

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

September 28, 2021
6:00 PM

Remote Access Only
Zoom Meeting ID: 335 903 0010
Zoom Call-In: (253) 215-8782
BKAT Live Stream

Call to Order

Approval of Agenda

Consent Items

All matters listed under Consent Items have been distributed to each member of the Commission for reading and study, are considered to be routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Items and placed under Action Items by request.

- A. Minutes of the regular business meeting and executive session of September 14, 2021.
- B. Payment of checks #E00664 and #82855 through #82866 and #E00665 through #E00670 and #901407 through #901409 and #82867 and #82869 through #82911 and #E00671 through #E00679 and #E00680 and #E00682 and #E00683 and #82912 and #82919 through #82936 and #E00684 through #E00688 from the General Fund for \$355,355.21; #82868 and #901410 and #E00681 and #82913 through #82918 from the Construction Fund for \$155,779.73.

Information Items

- 1. Recreational Boating Association of Washington (RBAW) – Bob Wise, President

Citizen Comments: *Open to the public for comment. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing to the Clerk of the Board.*

Action Items

- 1. Bid Award to Henderson Partners, LLC for the Monuments Project #02-17-0263

Staff Reports

Commission Reports / New Business

Executive Session *(if necessary)*

Adjournment

Regular business and other meetings that may be attended by members of the Board

<u><i>Date</i></u>	<u><i>Time</i></u>	<u><i>Meeting</i></u>
<i>09/28</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>10/07</i>	<i>1:00 pm</i>	<i>Central Puget Sound Economic Development District (CPSEDD) Board</i>

Meetings are subject to change or cancellation

**Denotes events in which two (2) or more Commissioners may attend*

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

September 14, 2021
10:00 AM

Remote Access Only
Zoom Meeting ID: 335 903 0010
Zoom Call-In: (253) 215-8782
BKAT Live Stream

Commissioners and Staff Present

Commissioners

Cary Bozeman
Axel Strakeljahn
Gary Anderson

Staff Members

Jim Rothlin
Fred Salisbury
Sherman Hu
Arne Bakker
James Weaver
Warren Hendrickson
Ginger Waye
Taylor Korizon
Anne Montgomery, Atty

Call to Order

President Bozeman called the meeting to order at 10:00 a.m.

Approval of Agenda

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

A. Minutes of the regular business meeting and executive session of August 24, 2021.

B. Payment of checks #82805 through #82814 and #E00635 through #E00642 and #901396 and #901397 and #82815 and #901398 through #901401 and #E00643 and #E00644 and #82816 and #82821 through #82838 and #E00645 through #E00655 and #901403 through #901405 and #E00657 and #82840 through #82854 and #E00658 through #E00663 from the General Fund for \$230,842.62; #901395 and #82803 through #82804 and #901402 and #82817 through #82820 and #E00656 and #82839 from the Construction Fund for \$216,485.15. VOID Check #901396.

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Work Study Session

1. 2022 Budget – Allocation of Port Resources to Community Agencies/Groups

Chief Financial Officer Sherman Hu presented the preliminary 2022 allocation schedule which, following review by the Board, will be incorporated into the overall budget that will be presented at an upcoming meeting.

There was discussion on individual line items with Board recommendations being incorporated into the allocation schedule. The 2022 allocation of Port resources to community agencies and groups totaled \$100,299. That final number will be included in the 2022 preliminary budget.

CEO Rothlin invited organizations to come throughout the year prior to budget time to talk about their program and what they do for the community.

Citizen Comments

The following individuals spoke on behalf of their organizations/events:

Sharron King, Fathoms O' Fun Chair

- Concerts by the Bay
- Fathoms fireworks
- Potential 2022 event at the airport

Beth Javens, Director

- Visit Kitsap

Action Items

1. Bid Award to Tucci & Sons, Inc. for the Taxiway Relocation/Apron Rehabilitation, A.I.P. Project No. 3-53-0007-035-2021
Presented by Warren Hendrickson, Airport Manager

Following PowerPoint presentation and discussion;

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the award of Taxiway Relocation/Apron Rehabilitation Project Schedules A through F to Tucci & Sons Inc and authorize the CEO, contingent upon receipt of the Federal Aviation Administration's (FAA) Letter of Concurrence of Award, to execute the contract and issue a Notice to Proceed

MOTION CARRIES, 3-0

Staff Reports

Warren Hendrickson, Airport Manager

- Reported on his attendance at the P3 Airport Summit Conference on private/public partnerships and the benefits of those partnerships.
- Provided an update on current projects:
 - South Hangar Development
 - Airfield Lighting – PAPI system change-out to LED
 - Entry Monuments Signage

Jim Rothlin, Chief Executive Officer

- Congratulated the following employees on reaching anniversary milestones with the Port:
 - Mike Lozier – 24 years
 - Jim Garcia – 20 years
 - Kathy Garcia – 20 years
 - James Weaver – 3 years
 - Martin Muhoro – 3 years
- Employee losses:
 - Barron Walker – Retired after 17 years with the Port
 - Kenzee Lauth – Accepted a new opportunity with a local school district
- Employee gains:
 - Tami Brackenbury – Moved from temporary to permanent Marina Office Assistant
- Reported on the successful Blackberry Festival held along the Bremerton waterfront over Labor Day weekend.
- American Cruise Line ship the American Constellation will dock at Bremerton Marina on September 3 and two future dockings have already been scheduled
- As reported by Sharron King, the Port is working with Fathoms O' Fun on holding Fathoms events at the airport.

Commission Reports / New Business

Commissioner Strakeljahn

- Reported on the Central Puget Sound Economic Development District (CPSEDD) Board Executive Committee meeting.
- Attended the Kitsap Regional Coordinating Council (KRCC) Board meeting
- Would like to put Kitsap Aerospace & Defense Alliance (KADA) on agenda for upcoming workshop

Commissioner Anderson

- Reported on the City of Port Orchard Economic & Tourism Committee meeting during which the South Kitsap Community Center was discussed. Suggested inviting Mayor Rob Putaansuu and architect Steve Rice to present an update on the Center at a future meeting.
- Will be attending the Kitsap Economic Development Alliance Board retreat.
- Attended the KRCC Board meeting as an alternate to see what transportation plans are for the future.

Commissioner Bozeman

- Reported on the Puget Sound Regional Council (PSRC) Transportation Policy Board meeting.
- Suggesting getting together to discuss the progress on the focused 20-year master plan for the industrial park.

Executive Session

President Bozeman recessed the meeting at 11:25 a.m. and reconvened into executive session for approximately ten minutes regarding: potential litigation [RCW 42.30.110(1)(i)].

At 11:35 a.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:35 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
September 23, 2021

Gary Anderson
Commission Secretary
September 28, 2021

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

September 14, 2021
11:25 AM

Remote Access Only
Zoom Meeting ID: 335 903 0010
Zoom Call-In: (253) 215-8782

Call to Order

President Bozeman called the executive session to order at 11:25 a.m., September 14, 2021.

Commissioners and Staff Present

Commissioners

Cary Bozeman
Axel Strakeljahn
Gary Anderson

Staff Members

Jim Rothlin
Fred Salisbury

Arne Bakker
Anne Montgomery, Atty

Item #1: Legal issues related to potential litigation were discussed [RCW 42.30.110(1)(i)].

With no further business to come before the Board, the meeting was adjourned into regular session at 11:35 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
September 23, 2021

Gary Anderson
Commission Secretary
September 28, 2021

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Notice of Award: Henderson Partners LLC – Gig Harbor, WA
Monuments Project

Exhibit: Exhibit A (attached)

Prepared By: Warren Hendrickson, Airport Manager

Meeting Date: September 28, 2021

Summary:

The Monuments Project – Port Project Number 02-17-0263 – will provide Port of Bremerton gateway signage, identity, and branding to both the north and south entry points of Port property lying on both sides of State Highway 3. The 2020 Rice-Fergus-Miller 20-Year Master Plan for Olympic View Industrial Business Park Development made the following recommendation:

“Insert new, periodic “monuments” along the highway, acting as markers that celebrate existing and planned access points. This is about making accents in the landscape and bringing movement to what is static.”

This project will achieve this objective.

Project scope elements:

- Base Bid:
 - Site Preparation.
 - Two Monument Signs (North and South)
 - Fencing Improvements
 - Electrical Service Extensions
 - Sign Landscaping/Restoration
- Additive Bid:
 - Additional Site Landscaping

On September 22, 2021, bids were received and opened for the Monuments Project. A total of two bids were received. Henderson Partners LLC offered the winning base plus additive bid of \$275,519.25. The high bid was \$425,446.62.

Port staff has significant experience with Henderson Partners LLC. The company has a significant level of expertise in similar Port projects with favorable reviews on quality of work, schedule, and ability to remain within budget.

Construction will be initiated as soon as possible following bid award approval. The total construction period is ninety (90) days.

Fiscal Impact:

Total construction cost is \$275,519.95.

The approved capital budget for this project is \$257,750.00. The difference of \$17,769.25 will be met by allocating that same dollar amount from the Site, Utility, and Building Improvements capital budget reserve account. All project expenditures will be covered by Port funds approved in the 2021 budget.

Strategic Purposes:

This action conforms with the Port's strategic plan in:

- Goal 5. Continue to maintain the Port's strong connection with the community and support its unique quality of life.
 - Strategy 5.b. Develop and maintain public access opportunities.

Recommendation:

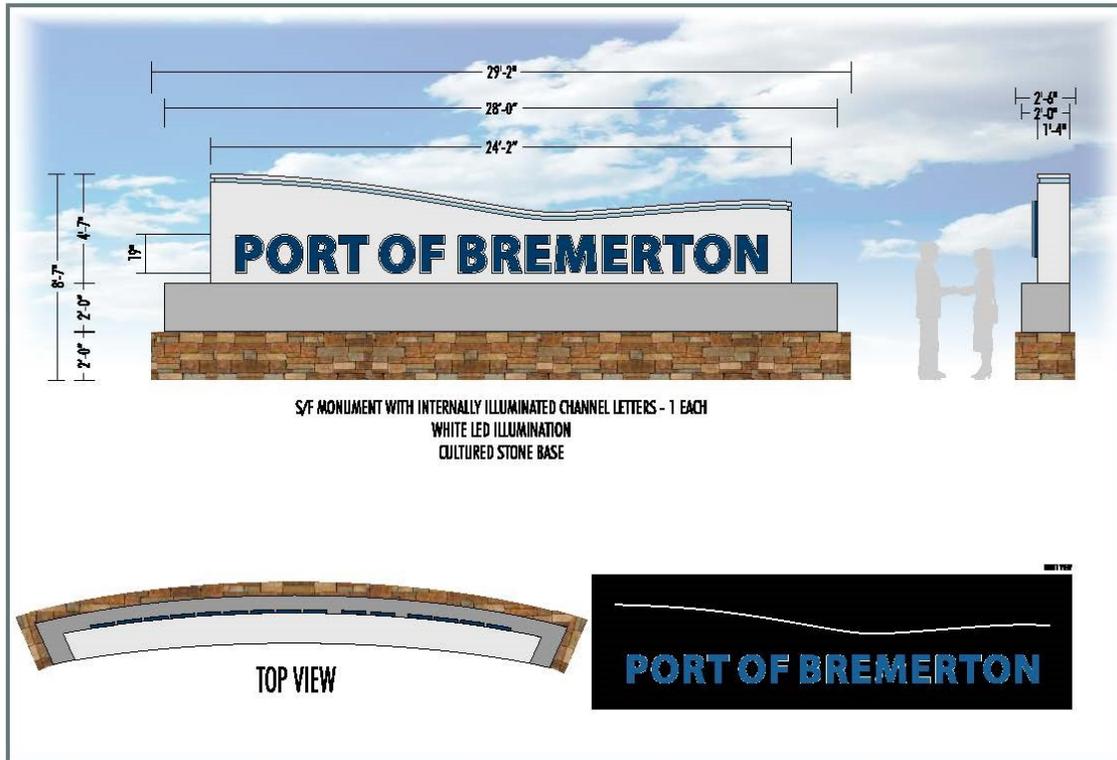
Port staff recommends the base plus additive bid award to Henderson Partners LLC.

Motion for Consideration:

Move to approve the award of Monuments Project base plus additive bid to Henderson Partners LLC and authorize the CEO to execute the contract and issue a Notice to Proceed.

EXHIBIT A

Monument Design:



Monument Locations:

