



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda

### City Council

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Tuesday, February 4, 2025

7:00 PM

Council Chambers

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#### Regular Meeting

#### WORK SESSION AGENDA - 5:30 pm

*Transcribed minutes are not taken for Work Sessions. Audio is available upon request.*

1. [Work Session Topic: Valdez Health Care](#)

#### REGULAR AGENDA - 7:00 PM

##### I. CALL TO ORDER

##### II. PLEDGE OF ALLEGIANCE

##### III. ROLL CALL

##### IV. APPROVAL OF MINUTES

1. [Approval of Minutes from the Regular Meeting of January 7, 2025](#)

##### V. PUBLIC APPEARANCES

1. [Public Appearance: Kristin Ramstad and Phyllis Wimberley, Chugachmiut Head Start](#)

##### VI. PUBLIC BUSINESS FROM THE FLOOR

##### VII. CONSENT AGENDA

1. [Proclamation: Teen Dating Violence Awareness Month](#)
2. [Appointment to VMHA Board of Directors - Applicant: Patrick Olson](#)
3. [Approval of Amendment #1 City Clerk Employment Agreement](#)

##### VIII. NEW BUSINESS

1. [Approval of the Site Selection of the Valdez City School Administrative Building Located on the Hermon Hutchens Elementary School Campus \(Tract A, Lots 6 and 7\) as the Location for Future Child Care Center](#)
2. [2025 Federal Legislative Priorities](#)
3. [Approval of 2025 City of Valdez State Legislative Priorities](#)
4. [Approval of the Providence Valdez Medical Center 2025 Capital Budget](#)

#### IX. ORDINANCES

1. [#25-03 - Amending Chapter 3.30 Entitled Oil and Gas Exploration, Production, Pipeline Transportation, and Spill Prevention and Response Property Tax. First Reading. Public Hearing.](#)
2. [#25-01 - Amending Section 3.12.030 of the Valdez Municipal Code Titled Property Exempt for Taxation. Second Reading. Adoption.](#)
3. [#25-02 - Amending Title 3 Property Taxes, Chapter 3.12, Section 3.12.040 Titled Additional Exemptions. Second Reading. Adoption.](#)

#### X. RESOLUTIONS

1. [#25-06 - Supporting Efforts by the United States Geological Survey \(USGS\), the Alaska Division of Geological and Geophysical Surveys \(DGGs\), and the Federal Emergency Management Agency \(FEMA\) to Conduct a Snow Avalanche and Landslide Hazards Assessment in the City of Valdez and Nearby Richardson Highway Transportation Corridor](#)
2. [#25-07 - Amending the 2025 City Budget by Appropriating an Additional \\$10,340 to Child Care Facility Design & Renovation to be Transferred from Council Contingency Reserve](#)
3. [#25-08 - Authorizing the City Clerk to Dispose of Certain City Records](#)

#### XI. REPORTS

1. [Monthly Treasury Report: December 2024](#)
2. [Hazard Mitigation Plan Implementation Report](#)
3. [Procurement Report: Contract with Commercial Contractors, Inc. for City Hall Door Replacement in the Amount of \\$41,375.00.](#)
4. [February 4, 2025](#)

XII. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS

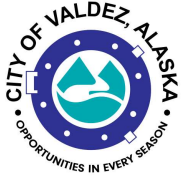
1. City Manager Report
2. City Clerk Report
3. City Attorney Report
4. City Mayor Report

XIII. COUNCIL BUSINESS FROM THE FLOOR

XIV. ADJOURNMENT

XV. APPENDIX

1. [February 2025 Council Calendar](#)



## Legislation Text

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**File #:** 25-0043, **Version:** 1

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**ITEM TITLE:**

Work Session: Valdez Health Care

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: na

Unencumbered Balance: na

Funding Source: na

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Melanee Tiura, Director, Providence Valdez Medical Center will provide information on current health care topics/issues.

At the most recent city council strategic planning session and following approval of the Physicians Recruitment program, the Council requested a future work session to discuss topics such as physician recruitment efforts, assisted living, and an update on Providence Health Care Advisory Board issues.





# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 25-0041, **Version:** 1

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**ITEM TITLE:**

Approval of Minutes from the Regular Meeting of January 7, 2025

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: NA

Unencumbered Balance: NA

Funding Source: NA

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Minutes from the regular meeting of January 7, 2025 are attached for review.

# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686



## Meeting Minutes - DRAFT

Tuesday, January 7, 2025

7:00 PM

Regular Meeting

Council Chambers

**City Council**

**REGULAR AGENDA - 7:00 PM**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Present:12 - Mayor Dennis Fleming  
Mayor Pro Tem Austin Love  
Council Member Alan Sorum  
Council Member Sharon Scheidt  
Council Member Jimmy Devens  
Council Member Olivia Foster  
Council Member Joseph Lally

Also Present:4 - City Clerk Sheri Pierce  
City Manager John Douglas  
Deputy City Clerk Elise Sorum Birk  
Assistant City Manager Bart Hinkle

**IV. SWEARING IN OF VALDEZ POLICE OFFICER**

**V. PUBLIC BUSINESS FROM THE FLOOR**

Wyatt Jobbe, Valdez resident, spoke on challenges with relocation to Valdez and shared concerns about the Ports and Harbors Commission not holding regular meetings, as well as residential and showers fees in the harbor.

**VI. CITY ADMINISTRATION PRESENTATION**

1. City of Valdez Logo Update

**VII. CONSENT AGENDA**

1. Proclamation: National Day of Mourning for President Carter
2. Approval of Renewal of Retail Marijuana Store License; Coastal Cannabis Company
3. Approval of Renewal of Marijuana Cultivation Facility License - DKW Farms, LLC
4. Approval To Go Into Executive Session Re: City Manager Annual Evaluation

MOTION: Council Member Foster moved, seconded by Council Member Lally, to approve all items on the consent agenda.

VOTE ON MOTION

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally

MOTION CARRIED.

## VIII. NEW BUSINESS

### 1. Approval of Memorandum of Agreement between Prince William Sound College and the City of Valdez for Early Childhood Occupational Endorsement Certificate Student Support

MOTION: Council Member Devens moved, seconded by Council Member Scheidt, to Approve of MOA with PWSC for ECE Endorsement Certificate Support.

Council Member Love requested additional information on reimbursement of the cost of recruitment. Deputy Clerk Sorum-Birk provided clarification on PWSC's request for support with advertising costs and where the funds would come from.

Council Member Foster asked if the program would roll over to future years. Deputy Clerk Sorum-Birk stated the grant funding needed to be used by December 31<sup>st</sup>, 2025.

Mayor Fleming requested the quarterly report given to the state also be provided to Council for review.

VOTE ON MOTION

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally

MOTION CARRIED.

### 2. Approval of Management Agreement Between the City of Valdez and Providence Health & Services-Washington dba Providence Health & Services Alaska

MOTION: Council Member Sorum moved, seconded by Council Member Lally, to approve management agreement with Providence Health & Services Alaska.

Council discussed the pros and cons to considering a policy triggered by the end of an MOA or MOU which would provide a process to go to bid to review all available options.

VOTE ON MOTION

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally

MOTION CARRIED.

**3. Approval of Amendment to Providence Valdez Medical Center 2025 Capital Projects Budget in the Amount of \$400,000**

MOTION: Council Member Foster moved, seconded by Council Member Lally, to approve an amendment to the Providence Valdez Medical Center 2025 Capital Projects Budget in the amount of \$400,000.

Council Member Love requested information on the timing of the project. Capital Facilities Director Nate Duval and City Clerk Pierce explained it had not been officially moved off the City's capital projects list and onto the hospital's projects list.

**VOTE ON MOTION**

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally  
MOTION CARRIED.

**IX. ORDINANCES**

**1. #24-17 - Amending Section 3.12.040 of the Valdez Municipal Code Establishing a Tax Exemption for Economic Development Property. Second Reading. Adoption. (Reconsideration Requested by Mayor Fleming)**

MOTION: Council Member Devens moved, seconded by Mayor Pro Tem Love, to approve Ordinance 24-17 in second reading for adoption.

Maggie Nylund, Valdez resident, shared her support for the ordinance.

**VOTE ON MOTION**

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally  
MOTION CARRIED.

**X. RESOLUTIONS**

**1. #25-01 - Waiving 2025 Annual Fishing Vessel Moorage Fees for Valdez Resident Commercial Fishing Vessels Active During the 2024 Commercial Fishing Season**

MOTION: Council Member Foster moved, seconded by Council Member Devens, to approve Resolution 25-01.

MOTION TO AMEND: Council Member Love moved, seconded by Council Member Foster, to add a "whereas" clause to reference Resolution 24-46 as the reason for the fee waiver.

**VOTE ON MOTION TO AMEND**

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally  
MOTION CARRIED.

**VOTE ON MOTION AS AMENDED**

Yays: 7 - Fleming, Love, Sorum, Scheidt, Devens, Foster and Lally  
MOTION CARRIED.

**XI. REPORTS**

- 1. Results of Surplus Auction for 2005 Genie Lift**
- 2. Procurement Report: Professional Services Agreement With Agnew: Beck Consulting for a Housing Needs Assessment**
- 3. Merger of AMLJIA and APEI to Single Pool: APRA**
- 4. Monthly Treasury Report: November 2024**

**XII. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS****1. City Manager Report**

City Manager Douglas shared his gratitude to Nate Duval for serving as Assistant City Manager and noted although he would no longer be serving in the role, he would continue to serve as the Capital Facilities Director.

**2. City Clerk Report**

City Clerk Pierce reminded Council to complete the City Clerk evaluation forms for HR.

**3. City Attorney Report**

Attorney Staser outlined projects and provided updates on cases his firm is working on for the City, including escaped property, borough formation, and the Corporate Transparency Act.

**4. City Mayor Report**

Mayor Fleming stated the City New Year's firework display was one of the best he'd seen in Valdez in a long time.

**XIII. COUNCIL BUSINESS FROM THE FLOOR**

Council members thanked the road crews for their efforts to keep the roads clear, graveled, and safe.

Council Member Foster thanked Nate Duval for stepping into the role of Assistant City Manager.

Council Member Lally thanked those involved in putting together the City Holiday Party.

Council Member Love encouraged community members to check out the trails on Meals Hill and noted the beautiful overlooks and sledding for kids.

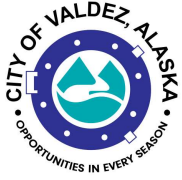
#### **XIV. EXECUTIVE SESSION**

#### **XV. RETURN FROM EXECUTIVE SESSION**

#### **XVI. ADJOURNMENT**

#### **XVII. APPENDIX**

- 1. January 2025 Council Calendar**
- 2. Legal Billing Summary - November 2024**
- 3. All America City Award Letter of Intent**



## Legislation Text

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**File #:** 25-0042, **Version:** 1

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**ITEM TITLE:**

Public Appearance: Kristin Ramstad and Phyllis Wimberley, Chugachmiut Head Start

**SUBMITTED BY:** n/a

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

n/a

**SUMMARY STATEMENT:**

Kristin Ramstad and Phyllis Wimberley with Chugachmiut will provide Council with an overview of the Head Start grant they have received to serve the Valdez area and will discuss potential for future collaboration with the City of Valdez.





## Legislation Text

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**File #:** 25-0037, **Version:** 1

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**ITEM TITLE:**

Proclamation: Teen Dating Violence Awareness Month

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

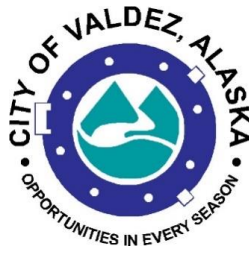
Funding Source: N/A

**RECOMMENDATION:**

Approve Proclamation: Teen Dating Violence Awareness Month

**SUMMARY STATEMENT:**

Annual proclamation by the Mayor that the month of February be "Teen Dating Violence Awareness Month".



# PROCLAMATION

WHEREAS, the youth of Alaska are this State's most precious resource and greatest hope for the future, and ensuring their safety, well-being, positive development and growth into healthy citizens is a priority and responsibility we all share; and

WHEREAS, the transitional adolescent years present new challenges and choices for teens as they experience dating relationships for the first time and, unfortunately, associated pressures and expectations that can lead to abusive behavior; and

WHEREAS, teen dating violence includes physical, verbal, and emotional abuse, sexual assault, and harassment and this abuse is now easier through texting and emailing and is a reality for many teenagers in Alaska; and

WHEREAS, a nationwide survey finds that 30% of teens in a dating relationship have been text-messaged 10-30 times an hour by a partner and yet 81% of parents don't believe that teen dating violence is an issue; and

WHEREAS, 1 in 3 young people are affected by dating violence, with 1 in 5 in a serious relationship reporting having been slapped, pushed, hit, threatened or coerced and sexually abused by a dating partner; and

WHEREAS, studies also indicate that the effects of violent relationships can be serious and put victims at higher risk for substance abuse, eating disorders, risky sexual behavior, suicide, and adult re-victimization; and

WHEREAS, young people can make better choices when they understand that healthy relationships are based on respect and learn to identify early warning signs of an abusive relationship; and

WHEREAS, the elimination of dating violence must be achieved through the cooperation of parents, teachers, individual organizations, and the members of the community.

NOW, THEREFORE, I, Dennis Fleming, Mayor of the City of Valdez, Alaska, do hereby proclaim the month of February 2025 as:

## **Teen Dating Violence Awareness and Prevention Month**

and urge our community to learn more about preventing teen dating violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

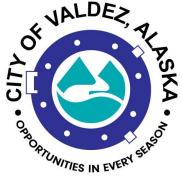
Dated this 4<sup>th</sup> day of February, 2025.

CITY OF VALDEZ, ALASKA

ATTEST:

\_\_\_\_\_  
Sheri Pierce, City Clerk

\_\_\_\_\_  
Dennis Fleming, Mayor



## Legislation Text

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**File #:** 25-0039, **Version:** 1

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**ITEM TITLE:**

Appointment to VMHA Board of Directors - Applicant: Patrick Olson

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

Review and appoint applicant.

**SUMMARY STATEMENT:**

The City Clerk's Office has advertised for upcoming vacancies on the Valdez Museum and Historical Archives Board of Directors.

The following application has been received:

- Patrick Olson

The applicant will serve a full 3-year term from January 31, 2025 to January 31, 2028.

Application materials are attached.

**Application Form****Profile**

Patrick

First Name

Olson

Last Name

Email Address

**Valdez Mailing Address (PO BOX # or HCI BOX #)**

412

Home Address

Suite or Apt

Valdez

City

AK

State

99686

Postal Code

Home:

Primary Phone

Alternate Phone

Bear Paw

Employer

Labor

Occupation

**Which Boards would you like to apply for?**

Valdez Museum &amp; Historical Archive Association Board of Directors: Submitted

Question applies to Valdez Museum &amp; Historical Archive Association Board of Directors

**There are multiple vacancies on the Valdez Museum & Historical Archive Board (three seats for a full term and one seat for a partial term). Do you prefer a two or three year term? Or do you have no preference? \***

☒ Three-year term

Question applies to multiple boards

**Required Time Commitment: All board/committee members and commissioners are expected to (1) be physically present at most, if not all, board/committee or commission meetings and (2) review agenda materials prior to arriving for the meeting to be best prepared for discussion and decision making. Are you aware of the time commitment involved in serving on this particular board, committee, or commission? Are you willing and able to commit to regular meetings plus work sessions every month for your full term?**

Yes I am

### How did you learn about this vacancy?

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☒ Word of Mouth

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### Interests & Experience

#### Why are you interested in serving on a City of Valdez board or commission?

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I've lived in Valdez for 58 years and I love it here ,being in. Beautiful place you can call home an be proud where your from and live . I've grew up here skiing the Pass ,love skiing here ,the out door activity's are amazing here ...

#### Please outline your education, work, and volunteer experience which will assist you in serving on a City of Valdez board/commission.

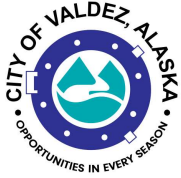
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Graduated Valdez high school , went too drafting school and Auto Cad in the 1985 too 88 . Volunteer the 10 years at the World Extreme skiing championships, Help start the Elders food program at Valdez Native Tribe ,On the Copper valley scholarship committee for two years ,with two terms ,Chugach scholarship committee for two year.

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Upload a Resume or Letter of Interest



## Legislation Text

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**File #:** 25-0044, **Version:** 1

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**ITEM TITLE:**

Approval of Amendment #1 to City Clerk Employment Agreement

**SUBMITTED BY:** Sheri Pierce, MMC, City Clerk

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

Amendment recommended by City Council.

**SUMMARY STATEMENT:**

This first amendment to the City Clerk Employment Agreement entered into on February 6, 2024, is brought forward for approval following the City Clerk evaluation on January 21, 2025.

## AMENDMENT #1 TO CITY CLERK EMPLOYMENT AGREEMENT

THIS AMENDMENT TO CITY CLERK EMPLOYMENT AGREEMENT, (Amendment #1) is made and entered into as of the 4<sup>th</sup> day of February, 2025, by and between the City of Valdez, a municipal corporation, hereinafter called "Employer" or "City", and Sheri Pierce, hereinafter called "Employee".

### WITNESSETH:

WHEREAS, Employer has employed Employee as City Clerk of Employer under that certain written City Clerk Employment Agreement dated February 6, 2024, ("Agreement"); and

WHEREAS, Employment agreement is hereby amended as follows:

### **Section 3. Salary/ Leave/Vehicle Allowance**

A. Employee's salary shall be \$171,991.09 per year based on a 40-hour work week. Employee shall receive a cost of living (COLA) adjustment equal to that which is appropriated to city employees by the City Council in the City of Valdez budget. Employee's annual leave shall be set at 39 days per year unless otherwise changed by the City Council. Eight (8) hours of flexible time per month shall be granted which shall not be cumulative and must be used within 30 days following the first day of the month. Flexible time shall have no cash value. Accrued personal leave hours shall not exceed 800 hours.

B. Longevity Step. Employee is eligible to receive an annual lump sum longevity award of 1.5% of annual base salary to be paid to Employee upon completion of a satisfactory annual evaluation.

C. Employee shall have a vehicle allowance of Five Hundred Dollars (\$500) per month.

D. Employee's performance shall be considered as executive status regarding all other forms of benefits or compensation so afforded other upper management executive positions of the employer.

Effective date for changes: February 4, 2025. All other terms and conditions of the original agreement as well as all other non-conflicting terms of previously written amendments remain in force.

**CITY OF VALDEZ, ALASKA**

\_\_\_\_\_  
Dennis Fleming, Mayor

DATE: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Elise Sorum-Birk, Deputy City Clerk

DATE: \_\_\_\_\_

**EMPLOYEE**

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

DATE: \_\_\_\_\_

**Approved as to form:**

\_\_\_\_\_  
Jake Staser  
Brena, Bell & Walker, P.C.  
City Attorney

DATE: \_\_\_\_\_





## Legislation Text

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**File #:** 25-0045, **Version:** 1

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**ITEM TITLE:**

Approval of the Site Selection of the Administrative Building located on the Hermon Hutchens Elementary School Campus (Tract A, Lots 6 and 7) as the location for future Child Care Center.

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Approval of revised site selection for child care center.

**SUMMARY STATEMENT:**

**ITEM TITLE:**

Approval of the Selection of the Administrative Building located on the Hermon Hutchens Elementary School Campus (Tract A, Lots 6 and 7) as the location for future Child Care Center.

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Approval of revised site selection for child care center.

**SUMMARY STATEMENT:**

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February 4, 2025 Update -

On October 1, 2024, the City Council approved the selection of the West Wing of Hermon Hutchens Elementary School as the site location for future child care center development. (See attached agenda statement).

On November 6, 2024, resolution #24-49 facilitated the funding for completion of first phase of design work to realize the child care facility at HHES campus. In consultation with the school board, a more refined proposal is being brought forth for City Council consideration.

On January 10, 2025 - Nathan Duval, Capital Facilities Director, recommended the city Manager consider the Administrative District Office as a more suitable site for child care facility that will achieve the same or similar programmatic goals at a potentially lower cost.

On January 25, 2025 - The City Manager received a letter from the Office of the Superintendent for Valdez City Schools identifying their district office building as suitable for their programmatic and spatial needs.

This approval should allow all necessary construction work to move forward.

The Capital Facilities Director will bring a resolution for additional contractor work to complete 50% design drawings.

**ITEM TITLE:**

Approval of the Selection of the West Wing of Hermon Hutchens Elementary School as the Site Location for Future Child Care Center Development. Postponed on 09/17/24.

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

Approve the Selection of the West Wing of Hermon Hutchens Elementary School as the Site Location for Future Child Care Center Development.

**SUMMARY STATEMENT:**

At the regular city council meeting on September 17, 2024, the city council postponed action on this item to the meeting of October 1, 2024. Purpose of postponement was to meet in a joint work session with the school board prior to taking final action on this item.

Part of the work of the Child Care Crisis Task Force (CCCTF) was to identify potential buildings that could be renovated for use as a child care facility. The CCCTF formed a Facilities Subcommittee to assess options, and the subcommittee did an analysis of various potential sites. The CCCTF Facilities Subcommittee was composed of Susan Love (0-3 with Families Alliance Representative), Tim Bauer (Valdez City School Representative) and Tim Mason (USCG Representative). Staff support and assistance for the subcommittee work was provided by Capital Facilities Director Nate Duval. One of the CCCTF's key recommendations for site selection in their final report was: "Contract with an architect to assess top facility (or facilities) and establish a timeline for financing and renovation of the space."

City Council held a work session on February 20, 2024 to consider next steps for implementing CCCTF recommendations. Council identified contracting with an architect on facility assessment as a logical first step since a portion of the INNOVATION grant funding was available for the work and since identifying a facility location would help inform other aspects of the planning process. The City of Valdez has also received \$3 million federal discretionary spending grant through HUD, with the help of Senator Murkowski, for this purpose.

The City of Valdez solicited Requests for Proposals and selected Bettisworth North Architects and Planners, Inc. to conduct the analysis in April 2024 based on their extensive experience with designing child care facilities. Bettisworth North Architects David Popiel and Heather Kapala visited Valdez in May of 2024 to conduct site visits, which included visits with stakeholders and VCS administration.

The architects then worked with their subcontractors and the city staff (Project Manager/ Capital Facilities Director Nate Duval and Deputy City Clerk/ Former CCCTF Staff Liaison Elise Sorum-Birk) to complete their feasibility analysis for developing four existing sites into a future childcare facility and an equivalent new construction facility at an undetermined site.

Their final report was presented to City Council at a work session on September 3, 2024, and their overall recommendation was to move forward with the Hermon Hutchen's site. The VCS Interim Superintendent/ Elementary School Principal was present at the work session and spoke in favor of the proposal. Council members were in consensus to move forward with the site.

Site selection is now being brought forward for official action.

The final report from Bettisworth North as well as the CCCTF Final Report are attached for reference.



## OFFICE OF THE SUPERINTENDENT

PO Box 398 • 1112 West Klutina Street • Valdez, AK 99686

Telephone (907) 834-4701 • Fax (907) 835-4964

[www.valdezcityschools.org](http://www.valdezcityschools.org)

January 23rd, 2025

Dear Mayor Fleming and Honorable City Council Members,

I hope this message finds you well. I am writing to ensure that the Valdez City Council and Mayor are fully aware of the Valdez City School District's position regarding the proposed childcare facility within school district buildings.

On December 9, 2024, the Valdez School Board held a work session with the superintendent and staff from HHES, during which we discussed the potential for the city's childcare facility to be housed within the elementary building. During this session, we shared our concerns about the feasibility of utilizing the HHES building, particularly the significant costs associated with the required remodel and the unrealistic timeline to meet both the city's and the district's needs.

As a potential compromise, the school board and staff expressed our support for relocating the childcare facility to the district office building instead, should the city decide to proceed with the project on VCS grounds. We believe this location would better accommodate the project's requirements and avoid impacting our core educational spaces.

Following our discussion, Nate Duval from the city reached out to the superintendent for further clarification. He inquired about potential displacements if the project were to move to the district office building, including where current offices could be relocated at HHES, and the expected footprint of the move. Nate also took measurements of the district office and indicated he would follow up after consulting with the architect and the city's planning team.

As of today, we have not yet received any additional updates on the next steps for the childcare project. As we move forward, we would appreciate a clear understanding of the city's plans and timelines for the project. Additionally, we want to ensure that both the Mayor and the City Council are aware that the district office building is the space we are prepared to allocate to support the development of the childcare facility.

We look forward to continued collaboration and appreciate Nate's involvement in our meetings thus far. Should you have any questions or need further clarification, please do not hesitate to reach out.

Thank you for your attention to this matter, and we appreciate your ongoing support.

Sincerely,

Jason Weber  
VCS Superintendent

Kalin King  
VCS Board President

**To:** John Douglas, City Manager  
**CC:** Bart Hinkle, Assistant City Manager; Jordan Nelson, Assistant City Manager  
**From:** Nathan Duval, Capital Facilities Director  
**RE:** Consideration of the VCS District Office for a Child Care Facility  
**Date:** Jan. 10, 2025

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Mr. Douglas,

At the Valdez City Schools school board work session on 12/9/24 the School Board, with agreement from school administration, requested that the City Council consider the district office as an alternative location to the west wing of the elementary school for a child care facility. Prior District administration considered the site unavailable and when it was proposed for consideration by the Child Care Task Force; as such, it was removed from the list of potential sites. The initial task force rankings of the facilities had HHES listed first and the district office ranked third.

The district office can still accommodate a program similar to the program outlined in the RFQ. Generally, the building is workable as a childcare facility and can be licensed per State regulations. The capacity of building is as follows;

- Infants: 10 w/ 2 staff
- Toddler: 12 w/ 2 staff
- Pre-K: 15-20 w/ 2 staff
- Additional classroom as Pre-K (15-20 w/ 2 staff) or Activity Room.
- Outdoor play area potential on lawn to north of building.
- Some of the spaces are on the smaller side; Break Area and Teacher Workroom for example.

Additional “pros” for consideration include first, a much smaller disruption for the operations of the school. Relocating program from the west wing to the east side of the elementary school would impact every single classroom in the building. Utilizing the district office will primarily impact administrative staff and minimal classrooms.

Second, the cost of the renovation at the district office (grant funds) will more closely align with the grant funding amount \$2.75M-3.25M and the displacement costs will likely be considerably less than renovating the entire east wing of HHES.

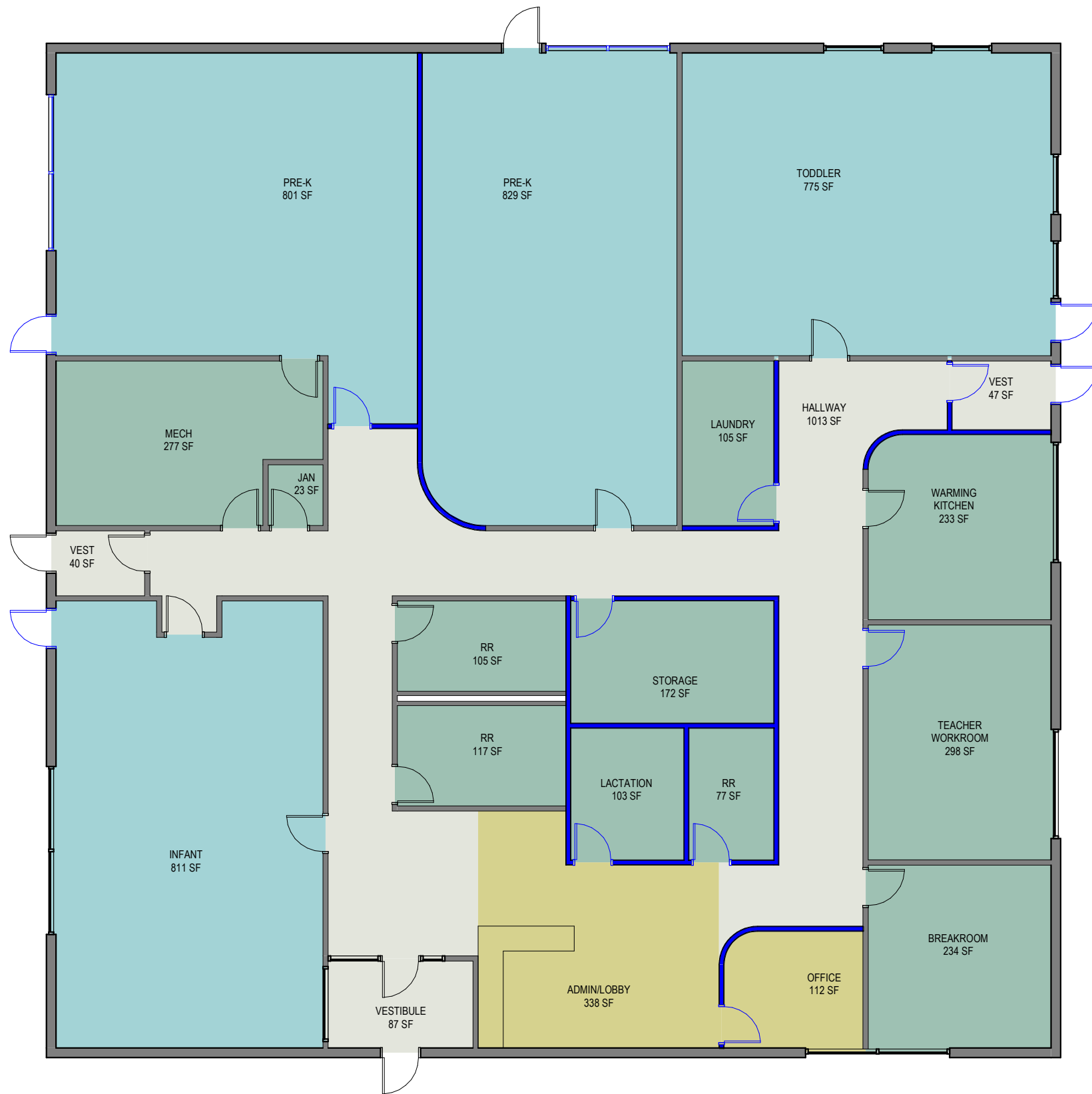
Third, a separate facility will help with traffic flow, the concerns about shared spaces, and overlapping or competing programs

Attached I have included a concept prepared by the architect identifying potential spaces within the facility.

After evaluating the test fit for the elementary school and considering the opinion of the district, it is my professional opinion that the City Council should consider the district office.

Presently, the design process is on hold until there is clarity and alignment from both political stakeholders. The next step, once consensus is achieved, will be to progress to a 50% design and solicit a contractor for preconstruction services including value engineering, cost estimates, and scheduling.

Please advise on any next steps that I need to be involved with relating to Council approval. As always, feel free to reach out with any questions or needed clarifications.

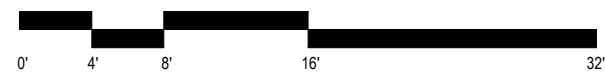


## PLAN LEGEND

- ADMIN
- CIRCULATION
- CLASSROOM
- SUPPORT SPACE

TOTAL BUILDING AREA = 7140 SF

- NEW CONSTRUCTION ELEMENTS
- EXISTING CONSTRUCTION ELEMENTS



# DISTRICT OFFICE TEST FIT OPTION B

## CHILDCARE FACILITY : VALDEZ, ALASKA



CITY OF VALDEZ, ALASKA

RESOLUTION #24-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING THE 2024 BUDGET BY APPROPRIATING \$400,000 FROM THE COUNCIL CONTINGENCY RESERVE FUND FOR THE DESIGN OF A CHILD CARE FACILITY

WHEREAS, the lack of affordability, adequacy, and availability of child care or early childhood education options is an immense problem both in the City of Valdez and throughout Alaska; and

WHEREAS, The City of Valdez contracted with the Stellar Group in 2022 to conduct an Early Childhood Needs Assessment with the goal of better understanding the effects of Valdez's child care crisis on families, businesses and the community more broadly; and

WHEREAS, the needs assessment identified Valdez as a "child care desert", prompting the City Council to establish child care as its highest priority consistently through strategic planning sessions, vision setting, and comprehensive goals; and

WHEREAS, the City Council established the Valdez Child Care Crisis Task Force (CCCTF) through Resolution 23-07 in and the task force submitted their recommendations to City Council in January 2024; and

WHEREAS, Bettisworth North conducted a Child Care Site Analysis & Concept Design recommended by the CCTF and presented their report to Council on September 3, 2024; and

WHEREAS, the Council and School board held a joint work session to discuss the child care site proposal on October 1, 2024; and

WHEREAS, final agreements and MOU's are contingent on a complete design; and

WHEREAS, the design must be completed before FY2025 to ensure construction is able to proceed in FY2025; and

WHEREAS, the council contingency was established for spending on unbudgeted city priorities with a balance adequate to cover the costs of design; and

WHEREAS, budget amendments must be formally appropriated via Budget Amendment Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that the 2024 City Budget is amended as follows:

Section 1: Council Contingency Reserve, 350-0202-55000, is decreased by \$400,000

Section 2: Child Care Facility Design, 310-3340-58000, is increased by \$400,000

Section 3: Transfer from Reserve, 310-0050-39140 is increased by \$400,000

Section 4: Transfer to Capital Fund, 350-0050-49125, is increased by \$400,000

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 6th day of November, 2024.

City of Valdez, Alaska

---

Dennis Fleming, Mayor

ATTEST:

---

Sheri L. Pierce, MMC, City Clerk



**City of Valdez  
Agreement for Professional Services**

THIS AGREEMENT between the CITY OF VALDEZ, ALASKA, (“City”) and BETTISWORTH NORTH ARCHITECTS AND PLANNERS INC.(“Consultant”) is effective on the \_day of \_\_\_\_\_, 20\_\_.

All work under this agreement shall be referred to by the following:

**Project: Child Care Facility Design  
Project No: 24-310-3340  
Contract No.: 2284  
Cost Code: 310-3340-58000**

Consultant’s project manager under this agreement is David Popiel.

Consultant’s project manager may not be changed without the written consent of the City.

City’s project manager is Nathan Duval.

**ARTICLE 1. Scope of Work**

1.1 The scope of work to be performed hereunder is more completely described in Appendix A which is incorporated herein by reference.

**ARTICLE 2. Compensation**

2.1 Compensation shall be paid in accordance with the Basis of Compensation Schedule attached hereto as Appendix B and incorporated herein by reference in an amount not to exceed \$395,036.00.

**ARTICLE 3. Period of Performance**

3.1 The Consultant agrees to commence work under this agreement only as authorized by and in accordance with written notice to proceed and to complete the work in accordance with the Scope of Work (Appendix A).

3.2 The period of performance under this agreement shall end and Consultant shall have completed all work under this agreement within 360 days of the written Notice to Proceed. Work shall proceed in accordance with the schedule set forth in Appendix A.



#### ARTICLE 4. Subconsultants

4.1 The Consultant shall be responsible for the performance of all services required under this agreement.

#### ARTICLE 5. Insurance

5.1 In accordance with the provision contained in the General Conditions (Appendix C), the following minimum limits of insurance coverage are required:

<u>Type of Insurance</u>	<u>Limits of Liability</u>	
	<u>Each Occurrence</u>	<u>Aggregate</u>
Workers' Compensation	Statutory	Statutory
Employers' General	\$ 100,000	\$ 300,000
Commercial General Liability*	\$1,000,000	\$2,000,000
Comprehensive Automobile Liability	\$ 100,000	\$ 300,000
Professional Liability*	\$1,000,000	\$2,000,000

\*(including Broad Form Property Damage Coverage and Completed Operations Coverage)

#### ARTICLE 6. Appendices

6.1 The following appendices are attached to this agreement and incorporated herein:

<u>Appendix</u>	<u>Title</u>
A	Scope of Work
B	Basis of Compensation
C	General Conditions

Agreement for Professional Services  
Project: Child Care Facility Design  
Project No. 24-310-3340  
Contract No. 2284  
Cost Code: 310-3340-58000



IN WITNESS WHEREOF, the parties to this presence have executed this CONTRACT in two (2) counterparts, each of which shall be deemed an original, in the year and day first mentioned above.

BETTISWORTH NORTH ARCHITECTS  
AND PLANNERS INC.

**CITY OF VALDEZ, ALASKA  
APPROVED:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Dennis Fleming, Mayor

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

**ATTEST:**

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

\_\_\_\_\_  
FEDERAL ID #:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
John Douglas, City Manager

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Date:

**RECOMMENDED:**

\_\_\_\_\_  
Signature of Company Secretary or Attest

\_\_\_\_\_  
Nathan Duval, Capital Facilities Director

\_\_\_\_\_  
Date:

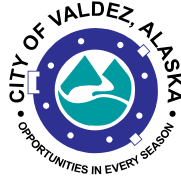
\_\_\_\_\_  
Date:

**APPROVED AS TO FORM:**  
Brena, Bell & Walker, P.C.

\_\_\_\_\_  
Jon S. Wakeland

\_\_\_\_\_  
Date:

**Agreement for Professional Services**  
**Project: Child Care Facility Design**  
**Project No. 24-310-3340**  
**Contract No. 2284**  
**Cost Code: 310-3340-58000**



## **Appendix A**

### **Scope of Work**

#### **BASIC SERVICES**

Provide all professional services necessary to provide the City of Valdez:

- Programming and Student Capacity Study
- 50%, 95%, & 100% design documents
- Hazmat Survey
- Contractor coordination

The scope of work is more specifically described in the attached proposal dated October 26, 2024 which is incorporated herein by reference. Where any provisions of the attached proposal conflict with the provisions of the General Conditions under Appendix C, the latter shall govern this agreement.

## **Appendix B**

### **Basis of Compensation**

On completion of work and submission of invoices, the City shall pay to Consultant the compensation as follows:

Payment shall be made based on the proposed fee and shall not exceed \$395,036.00 per the proposal attached to Appendix A of this Agreement, without prior authorization by the City as required in Section V of the General Conditions (Appendix C).



## Appendix C General Conditions

### I. Definitions:

Basic Services: The identified work elements set forth in this Agreement for which the Consultant will receive prime compensation.

Change: An addition to, or reduction of, or other revision in the scope, complexity, character, or duration of the services or other provisions of this Agreement.

City's Project Manager: City's representative in charge of the project(s) and the consultant's primary point of contact for notice(s) to proceed, invoices, correspondence and interface with the City.

Consultant's Project Manager: The Consultant's representative in charge of the project(s) who is directly responsible and engaged in performing the required services.

Extra Services: Any services or actions required of the Consultant above and beyond provisions of this Agreement.

Funding Agency(s): The agency(s) of the federal, state or municipal government which furnishes funds for the Consultant's compensation under this Agreement.

Optional Services: Identifiable and/or indeterminate work elements set forth in this Agreement, which are separate and distinct from those covered by the prime compensation, which the City has the option to authorize.

Prime Compensation: The dollar amount paid to the Consultant for basic services set forth in this Agreement. Prime compensation does not include payment for any optional or extra services.

Scope of Work: Basic and optional services required of the Consultant by provisions of this Agreement.

Subconsultant: Any person, firm, corporation, joint venture, partnership or other entity engaged through or by Consultant.



II. Information and Services from Others:

Provisions of information, data, budget, standards, and other materials by the City do not warrant their accuracy or quality nor provide approval of omissions or oversights or of any non-compliance with applicable regulation.

The City may, at its election, or in response to a request from the Consultant, furnish information or services from other Consultants. If, in the Consultant's opinion, such information or services are inadequate, the Consultant must notify the City of the specific service or material deemed inadequate and the extent of the inadequacy prior to use in the performance of this Agreement. Unless so notified by the Consultant, the City may assume the information or services provided are adequate.

III. Indemnification

To the fullest extent permitted by law, the Consultant shall indemnify, defend, and hold harmless the City from and against any claim of, or damages, losses, expenses and liability (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals, and court, mediation and/or arbitration costs) for negligent acts, errors, and omissions of the Consultant, Subconsultant, persons or organizations directly or indirectly employed or engaged by Consultant or Subconsultant under this Agreement. The Consultant is not required to indemnify, defend, or hold harmless the City for a claim of, or liability for the independent negligent acts, errors, and omissions of the City. If there is a claim of, or liability for a joint negligent act, error, or omission of the Consultant and the City, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Consultant" and "City" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent negligent acts, errors, and omissions" means negligence other than in the City's selection, administration, monitoring, or controlling of the Consultant, or in approving or accepting the Consultant's work.

IV. Insurance:

All of the insurance coverages listed in Article 5 shall be purchased by the Consultant. The City shall be made an additional insured on the Consultants Commercial General Liability policy in connection with the activities related to this contract. The Consultant shall purchase and maintain the Article 5 insurance coverages with limits not less than those specified for the duration of the Agreement. The professional liability insurance shall be maintained in force for one year following the date of final payment for the work performed herein. The amount of the contract may be renegotiated if the insurance premiums for the following year are raised over those in force when the contract was let. Should the professional liability insurance become unavailable during the one-year period following the date of final payment, the insurance coverage may be renegotiated between the owner and the Consultant.





Insurance coverage shall provide for negligent acts, errors or omissions which the Consultant, employees of the Consultant or Subconsultant may make which produce loss or liability to the Owner and for the protection against loss which results from reliance on the Consultant's products, reports or a combination thereof. Failure to comply with the provision for maintaining the insurance in effect for one year following the date of final payment may be cause for the Owner to refrain from dealing with the Consultant in the future.

V. Payments:

The City shall pay to the Consultant the amount of any changes in the cost of insurance that are attributable to the Scope of Work created by change orders.

Payments shall be made in accordance with Appendix B. Consultant shall submit progress invoices to City in duplicate showing the itemized services performed during the invoice period and the charges therefore.

All progress invoices shall be prepared as a percentage of the work is completed except contracts performed on "time and expenses" basis which invoiced amounts shall not exceed the actual charges to the invoice date.

Under no circumstances will City pay for charges in excess of any lump-sum or not-to-exceed contract amount incurred prior to written authorization by City for an increase in the contract amount. Written request for an increase in the contract amount shall be given to City with sufficient notice to allow City to issue formal approval prior to the incurring of excess charges without delay to the work.

On "time and expenses" contract amounts, compensation for work included in the Scope of Work shall be for direct labor costs and the actual cost of reimbursable expenses. Direct labor costs shall be as shown on the current Standard Labor Rates for the Consultant, a copy of which is attached as Appendix D, times a factor of n/a, for services rendered by principals and employees of the firm. Reimbursable expenses mean the actual expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto; obtaining bids or proposals from contractor(s); furnishing and maintaining field office facilities; toll telephone calls and telegrams; reproduction of reports, drawings, specifications, and similar project-related items and, if authorized in advance by City, overtime work requiring higher than regular rates. Reimbursable expenses shall also include the amount billed to Consultant by Subconsultant employed by consultant for such Subconsultants' services and reimbursable expenses times a factor of 1.05.

The sum of payments shall not exceed the allowable compensation stated in this Agreement. In the event items on an invoice are disputed, payment on those items will be withheld until the dispute is resolved.



The Consultant shall submit a final invoice and required documentation for services authorized by each Notice to Proceed within Ninety (90) days after final acceptance by the City. The City will not be held liable for payment of invoices submitted after this time unless prior written approval has been given.

VI. Changes:

Changes in the Scope of Work or of services may only be made by written amendment signed by both City and Consultant.

If at any time the City through its authorized representatives, either orally or in writing, requests or issues instructions for extra services or otherwise directs actions that conflict with any provisions of this Agreement, the Consultant shall, within ten (10) days of receipt and prior to pursuing such instructions, notify the City in writing, and to the extent possible, describe the scope and estimated cost of any extra services. Unless so notified by the Consultant, the City may assume such instructions have not changed any provisions of this Agreement nor require additional compensation. No additional payments shall be made to the Consultant without such notice.

VII. Audits and Records:

The Consultant shall maintain records of all performances, communications, documents, and correspondence pertinent to this Agreement, and the City or its authorized representatives shall have the right to examine such records and accounting procedures and practices.

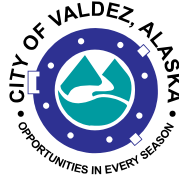
The materials described in the Article shall be made available at the business office of the Consultant, at all reasonable times, for inspection, audit or reproduction by City or any funding agency, for a minimum of three years from the date (a) of final payment under this Agreement (b) final payment upon claims or disputes, and for such longer period, if any, as may be required by applicable statute or other provisions of this Agreement.

VIII. Inspections:

The City, or any funding agency, has the right to inspect, in the manner and at reasonable times it considers appropriate during the period of this Agreement, all facilities, materials and activities of the Consultant in the performance of this Agreement.

IX. Termination or Suspension:

This Agreement may be terminated by either party upon ten (10) days' written notice if the other party fails substantially to perform in accordance with its terms through no fault of the party initiating the termination (default termination). If the City terminates this



Agreement, the City will pay the Consultant a sum equal to the percentage of work completed that can be substantiated by the Consultant and the City. If the City becomes aware of any fault or defect in the work of the Consultant or nonconformance with this Agreement, the City will give prompt written notice thereof to the Consultant. Should the Consultant's services remain in nonconformance with this Agreement, the percentage of total compensation attributable to the nonconforming work may be withheld.

The City at any time may terminate (convenience termination) or suspend this Agreement for its own needs or convenience. In the event of a convenience termination or suspension for more than three months, the Consultant will be compensated for authorized services and authorized expenditures performed to the date of receipt of written notice of termination plus reasonable termination expenses. NO fee or other compensation for the uncompleted portion of the services will be paid, except for already incurred indirect costs which the Consultant can establish and which would have been compensated for over the life of this Agreement, but because of the convenience termination would have to be absorbed by the Consultant without further compensation.

If state or federal funds support this Agreement, settlement in the event of default or convenience termination must be approved by the City and any appropriate state or federal agency.

X. Officials Not to Benefit:

No member of or delegate to Congress, United States Commissioner or other officials of federal, state or local government shall be admitted to any share or part of this Agreement or any benefit to arise therefrom. The Consultant warrants that it has not employed or retained any organization or person, other than a bona fide employee working for the Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any consideration contingent upon or resulting from this Agreement.

XI. Independent Consultant:

Except in those instances specifically provided for herein, the Consultant and any of its agents and employees shall act in an independent capacity and not as agents of the City in the performance of the Agreement.

XII. Ownership of Work Products:

Work products produced under this Agreement, except items that have preexisting copyrights, are the property of the City. Payments to the Consultant for services hereunder include full compensation for all work products, field notes, interim work, reports, and other materials produced by the Consultant and its Subconsultants pertaining to this Agreement. Any re-use the City might make of these work products shall be at the City's own risk and the



Consultant shall not incur any liability for the City's re-use of the work products on any project for which they were not intended.

XIII. Subconsultants, Successors and Assigns:

The City must concur in the selection of all Subconsultants for professional services to be engaged in performance of this Agreement.

As soon as practicable after the award of the contract, the Consultant shall furnish to the City in writing the names of the proposed Subconsultants for each of the principal portions of the work. The City shall promptly notify the Consultant if it has reasonable objection to any of the proposed Subconsultants. Failure of the City to give prompt notification shall constitute notice of no reasonable objection. The Consultant shall not contract with any Subconsultant to whom the City has made reasonable objection.

If this Agreement includes named firms or individuals, then such firms or individuals shall be employed for the designated services, unless the Agreement is changed by amendment.

The Consultant shall not assign, sublet or transfer any interest in this Agreement without the prior written consent of the City.

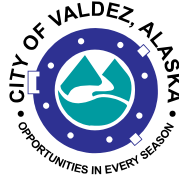
The Consultant binds itself, its partners, its Subconsultants, assigns and legal representatives to this Agreement and to the successors, assigns and legal representatives of the City with respect to all covenants of this Agreement.

The Consultant shall include provisions appropriate to effectuate the purposes of this Appendix C in all subcontracts executed to perform services under this Agreement in which subcontract amount exceeds \$40,000.

XIV. Claims and Disputes:

If the Consultant becomes aware, or reasonably should have become aware of any act or occurrence which may form the basis of a claim, the consultant shall immediately inform the City's Project Manager. If the matter cannot be resolved within seven (7) days, the Consultant shall within the next fourteen (14) days submit written notice of the facts which may form the basis of the claim.

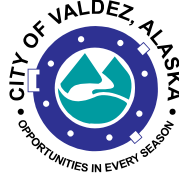
In addition, all claims by the Consultant for additional compensation or an extension of the time for performance of any dispute regarding a question of fact or interpretation of this Agreement shall be presented in writing by the Consultant to the City's Project Manager within the next sixty (60) days unless the Project Manager agrees in writing to an extension of time for good cause shown. Good cause shown includes time for the Consultant to prepare the claim, and the City's Project Manager will grant an extension of not more than



sixty (60) days for preparation of the claim. The Consultant agrees that unless these written notices are provided, the Consultant shall not be entitled to additional time or compensation for such act, event or condition. The Consultant shall in any case continue diligent performance under this Agreement. The Consultant shall in any case continue to expeditiously accomplish disputed services pending future resolution of the Consultant's claim unless notified by the City to stop work on the disputed matter.

In presenting any claim, the Consultant shall specifically include, to the extent then possible, the following:

- The provisions of this Agreement that apply to the claim and under which it is made.
- The specific relief requested including any additional compensation claimed and the basis upon which it was calculated and/or the additional time requested and the basis upon which it was calculated.
- The claim will be acknowledged in writing by the City's Project Manager. If the claim is not disposed of within sixty (60) days of acknowledgement, provided additional time is not granted in writing by the City's Contract Officer, the claim will be decided by the City's Contract Officer. The Contract Officer reserves the right to make a written request to the Consultant at any time for additional information that the Consultant may possess to support the claims(s). The Consultant agrees to provide the City such additional information within thirty (30) days of receipt for such a request. The City's Contract Officer will allow a reasonable time extension for good cause if presented in writing prior to the expiration of the thirty (30) days. Failure to furnish such additional information constitutes a waiver of claim.
- The Consultant will be furnished a written, signed copy of the Contract Officer's decision within ninety (90) days of receipt of all necessary information from the Contractor upon which to base the decision. The Contract Officer's decision is final and conclusive unless, within thirty (30) days of receipt of the decision, the Consultant delivers a notice of appeal to the City Manager. The notice of appeal shall include specific exceptions to the City's decision including specific provision of this Agreement which the Consultant intends to rely upon on appeal. General assertions that the City's decision is contrary to law or to fact are not sufficient.
- The decision of the City Manager will be rendered within 120 days of notice of appeal and the decision constitutes the exhaustion of contractual and administrative remedies.



All of the insurance coverages listed in Article 5 shall be purchased by the Consultant. The City shall be made an additional insured on the Consultants Commercial General Liability policy in connection with the activities related to this contract. The Consultant shall purchase and maintain the Article 5 insurance coverages with limits not less than those specified for the duration of the Agreement. The professional liability insurance shall be maintained in force for one year following the date of final payment for the work performed herein. The amount of the contract may be renegotiated if the insurance premiums for the following year are raised over those in force when the contract was let. Should the professional liability insurance become unavailable during the one year period following the date of final payment, the insurance coverage may be renegotiated between the owner and the Consultant. Insurance coverage shall provide for negligent acts, errors or omissions which the Consultant, employees of the Consultant or Subconsultant may make which produce loss or liability to the Owner and for the protection against loss which results from reliance on the Consultant's products, reports or a combination thereof. Failure to comply with the provision for maintaining the insurance in effect for one year following the date of final payment may be cause for the Owner to refrain from dealing with the Consultant in the future.

**XV.           Extent of Agreement:**

This Agreement, including appendices, represents the entire and integrated Agreement between the City and the Consultant and supersedes all prior negotiations, representations or agreements, either written or oral.

Nothing contained herein may be deemed to create any contractual relationship between the City and any Subconsultants or material suppliers; nor may anything contained herein be deemed to give any third party a claim or right of action against the City or the Consultant that does not otherwise exist without regard to this Agreement.

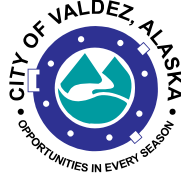
This Agreement may be changed only by written amendment executed by both the City and the Consultant.

All communications that affect this Agreement must be made or confirmed in writing.

The Consultant receiving final payment will execute a release, if required, relinquishing in full all claims against the City arising out of or by reason of the services and work products furnished under this Agreement.

The Consultant shall pay all federal, state and local taxes incurred by the Consultant and shall require payment of such taxes by any Subconsultant or any other persons in the performance of this Agreement.

**Agreement for Professional Services**  
**Project: Child Care Facility Design**  
**Project No. 24-310-3340**  
**Contract No. 2284**  
**Cost Code: 310-3340-58000**



**XVI. Governing Laws:**

This Agreement is governed by the laws of the State of Alaska and such federal and local laws and ordinances as are applicable to work performed. Any litigation arising out of the terms of this Agreement shall be brought in the Third Judicial District, Superior or District Court at Valdez.

**XVII. Minimum Wages:**

Minimum wages as determined by the Department of Labor shall be paid to all persons performing work on this Contract.

Agreement for Professional Services  
Project: Child Care Facility Design  
Project No. 24-310-3340  
Contract No. 2284  
Cost Code: 310-3340-58000



**City of Valdez**  
**Contract Release Page 1 of 2**

The undersigned, \_\_\_\_\_ for itself, its owners, partners, successors in interest, assigns trustees, administrators, subcontractors, suppliers, and laborers do hereby release and forever discharge the CITY OF VALDEZ, ALASKA a municipal corporation, as set forth herein related to or arising out of the following described contract ("Contract"):

**Project: Child Care Facility Design**  
**Project Number: / Contract Number: 2284**

The undersigned hereby acknowledges receipt of the amount of \$ \_\_\_\_\_ as full and final payment in consideration for all services, materials and labors rendered in connection with the Contract.

The undersigned hereby waives and releases any right or claim of lien, any state or federal statutory bond right, any private bond right, any claim for payment under the Contract, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for itself, its owners, directors, officers, its successors in interest, assigns, agents, attorneys, trustees, administrators, subcontractors, suppliers, and laborers.

The undersigned certifies that no amounts payable under the Contract have been assigned to anyone.

The undersigned agrees that this Release is not executed as a result of financial disadvantage. No promise or inducement has been offered or made except as set forth in the above Contract. Accordingly, the undersigned voluntarily waives any and all rights to void this Release or any of its provisions, due to economic or business distress and/or compulsion. The undersigned represents that it is familiar with and has had the opportunity for its attorneys to explain the meaning of decisions of the Alaska Supreme Court applicable to this Release including, but not limited to, *Petroleum Sales, Ltd. v. Mapco of Alaska, Inc.*, 687 P.2d 923 (Alaska 1984); *Totem Marine T. & B. v. Alyeska Pipeline, et. al.*, 584 P.2d 15 (Alaska 1978); and *Witt v. Watkins*, 579 P.2d 1065 (Alaska 1978).

The undersigned hereby declares that the terms of this Release have been completely read and are fully understood, and said terms are voluntarily accepted for the purpose of making a full and final release of any and all payment claims, disputed or otherwise, arising under or by virtue of the Contract. The undersigned represents and warrants that it has the full and complete legal authority to enter into this Release, that the individuals executing this Release have the legal authority to do so, and that this Release shall be binding and enforceable upon it and its representatives, successors, and assigns, in accordance with its terms upon execution. The signature of the undersigned is an acknowledgement that the person signing has the authority to bind the party to this Release.



IN WITNESS WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

TITLE

THIS IS TO CERTIFY that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, before me, Notary Public in and for the State of Alaska, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me to be its \_\_\_\_\_ and acknowledged to me that he has read this foregoing RELEASE and knew contents thereof to be true and correct to the best of his knowledge and belief, and that he signed the same freely and voluntarily for the uses and purposes therein mentioned, and that he was duly authorized to execute the foregoing document according to the Bylaws or by Resolutions of said corporation.

WITNESS my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission expires:

**Date:** October 26, 2024  
**To:** Nathan Duval, Capital Facilities Manager, City of Valdez  
**From:** David Popiel  
**Project No.:** 24-CC-001 (CoV), 24-121 (BNAP)  
**Subject:** Valdez Childcare: Programming & Design Documents - Fee Proposal

Nathan,

We are excited for the opportunity to continue work with the City of Valdez on a new childcare facility. In the notes below, I have outlined the project scope, preliminary project schedule, and our design team's proposed fee.

### **Project Scope**

Design drawings for new childcare facility in Hermon Hutchen Elementary School (HHES) and programming and student capacity study for overall facility.

- Programming & Student Capacity Study
  - Generate programming plans for Hermon Hutchens Elementary School showing revisions to the existing classroom layouts necessary to accommodate the proposed childcare facility.
  - Overall analysis of identifying student capacity of HHES prior to and after inclusion of childcare programming in building.
  - Deliverable: Report summarizing the proposed reconfiguration of HHES and student capacity analysis for review by City project team, City Council, and School Board
- Design Document Development
  - Design Document development with milestone deliverables of 50% Design Documents, 95% Documents, and Construction Documents.
  - Design documents to include details drawings and specifications for new childcare facility and any associated reconfiguration of existing school spaces.

### **Project Schedule**

The preliminary project schedule is included as an attachment to the fee proposal.

### **Project Fee Proposal**

The design services are proposed as lump sum, separated into design document deliverable phases. Fee proposal is valid 60 days from issuance.

• Programming & Student Capacity Study:	\$37,100
• 50% Design Documents:	\$153,472
• 95% Design Documents:	\$127,457
• Construction Documents:	\$77,007
• <b><u>Design Services Fee Total</u></b>	<b><u>\$395,036</u></b>

### Assumptions and Exclusions

- Assumption: Owner to provide documentation of existing facilities.
- Assumption: Owner to regularly engage in programming and design for existing facilities.
- Assumption: Owner to facilitate and help coordinate project meetings with outside bodies including School Board.
- Assumption: Project delivery method to be Design-Assist with selected general contractor brought on to project at 50% Design Documents.
- Assumption: For site inspections during the school year, Hermon Hutchens will be available to design team after hours.
- Assumption: City to provide transport to and from airport and project site. Intent is to not require consultants to rent cars during site visits and inspections.
- Exclusions: Bidding or construction administration work. If project proceeds to bidding and construction, separate fee proposals will be provided to the City for review.
- Exclusion: Hazardous material investigations
- Exclusion: Legal documentation of existing sites including but not limited to boundary surveys, property lines, and property ownership.
- Exclusion: Geotechnical investigation

Thank you again for involving us in the project, we are excited to work with the City to develop a solution to the need for childcare.

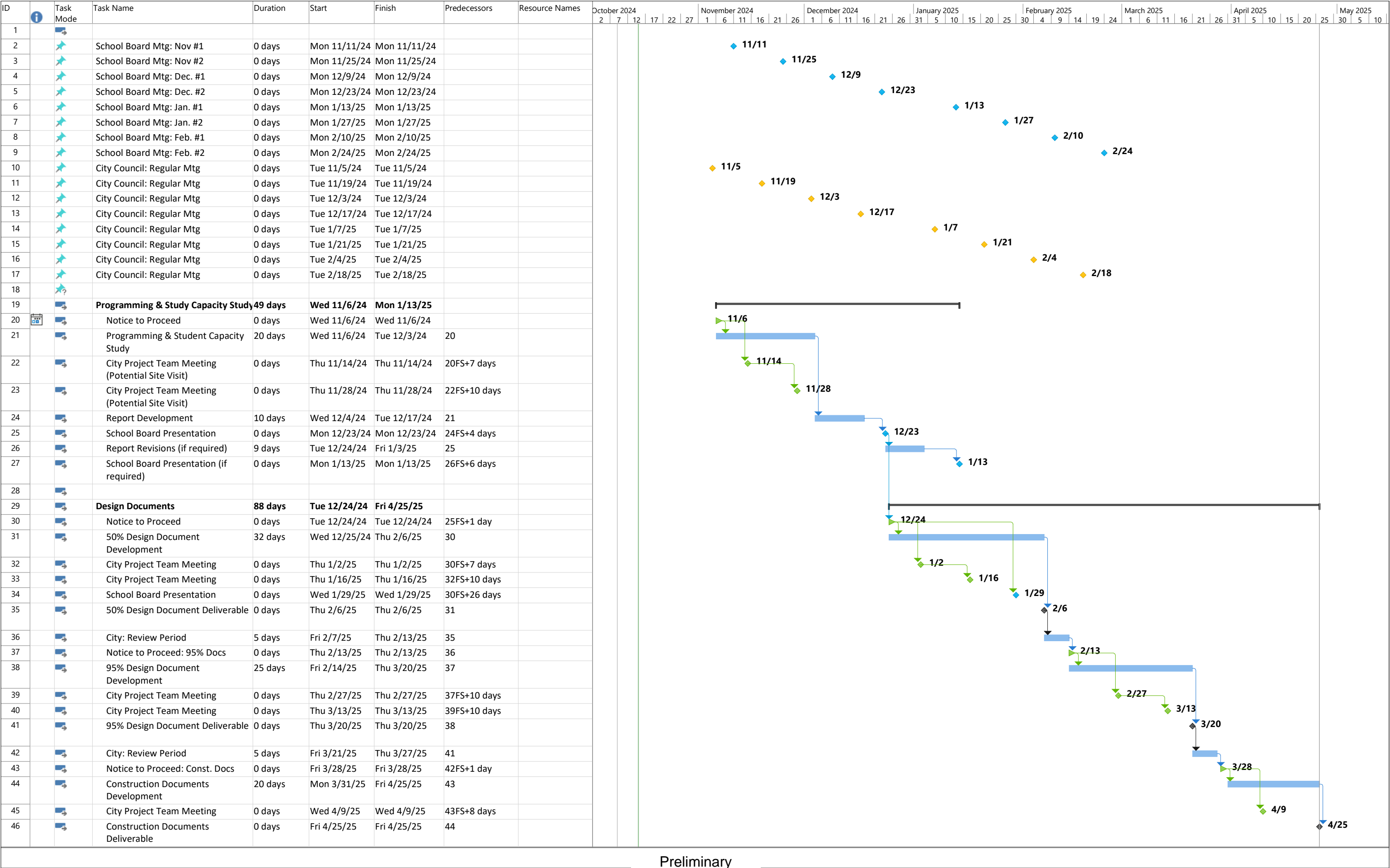
Sincerely,



David Popiel, AIA

Senior Architect

Attachments: Preliminary Project Schedule, Fee Proposal Detail



Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024					Owner: City of Valdez Project: Childcare Programming & Design Documents Phases: Programming, 50% Docs, 95% Docs, CD's		
Professional Services Summary							
Fee Scope	Fee Type	Bettisworth North Architects and Planners			Subconsultants	Markups	Totals by Phase
		Investigative Services	Design Services	Bidding and Construction Services	Consultants Fees		
Programming & Student Capacity	Lump Sum	\$29,674			\$6,623	\$803	\$37,100
50% Design Documents	Lump Sum	\$69,419			\$76,284	\$7,769	\$153,472
95% Design Documents	Lump Sum	\$51,670			\$68,897	\$6,890	\$127,457
Construction Documents	Lump Sum	\$52,400			\$22,370	\$2,237	\$77,007
Sub Total Design Fee		\$29,674	\$173,489		\$174,174	\$17,699	\$395,036
Professional Services Fees and Direct Costs							
BN		\$203,163					
Subconsultants		\$174,174					
Total Markups		\$17,699					
BN Markup Applied to Direct Expenses		10.00%					
BN Markup Applied to Sub Direct Labor		10.00%					
Total Fee		\$395,036					

Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024			Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's												
Task Labor		Hours													
		Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I	Client Service Mgr	Admin Assistant	Totals
Programming & Student Capacity Study															
Lump Sum															
Architectural Tasks															
Project Management				4											
Meetings / Coordination															
City Project Team				3	3										
School Board		2		1.5	1.5										
Design and Engineering Team				2	2										
Programming Activities															
Drafting Existing Facility				2	8						20				
User Group Coordination				2	4										
Planning				2	8						20				
Student Capacity Research		2		2	6										
Prepare Programming & Student Capacity Study															
Code Analysis				4	8										
Program of Spaces				4	16						8				
Relationship Diagrams				4	16						8				
Programming & Student Capacity Study Presentation		2		2	2										
Review Meeting				1	1									8	
Subtotal Hours		6		33.5	75.5						56			8	
Architecture Tasks Subtotal		\$1,320		\$6,533	\$13,213						\$6,440		\$760	\$28,265	
Interiors Tasks															
Meetings / Coordination															
Client/Stakeholders															
Workshops/Charrettes															
Design and Engineering Team															
Prepare Space Planning/Programing/Relationship Diagrams															
Predesign Presentation															
Review Meeting															
Subtotal Hours															
Interiors Tasks Subtotal															
Landscape Tasks															
Site Analysis															
Site Program Development and Relationship Diagrams															
Meetings / Coordination															
Client/Stakeholders															
Workshops/Charrettes															
Design and Engineering Team															
Zoning, Utilities, Code Analysis															
Review Meeting															
Subtotal Hours															
Landscape Tasks Subtotal															
Task Subtotal Hours		6		34	76						56			8	
Billing Rate		\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00	
Task Subtotal Labor Fee		\$1,320		\$6,533	\$13,213						\$6,440		\$760	\$28,265	
Other Direct Costs		Number	Unit	Rate per unit	Sets	Amount	Subconsultants							Fees	ODC's
Air Fare: locations			total r/t				Triad Engineering							\$1,500	
Meals and Lodging		2	days	\$250.00	2	\$1,000	Reid Middleton							\$1,623	
Auto Rental			days				RSA (Mech)							\$1,840	
Parking			days	\$16.00			RSA (Elec)							\$1,660	
Miles		305	Units	\$0.67	2	\$409	JMB Group								
Reproduction Expenses			Units												
B/W plots (plotter)			sheets	\$5.00			EH&S (Haz-Mat)								
Color plots (plotter)			sheets	\$15.00			Survey (NIC)								
Copies - Letter Size			sheets	\$0.10			Geotech (NIC)								
Copies - 11x17 Size			sheets	\$0.20			LEED (NIC)								
Scanning sheets			sheets	\$5.75			Energy (NIC)								
Compile CD			per set	\$60.00											
Long Distance Phone Service			months	\$50.00											
Postage/express pouch			months	\$50.00											
BNAP ODC Subtotal						\$1,409	Subconsultants Total							\$6,623	
BNAP Markup		10%				\$141	BNAP Markup on Sub DC							10.00%	\$662
							Task Total								\$37,100

Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024			Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's													
Task Labor 50% Design Documents	Hours											Client Service Mgr	Admin Assistant	Totals		
	Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I					
Lump Sum																
Architectural Tasks																
Project Management				40	4											
Meetings / Coordination																
City Project Team				6	6						6					
School Board		2		2	2											
Design and Engineering Team				6	8						4					
Childcare Provider				4	4											
50% Design Drawings				8	60						100					
50% Specifications (outline or full)				8	24						10					
Code Review Update				4	12											
Cost Estimate Coordination and Review																
3D Views or Renderings											24					
Submittal Prep					6						8		8			
Quality Control	4		4													
Review Meeting				2	2											
				84	128											
Subtotal Hours	6		84	128							152		8			
Architecture Tasks Subtotal	\$1,440		\$16,380	\$22,400							\$17,480		\$760	\$58,460		
Interiors Tasks																
Meetings / Coordination																
Client/Stakeholders								2								
Workshops/Charrettes																
Design and Engineering Team								2								
50% Design Drawings								20								
50% Specifications (outline or full)								16								
Materials Research								8								
Cost Estimate Review																
3D Views or Renderings																
FF&E Inventory Existing Equipment																
FF&E Product Research																
Quality Control							4									
Review Meeting							1	1								
							5	49								
Subtotal Hours																
Interiors Tasks Subtotal							\$975	\$8,575						\$9,550		
Landscape Tasks																
SD Drawings																
SD Specifications (outline or full)																
SD Narrative																
Meetings																
Client/Stakeholders																
Workshops/Charrettes																
Team Coordination																
Quality Control																
Code/Zoning Review Update																
Review Meeting																
Subtotal Hours																
Landscape Tasks Subtotal																
Total Hours	6		84	128			5	49			152		8			
Billing Rates Used for all Tasks	\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00			
Subtotal Labor Fee	\$1,440		\$16,380	\$22,400			\$975	\$8,575			\$17,480		\$760	\$68,010		
Other Direct Costs	Number	Unit	Rate	Sets/Num	Amount	Subconsultants				Fees		ODC's				
Air Fare: Locations		total r/t				Triad Engineering										
Meals and Lodging	2	days	\$250.00	2	\$1,000	Reid Middleton										
Auto Rental		days				RSA (Mech)										
Parking		days	\$16.00			RSA (Elec)										
Mileage	305	Units	\$0.67	2	\$409	JMB Group										
		Units														
Reproduction Expenses						EH&S (Haz-Mat)										
B/W plots (plotter)		sheets	\$5.00			Survey (NIC)										
Color plots (plotter)		sheets	\$15.00			Geotech (NIC)										
Copies - Letter Size		sheets	\$0.10			LEED (NIC)										
Copies - 11x17 Size		sheets	\$0.20			Energy (NIC)										
Scanning sheets		sheets	\$5.75													
Compile CD		per set	\$60.00													
Long Distance Phone Service		sheets	\$50.00													
Postage/express pouch		each	\$50.00													
		months														
		months														
BNAP ODC Subtotal					\$1,409	Subconsultants Total				\$76,284						
BNAP Markup	10%				\$141	BNAP Markup on Sub DC				10.00%		\$7,628				
										Task Total					\$153,472	

Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024			Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's												
Task Labor	Hours													Totals	
95% Design Documents	Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I	Client Service Mgr	Admin Assistant		
Lump Sum															
Architectural Tasks															
Project Management			32	8											
Meetings / Coordination															
City Project Team			6	6											
School Board/City of Valdez			4	4											
Design and Engineering Team			8	8											
Childcare Provider			4	4											
95% Design Drawings				40							70				
95% Specifications (outline or full)				20							4				
Code Review Update			2	8											
Cost Estimate Coordination and Review															
3D Views or Renderings											16				
Submittal Prep				4							4			8	
Quality Control	4		4												
Review Meeting			2	2											
Subtotal Hours	4		62	104							94		8		
Architecture Tasks Subtotal	\$960		\$12,090	\$18,200							\$10,810		\$760	\$42,820	
Interiors Tasks															
Meetings / Coordination															
Client/Stakeholders									2						
Childcare Provider									2						
Design and Engineering Team									2						
95% Design Documents									16						
Schedules, Finishes									8						
Specifications									8						
Accessibility Review									2						
Materials Research									4						
Preliminary Wayfinding Planning & Design															
FF&E Product Research															
FFE Space Planning															
Cost Estimate Review															
3D Views or Renderings															
Quality Control								4							
Review Meeting								1	1						
Subtotal Hours								5	45						
Interiors Tasks Subtotal								\$975	\$7,875					\$8,850	
Landscape Tasks															
DD Drawings															
DD Specifications															
DD Narrative															
Meetings															
Client/Stakeholders															
Workshops/Charrettes															
Team Coordination															
Quality Control															
Code/Zoning Review Update															
Quality Control															
Review Meeting															
Subtotal Hours															
Landscape Tasks Subtotal															
Task Subtotal Hours	4		62	104				5	45		94		8		
Billing Rate	\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00		
Task Subtotal Labor Fee	\$960		\$12,090	\$18,200			\$975	\$7,875			\$10,810		\$760	\$51,670	
Other Direct Costs	Number	Unit	Rate	Sets	Amount	Subconsultants								Fees	ODC's
Air Fare: Locations		total r/h				Triad Engineering								\$3,500	
Meals and Lodging		days				Reid Middleton								\$3,524	
Auto Rental		days				RSA (Mech)								\$23,250	
Parking		days	\$16.00			RSA (Elec)								\$22,150	
		Units				JMB Group								\$11,500	
		Units													
Reproduction Expenses						EH&S (Haz-Mat)								\$4,973	
B/W plots (plotter)		sheets	\$5.00			Survey (NIC)									
Color plots (plotter)		sheets	\$15.00			Geotech (NIC)									
Copies - Letter Size		sheets	\$0.10			LEED (NIC)									
Copies - 11x17 Size		sheets	\$0.20			Energy (NIC)									
Scanning sheets		sheets	\$5.75												
Compile CD		per set	\$60.00												
Long Distance Phone Service		sheets	\$50.00												
Postage/express pouch		each	\$50.00												
		months													
		months													
BNAP ODC Subtotal						Subconsultants Total								\$68,897	
BNAP Markup	10%					BNAP Markup on Sub DC								10.00%	\$6,890
Task Total															\$127,457





# **CHILDCARE SITE ANALYSIS & CONCEPT DESIGN**

**CITY OF VALDEZ**

**SEPTEMBER 3, 2024**

**BETTISWORTH  
NORTH**

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# ACKNOWLEDGMENTS

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City of Vadez

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# EXECUTIVE SUMMARY

## Project Overview

In April 2024, the City of Valdez (CoV) retained the services of Bettisworth North, along with their sub-consultants; RSA Engineers, Reid Middleton, Triad Engineering, and JMB Group, to create a feasibility analysis for developing four (4) existing sites into a future childcare facility and an equivalent new construction facility at an undetermined site.

The program of work for the facility included the following demographics:

Infants (0-18 month): 10 each	3-5 years old: 30 each
18 months to 3 years old: 12 each	Teachers & Staff: 7-10 each

The project tasks included the following:

- Regulatory Review: Outline State and Federal Requirements for a child care facility including all relevant building and fire code requirements.
- Programming & Test Fits: Provide information detailing the number of children and staff that each facility can accommodate.
- Operation & Maintenance: Detailing building cost of ownership information, i.e. range of anticipated yearly energy costs and maintenance needs for the life of the facility.
- ROM Pricing: Provide rough order of magnitude (ROM) cost estimates for construction at the four (4) sites

The proposed sites included the following:

- Hermon Hutchens Elementary School: West Wing
- Ike 'Woody Woodman' Recreation Center
- National Guard Armory
- Royal Center

The Bettisworth team began the project with a period of critical information gathering including regulatory analysis, review of as-built of the proposed project sites, childcare programming review, and recent design precedents. The design team visited Valdez and the proposed sites, met with the City's project management team and presented the project and process to the City of Valdez Childcare Taskforce.

Over the summer, the design team developed conceptual designs for each facility, quantifying the number of children and staff that could be accommodated at each site, outlining the extents of renovations required, and identifying any critical issues. The design team met regularly with the City's project management team to discuss, review, and refine the design concepts. As part of the design and review process, the design team in coordination with the City team, critically evaluated each site and design option. The existing facilities were reviewed by the design team to assess potential for renovation as a new childcare facility. The building systems, structure, mechanical systems, utility service, and interior construction, were assessed against the renovation plans for each site to determine how the existing construction could remain, how much could be re-purposed, and how much had to be demolished.

The design looked at the following elements in their review of each site

Property Ownership	Parking	Fire Alarm
Facility Location	Program Fit/Ability to Expand	Telecom
Displacement of Existing Program	Outdoor Play Area	Access Control
Construction Sequencing	Exterior Enclosure	Maintenance Costs
Utility Service	Mechanical Systems	ROM Construction Cost
Snow Removal	Fire sprinklers	

Each facility and site had positive and challenging attributes but the renovation of the west wing of Hermon Hutchens Elementary School (HHES) offered a larger number of positive attributes than the other options, including additional supporting context that wasn't present anywhere else.

The space available to the childcare facility is flexible to a degree beyond the other options. Depending on staffing levels, the childcare could occupy a smaller portion of the west wing until the full capacity was reaching with limited impact to the building at large. Expansion is also more easily achievable with larger classrooms spaces that can be subdivided to add more children to meet demand.

The facility is owned, operated, and maintained by the City of Valdez and Valdez School District. Developing and operating a childcare in the building would have the advantage of building services and maintenance already organized and in practice. This arrangement is a cost savings during both construction and operation.

The building has recently undergone renovations to exterior siding, roof, and building mechanical systems.

In the graphic below, the positive and challenges of each site are shown with a simple valuation assigned to each. Additional information is provided for each site on the following pages of the report.

#### Table Graphic Key

+ Site/Building Positive    
 - Site/Building Challenge    
 o Site/Building Neutral

		Childcare Facility Sites			
		Hermon Hutchens Elementary School	Recreation Center	National Guard Armory	Royal Center
Site & Building Elements	Property Ownership	+	+	-	-
	Facility Location	+	+	+	+
	Displacement of Existing Program	-	-	+	+
	Construction Sequencing	-	+	+	+
	Utilities	+	+	-	+
	Snow Removal	+	o	+	-
	Parking	+	o	+	o
	Program Fit/Expansion	+	-	-	+
	Outdoor Play Area	+	+	+	-
	Exterior Enclosure	o	+	-	o
	Building Systems	+	-	-	-
	Fire Sprinklers	+	+	-	+
	Fire Alarm	+	-	-	-
	Telecom	+	-	-	-
	Access Control	+	+	+	o
	Maintenance Costs	+	+	o	o
	Construction Cost ROM	+	o	-	o
Total		14 +	9 +	7 +	6 +

## City of Valdez Childcare Site Analysis & Design Option Locations Overview



*Project Location Map*

# REGULATORY ANALYSIS

## General

Building codes and amendments are updated regularly by both State and local jurisdictions. The analysis completed in this study is based upon the currently adopted codes by the State of Alaska as of August 2024. All future analysis should be reviewed to conform to current local and statewide adopted codes and amendments by the authorities having jurisdiction.

## State of Alaska Childcare Licensing Laws

State of Alaska Childcare Licensing Laws are governed by Alaska Administrative Code 7 AAC 57 Childcare Facility Licensing.

### Indoor Space Requirements

7 AAC 57.620 (a) Childcare center shall provide at least 35 square feet of usable space per child, exclusive of hallways, bathrooms, storage areas, office space, furnace and laundry rooms, crib space, and any area children are prevented from using.

7 AAC 57.505 (c) (1) During all hours of operation, the following child-to-caregiver ratio and maximum group size shall be maintained:

0-18 months 10:2 child to caregiver ratio

19-36 months 12:2 child to caregiver ratio

3-4 years 20:2 child to caregiver ratio

5-6 years 28:2 child to caregiver ratio

7 AAC 57.505 (c) (4) Child-to-caregiver ratios for the youngest child apply when infants, toddlers, and preschoolers are in a mixed age group.

7 AAC 57.510 (e) Maximum group size at any one time during the day may not exceed twice the maximum number of children allowed per caregiver as required by the child-to-caregiver ratio.

7 AAC 57.510 (f) If a group of children contains a combination of age groups, or if age groups are combined, the maximum group size at any one time during the day may not exceed twice the maximum number of children allowed under the child-to-caregiver ratio in 7 AAC 57.505(c) for the youngest child within the group.

7 AAC 57.510 (g) Maximum group size limitations do not apply during nap times, lunch times, outdoor play periods, field trips, or the length of a special occasion, including a holiday party and a visit from a special guest.

Outdoor Space: Play yards must be located on-site and the passageway from each classroom to the play yard must be safe. Minimum play yard space is based on the license capacity as follows: 75 square feet of outdoor recreation space per child for the maximum number of children playing outside at any one time. State Regulations

## State Fire Marshal: Authority Having Jurisdiction

The State of Alaska Fire Marshal is the Authority Having Jurisdiction (AHJ) for building construction in Valdez. The State has adopted the following building codes that will apply to this project.

International Building Code (IBC) 2021 Edition

International Existing Building Code (IEBC) 2021 Edition



International Mechanical Code (IMC) 2021 Edition  
National Electrical Code (NEC) 2017 Edition  
International Fire Code (IFC) 2021 Edition  
State of Alaska Amendments to the above referenced Codes.

## Code Requirements

### International Building Code (IBC)

Occupancy Classification: Educational Group (E), Section 305; Daycare classified at Group (E) Per IBC 308.5.1 – A child day care facility that provides care for more than five but not more than 100 children 2 ½ years or less of age, where the rooms in which the children are cared for are located on a level of exit discharge serving such rooms and each of these childcare care rooms has an exit door directly to the exterior, shall be classified as Group E. BC (State of Alaska is the AHJ)

Automatic Sprinklers – per State of Alaska Amendment of the IBC Chapter 9, Section 903.2.3: Group E. An automatic sprinkler system must be provided throughout all buildings with Group E Occupancies.

### Energy Requirements -Best Practices

For the purposes of this study, the design team utilized ASHRAE 90.1-2022 – Energy Standard for Sites and Buildings to determine required insulation and energy requirements. These requirements are determined by Climate Zone. Valdez is located in Climate Zone 7 and recommendations for insulation and energy requirements reflect this designation.



Wobbler Age Room (18-36 months)



# CHILDCARE ANALYSIS & DESIGN OPTIONS

## Space Requirements & Design Considerations

### Demographics

Infants: 10 each

Under 3 years old: 12 each

3-5 years old: 30 each

Teachers & Staff: 7-10 each

### Space Description & Requirements

**Vestibule:** The main entry vestibule will have walk-off carpeting to remove dirt, snow, and dust upon entrance. Space is provided for outside gear storage and car seats upon entry.



3-5 Year Old Classroom

**Lobby:** Space accommodates reception desks, check-in area, waiting, and additional storage. This provides security for entrance to the classrooms. The lobby is adjacent to the public restroom, with a baby-changing station.

**Administration Spaces:** Private or shared offices as required, breakroom with lockable storage and a kitchenette, staff toilet, and general storage.

**Lactation Room:** Adjacent to the main lobby, including casework counter w/ sink, baby changing, room for seating.

**Infant Classroom:** Diaper changing area w/hand-wash and food prep sink, child storage cubbies, teacher storage, crib space, and direct exit to exterior.

**Toddler and Preschool Classrooms:** Diaper changing tables, hand-wash sinks, child-height toilets and sinks, cubbies, teacher storage, sleeping mats, and direct exit to exterior.

**Kitchen:** Commercial kitchen including food storage is recommended but not required. If there are space and/or budget concerns, a warming kitchen with a smaller footprint and less intensive mechanical requirement is recommended.

**Activity Room:** Large interior open area for flexible play, activity wall, drinking fountain/bottle fill station. Direct exit to exterior.

**Teacher Workroom:** Break-out area for teachers includes counters and cabinets, printing equipment areas, office supply storage, and layout space.

**Support Spaces:** Support spaces include Janitor, Laundry, Storage,

Mechanical and Electrical Rooms, and a Telecom Room.

### Architecture & Interior Design Best Practices

#### Safety & Security

**Controlled Access:** Ensure that all entrances and exits can be secured and access controlled.

**Clear Sight-lines:** Interior space layout and exterior play spaces should have clear sight-lines to allow staff to monitor children easily. Blind spots or hidden areas should be eliminated through careful planning during the design of the facility.

**Safe Materials:** Use of durable, safe, and easy to clean materials and furnishings.

## Child-Centered Design

**Age-appropriate spaces:** Areas should be designed to cater to specific age groups, accommodating the unique needs of infants, toddlers, and young children. Each space should be scaled appropriately with furnitures and fixtures designed for the specific age group.

**Flexible Spaces:** Rooms and areas should be easy to reconfigure to accommodate a range of activities and group sizes.

**Comfort and Sensory Considerations:**

The design of the interior spaces should accommodate varying sensory needs including proper acoustics to minimize noise, lighting controls for both electrical (color temperature and dimming) and natural light (shades), and temperature control.



*18-36 Month Classroom*

## Indoor/Outdoor Connection

**Natural Light:** The design should emphasize natural light to create a bright and inviting atmosphere.

**Outdoor Play Areas:** Outdoor play spaces should include a variety of surfaces and play structures to promote physical activity and exploration. Exterior play areas should be scaled to the age groups in the childcare facility.

**Indoor-Outdoor Movement:** The connections between interior and exterior spaces should be noticeable and clear allowing children ready access to fresh air and outdoor environments.

## Functional & Efficient Configuration

**Efficient Layout:** Arrangement of interior and exterior spaces should minimize travel distances for staff and children. Daily routines should be incorporated into space layout to maximize efficient movement. Spaces should be logically arranged with considerations for user group, security, and access.

**Storage:** Ample storage for toys, educational materials, and personal belongings. Built-in cabinets, shelving, and cubbies should be accessible to both children and staff.

## Health & Wellness

**Environmental Controls:** Building ventilation design to ensure constant supply of fresh air and unobtrusive air movement, particularly in spaces where children spend extended periods.

**Hygienic Facilities:** Design bathrooms and changing areas with hygiene in mind, including touch-less fixtures, easy to clean surfaces, and appropriate waste disposal systems.

**Thermal Comfort:** Ensure facility is well-insulated and the building heating and cooling systems provide consistent and comfortable temperatures throughout the year.

## Inclusive & Accessible Design

**Universal Design:** Incorporate principles of universal design to ensure that the facility is accessible to all children with all levels of ability. Specific items include ADA-compliant entrances, ramps, and accessible restrooms.

**Inclusive Play Area:** Design play areas; interior and exterior, that are inclusive of children with varying abilities with diverse equipment and activities that cater to different needs.

## Site & Landscape Design Best Practices

### Accessibility and Connectivity

**Vehicular Access and Parking:** Site design should include clearly defined drop-off and pick-up zones that are safe and efficient. The parking lot should conform with local zoning and building code requirements for size and quantity of stalls. Layout should allow for easy access for parents and staff. Site should have clear, unobstructed routes for emergency vehicles and easy access for first responders.

**Pedestrian Safety:** Design pedestrian pathways that are separated from vehicle traffic and provide safe, direct routes to the building entrance. Pathways should be wide enough to accommodate strollers, well lit, and maintained to prevent slipping.



*Childcare Facility - Exterior Playground*

### Climate and Weather Resilience

**Snow Management:** Parking lot and site design should consider snow removal and storage operations during the winter. The areas designated for snow storage should not impede visibility or access. In general, plan for additional area dedicated to snow storage equal to approximately 40% of plowed area.

**Drainage and Grading:** Proper site grading is crucial to ensure effective drainage, particularly during snow-melt and heavy rainfall. The site should be designed to prevent water pooling near the building with drainage designed to direct water away from the facility.

### Site Orientation and Sunlight

**Maximizing Sunlight:** Where possible, orient the building to take full advantage of natural sunlight from a southern exposure. Orient parking and site areas with southern exposure to maximize natural light and warmth and minimize shaded areas and associated prolonged snow build-up.

**Wind Protection:** Review prevailing wind patterns on a macro and micro level for the project site. Add windbreaks as needed to shield staff and children from windy conditions.

### Outdoor Play Areas

**Year-Round Usability:** Design play areas to be utilized year-round with particular attention paid to winter conditions. This may include covered or semi-enclosed spaces that provide protection from inclement weather.

**Surface Materials:** Utilize materials that are safe and resilient in varying weather conditions.

## Electrical Standards

**Power:** All receptacles to be tamper resistant in areas where children have access. Provide receptacles on a minimum of 30ft spacing in the Hallways. Receptacles to be placed on 15ft centers in the Classrooms and Activity Room. A minimum of one (1) receptacle to be placed on each wall in Work Room, Break Room, Offices, Lactation, and Reception. One (1) duplex receptacle to be provided at each computer location. Provide dedicated 20A circuits for copiers located in the Lobby/Reception and Teacher Workroom. Teacher Breakroom to have dedicated 20A circuits for dishwasher, microwave, refrigerator, coffee maker, and toaster. Warming Kitchen to have dedicated 20A circuits for freezer, refrigerator, microwave, dishwasher,

and two (2) warming cabinets. One (1) receptacle to be provided in each Restroom, Janitor Closet, and Storage room. GFCI receptacles to be provided in all bathrooms and counter-top surfaces in Breakroom and Kitchen.

Lighting: Lighting to be LED fixtures. 2'x4' and 2'x2' troffers to be utilized in Classrooms, Hallways, Breakroom, Kitchen, and Offices. Restrooms to have one (1) down-light and one (1) vanity light over the mirror. Storage, Janitor Closet, and Elec/Mech rooms to have 4ft strip lights. Lighting to be controlled via ceiling and wall mounted occupancy sensors in all areas except for the Electrical Rooms. All lighting to be dimmable. Exterior lighting to consist of building mounted fixtures to illuminate the Play Area to the extent possible.

Telecom: A telecommunication outlet to be provided in each Classroom and at dedicated equipment locations such as copiers. Wireless access points to be provided throughout the building on approximately 50ft centers.

Cameras/CCTV: Cameras are not anticipated at this time.

Fire Alarm: Fire alarm system to consist of smoke detector in storage rooms, heat detectors in janitor closets, kitchens, pull stations at each exit door, and horn/strobes in each normally occupied spaces such as classrooms and hallways.

## Fixtures, Furnishings, and Equipment

For the purposes of this study, we estimate an approximate budget of \$500,000 should be considered for fixtures, furnishings, and equipment. This includes factor increases for both freight and installation. This budget includes items such as toys and manipulatives, but excludes supplies. Note that this budget is not included in the overall cost estimates.

## Existing Building Renovation

Potential renovation requirements:

Upgrading from B to E occupancy per IBC: Three of the four available tenant spaces are likely to be to be Type B (Business) occupancy. A change of use will likely be required through the Authority Having Jurisdiction.

The facility will need to be sprinklered.

Service upgrades to utilities: The childcare facility will require additional toilets and sinks. An assessment of existing utilities should occur to determine service capacity.

Ventilation upgrades.

Seismic upgrades.

Exterior Envelope Considerations: Per the International Building Code (IBC), in order to be considered E occupancy, each classroom will need to have an exterior door. Additionally, the rooms in which the children are cared for must be located on a level of exit discharge.

Acoustical Upgrades: Per IBC, acoustic separations are required between classrooms.

Exterior play yard: Featuring fence and gates, seating, level and accessible impact attenuating safety surfacing, age appropriate inclusive and interactive play equipment, and site lighting.

Site upgrades: Required parking for staff and visitors to include appurtenant drives and additional area for refuse collection and snow storage, site lighting, and parent drop-off.

# HERMON HUTCHENS ELEMENTARY

## Architectural Narrative

Hermon Hutchens Elementary School was constructed in 1980 and is the only public elementary school in Valdez. The west wing of the building is being considered as a possible location for a future childcare facility in Valdez. Currently, this area serves as elementary classrooms, teacher workrooms, and general storage. If the childcare facility is established here, the existing functions will need to be relocated within the school. Of note, the building had previously housed a childcare facility; Harborview Center, until it closed in 1997, so there is precedent for childcare programming at the site.



*Hermon Hutchens West Wing - Exterior Entry*

The existing layout of the west wing includes classrooms that are approximately sized for childcare classrooms and as such, the existing demising walls are proposed to remain. The interior and portions of the exterior walls of the existing classroom will need to be reconfigured to meet State requirements for egress and to accommodate the new program. The existing restrooms that are currently shared by the classrooms will need to be demolished to comply with State requirements.

The interior space that is currently made up of teacher workrooms, general storage, and support spaces, will need to be demolished to accommodate the new program. This central area will be redesigned to provide necessary support spaces, an administrative suite, teacher workroom, and interior activity room.

The overall interior space exceeds the required square footage for the given program, allowing for potential expansion of the preschool capacity. The 18-36 months group could grow from 12 children served to 18 and the 3-5 year old group could grow from 30 children served to 40.

The primary entrance for the childcare facility will be located on the west side of the building, with a secondary entrance shared with the main school entry. Use of the secondary entrance would have to be coordinated with the Elementary School. The exterior walls would have to be modified to accommodate required doors to the exterior at each classroom.

The outdoor play area, located just south of the new entry, will be resurfaced with a suitable and safe material for children. This area, partially covered by an existing canopy, meets the State's requirement of 75 square feet per child, allowing all children to be outdoors simultaneously.

## Civil Narrative

The existing site layout supports the needed parking and planned outdoor improvements for the childcare facility. The existing paved area on the west side of the site will need to be re-stripped to accommodate parking and drop-off for the childcare program. The available area for parking is sufficient for the expected number of users, with the Valdez Municipal Code requiring 24 parking spaces, including one handicap-accessible stall.

The current asphalt surface at proposed outdoor play area, will need to be replaced or resurfaced with a playground-appropriate material.



## Landscape Narrative

Surrounded by residential areas, Hermon Hutchens Elementary School is ideally located for parents with children attending the school or living nearby. The site offers a large outdoor play area, providing ample opportunities to create a versatile and engaging space for the children. The views from the renovated wing and outdoor play area look to the mountains to the north and west, adding a scenic element to the facility.

The spacious outdoor area allows for a variety of play equipment, with the existing covered area serving as the designated shaded zone. In line with best practices for playground safety, the playground will be divided into two sections: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years). The current hardscape provides a stable base for installing the necessary safety surfacing.

## Structural Narrative

The proposed renovations will utilize approximately 68 feet by 140 feet of the west wing, a single-story section of the school framed with steel wide flange beams and columns and a metal roof deck. The lateral support system consists of precast panels, some of which are located within the proposed childcare space.

The renovations include partial demolition of one interior north-south precast panel. Provided less than 10 percent of this wall is removed, no additional shear walls will be required. However, structural connections between the precast panel and the metal roof will be reinforced near the new door opening. The remaining walls to be demolished are non-structural.

## Mechanical Narrative

The fire sprinkler system in the renovated area will be reconfigured to provide appropriate coverage, including a dry sprinkler system for any exterior covered areas and canopies. Existing plumbing fixtures and branch piping will be demolished and replaced with new fixtures and piping connected to existing mains in the hallways. The slab will be cut as necessary to install new underfloor waste piping.

The heating system will be reconfigured to allow individual zone control for each space. The existing system, which provides heated air through floor grilles and fan-powered VAV boxes with heating coils, will be augmented by perimeter fin tube heaters and hydronic unit heaters for storage areas. Heating piping will be routed to connect with the existing mains in the building.

Ventilation will be managed by new fan-powered variable air volume units with heating coils, ensuring proper air circulation and temperature control in each zone. The existing central AHU serving the building will remain in place. Exhaust systems for toilet rooms and the warming kitchen will be updated with a new common exhaust fan, connected to the existing exhaust louver.

All controls will be integrated into the existing building control system using direct digital controls.

## Electrical Narrative

A new electrical setup will be required, including the demolition of the existing panel in the renovation area. A new 75kVA, 120/208V, 3-phase transformer, and a new 225A, 120/208V, 3-phase, 4-wire panel will be installed to serve the new area loads.

In addition to adhering to general standards, specific updates include the removal and salvage of all receptacles, data, lighting, and fire alarm devices in the existing space. A new 48-port patch panel will be installed in the nearest telecom closet. Exterior vestibule doors will be equipped with access controls linked to the existing building system, with an additional access control panel likely required.

New lighting will be 277V where feasible to reuse existing circuits, and new exterior fixtures will be tied into existing photocell controls. Fire alarm devices will be integrated into the existing Fire Alarm Control Panel (FACP).

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of children accommodated: 52  
(with capacity up to 68)

0-18 Months: 10 children

19-36 Months: 12 children (capacity for up to 18)

3-5 Years: 30 children (capacity for up to 40)

### Flexibility & Growth

The space provided by the school exceeds the program's area requirements, allowing for future expansion.

### Displacement of Existing Program

The space that the Childcare program will occupy is currently used by the elementary school. The existing program will have to be relocated to another area within the school building.

### Building Code

Occupancy Type: Childcare facilities are

Type E. The elementary school is classified as Type E (Educational). No change of occupancy needed.

Fire Sprinklers: Childcare facilities are required to be sprinklered. The elementary school is sprinklered.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Positive** - City of Valdez owns and Valdez owns and operates the facility

Facility Location: **Positive** - Location is central to in-town parents and connected to elementary school and proximate to middle school and high school.

Displacement of Existing Program: **Challenge** - Space taken over by childcare is currently in use and would

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/ Lobby	400	389
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	75

Childcare Classrooms		
Infant/Young Toddler Classroom (0-18 months)	550	726
Toddler Classroom (19-36 months)	550	1100
Preschool Classroom (3-5 years)	700	1114
Preschool Classroom (3-5 years)	700	1114
Activity Room	600	834
Activity Room Storage	80	80

Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	305

Support Spaces		
Break Room	175	204
Restrooms	200	200
Teacher Work Room	300	306
Storage	100	339

Service Spaces		
Warming Kitchen	300	301
Janitor/ Laundry	120	122

Building and Maintenance		
Mech/Elec	650	0
Telecomm Room	70	71
Net Area	6045	7490
Grossing Factor	35%	24%
Total Program Area	8161	9240

Outdoor Play Area	3900	3900
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*Hermon Hutchens: Childcare Program*

need to be accommodated elsewhere in the school

Construction Sequencing: **Challenge** - Renovation work on-site will have to coordinate with school calendar

Utilities: **Positive** - Existing utility service is adequate for childcare program. Existing emergency generator is on-site and can support childcare program.

Snow Removal: **Positive** - Facility is maintained by City of Valdez/Valdez School District with adequate snow storage on-site.

Parking: **Positive** - Existing parking available, quantity adequate for childcare program. Drop-off location should be separated from current HHES student drop-off to minimize congestion.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program if oversized. Expansion can be accommodated within the existing footprint.

Supporting Program: **Positive** - Childcare shares space with elementary school and access to library. VCS Child Find programs may have access to daycare attendees to and identify interventions sooner. Integration with HHES staff by providing on-site childcare.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements. Existing covered area at childcare entry provides cover from inclement weather.

Exterior Enclosure/Building Envelope: **Neutral** - Existing wall construction is pre-cast concrete panels, adding new openings for additional daylight is challenging. Existing exterior windows will have to be remodeled to accommodate exterior egress from each classroom. Roof was recently replaced.

Building Systems: **Positive** - Existing system is adequate for childcare program, reconfiguration required at renovation area.

Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area.

Fire Alarm: **Positive** - Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.

Telecom: **Positive** - Existing system is adequate for childcare program, reconfiguration required at renovation area.

Access Control: **Positive** - New childcare program access to be integrated into existing elementary school access control system. Secondary point of entry on east side of childcare program needs to be reviewed to control access to and from elementary school.

Operations & Maintenance Costs: **Positive** - Childcare program is not a change of use intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.



# IKE ‘WOODY’ WOODMAN RECREATION CENTER

## Architectural Narrative

The proposed renovation focuses on transforming the Woody Woodman Recreation Center into a childcare facility. Currently, the building serves as the City’s public recreation center, hosting various community events and programs. If the childcare facility is established in this location, these activities will need to be relocated.

To support the new childcare program, most of the existing interior construction will be demolished. The north side of the building will be dedicated to administrative and support functions, including reception, mechanical and electrical rooms, administrative offices, restrooms, and a warming kitchen. The southern side will house the classrooms. The facility’s overall size is insufficient for the full building program and a portion of the childcare program, the interior playroom and associated storage, cannot be accommodated.



*Recreation Center Main Entry and Pull-Through*

The childcare facility will reuse the existing entrance and drop-off configuration, with additional exits on the east and west ends of the building. Modifications to the exterior walls will be necessary to provide required doors for each classroom.

There is a large vacant lot to the east of the facility that could serve as an outdoor play area. This space meets the State’s requirement of 75 square feet per child, allowing all children to be outside simultaneously. Since part of this lot is currently used for snow storage, clear demarcation between the snow storage and the play area will be essential. The facility also has an existing covered area on the south side that could be used for outdoor play during inclement weather, though it is not large enough to house play equipment and is therefore not included in the outdoor play area calculations.

## Civil Narrative

The current site appears to offer adequate space for the proposed outdoor play area. The existing parking lot meets the current Municipal Code requiring 24 parking spaces and one handicap-accessible stall. However, during busy times such as drop-off and pick-up, the lot may not be sufficient to accommodate both staff and parents.

As-built drawings indicate a possible 10-foot T&E easement along the south boundary, which could affect the covered play area and proposed storage plans.

## Landscape Narrative

Located in the northern part of town near the high school and middle school, the site is surrounded by residential neighborhoods, making it a convenient location for parents. The surrounding area has urban street trees and green spaces, offering good views of the surrounding mountains from both the building and the outdoor play area.

The outdoor area is large enough to accommodate a variety of playground designs and equipment, with excellent

sun exposure. The small covered area north of the existing building can provide cover from inclement weather and shade from sun when needed. Given the playground's proximity to an intersection, a perimeter fence should be included in the project. To ensure safety, the playground will be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), in accordance with best practices for playground safety.

## Structural Narrative

The Valdez Rec Center is a single-story building, approximately 112 feet by 56 feet, constructed in 1982. The roof is supported by glue-laminated girders and TJI wood joists with plywood sheathing. The lateral system consists of wood stud walls along the perimeter, with a foundation that combines concrete spread footings and CMU foundation walls.

The proposed interior wall demolition is non-structural, but any demolition of exterior walls for doors or windows will require structural detailing.

## Mechanical Narrative

The fire sprinkler system will be reconfigured to ensure proper coverage of the renovated area, in accordance with NFPA 13 standards.

All existing plumbing fixtures and above-floor piping will be demolished, as they are near the end of their useful life and cannot support the proposed renovations. New fixtures will be installed, with new piping routed back to the water service in the mechanical room. Significant slab demolition will be required to install new underfloor waste piping, as the existing piping is not located where new fixtures are needed. The depth of the existing sewer service piping will need to be verified to ensure adequate connection for the new fixtures.

The existing boiler system will remain, but the heating distribution piping and equipment will be replaced to provide zone control for each space. The new heating system will include perimeter fin tubes for general heating, hydronic unit heaters for storage areas, and fin tube heating for office spaces.

The current air handling unit, which is past its useful life, will be demolished and replaced with a new ventilation system that provides code-compliant ventilation and economizer cooling. A new common exhaust fan will serve the toilet rooms, with a dedicated exhaust fan for the kitchen.

A new direct digital controls system will be specified to manage the HVAC systems in the building.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, with fire alarm devices removed and salvaged for reuse. The electrical panels located in the existing mechanical/electrical room will remain and will serve the new loads.

Additional provisions include the installation of a pole-mounted fixture on the east side of the building to assist in illuminating the play area. A new telecom rack with patch panels will be provided in the communication room, along with space for additional owner-provided equipment. An access control system is not anticipated at this time. The fire alarm control panel (FACP) will be removed and salvaged for relocation.

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of children accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The available space can not accommodate the entire childcare program. The interior activity room and associated storage are not included.

The facility does not have capacity to expand.

### Displacement of Existing Program

The facility is currently in use as the community recreation center. Existing programming and events will have to be accommodated elsewhere.

### Building Code

Occupancy: Existing facility is likely classified as Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered, existing facility is sprinklered.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Positive** - City of Valdez owns the building and Valdez City Schools operates the facility

Facility Location: **Positive** - Location is central to in-town parents and near to elementary school, middle school, and high school.

Displacement of Existing Program: **Challenge** - Existing facility is utilized as a community center with a schedule of programs. Existing activities and programming would have to be moved and accommodated in other facilities/locations.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Positive** - Existing utility service is adequate for childcare program. Depth of sewer service should be verified to confirm it can accommodate new plumbing fixtures.

Snow Removal: **Challenge** - Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.

Parking: **Positive** - Existing parking meets City requirements, however, snow storage during the winter

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/ Lobby	400	383
Lactation	120	119
Car Seat Storage Alcove	30	47
Outdoor Gear Storage	40	100
Childcare Classrooms		
Infant/Young Toddler Classroom (0-18 months)	550	584
Toddler Classroom (19-36 months)	550	574
Preschool Classroom (3-5 years)	700	700
Preschool Classroom (3-5 years)	700	700
Activity Room	600	0
Activity Room Storage	80	0
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	186
Support Spaces		
Break Room/Teacher Work Room	175	288
Restrooms	200	180
Teacher Work Room	300	196
Storage	100	200
Service Spaces		
Warming Kitchen	300	418
Janitor/ Laundry	120	146
Building and Maintenance		
Mech/Elec	650	357
Telecomm Room	70	60
Net Area	6045	5298
Grossing Factor	35%	19%
Total Program Area	8161	6217
Outdoor Play Area	3900	3900

*Recreation Center: Childcare Program*

reduces parking capacity.

Program Fit/Expansions: **Challenge** - Existing building is too small to fit childcare program; the indoor activity area is not included. This is not a required space but is recommended as a best practice and particularly in a place with extended inclement weather.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements. Small existing covered area along southern edge of building provides sheltered exterior place space.

Exterior Enclosure/Building Envelope: **Positive** - Existing wall construction is wood stud framed construction making the additions of windows and exterior egress doors easily achievable. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.

Building Systems: **Challenge** - Existing air handler unit is at the end of its' useful life and should be replaced. Existing boiler is adequate for the childcare program and will remain.

Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area.

Fire Alarm: **Positive** - Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.

Telecom: **Challenge** - Existing system rack to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with one tenant.

Operations & Maintenance Costs: **Positive** - Childcare program is not a change of use intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

## NATIONAL GUARD ARMORY

### Architectural Narrative

The National Guard Armory building is a single story building off Salcha Way near the Valdez Airport. The existing facility and land is currently lightly used and would need to be purchased by the City of Valdez to be redeveloped as a childcare facility.

To renovate the facility to meet the program needs and State requirements, the majority of the building interior will need to be demolished. The existing mechanical system will need to be replaced and structural upgrades will likely be required to accommodate new egress doors and window openings.



*Armory Exterior Overall*

The new layout will divide the building into two program areas: the northern half will house supporting spaces, including the main entry, reception, administrative suite, and mechanical and electrical rooms, while the southern half will be dedicated to classrooms.

The main entry will remain in its current location, with additional exits added along the south and east sides of the building. Exterior walls will be modified to provide the necessary doors for each classroom and to allow natural light into the space.

The site surrounding the Armory is mostly undeveloped, offering open spaces and panoramic views of the mountains.

The flat area to the south will be utilized as an outdoor play area, meeting the State's requirement of 75 square feet per child, allowing all children to play outside simultaneously. A fence or other boundary will be necessary to secure the play area.

## Civil Narrative

The current site conditions are favorable for the development of playgrounds, parking, and access to the building. Per Valdez Municipal Code, the childcare facility will require 24 parking spaces, including one handicap-accessible stall. There is ample space available for constructing drive aisles, parking areas, and pedestrian connections to the building, as well as for the planned outdoor play area. According to available as-built plans, the building is connected to public water and gravity sewer systems. The existing 4-inch sewer service should be reviewed to ensure it can handle the increased demand from the new use.

## Landscape Narrative

The site offers ample space for various outdoor play opportunities, abundant sun exposure, and stunning mountain views. Currently, the site is zoned as light industrial so a conditional use permit will be required to develop a childcare facility on the site.

This location offers significant potential for outdoor play design and equipment, with the largest available area among the site options. The addition of trees or shade structures is recommended, as the site currently lacks natural shade. To ensure safety, the playground will be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), following best practices for playground safety.

## Structural Narrative

The Valdez National Guard Armory is a rectangular, single-story building approximately 112 feet by 64 feet, constructed in 1987. It features a high and low roof, both framed with glue-laminated girders and TJI wood joists with CDX roof sheathing. The girders are supported by interior and exterior CMU pilasters, and the lateral system consists of a combination of wood and CMU shear walls.

The proposed demolition will involve both wood and CMU shear walls, which will require the design and construction of new shear walls to maintain the building's structural integrity.

## Mechanical Narrative

The existing building is not equipped with a fire sprinkler system, and the current 2-inch water service is insufficient to support an NFPA 13-compliant sprinkler system. A new 6-inch water service will be required to provide adequate fire protection for the renovated building.

All existing plumbing fixtures and above-floor piping will be demolished, as they are nearing the end of their useful life and are not suitable for the proposed renovations. New fixtures will be installed, with new piping routed back to the mechanical room. Significant slab demolition will be necessary to install new underfloor waste piping, as the existing piping is not located where the new fixtures are needed.

The condition of the existing boiler system is unknown, as the room was inaccessible during the site visit. Depending

on its age and condition, the boiler system may need to be upgraded or replaced. The heating distribution piping and equipment will be demolished and replaced with new systems that provide zone control for each space. The new heating system will include perimeter fin tubes, with hydronic unit heaters for storage areas and fin tube heating for office spaces.

The existing ventilation system, which is outdated and not configured to support a childcare facility, will be demolished. A new ventilation system will be installed to provide code-compliant ventilation and economizer cooling. The toilet rooms will be equipped with a common exhaust fan, and the kitchen will have a dedicated exhaust fan.

A new direct digital controls system will be specified to manage the building's HVAC systems.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, with fire alarm devices removed and salvaged for reuse. The electrical panels located in the mechanical/electrical room will remain in place to serve the new loads.

Additional provisions include a pole-mounted fixture on the east side of the building to enhance illumination of the play area. The existing telecom system is currently unknown, so a new telecom terminal block (TTB) and telecom rack will be provided in the communication room, along with patch panels and space for additional owner-provided equipment. An access control system is not anticipated at this time.

Given the building's age, it is assumed that the existing fire alarm system is beyond its useful life and will need to be replaced. A new Class B Addressable Fire Detection and Alarm System will be installed to meet applicable codes and standards.

## Facility Description

### Program description:

Facility Program and Square Footage: Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The available space accommodates the childcare program but does not have capacity for expansion.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: The existing facility is likely

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/ Lobby	400	376
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40
Childcare Classrooms		
Infant/Young Toddler Classroom (0-18 months)	550	592
Toddler Classroom (19-36 months)	550	670
Preschool Classroom (3-5 years)	700	825
Preschool Classroom (3-5 years)	700	825
Activity Room	600	603
Activity Room Storage	80	80
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	282
Support Spaces		
Break Room	175	226
Restrooms	200	200
Teacher Work Room	300	386
Storage	100	102
Service Spaces		
Warming Kitchen	300	331
Janitor/ Laundry	120	145
Building and Maintenance		
Mech/Elec*	650	650
Telecomm Room	70	133
Net Area	6045	6676
Grossing Factor	35%	17%
Total Program Area	8161	7736
Outdoor Play Area	3900	3900

\*note = additional space as needed in double height bay

Armory: Childcare Program



a Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered. Existing facility is not sprinklered; a new sprinkler system will have to be installed.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Challenge** - City of Valdez would need to purchase the building.

Facility Location: **Positive** - Location is between in-town and out-of-town neighborhoods and within walking distance of the mobile home parks.

Displacement of Existing Program: **Positive** - No existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Challenge** - Existing water service line is too small to accommodate addition of building sprinkler system. Line size needs to increase from 2" to 6" diameter.

Snow Removal: **Positive** - Ample space available on-site for snow storage without reducing parking capacity or impeding view triangles. New snow removal service would have to be arranged through childcare provider.

Parking: **Positive** - Existing parking meets City requirements with ample room for expansion if needed.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion would require new construction.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements with ample room for expansion. No covered area available for shelter during inclement weather.

Exterior Enclosure/Building Envelope: **Challenge** - Existing wall construction is CMU and adding new openings for exterior egress additional daylight is challenging and could require structural upgrades. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.

Building Systems: **Challenge** - Existing ventilation system should be replaced to accommodate childcare programming. Existing boiler was not reviewed but due to building age is likely near the end of its' useful life.

Fire Sprinkler: **Challenge** - Building is not sprinklered and requires water line upgrade to accommodate addition of building sprinklers.

Fire Alarm: **Challenge** - Existing fire alarm system is nearing end of useful life and should be replaced.

Telecom: **Challenge** - Existing system rack and wiring to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with one tenant.

Operations & Maintenance Costs: **Positive** - Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

# ROYAL CENTER

## Architectural Narrative

The Royal Center was the location of the most recent childcare facility in Valdez until it closed in 2022. The previous childcare facility occupied the eastern portion of the first floor. A similar footprint albeit expanded modestly to the west is being considered for redevelopment as a new childcare facility. The existing facility and land is currently privately owned and would need to be purchased by the City to be redeveloped as a childcare facility.

To accommodate the new childcare program, the interior construction will be demolished and redesigned. The previous childcare facility layout cannot be re-used as it does not comply with State requirements for accessibility. The new layout will focus on meeting State requirements for accessibility, improving security, enhancing movement and flow for teachers, administrators, parents, and children, and optimizing the adjacencies between spaces.



*Royal Center Exterior*

Classrooms will primarily be located in the eastern half of the facility, while support spaces and play areas will be grouped on the western half. The existing main entry will be retained, with additional exits added along the south and north facades. Modifications to the building exterior will be made to increase natural light in the classrooms and workspaces. Additionally, the exit stair from the second floor will be relocated and extended to avoid conflicts with the play area on the south facade. Although the proportions of the play area are somewhat constrained, squeezed between a utility easement and the building, there is sufficient space for all students to be outside simultaneously.

## Civil Narrative

Site modifications will be minimal, primarily involving the fencing of a play area on the building's south side. The adequacy of the parking lot should be reviewed, as the building is shared with other businesses. According to Valdez Municipal Code, the childcare facility will require 24 parking spaces, including one handicap-accessible stall.

The proximity of the play area to the building's existing electrical meter is a concern, as is its adjacency to an access easement that appears to be in use. Ideally, a buffer beyond just a fence should be provided between the play area and vehicle movements to enhance safety.

## Landscape Narrative

The site is adjacent to commercial and industrial zones, so providing screening along the property lines next to these areas would be beneficial for the outdoor play area. This screening would enhance safety by reducing visibility from outside the property. The small size of the site may limit landscaping opportunities and the overall size of the outdoor play area.

The narrow shape of the outdoor play space will limit the use of certain play equipment and require careful planning to ensure proper circulation and clear sight lines for supervisors, following best practices for playground safety. The surrounding buildings limit sun exposure, and there are no existing trees to provide shade. It is recommended to



install a shade structure or plant shade trees. The playground will need to be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), as advised by playground safety standards.

## Structural Narrative

The Royal Center on Egan Street is a two-story building, approximately 205 feet by 63 feet in size. While existing structural drawings are not available, photos and on-site observations indicate that the shorter east and west perimeter walls are two-story CMU. The longer north and south walls are CMU on the first level, though the construction of the second-level walls is unknown. The second level floor framing consists of glue-laminated beams and wood planks. It is also unclear whether the interior walls function as structural shear walls. If a portion of the north/south wood-framed mechanical chase wall is removed, a new wood-framed wall along the same north/south line may be necessary. However, if less than 10 percent of the original wood wall is removed, no structural alterations will be required.

## Mechanical Narrative

The fire sprinkler system will be reconfigured to provide protection for the renovated area, in accordance with NFPA 13 standards.

All existing plumbing fixtures and above-floor piping will be demolished, and new fixtures will be installed with piping routed back to the mechanical room. The slab will need to be cut as required to install new underfloor waste piping for the added plumbing fixtures, as the existing underfloor piping is not located where the new fixtures are required.

The existing boiler system is nearing the end of its useful life. If the City of Valdez purchases the building, upgrading the boiler system will be part of the renovation project. If the childcare facility is a tenant space, it is recommended that the building owner upgrade the boiler system to ensure reliable heating for the facility. The existing heating distribution piping and equipment in the renovated area will be demolished and replaced with new systems that provide zone control for each space. The new heating system will include perimeter fin tubes, with hydronic unit heaters for storage areas and fin tube heating for office spaces.

The existing building lacks mechanical ventilation, so a new system will be installed to provide code-compliant ventilation and economizer cooling. Toilet room exhaust will be ducted to a new common exhaust fan, and the kitchen will include a dedicated exhaust fan. A new direct digital controls system will be specified to manage the building's HVAC systems.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, and fire alarm devices will be removed and salvaged for reuse. The electrical panels in the remodel space will also be demolished. The building is currently individually metered by the utility via 14 separate meters, though it is unclear how these meters are divided. It is assumed that several spaces will be combined. All meters and disconnects serving the remodel area will be demolished and replaced with a single new meter/disconnect for a 225A, 120/208V, 3-phase service. A new 225A, 120/208V 3-phase panel will be centrally located to serve all new loads.

The existing telecom system is unknown. A new telecom terminal block (TTB) and telecom rack will be provided in the communication room, along with patch panels and space for additional owner-provided equipment. An access

control system is not anticipated at this time.

Given the age of the building, it is assumed that the existing fire alarm system is past its useful life and will need to be replaced. A new Class B Addressable Fire Detection and Alarm System will be installed to meet applicable codes and standards.

## Facility Description

### Program description:

Facility Program and Square Footage: Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The availability of additional space to expand the childcare facility will be dependent on the lease agreements on the remaining space in the building. For the purposes of this report, we assumed no expansion of the childcare facility due to the unknowns surrounding the development of the entire building and leasing agreements.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: The existing facility is likely a Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered, existing facility is sprinklered.

Accessibility: Existing facility will need accessibility upgrades at the main entry and exterior entries due to differences in height from grade to finish floor.

### Site and Concept Design Summary

Property Ownership: **Challenge** - City of Valdez would need to purchase the building.

Facility Location: **Positive** - Location is central to in-town parents and near to elementary school, middle school, and high school..

Displacement of Existing Program: **Positive** - No existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Positive** - Existing utility service is adequate for childcare program.

Snow Removal: **Challenge** - Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/Lobby	400	538
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40
Childcare Classrooms		
Infant/Young Toddler Classroom (0-18 months)	550	655
Toddler Classroom (19-36 months)	550	651
Preschool Classroom (3-5 years)	700	761
Preschool Classroom (3-5 years)	700	776
Activity Room	700	700
Activity Room Storage	80	80
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	445
Support Spaces		
Break Room	175	263
Restrooms	200	200
Teacher Work Room	300	280
Storage	100	419
Service Spaces		
Warming Kitchen	300	291
Janitor/ Laundry	120	160
Building and Maintenance		
Mech/Elec	650	0
Telecomm Room	70	70
Net Area	6145	6400
Grossing Factor	35%	22%
Total Program Area	8296	7976
Outdoor Play Area	3900	2296

Royal Center: Childcare Program

Parking: **Positive** - Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion can be accommodated by expanding into first floor footprint but would require leasing arrangements.

Outdoor Play Space: **Challenge** - Play space is adjacent to utility easement. Proportions of play space are not conducive to good sight lines for supervision. There are overhead height limitations due to 2nd floor exit stairs crossing over play area. Electrical meters are within play area boundary creating access challenges and additional fencing. There is no effective covered area to accommodate inclement weather.

Exterior Enclosure/Building Envelope: **Positive** - Existing exterior doors accommodate exterior egress requirements and existing windows provide adequate daylighting. Wood stud construction on north and south walls will accommodate window openings easily.

Building Systems: **Challenge** - Recommend replacing existing boilers as they are beyond their usable life. Replacement is complicated by multiple tenants and disruption to services. Currently the building is not ventilated and a new ventilation system would have to be installed to meet State requirements for a childcare facility.

Fire Sprinkler: Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area

Fire Alarm: **Challenge** - Existing fire alarm system is nearing end of useful life and should be replaced.

Telecom: **Challenge** - Existing system rack and wiring to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with multiple tenants.

Operations & Maintenance Costs: **Positive** - Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

## NEW CHILDCARE FACILITY

### Architectural Narrative

The new construction childcare option is included in this report as a comparison to renovating an existing structure. The grant funding that has been acquired for childcare project is specific to renovation of an existing building. If the new construction is desirable, a new funding source would have to be found to make the option feasible.

The childcare facility will be a single-story, wood-framed structure with exterior durable exterior cladding, likely a combination of stone, metal, and wood. The building will be oriented towards the south with large windows to capture views and to let light into the spaces.

The building interior spaces are arranged with the classroom facing south and building support spaces along the north side. The administrative suite is grouped around the main entry with the indoor play area separated from the classroom areas for sound control.



3-5 year old classroom

## Civil Narrative

Working with a generic site, the civil concept design has been developed with a series of considerations.

**Site size and configuration:** The concept plan lot is shown at 1.3 acres. The configuration of the facility and supporting site amenities will need to be confirmed for fit once an actual site is selected.

**Access to water and sewer utilities:** Concept design locates the building far from the public right of way. If public utilities are only available within the ROW/access road, service extensions will be required.

**Setback requirements:** The concept design shows the building set back from the adjacent property lines. When an actual site is selected, the building location will have to meet the setback requirements.

**Snow storage:** An area equal to 40% of the parking area is provided for snow storage. Once a site is selected, area of snow storage should be confirmed along with maintaining view/sight triangles at parking lot entrance/exit locations.

**Parking:** 2 accessible spaces and 21 standard parking spaces are provided on the concept plan. 2 bike parking spaces could be located at the main entry canopy.

**Site Lighting:** Provide adequate site lighting at parking area and sidewalks.

**Drainage:** At selected site, review grading to ensure drainage is possible away from the building and manageable for parking area.

## Landscape Narrative

Similar to the civil narrative, the landscape design for the new facility will be developed using the following considerations.

**Plantings:** Low-maintenance, durable Native Alaska plants will be used.

**Outdoor Play Areas:** Outdoor play spaces will be composed of a variety of designated areas with safe surfaces and integrated play structures to encourage imaginative play and connection to nature. Design to include covered areas for protection from snow, rain, and a few days a year, shade from the sun.

**Site drainage and water management:** Landscape design to coordinate with civil to ensure good drainage at outdoor play area, and appropriate drainage at planting areas around the project site.

## Structural Narrative

The new childcare facility will be a single-story wood-framed building. The roof framing will be wood sawn lumber and glue-laminated beams supported by wood bearing walls. The lateral system will be wood shear walls. The foundation system will be slab-on-grade concrete with conventional concrete frost wall footings. Wood walls can be placed in coordination with the architectural layout to allow for window and door openings. The front entry will be seismically separated from the main structure and supported by steel cantilever columns/piles.

Structural design will be in accordance with the 2021 International Building Code.

## Mechanical Narrative

**Fire Sprinkler System:** A wet-pipe sprinkler system in accordance with NFPA 13 with a minimum 4" water service will be specified for this building.

**Plumbing:** The service will split at the building entrance to supply the sprinkler system and the domestic water system separately. The domestic water system will be separated from the sprinkler system by a double check back flow prevention device in accordance with requirements of the UPC. An oil-fired water heater with expansion tank, ASSE 1017 tempering valve and hot water circulation pump will provide domestic hot water to plumbing fixtures in the building. All domestic water piping would be Polypropylene, PP-RCT. Storm Drain and Waste piping would be cast iron or ABS. All fixtures will be commercial grade.

**Heating:** The heating systems will be in-floor radiant heating for childcare rooms, fin tube for office areas, heating coils in ventilation equipment, hydronic unit heaters for storage rooms and cabinet unit heaters for entry vestibules. Heating will be provided by two oil-fired boilers. The heating fluid in the boiler system will be water. Each boiler will be sized for approximately 60% of the total heating load. Boiler flues will be routed out the roof with a combustion air opening in the mechanical room exterior wall. The boiler system will include circulation pumps for each boiler and two variable speed lead/lag system pumps to circulate to building heating equipment. The in-floor heating will include injection pump to low temperature lead/lag variable speed circulation pumps. The boiler system will include an air separator, expansion tank, fuel oil day tank, and fuel piping to an exterior double wall fuel oil storage tank. Heating piping will be PEX, copper or Polypropylene, PP-RCT.

**Ventilation:** The ventilation system will include a variable air volume air handling unit to provide code compliant ventilation and economizer cooling. A variable air volume terminal unit with heating coil will be located in each zone to control airflow volume and temperature. The toilet room exhaust will be ducted to a common exhaust fan. The Kitchen will include a dedicated exhaust fan.

**Air Conditioning:** No air conditioning system are planned for this building.

**Controls:** A direct digital controls system will be specified to control system the HVAC systems in the building.

## Electrical Narrative

**Power Distribution System:** A 400A, 120/208V, 3-phase, 4-wire service from Copper Valley Electric Association (CVEA) is anticipated for the new building. The service equipment will consist of an exterior mounted Current Transformer (CT) enclosure, meter base, and service disconnect. The service disconnect will feed inside to a 400A, 120/208V, 3-phase, 4-wire Panel 'A' located in the main Electrical Room. Panel 'A' will feed all loads on one half of the building. An additional 225A, 120/208V, 3-phase, 4-wire Panel 'B' will be located on the opposite end of the building, fed from Panel 'A', to feed the loads on the other half of the facility.

All receptacles to be tamper resistant in areas where children have access. Provide receptacles on a minimum of 30ft spacing in the Hallways. Receptacles to be placed on 15ft centers in the Classrooms and Activity Room. A minimum of one (1) receptacle to be placed on each wall in Work Room, Break Room, Offices, Lactation, and Reception. One (1) duplex receptacle to be provided at each computer location. Provide dedicated 20A circuits for copiers located in the Lobby/Reception and Teacher Workroom. Teacher Breakroom to have dedicated 20A circuits for dishwasher, microwave, refrigerator, coffee maker, and toaster. Warming Kitchen to have dedicated 20A circuits for freezer, refrigerator, microwave, dishwasher, and two (2) warming cabinets. One (1) receptacle to be provided in each Restroom, Janitor Closet, and Storage room. GFCI receptacles to be provided in all bathrooms and counter-top surfaces in Breakroom and Kitchen.

**Lighting System:** All light fixtures will be energy efficiency Light Emitting Diode (LED) type luminaries. 2'x4' and 2'x2' troffers to be utilized in Classrooms, Hallways, Breakroom, Kitchen, and Offices. Restrooms to have one (1) downlight and one (1) vanity light over the mirror. Storage, Janitor Closet, and Elec/Mech rooms to have 4ft strip lights. Lighting to be controlled via ceiling and wall mounted occupancy sensors in all areas except for the Electrical and Mechanical Rooms. Lighting controls in Classrooms, Breakroom, Kitchen and Offices will also utilize wall-mounted dimming

controls.

Exterior lighting to consist of building mounted fixtures for the entries and Playground area, and 25ft tall pole mounted lighting for the Parking Lot. All exterior lighting will be controlled via photocell and hand/off/auto controller connected to a lighting contactor.

Telecommunication System: A fiber optic data/phone service from the local utility provider is anticipated for the building. The telecommunications head-end equipment will consist of the Telephone Terminal Board (TTB) and (1) two-post rack for housing patch panels, servers, etc. The TTB and data rack will be located in the main Electrical Room.

A telecommunication outlet to be provided in each Classroom and at dedicated equipment locations such as copiers. Wireless access points to be provided throughout the building on approximately 50ft centers.

Fire Detection and Alarm Systems: A Class B, addressable automatic fire detection and alarm system is anticipated for this building. The fire alarm control panel will be located in the main entrance vestibule. No additional Notification Appliance Circuit (NAC) booster panels are anticipated.

Fire alarm system to consist of smoke detectors in storage rooms, heat detectors in janitor closets/kitchen/mechanical room, pull stations at each exit door, and horn/strobes in each normally occupied spaces such as classrooms and hallways.

Access Control and Security Systems: Access Control (card readers/electronic locks) and Security Systems (video surveillance) are not anticipated for this building at this time.

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The availability of additional space to expand the childcare facility will be dependent on the site selection.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: Building will be classified as Type E (Educational) occupancy.

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/ Lobby	400	450
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40

Childcare Classrooms		
Infant/Young Toddler Classroom (0-18 months)	550	585
Toddler Classroom (19-36 months)	550	576
Preschool Classroom (3-5 years)	700	729
Preschool Classroom (3-5 years)	700	729
Activity Room	600	637
Activity Room Storage	80	80

Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	302

Support Spaces		
Break Room/Teacher Work Room	175	175
Restrooms	200	200
Teacher Work Room	300	300
Storage	100	100

Service Spaces		
Warming Kitchen	300	300
Janitor/ Laundry	120	130

Building and Maintenance		
Mech/Elec	650	674
Telecomm Room	70	95
Net Area	6045	6312
Grossing Factor	35%	26%
<b>Total Program Area</b>	<b>8161</b>	<b>8000</b>

<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>
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*New Facility Program*

Fire Sprinkler: Childcare facilities are required to be sprinklered, new facility will be sprinklered.

Accessibility: New facility will be designed meet accessibility requirements.

### **Site and Concept Design Summary**

Property Ownership: *To be determined* - Dependent upon selection of site.

Facility Location: *To be determined* - Dependent upon selection of site.

Displacement of Existing Program: **Positive** - New construction, no existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: *To be determined* - Dependent upon selection of site.

Snow Removal: *To be determined* - Dependent upon selection of site. Design needs to accommodate snow removal area unique to Valdez.

Parking: *To be determined* - Dependent upon selection of site. Design to meet City parking requirements.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion would require a new building addition.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements.

Exterior Enclosure/Building Envelope: **Positive** - New construction would be designed per childcare program.

Building Systems: **Positive** - New construction would be designed per childcare program.

Fire Sprinkler: Fire Sprinkler: **Positive** - Building will be sprinklered

Fire Alarm: **Positive** - New construction.

Telecom: **Positive** - New construction.

Access Control: **Positive** - Stand alone facility with multiple tenants.

Operations & Maintenance Costs: **Positive** - New construction will be designed for building energy use efficiency. .

Construction Cost: Refer to construction cost section of report.



# DESIGN CONCEPT COST ESTIMATE

To develop construction cost estimates for each design option, Bettisworth looked to three sources of pricing information;

- Bettisworth’s recent experience with childcare center design and construction
- General contractor specializing in tenant improvement pricing concept design drawings.
- Review of construction cost estimate prepared by contractor and BNAP by professional cost estimator.

The resulting price is a rough order of magnitude cost estimate and is intended as a budgetary guide. The pricing is based on the conceptual designs included in this report. It is not a guaranteed or fixed price and the actual cost of the project may vary depending on the development of the design, market conditions, and other unforeseen circumstances.

The construction cost estimates below include the following assumptions & exclusions

Assumptions

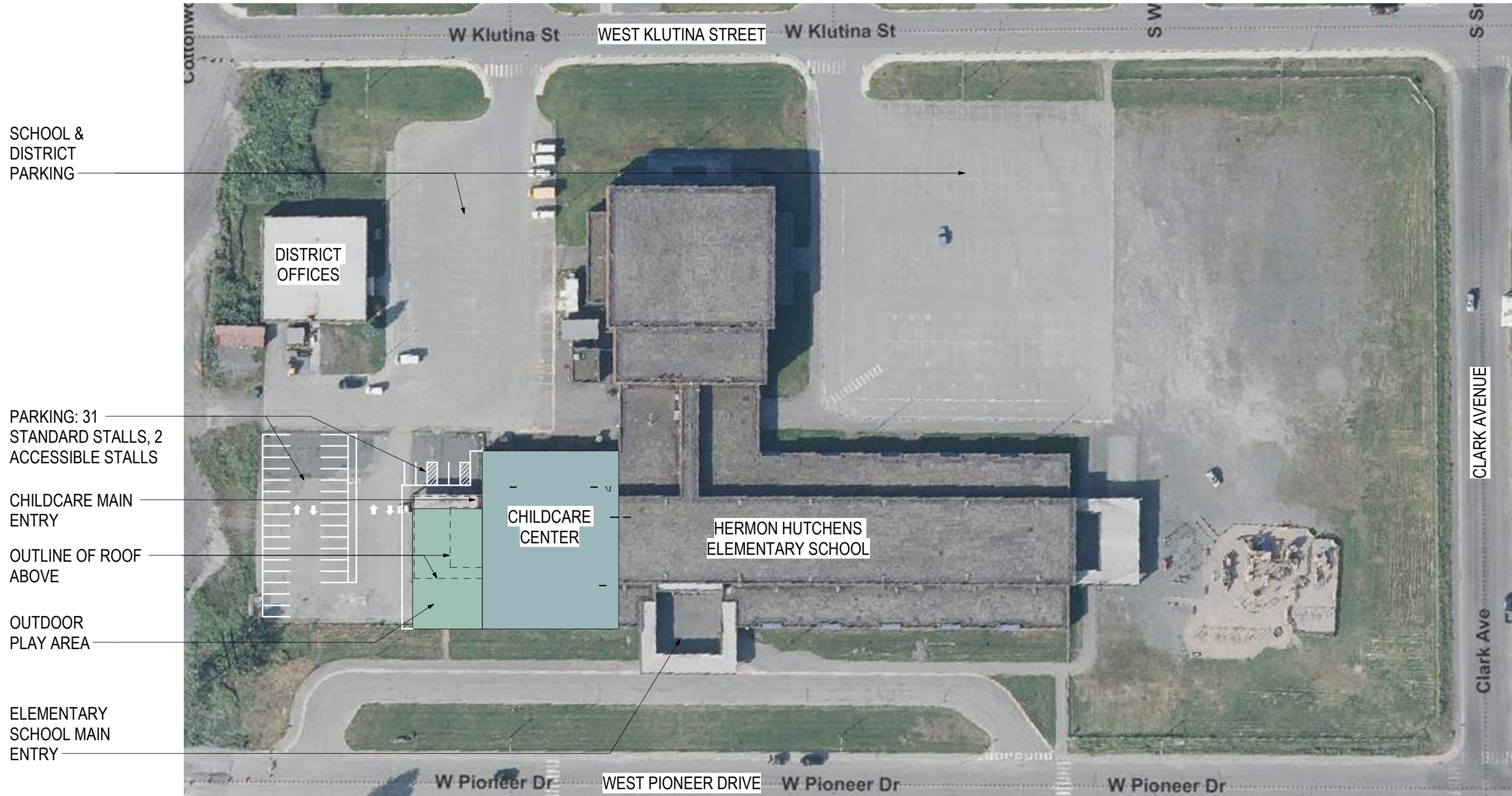
- Based on 2025 procurement annd 2025 construction. Assume 3-5% construction cost escalation per year beyond 2025.
- Project delivery method to be competitive bid procurement
- Work performed during normal business hours and under typical working conditions.

Exclusions

- Purchase of land or building is excluded from cost information. Purchase amount is denoted graphically.
- Unforeseen site conditions including hazardous material removal and abatement.
- Design services including engineering, architectural design, and environmental studies.
- Owner supplied items including supply, delivery and installation.

	<i>Hermon Hutchens Elementary School</i>	<i>Recreation Center</i>	<i>National Guard Armory</i>	<i>Royal Center</i>	<i>New Construction</i>
<i>General Conditions, Fees, &amp; Mark-Ups</i>	\$536,000	\$468,000	\$560,000	\$594,000	\$1,300,000
<i>Site Construction</i>	\$93,000	\$65,000	\$58,000	\$41,000	\$667,000
<i>Exterior Construction</i>	\$299,000	\$253,000	\$286,000	\$240,000	\$2,700,000
<i>Interior Construction</i>	\$2,800,000	\$2,000,000	\$2,900,000	\$2,500,000	\$2,000,000
<b>Construction Cost Total</b>	<b>\$3,728,000</b>	<b>\$2,786,000</b>	<b>\$3,804,000</b>	<b>\$3,375,000</b>	<b>\$6,667,000</b>
<i>Property Purchase</i>	N/A	N/A	\$ \$	\$ \$ \$	\$ \$ \$
<i>Displacement Cost</i>	\$ \$ \$	\$ \$ \$	N/A	N/A	N/A





1  
A-1 HERMON HUTCHENS ELEM SCHOOL CHILDCARE - CONCEPT SITE PLAN  
1" = 40'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

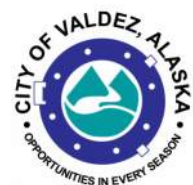
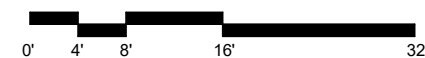
## HERMON HUTCHENS ELEMENTARY SCHOOL

SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-1

**BETTISWORTH**  
**NORTH**  
BETTISWORTHNORTH.COM 85

OUTLINE OF ROOF  
ABOVE

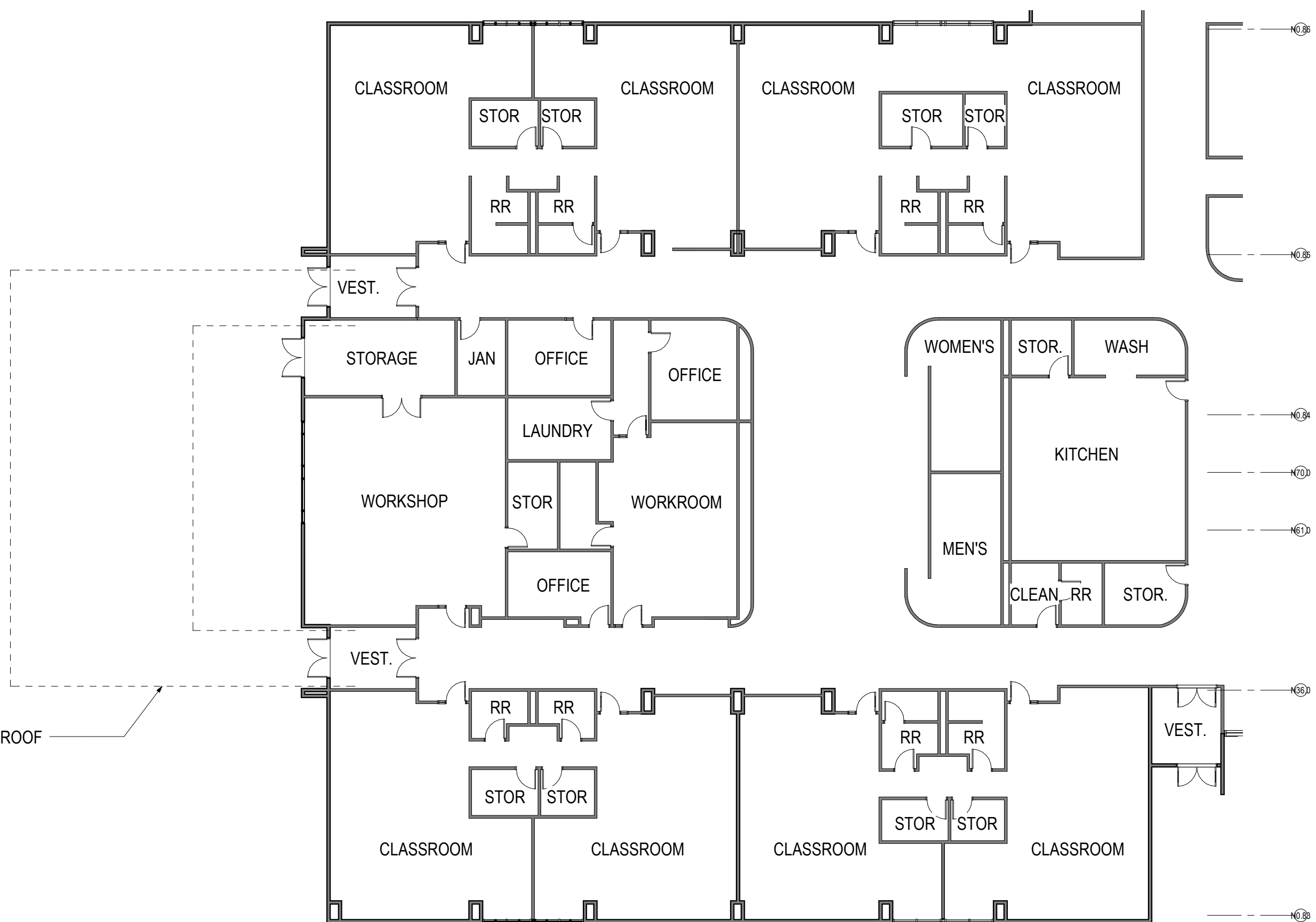
1 HERMON HUTCHENS ELEM SCHOOL - EXISTING FLOOR PLAN  
A-2 1/8" = 1'-0"



# **CHILDCARE SITE ANALYSIS & CONCEPT DESIGN** HERMON HUTCHENS ELEMENTARY SCHOOL

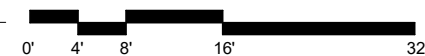
SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-2

**BETTISWORTH  
NORTH**  
BETTISWORTHNORTH.COM 86





1 HERMON HUTCHENS ELEM SCHOOL - CONCEPT FLOOR PLAN  
A-3 1/8" = 1'-0"



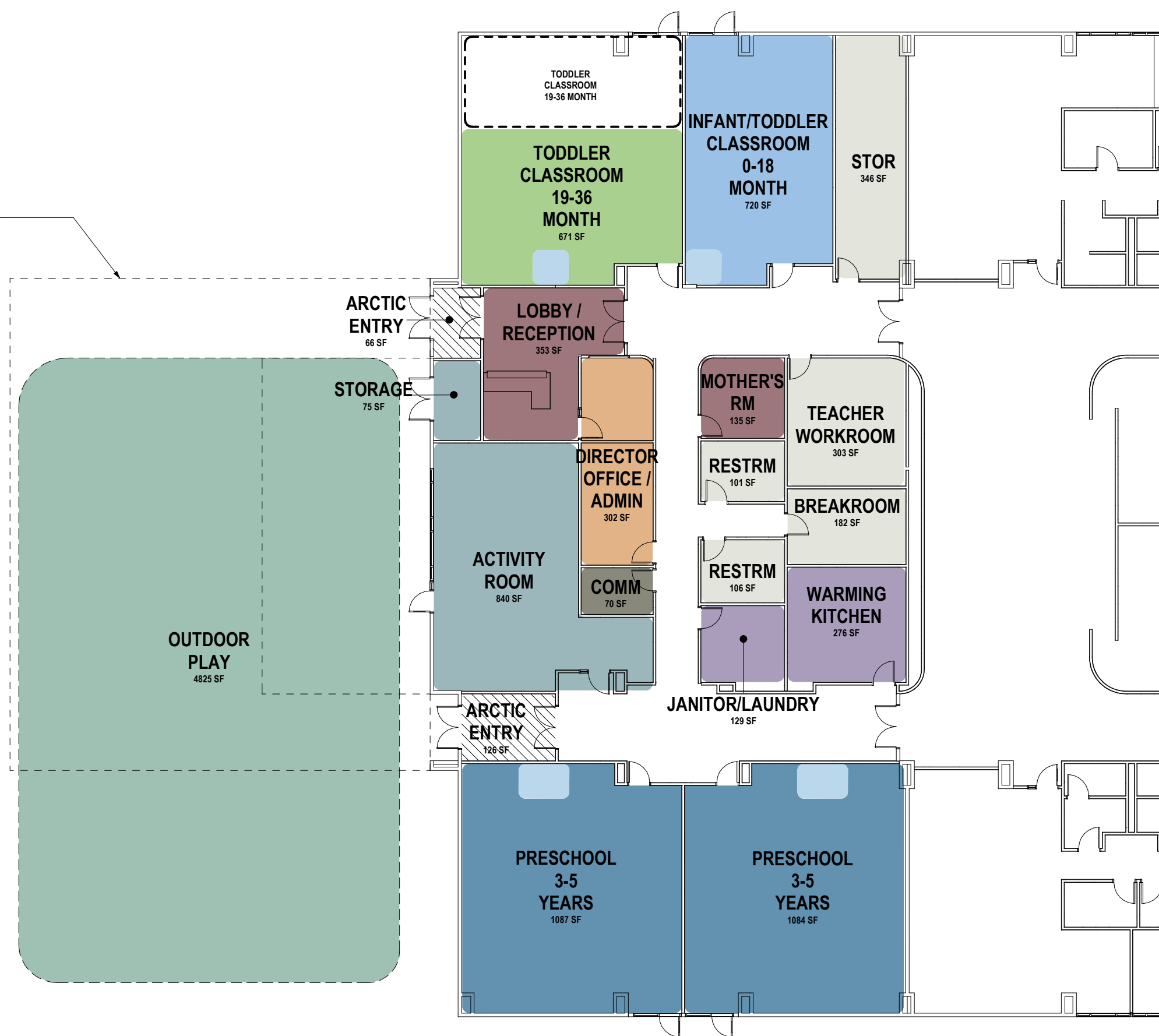
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## HERMON HUTCHENS ELEMENTARY SCHOOL

SEPTEMBER 3, 2024  
CONCEPT STUDY

A-3

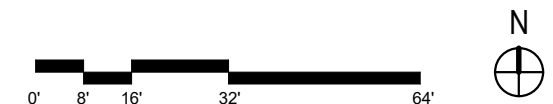
OUTLINE OF ROOF  
ABOVE





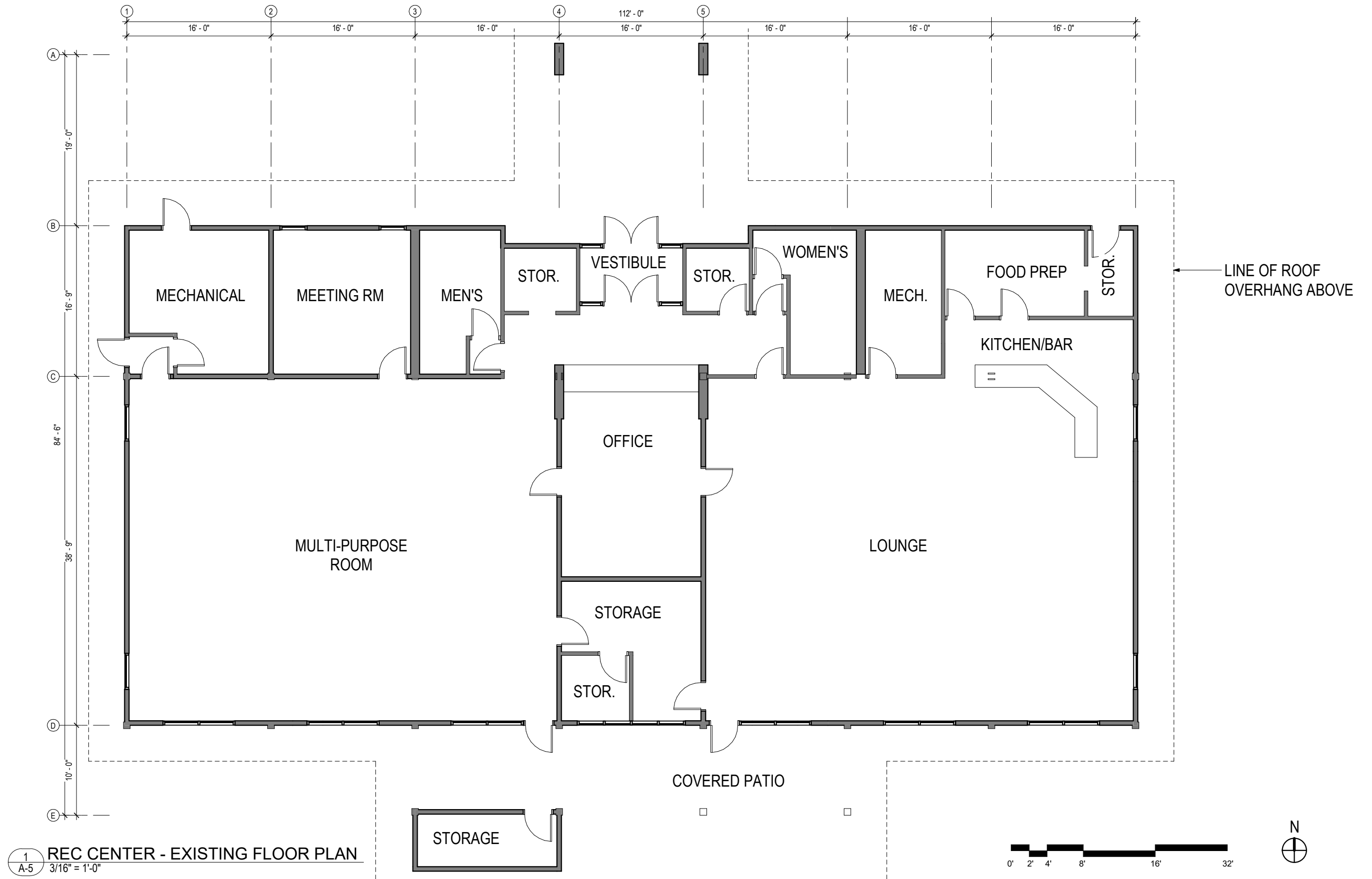


1  
A-4 RECREATION CENTER CHILDCARE FACILITY - CONCEPT SITE PLAN  
1/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

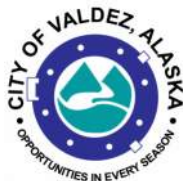
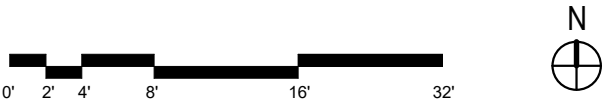
## RECREATION CENTER



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN RECREATION CENTER



1 REC CENTER CHILDCARE FACILITY - CONCEPT FLOOR PLAN  
A-6 3/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN RECREATION CENTER

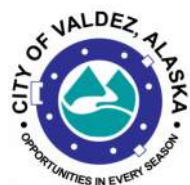
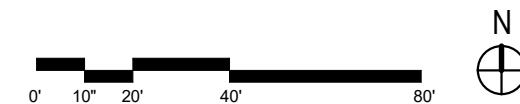
SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-6

BETTISWORTH  
NORTH





1 ARMORY CHILDCARE FACILITY - CONCEPT SITE PLAN  
A-7 1" = 20'-0"

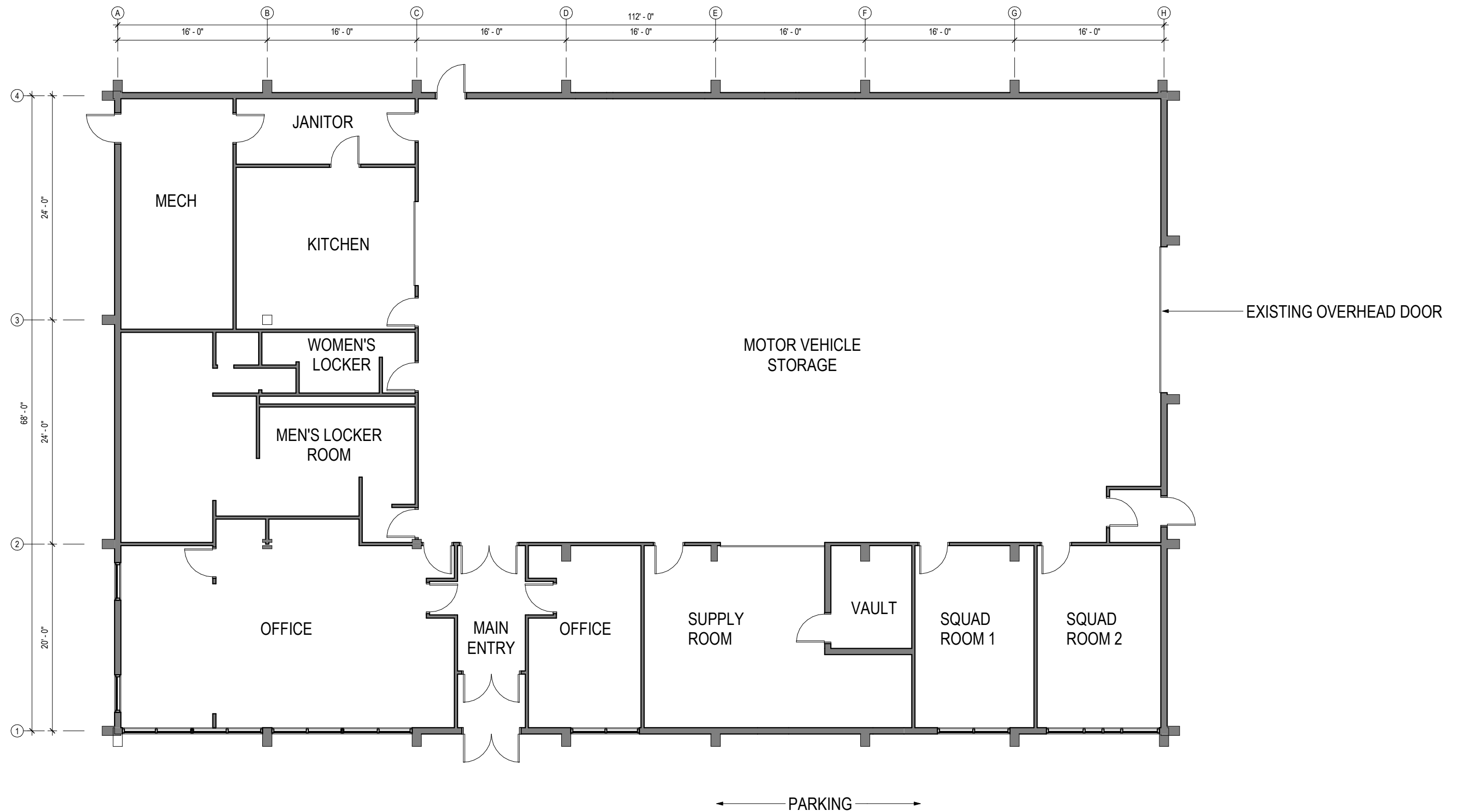


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

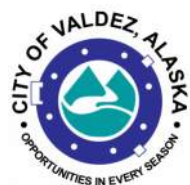
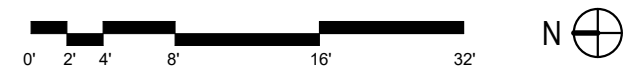
## NATIONAL GUARD ARMORY

SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-7

**BETTISWORTH  
NORTH**



1 ARMORY - EXISTING FLOOR PLAN  
A-8 3/16" = 1'-0"

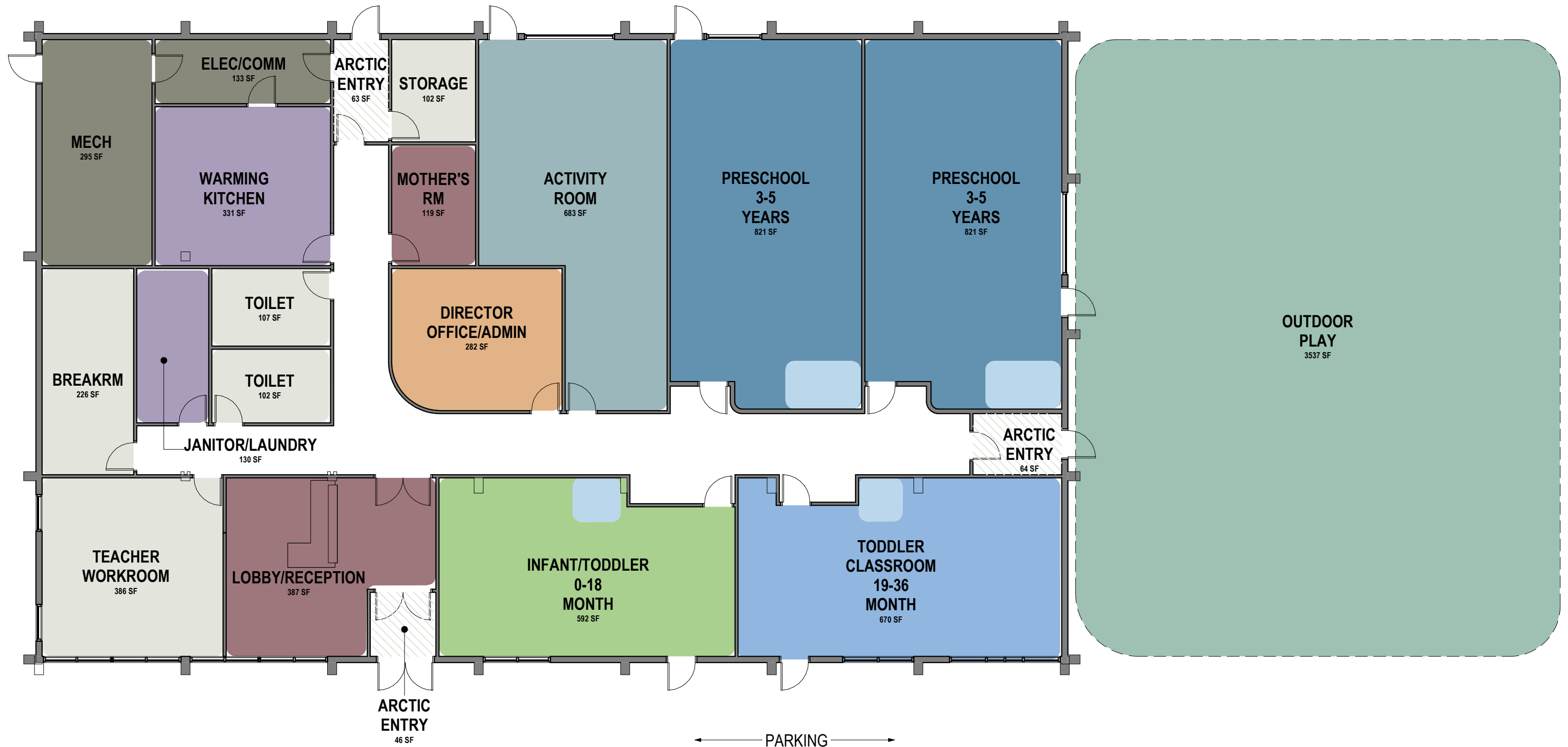


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN NATIONAL GUARD ARMORY

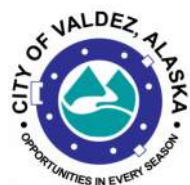
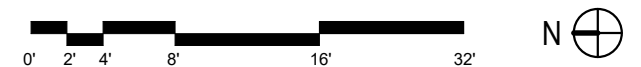
SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-8

**BETTISWORTH**  
**NORTH**

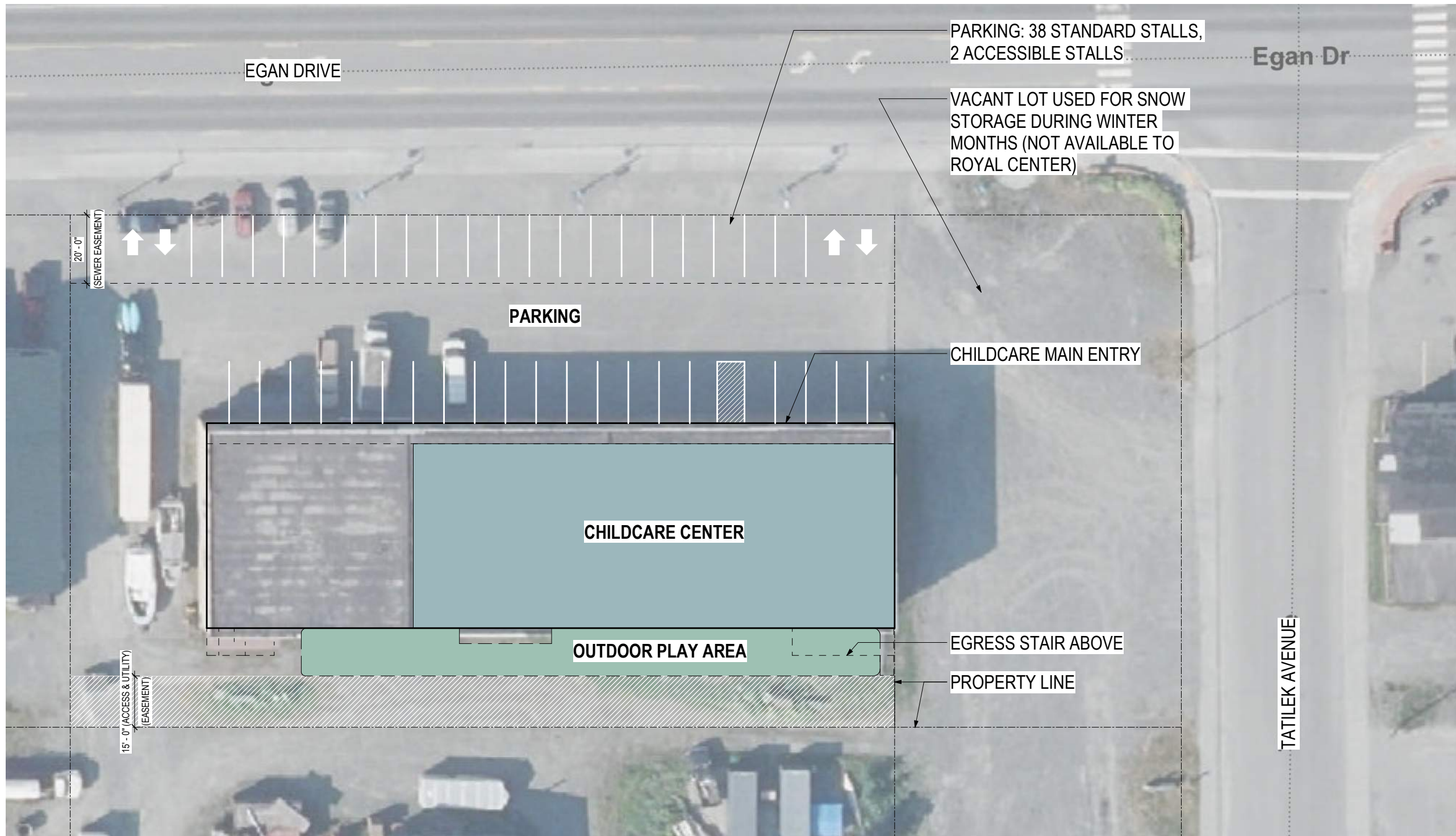




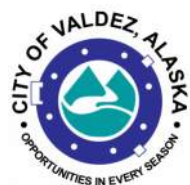
1  
A-9 ARMORY CHILDCARE FACILITY - CONCEPT FLOOR PLAN  
3/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN NATIONAL GUARD ARMORY



1 ROYAL CENTER CHILDCARE FACILITY - CONCEPT SITE PLAN  
A-10 1/16" = 1'-0"



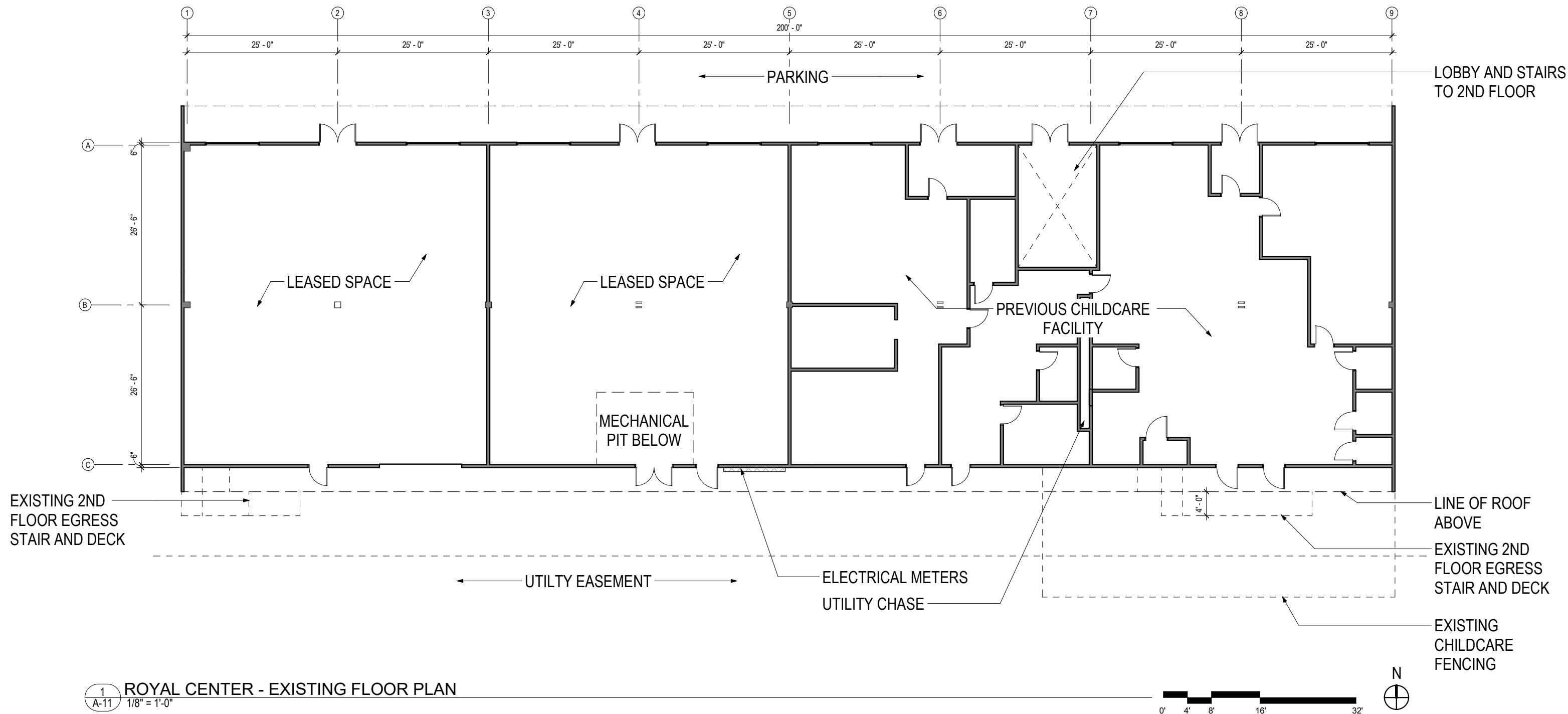
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## ROYAL CENTER

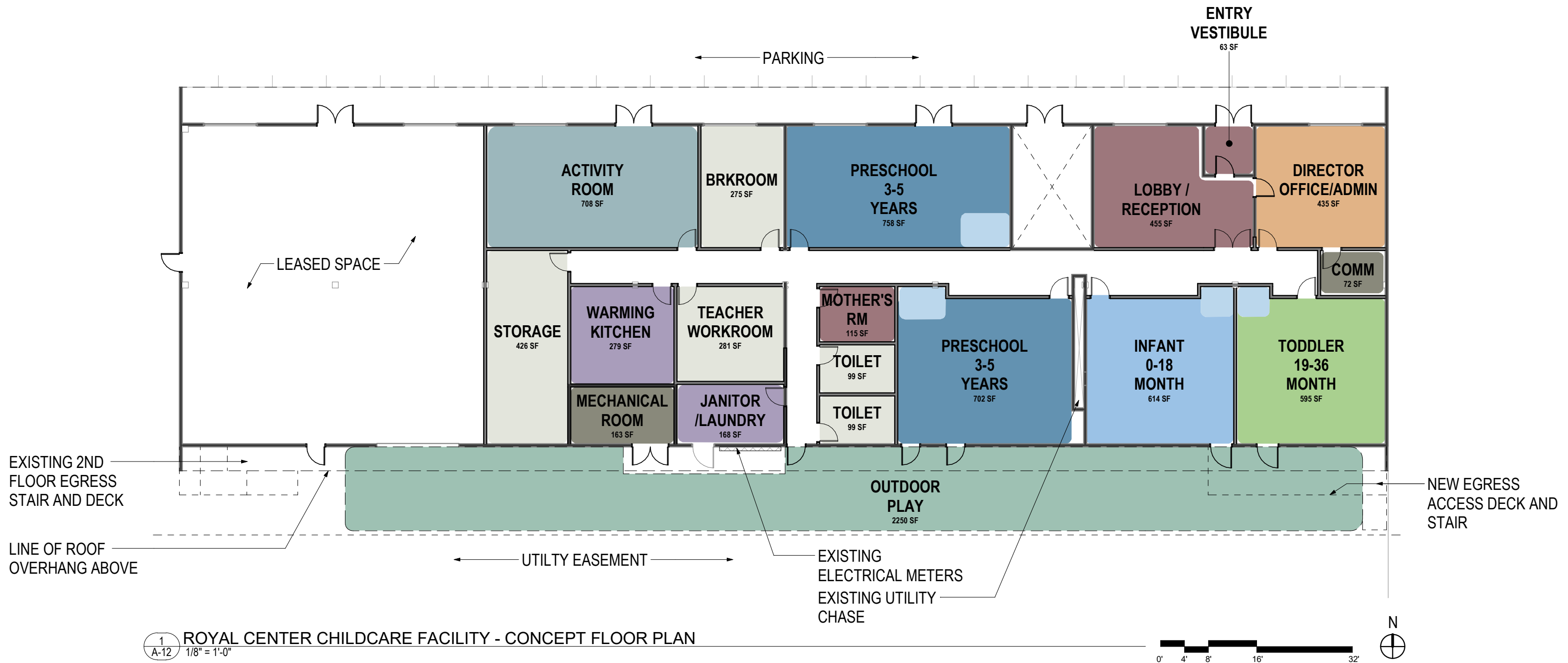
SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-10

**BETTISWORTH  
NORTH**

BETTISWORTHNORTH.COM



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN ROYAL CENTER

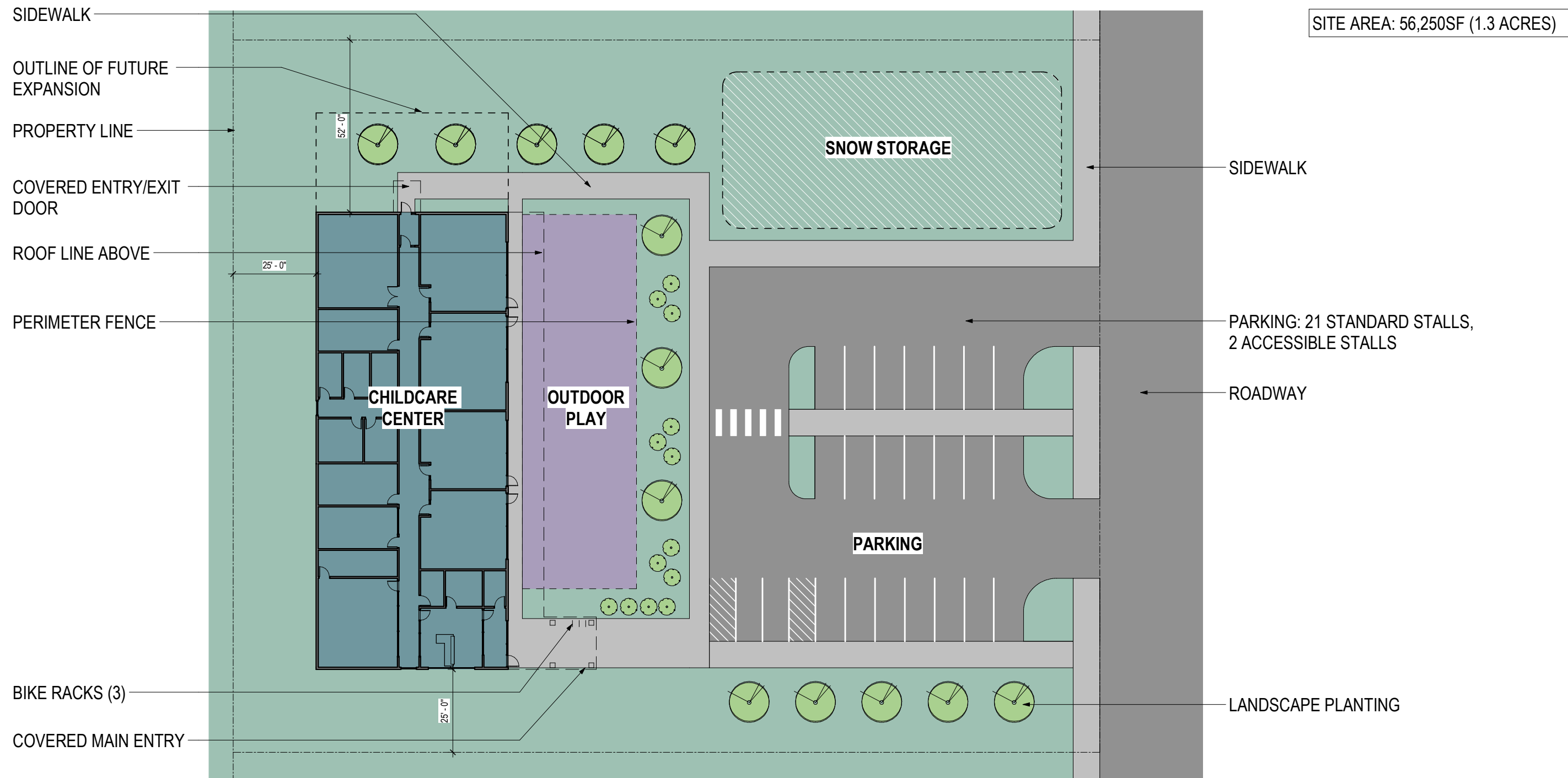


# **CHILDCARE SITE ANALYSIS & CONCEPT DESIGN** **ROYAL CENTER**

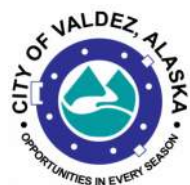
SEPTEMBER 3, 2024  
 CONCEPT DESIGN  
 A-12

**BETTISWORTH  
 NORTH**

BETTISWORTHNORTH.COM 96



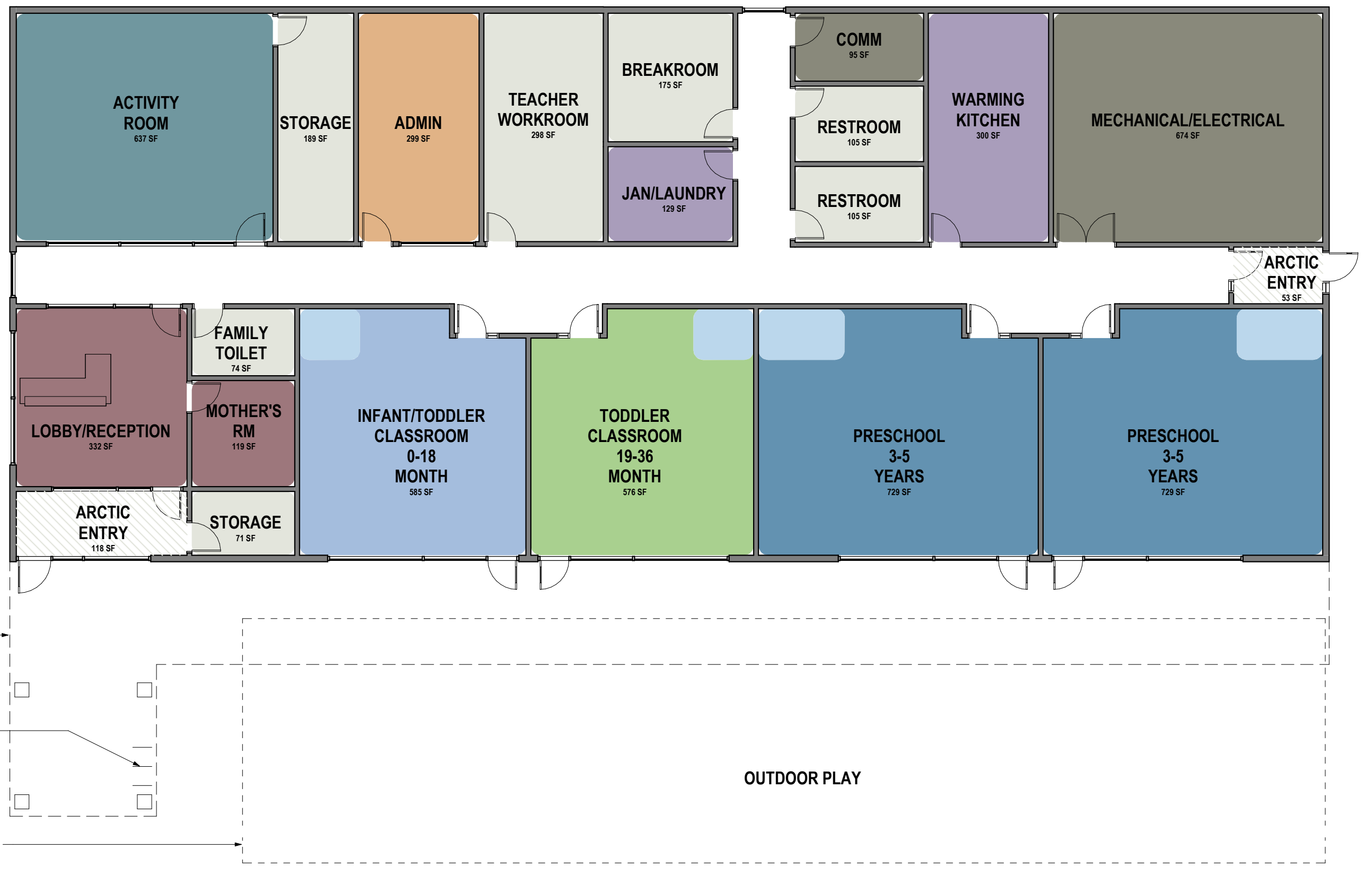
1  
A-13 NEW CHILDCARE FACILITY - CONCEPT DESIGN  
1/16" = 1'-0"



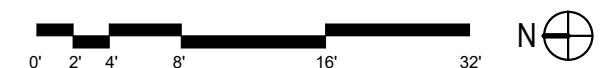
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## NEW CONSTRUCTION

SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-13



1 FIRST FLOOR - OVERALL  
A-14 3/16" = 1'-0"



# **CHILDCARE SITE ANALYSIS & CONCEPT DESIGN** NEW CONSTRUCTION

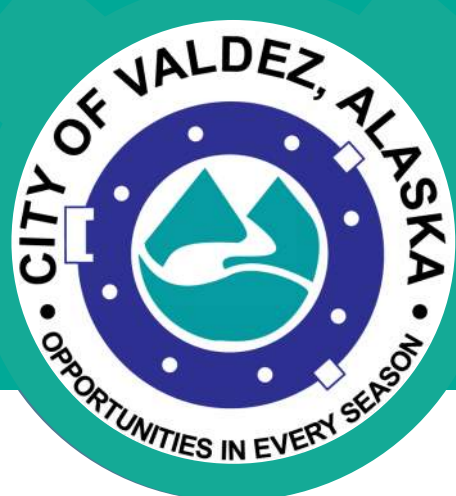
SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-14



City of Valdez Childcare Site Analysis & Design

# Hermon Hutchens Renovation

1009 W Klutina St, Valdez, AK 99686



Summary

Hermon Hutchens Elementary School was constructed in 1980 and is the only public elementary school in Valdez. The west wing of the building is being considered as a possible location for a future childcare facility in Valdez. Currently, this area serves as elementary classrooms, teacher workrooms, and general storage. If the childcare facility is established here, the existing functions will need to be relocated within the school. Of note, the building had previously housed a childcare facility; Harborview Center, until it closed in 1997, so there is precedent for childcare programming at the site.

The existing layout of the west wing includes classrooms that are approximately sized for childcare classrooms and as such, the existing demising walls are proposed to remain. The interior and portions of the exterior walls of the existing classroom will need to be reconfigured to meet State requirements for egress and to accommodate the new program. The existing restrooms that are currently shared by the classrooms will need to be demolished to comply with State requirements.

The interior space that is currently made up of teacher workrooms, general storage, and support spaces, will need to be demolished to accommodate the new program. This central area will be redesigned to provide necessary support spaces, an administrative suite, teacher workroom, and interior activity room.



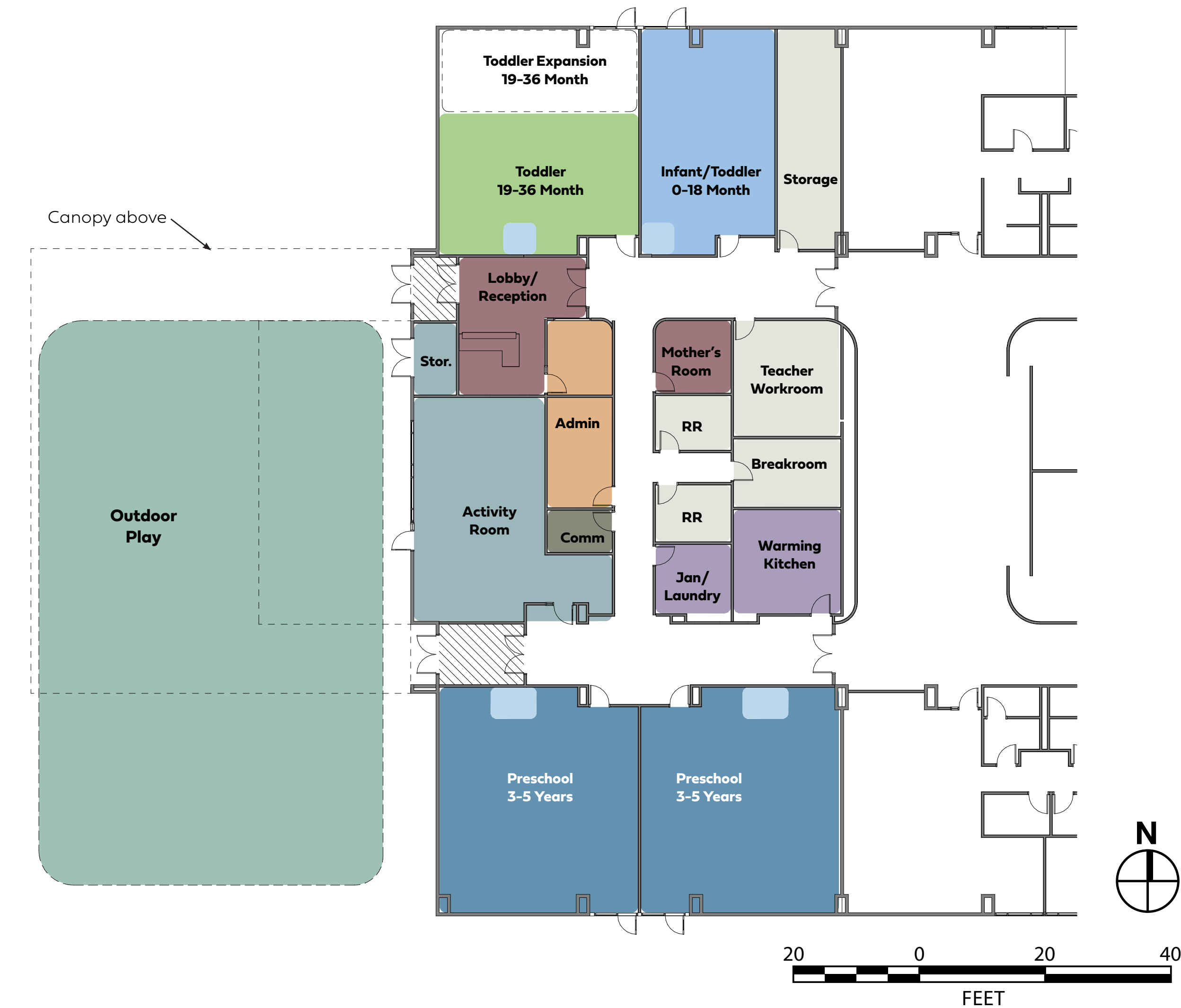
Existing covered area at west end of Hermon Hutchens Elementary

The overall interior space exceeds the required square footage for the given program, allowing for potential expansion of the preschool capacity. The 18-36 months group could grow from 12 children served to 18 and the 3-5 year old group could grow from 30 children served to 40.

Site Plan



Conceptual Plan Diagram



Building Program

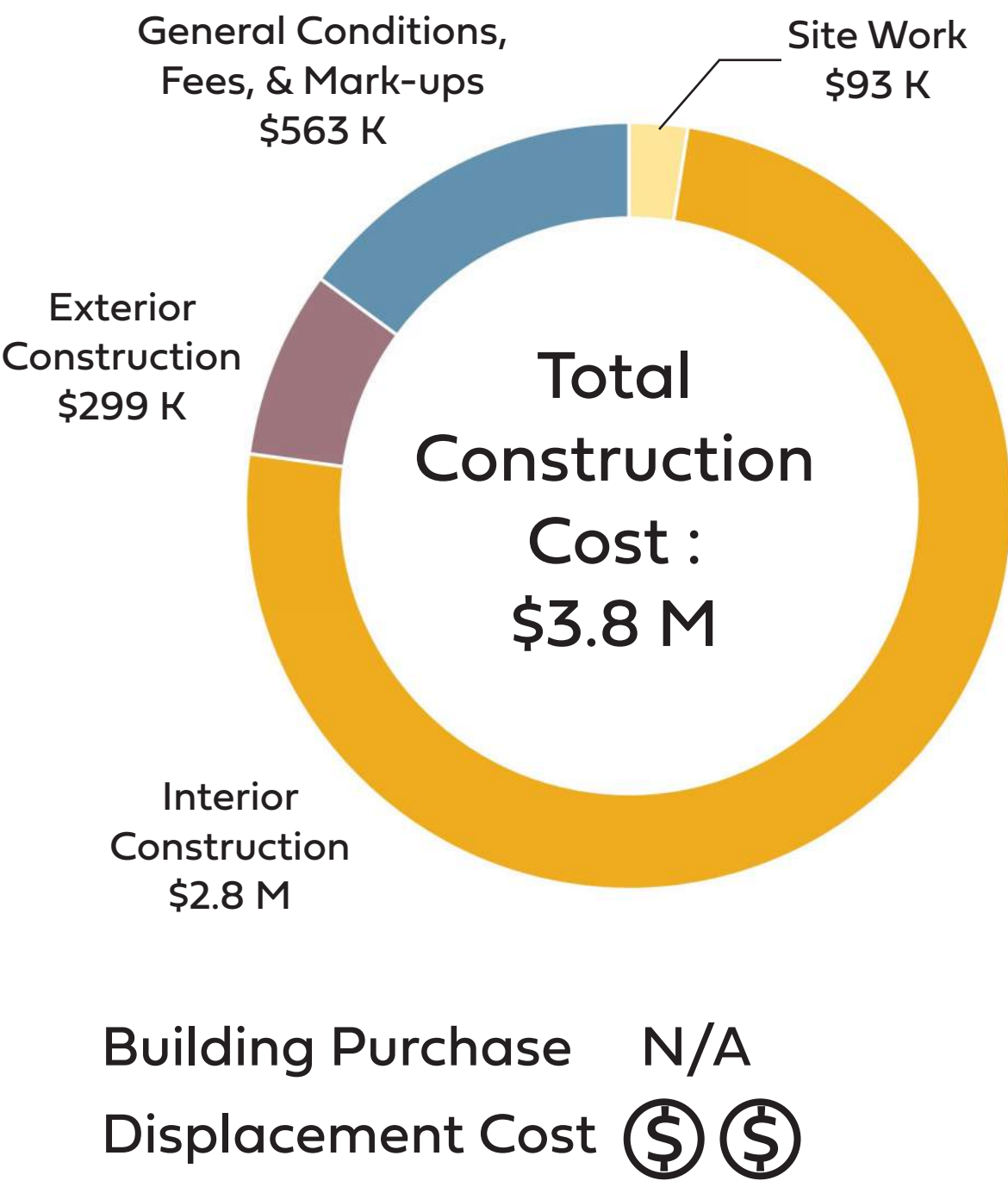
Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/Lobby	400	389
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	75
Infant/Young Toddler Classroom		
Infant/Young Toddler Classroom (0-18 months)	550	726
Toddler Classroom		
Toddler Classroom (19-36 months)	550	1100
Preschool Classroom		
Preschool Classroom (3-5 years)	700	1114
Preschool Classroom (3-5 years)	700	1114
Activity Room		
Activity Room	600	834
Activity Room Storage	80	80
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	305
Support Spaces		
Break Room	175	204
Restrooms	200	200
Teacher Work Room	300	306
Storage	100	339
Service Spaces		
Warming Kitchen	300	301
Janitor/Laundry	120	122
Building and Maintenance		
Mech/Elec	650	0
Telecomm Room	70	71
Net Area	6045	7490
Grossing Factor	35%	24%
Total Program Area	8161	9240

Outdoor Play Area	3900	3900
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Facility Capacity



Cost



Positives

- Property Ownership: City of Valdez owns and operates the facility
- Facility Location: Location is central to in-town parents and connected to elementary school.
- Utilities: Existing utility service is adequate for childcare program. Existing emergency generator is on-site.
- Snow Removal: Facility is maintained by City of Valdez/ Valdez School District with adequate snow storage on-site.
- Parking: Existing parking available, quantity adequate for childcare program.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion can be accommodated within the existing footprint.
- Supporting Program: Childcare shares space with elementary school. VCS Child Find programs may have access to daycare attendees to and identify interventions sooner. Integration with HHES staff by providing on-site childcare.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements. Existing covered area at childcare entry provides cover from inclement weather.
- Building Systems: Existing system is adequate for childcare program, reconfiguration required at renovation area.
- Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area.
- Operations & Maintenance Costs: Childcare program is not a change of use intensity for fuel and electricity.

Challenges

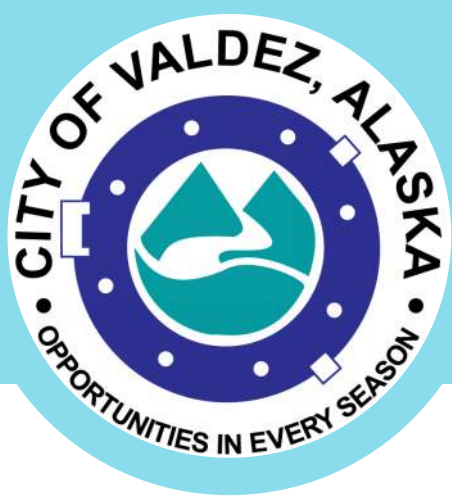
- Displacement of Existing Program: Space taken over by childcare is currently in use and would need to be accommodated elsewhere in the school
- Construction Sequencing: Renovation work on-site will have to coordinate with school calendar
- Exterior Enclosure/Building Envelope: Existing wall construction is pre-cast concrete panels, adding new openings for additional daylight is challenging. Existing exterior windows will have to be remodeled to accommodate exterior egress from each classroom. Roof was recently replaced.



City of Valdez Childcare Site Analysis & Design

# Recreation Center Renovation

414 Hanagita St, Valdez, AK 99686



Summary

The proposed renovation focuses on transforming the Woody Woodman Recreation Center into a childcare facility. Currently, the building serves as the City’s public recreation center, hosting various community events and programs. If the childcare facility is established in this location, these activities will need to be relocated to another existing facility or a newly constructed recreation center.

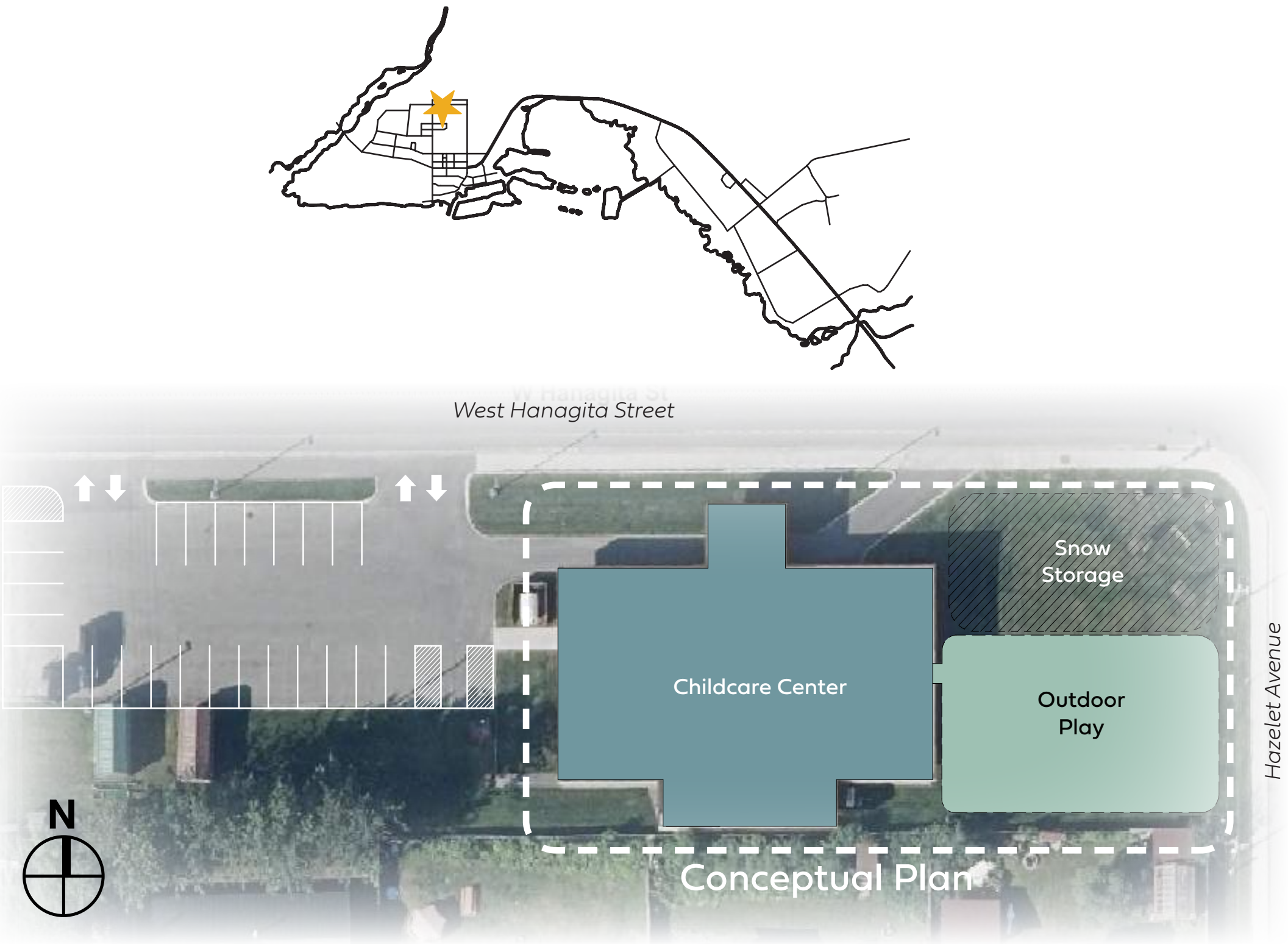
To support the new childcare program, most of the existing interior construction will be demolished. The north side of the building will be dedicated to administrative and support functions, including reception, mechanical and electrical rooms, administrative offices, restrooms, and a warming kitchen. The southern side will house the classrooms. The facility’s overall size is insufficient for the full building program and a portion of the childcare program, the interior playroom and associated storage, cannot be accommodated.

The childcare facility will reuse the existing entrance and drop-off configuration, with additional exits on the east and west ends of the building. Modifications to the exterior walls will be necessary to provide required doors for each classroom.



Recreation center covered drop off and main entry.

Site Plan



Conceptual Plan Diagram



Building Program

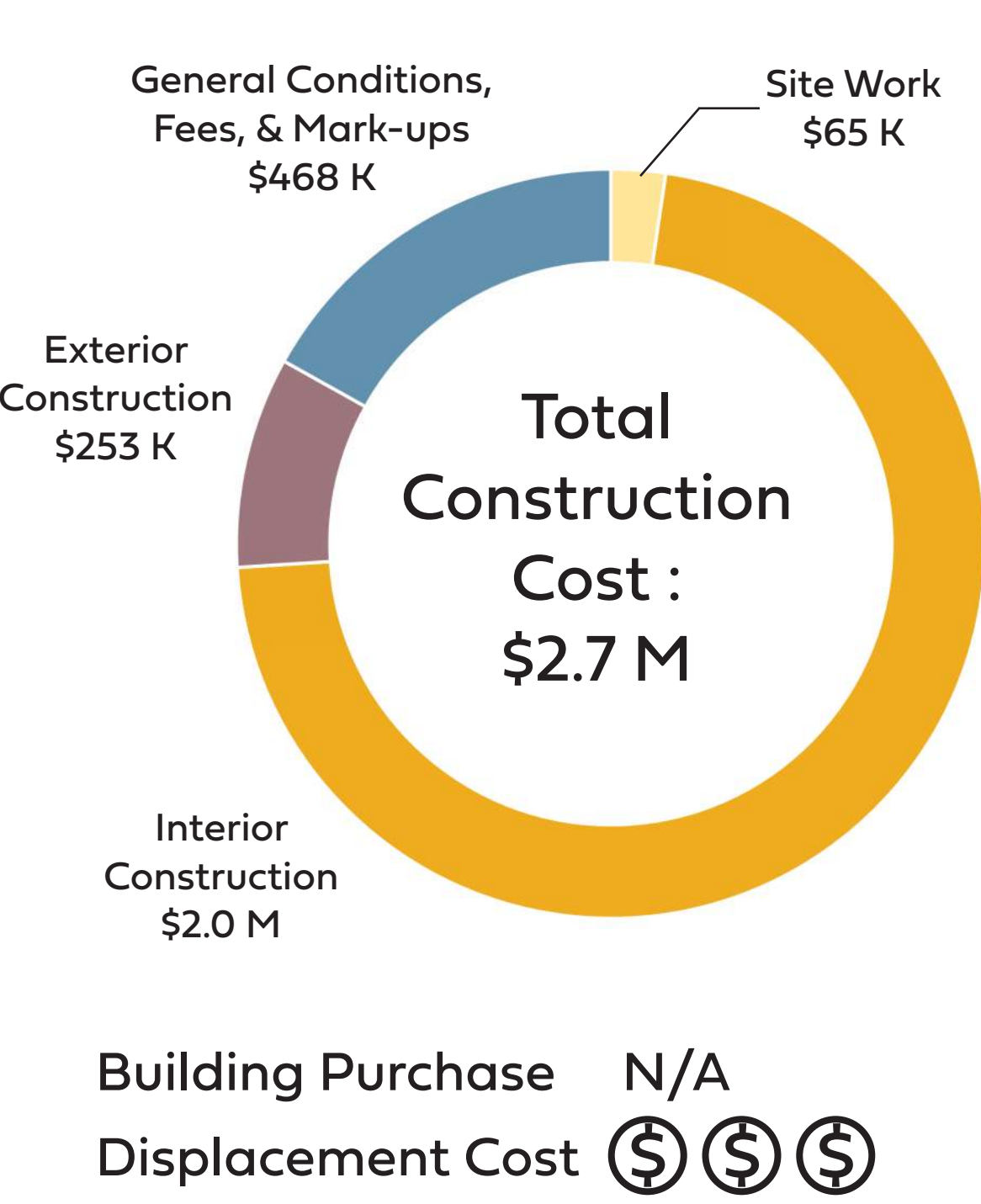
Room Name	Target SF	ActualSF
Public Areas		
Main Entry Vestibule/Lobby	400	383
Lactation	120	119
Car Seat Storage	30	47
Outdoor Gear Storage	40	100
Infant/Young Toddler Classroom		
Infant/Young Toddler Classroom (0-18 months)	550	584
Toddler Classroom		
Toddler Classroom (19-36 months)	550	574
Preschool Classroom		
Preschool Classroom (3-5 years)	700	700
Preschool Classroom (3-5 years)	700	700
Activity Room		
Activity Room	600	0
Activity Room Storage	80	0
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	186
Support Spaces		
Break Room	175	288
Restrooms	200	180
Teacher Work Room	300	196
Storage	100	200
Service Spaces		
Warming Kitchen	300	418
Janitor/Laundry	120	146
Building and Maintenance		
Mech/Elec	650	357
Telecomm Room	70	60
Net Area	6045	6676
Grossing Factor	35%	19%
Total Program Area	8161	6217

Outdoor Play Area	3900	3900
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Facility Capacity



Cost



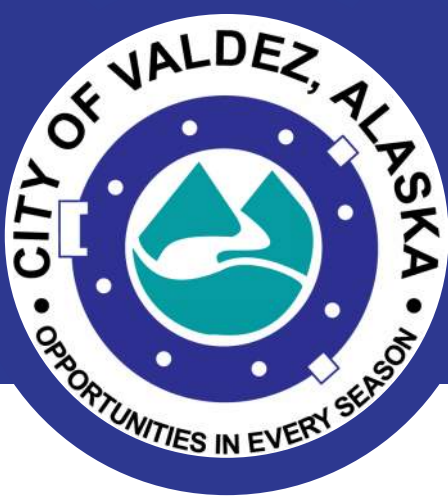
Positives

- Property Ownership: City of Valdez owns and operates the facility
- Facility Location: Location is central to in-town parents and near to elementary school, middle school, and high school.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Utilities: Existing utility service is adequate for childcare program. Depth of sewer service should be verified to confirm it can accommodate new plumbing fixtures.
- Parking: Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements. Small existing covered area along southern edge of building provides sheltered exterior place space.
- Exterior Enclosure/Building Envelope: Existing wall construction is wood stud framed construction making the additions of windows and exterior egress doors easily achievable. Roof does not have any known issues however due to the age of the building, is likley nearing the end of its' useful life.
- Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area.
- Fire Alarm: Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.
- Access Control: Stand alone facility with one tenant.
- Operations & Maintenance Costs: Childcare program is not a change of use intensity for fuel and electricity.

Challenges

- Displacement of Existing Program: Existing facility is utilized as a community center with a schedule of programs. Existing activities and programming would have to be moved and accommodated in other facilities/locations.
- Snow Removal: Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.
- Program Fit/Expansions: Existing building is too small to fit childcare program; the indoor activity area is not included. This is not a required space but is recommended as a best practice and particularly in a place with extended inclement weather.
- Building Systems: Existing air handler unit is at the end of its' useful life and should be replaced. Existing boiler is adequate for the childcare program and will remain.
- Telecom: Existing system rack to be demolished and replaced.





Summary

The National Guard Armory building is a single story building off Salcha Way near the Valdez Airport. The existing facility and land is currently lightly used and would need to be purchased by the City of Valdez to be redeveloped as a childcare facility.

To renovate the facility to meet the program needs and State requirements, the majority of the building interior will need to be demolished. The existing mechanical system will need to be replaced and structural upgrades will likely be required to accommodate new egress doors and window openings.

The new layout will divide the building into two program areas: the northern half will house supporting spaces, including the main entry, reception, administrative suite, and mechanical and electrical rooms, while the southern half will be dedicated to classrooms.

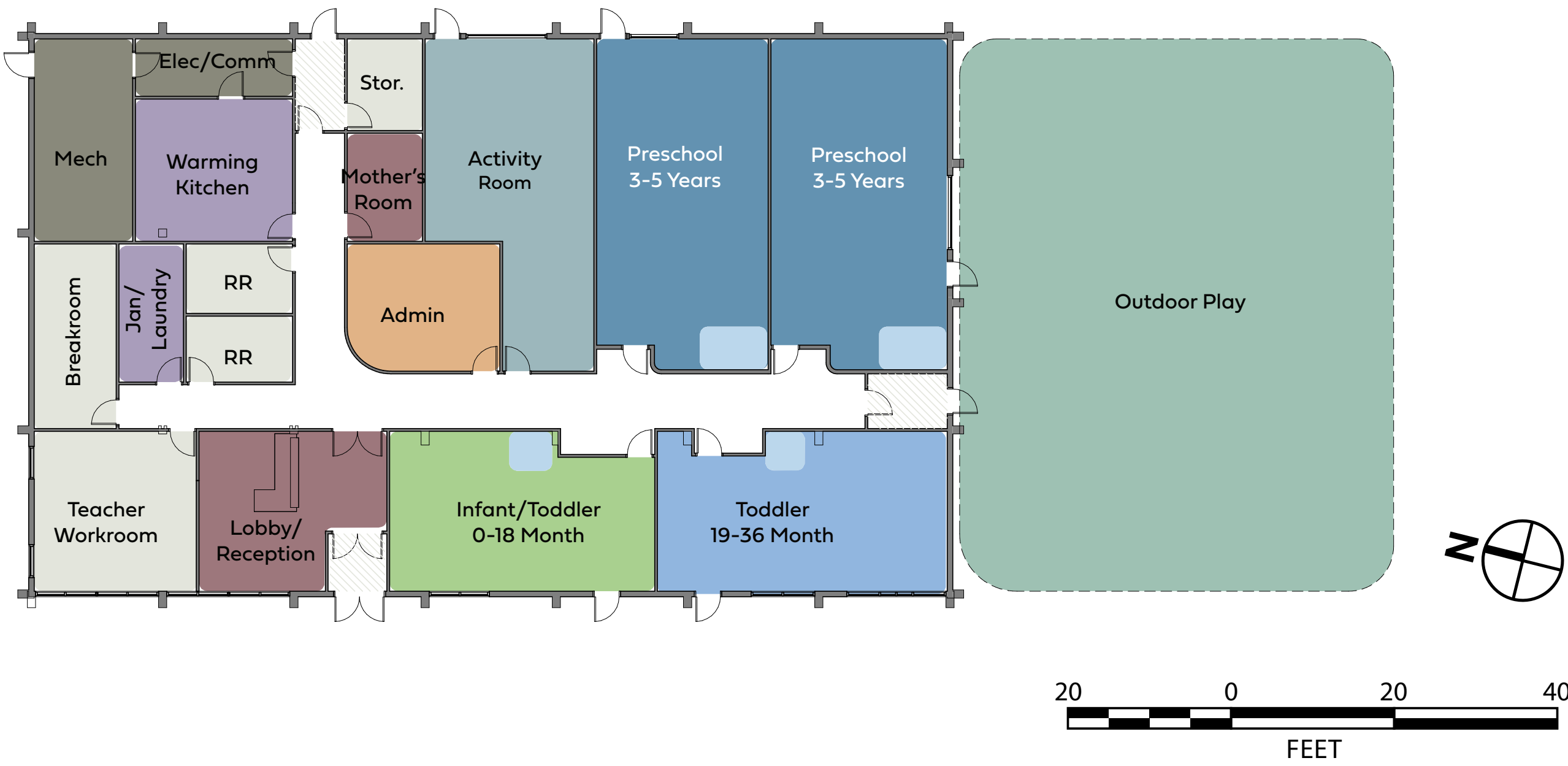


Armory building exterior, southwest corner

Site Plan



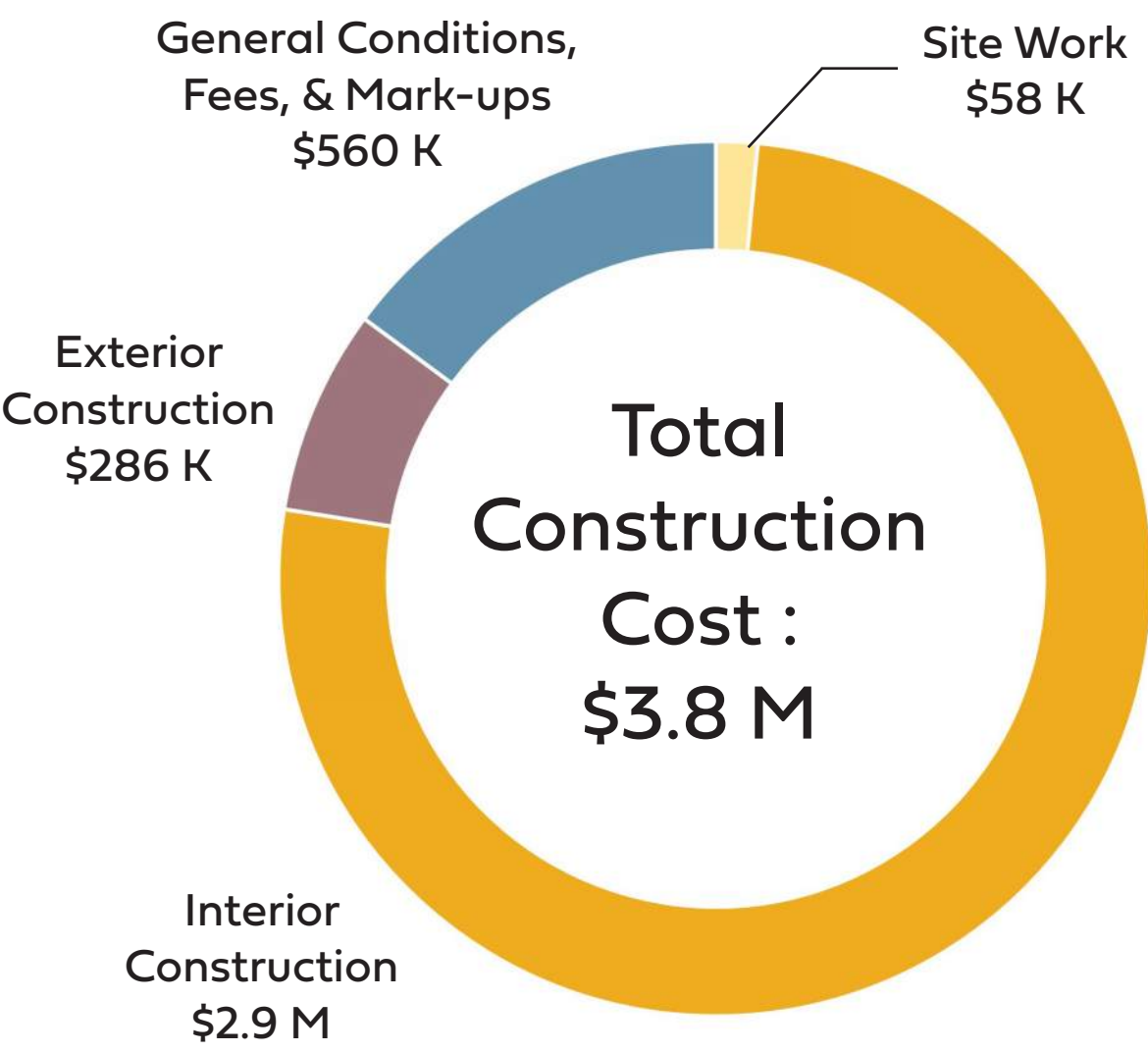
Conceptual Plan Diagram



Facility Capacity



Cost



Building Purchase    
Displacement Cost N/A

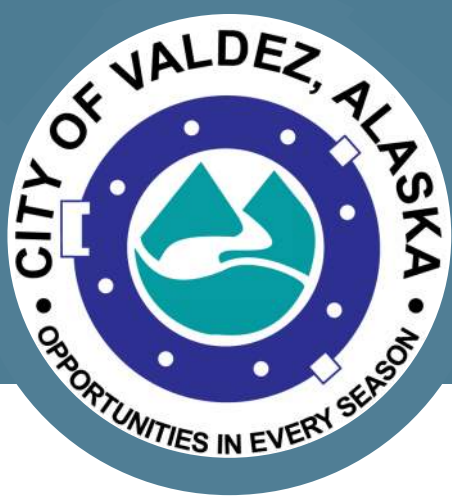
Positives

- **Facility Location:** Location is between in-town and out-of-town neighborhoods and within walking distance of the mobile home parks.
- **Displacement of Existing Program:** No existing program to accommodate.
- **Construction Sequencing:** Standalone building with no restrictions on construction timing.
- **Snow Removal:** Ample space available on-site for snow storage without reducing parking capacity or impeding view triangles. New snow removal service would have to be arranged through childcare provider.
- **Parking:** Existing parking meets City requirements with ample room for expansion if needed.
- **Program Fit/Expansions:** Space area is adequate for childcare program. Expansion would require new construction.
- **Outdoor Play Space:** Adequate space to accommodate outdoor play area per State requirements with ample room for expansion. No covered area available for shelter during inclement weather.
- **Access Control:** Stand alone facility with one tenant.
- **Operations & Maintenance Costs:** Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Challenges

- **Property Ownership:** City of Valdez would need to purchase the building.
- **Utilities:** Existing water service line is too small to accommodate addition of building sprinkler system. Line size needs to increase from 2" to 6" diameter.
- **Exterior Enclosure/Building Envelope:** Existing wall construction is CMU and adding new openings for exterior egress additional daylight is challenging and could require structural upgrades. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.
- **Building Systems:** Existing ventilation system should be replaced to accommodate childcare programming. Existing boiler was not reviewed but due to building age is likely near the end of its' useful life.
- **Fire Sprinkler:** Building is not sprinklered and requires water line upgrade to accommodate addition of building sprinklers.
- **Fire Alarm:** Existing fire alarm system is nearing end of useful life and should be replaced.
- **Telecom:** Existing system rack and wiring to be demolished and replaced. .





Summary

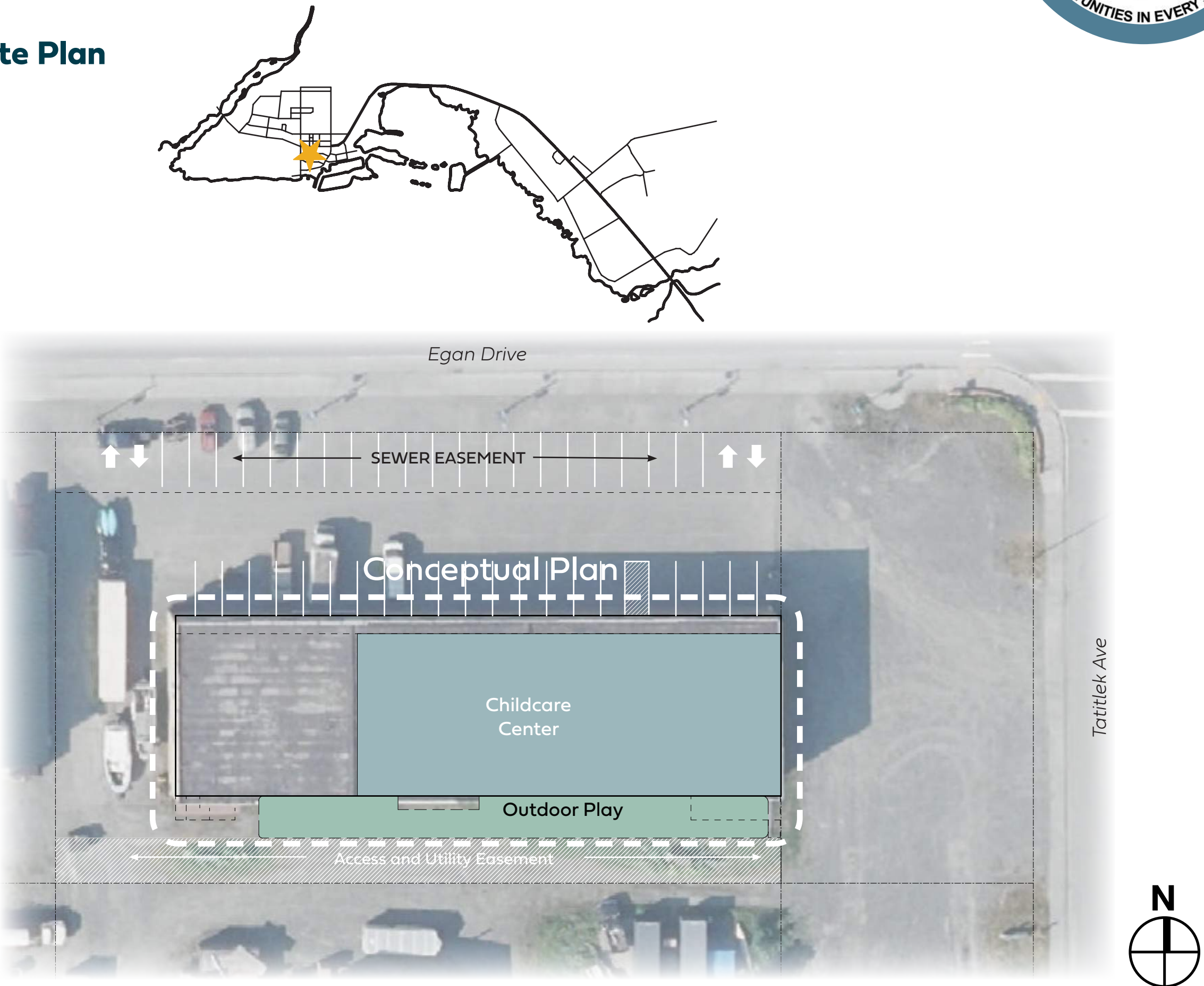
The Royal Center is the location of the most recent childcare facility in Valdez until it closed in 2022. The previous childcare facility occupied the eastern portion of the first floor. A similar footprint albiet expanded modestly to the west is being considered for redevelopment as a new childcare facility. The existing facility and land is currently privately owned and would need to be purchased by the City to be redeveloped as a childcare facility.

To accommodate the new childcare program, the interior construction will be demolished and redesigned. The previous childcare facility layout cannot be re-used as it does not comply with State requirements for accessibility. The new layout will focus on meeting State requirements for accessibility, improving security, enhancing movement and flow for teachers, administrators, parents, and children, and optimizing the adjacencies between spaces.

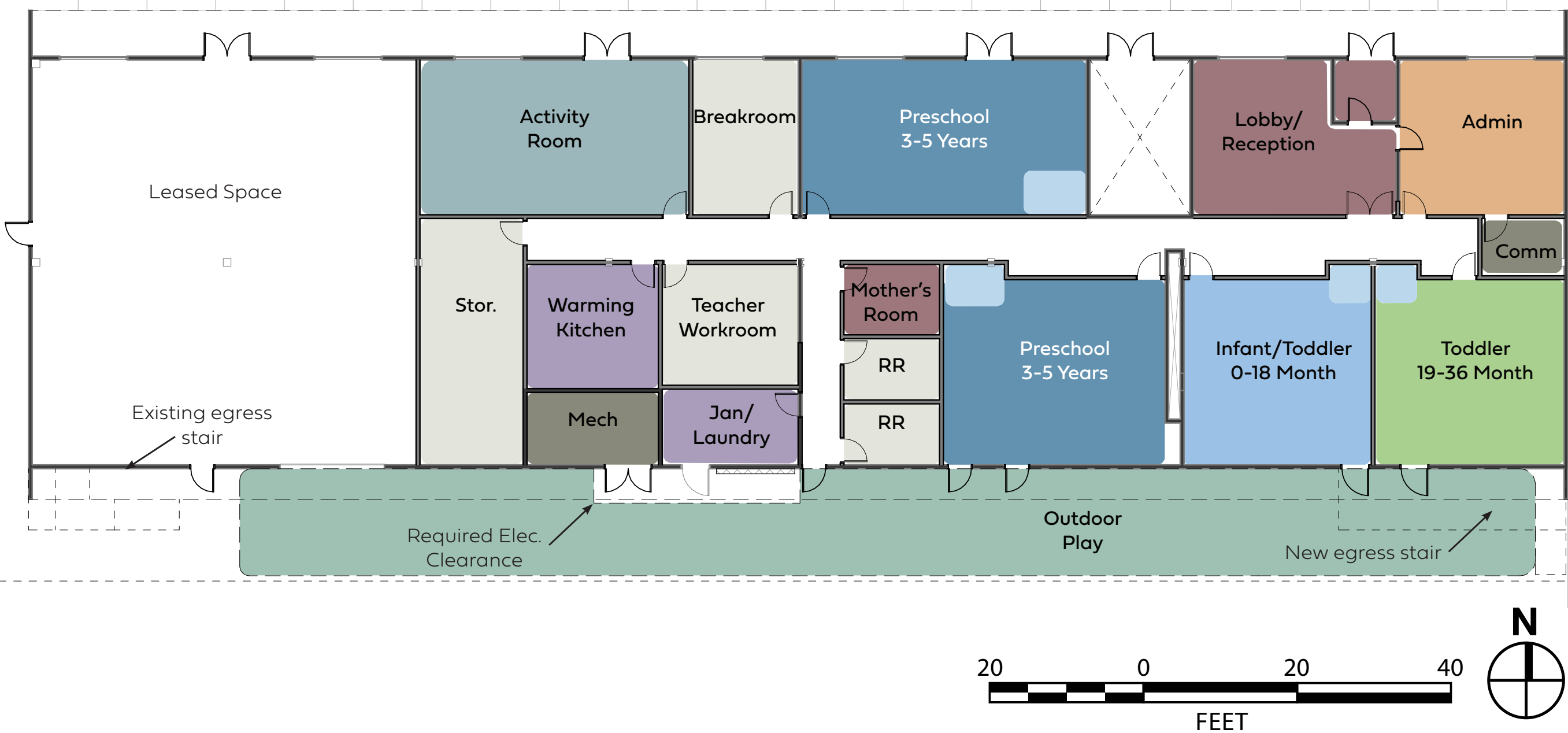


Royal Center building exterior, northeast corner.

Site Plan



Conceptual Plan Diagram

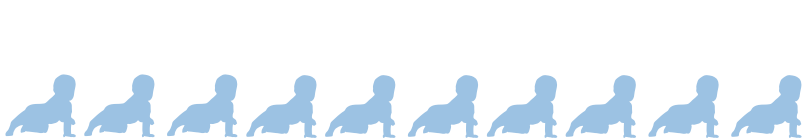


Building Program

Room Name	Target SF	ActualSF
Public Areas		
Main Entry Vestibule/Lobby	400	538
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	40
Infant/Young Toddler Classroom		
Infant/Young Toddler Classroom (0-18 months)	550	655
Toddler Classroom		
Toddler Classroom (19-36 months)	550	651
Preschool Classroom		
Preschool Classroom (3-5 years)	700	761
Preschool Classroom (3-5 years)	700	776
Activity Room		
Activity Room	600	700
Activity Room Storage	80	80
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	445
Support Spaces		
Break Room	175	263
Restrooms	200	200
Teacher Work Room	300	280
Storage	100	419
Service Spaces		
Warming Kitchen	300	291
Janitor/Laundry	120	160
Building and Maintenance		
Mech/Elec	650	0
Telecomm Room	70	70
Net Area	6045	6400
Grossing Factor	35%	17%
Total Program Area	8296	7976
Outdoor Play Area		
	3900	2296

Facility Capacity

8 Required teaching staff



10 children  
0-18 month

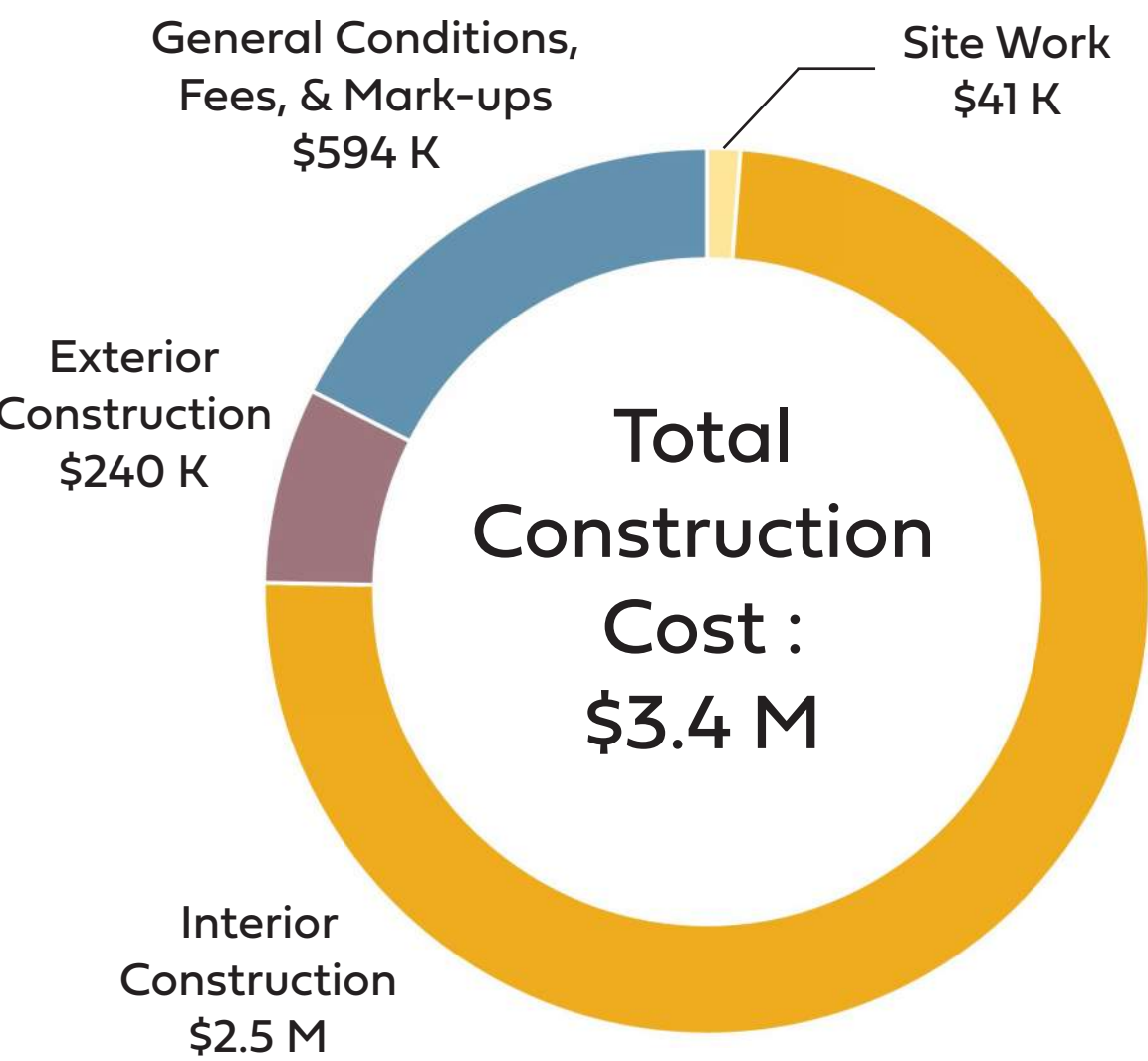


12 children  
19-36 month



30 children  
3-5 years

Cost



Building Purchase \$\$\$  
Displacement Cost N/A

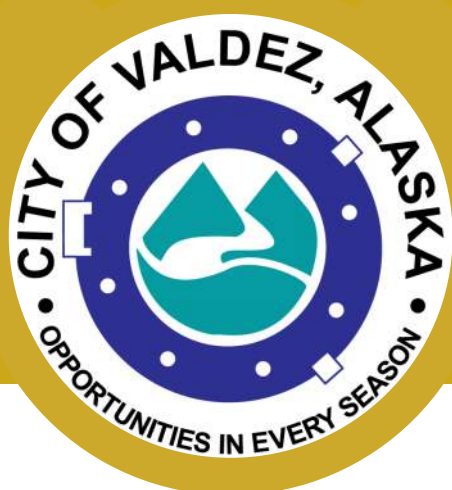
Positives

- Facility Location: Location is central to in-town parents and near to elementary school, middle school, and high school..
- Displacement of Existing Program: No existing program to accommodate.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Utilities: Existing utility service is adequate for childcare program.
- Parking: Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion can be accommodated by expanding into first floor footprint but would require leasing arrangements.
- Exterior Enclosure/Building Envelope: Existing exterior doors accommodate exterior egress requirements and existing windows provide adequate daylighting. Wood stud construction on north and south walls will accommodate window openings easily.
- Fire Sprinkler: Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area
- Access Control: Stand alone facility with multiple tenants.
- Operations & Maintenance Costs: Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Challenges

- Property Ownership: City of Valdez would need to purchase the building.
- Snow Removal: Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.
- Outdoor Play Space: Playspace is adjacent to utility easement. Proportions of play space are not conducive to good sight lines for supervision. There are overhead height limitations due to 2nd floor exit stairs crossing over play area. Electrical meters are within play area boundary creating access challenges and additional fencing. There is no effective covered area to accommodate inclement weather.
- Building Systems: Recommend replacing existing boilers as they are beyond their usable life. Replacement is complicated by multiple tenants and disruption to services. Currently the building is not ventilated and a new ventilation system would have to be installed to meet State requirements for a childcare facility.
- Fire Alarm: Existing fire alarm system is nearing end of useful life and should be replaced.
- Telecom: Existing system rack and wiring to be demolished and replaced.





The new construction childcare option is included in this report as a comparison to renovating an existing structure. The grant funding that has been acquired for childcare project is specific to renovation of an existing building. If the new construction is desirable, a new funding source would have to be found to make the option feasible.

The childcare facility will be a single-story, wood-framed structure with exterior durable exterior cladding, likely a combination of stone, metal, and wood. The building will be oriented towards the south with large windows to capture views and to let light into the spaces.

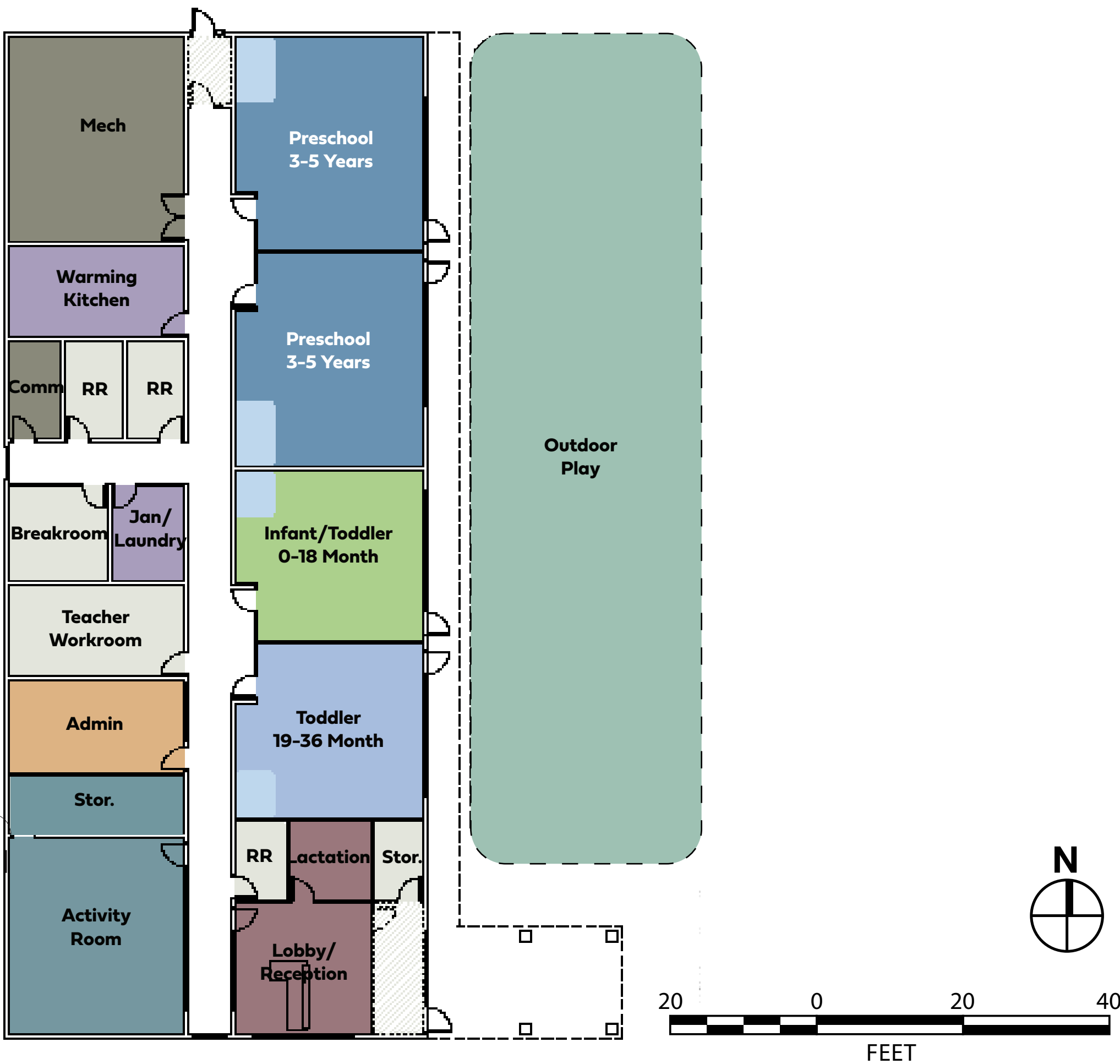
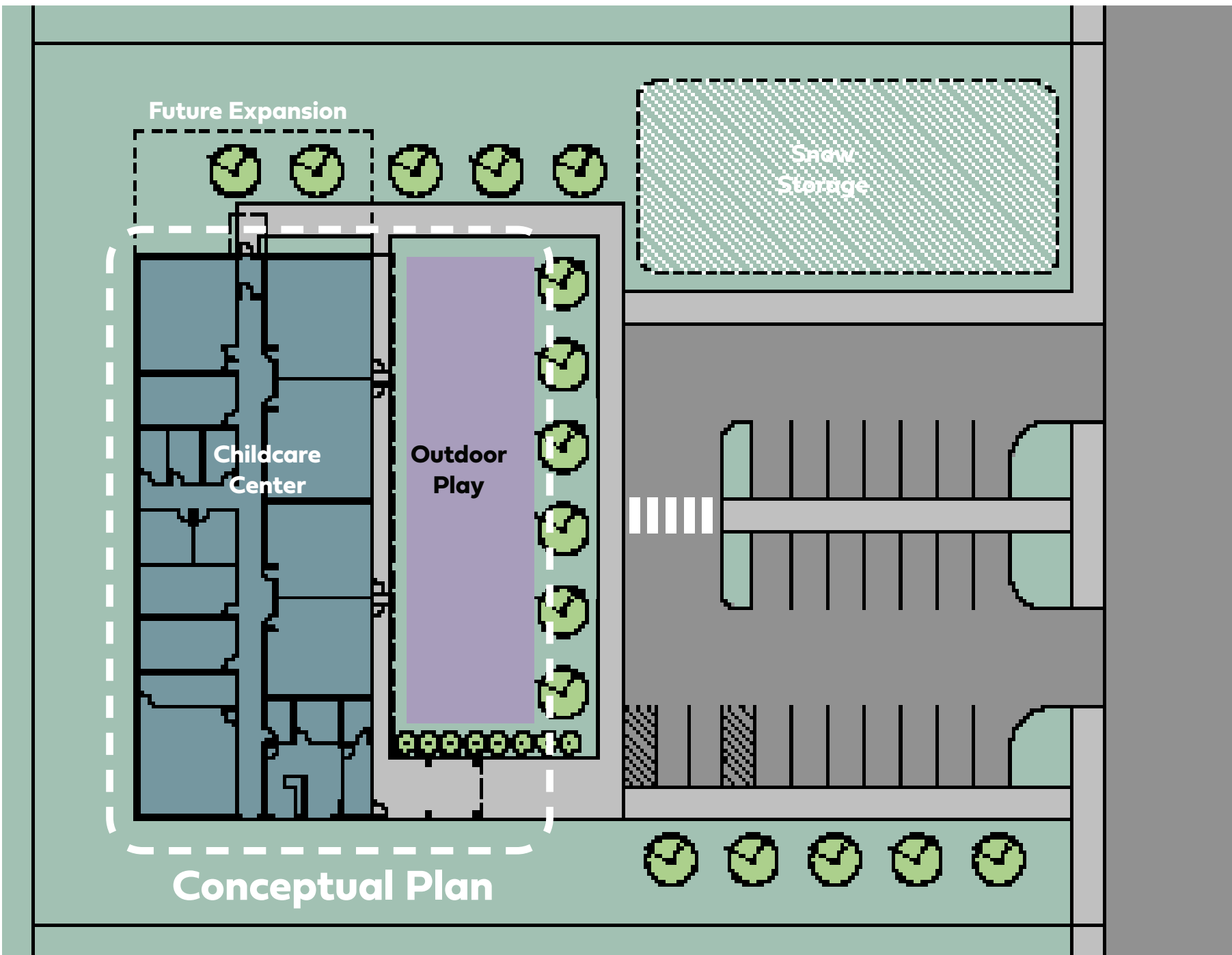
The building interior spaces are arranged with the classroom facing south and building support spaces along the north side. The administrative suite is grouped around the main entry with the indoor play area separated from the classroom areas for sound control.



Classroom concept rendering.

Conceptual Pl

Site Plan



Building Program

Room Name	Target SF	Actual SF
Public Areas		
Main Entry Vestibule/Lobby	400	450
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	40
Infant/Young Toddler Classroom		
Infant/Young Toddler Classroom (0-18 months)	550	585
Toddler Classroom		
Toddler Classroom (19-36 months)	550	576
Preschool Classroom		
Preschool Classroom (3-5 years)	700	729
Preschool Classroom (3-5 years)	700	729
Activity Room		
Activity Room	600	637
Activity Room Storage	80	80
Admin Office		
Main Reception Desk	60	60
Director/Administrative Offices	300	302
Support Spaces		
Break Room	175	175
Restrooms	200	200
Teacher Work Room	300	300
Storage	100	100
Service Spaces		
Warming Kitchen	300	300
Janitor/Laundry	120	130
Building and Maintenance		
Mech/Elec	650	674
Telecomm Room	70	95
Net Area	6045	6312
Grossing Factor	35%	26%
Total Program Area	8161	8000

Outdoor Play Area	3900	3900
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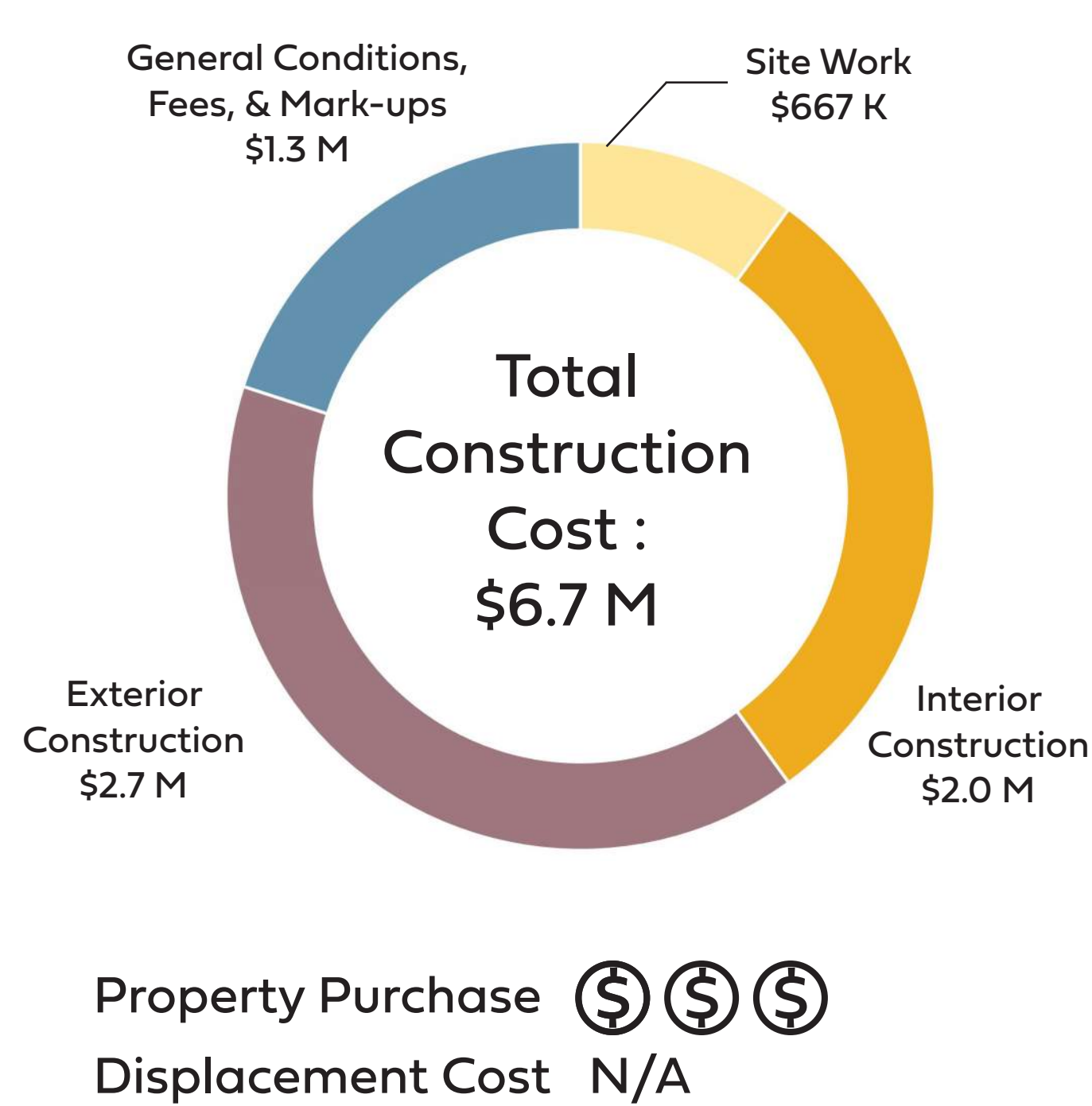
Facility Capacity



Cost

Positives

Challenges



- Displacement of Existing Program: New construction, no existing program to accommodate.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion would require a new building addition.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements.
- Exterior Enclosure/Building Envelope: New construction would be designed per childcare program.
- Building Systems: New construction would be designed per childcare program.
- Fire Sprinkler: Fire Sprinkler: Building will be sprinklered
- Fire Alarm: New construction.
- Telecom: New construction.
- Access Control: Stand alone facility with multiple tenants.
- Operations & Maintenance Costs: New construction will be designed for building energy use efficiency.

- Property Ownership: *To be determined* - Dependent upon selection of site.
- Facility Location: *To be determined* - Dependent upon selection of site.
- Utilities: *To be determined* - Dependent upon selection of site.
- Snow Removal: *To be determined* - Dependent upon selection of site. Design needs to accommodate snow removal area unique to Valdez.
- Parking: *To be determined* - Dependent upon selection of site. Design to meet City parking requirements.

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**VALDEZ CHILD CARE CRISIS TASK FORCE FINAL RECOMMENDATIONS TO  
THE VALDEZ CITY COUNCIL**

Presented January 23, 2024

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## COVER LETTER

Enclosed are the Valdez Child Care Crisis Task Force's (CCCTF) Recommendations to the Valdez City Council. The task force focused primarily on the logistics of creating an initial licensed child care facility in the community, but also researched various avenues that would help create a diverse mixed delivery system for child care and early education in Valdez. We have developed a strong foundation and vision for the future, answered many questions about what is and is not feasible, and identified where additional information is needed for responsible decision-making. Additionally, this group has helped to secure resources for the next phase of this project.

The \$880,000 Community INNOVATION Grant that the City of Valdez has secured from thread was written with extensive input from the CCCTF and provides the means to pilot some short-term approaches, as well as providing funding to conduct the necessary analysis to advance final site selection and establish community supports. Thanks to the efforts of Senator Murkowski, there is also potential for an additional \$3 million federal earmark to fund building renovations for a child care center, though this funding is contingent on the still uncertain FY 2024 federal appropriations process.

Recognizing that a single center may not solve the child care crisis in Valdez, we developed strategies that support a healthy ecosystem of child care in the community. Additionally, we believe that the plan we have outlined creates other pathways to increase the availability of all kinds of licensed child care in the community, which would contribute to parents' choices and increase the overall stability of the sector. It was also important to many members of the group that we bring attention to the structural challenges contributing to the child care crisis, outside the scope of this task force and the power of local government. It was also the desire of certain task force members to make clear that the City of Valdez should not take on the role of directly owning and operating a child care facility but rather be a facilitator in the process of creating robust licensed care in Valdez. We recognize that creating resilient child care programming is a process that must involve the full community.

The care and education of our youngest citizens is precious and essential work. A healthy, forward-looking community should lift up those carrying out the work, be it parents and other family members, or paid caregivers. This plan is an expression of that commitment and a roadmap to stronger support; it is our belief that the jewels of progress will extend beyond young children and families. Private industry, schools, healthcare, homeland security, and others will reap benefits from a stable and successful child care sector in Valdez.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

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## EXECUTIVE SUMMARY

The attached Child Care Crisis Task Force plan includes five priorities, with short, middle and long-term actions needed to establish and maintain licensed care in Valdez. Below are key recommendations for each priority:

- » *Key Recommendations for Priority 1: Sustainable Child Care Workforce Pipeline*
  - Recruit and provide monetary support to train an initial cohort of early educators and work toward making Prince William Sound College into a training hub for the profession.
  - Assess the minimum pay and benefits needed to retain a professional workforce and determine how to make these needs a reality.\*\*
- » *Key Recommendations for Priority 2: Site Selection*
  - Select top choice for child care center location using the CCCTF's analysis of facilities as a baseline.
  - Contract with an architect to assess top facility (or facilities) and establish a timeline for financing and renovation of the space.
  - Create a cooperative space for in-home child care providers to use.
- » *Key Recommendations for Priority 3: Management Structure and Licensing<sup>1</sup>*
  - Use the CCCTF's analysis to guide the decision on a management structure for an initial licensed care facility based on who owns and operates the facility, potentially in a public-private partnership.
  - Create a community support system to help caregivers and educators who wish to operate independently to navigate the licensing process and gain access to other existing financial and professional development supports.
- » *Key Recommendations for Priority 4: Sustainable Funding*
  - Create a Child Care Endowment to fund grant programs aimed at supporting the child care and early childhood education sector and build community partnerships with local stakeholders to maintain funding.
  - Establish a discretionary sales tax on alcohol, tobacco and/or marijuana to directly provide revenue to the fund in perpetuity.
- » *Key Recommendations for Priority 5: Communications and Advocacy*
  - Develop communication tools that connect families to quality care and advocate at the State and Federal levels for support of local child care efforts.

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While the group's work has concluded, members are happy to remain as resources to those who will carry on this important work. We look forward to seeing our vision of a community-supported child care center that:

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<sup>1</sup> Management Structure decisions will depend heavily on the ultimate outcome of site selection and facility ownership.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.



- » *Provides high-quality care and early learning opportunities for children, contributing to increasing school readiness.*
- » *Ensures employers in Valdez can attract and retain the workforce they need.*
- » *Creates jobs and contributes to the community's economic vitality.*
- » *Preserves the City's family-friendly status with the Coast Guard.*

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## BACKGROUND ON THE TASK FORCE

Established by Resolution 23-07 (see Appendix A) on February 21<sup>st</sup>, 2023, the primary purpose of the Child Care Crisis Task Force (CCCTF) was to create and submit to City Council for approval a strategic plan outlining short, middle, and long-term actions recommended to address the child care crisis and other recommendations to strengthen Valdez's early childhood system. The strategic plan was to include recommendations to City Council on each of the following factors relating to the logistics of establishing an initial licensed child care facility:

- » *Analysis of existing buildings in the community capable of serving as a physical location for a child care facility, including a summary of renovations or adjustments that would be needed prior to use.*
- » *Desirable management structures and licensing avenues for establishment of initial child care facility.*
- » *Potential funding mechanisms to create and sustain a licensed child care facility in Valdez.*
- » *Methods for attracting, retaining, and training a high-quality child care workforce.*

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## MEMBERSHIP

The Resolution outlined nine specific organizations that were to make up the membership of the CCCTF. The individual members and their organizations were:

1. Susan Love, Valdez Zero to Three with Families Alliance
2. Lori Plaster, Early Childhood Workforce Profession
3. Ana Stroup, City of Valdez
4. Tim Bauer, Valdez City Schools
5. Melanee Tiura, Providence Valdez Medical Center
6. Dennis Humphrey, Prince William Sound College
7. Kate Dugan, Alyeska Pipeline Service Company
8. Tim Mason, United States Coast Guard
9. Anna Bateman, Valdez Native Tribe (this seat was later filled by Ashley Christensen, Chugach Alaska Corporation, after Anna Bateman's resignation as tribal administrator).

Members of the Valdez City Council served as ex officio task force members, Council Member Olivia Foster actively participated throughout the process.

Staff support was provided by Elise Sorum-Birk, with the City Clerk's office.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

## MEETING SCHEDULE

The CCCTF met every two weeks from March 30, 2023 through October 5, 2023 with an additional full-day strategic planning session on April 29, 2023. The City Council extended the sunset of the taskforce to January 2024 and changed the meeting frequency to as needed to allow the group to complete their work. All meetings were open to the public.

## INITIAL RESEARCH AND BRAINSTORMING

The initial meetings of the CCCTF focused on gathering information about licensing requirements, existing child care funding streams and brainstorming about community needs and potential solutions generally. The strong connection between licensing and providers accessing funding streams came to the forefront in these discussions.

The task force also conducted a survey of individuals who had previously been involved in the local child care sector to learn about challenges and opportunities to providing care in Valdez from their perspectives (Appendix B).

## SUBCOMMITTEES

Members of the CCCTF broke into four subcommittees that conducted more detailed research and assessment of options and brought their findings and recommendations back to the CCCTF for inclusion in the plan.

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### **Facility Review Subcommittee: Susan Love, Tim Mason, and Tim Bauer**

The CCCTF provided an initial list of buildings, both public and privately owned, to be reviewed as potential childcare sites. COV Capital Facilities Director and Interim City Manager Nathan Duval drafted a rubric for analyzing those facilities, the CCCTF provided edits, and a final draft was completed. The rubric included the following categories: Community Support/Vision, Property Features, Site Compatibility, Purchase Cost/Terms, Potential Renovation Costs, and Natural/Physical Environment.

### **Management Subcommittee: Lori Plaster, Melanee Tiura, Susan Love**

The Management Subcommittee reviewed licensing requirements related to staffing for different levels and explored the barriers and opportunities with different child care business models.

### **Sustainable Funding Subcommittee: Ashley Christensen, Kate Dugan, Olivia Foster, Melanee Tiura, Ana Stroup**

The Sustainable Funding Subcommittee reviewed a variety of models for providing long-term funding for early childhood programming, including models in other Alaskan communities.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.



## Workforce Subcommittee: Dennis Humphrey, Tim Bauer, Lori Plaster, Olivia Foster

The Workforce Subcommittee explored questions related to recruitment, training, and retention of workforce in the community.

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### CHILD CARE CRISIS TASK FORCE ACTION PLAN

#### PRIORITY 1: SUSTAINABLE CHILD CARE WORKFORCE

A well-trained and qualified early childhood education workforce is essential to offering high-quality early learning opportunities in the community. There are specific education and staffing ratios that must be met and sustained daily for licensing. An inability to sustain the workforce with the necessary qualifications to meet state licensing guidelines contributed to the closure of the last early learning center in the community and keeping a qualified administrator was cited as one of the biggest challenges by the local experts surveyed. The difficulty of attracting and retaining the workforce at all levels within early childhood education is an ongoing state and national challenge, primarily due to low wages and lack of benefits. The high costs of health care, and restrictions on pooling workers for insurance makes it nearly impossible for small businesses to provide these critical benefits for valued employees.

The Workforce Subcommittee explored ideas related to recruitment and retention, as well as the training requirements and availability of training to meet those requirements (Appendix C). The exact workforce needed to support an early learning center is not yet known and will depend on the size. However, some of the training needed for leadership positions requires time and resources to achieve, which means that investment is needed prior to the opening of any center. Both Valdez High School and Prince William Sound College (PWSC) were identified as significant assets and partners in developing the early childhood education workforce. New early childhood education programs at the University of Alaska Anchorage can be leveraged by PWSC to meet local needs and develop a homegrown early education workforce.

#### *Potential Resources*

The INNOVATION Grant has two funding avenues to support workforce development. There is \$30,000 to fund a cohort of six to ten early childhood educators with tuition and fees necessary to receive their child care associate (CCA), which can be earned with 12 college credits. There is also \$500,000 to support sustainability and quality of programming, including costs for workforce recruitment, development, and retention.

#### SHORT-TERM ACTIONS

##### **1. Cover all preliminary education costs for an initial cohort of aspiring early education professionals using INNOVATION Grant Funds.**

The City should work with PWSC to recruit future professionals into the field and to ensure that students will meet minimum state administrator requirements in a relatively short period of time.

**\*\***Denotes a recommendation that was not unanimously supported by task force membership.

To incentivize an initial cohort, INNOVATION grant funds should be used directly to pay tuition and a living expense stipend\*\* for up to 10 individuals to complete the 12 college credits needed to obtain a CCA.

These initial credits may provide scaffolding to students, who will have the option to further their professional education by going on to earn an associate degree or bachelor's degree from UAA. In-home providers also must meet minimum requirements, but they are not the same as in center-based care. If in-home providers are interested in continuing their professional development and becoming licensed, they may also access the same tuition assistance opportunities.

## **2. Develop an ECE Workforce Recruitment Plan.**

The capacity of the early learning center and ages served will determine what the number of staff required will be, and what training requirements must be met. However, a single center may not meet all the community's needs, so it is also imperative to support those wishing to enter the profession independently as well. A recruitment plan to attract workers of all levels will be needed.

The CCCTF recommends a balanced approach to recruitment that recognizes that long-term employees, particularly in leadership positions, will be essential for ensuring the continuity of operations for an early learning center while also drawing from a short-term pool that includes Coast Guard spouses, and those who may be proceeding through a larger ECE workforce pipeline, such as high school students earning dual credits in early childhood education or college students working part-time in a center while finishing their teaching degree.

The recruitment plan will also need to include options for funding attractive pay\*\*, benefits\*\*, and ongoing training and professional development, as well as avenues and outlets for advertising vacancies. Some possible mechanisms for augmenting pay and benefits are discussed in *Priority 4: Sustainable Funding*.

## **3. Create a scholarship program to support ongoing training and professional development opportunities for those already in the field as well as future early educators.**

It is essential that those already in the profession be able to advance in their level of education and understanding of child development. Ongoing scholarships should also be available for those who want to enter the workforce at any level.

The CCCTF recommends establishing an ongoing ECE scholarship program to support the professionalization of the child care sector in Valdez and to build a robust pool of professionals to draw on. The scholarship program could be funded by the Child Care Endowment Fund described in *Priority 4: Sustainable Funding*.

## **MEDIUM TO LONG-TERM ACTIONS**

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

#### **4. Establish Prince William Sound College as a hub of training / professional development for the early childhood education workforce in Valdez.**

An established and functioning pipeline for workforce development that provides initial and continuing education and training that meets the needs of the existing child care center consistently will be important for maintaining licensing and quality standards and attracting other people into the field. Priorities identified by the CCCTF include:

- » Faculty and curriculum are in place, funded, and stable.
- » Student tuition support identified and made known to prospective students.
- » Established training cycles and relationships coordinated with providers.
- » Education relationships are well-established and responsive to shifts in needs.
- » Internships with child care entities.
- » Dual credit options established with Valdez High School.

Strong partnerships between PWSC, Valdez High School, and System for Early Education Development (SEED) will be needed to provide training in accessible, timely packages and take advantage of existing funding opportunities that may exist. Additional resources may be needed to support some of these initiatives.

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#### **5. Minimum salary and benefits needed to maintain stable staffing of a facility.**

The management structure of a facility will influence exactly what salary and benefits are available. The CCCTF's preliminary research indicated that an external entity would not be able to leverage the benefits package available to other City of Valdez or school district employees, which means other methods of providing competitive salaries and benefits will need to be pursued by the managing entity. However, the lack of adequate pay and benefits, especially health insurance, was also identified as a key barrier to retaining workers in the field.

The salaries and benefits offered will also affect the financing needed to sustain the early learning center, although the CCCTF's research has pointed to the stabilizing effect that attractive salaries and benefits also have, so the costs are offset in both the reduced turnover and higher quality of care that results.

#### **6. Address affordable housing needs\*\***

Recruitment and retention depend on the availability of affordable housing. One potential benefit or incentive in Valdez for those in the ECE workforce could also be a housing-related benefit. In other communities, specific tax incentives have been created, and there are also other examples of child care providers receiving free or subsidized housing, including homeownership for operating licensed care under specific terms (Appendix G). Options to

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

increase affordable housing that align with the City's Comprehensive Plan, Plan Valdez, should be explored.

#### **7. Establish ongoing incentive programs to support workforce needs.**

In addition to an ongoing scholarship fund, the creation of other compensation-related initiatives can help ensure that the pay and benefits offered remain competitive without making the operation cost-prohibitive. The CCCTF recommends that any wage and compensation models adopted incentivize ECE professionals to move up the pipeline, which contributes to higher quality care, and ensure that higher levels of education/training lead to higher wages. *Priority 4: Sustainable Funding* expands on this concept further.

#### **8. Monitor the impacts and results of workforce investments.**

The CCCTF recommends developing a mechanism to assess progress towards broader goals and to ensure that any incentives offered are responsive to the needs of both child care professionals and families.

### **PRIORITY 2: FACILITIES**

The Facilities Subcommittee identified more than 20 potential facilities in the community, with a mix of public and private ownership. The facilities on this list were scored by two members of the CCCTF. The rubric included the following categories: Community Support/Vision, Property Features, Site Compatibility, Purchase Cost/Terms, Potential Renovation Costs, and Natural/Physical Environment. One federally-owned building and one state-owned building were removed from the list due to limitations, and a subsequent SWOT analysis of the top four facilities was conducted. The complete list of facilities included in the initial assessment is in Appendix D.

The top-ranked facilities of interest are:

1. Hermon Hutchens Elementary School
2. City of Valdez Recreation Center
3. Prince William Sound College
4. Royal Center Building

It is important to note that significant barriers exist to establishing licensed child care in any of these four selected facilities and shifting to a child care use would lead to displacement of other uses. Challenges and opportunities for each space were carefully outlined in the subcommittee's SWOT analysis (Appendix E).

However, the real estate market is dynamic, and there may be additional facilities that are becoming available and should be included. The CCCTF advises the City not to limit future discussions to only the buildings on this initial list if other options become available.

**\*\***Denotes a recommendation that was not unanimously supported by task force membership.

Professional services are also necessary to complete the review, along with conversations with building owners, to determine the true feasibility of these and other potential locations.

### *Potential Resources*

The thread INNOVATION grant has \$75,000 for an architect's assessment of buildings and \$200,000 for fixtures, furniture, and equipment for a child care facility. Construction costs are not covered. The City of Valdez has also requested an earmark from Senator Murkowski of \$3 million for building renovations to support a child care facility.

## SHORT-TERM ACTIONS

### **1. Select the top choice for child care center location.**

Use the criteria established by the CCCTF to select the best location, informed by the architect's assessment of site compatibility and potential renovation costs. Part of the decision-making process will need to include securing the rights to use the selected facility, and whether the potential site is to be purchased, or simply leased, or repurposed, if it is already City owned. If none of the sites can satisfactorily meet the need, it may need to be determined if new construction is a better option.

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### **2. Complete the architect's assessment of the top selected facility.**

The architect's assessment should include the potential capacity of each space if developed. The anticipated costs of renovations, building life expectancy, and timeline for renovations should also be included. The CCCTF anticipates that the thread INNOVATION Grant funds will be available for this task.

Additionally, the City should consider putting out a Request for Information to ensure that any other potential locations, particularly those in private ownership, have the opportunity to be considered prior to initiating the architect's assessment and to consider if there are any new building projects where it could be viable to include a child care center in construction plans.

### **3. Develop a financing plan (to support renovation, purchase, and construction).**

Once the location has been finalized, a plan for financing the start-up costs will need to be developed. While the CCCTF anticipates that the thread INNOVATION Grant and federal earmark will both be available, it is possible that additional funding will be needed. These start-up costs are distinct from ongoing operational costs.

## MEDIUM TO LONG-TERM ACTIONS

### **4. Implement the decision (to purchase, lease, renovate, build).**

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

The City of Valdez will, by necessity, play a key role in administering initial grant funds for the development of the location and needs to responsibly utilize the funding to manage the grants/next steps. Ideally, these plans should be made in a private-public partnership so that the needs and desires of the future operator are captured in the development of the space. The final building selection and potential operator will determine the scope of the City's involvement.

#### **5. Engage in long-term sustainability planning.**

To ensure that the facility does not fall into disrepair and the investment is maintained over time, long-term sustainability planning should be conducted by the operator to ensure that there is ongoing compliance with Valdez Municipal Code and child care licensing requirements and ongoing maintenance and repair costs can be planned for. This will be important for the ongoing sustainability of the facility. This is linked to sustainability planning for the management structure as well.

#### **OTHER IDEAS WORTH CONSIDERING**

While not an immediate priority, there were some other innovative ideas that came out of the research that are consistent with the City's goals and priorities. As plans progress and other partnerships and funding becomes available, the CCCTF recommends keeping these alternatives in mind for development when the time is right.

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#### **6. Establish a cooperative space for in-home child care providers.**

While the community has been clear in its desire for a high-quality childcare center, there are also other ways to support and incentivize smaller providers to become licensed. One idea that has been successful in other communities is to provide a cooperative space that multiple in-home providers can utilize (Appendix I). Having suitable space, especially in a community with a tight housing market and limited services for repair and renovation, is often a barrier to in-home providers becoming licensed. The CCCTF recommends continuing to explore whether this is a viable option to increase both supply and parent choice.

### **PRIORITY 3: MANAGEMENT STRUCTURE AND LICENSING REQUIREMENTS**

A subcommittee of the CCCTF met and explored several potential structures for management of a child care facility: A SWOT Analysis was conducted of the following six ideas:

1. Shared space for multiple providers
2. Employer-sponsored model

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

3. Individually owned for-profit child care center
4. Non-profit child care facility
5. Head Start/Early Head Start
6. Shared Service Alliance

A few other ideas were also considered. The subcommittee also compiled the staffing requirements for licensing, including qualifications and ratios, for various scenarios. The results of the SWOT Analysis are in Appendix F. However, without having information on the facility size and capacity or ownership structure, the subcommittee did not have enough information to make a concrete recommendation. Additionally, ongoing City and other supports are anticipated to be needed for the ongoing operations, and there may need to be a separate mechanism to administer those.\*\* The management structure may also influence the financing/funding plan, as the administration of potential supports will need to be considered.

### SHORT-TERM ACTIONS

1. **Determine who will own/operate an ELC and what will be required to tap into possible supports (funding, facility, other supports/benefits).**

As a result of the SWOT analysis (Appendix F), the CCCTF has determined that the management structures most likely to be viable are:

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- » Management by a nonprofit for administration/management of an ELC
  - Newly formed for this purpose
  - Expanding an existing local nonprofit to fill the role
- » Management by with a for-profit entity
  - National ECE model
  - Expansion of facility from another community
- » Co-operative model or Shared Services Alliance

However, the ownership of the facility itself, as well as the financial support available, may influence which model is best. For example, a nonprofit or public organization may be eligible for grants and contributions that for-profit models would not be able to access. Depending on the building selected, a for-profit entity might eventually have the capacity to take over ownership of the facility and become a taxpayer for the City.\*\* Potential contracted entities may have requirements of their own that must be met, such as minimum contributions or facility size.

2. **Determine who will administer the ongoing operational support on an ongoing basis and oversee operating contracts (if needed).**

Beyond the operational support for a child care center, the CCCTF has recommended several other potential supports that should be offered to bolster the workforce and encourage additional providers in the community. These are detailed in *Priority 4: Sustainable Funding*.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

Ownership of a facility will drive how contracts are entered into and administered for the management of the facility.

## MEDIUM TO LONG-TERM ACTIONS

### **3. Support the development of an operations plan.**

To ensure that the Early Learning Center is financially stable, long-term business planning is needed. This includes supporting the operator in the development and execution of an Operations Plan and a Strategic Plan. The work to develop sustainable funding is intertwined. Small business support through an agency like the Alaska Small Development Center can provide needed expertise, and the City can potentially provide financial support for costs associated with those services\*\*.

### **4. Develop a mechanism to assess progress towards broader goals.**

If a contracted model is decided upon, there will need to be a mechanism for the City of Valdez to assess whether the investments are meeting their intended goals of contributing to the availability and accessibility of high-quality child care in the community and living wages\*\* provided to the workforce.

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## OTHER IDEAS WORTH CONSIDERING

### **5. Increase availability of out-of-school time programming (potentially at elementary school)**

While not an immediate priority, the CCCTF recognizes that there is also a need for out-of-school time programming, both after school and in the summer months. It is possible that the facility developed will have this capacity or be able to expand to provide at a future time. However, if not, the CCCTF recommends that future work be done to better understand the current need for more regularly available out-of-school-time programming. Suggested steps include a review of existing programs for school-age children to identify gaps. Potential partners include the City of Valdez Parks and Recreation Department, Advocates for Victims of Violence, faith-based organizations, and sports-focused nonprofits and community groups.

### **6. Creation of a Municipal Corporation or Economic Development Authority**

In Alaska, municipal governments have the ability under state law to incorporate municipal corporations or economic development authorities that can operate independently from the City government. Currently, the Valdez Museum and Historical Archive, Inc. is the only example

\*\*Denotes a recommendation that was not unanimously supported by task force membership.



of this model locally, but in many communities across the nation, public corporations exist to focus on specific economic development issues like urban renewal, housing, or child care. Public corporations can often access grants and financing options not directly available to municipal governments.

## **PRIORITY 4: SUSTAINABLE FUNDING**

To support a healthy ecosystem of options for child care within the community, ongoing public support will be needed. While providing ongoing operational support for a child care center is one need, the Sustainable Funding Subcommittee also found many examples of local grant funds that provide funding for start-up costs for in-home providers, scholarships to build a quality workforce, wage and benefit supplements for the workforce, and supplies and equipment that contribute to safety and quality of care in the community (Appendix G). Support for out-of-school time programming could also be provided. While the initial focus will be on encouraging new care, on an ongoing basis the needs may shift to retaining the providers in the community and encouraging quality.

Discretionary taxes are used in many communities to fund early learning goals, including start-up grants for new centers, workforce development, and out-of-schooltime programming. Additionally, many child care centers also have direct support from one or more employers in the community.

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### *Potential Resources*

There is \$500,000 in the thread INNOVATION Grant that can be used as seed funding for initiatives to support and stabilize the early childhood workforce and ensure quality programming while other resources are secured.

## **SHORT-TERM ACTIONS**

### **1. Establish a Child Care Endowment Fund**

The CCCTF recommends that the City of Valdez establish a Child Care Endowment with the thread INNOVATION grant funds. The purpose of the endowment is to create self-sustaining grant programs that support a robust array of quality early learning and care options in the community, encourage smaller providers to become licensed, and build a well-trained workforce through offering scholarships.

Any new initiative will need support to get the word out to the community, answer potential questions from community members and organizations interested in applying, and provide ongoing administration of grant funds, including developing an application process and a procedure to make awards and disburse funds.

**\*\***Denotes a recommendation that was not unanimously supported by task force membership.

The CCCTF believes that an endowment fund could potentially be managed by a third-party fiscal agent (like the Prince William Sound Economic Development Authority) or could be managed in tandem with the City's permanent fund (as the Museum endowment fund currently is). The CCCTF recommends that the City of Valdez Economic Diversification Commission be tasked with the initial development of grant programs that support child care professionals and offset the cost of providing care.

Long-term infrastructure and financial goals for the Grant Fund are discussed below. Additional communication needs are also discussed.

## **2. Pass an ordinance for a discretionary sales tax (sin tax).**

Options for the discretionary sales tax include alcohol, marijuana, or tobacco. The purpose of the discretionary tax is to provide funds for ongoing financial support for licensed child care and early learning in Valdez by contributing to the Child Care Endowment. In light of long-term priorities around increasing the availability of out-of-school programming, being expansive in enabling legislation language to fund out-of-school time, as well as early care and learning, with funds generated should be considered. The CCCTF found similar models in communities outside and inside of Alaska (Appendix H).

## **3. Determine needed ongoing financial contributions.**

The exact amount of start-up costs and annual revenue needed to sustain the initial early learning center is not yet determined. As noted earlier, the facility choices and management structure will be components of assessing these needs. However, ongoing financial supports are anticipated to be necessary due to the reality of child care sector economics. Contributions from other employers in the community are another potential revenue stream, in addition to ongoing incentive programs supported by the Child Care Endowment Fund. A facility maintaining licensure will also be key to families receiving Child Care Assistance and the center receiving the formulaic State Child Care Program Office's Child Care Grant. Soft money, such as discretionary grants, may be useful but should not be part of the ongoing sustainability plan.

## **4. Build funding partnerships with local employers.**

Several of the largest employers in the community have expressed interest in supporting a child care center, but not a willingness to directly operate a center. As the budget and ongoing operational support needs of the proposed child care center become clearer, these employers should be engaged to explore the potential for ongoing contributions, as well as other potential benefits that may contribute to sustainability, such as guaranteeing slots for employees. If employers purchase slots in the early learning center, this will have a two-fold effect of increasing the sustainability of the center's business model while guaranteeing employees access to quality care for their children. Employers, including the City of Valdez, may also choose to subsidize child care costs as a benefit to employees.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

## MEDIUM TO LONG-TERM ACTIONS

### **5. Finalize long-term administration of the Child Care Endowment grant programs.**

Determine if the City is willing and able to continue to serve as the administrative home for grant programs or if other options would better serve the community and meet the goals for the grant funds. For example, having a nonprofit intermediary administer grant programs, similar to the HEARTS model adopted in Juneau (Appendix G).

### **6. Sustain at least one high-quality child care center in Valdez.**

The ultimate purpose of the sustainability planning process is to sustain at least one high-quality child care center in Valdez. This will require ongoing communication and coordination between the City of Valdez, its partners, and the administration of the Early Learning Center. As the facility comes into operation, it is likely adjustments will have to be made to its operations and sustainability planning.

### **7. Ensure accountability through regular reporting on donations/usage of funding.**

To ensure continued public support, it is important to promote transparency and accountability in the use of City of Valdez funds. Ensuring that there is ongoing accountability through reporting back on the use and impact of the grant funds will be important for both recipients of grant funds and the child care center. Communication strategies are further discussed within in *Priority 5: Communications and Advocacy*. The model should also be re-evaluated at set intervals to determine if it is cost-effective and meets its stated goals.

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## OTHER IDEAS WORTH CONSIDERING

### **8. Embed child care sector supports in existing local organizations.**

The CCCTF noted that community support for licensed care need not all stem from a single organization and need not be expressly monetary. Additional supports could include a modest expansion of services already provided by organizations (for example food and nutrition or janitorial services) or having embedded personnel in another organization play an additional role in supporting the child care facility or sector (for example a PWSC faculty also playing the role of administrator for the early learning center).

Specifically, the CCCTF's research found that the child care licensing process can be very difficult to navigate, and dedicated staff who can assist interested community members with navigating this process, while also connecting them to grants to fund start-up costs, could be very helpful. The CCCTF recommends that the current grant-funded position in the Public Health Nurse's office, the Healthy & Equitable Communities Coordinator, be considered to take on this role in the short term during this pilot phase.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

## 9. Explore universal pre-k in Valdez.

The CCCTF found that some communities are moving towards offering universal pre-k for all children in the community. In the long-term, the City should continue to explore and encourage other organizations to explore what it would take to make child care and preschool universally available in the community at no cost to families. This vision could serve as a model for other communities in the state.

## PRIORITY 5: COMMUNICATIONS AND ADVOCACY

The issue of access to child care is a complex one that affects the entire community - not just parents. For example, the CCCTF found that lack of child care threatens the communities' Family Friendly Status with the U.S. Coast Guard. State and national data reviewed also shows that access to high-quality early learning opportunities promotes kindergarten readiness for students, and the economy improves when parents have reliable child care and can go to work. The CCCTF strongly believes that education and ongoing communication are integral to sustaining public support for City of Valdez leadership on this issue, as well as ensuring that the actions taken are transparent and the public has opportunities to provide input as plans are developed.

The CCCTF also sees opportunities to share the successes and challenges that Valdez is facing with both state and federal policymakers and other stakeholders and weigh in on policy and programmatic decisions that may affect the availability of high-quality early learning and care options in the community.

### SHORT-TERM ACTIONS

#### 1. Develop a communications plan.

The City of Valdez needs to develop a communications plan to support this work and encourage robust public engagement throughout the process, communicate about policy choices being made as a result of the recommendations, and increase understanding of the centrality of child care access to the economic health of the community.

#### 2. Encourage innovation in the grant funds through deliberate language choices.

As grant funds and partnerships are created, the language used will either inhibit or increase opportunities for creative, community-driven approaches. The CCCTF strongly recommends that language be open enough to encourage creative problem solving while maintaining a focus on the core priority of expanding access to high quality early care and learning opportunities in the community.

#### 3. Promote the work of the CCCTF with state/federal representatives and continue to advocate for the community's needs.

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

The leadership that the City of Valdez and CCCTF have shown in addressing the community's needs should be celebrated and highlighted in ongoing communication with state and federal representatives to ensure that state and federal actions to address the child care crisis are consistent with the needs identified in the City of Valdez.

## MEDIUM TO LONG-TERM ACTIONS

### **4. Implement a media campaign.**

The CCCTF recognizes that community support is vital to ongoing sustainability. However, many people still do not fully understand how central access to quality child care is to family and community well-being, and many businesses do not see the connection between child care and their workforce. The CCCTF recommends an educational media campaign be created to foster support and increase understanding of the City's interest and investment in this sector.

### **5. Improve communication about community-based events and opportunities for young children and families.**

The CCCTF found that there is no central location for access to up-to-date information on community events and priorities and encourages the development of a community calendar of family/children's events or other similar platforms.

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## LIST OF APPENDICES

- » **Appendix A - Resolution 23-07**
- » **Appendix B - Local Child Care Expert Survey**
- » **Appendix C - Workforce Subcommittee Report**
- » **Appendix D - Facilities Assessment Rubric**
- » **Appendix E - Facilities SWOT Analysis**
- » **Appendix F - Management Structures SWOT Analysis**
- » **Appendix G - Sustainable Funding Models Research Summary**
- » **Appendix H - Sin Tax and Revenues Research Summary**
- » **Appendix I - Pod Model Research Brief**

\*\*Denotes a recommendation that was not unanimously supported by task force membership.

# ***Appendix A - Resolution 23-07***

CITY OF VALDEZ, ALASKA

RESOLUTION NO. 23-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA,  
FORMALLY ESTABLISHING THE VALDEZ CHILD CARE CRISIS TASKFORCE

WHEREAS, the lack of affordability, adequacy, and availability of child care or early childhood education options is an immense problem both in Valdez and throughout Alaska; and

WHEREAS, Valdez's only licensed childcare facility closed unexpectedly in 2022, leaving many working parents unable to find safe and reliable care for their children; and

WHEREAS, the City of Valdez contracted with the Stellar Group in 2022 to conduct an Early Childhood Needs Assessment with the goal of better understanding the effects of Valdez's child care crisis on families, businesses, and the community more broadly; and

WHEREAS, the needs assessment identified Valdez as a "childcare desert" noting that sixty percent of survey respondents were "looking for any, more, or different child care," four in ten respondents had considered moving away from Valdez due to a lack of child care and eighty-six percent of respondents identified safety as their top consideration when selecting a child care provider; and

WHEREAS, section XIII.D of Council Policies and Procedures, specifically outlines the procedures for establishment of temporary citizen advisory groups (task forces); and

WHEREAS, the City Council has determined that no existing city board or commission has the capacity or expertise to engage on this issue and that a need exists for a dedicated group to actively address the lack of child care in the community; and

WHEREAS, the City of Valdez recognizes the necessity for collaboration between varied local stakeholder groups in addressing the ongoing child care crisis and acknowledges the value of considering the widest variety of outlooks and leveraging existing community resources wisely.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that:

Section 1: The Child Care Crisis Task Force is hereby established on a temporary, short-term basis and shall meet at least twice monthly.

Section 2: The scope of the Child Care Crisis Task Force will consist of the following task:

1. With the assistance of the Stellar Group, create and submit to City Council for approval a strategic plan outlining short, middle and long-term actions recommended to address the child care crisis and other recommendations to strengthen Valdez's early childhood system. The strategic plan shall include recommendations to City Council on each of the following factors relating to the logistics of establishing an initial licensed child care facility:
  - a. Analysis of existing buildings in the community capable of serving as a physical location for a child care facility, including a summary of renovations or adjustments that would be needed prior to use.

- b. Desirable management structures and licensing avenues for establishment of initial child care facility.
- c. Potential funding mechanisms to create and sustain a licensed child care facility in Valdez.
- d. Methods for attracting, retaining and training of a high-quality child care workforce.

Section 3. The Child Care Crisis Task Force will be comprised of nine members total representing each of the following groups. Members will be selected by the City Manager in consultation with each group.

- 1. One Member representing the Valdez Zero to Three with Families Alliance.
- 2. One Member representing the Early Childhood Workforce Profession.
- 3. One Member representing the City of Valdez.
- 4. One Member representing Valdez City Schools.
- 5. One Member representing Providence Valdez Medical Center.
- 6. One Member representing Prince William Sound College.
- 7. One Member representing Alyeska Pipeline Service Company.
- 8. One Member representing the United States Coast Guard.
- 9. One Member representing the Valdez Native Tribe.

Section 4. Terms of the members shall expire in September 30, 2023 or until the Child Care Task Force completes the tasks outlined in Section 2, whichever occurs first. Resignations, vacancies, and new member appointment processes shall be handled using the same methods as standing citizen advisory groups.

Section 5. All City Council Members shall serve as ex-officio members of the Child Care Crisis Task Force.

Section 6. The City Clerk's Office shall be designated to provide staff and administrative support to the Child Care Crisis Task Force.

Section 7. City task forces are intended to be temporary in time and scope.

No additional tasks may be added to the scope of the Child Care Crisis Task Force without documented, formal agreeance of the City Council.

Section 8. The Child Care Crisis Task Force is directed to complete the task outlined in Section 2 of this resolution by September 30, 2023. City Council may extend the sunset date of the Child Care Task.

Once the Child Care Crisis Task Force has completed the task outlined in Section 2 of this resolution, they shall forward a final report to City Council prior to dissolution of the task force.



Section 9. In accordance with XIII.D. of the City Council Policies and Procedures, the Child Care Task Force shall be subject to the same standard policies and procedures established for other citizen advisory groups.

These standard policies and procedures include election of a chair and chair pro tempore during the first task force meeting following establishment; adherence to attendance, quorum, and remote participation policies; proper meeting noticing and adherence to the Alaska Open Meetings Act; use of proper parliamentary procedure and meeting decorum; recording of meeting minutes; and use of the full city legislative management software system.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 21<sup>st</sup> day of February, 2023.

CITY OF VALDEZ, ALASKA

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Sharon Scheidt, Mayor

ATTEST:

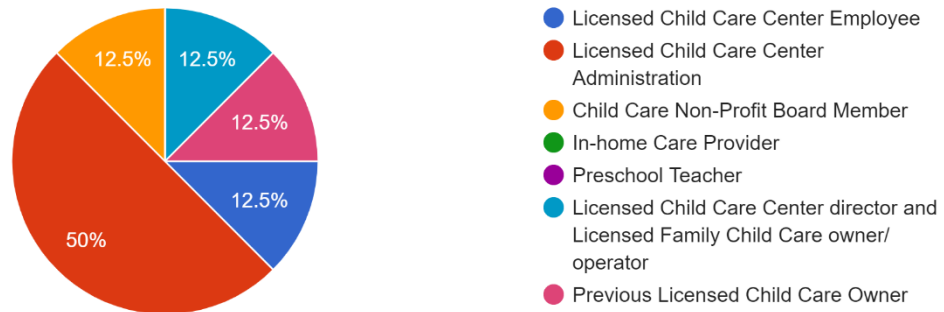
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Sheri Pierce, MMC, City Clerk

# ***Appendix B - Local Child Care Expert Survey***

How would you describe your role (now or previous) in the field?

8 responses

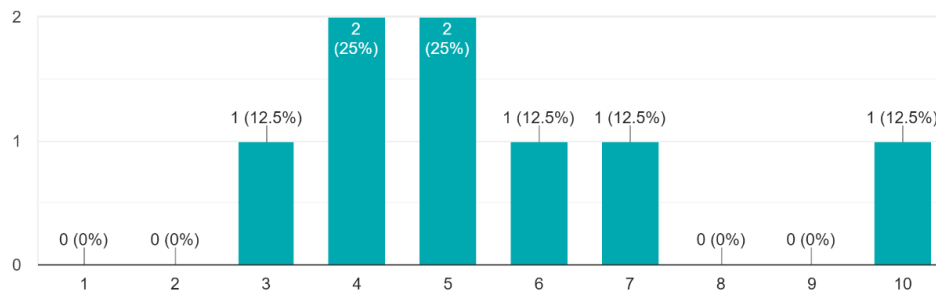


Based on your personal experience, please rate the following potential barriers to staying in the profession/ operating a sustainable program on a scale of 1 to 10.

1= not a barrier and 10= very large barrier

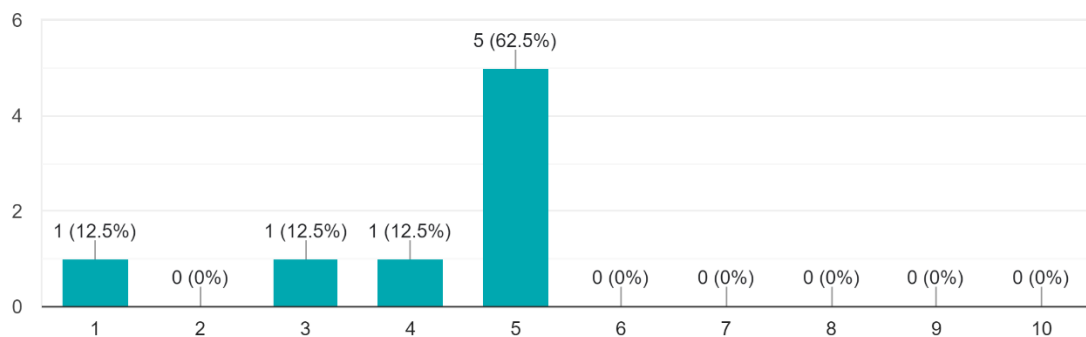
Cost of Training and Professional Development

8 responses



Availability of Training and Professional Development

8 responses



## Any additional feedback on cost or availability of training and professional development?

6 responses

Stepping Stones looked into coordinating with PWSC for Early Childhood Development courses but we were unable to find any courses specifically geared towards it. That could be that we just didn't find it but in that case it would be great to have more advertising or general public knowledge of it. We fully paid for new employees to get First Aid and CPR certified along with a couple others and it became difficult to pay for. So, we tried to coordinate with Providence for CPR training. We reached out and were told they would look into it. I tried reaching out again after not hearing from them to see how it was going. I did not hear back. For longer retention of staff, we tried a reimbursement policy instead where they pay for those trainings and then we reimburse after 3 months of working at the daycare. I'd also recommend that, if there will be a Board, that there be more training for board members and how a board is to function. I was able to provide the training for free because I have a father who is a trainer specifically for Organizational Leadership and he was willing to come in pro bono. But it was only months before we officially closed so we were unsuccessfully in fully implementing what he had provided.

I was able to retain a Certificate (12 credit hours) in Early Childhood Education through Ashworth College. Cost was about \$1k and was reimbursed by Thread so I could assume my admin role.

There are numerous agencies in Alaska that provide training online & in person.

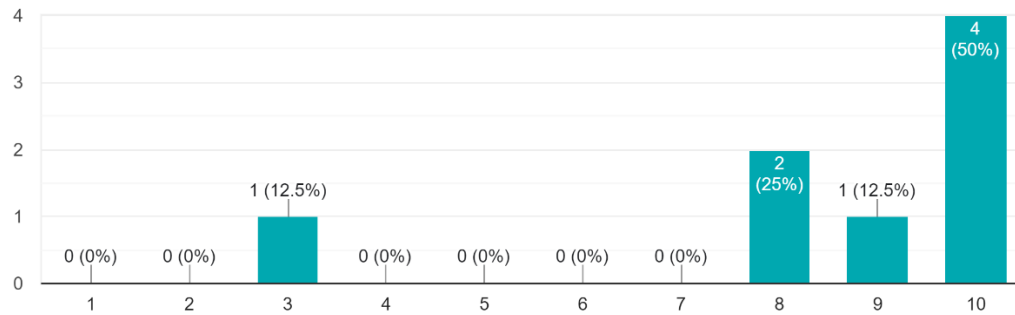
Low-level/refresher online training was easy to come by but finding/hiring/retaining those with a degree in education was more difficult as the school district is able to offer benefits Stepping Stones could not.

Training was easy to find using Alaska SEED but the availability of said training and the schedule/staffing shortage made it extremely hard to participate in the trainings.

From my understanding, there are grants that can cover the cost of training. The biggest issue is finding time to train properly and effectively while also providing full-time care.

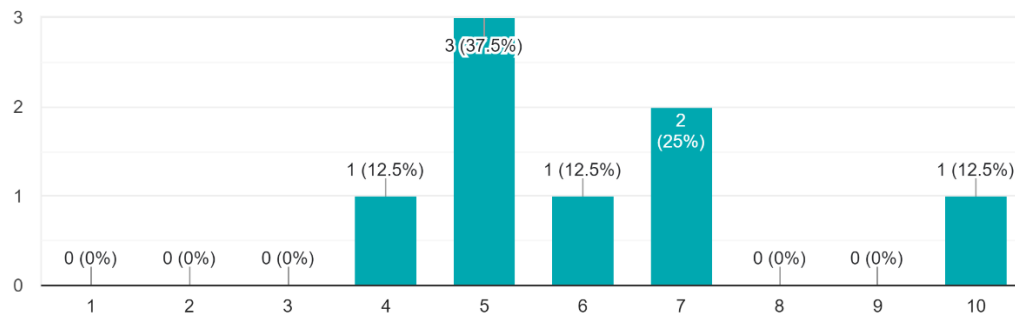
### Staffing levels/ staff availability

8 responses



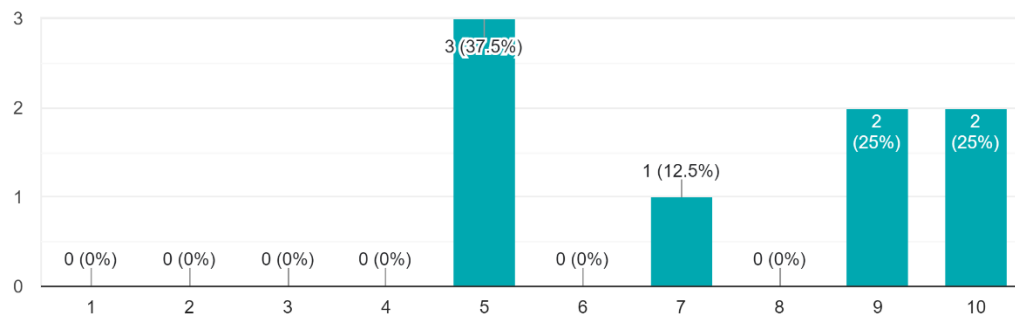
### Time commitment/ personal of family needs

8 responses



### Stress/ burnout

8 responses



Any other comments on personal or stress related barriers? Any barriers not listed above?

8 responses

The time commitment would fully depend on the amount of staff we have. We were on minimal staff so the burnout and time commitment was much more for those individuals, unfortunately. Being president of the board, I was also providing more time than was required of a president to do. Commitment to the board was difficult to receive from some board members so the board members who were willing and able took on those extra duties by default.

I think lack of qualified staff is a huge stress in this field

This is my opinion formed from when things did run relatively well. It always starts at the top. If you have directors who know how to run a daycare and have the proper education on it, you might cycle through staff but your staff retention will always be better. When you have directors who don't have an education on early childhood, it puts a lot more stress on classrooms as working with small children is difficult. Having predictable classroom schedules, a structured handbook, and goals for each classroom is imperative. This is what I have witnessed.

As an administrator/owner, the difficult times were when staffing was not available

None

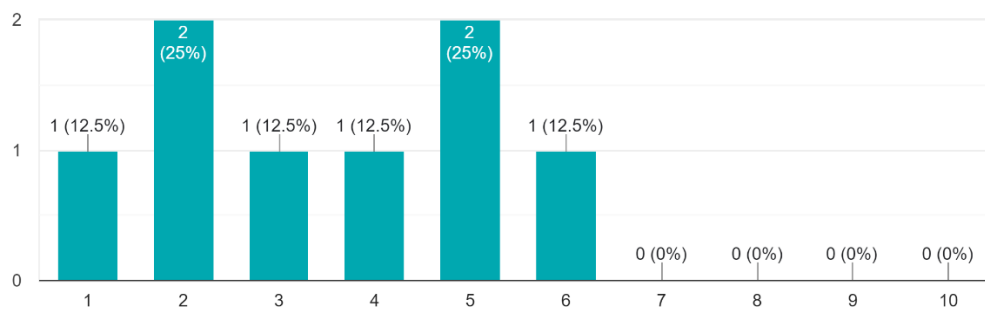
COVID presented a significant barrier to staffing levels; also, employees with children who fell with anything was a major impact to staffing availability.

N/a

From my personal experience, the lack of training received at Stepping Stones created more stress on the overall work environment. We wanted more training but we're so short staffed that it was nearly impossible to find a safe way to do that within our nonprofit budget.

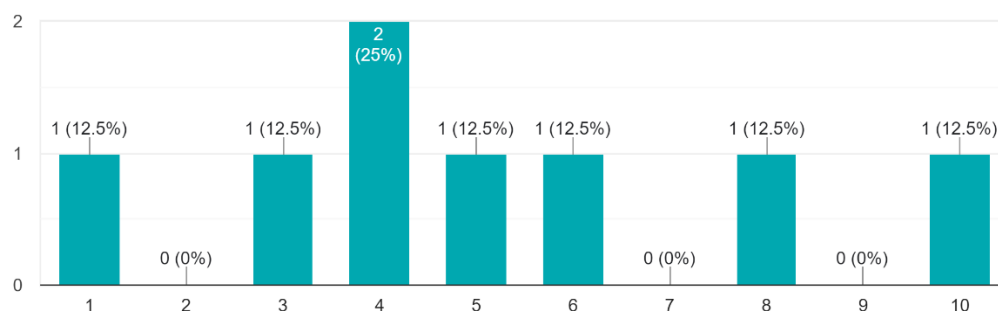
### Navigating Licensing and Legal Requirements

8 responses



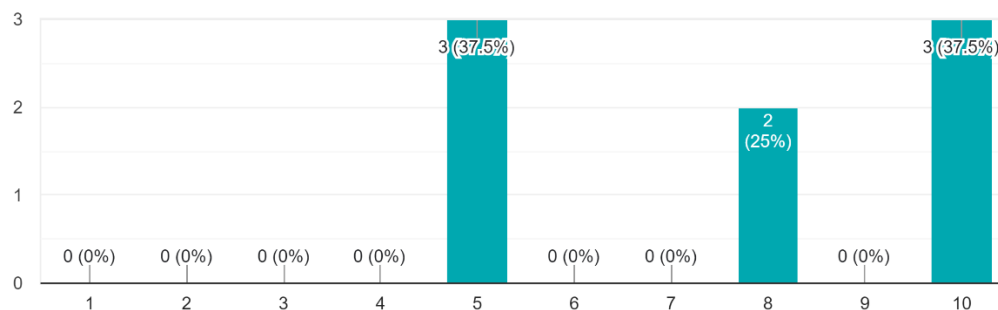
### Physical Space Limitations

8 responses



### Pay and benefits

8 responses



## Any other comments on structural barriers? Any barriers not listed?

8 responses

Stepping Stones had issues with pay and benefits. We did increase our pay significantly to try to lure more staff but we were unable to afford benefits. Due to COVID, benefits was what people were looking for when it came to a job and we were told by potential employees that they chose a different job due to benefits available. I would say that benefits would definitely need to be implemented for the providers of the childcare.

Lack of available affordable space to rent or purchase is a problem

Valdez needs a proper childcare building. I think benefits like being able to have your children in care for free or reduced is a bonus. It was for me. Being competitive with pay is important, but once again, having top notch leadership will always affect employee retention more than pay, in my opinion.

Having a nice space is key to good childcare

Outdoor space and transportation for school age children

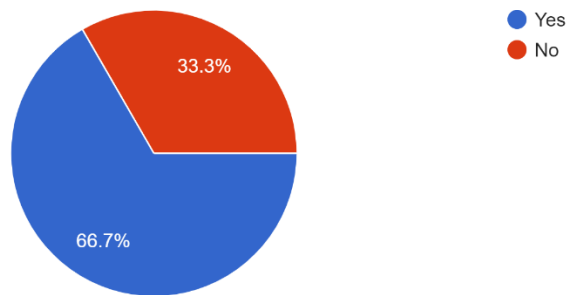
Understandably, people want (and deserve) health insurance among other benefits!!!  
Pay and burnout were two of the highest barriers with stepping stones followed by lack of trainings to get more people licensed to become a CCA which was needed on the premises at all times while the doors were open.

One barrier that comes to mind is the hours of operation. For those that work at Alyeska or work 12 hour days, there hasn't been someone to provide care during those hours. Staffing has been a huge barrier but could be rectified with a livable wage and benefits.



Have you (did you ever) considered becoming a licensed in-home care provider?

6 responses



What do (did) you like most about providing small scale unlicensed care in your home? 4 responses

I have only provided licensed in home care

I never did it, just considered it.

Easier to manage

N/A

What do (did) you dislike most about providing small scale unlicensed care in your home?

2 responses

Giving up space in my home

N/A

## What supports would you need (or have needed) to consider becoming licensed?

4 responses

I understand the licensing process I would love start up stipends or grants

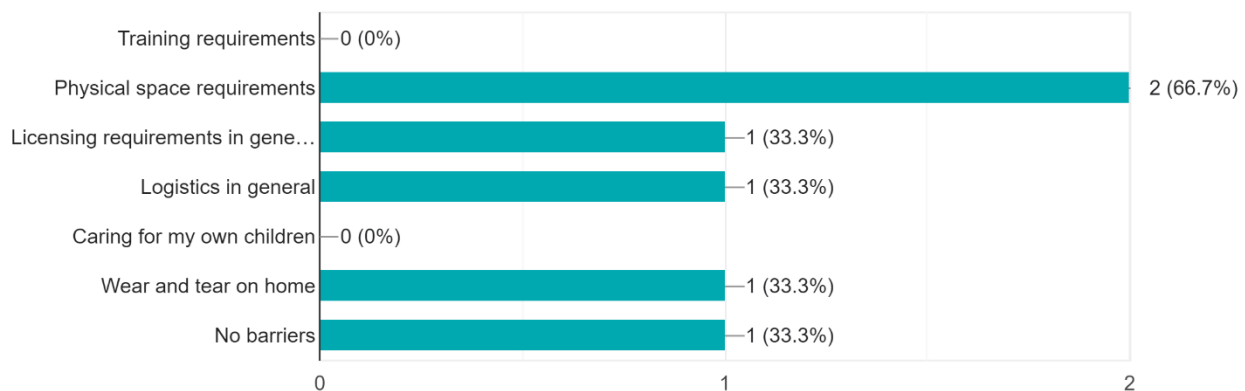
I know there is a ton of hoops to jump through to do licensed in your home, not to mention the wear and tear on your home, or the no days off really. I don't think Valdez will ever see an uptick on licensed in home care. I've never known of a single one in my 11 years. My opinion again, I'd like to see a center.

Was not required in the 1990's in CG housing at that time

N/A

## Which of the following are (or were) barriers to you providing licensed care in your home?

3 responses



What was (or is) the reason you worked in (or helped with) early education or child care? What were the parts of the work you liked best?

8 responses

I went to college with a degree that emphasized on behavior modification and development. I worked at a licensed in-home daycare while in college. I also have 2 small children who both need childcare because my husband and I both work full time and have to. I was presented the idea to join the board from a past Executive Director of Stepping Stones. On the first board meeting, they were looking for new officers. I accidentally accepted the president position.

It's my field of study I love teaching and helping children and I was raising my own family so it was perfect for me.

I like kids! At the time, my kids were small as well. It gave me the opportunity to work but still be with/be near my kids and involved. When I first started, I was also working at the elementary school, but quit that to be full time and admin for the daycare. I loved making a curriculum and learning about what made a good classroom and how to help my own kids as well. I loved running the preschool room! We had a ton of fun and it was absolutely rewarding.

The love of children. Best parts were always the kids! Helping out the community with subsidized daycare costs. Supplying the town with job opportunities. And again the kids!!  
Ability to be with my young children

When Stepping Stones' location on Chenega experienced the fire, it became obvious that those not impacted by the potential loss of childcare were unaware (or not concerned) with it, so I wanted to do what I could to help the daycare.

I wanted to help a town I loved and they needed childcare when we were stationed here.

Watching children grow and develop is so fun and fulfilling.

What worked well in the care setting(s) you were in? Please give examples...

8 responses

The physical indoor space was actually great. The Royal Center really had the room and amenities to provide what we needed. The structure of the pipes and the mold were not awesome. But the general physical space and rooms and kitchen all were very useful and helpful. The location of the building was great also as it was in town and close to parks and Ruth Pond respectively. I feel like our pay range was very reasonable for what we were able to provide without going bankrupt. It was \$14-\$24/hour depend on experience. Most people were \$18+ for pay.

Providing a loving family environment

Clear communication with parents

Flexible hours Treating the children in my care like my own children and establishing a life long relationship with the families

We had a schedule, rules, and predictable days. We had a routine and a staff that had been around for a bit.

Our building arrangement that we did ourselves was perfect. A room for each age group, nicely decorated, neat and clean. Outside play area. Having a good everyday preschool program included in the price of daycare. Having 2 associates was ideal.

I had Chris Kupczyk work at my center, everyone should have someone like her.

Having a clear process/plan for business operations

Having a board that helped with the overall well-being of the daycare was amazing because it took some of the stress off me running the place by myself.

The most efficient part of Stepping Stones while I was there was the paperwork/business side of things was dealt by someone separate from the kids day to day teacher.

Describe your vision for child care or early education in Valdez- What would your ideal system look like?

8 responses

Ideal system is universal childcare for small children until they are old enough to go to public school. Public school is free (somewhat, except lunch or extra curricular accessories) but not daycare? But that's a federal situation (or state?). Outside of that dream world, childcare vision:

Liveable wages

Full benefits

Employee support

Random drug testing

Coordination with a college/high school/hospital for those CPR/First Aid trainings and staff with college/high school students (18+ is the requirement to be able to count towards ratios but 16+ can be support staff) to do maybe a work program for school or internship.

Community involvement/support - this doesn't happen in larger places necessarily, I know, but we are a small town where everybody likes to be in everybody's business. The one licensed daycare in town received 0 support from the community. I feel that had we had more community support at least, we would have gotten better word of mouth at the very least. We received a lot of flack from the community a lot of times. We weren't perfect but we did try very hard and had the community had more involvement they would have seen that we had reasons behind the process, such as closing for COVID exposures. We had a lot of flack for that when we were required to follow State protocols and when dealing with children we weren't about to cut corners. But all the community saw was that we closed for COVID.

It would look like a licensed program in my home or a licensed center in town. I would love to be hands on and involved with the children in our community

A building that's an appropriate size with a green outdoor space! PLEASE outdoor space. I would love some of our larger companies in Valdez to get involved and have a stake in providing care for younger families. I think something like a Boys and Girls Club would be fantastic. Even now that my kids are school age, my family still struggles for care in the summer. It would be great to see this rolled into one solution. I think space and strong leadership in directors are the two main problems.

A dedicated entrepreneur that loves children. Center based childcare facility with quality staff. To be licensed for 75 children the need is for 2 staff members that have the right education level all other staff can learn on the job with classes that the center can supply.

A early learning center that is NOT funded or operated by the City of Valdez.

Employee-subsidized childcare that offers business hours which accommodate the majority of employers. Ex: many Alyeska employees found Stepping Stones to not be a good fit b/c its shift last 12 hours and SS was only open ~11 hours max at its peak operating hours.

Honestly I don't know. I think without a lot of funding to pay employees a livable wage it is going to be pointless.

A big playground that is safe and fenced for kids to run and play. A kitchen that provides meals and has hot meals for those kids who might not have one at home. Classrooms full of smiles and laughter. Special guest of Molly Walker from the library story time often. Staff that are happy and not stressing about where their next paycheck is coming from.

What would make you want to stay in the early education/ child care profession?

8 responses

I personally do not have a passion for it so due to only that reason I will not be in childcare anymore. However, if it was, I would want support and appreciation, and a liveable wage with benefits.

On going training opportunities, grants, stipends

I am no longer in the profession and will not return. For no other reason than it was a time and place for me. I took some years off my career and changed paths to benefit my children.

Ohhh to be younger!! I sold to a younger couple mostly because of health and age!

I am not interested working in this field.

N/A

Nothing, I will not be returning to childcare.

Livable wage and benefits, training



## Anything else you want to share?

8 responses

Feel free to reach out any time.

Thank you for including me in this survey There is definitely a need for licensed child care in Valdez

Although, I am no longer involved in childcare I am still passionate about it. It is so important for Valdez to have a quality provider in an appropriate space. I am always available for any other questions. Thanks to the Task Force!

With the right building and the right person with a background in early childhood education, a quality program could be achieved in Valdez. It has been done (by me) but it takes a dedicated paid staff, & a qualified administrator & associate that will stay on.

No

I strongly believe childcare continues to be viewed as a "woman's problem" which negatively impacts its prioritization. Everyone (men, those who are not parents, those whose children have aged out, and those who have a stay-at-home spouse/partner) needs to recognize that this is a COMMUNITY issue which affects ALL of us in one way or another.

N/a

Thank you for putting this together!

# ***Appendix C - Workforce Subcommittee Report***

# Child Care Crisis Task Force

Workforce Development

# Key Questions for Developing a Sustainable Child Care Workforce

## 1. Workforce Recruiting

How do we attract people to the workforce in the first place?

## 2. Workforce Training

What training do they need to start?

What training do they need to continue and/or advance?

## 3. Workforce Retention

How do we keep enough people to sustain a viable workforce?

# Workforce Recruiting

## 1. **Identify Sources** (who do we recruit and where do we find them?)

- a. High School/College dual credit
- b. Other existing community members
- c. Recruitment outside Valdez
- d. Funding for recruitment marketing
- e. Shared workforce

## 2. **Recruiting Issues/Complications**

- a. Traditionally low wages
- b. Background checks
- c. Tight labor market with other opportunities
- d. Training required to start and to remain in workforce
- e. Housing limitations for those recruited from outside
- f. Caregiver/child ratios drive staffing minimums
- g. Limited career advancement available, especially locally
- h. Community understanding of need (lunch & learn)

# Workforce Training

## 1. State Minimums

- a. Low Bar (list of items in [7 AAC 57.350](#))
- b. Multiple avenues available ([SEED training](#)), but those avenues are complicated
- c. Programs not articulated or packaged for ease of completion

## 2. Postsecondary training/education

- a. [UAA Early Childhood program](#) has nested certificate, associates, and bachelors programs
  - i. Certificate: 18 credits
  - ii. AAS: 60 credits
  - iii. BA: 120 credits (also qualifies for PK-3 state licensure)

## 3. Continuing Education and Prerequisites

- a. Certifications in CPR, 1st Aid, Food Handling must be obtained and kept current
- b. Annual Training requirements (24 clock hours full-time/12 part-time, not to include items in 3a)



# Workforce Retention

## 1. **Pay** (lower than fast food or grocery clerk)

- a. How can this be increased or subsidized without making care unaffordable?
- b. How can this be scaled to reward longevity?
- c. What other incentives besides pay may be available?
  - i. Housing assistance/subsidy? Dual-use facilities?
  - ii. Education access?

## 2. **Benefits**

- a. Types (health, retirement, vacation)?
- b. Sources? (City? Schools? Hospital?)

## 3. **Cost & Opportunities for Professional Development**

- a. Initial training and certifications (CPR, 1st Aid, food handling, state minimums)
- b. College credits (for advancement to associate, administrator, or PK-3 teacher)
- c. Funding sources
  - i. City pays for dual credit. Could similar programs be built for others?
  - ii. Federal Financial Aid
  - iii. Grants/Sponsorships
  - iv. Shared services alliances?

# Recommendations

1. **Recruitment:** Develop balanced approaches to recruit short-term help (dual credit, summer interns) where we anticipate turn over and long term help to ensure continuity of operations. Identifying means to fund an attractive package of pay/benefits/opportunities will be key, as will funds and outlets for advertising vacancies.
2. **Training:** Coordinate agreements with PWSC, VHS, and SEED to provide training in accessible packages. Funding that training may require multiple means and sources. Identify existing sources and develop additional sources to fill gaps.
3. **Retention:** Mainly funding to make and keep pay, benefits, and professional development competitive without making the operation cost-prohibitive. Identify sources for augmenting funding beyond what the center's own revenue can sustain (city, local industry partners, grants, etc.)

# ***Appendix D - Facilities Assessment Rubric***

Potential Sites	Weight	Priority	A	B	C	O	T	L	H	K	D	U	P	G	J	Q	N	E	F	S	I	R	M	V
Common Name/ Description		Updated 5/15/23	Old Alyeska Building (by Man Camp)	Airport Whitney Museum Space	Armory	Old Pizza Shop	Old Plumbing Shop	Mountain Sky	Halibut House	Royal Center Building	Glen Mills Building	Library Basement	Masons Building	Blue (Yellow) Building	Ferry Building	Civic Center (Ball room / Conference Room)	R Bell Building	Available HHES Space	District Office Building	Coast Guard Community Center	City Rec Center	PWSC	New Construction Hospital Campus (Masterplan)	
Community Support/Vision	20	1																						
Positive impact on local community			Med (use vacant property)	Low	Med (use mostly vacant property)	Med	Med	Low (displacement)	Med (use vacant property)	High (use vacant property)	Med	Med	Low	Med (use mostly vacant property)	Low/ Med	Low (displacement)	Low (displacement)	High	Low (displacement)	Med	Low	Low/Med	High	
Supports COV comprehensive plan			Med/Low	Low	Med/Low	Low/Med	Low/Med	Low/ Med	Med/High	High	Med/High	Low	Med	Low	Low	Low	Low	High	Med	Med	Med	Low/Med	Med	
Property Features	20	1																						
Lot size			1.8-2 acres	>1 acre	10 acres	.25 acres	.33 Acres	1.33 acres	.33 Acres	> .25 acres	.15 Acres	.5 acres	.75 acres	.25 acres	> .5 acres	>1 acre	>1 Acre	>2 acres	>2 acres	>1 acre	1 acre	>1 acre	> .25 acres	
Lot configuration			Large Rectangle, flat	Large Rectangle, flat	Large Rectangle, flat	Odd shape, flat, gravel	Odd shape, flat, gravel	Odd Shape, Flat, Paved	Small Rectangle, paved	Large Rectangle, flat	Small Rectangle, paved	rectangle, paved/ lawn	Odd shape, large, flat, gravel	Odd Shape, Flat, Paved	Odd Shape, Flat, Paved	narrow grassy areas, hillside, paved parking	Odd shape, flat, gravel	Odd Shape, Flat, Paved/lawn	Square Paved/ lawn	rectangle, paved/ lawn	rectangle, paved/ lawn	Odd Shape, Flat, Paved	Flat grassy	
Adequate parking			Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
Adequate outdoor space (75sf/child)			Yes	No	Yes	No (needs improvement)	Yes (needs improvement)	Yes	Yes (needs improvement)	No (needs improvement)	No	Yes	Yes (needs improvement)	Yes	Yes (needs improvement)	Yes	Yes (needs improvement)	Yes	Yes	Yes	Yes	Yes (needs improvement)	Yes	
Existing Kitchen			Unknown	Yes (no oven/Stove top)	Yes	unknown	No	Yes	Yes	Yes	unknown	No	unknown	No	unknown	Yes	unknown	Yes	Yes (no oven/Stove top)	Yes	Yes	Yes	Yes	
Snow storage			Yes	Yes	Yes	yes, cut off by snoe wstorage	Yes (needs improvement)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
ADA Compliance			1st floor - Yes	Yes	Yes	No	No	Yes	No (needs improvement)	No (needs improvement)	No	Yes	No	No	Yes	Yes	No (needs improvement)	Yes	Yes	Yes	Yes	Yes	Yes	
Additional property amenities (existing)			potential for housing	N/A	N/A	N/A	N/A	N/A	N/A	close to City facilities	N/A	Library	N/A	Ruth Pond	waterfront and parks	close to parks	N/A	Playground	Playground	Playground	lawn, close to schools	close to parks	N/A	
Site Compatibility	20	1																						
Adjacent to outdoor or offsite programs			Low	Low	Low	Low	Low	Low	Low/Med	High	High	High	Low	Low/ Med	Med	Med	Low	Med	Med	Med	High	High	Med	
Compatible with adjacent uses			Medium	Low	Med	Low	Low	Low	Medium/High	High	High	Med	Low	Med	Low	Med	Low	High	High	Med	High	Med	Med	
Safe pedestrian access / routes			Low	Low	Med	Low	Low	Low	High	Med	High	High	Med	High	High	Med	Med	High	High	Med	High	High	High	
Conformance with COV zoning			No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	
Purchase Cost/Terms	15	2																						
Probability of Availability			High	Med	Low	Med	Med	Low/Med	Med/ High	High	Med	Low	Low/Med	Med/ High	Low	Low	Low	High	Low (displacement)	Low	Med (displacement)	Low	High	
COV Tax Assessment of Property or Published \$\$			\$500k (2020)	N/A	N/A	Unknown	Unknown	\$ 1,900,400	\$ 240,700.00	\$ 950,000	unknown	N/A	\$ 137,700	N/A	N/A	N/A	\$ 228,300	N/A	N/A	N/A	N/A	N/A	N/A	
Purchase / Rent Cost			High	Low	Unknown	unknown	unknown	Very High	Low/Med	High	Med	Low	unknown	Low	unknown	Low	Med	Low	Low	unknown	Low	unknown	High (construction)	
Operational costs			High	Low	High	Low	Low	High	Med	Med	Med	Low	Med	High	High	Med	Med	Low	Med	Med/Low	Med	Low	Med	
City-owned			No	Yes	No, State	No	No	No	No	No	No	Yes	No	Yes	No, State	Yes	No	Yes	Yes	No, Fed	Yes	No, State	Yes	
Potential Renovation Costs	13	3																						
Site / Civil			Low	Low	Low	Med	Med	Low/Med	Low/Med	Low	Low	Low	Med	Med	Med	Low	Med	N/A	N/A	Low	Low	Low	High (construction)	
Interior Renovation potential costs			Low/Med	Low	Low	Med	Med	High	Low/Med	Med	Low/Med	Low	Med	High	Low	Low	Med	Low/Med	High (Relocation)	Low	Low	Low	High (construction)	
Hazmat Remediation			No	No	No	Possibly	Possibly	No	Possibly	Possibly	Possibly	No	Possibly	Yes	No	No	No	No	No	No	No	No	No	
Natural/ Physical Environment	12	3																						
Natural Daylight			Med	Low	High	Med	Med	High	High	Med	Low	High	Low	Low	High	High/Low	Med	Med	High	High	High	High	High	
Tsunami/ Avalanche			Low	Low	Low	Low	Low	High	Med	Med	Med	Med	Med	High	High	Low	Low	Low	Low	Low	Low	Low	High	
Surface water			Low	Low	Low	Low	Low	Med	Low	High	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Med	
TOTAL SCORE	100		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Site Purchase Cost Category:	Site Preparation Cost Category:	Site Probability of Availability
Low: <\$250,000	Low: Minimal clearing, unsuitable material or fill	Low:Current use unlikely to change, not for sale, not highest use of property
Med: \$250,000-\$500,000	Med: Partial clearing, some unsuitable material and fill, no bedrock removal	Med: For sale, potentially for sale, child care is use improvement
High: \$500,000-\$1,000,000	High: All clearing, extensive unsuitable material and fill, bedrock blasting/ripping and removal	High: For sale and vacant, no competing uses
Very High: >\$1,000,000		

Priority	A	B	C	O	T	L	H	K	D	U	P	G	J	Q	N	E	F	S	I	R	M	V
	Old Alyeska Building (by Man Camp)	Airport Whitney Museum	Armory	Old Pizza Shop	Old Plumbing Shop	Mountain Sky	Halibut House	Royal Center Building	Glen Mills Building	Library Basement	Masons Building	Blue (Yellow) Building	Ferry Building	Civic Center (Ball room / Conference	R Bell Building	Available HHES Space	District Office Building	Coast Guard Community Center	City Rec Center	PWSC	New Construction Hospital	
AVERAGE	68	68.5	67.5	58.5	58.5	59	73	77	64.5	73.5	63.5	62	64	75	61.5	92	81	79	86	77.5	74	
							8	4		7				5		1			2	3	6	

1	Available HHES Space
2	City Rec Center
3	District Office Building
4	Coast Guard Community Center
5	PWSC
6	Royal Center Building
7	Civic Center (Ball room / Conference Room)
8	New Construction Hospital Campus (Masterplan)
9	Library Basement
10	Halibut House

# ***Appendix E - Facilities SWOT Analysis***



## City of Valdez Child Care Crisis Task Force

### Facilities Review, as outlined in Resolution No. 23-07:

*“The strategic plan shall include recommendations to City Council on each of the following factors relating to the logistics of establishing an initial licensed child care facility:*

- a. Analysis of existing buildings in the community capable of serving as a physical location for a child care facility, including a summary of renovations or adjustments that would be needed prior to use.”*

The CCTF provided an initial list of buildings, both public and privately owned, to be reviewed as potential childcare sites. COV Capital Facilities Director Nathan Duval drafted a rubric for analyzing those facilities, the CCTF provided edits, and a final draft was completed (attached). The rubric included the following categories: Community Support/Vision, Property Features, Site Compatibility, Purchase Cost/Terms, Potential Renovation Costs, and Natural/Physical Environment.

Three CCTF members were appointed to the Facilities Review Subcommittee: Susan Love, Tim Mason, and Tim Bauer. Susan Love and Tim Mason completed the rubric independently and compiled their scores for a final list, and met as a group to review. While Tim Bauer did not complete the rubric, he ranked HHES as the top choice.

The top ten facilities are:

1. Hermon Hutchens Elementary School
2. City of Valdez Recreation Center
3. VCS District Office Building\*
4. USCG Community Center\*
5. PWSC
6. Royal Center Building
7. City of Valdez Civic Center
8. New Construction Providence Hospital Campus
9. City of Valdez Library Basement
10. Former Halibut House

\*Tim Mason, who represents the USCG, said that the number 4 building was a non-starter due to the unlikelihood that the USCG/Dept of Defense would release a building for this type of use that was not under USCG management. Tim Bauer, VCS Superintendent, stated that the number 3 building was also unavailable due to organizational purposes and recent renovation tailored to current use.

What follows is a SWOT analysis of the top four ranked facilities (after removing 3 and 4), with some additional notes on the consideration of constructing a new building.

## Facilities Review – SWOT Analysis

- **Herman Hutchens Elementary School**

- **Strength**

- Potential available space within building
    - City owned – lease may be potentially low cost
    - Low overhead costs as maintenance, utilities are already provided to some extent
    - Commercial kitchen
    - Convenient for families with elementary-age kids
    - Potential selling point for HHES workforce to have their children in childcare on-site
    - Parking and snow removal provided
    - Building is ADA compliant
    - Library space

- **Weakness**

- Extensive renovation may be required
    - Food service could not be provided through VCS Food Service program
    - Sharing playground/facility space may be logistically challenging
    - Point of entry – if daycare/HHES and parents cannot comingle, another entrance must be designated
    - Drop off traffic routes are already problematic – this will add volume and additional challenges

- **Opportunity**

- VCS programs like Child Find may have access to daycare attendees and identify useful early interventions even sooner
    - Being located in a school could provide work/learn opportunities for high school students interested in the profession.

- **Threat**

- Capital projects for building maintenance occur during summer, some may be extensive
    - Jobs in the childcare center must be competitive with VCS jobs, especially if qualification level is equivalent to a benefited paraprofessional position within VCS
    - Depending on management structure- there is liability to consider for shared space

- **COV Recreation Center**

- **Strength**

- Current lay out could work for child care center
- ADA Compliant
- City owned – lease may be potentially low cost
- Low overhead costs as maintenance, utilities are already provided to some extent
- Proximity to park and high school/ middle school
- o **Weakness**
  - Displacement – Building is currently occupied and used for Parks and Rec daytime programming, including Mighty Mites, Beginner Pickleball, Open Rec hours as a place for youth/general public to hang out
  - Displacement of Parks & Rec office staff
  - If the space was no longer shared with P&R, utilities may not be covered
  - No commercial kitchen
  - Used as polling location
- o **Opportunity**
  - Shorter hours for daycare (7:30am-3pm) could allow for continued use of Open Rec after-school hours
  - Creative shared use of space could preserve Parks & Rec office space for current use
- o **Threat**
  - Renovation may be more extensive than anticipated to meet state licensing requirements
  - Depending on management structure- there is liability to consider for shared space
  - Parking lot can be tight, especially during winter
- **Prince William Sound College – Whitney Museum**
  - o **Strength**
    - Relatively newer building
    - Adjacent to park space (summer only)
    - Centrally located in town
    - ADA Compliant
    - Low overhead costs as maintenance, utilities, snow removal are already provided
    - Parking space available
  - o **Weakness**
    - Space is currently used and unlikely to change – Whitney Collection is currently held in the space
    - Displacement of office space and elimination of workload for one staff member

- No commercial kitchen
- No other space on campus is available year-round for childcare
- No park space available during winter months
- Renovation needed to effectively use space for childcare –
  - Additional bathrooms
  - Additional egress points
- o **Opportunity**
  - Childcare would be a year-round use and source of revenue, current usage is limited to summer months
  - Could result in new tuition revenue for PWSC through early childhood educator program
  - Utilities for museum-grade HVAC systems is expensive, potential cost-savings if those systems were no longer needed
  - Potential tie-in with workforce development opportunities, onsite training for providers
  - University of Alaska has existing models of onsite childcare centers ([UAF Bunnell House](#))
  - Potential workforce incentive for PWSC employees with children
  - Administrative staff on same campus can assist with administrative needs
- o **Threat**
  - Facility has no windows in main area
  - Increase of traffic on residential street (Lowe St)
  - Long-term funding for UA facilities maintenance has been underfunded for years
  - Depending on management structure- there is liability to consider for shared space. Vetting through UA risk analysis and legal office can be a lengthy process.
  - Change of use could include a lengthy approval process through UA administrative levels
- **Royal Center**
  - o **Strength**
    - Layout for childcare center already exists within building
    - Centrally located
    - Building is available for lease or purchase
    - Natural light in all classrooms
    - Adequate onsite parking
  - o **Weakness**
    - Lease costs are high

- Outdoor space is limited (I would be interested in identifying specifically where the property line is located)
- Located within tsunami inundation zone
- Building requires extensive renovation
- o **Opportunity**
  - Extensive renovation of building could include mixed-use (apartments above, commercial space below)
  -
- o **Threat**
  - If the building was purchased by COV, cost to renovate is very high – very rough estimates for low end is \$500K and roughly \$3M on the high end
  - Ongoing maintenance and utility costs are very high
  - Adjacent lot is owned by a different individual and used for snow storage purposes. Heavy equipment operates in area. This lot could make a great outdoor environment/ community green space were it to be purchased as well – but snow storage would be an issue.

### **New Construction Providence Hospital Campus**

Initial conversations within the Child Care Task Force and Facilities Subcommittee indicate the desire to find an existing facility before considering a ‘new build’, and only if the costs to renovate begin to approximate the cost of constructing a new building should it be considered.

Providence Valdez Medical Center (PVMC) recently completed a 10-year Hospital Master Plan, and within different proposed sections of that plan there is the potential for a recreation/multi-use space that could be used or designed as a childcare center. At this time, that portion of the Hospital Master Plan is not listed as a high priority and no funds have been allocated towards it. However, if a new build were to occur, the PVMC campus is one of the top locations to consider.

### **Other COV Facilities- Civic Center Conference Room & Library Downstairs**

The Civic Center conference room (not in the top 4 but in the top 10) has significant potential as a site as well and while it would displace certain business meetings, existing ballrooms have similar a/v capabilities. The conference room side has a separate entrance with a handicap accessible ramp and existing bathroom facilities in this portion of the building (would need remodel). There is unused land near this entrance where an outdoor environment could be put. The current layout, with dividing walls, would allow for a classroom area and a gross motor area

that could double as a nap space. Large windows in the space bring in natural light. There is an existing commercial kitchen (underutilized) and lawn in summer.

This room did have major tech upgrades recently so the cost of those might figure into whether the space is viable. There would be a need for additional fencing for an outdoor space due to the location on the hill. Drop off logistics would need to be considered in design.

The downstairs of the library has existing bathroom facilities (just remodeled but not with children in mind) and an elevator for handicap access if needed. The space itself would be conducive to setting up an ECE environment- large and open with small side rooms and conference rooms that could potentially serve as office space or separate napping areas.

The space does not have natural light and is currently used frequently for internal library programs and for community meetings so has similar shortcomings to the recreation center relating to potential displacement of existing youth activities.



# ***Appendix F - Management Structures SWOT Analysis***

# City of Valdez Child Care Crisis Task Force

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MANAGEMENT STRUCTURE – SWOT ANALYSIS

## Sections taken from the City of Valdez Comprehensive Plan (page 34):

***Healthy Living - A healthy Valdez also means access to health care, childcare, education, and overall public health, safety, and welfare of its citizens.***

### **Goal 5.1 Provide community services**

*Provide safe, equitable, and convenient access to healthcare, education, childcare, wellness, and social support services.*

Quality of life is directly linked to a community's ability to provide safe, convenient and equitable access to facilities and services related to childcare and education, healthcare, wellness and social services support. When one or more of these are missing, the community becomes less desirable at retaining and attracting new families and creates economic impacts.

In the Community Survey, the top three improvements to improve the quality of life in Valdez are increased childcare/preschool options, community self-sufficiency, and support services for lower-income residents. Increased access to health care, improved K-12 education and mental health care support were prioritized by 24% or more of community members. The Survey also found that providing childcare and pre-K education was a top three priority to support economic growth. The top City facilities to be expanded or renovated included the senior center, school renovations, and hospital expansion.

# Shared facility space for multiple childcare providers (POD Model)\*

\*Information provide in the Service Planning Brief presented by Stellar Group

## ○ **Strength**

- Each business is still separately owned, but some resources are held in common, such as administration and facility space.
- Reduction in licensing burden by allowing multiple providers access to a shared facility up-to-par with licensing requirements.
- Shared administrative overhead that can be subsidized at a variety of levels.
- Encourages a variety of ECE options and approaches for parents to choose from.
- Creates a network of providers, enabling shared resources, trainings, and ideas.

## ○ **Weakness**

- This approach involves a sponsoring entity, securing and maintaining a suitable facility.
- Securing a contract administrator to oversee partnered childcare providers utilizing the shared space.
- Requires interest among informal provers and other potential providers in becoming licensed.
- Coordination required for scheduling use of the space.
- Difficulty in preparing a learning environment appropriate to multiple age groups or pedagogies.

## ○ **Opportunity**

- Additional supports that can be offered include providing grants for supplies, grant writing support, and equipment and/or offering wage subsidies.
- Large employers can also financially support individual providers such as by paying for (in whole or part) a set number of slots for employees; this helps increase financial stability and ensures the employees of sponsoring employers benefit.
- Technical assistance and professional development opportunities offered by thread Alaska are also available to providers in this model.
- Locations could include churches or a city-owned building for lower/no cost rent.
- Potential for developing a unique and flexible local economy for early childhood educators.

## ○ **Threat**

- Multiple businesses involved – who is ultimately the responsible entity?
- Decrease workforce availability – many Valdez employers continue to struggle to hire employees.
- There may be little oversight in terms of ensuring that providers meet insurance requirements and or adhere to terms of use - would need to be monitored in some way.

# Employer-Sponsored Childcare Facility\*

\*Information provided in the Service Planning Brief presented by Stellar Group

## ○ **Strength**

- There are many models of employer-sponsored childcare centers, including managing the childcare center in-house or contracting out the operations to a nonprofit or for-profit provider.
- Employers may subsidize the cost of care, or ask employees to pay full price.
- Employer-sponsored childcare can be located on-site or at a separate facility location.

## ○ **Weakness**

- Management of the facility would also have to be determined (example: employee of employer-sponsored facility or an independent contractor).
- Staffing may be less challenging due to the benefits/wages that can be offered but is still likely to be a challenge.
- Employer may select to only offer services to infants and children of employees.

## ○ **Opportunity**

- Employers may also be eligible for tax benefits for some of the expenses incurred and there are myriad benefits to providing this service for employees.

## ○ **Threat**

- This would entail a long-term commitment by one or more employers in Valdez of space and/or operating funds to sustain the program.
- Decrease workforce availability – many Valdez employers continue to struggle to hire employees.

# Individually Owned For-Profit Childcare Facility

## (vs. a KinderCare or affiliating with a Multicenter Agency such as Tundra Tykes in Anchorage)

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### ○ **Strength**

- Provides a creative aspect for the owner who is able to develop the early childhood curriculum used.
- Allows for small scale/ individual entrepreneurial opportunities.

### ○ **Weakness**

- Start-up cost can be exorbitant.
- Unforeseen maintenance cost if the building is owned and not part of a lease agreement.
- Tuition/fees high enough to cover costs may outprice potential families if grants/subsidies are unavailable to private entities.

### ○ **Opportunity**

- Potential for growth.

### ○ **Threat**

- Decrease workforce availability – many Valdez employers continue to struggle to hire employees.
- Depending on how the business is structured (sole proprietor, partnership, corporation, or LLC) there are different legal and financial liabilities to consider either for owners or families of children.
- Potential for financial instability if owner is unfamiliar with business/ accounting practices or lacks administrative resources.



# Not-For-Profit Childcare Facility

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## ○ **Strength**

- Tax exempt status
- Strong continuity and structure provided by articles of incorporation and bylaws.

## ○ **Weakness**

- Governed by a Board of Directors, can have an impact on the management style and day-to-day operations, but depending on the board composition it can also be a strength.
- BOD composition – if the BOD consist of parents of enrolled children, it can result in lack of continuity of leadership over time.

## ○ **Opportunity**

- Donation sources: increased access to grant funding.
- Can receive Alaska charitable gaming funds directly.
- Create a strong message that inspires organizations, companies and individuals to help.
- Potential for growth.

## ○ **Threat**

- Funding needs, lack of knowledge in preparing grant proposals and its administrative component.
- Decrease workforce availability – many Valdez employers continue to struggle to hire employees.

# Head Start / Early Head Start Program\*

\*Information provided in the Service Planning Brief presented by Stellar Group

## ○ **Strength**

- Head Start is a federally funded preschool program that offers services to low-income families at no cost.

## ○ **Weakness**

- Limits age of provided care: available for infants and toddlers under the age of three from low-income families.
- Most Head Start programs are run by non-profit organizations, though other entities are eligible such as city and Tribal governments, for-profit businesses, school districts, and higher education institutions.
- Grants for Head Start programs are awarded on a competitive basis.
- Not a weakness but a challenge, providers must demonstrate that they are able to provide scientifically based and age-appropriate educational material, have adequate facility, and meet administrative and financial management standards.
- According to the Head Start Act (Section 640(b)), the federal share of the total costs of a Head Start program cannot exceed 80% of the total budget unless a waiver has been requested and granted.
- Head Start class maximum capacity is 20 children.

## ○ **Opportunity**

- Supports pregnant women. Offering EHS also provides opportunity to offer families care for infants and toddlers.
- Head Start can be either full-day or half-day. Therefore, half-day services could potentially serve 40 children, though for fewer hours each day.

## ○ **Threat**

- In a center-based EHS program, the staff to child ratio in EHS is one teacher to four children, with a maximum of nine children and three teachers.
- Decrease workforce availability – many Valdez employers continue to struggle to hire employees.

## Additional Information

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- Valdez City School District- Expanded programming for 4 and 5 year olds - 60 slots available this coming school year
- Decentralized Model - In Home Childcare Provider Expansion
  - This model could benefit from shared services and/or shared administrator similar to POD model.
- Expansion of City - Managed Programming for After School/Summer Programming
- Cooperative Childcare Model - Participating families provide support for coverage (Book: Bringing Families Together)

# Shared Services Alliance

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- Through the State of Alaska or regionally (something like the PWS Economic Development District) an alliance is created to assist licensed childcare facilities to provide:
  - Program Coordination
  - HR Services
  - Grant oversight/administration
  - Enrollment Services
  - Payroll
  - Training
  - Quality Assessment
  - IT
- Ownership – TBD
- Desired Location: HHES
  - Capacity (35 square ft. of usable indoor space per child): TBD

# Shared Services Alliance

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- Desired Workforce:
  - 1 Administrator
  - 2 Associates
  - TBD: ELC employees
- Possible other shared services:
  - XX amount of slots reserved for PWSCC employees in exchange for yearly free Wellness Center membership for the employee only of the ELC.
  - XX amount of slots reserved for VCS employees in exchange for maintenance, janitorial, snow removal and utilities services.
  - XX amount of slots reserved for COV employees in exchange for financial support to PWSCC for dual credit courses relating to Early Childhood Education.
  - XX amount of slots reserved for Alyeska TAPS employees in exchange for financial support to cover cost of food program when VCS is in session.
  - XX amount of slots reserved for Providence Valdez employees in exchange for food program over-sight & delivery during school closure.
  - Local employers could purchase set amount of slots regardless of demand in order to ensure revenue.

# Caregiver to Child Ratios

0 to 1.5 years – 5:1

1.5 to 3 years – 6:1

3 to 4 years – 10:1

5 to 6 years – 14:1

## ○ 7 AAC 57.210 – Administrator

- May be the same individual as the owner.
- Must have at least 12 semester hours of college credit in childhood related courses, or hold a CDA credential from the Council for Early Childhood Professional Recognition or a Montessori certificate issued by an accredited program.
- **Must be on-site during daytime operations at least 20 hours per week.**
- Per 7 AAC 57.330 – An on-site administrator can serve the role of a child care associate for the first 30 children who are present at the center.

## ○ 7 AAC 57.330 – Child Care Associate

- Must have at least 12 semester hours of college credit in childhood related courses, or hold a CDA credential from the Council for Early Childhood Professional Recognition or a Montessori certificate issued by an accredited program.
- **Must be on-site & available for each 30 children present.**
- Per 7 AAC 57.210 – When the Administrator is absent from the facility the child care associate can be designated for that role.

***Appendix G -  
Sustainable  
Funding Models  
Research  
Summary***



# Findings and Recommendations

*Valdez CCTF Sustainable  
Funding subcommittee*

Members: Ashley Christensen, Kate Dugan,  
Olivia Foster, Melanee Tiura, Ana Stroup

## **Finding 1: Funding will depend on management structure**

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Appropriate funding sources will depend the entity, e.g. private business, non-profit, public/government-driven or tribal.

See management structure presentation for more information.

## **Finding 2: Other Alaska communities have enacted specific taxes to fund childcare**

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Examples: Juneau – 1% sales tax for special projects, and a tax on marijuana in Anchorage. In Juneau, this is supplemented with general fund dollars.

## **Finding 3: Municipality and non-profit funding partnerships**

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For grant funding, the mechanism must be flexible; able to accept funds from the largest variety of sources and have authority to give funds to public/private entities and individuals.

Other communities, like Juneau, have leveraged agreements with a local non-profit to fund incentive and education grants to entities and individuals

## **Recommendation #1: Establish nonprofit fund for incentive grants**

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Similar to the CBJ and AEYC, the city could work with a non-profit like the Prince William Sound Economic Development District would be able to hold funds and act as a fiscal agent with an MOA in place.

The fund could start small and grow in size and complexity with community efforts and capacity.

## Recommendation #2: Consider local sin tax

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A city tax on alcohol, marijuana and tobacco is estimated to produce \$180-300K/per year and could provide a stable, regular source of income for childcare efforts.

Research on this topic specific to Valdez is limited, so it should be more thoroughly explored.

# ***Appendix H - Sin Tax and Revenues Research Summary***



## Sin Taxes and Other Revenues Directed to Child Care

### Alaska Specific Examples

- Anchorage: Passage of Proposition 14 in April of 2023 redirected the existing 5% sales tax on marijuana purchase to be dedicated to child care. The specific ways in which the funds from Proposition 14 will be used to benefit young children will be decided in 2024. The revenue from this tax is roughly \$6 million each year. (<https://www.careforkidsanchorage.com/>)
- Juneau: Voters extended Juneau's temporary 1% sales tax in October of 2022 and \$2.5 million of the \$60 million in annual revenue from this tax is earmarked for Child Care Assistance and specifically go toward will fund the new The Juneau Child Care Expansion and Start-up Program as well as the existing HEARTS initiative. (<https://www.ktoo.org/2021/11/03/local-governments-steer-money-to-juneau-child-care-centers-struggling-to-find-workers/>)
- Petersburg: The Borough Assembly established an Education Incentive Program funded at \$40,000 per year to incentivize those working in the ECE field.
- Sitka: The Sitka Assembly earmarked roughly \$500,000 of its COVID relief funds to bolster child care in the community. They have directed one of their commissions to explore the problem further.
- Seward: A non-profit organization, Happy Youth Programs & Educational Resources (HYPER), was initially funded with a \$500,000 pass through grant from the City of Seward (part \$1 million in COVID relief funds the city received from Norwegian Cruise Lines) and has a Childcare Provider Startup Assistance Program and now has a program to provide additional funding to parents to offset cost of child care as well. ([https://www.sewardjournal.com/news/local/hyper-announces-childcare-provider-startup-assistance-program/article\\_e0fefbc6-a506-11ec-a778-6fa6b1e8bf1d.html](https://www.sewardjournal.com/news/local/hyper-announces-childcare-provider-startup-assistance-program/article_e0fefbc6-a506-11ec-a778-6fa6b1e8bf1d.html))
- State of Alaska: Included \$7.5 million in the FY24 Alaska State budget to increase wages for child care professionals and stabilize child care operations in the state- this funding will be distributed as part of the SEED ROOTS award through thread.

The federal Child Care Technical Assistance Network provides examples of ECE funding mechanisms in other jurisdictions. These include taxes, tax credits, lotteries, gambling revenue and private/public partnership. (<https://childcareta.acf.hhs.gov/systemsbuiding/systems-guides/financing-strategically/revenue-generation-strategies/local-taxes>)

### Other potential cost defrayment options for communities:

- Charitable gaming activities authorized under AS 5.15
- Creation of an endowment fund that private industry, employers and philanthropic organizations can pay into.

***Appendix I-***  
***Pod Model***  
***Research Brief***

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## SERVICE PLANNING BRIEF: POD MODEL FOR MULTIPLE PROVIDERS

### BACKGROUND

#### NEED

Individuals interested in becoming licensed for in-home care must meet certain infrastructure requirements that can require costly and time-consuming renovations, potentially posing a barrier to achieving licensure. Those who desire to open a center-based child care business also face significant overhead costs and obligations to become licensed. The recent needs assessment revealed a desire among parents and caregivers for not only more availability of care, but also a variety of options and approaches.

#### SOLUTION

A shared facility space for multiple childcare providers, or pod model, is one potential solution to the above concerns.<sup>1</sup> In a pod model, each business is still separately owned, but some resources are held in common, such as administration and facility space. This can reduce the licensing burden by allowing multiple providers access to a shared facility up-to-par with licensing requirements and shared administrative overhead that can be subsidized at a variety of levels. Additionally, a pod model could encourage a variety of ECE options and approaches for parents to choose from. This model also creates a network of providers, enabling shared resources, trainings, and ideas.

#### CONSIDERATIONS

This approach involves a sponsoring entity, such as the City of Valdez or another organization, securing and maintaining a suitable facility and securing a contract administrator to oversee partnered child care providers utilizing the shared space. It also requires interest among informal providers and other potential providers in becoming licensed.

Additional supports that can be offered include providing grants for supplies and equipment and/or offering wage subsidies. Large employers can also financially support individual providers such as by paying for (in whole or part) a set number of slots for employees; this helps increase financial stability and ensures the employees of sponsoring employers benefit. Technical assistance and professional development opportunities offered by thread Alaska are also available to providers in this model.

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<sup>1</sup> State of Minnesota, Family Child Care Task Force. (n.d.) *Existing MN child care delivery models & other state examples*. [https://mn.gov/dhs/assets/Duty-5%20work-group-examples-child-care-models\\_tcm1053-450175.pdf](https://mn.gov/dhs/assets/Duty-5%20work-group-examples-child-care-models_tcm1053-450175.pdf)

## REQUIRED PARTNERS

- » *Potential child care providers*

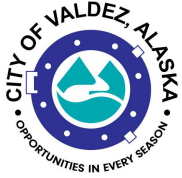
## POTENTIAL PARTNERS

- » *Local religious organizations/houses of worship*
- » *Large employers*

## TIMELINE

Below is a tentative timeline for implementation of a pod-model child care facility.

- » **2023**
  - *Develop partnerships with current/potential licensed and unlicensed providers*
  - *Discuss and research facility options*
  - *Secure facility*
  - *Develop and finalize business plan with partners and identify necessary facility renovations*
  - *Complete facility renovations*
  - *Draft and finalize business provider licensing assistance materials and templated business plans*
- » **2024**
  - *Recruit current and potential providers, provide assistance with licensure and business planning as needed*
  - *Conduct community outreach to recruit families for enrollment*
  - *Maintain facility and provide ongoing support for quality child care services*



## Legislation Text

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**File #:** 25-0046, **Version:** 1

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**ITEM TITLE:**

2025 Federal Legislative Priorities

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

City Manager recommends approving 2025 Federal Legislative Priorities

**SUMMARY STATEMENT:**

In response to City Council Feedback at the January 21st Work Session, City Staff have revised the Draft Priorities for 2025 to prioritize the most pressing issues for the Valdez community.

This document will help focus the City Council efforts when advocating for federal support for local projects and programs.

## 2025 City of Valdez Federal Priorities

- 1) **Housing Shortage:** Advocate for solutions to address the housing shortage in Valdez.
  - i. The City Council will prioritize advocacy to address the housing shortage in Valdez and highlight all the projects that the City of Valdez has done to be a part of the housing solution.
  - ii. Identify opportunities to improve housing options for USCG at the federal level. Work with the Alaska Delegation to explore solutions to expedite housing for Coast Guard.
- 2) **Childcare Needs:** Working to address the childcare crisis in Valdez through federal funding opportunities to ensure there are adequate childcare services.
  - i. Update Alaska Delegation on current Child Care initiatives in City of Valdez
  - ii. Senator Murkowski was able to secure \$3 million for childcare facilities in Valdez as part of the FY24 Appropriations bill. Awaiting award letter for funding.
  - iii. Explore options for utilizing Head Start funding to manage and operate city-owned child care facility.
- 3) **USCG: Future of Cutter:** Coast Guard has committed to 87' foot cutter to be stationed in Valdez.
  - i. Work with the Alaska Delegation to replace Liberty as soon as possible. Identify a long-term strategy to maintain Coast Guard presence in Valdez.
  - ii. The City Council will highlight the importance of adequate emergency response to handle TAPS and other sensitive material that enter the Port of Valdez.
  - iii. Identify future military assets to be station in Port of Valdez. Valdez will continue to highlight the strategic advantage City of Valdez provides.
- 4) **Infrastructure Investment:** Advocate for federal funding to improve and maintain Valdez's local infrastructure, including roads, bridges, ports, and modernizing the Valdez Container Terminal for economic growth and environmental safety.
  - i. Pursue annual appropriations funding for community development projects in Valdez, which includes infrastructure funding. The top priorities for funding include Emergency Radio Communications

Tower, design funding for Phase V Pavement Management on Pioneer Drive, design and permitting for dock at Sea Otter Park for future vessels.

- 5) **Healthcare Access:** Seek federal support to improve healthcare access in Valdez, including funding for healthcare facilities and addressing the healthcare workforce shortage.
  - i. The City Council and local partners have identified gaps in specialty healthcare services – including obstetrics, senior support services, and long-term care.
- 6) **Sustainable Resource Management:** Support legislation that promotes sustainable fisheries management in the Prince William Sound, timber conservation, and wildlife protection in the Valdez area.
  - i. Request Federal support for emergency declaration for local fisheries affected by meager salmon run in 2024.
  - ii. Reauthorization of the Magnus-Stevens Fisheries Management Conservation Act. This is an opportunity to evaluate possible changes that could be beneficial to Prince William Sound.
  - iii. The same strategy will be applied to mariculture, timber and wildlife protection developments projects in Valdez, which includes infrastructure funding.
- 7) **Arctic Policy:** Advocate for policies that recognize Valdez's position as a strategic Arctic gateway and promote sustainable development, environmental conservation, and infrastructure improvements to support increased Arctic activity.
  - i. The Arctic is becoming more prevalent in members' minds for a host of reasons, including Senator Sullivan's determination to educate members on the resources and national security concerns related to the Arctic.
- 8) **Economic Development:** Pursue federal initiatives that support economic diversification in Valdez, particularly in areas such as tourism, sustainable energy, and harbor expansion to facilitate economic growth and job creation.
  - i. Partner with the U.S. Forest Service and Chugach Corporation to build a vocational and visitor Center in Valdez.
- 9) **Education and Workforce Development:** Promote federal funding for educational and vocational training programs in Valdez, specifically tailored to the needs of the local workforce and industries, including maritime and environmental management. With the high price of a college degree, many in Congress have realized trade and vocational schools have been forgotten to a degree, and we have a serious lack of trained and skilled workers in this country. The City Council of Valdez will advocate



for federal funding to support local workforce development programs.

10) **Disaster Preparedness and Response:** Prioritize federal assistance for disaster preparedness and response in Valdez, focusing on the city's vulnerability to natural disasters and the potential impacts of climate change.

- i. Seek federal funding to support the Avalanche Center, including National Weather Service daily weather observations.

11) **Climate Change and Environmental Protection:** Addressing the immediate impact of climate change on Valdez's coastal ecosystems, including protection of glaciers and marine life. Prioritize funding for climate resilience projects in Valdez.

- i. Find opportunities for federal funding to support resilience for the City of Valdez in future natural disasters.

12) **Tribal Sovereignty and Self-Determination:** Support legislation that addresses the unique needs of the Valdez Native community.



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 25-0038, **Version:** 1

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**ITEM TITLE:**

Approval of 2025 City of Valdez State Legislative Priorities

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

Approve 2025 City of Valdez State Legislative Priorities.

**SUMMARY STATEMENT:**

Draft 2025 City of Valdez State Legislative Priorities are attached for review.



City of

# VALDEZ / 2025 State Legislative Priorities **DRAFT**

## **Support Local Housing and Child Care Needs**

The City Council has identified housing and child care as their top two priorities. Valdez has been working hard on local initiatives and trying to find ways to support projects in both areas, but addressing these dual crises will require ongoing support from all levels of government.

### ***Take Active Steps to Stabilize Alaska's Child Care Sector***

There is a need for sustained support from both state and federal governments to stabilize local child care economies. The state should consider helping providers navigate the licensure process by creating positions within the Child Care Program Office to provide direct support to those wishing to become licensed child care providers. Creating a statewide shared services alliance or similar organization to allow child care professionals access to health insurance, benefits and administrative support would also be a positive step. The state should continue to think about allowing for flexibility in how individual communities approach child care challenges.

### ***Support Housing Initiatives and Funding***

We ask that the legislature and the governor maintain and expand funding for initiatives that directly aid local communities in addressing housing scarcity and affordability issues.

## **Keep Our Community Connected with Reliable Transportation Systems**

The Richardson Highway and Alaska Marine Highway are lifelines for our community and there are various other state-owned roads, bridges and facilities, including our local airport, in Valdez that require consistent upkeep and attention from the Alaska Department of Transportation and Public Facilities.

Thompson Pass staffing levels and significant weather events have led to frequent closures in the last two years that pose a risk to health and safety for our residents. Maintaining adequate snow removal in and around Valdez - including Thompson Pass- is imperative.

Additionally, the City of Valdez supports ongoing maintenance or replacement of existing state roads and infrastructure as well as improvements to regular ferry service to the Marine Highway terminal in Valdez.

## **Staff and Sustain the Valdez Area State Parks**

The passive management of thousands of acres of State Park lands around Valdez since 2016 has caused a cost-shift to the City of Valdez. The local non-profit that holds the contract with the Department of Natural Resources to maintain our area parks relies heavily on non-state funding sources including an annual grant from the City of Valdez. Reinstating a full-time Park Ranger position in our area will help to address public safety and maintenance issues in our state parks, which are now serving ever increasing numbers of visitors each year.

## **Increase Local Control in Municipal Property Taxation**

Assessed values of homes have dramatically increased in Valdez and this creates significant hardship for many residents. However, state law significantly limits how local governments can respond to offer taxpayers some relief. We urge the Alaska Legislature to reexamine AS 29.45 governing property taxation by local governments and support efforts to add flexibility in allowable local tax exemptions, especially for residential properties.

### **Adequately Fund Public Education**

We urge the Alaska Legislature and the Governor to fund K-12 education adequately and equitably in Alaska as the Alaska Constitution mandates. Support for education accounts for 19% of the city's annual appropriations. A significant disparity exists between organized and unorganized areas in the state in the level of state support received for education.

### ***Increase the Base Student Allocation***

Years of the state funding schools at the same level and not accounting for major inflationary pressures equates to a cut to education funding by the state. The City of Valdez supports the legislature passing HB 69, SB 46 or a similar measure to adjust the education funding formula outlined in AS 14.17 to account for inflation.

### ***Fund School Bond Debt Reimbursement and School Major Maintenance***

The City of Valdez urges full funding of School Bond Debt Reimbursement as allowed under AS 14.11 and supports robust funding of the Department of Education and Early Development's School Major Maintenance Grant Program. These programs ensure that funding for timely repairs for our aging school buildings can be reimbursed.

### **Prioritize a Stable and Attractive Public Retirement System**

The quality of Alaska's Public Retirement System is important for recruiting and retaining public servants, especially our first responders and teachers. We believe the creation of a new defined benefits option within the state retirement system (both PERS and TRS) is desirable and is especially important for attracting high quality professionals to our community. The city urges the legislature to pass SB 27 or a similar measure. Additionally, the current employer contribution of 22% required by AS 39.35.255 causes the City of Valdez and other municipalities to incur significant additional payroll costs with little direct benefit to our current employees. The City of Valdez also supports the state allowing for limited rehire of retired public employees.

### **Support Fisheries and Mariculture Industries**

Valdez is home to 41 permit holders and homeport to 91 vessels participating in various commercial fisheries and one of the largest purse seine salmon fisheries in Alaska. Each summer, up to 200 commercial vessels fish near the Solomon Gulch Hatchery, the Alyeska Marine Terminal and regulatorily closed waters. Additionally, Prince William Sound has an emerging mariculture industry with significant potential to drive economic diversification in the region.

### ***Stable Funding of the Alaska Department of Fish & Game Commercial Fisheries Division***

The Valdez fishing fleet relies on the ADF&G Commercial Fisheries Division to ensure maximum fishing opportunities and sustainable resource management. The legislature and the governor must recognize the need for a budget that minimizes adverse impacts on the core functions of this division. Successful commercial fisheries in our region hinge on the following: maintaining adequate staffing levels in Prince William Sound to provide for effective fisheries management; fully funding in-season data collection activities; maintaining the division's ability to conduct accurate in season reporting; and providing support for ongoing research projects.

### ***Funding of the Alaska Seafood Marketing Institute***

Alaska's seafood processors are experiencing unprecedented impacts to seafood markets due to increased production costs (inflation, interest rates, labor wages), reduced consumer demand post-pandemic, unfair trade policies, and geopolitical events. Global events have resulted in a weak Russian currency and dumping of Russian seafood, collapsing seafood markets, and built-up inventories which have led to the decline of ex vessel and first wholesale prices for all Alaska seafood, including salmon, pollock, cod, and sablefish. PWS fishermen and processors depend on strong markets to purchase annual production and provide for stable business.

### ***Mariculture***

The City of Valdez is heavily invested in ensuring that the mariculture industry thrives in Prince William Sound and applauds legislative, regulatory and budgetary efforts on mariculture development at the state and federal levels. We encourage the legislature, the governor and the Alaska Department of Fish and Game to continue supporting this emerging industry.

### **Ensure Stability for Essential State Services**

The City of Valdez continues to urge the State of Alaska to maintain funding for essential services. Cuts to many services create a significant burden for the Valdez community and minimal savings for the State of Alaska.

#### ***Alaska Court System and Department of Law:***

The Valdez Police Department has noted significant delays in prosecution of criminal charges by the state and a lack of resources for conducting local trials.

- Maintain state funding for criminal prosecutions.
- Address staffing shortages causing delays in prosecutions.
- Ensure adequate staffing of the Valdez Courthouse to allow for regular local trials.

#### ***Department of Environmental Conservation, Division of Spill Prevention and Response:***

SPAR staff and resources play a key role in ensuring that oil is safely moved through Port Valdez and in making sure that there are resources available in the event of a major oil spill event.

- Support HB 244 increasing the Refined Fuel Surcharge to ensure future funding of oil spill response program.
- Maintain SPAR staff positions in Valdez.

#### ***Department of Administration, Division of Motor Vehicles:***

Maintain full staffing of the local DMV office which allows Valdez residents to conduct business without having to travel more than 100 miles.

#### ***Department of Family and Community Services, Office of Children's Services:***

Ensure that the one existing staff position for OCS in Valdez is filled to help ensure the safety of our community's most vulnerable children.

#### ***Department of Public Safety, Wildlife Troopers:***

Maintaining the Valdez post for an Alaska Wildlife Trooper is vital to the fishing community of Valdez and Prince William Sound. The presence of a Wildlife Trooper ensures an orderly fishery and maintains established boundaries for resource protection and marine traffic.

#### ***University of Alaska, Prince William Sound College:***

PWSC is a hub for training and education in our community. The City of Valdez encourages the continued support of Technical and Vocational Education programs at PWSC that support local industries of Oil and Gas, Mariculture, Healthcare and Outdoor Recreation.

### **State Grant Programs**

The City of Valdez recognizes the importance of maintaining funding for various state-administered grant programs that provide essential funding to local governments and community organizations. The following programs are particularly impactful for our community:

***Regional and Community Jail Funding (DOC):***

Annually, the state provides essential monetary support to offset the cost of community jail operations. Valdez is one of 15 communities that contract with the state to operate jail facilities in lieu of the state taking on this public safety responsibility.

***Alaska Community Transit Human Service Grant Program (DOT&PF):***

This grant program allows the Valdez Senior Center, a non-profit organization, to continue acting as the lead agency providing transit services to seniors and individuals experiencing disabilities. This program enables these vulnerable populations to participate in activities of daily life. The Valdez City Council passed Resolution #23-54 supporting the senior center's 2024 application for this grant.

***Community Based Primary Prevention Program Grants (CDVSA):***

This grant program supports activities to prevent domestic violence in our state. In Valdez, the local non-profit Advocates for Victims of Violence relies on this funding source to aid individuals facing family or intimate partner violence.

***Child Advocacy Center Grant (DFCS) and VOCA Grant (DPS)***

The City of Valdez provided supplemental funding in 2025 to the Copper River Basin Child Advocacy Center and supports the ongoing efforts of this organization in helping to reduce child abuse and providing services for families experiencing abuse in our community. The DFCS CAC grant to this organization was reduced by 15% in FY25.

***Recreational Boating and Access Program (ADF&G):***

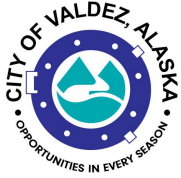
The City of Valdez is interested in pursuing funding through this program to improve the boat launch ramp at the Valdez Small Boat Harbor.

**City of Valdez Capital Project Priorities**

- Hermon Hutchinson Elementary (HHES) Roof & Exterior Envelope Replacement – \$9,528,585
- Pavement & Utilities Rehabilitation Phase 4 - \$6,600,000
- Valdez Harbor Launch Ramp Replacement - \$4,250,000
- Public Safety Radio Network and Equipment Replacement - \$4,000,000

**City of Valdez DOT&PF Capital Project Priorities**

- Mineral Creek Loop Road Resurfacing to go with already approved culvert replacement - \$2,000,000
- Resurfacing and Lighting Improvements on Hazelet Ave. - \$5,000,000
- Richardson Highway Resurfacing & Safety Improvements (Airport Rd to Dayville)
- Mineral Creek Bridge (Bailey Bridge) Replacement - \$2,000,000
- Allison Point Pedestrian pathways- \$2,000



## Legislation Text

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**File #:** 25-0047, **Version:** 1

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**ITEM TITLE:**

Approval of the Providence Valdez Medical Center 2025 Capital Budget

**SUBMITTED BY:** Jordan Nelson, Finance Director

**FISCAL NOTES:**

Expenditure Required: \$328,000

Unencumbered Balance: \$24.7M Projected Revenues

Funding Source: Operating Revenue

**RECOMMENDATION:**

Review and approve or provide direction to Providence management

**SUMMARY STATEMENT:**

Providence Valdez CEO Melanee Tiura and CFO Lindsie King will be in attendance to field questions related to the PVMC 2025 Capital Budget

The capital budget is typically presented alongside the operating budget (presented on the November 6<sup>th</sup> Council Meeting) for PVMC, however, the capital budget was not available in time for publication.

The PVMC Capital Budget is not to be confused with the PVMC Capital *Projects* budget which was also presented at the November 6<sup>th</sup> Council Meeting.

The 2025 PVMC Operating Budget, Capital Budget, and Capital Projects Budget include no cash contributions from the City, instead, are funded by revenues associated with hospital operations at PVMC.



## Providence Valdez Medical Center Capital Request - 2025

Item	Reason	Budget
EKG Machines (2)	End of Life	22,000
Glidescope Intubation Equipment	End of Life	24,000
Trophon Ultrasound Disinfection Equipment	End of Life	15,000
Lucas Chest Compression Machine	New	22,000
Bobcat replacement	End of Life	85,000
Integrate Primary Care Fire Alarm System	New	45,000
Replace Fire Doors (6)	New	65,000
Bed Replacement - Lifecycle replacement	Continuous	50,000
		<b>\$ 328,000</b>

<b>Providence Valdez Medical Center</b> <b>Prior Year Capital Requests</b>				
2021	2022	2023	2024	2025
\$ 2,655,000	\$ 1,769,000	\$ 2,537,000	\$ 458,000	\$ 328,000

# **PVMC 2025 Budget**

**City of Valdez**

## KEY STATISTICS:

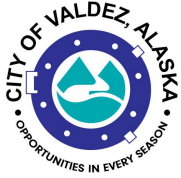
	2022 Actual	2023 Actual	2024 Annualized	2025 Budget
<b>FTE's</b>	<b>93</b>	<b>99</b>	<b>100</b>	<b>107</b>
<b>LTC Patient Days</b>	3562	3590	3595	3831
<b>Acute Patient Days</b>	839	594	765	768
<b>ER Visits</b>	1572	1586	1659	1626
<b>Counseling Visits</b>	1807	1913	1620	2617
<b>Primary Care Visits</b>	n/a	2967	5912	6385

## FINANCIALS – HOSPITAL (\$000's):

	ACTUAL 2022	ACTUAL 2023	Annualized 2024	BUDGET 2025
<b>Gross Revenue</b>				
LTC/Swing Bed	7,225	7,279	7,722	8,641
Inpatient	3,852	2,707	3,228	3,535
Outpatient	13,165	15,305	17,604	17,570
Physician	1,187	2,065	2,638	3,202
<b>Total Gross Revenue</b>	25,429	27,356	31,192	32,948
<b>Net Service Revenue</b>	20,045	20,895	22,544	23,729
Reimb %	78.8%	76.4%	72.3%	72.0%
<b>Other Operating Revenue</b>	416	313	370	317
<b>Net Operating Revenue</b>	20,461	21,208	22,914	24,046
<b>Operating Expenses</b>				
Salaries & Wages	9,988	10,941	11,088	12,149
Employee Benefits	2,307	2,591	2,974	3,292
Professional Fees	847	447	54	130
Supplies	1,574	1,749	1,466	1,807
Purchased Services	2,432	2,820	2,537	2,804
All Other Expenses	1,215	1,256	1,646	1,801
<b>Total Operating Expenses</b>	18,363	19,804	19,765	21,983
<b>EBIDA</b>	<b>2,627</b>	<b>1,963</b>	<b>2,752</b>	<b>2,939</b>
<b>% Margin</b>	<b>12.8%</b>	<b>13.8%</b>	<b>12.0%</b>	<b>12.2%</b>

## FINANCIALS - COUNSELING CENTER (\$000's):

	ACTUAL 2022	ACTUAL 2023	Annualized 2024	BUDGET 2025
<b>Total Gross Revenue</b>	526	631	492	816
<b>Net Service Revenue</b>	264	295	267	447
Reimb %	49.9%	46.8%	54.3%	54.8%
<b>Other Operating Revenue</b>	366	269	267	252
<b>Net Operating Revenue</b>	630	564	534	699
<b>Operating Expenses</b>				
Salaries & Wages	656	552	462	645
Employee Benefits	276	284	229	250
Supplies	9	8	6	10
Purchased Services	68	47	63	58
All Other Expenses	53	39	38	65
<b>Total Operating Expenses</b>	1,062	930	798	1,028
<b>EBIDA</b>	<b>-430</b>	<b>-366</b>	<b>-269</b>	<b>-328</b>
<b>% Margin</b>	<b>-68.3%</b>	<b>-64.9%</b>	<b>-50.4%</b>	<b>-46.9%</b>



## Legislation Text

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**File #:** ORD 25-0003, **Version:** 1

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**ITEM TITLE:**

#25-03 - Amending Chapter 3.30 Entitled Oil and Gas Exploration, Production, Pipeline Transportation, and Spill Prevention and Response Property Tax. First Reading. Public Hearing.

**SUBMITTED BY:** Jake Staser, City Attorney

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Ordinance #25-03 provides additional flexibility regarding the timeline for notice of assessment and collection of taxes under VMC 3.30.



CITY OF VALDEZ, ALASKA

ORDINANCE NO. 25-03

AN ORDINANCE OF THE CITY COUNCIL OF VALDEZ, AMENDING CHAPTER 3.30 ENTITLED OIL AND GAS EXPLORATION, PRODUCTION, PIPELINE TRANSPORTATION, AND SPILL PREVENTION AND RESPONSE PROPERTY TAX

WHEREAS, Chapter 3.30 was established through the adoption of Ordinance No. 24-16 on December 3, 2024;

WHEREAS, the City desires to amend Chapter 3.30 as provided herein to provide for additional flexibility regarding the timeline for notice of assessment and collection of taxes owing under VMC 3.30.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA THAT, the following:

Section 1. The City of Valdez hereby amends Chapter 3.30 entitled Oil and Gas Exploration, Production, and Pipeline Transportation, and Spill Prevention and Response Property Tax as follows:

3.30.080. Assessment Notice. Assessment notices shall be provided in the manner set forth in Section 3.12.100. ~~On or before March 1 of each year, the city shall send to every owner of taxable property named in the assessment roll a notice of assessment, showing the assessed value of the property. Notice of assessment is effective on the date of mailing.~~

3.30.130. Collection and deposit. By July 1st, the city shall mail tax statements setting out the levy, dates when taxes are payable and delinquent, and penalties and interest. ~~The tax levied under this chapter is payable to the city on or before June 30 of the taxable year.~~

Section 2. All other provisions of Chapter 3.30 shall remain unchanged.

Section 3. This ordinance shall become effective immediately upon final approval and adoption by the Valdez City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ,  
ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Austin Love, Mayor Pro Tempore

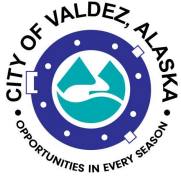
ATTEST:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jake Staser, City Attorney  
Brena, Bell, & Walker, P.C.

Adoption:  
Yeas:  
Noes:  
Absent:  
Abstaining:



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

---

**File #:** ORD 25-0001, **Version:** 1

---

**ITEM TITLE:**

#25-01 - Amending Section 3.12.030 of the Valdez Municipal Code Titled Property Exempt for Taxation. Second Reading. Adoption.

**SUBMITTED BY:** Sheri Pierce, City Clerk, MMC/ Jake Staser, City Attorney

**FISCAL NOTES:**

Expenditure Required: n/a  
Unencumbered Balance: n/a  
Funding Source: n/a

**RECOMMENDATION:**

First Reading for Public Hearing.

**SUMMARY STATEMENT:**

This ordinance clarifies language related to levy of personal property taxes by the City of Valdez.

CITY OF VALDEZ, ALASKA

ORDINANCE # 25-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ,  
ALASKA, AMENDING SECTION 3.12.030 OF THE VALDEZ MUNICIPAL  
CODE TITLED PROPERTY EXEMPT FROM TAXATION

WHEREAS, the City Council desires to clarify the scope of personal property exempt from taxation under the Valdez Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA THAT:

Section 1. Section 3.12.030 of the Valdez Municipal Code is hereby amended as follows:

3.12.030 Property exempt from taxation.

A. The following property is exempt from general taxation:

1. Property exempted by state or federal law including all properties listed in AS 29.45.030;

2. All other personal property not subject to taxation under this title or another provision of the Valdez Municipal Code ~~subject to taxation under subsection (A)(1) of this section;~~

3. The real property owned and occupied as the primary residence and permanent place of abode by a: (i) resident sixty-five years of age or older; (ii) disabled veteran; or (iii) resident at least sixty years old who is the widow or widower of a person who qualified for an exemption under subsection (A)(3)(i) or (ii) of this section, is exempt from taxation on the first one hundred fifty thousand dollars of the assessed value of the real property. The city may, in the case of hardship, provide for exemption beyond the first one hundred fifty thousand dollars of assessed value in accordance with 3 AAC 135.040(c), as hereafter amended. Only one exemption may be granted for the same property and, if two or more persons are eligible for an exemption for the same property, the parties shall decide between or among themselves who is to receive the benefit of the exemption. Real property may not be exempted under this subsection if the assessor determines, after

notice and hearing to the parties, that the property was conveyed to the applicant primarily for the purpose of obtaining the exemption. The determination of the assessor may be appealed as set forth in Section 3.12.110.

a. An exemption may not be granted under subsection (A)(3) of this section except upon written application for the exemption on a form approved by the State Assessor for use by local assessors. The claimant must file a separate application for each assessment year in which the exemption is sought. The claimant must file the application no later than January 15th of the assessment year for which the exemption is sought. If an application is filed within the required time and is approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. The city council for good cause shown may waive during a year the claimant's failure to make timely application for exemption for the current year and authorize the assessor to accept the application as if timely filed. If a failure to file by January 15th of the assessment year has been waived as provided in this subsection and the application for exemption is approved, the amount of tax that the claimant has already paid for the assessment year for the property exempted shall be refunded to the claimant. The assessor shall require proof in the form the assessor considers necessary of the right and amount of an exemption claimed under subsection (A)(3) of this section. The assessor may require proof under this section at any time.

4. Property that qualifies for a low-income housing credit under 26 U.S.C. 42 shall be assessed on the basis of actual income derived from the property without adjustment based on the amount of any federal income tax credit given for the property. (Ord. 23-01 § 1)

Section 3. This ordinance shall become effective immediately upon adoption by the Valdez City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
VALDEZ, ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Dennis Fleming, Mayor

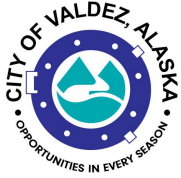
ATTEST:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jake Staser, City Attorney  
Brena, Bell, & Walker, P.C.

Adoption:  
Yeas:  
Noes:  
Absent:  
Abstaining:



## Legislation Text

---

**File #:** ORD 25-0002, **Version:** 1

---

**ITEM TITLE:**

#25-02 - Amending Title 3 Property Taxes, Chapter 3.12, Section 3.12.040 Titled Additional Exemptions. Second Reading. Adoption.

**SUBMITTED BY:** Sheri Pierce, MMC, City Clerk/Jake Staser, City Attorney

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

The city council may by ordinance annually adjust the primary residential tax exemption set forth in Section 3.12.040 of the Valdez Municipal Code by the amount calculated by the State Assessor to reflect the increase, if any, in the annual average cost of living, using the U.S. Department of Labor CPI-U for Anchorage. The State Assessor calculates the rate of inflation at 2.24%, thereby increasing the exemption to \$77,862.00.



CITY OF VALDEZ, ALASKA

ORDINANCE #25-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA AMENDING TITLE 3 PROPERTY TAXES, CHAPTER 3.12, SECTION 3.12.040 OF THE VALDEZ MUNICIPAL CODE TITLED ADDITIONAL EXEMPTIONS

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA that:

Section 1: Title 3, Chapter 3.12, Section 3.12.040 of the Valdez Municipal Code is hereby amended to read as follows:

**3.12.040 Additional exemptions.**

~~Seventy-seven thousand eight hundred sixty- two~~ ~~Seventy-six thousand one hundred fifty-five~~ dollars of the assessed value or the maximum allowed under state law, whichever is greater, of a principal residence owned and occupied by the taxpayer is exempt from taxation. The city council may by ordinance annually adjust the exemption set forth herein by the amount calculated by the State Assessor to reflect the increase, if any, in the annual average cost of living, using the U.S. Department of Labor CPI-U for Anchorage.

Section 2: This ordinance shall take effect immediately following adoption by the Valdez City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF VALDEZ, ALASKA

ATTEST:

\_\_\_\_\_  
Dennis Fleming, Mayor

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

First Reading:  
Second Reading:  
Ayes:  
Noes:  
Absent:  
Abstain:

\_\_\_\_\_  
Jake Stasser, City Attorney  
Brena, Bell, & Walker, P.C.



## Legislation Text

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**File #:** RES 25-0006, **Version:** 1

---

**ITEM TITLE:**

#25-06 - Supporting Efforts by the United States Geological Survey (USGS), the Alaska Division of Geological and Geophysical Surveys (DGGS), and the Federal Emergency Management Agency (FEMA) to Conduct a Snow Avalanche and Landslide Hazards Assessment in the City of Valdez and Nearby Richardson Highway Transportation Corridor

**SUBMITTED BY:** Kate Huber, Community Development Director

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

Approve Resolution 25-06 supporting efforts by the United States Geological Survey (USGS), the Alaska Division of Geological and Geophysical Surveys (DGGS), and the Federal Emergency Management Agency (FEMA) to conduct a snow avalanche and landslide hazards assessment in the City of Valdez and nearby Richardson Highway transportation corridor.

**SUMMARY STATEMENT:**

City of Valdez staff (led by Emergency Manager, Aaron Baczuk) are working with partners from United States Geological Survey, The Alaska Division of Geological and Geophysical Surveys and the Federal Emergency Management Agency to pursue funding for an area-wide snow avalanche and landslide hazards assessment for the city limits of Valdez and for the Richardson Highway, extending to milepost 46.

This resolution is in support of that work and will be provided to the State of Alaska partners for inclusion with their grant application for the project.

Upon completion of the proposed study, Community Development staff will work with our Emergency Manager to educate the public and use scientific data and recommendations from the study to help inform future land use decisions and hazard mitigation planning.

CITY OF VALDEZ, ALASKA

RESOLUTION #25-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, SUPPORTING EFFORTS BY THE UNITED STATES GEOLOGICAL SURVEY (USGS), THE ALASKA DIVISION OF GEOLOGICAL AND GEOPHYSICAL SURVEYS (DGGS), AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) TO CONDUCT A SNOW AVALANCHE AND LANDSLIDE HAZARDS ASSESSMENT IN THE CITY OF VALDEZ AND THE NEARBY RICHARDSON HIGHWAY TRANSPORTATION CORRIDOR

WHEREAS, the City of Valdez has never conducted an area-wide snow avalanche or landslide hazards assessment; and

WHEREAS, lives and property in Valdez and around the state of Alaska have been greatly impacted by these hazards historically and in recent years; and

WHEREAS, a snow avalanche and landslide hazards assessment will help inform local government officials and the community about potential hazards that are currently unknown; and

WHEREAS, goal 7.1 of Plan Valdez, the 2021 comprehensive plan, is to reduce the community's vulnerability to natural events and to plan for and reduce the community's vulnerability from extreme weather events and natural hazards including landslides, flooding, avalanches, earthquakes, tsunamis, significant precipitation, and other events; and

WHEREAS, actions under goal 7.1 of Plan Valdez include working with partners to compile and maintain hazard mapping and make easily available to the public, identify and secure sites for future locations of critical infrastructure out of areas that could be impacted by natural disasters or climate change impacts, coordinate work and obtain 2021/2022 Alaska Avalanche Hazard Inventory and implement recommendations; and.

WHEREAS, Objective 1.8 of the City's Hazard Mitigation Plan (adopted by City Council in October 2024) is to form partnerships to leverage and share resources; and

WHEREAS, Objective 6.1 of the City's Hazard Mitigation Plan (adopted by City Council in October 2024) is to enhance understanding of natural hazards and the risks they pose; and

WHEREAS, Objective 6.2 of the City's approved Hazard Mitigation Plan (adopted by City Council in October 2024) is to improve hazard information, including databases and maps; and

WHEREAS, Mitigation Action 3 of the City's Hazard Mitigation Plan (adopted by City Council in October 2024) is to develop a submarine and subaerial slope instability identification and monitoring program with Local, State, and Federal partners; and

WHEREAS, a snow avalanche and landslide hazards assessment will support and inform response actions in the 2020 City of Valdez Emergency Operations Plan; and

WHEREAS, the data from a snow avalanche and landslide hazards assessment will be used to help improve community resilience by guiding future planning and land use decisions made by City of Valdez staff and elected and appointed officials; and

WHEREAS, the data from a snow avalanche and landslide hazards assessment will help the city of Valdez, other governmental agencies, and local utility providers understand what infrastructure may be vulnerable to hazards, and can help guide planning for future infrastructure placement to aid resilience to known hazards; and

WHEREAS, supporting USGS and DGGs in the development of a snow avalanche and landslide hazards assessment will produce susceptibility maps for both hazards, create opportunities for specific hazard-site monitoring, and support the development of an area-wide monitoring program for Valdez that involves a novel probabilistic approach to enhance detection, mitigation, and response to those risks, as a model for the rest of the state; and

WHEREAS, the 70/30 match-grant from the National Oceanic and Atmospheric Administration, awarded to the City of Valdez (2024) for a new hydrographic survey of Port Valdez (summer of 2025) was specifically acquired in support of this slope-hazard mapping; and

WHEREAS, having a snow avalanche and landslide hazards assessment will benefit the citizens of and visitors to Valdez and the surrounding area by providing accurate scientific information about those hazards inform efforts to further safeguard the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that

The City Council of the City of Valdez supports efforts by the State of Alaska and Federal Emergency Management Agency (FEMA) to conduct a snow avalanche and

landslide hazards assessment in the City of Valdez and nearby Richardson Highway transportation corridor.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 4<sup>th</sup> day of February, 2025.

CITY OF VALDEZ, ALASKA

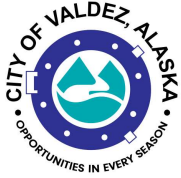
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Dennis Fleming, Mayor

ATTEST:

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Sheri L. Pierce, MMC, City Clerk



## Legislation Text

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**File #:** RES 25-0007, **Version:** 1

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**ITEM TITLE:**

#25-07 - Amending the 2025 City Budget by Appropriating an Additional \$10,340 to Child Care Facility Design & Renovation to be Transferred from Council Contingency Reserve

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: \$10,340

Unencumbered Balance: \$535,453

Funding Source: 350-0202-55000, Council Contingency Reserve

**RECOMMENDATION:**

Approve

**SUMMARY STATEMENT:**

This Resolution moves additional funding needed for increased scope related to site selection.

CITY OF VALDEZ, ALASKA

RESOLUTION #25-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING THE 2025 CITY BUDGET BY APPROPRIATING AN ADDITIONAL \$10,340 TO CHILD CARE FACILITY DESIGN & RENOVATION TO BE TRANSFERRED FROM COUNCIL CONTINGENCY RESERVE

WHEREAS, the Valdez City Council recognizes inadequate child care as a major community and statewide challenge; and

WHEREAS, through adoption of Resolution 23-07, the Valdez City Council established the Child Care Crisis Task Force to engage key stakeholders in a strategic planning process to address the ongoing child care crisis; and

WHEREAS, certain tangible aspects of work assigned to the Child Care Crisis Task Force, including facilities in Valdez that could be remodeled for a Child Care/Early Education Center; and

WHEREAS, project scope around site selection must change due to the requests for an alternate location not previously considered; and

WHEREAS, budget amendments must be formally appropriated via Budget Amendment Resolution.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that the 2025 City Budget is amended as follows:

Section 1: Child Care Facility Design & Renovation, 310-3340-58000 is increased by \$10,340

Section 2: Council Contingency Reserve, 350-0202-55000 is decreased by \$10,340

Section 3: Transfer to Capital Fund, 350-0050-49125 is increased by \$10,340

Section 4: Transfer from Reserve Fund, 310-0050-39140 is increased by \$10,340

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 4th day of February 2025.

City of Valdez, Alaska

ATTEST:

\_\_\_\_\_  
Dennis Fleming, Mayor

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk



**Date:** January 27, 2025  
**To:** Nathan Duval, Capital Facilities Manager, City of Valdez  
**From:** David Popiel  
**Project No.:** 24-CC-001 (CoV), 24-121 (BNAP)  
**Subject:** Valdez Childcare: Additional Services - Fee Proposal

Nathan,

There have been several changes to the Valdez Childcare project that affected the project scope. In the notes below, I have outlined the added scope and our associated design fee for additional services.

### **Additional Project Scope**

After meeting with the Valdez City School Board on December 9<sup>th</sup>, the location of the future childcare facility was changed. The previously agreed upon location; Hermon Hutchens, was removed from consideration. The City of Valdez requested that Bettisworth North look into alternate locations for the childcare facility and provide test fits to determine project feasibility.

Bettisworth reviewed the existing Valdez City Schools offices building for feasibility as a childcare facility and developed a test fit to determine quantity of children that could be accommodated at the facility.

In addition to the services already provided above, we anticipate the additional project scope to include the following.

- Attending up to 2 Valdez City School Board meetings via videoconference.
- Attending up to 2 Valdez City Council meetings via videoconference.
- Developing up to 2 conceptual test fits, in addition to the test fit already completed, for Valdez City Schools office building or an additional project site.
- With each test-fit completed, a summary of the number of children and staff that the facility can accommodate.
- Conceptual written input from design engineers on feasibility of test-fits.

### **Project Schedule**

Due to the limited scope associated with the additional services, the project schedule will be developed in coordination with the City of Valdez and Valdez City Schools.

### Additional Services Fee Proposal

The design services fee is proposed as lump sum and captures the work already completed on the additional project scope and in anticipation of future effort reviewing and determining feasibility for a childcare facility at alternate locations. The fee proposal is valid 60 days from issuance.

- Additional Services: \$10,340

### Assumptions and Exclusions

- Assumption: Owner to provide documentation of existing facilities.
- Assumption: Owner to regularly engage in programming and design for existing facilities.
- Assumption: Owner to facilitate and help coordinate project meetings with outside bodies including School Board.
- Exclusions: Bidding or construction administration work. If the project proceeds to bidding and construction, separate fee proposals will be provided to the City for review.
- Exclusion: Site visits
- Exclusion: Hazardous material investigations
- Exclusion: Legal documentation of existing sites including but not limited to boundary surveys, property lines, and property ownership.
- Exclusion: Geotechnical investigation

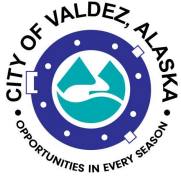
Thank you again for continuing to involve us in this project. We understand the need for childcare in the City of Valdez and are grateful for the opportunity to be part of the solution.

Sincerely,



David Popiel, AIA

Senior Architect



## Legislation Text

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**File #:** RES 25-0008, **Version:** 1

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**ITEM TITLE:**

#25-08 - Authorizing the City Clerk to Dispose of Certain City Records

**SUBMITTED BY:** Sheri Boyles, Records Manager

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Approve Resolution 25-08.

**SUMMARY STATEMENT:**

The records listed in the attached list have exceeded the retention period as approved by Res 19-45. It is requested that the records stated on the list be destroyed by the City Clerk as provided in Section 2.76.080 of the Valdez Municipal Code.

CITY OF VALDEZ, ALASKA

RESOLUTION #25-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ,  
ALASKA, AUTHORIZING THE CITY CLERK TO DISPOSE OF CERTAIN  
CITY RECORDS

WHEREAS the records listed in 'Attachment A' are not of an historical, legal or administrative value; and

WHEREAS the records have exceeded the retention period outlined in the City of Valdez Records Retention Schedule as approved by Resolution No. 19-45.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that:

The records listed in "Attachment A", have exceeded the retention period as approved by Resolution No. 19-45, and may be destroyed by the City Clerk as provided in Section 2.76.080 of the Valdez Municipal Code.

PASSED AND APPROVED this 4<sup>th</sup> day of February, 2025.

CITY OF VALDEZ, ALASKA

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Dennis Fleming, Mayor

ATTEST:

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Sheri L. Pierce, MMC, City Clerk

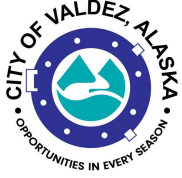
## RESOLUTION #25-08

### February 2025 Destruction List -Attachment "A"

- 1994-2002 (Box #165), 1999 (Box #93), 1996-1998 (Box #370) & 2012-2021 Property Tax Exemptions (Deputy Clerk's Ofc.)-Record Series 13.3 - Retain for 3 years. Has met retention.
- 2015-2021 Public Records Requests-Record Series 5.5-Retain for 3 years. Has met retention.
- 2007, 2008, 2009 & 2017 Energy Assistance Applications-Record Series 9.6 Accounts Payable-Retain for 6 years. Has met retention.

#### Various Clerk's Department Files

- Ipad Agreements & IT Request Forms- Obsolete
- 2008 Personnel Regulations-Record Series 7.2-Retain for 10 years after updated/obsolete. Has met retention.
- Division of Community & Regional Affairs Report to the Director- Current Community Conditions: Fuel Prices across Alaska February 2009 Update- Obsolete
- Clerk's Office Equipment Manuals- Obsolete
- Clerk's Office Inventory- Obsolete
- 2008 Strategic Plan COPY - Obsolete
- 2018 Social Media Policy and Capital Facilities Personal Communication Device Policy-Record Series 1.2-Has met retention/superseded.
- 2010-2012 City Manager Reports-COPIES - Obsolete
- City Manager Reading Files- Record Series 1.1 General Administration- Retain for 1 year unless needed for administrative purposes. Has met retention.
- Various Public Officials Bonds-Expired-Record Series 1.8 Retain for 6 years after expiration. Has met retention.
- 2004 Organizational Chart- Record Series 7.6-Retain until obsolete, superseded or until obsolete, superseded or administrative / management need is met. - Obsolete



## Legislation Text

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**File #:** 25-0050, **Version:** 1

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**ITEM TITLE:**

Monthly Treasury Report: December 2024

**SUBMITTED BY:** Casey Dschaak, Budget and Financial Analyst

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

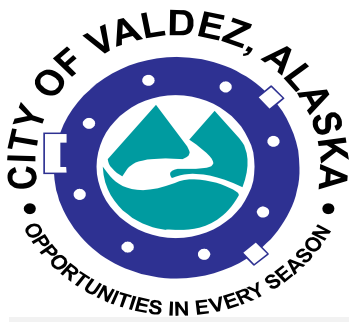
Funding Source: n/a

**RECOMMENDATION:**

Receive and File

**SUMMARY STATEMENT:**

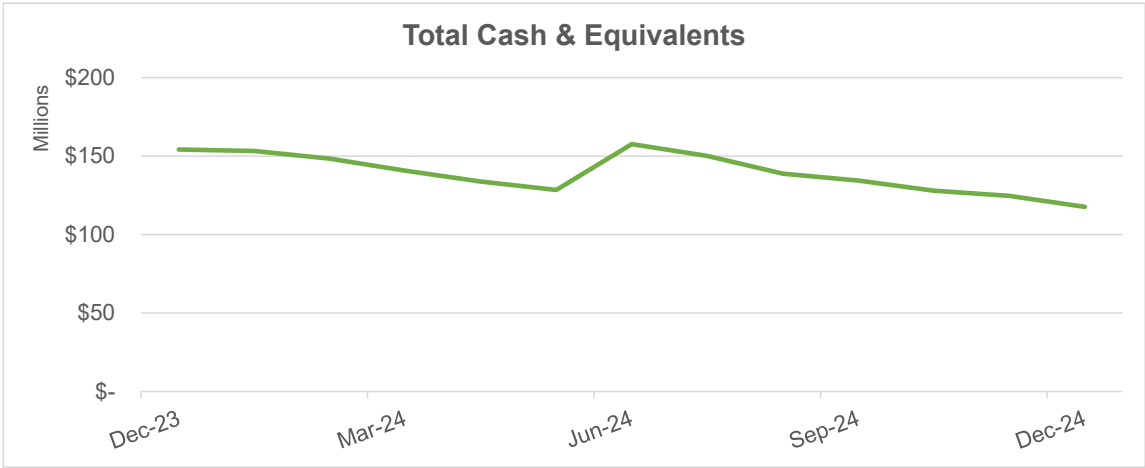
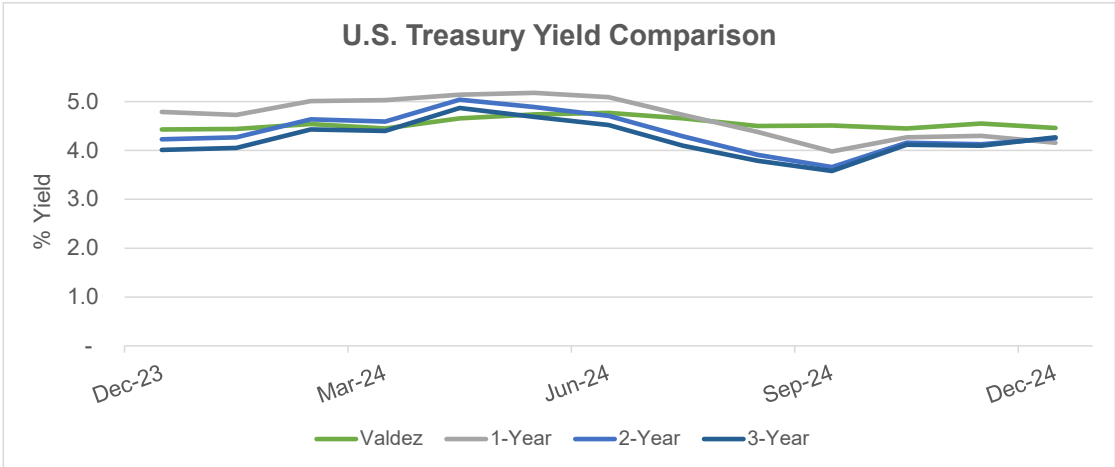
Monthly treasury report per Municipal Code



# Monthly Treasury Report

Period Ending: December 31, 2024  
 Prepared By: Casey Dschaak, Financial Analyst

		<u>Begin</u> <u>Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>End</u> <u>Balance</u>	<u>Yield</u> <small>Notes</small>
<b>Central Treasury</b>		<b>124,631,195</b>	<b>23,074,208</b>	<b>(30,038,805)</b>	<b>117,666,598</b>	<b>4.46%</b>
Central Treasury	Principal	86,215,996	369,294	(1,500,000)	85,085,290	4.68%
Money Market	Wells Fargo	18,186,555	71,983	(6,650,000)	11,608,539	4.49%
SLG Account	USB	20,089,157	55,075	-	20,144,232	3.34%
Checking	Wells Fargo	(68,238)	14,255,378	(14,286,438)	(99,298)	0.00%
Payroll	Wells Fargo	(422,985)	1,621,748	(1,872,738)	(673,975)	0.00%
Sweep	Wells Fargo	630,710	6,700,730	(5,729,629)	1,601,811	4.34%
<b>Restricted</b>		<b>4,795</b>	<b>3</b>	<b>-</b>	<b>4,798</b>	<b>0.78%</b>
Police	Wells Fargo	4,795	3	-	4,798	0.78%
<b>Total</b>		<b>124,635,989</b>	<b>23,074,211</b>	<b>(30,038,805)</b>	<b>117,671,396</b>	<b>4.46%</b>







## Legislation Text

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**File #:** 25-0048, **Version:** 1

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**ITEM TITLE:**

Hazard Mitigation Plan Implementation Report

**SUBMITTED BY:** Kate Huber, Community Development Director

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Report Only

**SUMMARY STATEMENT:**

The 2024 Hazard Mitigation Plan was adopted by the city council on August 21, 2024. This plan was submitted to the Alaska Division of Homeland Security and Emergency Management (DHS & EM) for approval. The plan was not approved and city staff are working with DHS & EM on revisions to the plan for resubmission to the state and to FEMA for approval.

This implementation report lists the goals and objectives that were carried forward from the 2019 Hazard Mitigation Plan and a spreadsheet with the mitigation actions from the 2024 adopted plan.

The City of Valdez participates in FEMA's Community Rating System (CRS). The City's participation in this voluntary program provides our residents with a discount on their flood insurance premiums. The CRS program requires an annual recertification and as part of that recertification we are required to give a report to the City Council concerning the implementation of the Hazard Mitigation Plan.

## Progress Report on Implementation of Hazard Mitigation Plan

**Report Date:** February 6, 2025  
**Name of community:** City of Valdez  
**Name of plan:** Natural Hazard Mitigation Plan  
**Date of adoption of plan:** August 24, 2024  
**Where the Plan is Located:** A hard copy of the City's 2024 Hazard Mitigation Plan is kept in the Community Development Department at City Hall and can also be found on the City's website at:

<https://www.valdezak.gov/DocumentCenter/View/10863>

### How This Report Was Prepared:

Bruce Wall, the Senior Planner with responsibilities for the Hazard Mitigation Plan prepared this report. He sent a request to several City employees including Police Chief, Fire Chief, Emergency Manager, Public Works Director, Capital Facilities Director, Communications Director, Community Development Director, and Building Inspector. The information received from these employees was compiled into this report. The report lists the goals and objectives of the 2024 Hazard Mitigation Plan and a spreadsheet with the mitigation actions from the adopted plan. The report is available to the public at the Community Development Department.

### **Goal 1 Protect Public Health and Safety**

#### **Objective 1.1 Improve systems that provide warning and emergency communications.**

The City is engaged in efforts to upgrade antiquated police/fire radio towers, antennas, hardware, mobile and handheld radios, telecommunications, and to create redundancy in these systems, independent from the state's radio system. The primary area of focus is the Salmonberry Ski Hill, to provide better coverage between Robe River and Keystone Canyon; upgrades to the antenna array and infrastructure on the Valdez Container Terminal; and upgrades to dispatch at the police department with an extension of those services over to the new fire station to provide redundancy in the event City Hall is incapacitated. The project is designed and the City is seeking funding through various grant resources. The implementation timeline is subject to funding availability.

Maintenance was conducted on the Outdoor Warning System during 2023 to update equipment and improve messaging. Deficiencies were discovered and plans are underway to receive proposals and search for grant possibilities for a new Outdoor Warning System with a different vendor; one that will increase the city's ability to maintain and adjust without being dependent upon contractors from the Lower 48.

City of Valdez Incident Management Short Team, led by Capital Facilities Director, Nate Duval, with input from Stan Porritt Building Maintenance Manager, began learning about alternate outdoor warning systems, federal granting opportunities, and prepared to release an RFP for a new system. In January of 2025 an RFP was released.

A new satellite phone antenna was installed on top of fire station one. The antenna is connected to a base station in the upper IT server room. It allows the connection of a standard cordless phone line into the base station to send/receive satellite phone calls from the emergency operation center on the main floor.

### **Objective 1.2      Reduce the impacts of hazards on vulnerable populations.**

Valdez Alerts will provide users with an opportunity to declare if and what type of functional needs they may have that impact their own ability to respond to a disaster.

Metal signs (3'x2') with tsunami information graphic overlay, have been purchased and have been provided to RV parks, fish processors, and the hatchery to be installed this summer. Harbor staff installed the signs at the small boat harbors and Kelsey Dock. Information expands on the tsunami brochure and adds additional links and connections to local emergency resources. The signs are translated into Spanish, Russian, Tagalog, Japanese, and French by scanning a QR code. It is anticipated that additional signs will be placed at other locations prior to summer.

The City Office of EM wrote several letters to State of Alaska Senator/Representatives and NOAA and engaged in conversations with the State of Alaska in support of preventing further funding cuts by NOAA to the National Tsunami Hazard Mitigation Program (NTHMP). During their spring advocacy trip to Washington, D.C., City Council Members and executive staff raised concerns regarding said funding cuts. Funding for the NTHMP was cut by 1/3 and slated to not be funded in its entirety beginning in 2025. The NTHMP supports statewide efforts to identify and educate on tsunami risk through oceanic hydrographic studies, tsunami modeling, establishment of maximum inundation zones for coastal communities, tsunami brochures, educational videos/materials, signage, accurate scenario development for disaster exercises, and more. The State of Alaska later affirmed it would cover the lapse in funding from NOAA for the above-mentioned efforts.

The City Emergency Manager presented to the Community Caregivers monthly meeting to inform attendees on the resources available on Emergency and Disaster Management page of the City website.

### **Objective 1.3      Strengthen local building code education and enforcement.**

The Community Development Department is working toward the adoption and implementation of the 2021 model building codes in the spring of 2025. They will be

producing and providing educational materials that will identify significant changes in the updated building code adoption. These materials will be provided to both contractors and the public who may act as an owner/builder. Plan reviews will place added focus on these code changes and other common areas of non-compliance.

The Community Development Department is also updating a user-friendly printed media display and will work on expanding web-based educational materials. These actions will result in an enhanced online outlet for information, while also promoting a strong culture on the value of modern building codes.

#### **Objective 1.4      Minimize social dislocation and stress.**

The city continues to support the local Public Health Nurse, medical clinics, and hospital through annual flu-vaccination clinics. A clinic was held October 23, 2024.

#### **Objective 1.5      Strengthen evacuation and sheltering plans/procedures.**

City Incident Management team received in-person shelter training from the American Red Cross leading up to the full-scale disaster exercise.

City of Valdez conducted a full-scale disaster exercise (AlaskEx2024) with a mass sheltering component that involved deploying city shelters and mass transport out of Valdez for a group of participants via school bus to the airport with simulated air transport in an on-scene C-130 National Guard plane.

#### **Objective 1.6      Improve training of emergency responders.**

The City of Valdez conducted a full-scale disaster exercise, AlaskEx2024, where Fire Department personnel responded to a simulated traffic accident scene and a complicated beached watercraft with debris (due to tsunami). Both scenes involved serious injury and problem solving to safely render aid. Patient transport involved delivery to the Alternate Care Site and Gilson Middle School where Providence Valdez Medical Center had simulated moving staff and equipment. VFD personnel assisted with patient care at the Alternate Care Site. Law enforcement personnel conducted windshield assessments after the first initial earthquake event using a new capability associated with the City IMT's Incident Action Planning software. Law enforcement officers participated in the exercise within the Operations Section of the Incident Management Team. Members of the Valdez Police Department and other city personnel supported the exercise with drone flights during the beached watercraft scenario for search and rescue purposes. See the following video recap of the exercise.

<https://www.youtube.com/watch?v=J2VH71RbTXo&list=PL2V9LdArtcGIQubb2iQ1B8Uz5i0jdZl0G&index=9>

Fire Department and Police Department personnel, who are participating members of the city sUAS team were trained to a Level 3 NIST standard for drone flight.

The city Office of Emergency Management (OEM) has worked with the State of Alaska DHS&EM training division for the city IMT to participate in the rollout of a new certification process for specific positions on the city Incident Management Team. The process follows the National Qualification System and uses One Responder to certify positions such as Incident Commander, Public Information Officer, Safety Officer, Operations Section Chief, Planning Section Chief, Logistics Section Chief, Finance Section Chief, Situation Unit Leader, Resource Unit Leader and other positions through training, exercise, and real-world events. The rollout has begun (January 2025) and will continue throughout 2025 as the city IMT works toward individual member certifications. Being certified will allow city IMT members to deploy within the state to disasters where help is needed. This will give our IMT real world experience.

Several City Incident Management Team members participated in a SERVS/APSC exercise. The City IMT received mentoring from APSC's IMT.

Two individuals from the City IMT Logistics Section participated in a state and FEMA Region 10 sponsored exercise in Anchorage to better understand the movement of resources during a large-scale event.

Two individuals from the IMT Planning & Operations Sections traveled to Cordova for their March 2024 community-wide earthquake and tsunami response simulation during the State of Alaska's Alaska EX and Vigilant Guard 24-2 exercise.

The city sUAS team trained on multiple drone platforms that use satellite capabilities to offer live-stream real time imagery into Incident Command and the Emergency Operations Center to increase operational and decision-making capabilities.

The City Incident Management Team conducted a functional exercise to integrate a new capability of the team's Incident Action Planning software. It is an app that integrates with the software to photograph and document hazardous conditions that affect critical infrastructure immediately after an event. This is used while making "windshield observations". The observer completes the observation in the field which is then immediately available to command and general staff of the IMT for operational decision making and to identify areas that need a more comprehensive evaluation.

#### **Objective 1.7      Save lives and reduce injuries.**

The City continues to participate in the National Weather Service's Storm Ready and Tsunami Ready Programs.

The city continues to provide hazard education to PWSC, USCG, and the Valdez School District, among other organizations, in the form of in-person presentations.

The City Office of Emergency Management provided presentations to the USCG on winter driving safety and emergency and disaster resources. The city communicated with the public regarding DOT road closures and winter driving hazards. The City blocked ingress and egress to the North side of the Valdez High School to protect against avalanche hazards. Annual maintenance of the outdoor warning siren system was performed.

The City Office of Emergency Management (OEM) partnered with the Valdez City School District to participate in the Great Alaska Shakeout. Students and teachers conducted an earthquake drill, and the Emergency Manager visited each classroom at Hermon Hutchens Elementary School to discuss safe actions related to earthquakes and to practice response.

#### **Objective 1.8      Form partnerships to leverage and share resources.**

The Office of Emergency Management partnered with the AK DNR DGGS in the creation, promotion, and release of a Landslide Reporter App (Citizen Science app) that allows the user to take a photo of a landslide or a potential precursor to landslide where the location is captured by GPS, details are noted, and the observation sent electronically to scientists that vet the circumstance for potential risk to lives and property. The city created a tutorial for the app and advertisements.

<https://dggs.alaska.gov/hazards/landslide-reporter.html>

The City Emergency Manager traveled to Washington D.C. with a contingency of Alaska scientists from USGS and DGGS to present on landslide hazards and how local governments can create partnerships with state and federal agencies to study, educate, and mitigate risks associated with unstable slopes.

The City Office of Emergency Management hosts high-level All-hazards Position-specific Incident Command Systems trainings for Incident Management Team personnel and invites local stakeholders to participate at no cost to the community partners. Other community's IMT members participate as well as the state emergency operation center and DHS&EM personnel in this training through partnerships with the City of Valdez. The City collaborates with the USCG to help reduce costs to the city by using support instructors from the USCG to compliment the lead instructors contracted by the city.

The City Emergency Manager continued to work with USGS and DGGS throughout 2024 to coordinate development of a slope hazards monitoring program for the City of Valdez. USGS will be applying for a Cooperative Technical Partnership grant (February 2025) with endorsement by the City of Valdez to provide USGS and DGGS with the resources they need to comprehensively map slope hazards in the form of landslide and avalanche in the city limits and out to 46-mile of the Richardson Highway. Following the mapping, interpretation of data and potential hazard monitoring for identified hazards will take place through a novel development of a hazard monitoring program that could be modeled for the state of Alaska. The grant from NOAA, awarded to the city in 2024

(performance in 2025), for a new hydrographic survey of Port Valdez will be incorporated into the new slope mapping. USGS and the City are working with NOAA to create an opportunity to acquire a hydrographic survey of the Valdez Glacier Lake while the contractors surveying the Port are in town.

USGS and the City Office of Emergency Management (OEM) are also collaborating to acquire Ice penetrating radar data for the length of the Valdez glacier to better forecast the life of the glacier, potential size of the lake after the glacier makes landfall, to aid in discovery of any potential de-buttressing of the adjacent mountainsides resultant to glacier retreat, and to better understand the risks associated with the Ice Dam Lake above the Glacier Lake.

Alaksa DGGs and the city OEM collaborated resources at the end of 2024 to increase mast height, provide new batteries, armor the batteries in an aluminum cabinet against bears, and install a new camera sensor and solar panel to monitor for Ice Dam Lake outbursts above the Valdez Glacier Lake.

The city Emergency Manager attended the state Emergency Manager's conference to network and build partnerships.

The City Emergency Manager partnered with Providence Valdez Medical Center in the development of the floor plan for the Alternate Care Site at Gilson Middle School. The plan was later utilized during the full-scale AlaskEx2024 disaster exercise where PVMC practiced evacuation from the hospital and standing up the ACS at GMS.

The City Emergency Manager assisted the National Weather Service in troubleshooting the inoperable NOAA weather radio frequency in Valdez. The issue was corrected, and the service was restored.

## **Goal 2: Protect Property**

**Objective 2.1      Protect critical facilities and services; minimize impacts to operations; and expedite recovery in an emergency.**

This objective is being achieved through the other objectives listed in this report.

**Objective 2.2      Consider known hazards when identifying sites for new development and construction.**

All new city projects take into consideration known hazards.

The comprehensive plan includes a development suitability map. The map displays areas ranging from low development constraints to areas with significant environmental constraints, where development is not recommended due to slopes greater than 25%, avalanche and landslide hazards, and areas subject to significant flooding events.

**Objective 2.3      When possible, create redundancies for crucial networks such**

**as water, sewer, power, communications, and digital data.**

Backup power has been implemented at all well houses, the sewage treatment plant, and the mobile connections at lift stations. Improvements to citywide emergency communications will provide some additional communication redundancies.

**Objective 2.4      Maintain critical facilities and infrastructure in functional order.**

The City utilizes a computer managed maintenance system called Maintenance Connection to identify and track facility maintenance needs. Maintenance Connection facilitates the daily, weekly, monthly, and annual preventative maintenance work orders to ensure they are completed in a timely manner. The maintenance staff record completed work orders in the program to track labor hours, material costs, and equipment history. The work order system is designed to facilitate inspections of facilities and equipment to move from reactive maintenance to preventative maintenance to ultimately, predictive maintenance.

Flood mitigation infrastructure is maintained programmatically with inspections at least twice a year and recorded in the Collector app in accordance with the City of Valdez Flood Control Maintenance Manual. As issues are identified in inspections the problems are referred to the Public Works Department for repairs in accordance with the maintenance manual or inclusion in the capital project budgeting cycle.

**Objective 2.5      Integrate new hazard and risk information into building and subdivision codes, and land use Community Development mechanisms.**

The Community Development Department is working toward the adoption and implementation of the 2021 model building codes in the spring of 2025. The floodplain regulations were updated in 2019, and we will be updating them again at the same time as the building codes. These new codes include construction techniques that reduce the risk of natural hazards.

The comprehensive plan includes a development suitability map. The zoning code has been revised to implement the goals of the comprehensive plan. The Community Development Department has begun the process to update the subdivision regulations. It is anticipated that these changes will be adopted later this year and will include provisions to reduce the risks of natural hazards.

**Objective 2.6      Educate public officials, developers, realtors, contractors, land and building owners, and the public about hazard risks and building requirements.**

The Community Development department mails an annual letter, postcard, or flyer to mortgage lenders, insurance agents, real estate offices, and to landowners with property in the floodplain that explains the risks associated with the floodplain and the need to obtain floodplain development permits.



The city regularly communicates with residents via Everbridge/Nixle, social media, and the city website regarding flooding events, tsunami alerts, increasing snow loads, and ongoing hazards presented by the Valdez Glacier and Ice Dam Lake.

The city maintains hazard information on the Emergency and Disaster Management page of the city website.

The city OEM acted as lead with USGS, DGGs, NTWC, and Alaskan residents to produce a 9-minute educational video regarding the risks, signs, and needed actions related to slope instability. This education is vital regarding the several fatal landslides and near misses that have affected Alaskan communities in recent years, as well as other landslides, some being exponentially large, that fortunately occurred outside of population centers. The video will likely be released in February/2025.

The video recap of the AlaskEx2024 full-scale disaster exercise was released on city social media, posted on the city YouTube channel, posted on the city website Emergency and Disaster Management page, and shown in the Civic Center theater immediately prior to the main feature of the movie “Twister”.

**Objective 2.7 Promote appropriate mitigation actions for all public and privately-owned property within the City’s jurisdiction including, but not limited to, residential units, commercial structures, educational institutions, healthcare facilities, cultural facilities, and infrastructure systems.**

The Community Development Department continues to offer technical advice, as a free service to property owners, for reducing the flood hazard to their personal or commercial property. We promote this service annually through a mailing to property owners within the Special Flood Hazard Area. This information was included in the January newsletter.

In February 2022 the City requested consideration from the Natural Resources Conservation Service (NRCS) to be included in the National Watershed Program to support protection of the Valdez landfill from erosion on the Valdez Glacier Stream. The erosion along the Glacier Stream is threatening the landfill and Glacier Haul Road. The City was granted the request and the NRCS completed the Preliminary Investigation Feasibility Report. The report confirmed the need for additional protection of this infrastructure. The next step in the project is for the NRCS to complete the Community Development and design phases in preparation for construction. Planning and design is expected to take 3 to 4 years but is 100 federally funded. The City will be required to provide in-kind services on occasion. Capital Facilities will dedicate a project manager to this project to work with the NRCS to help progress toward construction.

**Objective 2.8 Incorporate effective mitigation strategies into the City of Valdez**

## **Capital Improvement Project and Major Maintenance programs.**

Annually, City stakeholders are solicited for new capital and major maintenance projects. Each stakeholder receives a copy of the current long-range plan identifying their specific projects. Project requests are evaluated by the Capital Facilities Director for need, urgency and cost among other factors and prioritized for presentation to the City Council. Priority is given to projects that correct deficiencies or mitigate potential for future problems. The City Council appropriates funds annually in the first quarter of each year to fund various design and construction priorities. High risk projects receive higher ranking in the scoring matrix.

## **Objective 2.9 Promote post-disaster mitigation as part of restoration and recovery.**

This objective is being achieved through the other objectives listed in this report.

## **Goal 3: Promote a Sustainable Economy**

### **Objective 3.1 Form partnerships to leverage and share resources.**

This objective is being achieved through the other objectives listed in this report.

### **Objective 3.2 Continue critical business operations.**

This objective is being achieved through the other objectives listed in this report.

### **Objective 3.3 Restore non-critical business operations as soon as possible.**

This objective is being achieved through the other objectives listed in this report.

### **Objective 3.4 Partner with private sector, including small businesses, to promote structural and non- structural hazard mitigation as part of standard business practice.**

The City offers its ICS-related training to local stakeholders and partners with stakeholders on joint exercises.

### **Objective 3.5 Educate businesses about city-wide contingency Community Development, targeting small businesses, and those businesses located in high-risk areas.**

Businesses that employ many seasonal cannery workers that are located in the tsunami inundation zone were key participants in AlaskEx2024. The City is working with these businesses with specific evacuation procedures for their employees in the event of a tsunami warning.

**Objective 3.6 Partner with private sector to promote employee/employer education about disaster preparedness while at work and at home.**

The City's Emergency and Disaster Management page of the City website targets both citizen and private sector self-reliance.

Preparedness resources are available in the City Hall lobby and on the Emergency and Disaster Management page of the City's website. This website has been promoted as part of the community survey for the Hazard Mitigation Plan update.

**Goal 4: Protect the Environment and Natural Resources**

**Objective 4.1 Develop hazard mitigation policies that protect the environment.**

Community Development Department staff are evaluating the possibility of preparing a Floodplain Species Assessment and a Floodplain Species Plan to take advantage of newly available credits within FEMA's Community Rating System. It is possible that residents could see a decrease in flood insurance premiums if the City pursues these additional credits.

**Objective 4.2 Develop mitigation strategies that lessen the impact of natural hazards on natural resources.**

This objective will be evaluated and further refined over the next few months as we work on updating the Hazard Mitigation Plan.

**Goal 5: Maintain Local Government and Non-Government**

**Objective 5.1 Develop mitigation strategies that lessen the impacts of natural hazards on local government services.**

This objective was considered during the 2024 update of the Hazard Mitigation Plan.

**Objective 5.2 Develop mitigation strategies that lessen the impacts of natural hazards on the service delivery of local non-governmental agencies, especially the providers of social services.**

This objective was considered during the 2024 update of the Hazard Mitigation Plan.

**Goal 6: Increase Public Preparedness for Disasters**

**Objective 6.1 Enhance understanding of natural hazards and the risks they pose.**

The City is cooperating with the Alaska Division of Geological and Geophysical Surveys to improve understanding of the complex interaction between the changing cryosphere, snow avalanches, natural resources, and people in their natural and built environments. The proposed effort centers on the snow avalanche-affected landscape in southern Alaska, where climate model projections indicate increases in air temperature, precipitation intensity, and rain-on-snow events over the coming decades; such changes could significantly impact the extent, behavior, and predictability of snow avalanches. This is a multi-year project where the results will be incorporated into a State Geological Map that will be available to the public.

The City is partnering with the National Oceanic and Atmospheric Administration to conduct a hydrographic study of Port Valdez. The survey is directly tied to efforts to create an identification and monitoring program related to slope instability in Valdez. The results of this survey will be incorporated into the State Geological Map.

Once the unstable slopes are identified, a program will be put in place that actively monitors these slopes for changes that could indicate increased instability.

The several educational videos, signage, and brochures created by the city OEM office in partnership with other state and federal agencies. Hazard pages and related information are available on the city website.

The City OEM hosted a two-day Maritime Tsunami Guidance workshop involving state and federal agencies; the RCAC, local state, and international representatives from the related scientific community, and local and state mariners. The purpose was to learn more about the risks and response options for vessel operators to the threat of tsunamis and to develop improved / contemporary response guidance.

## **Objective 6.2      Improve hazard information, including databases and maps.**

The comprehensive plan includes a development suitability map. The map displays areas ranging from low development constraints to areas with significant environmental constraints, where development is not recommended due to slopes greater than 25%, avalanche and landslide hazards, and areas subject to significant flooding events.

The Community Development Department has placed an interactive map on the City's website that displays the Special Flood Hazard Areas in the City. This allows residents to easily look at some of the flood risks associated with any property in the City.

<https://cityofvaldez.maps.arcgis.com/apps/instant/basic/index.html?appid=b33613ff03d047cb8be21b02076e2fbc>

The City Emergency Manager continued to work with USGS and DGGs throughout 2024 to coordinate development of a slope hazards monitoring program for the City of Valdez. USGS will be applying for a Cooperative Technical Partnership grant (February

2025) with endorsement by the City of Valdez to provide USGS and DGGS with the resources they need to comprehensively map slope hazards in the form of landslides and avalanches in the city limits and out to 46-mile of the Richardson Highway.

**Objective 6.3      Improve public knowledge of hazards and protective measures allowing individuals to appropriately prepare for and respond to hazard events.**

The City continues to distribute a tsunami brochure that incorporates the latest science with respect to maximum tsunami inundation potential in Valdez and gives basic guidance to the reader.

Metal signs (3'x2') with tsunami information graphic overlay, have been purchased and have been provided to RV parks, fish processors, and the hatchery to be installed this summer. Harbor staff installed the signs at the small boat harbors and Kelsey Dock. Information expands on the tsunami brochure and adds additional links and connections to local emergency resources.

The Emergency Manager continues to educate new students at Prince William Sound College about the natural hazards in the community, Coast Guard members new to the community about the winter weather in Valdez, and other organizations that may have special needs as it relates to hazard events.

The Emergency Manager continues to maintain and update the City website with additional hazard information and emergency preparedness tips.

**The following items related to hazard awareness were posted on social media this past year.**

- |                   |  |
|-------------------|--|
| February 8, 2024  | Public participation survey for hazard mitigation planning. The City of Valdez is embarking on an initiative to update our Hazard Mitigation Plan. This plan will identify and assess our community's natural hazard risks and determine how to best mitigate, minimize, and manage those risks.                                   |
| February 13, 2024 | If you haven't shoveled your roof so far this season and have an accumulation of more than 3' depth, you are highly encouraged to find a safe way to remove the snow from your roof.   |
| February 22, 2024 | The Richardson Highway is closed from milepost 19 to 46 due to a blizzard causing heavy snow and whiteout conditions.  |
| February 29, 2024 | The Richardson Highway is closed from milepost 19 to 46 due to high avalanche hazards and a winter storm causing reduced visibility.   |
| February 29, 2024 | The thoroughfare behind the schools that connect the Valdez High School and Gilson Middle School parking lots is closed to pedestrian and motorized traffic due to avalanche activity. This closure will remain in effect until May 1.   |
| March 1, 2024     | The Richardson Highway remains closed from milepost 19 to 46 due to poor weather conditions.   |
| March 2, 2024     | The Richardson Highway remains closed from milepost 19 to 46 due to poor weather conditions.   |
| March 27, 2024    | Valdez Fire Department staff and Alaska Association of Fire and Arson Investigators training attendees participated in live burn exercises to develop skills in examining and documenting a fire scene and identifying, collecting, and preserving physical evidence.  |
| March 27, 2024    | Today marks the 60th anniversary of the 1964 Great Alaska Earthquake. As we reflect on this somber anniversary, let us also reaffirm our commitment to preparedness, safety, and solidarity. Together, we continue to stand strong, united in memory, and dedicated to creating a safer, more resilient future for all Valdezians. |
| May 15, 2024      | The City will conduct AlaskaEx 2024, a full-scale emergency response exercise, on Thursday, May 30, beginning at 8:50 AM and ending at 4:30 PM, with a mass transport exercise on Friday, May 31, from 10 AM to 1 PM.  |
| June 6, 2024      | AlaskEx2024, a full-scale earthquake/tsunami exercise, took place on May 30 and 31. The City partnered with several community stakeholders along with state and federal partners.  |
| August 13, 2024   | Open house for the Hazard Mitigation Plan to take place on August 14 at 6:30 PM.   |

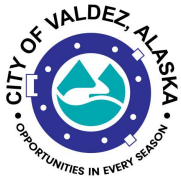
August 15, 2024	Outdoor warning siren testing to take place on August 16 between 9 AM and noon.
August 23, 2024	Video posted of the AlaskEx2024 full-scale exercise that took place in May.
January 7, 2025	Possible Thompson Pass road closure for avalanche mitigation, expect delays.
January 13, 2025	Thompson Pass closure for removal of 108" of new snow and avalanche mitigation.
January 14, 2025	City of Valdez Public Works Street Team has been clearing blocked storm drains to keep our community safe and prevent flooding. Be aware of your surroundings when you are driving.

	Mitigation Action	Priority	Status
1	Continue to participate in FEMA's Community Rating System (CRS) concerning flood mitigation and improve the City's rating by at least on class during the next CRS review cycle.	High	Following the August five-year cycle visit, the CRS rating for the City changed from Class 8 to Class 6. This resulted in a 20% discount to residents on their NFIP flood insurance policies. Previously residents were receiving a 10% discount.
2	Aquire new hydrographic survey of Port Valdez.	High	Scheduled for summer of 2025
3	Develop a submarine and subaerial slope instability identification and monitoring program with Local, State and Federal partners.	High	Efforts begin in 2025 and work performed/pace will increase in 2026 and 2027
4	Continue to paticipate in the StormReady program.	Medium	Ongoing
5	Continue to paticipate in the TsunamiReady program and consider promoting World Tsunami Awareness Day or Tsunami Preparedness Week.	Medium	Ongoing
6	Valdez experienced ash fall of significant quantities in the fall of 1992 and in the spring of 2007. Maintain a supply of masks for vulnerable populations.	High	The City has purchased a supply of masks.
7	Require that all new structures be constructed according to NFIP requirements and set back from the river shoreline to lessen future erosion concerns and costs.	Medium	All new structures are constructed to NFIP requirements. Updates to floodplain regulations are being proposed this coming year.
8	Utilize the University of Alaska's (UAF) Scenarios Network for Alaska + Arctic Planning (SNAP) database to predict changes in various environmental factors that are susceptible to climate change (winds, temperature, precipitation, permafrost profiles, wildfires) and incorporate in future hazard mitigation planning.	Low	Future implementation.
9	Report to the community annually with information related to how climate change and weather related events for how they have and are expected to affect the community.	Low	Future implementation.
10	Support the State of Alaska's efforts to install an Earthquake Early Warning System (EEW aka Shake Alert).	Low	Ongoing. City's EM sits on the Alaska Seismic Hazards Safety Commission which supports Shake Alert.
11	Continue to enforce building codes and requirements for new construction.	High	Ongoing. New building codes are being proposed this coming year.
12	Observe the International Code Council's Building Safety Month to raises awareness about the critical role of building codes, including safe and sustainable construction, fire and building safety, disaster mitigation, energy conservation, and safe and abundant water supply.	Medium	Future implementation.
13	Upgrade antiquated police/fire radio towers, antennas, hardware, mobile and handheld radios, telecommunications, and to create redundancy in these system, independent from the state's radio system.	High	Currently pursuing funding opportunities.
14	Upon completion of an avalanche study, prohibit new construction in avalanche areas.	High	Future implementation.
15	Create an interactive floodplain map to place on the City's website.	High	Map is now available online.
16	Participate in the Great Shakeout Program and promote it on social media pages and encourage residents to participate in the drill.	Medium	Ongoing
17	Place a stream gauge in Mineral Creek to provide warning of flood events and to provide data for future flood modeling.	High	This was accomplished with a partnership with USGS in October 2024.
18	Place a stream gauge in Robe River to provide warning of flood events and to provide data for future flood modeling.	High	This was accomplished with a partnership with USGS in October 2024.
19	Work with Alaska DOT&PF to place the replacement of the Robe River culvert crossings with a bridge or box culverts on the needs list and identify potential funding sources. This will improve flood flows while improving fish habitat.	Medium	City staff met with Alaska DOT&PF planners in November to discuss community priorities for future projects. The Robe River culverts were placed on the needs list following this meeting.



20	Regularly sponsor an emergency preparedness fair or open house for the public to obtain information about natural hazards and how to prepare for them.	Medium	Future implementation.
21	Continue to support the Valdez Avalanche Center.	Medium	Ongoing
22	Upon identification of unstable slopes install warning signage in areas determined to be prone to landslides.	High	Future implementation.
23	Utilize the resources of the National Tsunami Hazard Mitigation Program (NTHMP) to mitigate the impact of tsunamis through public education.	Medium	Ongoing. City staff have also sent support letters to Alaska Senators/representatives as well as met with staffers in Washington D.C. to oppose NOAA's funding cuts to the NTHMP
24	Utilize Valdez Alerts to provide a voluntary opportunity to persons to identify functional needs that affect their immediate life safety during an active disaster.	High	To be implemented in 2025.
25	Replace existing outdoor warning system with a new system that can be more easily maintained locally.	High	RFP was issued recently.
26	Incorporate MOU/MOA with fuel providers to assign priority response services to critical infrastructure needs, and incorporate policy into hazard mitigation.	Medium	Future implementation.
27	Migrate to new "Valdez Alerts" platform for public alerts through text, phone, email, and social media.	High	To be implemented in 2025.
28	Train for utilizing FEMA's Integrated Public Alert and Warning System (IPAWS) and test for functionality in Valdez.	Medium	Future implementation.
29	Work with Alaska DOT&PF to place the replacement of the Mineral Creek Road Bailey bridge on the needs list and identify potential funding sources. This will provide alternative emergency access to the development on the west side of Mineral Creek.	Low	City staff met with Alaska DOT&PF planners in November to discuss community priorities for future projects. The Mineral Creek Bailey bridge was placed on the needs list following this meeting.
30	Work with Alaska Department of Transportation and Copper Valley Electric Association to improve warning signage at the Solomon Gulch Bridge.	Medium	Future implementation.
31	Have the HMP planning committee or subcommittee continue to meet to fulfill the requirements of FEMA's Program for Public Information (PPI) for flood awareness and consider expanding it to all other hazards contained in the hazard mitigation plan.	Medium	Scheduled for 2025
32	Observe Fire Prevention Week to encourage residents to be proactive and take precautionary measures to avoid fires.	Low	Future implementation.
33	Protect Glacier Haul Road and adjacent landfills by armoring the right bank of Valdez Glacier Stream in areas susceptible to erosion during flood events.	High	Working with Natural Resources Conservation Service to armor the Glacier Haul Road. Currently in design phase.
34	Work with Alaska Department of Transportation, Petro Star, Aleyska Pipeline, and Copper Valley Electric to monitor the Abercrombie Gulch stream channel and coordinate mitigation efforts when appropriate.	Medium	Future implementation.
35	Publish an article in the City's newsletter each month on hazard awareness, emergency preparedness, or an update on mitigation projects.	Medium	Ongoing. An article was published in January concerning flooding resources available from the City.
36	Evaluation of all dams after a 5.0 Magnitude Earthquake within 100 miles for structural issues. The earthen dams should be checked for structural failures within the soil structure which includes water weeping through the dams.	Medium	Ongoing as needed.
37	Install an emergency services land mobile radio solution and secure mobile data communications system to increase coverage area and provide redundancy if outside communication is lost.	High	Still in development.
38	Support the State's efforts to expand their transportation facilities dataset to include estimated values for potential losses for future HMP updates.	Low	Future implementation.
39	Promote Fire Wise building design, siting, and construction materials and enhance public awareness of the potential risk to life and personal property from wildfires.	Low	Future implementation.

40	Identify public facilities and other critical infrastructure within hazard areas and develop plans for relocation.	High	Future implementation.
41	Adopt a Continuity of Operations Plan (COOP) to ensure that Primary Mission Essential Functions (PMEFs) continue to be performed by the City during a wide range of emergencies.	High	Future implementation.
42	Continue to support the fire department with adequate firefighting equipment and training.	High	Ongoing.
43	Upgrade the dispatch system at the police department with an extension of those services at the fire station to provide redundancy in the event City Hall is incapacitated.	Medium	Future implementation.
44	Complete phase 2 of the Lowe River Flood Mitigation Plan at Ten-Mile. Phase 2 involves removing approximately 100,000 cubic yards of gravel from the river to create a channel that will divert a portion of the main flows away from the subdivisions. Excess material will be used to raise the dikes.	Low	Currently on hold.



## Legislation Text

---

**File #:** 25-0049, **Version:** 1

---

**ITEM TITLE:**

Procurement Report: Contract with Commercial Contractors, Inc. for City Hall Door Replacement in the Amount of \$41,375.00.

**SUBMITTED BY:** Nathan Duval, Capital Facilities Director

**FISCAL NOTES:**

Expenditure Required: \$41,375.00

Unencumbered Balance: N/A

Funding Source: 350-0310-55000.2501

**RECOMMENDATION:**

Receive and File.

**SUMMARY STATEMENT:**

Commercial Contractors, Inc. will install a new glass high energy sliding door at City Hall to replace the outer swing double doors, as well as replace the inner swing doors with a new high energy sliding door to match outer doors. High energy sliding doors to meet all ADA requirements.

The scope of work is further described in the attached contract dated January 22, 2025.

We received quotes from Commercial Contractors, Inc. and Wolverine Summit JV with Commercial Contractors submitting the low bid.

This report is filed per City Procurement Code 2.80.040 (procurement).



**City of Valdez  
Agreement for Services**

THIS AGREEMENT between the CITY OF VALDEZ, ALASKA, ("City") and COMMERCIAL CONTRACTORS, INC. ("Contractor") is effective on the 22<sup>nd</sup> day of January 2025.

All work under this agreement shall be referred to by the following:

**Project: City Hall Door Replacement  
Contract No.: 2313  
Cost Code: 350-0310-55000.2501**

Contractor's project manager under this agreement is Jace White.

Contractor's project manager may not be changed without the written consent of the City.

City's project manager is Stanley Porritt.

**ARTICLE 1. Scope of Work**

1.1 The scope of work to be performed hereunder is more completely described in Appendix A, which is incorporated herein by reference.

**ARTICLE 2. Compensation**

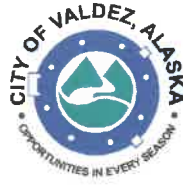
2.1 Compensation shall be paid in accordance with Appendix B which is incorporated herein by reference in an amount not to exceed \$41,375.00.

**ARTICLE 3. Period of Performance**

3.1 The Contractor agrees to commence work under this agreement only as authorized by and in accordance with written notice to proceed and to complete the work in accordance with the Scope of Work (Appendix A).

3.2 The period of performance under this agreement shall end and Contractor shall have completed all work under this agreement by March 31, 2025.

Agreement for Services  
 Project: City Hall Door Replacement  
 Contract No. 2313  
 Cost Code: 350-0310-55000.2501



#### ARTICLE 4. Subcontractors

4.1 The Contractor shall be responsible for the performance of all services required under this agreement.

#### ARTICLE 5. Insurance

5.1 The following minimum limits of insurance coverage are required:

<u>Type of Insurance</u>	<u>Limits of Liability</u>	
	<u>Each Occurrence</u>	<u>Aggregate</u>
Workers' Compensation	Statutory	Statutory
Employers' General	\$ 100,000	\$ 300,000
Commercial General Liability*	\$1,000,000	\$2,000,000
Comprehensive Automobile Liability	\$ 100,000	\$ 300,000

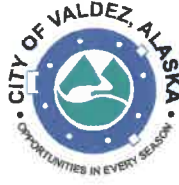
\*(including Broad Form Property Damage Coverage and Completed Operations Coverage)

#### ARTICLE 6. Appendices

6.1 The following appendices are attached to this agreement and incorporated herein:

<u>Appendix</u>	<u>Title</u>
A	Scope of Work
B	Basis of Compensation
C	General Conditions

Agreement for Services  
Project: City Hall Door Replacement  
Contract No. 2313  
Cost Code: 350-0310-55000.2501



IN WITNESS WHEREOF, the parties to this presence have executed this CONTRACT in two (2) counterparts, each of which shall be deemed an original, in the year and day first mentioned above.

**COMMERCIAL CONTRACTORS, INC.**

DocuSigned by:  
  
B89DF6EE9EB1436  
Authorized Signature

Kari Frantz

Printed name

Date: 1/22/2025 | 4:49 PM MST

Title: Operations & Contracts Manager

FEDERAL ID #: 92-0035013

4920 Fairbanks Street

Mailing Address

Anchorage, AK 99503-7440

City, State, Zip Code

Signature of Company Secretary or Attest

Date: \_\_\_\_\_

**CITY OF VALDEZ, ALASKA**

**APPROVED:**

DocuSigned by:  
  
01DBFCFDD2C043F  
John Douglas, City Manager

Date: 1/22/2025 | 4:03 PM AKST

**ATTEST:**

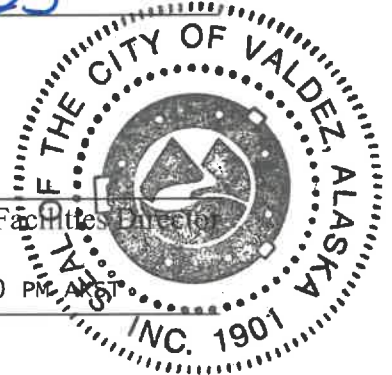
  
Sheri L. Pierce, MMC, City Clerk

Date: 1/22/25

**RECOMMENDED:**

DocuSigned by:  
  
F259023D98294C0  
Nathan Duval, Capital Facilities Director

Date: 1/22/2025 | 3:00 PM AKST



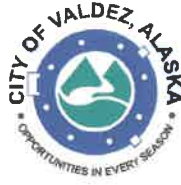
**APPROVED AS TO FORM:**

Brena, Bell & Walker, P.C.

  
Jon S. Wakelan

Date: 1/16/25

**Agreement for Services**  
**Project: City Hall Door Replacement**  
**Contract No. 2313**  
**Cost Code: 350-0310-55000.2501**



## **Appendix A**

### **Scope of Work**

#### **BASIC SERVICES**

1. Replace inner swing doors with new high energy sliding doors to match outer doors.
2. Install new glass high energy sliding door to replace swing double doors to City Hall. High energy sliding door to meet all ADA requirements.

The scope of work is more specifically described in the attached proposal dated May 20, 2024 which is incorporated herein by reference. Where any provisions of the attached proposal conflict with the provisions of the General Conditions under Appendix C, the latter shall govern this agreement.

## **Appendix B**

### **Basis of Compensation**

On completion of work and submission of invoices, the City shall pay to Contractor the compensation as follows:

Payment shall be made based on the proposed fee and shall not exceed \$41,375.00 per the attached proposal dated May 20, 2024, without prior authorization by the City as required in Section V of the General Conditions (Appendix C).

**COMMERCIAL CONTRACTORS, INC.**

# Glazing

May 30, 2024

To: City of Valdez

Re: City Hall Door Replacment

Attn; Stanley Porritt

We propose to furnish and install the following scopes of work for the above referenced project:

- Replacement options for swing and sliding doors, see details below.

Replacement Swing Door Quote: \$38,740

Alternate Sliding Door Quote: \$41,375

Bid Notes:

1. Includes removal of existing doors and replacing them with new door leaves and hardware.
2. Includes automatic operators on each door to enable door closing assist.
3. Includes new door hardware with concealed vertical rods.
4. Includes work performed during normal business hours.
5. The alternate sliding door option would remove the doors and entire storefront framing.
6. New sliding doors would be installed with push button or proximity sensor operation (can be set up to operate in any sequence or sensor operation).
7. Excludes power supply, wiring, card reader, security or similar (by others).
8. Excludes opening prep, flashing, trim, paint, surrounding finishes or similar (conditions of opening unknown at this time and once frame is removed, some flashing material may be required).
9. Lead time is approx. 5-7 weeks from approved shop drawings and confirmed dimensions.
10. Please see exclusions below.
11. Quote is good for 60 days.

Thank you for the opportunity to quote this work; it is greatly appreciated.

Sincerely,

Commercial Contractors, Inc.

Lee Harmon | Vice President | Glass Department Manager



### STANDARD GLAZING EXCLUSIONS:

1. Cost of replacing or repairing materials damaged by others, demolition, temporary light heat and power, temporary enclosures, cleaning, polishing or protection of materials, dust protection, trash haul beyond contractor provided receptacles on site, structural and seismic support or reinforcing to carry the loads imposed by window/curtain wall system, quality control field testing, grid lines and work points, costs associated with standby time due to contractor owner or other delay beyond our control including weather delays, storage protection and insuring of delivered or installed materials at site, building permits and fees, local sales tax, assessments, cost of bonds, cost of builder's risk insurance and deductibles for same, Pollution Liability Coverage, cost for prorated expenses of utilities, trash receptacles, and toilet facilities.
2. Interior sealant.
3. Temporary windows, doors, or hardware.

Alaska Business License # 193213

## Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that

### COMMERCIAL CONTRACTORS INC

4920 FAIRBANKS STREET, ANCHORAGE, AK 99503

owned by

COMMERCIAL CONTRACTORS INC

is licensed by the department to conduct business for the period

October 7, 2024 to December 31, 2026  
for the following line(s) of business:

23 - Construction



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.  
It is not transferable or assignable.

Julie Sande  
Commissioner

# State of Alaska

Department of Commerce, Community, and Economic Development  
Division of Corporations, Business, and Professional Licensing

## Regulation of Construction Contractors and Home Inspectors

Licensee: **Commercial Contractors, Inc.**

License Type: **General Contractor Without Residential Contractor Endorsement**

Status: **Active**

Doing Business As: **Commercial Contractors, Inc.**

Commissioner: Julie Sande

### Relationships

No relationships found.

### Designations

No designations found.

### Wallet Card

<b>State of Alaska</b> Department of Commerce, Community, and Economic Development Division of Corporations, Business, and Professional Licensing Regulation of Construction Contractors and Home Inspectors		
Commercial Contractors, Inc. DBA: Commercial Contractors, Inc. As General Contractor Without Residential Contractor Endorsement		
License CONE80	Effective 8/7/2024	Expires 09/30/2026

Commercial Contractors, Inc.  
4920 FAIRBANKS ST  
ANCHORAGE, AK 99503-7440



Department of Commerce, Community, and Economic Development  
CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

[State of Alaska](#) / [Commerce](#) / [Corporations, Business, and Professional Licensing](#) / [Search & Database Download](#) / [Professional Licenses](#) / License Details

LICENSE DETAILS

This serves as primary source verification\* of the license.

**License #:** CONE80

**Program:** Construction Contractors

**Type:** General Contractor Without Residential Contractor Endorsement

**Status:** Active

**DBA:** Commercial Contractors, Inc.

**Issue Date:** 07/16/1989

**Effective Date:** 08/07/2024

**Expiration Date:** 09/30/2026

**Mailing Address:** ANCHORAGE, AK, UNITED STATES

\*Primary Source verification: License information provided by the Alaska Division of Corporations, Business and Professional Licensing, per AS 08 and 12 AAC.

Owners

Owner Name	Entity Number
Commercial Contractors, Inc.	7821D

Relationships

No Relationships Found

Designations

No Designations Found

Agreements & Actions

No Agreements Or Actions

8/13/2024 2:58:13 PM (Alaskan Daylight Time)



# CITY OF VALDEZ 2024 BUSINESS REGISTRATION

<b>Business Name</b>	Commercial Contractors, Inc.	<b>ISSUED BY</b>	City of Valdez
<b>Physical Address</b>	4920 Fairbanks Street, Anchorage AK 99503		Planning Department
<b>Business Phone Number</b>	(907) 531-5022		212 Chenega Ave
<b>Owner Name</b>	Commercial Contractors, Inc.		PO Box 307
<b>Business Description</b>	Glass-Flooring Commercial Contractors		Valdez, AK 99686
			<a href="mailto:planningdept@valdezak.gov">planningdept@valdezak.gov</a>
			Phone: 907-834-3401

**Approval Status:**



**APPROVED BY:**

*Kate Hulen*

**Approval Date**

01/29/2024

**Expiration Date**

12/31/2024

**Auto ID Number**

COV Business ID: 2024-004

*This license is non-transferable and is issued in compliance with the City of Valdez, AK per Valdez Municipal Code 5.04.*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/22/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Marsh & McLennan Agency LLC 1031 W 4th Ave, Suite 400 Anchorage AK 99501	<b>CONTACT NAME:</b> Paige Schell <b>PHONE (A/C No. Ext):</b> 907 257 6316 <b>FAX (A/C. No):</b> <b>E-MAIL ADDRESS:</b> Paige.Schell@marshmma.com														
<b>INSURED</b> Commercial Contractors, Inc. 4920 Fairbanks Street Anchorage AK 99503	<b>License#:</b> 82353 <b>COMMECONTR3</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Umialik Insurance Company</td> <td>40126</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Umialik Insurance Company	40126	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Umialik Insurance Company	40126														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

**COVERAGES****CERTIFICATE NUMBER:** 1602080141**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CPP128502902	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		CPP128467302	4/30/2024	4/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		UMB104812002	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCV103642902	4/30/2024	4/30/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Evidence of Insurance. Subject to said policy limits, terms, and exclusions.

**CERTIFICATE HOLDER****CANCELLATION**
 Commercial Contractors, Inc.  
 4920 Fairbanks St  
 Anchorage AK 99503-0000

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Agreement for Services  
Project: City Hall Door Replacement  
Contract No. 2313  
Cost Code: 350-0310-55000.2501



## Appendix C General Conditions

### I. Definitions:

Basic Services: The identified work elements set forth in this Agreement for which the Contractor will receive prime compensation.

Change: An addition to, or reduction of, or other revision in the scope, complexity, character, or duration of the services or other provisions of this Agreement.

City's Project Manager: City's representative in charge of the project(s) and the Contractor's primary point of contact for notice(s) to proceed, invoices, correspondence and interface with the City.

Contractor's Project Manager: The Contractor's representative in charge of the project(s) who is directly responsible and engaged in performing the required services.

Extra Services: Any services or actions required of the Contractor above and beyond provisions of this Agreement.

Funding Agency(s): The agency(s) of the federal, state or municipal government which furnishes funds for the Contractor's compensation under this Agreement.

Optional Services: Identifiable and/or indeterminate work elements set forth in this Agreement, which are separate and distinct from those covered by the prime compensation, which the City has the option to authorize.

Prime Compensation: The dollar amount paid to the Contractor for basic services set forth in this Agreement. Prime compensation does not include payment for any optional or extra services.

Scope of Work: Basic and optional services required of the Contractor by provisions of this Agreement.

Subcontractor: Any person, firm, corporation, joint venture, partnership or other entity engaged through or by Contractor.

### II. Information and Services from Others:

Provisions of information, data, budget, standards, and other materials by the City do not warrant their accuracy or quality nor provide approval of omissions or oversights or of any non-compliance with applicable regulation.

**Agreement for Services**  
**Project: City Hall Door Replacement**  
**Contract No. 2313**  
**Cost Code: 350-0310-55000.2501**



The City may, at its election, or in response to a request from the Contractor, furnish information or services from other Contractors. If, in the Contractor's opinion, such information or services are inadequate, the Contractor must notify the City of the specific service or material deemed inadequate and the extent of the inadequacy prior to use in the performance of this Agreement. Unless so notified by the Contractor, the City may assume the information or services provided are adequate.

### III. Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the City from and against any claim of, or damages, losses, expenses and liability (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals, and court, mediation and/or arbitration costs) for negligent acts, errors, and omissions of the Contractor, Subcontractor, persons or organizations directly or indirectly employed or engaged by Contractor or Subcontractor under this Agreement. The Contractor is not required to indemnify, defend, or hold harmless the City for a claim of, or liability for the independent negligent acts, errors, and omissions of the City. If there is a claim of, or liability for a joint negligent act, error, or omission of the Contractor and the City, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Contractor" and "City" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent negligent acts, errors, and omissions" means negligence other than in the City's selection, administration, monitoring, or controlling of the Contractor, or in approving or accepting the Contractor's work.

### IV. Payments:

The City shall pay to the Contractor the amount of any changes in the cost of insurance that- are attributable to the Scope of Work created by change orders.

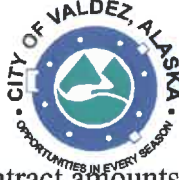
Payments shall be made in accordance with Appendix B. Contractor shall submit progress invoices to City in duplicate showing the itemized services performed during the invoice period and the charges therefore.

All progress invoices shall be prepared as a percentage of the work is completed except contracts performed on "time and expenses" basis which invoiced amounts shall not exceed the actual charges to the invoice date.

Under no circumstances will City pay for charges in excess of any lump-sum or not-to-exceed contract amount incurred prior to written authorization by City for an increase in the contract amount. Written request for an increase in the contract amount shall be given to City with sufficient notice to allow City to issue formal approval prior to the incurring of excess charges without delay to the work.



**Agreement for Services**  
**Project: City Hall Door Replacement**  
**Contract No. 2313**  
**Cost Code: 350-0310-55000.2501**



On “time and expenses” contract amounts, compensation for work included in the Scope of Work shall be for direct labor costs and the actual cost of reimbursable expenses. Direct labor costs shall be as shown on the current Standard Labor Rates for the Contractor, as shown in the attached proposal dated n/a, times a factor of n/a, for services rendered by principals and employees of the firm. Reimbursable expenses mean the actual expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto; obtaining bids or proposals from contractor(s); furnishing and maintaining field office facilities; toll telephone calls and telegrams; reproduction of reports, drawings, specifications, and similar project-related items and, if authorized in advance by City, overtime work requiring higher than regular rates. Reimbursable expenses shall also include the amount billed to Contractor by Subcontractor employed by Contractor for such Subcontractors’ services and reimbursable expenses times a factor of 1.05.

The sum of payments shall not exceed the allowable compensation stated in this Agreement. In the event items on an invoice are disputed, payment on those items will be withheld until the dispute is resolved.

The Contractor shall submit a final invoice and required documentation for services authorized by each Notice to Proceed within ninety (90) days after final acceptance by the City. The City will not be held liable for payment of invoices submitted after this time unless prior written approval has been given.

V. Changes:

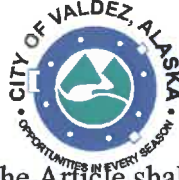
Changes in the Scope of Work or of services may only be made by written amendment signed by both City and Contractor.

If at any time the City through its authorized representatives, either orally or in writing, requests or issues instructions for extra services or otherwise directs actions that conflict with any provisions of this Agreement, the Contractor shall, within ten (10) days of receipt and prior to pursuing such instructions, notify the City in writing, and to the extent possible, describe the scope and estimated cost of any extra services. Unless so notified by the Contractor, the City may assume such instructions have not changed any provisions of this Agreement nor require additional compensation. No additional payments shall be made to the Contractor without such notice.

VI. Audits and Records:

The Contractor shall maintain records of all performances, communications, documents, and correspondence pertinent to this Agreement, and the City of its authorized representatives shall have the right to examine such records and accounting procedures and practices.

**Agreement for Services**  
**Project: City Hall Door Replacement**  
**Contract No. 2313**  
**Cost Code: 350-0310-55000.2501**



The materials described in the Article shall be made available at the business office of the Contractor, at all reasonable times, for inspection, audit or reproduction by City or any funding agency, for a minimum of three years from the date of (a) final payment under this Agreement, (b) final payment upon claims or disputes, or (c) such longer period, if any, as may be required by applicable statute or other provisions of this Agreement.

**VII. Inspections:**

The City, or any funding agency, has the right to inspect, in the manner and at reasonable times it considers appropriate during the period of this Agreement, all facilities, materials and activities of the Contractor in the performance of this Agreement.

**VIII. Termination or Suspension:**

This Agreement may be terminated by either party upon ten (10) days' written notice if the other party fails substantially to perform in accordance with its terms through no fault of the party initiating the termination (default termination). If the City terminates this Agreement, the City will pay the Contractor a sum equal to the percentage of work completed that can be substantiated by the Contractor and the City. If the City becomes aware of any fault or defect in the work of the Contractor or nonconformance with this Agreement, the City will give prompt written notice thereof to the Contractor. Should the Contractor's services remain in nonconformance with this Agreement, the percentage of total compensation attributable to the nonconforming work may be withheld.

The City at any time may terminate (convenience termination) or suspend this Agreement for its own needs or convenience. In the event of a convenience termination or suspension for more than three months, the Contractor will be compensated for authorized services and authorized expenditures performed to the date of receipt of written notice of termination plus reasonable termination expenses. NO fee or other compensation for the uncompleted portion of the services will be paid, except for already incurred indirect costs which the Contractor can establish and which would have been compensated for over the life of this Agreement, but because of the convenience termination would have to be absorbed by the Contractor without further compensation.

If state or federal funds support this Agreement, settlement in the event of default or convenience termination must be approved by the City and any appropriate state or federal agency.

**Agreement for Services**  
**Project: City Hall Door Replacement**  
**Contract No. 2313**  
**Cost Code: 350-0310-55000.2501**



**IX. Officials Not to Benefit:**

No member of or delegate to Congress, United States Commissioner or other officials of federal, state or local government shall be admitted to any share or part of this Agreement or any benefit to arise therefrom. The Contractor warrants that it has not employed or retained any organization or person, other than a bona fide employee working for the Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any consideration contingent upon or resulting from this Agreement.

**X. Independent Contractor:**

Except in those instances specifically provided for herein, the Contractor and any of its agents and employees shall act in an independent capacity and not as agents of the City in the performance of the Agreement.

**XI. Ownership of Work Products:**

Work products produced under this Agreement, except items that have preexisting copyrights, are the property of the City. Payments to the Contractor for services hereunder include full compensation for all work products, field notes, interim work, reports, and other materials produced by the Contractor and its Subcontractors pertaining to this Agreement. Any re-use the City might make of these work products shall be at the City's own risk and the Contractor shall not incur any liability for the City's re-use of the work products on any project for which they were not intended.

**XII. Subcontractors, Successors and Assigns:**

The City must concur in the selection of all Subcontractors for services to be engaged in performance of this Agreement.

As soon as practicable after the award of the contract, the Contractor shall furnish to the City in writing the names of the proposed Subcontractors for each of the principal portions of the work. The City shall promptly notify the Contractor if it has reasonable objection to any of the proposed Subcontractors. Failure of the City to give prompt notification shall constitute notice of no reasonable objection. The Contractor shall not contract with any Subcontractor to whom the City has made reasonable objection.

If this Agreement includes named firms or individuals, then such firms or individuals shall be employed for the designated services, unless the Agreement is changed by amendment.

The Contractor shall not assign, sublet or transfer any interest in this Agreement without the prior written consent of the City.

**Agreement for Services**  
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The Contractor binds itself, its partners, its Subcontractors, assigns and legal representatives to this Agreement and to the successors, assigns and legal representatives of the City with respect to all covenants of this Agreement.

The Contractor shall include provisions appropriate to effectuate the purposes of this Appendix C in all subcontracts executed to perform services under this Agreement in which the subcontract amount exceeds \$40,000.

### **XIII. Claims and Disputes:**

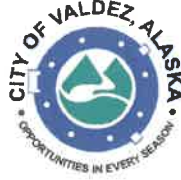
If the Contractor becomes aware, or reasonably should have become aware of any act or occurrence which may form the basis of a claim, the Contractor shall immediately inform the City's Project Manager. If the matter cannot be resolved within seven (7) days, the Contractor shall within the next fourteen (14) days submit written notice of the facts which may form the basis of the claim.

In addition, all claims by the Contractor for additional compensation or an extension of the time for performance of any dispute regarding a question of fact or interpretation of this Agreement shall be presented in writing by the Contractor to the City's Project Manager within the next sixty (60) days unless the Project Manager agrees in writing to an extension of time for good cause shown. Good cause shown includes time for the Contractor to prepare the claim, and the City's Project Manager will grant an extension of not more than sixty (60) days for preparation of the claim. The Contractor agrees that unless these written notices are provided, the Contractor shall not be entitled to additional time or compensation for such act, event or condition. The Contractor shall in any case continue diligent performance under this Agreement. The Contractor shall in any case continue to expeditiously accomplish disputed services pending future resolution of the Contractor's claim unless notified by the City to stop work on the disputed matter.

In presenting any claim, the Contractor shall specifically include, to the extent then possible, the following:

- The provisions of this Agreement that apply to the claim and under which it is made.
- The specific relief requested including any additional compensation claimed and the basis upon which it was calculated and/or the additional time requested and the basis upon which it was calculated.
- The claim will be acknowledged in writing by the City's Project Manager. If the claim is not disposed of within sixty (60) days of acknowledgement, provided additional time is not granted in writing by the City's Contract Officer, the claim will be decided by the City's Contract Officer. The Contract Officer reserves the right to make a written request to the

**Agreement for Services**  
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- Contractor at any time for additional information that the Contractor may possess to support the claims(s). The Contractor agrees to provide the City such additional information within thirty (30) days of receipt for such a request. The City's Contract Officer will allow a reasonable time extension for good cause if presented in writing prior to the expiration of the thirty (30) days. Failure to furnish such additional information constitutes a waiver of claim.
- The Contractor will be furnished a written, signed copy of the Contract Officer's decision within ninety (90) days of receipt of all necessary information from the Contractor upon which to base the decision. The Contract Officer's decision is final and conclusive unless, within thirty (30) days of receipt of the decision, the Contractor delivers a notice of appeal to the City Manager. The notice of appeal shall include specific exceptions to the City's decision including specific provision of this Agreement which the Contractor intends to rely upon on appeal. General assertions that the City's decision is contrary to law or to fact are not sufficient.
- The decision of the City Manager will be rendered within 120 days of notice of appeal and the decision constitutes the exhaustion of contractual and administrative remedies.

**XIV. Extent of Agreement:**

This Agreement, including appendices, represents the entire and integrated Agreement between the City and the Contractor and supersedes all prior negotiations, representations or agreements, either written or oral.

Nothing contained herein may be deemed to create any contractual relationship between the City and any Subcontractors or material suppliers; nor may anything contained herein be deemed to give any third party a claim or right of action against the City or the Contractor that does not otherwise exist without regard to this Agreement.

This Agreement may be changed only by written amendment executed by both the City and the Contractor.

All communications that affect this Agreement must be made or confirmed in writing.

The Contractor receiving final payment will execute a release, if required, relinquishing in full all claims against the City arising out of or by reason of the services and work products furnished under this Agreement.



**Agreement for Services**  
**Project: City Hall Door Replacement**  
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The Contractor shall pay all federal, state and local taxes incurred by the Contractor and shall require payment of such taxes by any Subcontractor or any other persons in the performance of this Agreement.

**XV. Governing Laws:**

This Agreement is governed by the laws of the State of Alaska and such federal and local laws and ordinances as are applicable to work performed. Any litigation arising out of the terms of this Agreement shall be brought in the Third Judicial District, Superior or District Court at Valdez.

**XVI. Minimum Wages:**

Minimum wages as determined by the Department of Labor shall be paid to all persons performing work under this Contract.

See attached links for reference:

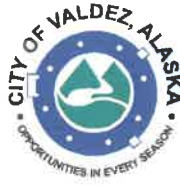
<http://labor.state.ak.us/lss/pamp600.htm>

<http://labor.alaska.gov/lss/forms/Pam400.pdf>

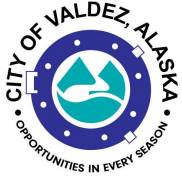
In accordance with the requirements of AS 36.05.070 and AS 36.05.080, the following provisions are included where applicable:

- (1) Contractor or subcontractors of Contractor shall pay all employees unconditionally and not less than once a week;
- (2) wages may not be less than those stated in the advertised specifications, regardless of the contractual relationship between Contractor or subcontractors and laborers, mechanics, or field surveyors;
- (3) the scale of wages to be paid shall be posted by Contractor in a prominent and easily accessible place at the site of the work;
- (4) The City shall withhold so much of the accrued payments as is necessary to pay to laborers, mechanics, or field surveyors employed by Contractor or subcontractors the difference between
  - (A) the rates of wages required by the contract to be paid laborers, mechanics, or field surveyors on the work; and
  - (B) the rates of wages in fact received by laborers, mechanics, or field surveyors.

**Agreement for Services**  
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(5) If it is found that a laborer, mechanic, or field surveyor employed by Contractor or subcontractor has been or is being paid a rate of wages less than the rate of wages required by the contract to be paid, the City may, by written notice to the contractor, terminate Contractor's right to proceed with the work or the part of the work for which there is a failure to pay the required wages and to prosecute the work to completion by contract or otherwise, and Contractor and Contractor's sureties are liable to the City for excess costs for completing the work.



## Legislation Text

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**File #:** 25-0051, **Version:** 1

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**ITEM TITLE:**

City Manager Report: February 4, 2025

**SUBMITTED BY:** John Douglas, City Manager

**FISCAL NOTES:**

Expenditure Required: NA

Unencumbered Balance: NA

Funding Source: NA

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Please see the attached report.



# City Manager Report

*February 4, 2025*

## **1. Housing**

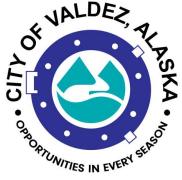
- a. The City Manager is working on securing eight coast guard housing units promised by U.S. Coast Guard
- b. The City Manager is identifying future funding for mobile home replacement program.
  - i. Community Development is considering other State and Federal programs
- c. The Pipeline Club property development team is expected at the February 18, 2025, City Council meeting to discuss changes made to their proposal since previously approved by the City Council to allow the City Manager to enter into negotiation for a sales agreement.

## **2. Child Care**

- a. The School Board and the City Manager are in agreement with utilizing the District Office at Herman Hutchens Elementary School for future child care facility
- b. The City Manager is exploring the opportunity to partner with Chugachmiut to establish two Early Start classes of eight students and one head start class of 18 to 20 students. This would be available for the full year and for 8.5 hours a day.

## **3. Snow Removal**

- a. Our Street Foreman assesses the weather forecast the night before, measures snow accumulation during the night and evaluates conditions such as the type of snow. Based on this evaluation, the team is called out for an emergency response.
  - i. Priority is given to main thoroughfares, schools, and the hospital.
  - ii. Residential streets, parking areas, and other locations follow.
  - iii. Snow removal typically begins after an accumulation of 4 inches.
- b. During heavy snow events, crews are called out at 2:00 AM, and machinery operations may result in snow berms in the roads. Crews work to remove these berms and transport the snow to city snow dumps as soon as possible.
- c. City code 12.04.050 governs snow placement from private properties:
  - i. Snow from residential properties must not be placed on public streets, sidewalks, or rights-of-way by contractors or compensated individuals.
  - ii. Residents may place snow from driveways and walkways onto public streets but must avoid obstructing traffic.
  - iii. Non-compliance impacts municipal snow removal.



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 25-0040, **Version:** 1

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**ITEM TITLE:**

February 2025 Council Calendar

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

n/a

**SUMMARY STATEMENT:**

The February 2025 City Council calendar is attached for review.

# February 2025

## Valdez City Council Calendar



						1
2	3 7 PM – Ports & Harbors Commission Meeting	4 5:30 PM – Council Work Session: Healthcare 7 PM – City Council Regular Meeting	5	6 5 PM – Beautification Commission Work Session on Park Strips – CM and Council Members Invited	7	8
9	10 6 PM – School Board Work Session 7 PM- School Board Meeting	11 6:30 PM – Parks & Rec Commission	12 7pm – Planning & Zoning Commission	13	14 Nominating Petitions Available for Local Candidates	15
16	17 Presidents Day Holiday- City Offices Closed	18 6 PM – Council Work Session: Camping 7 PM – City Council Regular Meeting	19	20	21	22
23	24 <b>Council JNU Travel</b> 6 PM – School Board Work Session 7 PM- School Board Meeting	25 <b>Council JNU Travel</b> 6 PM – City Council Budget Work Session: Education; Ports & Harbors	26 <b>Council JNU Travel</b> 7pm – Planning & Zoning Commission	27 <b>Council JNU Travel</b> Noon- Beautification Commission 6 PM – City Council Budget Work Session: Fleets, Facilities & Infrastructure; Major Equipment	28 <b>Council JNU Travel</b>	29

Note 1: This calendar is subject to change. Contact the Clerk's Office for the most up-to-date information. Strike-thru indicates cancellation of standing meeting.

Note 2: Unless otherwise indicated, all meetings occur in Valdez Council Chambers.

Updated 1.29.25