

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

June 27, 2023
6:00 PM

Bill Mahan Conference Room
Port Administration Offices
Bremerton Nat'l Airport Terminal Bldg
8850 SW State Hwy 3, Bremerton

The Port of Bremerton Board of Commissioners have resumed in-person meetings but are maintaining the option for the public to participate remotely as well. The public is invited to view and/or participate in the hybrid meeting by attending in person or through one of the following options:

- To stream online only (via BKAT feed, with no interaction possible):
<https://bremerton.vod.castus.tv/vod/?live=ch1&nav=live>
- To join the online Zoom meeting: <https://us02web.zoom.us/j/3359030010>
- For audio only; dial 1.253.215.8782; Meeting ID: 335 903 0010

Call to Order

Pledge of Allegiance

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 of June 13, 2023.
- B. Payment of checks #901840 through #901843 and #901844 through #901845 and #901846 through #901851 and #901852 and #84972 through #84994 and #E01519 through #E01532 and #901853 and #E01533 and #E01534 through #E01535 and #84995 through #85019 and #E01536 through #E01547 and #901854 through #901856 and #901858 through #901861 from the General Fund for \$350,216.18. Void Ck #83124.

Information Items

1. Seabeck Community Update – Paul Reimer
2. Quarterly Financial Review -Jeremiah Wiley, CFO

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 (gingerw@portofbremerton.org).*

Action Items

1. Hangar 7 Stormwater Repair Project Change Order 5

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>06/27</i>	<i>6:00 pm</i>	<i>*Commission Regular Business Meeting</i>
<i>07/04</i>		<i>4th of July Holiday – Port Administration Offices Closed</i>
<i>07/11</i>	<i>10:00 am</i>	<i>*Commission Regular Business Meeting</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

June 13, 2023
10:00 AM

Bill Mahan Conference Room
Port Administration Offices
Bremerton Nat'l Airport Terminal Bldg
8850 SW State Hwy 3, Bremerton
Remote Option via Zoom

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Gary Anderson
Cary Bozeman

Staff Members

Jim Rothlin
Arne Bakker
Jeremiah Wiley
James Weaver
James Goodman

Monroe Whitman IV
Ginger Waye
Stephanie Frame
Anne Montgomery, Atty

Call to Order

President Strakeljahn called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Approval of Agenda

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

A. Minutes of the regular business meeting of May 23, 2023.

B. Payment of checks #901814 and #901815 through #901820 and #E01495 and #901821 and #84913 and #84914 through #84938 and #E01496 through #E01503 from the General Fund for \$417,419.12.

Payment of checks #901822 through #901824 and #901825 through #901828 and #901829 through #901832 and #901833 through #901836 and #901837 and #84939 through #84971 and #E01504 through #E01518 and #901838 and #901839 from the General Fund for \$439,044.95.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Waste-to-Energy – Katie Walters, Kitsap County Commissioner, District 3

Commissioner Walters discussed current waste generation and disposal and the opportunity with a waste-to-energy (WTE) plant to provide safe, economic waste disposal; reduce greenhouse gas emissions; and provide renewable energy. She provided detail on Washington State's only WTE facility in Spokane and highlighted the benefits and challenges to be considered in siting a WTE facility. She addressed questions and comments from the Board and closed by stating she was presenting this as information for something to consider for our future. The Board was supportive.

2. Kitsap Transit Ferry Maintenance Facility and Transit Center – John Clausen, Executive Director

Mr. Clausen provided brief background on the two Kitsap Transit (KT) projects, Transit Center and Ferry Maintenance Facility, that have the potential of affecting Port properties explaining that the Port did not hear about this earlier in the process due to federal requirements.

Edward Coviello, Transportation and Land Use Planner, reviewed the potential Port Orchard Transit Center alternative locations and the impact to parking. There was full discussion with the Board and Port staff on the Port's parking and potential parking agreement with the City of Port Orchard. Steffani Lillie, Service & Capital Development Director, detailed the federal process. Ms. Lillie responded to questions and comments from the Board.

Mr. Clausen introduced the Ferry Maintenance Facility project stating that a local location is critical to servicing the ferries quickly. Mr. Coviello discussed the facility siting study and provided aerials that showed five possible locations with one of those locations including Port property. There was discussion on the Port's site and uplands requirements and the unique challenges of each potential site. The process could take 10 years until completion, but KT would like to purchase property as soon as possible. As with the other project, KT will need to go through the proper Federal Transit Administration process for site selection.

Citizen Comments

Roger Gay, South Kitsap Taxpayer

- Spoke to mobility issues and advocated that when the Port is looking at projects, to keep ADA in mind.

The meeting was recessed for a short break at 11:22 a.m. and reconvened at 11:32 a.m.

Action Items

1. Consultant Selection for Airport Eastside Environmental Assessment
Presented by Monroe Whitman IV, Airport Manager

Following presentation and after questions were addressed;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the selection of DOWL Engineering for the Airport Eastside Environmental Assessment.

MOTION CARRIES, 3-0

2. Hangar 7 Stormwater Repair Project Change Order #4
Presented by Arne Bakker, Chief Operations Officer

Following presentation and after questions were addressed;

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve Hangar 7 Stormwater Repair Change Order #4 in the amount of \$99,424.58 and authorize the CEO to execute the change order.

MOTION CARRIES, 3-0

3. Mount Jupiter Way Site Development Project Change Order #3
Presented by Arne Bakker, Chief Operations Officer

Following presentation and after questions were addressed;

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Mt Jupiter Way Site Development Change Order #3 in the amount of \$38,890.31 and authorize the CEO to execute the change order.

MOTION CARRIES, 3-0

4. Final Acceptance of Roof Replacements Project for 5695 (OVIP #6) and 5737 (OVIP #3) Imperial Way SW with Signature Roof Service, Inc.

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Accept as final the 5695 and 5737 Imperial Way Roof Replacements Project with Signature Roof Services, LLC, in the amount of \$272,999.45.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Welcomed new seasonal hires:
 - Josiah Doerr and Kenneth Godden, Airport Port Attendants
 - Anne Mai and Jeshurun Richards, Marina Port Attendants
- Announced Modern Vintage Trailers, a trailer renovation and restoration company, is the Port's newest tenant in Olympic View Industrial Park (OVIP).
- The Port was awarded \$800,000 from the U.S. Environmental Protection Agency (EPA) for cleanup/mitigation of the Port's Bay Street properties. Congressman Derek Kilmer is planning of tour of the Bay Street facilities to celebrate the award.
- Port Orchard Thursday night Concerts-by-the-Bay have begun. They are held at the Gazebo by the Children's Park on the waterfront.
- Reminded the Commissioners of the upcoming Washington Public Ports Association (WPPA) Commissioners' Seminar being held in July.

Commission Reports / New Business

Commissioner Bozeman

- Suggested updating the economic impact and jobs fact sheet that was done in 2020. CEO Rothlin stated the update will be included in the 2024 budget.

Commissioner Anderson

- Will be attending Peninsula Regional Transportation Planning Organization's (PRTPO) Board meeting this Friday.
- Watched Commissioner Bozeman's interview with Kitsap Economic Development Alliance's Executive Director Joe Morrison and was impressed with the interview.

Commissioner Strakeljahn

- Reported on the Central Puget Sound Economic Development District (CPSEDD) Board meeting.
- Will be attending the entrance conference for the upcoming State audit.
- Will be meeting with County Commissioner Walters and Kitsap Sun Editor David Nelson regarding the Seabeck Community Club pickle ball court. Something similar may be considered in Silverdale.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 12:06 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 22, 2023

Cary Bozeman
Commission Secretary
June 27, 2023

Draft

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: Hangar 7 Stormwater Change Order 5
Exhibits: Change Order 5
Prepared By: Arne Bakker, COO
Meeting Date: June 27, 2023

Summary:

On December 14, 2021, Commissioners approved the Hangar 7 Stormwater project which was to re-route the stormwater drainage system and install a new underground drainage pipe at Hangar 7 to keep the hangar from flooding. On June 13, 2023, the Commission approved Change order 4 for the Hangar 7 Stormwater project which was the result of the collapse of the trench. The contractor, Henderson Partners LLC, was required by Century West Engineering to bridge the soil in order to strengthen the base, shore up the walls, dewatering, equipment rental and use, and labor in order to prevent further erosion and collapse.

Change Order 5 was also discussed for the anticipated additional labor for soils removal, backfilling the trench, compacting the new soils, paving, and compaction testing as required by the City of Bremerton on the project.

Fiscal Impact:

Contract Value:	\$ 241,154.51
Change Order #5	\$ 48,832.53
New Contract Value:	\$ 289,987.04

Restricted Stormwater Reserve:	\$ 4,508,784.36
Change Order #5:	\$ 48,832.53
Remaining Funds Available Restricted Stormwater Reserve:	\$ 4,459,951.83

Strategic Purpose:

This action conforms with the Port’s strategic plan in Goal 2: Operate all Port facilities efficiently and cost effectively with a high degree of customer service and Goal 6: Develop and fund a 20-year major maintenance schedule.

Recommendation: Staff recommends the approval of Change Order 5 for the Hangar 7 Stormwater Repair in the amount of \$48,832.53 with Henderson Partners LLC and authorize the CEO to execute the change order.

Motion for Consideration: **Move to approve Change Order 5 for the Hangar 7 Stormwater Repair in the amount of \$48,832.53 with Henderson Partners LLC and authorize the CEO to execute the change order.**

**PORT OF BREMERTON
CHANGE ORDER NO. 5**

Contract Title: Hangar 7 Stormwater

**Project No. 02-22-20001
Date: 2023-06-20**

To: Henderson Partners LLC

Prepared by: _____
Arne Bakker, Project Manager



You are hereby directed to make the changes listed below. The below Change Order amount constitutes full and final payment related to these issues, including all costs in connection with this change including all direct, indirect, impacts, inefficiencies, and induced costs (except Washington State Sales tax). All work shall conform to applicable sections of the original Contract Documents, unless specifically noted. Unless specifically mention to the contrary, this Change Order does not in any way extend the time of completion under the Contract. This Change Order shall, when signed by the Contractor and Owner, become a part of the original Contract.

Nature of Change

This change order is for additional labor for soils removal, backfilling the trench, compacting the new soils, paving, and compaction testing as required by the City of Bremerton on the project. Due to the extra removal of Peat and collapsed glacial till soils, Henderson Partners has had to remove a significant amount of soils creating a larger trench than expected, This has resulted in a increased backfill, labor, compaction testing and increased surface are for paving.

Justification of Change

Increased soils removal, backfill, compaction, compaction testing (as required by the city of Bremerton) and surface asphalt area

The changes result in the following adjustment of the Contract Price and Time:

Contract Value Prior to this Change Order	\$ 240,704.51
Net (increase) (decrease) Resulting from this Change Order	\$ 48,832.53
Current Contract Price Including this Change Order	\$ 289,537.04

Date of Completion Prior to this Change Order	<u>n/a</u>
Net (increase) Resulting from this Change Order	<u>n/a</u>
Current Contract Time Including this Change Order	<u>n/a</u>

**The above Changes
Are Recommended**

**The Above Changes
Are Accepted**

**The Above Changes
Are Approved**

Engineer:

Contractor:

Owner:

By: _____

By: _____


By: _____

Date: _____

Date: June 21, 2023

Date: _____



HENDERSON PARTNERS, LLC

Excavation & Utilities & Concrete

11302 Burnham Drive - Gig Harbor, WA 98332

Phone (253) 851-5896

Contractor Number: HENDEPL922MQ

CHANGE ORDER

**Port of Bremerton Hangar #7
Change Order #5**

Henderson Partners - Labor	\$ 6,480.00
Mark-Up	\$ 1,879.20
SUB TOTAL	\$ 8,359.20
Henderson Partners - Equipment	\$ 8,050.00
Mark-Up	\$ 1,690.50
SUB TOTAL	\$ 9,740.50
Henderson Partners - Dewatering	\$ -
Mark-Up	\$ -
SUB TOTAL	\$ -
Henderson Partners - Import	\$ 6,272.74
Mark-Up	\$ 1,317.28
SUB TOTAL	\$ 7,590.02
Henderson Partners - Export	\$ 2,231.46
Mark-Up	\$ 468.61
SUB TOTAL	\$ 2,700.07
Henderson Partners - Lakeridgw Paving Overage	\$ 4,940.00
Mark-Up	\$ 1,037.40
SUB TOTAL	\$ 5,977.40
Henderson Partners - Krazen Inspections	\$ 8,554.75
Mark-Up	\$ 1,796.50
SUB TOTAL	\$ 10,351.25
SUB TOTAL	\$ 44,718.43
Sales Tax @ 9.2%	\$ 4,114.10
TOTAL	<u>\$ 48,832.53</u>

Please Sign so we may proceed:

Henderson Partners LLC:

Date:

Requested and approved by:

Date:

