standard billing rates at time of service. The T&E limit shall not be exceeded without prior written authorization from CBJ.

Task	Task Description	Contract Method	Additional Fees \$
2	Surveying	T&E	\$25,888
3	Geotechnical Investigation	T&E	\$136,110
4	Environmental Dredge Investigation	T&E	\$53,270
5	Schematic Design	T&E	\$44,315
6	Local, State and Federal Permitting Assistance	T&E	\$36,520
All	Work Listed Above	T&E	\$296,103

PND appreciates the opportunity to provide engineering services on this important harbor project and thanks you for reviewing PND's proposed scope and professional fees. Please let me know if we have perceived your needs appropriately for this phase of the project or if you desire any changes. We are available to commence immediately and look forward to working with the Docks and Harbors Department towards the successful completion of this exciting waterfront project at Statter Harbor.

Sincerely,
PND Engineers, Inc. | Juneau Office

A handwritten signature in blue ink, appearing to read "Dick Somerville".

Dick Somerville, P.E.
Vice President

Enclosures



PND Engineers, Inc.
Statter Harbor Improvements PH III
Engineering Services Fee Proposal - March 29, 2016
PND Project 152069

Scope of Services

	PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer II	PND Senior Engineer I	PND Senior Land Surveyor	PND Tech VI	PND Staff Engineer V	PND CAD V	PND Tech V	Line Item Costs	Task Subtotal Costs
	\$180.00	\$155.00	\$125.00	\$115.00	\$120.00	\$125.00	\$110.00	\$100.00	\$110.00		
Task 2: Surveying											
1. Project Management & Admin.	4				4					\$1,200	
2. Research property, ROW & control monuments					2					\$240	
3. Field prep equipment, mobilize & demobilize					16					\$1,920	
4. Recover control, locate and traverse corners					12					\$1,440	
5. Research asbuilts and field locate utilities					4		4			\$920	
6. Uplands topographic survey to MLLW					32					\$3,840	
7. Bathymetric survey - harbor dredge basin					32					\$3,840	
8. Reduce and compile field data each day					12					\$1,440	
9. Office process new survey data					32					\$3,840	
10. Prepare Base Map					8			16		\$2,560	
11. PLS & QA Final Review	2				4					\$840	\$22,080
Total Estimated Manhours	6				158		4				
Estimated Third Party Expenses											
Air fare & freight	2 RT airfares + survey equipment shipping									\$1,708	
Room & board	\$185 per person per day									\$1,850	
Field expenses	Fuel, small tools, batteries, misc.									\$250	\$3,808
TOTAL ESTIMATED FEE TASK 2 (T&E)											\$25,888

Notes: Assumes field work to be completed based on ice and snow free ground conditions and calm winds. Delays due to weather shall be additionally compensated on a T&M basis.



PND Engineers, Inc.
Statter Harbor Improvements PH III
Engineering Services Fee Proposal - March 29, 2016
PND Project 152069

Scope of Services

	PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer II	PND Senior Engineer I	PND Senior Land Surveyor	PND Tech VI	PND Staff Engineer V	PND CAD V	PND Tech V	Line Item Costs	Task Subtotal Costs
	\$180.00	\$155.00	\$125.00	\$115.00	\$120.00	\$125.00	\$110.00	\$100.00	\$110.00		
Task 3: Geotechnical Investigation											
1. Project Management, Develop Geotech Work Plan, Logistics & Admin.	8		8			8			4	\$3,880	
2. NWP Permit Application - Scientific Studies	2					6	16			\$2,870	
3. Utility locates and borehole layout in field						4				\$500	
4. Field prep field sampling equipment						8				\$1,000	
5. Field Drilling Onshore Holes - 3 each/3 days	3		3			36				\$5,415	
6. Field Drilling Offshore Holes & Probes - 6 each/5 days	5		5			60				\$9,025	
7. Sample and Laboratory Coordination & Review	4		12			8				\$3,220	
8. Prepare Bore Hole Logs	2		4			24				\$3,860	
9. Geotechnical Analysis - Slope Stability @ Marine Seawall, Building Foundations, Mooring Pile Foundations	8		40			16				\$8,440	
10. Draft Geotechnical Report	8		40			32			8	\$11,320	
11. Client review work session	2		2			2				\$860	
12. Finalize & Stamp Geotechnical Report	8		16			8			4	\$4,880	\$55,270
Total Estimated Manhours	50		130			212	16		16		

Estimated Third Party Expenses

Air freight	Sample shipping	\$500
Drilling Expendables and Laboratory Testing	PND Lab	\$4,000
Mobe & Demobe Denali Drilling and LC Poundstone	Crew, drilling equipment and landing craft	\$8,940
Drilling Onshore - Single Shift	3 holes total, 3 shifts budgeted @ \$3,800/day	\$11,400
Drilling Offshore - Single Shift	6 holes &/or probes total, 6 shifts budgeted @ \$8,700/day	\$43,500
Drilling Equipment Contingency	1 shift Onshore and 1 shift Offshore	\$12,500
		\$80,840
TOTAL ESTIMATED FEE TASK 3 (T&E)		\$136,110

Notes: Delays beyond those budgeted above shall be compensated on a T&M basis.



PND Engineers, Inc.
Statter Harbor Improvements PH III
Engineering Services Fee Proposal - March 29, 2016
PND Project 152069

Scope of Services

PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer II	PND Senior Engineer I	PND Senior Land Surveyor	PND Tech VI	PND Staff Engineer V	PND CAD V	PND Tech V	Line Item Costs	Task Subtotal Costs
\$180.00	\$155.00	\$125.00	\$115.00	\$120.00	\$125.00	\$110.00	\$100.00	\$110.00		

Task 4: Environmental Dredge Investigation - Harbor Basin Tier II Chemical Screening											
1. Project Management & Admin.	8								4	\$1,880	
2. Prepare Draft Sampling & Analysis Plan (DSAP)	4	16				8	48		4	\$9,920	
3. Agency Coordination and Prepare Final SAP	4	8				4	16		2	\$4,440	
4. Field prep sampling equipment						4	6		2	\$1,380	
5. Field Sampling - 4 holes / 4 days							48			\$5,280	
6. Sample Handling, Laboratory Coordination & Chain of Custody Procedures		2				4	16			\$2,570	
7. Sample Assessment & Prepare Summary Reports	2	12					24			\$4,860	
8. Draft Soil Characterization Report (DSCR)	4	12					40		4	\$7,420	
9. Submit DSCR to Agencies and Address Review Comments	2	8					24			\$4,240	
10. Finalize SCR	2	4				4	16		4	\$3,680	\$45,670
Total Estimated Manhours	26	62				24	238		20		

Estimated Third Party Expenses

Freight	Sample containers, chain of custody and shipping+C25	\$1,200	
Laboratory Testing	Tier II Chemical Screening @ \$1,600/hole * 4	\$6,400	\$7,600
TOTAL ESTIMATED FEE TASK 4 (T&E)			\$53,270

Notes: Delays or additional testing required by agencies beyond that budgeted above shall be compensated on a T&M basis. Samples shall be collected concurrent with geotechnical investigation.



PND Engineers, Inc.
Statter Harbor Improvements PH III
Engineering Services Fee Proposal - March 29, 2016
PND Project 152069

Scope of Services

	PND Senior Engineer VII	PND Senior Engineer VI	PND Senior Engineer II	PND Senior Engineer I	PND Senior Land Surveyor	PND Tech VI	PND Staff Engineer V	PND CAD V	PND Tech V	Line Item Costs	Task Subtotal Costs
	\$180.00	\$165.00	\$125.00	\$115.00	\$120.00	\$125.00	\$110.00	\$100.00	\$110.00		
Task 5: 15% Schematic Design											
1. Project Management & Admin.	8								2	\$1,660	
2. Design Coordination Meetings - Client, Harbor Board and Internal	8	4	4	4			4			\$3,500	
3. Uplands site plan - layout seawall, parking, access drive aisle, buildings, seawalk, sidewalks, future development area, fuel tanks, landscape beds, etc.	6			20				8		\$4,180	
4. Marine Basin & Float Plan - layout dredge basin, commercial loading floats, moorage floats, piles, gangway & kayak ramp	4	6	8	16				8		\$5,350	
5. Marine MSE Seawall & Building Foundation - Typ Sections	12			8			12	4		\$4,800	
6. Typical Sections - floats, kayak ramp, gangway, dredge basin & earthwork.	4	8	8	8			12	12		\$6,480	
7. ROM material quantities & cost estimate	4	4	4	6			6			\$3,230	\$29,200
Total Estimated Manhours	46	22	24	62			34		2		
Estimated Third Party Expenses											
JYL	Architectural Planning - Restrooms, Grand Entry, Covered Shelter									\$15,115	\$15,115
TOTAL ESTIMATED FEE TASK 5 (T&E)											\$44,315

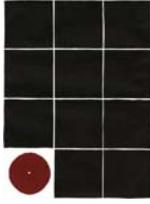


PND Engineers, Inc.
Statter Harbor Improvements PH III
Engineering Services Fee Proposal - March 29, 2016
PND Project 152069

Scope of Services

	PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer II	PND Senior Engineer I	PND Senior Land Surveyor	PND Tech VI	PND Staff Engineer V	PND CAD V	PND Tech V	Line Item Costs	Task Subtotal Costs
	\$180.00	\$155.00	\$125.00	\$115.00	\$120.00	\$125.00	\$110.00	\$100.00	\$110.00		
Task 6: Local, State and Federal Permitting Assistance											
1. Project Management & Admin.	8								4	\$1,880	
2. Wetlands Jurisdictional Determination & Nearshore Habitat Mapping - Field assessment and report	2						40			\$4,760	
3. Agency Preapplication Meetings & Coordination for Location of Ocean Disposal Site	6						16			\$2,840	
4. Prepare Application Drawings	2			4			8	16		\$3,300	
5. Prepare Purpose & Need Statement & Detailed Project Description	4						16		4	\$2,920	
6. Prepare Practicable Alternatives Analysis	8						32	8	4	\$6,200	
7. Prepare State and Federal Permit Applications	4						16		2	\$2,700	
8. CBJ Conditional Use and FEMA Issues Assistance	8									\$1,440	
9. Respond to Agency Questions	4					4	16			\$2,980	\$29,020
Total Estimated Manhours	46			4		4	144		14		
Estimated Third Party Expenses											
Specialized Environmental Studies - Placeholder	Habitat Functional Assessment, NMFS Informal Consultation									\$7,500	\$7,500
TOTAL ESTIMATED FEE TASK 6 (T&E)											\$36,520

Notes: Offshore disposal of dredge spoils is assumed. Compensatory Mitigation Planning is not included. Any additional specialized scientific studies requested by the agencies and not included above shall be compensated on a T&M basis.



Serving Alaska Since 1935

Date: **3-29-16**
To: **Dick Sommerville**

From: **Joann Lott**
RE: **Statter Harbor Gateway Conceptual Design**
CC:

Dick,

Thank you for the opportunity to work with you on the concept design of the Statter Harbor Gateway.

We will provide the following:

Develop 2-3 floor plan options which will include:

1st floor:

- Men's & Women's restrooms
- Covered bus waiting area
- Covered gateway/connection to the loading gangway
- Future vertical circulation for lobby, stair and elevator to second story restaurant/lounge.

2nd floor: (as possible future expansion)

- Vertical circulation (stair & elevator)
- Open unassigned space for future tenant improvements

The sea walk will be extended to this portion of the site and will be incorporated into the building concept design, possibly with covered walks.

Concept options will include a 3D sketch of the building from one view point.

JYL will work with PND and Docks & Harbors to select one preferred option with amendments according to comments received. The preferred option will be developed to a schematic design level in order to firm up the

footprint size, vertical elements, structural requirements and means of expanding from one story to two.

Schematic deliverables will include a narrative, describing desired performance characteristics of the building materials and code requirements. Submittals will include the narrative, floor plans, exterior elevations, building sections and a 3D image showing building massing.

We will participate in 4 team meetings and two 2 hour presentation/meetings with Docks and Harbors. One meeting will be for concept option selection and one for schematic design review.

The work is expected to occur between April 2016 and June 2016 and will be provided time and expenses.

G:_Projects\906\JOANN\PND Statter Harbor\Scope.docx



SUMMARY

Project: **CBJ Docks & Harbors Statter Harbor Gateway**

SERVICES	FEE	TYPE	EXPENSES	TAX	TOTAL
Concept	\$9,140	Time & Expense	\$25	\$0	\$9,165
Schematic	\$5,925	Time & Expense	\$25	\$0	\$5,950
TOTAL					\$15,115

PROGRAMING/CONCEPT DESIGN SERVICES

Project: **CBJ Docks & Harbors Statter Harbor Gateway**

STAFF:	Architect						Interior Design			Construction Manage			Drafter		Exec A	Cler A	ACC	TOTAL
	PMgr	A-III	A-II	A-I	Int III	Int II	ID-III	ID-II	ID-I	CM-III	CM-II	CM-I	D-II	D-I	EA	CA	A	
	\$170	\$140	\$125	\$110	\$95	\$85	\$140	\$115	\$65	\$140	\$120	\$95	\$95	\$85	\$80	\$40	\$85	
ARCHITECTURE:																		
Project Management	1																	
Preparation	1																	
Concepts 1-3	15				15													
3D images	9				9													
Refine selected concept	6				4													
Presentations	2				2													
Meetings	3																	
Subtotal Hours	37	0	0	0	30	0	0	0	0	0	0	0	0	0	0	0	0	67
Subtotal Dollars \$	6,290	0	0	0	2,850	0	0	0	0	0	0	0	0	0	0	0	0	9,140

CONSULTANTS:

- Civil Engineering, Geotech Investigation
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Hazardous Materials Investigation
- Landscape Architecture
- Cost Estimating
- Energy Analysis

Subtotal		\$0
Overhead/Profit	10%	\$0
Total		\$0

TOTAL PRE-DESIGN SERVICES FEE	\$9,140
--------------------------------------	----------------



SCHEMATIC DESIGN SERVICES

Project: **CBJ Docks & Harbors Statter Harbor Gateway**

STAFF:	Architect						Interior Design			Construction Manage			Drafter		Exec A	Cler A	ACC	TOTAL
	PMgr	A-III	A-II	A-I	Int III	Int II	ID-III	ID-II	ID-I	CM-III	CM-II	CM-I	D-II	D-I	EA	CA	A	
	\$170	\$140	\$125	\$110	\$95	\$85	\$140	\$115	\$65	\$140	\$120	\$95	\$95	\$85	\$80	\$40	\$85	
ARCHITECTURE:																		
Project Management	1																	
Meetings	2				2													
Cost Estimates																		
Schematic Design Dwgs	10				18													
Narrative	6																	
Energy Analysis																		
Code Analysis																		
Presentations	2				2													
Quality Control																		
LEED																		
Submittal	1				1													
Subtotal Hours	22	0	0	0	23	0	0	0	0	0	0	0	0	0	0	0	0	45
Subtotal Dollars \$	3,740	0	0	0	2,185	0	0	0	0	0	0	0	0	0	0	0	0	5,925

CONSULTANTS:

- Civil Engineering, Geotech Investigation
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Hazardous Materials Investigation
- Landscape Architecture
- Cost Estimating
- Energy Analysis

Subtotal		\$0
Overhead/Profit	10%	\$0
Total		\$0

TOTAL SCHEMATIC DESIGN SERVICES FEE	\$5,925
--	----------------

DESIGN SERVICES PROPOSAL

REIMBURSABLE EXPENSES

Project: **CBJ Docks & Harbors Statter Harbor Gateway**



PHASE:		10	20	30	40	50	60	70	80	TOTAL
		Pre-D	Site	SD	DD	CD	BID	CA	CO	
TRAVEL	Rate									
Arch	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Civil	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Struct	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Mech	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Elect	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Other	Trips									0
	Cost	\$0	0	0	0	0	0	0	0	\$0
Subtotal		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PER DIEM										
Arch										0
Civil										0
Struct										0
Mech										0
Elect										0
Other										0
Rate	\$0									
Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PRINTING/COPYING										
11 x 17 Copy	No.	60		60						120
	Rate	\$0.25								
Letter Copy:	No.	50		50						100
	Rate	\$0.15								
	Total	\$23	\$0	\$23	\$0	\$0	\$0	\$0	\$0	\$45
SCANS										
CD's										
POSTAGE/COURIER										\$0
MISSCELANEOUS										\$0
ENGIN REIMB										\$0
RENDERINGS										\$0
OH/P	10%	\$2	\$0	\$2	\$0	\$0	\$0	\$0	\$0	\$5
TOTAL REIMBURSABLES		\$25	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$50



Denali Drilling

March 24, 2016

PND Engineers, Inc.
Attn: Dick Somerville
9360 Glacier Highway, Suite 100
Juneau, AK 99801

Ref: Statter Harbor, Juneau

Dear Dick,

Denali Drilling, Inc. is pleased to have this opportunity to offer the following proposal to provide labor and equipment to drill and sample two to three onshore borings and six offshore borings in 20' of water and 50' below mudline for the above referenced project.

Mob/Demob - Lump Sum - Single Shift \$ 8,940.00

Mob/Demob - Lump Sum - Double Shift \$14,630.00

Includes travel for crews, transporting equipment to job site, boat and equipment prep, and is contingent on our equipment already being in Juneau.

Drilling - Per Day - Onshore \$ 3,800.00

This day rate includes two-man crew, truck drill, expendables, support equipment, room & board, and fuel.

Drilling - Per Day - Offshore - Single Shift \$ 8,720.00

Drilling - Per Day - Offshore - Double Shift \$14,370.00

This day rate includes three-man crew, truck drill, expendables, support equipment, Poundstone boat and crew, room & board, and fuel.

We estimate five to six days drilling single shift and three to four days double shift.

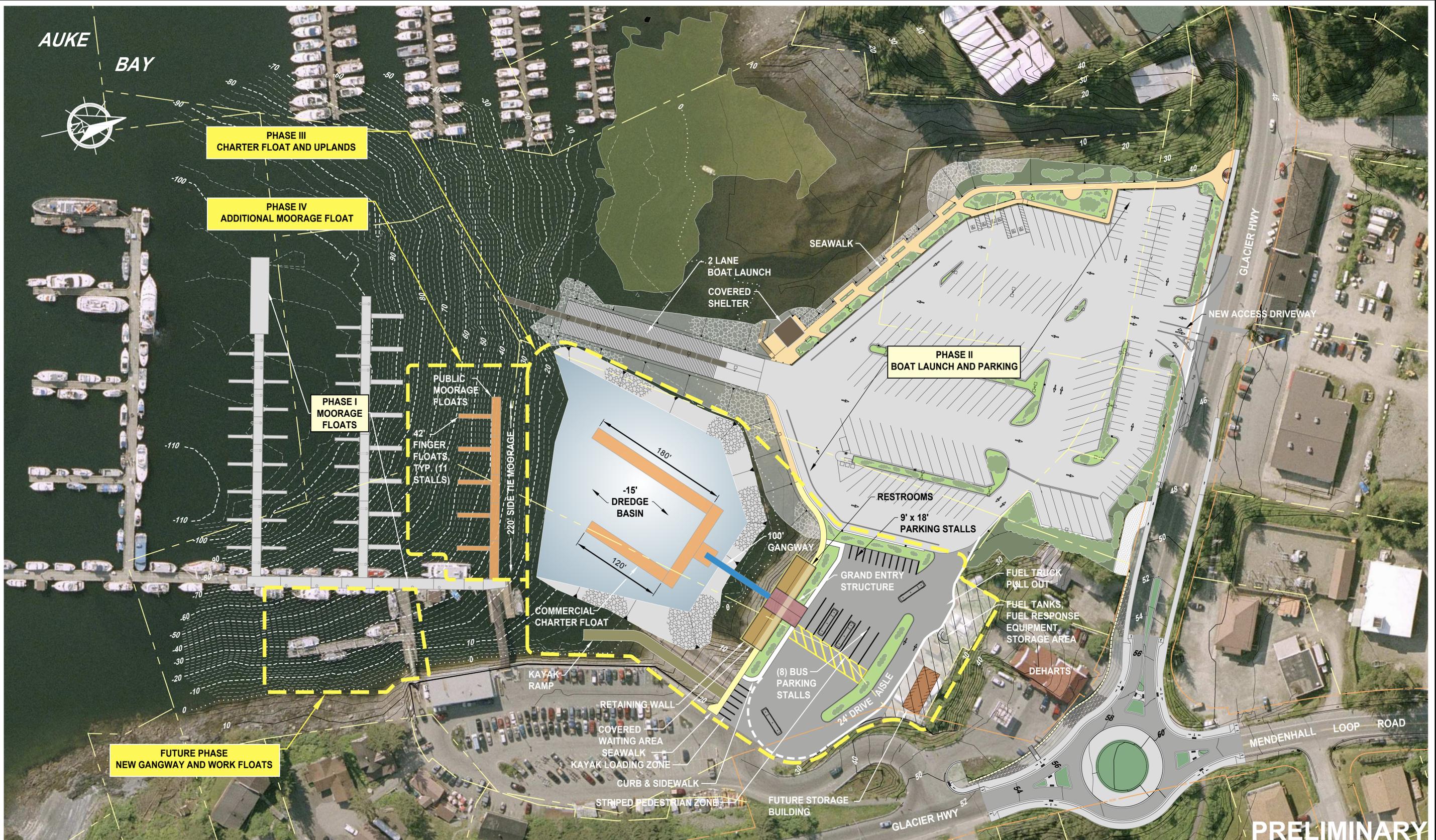
Client is to provide clear access to drill sites, utility locates, and all permits required to complete this project. Any standby time encountered due to delays will be charged at \$250.00 per hour with a maximum of \$2,500.00 per day for onshore and \$12,000.00 per day for offshore. This proposal is based on our in-house wage rates with no provisions for Davis Bacon wages.

If you have any questions concerning this proposal, or if we can be of service in any other regard, please do not hesitate to contact our office.

Sincerely,
DENALI DRILLING, INC.

Hal Ingalls
CEO

HI:kh



PRELIMINARY



REVISIONS					
REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.

9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: BMI CHECKED: CRS
DRAWN: PJD APPROVED: CRS

SCALE: SCALE IN FEET
0 60 120 FT.

DATE: MARCH 2016

CITY & BOROUGH OF JUNEAU, ALASKA
STATTER HARBOR IMPROVEMENTS PH III
CBJ PROJECT - DH16-XXX

SHEET TITLE:
SITE PLAN CONCEPT NO.1
REV. 1

PND PROJECT NO.: 152069

2
SHEET
2 OF 3



ENGINEERS, INC.

April 18, 2016

PND 152037.06

Gary Gillette
Port Engineer
CBJ Docks & Harbors Department
155 South Seward Street
Juneau, Alaska 99801

Subject: Douglas Harbor Renovation
Contract Administration and Inspection Services

Dear Mr. Gillette:

PND Engineers, Inc. (PND) and Haight & Associates, Inc. (HAI) are pleased to provide the attached fee proposal for contract administration and inspection services during construction of the Douglas Harbor Renovation project. We have prepared the enclosed fee breakdown for the tasks we currently anticipate for the project in advance of work plan discussions with Trucano Construction Company (TCC), the CBJ's Contractor.

Contract administration services, fabrication and construction inspections will be provided under this proposal. We assume the fabrication of structural materials including timber float units, steel assemblies, piles and timber retaining wall elements will be completed within 20 weeks at fabrication plants near Seattle. PND's Seattle office will provide fabrication inspections on a periodic basis and will document progress with daily reports and photographs. We anticipate the onsite field work will be performed by TCC within the contract schedule, starting in September 2016 and extending for 16 weeks of construction activity. Our proposal provides full time inspection coverage, assuming one inspector working an average of 50 hours/week for a total of 16 weeks providing 800 inspection hours, however we have not included budget for extended or double shift coverage.

We hope that we have perceived your needs appropriately and offer the attached proposal for your consideration. Due to uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our attached May 2015 billing rates. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization. Feel free to call me at any time should you have any questions or need additional information regarding these two proposal options. We look forward to working with you towards the successful completion of this project.

Sincerely,

PND Engineers, Inc. | Juneau Office

Dick Somerville, P.E.
Vice President

Enclosure



PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
EFFECTIVE MAY 2015

		<i>Hourly Rate</i>
<u>Professional:</u>	Senior Engineer VII	\$180.00
	Senior Engineer VI	\$165.00
	Senior Engineer V	\$155.00
	Senior Engineer IV	\$145.00
	Senior Engineer III	\$135.00
	Senior Engineer II	\$125.00
	Senior Engineer I	\$115.00
	Staff Engineer V	\$110.00
	Staff Engineer IV	\$105.00
	Staff Engineer III	\$100.00
	Staff Engineer II	\$90.00
	Staff Engineer I	\$85.00
	Environmental Scientist VI	\$165.00
	Environmental Scientist V	\$150.00
	Environmental Scientist IV	\$135.00
	Environmental Scientist III	\$120.00
	Environmental Scientist II	\$105.00
	Environmental Scientist I	\$90.00
	GIS Specialist	\$90.00
<u>Surveyors:</u>	Senior Land Surveyor III	\$120.00
	Senior Land Surveyor II	\$110.00
	Senior Land Surveyor I	\$100.00
<u>Technicians:</u>	Technician VI	\$125.00
	Technician V	\$110.00
	Technician IV	\$90.00
	Technician III	\$80.00
	Technician II	\$70.00
	Technician I	\$45.00
	CAD Designer VI	\$110.00
	CAD Designer V	\$100.00
	CAD Designer IV	\$85.00
	CAD Designer III	\$70.00



PND Engineers, Inc.
Douglas Harbor Rebuild
Engineering Services Fee Proposal - April 8, 2016
Contract Administration and Full Time Construction Inspection Services
PND Project No. 152037.05

Scope of Services

PND Senior Engineer VII	PND Senior Engineer VI	PND Senior Engineer II	PND Senior Engineer I	PND Staff Engineer V	PND Tech V	CAD Designer V	PND Tech IV	Line Item Costs	Task Subtotal Costs
\$180.00	\$165.00	\$125.00	\$115.00	\$105.00	\$110.00	\$95.00	\$110.00		

ANTICIPATED TASKS										
1. Contract administration - Contract and subcontract agreements, CA/CI file system, direct subconsultants & PND inspectors, prepare contract correspondence, pay applications, change orders, FO's, RFI's, DCM's. Assume 40 weeks (June 1, 2016 to April 1, 2017)	80	160	160					40	\$65,200	
2. Conduct Preconstruction Conference & Prepare Minutes	2	4	4						\$1,520	
3. Structural Submittal Reviews - timber floats, gangway repair, piles, structural steel, timber retaining wall, concrete abutment, transition plates, fabrication work plans	4	40	80		40			8	\$22,400	
4. Civil & Mechanical Submittal Reviews - upland improvements, water system, fire suppression	4		8	40	40			4	\$10,960	
5. Design assistance for scope changes, unanticipated site conditions, review proposed substitutions, coordination with CBJ utilities	4	12	24	16	16		8	2	\$10,200	
6. Attend weekly progress meetings with CBJ & Contractor, prepare written progress reports	20	60						8	\$14,380	
7. Fabrication periodic inspections for piles, structural steel, wall timber & floats: photos & reports - periodic basis 16 hrs/wk x 20 weeks	10	40	160	160				16	\$48,560	
8. On site construction inspections w/ daily reports & photos - assume 1 inspector on site 16 weeks at 50 hrs/wk through substantial completion						800		16	\$89,760	
9. Substantial Completion Inspection & Prepare Final Punch List	2	4	8	4					\$2,480	
10. Punch List Inspections through Final Completion, Contract Closeout Documentation, O&M Manual	4	8	80	8				8	\$13,840	
11. Transfer contractor provided as-built data to electronic files	2	2	4				24		\$3,470	\$282,770
Total Estimated Manhours	132	330	528	228	96	800	32	102		
Estimated Third Party Expenses										
Haight & Assocs.	Electrical Engineering Services								\$12,500	
Meal per diem allowance - fabrication inspections	60 man days * \$30								\$1,800	
Travel Allowance	Mileage for fabrication inspections								\$2,000	
Materials Testing	Sampling & Lab Testing Allowance								\$2,500	
Misc. Expenses	Job consumables, fuel, freight, small tools, field supplies, etc.								\$2,000	\$20,800
Total Estimated T&M Fee										\$303,570

Note: This budget assumes single shift inspection during construction.

PRICE PER TASK SUMMARY

			PROJECT TITLE: Douglas Harbor Floats A, B, & C					DATE: 31 March 2016				
<table border="1" style="margin: auto;"> <tr> <td>TOTAL FEE:</td> <td align="right">\$12,500</td> </tr> </table>											TOTAL FEE:	\$12,500
TOTAL FEE:	\$12,500											
			TIME (hours)									
Method of Payment	TASK	DESCRIPTION	Principal Engineer	Project Engineer	Staff Engineer	Designer CAD	CAD Technical	Administrative	Expenses	Total		
Fixed	1	Preliminary Engineering	0	0	0	0	0	0	\$0	\$0		
Fixed	2	Schematic Design	0	0	0	0	0	0	\$0	\$0		
Fixed	3	Design Development	0	0	0	0	0	0	\$0	\$0		
Fixed	4	Pre-Construction Documents	0	0	0	0	0	0	\$0	\$0		
Fixed	5	Final Construction Documents	0	0	0	0	0	0	\$0	\$0		
Fixed	6	Bidding	0	0	0	0	0	0	\$0	\$0		
T&E	7	Construction Administration	4	35	0	0	8	2	\$0	\$6,800		
T&E	8	Site Visits	0	38	0	0	0	0	\$0	\$5,700		
0	9	Not Used	0	0	0	0	0	0	\$0	\$0		
0	10	Not Used	0	0	0	0	0	0	\$0	\$0		
Total Time (Hrs)			4.00	73.00	0.00	0.00	8.00	2.00				
Fee Schedule (\$ per hour)			\$175.00	\$150.00	\$135.00	\$95.00	\$85.00	\$85.00				
ESTIMATED TOTALS			LABOR	CBJ SALES TAX	EXPENSES	TOTAL COST						
Haight & Associates, Inc.			\$12,500	\$0	\$0	\$12,500						

SALES TAX

0%



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

April 19th, 2016

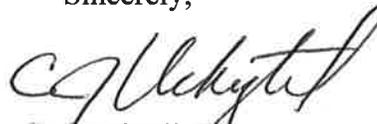
Galen Drake
PO Box 35272
Juneau, AK 99803

Dear Mr. Drake,

On behalf of the CBJ Docks & Harbors Board, I am directing you to relocate all vessels, owned by you or which are under your responsible charge, anchored or moored seaward of the Aurora Harbor breakwater by May 3rd, 2016. My authority to direct vessels off CBJ submerged properties rests within the general powers provided by CBJ ordinance and delegated thorough the CBJ Assembly.

The primary purpose of this order is to provide safe mooring for the cruise ship berth contractor over the summer. However, in response to the M/V CHALLENGER sinking, I do not anticipate allowing vessels to use CBJ managed submerged lands in the future.

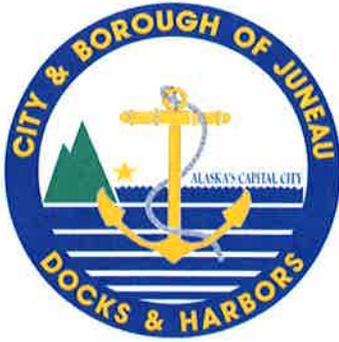
Sincerely,



Carl Uchtyl, PE
Port Director

Encl: Map

Copy: CBJ Docks & Harbors Board
CBJ Law Department
CBJ Manager



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

April 19th, 2016

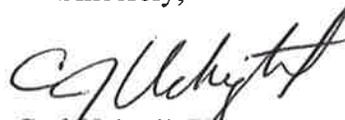
Steve Hamilton
1690 Harbor Way
Juneau, Alaska 99801

Dear Mr. Hamilton,

On behalf of the CBJ Docks & Harbors Board, I am directing you to relocate all vessels, owned by you or which are under your responsible charge, anchored or moored seaward of the Aurora Harbor breakwater by May 3rd, 2016. My authority to direct vessels off CBJ submerged properties rests within the general powers provided by CBJ ordinance and delegated thorough the CBJ Assembly.

The primary purpose of this order is to provide safe mooring for the cruise ship berth contractor over the summer. However, in response to the M/V CHALLENGER sinking, I do not anticipate allowing vessels to use CBJ managed submerged lands in the future.

Sincerely,



Carl Uchytel, PE
Port Director

Encl: Map

Copy: CBJ Docks & Harbors Board
CBJ Law Department
CBJ Manager



Area reserved for Manson Construction commencing May 3rd, 2016.

Report Highlights

Why DLA Performed This Audit

In accordance with Title 24 of the Alaska Statutes and a special request by the Legislative Budget and Audit Committee, we have conducted a performance audit of the Department of Commerce, Community, and Economic Development's and the Department of Revenue's Commercial Passenger Vessel Tax Program.

What DLA Recommends

1. Municipality of Skagway Borough management should only use CPV shared tax revenues for allowable purposes.
2. Ketchikan Gateway Borough management should ensure CPV shared tax revenues are only used for allowable purposes.
3. City and Borough of Sitka management should ensure CPV shared tax revenues are only used for allowable purposes.

A Performance Audit of the Department Of Commerce, Community, and Economic Development and Department Of Revenue Commercial Passenger Vessel (CPV) Tax Program

February 29, 2016

Audit Control Number 04-30083-16

REPORT CONCLUSIONS

The State has received approximately \$271 million of CPV tax receipts since the program began in 2007 through FY 15. Of those receipts, \$99 million (37 percent) was distributed back to port communities as part of the shared tax program. Another \$130 million (48 percent) was appropriated as grants to communities or other recipients, and \$35 million (13 percent) was appropriated as grants to the Department of Transportation and Public Facilities and the Department of Natural Resources.

The audit concluded that the CPV tax structure could allow CPV tax receipts to fall short of the amounts to be distributed. To date, CPV receipts have been sufficient to fund the amounts required to be distributed to port communities. However, significant increases to the number of passengers that visit a high number of ports would threaten the solvency of the CPV fund.

The audit also concluded that shared tax revenues spent by communities to improve port facilities and harbor infrastructure were spent in compliance with State law. However, CPV funds expended by communities for services other than port facilities and harbor infrastructure often lacked the documentation necessary to verify the expenditures complied with State law. One instance was found where CPV shared taxes were spent on unallowable activities.

Additionally, the unspent balance of shared taxes was determined to be reasonable based on community efforts to initiate or complete CPV projects. Furthermore, the audit concluded that unexpended CPV grants are supported by ongoing projects. However, the audit noted grants have been provided to ineligible recipients.