

Trail Mix, Inc. of Juneau, Alaska

April 2025 - March 2026 Work Plan

This work plan details the general scope of Trail Maintenance activities to be performed by Trail Mix, Inc. within the City and Borough of Juneau under the general Memorandum of Agreement effective January 1, 2021 through December 31, 2026.

Purpose: Provide planning and labor for improving and maintaining the Juneau Trail System. Trail Mix agrees to the following work plan for April 2025 - March 2026:

35 Mile ORV Park

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$46,300
- Weeks of Work: 5

Scope of Work

- Construct ATV/ORV Trails in partnership with JORA, Jeep Club, City and Borough of Juneau, and private contractors
- The primary focus of the 2025 field season will be on trail routefinding, flagging, and logging.
- Potentially moving gravel and hardening the tread on the trail from parking lot to culvert site.
- Equipment needed: ~E50 Excavator, large rock moving machines (Hydrema)
- Colby Shibler will order gravel from Goldbelt

Perseverance Trail 05/19 - 07/25

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$30,200
- Weeks of Work: 10
- Gravel: \$10,000
 - Gravel PO #:
- Helicopter: \$35,000
 - Coastal PO#

Scope of Work

- Improvements to the entire trail system including:
 - Erosion control and back fill gabion baskets along gold creek
 - Approach to the Nowell Tunnel bridge
 - Approach to Upper Gold Creek bridge
 - Continue geotechnical investigation work at the slide near the trailhead.
 - Create a plan to address the slide zone by 2029.
 - General trail upkeep and maintenance

Black Bear Trail 05/19 - 05/30

- CIP #:
- Trail Mix Purchase Order:
- Current Balance
- 2025 Labor Reimbursement: \$11,600
- Weeks of Work: 2
- Gravel: \$5,000
 - Gravel PO #:

Scope of Work

- Improvements to the entire trail system including:
 - Erosion control
 - Bridge structural improvements on second bridge from SEARCH trailhead
 - gabion baskets and pressure treated wood with galvanized steel hardware
 - General trail upkeep and maintenance

Fish Creek Trail/Treadwell Bridge 07/28 - 10/02

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$58,300
- Weeks of Work: 10
- Gravel: \$8,000
 - AggPro PO #:
- Helicopter: \$15,000
 - Coastal PO #:

Scope of Work

- Coordinate volunteer work.
- Install new bridge
- Modify trail and drainage to accommodate new structure.
- Repair and improve Lower Fish Creek Trail from fish creek park up towards Emerson Spur

Mt. Jumbo Reroute 05/19 - 10/02

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$127,500
- Weeks of Work: 20
- Gravel: \$15,000
 - Gravel PO #:
- Helicopter: \$30,000
 - Coastal PO #:

Scope of Work

- Coordinate volunteers and crew to continue construction on the Mt. Jumbo Reroute

- Spend 10 weeks of crew time on the trail. Activities include: finish cutting the reroute, hardening and surfacing trail tread, replacing rotted board walk with gravel and/or step and run, add and improve drainage to ensure trail sustainability.
- Replace two bridges (41' and 22')
- The trail will be hardened with gravel installed by crew labor and/or volunteer labor.

CBJ Bike Trails 06/02 - 06/12

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$12,900
- Weeks of Work: 2
- Gravel: \$2000
 - Gravel PO:

Scope of Work

- Work in partnership with Juneau Mountain Bike Alliance to construct and improve CBJ bike trails (Under Thunder and other places)

Cabin Access & Horse Tram 07/28 - 10/02

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$66,400
- Weeks of Work: 11
- Gravel: \$10,000
- Landing Craft: \$3500
- Helicopter: \$15,000
 - Gravel PO #:

Scope of Work

- Survey new spur trail to the cabin site.
- Coordinate with other contractors involved in the project
- Build an access trail to the cabin site.
 - Clear vegetation and prep trail corridor.
 - Add aggregate for trail substrate, hardening and trail surface.
- Repair and re-tred existing Horse Tram Trail from EVC to new cabin spur trail (~1 mile)

General Brushing and Trail Maintenance Agreement 07/07 - 08/14

This is paid for via check request through an annual \$100,000 payment.

Scope of Work

- Brushing and minor tread maintenance on 60 CBJ trails and beach accesses. A brushing log will be provided with the work plan, completed by Trail Mix, and submitted to CBJ with the end-of-season work report.

Trail Stewards

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$68,700
- Weeks of Work: Weekends May-September
- Gravel: \$7,500
 - Gravel PO #:

Scope of Work

Coordinate community groups and partner organizations to engage in area wide trail work. Trail Mix will meet with CBJ once per month over the Trail Stewards season to update progress and address any upcoming needs. Projected projects include but are not limited to:

- Mt Jumbo Reroute
 - Adding and compacting gravel, creating drainage, removing unsafe sections of boardwalk and replacing with gravel, clearing away hazardous roots and rocks
- Black Bear Trail
 - Stabilize stream banks, reroute trail from sensitive fish habitat, tread work to repair potholes, ruts, and eroded sections of trail, add gravel to sections of eroded trail, stabilize and hand rails to second bridge that was repaired in 2024.
- Bike Trails
 - Working with JMBA to fix exit on a trail at Under Thunder and other projects that JMBA has planned.
- Horse Tram
 - Repair tread, add gravel to soft spots, fix drainage issues and clear out ditches. Start building new trail to cabin site and building foundation.
- Switzer Creek Loop Trail
 - Repair tread, add gravel to soft and muddy spots.
 - Remove rotting wood from any failing structures
- Mt. Roberts Tram: dismantle platform and fly it out
 - hardening tread by shoveling and transporting gravel, creating drainage to aid in keeping the trail mud free, widening sections of tread, removing roots, rocks, and other hazardous terrain.
- Christopher Trail
 - Harden the cleared trail with gravel from the bridge site to the Flume
 - Repair washouts and add drainage to mitigate water damage along the trail
 - Potentially dig sites for bridge abutments
 - Start building trail on portion above Flume Trail, involve chainsaw work, brushing, excavating earth, building retaining walls if needed
- Fish Creek:
 - Building abutments and bridge and stream stabilization

- Perseverance Trail:
 - Improvements to the entire trail system including:
 - Erosion control and back fill gabion baskets along gold creek
 - Approach to the Nowell Tunnel bridge
 - Approach to Upper Gold Creek bridge
 - Continue geotechnical investigation work at the slide near the trailhead.
 - Create a plan to address the slide zone by 2029.
 - General trail upkeep and maintenance

Youth Employment in Parks

- CIP #:
- Trail Mix Purchase Order:
- 2025 Labor Reimbursement: \$38,300
- Weeks of Work: 8 (June 2nd-July 25th)
- Gravel: \$7,500
 - AggPro PO #:

Scope of Work

Trail Mix will employ two Youth Employment in Parks (YEP) Team Leaders to help facilitate the trail work component of YEP. The YEP Team Leader will coordinate with Trail Mix leadership and CBJ Park Rangers to facilitate and complete trail work and maintenance on a variety of CBJ trails and parks. The Team Leader will work alongside SAIL staff members to foster a collaborative, engaging, and educational workforce development program.

Off Season Trail Damage and Planning

- CIP #:
- Trail Mix Purchase Order:
- 2024 Labor Reimbursement: \$33,700
- Weeks of Work: 5

Scope of Work

Check Trail Mix damage reports daily and respond to any reports.

Plan and coordinate future projects, task include:

- Ground truthing and site survey
- Strategic planning
- Identifying needed materials and their costs
- Consulting with specialists
- Interface with user group to better understand need and trail use conditions

General: Other trail projects may be included such that the CBJ will provide additional funding and prioritize additional work. Amendments to the yearly work plan will be in writing and agreed to by both parties.

Pre-Construction: On site pre-construction meetings are required with Trail Mix and CBJ to review work plan, trail alignment, start date, schedule and materials. Work may not begin prior to this meeting and CBJ's approval of the work plan.

Reporting and planning meetings: Three meetings will be scheduled by the Parks and Recreation Parks and Landscape Supervisor each project year for the purpose of planning and season review. Trail Mix Executive Director and Trail Program Manager will meet with CBJ P&R staff monthly to visit work sites for all active projects.

1. March- Finalize the work plan and PO balances.
2. July- Work plan review and revision. Begin forecasting projects for the next workplan
3. October- Final report of work done. Discuss project priorities and details for the upcoming season.

CBJ will provide: materials, supplies, tools, equipment and other items or services as needed. The CBJ may loan equipment to Trail Mix for other projects throughout the Borough as specified in and under the restrictions of CBJ Code 62.30.060 Loaning equipment: restrictions. Approval may be granted by the Parks and Recreation Parks and Landscape Supervisor when equipment is not needed for CBJ purposes. Staff using equipment must receive training and training must be documented for both agencies.

Signed:



Meghan Tabacek,
Executive Director, Trail Mix, Inc.

Date: 04/07/2025



Colby Shibler,
Parks and Landscape Supervisor, Parks and Recreation

Date: 4/7/25

CBJ 62.30.060 Loaning equipment; restrictions

City & Borough-owned equipment may be loaned for use only to charitable, educational and nonprofit civic groups when not then needed for City & Borough purposes when, in the discretion of the manager, the individual or organization taking possession thereof for the use intended is capable of operating or having the same operated without injury or damage to persons or property and agrees to reimburse the City & Borough for any loss or damage to such equipment and to save the City and Borough harmless from any liability for injury or damage to persons or property arising out of the use thereof.