

**Date:** July 10, 2024  
**To:** Port of Illahee Board of Commissioners  
**From:** John Piccone, P.E., Soundwest Engineering Assoc.  
**Subject:** Projects Status Summary

**Waterfront Improvement Project**

- **Regulatory Update;**
  - Having accepted all of the Port’s relatively minor comments to the draft agreement the Suquamish Tribe returned a final agreement for Port execution; Jim has signed on behalf of the Port and the document was returned to the Tribe for final execution on July 3rd. I’ve been informed that the Tribe will try and include this item on their July 15 or Aug. 7 Council meeting for final execution.
  - We’ve continued to check in with the Corps as to the status of their review on a regular basis and all indications are that they are working on finalizing review in anticipation of receiving the executed Tribal agreement sometime in August or sooner. At this time the only item they have indicated that may be required for final permitting is a marine mammal monitoring plan which is fairly routine and can be quickly developed prior to any in-water work if required.
  - Per the lease agreement between the Port and DNR, the project must also be approved by DNR’s stewardship review team. All information they requested was forwarded to them as soon as we had final confirmation from the Tribe regarding the moorage agreement; DNR is currently conducting that review. We’ve continued to check in multiple times per month letting them know that the Port hopes to bid this project very soon and will continue to do so until we receive authorization to proceed with construction.
  - All other permits are summarized in the table below and we are still proceeding with the hope that all regulatory items will be complete by August and then quickly incorporated into the bid manual so we can advertise for construction bids in early September.
  
- **Design & Bid Manual Update;**
  - We are currently working on the final design plan sheets for the floats and gangway as well as incorporating plan sheets for the pile replacement design. The upland design was previously completed to 95% and we are finalizing 100% minor refinements this month.
  - In addition to finalizing all of the plan sheets for the upland park, pile replacement, and new float design, we also must prepare numerous specification sections, contract

special provisions, bidding documents, and construction contract forms – all of which will be included in a single bid manual which will be distributed to interested bidders. The final manual will also include a significant appendix section containing all regulatory approvals, permits, and special reports such as geotechnical and contaminated materials reports.

- Upland Design is basically complete and only minor refinements are pending. We are currently working on specifications and construction contract provisions for inclusion in the project manual that will go out to bid. Appendix reports prepared by others are nearly complete.
- Dock and gangway design, as well as pile replacement design, is currently at approximately 80% and we are doing all we can to finalize the 95% design by the end of July. Preliminary specifications and construction contract special provisions are also currently underway. 100% design, specifications, and special provisions will follow all regulatory approvals to ensure consistency with the requirements.

- **Anticipated Schedule;** This is still ultimately unknown due to the permitting timelines but we are proceeding with the following assumptions:
  - All regulatory approvals by August,
  - Finalize the project manual for bidding by September and proceed to advertise for bids,
  - Receive and open bids by October and assuming the bids are acceptable to the Commission, proceed to award and have the selected contractor under contract in October.
  - Work with the selected contractor to establish the construction schedule for the various work items considering allowable in-water work windows, and wet winter weather considerations for the upland excavation work, with the goal of project completion by fall of 2025. As soon as we have a firm advertisement and bidding date established a firm end date will also be established and the bid manual will specify the total number of calendar days allowed for construction completion.

**Permit Status Summary – All Projects**

**Waterfront Access Project**

Permit	Submittal Date	Permit Issued	Permit Status
SSDP	8-19-21	8-4-22	SSDP staff report notice of decision received and ready for inclusion in the bid manual.
HPA	4/9/24	5/24/24	Complete and ready for inclusion in the bid manual.
NWP	8-17-21	Pending	Permit review is reportedly underway since we informed the Corps on the status of the Tribal agreement. We are

			continuing to check in regularly on the timeline to finalize and expressing urgency to the Corps.
SDAP	2-7-23	Approval issued 5/22/24	Approval Issued; Contractor to secure final permit after mandatory preconstruction meeting with Kitsap County.
BP	Anticipated by contractor in 2024	---	Contractor to submit final wall calculations and other items County may request based on their material bids and attend mandatory pre-construction meeting prior to issuing.
ROW	Anticipated by contractor in 2024	---	We are in process negotiating the license agreement with the county for improvements in the ROW. The final permit will be obtained by the contractor after submitting his bonds, traffic control plan, etc.
FIRE	Included with Building Permit	---	Design has preliminary approval under the SDAP.
DNR	Anticipated August 2024	---	All items requested to date have been submitted and we are waiting on approval and/or any additional conditions the DNR may issue. We are continuing to check in regularly and express urgency to finalize.

SSDP – Substantial Shoreline Development Permit (Kitsap County)

HPA – Hydraulic Project Approval (WDFW)

NWP – Nationwide Permit 3 (USACE)

BP – Building Permit (Kitsap County)

ROW – Right of Way (Kitsap County)

Fire – Fire Code Permit (Kitsap County)

DNR – Department of Natural Resources

**Pile Replacement Project**

Permit	Submittal Date	Permit Issued	Permit Status
Shoreline Exemption	9-22-22	2/15/23	Complete and ready for inclusion in bid manual.
NWP3	9-22-22	11-21-22	Complete and ready for inclusion in bid manual.
HPA	2020	2/14/20	Complete and read for inclusion in bid manual. This maintenance permit was obtained by others and will expire on 2/12/25. We will request a new permit or extension if needed once we understand the selected contractor’s schedule. Maintenance permits can usually be issued quickly, and this is not anticipated to impact the ultimate construction schedule if in-water work occurs in August of 2025.