

*Northwest Arctic Borough School District Northwest
Arctic Borough
NANA Regional Corporation*

**JOINT MAINTENANCE/CONSTRUCTION COMMITTEE
MEETING**

**Monday, February 23, 2026
5:00 p.m.**

Join via Teams
Call 1-833-682-3239 enter code: 401 082 920 #

AGENDA

A. CALL TO ORDER

B. MOMENT OF SILENCE

C. ROLL CALL

Introduction of Staff & Guests

D. AGENDA APPROVAL

**E. ADOPTION OF November 24, 2025, MINUTES
January 20, 2026 MINUTES**

F. DISCUSSION ITEMS:
Capital Projects Report

G. ACTION ITEMS

Memorandum 26-101 Approve Contract for Construction for Davis-Ramoth K-12 School Renovation

H. CLOSING COMMENTS

I. ADJOURNMENT

Co-Chairs: Craig McConnell/Dickie Moto-NWAB & Clay Nordlum-NANA Appointed Staff Member

Committee Members: Tille Ticket-NWABSD Board of Education, Marie Greene- NWABSD Board of Education, Margaret Hansen-NWABSD Board of Education, Alice Adams-NWABSD Board of Education; Billy Lee, NWAB Assembly Member; Raven Sheldon- NWAB Assembly Member, Elmer Armstrong-NWAB Assembly Member

**UNADOPTED MINUTES
OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

Mission: "To provide a learning environment that inspires and challenges students and employees to excel."
Vision: "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

Chairman Marie Greene, called the Joint Construction/Maintenance Committee Meeting to order at 5:00 p.m. on November 24, 2025, in Kotzebue, AK Via Microsoft Teams.

Observed.

Committee Members present were:

Marie Greene, NWABSD Board of Education Member
Margaret Hansen, NWABSD Board of Education President
Elmer Armstrong Jr. NWAB Assembly Member
Craig McConnell, NWAB Assembly Member
Delores Barr, NWAB Assembly Member
Tillie Ticket, NWABSD Board of Education Member

Committee Members absent and excused were:

Shannon Melton, NWABSD Board of Education Member
Austin Swan Sr., NWAB Assembly Member

Staff/Guests present at the meeting were: Terri Walker-NWABSD Superintendent, Amy Eakin, Director of Technology; Dena Strait-Capital Projects Manager; Jeanne Gerhardt-Cyrus, NWABSD Board member; Jeff Alexander, Assistant Superintendent; Kathryn Self, HR Director; Mark Moore, Director of Property Services; Natalie Dickey, Director of Administrative Services; Perrian Windhausen, Director of Student Services; Kristen Walker-Executive Assistant to School Board and Superintendent.

Margaret Hansen has moved to approve the agenda as presented, seconded by Margaret Hansen. Motion passed unanimously.

Margaret Hansen moved to approve the Minutes for August 25, 2025. The Committee agreed unanimously.

Dena Strait presented her Capital Projects Report.

NANA inquired via email whether a staff member could be appointed to serve on the Joint Maintenance Construction Committee. The committee discussed the possibility of appointing a staff member to fill the open seats. Members unanimously agreed that a staff member may be appointed.

Board approval is required to expend \$50,000.00 and higher. A DEED FY26 grant has been awarded to the District to replace the fire alarm systems within 6 of the District Schools. Noorvik is one of the 6 and was replaced earlier this year. The remaining schools to get new fire alarm systems, a District standard system, includes Ambler, Buckland, June Nelson, KMHS, and Shungnak. This new system was also installed in Selawik in early 2025. Shungnak will also get a new sprinkler system. RSA Engineering completed the Code and Condition Surveys of the existing fire alarm systems in fall 2024 to help secure the DEED grant. They are intimately familiar with the project, the District's operational and maintenance needs for the new systems and the District's inspection and repair contractor, Frontier Fire. In addition, they have been part of the design team on the vast majority, if not all, District projects over the last 5+ years. Because they completed the preliminary fire alarm replacement work for the 6 sites project, DEED allows them to be contracted to complete the design work. Remaining design work includes producing construction documents and supporting the project during bidding and construction. Design will be completed in early 2026, then the project will be bid and move into construction. Funding is from the DEED grant, and the match was approved by the Board in August. There is potential federal money through Representative Begich's office that will instead provide the match. Administration requests Board approval to contract with RSA Engineering for the design and approve the delegation of contract and budget authority to the Superintendent. The administration recommends the Board approve the award of the contract for design to RSA Engineering for an amount not to exceed \$515,000 for the Districtwide Fire System Replacement, 6 sites project and approve the delegation of contract and budget authority to the Superintendent, as presented.

Board approval is required to expend \$50,000.00 and higher. At issue is board approval of the award of contract for design services to RSA Engineering for the design of the HVAC Controls Upgrade, 8 sites project not to exceed \$610,000. A DEED FY25 grant has been awarded to the District to replace the Direct Digital Controls, which control heating and ventilation equipment, in each of the following schools; Ambler, Kiana, June Nelson, KMHS, Noatak, Noorvik, Shungnak and Kobuk. Kobuk has the selected system in place and only requires some new components,

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

INTRODUCTION OF STAFF/GUESTS

APPROVAL OF AGENDA

ADOPTION OF AUGUST 25, 2025
MINUTES

CAPITAL PROJECTS REPORT

COMMITTEE MEMBER DISCUSSION;
APPOINTMENT OF STAFF

APPROVAL OF DESIGN CONTRACT
FOR DISTRICTWIDE FIRE SYSTEM, 6
SITES

APPROVAL OF DESIGN CONTRACT
FOR HVAC CONTROLS UPGRADES, 8
SITES

not a completely new system. RSA Engineering completed the Code and Condition Surveys at each school in early 2025 and are intimately familiar with the project. In addition, they have been part of the design team on the vast majority, if not all, District projects over the last 5+ years. RSA has supported the District in operating this new system in Buckland and designed the system in Kivalina. Because they completed the preliminary work for the 8 sites project, DEED allows them to be contracted to complete the design work. Remaining design work includes producing construction documents and supporting the project during bidding and construction. Design will be completed in early 2026, then the project will be bid and move into construction. Funding is from the DEED grant, and the match is from an awarded VIF grant from the Borough. All project funding is secured. Administration requests Board approval to contract with RSA Engineering for the design and approve the delegation of contract and budget authority to the Superintendent. The administration recommends the Board approve the award of the contract for design to RSA Engineering for an amount not to exceed \$610,000 for the HVAC Controls Upgrade, 8 Sites project and approves the delegation of contract and budget authority to the Superintendent, as presented.

Board approval is required to expend \$50,000.00 and higher. At issue is board approval of the award of contract for design services to Burkhart Croft Architects for design of the Childcare Center Renovation in the 6th Grade Pod of KMHS not to exceed \$150,000, and to be reimbursed by Maniilaq. Maniilaq, as part of the Ililgaat Munaqsriyat Childcare Working Group, is working with the District to establish a Memorandum of Understanding to renovate part of KMHS into a childcare center. The center will renovate a 4-classroom pod and adjacent spaces to serve 42 children ages 6 months through Pre-School. Under the MOU, the District will utilize our design term contractor and CIP Manager contractor for the project. All funding is from Maniilaq through reimbursement to the District. Design work is needed for the renovation and Burkhart Croft is the District's current design term contractor, thus procurement is complete, and the work can begin immediately. Burkhart Croft completed a code and feasibility study for the work in early November. While the project budget is not yet established, \$150,000 in design should cover the vast majority, if not all, of the needed design phase of work. Because the contract is through the District, but funded from another source, Board approval of the contract is required. Administration requests Board approval to contract with Burkhart Croft Architects for the design and approval of the delegation of contract and budget authority to the Superintendent. The administration recommends the Board approve the award of the contract for design to Burkhart Croft Architects for an amount not to exceed \$150,000, to be reimbursed by Maniilaq, for the Childcare Center Renovation and approve the delegation of contract and budget authority to the Superintendent, as presented.

Most members made closing comments

Motion made and passed with unanimous consent. The meeting adjourned at 6:30 p.m.

Marie Greene, Co-Chair

Kristen Walker, Recording Secretary

APPROVAL OF DESIGN CONTRACT
FOR CHILDCARE CENTER

CLOSING COMMENTS
ADJOURNMENT

**UNADOPTED MINUTES
OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

Mission: "To provide a learning environment that inspires and challenges students and employees to excel."
Vision: "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

Co-Chairman Marie Greene, called the Joint Construction/Maintenance Committee Meeting to order at 5:00 p.m. on January 20, 2026, in Kotzebue, AK Via Microsoft Teams.

Observed.

Committee Members present were:

Marie Greene, NWABSD Board of Education Member
Alice Adams, NWABSD Board of Education Member
Tillie Ticket, NWABSD, Board of Education Member
Margaret Hansen, NWABSD Board of Education President
Elmer Armstrong Jr. NWAB Assembly Member
Craig McConnell, NWAB Assembly Member
Delores Barr, NWAB Assembly Member
Tillie Ticket, NWABSD Board of Education Member
Clay Nordlum, appointed NANA Staff
Billy Lee, NWAB Assembly Member
Raven Sheldon, NWAB Assembly Member

Committee Members absent and excused were:

Shannon Melton, NWABSD Board of Education Member

Staff/Guests present at the meeting were: Charlie Nelson-Maniilaq Association, Rita Short, Terri Walker-NWABSD Superintendent, Amy Eakin, Director of Technology; Dena Strait-Capital Projects Manager; Jeanne Gerhardt-Cyrus, NWABSD Board member; Jeff Alexander, Assistant Superintendent; Kathryn Self, HR Director; Mark Moore, Director of Property Services; Natalie Dickey, Director of Administrative Services; Perrian Windhausen, Director of Student Services; Kristen Walker-Executive Assistant to School Board and Superintendent.

Marie Greene has moved to approve the agenda as presented, seconded by Margaret Hansen. Motion passed unanimously.

The Group nominated Clay Nordlum as a Co-Chair from NANA; second co-chair: Craig McConnell/Dickie Moto from the Northwest Arctic Borough.

Dena Strait presented her Capital Projects Report.

Board approval is required for purchases that exceed \$50,000. There is no cost to this specific list, but it does require Board approval. Costs will be presented in project specific memos as appropriate. At issue is approval of the DRAFT 6-Year CIP list which determines what CIP applications are submitted to DEED each year. The administration is requesting approval of the attached DRAFT 6-Year CIP list to allow application preparation between now and September 1, 2026. A final list will be presented for approval in the August 2026 meeting as it is required to be submitted with any DEED CIP application. Only those projects listed in FY28 will be submitted in 2026. Funding source: Capital Improvement Funds. The administration recommends the Board approve the DRAFT 6-Year CIP list as presented.

Board approval is required for purchases that exceed \$50,000. There is no cost to developing and utilizing this priority list. Costs will be presented in project specific memos as appropriate. At issue is approval of the 6-Year Teacher Housing Priority List. The administration is requesting approval of the attached 2026 6-Year Teacher Housing priority list to allow preparation of applications as required. Years of planned submission and construction are listed on the attached list. Funding source: Capital Improvement Funds. The administration recommends the Board approve the 6-Year Teacher Housing Priority list as presented.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

INTRODUCTION OF STAFF/GUESTS

APPROVAL OF AGENDA

NOMINATIONS FOR 2 CO-CHAIR

CAPITAL PROJECTS REPORT

APPROVAL OF DRAFT 6-YEAR CIP PLAN

APPROVAL OF 6-YEAR TEACHER HOUSING PRIORITY LIST

APPROVAL OF DESIGN CONTRACT FOR BUCKLAND BOILER

Board approval is required for purchases that exceed \$50,000. At issue is approval of the design contracts for the Buckland Boiler Replacement FY28 DEED grant application cycle. The administration is requesting approval of design contracts to RSA Engineering, EHS-Alaska, and HMS, Inc not to exceed \$75,000. Each contract will be under \$50,000, but cumulatively they could be up to \$75,000. Work will include 95% documents and an associated cost estimate. This will aid the administration in seeking grant funds for construction funding. Funding source: Capital Improvement Funds. The administration recommends the Board approve Design Contracts not to exceed \$75,000 for Buckland Boiler Replacement FY28 DEED Grant Application as presented.

REPLACEMENT FY 28 DEED GRANT APPLICATION

Board approval is required for purchases that exceed \$50,000. At issue is acceptance of AHFC grant funding and commitment of match for Buckland, Kivalina and Noatak Renovations and Addition project. The administration is requesting acceptance of \$700,000 in AHFC grant funding for the above noted project, as well as commitment of \$340,000 in match. In August 2025, Board approved the application of this grant and a \$330,000 match. Final grant submission estimates determined \$340,000 total in match is needed. Work renovates a 3-bedroom unit in Buckland, converts two modular classrooms in Kivalina to become two, one-bedroom units and one, two-bedroom unit. It also adds a bedroom to the Principal's house in Noatak to make it a 3-bedroom unit. Funding source: Alaska Housing Finance Corporation grant and Capital Improvement Funds. The administration recommends the Board accept \$700,000 in AHFC grant funding and commit an amount not to exceed \$340,000 in match for the Buckland, Kivalina and Noatak Renovations and Addition as presented.

APPROVAL TO ACCEPT AHFC GRANT AND COMMIT MATCH FOR BUCKLAND, KIVALINA AND NOATAK RENOVATIONS & ADDITION

Board approval is required for purchases that exceed \$50,000. At issue is acceptance of USDA grant funding for Districtwide Fire System Replacement, 6 sites. In mid-2025, Administration applied to Representative Begich's office for Congressionally Directed Spending funds. The funding was included and passed through Congress, to be administered through USDA. Grant is for \$847,568. This grant covers all of the DEED required match except \$475,000. \$455,000 of that was committed by Borough and spent on replacement of Noorvik's Fire Alarm in 2025. \$20,000 was committed by District through Memo 24-115 in March 2024. Together, all three funding sources provide the \$1,322,568 in required match to the DEED grant. Work replaces the fire alarms in Ambler, Noorvik, Buckland, JNES & KMHS and Shungnak. Shungnak will also get a new sprinkler system. Funding source: US Department of Agriculture grant, NWA Borough and Capital Improvement Funds. The administration recommends the Board accept \$847,568 in USDA grant funding for Districtwide Fire System Replacement, 6 Sites project as presented.

APPROVAL TO ACCEPT USDA FUNDING FOR DISTRICTWIDE FIRE SYSTEM REPLACEMENT, 6 SITES

Board approval is required for purchases that exceed \$50,000. At issue is approval of the design contract not to exceed \$525,000 to Burkhart Croft Architects and their engineering team for the above noted project. Shungnak is included in the DEED grant funded projects for both the Districtwide Fire System Replacement, 6 sites and the HVAC Controls Upgrades, 8 sites project. CIP Manager is managing all engineers for both of these projects. However, Shungnak, because it is also getting a new sprinkler system, has a much broader scope of work and number of required engineering disciplines such as structural, hazardous materials and potentially civil. A coordinating entity, such as Burkhart Croft, is needed for the expanded number of engineers, and for architectural design to support the engineer's work. Work includes a new fire alarm, sprinkler and HVAC Controls systems in Shungnak. FUNDING SOURCE(S): DEED grants 25-023 and 26-005. The administration recommends the Board approve the design contract to Burkhart Croft Architects Not To Exceed \$525,000 for Shungnak Fire Systems and HVAC Controls Replacement Project as presented.

APPROVAL OF DESIGN CONTRACT FOR SHUNGNAC FIRE SYSTEMS AND HVAC CONTROLS REPLACEMENT PROJECT

Board approval is required for purchases that exceed \$50,000. At issue is approval of an MOA with Maniilaq Association for design and renovation within KMHS for the ILILGAAT MUNAQSRIVIAT Childcare Center. ILILGAAT MUNAQSRIVIAT Childcare Working Group, which the District is part of, is working to renovate the vacated 6th Grade Pod within KMHS into a childcare center. Design and construction is needed to renovate the space for this use and Maniilaq is funding these efforts. Draft MOA has been negotiated between the District and Maniilaq, with legal review by each entity's legal counsel to develop the document now before the Board. MOA provides a not to exceed amount of \$3,225,000 for design and construction. By agreeing to the MOA, the Board accepts this funding. FUNDING SOURCE(S): Maniilaq Association MOA. The administration recommends the Board approve the MOA with Maniilaq Association for design and renovations within KMHS for the ILILGAAT MUNAQSRIVIAT Childcare Center and accept \$3,225,000 to fund this work as presented.

APPROVAL OF MANIILAQ MOA FOR ILILGAAT MUNAQSRIVIAT CHILDCARE CENTER

Most members made closing comments

CLOSING COMMENTS

Motion passed with unanimous consent. The meeting adjourned at 6:43 p.m.

ADJOURNMENT

Marie Greene, Co-chair

Kristen Walker, Recording Secretary