



## **PORT OF BROWNSVILLE**

9790 Ogle Rd • NE Bremerton, WA 98311  
Office: 360-692-5498 • FAX 360-698-8023  
[pob@portofbrownsville.org](mailto:pob@portofbrownsville.org)

### **Commissioners:**

Jack Bailey  
Shaun Nye  
Fred Perkins

May 1, 2018

### **CALL TO ORDER**

Commissioner Jack Bailey called the study session to order at 2:00 PM. In attendance were Commissioner Fred Perkins, Commissioner Shaun Nye, Port Manager Matt Appleton, and Project Design Engineer John Piccone.

### **PLEDGE OF ALLEGIANCE**

Commissioners led pledge of allegiance.

### **APPROVAL OF AGENDA**

Fred Perkins made a motion to approve the agenda as written. Shaun Nye seconded the motion and it passed unanimously.

### **REVIEW OF BOAT LAUNCH DETAILS**

John Piccone introduced himself of Sound West Engineering and is the engineer on the boat launch project. He reviewed the project stating there are 3 moving parts. One is the bid documents, the plans and the contracts. The second part is the permitting piece and the third is the RCO part and the Ports agreement with them.

On the RCO agreement, the grant money is approved but the Port needs to send the final approved plans. RCO will approve the plans and have a signature requirement for Matt Appleton. The Port will update as there is progress. As soon as the project is out for bid and contracts awarded there will be a lot more to do with RCO.

For the permitting there are a few outstanding items. The Army Corps of Engineering permit is not in hand but there are favorable responses from them that state it will be approved soon. There is one other outstanding item which is that the design changes need to be sent to previous permit organizations that gave permits based on the old design. Once the Army of Corps of Engineering permit is in hand then those organizations will be notified of the changes. He expressed that he didn't think it would be a problem since the changes were based on safety. He added that he was advised to get the Army Corps of Engineers permit first then send the changes out to the permitting organizations. Jack Bailey advised that the changes sent out should be documented appropriately. John Piccone said he would also be addressing the armor flex material procurement in the changes. Matt Appleton stated the design has eliminated the armor flex because the anchoring system could not be obtained and there was concern with rotting of the stainless steel. The secondary option was solid plates that are secured with eyebolts to the ramp. John Piccone said the footprint of this area has not changed, just the material which are precast panels that are 6 inches thick that will be on top of the rock. This will eliminate the movement of the rock as well. John expressed that this design was a first class design. A new cost estimate was not necessary since construction estimates are a variable and there is an established budget with RCO. The cost is comparable



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to the original design. John added that the Port ultimately wants to hire the contractor to procure material at one supplier which this change will allow and this may decrease the cost.

The status on the contract documents is they are under review but 99% close to being ready for going out for bid. Only a few minor items have been found in the review that will be changed before bidding. He has prepared a contract document plan that he will discuss with Matt in detail. Once approved the same procedure that has been followed in the past with contract bidding will be followed. John told the commissioners that they are not committed to the contractor until the contract is awarded and the start to execute the agreement. The next item is when the contractors are in bidding have to understand the time of execution is not confirmed, it may be this year or next year.

Beyond these items it is details that need to be decided. Jack Bailey said as far as a qualified bidder, there have been a few companies that the Port has had problems with in the past. They agree to the bids but the lowest bidder isn't always the best. Matt Appleton stated that this is why the term "qualified bidder/contractor" is used and there are terms in the contract that make them a qualified bidder. Jack Bailey wanted to make sure that the commissioners had the ability to refuse a contract bid. Fred Perkins said he doesn't want to rush into this project and hopes it will be completed this year but is alright with waiting to make it right. John Piccone agreed that there are a lot of moving parts and there is no reason to rush into it, but the Port does need to rush approval of the final plans so they can go out to bid as soon as possible. He said that this process should be done in parallel with the design change notices. This will be reflected in the bid documents. Jack Bailey said RCO is anxious to release the money. Shaun Nye expressed concern over making sure a step was not missed that would jeopardize grant money being awarded. Jack Bailey stated that it would not happen. Shaun wanted to understand what the critical steps are that have to be met. He asked if there was a plan in place that all the critical steps are met. John Piccone said the limiting factor is the allowed work window which is in August and part of September so it will either be this year or next. Shaun asked what would slow down the process and John stated it will be dependent on bidding and permits but the Port will not lose the RCO grant money. The Port would just have to submit a new milestone date if the project did not complete as originally given to the RCO. This would allow more time and the grant funding would not be in jeopardy. He added that it is not uncommon that some RCO approved projects go out 5 years. Shaun Nye expressed that his background was that sometimes something comes up that puts the project in jeopardy and he just wanted to make sure we are planning for these. John Piccone stated that there are possibilities for a project this size that things will come up that are not planned for. Jack Bailey added that it is easier to fix problems that come up immediately than later on. Fred Perkins said one of the advantages is that the Port has time to plan and predict as many problems as possible. Jack Bailey expressed that he wished the Port had not changed from the original design.

Jack Bailey asked to see the drawings showing the changes. John Piccone said he had an opportunity to engineer the redesign and he thinks they are good changes. Matt Appleton said he has not had an opportunity to show the commissioners all the changes in the engineered drawing. Jack Bailey said he has watched the boat ramp tilt with wave action and wants that to be addressed. He said that the ramp should not settle on the crush rock. He advised that the panels should have legs to make sure they don't touch the rocks. Matt replied that this can be done by Port staff at the time of installation. John Piccone said this is a minor point that can be resolved. John Piccone said that the floats will not be on rock but on concrete. Jack Bailey said he like that plan. The commissioners reviewed the engineered plans with John Piccone. Construction closures will be in Phase One and Phase Two. This way a portion of the ramp will be partially open and also maintain access to the Port facilities. The Port will designate a secondary staging area so it isn't all down by the ramp. Jack Bailey asked how long for the Phase One closure.



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Matt Appleton said with a good contractor and no problems it should take 3 weeks. John Piccone said there are highlighted areas on the drawings that the Port still has to review. The contract will state completion of work in 120 days and closure will be between the July 4<sup>th</sup> and September 23<sup>rd</sup> which is Brownsville Appreciation Day. John Piccone added that the contractor may have suggestions that will benefit the Port and the Port should be aware of this and open to negotiations. John added that the concrete will take about 60 days. Once bid is awarded, it may take as much as 90 days for the contractor to obtain their material. There is a good possibility that it may be too late for the ramp to be constructed this year.

John Piccone stated that the Port should proceed as if they are going to do the project this year. It will be dependent on the time for bidding and contracting. He said his portion of engineering this project will end when the contracts are awarded. He said the contractor will know how long it will take to procure the material and then there will be real dates that the Port will know.

Jack Bailey addressed concern over the water flow under the main pier but John Piccone said that the new plans address that. John proceeded to review all of the plans. Shaun Nye pointed out the good points of the solid panels. Matt Appleton stated that the panels can be repaired in the future if needed. There was discussion on concrete pilings to hold the rails in place and further discussion on erosion by wave action. There was discussion on the angle change and other changes that were made to address safety concerns. The pedestrian path is ADA accessible. Aluminum rail will replace the wooden railing. The pay station and surrounding area will also be improved. Shaun Nye asked if there was dredging in the contract and John Piccone said there was only excavation needed for the ramp, not dredging. John Piccone said the area north of the ramp will not change. Jack Bailey discussed white lines for boat alignment with the ramp. Fred Perkins said this is something the staff can do later. Matt Appleton talked about the plan to update the floats on the ramp walkway.

Jack Bailey thanked John Piccone for coming and explaining the engineered plans. John Piccone recapped that the Port is reviewing the engineered drawings and by this time next week the drawings will be completed and ready for bid documents. He stated Matt Appleton should have the authority to put out the bid packages. John said he will send out the design changes to the other permitting organizations as soon as the Army Corps of Engineering permit is approved.

**EXECUTIVE SESSION** – Commissioner Jack Bailey recessed the study session at 3:25 PM for a five minute recess. At 3:30 PM the Executive Session convened and it was estimated to be 30 minutes long with no decision being made. At 4:00 PM the Commissioners requested an additional 10 minutes. At 4:10 PM the Commissioners requested an additional 15 minutes.

- |                |      |                        |
|----------------|------|------------------------|
| a. Legal       | None | RCW 42/3-/11-(1) (I)   |
| b. Real Estate | None | RCW 42.30.110(1) (b-c) |
| c. Personnel   | Yes  | RCW 42.30.110(1) (f-h) |

Executive session was adjourned at 4:25 PM with no decisions made and study session was reconvened.

### CLOSE MEETING / ADJOURN

Study session was adjourned at 4:30 PM.



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President / Commissioner

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Secretary / Commissioner

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Commissioner

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Recording Secretary