



REGULAR COMMISSION MEETING
Tuesday, October 10, 2023, at 9:00 am
338 West First Street, Port Angeles, WA 98362
AGENDA

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit <https://portofpa.com/about-us/agenda-center/>

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

III. APPROVAL OF AGENDA

IV. WORK SESSION

- A. 3rd Quarter Cash & Investment Report.....1
- B. Draft Capital Budget - Final.....2-13
- C. Finalize Operating Assumptions - OPEX Budgets

V. APPROVAL OF CONSENT AGENDA

- A. Special Commission Meeting Minutes, October 3, 2023.....14-18
- B. Vouchers in the amount of \$709,320.89.....19

VI. COMPLETION OF RECORDS

- A. 3rd Quarter Operations Report.....20-39
- B. Monthly Delegation of Authority Report.....40-59

VII. PLANNING AND CAPITAL PROJECTS

No items

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

No items

XI. MARINAS

No items



XII. AIRPORTS

No items

XIII. OTHER BUSINESS

No items

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

XVII. FUTURE AGENDA.....60

XVIII. NEXT MEETINGS

- A. October 17, 2023 – Special Commission Meeting
- B. October 23, 2023 – Special Joint Commission Meeting with BOCC @ County
- C. October 24, 2023 - Special Commission Meeting - @ Airport Meeting Room
- D. November 7, 2023 - Special Commission Meeting
- E. November 14, 2023 – Regular Commission Meeting - Cancelled
- F. November 21, 2023 – Special Commission Meeting
- G. November 28, 2023 – Regular Commission Meeting - Cancelled
- H. December 12, 2023 – Regular Commission Meeting
- I. December 26, 2023 – Regular Commission Meeting - Cancelled

XIX. UPCOMING EVENTS

- A. Maritime Washington National Heritage Launch – October 12, 2023 – Port Angeles
- B. Carbon Friendly Forestry Conference – November 1/8/15, 2023 – Virtual
- C. Pacific Marine Expo – November 8-10, 2023 – Seattle, WA
- D. International Workboat Show- November 29-December 1 - New Orleans, LA
- E. WPPA Annual Meeting – December 6-8, 2023 – Vancouver, WA

BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION (TIME PERMITTING)



XX. EXECUTIVE SESSION

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

XXI. ADJOURN



RULES FOR ATTENDING COMMISSION MEETING

- Signs, placards, and noise making devices including musical instruments are prohibited.
- Disruptive behavior by audience members is inappropriate and may result in removal.
- Loud comments, clapping, and booing may be considered disruptive and result in removal at the discretion of the Chair.

RULES FOR SPEAKING AT A COMMISSION MEETING

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda or when recognized by the Chair.
- Time allotted to each speaker is determined by the Chair and, in general, is limited to 3 minutes.
- Total time planned for each public comment period is 20 minutes, subject to change by the Chair.
- All comments should be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- Speakers should not comment more than once per meeting unless their comments pertain to a new topic they have not previously spoken about.
- In the event of a contentious topic with multiple speakers, the Chair will attempt to provide equal time for both sides.

Investments & Cash held as of 9/30/2023

			9/30/22	12/31/22	3/31/23	6/30/23	9/30/23					
<u>Name</u>	<u>Type</u>	<u>Interest Rate</u>	<u>Face Value</u>	<u>Face Value</u>	<u>Face Value</u>	<u>Face Value</u>	<u>Face Value</u>	<u>Annual Interest</u>	<u>Maturity Date</u>	<u>Invst Rating</u>	<u>Call</u>	<u>Acquisition Date</u>
FHLB 5-year step up**	Bond	2.50%	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	50,000	3/29/2027	Aaa	qtrly	3/29/2022
FHLB 3-year doubler***	Bond	2.750%	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	55,000	3/28/2025	Aaa	qtrly	3/28/2022
FNMA 1-year	Bond	5.40%	-	-	-	-	2,000,000	108,000	7/19/2024	Aaa	6-mo	7/19/2023
FNMA 1-year	Bond	5.20%	-	-	2,000,000	2,000,000	2,000,000	104,000	3/28/2024	Aaa	qtrly	3/30/2023
FHLB 1-year	Bond	5.10%	-	2,000,000	2,000,000	2,000,000	2,000,000	102,000	12/20/2023	Aaa	qtrly	12/20/2022
FHLB 9-month	Bond	4.00%	2,000,000	2,000,000	2,000,000	2,000,000	-	-	6/30/2023	Aaa	qtrly	9/30/2022
FHLB 6-month	Bond	3.00%	2,000,000	2,000,000	-	-	-	-	1/27/2023	Aaa	qtrly	7/29/2022
1st Security Bnk 2 Yr CD	CD	0.45%	4,031,565	4,036,130	-	-	-	-	12/31/2022	n/a	no	12/31/2022
First Federal Invst	Cash	5.40%	2,095,686	2,114,391	6,219,047	6,366,009	6,450,758	348,341				
LGIP Balance	Cash	5.40%	2,011,142	1,532,115	2,617,694	3,656,204	3,457,341	186,696				
Umpqua Bank Account	Cash	0.30%	855,666	607,620	111,235	352,954	359,595	1,079				
			16,994,059	18,290,256	18,947,976	20,375,167	20,267,694	955,116				

Investments Called or Matured in 2023

<u>Name</u>	<u>Type</u>	<u>Interest Rate</u>					<u>Annual Interest</u>	<u>Maturity Date</u>	<u>Invst Rating</u>	<u>Call</u>	<u>Redemption Date</u>
FHLB 6-month	Bond	3.00%	2,000,000	2,000,000	-	-	60,000	1/27/2023	Aaa	qtrly	1/27/2023
FHLB 9-month	Bond	4.00%	2,000,000	2,000,000	2,000,000	2,000,000	-	6/30/2023	Aaa	qtrly	6/30/2023

Outstanding Debt

		9/30/22	12/31/22	3/31/23	6/30/23	9/30/23	
	<u>Rate</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	
2015 PABH 2006 refi	2.29%	1,384,420	1,050,169	1,050,169	1,050,169	1,050,169	10 year note, final annual payment 12/01/2025
CERB Washdown	2.00%	706,310	706,310	673,324	673,324	673,324	20 year, 1st annual payment made Jan 2021
CERB Cofferdam	2.00%	70,530	70,530	70,530	70,530	-	Project delayed, loan repaid in Aug 2023
CARB Airport Utilities	2.00%	718,968	718,968	687,480	687,480	687,480	20 year, 1st annual payment made Jan 2022
		2,880,228	2,545,977	2,481,503	2,481,503	2,410,973	

* Cash balances shown do not include funds held as the Harbor Group treasurer or funds reserved for K-Ply monitoring activities.

* Cash and investments do include \$517,500 received from Shell for upcoming environmental cleanup at 220 Tumwater (former longshore parking lot)

** 5-year step up rates by year are 2%, 2.5%, 3%, 4%, 5%

*** 3-year doubler rates by year are 1.375%, 2.75%, 5.5%

SECTION V

DRAFT FINAL CAPITAL BUDGET

as presented at October 10, 2023 Commission Meeting

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CAPITAL BUDGET

The 2024 Capital Budget includes a 1-year Capital Projects Budget, a 5-year Capital Improvement Plan and a 20-year Capital Improvement Plan. The Capital Projects Budget is funded by a combination of grants, property tax surplus, operating surplus, and reserves. The surplus from property taxes is net of general tax levies in excess of debt service expenditures. Surplus from Port operations results from the cumulative excess of revenues over expenses. The operating surplus that is transferred from the General Fund to the Capital Improvement Fund is the amount that exceeds the target fund balance for the General Fund. Periodically, the Port will also issue debt to fund projects. See a breakdown below of where the funds are coming from for this year's capital budget. (*The below numbers are preliminary at this time and will be finalized after the operating budget is approved*).

Property Tax Levy	\$ 1,700,000
The property tax increase will be used to partially offset the ongoing long-term capital investments required to provide the required cash match for federally grant funded projects to develop the Marine Trade Center and to complete site improvements at the Intermodal Handling and Transfer Facility.	
Debt Service	\$ (460,000)
Misc. & Non-Op	\$ 500,000 (net of interest earning less enviro and CPP)
Net Operating Surplus	\$ 1,800,000
<u>2024 Capital Expenditures</u>	<u>\$ (6,420,000)</u>
Reduction of Cash Reserves	\$ (2,880,000)

Investments in new infrastructure are shown separate from maintaining existing infrastructure to help staff determine if there is sufficient investment in maintaining existing infrastructure. The Port has approximately \$2.8 million per year of depreciation, which is used as a long-term investment target for maintaining its assets.

A. CAPITAL PROJECTS BUDGET

The total project cost must exceed \$10,000 and the asset must have a minimum useful life of five (5) years to be included in the Capital Budget. If it is a maintenance project, then the life of the asset must be extended by at least five (5) years.

The capital projects are included in the budget based on a descending list of priority. The four main priority categories for projects include:

1. Regulatory Required Projects: These projects are required by a regulatory agency. The Port must complete these projects to remain in compliance with established regulations.
2. Committed Projects: These projects are considered "committed" because of one or more of the following reasons:
 - a. Port agreed to complete within a lease or other agreement.
 - b. Port has accepted grant funding and committed the matching funds.

3. Critical Maintenance Projects: In order to prevent further damage to a Port asset, these projects are included in the Capital Budget. Delaying these projects will result in more costly repairs.
4. Strategic Investment Projects: Following regulatory, committed, and critical maintenance are the Strategic Investment projects. These projects will be prioritized based on a combination of the following factors: 1) Job Creation and Retention, 2) Return on Investment and 3) Environmental Benefit and 4) Preventative Maintenance. Preventative maintenance projects are maintenance projects that won't result in further damage to the asset if they are deferred until next year.

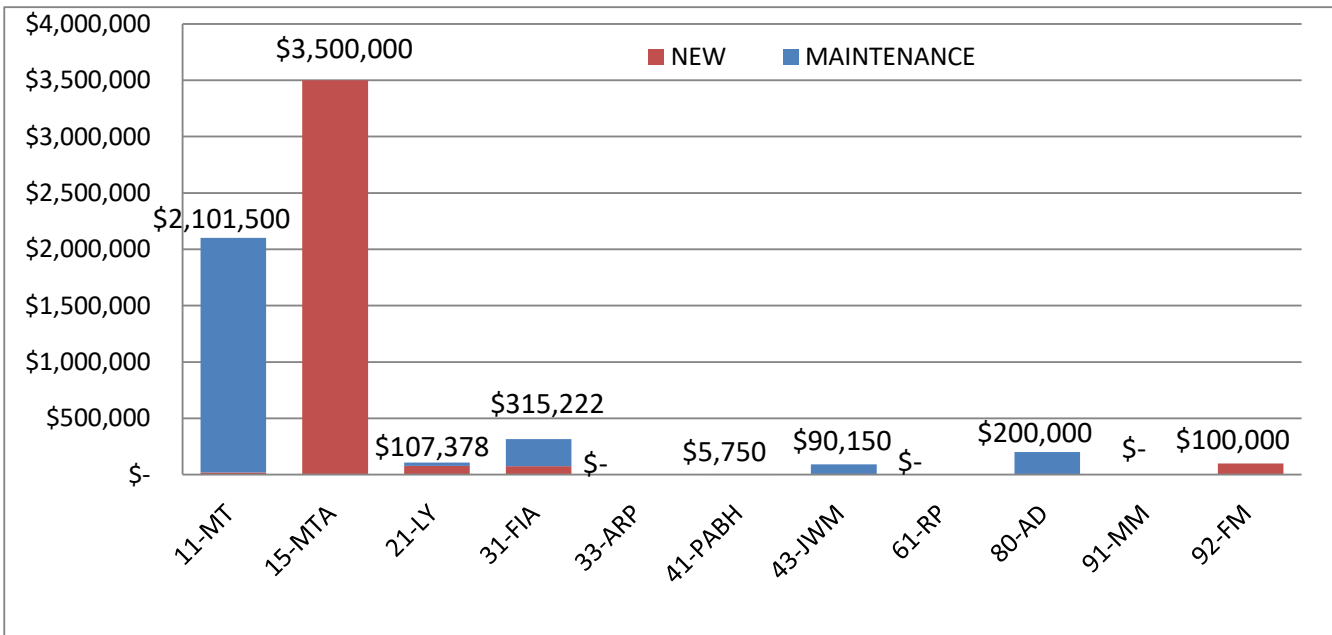
B. 5 YEAR CAPITAL IMPROVEMENT PLAN

The 5 Year Capital Improvement Plan (CIP) is a planning tool that identifies Capital Projects through the year 2028. The 5-year CIP aims to maintain a minimum cash reserve balance of \$10 Million. Projects shown in future years do not commit the Port for funding. Each project will go through a more stringent prioritization analysis prior to being accepted in the current year Capital Budget.

C. 20 YEAR CAPITAL IMPROVEMENT PLAN

This list represents projects that are major capital investments that the Port will likely make within the next 6 to 20 years (2029 - 2044). These projects are primarily infrastructure replacement projects, but there are a few new development projects that represent high priority strategic investments. This plan is intended to be used to help balance current capital investments and debt with the understanding of future investment needs.

2024 CAPITAL EXPENDITURES BY DEPARTMENT



Dept.	Actual 2022	Budget 2023	Projected 2023	2024 New	2024 Maint.	2024 Total
11-MT	\$ 153,895	\$ 276,500	\$ 138,000	\$ 20,000	\$ 2,081,500	\$ 2,101,500
15-MTA	\$ 78,664	\$ 295,000	\$ 295,000	\$ 3,500,000	\$ -	\$ 3,500,000
21-LY	\$ 172,122	\$ 60,000	\$ 124,750	\$ 77,378	\$ 30,000	\$ 107,378
31-FIA	\$ 2,201	\$ 685,000	\$ 590,000	\$ 75,222	\$ 240,000	\$ 315,222
33-ARP	\$ 32,481	\$ 50,000	\$ 76,600	\$ -	\$ -	\$ -
41-PABH	\$ 1,215,670	\$ 5,750	\$ 50,000	\$ 5,750	\$ -	\$ 5,750
43-JWM	\$ 44,333	\$ 104,400	\$ 129,800	\$ 4,400	\$ 85,750	\$ 90,150
61-RP		\$ -	\$ -	\$ -	\$ -	\$ -
80-AD	\$ 68,958	\$ 200,000	\$ 84,850	\$ -	\$ 200,000	\$ 200,000
91-MM	\$ -		\$ 11,000	\$ -	\$ -	\$ -
92-FM	\$ 32,324			\$ 100,000	\$ -	\$ 100,000
Total	\$ 1,800,648	\$ 1,676,650	\$ 1,500,000	\$ 3,782,750	\$ 2,637,250	\$ 6,420,000

Project	Grant Agency	Port \$	Grant \$	Total \$
MT Surveillance/Lighting	U.S. Dept. Homeland Security	\$ 26,500	\$ 79,500	\$ 106,000
MTC Ph2. Site Dev.	U.S. Dept. of Commerce	\$ 3,500,000	\$6,732,000	\$ 10,232,000
Hangar Site Dev Design	Federal Aviation Administration	\$ 10,000	\$90,000	\$ 100,000
*Hangar Site Dev Const.	Federal Aviation Administration	\$ 65,222	\$587,000	\$ 652,222
JWM Boat Launch Floats	Recreation Conservation Office	\$ 85,750	\$257,250	\$ 343,000
BH Surveillance/Access	U.S. Dept. Homeland Security	\$ 5,750	\$17,250	\$ 23,000
JWM Surveillance/Access	U.S. Dept. Homeland Security	\$ 4,400	\$13,200	\$ 17,600

TOTAL 2024 GRANT FUNDS = \$ 7,776,200

*: Grant funding has not yet been awarded.

2024 CAPITAL PROJECTS

#	Dept.	Project Description	Port Funds	Grant Funds	Total
1.1	21-LY	IHTF Site Impts (G) (P)	\$ 77,378		\$ 77,378
2.1	15-MTA	MTC Site Development (G)	\$ 3,500,000	\$6,732,000	\$ 10,232,000
2.2	11-MT	T1 - T3 Repairs (P)	\$ 2,000,000		\$ 2,000,000
2.3	31-FIA	Hangar Site Dev Design (P) (G)	\$ 10,000	\$90,000	\$ 100,000
2.4	80-AD	Capital Budget Contingency	\$ 200,000		\$ 200,000
3.1	31-FIA	Terminal Roof Replace (SP)	\$ 100,000		\$ 100,000
3.2	43-JWM	Boat Launch Float Replace (G)	\$ 85,750	\$257,250	\$ 343,000
3.3	31-FIA	Asphalt Surfacing Repairs	\$ 140,000		\$ 140,000
3.4	21-LY	Swifter Repairs (SP)	\$ 30,000		\$ 30,000
3.5	11-MT	MT Server Room HVAC	\$ 15,000		\$ 15,000
4.1	31-FIA	Hangar Site Development (G*)	\$ 65,222	\$587,000	\$ 652,222
4.2	11-MT	Surveillance and Lighting (G)	\$ 26,500	\$79,500	\$ 106,000
4.3	41-PABH	Surveillance (G)	\$ 5,750	\$17,250	\$ 23,000
4.4	43-JWM	Surveillance (G)	\$ 4,400	\$13,200	\$ 17,600
4.5	92-FM	Pole Building (SP)	\$ 100,000		\$ 100,000
4.6	11-MT	T1 Shorepower cable	\$ 20,000		\$ 20,000
4.7	11-MT	T1 Shorepower Service	\$ 40,000		\$ 40,000
TOTALS =			\$6,420,000	\$7,776,200	\$14,196,200

#: Priority Ranking. The first number is the project category (see description on Page V-1) and the second number is its priority number within that category.

G: Grant funds have been awarded.

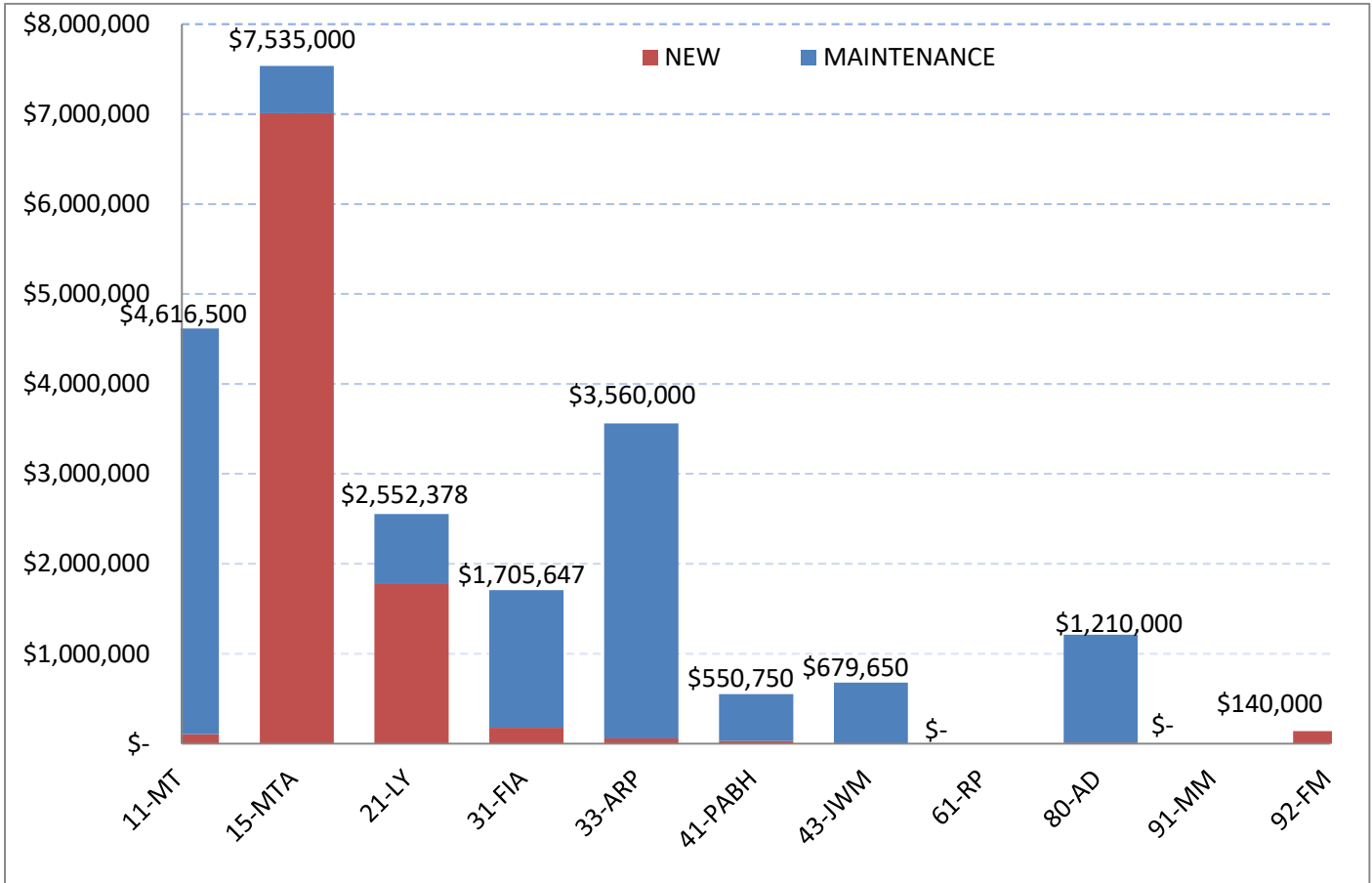
G*: Grant funds have not yet been awarded.

P: Planning work such as engineering, design, permitting, bid document preparation, ect...

IHTF: Intermodal Handling and Transfer Facility.

SP: Self Perform. These projects will be completed with Port labor.

2024 - 2028 CAPITAL IMPROVEMENT PLAN BY DEPARTMENT



Dept.	New	Maintenance	Total
11-MT	\$ 105,000	\$ 4,511,500	\$ 4,616,500
15-MTA	\$ 7,010,000	\$ 525,000	\$ 7,535,000
21-LY	\$ 1,774,378	\$ 778,000	\$ 2,552,378
31-FIA	\$ 175,534	\$ 1,530,113	\$ 1,705,647
33-ARP	\$ 60,000	\$ 3,500,000	\$ 3,560,000
41-PABH	\$ 30,750	\$ 520,000	\$ 550,750
43-JWM	\$ 4,400	\$ 675,250	\$ 679,650
61-RP	\$ -	\$ -	\$ -
80-AD	\$ 10,000	\$ 1,200,000	\$ 1,210,000
91-MM	\$ -	\$ -	\$ -
92-FM	\$ 140,000	\$ -	\$ 140,000
TOTAL =	\$ 9,310,062	\$ 13,239,863	\$ 22,549,925

2024 - 2028 CAPITAL IMPROVEMENT PLAN

Dept.	Project Description	2024	2025	2026	2027	2028
11-MT	Surveillance and Lighting (G)	\$ 26,500				
11-MT	T1 - T3 Repairs	\$ 2,000,000	\$ 1,000,000			
11-MT	MT Server HVAC	\$ 15,000				
11-MT	T1 Shorepower Service	\$ 40,000				
11-MT	T1 Shorepower Cable	\$ 20,000				
11-MT	EV Charging Stations (G)		\$ 10,000			
11-MT	Security Patrol Vehicle		\$ 50,000			
11-MT	T1 Asphalt Patching		\$ 150,000			
11-MT	Access Control Upgrades (G)			\$ 25,000		
11-MT	T1 Warehouse Rehab.					\$ 1,000,000
11-MT	Replace Forklift (G)			\$ 75,000		
11-MT	Tumwater Bank Stabilization (G)		\$ 90,000	\$ 10,000	\$ 105,000	
15-MTA	Industrial Prop. Acquisition		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
15-MTA	MTC Site Development (G)	\$ 3,500,000				
15-MTA	MTC 500 MT Travelift		\$ 2,500,000			
15-MTA	EV Charging Stations (G)		\$ 10,000			
15-MTA	B.Y. Building Roof Overlay				\$ 225,000	
15-MTA	S.W. Conveyance Impts.			\$ 300,000		
21-LY	Cofferdam Rehab. (G)			\$ 318,000		
21-LY	IHTF Site Impts (G)	\$ 77,378	\$ 14,000	\$ 1,283,000		
21-LY	IHTF Stormwater Treatment (G)			\$ 300,000		
21-LY	Swifter Repairs	\$ 30,000				
21-LY	Sweeper Truck (G)					\$ 100,000
21-LY	Boom Boat Repairs			\$ 30,000		
21-LY	Hydraulic Loader Replace		\$ 400,000			
31-FIA	Asphalt Surface Repairs	\$ 140,000				
31-FIA	Transient Area Asphalt Repair		\$ 500,000			
31-FIA	FIA Hangar Dev. (G)	\$ 75,222	\$ 25,000	\$ 45,312	\$ 20,000	
31-FIA	Terminal Roof Replace	\$ 100,000				
31-FIA	Taxiway "A" Rehab. (G)		\$ 703,113			
31-FIA	Seal Taxilanes & GA Apron (G)		\$ 10,000	\$ 30,000		
31-FIA	EV Charging Stations (G)		\$ 10,000			

G: Grant Funding / L: 20 year term low interest loan

2024 - 2028 CAPITAL IMPROVEMENT PLAN

Dept.	Project Description	2024	2025	2026	2027	2028
31-FIA	26 Obst. Removal (G)				\$ 17,000	
31-FIA	Snow Removal Equipment (G)					\$ 30,000
33-ARP	1010-1050 Roof Overlay		\$ 1,500,000			
33-ARP	18th St. Fence Extension				\$ 60,000	
33-ARP	MTIB Roof Overlay		\$ 500,000			
33-ARP	1020 Bldg. Roof Overlay			\$ 500,000		
33-ARP	1030 Bldg. Roof Overlay				\$ 500,000	
33-ARP	1040 Bldg. Roof Overlay					\$ 500,000
41-PABH	Surveillance (G)	\$ 5,750				
41-PABH	Boat Launch Restroom (G)			\$ 25,000		
41-PABH	W. PABH Float Replace (P) (G)		\$ 20,000	\$ 150,000	\$ 250,000	\$ 100,000
43-JWM	Surveillance (G)	\$ 4,400				
43-JWM	Float & Pile Repairs			\$ 300,000	\$ 260,000	
43-JWM	Sewer Pump Out Replace (G)		\$ 17,500			
43-JWM	Ductless Heat Pump		\$ 12,000			
43-JWM	Boat Launch Float Replace (G)	\$ 85,750				
80-AD	Capital Budget Contingency	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
80-AD	EV Charging Stations (G)		\$ 10,000			
80-AD	Admin Bldg Façade Impts				\$ 200,000	
92-FM	Boom Truck		\$ 40,000			
92-FM	Covered Storage	\$ 100,000				
Total not including grant funds		\$ 6,420,000	\$ 8,021,613	\$ 3,841,312	\$ 2,087,000	\$ 2,180,000
Grant Funds		\$ 7,776,200	\$ 7,714,626	\$ 12,436,812	\$ 806,000	\$ 570,000
TOTAL (including grant funds)		\$ 14,196,200	\$ 15,736,239	\$ 16,278,124	\$ 2,893,000	\$ 2,750,000
PORT ESTIMATED CASH RESERVE ENDING BALANCE		\$ 17,120,000	\$ 12,747,387	\$ 13,031,745	\$ 15,186,982	\$ 17,370,920

5 YEAR TOTAL =
(not including grant funds) \$ 22,549,925
5 YEAR TOTAL =
(including grant funds) \$ 51,853,563

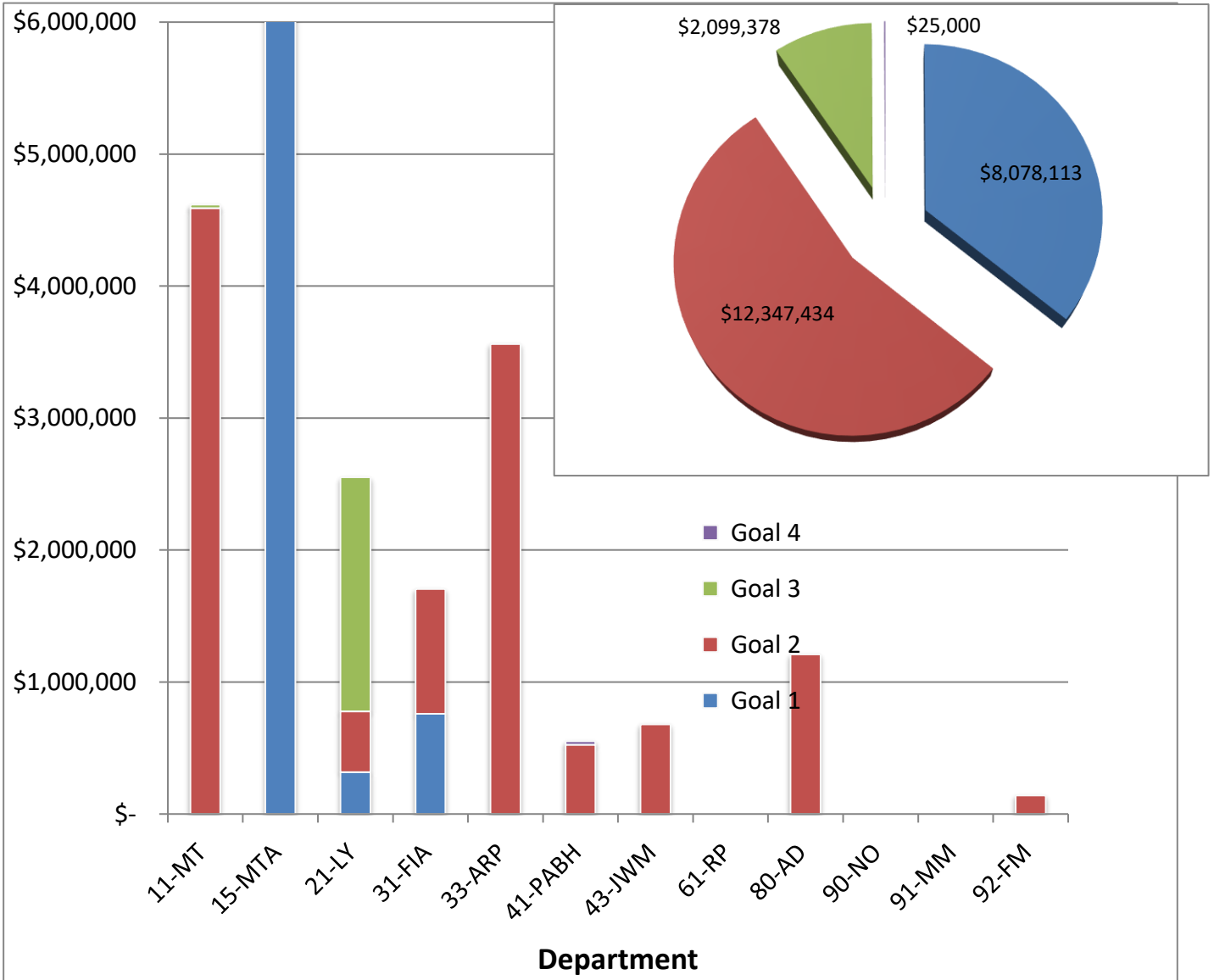
The Port has a target fund balance for Cash Reserves of \$10 Million.

2024 - 2028 CAPITAL IMPROVEMENT PLAN

Dept.	Project Description	2024	2025	2026	2027	2028
Cleanup Expenditures for Active Cleanup Sites 2024 - 2028						
90-NO	KPLY Monitoring (Total)	\$ 44,000	\$ 44,000	\$ 46,000	\$ 48,000	\$ 48,000
	KPLY Monitoring (Port)	\$ -	\$ -			
90-NO	MTA (Total)	\$ 230,000	\$ 965,000	\$ 85,000	\$ 85,000	\$ 85,000
	MTA (Port)	\$ -	\$ -	\$ -	\$ -	\$ -
90-NO	Fmr Shell Oil Bulk Plant - 220 Tumwater Truck Rt (Total)	\$ 101,000	\$ 675,500	\$ 7,000	\$ 7,000	\$ -
	Fmr Shell Oil Bulk Plant - 220 Tumwater Truck Rt (Port)	\$ 7,000	\$ 60,000	\$ 7,000	\$ 7,000	\$ -
90-NO	Fmr Pettit Oil - 220 Tumwater Truck Rt (Total)	\$ 32,000	\$ 246,500	\$ 7,000	\$ 7,000	\$ -
	Fmr Pettit Oil - 220 Tumwater Truck Rt (Port)	\$ 11,375	\$ 65,000	\$ 7,000	\$ 7,000	\$ -
90-NO	T5, T6, T7 Upland (Total)	\$ 450,000	\$ 6,000	\$ 6,000	\$ -	\$ -
	T5, T6, T7 Upland (Port)	\$ -	\$ -	\$ -	\$ -	\$ -
90-NO	Harbor (Total)	\$ 340,000	\$ 2,300,000	\$ 2,450,000	\$ 1,450,000	\$ 20,000,000
	Harbor (Port)	\$ -	\$ -	\$ -	\$ -	\$ -
5 Year Total =		\$ 29,765,000				
** 5 Year Port Total =		\$ 171,375				

** Estimated Port funds after reimbursements received from other Potential Liabile Parties.

2024 - 2028 CAPITAL EXPENDITURES BY STRATEGIC GOAL AND DEPARTMENT



PORT OF PORT ANGELES STRATEGIC PLAN GOALS

- Goal 1 Market and invest in strategic infrastructure to foster prosperity wage jobs
- Goal 2 Assure Sound Financial and Economic Return on Port Assets
- Goal 3 Improve Environmental Performance
- Goal 4 Enhance Stakeholder Engagement and Outreach Efforts

2029 - 2044 CAPITAL IMPROVEMENT PLAN

DEPT.	Project Description	2023 \$	Project Year	Project Year \$	Purpose
92-FM	Equip. / Vehicle Replace 1	\$ 125,000	2029	\$ 152,149	Maint.
21-LY	Equip. Replace 1	\$ 1,600,000	2029	\$ 1,947,505	Maint.
43-JWM	Parking Lot Rehab. 1	\$ 500,000	2029	\$ 608,595	Maint.
43-JWM	Parking lot Rehab. 2	\$ 50,000	2029	\$ 60,860	Maint.
41-PABH	W. PABH Float / Pile Replace	\$ 11,550,000	2029	\$ 14,058,551	Maint.
41-PABH	Breakwater Rehabilitation	\$ 2,625,000	2029	\$ 3,195,125	Maint.
15-MTA	Marine Dr. Intersection	\$ 1,500,000	2030	\$ 1,886,585	Maint.
33-ARP	Site Preparation for Building	\$ 1,750,000	2030	\$ 2,201,015	Jobs / ROI
33-ARP	Industrial Bldg. (25,000 s.f.)	\$ 8,500,000	2031	\$ 11,046,644	Jobs / ROI
15-MTA	Replace B.Y. Travel Lift	\$ 550,000	2031	\$ 714,783	Maint.
91-MM	Mech. Shop Maint. / Impts	\$ 125,000	2031	\$ 162,451	Maint.
15-MTA	MTC Boat Lift Pier	\$ 8,000,000	2032	\$ 10,743,056	Jobs
21-LY	Equip. Replace 2	\$ 500,000	2032	\$ 671,441	Maint.
92-FM	Equip. / Vehicle Replace 2	\$ 125,000	2033	\$ 173,450	Maint.
43-JWM	Admin. Building Maint.	\$ 350,000	2033	\$ 485,660	Maint.
11-MT	Terminal 1 /3 Repairs	\$ 5,000,000	2034	\$ 7,169,035	Maint.
21-LY	Boom Boat Replace	\$ 300,000	2034	\$ 430,142	Maint.
43-JWM	Float / Pile Replacement	\$ 16,000,000	2035	\$ 23,704,846	Maint.
43-JWM	Connect to Sequim Sewer	\$ 850,000	2036	\$ 1,301,255	Maint.
43-JWM	Electrical & Lighting Replace	\$ 1,400,000	2039	\$ 2,364,563	Maint.
43-JWM	Shoreline & Breakwater	\$ 1,250,000	2040	\$ 2,181,521	Maint.
21-LY	General Equip. Replace 3	\$ 1,500,000	2041	\$ 2,704,998	Maint.
92-FM	Equip. / Vehicle Replace 3	\$ 220,000	2042	\$ 409,944	Maint.
41-PABH	E. PABH Jetty Stabilization	\$ 2,400,000	2043	\$ 4,621,041	Maint.
31-FIA	New Terminal Building	\$ 3,000,000	2044	\$ 5,968,652	Jobs / ROI

TOTAL = \$ 69,770,000

\$ 98,963,868

R.O.I. = Return on Investment

Inflation Rate = 3.33% (per Wa. St. Office of Financial Management)



SPECIAL COMMISSION MEETING
Tuesday, October 3, 2023, at 9:00 am
338 West First Street, Port Angeles, WA 98362
MINUTES

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit www.portofpa.com/agendacenter

Connie Beauvais Commissioner
Steve Burke, Commissioner
Colleen McAleer, Commissioner
Paul Jarkiewicz, Executive Director

Chris Hartman, Dir. of Engineering
Caleb McMahon, Dir. of Econ. Development
Braedi Joutsen, Clerk to the Board
John Nutter, Dir. of Finance & Admin

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:32)

Comm. Beauvais called the meeting to order at 9:00 am.

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:33-3:52)

Lee Whetham, Port Angeles, WA – spoke about upcoming events on the agenda and forthcoming changes to marina rules.

Casey Cook, Port Angeles, WA – spoke about improved communication in relation to upcoming marina rule changes, and thanked the Commission.

III. APPROVAL OF AGENDA (3:53-3:59)

- Motion to approve the agenda as presented: Comm. Burke
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

IV. WORK SESSION (4:00-1:42:01), (2:17:17-2:18:15)

A. Legislative Priorities

- Presentation: Bruce Beckett
- Discussion
- No Action

B. Port Angeles Yacht Club - Hold Over Request

- Presentation: Braedi Joutsen
- Discussion
- Motion to approve the Community Partner Program Grant holdover request from the Port Angeles Yacht Club: Comm. Burke
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

C. Tariff/Rate Discussion

- Presentation: Paul Jarkiewicz
- Discussion



- No Action

D. Letters of Commitment

- Presentation: Paul Jarkiewicz
- Discussion
- Consensus from the Commission was to sign the letter with the changes as discussed.

E. Operating Budget End of Year Projection/Assumptions

- Presentation: John Nutter
- Discussion
- No Action

F. John Wayne Marina Surveillance

- Presentation: Steven Rose
- Discussion
- No Action

V. APPROVAL OF CONSENT AGENDA (1:42:02-1:42:53)

A. Special Commission Meeting Minutes, September 19, 2023

B. Vouchers in the amount of \$3,509,522.14

- Motion to approve the consent agenda: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS

No items

VII. PLANNING AND CAPITAL PROJECTS

No items

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

No items



XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS

No items

XIV. COMMISSIONER REPORTS (1:42:54-2:04:34)

Comm. Burke complimented Mike Simonson, Marine Terminal Manager, for assisting with setting up a tour of the Cable Innovator for a group of constituents.

Comm. Beauvais attended the Big Hurt and wanted to recognize the four (4) Port employees who participated in the event.

Comm. Beauvais, Chris Hartman, and Jesse Waknitz attended last week's WPPA Environmental Seminar. Comm. Beauvais shared her comments regarding the seminar.

XV. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:04:35-2:08:56)

Lee Whetham, Port Angeles, WA – Asked about special meetings and commented on commissioner reports.

Casey Cook, Port Angeles, WA – Spoke to enlarging the Boat Yard area in regards to any available grant funding.

XVI. FUTURE AGENDA

XVII. NEXT MEETINGS (2:08:57-2:10:37)

- A. October 10, 2023 – Regular Commission Meeting
- B. October 17, 2023 – Special Commission Meeting
- C. October 23, 2023 – Special Joint Commission Meeting with BOCC @ County
- D. October 24, 2023 - Special Commission Meeting - @ Airport Meeting Room
- E. November 7, 2023 - Special Commission Meeting
- F. November 14, 2023 – Regular Commission Meeting



- G. November 21, 2023 – Special Commission Meeting
- H. November 28, 2023 – Regular Commission Meeting
- I. December 12, 2023 – Regular Commission Meeting
- J. December 26, 2023 – Regular Commission Meeting - Cancelled

XVIII. UPCOMING EVENTS (2:10:38-2:14:40)

- A. Port Commissioner Candidate Forum – October 3, 2023 – Port Angeles, WA
- B. EDC Maritime CEO Roundtable – October 4, 2023 – Port Angeles, WA
- C. Crab Festival – October 6-8, 2023 – Port Angeles, WA
- D. Maritime Washington National Heritage Launch – October 12, 2023 – Port Angeles
- E. Carbon Friendly Forestry Conference – November 1/8/15, 2023 – Virtual
- F. Pacific Marine Expo – November 8-10, 2023 – Seattle, WA
- G. International Workboat Show- November 29-December 1 - New Orleans, LA
- H. WPPA Annual Meeting – December 6-8, 2023 – Vancouver, WA

BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION (TIME PERMITTING)

XIX. EXECUTIVE SESSION (2:14:41-2:17:16)

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

- Comm. Beauvais advised that the Commission would convene an executive session; the anticipated length of the executive session is 60 minutes. The Commission may take action in public sessions following the executive session.
- Discussion: One (1) item concerning real estate sale, purchase, or lease if a likelihood that disclosure would increase the price. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(b). Two (2) items concerning the legal risk of a proposed action that the agency has identified when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the Port. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i). One (1) item concerning the performance of a public employee. Discussing such matters is appropriate pursuant to RCW 42.30.110(1)(g)
- Recess: 10 minutes
- Start Time: 11:25 am
- Extended: 1 hour and 10 minutes
- End Time: 1:35 pm



Public Session of Commission Meeting Reconvened: 1:35 pm

- No Action

XX. ADJOURN (2:18:16-2:18:19)

Comm. Beauvais adjourned the meeting at 1:37 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Connie Beauvais, President

Steven Burke, Secretary

**PORT OF PORT ANGELES
GENERAL FUND – LETTER OF TRANSMITTAL
VOUCHER APPROVAL**

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Port Angeles, and that we are authorized to authenticate and certify to said claim.

SUMMARY TRANSMITTAL September 28, 2023 – October 5, 2023

Accounts Payable

	Begin Check #	End Check #	
For General Expenses and Construction			
Accts Payable Checks (computer)	417581	419606	\$ 130,037.04
VOIDED/ZERO PAYABLE CHECKS	417198, 419604, 419605, 419606		\$ (53,865.23)
Accts Payable ACH	001916	001957	\$ 360,112.34
Wire Transfer – Excise Tax			
Wire Transfer - Leasehold Tax			
Total General Expenses and Construction			\$ 436,284.15
Payroll			
Employee Payroll – Draws Checks			\$ -
Voided Payroll Check			\$ -
Voided Checks ==Stub Overrun==			
Employee Payroll Checks PPD (Direct Dep)	807310	807375	\$ 157,443.36
Voided direct deposit chks			\$ -
Wire Transfer – (Payroll Taxes, Retirement, Deferred Comp, L&I, OASI, PMFL)			\$ 115,593.38
Total Payroll			\$ 273,036.74
Total General Exp & Payroll			\$ 709,320.89

Date: October 10, 2023

Port Representative

Port Representative

Commissioner, Steven D. Burke

Commissioner, Connie Beauvais

Commissioner, Colleen McAleer

REPORT TO THE BOARD OF PORT COMMISSIONERS
3rd QUARTER 2023

QUARTERLY OPERATIONS REPORT

REPORT	NO ACTION	ATTACHED
Rental Property Occupancy		X
Travel Approved Within WA, OR, ID, and BC, Canada		X
Marina and Boat Yard Operations		X
Port Angeles Boat Haven Occupancy		X
John Wayne Marina Occupancy		X
Log Yard and Marine Terminal Operations		X
Log Yard Loads		X
Marine Terminal Tanker Days		X

Port Property Inventory / Status - 3rd Quarter 2023		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
Port Operations Facilities						
Port Administration Building	338 W. First Street	11,608				
Facilities Maintenance	112 S. Valley Street	9,375				
Facilities Maintenance	2604 W 18th Street (small red bldg)	420				
Log Scale Building	1500 Blk Marine Drive	2,600				
Operations for Terminals and Security Office	Marine Terminal, 202 N. Cedar St., Suite 6 upstairs	1,322				
Mechanic Shop	1301 Marine Drive	8,400				
John Wayne Marina, Harbormaster Office	2577 W. Sequim Bay Road	3,001				
FIA Airport Manager's Office	Fairchild International Airport	900				
Garage	Critchfield Rd @ Saddle Club	780				
FIA Airport Terminal Space - Conference Room	Fairchild International Airport	672				
	TOTAL PORT OPS BUILDINGS SF	39,750				
Port Rental Properties						
Properties For Rent						
Airport Coffee Shop	1402 William R Fairchild Airport Rd			840		0.00
Stand-alone office.	2032 S O Street- Office			861		0.00
CRTC Bldg front offices	2220 W 18th Street - CRTC Building Offices			3,600		0.08
1010 Building	2140 W 18th Street (15,000 office, 10,000 warehouse)	25,000	6,835	18,165		0.16
1010 Phase II Transition (access to OH doors unrented)	2140 W 18th Street (16,600 warehouse)	16,600	12,690			0.29
1050 Building	2140 W 18th Street (40,000 + 2,924 paintbooths)	42,924	3,026	39,898		0.07
1050 Phase I Addition	2140 W 18th Street (2 tenants in this Phase)	8400	3,926	4,474		0.09
MTIB Suites A, B	2007 S O Street - Offices and Warehouse			10,000		0.23
Admin Office (Lower Level)	338 W First St; Suite B-100			230		0.01
937 Boathaven - Office	937 Boathaven on the Jetty			624		
720 Marine Drive - Office	720 Marine Drive			1,300		
	AVAILABLE PROPERTIES TOTAL SF			67,838	0	0.00
North Airport Industrial Park (NAIP)						
2 Grade, LLC	Land E of 2417 W 19th					0.55
2 Grade	2032 S. O Street (garage)		3,000			0.07
ACTI 10.20	2138 W 18th St		25,000			0.57
ACTI 10.30	2138 W 18th St		25,000			0.57
ACTI 10.40	2138 W 18th St		25,000			0.57
ACTI 2230	2230 W 18th St		25,000			0.57
Arrow Launch Services, Inc.	2140 W 18th Street - storage within 1050 Building		2,500			0.06

Port Property Inventory / Status - 3rd Quarter 2023		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
Rented Properties						
Barhop Brewing LLC	2506 W. 19th Street		2,952			0.07
City Parks & Recreation	2602 W 18th St; Buildings 6,407 SF; Land 167,871 SF		6,407			3.85
Clallam County Youth Services	1912 West 18th Street (T.I.)					3.84
CRTC	2220 W 18th Street		21,374			0.49
First Step Family Support Center	2220 W 18th Street (1050)		1,125			0.03
FKC Co., Ltd	2708 W 18th St (T.I.)					4.94
Insitu Ecosystems LLC	2140 W 18th Street (Phase 1 Addition)		2,801			0.06
Knight Fire Protection	2509 W 19th St Land (T.I.)					0.51
Lifeflight Network LLC	2530 W 19th Street- Office		2,500			0.06
Lifeflight Network LLC	2530 W 19th Street- Land					0.44
Murrey's Disposal Inc.	2548 19th Street (land and bldg)	115,671	19,800			0.45
Peninsula Rifle & Pistol Club	2600 W 18th St (T.I.)					0.41
Public Utility District #1	1936 W 18th Street (T.I.)					6.89
GSA - USDHS	1908 South O Street		6,028			0.14
Port Angeles Hardwood, LLC	2140 W 18th Street (1010)		23,625			0.54
Stabicraft Marine USA	MTIB - Suites C, D, E		16,800			1.60
Stabicraft Marine USA	2140 W 18th Street (1050) Paint Booths		3,026			0.07
Waterfront Rental Properties						
A.M. Holdings, Inc. (Platypus) Area C	102 N. Cedar (Area C Bldg and Land)		900			0.31
A.M. Holdings, Inc. (Platypus) Area A & B	102 N. Cedar (T.I.) Area A&B Land					3.95
A.M. Holdings, Inc. (Platypus) Employee Parking	439 Marine Drive - 8,000 SF Parking					0.18
Accurate Angle Crane	Boat Yard Dry Storage					0.01
Arrow Marine	914 Marine Drive		3200			0.07
Arrow Marine	916 Marine Drive		5000			0.11
Arrow Marine	435 Marine Drive		6,549			0.15
Rented Properties						
Waterfront Rental Properties cont...						
MRSC (outside storage)	220 Tumwater Truck Rte - Parking Lot	5,400				0.12
ConocoPhillips (anchor storage)	220 Tumwater Truck Rte - Parking Lot	2,000				0.05
Fenced parking lot available	220 Tumwater Truck Rte - Parking Lot	24,600				0.00
Black Ball Transport, Inc.	101 East Railroad Ave - Terminal 2					3.85
Bluewater Boatworks, LLC	830 W Boat Haven Drive		1,500			0.03
Rayonier TRS Forest Operations, LLC	202 N Cedar, Suite 3 Office		380			0.01
Biobased Trading LLC	202 N Cedar Suite 1 (office)		399			0.01
Biobased Trading LLC	Terminal 1 conveyor storage		2,400			0.06

Port Property Inventory / Status - 3rd Quarter 2023		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
Waterfront Rental Properties cont...						
Global Diving & Salvage, Inc.	202 N Cedar, Suite 2	300 SF Warehse	635			0.01
High Tide Seafoods	3rd Ave Lot Storage					0.07
High Tide Seafoods	820 Marine Drive		6,000			0.14
Marine Terminal, Suite 4	202 N Cedar, Suite 4 (Hull Scrubber Corp)		270			0.01
Motive Power Marine, LLC	731 Marine Drive		10,000			0.23
MSRC - Storage on T1	On T1 Dock - Storage					0.03
MSRC - Parking on T1	On T1 Dock - Parking					0.04
MSRC - Parking near T3	Parking near T3					0.02
McKinley Paper	1301 Marine Drive		12,146			0.28
National Response Corporation	Terminal 7 Berthage	248 LF	248			0.01
John Eric Bert	812 Boat Haven Drive		945			0.02
Olympic Harvest Seafood LLC / Andy Choi	801 Marine Drive		11,032			0.25
PA Yacht Club	1305 Marine Drive (T.I.)					0.20
Petrocard, Inc.	832 Boat Haven		165			0.00
Petrocard, Inc.	Retail Lease in the Boatyard Bldg		125			0.00
Petrocard, Inc.	A-4 Storage		420			0.01
Petrocard, Inc.	Fuel Tank Land					0.03
Petrocard, Inc.	Fuel Float					0.05
Hawk Diesel	930 Marine Drive, Suite A		2,400			0.06
Peninsula Bottling Company	930 Marine Drive, Suite B		2,400			0.06
Waterfront Automotive	930 Marine Drive, Suite C		2,400			0.06
Fire Chief Equipment	930 Marine Drive, Suite D		600			0.01
WA Dept Fish & Wildlife	930 Marine Drive, Suite E		600			0.01
Westport LLC. 720 Marine Dr	720 Marine Dr Parking (land only)	60,000				1.38
Westport LLC, Boatyard Dry Storage	Ground lease @ BY dry storage					0.32
Westport LLC.	Sign lease - Marine Dr / Tumwater	570				0.01
John Wayne Marina						
Sequim Bay Yacht Club - Room Space	2577 West Sequim Bay Rd		951			0.02
Sequim Bay Yacht Club - Outside Storage	2577 West Sequim Bay Rd					0.04
Steve W. Little, Inc. (Dockside Grill)	2577 West Sequim Bay Rd		2,154			0.05

Port Property Inventory / Status - 3rd Quarter 2023		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
Miscellaneous						
North Olympic Healthcare Network	20 spaces-North First St Parking Lot (land)	7,400				0.17
WA Small Business Development Ctr	338 W First St, Admin Office Suite 104		177			0.00
Center for Inclusive Entrepreneurship	338 W First St, Admin Office Suite 105B		220			0.01
Lambert Consulting, LLC	338 W First St, Admin Office, Lower Level		230			0.01
Clallam County Fire District #5	Sekiu Airport Hangar		3,200			0.07
South Airport Rental Properties						
Angeles Communications, Inc.	1402 William R. Fairchild Airport		750			0.02
Fedex - 1 tie down	1402 William R. Fairchild Airport					0.11
Fedex - hangar	1402 William R. Fairchild Airport		9,600			0.22
Fedex - office	1402 William R. Fairchild Airport		1,432			0.03
FAA Antenna & Rack Space	1402 William R. Fairchild Airport		360			0.01
High Flyer Owners Assn Condo A	Hangar Pad A (T.I.)					0.29
High Flyer Owners Assn Condo C	Hangar Pad C (T.I.)					0.29
Lifeflight Network LLC	1405 Airport Road - Hangar		2,750			0.06
Lifeflight Network LLC	1405 Airport Road - Office		792			0.02
Lifeflight Network LLC	1406 Airport Road - Hangar		2,160			0.05
Lifeflight Network LLC	1406 Airport Road - Office		1,256			0.03
Lifeflight Network LLC	1407 Airport Road - Hangar		2,160			0.05
Lifeflight Network LLC	1407 Airport Road - Office		280			0.01
Merrill & Ring	12.4 Acres Airport Log Yard					12.40
Merrill & Ring	FIA Log Flex Area Use Agreement- 1 to 8 acres					1.00
Olympic R/C Modelers	Critchfield Road (T.I.)					1.30
Josh Borte	Critchfield Road (30 acres) in-kind services					30.00
PA Nieuport Group	Hangar Pad D (T.I.)					0.29
R&B Properties and Investments	Hangar Pad B (T.I.)					0.29

Port Property Inventory / Status - 3rd Quarter 2023		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
Rented Properties						
South Airport Rental Properties cont...						
Rite Bros. Aviation	FIA Terminal		1,000			0.02
Rite Bros. Aviation	FIA East Block Hangar		2,300			0.05
Rite Bros. Aviation	FIA West Block Hangar		2,560			0.05
Rite Bros. Aviation	FIA East Corporate Hangar		3,844			0.09
Rite Bros. Aviation	FIA Fuel Farm; 11,700 SF land					0.27
Welldone Aviation, LLC	1402 Airport Road, Hangar Pad F Building 900 (T.I.)	17,500				0.40
DART (Clallam Co. Emergency Mgmt)	FIA terminal		970			0.02
Dash Air Shuttle	FIA Terminal	420				0.00
US Coast Guard	Taxiway	5000				0.11
	TOTAL RENTED SQUARE FOOTAGE		348,275			
	VACANT - NOT RENT READY		0			
	TOTAL VACANT & RENT READY SF		67,838			
IMPROVED PROPERTY	OVERALL OCCUPANCY FACTOR		84%			
IMPROVED PROPERTY	RENT READY OCCUPANCY FACTOR		84%			
DEVELOPED ACREAGE (shovel ready)						
South Airport						
South Airport	Hangar Pad E (Land)	17,500				
Business Park Acreage						
35.5 Acres	(Zoned Light Industrial)			35.50		
Waterfront						
18 Acres	Marine Trades Center			18.00		
Vacant lot near Chevron (was Armstrong)	413 W 2nd Street			0.33		
	TOTAL DEVELOPED ACREAGE			53.83		
UNDEVELOPED ACREAGE (awaiting capital improvement)						
FIA						
72 Acres Land SE Airport Terminal	(Zoned IL Industrial Light)				72.00	
126 Acres Land SW Airport Terminal	(Aviation Related)				126.00	
	TOTAL UNDEVELOPED ACREAGE				198.00	

**TRAVEL APPROVED BY THE EXECUTIVE DIRECTOR
(Within WA, OR, ID, and British Columbia, Canada)
3rd Quarter 2023**

STAFF	LOCATION OF MTG.	DATE(S)	PURPOSE
Paul Jarkiewicz	Forks, WA	07.12.2023	Meeting with West End Business Assoc and Forks Leadership team
Paul Jarkiewicz	Everett, WA, Tumwater, WA	07.12- 14.2023	WPPA Seminar, WA State Surplus Ops
Paul Jarkiewicz	Port of Port Townsend, WA	07.19.2023 07.26.2023	Meeting with Northwest School of Wooden Boat Building, Meeting with Port of Port Townsend
Paul Jarkiewicz Chris Hartman Jesse Waknitz	Lacey, WA	08.21.2023	Met w/ Ecology Water Quality Department
Paul Jarkiewicz Chris Hartman Jesse Waknitz	Lacey, WA	09.18.2023	Met w/ Ecology Water Quality Department
Chris Hartman Jesse Waknitz	Tacoma, WA	09.20 - 09.22.2023	WPPA Environmental Seminar

**Report to the Board of Port Commissioners
Operations Report for
July 2023**

Port Angeles Boat Haven

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
20'	57	47	10	82%	0	51
25'	24	22	2	92%	0	23
30'	80	73	7	91%	0	79
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	31
46'	17	17	0	100%	0	17
50'	90	85	5	94%	3	85
Side/End Tie	54	51	3	94%	4	54
Boathouses	44	44	0	100%	0	44
Sub-Total	427	400	27	94%	25	413
Limited 20'	13	10	3	77%	0	5
TOTAL	440	410	30	93%	25	418

Boat Yard Report

	Jul-23	Jul-22	YTD 2023	YTD 2022
Boats into the yard this month	28	20	181	130
Boats into the water this month	30	20	179	140
Total Travel Lift Operations This Month	58	40	360	270
Year-To-Date Launch Ramp Permit Sales			574	658

John Wayne Marina

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
28'	72	72	0	100%	3	72
30'	46	46	0	100%	0	46
32'	28	28	0	100%	4	28
36'	22	22	0	100%	2	22
40'	19	19	0	100%	5	19
42'	21	21	0	100%	3	21
45'	10	10	0	100%	3	10
50'	27	27	0	100%	3	27
End Tie 49'	25	25	0	100%	9	25
Sub-Total	270	270	0	100%	32	270
Limited 20'	30	28	2	93%	0	29
TOTAL	300	298	2	99%	32	299

**Report to the Board of Port Commissioners
Operations Report for
August 2023**

Port Angeles Boat Haven

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
20'	57	43	14	75%	0	41
25'	24	22	2	92%	0	22
30'	80	69	11	86%	0	78
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	32
46'	17	16	1	94%	0	17
50'	90	87	3	97%	3	86
Side/End Tie	54	42	12	78%	4	54
Boathouses	44	44	0	100%	0	44
Sub-Total	427	384	43	90%	25	403
Limited 20'	13	7	6	54%	0	4
TOTAL	440	391	49	89%	25	407

Boat Yard Report

	Aug-23	Aug-22	YTD 2023	YTD 2022
Boats into the yard this month	25	22	178	158
Boats into the water this month	22	15	171	155
Total Travel Lift Operations This Month	47	37	349	313
Year-To-Date Launch Ramp Permit Sales			585	682

John Wayne Marina

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
28'	72	72	0	100%	22	67
30'	46	46	0	100%	1	42
32'	28	28	0	100%	4	27
36'	22	22	0	100%	3	22
40'	19	19	0	100%	5	19
42'	21	21	0	100%	3	21
45'	10	10	0	100%	4	10
50'	27	27	0	100%	4	27
End Tie 49'	25	25	0	100%	9	25
Sub-Total	270	270	0	100%	55	260
Limited 20'	30	28	2	93%	0	28
TOTAL	300	298	2	99%	55	288

**Report to the Board of Port Commissioners
Operations Report for
September 2023**

Port Angeles Boat Haven

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
20'	57	31	26	54%	0	4
25'	24	20	4	83%	0	12
30'	80	60	20	75%	0	66
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	31
46'	17	17	0	100%	0	17
50'	90	84	6	93%	3	84
Side/End Tie	54	44	10	81%	4	43
Boathouses	44	44	0	100%	0	44
Sub-Total	427	361	66	85%	25	330
Limited 20'	13	4	9	31%	0	2
TOTAL	440	365	75	83%	25	332

Boat Yard Report

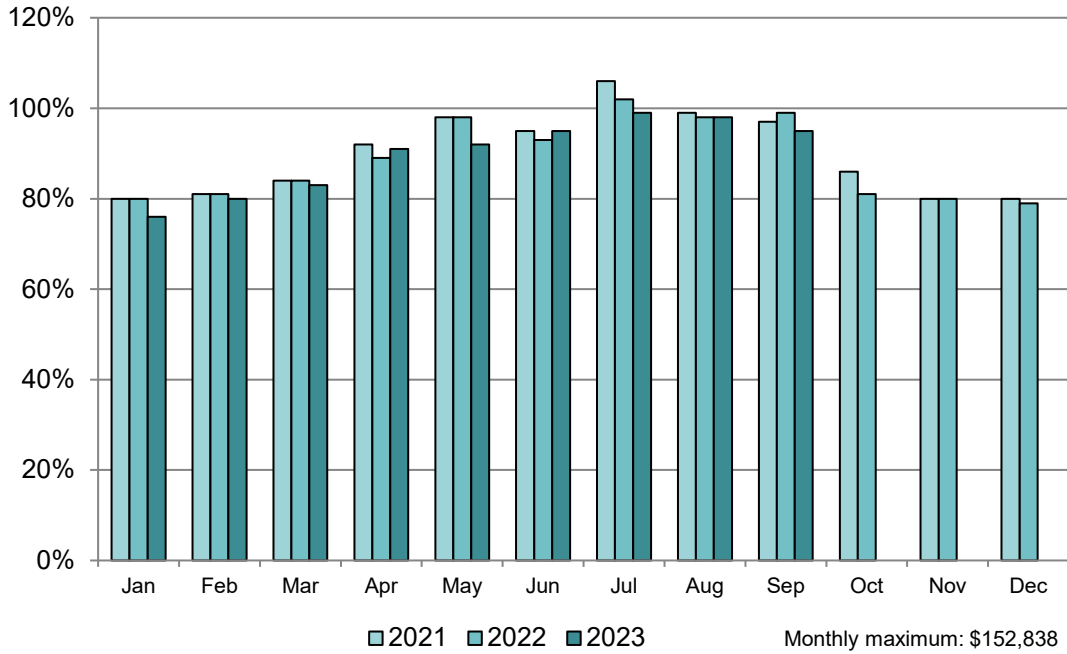
	Sep-23	Sep-22	YTD 2023	YTD 2022
Boats into the yard this month	15	23	193	175
Boats into the water this month	12	20	183	175
Total Travel Lift Operations This Month	27	43	376	350
Year-To-Date Launch Ramp Permit Sales			588	692

John Wayne Marina

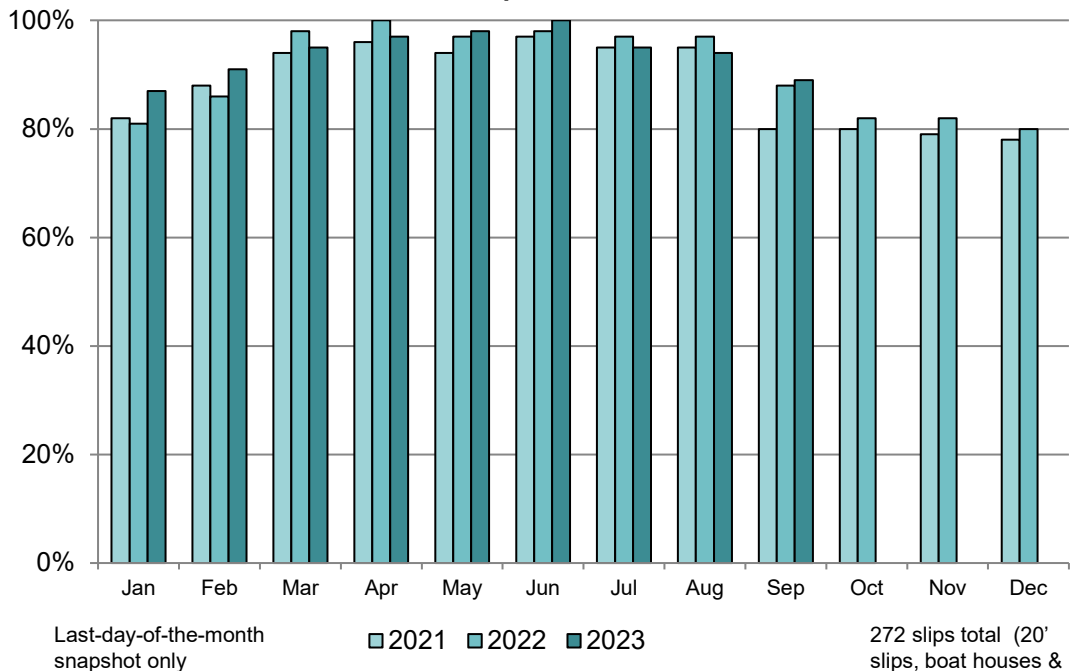
Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2022 Occupied Monthly
28'	72	66	6	92%	0	43
30'	46	44	2	96%	0	35
32'	28	28	0	100%	0	24
36'	22	22	0	100%	9	22
40'	19	19	0	100%	10	19
42'	21	21	0	100%	4	21
45'	10	10	0	100%	4	10
50'	27	27	0	100%	5	27
End Tie 49'	25	25	0	100%	9	25
Sub-Total	270	262	8	97%	41	226
Limited 20'	30	28	2	93%	0	28
TOTAL	300	290	10	97%	41	254

PABH Occupancy

Revenue Based



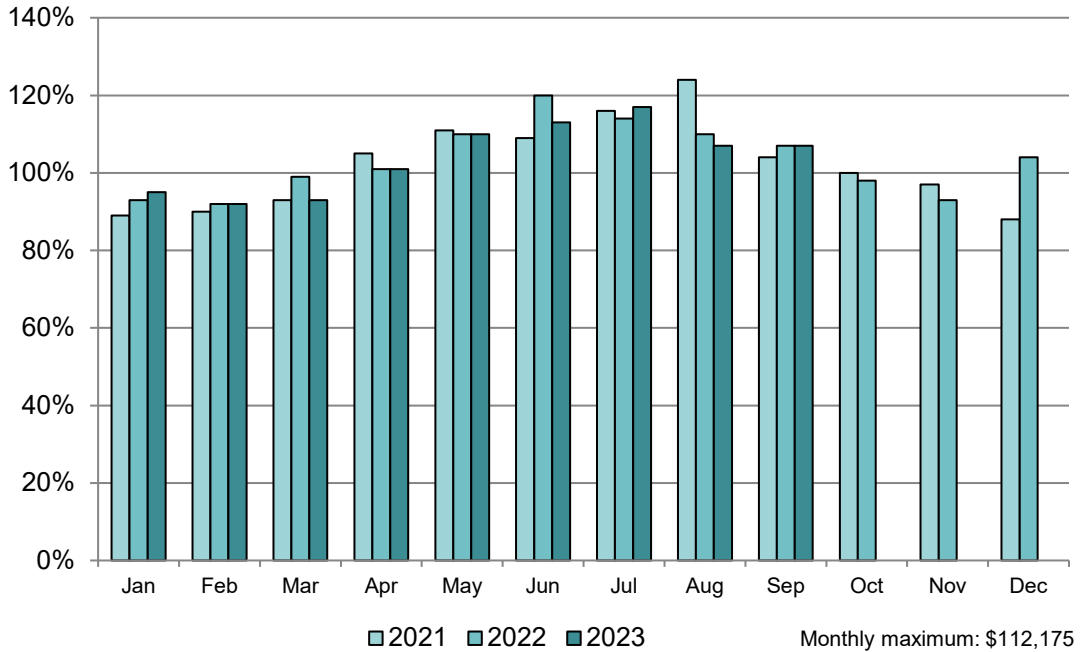
Slip Based



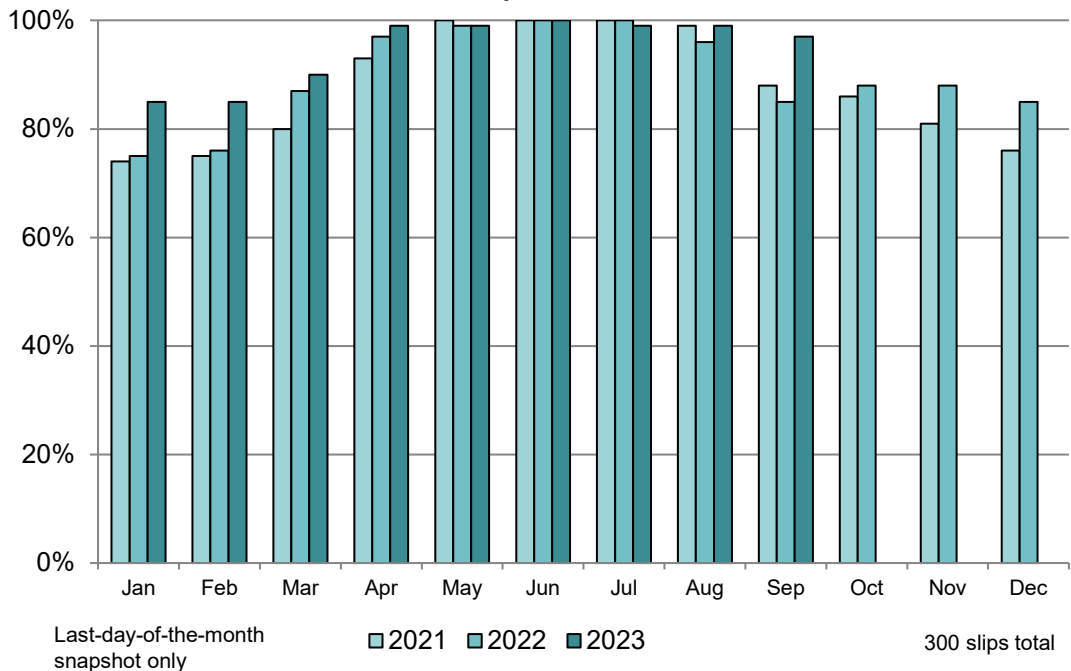
272 slips total (20' slips, boat houses & side tie not included)
30

JWM Occupancy

Revenue Based



Slip Based



REPORT TO THE BOARD OF PORT COMMISSIONERS
LOG HANDLING AND MARINE TERMINAL OPERATIONS
July 2023

Log Handling	July 2023	7 Months 2023	7 Months 2022
Log Operation:			
Dumped Loads**	0	851	1,065
Decked Loads	272	2,053	2,485
Green Crow Roll Out - Camp Run	43	276	309
T-7 Container Operations			
# Containers Loaded	55	246	54
T-7/T-5 Log Operations-Discharge (Inbound/DeWater)			
# of Barges	3	58	50
# Barge Loads	91	2,574	3,005
# DeWater Loads	266	1,144	654
TOTAL LOADS	727	7,144	7,572

**LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound 2 - PA Hardwood 1 - Interfor 0 - Hermann 0 - Alta 0 - Zoeffel	Inbound 20 - PA Hardwood 1 - Interfor 1 - Herman 1 - Alta 1 - Zoeffel	Inbound 11 - PA Hardwood 3 - Interfor
Outbound 0 - Georgia Pacific 0 - Sierra Pacific 0 - Southport 0 - Hampton 0 - Roseburg 0 - Buse 0 - Canyon	Outbound 0 - Georgia Pacific 22 - Sierra Pacific 1 - Southport 3 - Hampton 2 - Roseburg 3 - Buse 3 - Canyon	Outbound 1 - Georgia Pacific 28 - Sierra Pacific 2 - Southport 2 - Hampton 2 - Roseburg 2 - Buse 2 - Canyon

Terminals #1 & #3	July 2023	7 Months 2023	7 Months 2022
Terminal Activity			
Repair Vessels - Tanker	0	5	4
Repair Vessels - Other+	0	9	7
Cargo Vessels * Log Ship	2	2	6
Cargo Vessels - Chips	0	18	2
Other (lay berth)	17	73	71
TOTAL # VESSELS	19	107	90
TOTAL # DOCK DAYS	66	271	275

*Includes Passenger vessels 0 - CFPC 1 - M & R 4 - Chips/Biobased 0 - Cruise 1 - Rayonier	0 - CFPC 1 - M & R 16 - Chips/Biobased 0 - Cruise 3 - Rayonier	6 - CFPC 0 - M & R 2 - Chips/Biobased 0 - Cruise
--	--	---

NOTE: Unaudited Information

REPORT TO THE BOARD OF PORT COMMISSIONERS
LOG HANDLING AND MARINE TERMINAL OPERATIONS
August 2023

Log Handling	August 2023	8 Months 2023	8 Months 2022
Log Operation:			
Dumped Loads**	0	851	1,275
Decked Loads	318	2,371	2,753
Green Crow Roll Out - Camp Run	43	319	355
T-7 Container Operations			
# Containers Loaded	23	269	88
T-7/T-5 Log Operations-Discharge (Inbound/DeWater)			
# of Barges	11	69	61
# Barge Loads	528	3,102	3,441
# DeWater Loads	229	1,373	654
TOTAL LOADS	1,141	8,285	8,566

**LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound 4 - PA Hardwood 1 - Interfor 0 - Hermann 0 - Alta 0 - Zoeffel	Inbound 24 - PA Hardwood 1 - Interfor 1 - Herman 1 - Alta 1 - Zoeffel	Inbound 13 - PA Hardwood 3 - Interfor
Outbound 0 - Georgia Pacific 5 - Sierra Pacific 0 - Southport 1 - Hampton 0 - Roseburg 0 - Buse 1 - Canyon	Outbound 0 - Georgia Pacific 27 - Sierra Pacific 1 - Southport 4 - Hampton 2 - Roseburg 3 - Buse 4 - Canyon	Outbound 1 - Georgia Pacific 33 - Sierra Pacific 2 - Southport 3 - Hampton 2 - Roseburg 3 - Buse 2 - Canyon

Terminals #1 & #3	August 2023	8 Months 2023	8 Months 2022
Terminal Activity			
Repair Vessels - Tanker	2	7	6
Repair Vessels - Other+	1	10	7
Cargo Vessels * Log Ship	0	2	6
Cargo Vessels - Chips	2	20	2
Other (lay berth)	8	81	81
TOTAL # VESSELS	13	120	102
TOTAL # DOCK DAYS	10	311	307

*Includes Passenger vessels 0 - CFPC 0 - M & R 2 - Chips/Biobased 0 - Cruise 0 - Rayonier	0 - CFPC 1 - M & R 18 - Chips/Biobased 0 - Cruise 3 - Rayonier	6 - CFPC 1 - M & R 2 - Chips/Biobased 0 - Cruise
--	--	---

NOTE: Unaudited Information

REPORT TO THE BOARD OF PORT COMMISSIONERS
LOG HANDLING AND MARINE TERMINAL OPERATIONS
September 2023

Log Handling	September 2023	9 Months 2023	9 Months 2022
Log Operation:			
Dumped Loads**	0	851	1,486
Decked Loads	323	2,694	3,037
Green Crow Roll Out - Camp Run	31	350	418
T-7 Container Operations			
# Containers Loaded	89	358	113
T-7/T-5 Log Operations-Discharge (Inbound/DeWater)			
# of Barges	11	80	70
# Barge Loads	536	3,638	3,844
# DeWater Loads	0	1,373	654
TOTAL LOADS	979	9,264	9,552

**LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound 1 - PA Hardwood 0 - Interfor 0 - Hermann 0 - Alta 0 - Zoeffel	Inbound 25 - PA Hardwood 1 - Interfor 1 - Herman 1 - Alta 1 - Zoeffel	Inbound 14 - PA Hardwood 3 - Interfor 1 - Herman
Outbound 0 - Georgia Pacific 7 - Sierra Pacific 0 - Southport 2 - Hampton 0 - Roseburg 1 - Buse 0 - Canyon	Outbound 0 - Georgia Pacific 34 - Sierra Pacific 1 - Southport 6 - Hampton 2 - Roseburg 4 - Buse 4 - Canyon	Outbound 1 - Georgia Pacific 36 - Sierra Pacific 2 - Southport 4 - Hampton 4 - Roseburg 6 - Buse 3 - Canyon

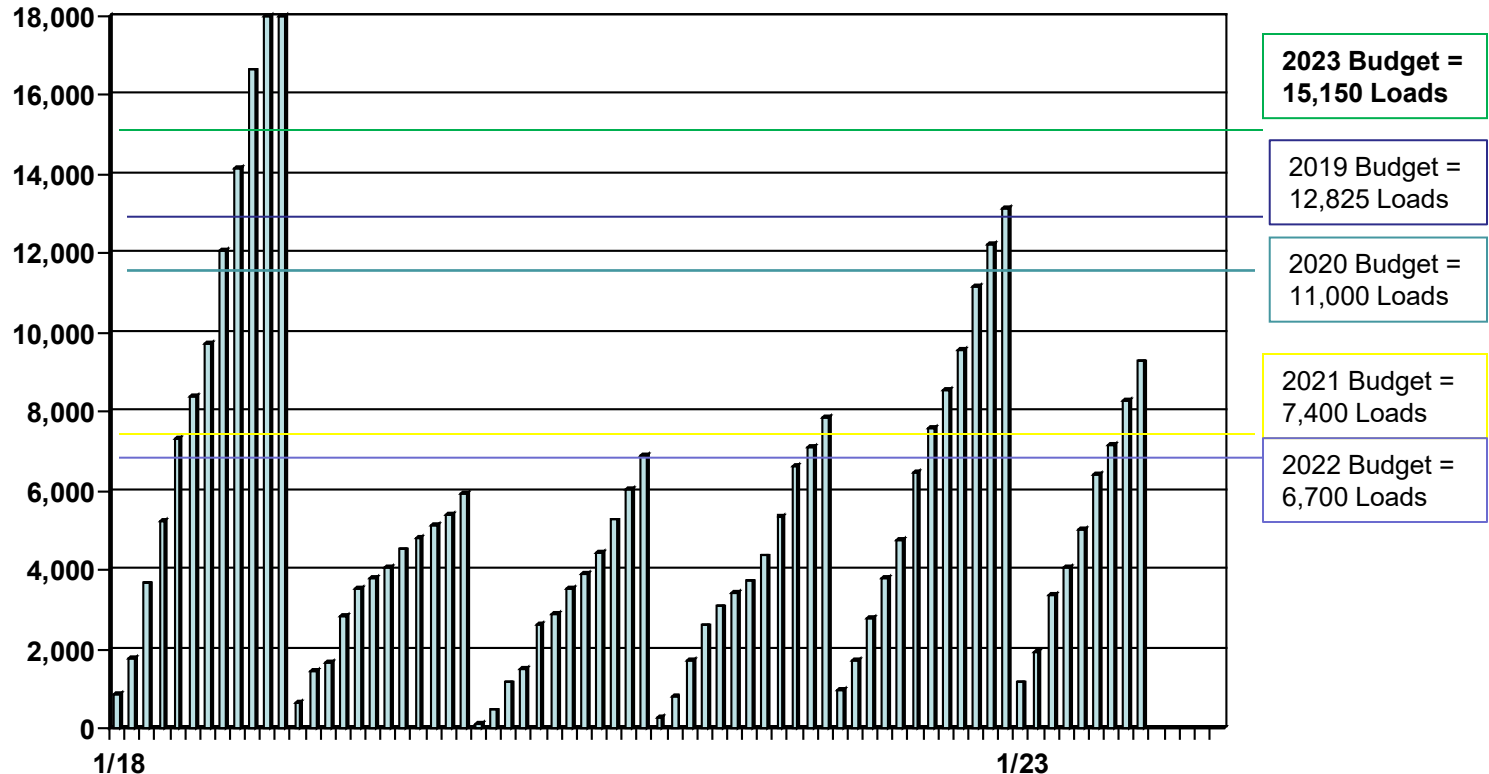
Terminals #1 & #3	September 2023	9 Months 2023	9 Months 2022
Terminal Activity			
Repair Vessels - Tanker	0	7	6
Repair Vessels - Other+	1	11	7
Cargo Vessels * Log Ship	0	2	6
Cargo Vessels - Chips	4	24	4
Other (lay berth)	5	86	95
TOTAL # VESSELS	10	130	118
TOTAL # DOCK DAYS	44	355	335

*Includes Passenger vessels 0 - CFPC 0 - M & R 4 - Chips/Biobased 0 - Cruise 0 - Rayonier	0 - CFPC 1 - M & R 22 - Chips/Biobased 0 - Cruise 3 - Rayonier	6 - CFPC 1 - M & R 4 - Chips/Biobased 0 - Cruise
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NOTE: Unaudited Information

Port of Port Angeles LY Loads - Cumulative

January 2018 – September 2023

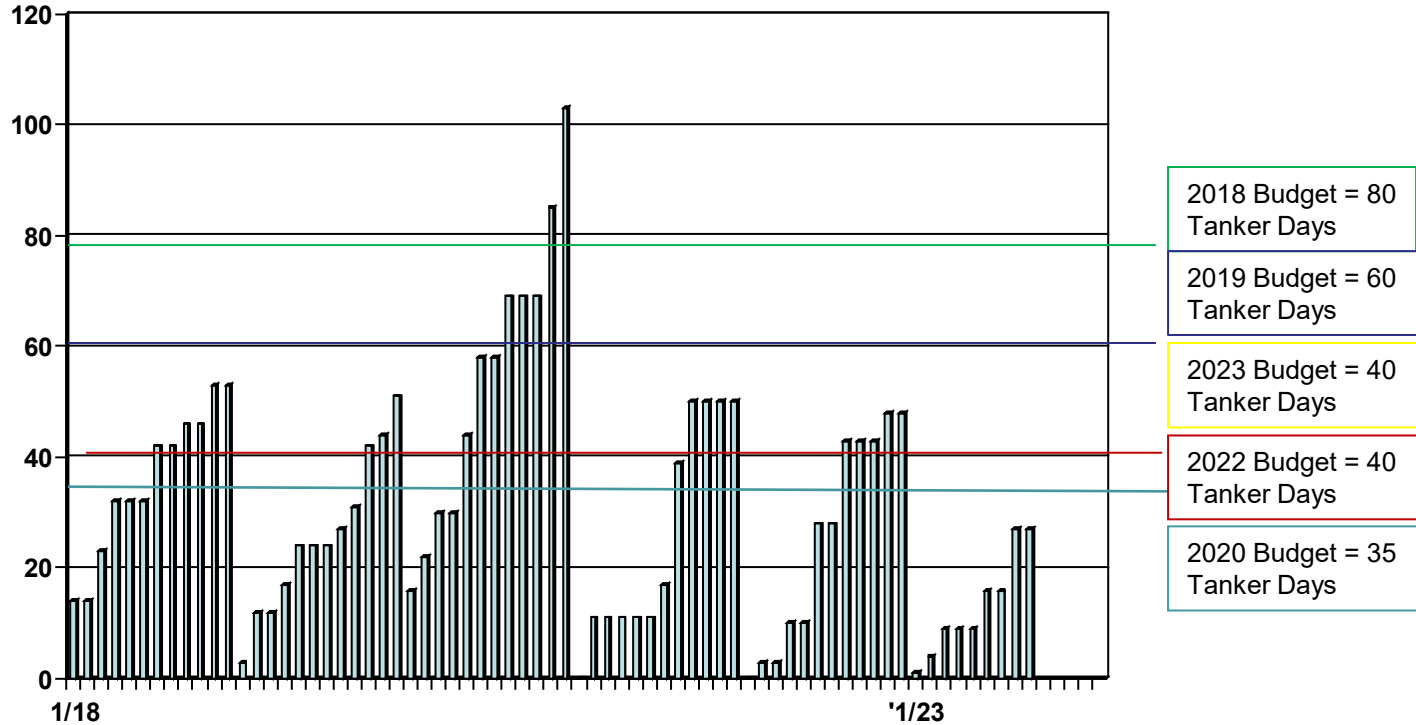


Year	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	847	1,767	3,670	5,227	7,302	8,386	9,702	12,077	14,132	16,631	18,522	19,170
2019	630	1,431	1,677	2,840	3,530	3,782	4,074	4,511	4,803	5,117	5,404	5,945
2020	114	465	1,156	1,508	2,603	2,891	3,524	3,884	4,428	5,269	6,034	6,888
2021	265	824	1,699	2,595	3,082	3,419	3,716	4,358	5,331	6,620	7,099	7,848
2022	954	1,724	2,791	3,795	4,745	6,453	7,572	8,566	9,552	11,180	12,225	13,147
2023	1,161	1,928	3,369	4,061	5,029	6,417	7,144	8,285	9,264			

Port of Port Angeles

MT Tanker Days - Cumulative

January 2018 – September 2023



Year	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2018	14	14	23	32	32	32	42	42	46	46	53	53
2019	3	12	12	17	24	24	24	27	31	42	44	51
2020	16	22	30	30	44	58	58	69	69	69	85	103
2021	0	11	11	11	11	11	17	39	50	50	50	50
2022	0	3	3	10	10	28	28	43	43	43	48	48
2023	1	4	9	9	9	16	16	27	27			

MONTHLY REPORT TO THE BOARD OF PORT COMMISSIONERS
September 2023

SUBJECT: REPORTS REQUIRED UNDER THE PROVISIONS OF THE DELEGATION OF AUTHORITY

REPORT	NO ACTION	ATTACHED
Lease Renewals/Options and 1 Year or Less Agreements at Market Rates; Leases, Assignments, Subleases, Berthage/Dockage, & Miscellaneous (Use, Equipment, Hangar, Marina Slips)		X
Lease Bond, Rental Insurance Deviations	X	
Work Contracts (\$50,000 or less) Executed	X	
Work Contracts Completed	X	
Change Orders Authorized		X
Work by Port Crews or Day Labor (\$50,000 or less)	X	
Claims Settled	X	
Professional & Consulting Services Awarded and Architectural, Engineering & Technical Services Awarded		X
Fees Waived	X	
Uncollectible Accounts Written Off	X	
Experts Engaged for Litigation	X	
Grant Applications/Award		X
Travel Outside WA, OR, ID and BC, Canada	X	
Surplus Personal Property (under \$10,000)	X	

**LEASES, RENEWALS, AMENDMENTS, MISC. AGREEMENTS and OPTIONS EXECUTED
of One Year or Less Approved by Executive Director
(In Accordance with the Delegation of Authority, Res. 20-1216*)**

September 2023

TENANT NAME	DOCUMENT	LOCATION	FORM OF SURETY	SQ FEET	TERM	MONTHLY RENT
First Step Family Support Center	New Term Lease (Initial 1-year lease concludes 10.31.23)	2140 W 18th ST (1050 Bldg)	3 months rent on file \$1,451.25	1125 SF Warehouse	11/1/2023- 10/31/2024	\$0.43*/SF + \$50 Elect *\$0.45 is market; In-Kind Support at \$0.02/SF (\$270/year)
Lambert Consulting LLC	Term Lease	338 W 1st Street, 1st Floor Office	3 months rent \$1,035.00	230 SF Office	9/1/2023- 8/31/2024	\$1.50 + \$190 Util (\$483.75)

* New Leases, Amendments, Agreements of One Year or Less Approved by Executive Director in accordance with the Delegation of Authority (Res. 20-1216 dated 02-13-2020) Section 1C, and for Marine Terminal Services Agreements (Res. 20-1216 dated 02-13-2020) Section 1F, provided that such agreements shall be for a term of one year or less.

**CHANGE ORDERS AUTHORIZED BY THE EXECUTIVE DIRECTOR
(In Accordance with Delegation of Authority)
September 2023**

PROJECT	VENDOR	REASON FOR CHANGE	LAST COMMISSION APPROVED PROJECT TOTAL	COST OF CHANGE ORDER	TOTAL OF ALL CHANGE ORDERS	REVISED TOTAL PROJECT COST	% OF TOTAL PROJECT COST*
CLM Runway 8/26 Rehab	Lakeside Industries	C0 4 – Replace power supply to signs	\$7,121,702.45	\$5,142.03	\$19,283.65	\$7,140,986.10	0.27

* *Percent only applies to contracts totaling more than \$50,000. Per Delegation of Authority:
 “For a contract awarded by the Executive Director, the aggregate cost of the original contract and all changes will not exceed \$50,000.”
 “For a contract awarded by the Commission, the total cost of all contract changes will not exceed the lesser of \$50,000 or 10% of the last Commission-approved total.”*

CONTRACT CHANGE ORDER NO. 4
or
SUPPLEMENTAL AGREEMENT NO. N/A

AIRPORT William R. Fairchild International Airport (CLM) **DATE** 9/13/2023

LOCATION Port Angeles, WA **AIP PROJECT NO.** 3-53-0047-042-2022

CONTRACTOR Lakeside Industries

The Contractor is requested to perform the following described work upon receipt of an approved copy of this document or as directed by the engineer:

Item No.	Description	Unit	Unit Price	Quantity	Amount
1	Replace power supply in two inoperable signs (AIP-eligible)	LS	\$3,150.75	1	\$3,150.75
2	Replace power supply in one inoperable sign (AIP-ineligible)	LS	\$1,575.38	1	\$1,575.38
Washington State Sales Tax (8.8%)					\$415.90
This Change Order Total		\$5,142.03			
Previous Change Order(s) Total		\$14,141.62			
Revised Contract Total		\$7,140,986.10			

The time provided for substantial completion in the contract is unchanged. This document shall become an amendment to the contract and all provisions of the contract will apply. Changes are shown on Drawing(s) No. C4.3, C4.4, and C4.6 dated February 24, 2023, attached.

Recommended by:  Melanie Johansen 2023.09.13 09:50:09-07'00' 9/13/2023
Engineer **Date**

Approved by: Chris Hartman Digitally signed by Chris Hartman
 DN: cn=Chris Hartman, o=Port of Port Angeles, ou=Municipal Corporation, email=chrish@portofpa.com, c=US
 Date: 2023.09.14 06:51:43 -07'00' 9/14/2023
Owner **Date**

Accepted by: Mike Thomas 9/14/23
Contractor **Date**

Concurred by: Eric L. Johnson Digitally signed by Eric L. Johnson
 Date: 2023.09.18 13:52:04 -07'00' Date
MARY VARGAS Digitally signed by MARY VARGAS
 Date: 2023.09.18 09:39:31 -07'00' Date

Approved by: FAA Approval is subject to the availability of federal funds Federal Aviation Administration Date

NOTE: Change Orders and Supplemental Agreements require FAA approval prior to construction, otherwise no Federal participation can be granted. State Aeronautics concurrence is required when state participation is anticipated.

AIP PROJECT NO. 3-53-0047-042-2022 CHANGE ORDER NO. 4
 (Supplemental Agreement)
 AIRPORT William R. Fairchild International Airport (CLM) LOCATION Port Angeles, WA

JUSTIFICATION FOR CHANGE

1. Brief description of the proposed contract change(s) and location(s).

The contractor turned on the new runway circuit to test it and discovered three existing signs that were not illuminated. After troubleshooting, it was determined that the power supply in these signs needs to be replaced. (See Attachment 1 for sign locations.)

Two of the signs (at TW E and TW F) are AIP-eligible. The third sign at TW B is non-eligible and will be covered by the Port.

2. Reason(s) for the change(s) *(Continue on reverse if necessary)*

All signs were operating properly prior to construction, however during the course of construction the power supply in three of the existing signs has failed. These signs need to be repaired in order to have a fully functional runway lighting and signage system in place when construction is finished and the runway is reopened.

3. Justifications for unit prices or total cost.

The lump sum price for this change order is based on material costs, prevailing labor rates, standard equipment rates, and standard OH and profit. (See Attachment 2 for Contractor’s Proposal.) The total change order cost is \$4,726.13 (excluding sales tax) for all three signs. The split for AIP-eligible work vs. AIP-ineligible work is as follows:

AIP-eligible (2 signs) = \$3,150.75
 AIP-ineligible (1 sign) = \$1,575.38

The Engineer has prepared an independent cost analysis for this work and came up with a cost of \$4,416.19, which is within 10% of the contractor’s proposal and is therefore considered reasonable. With signature of this change order, the Sponsor recommends that the FAA accepts the cost analysis as evidence of cost reasonableness.

4. The sponsor's share of this cost is available from:

Port funds which were allocated for the purpose of the runway rehabilitation project.

5. If this is a change order involving more than \$2,000, is the cost estimate based on the latest wage rate decision? Yes No Not Applicable .

6. Has consent of surety been obtained? Yes Not Necessary .

7. Will this change affect the insurance coverage? Yes No .

8. If yes, will the policies be extended? Yes No . N/A

9. Has this Change Order been discussed with FAA officials?
 Yes No When September 12, 2023 With Whom Mary Vargas (voicemail)

Comment _____

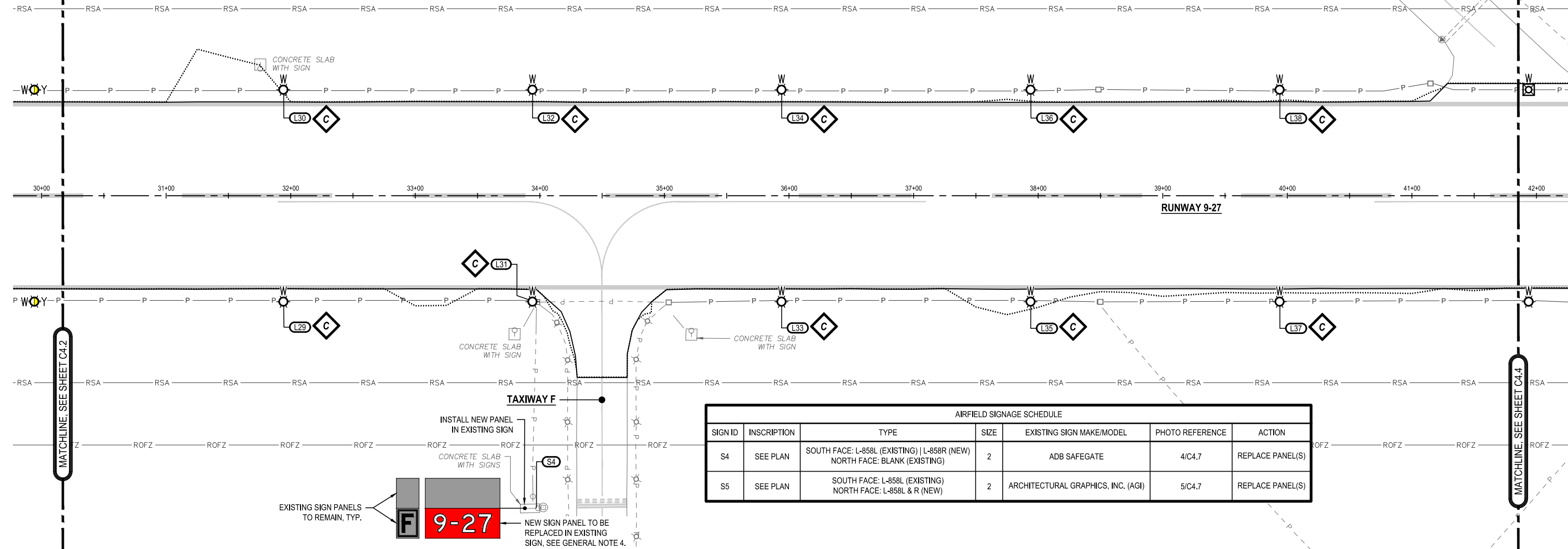
10. Does this Change Order adversely affect compliance with applicable AIP procurement requirements such as Buy American Preferences, Disadvantaged Business Enterprise participation, or Davis Bacon?

Yes No

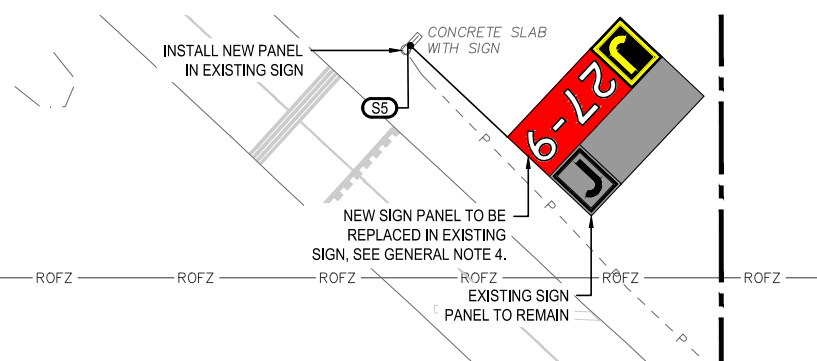
Submit 4 copies to the FAA

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L29	31+94.1	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	279.36'	12"
L30	31+94.1	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	279.57'	12"
L31	33+94.1	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	278.09'	12"
L32	33+94.1	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	277.91'	12"
L33	35+94.0	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	277.11'	12"

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L34	35+94.0	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	277.20'	12"
L35	37+93.9	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	276.21'	12"
L36	37+93.9	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	276.06'	12"
L37	39+93.8	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	275.80'	12"
L38	39+93.8	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	274.88'	12"



AIRFIELD SIGNAGE SCHEDULE						
SIGN ID	INSCRIPTION	TYPE	SIZE	EXISTING SIGN MAKE/MODEL	PHOTO REFERENCE	ACTION
S4	SEE PLAN	SOUTH FACE: L-858L (EXISTING) L-858R (NEW) NORTH FACE: BLANK (EXISTING)	2	ADB SAFEGATE	4/C4.7	REPLACE PANEL(S)
S5	SEE PLAN	SOUTH FACE: L-858L (EXISTING) NORTH FACE: L-858L & R (NEW)	2	ARCHITECTURAL GRAPHICS, INC. (AGI)	5/C4.7	REPLACE PANEL(S)



- LEGEND**
- PROPOSED GRADING LIMITS
 - TAXIWAY LOCATION SIGN PANEL (PROPOSED)
 - RUNWAY HOLD POSITION SIGN PANEL (PROPOSED)
 - TAXIWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)

- LEGEND CONT.**
- RUNWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)
 - BOUNDARY SIGN PANEL (EXISTING TO REMAIN)
 - BLANK SIGN PANEL (EXISTING TO REMAIN)

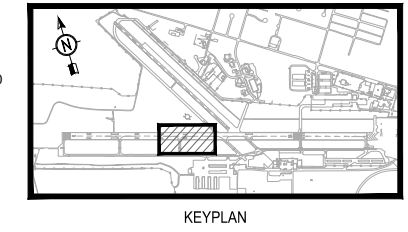
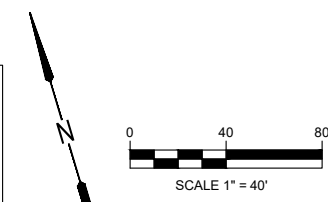
- LEGEND CONT.**
- NEW/RELOCATED ELEVATED RUNWAY EDGE/END LIGHTS, SEE NOTE 1
 - NEW IN-PAVEMENT RUNWAY EDGE LIGHTS, SEE NOTE 1
 - CONVERTED BASECAN HANDHOLE, SEE ELECTRICAL
 - SEE SHEET G0.1 FOR BID SCHEDULE DELINEATIONS

- GENERAL NOTES**
- RUNWAY EDGE/END LIGHT LENS COLOR SHALL BE PROVIDED AS INDICATED PER PLAN.
 - NEW LIGHTING, SIGNAGE, AND OTHER NEW ELECTRICAL INFRASTRUCTURE INSTALLED OUTSIDE THE LIMITS OF PROPOSED GRADING SHALL BE BACKFILLED TO MATCH EXISTING GRADE.
 - ELEVATIONS PROVIDED FOR NEW LIGHTING BASECANS ARE REPRESENTATIVE OF THE ELEVATION AT THE EDGE OF CONCRETE SURROUND RATHER THAN AT THE CENTER OF THE BASECAN.
 - CONTRACTOR SHALL FIELD VERIFY EXISTING SIGN HOUSING DIMENSIONS AND PROVIDE NEW SIGN PANELS THAT WILL FIT WITHIN EXISTING HOUSING.

- GENERAL NOTES CONT.**
- REFER TO DEMOLITION PLANS FOR ADDITIONAL GRADE ADJUSTMENT OR REPLACEMENT IN PLACE REQUIREMENTS FOR EXISTING BASECANS OR HANDHOLES.
 - EXISTING MALSR THRESHOLD LIGHT FIXTURES WILL BE REPLACED BY OTHERS AS PART OF A SEPARATE CONTRACT. CONTRACTOR SHALL COORDINATE AND PROVIDE ACCESS TO THE AREA IN ACCORDANCE WITH THE CSPP AND SPECIFICATIONS. REFER TO "PROTECTION OF NAVIGATIONAL AIDS" ON SHEET G2.11 FOR ALL NEW & EXISTING FIXTURES TO REMAIN.

THIS PLAN SHEET IS INTENDED TO BE VIEWED IN COLOR. THE FOLLOWING COLORS SHOULD BE DISTINGUISHABLE WHEN PRINTED CORRECTLY:

RED BLUE



VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING.
0" = 1" IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

NO.	DATE	BY	APPR	REVISIONS

CENTURY WEST ENGINEERING

PUGET SOUND OFFICE
2232 17TH AVENUE SE
SUITE #208
BOTHELL, WA 98021
425.286.8602 OFFICE

DATE: FEBRUARY 24, 2023 PROJECT NO: 10080.002.03

DESIGNED BY: DMY
DRAWN BY: DMY
CHECKED BY: MKJ
SCALE: AS NOTED

WILLIAM R. FAIRCHILD INTERNATIONAL AIRPORT
PORT OF PORT ANGELES
RUNWAY 8-26 REHABILITATION (AIP# 3-53-0047-039-2021)

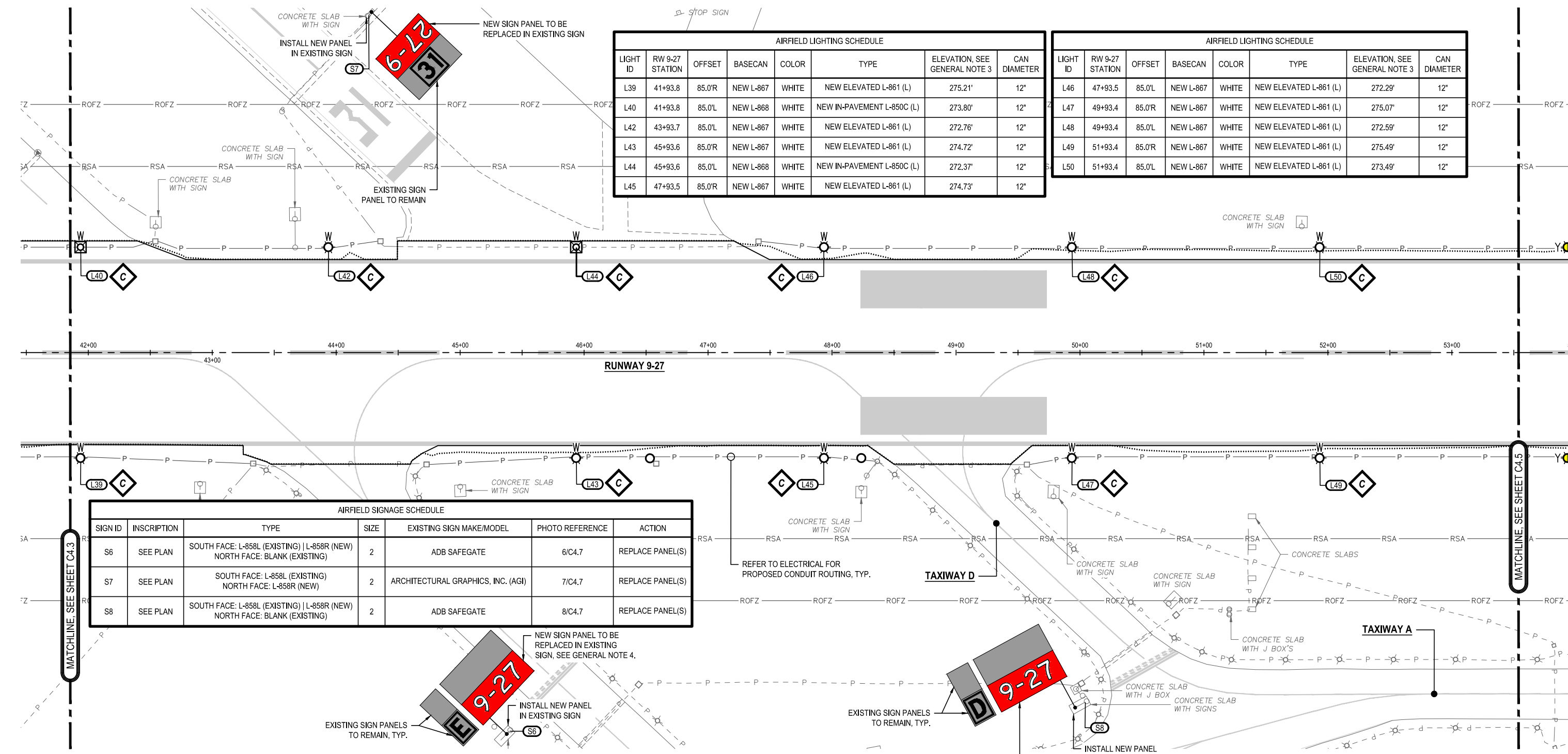
LIGHTING & SIGNAGE LAYOUT PLAN (3 OF 6)

DRAWING NO. C4.3
SHEET NO. 73 OF 99

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L39	41+93.8	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	275.21'	12"
L40	41+93.8	85.0'L	NEW L-868	WHITE	NEW IN-PAVEMENT L-850C (L)	273.80'	12"
L42	43+93.7	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	272.76'	12"
L43	45+93.6	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	274.72'	12"
L44	45+93.6	85.0'L	NEW L-868	WHITE	NEW IN-PAVEMENT L-850C (L)	272.37'	12"
L45	47+93.5	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	274.73'	12"

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L46	47+93.5	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	272.29'	12"
L47	49+93.4	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	275.07'	12"
L48	49+93.4	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	272.59'	12"
L49	51+93.4	85.0'R	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	275.49'	12"
L50	51+93.4	85.0'L	NEW L-867	WHITE	NEW ELEVATED L-861 (L)	273.49'	12"

AIRFIELD SIGNAGE SCHEDULE						
SIGN ID	INSCRIPTION	TYPE	SIZE	EXISTING SIGN MAKE/MODEL	PHOTO REFERENCE	ACTION
S6	SEE PLAN	SOUTH FACE: L-858L (EXISTING) L-858R (NEW) NORTH FACE: BLANK (EXISTING)	2	ADB SAFEGATE	6/C4.7	REPLACE PANEL(S)
S7	SEE PLAN	SOUTH FACE: L-858L (EXISTING) NORTH FACE: L-858R (NEW)	2	ARCHITECTURAL GRAPHICS, INC. (AGI)	7/C4.7	REPLACE PANEL(S)
S8	SEE PLAN	SOUTH FACE: L-858L (EXISTING) L-858R (NEW) NORTH FACE: BLANK (EXISTING)	2	ADB SAFEGATE	8/C4.7	REPLACE PANEL(S)



LEGEND

- PROPOSED GRADING LIMITS
- TAXIWAY LOCATION SIGN PANEL (PROPOSED)
- RUNWAY HOLD POSITION SIGN PANEL (PROPOSED)
- TAXIWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)

LEGEND CONT.

- RUNWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)
- BOUNDARY SIGN PANEL (EXISTING TO REMAIN)
- BLANK SIGN PANEL (EXISTING TO REMAIN)

LEGEND CONT.

- NEW/RELOCATED ELEVATED RUNWAY EDGE/END LIGHTS, SEE NOTE 1
- NEW IN-PAVEMENT RUNWAY EDGE LIGHTS, SEE NOTE 1
- CONVERTED BASECAN HANDHOLE, SEE ELECTRICAL
- SEE SHEET G0.1 FOR BID SCHEDULE DELINEATIONS

GENERAL NOTES

- RUNWAY EDGE/END LIGHT LENS COLOR SHALL BE PROVIDED AS INDICATED PER PLAN.
- NEW LIGHTING, SIGNAGE, AND OTHER NEW ELECTRICAL INFRASTRUCTURE INSTALLED OUTSIDE THE LIMITS OF PROPOSED GRADING SHALL BE BACKFILLED TO MATCH EXISTING GRADE.
- ELEVATIONS PROVIDED FOR NEW LIGHTING BASECANS ARE REPRESENTATIVE OF THE ELEVATION AT THE EDGE OF CONCRETE SURROUND RATHER THAN AT THE CENTER OF THE BASECAN.
- CONTRACTOR SHALL FIELD VERIFY EXISTING SIGN HOUSING DIMENSIONS AND PROVIDE NEW SIGN PANELS THAT WILL FIT WITHIN EXISTING HOUSING.

GENERAL NOTES CONT.

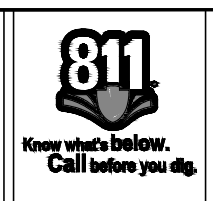
- REFER TO DEMOLITION PLANS FOR ADDITIONAL GRADE ADJUSTMENT OR REPLACEMENT IN PLACE REQUIREMENTS FOR EXISTING BASECANS OR HANDHOLES.
- EXISTING MALSR THRESHOLD LIGHT FIXTURES WILL BE REPLACED BY OTHERS AS PART OF A SEPARATE CONTRACT. CONTRACTOR SHALL COORDINATE AND PROVIDE ACCESS TO THE AREA IN ACCORDANCE WITH THE CSPP AND SPECIFICATIONS. REFER TO "PROTECTION OF NAVIGATIONAL AIDS" ON SHEET G2.11 FOR ALL NEW & EXISTING FIXTURES TO REMAIN.

THIS PLAN SHEET IS INTENDED TO BE VIEWED IN COLOR. THE FOLLOWING COLORS SHOULD BE DISTINGUISHABLE WHEN PRINTED CORRECTLY:

RED BLUE

0 40 80
SCALE 1" = 40'

KEYPLAN



VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING.
0" 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

NO.	DATE	BY	APPR	REVISIONS

CENTURY WEST ENGINEERING

PUGET SOUND OFFICE
2232 17TH AVENUE SE
SUITE #208
BOTHELL, WA 98021
425.286.8602 OFFICE

DATE: FEBRUARY 24, 2023 PROJECT NO: 10080.002.03

DESIGNED BY: DMY
DRAWN BY: DMY
CHECKED BY: MKJ
SCALE: AS NOTED

WILLIAM R. FAIRCHILD INTERNATIONAL AIRPORT
PORT OF PORT ANGELES
RUNWAY 8-26 REHABILITATION (AIP# 3-53-0047-039-2021)

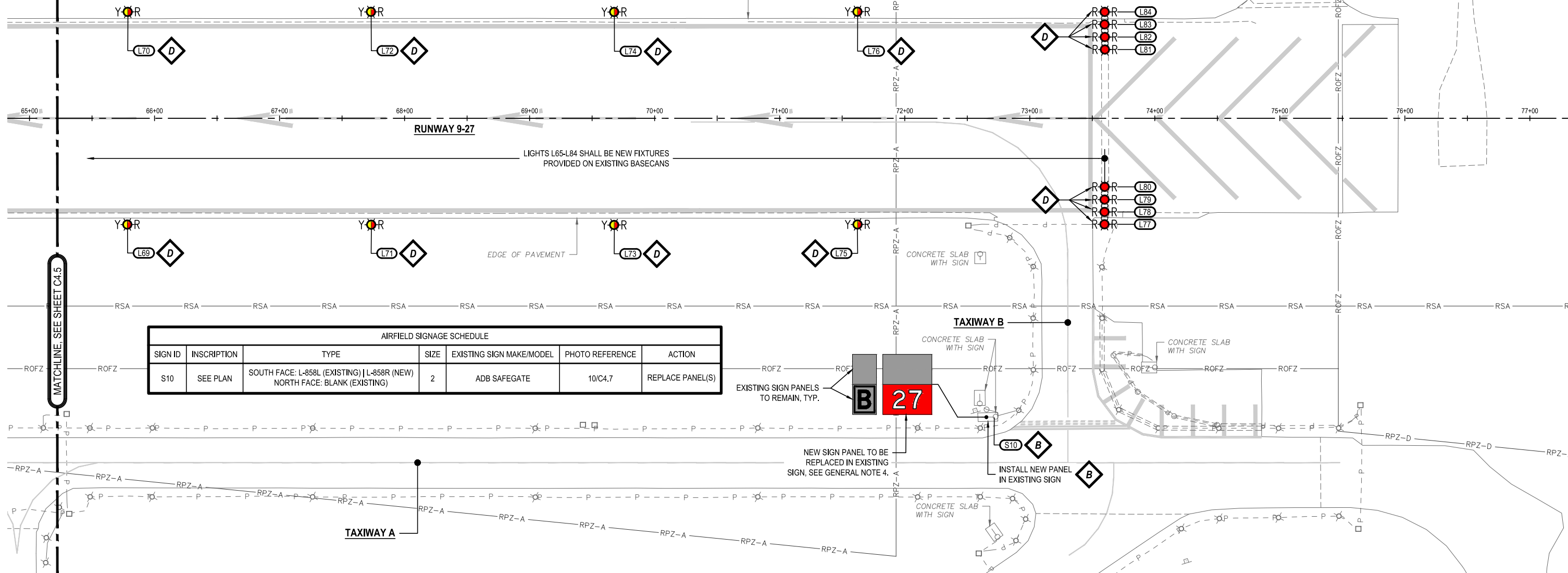
LIGHTING & SIGNAGE LAYOUT PLAN (4 OF 6)

DRAWING NO. C4.4
SHEET NO. 74 OF 99

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L69	65+78.2	84.9R	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L70	65+78.6	85.0L	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L71	67+73.3	85.0R	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L72	67+73.1	85.0L	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L73	69+67.6	85.3R	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L74	69+67.6	84.9L	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"

AIRFIELD LIGHTING SCHEDULE							
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER
L75	71+62.3	84.8R	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L76	71+62.2	85.2L	EXISTING L-867	YELLOW/RED	NEW ELEVATED L-861 (L)	N/A	12"
L77	73+59.8	84.7R	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"
L78	73+59.8	74.8R	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"
L79	73+59.9	65.0R	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"
L80	73+60.0	54.8R	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"

AIRFIELD LIGHTING SCHEDULE																						
LIGHT ID	RW 9-27 STATION	OFFSET	BASECAN	COLOR	TYPE	ELEVATION, SEE GENERAL NOTE 3	CAN DIAMETER															
L81	73+60.2	54.9L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"															
L82	73+60.1	64.9L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A </tr <tr> <td>L83</td> <td>73+59.9</td> <td>75.0L</td> <td>EXISTING L-867</td> <td>RED/RED</td> <td>NEW ELEVATED L-861E (L)</td> <td>N/A</td> <td>12"</td> </tr> <tr> <td>L84</td> <td>73+59.9</td> <td>85.0L</td> <td>EXISTING L-867</td> <td>RED/RED</td> <td>NEW ELEVATED L-861E (L)</td> <td>N/A</td> <td>12"</td> </tr>	L83	73+59.9	75.0L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"	L84	73+59.9	85.0L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"
L83	73+59.9	75.0L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"															
L84	73+59.9	85.0L	EXISTING L-867	RED/RED	NEW ELEVATED L-861E (L)	N/A	12"															



AIRFIELD SIGNAGE SCHEDULE						
SIGN ID	INSCRIPTION	TYPE	SIZE	EXISTING SIGN MAKE/MODEL	PHOTO REFERENCE	ACTION
S10	SEE PLAN	SOUTH FACE: L-858L (EXISTING) L-858R (NEW) NORTH FACE: BLANK (EXISTING)	2	ADB SAFEGATE	10/C4.7	REPLACE PANEL(S)

- LEGEND**
- PROPOSED GRADING LIMITS
 - TAXIWAY LOCATION SIGN PANEL (PROPOSED)
 - RUNWAY HOLD POSITION SIGN PANEL (PROPOSED)
 - TAXIWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)

- LEGEND CONT.**
- RUNWAY LOCATION SIGN PANEL (EXISTING TO REMAIN)
 - BOUNDARY SIGN PANEL (EXISTING TO REMAIN)
 - BLANK SIGN PANEL (EXISTING TO REMAIN)

- LEGEND CONT.**
- NEW/RELOCATED ELEVATED RUNWAY EDGE/END LIGHTS, SEE NOTE 1
 - NEW IN-PAVEMENT RUNWAY EDGE LIGHTS, SEE NOTE 1
 - CONVERTED BASECAN HANDHOLE, SEE ELECTRICAL
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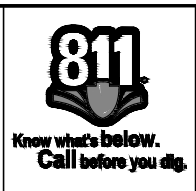
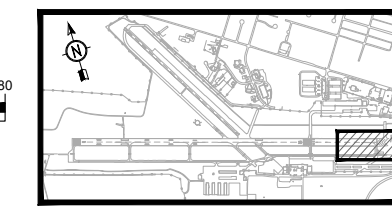
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NO.	DATE	BY	APPR	REVISIONS

CENTURY WEST ENGINEERING
PUGET SOUND OFFICE
2232 17TH AVENUE SE
SUITE #208
BOTHELL, WA 98021
425.286.6602 OFFICE

DATE: FEBRUARY 24, 2023 PROJECT NO: 10080.002.03

DESIGNED BY: DMY
DRAWN BY: DMY
CHECKED BY: MKJ
SCALE: AS NOTED

WILLIAM R. FAIRCHILD INTERNATIONAL AIRPORT
PORT OF PORT ANGELES
RUNWAY 8-26 REHABILITATION (AIP# 3-53-0047-039-2021)

LIGHTING & SIGNAGE LAYOUT PLAN (6 OF 6)

DRAWING NO. C4.6
SHEET NO. 76 OF 99



CHANGE ORDER #006

Description	FIX (INOP) SIGN PANELS
Status	SUBMITTED
Date	9/12/2023
Issued to	LAKESIDE INDUSTRIES - ATTN. MIKE THOMAS

GENERAL INFORMATION

Issued by	KENNY FREDRICKSON
Position	PRESIDENT
Description of Work	REPLACE POWER SUPPLY IN (3) SIGN PANELS.

LABOR

Classification	Labor Cost	Regular Time	Overtime 1.5X	Double Time 2.0X	Amount
FOREMAN WIREMAN	\$118.31	8			\$946.48
				Labor Total	\$946.48

EQUIPMENT

Description	Hours	Cost	Amount	
ELECTRICAL TOOL VAN	8	\$4.50	\$36.00	
			Equipment Total	\$36.00

MATERIAL

Description	Quantity	Cost	Amount	
SIGN PANEL POWER SUPPLY	3	\$765.00	\$2,295.00	
OVERNIGHT FREIGHT	1	\$90.00	\$90.00	
			Material Total	\$2,295.00
			Subtotal	\$3,277.48

EXPENSES

Description	Quantity	Amount	
SUPERVISION	1%	\$32.77	
SMALL TOOLS	1%	\$32.77	
SAFETY	1%	\$32.77	
		Expenses Total	\$98.32
		Subtotal	\$3,375.80
OVERHEAD	10%	\$337.58	
PROFITS	15%	\$506.37	

GRAND TOTAL

\$4,219.76

12% for prime contractor \$506.37

Total ~~\$4,219.76~~ **\$4,726.13**

**PROFESSIONAL & PERSONAL SERVICES
AWARDED BY THE EXECUTIVE DIRECTOR
(In Accordance with Delegation of Authority)
September 2023**

CONSULTANT	PROJECT	EST. COST	OTHER CONTRACT PROVISIONS
Squeaky Clean Services	Janitorial Services	\$225/week Airport Terminal/Restrooms	Begins 9.18.2023 MTM
Century West Engineering	BIL Funds Airport Terminal Grant Application Support	\$5000	Time & material not to exceed

SERVICE CONTRACT

The Parties. This Service Contract ("Agreement") made the last date signed below ("Effective Date"), is by and between:

Service Provider: Squeaky Clean Services

And

Client: Port of Port Angeles

Service Provider and Client are each referred to herein as a Party and collectively as the Parties.

Now therefore, for and in consideration of the mutual promises and agreements contained herein, the Client hires the Service Provider to work under the terms and conditions hereby agreed upon by the Parties:

Term. The term of this contract shall commence on September 18, 2023, on a continual month-to-month basis.

Termination. This Agreement will continue until terminated by either party with a 30-day written notice to the other party.

Services. The Service Provider agrees to provide the following services:

Janitorial Services

Location 1: William Fairchild Airport (Terminal Building), 1402 Fairchild Airport Rd.

Frequency = 1 day per week on the same recurring day
Clean men's restroom in Terminal (contains multiple toilets and urinals) including floors
Clean women's restroom in Terminal (contains multiple toilets) including floors
Restock restroom supplies (soap, paper towels, TP, seat liners) as required
Remove garbage to outside dumpster.
Vacuum carpet in Terminal
Wipe down surfaces
Clean inside of windows on parking lot side plus runway side
A locking closet will be provided for storage of supplies and your equipment.

NOTE: The Port's Airport Manager will provide consumables such as hand soap, Toilet Paper, Toilet Liners, Paper Towels, Urinal screens, air fresheners, and garbage bags.

Payment Amount. The Client agrees to pay the Service Provider \$225.00 per cleaning. Initially, the frequency of cleaning shall be once per week, but may be increased as agreed to by the Parties. Additional cleanings above once/week will be invoiced at \$225.00 each cleaning.

Payment Method. The Client shall pay the invoiced amount upon receipt. Payment will be made to Squeaky Clean Services.

Contacts.

Service Provider

Squeaky Clean Services
Attn: Christina Wigner
53 Gilbertson Lane, Sequim, WA 98382
Phone: (360) 670-7158
Email: squeakycleanserv@outlook.com

Client

Port of Port Angeles
Attn: Jon Picker, Airport Manager
338 W 1st Street
P.O. Box 1350, Port Angeles, WA 98362
Phone: (360) 417-3376
Email: jonp@portofpa.com

Inspection of Services. If any of the services performed by the Service Provider pursuant to this Agreement are defective or incomplete, the Client shall have the right to notify the Service Provider, at which time the Service Provider shall promptly correct such work within a reasonable time.

Return of Property. Upon the termination of this Agreement, all property provided by the Client including, but not limited to cleaning supplies, equipment, and door keys must be returned to the Client. Failure to do so may result in a delay in the final payment made by the Client.

Confidentiality. Service Provider acknowledges and agrees that all financial and accounting records, lists of property owned by Client, including amounts paid, client and customer lists, and other data and information related to the Client's business is confidential. Therefore, except for disclosures required to be made to advance the business of the Client and information which is a matter of public record, Service Provider shall not, during the term of this Agreement, or after its termination, disclose any confidential information for the benefit of the Service Provider or any other person, except with the prior written consent of the Client.

Injunction. The Client agrees that it would be difficult to measure damage to the Client's business from any breach by the Service Provider under the Confidentiality section; therefore, any monetary damages would be inadequate remedy for such breach. Accordingly, the Service Provider agrees that if she should breach this section, the Client shall be entitled to, in addition to all other remedies it may have at law or equity, to an injunction or other appropriate orders to restrain such breach, without showing or proving actual damages sustained by the Client. The Service Provider agrees that termination of this Agreement shall not release her from the obligations in this section.

Taxes. Service Provider shall pay and be solely responsible for all withholdings, including, but not limited to Social Security, State Unemployment, State and Federal income taxes, and any other obligations. In addition, the Service Provider shall pay all applicable sale or use taxes on the labor provided and materials furnished or otherwise required by law in connection with the services performed.

Independent Contractor Status. Service Provider acknowledges that she is an independent contractor and not an agent, partner, joint venture, nor an employee of the Client. The Service

Provider shall have no authority to bind or otherwise obligate the Client in any manner, nor shall the Service Provider show to anyone that she has a right to do so. The Service Provider further agrees that in the event the Client suffers any loss or damage as a result of a violation of this provision, the Service Provider shall indemnify and hold harmless the Client from any such loss or damage.

Safety. Service Provider shall, at his/her/their own expense, be solely responsible for protecting its employees, sub-Service Providers, material suppliers, and all other persons from risk of death, injury or bodily harm arising from or in any way related to the Services or the site where it is being performed ("Work Site"). In addition, Service Provider agrees to act in accordance with the rules and regulations administered by federal law and OSHA. Service Provider shall be solely responsible and liable for any penalties, fines, or fees incurred.

Alcohol and Drugs. Service Provider agrees that the presence of alcohol and drugs are prohibited on the Work Site and while performing their Services. If the Service Provider or any of their agents, employees, or subcontractors are determined to be present or with alcohol or drugs in their possession, this Agreement shall terminate immediately.

Successors and Assigns. The provisions of this Agreement shall be binding upon and inured to the benefit of heirs, personal representatives, successors, and assigns of the Parties. Any provision hereof which imposes upon the Service Provider or Client an obligation after termination or expiration of this Agreement shall survive termination or expiration hereof and be binding upon the Service Provider or Client.

Default. In the event of default under this Agreement, the defaulted Party shall reimburse the non-defaulting Party or Parties for all costs and expenses reasonably incurred by the non-defaulting Party or Parties in connection with the default, including, without limitation, attorney's fees. Additionally, in the event a suit or action is filed to enforce this Agreement or with respect to this Agreement, the prevailing Party or Parties shall be reimbursed by the other Party for all costs and expenses incurred in connection with the suit or action, including, without limitation, reasonable attorney's fees at the trial level and on appeal.

No Waiver. No waiver of any provision of this Agreement shall be deemed or shall constitute a continuing waiver, and no waiver shall be binding unless executed in writing by the Party making the waiver.

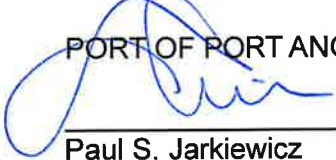
Governing Law. This Agreement shall be governed by and shall be construed in accordance with the laws in the State of Washington.

Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Entire Agreement. This Agreement constitutes the entire agreement between the Parties to its subject matter and supersedes all prior contemporaneous agreements, representations, and understandings of the Parties. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all Parties.

In Witness Whereof, the Parties hereto agree to the above terms and have caused this Agreement to be executed by their duly authorized representatives.

CLIENT:



Paul S. Jarkiewicz

PORT OF PORT ANGELES

Its: Executive Director

Date: 09/21/2023

SERVICE PROVIDER:

SQUEAKY CLEAN SERVICES



Christina Wigner

Its: Owner

Date: 9-19-2023



PROFESSIONAL SERVICES AGREEMENT

PROJECT: Fairchild Int'l Airport - BIL Airport Terminal Program Grant Application Support
CONSULTANT: Century West Engineering

THIS AGREEMENT is made and entered into by and between the Port of Port Angeles (*hereinafter referred to as the "Port"*) and Century West Engineering (*hereinafter referred to as the "Consultant"*) for the furnishing of consultant services for Fairchild Int'l Airport - BIL Airport Terminal Program Grant Application Support.

The Port and Consultant mutually agree as follows:

SCOPE AND SCHEDULE OF WORK

The Port of Port Angeles (Port) intends to seek grant funding through the BIL-funded Airport Terminal Program per the recent Notice of Funding Opportunity for FY2024 discretionary funds. The Port is undertaking the grant application to cover all phases of a Terminal Relocation at Fairchild International Airport as shown on the Airport Layout Plan (ALP) and discussed in the Airport's Master Plan.

Century West will assist the Port in preparation of the grant application package including:

- Preparation of the grant application form (FAA Form 5100-144) with input from the Port as needed on Program Considerations.
- Preparation of support graphics and exhibits of the proposed terminal relocation. Assumption is that existing ALP files will be used and edited as needed to support the grant application.
- Preparation of cost estimates for the various phases of the project including planning, environmental, design, and construction.
- Preparation of a project phasing overview and high-level phasing schedule

COMPENSATION

This will be accomplished on a total fee and expense basis and will not exceed Five Thousand Dollars and no Cents (\$5,000.00), without prior written approval from the Port.

LENGTH OF AGREEMENT

The length of this agreement is from last date of signing through December 31, 2025.

RATE AND FEE SCHEDULE AND OUT-OF-POCKET EXPENSES

<u>Position</u>	<u>\$ / Hour</u>
Senior Project Manager	266.50
Project Manager	177.00
Senior Project Engineer	140.00
Engineer-In-Training	102.00

REPRESENTATIVES

The Port's Project Manager and Consultant's Representative for this Agreement are as specified. Alternate representatives may be appointed by either party with written notice to the other party.

Port's Project Manager: Chris Hartman & Katharine Frazier
Consultant's Representative: Melanie Johansen & Kurt Addicott



TERMS AND CONDITIONS

In consideration of the mutual covenants, obligations, and compensation to be paid by the Port to Consultant, it is agreed that:

1. Relationship of the Parties

Consultant, its subconsultants and employees, is an independent Contractor. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent.

2. Conflicts of Interest

Consultant warrants that it has no direct or indirect economic interest which conflicts in any manner with its performance of the services required under this Agreement. Consultant warrants that it has not retained any person to solicit this Agreement and has not agreed to pay such person any compensation or other consideration contingent upon the execution of this Agreement.

3. Compliance with Laws

Consultant agrees to comply with all local, state, tribal and federal laws and regulations applicable to the services, including registration and taxes, permitting regulations and those regarding employee safety, the work place environment, and employment eligibility verifications as required by the Immigration and Naturalization Service. Consultant shall obtain all licenses and permits required to complete the scope of work as defined.

The Port shall furnish Consultant with the information required by the Hazard Communication standard for materials preexisting on the project site. Consultant will ensure that this information is made available to the Consultant's personnel and subconsultants, and incorporated into the contract documents as appropriate.

4. Suspension and Debarment

By signing this agreement, the Consultant verifies that it has not been suspended or debarred from working on federally funded projects

5. Records and other Tangibles

Until the expiration of six years after the term of this Agreement, Consultant agrees to maintain accurate records of all work done in providing services specified by the Agreement and following Consultant's receipt of final payment therefore to deliver such records to the Port upon termination of the Agreement or otherwise as requested by the Port.

6. Ownership of Work

The services to be performed by Consultant shall be deemed instruments of service for purposes of the copyright laws of the United States. The Port has ownership rights to the work products prepared by the Consultant in performing these services. Consultant shall not be responsible for changes made in the work products by anyone other than the Consultant. Consultant shall have free right to retain, copy and use any tangible materials or information produced but only for its own internal purposes. Use of documents or other materials prepared under this Agreement for promotional purposes shall require the Port's prior consent.

7. Disclosure

All information developed by the Consultant and all information made available to the Consultant by the Port, and all analyses or opinions reached by the Consultant shall be confidential and shall not be disclosed by the Consultant without the written consent of the Port except to the extent required by law or legal process.

8. Deliverables

Unless otherwise specified in the Scope of Work, Consultant shall provide draft deliverables to the Port for review prior to preparation of final deliverables. Delivery of materials produced shall consist both of the tangible materials and any and all computer files used in the creation of the tangible product in the original format in which it was created and a PDF format or other format specified by the Port.

9. Compensation

As full compensation for the performance of its obligations of this Agreement and the services to be provided, the Port shall pay Consultant as specified in the Agreement. Compensation for vehicle usage will be paid at the current Internal Revenue Service allowable mileage reimbursement rate based on road



mileage distance between Consultant's office and project location. Consultant's expenses will be reimbursed at cost. Hourly rates shall include all of Consultant's routine administration and overhead expenses, including all equipment, software, tools and supplies reasonably required to perform the scope of services. The Port will not separately reimburse Consultant for routine overhead expenses or administration including but not limited to:

- A. Computer hardware or software usage
- B. Digital camera or recording equipment
- C. Communications - including phone, internet, fax, postage and courier
- D. Routine reproduction except for documents produced by outside vendor
- E. Small tools and expendables.
- F. Federal, state or local taxes
- G. Safety training and equipment
- H. Time devoted to Agreement negotiation, invoicing or dispute resolution.

10. Payment Schedule

Consultant shall submit detailed numbered invoices showing description of work items being invoiced, work order number, title of project, total authorized, total current invoice, balance of authorization, individual's names and titles, hours, hourly rate and all authorized expenses itemized, with backup, by the 10th of the month to be paid by the end of the current month, unless other terms are agreed to by the parties.

11. Costs and Disbursements

Consultant shall pay all costs and disbursements required for the performance of its services under this Agreement.

12. Indemnity

For all claims arising from the performance of the Consultant's professional services Consultant and its subconsultants agree to indemnify and hold harmless the Port of Port Angeles, its appointed and elective officers and its employees from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, to the extent arising from the negligent acts, errors or omissions by the Consultant in the performance of the Consultant's professional services.

13. Insurance

Prior to commencement of services under this Agreement and if required below, Consultant shall procure and maintain one or more lines of insurance coverage to be kept in force for the life of this Agreement. If required, insurance shall be procured from insurance carriers with a current A.M. Best's rating of no less than "A VI". Consultant shall submit to the Port a Certificate of Insurance which shows that it has obtained the required coverage(s). Coverage shall not lapse or be terminated without written notification to the Port, delivered electronically or by mail, not less than thirty (30) days prior to any such lapse or termination. Consultant agrees to notify the Port of any material change of coverage or reduction in limits. Except for professional liability, the Port shall be named as an additional insured on all policies on ISO Form CG 20 10 Form B.

This Agreement [Does] [Does not] require commercial general liability insurance. If neither box is checked, commercial general liability insurance is required. If required, the following will apply: Consultant shall procure and maintain during the life of this Agreement commercial general liability coverage on occurrence form CG0001 or equivalent with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate;

This Agreement [Does] [Does not] require automobile liability insurance. If neither box is checked, automobile liability insurance will be required. Consultant shall procure and maintain during the life of this Agreement automobile liability insurance covering owned, non-owned and hired vehicles of \$1,000,000 combined single limit per accident. Sole proprietors may provide coverage on a Personal Auto Policy in lieu of a Commercial Auto coverage form.

This Agreement [Does] [Does not] require Professional Liability insurance coverage. If neither box is checked, the Agreement does require this coverage.



Consultant shall procure and maintain during the life of this Agreement professional liability insurance of \$1,000,000 per claim and in the aggregate. Insurance shall have a retroactive date before the date of commencement of services and shall remain in effect for the term of this Agreement plus three years.

14. Force Majeure

Neither the Port nor the Consultant shall hold the other party responsible for damages or delay in performance caused by acts of god, strikes, lockouts, accidents, or other events beyond the control of the other or the other's employees and agents.

15. Standard of Care

Consultant shall perform its work to conform to generally accepted professional standards. Consultant shall be responsible for the professional quality, technical adequacy and accuracy, timely completion and coordination of all deliverables prepared under this Agreement. Consultant shall, without additional compensation, correct or revise any errors or omissions in such deliverables. The Port's approval of deliverables shall not relieve Consultant of responsibility for the adequacy or accuracy thereof. The Consultant shall remain liable for damages and costs incurred by the Port to the extent arising from the Consultant's errors, omissions or negligent performance of services furnished under this Agreement.

16. Competitive Specification

This Agreement [Does] [Does not] require development of plans or specifications. If required, the following paragraph shall apply:

Consultant shall provide for the maximum use of materials, equipment, construction methods and products that are readily available through competitive procurement, or through standard or proven production techniques.

Consultant shall not produce a design or specification which would be restrictive or written in a manner as to contain proprietary requirements other than those based on performance, unless such requirements are necessary to demonstrate a specific outcome or to provide for necessary interchangeability of parts and equipment. Consultant shall justify in writing the use of any sole source. Where brand names are identified, they shall be followed by the salient product performance characteristics and the words "or approved equal" so that comparable quality or utility may be determined.

17. Time

Time is of the essence in the performance by the Consultant of the services required by this Agreement. The Consultant shall complete its services within the milestones set forth in the project schedule. The Consultant shall also address issues which may result in completion beyond the established schedule or budget.

18. Assignability

Consultant shall not assign any interest in this Agreement and shall not transfer any interest in the Agreement to any party without prior written consent of the Port.

19. Term of this Agreement

The effective dates of this Agreement are as specified. This Agreement may be terminated by the Port for cause when the Port deems continuation to be detrimental to its interests or for failure of the consultant to perform the services specified in the Agreement. The Port may terminate this Agreement at any time for government convenience in which case it shall provide notice to the Consultant and reimburse the Consultant for its costs and fees incurred prior to the notice of termination. The provisions and warranties contained in this Agreement that by their sense and context are intended to survive the completion of performance or termination of this Agreement shall so survive. All indemnities provided in this Agreement shall survive the expiration or any earlier termination of this Agreement.

20. Disputes

If a dispute arises relating to this Agreement and cannot be settled through direct discussions, the parties agree to endeavor to settle the dispute through a mediation firm acceptable to both parties, the cost of which shall be divided equally. The Port reserves the right to join any dispute under this Agreement with any other claim in litigation or other dispute resolution forum, and the Consultant agrees to such joinder, so that all disputes related to the project may be consolidated and resolved in one forum. Venue for any litigation shall be the Clallam County Superior Court of the state of Washington and the prevailing party shall be entitled to recover its costs and reasonable attorney fees.



21. Extent of Agreement

This Agreement represents the entire and integrated understanding between the Port and Consultant and may be amended only by written instrument signed by both the Port and Consultant.

22. Order of Precedence

The provisions of this Agreement are complimentary and shall be interpreted to give effect to all of its provisions. Any inconsistency in this Agreement shall be resolved in the following order of precedence:

- A. Professional Services Agreement including Terms and Conditions, as modified by the latest amendment.
- B. Exhibit A, if applicable, as modified by the latest amendment.
- C. Exhibit B, if applicable, as modified by the latest amendment.
- D. Exhibit C, if applicable, as modified by the latest amendment.
- E. Remaining exhibits or attachments to the Professional Services Agreement.

AGREED

This agreement is expressly conditioned upon the Terms and Conditions and any Attachments attached and by reference incorporated herein. Consultant acknowledges reading this Agreement, understands it and agrees to be bound by its Terms and Conditions.

PORT OF PORT ANGELES

By: 
Paul Jarkiewicz

Title: Executive Director

Date: 09/20/2023

CENTURY WEST ENGINEERING

By: 
JOSEPH ROSHAK

Title: PRESIDENT

Date: 9/27/2023

Future Agenda Items –Commission Meeting

10/10/23 Special Commission Meeting

October 17, 2023 (Special Commission Meeting)

- Introduce Operating Budget

October 24, 2023 (Special Commission Meeting) - @ Airport Meeting Room

- 3rd Quarter Financial Report
- Public Hearing on Budget, Levy, & Comp Scheme
- Community Programs Brief
- Community Partner Program Applications for 2024

November 7, 2023 (Special Commission Meeting)

- Public Hearing on Budget and Levy

November 14, 2023 (Regular Commission Meeting)

- Monthly DofA Report

November 21, 2023 (Special Commission Meeting)

- Adopt Budget & Tax Levy
- Resolution – Annual Budget & Comp Scheme

November 28, 2023 (Regular Commission Meeting)

- Auditor Exit Conference

Upcoming Events/Announcements

- Maritime Washington National Heritage Launch – October 12, 2023 – Port Angeles
- Carbon Friendly Forestry Conference – November 1/8/15 – Virtual
- Pacific Marine Expo – November 8-10, 2023 – Seattle, WA
- International Workboat Show – November 29-December 1, 2023 – New Orleans, LA
- WPPA Annual Meeting – December 6-8, 2023 – Vancouver, WA

Future

- Boatyard Rules & Regulations
- Port Emergency Response Plans and Activities
- Employee Handbook Update and Resolutions

Future Joint Meetings

- 2023 Joint Meeting with Clallam County – October 23, 2023 (at County) 11:00 to 2:00