

File Number: 2206

CITY AND BOROUGH OF JUNEAU

RFQ E27-146: Request for Qualifications for Redevelopment of Telephone Hill

November 19, 2026

City and Borough of Juneau
155 Heritage Way
Juneau, AK 99801

Table of Contents

Table of Contents 2

Executive Summary 3

- Overview 3
- Background 3
- Vision and Details 4
- Deadline 4

Telephone Hill Site and Vision 5

- Site History 5
- Juneau's Housing Needs 5
- Planning Process 6
- Vision 7
- Site Conditions and Details 8
- Goals, Site Plan, and Design 10

Available Incentives 13

Criteria, Process, and Requirements 15

- Submission Requirements 15
- Evaluation Criteria 16
- Pre-Submittal Meeting and Site Visit 17
- Schedule 18
- Developer Responsibilities 18
- Protests 18
- Consultant's Good Standing with CBJ Finance Department 19
- Disclosure of Proposal Contents 19
- Proposal Development 19

Additional Documents and Links 20

Executive Summary

Overview

With this RFQ, the City and Borough of Juneau (CBJ) is seeking one or more well-qualified developer teams to implement its vision for the redevelopment of **all or part of Telephone Hill**, a **1.78-acre site** in Downtown Juneau that is currently owned by the CBJ and envisioned for a vibrant new neighborhood, comprising up to **155 market-rate and affordable units**, providing a variety of much-needed housing in the CBJ's downtown core and adding vibrancy to a prime location in Juneau's city center.

The CBJ invites statements of qualifications from complete development teams (including a development entity, architect, engineer, general contractor, financial partner, and others as needed) describing their experience in similar urban redevelopment projects and experience with public-private partnerships.

The intent of this RFQ is to make the response process as straightforward as possible in order to encourage submittals from the most capable and best-qualified developer(s). CBJ does not request **specific design proposals and/or financial analyses** at this point, though these materials may be requested at a subsequent phase once a short list of developers has been selected.





Background

Telephone Hill is a key site in Downtown Juneau. Originally containing several homes from the early 20th century, the site was acquired by the state of Alaska for expansion of the capital complex in the 1970s. When this plan changed, it was given to the CBJ, which identified it as a key location to help meet Juneau's significant housing and to catalyze year-round activity in the city's downtown.

In 2023 and 2024, CBJ hired a consultant team to develop the ***Telephone Hill Place Guide***, a comprehensive master planning document outlining the CBJ's vision for the site, historic and environmental conditions, a development framework, information on engineering and grading, and wayfinding considerations. The full Place Guide can be found at the CBJ's website. The CBJ has also published a Statement of Objectives for the project.

Vision and Details

The vision for Telephone Hill is to forge an **exceptional, vibrant new neighborhood** dedicated to providing new housing downtown; where the integration of social, ecological, and historical aspects will amplify its character and provide a tapestry of experiences for people to enjoy. Key goals for the redevelopment include:

- Construct **up to 155 housing units** in downtown Juneau, ideally with 30 units to be offered at a price affordable to households earning 80% of the area median income (AMI). The CBJ is open to proposals with other mixes of affordable and market-rate units, as long as some affordable units are planned.
- Create or preserve **open space and recreation areas** for the local community.
- Create a project that is attractive to mixed-income groups including the local workforce and seniors.

There are several incentives available for this project, particularly for the affordable housing component. The **Juneau Affordable Housing Fund** provides gap funding and grants for affordable housing, subject to the standard requirements of the program: a minimum of 20% of units (e.g. 31 of the envisioned 155 units) made available for households earning 80% AMI or below. Other incentives include the **Downtown Tax Abatement Program** provides a 12-year tax abatement for residential development on the site, the state's GOAL program administers competitive **Low-Income Housing Tax Credits**, and the CBJ has **other potential funds** available specifically for Telephone Hill.

For any questions, please contact **Stevie Gawryluk, CBJ Contract Administrator via email contracts@juneau.gov. Stevie Gawryluk is the** is the sole point of contact for all issues pertaining to this procurement. Questions must be submitted by **4:30 p.m. Alaska Time on *February 1, 2027.***

Deadline

Submittals are to be uploaded electronically to Public Purchase, http://www.publicpurchase.com/, **prior** to **2:00 p.m. Alaska Time on February 11, 2027**, or such later time as the Contract Administrator may announce by addendum to planholders at any time prior to the submittal date. It is the responsibility of the interested party to submit all solicitation documents, by the advertised deadline. Submitting any response to a solicitation shall be solely at the Offerors' risk. The Procurement Division will attempt to keep all office equipment used in methods of document receipt, in working order but is **NOT** responsible for communications or documents that are late, **regardless of cause**. No Offerors' documentation will be accepted as proof of receipt. Prior to any deadline, Offerors are strongly encouraged to confirm receipt of any submitted documents with the Procurement Division. All electronic submittals must be uploaded as an Adobe Portable Document Format (PDF). Offerors will not secure, password-protect or lock uploaded files; CBJ must be able to open and view the contents of the file. Offerors will not disable or restrict the ability of CBJ to print the contents of an uploaded file. Scanned documents or images must be of sufficient quality, no less than 150 dpi, to allow for reading or interpreting the words, drawings, images or sketches. The CBJ may disqualify any Submittal Response that does not meet the criteria stated in this paragraph.

Disadvantaged Business Enterprises are encouraged to respond.

Telephone Hill Site and Vision

Site History



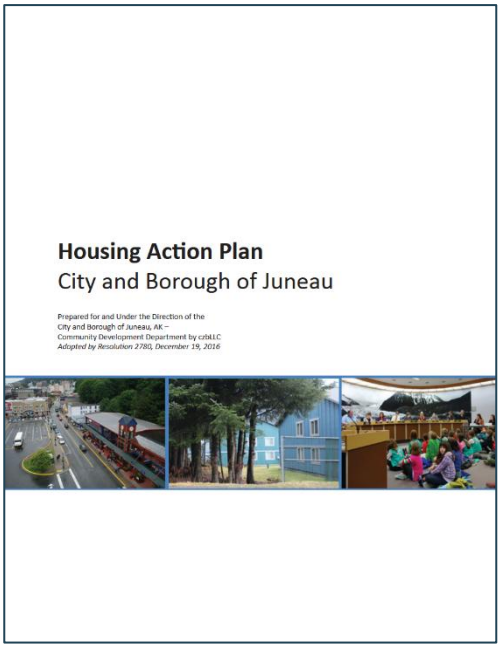
Telephone Hill was part of the original Juneau townsite in the late 1800s. Several homes were constructed on the hill in the late 19th and early 20th centuries. By mid-century, the state capital complex was being developed nearby. In 1971, the State of Alaska purchased the hill with the intention to develop state offices, and later a new state capital was envisioned for the area as shown in the 1990s rendering at right.

However, improvements made to the existing capital in the interim years were deemed sufficient and, in 2019, the State designated the site as surplus property and returned it to CBJ in 2022. A site assessment found that the existing structures on Telephone Hill did not meet current building safety requirements and would require significant ongoing taxpayer funding to bring up to code.

In 2017, the area was identified as downtown Juneau's only optimal development location for housing, as it is already properly zoned, has basic utilities, direct road access and is large enough to accommodate multiple buildings. Upon transfer of ownership from the State, CBJ put forth the development of high-density multi-unit residential housing on Telephone Hill as a priority to address Juneau's growing need for increased housing options. In 2022, Juneau voters approved $2 million for this planning and redevelopment process through the one percent sales tax proposition

Juneau's Housing Needs

In 2016, The CBJ adopted a **Housing Action Plan**, which identified a "stuck" housing market in the CBJ and an overall mismatch of housing supply with community needs. The plan specifically described leveraging city-owned sites, including Telephone Hill, as a key opportunity for the CBJ. Subsequent housing needs and market analyses conducted in 2023-24 provided further insights into Juneau's unique housing needs and market:



- Juneau's population is expected to **decrease** by 10% over the next three decades due to increased outmigration, aging, and shrinking household sizes. The population is notably **older** than statewide averages, and the average age is expected to continue to increase in the coming years.
- Counterintuitively, this decreasing population trend is **not correlated with a decrease in housing demand** due to the city's "stuck" housing market where very little housing stock is available and made up of generally low-quality units. In fact, the lack of housing opportunities may be one factor in the lack of population growth.

- Juneau's employment numbers have also remained **constant** over the past decade, partially due to the lack of available and affordable workforce housing. The CBJ also sees unusual and consistent demand for **temporary housing** from its highly seasonal workforce in tourism and state government. The cruise ship industry is booming in Alaska, and demand for housing will likely increase from tourism-related jobs and potential new defense and health care employment.

The full market analysis can be found at: https://juneau.org/wp-content/uploads/2024/06/THill_Market-Analysis.pdf

Planning Process

In 2023 and 2024, First Forty Feet (FFF), an architecture and planning firm from Portland, OR, was selected by the CBJ to prepare a redevelopment master plan and implementation strategy for future redevelopment of the Telephone Hill project area. In partnership with MRV Architects, NLURA, RESPEC Engineering, Leland Consulting Group, Dahlberg Design, and Cox Environmental Services, FFF prepared the ***Telephone Hill Place Guide***, a comprehensive master planning document outlining the CBJ's vision for the site, historic and environmental conditions, a development and feasibility framework, information on civil engineering and grading, and identity and wayfinding considerations. The full Place Guide can be found at: https://juneau.org/wp-content/uploads/2024/12/24-0702_Telephone-Hill-Place-Guide_FINAL.pdf

Development of the Place Guide was heavily informed by community engagement. Initial engagement efforts revealed a preference for Telephone Hill to be distinct, with its own identity as a new residential neighborhood in Juneau. Engagement activities helped define the social, ecological, and historical guiding principles of the vision statement. Subsequent workshops and a city-wide survey presented several development concepts and confirmed the community's vision for the project as a development with mid-rise multifamily housing, with 75 percent of survey responses indicating a desire for denser housing as the best means to address the needs of the CBJ.

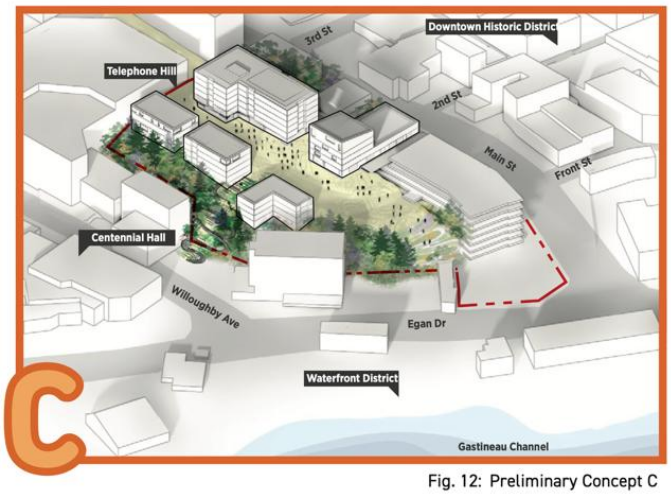


Fig. 12: Preliminary Concept C



Vision

The aspiration for Telephone Hill is to forge an exceptional, ***vibrant new neighborhood*** *dedicated to providing new housing Downtown; where the* ***integration of social, ecological, and historical aspects*** *will amplify its character and provide a tapestry of experiences for people to enjoy.*

The ***Place Guide*** further articulates the social, ecological, and historical layers of this vision with the diagram below, based on the community outreach and surveys conducted as part of the planning process:

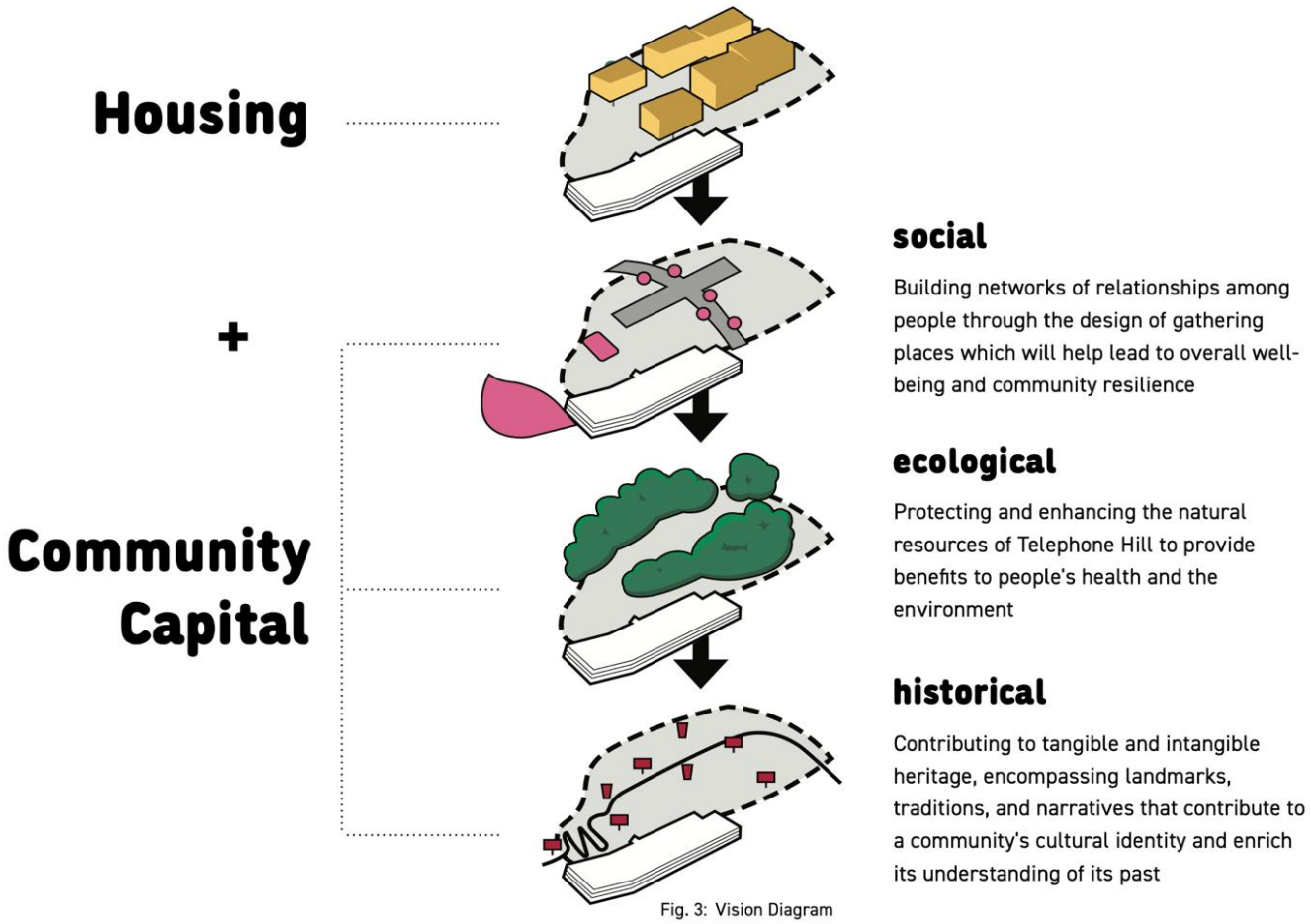
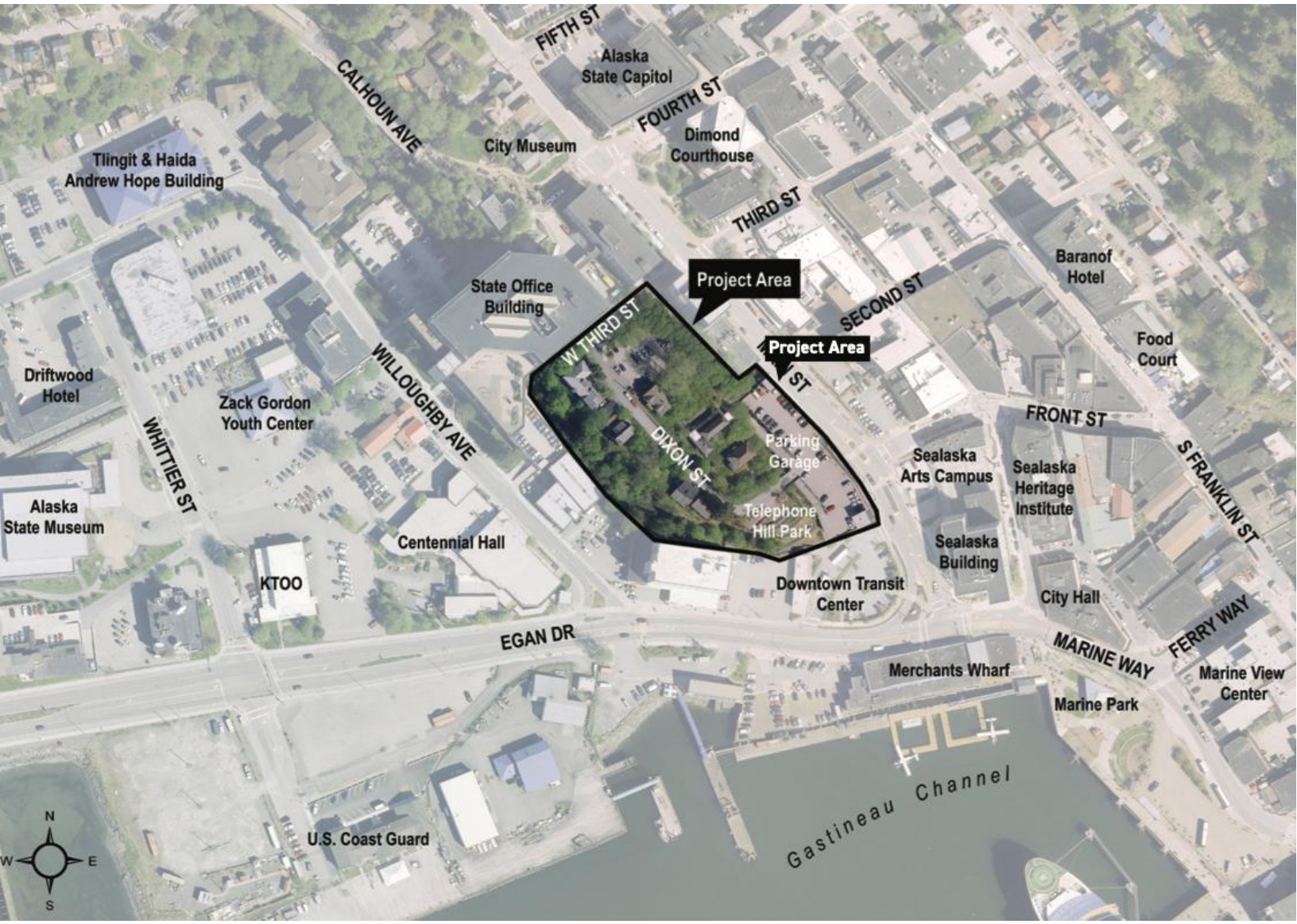


Fig. 3: Vision Diagram

Respondents should articulate how their previous projects have responded to local housing needs and community visions, and provide examples of effective negotiations and innovative approaches to balancing development feasibility with local needs and desires. Development teams should also respond to any particular elements of the Telephone Hill vision that have generated initial ideas or concepts.

Site Conditions and Details

Located across Egan Drive from the Gastineau Channel, the Telephone Hill site is approximately **4 acres** overall, of which **1.78 acres** are redevelopable. The site is immediately adjacent to the State Office Building to the north. The east, west, and south sides have steep slopes, and there is a state-owned parking garage on the southeast of the site which currently provides parking for the state offices. Further details on the site, utilities, and zoning are below:



Site Details

Parcels	1C070B0D0010, 1C070B0D0020, 1C070A060060, 1C070A060050, 1C070A060040, 1C070A060010, 1C070A060021, 1C070B0E0010, 1C070B0E0020, 1C070A010060, 1C070A010051
Size	4 acres (entire site), 1.78 acres (redevelopable area)
Current Owner	City and Borough of Juneau, fee simple
Current Use	Vacant (pending demolition of current structures)
Existing Improvements	Seven homes with 13 units in fair to hazardous condition.
Zoning	MU (Mixed Use) (CBJ Code of Ordinances 49.25.220) • *Description:* Reflects the existing downtown development pattern and is intended to maintain the stability of the downtown area. Multifamily residential uses are allowed and encouraged. • *Allowed uses:* Single-family detached, duplex, multifamily, hotels, SROs, ADUs, retail, office, light and medium manufacturing, educational and religious uses, indoor recreation, open space, health care uses, restaurants, public facilities, utilities, markets, towers and antennas. • *Development Standards:* No lot coverage maximums, required setbacks, or height restrictions. • *Maximum Density:* No maximum density. • *Parking:* Telephone Hill is included in the Downtown Zero Parking Required zone which allows new housing development to occur without providing additional parking for the housing units. However, each lot should contain temporary parking spaces for drop-off zones and emergency access. These parking areas could be within the individual lots or in the CBJ Right-of-Way. The state office parking garage may structurally be able to support more stories as well. A full discussion of shared parking options and other parking strategies can be found in the ***Place Guide***.

Existing Utilities

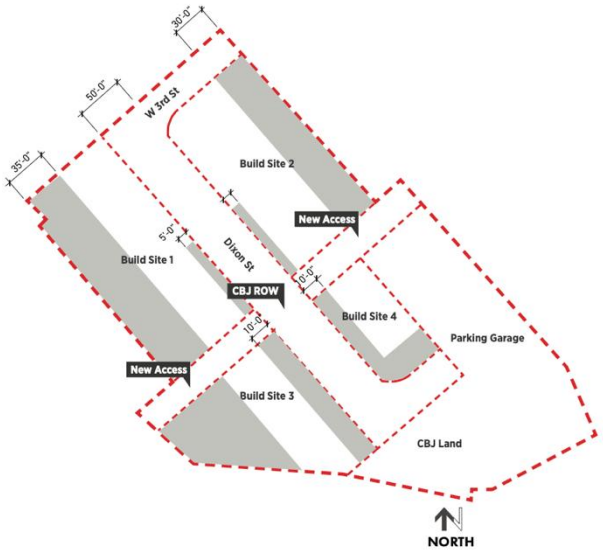
Sewer	There is currently no wastewater main under Dixon Street as all the existing residences have service lines that run from the homes to the wastewater main on Willoughby and Main Streets.
Water	Dixon Street traverses north to south through Telephone Hill and connects W. Third Street to the north with the parking garage to the south. A six-inch (6”) ductile iron water main under Dixon Street provides water services to the existing residences. The water main is expected to be in poor condition and in need of upgrading. W. Third Street contains a ten-inch (10”) HDPE water main that ties into the six-inch (6”) ductile iron main on Dixon Street.
Electricity	The primary power for the neighborhood is sourced from a single-phase underground conduit that runs up the W. Second Street Right-of-Way. The primary feed runs through an above ground transformer on Dixon Street where it steps down to 120v and is distributed through overhead lines to the adjacent lots.

Physical Attributes	
Topography	Telephone Hil is characterized by steep slopes and is one of the prominent features of the city's landscape. Its rugged terrain poses both challenges and opportunities for development, with its slopes requiring innovative engineering solutions. The topography of Telephone Hill also plays a significant role in shaping the City's urban fabric, influencing land use patterns, transportation routes, and the overall aesthetic appeal of the area. Moving toward the Gastineau Channel, the site has a gentle slope and as it approaches the existing stairs to the south, adjacent to the parking garage, the slope accelerates.
Environmental Assessment	Cox Environmental Services' Phase I environmental assessment found: • Multiple above ground heating oil tanks throughout the properties that are recommended for decommissioning. • A likelihood of out-of-service underground storage tanks on the properties. • A recommended environmental managing plan (EMP) should be developed outlining procedures for contractors to follow in the event that USTs or soil contamination associated with the above listed ASTs be discovered during construction. As discussed below, the CBJ plans to address most of the environmental cleanup needs as part of the site preparation plans, though other cleanup measures may be needed as part of building construction.
Dixon Street	Dixon Street will need to be moved slightly to the northeast of its current location in order to accommodate future development on both sides of the road.

Goals, Site Plan, and Design

Goals

- Construct up to 155 housing units in downtown Juneau, ideally with over 30 units to be offered at a price affordable to households earning 80% of the Area Median Income (AMI) or below. The CBJ is also open to other mixes of affordable and market-rate units, as long as some affordable units are proposed.
- Create or preserve open space and recreation areas for the local community.
- Create a project that is attractive to mixed-income groups including the local workforce and senior population.
- Note that a proposal for a project that only partially utilizes the land (i.e. one or two lots rather than all four) is acceptable.

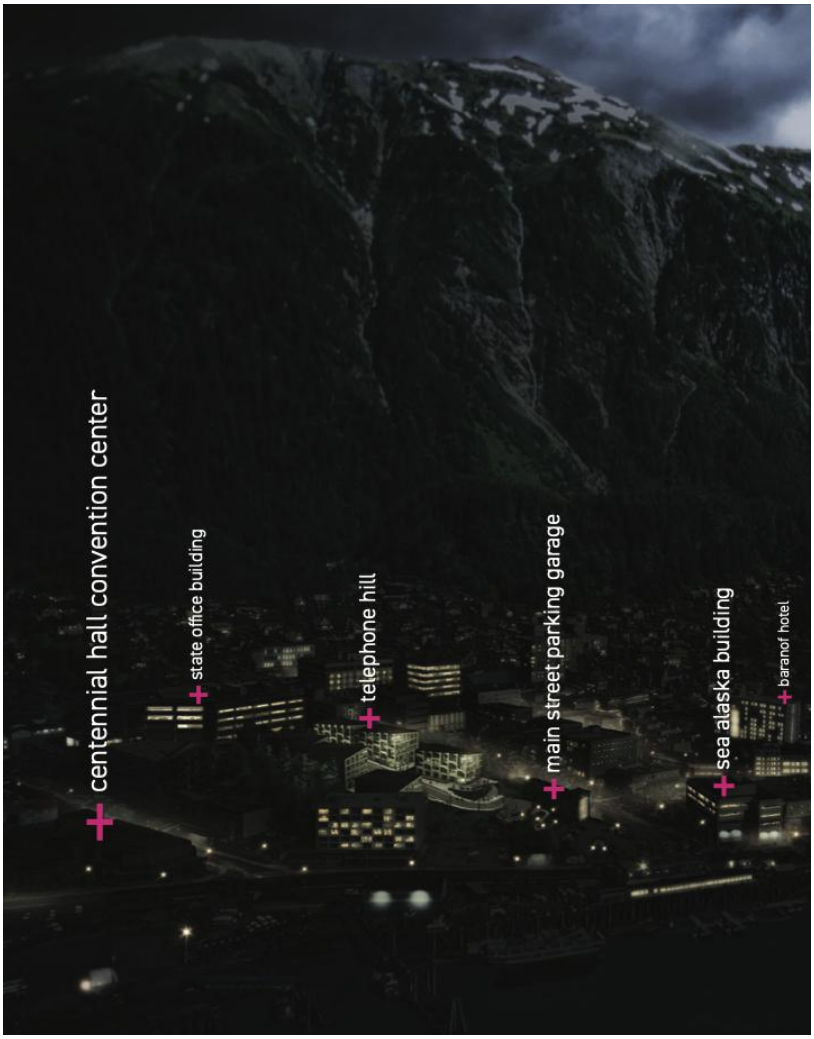


Site Plan

The ***Place Guide*** outlines the site plan for Telephone Hill shown above, with four parcels and the new proposed alignment of Dixon Street. While the Place Guide suggests this parcelization and layout of buildings, the CBJ welcomes other creative approaches to the project that substantially meets the project's goals and objectives, including different building layouts and configurations, partial use of the site, site circulation, and other elements.

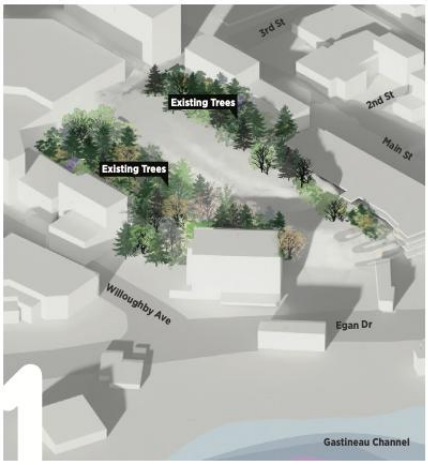
Design Guidelines and Considerations

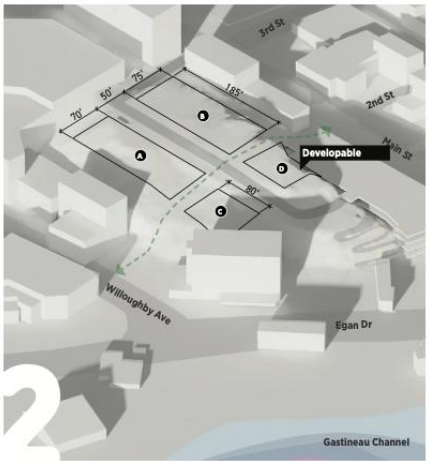
1. **Preserve existing landscape features**, particularly existing tree canopy.
2. **Developable area with circulation** – Prioritize an east-west stair connection to connect the hill with Downtown and Aak'w Village.
3. Recommended **height limitations** of 65 feet, to maintain views to the mountain and water.
4. Construct a **diversity of housing types**, such as temporary housing for government staff, senior accessible housing, workforce housing, and multifamily rental.
5. **Site specific design**, taking into account the irregular topographic conditions.
6. Maintaining **open views to Gastineau Channel** by pushing the buildings back in progressive steps.
7. Create **top floor amenities** in the corners of each building or building mass
8. Consider a **discreet outer shell**, such as a dark facade for the outward-facing sides of the buildings, to blend in with the trees.
9. Design the building façade along Dixon Street to create **units with views** of the Channel.

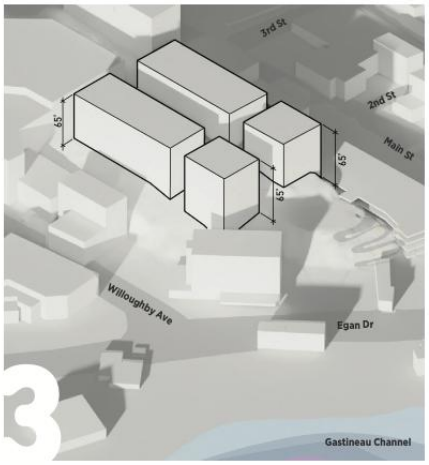


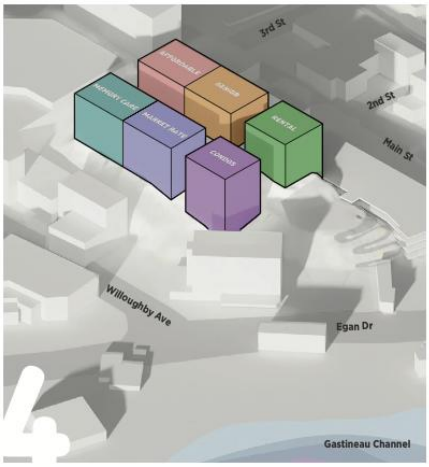
Development Guideline Diagrams

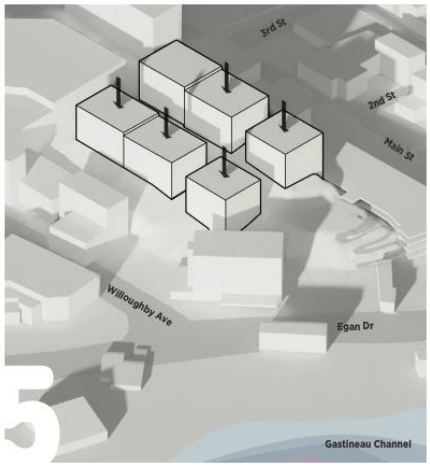
The diagrams below, from the ***Telephone Hill Place Guide***, illustrate the nine design guidelines and considerations listed on the previous page:

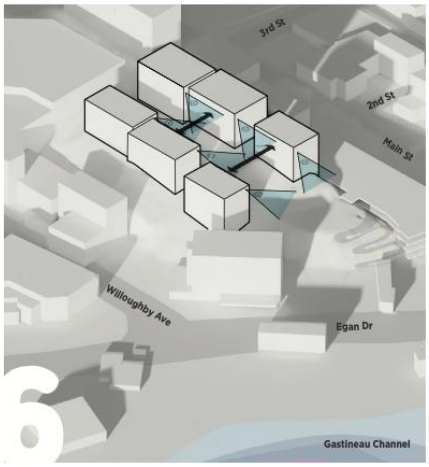


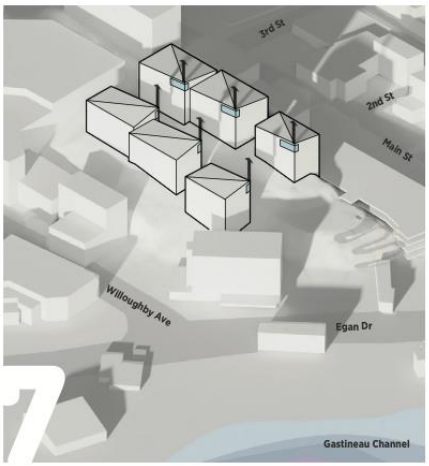


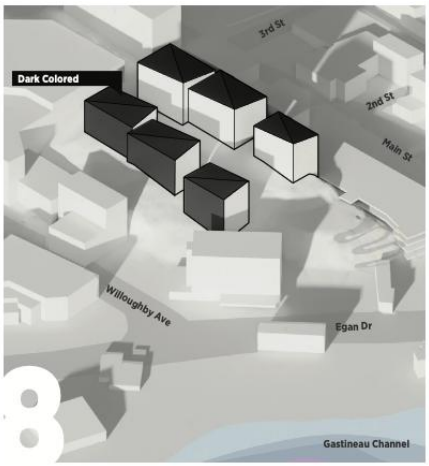














Available Incentives

The CBJ is well aware of the feasibility challenges facing development on Telephone Hill due to the site's topography and location as well as high costs of construction and borrowing. To this end, the Assembly has taken steps in recent years to fund affordable housing in the CBJ, and specifically on this site. Available incentives for this project include:

Juneau Affordable Housing Fund

The CBJ developed the Juneau Affordable Housing Fund (JAHF) to promote the creation of affordable and middle-income housing in the Capital City. Since 2022, the program has awarded over $14 million in funds. The primary purpose for establishing the JAHF is to direct financial resources for creation of affordable (0% to 80% AMI) and middle-income housing units (80% to 120% AMI) in the City and Borough of Juneau through the following activities:

1. Gap funding for capital costs of rental and ownership housing;
2. Gap funding for capacity-building activities of non-profit housing developers;
3. Leveraging CBJ investments with other fund sources to maximize the number of quality affordable and middle-income housing units that are created or preserved.

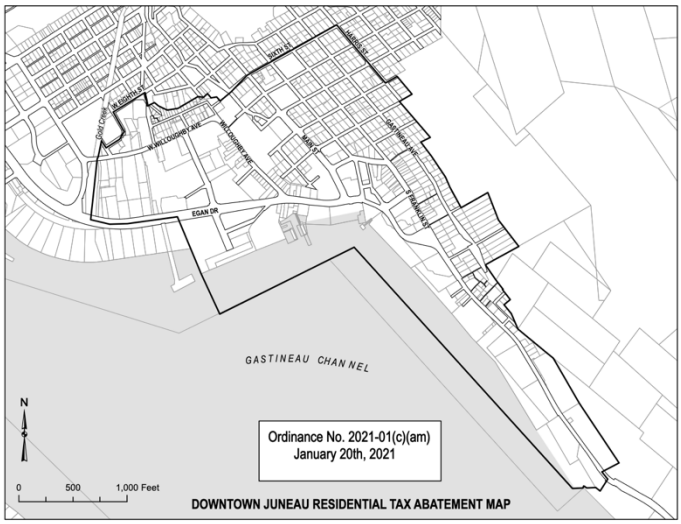
The fund provides grants for nonprofit organizations and public housing authorities targeting households earning 0-80% AMI and low-interest loans for private developers building affordable or middle-income housing.

Qualifying projects are eligible for grants and loans **up to $50,000 per housing unit** created and for other eligible uses on a similar per unit basis. For Telephone Hill, developers will be subject to the standard requirements of the program to provide **20% of units** (e.g. 31 units of the envisioned 155) at prices affordable for households earning 80% AMI or below for at least ten years or the life of the loan. Note that units built using JAHF funds are restricted from use as short-term rentals. Units with long-term affordability and that are located in downtown Juneau are prioritized for JAHF funding.

More information on the Affordable Housing Fund can be found at: https://juneau.org/community-development/grants-juneau-affordable-housing-fund

Downtown Tax Abatement Program

CBJ code 69.10.023 provides **12-year tax abatement for projects that develop at least four new residential units** in the area of the Downtown Juneau Residential Tax Abatement Map, which includes Telephone Hill. The program reduces the amount of property tax by about 80 percent on new downtown residential units during the 12- year period. Alaska state statutes only allow municipalities to exempt the amount of taxes that exceed the school district's required local contribution on new residential activity.



The developer must apply for the tax abatement prior to the issuance of a building permit. The tax abatement will not take effect until the project receives a certificate of occupancy. Units developed under the program cannot be used as short-term rentals (less than 30 days) during the property tax abatement period.

More information on the Downtown Tax Abatement Program can be found at: https://juneau.org/community-development/grants-cbj-tax-abatement-programs

Low-Income Housing Tax Credits

The Alaska Housing Finance Corporation (AHFC)'s **Greater Opportunities for Affordable Living (GOAL)** program administers Alaska's allocation of Low-Income Housing Tax Credits (LIHTC) through a competitive program on a yearly cycle:

- Late June to early July: Pre-application registration
- Late July: Pre-applications due
- Late August: Market Studies received
- Late October: Notice of Funding Availability (NOFA) and invitations to submit a full application published
- Late October: Applicant training at AHFC headquarters
- Mid December: Application deadline
- Early January: Notice of Intent to Award published

Therefore, proposals received as part of this process, which aims to have a developer selected by the end of 2026 or shortly thereafter, will have approximately six months for post-selection negotiation, planning, and analysis before the LIHTC pre-application is due in summer 2027.

More information on the GOAL program can be found at: https://www.ahfc.us/pros/homelessness/development-grants/goal

Additional CBJ Funds for Telephone Hill

The Juneau Assembly is committed to the Telephone Hill redevelopment project and as the developer selection process proceeds, there may be **other funding sources** available to assist with the project, including potentially negotiable or deferred land price, particularly to ensure the feasibility of the affordable housing component.

In 2025, the Assembly originally appropriated **$5.5 million** for demolition and site preparation work on Telephone Hill. This fund could be made available for a wide range of activities, including pre-development planning, demolition of existing buildings, disposal of hazardous materials, grading and rock excavation, and trenching for new utilities. The optimal use for these funds will be determined by the Assembly, collaboratively with the selected developer, as the redevelopment plans are finalized. All responses to this RFQ will be considered but projects requiring less CBJ subsidies will score higher on the grading criteria below.

Criteria, Process, and Requirements

Submission Requirements

The following information is required for response to this RFQ:

1. A **letter of introduction** signed by the principals of respondent firms indicating:
    (1) location of principal offices
    (2) form of organization (corporation, partnership, LLC, etc.)
    (3) years the firm(s) have been in business under their current name(s)
    (4) other names under which the firm(s) have operated
    (5) primary contact information including name, mailing and e-mail addresses, and phone numbers for each team member
    (6) and statement of willingness to negotiate a strategic relationship with the City and Borough of Juneau
2. **A statement of the respondent's vision for Telephone Hill**, including whether they propose to develop the entire site or only a portion, proposed uses and open spaces, and considerations for affordable housing.
3. **Firm profiles** for the developer and design team.
4. **Resumes** of firm(s) principals and officers and consultant principals to be involved.
5. Listing and description of **relevant successfully completed housing developments** that demonstrate quality of design, capacity for the required types of housing and affordability levels, attention to detail, or public-private partnering. Projects must have been completed or underway within the last 10 years.
6. A minimum of **five (5) references** from public agencies or clients with whom the respondent has had relevant experience including contact names, email addresses, and telephone numbers.
7. **Banking references and listing of equity partners**, if known, including contact name, email address, and telephone numbers. The CBJ does not expect proposers to have financing committed at this point. It is merely seeking information that validates the proposer's past history of securing financing for similar projects and relationships with likely financing partners.
8. **Licensing**: Professional architectural and/or engineering registrations in the State of Alaska at the time of proposal submission are required (Alaska Statute 08.48.281). The letter of transmittal must include a statement indicating that all applicable corporate, professional, and occupational licenses and all other necessary licenses and certifications are currently held. Provide license and certification numbers of firm(s) and key personnel. An active business license will be required prior to final award.

Submit a PDF document electronically on Public Purchase no later than 2:00 p.m. on Thursday, February 11, 2027. Late submittals will not be accepted.

The format of the submittals is flexible so long as all of the above requirements are addressed.

Acknowledge Receipt of All Addenda

Failure to acknowledge addenda may result in the proposal being considered non-responsive and subject to rejection.

Deadline

Submittals are to be uploaded electronically to Public Purchase, http://www.publicpurchase.com/, **prior** to **2:00 p.m. Alaska Time on February 11, 2027, or** such later time as the Contract Administrator may announce by addendum to planholders at any time prior to the submittal date. It is the responsibility of the interested party to submit all solicitation documents, by the advertised deadline. Submitting any response to a solicitation shall be solely at the Offerors' risk. The Procurement Division will attempt to keep all office equipment used in methods of document receipt, in working order but is **NOT** responsible for communications or documents that are late, **regardless of cause**. No Offerors' documentation will be accepted as proof of receipt. Prior to any deadline, Offerors are strongly encouraged to confirm receipt of any submitted documents with the Procurement Division. All electronic submittals must be uploaded as an Adobe Portable Document Format (PDF). Offerors will not secure, password protect or lock uploaded files; the CBJ must be able to open and view the contents of the file. Offerors will not disable or restrict the ability of the CBJ to print the contents of an uploaded file. Scanned documents or images must be of sufficient quality, no less than 150 dpi, to allow for reading or interpreting the words, drawings, images or sketches. The CBJ may disqualify any Submittal Response that does not meet the criteria stated in this paragraph.

Contact Information Regarding Electronic Submittals

City and Borough of Juneau, Procurement Division
155 Heritage Way
Juneau, AK 99801
The CBJ Procurement Division's phone number is **907-586-5215,** and fax number is **907-586-4561**.

Evaluation Criteria

As discussed above in "Goals, Site Plan, and Design," the CBJ's vision for the site is for a mix of market-rate and affordable housing integrated with open space and circulation. The CBJ is open to proposals from a single developer for the entire project or proposals for just a subset of the project, as well as partnerships between multiple developers (e.g., to accommodate both market-rate and affordable housing).

Upon receipt of qualification responses, the CBJ will convene a selection committee to review the submittals. The committee could include staff from a range of CBJ departments, including Engineering and Public Works, Community Development, Contracts, Legal, and others.

Evaluation and selection will be made using the following criteria. The CBJ welcomes creative approaches to demonstrating how the proposed team meets each criterion. Incomplete submittals will not be accepted.

Selected teams may also be asked to attend an interview before the CBJ and selection committee. At that point, a selection will be made based on interviews scores only, not cumulatively. Separate questions and evaluation criteria for the interviews will be distributed at that time.

Criterion	Weighting
Quality and Success of Previous Projects • Prior experience in public-private partnerships • Similar land uses to those proposed • Experience at the same scale of project as the proposed development • Experience constructing in a comparable wet/cold climate to Juneau • Demonstrated history of design excellence • Successful completion and leasing/sale of development	**45** points
Experience and Background of Team Members • Firm and/or team background, education, and career history • Quality of references • Teaming history (if applicable)	**25** points
Project Vision • Vision for the site and consistency with the CBJ and community's vision for Telephone Hill articulated in the ***Place Guide*** and ***Statement of Objectives*** • Proposed mix of affordability levels and housing types • Ability to proceed with early phases in a timely manner	**30** points
TOTAL	100 points

Team Composition

The developer may submit as an individual, a corporation, or a partnership. Team members may include:

- Development entity (lead team member);
- Architect;
- Civil engineer;
- General contractor;
- Marketing/sales support;
- Financial partner;
- Any other partner deemed appropriate.

Pre-Submittal Meeting and Site Visit

An optional pre-solicitation conference and tour of the site will be provided on **December 17, 2026. The pre-solicitation conference will take place on Teams at 10:00 am Alaska Time and the tour of the site will be in-person from 11:30 am to 12:30 pm Alaska Time.** Interested parties must register for the site visit by emailing contracts@juneau.gov no later than 2:00 PM on **December 16, 2026.** Requests to access the site at other times are welcomed and shall be coordinated by contacting CBJ Contracts at contracts@juneau.gov.

CBJ staff will be available for individual meetings throughout the process.

Schedule

Milestone	Date
RFQ Released	November 19, 2026
Optional Pre-Submittal Conference and Tour	December 17, 2026
RFQ Response Deadline	February 11, 2027
Selection of Finalists	March 2026
Oral Presentations (if needed)	March-April 2027
Final Selection of Qualified Developer	April 2027
Negotiations for Land Disposal	April-July 2027
Negotiation of DDA	July-October 2027

Developer Responsibilities

The selected developer will negotiate with the CBJ to reach mutually agreeable terms for the sale and development of the subject property. It is envisioned that these terms will first be outlined in a memorandum of understanding (MOU) and then finalized in a development and disposition agreement (DDA).

Financial Background Review

After final selection, the selected developer and development organization will be required to provide detailed financial statements. Control of sensitive financial documents will be reviewed by an independent agent (e.g., CPA) under attorney client privilege and will not be made public. Further, the selected developer must agree to an "open book" process in which the CBJ can review ongoing financials and assure that there is no inappropriate windfall profit arising from public property.

Protests

The protest period begins with the posting of a notice of apparent successful proposer, in the CBJ Procurement Division.

Protests shall be executed in accordance with CBJ Ordinance 53.50.062 PROTESTS and 53.50.080 ADMINISTRATION OF PROTEST. Copies of the ordinances describing protest procedures are available from the CBJ Procurement Division, 155 Heritage Way, Juneau, Alaska. Questions concerning protests or protest procedures should be directed to the CBJ Purchasing Officer at 907-586-5215 ext. 4071. CBJ Ordinance 53.50 can be viewed electronically at the following webpage: www.juneau.org/law-department

Consultant's Good Standing with CBJ Finance Department

Offerors must be in good standing with the CBJ prior to award, and prior to any contract renewals, and in any event no later than ***seven business days*** following notification by the CBJ of intent to award. **Good standing** means: all amounts owed to the CBJ are current and the Consultant is not delinquent with respect to any taxes, fees, assessment, or other monies due and owed the CBJ, or a Confession of Judgment has been executed and the Consultant is in compliance with the terms of any stipulation associated with the Confession of Judgment, including being current as to any installment payments due; and Consultant is current in all CBJ reporting obligations (such as sales tax registration and reporting and business personal property declarations). Failure to meet these requirements may be cause for rejection of your proposal. To determine if your business is in good standing, or for further information, contact the CBJ Finance Department's Sales Tax Division at (907) 586-5215 for sales tax issues, Assessor's Office at (907)586-5215 for business personal property issues, or Collections Division at (907) 586-5215 for all other accounts.

Disclosure of Proposal Contents

The City and Borough of Juneau, a municipal corporation and political subdivision of the State of Alaska, is subject to the Alaska Public Records Act codified at AS 40.25.100-220, and the public records provisions in the CBJ Charter, section 15.7. The contents of proposals submitted in response to this RFQ will be kept confidential until the top ranked proposer is announced. Immediately following announcement, all proposals become public information. Trade secrets and other proprietary data contained in a proposal may be held confidential, to the extent allowed by law, by the Purchasing Officer, upon request in writing by a proposer. Material considered confidential by the proposer must be clearly identified and marked (page, section, etc.) by the proposer, and the proposer must include a brief statement that sets out the reasons for confidentiality. Marking the entire proposal confidential is not acceptable and may be cause for CBJ to reject your proposal as non-responsive.

Proposal Development

All materials submitted in response to this RFQ will become the property of the CBJ. Proposals shall be retained for the official files of the Engineering Department and will become public record after announcement of the successful Offeror. The CBJ reserves the right to reject any or all proposals. Submittals are to be prepared in such a way as to provide a straightforward, concise delineation of the Offeror's capabilities to satisfy the requirements of this RFQ. Emphasis should be concentrated on conformance to the RFQ instructions, responsiveness to the RFQ requirements, and on completeness and clarity of content.

This solicitation does not commit CBJ to select any Consultant(s) for the requested services. All costs associated with the respondents' preparations, submission and oral presentations (if applicable) shall be the responsibility of the Proposer.

Submission of qualifications indicates acceptance by the Offeror of all the terms, conditions and specifications contained within the RFQ. Submittals must be received no later than the date and time specified above. Submittals not received by the date and time specified above will not be considered.

Proposers should carefully examine the entire RFQ and any addenda thereto, and all related materials and data referenced in the RFQ. Offerors should become fully aware of the nature of the services requested and the conditions likely to be encountered in performing the services.

Additional Documents and Links

- **Telephone Hill Place Guide:** https://juneau.org/wp-content/uploads/2024/12/24-0702_Telephone-Hill-Place-Guide_FINAL.pdf
- **Telephone Hill Statement of Objectives:** https://juneau.org/wp-content/uploads/2026/10/2.T.-Hill-Statment-of-Objective-Draft-1.pdf

- **CBJ Telephone Hill Website:** https://juneau.org/engineering-public-works/telephone-hill
- **Engagement Summary:** https://juneau.org/wp-content/uploads/2023/10/T-Hill-Open-House-Engagement-Results.pdf
- **Existing Structures Condition Report:** https://juneau.org/wp-content/uploads/2023/12/Telephone-Hill-Existing-Structures-Condition-Report.pdf
- **Cultural Resources Desktop Assessment:** https://juneau.org/wp-content/uploads/2024/02/THill_Cultural-Resource-Desktop-Review.pdf
- **Market Analysis, Feasibility Analysis and Development Strategy:** https://juneau.org/wp-content/uploads/2024/06/THill_Market-Analysis.pdf
- **Phase 1 Environmental Site Assessment:** https://juneau.org/wp-content/uploads/2024/06/THill_Phase-I-Environmental-Site-Assessment.pdf