

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

May 9, 2023
10:00 AM

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 April 25, 2023.
- B. Payment of checks #901779 through #901785 and #901786 and #901787 and #901788 and #E01453 and #E01454 and #901789 through #901792 and #84857 and #84858 through #84871 and #E01455 through #E01460 and #901793 through #901796 from the General Fund for \$481,433.80.

Payment of checks #901797 through #901800 and #84872 through #84886 and #E01461 through #E01474 and #901801 and #901802 from the General Fund for \$178,536.04

Information Items

1. Legislative Update – Desimone Consulting Group (DCG)
2. Marine Rates & Tariffs – James Weaver, Director of Marine Facilities

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 3
2. Resolution 2023-02 supporting a WSDOT Airport Aid Application for the National Environmental Policy Act (NEPA) Project for Eastside Development.

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>05/09</i>	<i>10:00 am</i>	<i>*Commission Regular Business Meeting</i>
<i>05/10</i>	<i>10:30 am</i>	<i>*Paine Field Tour</i>
<i>05/17-05/19</i>		<i>*Washington Public Ports Association Spring Meeting</i>
<i>05/23</i>	<i>6:00 pm</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

April 25, 2023
6:00 PM

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 6:00 p.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 April 11, 2023.
- B. Payment of checks #901770 through #901771 and #84817 through #84828 and #E01430 through #E01440 from the General Fund for \$112,127.36.
Payment of checks #901772 and #901773 through #901774 and #901775 through #901778 and #E01441 and #84829 through #84856 and #E01442 through #E01452 from the General Fund for \$248,045.98. VOID #84692

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Annual Governance Check – Jeremiah Wiley, CFO

CFO Wiley facilitated a discussion with the Commissioners and staff to ensure the Port is complying with all state laws and best management practices regarding governance.

Citizen Comments - None

Action Items

1. Final Acceptance of Security Gates #1 and #12 Upgrade Project with Robblee's Total Security, Inc.

Presented by James Goodman, Director of Facilities and Property Development

Following presentation;

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Accept as final the construction contract for Replacement of Airport Gates 1 and 12 with Electrical Upgrades to Robblee's Total Security, Inc., in the amount of \$86,852.22.

Following Board discussion;

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Thanks to a Port of Seattle Spotlight Program grant, the Port of Bremerton has a display at SeaTac International Airport featuring both Bremerton and Port Orchard Marinas as tourist destinations.
- Beginning the process of hiring seasonal employees at all facilities.
- American Cruise Lines have begun their seasonal visits to Bremerton docking at the Bremerton Marina. Some of the shore activities for the passengers were described.
- The Port received a \$1M appropriation in the State Capital Budget and \$2M in the Transportation Budget for the Port Orchard Marina Breakwater Replacement. The \$2M in the Transportation Budget was not expected but our lobbyist found an in with Shorepower funding that the project was able to tie into.

Commission Reports / New Business

Commissioner Anderson

- Reported on the recent Port Orchard Economic Development and Tourism Committee meeting noting that when there is a shift of downtown waterfront parking areas from the City to the Port, responsibility will increase for the Port to manage that area.

Commissioner Bozeman

- Suggested adding some color to the Airport buildings; maybe a flower program for the summer.
- Met with the Friends of the Fast Ferry group. They are now talking about another ferry to run between Bremerton and Silverdale.
- Discussed the demise of the WSDOT ferry system and is encouraging the Greater Kitsap Chamber Board to get more active/involved in this issue.

Commissioner Strakeljahn

- Issued press release on re-election campaign.
- Thanked the Board for being leaders on the Gorst corridor transportation issues and discussed the inclusion of Gorst funding in the Transportation Budget for the 23-25 biennium.
- Attended Kitsap Water Festival at Kitsap County Fairgrounds.
- Discussed the Port's participation in an earth day event with Great Peninsula Conservancy at Newberry Woods.
- Will be attending two Puget Sound Regional Council (PSRC) meetings in Seattle this week.
- Met with Bremerton and Poulsbo Mayors and Brian Surratt of Greater Seattle Partners regarding a potential Kitsap partnership.
- Kitsap Regional Coordinating Council (KRCC) Board is working on agendas for the remainder of the year and plan to hold a high-level economic development meeting in October.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:17 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
May 4, 2023

Cary Bozeman
Commission Secretary
May 9, 2023

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: CO #3 Hangar 7 Stormwater Repair
Exhibits: Change Order #3
Prepared By: Arne Bakker, COO
Meeting Date: May 9, 2023

Summary:

During excavation of the Hangar 7 Stormwater system, Henderson Partners encountered a large layer of peat making the soils unsuitable for the placement of a new stormwater vault and would cause settling issues for the new vault which will cause drainage issues in the future. This change order encompasses the additional work required by the City of Bremerton and includes exfill of peat around the area for the new drainpipe, de-watering of the area, backfilling and compaction of the soils in the trench. Upon completion, compaction testing will need to be completed by a 3rd party.

Fiscal Impact:

Contract Value:	\$106,209.83
CO #3:	\$35,520.10
New Contract Value:	\$141,729.93

Funding:

Restricted Stormwater Reserve: \$35,520.10
Funds Available Restricted Stormwater Reserve: \$4,608,209

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 3 for the Hangar 7 Stormwater Repair in the amount of \$35,520.10 as presented

Motion for Consideration:

Move to approve Change Order #3 for the Hangar 7 Stormwater Repair Project in the amount of \$35,520.10.


**PORT OF BREMERTON
CHANGE ORDER NO. 3**

Contract Title: Hangar 7 Stormwater

Project No. 02-22-20001

Date: 2023-5-9

To: Henderson Partners

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

During excavation of the Hangar 7 Stormwater system, Henderson Partners encountered a large layer of peat making the soils unsuitable for the placement of a new stormwater vault and would cause settling issues for the new vault which will cause drainage issues in the future. This Change order encompasses the additional work required by the City of Bremerton and includes exfill of peat around the area for the new drain pipe, de-watering of the area, backfilling and compaction of the soils in the trench. Upon completion compaction testing will need to be done by a 3rd party.

Justification of Change

required for City approval and inspections

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

Contract Value Prior to this Change Order	\$	106,209.83
Net (increase) (decrease) Resulting from this Change Order	\$	35520.10
Current Contract Price Including this Change Order	\$	141,729.93

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: _____
Date: _____

By: 
Date: May-3-2023

Port of Bremerton
By: _____
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
C/O #3**

Henderson Partners - Labor	\$ 5,130.00
Mark-Up	\$ 1,487.70
SUB TOTAL	\$ 6,617.70
Henderson Partners - Equipment	\$ 12,720.00
Mark-Up	\$ 2,671.20
SUB TOTAL	\$ 15,391.20
Henderson Partners - Dewatering	\$ 810.00
Mark-Up	\$ 170.10
SUB TOTAL	\$ 980.10
Henderson Partners - Import	\$ 4,152.25
Mark-Up	\$ 871.97
SUB TOTAL	\$ 5,024.22
Henderson Partners - Export	\$ 2,121.25
Mark-Up	\$ 445.46
SUB TOTAL	\$ 2,566.71
Henderson Partners - Equipment Rental	\$ 629.61
Mark-Up	\$ 132.22
SUB TOTAL	\$ 761.83
Henderson Partners - Fabric	\$ 980.00
Mark-Up	\$ 205.80
SUB TOTAL	\$ 1,185.80
SUB TOTAL	\$ 32,527.56
Sales Tax @ 9.2%	\$ 2,992.54
TOTAL	<u>\$ 35,520.10</u>

Please Sign so we may proceed:

Henderson Partners LLC:

Date:

Requested and approved by:

Date:

HANGAR 7 STORM PHASE 2 C/O

DATE	WORKER	LABOR HOURS	LABOR RATE	TOTAL	EQUIPMENT HOURS	EQUIPMENT-HMAN HOUR RATE	TOTAL	DEWATER HOURS	DEWATER RATE	TOTAL	IMPORT TON	IMPORT RATE	TOTAL	EXPORT CV	EXPORT RATE	TOTAL	RENTAL	RENTAL RATE	FABRIC	DETAIL	
SUB TOTAL																					
13-Apr	Blake	1	\$ 90.00	\$ 90.00	1	\$210-\$250	\$ 250.00	0	\$ -	\$ -	5/8-5.1ton	\$ 17.50	\$ 88.00	3.7	\$ 12.50	\$ 46.25	trench b	\$ 154.61	\$ 980.00	\$ 1,275.86	
	Nick	2	\$ 90.00	\$ 180.00	0		\$ -	0	\$ -	\$ -										\$ 940.00	
	Justin	1	\$ 90.00	\$ 90.00	1	\$305-\$230	\$ 230.00	0	\$ -	\$ -											\$ 188.00
	John	2	\$ 150.00	\$ 300.00			\$ -			\$ -											\$ 350.00
SUB TOTAL																					
				\$ 660.00			\$ 480.00			\$ 480.00			\$ 88.00			\$ 46.25			\$ 154.61	\$ 890.00	
SUB TOTAL																					
25-Apr	Blake	1	\$ 90.00	\$ 90.00	7	\$210-\$250	\$ 1,750.00	1	\$ 90.00	\$ 90.00	2-4/11.87ton	\$ 17.50	\$ 207.75	50	\$ 12.50	\$ 625.00	Trench b	\$ 25.00		\$ 4,817.75	
	Nick	1	\$ 90.00	\$ 90.00	0		\$ -	1	\$ 90.00	\$ 90.00											\$ 180.00
	Justin	2	\$ 90.00	\$ 180.00	8	\$96rd-\$230	\$ 1,840.00	1	\$ 90.00	\$ 90.00											\$ 411.00
	John	2	\$ 150.00	\$ 300.00			\$ -			\$ -											\$ 300.00
SUB TOTAL																					
				\$ 660.00			\$ 3,590.00			\$ 270.00			\$ 207.75			\$ 655.00			\$ 25.00	\$ 5,977.25	
SUB TOTAL																					
26-Apr	Blake	1	\$ 90.00	\$ 90.00	4	\$210-\$250	\$ 1,000.00	2	\$ 90.00	\$ 180.00	5/8-5.1ton	\$ 17.50	\$ 90.70	30	\$ 12.50	\$ 375.00	Trench b	\$ 75.00		\$ 1,930.20	
	Nick	1	\$ 90.00	\$ 90.00	0		\$ -	0	\$ -	\$ -											\$ 1,120.00
	Justin	1	\$ 90.00	\$ 90.00	4	\$96rd-\$230	\$ 920.00	0	\$ -	\$ -											\$ 620.00
	John	2	\$ 150.00	\$ 300.00			\$ -			\$ -											\$ 300.00
SUB TOTAL																					
				\$ 370.00			\$ 1,920.00			\$ 180.00			\$ 90.70			\$ 385.00			\$ 75.00	\$ 3,020.00	
SUB TOTAL																					
27-Apr	Blake	2	\$ 90.00	\$ 180.00	8	\$210-\$250	\$ 2,000.00	0	\$ -	\$ -	2-4/17.04	\$ 17.50	\$ 298.20	56	\$ 12.50	\$ 700.00	Trench b	\$ 125.00		\$ 4,123.20	
	Nick	4	\$ 90.00	\$ 360.00	4	\$305-\$215	\$ 860.00	2	\$ 90.00	\$ 180.00											\$ 1,800.00
	Justin	3	\$ 90.00	\$ 270.00	7	\$17H-\$170	\$ 1,190.00	0	\$ -	\$ -											\$ 630.00
	John	2	\$ 150.00	\$ 300.00			\$ -			\$ -											\$ 300.00
SUB TOTAL																					
				\$ 1,120.00			\$ 4,050.00			\$ 360.00			\$ 298.20			\$ 705.00			\$ 125.00	\$ 5,543.20	
SUB TOTAL																					
1-May	Blake	1	\$ 90.00	\$ 90.00	2.5	\$210-\$250	\$ 625.00	0	\$ -	\$ -	2-4/9.4	\$ 24.50	\$ 132.20	15	\$ 12.50	\$ 187.50	Trench b	\$ 125.00		\$ 1,069.70	
	Nick	5	\$ 90.00	\$ 450.00	0		\$ -	1	\$ 90.00	\$ 90.00	5/8/118.57	\$ 24.50	\$ 454.96								\$ 540.00
	Dermian	4	\$ 90.00	\$ 360.00			\$ -			\$ -											\$ 360.00
	John	2	\$ 150.00	\$ 300.00			\$ -			\$ -											\$ 300.00
SUB TOTAL																					
				\$ 1,200.00			\$ 625.00			\$ 90.00			\$ 597.28			\$ 382.50			\$ 125.00	\$ 2,611.08	
SUB TOTAL																					
2-May	Blake	0	\$ -	\$ -	4	\$210-\$250	\$ 1,000.00	0	\$ -	\$ -	5/8-84.21	\$ 24.50	\$ 2,063.14	15	\$ 12.50	\$ 187.50	Trench b	\$ 125.00		\$ 4,375.64	
	Nick	2	\$ 90.00	\$ 180.00	2	\$17H-\$185	\$ 370.00	0	\$ -	\$ -											\$ 540.00
	Justin	3	\$ 90.00	\$ 270.00	2	\$305-\$225	\$ 450.00	1	\$ 90.00	\$ 90.00											\$ 450.00
	John	2	\$ 150.00	\$ 300.00	1	\$210-\$235	\$ 235.00	0	\$ -	\$ -											\$ 300.00
SUB TOTAL																					
				\$ 650.00			\$ 2,065.00			\$ 90.00			\$ 2,063.14			\$ 187.50			\$ 125.00	\$ 5,463.64	
SUB TOTAL																					
				\$ 5,130.00			\$ 11,200.00			\$ 810.00			\$ 4,832.28			\$ 1,137.25			\$ 125.00	\$ 25,543.13	
SUB TOTAL																					
				\$ 5,130.00			\$ 11,200.00			\$ 810.00			\$ 4,832.28			\$ 1,137.25			\$ 125.00	\$ 25,543.13	

May 2, 2023

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #2
Subject: Resolution for NEPA Project for Eastside Development WSDOT Grant
Exhibits: Resolution 2023-02
Prepared By: Monroe Whitman, Airport Manager
Meeting Date: May 9, 2023

Summary:

In late 2023, Bremerton National Airport will be undertaking a National Environmental Policy Act (NEPA) Project for Eastside Development. The NEPA will allow future development to take place on the eastside of the airfield. This future development will consist of T-hangars, corporate hangars, taxiway, taxilane construction, and other aviation related businesses. This is an FAA sponsored project for which the FAA allocates 90% funding to the cost of this investment. To further fund this, Port staff will seek grant funding for an additional 5% through WSDOT Aviation upon Commission approval.

Application for this state grant requires a resolution by the Port Commission to support the project.

Fiscal Impact:

FAA	\$890,000
WSDOT	\$49,444*
Port	\$49,445
Total Estimated Project Cost	\$988,889

*Potential savings for the Port \$49,444

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 4.a. Continually assess niche markets in the Port’s marinas and airfield lines of business for growth opportunities.

Recommendation:

Staff recommends the approval Resolution No. 2023-02 to seek WSDOT Aviation grant funding to cover 5% cost of the NEPA Project for Eastside Development.

Motion for Consideration:

Motion to approve Resolution No. 2023-02 supporting a WSDOT Airport Aid Application for a NEPA Project for Eastside Development at Bremerton National Airport.

**PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2023-02
DATED: May 9, 2023**

A RESOLUTION of the Board of Commissioners, Port of Bremerton, supporting a Washington State Department of Transportation (WSDOT) Airport Aid Application for a National Environmental Policy Act (NEPA) Project for Eastside Development at Bremerton National Airport, and providing assurance of available local match funds.

WHEREAS, WSDOT has established a competitive Airport Aid Program for a NEPA project for eastside development; and

WHEREAS, the Port of Bremerton has submitted a NEPA project for eastside development at Bremerton National Airport.

WHEREAS, the total cost of the project is estimated at \$988,889 for engineering, scope of work, and construction management of which the Port share is \$98,889, of which, \$49,444 will be requested for funding through WSDOT's Airport Aid Grant Application

NOW. THEREFORE BE IT RESOLVED that the Board of Commissioners, Port of Bremerton, support the Airport Aid Application for completion of the 2023 NEPA Project for Eastside Development and assure the availability of the Port's matching funds.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 9th day of May, 2023, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

Commission President

Commission Vice President

ATTEST:

Commission Secretary