



# Alaska Designs

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The Official Newsletter of the Alaska Professional Design Council

## ASCE Report Card on Infrastructure

### Water and Wastewater Received a Grade of D

By Daniel Nichols, P.E., CCA,  
M.ASCE

This newsletter continues the summarization and review of the 2017 ASCE Alaska Infrastructure Report Card. In the report, Water and Wastewater received a grade of D. This compares to the national report card where drinking water received a D and wastewater received a D-.

#### Water & Wastewater

Though Alaska is the largest state it has the lowest population density. In addition over 75% of Alaska communities are off the road system. Due to this remoteness, most communities operate their own water and wastewater utilities. They operate independently without entities like regional watershed management authorities. Each community is responsible for managing their water from the source, water treatment, through distribution, sewer collection, sewer treatment, and discharge. This report evaluates water and wastewater systems into one category because of this independent, end-to-end nature of the systems.

Like much of Alaska, water and wastewater systems can be divided into two categories: municipal and rural. Municipal systems include the larger population centers such as Anchorage, Fairbanks, Juneau, Ketchikan, Kodiak, etc. These systems are similar to those found throughout the rest of the United States. These systems consist of water treatment, pressurized distribution sys-

tem, gravity and force sewer mains, and conventional centralized wastewater treatment systems. They are operated and maintained through municipalities and are funded by local taxes and user fees with some receiving state grants for capital improvements. Approximately 75% of Alaska's population lives within a municipal system, though approximately 25% of those households are on private wells and septic systems.

Rural systems include small communities such as Emmonak, Selawik, Gulkana, Point Hope, etc. These systems may consist of non-typical water and wastewater systems, such as package treatment plants, aboveground utilities, vacuum sewers, haul systems, and washeterias. Two-hundred-eighty Alaska communities are rural systems, most of which are Alaska Native villages only accessible by water or air. Thirty-one communities have no available water or wastewater system. These residents haul water from rivers, lakes, and ice, surviving on as little as five gallons of water per day per person. Rural systems are often run by tribal governments. Due to a lack of population base, they systems are funded mainly through federal and state grants and programs, such as the state's Village Safe Water, Alaska Native Tribal Health Consortium, and U.S. Department of Agriculture.

#### Challenges

Alaska's water and wastewater system face is the high operation and maintenance costs. Alaska has some of the highest utilities costs in

the country with fuel prices as high as \$8 per gallon and electric costs as high as \$1kW-hour.

Compounding those costs is a lack of funding. Funding sources have dropped dramatically in the last few years due to the drop in oil prices and the economic downturn. Current state budgets have only funded 9% of grant requests when only a few years earlier it was funding 25%. Alaska has a total estimated need of \$1.5 billion for water and wastewater.

Alaska ranks last in percentage of people with access to water and wastewater services. It is 30 years behind the national average. This is effecting the health of Alaskans with some of the highest rates of water-related illness.

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[www.ilookup.org](http://www.ilookup.org)

## Alaska Film Eligible for Award

One Alaska film is eligible to win the 2017 People's Choice Award for the American Institute of Architect's third annual I Look Up Film Challenge.

The AIA invites the public to cast their vote to choose the winner and this year, Utqiagvik illustrates how architects designed a community hospital that honors the Alaskan culture.

The People's Choice Award Winner will be announced November 1 and receive \$2,500, exclusive screening at Architecture & Design Film Festival in New York City, plus recognition and distribution on AIA channels. Public voting has launched and will conclude on October 6.

This year's challenge looked to architects and filmmakers to shine a light on the powerful social impact of architects and their work. In collaboration with clients and the community, architects plant the seeds that blossom into stronger neighborhoods, towns, and cities.

Visit [www.ilookup.org](http://www.ilookup.org) to view the entries and cast your vote. ❖

## How APDC Supports MOs

The Alaska Professional Design Council (APDC) supports its member organizations (MOs) in a variety of ways:

The APDC maintains contact with the state Board of Registration for Architects, Engineers and Land Surveyors (AELS Board). When an issue affecting professional practice arises, APDC polls the MOs and, when there is a unified voice, develops and delivers a position statement and provides public testimony. If the MOs are not in agreement, APDC encourages all

societies with an interest to provide feedback for consideration by the AELS Board.

The APDC also represents design professions' mutual interests with other public agencies as issues arise, such as the Alaska Department of Transportation and Public Facilities (DOT/PF) on Design/Build and Design/Select/Build processes; the Municipality of Anchorage on codes and standards; and the U.S. Army Corps of Engineers regarding stipends for

*Continued on Page 3*

## Help Wanted

### STRUCTURAL ENGINEER

PDC Engineers is seeking leaders to join our full-service engineering team! We design innovative world-class projects utilizing state-of-the-art technologies. PDC is a 100-percent employee-owned company. We offer competitive pay, excellent benefits and advancement opportunities. PDC is an Equal Opportunity Employer.

This is a structural design position for the analysis, design, and inspection of private, commercial and public facilities. The successful candidate will have a degree in civil engineering, two years' experience, excellent analytical and problem solving ability and outstanding communication skills. This is a great career opportunity with potential for rapid advancement.

#### Minimum Qualifications/Skills:

- B.S. Civil Engineering
- Ability to obtain Alaska Civil Engineer license within 12 months
- Two years' structural design experience
- AutoCAD experience
- Ability to manage multiple projects
- Must be detailed oriented & well organized
- Strong verbal & written communication skills

#### Desired Qualifications/Skills:

- M.S. Civil Engineering
- Alaska Civil Engineer license
- Four years' structural design experience
- Structural design experience in Alaska
- Structural Engineer license
- Revit experience

This opportunity is available in our Juneau office. Submit your cover letter resume to PDC Engineers, Attn: Human Resources, 6205 Glacier Highway, Juneau, AK 99801 or at [jobs@pdceng.com](mailto:jobs@pdceng.com). All responses to be held confidential.



## ASCE Report Card on Infrastructure

*Continued from Page 1*

Alaska is also at the forefront of climate change with issues like flooding, erosion, and unstable permafrost. The U.S. Army Corps of Engineers lists 83 communities at risk of significant erosion damage.

Alaskan systems have the benefit of being relatively new with modern treatments. Most municipal systems are approximately 30 years old instead of the typically much older systems in the rest of the United States. There was a big push in the

80-90s to upgrade and improve water and wastewater systems. Many of key component of those systems are now reaching their design life.

Alaska is projected to have 20% population growth by 2045 with most of the growth happening in municipal systems. Anchorage-Matsu area is expected to have 80% increase by 2045. Without proper planning and management no system could keep up with that kind of change.

### Let's Raise the Grade

In order to improve Alaska's Water and Wastewater Infrastructure Grade more Alaskans need to have access to clean, safe, and reliable water systems. Municipal systems need to expand to meet the increased growth rate for the next 30 years. Rural systems need to expand to more communities to serve more Alaskans. Systems need to be designed and constructed to withstand extreme weather and climate change. Systems need to increase efficiencies to reduce operational costs due to high fuel costs.

These can be addressed by a combination of the following:

- Make state and federal funding for improvements a priority
- Better coordinate among state, federal, and Alaska Native programs
- Perform system evaluations to identify and assess risks and incorporate into planning efforts
- Develop and implement innovated technology and operations
- Focus on durable and sustainable system designs to reduce lifecycle and O&M costs
- Bridge the gap in O&M funding to allow communities to maintain existing infrastructure ❖

## How APDC Supports MOs

*Continued from Page 2*

Design/Build Phase 2 Offerors. APDC also maintains two seats on the Anchorage School District Capital Advisory Committee.

The Legislative Liaison Committee (LLC) is the longest-standing committee. The LLC has bi-weekly teleconferences during the legislative sessions and has a lobbyist in Juneau to monitor and represent our industry's common interests. Member participation in the annual LLC Fly-in to Juneau in February continues to grow, increasing APDC's effectiveness. The LLC has promoted numerous pieces of legislation successfully over the years.

The Qualifications-Based Selection (QBS) committee has expertise and examples of successful letters written on APDC letterhead to private and public clients / owners who have solicited professional services using cost as an evaluation criteria. The A-E Contracts Committee and LLC worked together to promote and pass legislation concerning public contract indemnity. All members of APDC MOs are welcome to refer issues for committee action. ❖



The monthly newsletter of the Alaska Professional Design Council does not necessarily express the opinions of the Council, the member societies, or their members.

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## Mearig Named Southcoast Director

(Juneau, Alaska) – Alaska Department of Transportation and Public Facilities (ADOT&PF) Commissioner Marc Luiken has named Lance Mearig as the Southcoast Region Director.

“Lance is precisely the leader we need in Southcoast Region,” said Commissioner Luiken. “His professional passion is Alaska’s coastal transportation infrastructure and he has long standing relationships in the communities he will be serving.”

Mearig has over 35 years of experience in transportation. He has most recently served as ADOT&PF’s Director for Statewide Design and Engineering Services, which includes acting as the department’s Chief Engineer. He began his career working for ADOT&PF in 1982 and spent 25 years working in private industry.

A licensed Professional Engineer and Senior Professional in Human Resources, Mearig has a bache-



lor’s degree in civil engineering from the University of Alaska-Fairbanks and a master’s degree in civil engineering with an emphasis in transportation planning and traffic engineering from Arizona State University. Mearig grew up in Sitka, Ketchikan, and Petersburg. He has lived and worked in Juneau for most of his career.

Mearig replaces Mike Coffey who will retire August 31, 2017 after an outstanding 35-year career with ADOT&PF.

Mearig’s official first day as Regional Director is September 1, 2017.

The Alaska Department of Transportation and Public Facilities oversees 242 airports, 10 ferries serving 35 communities, more than 5,600 miles of highway and 731 public facilities throughout the state of Alaska. The mission of the department is to “Keep Alaska Moving through service and infrastructure.” ❖

## NSPS Foundation Seeks Donations to Disaster Relief Fund

The National Society of Professional Surveyors (NSPS) Foundation, Inc., is soliciting donations to its Disaster Relief fund. The fund is there to help fellow professionals recover from floods, storms, tornadoes, fires, and any other natural or manmade disaster.

John Dolan, NSPS Foundation Chairman, wrote, “I can tell you personally that being a flood victim is a devastating experience! I was wiped out in Super Storm Sandy. The effects of that flooding are still with me and the communities hit by that storm. There are still many abandoned homes and businesses four years after Sandy!

“My point is that ... we need money to replenish our Disaster Relief Fund and satisfy claims that will be arriving from Texas and Louisiana. We have already received and granted money to several victims... You never know when you are going to need help. I sure didn’t!”

The NSPS Foundation is a 501 c3 organization registered in Maryland. Send your tax deductible donations to the address shown below and mark “Disaster Relief” on your checks. Or donate online at <http://srv.ezinedirector.net/?n=8833351&s=105736734>.

*Editor’s Note: Other APDC Member Organizations may have Disaster Relief Funds as well; this letter crossed my mailbox so I am sharing. Any time you choose to support a cause, it’s important to understand how the fund or charity of choice uses your donation.* ❖



### November 28

## APDC Plans Member Organization Summit

The APDC Board is planning a Member Organization (MO) Summit on Tuesday, November 28, at the BP Energy Center. (Agenda and times to be confirmed.)

The Summit will include a brief overview of APDC history, and provide an opportunity for representatives of the MOs to share information about their respective professions and discuss issues of concern.

The board schedules summits every few years as new MOs join APDC and MO board representatives turn over, to promote continuity and provide a forum for discus-

sion outside the confines of a lunch-hour board meeting. The summits are usually half-day or longer. ❖

## Update Your Bookmark

Update your bookmark: The APDC website is being re-designed on a new platform, and during a transition period our pages can be found at [www.apdc-ak.com](http://www.apdc-ak.com). Thank you for your patience while we update the website. ❖

<http://www.apdc-ak.com>

## Ryan Cooper Joins Stantec Anchorage Office

Ryan Cooper recently joined Stantec in its Anchorage office as an associate and environmental scientist, focusing on transportation, oil and gas, and hydroelectric projects in the Northwest. With more than a decade of experience working mostly in Alaska, Cooper will help expand the firm's environmental efforts throughout the state and Pacific Northwest region.

Cooper will focus on offering baseline research and comprehensive regulatory permitting services, often for programs subject to significant litigation risk. He is experienced in complex wetlands, wildlife, marine mammal and fisheries programs. Since joining Stantec, Cooper has worked on the Kivalina Evacuation and School Site Access Road, Noatak Airport Relocation and North Pole Water Distribution System Expansion.

"Ryan adds great experience to our environmental services team in Alaska," says Sara Lindberg, environmental resources manager for Stantec in Alaska. "From oil and gas,



to airports, to arctic research, Ryan has touched multiple types of projects that are important to our state. He has extensive experience with key national environmental regulations, including the Clean Water and Marine Mammal Protection acts."

Prior to joining Stantec, Cooper spent the previous five-plus years working for an Alaska Native Regional Corporation, with a focus on regulatory permitting for approximately 10 major projects annually, including multiple oil and gas projects. He has already had success in initializing new Master Service Agreements to expand our offerings in that sector, focusing on permitting, National Environmental Policy Act evaluations, and baseline research.

Cooper earned a pair of bachelor's degrees from Colorado State University in biology and business, and earned his master's degree in biology from the University of Alaska Fairbanks. He has lectured at Harvard and Cornell universities.

About Stantec: We're active members of the communities we serve. That's why at Stantec, we always design with community in mind. The Stantec community unites approximately 22,000 employees working in over 400 locations across 6 continents. Our work—engineering, architecture, interior design, landscape architecture, surveying,

environmental sciences, construction services, project management, and project economics, from initial project concept and planning through to design, construction, commissioning, maintenance, decommissioning, and remediation—begins at the intersection of community, creativity, and client relationships. With a long-term commitment to the people and places we serve, Stantec has the unique ability to connect to projects on a personal level and advance the quality of life in communities across the globe. Stantec trades on the TSX and the NYSE under the symbol STN. Visit us at [stantec.com](http://stantec.com) or find us on social media. ❖

### *Cultivating Design*

## AIA Alaska 2017 Annual Conference to be at Land's End Resort

The AIA Alaska 2017 Annual Conference, Cultivating Design, will be at Land's End Resort in Homer October 12-14, 2017.

Featured guest speaker will be Stein Halvorsen, Arkitektor AS, Oslo, Norway. Guest speakers include Bill Popp, President & CEO, Anchorage Economic Development Council; and Ron Hyde, President & CEO, Kathleen O'Connell, VP Projects & Quality, and Russell Sell, Logistics Specialist, of PRL Logistics.

For details and to register, visit <http://regonline.com/2017AIAAKAnnualConference>. ❖

### Member Societies

Alaska Society of Professional Engineers (ASPE)  
 Alaska Society of Professional Land Surveyors (ASPLS)  
 American Institute of Architects Alaska Chapter (AIA)  
 American Society of Civil Engineers Alaska Section (ASCE)  
 American Society of Landscape Architects Alaska Chapter (ASLA)  
 American Council of Engineering Companies of Alaska (ACEC)  
 American Society of Interior Designers Alaska Chapter (ASID)  
 Institute of Transportation Engineers Alaska Chapter (ITE)  
 Structural Engineers Association of Alaska (SEAAK)



## Comments on Proposed Fee Changes Due Sept. 20

The Alaska Department of Commerce, Community, and Economic Development, Corporations, Business & Professional Licensing proposes to change occupational license fees charged to architects, engineers, land surveyors, and landscape architects. Comments on the proposed changes must be received no later than 5pm September 20, 2017.

Alaska's professional licensing statutes require the Division of Corporations, Business and Professional Licensing (CBPL) to "annually review each fee level to determine whether the regulatory costs of each occupation are approximately equal to fee collections related to that occupation." Alaska's licensing fee statutes go on to say, "If the review indicates that an occupation's fee collections and regulatory costs are not approximately equal, the department shall calculate fee adjustments and adopt regulations...to implement the adjustments."

The division conducted a thorough fee analysis and reviewed the analysis with the State Board of Registration of Architects, Engineers, and Land Surveyors (AELS Board) at a regular meeting on August 3, 2017. The licensing program for these professions has maintained a sizeable surplus for the past few years. The division and board considered future cost increases, potential fluctuations in legal expenses, as well as changes in the number of licensees forecasted by the board. After careful consideration of those costs, there was agreement that a reduction in license fees would be warranted, while the fee for initial application should increase to more accurately reflect the level of effort expended on their review.

The division's proposed fee amounts can be found on the board's web page at [\[cense.alaska.gov/BoardOfArchitectsEngineersAndLandSurveyors\]\(http://cense.alaska.gov/BoardOfArchitectsEngineersAndLandSurveyors\). The estimated cost to comply with the proposed changes: \\$100 increase for initial application, \\$50 decrease for biennial registration/renewal, \\$100 decrease for biennial certification/renewal, and eliminate \\$100 review fees for applications by comity and by examination.](http://professionalli-</a></p></div><div data-bbox=)

The division encourages all licensees and interested parties to comment on this proposal through the division's Regulations Specialist, whose contact information is enclosed on the public notice. After the comment period closes and the division reviews all comments received, the division may adopt the regulation as drafted, may amend a proposed fee, or may withdraw the regulations in part or in its whole.

All comments received will be reviewed and taken into consideration prior to adopting the final regulations. The final decision will result in the fee to be implemented during the next licensing renewal.

You may comment on the proposed regulation changes, including the potential costs to private persons of complying with the proposed changes, by submitting written comments to Jun Maiquis, Regulations Specialist, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806. Additionally, the Department will accept comments by facsimile at (907) 465-2974 and by electronic mail at [RegulationsAndPublicComment@alaska.gov](mailto:RegulationsAndPublicComment@alaska.gov). Comments may also be submitted through the Alaska Online Public Notice System by accessing this notice on the system at <http://notice.alaska.gov/186816>, and using the comment link. The

comments must be received not later than 5:00 p.m. on September 20, 2017. Comments received after this deadline will not be considered by the Department.

You may submit written questions relevant to the proposed action to Jun Maiquis, Regulations Specialist, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806 or by e-mail at [RegulationsAndPublicComment@alaska.gov](mailto:RegulationsAndPublicComment@alaska.gov). The questions must be received at least 10 days before the end of the public comment period. The Department will aggregate its response to substantially similar questions and make the questions and responses available on the Alaska Online Public Notice System and on the Board's website at <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BoardofArchitectsEngineersandLandSurveyors.aspx>. The Department may, but is not required to, answer written questions received after the 10-day cut-off date and before the end of the comment period.

If you are a person with a disability who needs a special accommodation in order to participate in this process, please contact Jun Maiquis at (907) 465-2537 or [jun.maiquis@alaska.gov](mailto:jun.maiquis@alaska.gov) not later than September 13, 2017 to ensure that any necessary accommodation can be provided.

A copy of the proposed regulation changes is available on the Alaska Online Public Notice System and by contacting Jun Maiquis at (907) 465-2537 or [jun.maiquis@alaska.gov](mailto:jun.maiquis@alaska.gov), or go to <https://www.commerce.alaska.gov/web/portals/5/pub/AELS-Fees-2017.pdf>. ❖

**Update Bookmark: <http://www.apdc-ak.com>**



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*Links to Sustaining Members' web sites are available in the online directory at <http://www.apdc-ak.com>.*

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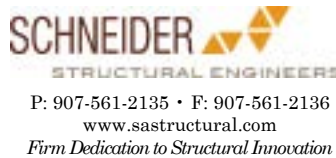
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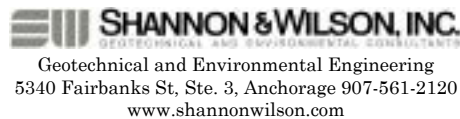
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## Sustaining Members

Sustaining Members help offset newsletter costs, and APDC offers free classified advertising, display ad discounts, and other considerations for their support.

The annual cost is \$115 for the first line, \$40 for each additional line, and \$115 to add a logo. The listing is also placed on [www.apdc-ak.org](http://www.apdc-ak.org). Contact the editor to join, or update your listing.



## ***Alaska Professional Design Council Calendar***

### **Monday, September 4, 2017**

ASPE Fairbanks, Noon, WestMark Hotel (1st Mon)

### **Tuesday, September 5, 2017**

ITE Alaska Anchorage Chapter, Noon, BP Energy Center (1<sup>st</sup> Tues except June, July & August)

### **Thursday, September 7, 2017**

ASPE Anchorage Directors, 7 a.m., McDonald's, 800 W Northern Lights Blvd. (1st Thurs)

APDC, Noon, Bettisworth North's main conference room and via teleconference (1st Thurs)

### **Tuesday, September 12, 2017**

ACEC Board, 4:00 p.m., PDC, Inc., Anchorage (2nd Tues)

### **Wednesday, September 13, 2017**

ASCE Juneau Branch and ASPE Juneau Chapter jointly hold membership meetings at Noon at the AEL&P 2nd Floor Conference Room from September through May (2<sup>nd</sup> Wed)

ASLA Alaska Board, 12:10 p.m. in the URS 3<sup>rd</sup> floor conference room (2<sup>nd</sup> Wed)

ITE Alaska Fairbanks Chapter, Noon, DOT McKinley Building (2<sup>nd</sup> Wed except June, July & August)

SEAAK Noon, BP Energy Center, Regular meeting, presenter TBA (every other month, usually 2<sup>nd</sup> Wed)

### **Thursday, September 14, 2017**

ASPE Anchorage, Noon, BP Energy Center (2<sup>nd</sup> Thurs)

### **Tuesday, September 19, 2017**

ASCE Anchorage, Noon, Moose Lodge on Arctic Blvd. (3rd Tues)

ASPLS Anchorage (3<sup>rd</sup> Tues with even months at Noon at the BP Energy Center and odd months at 5:30pm at Las Margartas)

### **Wednesday, September 20, 2017**

ASCE Mat-Su Branch, Noon at the Mat-Su College (Mile 2 Trunk Road) in Room FSM 206 (3rd Wed)

ASCE Fairbanks, Noon, WestMark (3rd Wed)

Deadline for the October issue of *Alaska Designs* (20<sup>th</sup> of each month, or Monday)

### **Tuesday, September 26, 2017**

ASPLS Fairbanks, Noon, WestMark Hotel (4th Tues)

### **Wednesday, September 27, 2017**

ASPLS Valley, Noon, Troutfitters, Wasilla (last Wed)

### **Monday, October 2, 2017**

ASPE Fairbanks, Noon, WestMark Hotel (1st Mon)

### **Tuesday, October 3, 2017**

ITE Alaska Anchorage Chapter (1<sup>st</sup> Tues except June, July & August)

### **Thursday, October 5, 2017**

ASPE Anchorage Directors, 7 a.m., McDonald's, 800 W Northern Lights Blvd. (1st Thurs)

APDC, Noon, Bettisworth North, 2600 Denali St, Suite 710, Anchorage (1st Thurs)

### **Tuesday, October 10, 2017**

ACEC Board, 4:00 p.m., PDC, Inc., Anchorage (2nd Tues)

### **Wednesday, October 11, 2017**

ASCE Juneau Branch and ASPE Juneau Chapter jointly hold membership meetings from September through May (2<sup>nd</sup> Wed)

ASLA Alaska Board, 12:10 p.m. in the URS 3<sup>rd</sup> floor conference room (2<sup>nd</sup> Wed)

ITE Alaska Fairbanks Chapter (2<sup>nd</sup> Wed except June, July & August)

### **Thursday, October 12, 2017**

ASPE Anchorage, Noon, BP Energy Center (2<sup>nd</sup> Thurs)

### **Tuesday, October 17, 2017**

ASCE Anchorage, Noon, Moose Lodge on Arctic Blvd. (3rd Tues)

ASPLS Anchorage, 5:30 pm social, 6 pm meeting, (usually 3<sup>rd</sup> Tues with even months at Noon and odd months at 5:30pm)

### **Wednesday, October 18, 2017**

ASCE Fairbanks, Noon, WestMark (3rd Wed)

ASCE Mat-Su Branch, Noon at the Mat-Su College (Mile 2 Trunk Road) in Room FSM 206 (3rd Wed)

### **Friday, October 20, 2017**

Deadline for the November issue of *Alaska Designs* (20<sup>th</sup> of each month, or Monday)

### **Tuesday, October 24, 2017**

ASPLS Fairbanks, Noon, WestMark Hotel (4th Tues)

### **Wednesday, October 25, 2017**

ASPLS Valley, Noon, Troutfitters, Wasilla (last Wed)

*Send calendar notices/updates by the 20th of each month to Vicky Sterling, sterlingtouch@gci.net.*

### **When and Where**

Always check locally to confirm meeting times and locations. Some organizations suspend or reschedule meetings in summer months. The newsletter publication calendar generally does not allow time to include holiday and last-minute schedule changes.



*Alaska Designs* welcomes articles and letters on subjects of interest to design professionals. The deadline is the 20th of each month for the following month's issue. Items may be edited for length or content and will be published as space is available. Submit items to the editor, Vicky Sterling, via email at [sterlingtouch@gci.net](mailto:sterlingtouch@gci.net) and expect confirmation of receipt.