

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

November 9, 2021
10:00 AM

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 of October 21, 2021.
- B. Payment of checks #901421 through #901423 and #901424 and #E00695 and #82959 through #83020 and #E00699 through #E00718 from the General Fund for \$109,161.96; #E00696 through #E00698 and #82954 through #82958 from the Construction Fund for \$162,655.88.
Payment of checks #901430 through #901432 and #901433 and #83021 and #E00719 and #83022 and #83024 through #83040 and #E00720 through #E00729 and #E00730 from the General Fund for \$71,685.60; #83023 from the Construction Fund for \$38,364.48.
Payment of checks #901435 and #901437 through #901439 and #901440 and #E00731 and #901441 and #83042 through #83053 and #E00733 through #E00737 from the General Fund for \$88,237.33; #E00732 and #83041 from the Construction Fund for \$114,740.77. Void Check #901431

Information Items

1. Legislative Redistricting – Dylan Doty, President, Doty & Associates, Inc.
2. South Hangar Project Update

Work Study Session

1. 2022 Final Preliminary Budget

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. Construction Management Agreement with Century West Engineering (Task Order #15) for the Taxiway Relocation and Apron Rehabilitation Project, AIP No. 3-53-0007-035-2021
2. Bid Authorization for Olympic View Industrial Park Building #2 (5650 Imperial Way) Roof Repair Project
3. Bid Authorization for Security Gates #1 and #12 Upgrade Project

Staff Reports

1. Multi-Purpose Facility Restaurant Selection Process

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>11/09</i>	<i>10:00 am</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>11/11</i>		<i>Veteran's Day – Port offices closed</i>
<i>11/16</i>	<i>11:00 am</i>	<i>Kitsap Regional Coordinating Council (KRCC) Executive Committee</i>
<i>11/18</i>	<i>3:00 pm</i>	<i>KRCC TransPOL</i>
<i>11/23</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting via ZOOM</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

October 21, 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
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 BOZEMAN, seconded by STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of September 28, 2021.
- B. Payment of checks #901411 through #901414 and #901415 through #901417 and #901418 and #E00689 and #82939 through #82952 and #E00690 through #E00693 from the General Fund for \$140,294.61; #82937 through #82938 from the Construction Fund for \$14,701.38.

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Bargain Sale Letter for 521 and 525 Bay Street Property Purchase – Anne Montgomery, Port Attorney

Attorney Montgomery referenced the bargain sale letter presented to the Board at the last meeting which had been requested by the seller following closure on the sale of 521 and 525 Bay Street property. The letter was edited to incorporate the Board's requested changes. Ms. Montgomery responded to questions and comments from the Board including discussion on the property appraisal. She also noted the letter does not in any way obligate or impact the Port or its citizens; it simply allows the seller to receive tax advantages.

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve the bargain sale letter for the property purchase at 521 and 525 Bay Street and authorize the CEO to sign the letter.

MOTION CARRIES, 3-0

Work Study Session

1. Port Orchard Marina Breakwater Replacement Project Update – Jon Keiser, PND Engineers, Inc.

James Weaver, Director of Marine Facilities, specified the Port is working hard to design and permit the Port Orchard Marina (POM) breakwater replacement project and has contracted with PND Engineers for those services. He introduced Jon Keiser, PND, to discuss the key design alternatives and how a determination on alternatives will guide the Port toward 30% design drawings.

Mr. Keiser shared a PowerPoint presentation discussing in detail the following:

- Project schedule
- Breakwater design alternatives for
 - North breakwater seabed anchoring systems
 - Kitsap Transit ferry moorage and wake mitigation (east breakwater)
- General project construction cost/bid concerns
- Permitting timelines

Mr. Keiser and Mr. Weaver responded to questions and comments from the Board throughout the presentation. The Commissioners expressed support of the anchoring preferred alternatives of seabed driven plate anchors for the north breakwater and driven pipe piles for the east breakwater.

2. 2022 Preliminary Budget – 1st Draft

Commissioner Bozeman mentioned all three commissioners met individually with CEO Jim Rothlin regarding the 2022 operating revenues and expenses as well as the capital

expenditures. CEO Rothlin turned it over to CFO Sherman Hu to provide a budget overview presentation.

CFO Sherman Hu addressed the maintenance and operations portion of the budget discussing Port mission, guiding principles, and best budget practices. He provided a summary of revenues and expenditures for facilities and general/administrative. CEO Rothlin responded to questions from the Board on capital budget details and COO Salisbury provided an update to a change for new 2022 projects made to the capital budget since the individual commissioner discussions. Mr. Hu provided the timeline for the remaining 2022 budget process.

There was discussion on timber harvest revenues; movement of Kitsap Aerospace & Defense Alliance (KADA) funding to future business development; Recreational Boating Association of Washington request for sponsorship; and derelict vessels responsibility.

The final preliminary budget will be presented at the November 9, 2021, meeting.

Citizen Comments - None

Action Items

1. Bid Award to Aqua Dive Services, LLC for the 2021 Marina Pilings Repair and Maintenance Project #03-21-30004
Presented by James Weaver, Director of Marine Facilities

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the bid award to Aqua Dive Services, LLC and authorize the CEO to execute the contract and issue a Notice to Proceed.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Congratulated the following employees on their October work anniversaries:
 - Brian Robinson, Port Maintenance III, achieved his 32nd year.
 - Renee Willey, Marina Office Assistant, celebrated her 1st year.
 - Taylor Korizon, Contracts Coordinator, achieved her 2nd anniversary.
- Discussed the topics of the Washington Public Ports Association small ports conference that Port accountants Stephanie Buhrman and Kristie Miller attended.
- In the process of interviewing prospective tenants for the Multi-Purpose Facility (MPF) and described the interview team of Columbia Hospitality, Doug Haughton (Bremerton Pilots Association President), Dave Montoure (restaurant owner) and Port staff.

- Kitsap Transit (KT) recently had a public meeting to discuss their analysis on fast ferry docking. One of the locations being analyzed is Harper Pier but the Port has yet to receive any type of request from KT. The Port's goal is to keep the integrity of the pier as intended for community use. When/if the Port gets something from KT, we will definitely have a public process.

Commission Reports / New Business

Commissioner Strakeljahn

- Attended the pre-audit meeting with the State Auditor's Office (SAO). They will be doing a single audit on grants.
- Reported on the Kitsap Regional Coordinating Council (KRCC) Executive Committee meeting. He noted that the KRCC legislative reception will be held December 2.
- Attended the KRCC TransPOL meeting.

Commissioner Anderson

- Reported on the Peninsula Regional Transportation Planning Organization (PRTPO) Executive Board meeting during which opportunity for electric vehicles were discussed. He stated he is hoping the Port is already looking into that – COO Salisbury noted that the MPF will have two charging stations.

Commissioner Bozeman

- Represented Washington ports at the Puget Sound Regional Council (PSRC) Transportation Committee meeting. Ports do not think PSRC is paying enough attention to freight mobility so he tried to make a point that it needs to be priority.
- Congratulated staff on a good budget presentation; we have a good team and enjoy working with fellow commissioners. Thanked staff for leadership and is excited for projects on the docket for next year.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:32 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
November 4, 2021

Gary Anderson
Commission Secretary
November 9, 2021

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Approval of Taxiway Relocation/Apron Rehabilitation (TR/AR) Project
Construction Management Agreement: Century West Engineering

Exhibits: Construction Management Agreement (Task Order 15)

Prepared By: Warren Hendrickson, Airport Manager

Meeting Date: November 9, 2021

Summary:

The bid award to Tucci & Sons, Inc for the Taxiway Relocation/Apron Rehabilitation (TR/AR) Project was approved by the Port Commission on September 14, 2021. This project is FAA grant-eligible, Airport Improvement Program (AIP) Grant Number 3-53-0007-035-2021, Port Project Number 02-20-0303. Project scope elements include the relocation of a taxiway, rehabilitation of the north and south ramp aircraft parking areas, taxiway lighting, and additional ramp/taxiway/drainage improvements.

The execution of this project requires a Construction Management contract – previously approved in the budget – that is outside the CEO’s delegation of authority. This contract (Task Order #15, attached) with Century West Engineering follows this firm’s assistance with TR/AR Project engineering, design, and environmental reviews (Task Order #14). This new Task Order will ensure that the TR/AR Project construction meets all specifications and costs according to the construction contract.

Fiscal Impact:

This expense will be financed 100% by the FAA grant award with zero contribution required from Port Funds. The contract management contract cost is \$391,298.20, 9.4% of the FAA grant award of \$4,165,922.00.

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. Strategy 2b: Pursue cost efficiencies throughout the Port.

- Goal 6: Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Port staff recommends the approval of the TR/AR Project Construction Management Agreement with Century West Engineering.

Motion for Consideration:

Move to approve the Construction Management Agreement (Task Order #15) with Century West Engineering and authorize the CEO to execute the contract.

AGREEMENT AND AUTHORIZATION FOR ENGINEERING CONSULTING SERVICES

By this Agreement dated _____, **Port of Bremerton (PoB)** (Client) authorizes **Century West Engineering Corporation (CWEC)** (Consultant) to carry out and complete the following Services in consideration of the mutual covenants set forth in the Professional Engineering Services Agreement (Master Agreement), executed between PoB and CWEC, and dated on February 2, 2018.

Project: **Task Order #15 - Bremerton National Airport (Owner Port of Bremerton)
Taxiway Relocation/Apron Rehabilitation Project
Construction Management Services**

Project No.: 12445.014.03

Scope of Services:

The scope of services for construction management services for the Taxiway Relocation/Apron Rehabilitation Project at the Bremerton National Airport, is as detailed in the attached Exhibit A "Scope of Work."

Opinion of Probable Costs:

The engineering design and bidding services contract amount for construction management services for the Taxiway Relocation/Apron Rehabilitation Project at the Bremerton National Airport, is set at \$391,298.20 (time and expense, not to exceed). Personnel labor fees and expenses are detailed in the attached Exhibit B "Fee Summary."

Exhibits:

Exhibit A – Scope of Work
Exhibit B – Fee Summary

Port of Bremerton

By: _____

Title: _____

Date: _____

Century West Engineering Corporation

By: _____

Title: _____

Date: _____

**Exhibit A
Scope of Work**

**Task Order #15
Construction Management Services for
Port of Bremerton - Bremerton National Airport
Taxiway Relocation/Apron Rehabilitation Project
AIP #3-53-0007-035-2021**

17 May 2021_r1

GENERAL

The general scope of work is to provide construction management and grant closeout services for the Taxiway Relocation and Apron Rehabilitation project at the Bremerton National Airport (PWT or Airport). The Airport is owned and operated by the Port of Bremerton (Port or Owner).

The primary intent of this project is to relocate the Taxiway A3 connector to eliminate straight through access to the runway and reconstruct the terminal area aprons. Taxiway A3 will be relocated and constructed to meet ADG II standards, and the aprons will be reconstructed and reconfigured to meet ADG I standards. Additional miscellaneous improvements are also included in this project.

The existing Taxiway A3 (formerly Taxiway D) provides ADG II aircraft access across apron to the corporate hangars north of the North Apron. The existing Taxiway A3 also connects the north apron directly through to the runway. The relocated taxiway, named Taxiway B, will be shifted north to prohibit direct access to Runway 2-20 from the Apron. The Bremerton National Airport terminal area aprons intended to be reconstructed and improved include the North and South tie-down aprons, among other miscellaneous improvements. These aprons are depicted on the attached project exhibits. Both the North and South tie-down aprons serve ADG I aircraft. The existing apron tie-down configurations do not currently meet the FAA's ADG I taxi/laneway object free area standards.

The previous project phase (design and bidding) is scheduled for completion in July 2021. This scope is for services to implement construction in Spring/Summer 2022. The contract construction duration established with the bid documents is 112 calendar days (16 weeks).

The prime consultant for this project is Century West Engineering (CWE). HWA Geosciences, Inc. (HWA) will perform quality assurance acceptance testing for

asphalt as a subconsultant to CWE. KPG will perform survey control point verification. All services will be performed by CWE and subconsultants as indicated.

A. CONSTRUCTION ADMINISTRATION & GRANT CLOSEOUT SERVICES

TASK 1 - PROJECT MANAGEMENT & ADMINISTRATION (CWE)

Task 1 Work Items:

1. Finalize work scope, schedule, and negotiate contract with the Owner.
2. Provide a detailed scope of work and figures without costs to Owner for obtaining an independent fee estimate (IFE) by a separate Engineer.
3. Assist Owner with Record of Negotiations documentation.
4. Carry out project administration including, but not limited to engineering contract management, coordination of project with the Owner and FAA, monitoring and reporting technical and budget issues to the Owner, preparation of monthly consultant invoices for submittal to the Owner. It is assumed construction management activities will extend over an 8-month period between August 2021 and November 2022. The 8-month period is assumed to include 2 months of pre-construction coordination and submittal review; a 4 month construction period; and a 2 month post construction closeout coordination period. The effort assumed for this task is 4 hours per month over 8 months.
5. Provide ongoing construction AIP grant application coordination. The AIP design and construction grant was prepared under the previous engineering design services scope and contract. This task provides support services for ongoing coordination as necessary in securing the AIP construction grant including, but not limited to, conference calls and grant application resubmittal, as required, to secure the grant.
6. Participate in approximately monthly coordination calls with Port staff to discuss the project. The Senior Project Manager and Project Manager will attend. The Engineer will distribute agenda and meeting notes. Up to 12 coordination calls have been anticipated.
7. Coordinate project team and sub-consultants.

8. Provide a project schedule to the Owner and FAA. Up to 3 revisions are anticipated.
9. Perform DBE annual report due December 1 for FY 2022. DBE annual reports for FY 2020 and FY 2021 are included in a previous scope of work.
10. Prepare and coordinate NPDES Construction Stormwater Permit (NOI); and prepare Stormwater Pollution Prevention Plan (SWPPP). The Port will be the initial permit holder. This effort will additionally include facilitating transfer of the construction stormwater permit from the Port to the contractor.
11. Prior to start of construction, provide survey check to confirm control points have not been altered. This effort assumes setting up to five (5) additional control points for use by the Contractor during construction. (KPG).

Primary Task 1 Deliverables:

- Contract scope and fee schedule
- Documents for Independent Fee Estimate (IFE) review
- Project schedule
- Annual DBE report
- NPDES Construction Stormwater Permit
- SWPPP

TASK 2 – CONSTRUCTION MANAGEMENT (CWE)

Task 2 Work Items:

1. Perform pre-project coordination with Port and contractor to coordinate and organize project implementation details; and schedule the construction notice-to-proceed and pre-construction meeting.
2. Organize, conduct and attend a pre-construction conference. The Project Manager and Resident Engineer will attend the meeting. Prepare an agenda and meeting notes for the meeting. This meeting will be held on-site at the Port offices.
3. Organize, conduct and attend an Airfield Orientation meeting. The Project Manager and Resident Engineer will attend the meeting. Prepare an agenda and meeting notes for the meeting. This meeting will be held on-site at the Port offices and review airfield operations and added safety precautions for working in the airport environment.

4. Prepare and submit weekly inspection reports to the FAA and the Port. Sixteen (16) weekly reports are anticipated for this project.
5. Provide on-site Resident Engineer coordination/observation during the project construction period. On-site activities include coordinating, observing and reviewing contractor work for conformance with the contract documents, making field measurements, preparation of a daily field report, preparation of a daily safety inspection checklist, photographic documentation, addressing field questions, monitoring construction progress, conducting wage rate interviews, and field verification of construction quantities for pay requests.

Activities related to this task are expected to occur over a 16-week period. Century West will assign a staff member to the site full time during construction for this task. The budget for this task is based on field engineer coverage consisting of 70 hours/week and includes travel to/from the job site each week.

The actual amount of time for on-site observation is dependent on the Contractor's work plan and schedule. The Port and Century West agree to adjust this level of effort if necessary due to a contractor's schedule that requires more effort than the assumed allowances.

It is assumed the Resident Engineer will remain in Bremerton weekly with an allowance of five (5) nights of lodging per week for 16 weeks.

6. Provide off-site construction engineering support that is available to assist the on-site field observer in resolving and coordinating technical issues beyond the capability of what can be prepared or addressed in the field. Activities related to this task are expected to occur over a 16-week period, with an allowance of 10 hours per week assumed for this effort.
7. Provide Project Manager coordination of the on-site observer, off-site engineering support staff, and sub-consultants. The Project Manager's effort is expected to occur over a 16-week period, with an allowance of 10 hours per week assumed for this effort.
8. Electrical Support: Provide electrical engineering construction support services for improvements being made as part of the project construction contract. This effort will be performed by Senior Electrical Engineer staff (CWE). For budget purposes, this effort is assumed to include:

- a. Pre-construction meeting attendance
 - b. Electrical Submittal review
 - c. Four (4) field visits (as necessary) to assist in addressing construction questions and attend weekly construction meetings
 - d. One (1) field visit to perform a substantial completion inspection of the completed electrical improvements
 - e. One (1) field visit to perform a final completion inspection of the completed electrical improvements
 - f. An allowance of 2 hours per week for 16 weeks, of off-site coordination to respond to technical questions, request for information (RFI) responses, and/or change order development assistance
9. Conduct weekly construction coordination meetings with the Contractor and Port staff. The Project Manager and Resident Engineer will attend all of the meetings. The Senior Electrical Engineer will attend meetings as identified in Task 2, Item 8c. Activities related to this task are expected to occur over a 16-week period. The Resident Engineer's time for this task is inclusive in Task 2, Item 4. The Senior Electrical Engineer's time for this task is inclusive in Task 2, Item 8c. This task covers meeting attendance by the Project Manager, including travel.
10. Answer questions (RFIs), provide clarifications, and prepare change orders.
- Activities related to this task are expected to occur over a 16-week period. An allowance of 2 hours per week is assumed for this effort.
11. Coordinate required closures and Notice(s) to Airmen ("NOTAM's") with the Port, Airport users, and tenants. Provide exhibit for each phase of construction (4 phases) depicting closure areas, aircraft access limitations, and runway length available.
12. Conduct asphalt quality assurance testing (HWA). Provide testing personnel and equipment necessary to perform quality assurance testing, including:
- Asphalt paving testing to FAA (P-403 specifications) requirements.

- Asphalt paving testing to FAA (P-401 specifications) requirements.
 - Asphalt testing is based on three mobilizations (one each for Phase 1, Phase 2, and Phase 3 of work). Total estimated asphalt tonnage is approximately 1,475 tons of P-401 asphalt and 5,575 tons of P-403.
 - Separate test strips are anticipated for P-401 and P-403 asphalt placement.
 - These assumptions form the basis for materials testing on the project. Actual effort may vary depending on how the construction work is phased and executed. Additional testing, if required, will be conducted as extra work under an amendment of this scope if necessary.
13. Review civil submittals and shop drawings provided by the Contractor. An allowance of 32 hours is assumed for this task.
14. Prepare and confirm monthly construction payment estimates and submit to the Port. Five (5) monthly pay requests are anticipated.
15. Review Contractor payroll records, and coordinate and reconcile with the Contractor on any issues. Prepare documentation and provide to the Airport including project closeout coordination with the Washington State Department of Revenue, Department of Labor and Industries, and Employment Security Department.
- Activities related to this task are expected to occur over a 16-week period, an allowance 6 hours per week is assumed for this effort.
16. Conduct an inspection at substantial completion with the Port, and Contractor. Prepare punch list as necessary. The Project Manager Resident Engineer, and Senior Electrical Engineer will attend. The Senior Electrical Engineer's time is included in Task 2, Item 8d. This task includes attendance by the Project Manager and Resident Engineer.
17. Conduct a final completion inspection with the Port, and Contractor (optional). The Project Manager and Electrical Engineer will attend. The Senior Electrical Engineer's time is included in Task 2, Item 8e. This task includes attendance by the Project Manager.
18. Prepare a final Construction Report in accordance ANM-620-05, Standard Handout for Final Reports available at:

https://www.faa.gov/airports/northwest_mountain/engineering/construction_resources/media/standard-handout-for-final-reports.zip

Prepare administrative FAA forms, project close out, and OWNER certification forms for submittal to FAA by OWNER.

19. Assist the OWNER with the A-133 annual audit including finding appropriate project files and answering questions, as required.
20. Prepare update markups for 5010 information and submit to FAA.
21. Prepare "Record" drawings (approximately 58 sheets) on electronic media (AutoCAD and Adobe PDF) and 1 reproducible copy of drawings to be provided to Port. FAA will only be provided electronic copies (AutoCAD and Adobe PDF).
22. Prepare pen and ink construction updates of the Airport Layout Plan set. Updates to the sheets will include the construction improvements within this project and include the following 2 sheets:
 - Sheet 3 – Airport Layout Plan
 - Sheet 4 – West Terminal Area Plan

Primary Task 2 Deliverables:

- Pre-construction meeting agenda and meeting minutes (PDF)
- Daily and weekly observation and progress reports (PDF)
- Request-for-Information and Change Order Documentation (PDF)
- Submittal review/response documentation (PDF)
- Contractor payroll record review documentation (PDF)
- Contractor progress estimate documentation (excel & PDF)
- Substantial completion punch list (PDF)
- 5010 Airport Master Record markup documentation (PDF)
- Closeout documentation report (1 paper copy to Port; electronic copy to FAA; PDF)
- Record drawings (1 paper copy to Port; electronic PDF & CAD to FAA)
- ALP sheets 3 and 4 construction update (1 paper copy to Port; 3 paper copies to FAA; PDF)

B. ASSUMPTIONS/EXCLUSIONS

1. Quarterly and annual FAA grant reporting are including in a previous scope of work and are not included in this scope of work.

2. No aerial mapping or AGIS survey will be performed for documenting the improvements.
3. It is assumed the Port will prepare and conduct their own SEPA review. Preparation of a SEPA checklist is not included in this scope of work.
4. A documented Categorical Exclusion (CATEX) document was prepared under a separate task. No additional environmental work is assumed to be needed, and, as such, no environmental work is included in this scope of work.
5. The Port shall pay for City of Bremerton review and permitting fees.
6. Final contract between the Port and contractor will be prepared by the Port.

C. PROJECT SCHEDULE

The general anticipated project schedule is as follows:

- March 2021-June 2021: Project Design (Under separate contract)
- June 2021-July 2021: Bidding (Under separate contract)
- Fall/Winter 2021: Contracting & Submittal Review
- April-August 2022: Construction
- Fall/Winter 2022: Project Closeout

A detailed project schedule will be developed as part of Task 1 per this scope of work.



AIRPORT: BREMERTON NATIONAL AIRPORT
 PROJECT TITLE: TAXIWAY RELOCATION/APRON REHABILITATION, CONSTRUCTION MANAGEMENT SERVICES
 CLIENT: PORT OF BREMERTON
 JOB NUMBER: 12445.014.03

Fee Estimate Proposal
EXHIBIT B
 6-15-21_r0

163	102	185	103	104	142	106	195	117
VICE	SR PROJ	SR ELEC	PROJ	SR PROJ	RESIDENT	PROJ	STAFF	
PRESIDENT	MGR	PROG MGR	MGR	ENGR	ENGR	ENGR	EIT II	CLER.
\$245.00	\$232.00	\$201.00	\$160.00	\$149.00	\$125.00	\$122.00	\$110.00	\$92.00

PHASE I DESIGN SERVICES

TASK 1-Project Management/Administration

PROJECT TASK	163	102	185	103	104	142	106	195	117	TOTAL	PROJECT	TASK
	PRESIDENT	MGR	PROG MGR	MGR	ENGR	ENGR	ENGR	EIT II	CLER.	HRS	COST	COST
1 Finalize Scope and Schedule, Neg. Contract		6		6			2			13	\$2,597.00	\$25,205.00
2 Provide documents for IFE							2	2		4	\$464.00	
3 Assist the Airport in Records of Negotiation Documentation							2			2	\$244.00	
4 Project Administration (8 month period)		8		8					16	32	\$4,608.00	
5 Grant Application Coordination				4				8		12	\$1,520.00	
6 Monthly Coordination Calls (Up to 12)		12		12						24	\$4,704.00	
7 Coordinate Project Team & Subconsultants		4		20			4		10	34	\$5,048.00	
8 Project Schedule (Up to 3)				2				2		4	\$488.00	
9 DBE Annual Report				2				2		4	\$540.00	
10 NDPES & SWPPP Preparation & Transfer to Contractor				8			16	16		40	\$4,992.00	
11 Control Survey Verification & Additional Points												
Survey by KPG, see Survey Subconsultant Section Below												

TASK 2-Construction Management

1 Pre-Project Coordination		4		8			8			20	\$3,184.00	\$282,856.00	
2 Pre-Construction Conference				10		10				20	\$2,850.00		
3 Airfield Orientation Meeting				10		10				20	\$2,850.00		
4 Weekly Inspection Reports (Up to 16)				8				8		16	\$2,160.00		
5 On-site Inspection						1120				1120	\$140,000.00		
6 Off-site Engineering Support					40		60	60		160	\$19,880.00		
7 Project Manager Coordination				160						160	\$25,600.00		
8 Electrical Support			96							96	\$19,296.00		
9 Weekly Coordination Meetings (Up to 16)				160						160	\$25,600.00		
10 Answer Questions/RFIs				4	8		8	12		32	\$4,128.00		
11 Coordinate NOTAMS & Prepare Closure Exhibits				4				8		12	\$1,520.00		
12 Asphalt QA Testing										0			
QA Testing by HWA, see Asphalt QA Subconsultant Section Below													
13 Submittal Review				4			16	12		32	\$3,912.00		
14 Monthly Pay Estimates (Up to 5)				8			8			16	\$2,256.00		
15 Review Contractor Payroll Records								96		96	\$10,560.00		
16 Substantial Completion Site Visit				10		10				20	\$2,850.00		
17 Final Completion Site Visit				10						10	\$1,600.00		
18 Final Construction Report				8			16	24		48	\$5,872.00		
19 A-133 Audit Assistance				2	2					4	\$618.00		
20 5010 Markup				2				4		6	\$760.00		
21 Record Drawings (58 Sheets)								60		60	\$6,600.00		
22 ALP Drawing Update (2 Sheets)				2				4		6	\$760.00		
Labor Subtotal		1	34	96	470	50	1150	140	316	26	2283	\$308,061.00	\$308,061.00

Hrs/Wk 0.1 2.0 5.6 27.6 2.9 67.6 8.2 18.6 1.5

Primary Work Period Project Duration (wks): 17

EXPENSES:

Travel:

Cost	Ground Trips	Days	R.T. Miles	Markup	
Lodging					\$10,000.00
Airfare/Rental Car/Fuel (PM Site Visit)	20	80		1.0	\$9,000.00
Sr. Electrical Engineer Site Visit	7		155	1.0	\$607.60
Inspector Travel & Onsite Travel	19		700	1.0	\$7,448.00
Ferry R/T (Sr. Electrical Engineer)	7			1.0	\$285.60
Bridge Tolls	20			1.0	\$120.00
Meals		110		1.0	\$3,300.00

Misc. expenses:

MISC	\$200.00
PHOTO COPIES	\$200.00
POSTAGE	\$200.00
PRINTING	\$750.00
PLOTTING	\$750.00
FIELD SUPPLIES	\$1,000.00

Sub-Consultants:

Sub-Fee	Markup	
Task 1.11: KPG - Survey Services	1.0	\$3,650.00
Task 2.12: HWA - Asphalt QA Testing	1.0	\$45,726.00
Subconsultant	1.0	\$0.00

Subtotal - Expenses	\$33,861.20
Subtotal - Subconsultants	\$49,376.00
Total -	\$391,298.20

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #2

Subject: Bid Authorization for Security Gates 1 & 12 Upgrade

Prepared By: Warren Hendrickson, Airport Manager

Meeting Date: November 9, 2021

Summary:

The electronic security access gates and control systems that restrict public access to the airport ramp and hangars (Gates 1 & 12) have reached the end of their useful life. The location of the existing entry control system has become an obstructing impediment to emergency response and construction vehicles. Additionally, the current system cannot be programmed or controlled remotely.

This project will include two alternatives:

- Alternative A will replace and relocate the existing control access hardware with a new system equipped with remote programmable software.
- Alternative B will replace existing gate hardware.

The planned bid period will run from November 15 to December 3, 2021. A bid award is planned for the December 14, 2021 Port Commission meeting, subsequent to Commission approval of the 2022 Port budget.

Fiscal Impact:

The Port's approved 2021 capital budget for this project is \$55,000.00.

Strategic Purpose:

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

- Goal 6: Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Authorize Port staff to proceed with the bid call for the Security Gates 1 & 12 Upgrade Project.

Motion for Consideration:

Move to authorize Port staff to proceed with the bid call for Security Gates 1 & 12 Upgrade Project.

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #3

Subject: Bid Authorization for SAFE Boats 5650 Roof Replacement & Facility Improvements

Prepared By: Warren Hendrickson, Airport Manager

Meeting Date: November 9, 2021

Summary:

The SAFE Boats Customer Service and Training Facility is located at 5650 Imperial Way in the Port's Olympic View Industrial Business Park (OVIBP). This building is the second oldest Port-owned building in the OVIBP. As a result of increasing maintenance attention to the facility for ongoing leaks and siding failures, Port staff recently contracted for and received an independent thermal imaging building assessment that has confirmed the need for a new roof, fascia/siding replacement, and repainting. The scope of this project will address each of these needs.

This project is planned for and included within the proposed 2022 Port capital budget. This bid authorization is being brought before the Commission at this early date simply to execute the project at the earliest possible date in 2022. A bid award will not be brought to the Commission until the 2022 budget has been approved, including funds for this project. A bid authorization does not commit the Port to any capital expenditure. Any notice to proceed will not be authorized until after January 1, 2022 to ensure project execution and funding both fall within the 2022 calendar year.

The planned bid period will run from November 15 to December 3, 2021. A bid award is planned for the December 14, 2021 Port Commission meeting, subsequent to Commission approval of the 2022 Port budget.

Fiscal Impact:

The Port's proposed 2022 capital budget for this project is \$400,000.00. The actual impact will be determined once bids are received and the project is approved.

Strategic Purpose:

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

- Goal 6: Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Authorize Port staff to proceed with the bid call for the SAFE Boats 5650 Roof Replacement & Facility Improvements Project.

Motion for Consideration:

Move to authorize Port staff to proceed with the bid call for SAFE Boats 5650 Roof Replacement & Facility Improvements Project.