

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

May 25, 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 May 11, 2021.
- B. Payment of checks #901340 and #82390 through #82401 and #E00485 through #E00493 and #901341 through #901343 and #E00494 and #82407 through #82425 and #E00495 through #E00503 and #82427 through #82442 and #E00504 through #E00507 from the General Fund for \$131,814.52; #82402 through #82406 and #82426 from the Construction Fund for \$105,370.34.
- C. Resolution 2021-02 designating new personnel to carry out the ACH Origination Agreement with Kitsap Bank

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 Authorization for Taxiway Relocation/Apron Rehabilitation Project Construction

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>05/25</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>05/31</i>		<i>Memorial Day Holiday – Port Administrative Offices Closed</i>
<i>06/01</i>	<i>10:15 am</i>	<i>Kitsap Regional Coordinating Council (KRCC) Executive Committee</i>
<i>06/08</i>	<i>10:00 am</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

May 11, 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
Jim Ryan, Atty

Call to Order

President Bozeman called the meeting to order at 10:00 a.m., May 11, 2021.

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 and executive session of April 27, 2021.
- B. Payment of checks #82332 through #82366 and #E00467 through #E00475 and #82367 and #901332 through #901335 and #82368 and #82372 through #82389 and #E00476 and #E00478 through #E00484 and #901336 through #901338 and #901339 from the General Fund for \$362,256.59; #82330 through #82331 and #82369 through #82371 and #E00477 from the Construction Fund for \$17,671.99.

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments

Jim Posner, West Sound Pilots Association

- Spoke in support of the Multipurpose Facility (MFP) project stating he was glad to see the bid award on the agenda today and is very anxious to get the amenity back.

Amanda Lange, Blue Architecture

- Thanked the Port for allowing Blue Architecture to be a part of the fun and exciting MFP project and is hoping for bid award approval.

Action Items

1. Marine On-Call Engineering Consulting Services Agreement with Art Anderson Associates, Inc.

Presented by James Weaver, Director of Marine Facilities

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the selection of Art Anderson Associates, Inc. for Marine Consulting Services and authorize the CEO to execute the consultant agreement.

MOTION CARRIES, 3-0

2. Bid Award to BJC Group, Inc. for the Multipurpose Facility (MPF) Project

Presented by Fred Salisbury, Chief Operations Officer

Following detailed PowerPoint presentation and full discussion including detail on bid additive options;

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve the bid award to BJC Group, Inc. for the Multipurpose Facility Project base bid and all four bid additives.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Spring is definitely here: Concerts by the Bay are starting up at the Port Orchard Marina Park and guest moorage reservations for Memorial Day and Labor Day weekends are already at capacity.
- As good weather approaches, not only are the marinas affected but projects will ramp up at the airport and industrial park. Staff will be busy which will bring more staff back in-house although we will continue to follow State mandates on COVID compliance.

Commission Reports / New Business

Commissioner Strakeljahn

- Chaired Central Puget Sound Economic Development District (CPSEDD) board meeting during which there were presentations from Greater Seattle Partners and Puget Sound Regional Council.
- Reported on Gorst Coalition co-chair meeting; efforts will continue with state electeds and WSDOT even though the legislative session is over.

Commissioner Anderson

- Attended the recent Kitsap Regional Coordinating Council (KRCC) Board meeting and will be representing the Port at the June 1st meeting in Commissioner Strakeljahn's absence.

Executive Session

President Bozeman recessed the meeting at 10:57 a.m. and reconvened into executive session for approximately 20 minutes regarding: real estate issues [RCW 42.30.110(1)(b and c)]. At 11:20 a.m., executive session was extended 25 minutes.

At 11:46 a.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:46 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
May 20, 2021

Gary Anderson
Commission Secretary
May 25, 2021

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

May 11, 2021
10:55 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 10:55 a.m., May 11, 2021.

Commissioners and Staff Present

Commissioners

Cary Bozeman
Axel Strakeljahn
Gary Anderson

Staff Members

Jim Rothlin
Fred Salisbury
Arne Bakker
James Weaver

Brian Robinson
Anne Montgomery, Atty
Jim Ryan, Atty

Item #1: Acquisition of real estate issues were discussed [RCW 42.30.110(1)(b)].

Item #2: Price and terms at which real estate may be leased or sold were discussed [RCW 42.30.110(1)(c)].

With no further business to come before the Board, the meeting was adjourned into regular session at 11:46 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
May 20, 2021

Gary Anderson
Commission Secretary
May 25, 2021

**PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2021-02
DATED May 25, 2021**

A RESOLUTION of the Board of Commissioners, Port of Bremerton, designating new personnel to carry out the ACH Origination Agreement with Kitsap Bank.

WHEREAS, delinquencies in accounts receivable payments involve a delay in the Port receiving significant revenues and investment benefits therefrom, and

WHEREAS, payment methods accepted by the Port are limited to cash, check and credit card for marina transactions only, and

WHEREAS, it is desired to offer available technology options to our Port tenants in making payment on account,

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners, Port of Bremerton, that Jim Rothlin, Chief Executive Officer and Sherman Hu, Chief Financial Officer, be authorized and directed to execute and carry out the terms of the standard ACH Agreement of Kitsap Bank.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 25th day of May 2021 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

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Bid Authorization for Taxiway Relocation/Apron Rehabilitation Project Construction

Exhibits: Exhibit A

Prepared By: Warren Hendrickson, Airport Manager

Meeting Date: May 25, 2021

Summary:

The Taxiway Relocation/Apron Rehabilitation (TR/AR) Project will address several issues identified for improvement in the 2015 Airport Master Plan, namely, a non-standard taxiway location, failing pavement infrastructure, and other needed airside improvements. This project will impact a large portion of the airport – from Taxiway A5 on the south to the Airlift NW facility on the north. Specific project elements will improve airport infrastructure and ensure federal design standard compliance, including: relocating a portion of Taxiway A3, reconstructing the north and south ramps, adding a new south ramp taxiway, increasing capacity for military aircraft, designating a rotary-wing operational location, and improving airfield drainage.

Century West Engineering has completed the 90% design and the FAA has signaled its approval of the project scope of work/design as well issuing a categorical exemption environmental approval. The 100% design will be submitted to the FAA on June 2. City of Bremerton permitting is in process. The proposed bid period will run from June 10 to July 1, 2021. FAA grant award is expected in September. Construction will begin in mid-April 2022 and will last 116 days through mid-August 2022. The Port Attorney will review and approve the contract documents prior to the bid call.

Fiscal Impact:

As of the 90% design submittal, the engineer's all-inclusive estimate (design, construction, Port expenses, and sales taxes) for this two-year project is \$3,564,731. The Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA) has authorized 100% reimbursement of all 2021 Airport Improvement Plan (AIP) project grant awards. Since all TR/AR Project elements have been confirmed by the FAA to be AIP-eligible, the Port should have no matching funds requirement for this project, i.e., zero cost to the Port. Should however there be any funding mechanism shortfall on the part of the FAA, the Port's funding responsibility will be capped at the normal 10% of project costs.

The Port's approved 2021 capital budget for the first year of this project is \$3,008,600, meaning the Port has already reserved \$300,860 (10%) for this project. An additional Port allocation of \$84,534 could potentially be necessary in the 2022 capital budget should the FAA not provide the full 100% reimbursement as expected.

Both project funding scenarios are shown in the following table:

	<i>100% FAA-Funded</i>	<i>90% FAA-Funded 10% Port-Funded</i>
FAA Cost Burden	\$3,564,731.00	\$3,208,257.90
Port 2021 Cost Burden (Funds per Approved 2021 Port Capital Budget)	0.00	300,860.00
Port 2022 Cost Burden (2022 Capital Budget, including Contingency Allowance)	0.00	84,534.00
Total 2021-2022 Port Cost Burden	\$0.00	\$385,394.00

Strategic Purposes:

Goal 2 – Operate all Port facilities efficiently and cost effectively with a high degree of customer service.

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

Recommendation:

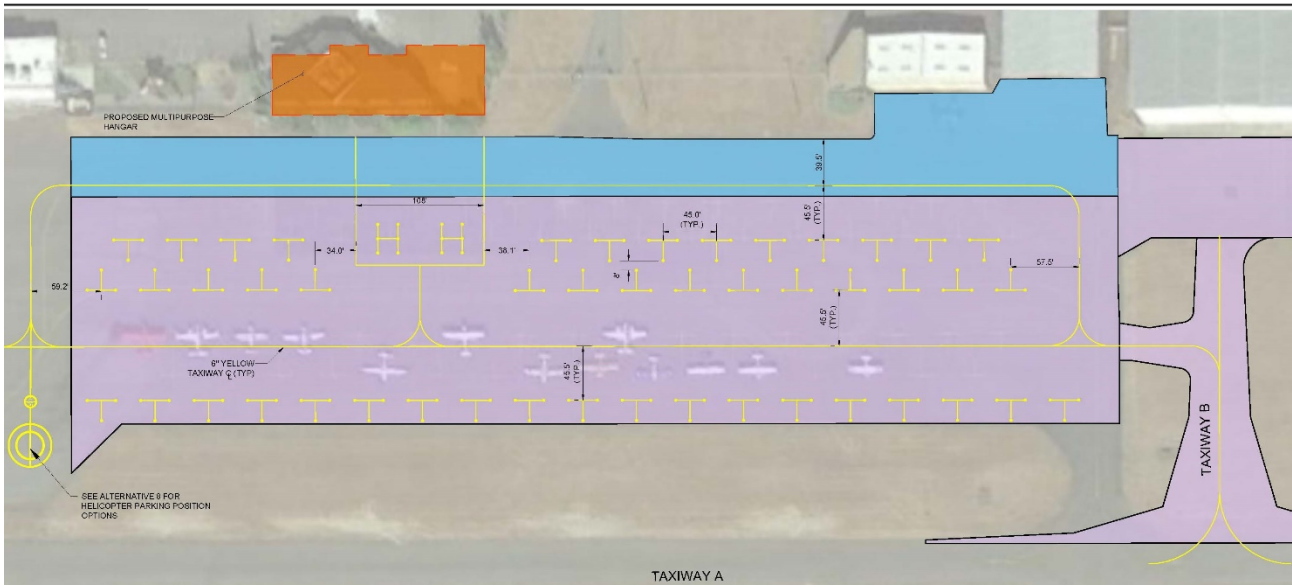
Authorize staff to proceed with the bid call for the Taxiway Relocation/Apron Rehabilitation Project construction in accordance with the approved contract documents.

Motion for Consideration:

Move to authorize staff to proceed with the bid call for the Taxiway Relocation/Apron Rehabilitation Project construction.

EXHIBIT A

Taxiway Relocation/North Ramp Scope of Work Excerpt:



South Ramp Scope of Work Excerpt:

