

ASSEMBLY CLIMATE ACTION COMMITTEE AGENDA

June 15, 2021

This meeting will be held at or hosted from the
Mona Lisa Drexler Assembly Chambers
Juanita Helms Administration Center
907 Terminal Street, Fairbanks, AK
6:30 p.m.

This meeting will be conducted in-person and by zoom or zoom-only with consideration given to the Borough Operational Status and if the Juanita Helms Administration Center is otherwise open to the public. Please visit <https://www.fnsb.gov/415/Stay-Connected-with-the-Assembly> or contact the Borough Clerk's Office (907) 459-1401.

1. CALL TO ORDER

2. ROLL CALL

3. UNFINISHED BUSINESS

- 3.a. Review and recommendation of draft RFP for the Climate Action and Adaption Plan.

4. NEW BUSINESS

- 4.a. Appointment of Evaluation Committee, to evaluate the proposals received on the RFP for the Climate Action and Adaption Plan.

5. COMMITTEE COMMENTS

6. ADJOURNMENT

7. AUDIO FILES - CLIMATE ACTION COMMITTEE

[06-15-2021 Audio Track 1 \(MP3\)](#)

[06-15-2021 Audio Track 2 \(MP3\)](#)

[06-15-2021 Audio Track 3 \(MP3\)](#)

8. ACTION MEMO - CLIMATE ACTION COMMITTEE

Documents:

[06_15_2021_CAC_Action_Memo.pdf](#)

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE DELETION OF ITEMS OR EXECUTIVE SESSIONS, IF NEEDED.



Fairbanks North Star Borough

DEPARTMENT OF THE ASSEMBLY
Assembly

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MEMORANDUM

TO: Fairbanks North Star Borough Assembly
April Trickey, CMC, Borough Clerk

THROUGH: Mindy O'Neall, Chair, Assembly Climate Action Committee

FROM: Gina Gregg, Research Assistant

DATE: June 18, 2021

SUBJECT: ACTION OF THE JUNE 15, 2021 ASSEMBLY CLIMATE ACTION COMMITTEE MEETING

Convened at 6:30 p.m./Adjourned at 8:49 p.m.

Members Present:

Lisa Baraff, Public Member
Terry Chapin, Public Member
Princess Johnson, Public Member
Stefan Milkowski, Public Member
Melissa Sikes, Public Member
Bryce J. Ward, Mayor
Mindy O'Neall, Chair

Members Excused:

None

Others Present:

April Trickey, CMC, Borough Clerk
Annmarie Billingsley, Assistant Borough Attorney
Cory Beal, Chief Procurement Officer

UNFINISHED BUSINESS

Review and recommendation of draft RFP for the Climate Action and Adaption Plan.

-Approved (7-0) to amend draft RFP, Pages 17 and 18, Section Four, Background Information, accepting additional information provided by Mr. Chapin and Ms. Johnson and adding FNSB Wildfire Zone Maps to be provided by Mr. Chapin.

Clerks Note: The Clerk's Office contacted Emergency Operations and was informed the FNSB Wildfire Zone Maps are in the FNSB Hazard Mitigation Plan, which is included in the draft RFP.



UNFINISHED BUSINESS – continued

-Approved (7-0) to amend draft RFP, Page 19, Section Five, Scope of Work, Project Goals by replacing the first bullet “establish a timeline to include community engagement and input for a plan to be presented to the FNSB Assembly NLT September 2022” with two bullets: “Present a completed Climate Action Plan to the FNSB Assembly” and “Create guiding principles for community engagement”.

-Approved (7-0) to amend draft RFP, Page 20, Section Five, Scope of Work, Task 3, to add “/input session” after “Interviews” in bullet #2 and #4.

-Approved (7-0) to amend draft RFP, Page 19, Section Five, Scope of Work, Project Goals, bullet #10, to insert “mitigate climate change,” after “FNSB operations to”.

-Failed (2-5) to amend draft RFP, Page 21, Section Five, Scope of Work, Minimum Requirements, to replace “The offeror must provide three references for projects of similar size” with “The offeror must provide references for three projects of similar size”.

-Approved (7-0) to amend draft RFP, Page 21, Section Five, Scope of Work, Minimum Requirements to replace “three references” with “two references”.

-Approved (7-0) to amend draft RFP, Page 22, Section Five, Scope of Work, Work Schedule to extend the timeline by three months starting with Item #3.

-Approved (7-0) to amend draft RFP, Page 24, Section Six, Proposal Format and Content, Scope of Work, Understanding the project, to replace “project and the project schedule” with “project tasks and the project schedule”.

-Approved (7-0) to amend draft RFP, Page 27, Section Seven, Evaluation Criteria and Contractor Selection, Evaluation Criteria, Methodology Used for the Project to replace “requirements” with “required tasks” in the first two bullets.

-The committee directed the Project Manager, Ms. Trickey, to proceed with the procurement process.

NEW BUSINESS

Appointment of Evaluation Committee, to evaluate the proposals received on the RFP for the Climate Action and Adaption Plan.

-Approved (7-0) to appoint three individuals for the Evaluation Committee; two committee members and one individual appointed by the Administration.

-Approved (7-0) to appoint Mr. Chapin and Ms. Baraff to the Evaluation Committee.

COMMITTEE COMMENTS

Ms. O'Neill asked the Administration how to address public inquiries regarding the RFP. Mr. Beal instructed the committee to refer inquiries to Procurement in General Services.