


- f. Update on Museum HVAC – Phase IV – Exterior Envelope and Revised Reopening Date

TRANSMITTAL MEMORANDUM

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TO: The Honorable Mayor & City Council Initials: 

FROM: Shawn Hart, Acting Assistant City Manager File #: MGR25-282

DATE: April 25, 2025 Mtg. #: 05/01/25 MRf

RE: **Update on Museum HVAC – Phase IV – Exterior Envelope and Revised Reopening Date**

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Attached for City Council review is the project status report from the Museum Director for the CIP project Museum HVAC – Phase IV – Exterior Envelope. As noted during the Assistant City Manager's report at the April 17, 2025, City Council meeting, the Museum is now scheduled to reopen on May 1, 2025, rather than the originally planned date of June 1, 2025. This change is due to delays in manufacturing.



## MEMORANDUM

**From:** Samantha Forsko, Museum Director  
**To:** Lacey Simpson, Acting City Manager  
**Date:** April 23, 2025  
**Re:** Change in Museum Closure Dates

In my memo to the City Council from February 2025, I detailed the need for a nearly three-month closure of the Tongass Historical Museum to accommodate the construction work related to the approved CIP project, titled “Museum HVAC – Phase IV – Exterior Envelope” (project number 1420-2019-001). The project has again experienced another delay, which will affect the closure dates.

In the month that the Museum has been closed, contractors have been able to replace a few of the doors. However, due to a manufacturing delay, the remaining doors and windows missed their initial ship date of April 1<sup>st</sup>. The items are now intended to ship on May 1<sup>st</sup>. This delay will mean that the work will not be completed in time for the Museum to reopen by June 1<sup>st</sup>, as was the original agreement with the contractors. In order to lessen the impact of the delay on the tourist visitation, Public Works and the Museum have opted to reschedule the project for the fall. The project will now take place approximately October 6<sup>th</sup> – November 14<sup>th</sup>, 2025. The Museum will need to close to accommodate the work, but as the tourism season will be slower at that time, the impact will be minimized.

Public Works and the Museum have requested monthly check-ins with the contractors from now until the project begins to ensure that manufacturing and shipping are progressing as expected, and the better detail the new timeline for work to occur.