

Port of Kingston
Kitsap County, WA

RESOLUTION NO. 12-03-2020

A Resolution of the Commission of the Port of Kingston

**RESOLUTION TO APPROVE CONTRACT TO CONDUCT AN ENGINEERING DIVE SURVEY OF THE
BREAKWATER**

WHEREAS, The Port of Kingston has a direct interest to improve the safety and operation of the breakwater which protects and preserves the marina and tidelands,

WHEREAS, The Port of Kingston has previously determined that the over 50 year-old breakwater has been degrading and poses a threat to the operation of the guest dock,

WHEREAS, The Port of Kingston has received a scope of work from to conduct an engineering dive survey to assess the breakwater and guest dock and also to provide potential solutions and cost estimates,


THEREFORE BE IT RESOLVED, by the Commissioners for the Port of Kingston hereby grant authority to the Executive Director, Greg Englin, to negotiate and execute a contract with WSP USA for a “not to exceed” amount of \$16,000.

Passed by the Board of Commissioners for the Port of Kingston, Kitsap County, Washington at a regular meeting held this 8th day of December, 2020.

**PORT OF KINGSTON
KITSAP COUNTY, WASHINGTON**

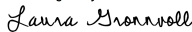
DocuSigned by:

9790F1E429B44CD...
Steve Heacock, Commissioner

DocuSigned by:

0128292288849D...
Attest: Greg Englin, Executive Director

DocuSigned by:

8F7F071EE8D14EF...
Mary McClure Commissioner

DocuSigned by:

8A3CAECB8F8E414...
Laura Gronnvoll, , Commissioner



1 December 2020

Mr. Greg Englin
Executive Director
Port of Kingston
25864 Washington Blvd.
Kingston, WA 98346

Subject: Engineering and Inspection Services Fee Proposal
 Port of Kingston Breakwater and Dock Assessment

Dear Mr. Englin:

WSP USA (WSP) is pleased to present this fee proposal to the Port of Kingston regarding the underwater assessment of the Port of Kingston marina breakwater and transient moorage dock. We have developed this fee proposal based on our phone conversations and e-mail correspondence. Our proposed scope and fee are described herein. We have proposed a scope and time frame to perform the work; however, we are flexible in our schedule and scope to meet the Port's needs.

SCOPE OF WORK

We will perform an underwater inspection of both the marina side of the rubble mound breakwater and the adjacent transient moorage dock including guide piles. Our inspection of the breakwater will focus on identifying potential future slope failure locations, as well as documenting size, location and quantity of rocks positioned below the transient moorage dock. Inspection of the dock and piles will follow the guidelines defined by the American Society of Civil Engineers (ASCE) "Waterfront Facilities Inspection and Assessment Manual," ASCE Manual No. 130 (ASCE 130), with the focus being potential damage caused by rocks from the breakwater.

Upon completion of our inspection we will provide a written report describing our findings and recommendations.

Task 1 – Project Management/Coordination

Project management will include our internal contract monitoring, budget monitoring, document control, and our quality assurance/quality control efforts.

Task deliverables – Invoices and project correspondence.

Task 2 – Existing Documentation Review/Field Preparation

We will review project drawings and reports as provided prior to the inspection. At that time, we will also prepare forms and figure sketches to record field data.

Mr. Greg Englin
1 December 2020
Page 2

Task deliverables – Assessment of current conditions taken from existing documents will be included with the report (Task 4).

Task 3 – Underwater Inspection

The underwater inspection is assumed to take one day to complete. The inspection will be performed by the in-house WSP dive team, led by a WSP dive supervisor. The inspection team will consist of four members as required by OSHA for SCUBA operations. Photos will be taken of representative conditions and other specific situations as necessary.

Task deliverables – Field data and photographs from the investigation will be included with the reports (Task 5)

Task 4 –Assessment Report

Based on Task 3, we will develop a report describing our opinions on the current condition of the breakwater and transient dock structures. We will include field data, photographs of general conditions and damage or deterioration observed, figures of rock locations to be relocated, and recommended repairs where needed.

Task deliverables – Draft and final reports

SCHEDULE

We are prepared to undertake this field inspection work within three weeks, following receipt of an executed contract. We estimate our field work will be completed in one day. Access to the dock will be coordinated with the Port of Kingston prior to arrival and inspection. Upon completion of field work, our estimated timeline to finish the draft report is one to two weeks; however, we will make our best attempt to finish the draft as soon as possible.

FEE

We propose to perform this work on a lump sum basis for a maximum fee of \$14,884 (Fourteen Thousand Eight Hundred Eighty-Four Dollars). This fee includes the cost of mobilization, inspection, shallow water commercial diving equipment, inspection tools and equipment, and development of the report. We will only exceed this fee with your prior approval.

CLOSING

We appreciate the opportunity to provide our engineering and inspection services to the Port of Kingston. Please call Matt Perry at 206/245-6873 or email him at matt.perry@wsp.com should you have any questions regarding this fee proposal.

Sincerely,



Mr. Greg Englin
1 December 2020
Page 3

Paula J. Gartner, PE, LEED AP
Vice President
Federal Way Office Leader

PJG:MAP