



BETHEL AVENUES NEIGHBORHOOD WATER AND SEWER IMPROVEMENTS PROJECT

Public Involvement Plan

Prepared for:

City of Bethel
PO Box 1388
Bethel, Alaska 99559

Prepared by:

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1.0 INTRODUCTION

1.1 Project Area Description

Starting in Spring 2020, the City of Bethel (COB), working with DOWL will be working to design a new distribution system that will be extending piped water distribution from the Bethel Heights Water Treatment Plant (BHWTP), as well as sewer collection, to residential and commercial properties in the Avenues neighborhood. Currently, the Avenues neighborhood is serviced by trucks. DOWL, a design and construction administration management firm, is managing preliminary design and other activities leading up to construction beginning, including the management of public involvement.

1.2 Design and Construction Schedule

The Bethel Avenues Neighborhood Water and Sewer Improvements (Project) design phase started in January 2020 and it is estimated that construction will begin in May 2021. The project website (www.BethelAvenuesWaterandSewer.com) will be regularly updated with the up to date scheduling and other project information. Preliminary design and construction is anticipated as follows:

- January to May 2020: Survey Work and Geotechnical Investigations
- May to September 2020: Public Meetings
- July 2020 to February 2021: Easement and Service Agreement Negotiations
- December 2020: Design Complete
- May 2021: Construction Starts

1.3 Purpose of the Public Involvement Plan

The purpose of Public Involvement is to enable continuous communication with stakeholders, especially given the potential for schedule changes relating to public events, site work, and construction activities. This Public Involvement Plan (PIP) outlines proposed methods for communication with property owners, tenants and other stakeholders in order to effectively and efficiently share information, maintain transparency, and manage and expectations.

2.0 PROJECT TEAM

City of Bethel

PO Box 1388, Bethel, Alaska 99559
Bill Howell, Project Manager

DOWL

3535 College Road, Suite 100, Fairbanks, Alaska 99709
Chase Nelson, Project Manager
Alexa Greene, Public Involvement Lead

4041 B Street, Anchorage, Alaska 99503
Aaron Christie, Contract Manager
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3.0 IDENTIFICATION OF STAKEHOLDERS

Nearly everyone living and working in the City of Bethel are stakeholders in the Bethel Avenues project because construction activities have the potential to cause inconvenient disruptions community-wide. Additionally, during the design phase project stakeholders will include property owners and tenants. Disruption associated with construction activities potentially impact all Bethel residents. DOWL's public involvement efforts will focus on delivering timely information to and facilitating clear, efficient communication among stakeholders on behalf of COB.

Below is an initial list of stakeholders. When possible, these entities will be included in the project mailing list. This list could expand throughout the project.

3.1 Avenues Neighborhood

- Property Owners
- Tenants

3.2 Public and Local Businesses

- Bethel residents
- Bethel businesses
- Bethel Public Works Department

4.0 OUTREACH INVOLVEMENT METHODS

4.1 Mailing List

The property owner and tenant mailing list was submitted to DOWL from COB. Additionally, the public will have the opportunity to sign up for the mailing list using the project email, see below in section 4.2.

4.2 Website and Project Email Address

The project website (www.BethelAvenuesWaterandSewer.com) will serve as a clearing house for project information and resources (e.g. fact sheet, presentations, plans, meeting materials, etc.). The website will contain background information, the estimated project schedule, meeting information, links and documents, and the project team's contact information. The website will be updated regularly throughout the preliminary design and construction phases, including at major project milestones. There will also be a link to the project website from the City of Bethel website.

To streamline and efficiently manage project inquiries, all project communication will be routed through **InfoBAWS@dowl.com**. This email address will be listed on all communication and outreach materials and will be linked to a distribution list that includes DOWL Project Engineer and Public Involvement Lead.

DOWL will build and publish the website, and initiate the project email address, by end of business on March 27, 2020. Upon completion of DOWL's contract, DOWL will submit all content from the Project website to COB and the Project site will be eliminated.

4.3 Comment Response and Documentation

Comments received via email, mail, phone, or in written form will be distributed to the appropriate project team member and archived in a comment database managed by DOWL. The project team will respond to all comments and questions within four business days.



4.4 Internal and External Stakeholder Updates

Managing expectations within the project team and among stakeholders will help to minimize risk of negative public perception. Stakeholder coordination is essential for expectation management. Significant stakeholder coordination, in the form of meetings, phone calls, emails, and document sharing, will serve as a public involvement foundation.

4.5 Coordination with COB

DOWL will work closely with COB to ensure project schedule and construction changes are coordinated and communicated among the project team.

4.6 Stakeholder Meetings

Understanding that plans could change, DOWL conditionally plans to coordinate and/or participate in the following scheduled public meetings to inform stakeholders, solicit feedback, and discuss the project:

- DOWL will hold up to four (4) in-person public meetings between May 2020 and May 2021
- DOWL will facilitate meetings with property owners within the Avenues neighborhood between July 2020 and February 2021 to discuss and negotiate Easement and Service Agreements

4.7 Other

As needed, DOWL will produce and distribute relevant graphics and communications to share information about the project with stakeholders, including but not limited to factsheets, postcards, newsletters, social media graphics, Power Point presentations, and meeting boards. As appropriate, DOWL will place notices in the Delta Discovery and posts via the City of Bethel official Facebook page.