



BOARD OF DIRECTOR'S MEETING

THURSDAY, JANUARY 12TH, 2022 - AGENDA

3:00 PM

Room 6 Harrigan Centennial Hall

Regular Meeting

3:00 PM

<u>Item</u>	<u>Action</u>
A. Call to Order	Acknowledge
B. Roll Call	Acknowledge
C. Review of Minutes	Motion to Approve
NOVEMBER 21, 2022	
D. Correspondence & Other Information	Acknowledge/Questions
E. Changes/Additions/Deletions to Agenda	Change/Add/Delete
F. Reports	
G. Persons To Be Heard	
H. Unfinished Business	
1. GPIP Port Tariff Discussion and Adjustments	Discussion/Recommendations
I. New Business	
1. GPIP Haul Out Development Discussion	Discussion/Recommendations
Adjournment	

The Mission

It is the mission of the Gary Paxton Industrial Park Board and management, by direction of the Sitka Assembly, to strategically develop the park in a fiscally responsible manner that maximizes its economic benefit to the community through creation of meaningful jobs in conformance with established community plans and policies.

**Gary Paxton Industrial Park – Board of Directors Meeting
November 21st, 2022 3:00 pm
Gary Paxton Industrial Park**

A. CALL TO ORDER: The Chair, Scott Wagner, called the meeting to order at 3:02 pm

B. ROLL CALL

Members Present: Scott Wagner, Mike Johnson, Lauren Mitchell, Casey Campbell

Members Absent: Chad Goeden

Staff Present: Garry White

City Representatives: Chris Ystad, John Leach, Michael Harmon, Brian Hanson

Others Present: Robert Woolsey and other members of the public.

C. Review of Minutes – July 11th, 2022

Motion: M/S Mitchell/Johnson to approve the minutes of July 11th, 2022

Action: Motion Passed 4/0 on a voice vote

D. Correspondence & Other Information- Mr. White discussed correspondence from former Board Member Jones regarding the need to determine if the CBS wishes to move forward with repairing the Bulk Water Line valves during the scheduled penstock shutdown in the future. Valves will need to be ordered soon to make the penstock shutdown.

E. Changes/Additions/ Deletions to Agenda- None

F. Reports –

Mr. White reported that he has been in contact with a couple of new groups that are interested in exporting Sitka's water.

G. Persons to Be Heard- None

H. Unfinished Business – None

I. New Business-

1. GPIP Haul Out Project Charter

Mr. White gave an overview of the GPIIP Haul Out Development Project Charter. The document is a “living” document that outlines the project goals, scope of work, and timeline for moving the project forward. The project has been broken down into 2 phases; Phase 1 – Waterfront Development and Phase 2 – Upland Shipyard Development. Mr. White does not believe the \$8.18 million appropriated by the recent vote is enough to complete the entire project, additional funds will need to be identified.

Various members of the Public spoke regarding the project, to suggest that a community partnership for development should be considered and that to suggest that \$8 million should be sufficient to complete the project and that time is of the essences to move the project forward.

Mr. White stated that the goal is to build as much of a haul out as the secured funds allow.

Mr. Harmon outlined the Key Tasks and Milestones of the project. He explained the process of working with a subject matter expert/project manager for the project to help to determine the basis of design with the community. He outlined how a future design build contract will be arranged and executed for construction of the project.

GPIIP Board members commented on different sections of the project charter and had a discussion if the more analysis was needed to determine the appropriate size lift to haul vessels. The Board agreed that the document was a good outline of the process and that more robust discussions are needed to develop the basis of design for the project.

M/S Campbell/Mitchell moved for the approval the GPIIP Vessel Haul Out Development Project Charter as presented

Motion Passed 4/0 on a voice vote

2. GPIIP Port Tariff Discussion and Adjustment

Mr. White outlined the GPIIP Tariff development process and discussed recent reviews and adjustments to the tariff over the past few years. He discussed certain portions of the Tariff that should be adjusted moving forward to include; creation of a dockage fee for cruise ship vessels which require more staff support than non-cruise passenger ships, whether GPIIP Dockage fee should mirror CBS Harbor fees, increasing wharfage passenger fees, and monthly dockage rates.

The Board will review the tariff and come back with suggests at the next GPIIP Meeting. The Board agreed that dockage fees should mirror harbor rates in most cases and that a cruise passenger ship rates should be similar to other private cruise ports.

3. GPIIP FY2024 Budget

Mr. White presented a draft budget for fiscal year 2024. The Board discussed the draft budget and dock revenue. The Board requested historic revenues of the dock since it was built.

M/S Johnson/Mitchell moved for the approval the draft GPIIP FY2024 budget as presented.

Motion Passed 4/0 on a voice vote

J. Adjournment

Motion: **M/S Mitchell/Johnson** move to adjourn the meeting at 4:34 pm

Action: **Passed (4/0)** on a voice vote



329 Harbor Drive, Suite 212
Sitka, AK 99835
Phone: 907-747-2660

Monday, January 9, 2023

MEMORANDUM

To: Gary Paxton Industrial Park (GPIP) Board of Directors

From: Garry White, Director

Subject: GPIP Port Tariff Discussion and Adjustments

Introduction

The GPIP Director is recommending a discussion and adjustments to the GPIP Port Tariff. The CBS Harbor rates were increased by 8.3% during for fiscal year 2023. The GPIP Tariff has tried to mirror Harbor Department rates. The GPIP Director has reviewed the rates the CBS charges for small cruise ships in relation to other private docks in the area and is recommending that the CBS increase its rates to be comparable to other local docks.

The GPIP Board discussed proposed changes to the GPIP Port Tariff #5 at its November 2022 meeting. Attached is a draft GPIP Port Tariff #5 for the Board's review and recommendations to the Assembly.

GPIP Port Tariff

A Port Tariff is a document that contains published charges, rules, and requirements of the port, including docks and associated uplands. The Port Tariff is an implied contract that allows for rapid arrangements without the need for complicated agreements for use of the facility.

The GPIP Port is a "landlord" Port, which means that the GPIP will charge users for real estate and dock use and are responsible for maintenance, management and upkeep. The GPIP Port Tariff covers all properties of the GPIP uplands and tidelands.

Background

The GPIP Board recommended and the City and Borough of Sitka Assembly approved the first GPIP Port Tariff #1 in February 2018. The GPIP Port Tariff #1 was drafted, with input by the GPIP Director and GPIP Board, by Parrish, Blessing, & Associates Inc. (PBA), a regulatory and economics consulting firm from Anchorage. PBA has experience in port tariff development, having worked with the Port of Alaska (formerly port of Anchorage) on its port tariff development and financial management.

The GPIP Board discussed the need to monitor the fee schedule and to adjust if need be over time when the tariff was established. The tariff (Port Tariff #2) was adjusted in July 2018 to accommodate incidental use of the facility and to lower wharfage rates to promote more use of

the facility. The tariff (Port Tariff #3) was adjusted in September 2018 to accommodate the movement and storage of fishing gear over the dock and the GPIIP uplands.

The tariff (Port Tariff #4) was adjusted in February 2022 with the following changes:

- 3% increase in Dockage Fees
- Added a Monthly Permit Fee for dockage
- Added a Terminal Operator Fee
- Added a Passenger Vessel Fee
- Adjusted the Port Security Passenger Fee
- Added a section to the Charges to Miscellaneous Service Item to set fees for use of the access ramp and upland dry dock storage fee

The entire GPIIP Port Tariff #4 can be found at the following link:

<https://www.cityofsitka.com/media/Harbor/Master%20Tariff%20No%204.pdf>

Based off conversations with potential future users of the facility and Board discussion, the Director is proposing and has revised the tariff as follows.

Dockage Fees

1. Item 200 – Dockage

A. General Dockage

Item 200 sets the definitions and schedule of charges for docking or mooring a vessel to the GPIIP Dock. The current tariff fee schedule for vessels is below.

Vessel Length (feet)	DOCKAGE RATE					
	In Dollars					
	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
0 – 50 feet – rate per foot	\$0.89	\$0.94	\$0.97	\$1.00	\$1.03	\$1.06
51 – 149 feet – rate per foot	\$1.12	\$1.19	\$1.23	\$1.27	\$1.31	\$1.35
150 - 199	\$445	\$472	\$486	\$501	\$516	\$531
200 - 299	\$665	\$705	\$726	\$748	\$770	\$793
300-399	\$998	\$1,028	\$1,059	\$1,091	\$1,124	\$1,158
400	\$1,272	\$1,310	\$1,349	\$1,389	\$1,431	\$1,474

Note: 400’ is the largest vessel that can be accommodated at the GPIIP Dock.

The tariff docking fees have been adjusted to mirror the current CBS Harbor rates. New rates include a 25% discount for fishing and tender vessels with a fish ticket from a Sitka processing plant.

The tariff has been revised to match current CBS Harbor rates for fiscal year 2023:

- \$1.34 per foot per day (0'-80')
- \$2.29 per foot per day (81'-150')
- \$3.43 per foot per day (150'+)

A separate docking fee has been added for Cruise Passenger Vessels greater than 250'

The current the GPIIP Tariff does not contain a separate fee for the dockage of cruise passenger vessel greater than 250'. Cruise ship vessel that require an USCG approved Facility Security Plan limited the use of the entire dock facility and increase staff time to accommodate.

The GPIIP Director has discussed local fees of other private docks that accommodate cruise passenger vessels and has found the following rates were charged in 2022.

- \$3,000 flat dockage fee for vessels in the 250' – 400' range.

C. Monthly Dockage Fee

The current GPIIP Tariff monthly dockage fee is the following:

Monthly permits (30 days):

- \$21.22 per foot of overall length up to 150'
- \$31.82 per foot of overall length for 151' and up

The tariff has been revised to match the current Harbor monthly dockage fee:

Monthly permits (30 days):

- \$22.98 per foot of overall length up to 150'
- \$34.46 per foot of overall length for 151' and up

Wharfage

2. Item 250 – Wharfage

Item 250 sets the definitions and schedule for any freight, cargo, or goods moved over the GPIIP Dock (Wharf) or GPIIP property.

The tariff needed to be updated as the fee schedule ran from 2018 – 2023. Fees have been revised to match current 2023 fees as listed in Tariff #4 and increased for the next two calendar years.

- Items 251 – 255 under the Wharfage section have not been adjusted since the GPIIP Tariff was established in 2018. Fees have been updated to reflect an 8.3% increase for the next two years:

B. Item 256 – Passenger Vessel Fee

The GPIIP Board established a \$4 per person fee for passengers using the facility on commercial vessels (cruise and tourist vessels).

The GPIIP Director has discussed local passenger fees of other private docks that accommodate cruise passenger vessels and has found that fees have increased to \$5 per person in 2022.

C. Item 257 – Potable Water

The GPIIP Director has received a request to supply potable water to vessels. A fee has been added to the tariff to reflect the sale of potable water. In lieu of adding a meter and ease in operations. The Director is suggesting a flat fee of \$300 per day for water. It is estimated that ships will take less than 15,000 gallons per day due to docking limitations at GPIIP Dock.

3. Other Schedule of Charges in Tariff

The following items outlined in the Definition and Schedule of Charges have been adjusted to update tariff to show fee schedule for the next 3 years. Tariff #4 only addressed fees up until 2023. All fees are increased by 8.3% annually to match recent Assembly Harbor fee increases, except for Passenger Flat Security Fees.

- Item 210 – Loading and Unloading
- Fuel
- Powder
- Vans or Containers
- Vehicles
- Commodity

Action

- GPIIP Board approval and recommendations on the proposed adjustments to the GPIIP Port Tariff Fee Schedule #5.

Effective 1/25/2023



GARY PAXTON INDUSTRIAL PARK PORT TARIFF
OPERATED BY THE CITY AND BOROUGH OF SITKA, ALASKA

CBS TARIFF NO. 5

NAMING RATES, CHARGES, RULES AND REGULATIONS

~For~

Wharfage Dockage and Storage

At

The Port of Sitka, Alaska

ISSUED BY:

PORT OF SITKA
SITKA, ALASKA

Published as
Gary Paxton Industrial Park Port Terminal Tariff CBS NO. 5

John Leach, Municipal Administrator
100 Lincoln Street
Sitka, Alaska 99835
Phone: (907)747-1808
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ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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EXPLANATION OF ABBREVIATIONS AND SYMBOLS

ABBREVIATIONS APPEARING IN TARIFF

B.M.	Board Measure	Min.	Minimum
Bbl.	Barrel	Misc.	Miscellaneous
Bdl.	Bundle	M.T.	Cubic Ton of 40 Cu. Ft.
C.L.	Carload	No.	Number
Cs.	Case	N.O.S.	Not Otherwise Specified herein
Crt	Crate	Par.	Paragraph
Ctn	Carton	Pig.	Package
Cu.Ft.	Cubic Foot or Feet	Port	Port of Sitka
Dkg.	Dockage	S.U.	Set-Up
Ea.	Each	Sq.Ft.	Square Foot or Feet
F.F.	Folded Flat	Stg.	Storage
F.M.C.	Federal Maritime Commission	Term'l.	Terminal
Gals.	Gallons	Unldg.	Unloading
Hdlg.	Handling	US	United States of America. Inc.
	Incorporated	USCG	United States Coast Guard K.D.
	Knocked Down	W.T.	Weight ton of 2000 pounds
K.D.F.	Knocked Down Flat	W/M	Weight ton of 2000 pounds or cubic ton of 40 cu. Ft.
Lb.	Pound	W.R.	Warehouse Receipt
L.C.L.	Less Than Carload	Wt.	Weight
Ldg.	Loading	Yd.	Yard
Lgth.	Length	Viz.	Videlicet (examples, lists)
M.B.M.	1000 Ft. Board Measure		
Meas.	Measurement		

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

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EXPLANATION OF ABBREVIATIONS AND SYMBOLS		
SYMBOLS APPEARING IN TARIFF		
<p>The following symbols will be used for the purpose indicated only, and will not be used for any other purpose in this tariff.</p> <p>(A) New or Added Matter (+) Increase (-) Reduction (C) Change, neither increase nor reduction (R) Indicates that item or rule has been revised (**) Cancelled or eliminated</p>		
<p>ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska</p>		

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SECTION 1 GENERAL RULES AND REGULATIONS

ITEM 100 NOTICE TO PUBLIC

The Port of Sitka is a Non-Operating Port and is owned by the City and Borough of Sitka. This tariff is published on the City and Borough of Sitka website and is, therefore, notice to the public, shippers, consignees and carriers, that the rates, rules and charges apply to all traffic without specific notice, quotation or arrangement. **(R)**

ITEM 100 APPLICATION OF TARIFF

(a) GENERAL APPLICATION OF TARIFF:

Rates, charges, rules and regulations provided in this tariff will apply only to merchandise received at or shipped from the facilities or properties operated under the jurisdiction and control of the Port of Sitka, and specifically to City and Borough Terminals, appurtenant structures thereto and waterways under the management of the Port Director, City and Borough of Sitka. Vessel charges and assessments provided in this tariff are applicable to all vessels, self-propelled or other than self-propelled, when such vessels are provided with dockage services or other vessel services named in this tariff.

(b) TARIFF EFFECTIVE:

The rates, charges, rules and regulations named in this tariff, additions, revisions, or supplements thereto shall apply on all freight received at facilities subject to this tariff on and after revisions, or supplements, thereto. Unless otherwise specified, all transit freight received at terminals and undelivered prior to effective dates of tariff, revisions, or supplements thereto, shall be charged the rates in effect on the date such freight was received until entire lot or shipment has been withdrawn.

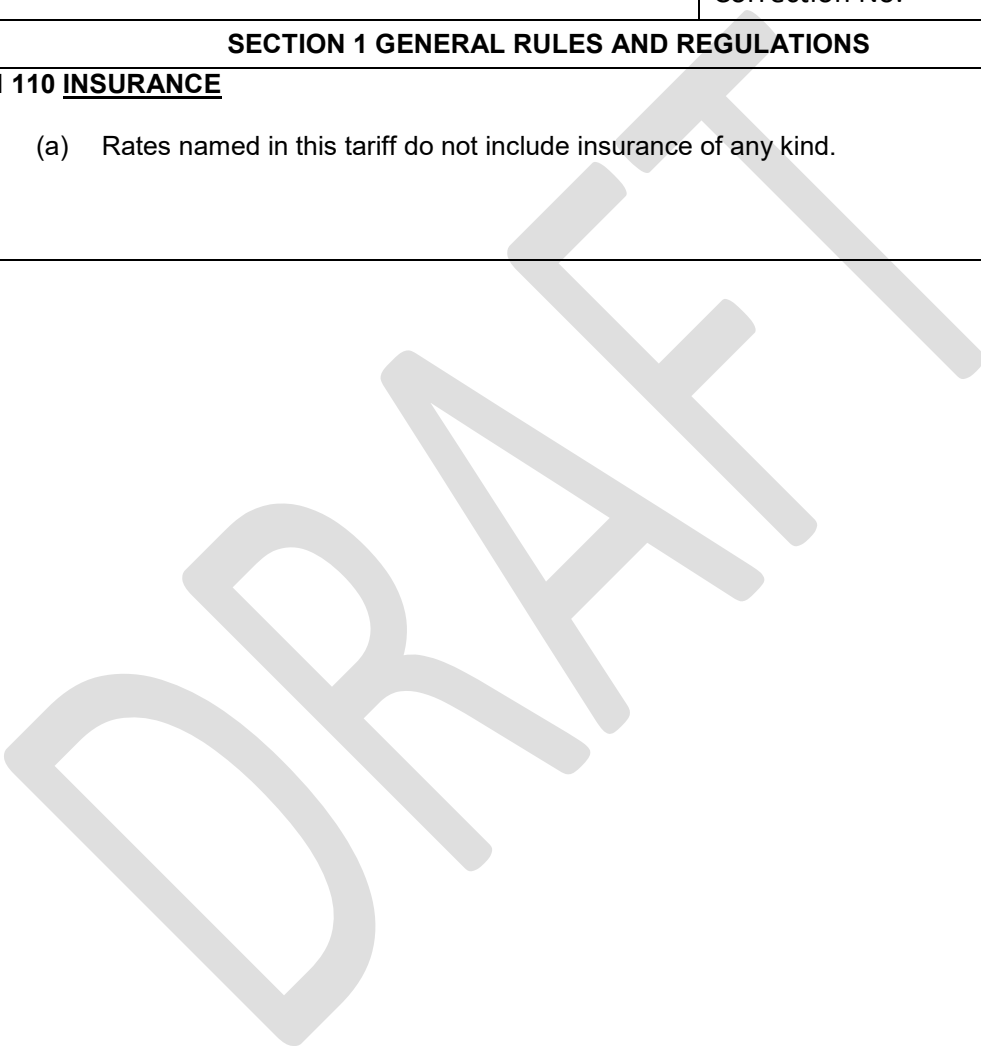
Except as otherwise provided in this section, the rates, rules and regulations published in other sections of this tariff apply to vessels, shippers, (and) consignees of Bulk Petroleum Products.

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ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska
Revision approved by CBS Assembly 9/25/2018

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<u>APPLICATION OF TARIFF (Continued)</u>		
<p>(c) ACCEPTANCE OF TARIFF:</p> <p>Use of wharves and facilities shall be deemed an acceptance of this tariff and the terms and conditions named therein.</p>		
<p>(d) RESERVATIONS OF AGREEMENT RIGHTS</p> <p>Right is reserved by the Port of Sitka to enter into agreement with carriers, shippers, consignees and/or their agents concerning rates and services, providing such agreements are consistent with existing local, state and national law governing the civil and business relations of all parties concerned.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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SECTION 1 GENERAL RULES AND REGULATIONS		
ITEM 105 <u>APPLICATION OF RATES</u>		
<p>(a) Except as otherwise provided, rates apply per 2,000 lbs., or per 40 Cu.Ft. as rated by ocean carrier, or per M.B.M., or 42 gal. per bbl. of bulk petroleum products corrected to 60° Fahrenheit, or 376 lbs. per bbl. of bulk cement.</p> <p>(b) RATES ARE SPECIFIC:</p> <p>Rates provided for commodities herein are specific and may not be applied by analogy. If rates are not provided for specific commodities, rates to be applied are those established for "Freight N.O.S."</p> <p>(c) PREFERENTIAL USER AGREEMENTS (PUA)</p> <p>The Port of Sitka reserves the right to negotiate preferential user rates and terms (i.e. a reduced charge for dockage, wharfage, and real estate) with requesting users who agree to provide profitable long-term business arrangements with the Port, at rates, terms and conditions consistent with policies set by the Port and City and Borough of Sitka.</p> <p>NOTE: There is no requirement for PUAs to be standardized, beyond those requirements mandated in Municipal Code to be so. Rather, terms and conditions will be tailored to each individual applicant.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 110 <u>INSURANCE</u>		
(a) Rates named in this tariff do not include insurance of any kind.		
		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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SECTION 1 GENERAL RULES AND REGULATIONS

ITEM 115 METHOD OF PAYMENT AND PENALTIES

(a) **RESPONSIBILITY FOR CHARGES, PAYMENT TERMS:**

All charges for services rendered by the Port of Sitka or for the use of terminal facilities shall be billed in arrears and payable 30 days from invoice date arrears of such services or use, as follows:

1. For all charges to the vessel, from its owners or agents before a vessel commences it's loading or discharging.
2. For all charges to the cargo, from a vessel owner, charterer, shipper or consignee before the cargo leaves the custody of the terminal.
3. For all charges on perishable goods or freight of doubtful value, or household goods.

(b) **COMPLIANCE WITH CONDITIONS OF BERTH RESERVATION:**

Use of Port facilities and services shall comply with the Conditions of Berthing set forth in the Supplement to the Vessel Berthing Application as published by the Port.

(c) **PENALTY CHARGES ON DELINQUENT ACCOUNTS:**

All invoices will be declared delinquent thirty days after the date of the invoice and, as such, will be charged a penalty charge of \$25.00 per month for each additional thirty day period in which the invoice is past due or not fully paid, up to a maximum penalty of \$250.00. All extra expense, including legal expense, litigation cost, or costs of agents employed to affect collection shall also be assessed to, and payable to, such accounts.

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SECTION 1 GENERAL RULES AND REGULATIONS

ITEM 120 LIABILITY FOR LOSS OR DAMAGE

(a) **RESPONSIBILITY LIMITED:**

No persons other than employees or agents of the holder of an authorized Terminal Operator Permit shall be permitted to perform any services on the wharves or premises of the Port of Sitka, operated under the authority of the Port Commission of the Port of Sitka, except upon written authorization of the Port Director or their designee.

The Port of Sitka will not be responsible for any loss, damage, injury or death, including but not limited to, loss, damage, injury or death caused by earthquakes, tidal waves, fire, frost, heating, dampness, leakage, the elements, evaporation, natural shrinkage, wastage or decay, animals, rats, mice, or other rodents, moths, weevils, or other insects, leakage or discharge from sprinkler fire systems, collapse of building or equipment, or by floats, logs or pilings required in breasting vessels way from wharf, nor will it be liable for any loss, damage, injury or death or delay arising from insufficient notification or from war, insurrection, shortage of labor, combinations, riots or strikes of any person in its employ or in service of others or from any consequences arising herefrom, except, the Port of Sitka shall not be relived from liability for its own negligence.

(b) **HOLD HARMLESS AND INDEMNITY:**

Except for that portion resulting from the negligence of the Port of Sitka, if any, owners, shippers, consignees, and carriers shall indemnify, defend, save and hold the City and Borough of Sitka, Port of Sitka harmless from and against all charges, losses, damages, liabilities, expenses, causes of action, suits, claims, demands, or judgments of any nature whatsoever that may be incurred or rise from or grow out of use of Port of Sitka facilities.

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

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SECTION 1 GENERAL RULES AND REGULATIONS

ITEM 125 RIGHTS OF TERMINAL

(a) RIGHTS RESERVED:

Right is reserved by the Port of Sitka to furnish all equipment, supplies and materials and to perform all services in connection with the operation of terminals under rates and conditions named herein.

(b) RIGHT TO REFUSE FREIGHT:

Right is reserved by the Port of Sitka, without responsibility for demurrage, loss or damage attaching, to refuse to accept, receive, or unload, or to permit any vessel to discharge at Terminals or appurtenant premises:

1. Freight for which previous arrangements for space, receiving, unloading or handling have not been made by shipper, consignee or carrier.
2. Freight deemed extra offensive, perishable or hazardous.
3. Freight, the value of which may be determined as less than the probable terminal charges.
4. Freight, not packed in packages or containers suitable for standing the ordinary handling incident to its transportation. Such freight, however, may be repacked or reconditioned at the discretion of the Port of Sitka and all expense, loss or damage incident thereto shall be for the account of the shipper, consignee, owner, or carrier.

(c) RIGHT TO REMOVE, TRANSFER OR WAREHOUSE FREIGHT:

Hazardous or offensive freight which by its nature is liable to damage other freight, may be immediately removed to other locations or receptacles with all expense and risk for loss or damage for the account of the owner, shipper, agent or consignee.

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ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

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SECTION 1 GENERAL RULES AND REGULATIONS

RIGHTS OF TERMINAL (Continued)

Freight remaining after the sailing of a vessel may be piled or re-piled to make space, transferred to other locations or receptacles or removed to public or private warehouse with all expense and risk of loss or damage for account of the owner, shipper, consignee, agent, or carrier as responsibility may appear.

This provision is subject to Item 120 (b)

(d) **RIGHT TO WITHHOLD DELIVER OF FREIGHT:**

Right is reserved by the Port of Sitka to withhold delivery of freight until all accrued terminal charges and/or advances against said freight have been paid in full. At the Port Director's discretion, any or all of such freight may be placed in public or private warehouse with all cost of removal and subsequent handling and storage for the account of the owner of the freight.

(e) **RIGHT TO SELL FOR UNPAID CHARGES:**

Freight on which unpaid terminal charges have accrued may be sold to satisfy such charges and costs, provided such sale has been publicly advertised. Freight of a perishable nature or of a nature liable to damage other freight may be sold at public or private sale without advertising, providing owner has been given proper notice to pay charges and to remove said freight and has neglected or failed to do so within a prescribed reasonable time.

(f) **EXPLOSIVES:**

The acceptance, handling or storage of explosives or excessively flammable material shall be subject to special arrangements with the Port Director and governed by rules and regulations of Federal, State and local authorities.

(g) **OWNERS RISK:**

All water craft if and when permitted by the Port Director or his authorized agent to be moored at wharves or alongside of vessels, are at owner's risk for loss or damage.

This provision is subject to Item 120(b).

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

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SECTION 1 GENERAL RULES AND REGULATIONS		
ITEM 130 <u>SHIPPERS' REQUESTS AND COMPLAINTS</u>		
<p>Shipper requests and complaints may be made by any shipper by filing a written statement with the Port Director, Port of Sitka, 329 Harbor Drive, Suite 202, Sitka, Alaska 99835</p>		
ITEM 131 <u>DEMURRAGE OR DELAYS</u>		
<p>In furnishing the service of vessel berth scheduling, no responsibility for any demurrage or delays whatsoever, on freight, will be assumed by the Port of Sitka.</p> <p>This provision is subject to Item 120(b).</p>		
ITEM 135 <u>DELAYS - NO WAIVER OF CHARGES</u>		
<p>Delays which may be occasioned in loading, unloading, receiving or delivering freight as a result of equipment failure or breakdown or of combinations, riots or strikes of any persons or arising from any other cause not reasonably within the control of the Port of Sitka, will not excuse the owners, shippers, consignees or carriers of the freight from full wharf demurrage or other terminal charges or expenses which may be incurred under conditions stated herein.</p> <p>This provision is subject to Item 12(b).</p>		
ITEM 140 <u>MANIFESTS REQUIRED OF VESSELS</u>		
<p>Masters, owners, terminal operators, agents or operators of freight vessels are required to furnish the Port of Sitka with complete copies of vessels' manifests showing names of consignees or consignors and the weights or measurements of all freight loaded or discharged at the facilities of the Port of Sitka. Such manifests must be certified as correct by an authorized official of the company and must also designate the basis weight or measurement on which ocean freight was assessed. In lieu of manifests, freight bills containing all information as required above may be accepted.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 145 CLASSIFICATION OF TRAFFIC

Coastwise Trade: All traffic between West Coast ports of the United States and Alaska. Inter-Coastal Trade: All traffic between ports of the United States, other than West Coast ports, and Alaska.

Intra-Alaska Trade: Traffic between points in Alaska.

Foreign Trade: All traffic between ports outside the United States of Alaska.

ITEM 150 BERTHING

The maximum vessel sizes that can berth at the face of the dock is a 30' beam by 150' long vessel with 440 US ton displacement and a berthing velocity normal to the dock of .71 knots with existing fender system.

Vessels over 150' up to a 100' beam by 400' long with a displacement of 22,000 US tons can be accepted at the face of dock with an approved fender system.

ITEM 150 ENVIRONMENTAL PARAMETERS

Tidal Currents
Tidal currents for the Port generally vary from 2-4 knots. Extreme tidal currents in excess of 5 knots have been reported. Tidal current information is published and available from NOAA.

Temperature
Temperatures at the Port generally range from 62 degrees Fahrenheit in the summer to 30 degrees Fahrenheit in the winter.

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ENVIRONMENTAL PARAMETERS (Continued)

DEPTH OF WATER

50' at the face of the dock.
 30'-50' at the stern of the barge (left side facing out) Not sure how to designate the area.
 20' at the interior small boat float.

NOAA TIDE BENCHMARKS AT SITKA, ALASKA:

ELEVATION DATUM FOR THE PROJECT IS 0.0 FT MEAN LOWER LOW WATER (MLLW)

- HIGHEST TIDE OBSERVED 14.8 FT
- MEAN HIGHER HIGH WATER 9.9 FT
- MEAN HIGH WATER 9.2 FT
- MEAN TIDE LEVEL 5.3 FT
- MEAN LOW WATER 1.5 FT
- MEAN LOWER LOW WATER 0.0 FT
- LOWEST TIDE OBSERVED -4.1

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<u>ENVIRONMENTAL PARAMETERS (Continued)</u>		
<u>WINTER USE OF THE PORT</u>		
<p>The Port is open year round. However, extreme temperatures provide a number of challenges during the winter months. Machinery including fuel systems, cooling systems, winches, anchors, ballast water systems, and other auxiliary systems must be winterized and maintained in a state for use in the extreme environment. Tug assistance aids in mitigating these conditions.</p> <p style="text-align: center;">(Continued on next page)</p>		
<p style="font-size: 48px; opacity: 0.2; transform: rotate(-30deg);">DRAFT</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 160 <u>SAFETY, SANITATION AND HOUSEKEEPING</u>		
<p>(a) SAFETY AND SANITATION:</p> <p>Users/Operators of Port of Sitka facilities will be required to comply with all safety and sanitation rules applicable on structures and facilities of the Port of Sitka as required by federal, state and local law.</p>		
<p>(b) RESPONSIBILITY FOR HOUSEKEEPING:</p> <p>Users/Operators of Port of Sitka property will be required to maintain same in an orderly manner as directed by the Port Director. If User/Operator does not properly clean property used, the Port Director shall order the work performed and User/Operator will be billed at cost, including 15% overhead.</p>		
<p>(c) SMOKING PROHIBITED:</p> <p>No smoking shall be allowed on any wharf, pier or in any warehouse or transit shed except in approved areas specifically designated for that purpose. Persons violating this rule may be barred, at the discretion of the Port Director, from the further use of any wharf and, in addition, shall be subject to prosecution under applicable Federal, State and Municipal Laws.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 165 RESPONSIBILITY FOR PROPERTY DAMAGE

Damaged Port property and facilities should be reported immediately to the Port Director. The initial reporting of damages should be communicated by the most expeditious means, followed in writing. Owners/operators damaging Port of Sitka property will be responsible for repairs. Should the repairs be undertaken by the Port of Sitka the owners/operators will be billed for repairs to damaged property at cost, including 15% overhead.

ITEM 166 FACILITY USE AGREEMENT

Private owners and business vendors/contractors desiring to use the GPIF facility to work on vessels owned by a third-party shall complete a facility use agreement with the port and pay appropriate fee before they begin work on vessel(s). The facility use agreement has specific provisions that address basic yard rules and regulations, boatyard user required best management practices, an agreement section addressing indemnify/hold harmless requirements and insurance requirements. The facility use agreement is available for review during normal business hours.

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

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ITEM 170 BULK PETROLEUM PRODUCTS

(a) APPLICATION OF TARIFF:

Except as otherwise provided in this section, the rates, rules and regulations published in other sections of this tariff apply to vessels, shippers, and consignees of Bulk Petroleum Products.

(b) CLEARING PETROLEUM LINES:

Shippers, consignees or vessels and persons in charge thereof are responsible for providing means to assure the proper flow of products. Shippers, consignees or vessels and persons in charge thereof will be responsible for clearing all petroleum products, other liquid products, compounds, and residues from lines located on or adjacent to the Petroleum Terminal after vessel completes loading or discharging unless otherwise authorized by the Port Director. In the event the Port of Sitka performs any of the above named services, any applicable costs will be billed to shipper, consignee or vessel at cost plus 15% overhead.

(c) REGULATIONS GOVERNING PETROLEUM PRODUCTS:

The transfer of bulk petroleum products shall be governed by applicable federal, state and local laws, regulations, permits and ordinances/regulations including Port of Sitka Bulk Petroleum Transfer Procedures Manual rules.

(d) HOUSEKEEPING:

Flammable liquids leaked or spilled on wharves shall be cleaned up immediately. Vessel operators or their agents shall remove temporary lines immediately upon completion of receipt or discharge of flammable liquids. Spillage from disconnected lines shall be the responsibility of the petroleum terminal operator, vessel owner/operator and/or their agents. All spills should be reported to the Port Director and regulatory authorities immediately.

(e) DEPARTURE AFTER LOADING OR DISCHARGING:

Any vessel after having discharged or loaded any petroleum product must immediately haul away from dock, pier or wharf and depart, unless otherwise authorized by the Port Director.

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SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES

ITEM 175 DEFINITIONS – GENERAL

- (a) "AFFREIGHTMENT": A contract of affreightment is one with a ship owner to hire his ship or part of it for the carriage of goods. Such a contract generally takes the form of a charter party or bill of lading.
- (b) "BEAM" means the greatest overall width of a vessel.
- (c) "BILL OF LADING" means a document by which the master of a ship acknowledges having received in good order and condition (or the reverse) certain specified goods consigned to him by some particular shipper, and binds himself to deliver them in similar condition - unless the perils of the sea, fire, or enemies prevent him - the consignees of the shipper at the point of destination on their paying him the stipulated freight.
- (d) "BULK CARGO" means cargo that is loaded and carried in bulk without mark or count in a loose unpackaged form, having homogeneous characteristics. Bulk cargo loaded into intermodal equipment, except LASH or Seabee barges, is subject to mark and count and is, therefore, subject to the requirements of this part.
- (e) "BUSINESS ENTITY" means a person, firm, association, organization, partnership, business trust, corporation, company, or any other business entity.
- (f) "CARLOADING OR UNLOADING" is the service performed to load cargo from wharf premises or other such terminal premises designated by the Port Director or his authorized representative to be used for such purposes, to or from railroad cars or trucks, trailers, semi-trailers from or to wharf premises or other terminal premises.
- (g) "COMMISSION" means the Federal Maritime Commission.
- (h) "CONSIGNEE" means the recipient of cargo from a shipper, individuals or business entities to whom a transported commodity is to be delivered.

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<u>DEFINITIONS – GENERAL (Continued)</u>		
<p>(i) freight-carrying unit designed to be transported by different modes of transportation and having construction, fittings, and fastenings able to withstand, without permanent distortion or additional exterior packaging or containment, the normal stresses that apply on continuous all-water and intermodal transportation. The term includes dry cargo, ventilated, insulated, refrigerated, flat rack, vehicle rack, liquid tank, and open-top containers without chassis, but does not include crates, boxes or pallets.</p> <p>(j) "DELINQUENT LIST" means the record of vessels, their owners or agents, or other users of the Port of Sitka who have failed to pay charges within sixty (60) days after date of invoice or who have not furnished proper cargo statements to the Port Director.</p> <p>(k) "DERELICT" means any watercraft moored or otherwise located within the Port which is forsaken, abandoned, deserted or whose owner fails to contact the Port Director within seven (7) days after written notice declaring the watercraft to be abandoned is attached to said watercraft.</p> <p>(l) "DIRECT LOADING OR UNLOADING" is the service accorded to cargo in transferring cargo by ship's tackle between ship and open top railroad cars, vehicles, pipeline, or water, raft, barge, lighter, or other waterborne vessels; or open top trucks, trailer beds or bodies, which are spotted within reach of ship's tackle or terminal's tackle.</p> <p>(m) "DOCKAGE" is the charge assessed to a vessel for docking at a wharf, dock, pier or other facility, or for mooring to a vessel so docked.</p> <p>(n) "DUNNAGE" means loose wood or other material used in a ship's hold for the protection of cargo and specified items approved by the Sitka Port Commission in Item 202.</p> <p>(o) "FLOATING DOCKS/FLOATS" means docks/floats equipped with or without gangways that are secured to the appurtenant to it for the use of small vessels.</p> <p>(p) "FOREIGN COMMERCE" means that commerce under the jurisdiction of the Foreign Commerce Act.</p> <p style="text-align: center;">(Continued on next page)</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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<p>(q) "FOREST PRODUCTS" means forest products including, but not limited to, lumber in bundles, rough timber, ties, poles, piling, laminated beams, bundled siding, bundled plywood, bundled core stock or veneers, bundled particle or fiber boards, bundled hardwood, wood pulp in unitized bales, paper and paper board in rolls or in pallet or skid-sized sheets, liquid or granular by-products derived from pulping and papermaking, and engineered wood products.</p> <p>(r) "GANGWAY" means a narrow, portable platform used as a passage by persons entering or leaving a vessel moored alongside a quay or pier.</p> <p>(s) "HANDLING" is the service accorded to cargo movement from end of ship's tackle or terminal's tackle to the first place of rest on the wharf or other terminal premises designated by the Port Director or his authorized representative to be used as the first place of rest, or from such first place of rest on the wharf or other such terminal premises to a place within reach of ship's tackle or terminal's tackle.</p> <p>(t) "HOLIDAYS": Whenever in this tariff reference is made to holidays the following days are included: New Year's Day, Martin Luther King Day, President's Day, Seward's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day After Thanksgiving, Christmas Day, and every other day appointed by the President of the United States of America and/or the Governor of Alaska. In the event that one of the above mentioned holidays occurs on Saturday, the previous Friday will be considered a holiday for the purpose of this tariff. In the event that one of the above mentioned holidays occurs on Sunday, the following Monday will be considered a holiday for the purpose of this tariff.</p> <p>(u) "INDUSTRIAL PARK" means those parcels of real property adjacent to the Municipal Terminal which organizations with business interests at the Port may lease/rent from the Municipality.</p> <p>(v) "LADDER" means a metal, wooden or rope stairway.</p> <p>(w) "LOA" means the overall length of a watercraft measured from the most forward point at the Beam to the aftermost part of the stern of the watercraft, to include the motor.</p> <p style="text-align: center;">(Continued on next page)</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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<p>(x) "MANIFEST" means a detailed statement of a vessel's cargo, giving the bills of lading numbers, marks, number of packages, names of shipper, names of consignee, weight or total measurement of goods, rate of freight and where payable. Such a statement is sent by the owners or brokers at port of shipment to their agents at destination port.</p> <p>(y) "MOORING" means to secure a ship or vessel or any floating object in a particular place by weight, chain, rope, float, structure, or any appliance used for anchoring purposes by a watercraft which is not carried aboard a watercraft as part of it.</p> <p>(z) "MOTOR VEHICLE" means a wheeled vehicle whose primary purpose is ordinarily the non-commercial transportation of passengers, including an automobile, pickup truck, minivan, or sport utility vehicle.</p> <p>(aa) "CITY AND BOROUGH DOCK" means the concrete operating wharves and their associated facilities, such as cranes, transit shed and access trestles permanently affixed thereto.</p> <p>(bb) "CITY AND BOROUGH TERMINALS" means the Municipal Docks and all waterfront property as shown on page ___ of this tariff, Transit Areas and their associated facilities, such as access roads, and the adjacent storage areas necessary to conduct normal day-to-day dock or cargo handling operations.</p> <p>(cc) "NON-OPERATING PORT" means a landlord port with all port facilities generally leased, rented or preferentially assigned with the lessee, rental permittee or assignee responsible for operating the facilities.</p> <p>(dd) "OPERATING PORTS" generally provide all port services except stevedoring with their own employees including, but not limited to, loading and unloading of rail cars and trucks and the operation of container terminals, grain elevators, and other bulk terminal operations.</p> <p>(ee) "LIMITED-OPERATING PORTS" lease facilities to others, but continue to operate one or more facilities with port employees. These operated facilities may be specialized terminals, such as grain elevators, bulk terminals, container terminals, etc.</p> <p style="text-align: center;">(Continued on next page)</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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DEFINITIONS – GENERAL (Continued)

- (ff) "OVERSTOWAGE" means faulty loading, as when cargo for the second port of discharge is stowed above cargo for the first port and therefore the latter cannot be discharged at its destination.
- (gg) "POINT OF REST": Point of Rest is defined as that area on the terminal facility which is assigned for the receipt of inbound cargo from the vessel and from which inbound cargo may be delivered to the consignee and that area which is assigned for the receipt of outbound cargo from shippers for vessel loading.

Note: Issued pursuant to F.M.C., Docket 875, General Order 15.
- (hh) "PORT" means a place at which a common carrier originates or terminates (by transshipment or otherwise) its actual ocean carriage of cargo or passengers as to any particular transportation movement.
- (ii) "PORT DIRECTOR" means the Director of the Port of Sitka or the Port Director's designee.
- (jj) "PORT FACILITIES" means all docks, floats, berths, wharves, and other landing, launching, mooring, cargo or other facilities located within the Port of Sitka.
- (kk) "PORT OF SITKA" means the Port of Sitka Subdivision as defined by plat number ____, sheets, exclusive of those areas which are within the exclusive jurisdiction of either the state or the United States.

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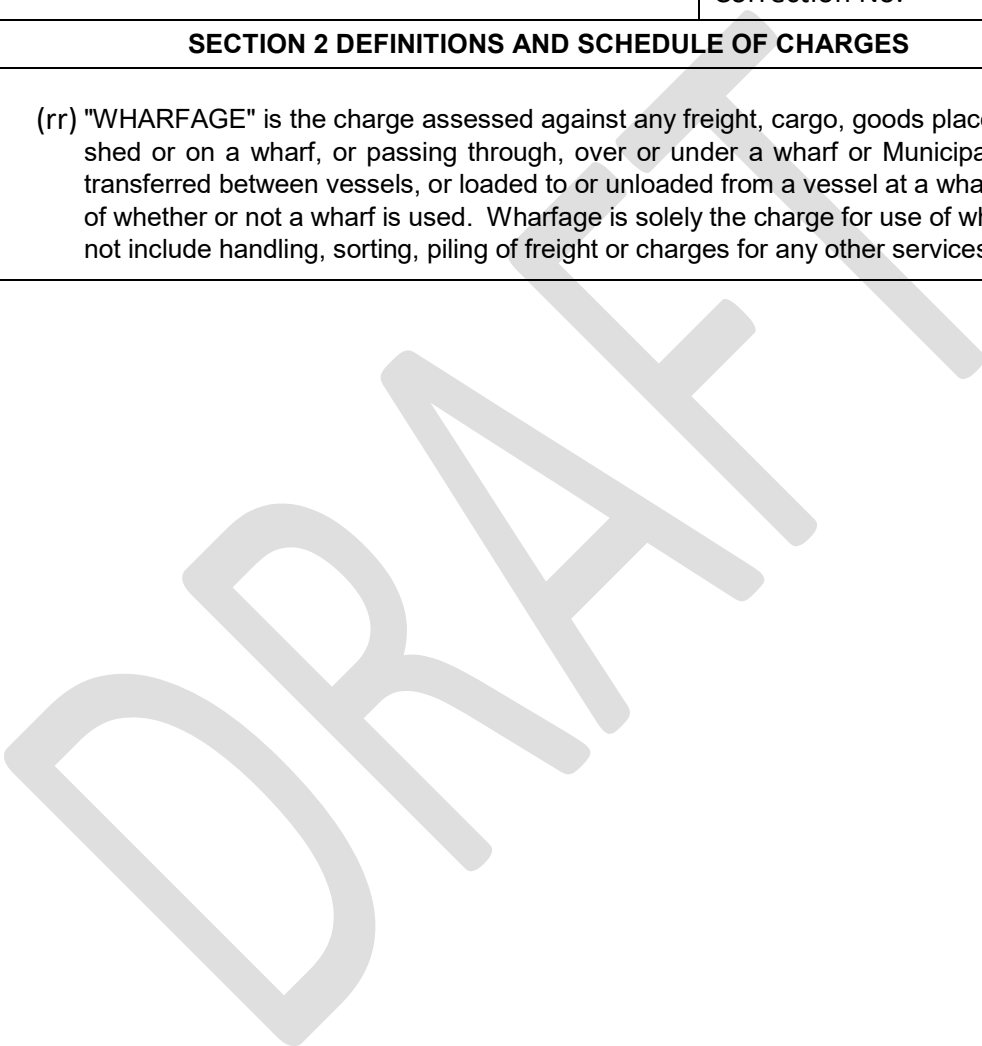
SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES

DEFINITIONS – GENERAL (Continued)

- (ll) "TERMINAL OPERATOR" means a person or company engaged in the United States or a commonwealth, territory, or possession thereof, in the business of furnishing wharfage, dock, warehouse or other terminal facilities or services in connection with a common carrier, or in connection with a common carrier and a water carrier subject to Subchapter II of Chapter 135 of Title 49, United States Code. A marine terminal operator includes, but is not limited to, terminals owned or operated by states and their political subdivisions; railroads who perform port terminal services not covered by their line haul rates; common carriers who perform port terminal services; and agents thereof who operate port terminal facilities.
- (mm) "TERMINAL OPERATOR PERMIT" is a permit issued by the City and Borough of Sitka for an agency/entity to perform one or more of the following marine related services or operations at the Port of Sitka: petroleum transfer operations; general cargo operations; dry bulk cargo operations; outloading of cargo from first place of rest within Port transit areas; vessel servicing; fish handling operations; and, passenger operations.
- (nn)"TRANSSHIPMENT" means the transfer of goods from the vessel stipulated in the contract of affreightment to another vessel before the place of destination has been reached.
- (oo)"VESSEL" means ships or crafts of all types, including but not limited to the following: motor ships, steam ships, canal boats, tugs, barges, sailing vessels, motor boats, and every structure adapted to be navigated from place to place for the transportation of property and persons by any means.
- (pp)"VESSEL OWNER" means the actual or registered owner, charterer, master, agent, person in navigational control or person responsible for the operation of the vessel.
- (qq)"WATERCRAFT" means any vessel, including but not limited to houseboats, floatplanes, waterborne aircraft, floats, scows, rafts, pile drivers, or any other floating structure adopted to be navigated from place to place, used for recreational, commercial, or other purpose upon the waterways within the Port or moored at any place within the Port.

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<p>(rr) "WHARFAGE" is the charge assessed against any freight, cargo, goods placed in a transit shed or on a wharf, or passing through, over or under a wharf or Municipal terminal; or transferred between vessels, or loaded to or unloaded from a vessel at a wharf, regardless of whether or not a wharf is used. Wharfage is solely the charge for use of wharf and does not include handling, sorting, piling of freight or charges for any other services.</p>		
		
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SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES

ITEM 200 DOCKAGE

(a) DOCKAGE:

Dockage is the charge assessed to a vessel for docking at a wharf, dock, pier or other facility, or for mooring to a vessel so docked.

(b) DOCKAGE PERIOD - HOW CALCULATED:

Dockage shall commence when a vessel's first line is made fast to a wharf, pier or other facility, or when a vessel is moored to another vessel so berthed and shall continue until such vessel is completely freed from and has vacated the berth. No deductions will be made for Sundays or holidays.

(c) BASIS FOR COMPUTING CHARGES:

Dockage charges will be assessed on the length-over-all of the vessel. Length-over-all shall be construed to mean the linear distance, expressed in feet, from the most forward point of the stem of the vessel to the aftermost part of the stern of the vessel, measured parallel to the baseline of the vessel.

For dockage billing purposes, length-over-all of the vessel as published in "Lloyd's Register of Shipping" will be used. If no such figure appears in "Lloyd's Register", the Port reserves the right to: (1) obtain the length-over-all from the vessel's register, or (2) measure the vessel.

(d) VESSEL DOCKED TO REPAIR, SHORE, OUTFIT OR FUMIGATE:

Full dockage will be charged if and when a vessel is permitted to make repairs or alterations, shore for special freight, outfit, store or fumigate while docked at wharf.

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DOCKAGE (Continued)

(e) **VESSELS REQUIRED TO OBTAIN ASSIGNMENTS/BERTHING RESERVATION:**

No vessel will be permitted to berth at a wharf or terminal facility of the without having first made written application for a berth assignment and without such an assignment having been granted. Berthing Applications are available from the Port of Sitka offices.

Application of berth assignments must be made as far in advance of the arrival of vessel as possible and must specify arrival and departure dates and the nature and quantity of the freight to be loaded or discharged.

(f) **BERTHING POLICY/BERTHING RESERVATION:**

A Terminal Operator Permittee may secure reserved dock space under the following conditions:

- (1) Provide the Port with a fully completed Berthing Application indicating berth and desired, scheduled dockside activities/services needed and timeframes/ date(s) requested.
- (2) Berthing Application and prepaid dockage must be received by the Port a minimum of 4 business days prior to anticipated vessel arrival. Applications will be processed on a first-come first-served basis.
- (3) Port will determine availability of berth, services, etc., and dates requested. Should berthing schedule conflicts be found between berthing applicants, the Port shall mediate a resolution which will attempt to minimize negative impacts on both (or all) parties?
- (4) Full dockage fees will be paid to the Port at the time of application for berthing reservation Prepaid dockage fees will be non-refundable unless a written cancellation is received by the Port a minimum of 24 hours prior to scheduled vessel arrival.

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DOCKAGE (Continued)

(5) When space is available, vessels with approved reservations may have a 24-hour grace window on either side of scheduled call/stay provided no other reservations have been received.

(6) Vessels that dock at berths without prior berthing application approvals do not have berthing privileges or priority and shall complete a berthing application immediately after docking.

(g) **VESSELS REQUIRED TO VACATE BERTHS:**

Vessels may occupy a berth, subject to charges named in Item 200, Section (j), providing such vessel shall vacate the berth upon demand by the Port Director or his authorized representative. Vessels refusing to vacate berth on demand may be moved by tug or otherwise, and any expenses or damages to vessel, other vessels or wharf structures during such removal shall be charged to the vessel so moved.

(h) **CHARGES ON VESSEL SHIFTING:**

When a vessel is shifted directly from one wharf (berth) to another wharf (berth) owned by the Port of Sitka, the total time at such berths will be considered together in computing the dockage charge.

(i) **CHARGES TO ASSISTING VESSELS:**

A single vessel, when actively engaged as a tug boat, assisting and made fast outboard of a vessel loading or discharging cargo, will be accorded free dockage. A tug boat leaving its tended vessel for any purpose shall waive its right to free dockage for the period of berthing it left its tended vessel until it secures back to its tended vessel.

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DOCKAGE (Continued)

(R)

(j) DOCKAGE RATES WILL BE ASSESSED AS FOLLOWS EXCEPT AS OTHERWISE PROVIDED.

Vessel Length (feet)

	<u>2023</u>	<u>2024</u>	<u>2025</u>
0 – 80 feet – rate per foot	\$1.34	\$1.45	\$1.57
81 – 150 feet – rate per foot	\$2.29	\$2.48	\$2.68
151 +	\$3.43	\$3.71	\$4.02
Cruise Passenger Vessels 250 feet +	\$3,000	\$3,249	\$3,519

*25% discount on daily rate for Fishing Vessels and Tenders with a Fish Ticket from a Sitka plant only. Contact the Harbor Dept. for details

Note: 400' is the largest vessel that can be accommodated at the GPIIP Dock

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

Revision approved by CBS Assembly 1/24/2023

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Note 1: Dockage is assessed as follows:

- a. Incidental Use of the Dock – Vessels 0 - 200 feet = \$35/hour for up to 4 hours. **(+)**
- b. Over 4 hours, and not more than 24 hours, shall be charged one full day's dockage.
- c. Vessels over 200 feet shall be charged one full day's dockage for incidental use.

(k) MONTHLY DOCKAGE RATES:

Vessels employed solely in the business of providing tug service to vessels calling at the Port may make application to the Port Director for monthly dockage rates.

4

Vessels accorded the monthly rate shall not be deemed to have been given any preferential berthing right and shall vacate any particular berth when ordered to do so by the Port Director.

The monthly agreement may be revoked by the Port Director and terminated by the operator upon five days written notice.

- a. Monthly permits (30 days) **(R)**
 - \$22.98 per foot of overall length up to 150'
 - \$34.46 per foot of overall length up for 151' and up

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ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

Increase approved by CBS Assembly 2/23/2021

Revision approved by CBS Assembly 1/24/2023

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SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES

ITEM 202 DUNNAGE

(a) DEFINITION:

The specified items approved by the Sitka Port Commission for which no wharfage charge will be assessed on outbound containers carrying the specific dunnage items, for which wharfage was assessed on the inbound movement. The qualifying dunnage materials that are used strictly for the purpose of securing and protecting cargo are listed below:

- Bags, Horticultural, Growing Bags, bulk container, empty Bales of Cardboard
- Baskets
- Bins, necessary for the transportation of groceries, foodstuffs and/or department store merchandise
- Blankets, furniture
- Boxes, fiberboard, paper or pulpboard, used, collapsed
- Bread Trays
- Cans, Aluminum, empty, used
- Containers, bulk flour
- Containers, bulk liquid (Porta-feeds), used for transporting chemicals or paint, in bulk, capacity not to exceed 500 gallons each
- Cylinders
- Cribbing
- Cribs
- Dunnage, rubber, inflatable Dunnage, wooden Hampers, garment Hangers, garment
- Kegs, not exceeding 55 gallon capacity
- Load locks
- Material, not a part of the pallet, platform, skid or shipping container, used to protect top of
 - lading or to secure the load to the pallet, platform or shipping container
- Milk Baskets, Milk Crates
- Pads; i.e., packing, shipping, cotton or jute, old, used per Item 148700 of NMFC (Furniture Pads)
- Pallets

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DUNNAGE
(Continued)

Pallets, Platforms or Skids, with or without standing or collapsible sides or ends, with or without top, and includes plastic or rubber liners used in conjunction therewith

- Platforms, Partitions or Dividers
- Racks
- Racks,
- Shoe
- Reels
- Skids
- Spools
- Totes

Note: the return provisions of dunnage will apply only when the returned articles have been assessed wharfage on inbound movement.

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ITEM 210 LOADING AND UNLOADING (R)

	<u>2023</u>	<u>2024</u>	<u>2025</u>
Over 20 feet RATE (each per day)	\$8.40	\$9.10	\$9.85

(a) **DIRECT LOADING AND UNLOADING:**

Direct loading or unloading is the service accorded to cargo in transferring cargo by ship's tackle or terminal's tackle between ship and open top railroad cars or water, raft, barge, lighter, or other waterborne vessels; or open top trucks, trailer beds or bodies, which are spotted within reach of ship's tackle or terminal's tackle. Cargo shall be subject to wharfage charges.

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska

Revision approved by CBS Assembly 1/24/2023

DRAFT

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ITEM 212 <u>FREE TIME</u>		
<p>(a) DEFINITION: The specified period during which cargo may occupy space assigned to it on Terminal property, free of wharfage, demurrage or terminal storage charges, immediately prior to the loading, or subsequent to the discharge, of such cargo on or off the vessel.</p> <p>(b) COMPUTING FREE TIME: Free time starts the first 12:00 am after cargo is received or unloaded onto wharf from car or truck, or, in the case of cargo received from vessel, the first 12:00 am after completion of the vessel's discharge. On outbound traffic, the day or days vessel is loading are not included in the computation. On inbound traffic from vessel, delivery of which is made after the allotted free time period, the day freight is loaded out or delivered to truck or car is to be included in the computation as a storage day.</p> <p>When freight is transshipped between deep sea vessels and involves application of both a long and short time period, the longer period shall be allowed, but not the aggregate of any two free time periods.</p> <p>(c) FREE TIME PERIOD: Free time of three (3) days will be allowed on all inbound traffic. Free time of three (3) days will be allowed on all outbound cargo. Subject to the discretion of the Port Director.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 215 <u>TERMINAL OPERATOR PERMIT</u>		
<p>(a) TERMINAL OPERATOR PERMITS: The services set forth in Item 215, Section (b) shall be provided by independent agents at the Port of Sitka under Terminal Operator Permits issued by the Sitka Port Commission. These permits are available to any qualified agent desiring to provide terminal services at the Port of Sitka and required by the Port of Sitka.</p> <p>A current list of the Terminal Operator Permit Holders operation at the Port of Sitka is on file at the Port of Sitka and available upon request.</p> <p style="text-align: right;">Permit fee: \$150 annually (A)</p>		
ITEM 220 <u>MINIMUM CHARGES</u>		
<p>Except as otherwise provided herein, where named services are performed, the minimum charge for any single shipment shall be:</p> <p style="text-align: right;">Wharfage: \$35.00</p> <p style="text-align: right;">(Continued on next page)</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Addition approved by the CBS Assembly 2/23/2021		

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ITEM 222 <u>PORT LABOR</u>		
(a)	SUBJECT TO CHANGE: The rates named in this tariff, revisions or supplements thereto, are based upon ordinary traffic and labor conditions. If and when these conditions change because of demand of labor for increased wages, strikes, congestions or other causes not reasonably within the control of the Port of Sitka, resulting in an increased cost of service, the rates are subject to change without notice.	
(b)	OVERTIME: Overtime work performed on Saturdays, Sundays, or Holidays or after 5:00 P.M., or before 8:00 A.M., Mondays through Fridays, or during meal periods as shown below:	
	06:00 A.M. 12:00 Noon 06:00 P.M.	to to to 07:00 A.M. 01:00 P.M. 07:00 P.M.
(c)	STANDBY TIME: Except as otherwise provided, when the Port of Sitka is required to order labor for a specific service, and through no fault or inability of the Port of Sitka, the work or service is not commenced, causing standby time to accrue, or when work or service after commencement is delayed through no fault of the Port of Sitka for periods of fifteen consecutive minutes or more, current man-hour rates or agent's actual labor rates, plus 15% will be assessed against the part for whom labor was ordered. In computing cost of man-hour time, less than 15 minutes will be considered no delay, but time of 15 minutes or more will be considered delay time and charges computed from cessation of work until resumption of work will be assessed in units of 15 minutes, except that no charge will be made for the final 15 minutes if work commences within the first seven minutes of such period.	
(d)	MINIMUM LABOR HOURS: When the Port of Sitka is required to furnish labor for a specific service and such service is completed before the expiration of the minimum time allowed under current labor working agreements and awards, the labor charges accruing after the specific service is completed and until the end of the minimum time allowed will be assessed at current man-hour rates plus 15% overhead.	
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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<u>PORT LABOR (Continued)</u>		
<p>(e) RATES APPLY WHEN NOT OTHERWISE PROVIDED: When services are performed by the Port of Sitka, its employees or agents, for which no specific rates are set forth in this tariff, or when reference is made to this item, charges for such services shall be at current man-hour rates, or agent's actual labor rates, plus 15% overhead, and the charge for any equipment used as set forth in Item 205. Charge for materials furnished in connection with said services will be assessed at actual cost to the Port of Sitka, plus 15%.</p>		
<p>(f) LINE HANDLING: The Port of Sitka does not perform the services of line handling. Such service is arranged by and is for the account of the agents of the vessel or stevedore company handling the vessel.</p>		
<p>(g) LONGSHORE MAN•HOUR RATES: Man-hour rates for longshore work are available from holders of valid stevedore companies.</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska		

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ITEM 250 WHARFAGE

(a) Wharfage is the charge assessed against any freight, cargo, goods placed in a transit shed or on a wharf, or passing through, over or under a wharf or Municipal Terminal; or transferred between vessels, or loaded to or unloaded from a vessel at a wharf, regardless of whether or not a wharf is used. Wharfage is solely the charge for use of wharf and does not include handling, sorting, piling of freight or charges for any other

(b) APPLICATION:

Wharfage rates named in this tariff will be charged for all merchandise received over the Municipal Docks or Municipal Terminal of the Port of Sitka and will be in addition to all other charges made under provisions of this tariff, EXCEPT:

No wharfage shall be charged to ship's gear, such as strongbacks, lines, hatch covers, walking boards, etc., placed on wharf during unloading operations. Fuel handled over wharf will not be considered as ship's stores and will be subject to wharfage and other charges that may be incurred.

No wharfage shall be charged for fishing gear and consumables under 30 square feet in area for vessels that fish for local processors. **(A)**

(Continued on next page)

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Addition approved by the CBS Assembly 2/23/2021
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<p>(c) OVERSIDE: Full wharfage named herein will be charged to merchandise discharged or loaded outside of vessel directly to or from another vessel or to the water when vessel is berthed at wharf.</p> <p>(d) OVERSTOWED CARGO: Overstowed cargo destined for discharging at another port will be exempt of wharfage charges, provided such cargo is immediately re-loaded to departure of the same vessel.</p> <p>(e) MINIMUM CHARGE: See Item 220.</p> <p>(f) SCHEDULE OF RATES: Except as otherwise specifically provided, rates are in cents per ton of 2000 lbs.</p> <p>(g) TRANSSHIPPED CARGO: Transshipped cargo shall be taken as a single through movement and shall be included only one time for purposes of determining the wharfage rate.</p> <p>(h) SECURITY SURCHARGE: Notwithstanding any other schedule of charges, the Port of Sitka shall assess a security surcharge of \$0.58 per ton for all commodities crossing the Port of Sitka. (**)</p> <p>(i) Passenger Flat Fee: In addition to other tariff provisions, the terms and conditions of this item apply. Charges are assessed to passenger vessels and cruise ships using the Port of Sitka. (A)</p>		
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Revision approved by CBS Assembly 2/23/2021 Addition approved by the CBS Assembly 2/23/2021		

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SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES (R)

COMMODITY

		<u>2023</u>	<u>2024</u>	<u>2025</u>
ITEM 251 Aggregates	Per ton	\$1.57	\$1.70	\$1.84
ITEM 252 Freight, N.O.S	Per ton	\$9.41	\$10.19	\$11.04
ITEM 253 Fish	Per ton	\$19.41	\$21.02	\$22.77
ITEM 254 Seine Skiff/Bait Shed/Nets on Pallet	Per skiff	\$46.84	\$50.73	\$54.94
ITEM 255 30 AMP	Per day	\$10.70	\$11.59	\$12.55
ITME 255 50 AMP	Per day	\$20.07	\$21.74	\$23.54
ITEM 255 100 AMP	Per every 4 hours	\$26.76	\$28.98	\$31.39
ITEM 256 Passenger Vessel Fee	Per person	\$5.00 (R)	\$5.00	\$5.00
ITEM 257 Potable Water (+)	Per Day	\$300.00	\$300.00	\$300.00

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska
Revision approved by CBS Assembly 01/24/2023
Addition approve by CBS Assembly 01/24/2023

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SECTION 2 DEFINITIONS AND SCHEDULE OF CHARGES			
COMMODITY			
	<u>2023</u>	<u>2024</u>	<u>2025</u>
FUEL (R)			
Liquids, Petroleum or Petroleum Products, N.O.S., in bulk, discharged or loaded between mobile motor freight tank vehicles or railroad tank cars and vessel's tanks per gal.	\$2.11	\$2.29	\$2.47
NOTE 1: All petroleum transferring operations are subject to rules governing bulk petroleum products. See Item 170.			
POWDER (R)			
Gun or Blasting; Blasting Cap; Dynamite; High Explosive, N.O.S.; Explosive Ammunition other than small arms Ammunition (See note)	\$2.34	\$2.53	\$2.74
NOTE 1: Written permission of the Port Director must be obtained prior to any movement of merchandise named in this Item over the Municipal Terminal facilities.			
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Revision approved by CBS Assembly 1/24/2023			

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COMMODITY			
	<u>2023</u>	<u>2024</u>	<u>2025</u>
VANS OR CONTAINERS (R)			
Freight; rigid, non-disposable, dry cargo, insulated, refrigerated, flat rack, liquid tank, or open top container, with or without wheels or chassis attached, minimum dimensions 8 ft. wide and 20 ft. long, viz: containing merchandise, except containing powder, gun or blasting, or other articles as described in Item 264, under seal. (Subject to Notes 1 and 2)	\$4.70	\$5.09	\$5.51
Empties returning, each (Subject to Note 1)	\$1.57	\$1.70	\$1.84
NOTE 1: May include unit for refrigeration or heating of merchandise.			
NOTE 2: Charge applies to net weight of contents of vans or containers, inbound or outbound.			
VEHICLES and other articles, empty self-propelled or non-self-propelled, viz: (R)			
Automobiles, including pickups with or without camper bodies attached, chassis,	\$1.57	\$1.70	\$1.84
Trailers, house or vacation; homes or buildings, mobile or modular, S.U.	\$12.53	\$13.57	\$14.70
Heavy Equipment including cranes, sanders, sweepers, graders, loaders, fork lifts,	\$17.22	\$18.65	\$20.20
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Revision approved by CBS Assembly 1/24/2023			

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COMMODITY (R)			
	<u>2023</u>	<u>2024</u>	<u>2025</u>
Pursuant to the establishment of the Office of Homeland Security in 2001 and Maritime Transportation Security Act of 2002, the Port of Sitka will assess a security fee in order to defray expenses associated with mandated security measures.			
Heavy Equipment including cranes, sanders, sweepers, graders, loaders, fork lifts,	\$17.22	\$18.65	\$20.20
PORT FACILITY SECURITY FEES petroleum products. See Item 170.	\$0.91	\$0.99	\$1.07
CARGO VESSELS			
Notwithstanding any other schedule of charges, the Port of Sitka shall assess a security surcharge on per ton for all commodities crossing the Port of Sitka facilities. (Subject to Note 1)			
NON-CARGO VESSELS			
Notwithstanding any other schedule of charges, the Port of Sitka shall assess a security fee on the gross tons of all vessels calling at the Port facilities.	\$0.16	\$0.17	\$0.18
PASSENGER			
Notwithstanding any other schedule of charges, the Port of Sitka shall assess a flat security fee on passenger embarking or disembarking at the Port facilities.	\$850 (C)	\$900	\$950
Note 1: The Upper Cook Inlet Area Maritime Stakeholders that currently contribute to Security are exempt from the above security fees.			
ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska Change approved by CBS Assembly 2/23/2021 Revision approved by CBS Assembly 1/24/2023			

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Item 260 - CHARGES FOR MISCELLANEOUS SERVICES			
Terminal Storage			(R)
(a) TERMINAL STORAGE			
Terminal storage, included closed or covered storage, open or ground storage, bonded storage or refrigerated storage after storage arrangements have been made or other terminal facility for the storing of inbound and outbound cargo or gear after expiration of free time. When space is available and arrangements are entered into prior to arrival of cargo at terminal, storage may be permitted.			
Storage charges for cargos in transit will be assessed as follows:			
	<u>2023</u>	<u>2024</u>	<u>2025</u>
	STORAGE RATE in Dollars		
(1) Annual rate for storage of fishing nets on 8'x12' pallets:	\$1,250	\$1,250	\$1,250
Storage rate per month: \$125/month (2 month minimum, paid up front).	\$300	\$300	\$300
Storage rate per month for fishing nets stored on dock.	\$300	\$300	\$300
(2) Storage rate per sq. ft. per month for bait sheds and misc. gear stored on 20'x20' area (minimum size). (2 month minimum, paid up front).	\$0.75	\$0.75	\$0.75

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Item 260 - CHARGES FOR MISCELLANEOUS SERVICES		
(b) Access Ramp		(A)
Users of the access ramp in the GPIIP Marine Facility will follow all Policies and Best Management Practices Manual.		
<ul style="list-style-type: none"> • Access Ramp Fee - \$1.50 per foot per day. 		
(c) Upland Dry Dock Fees		(A)
Users of the access uplands in the GPIIP Marine Facility will follow all Policies and Best Management Practices Manual.		
<p>Short Term Projects</p> <ul style="list-style-type: none"> • \$1.95/ft/day <p>Long Term Project</p> <ul style="list-style-type: none"> • \$0.20/sf/month for vessels with a Sitka moorage account • \$0.23/sf/month for vessels without a Sitka moorage account • \$50/month Dry Dock Administrative Fee <p>Dry Dock limited to 4 months. Fee will double each month after 4 months without GPIIP Port Director written approval to stay past 4 months.</p>		

ISSUED BY: John Leach, Municipal Administrator, Sitka, Alaska
Addition approved by CBS Assembly 2/23/2021

DRAFT



329 Harbor Drive, Suite 202
Sitka, AK 99835
Phone: 907-747-2660

Tuesday, January 10, 2023

MEMORANDUM

To: Gary Paxton Industrial Park (GPIP) Board of Directors
From: Garry White, GPIP Director
Subject: GPIP Haul Out Development Discussion

Introduction

On October 4th, 2022, the citizens of Sitka voted to appropriate ~\$8.18 million dollars from the Sitka Permanent Fund for the development of a haul out and shipyard at the Gary Paxton Industrial Park (GPIP).

The attached GPIP Vessel Haul Out Development Project Charter outlines the project goals, project scope, and timeline for moving the development forward. The Charter was developed by CBS and GPIP staff and approved by the GPIP Board at its November 2022 meeting.

The first section of the Charter contains the Project Scope, which outlines developing a plan and cost estimate for the haul out. The CBS has released a Request for Qualifications (RFQ) for Project Management, Planning, Design and Environmental Services (attached). The CBS hopes to have a qualified person/firm hired soon to help develop a conceptual plan. A portion of the conceptual plan will be based on the community's wishes and needs on the capacity of the haul out infrastructure. Information from the users of the facility will help form the basis of design for the project.

Background

The GPIP Board has long recognized the importance of the fishing and maritime industry to the community of Sitka.

The GPIP Board and CBS have been working on vessel haul out development concepts since the GPIP properties were acquired. The CBS has repeatedly included marine haul out infrastructure requests in both its Federal and State Legislative Priorities. The CBS recently applied for a USDOT Build Grant in 2020, 2021, 2022 and plan to apply for future grant opportunities.

The CBS has released multiple Request for Proposals (RFP) for private sector development of a haul out at the GPIP since 2009. None of the private sector development proposals moved forward due to multiple reasons, including cost of construction.

Basis of Design for Haul Out Infrastructure

The CBS commissioned the Preliminary Screening-Level Feasibility Assessment and Planning for a Marine Center at Sawmill Cove Industrial Park in 2014 which investigate feasibility and basic basis of design of a haul out at the GPIP.

<https://static1.squarespace.com/static/588a6f0ce6f2e19614b36071/t/5bcf5172419202d3830c8e4d/1540313533731/SCIP+Phase+2A+Preliminary+Screening-Level+Assessment+FINAL+%281%29.pdf>

Additionally the GPIIP Director has been contacted by multiple potential user of the future facility.

The following criteria is being considered to help form the basis of design for the project.

1. Haul out location within GPIIP waterfront – TBD
 - The location of the haul out waterfront infrastructure will be determine by future environmental analysis of water column depth, geotechnical investigation, ocean conditions, and proximity to upland shipyard properties and existing access ramp.
2. Haul out pier width – 25’4” wide
 - 25’4” wide piers accommodates existing vessels and the newer wider vessels that are being constructed.
3. Haul out wash down pads – Multiple pads to allow for multiple vessel to be haul out at once, exact amount TBD.
4. Haul out equipment capacity – 150 ton lift
 - A 150 ton capacity lift accommodates the largest portion of the local fleet.
5. Haul out equipment height to accommodate a majority of the fleet – TBD
6. Upland Shipyard Considerations
 - a. Public use space. Vessel stall numbers, length, width, etc. - TBD
 - PND Engineers Conceptual Plan #3 design in 2019 is a good start for future stall design.
 - b. Planning for lease space, sheltered area, vessel storage – TBD
 - c. Installation of upland utilities and other upland utilities - TBD

Action

- GPIIP Board discussion of different criteria for the basis of design to form a conceptual design for the GPIIP Haul Out Development.

REQUEST FOR QUALIFICATIONS (RFQ)

by

THE CITY AND BOROUGH OF SITKA (CBS), ALASKA

for

PROJECT MANAGEMENT, PLANNING, DESIGN AND ENVIRONMENTAL SERVICES

for

GPIP VESSEL HAUL-OUT DEVELOPMENT

A. Overview

The Request for Qualifications (RFQ) solicits qualifications of professional services providers capable of performing the duties of Marine Services Planner, Project Manager, Designer and Environmental Services Lead for the Gary Paxton Industrial Park (GPIP) Vessel Haul-Out Development.

B. Requirements for Statement of Qualifications

Detailed descriptions of the requirements can be downloaded from the CBS website www.cityofsitka.com. Click on the Bids & RFPs link – “GPIP Vessel Haul-Out Development.”

The proposer must acknowledge receipt of all Addenda. It is the responsibility of the proposer to regularly check the website for addenda to the project for which they are proposing.

C. Submissions and Inquires

Statements of Qualifications (SOQ) shall be submitted via Bid Express from the CBS website until **2:00:00 p.m. local time Thursday, January 19, 2023.** Proposals received after the time specified will be returned to the proposer unopened. **Facsimile or Email submittals will not be accepted.**

To submit via Bid Express, visit www.cityofsitka.com, first select Bids & RFPs link, and then the Bid Express link. To submit to the Public Works Department, submit the proposal to City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska 99835. Time of receipt will be as determined by the Public Works Department time stamp.

Questions can be directed to Mike Schmetzer, P.E., Municipal Engineer, at publicworks@cityofsitka.org. While phone inquiries can be made to (907) 747-1807, emails are requested to allow for tracking of potential questions. Inquiries shall be submitted no later than Tuesday, January 10th at 5:00 p.m. local time.

The City and Borough of Sitka reserves the right to reject any and all bids and to waive informalities.

CITY AND BOROUGH OF SITKA



By: Michael Harmon, P.E.
Public Works Director

PUBLISH:	Sitka Daily Sentinel:	December 23, 2022 and January 6, 2023
	Anchorage Daily News:	December 23, 2022 and January 6, 2023
	Juneau Empire:	December 23, 2022 and January 6, 2023
	Seattle Journal of Commerce:	December 23, 2022 and January 6, 2023

EXHIBIT 1

PROJECT CHARTER

PROJECT COVER SHEET

Project Title/ Number: GPIP Vessel Haul-Out Development

Project Manager: Garry White & Mike Schmetzer Project Sponsor: Michael Harmon

Project Description: Planning, Environmental, Engineering Design and Design-Build Construction of a 150-Ton Boat Haul-Out at Gary Paxton Industrial Park, Sitka, Alaska

Design
 Construction
 Other

Project Charter Available? Yes No

Project Status: *(highlight green, yellow, red)*

General	Schedule	Budget
----------------	-----------------	---------------

Milestones:

<u>Recently Completed</u>	<u>Upcoming</u>
<input checked="" type="checkbox"/> Project Charter Developed with Risk Scoring <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> GPIP Board of Directors Project Charter Review Nov 21, 2022 <input type="checkbox"/> Phase IA – Planning and Project Management <input type="checkbox"/> Develop & Advertise RFP - Consultant Services <input type="checkbox"/> Enter Contract and Commence with Phase IA of Project: Planning, Environmental, Prelim Engr, Develop Preferred Option <input type="checkbox"/> Phase IB – Issue Design-Build RFP for Preferred Option

Project Budget:

Estimated Total Project Cost	\$12,000,000
Working Capital	\$8,180,000
Loans	\$0.00
Grants	\$0.00
Other	\$0.00
Total Funded	\$8,180,000
Funding Gap	\$3,820,000
Encumbrances to Date	\$0.00
Unencumbered Funds	\$8,180,000

Contract Management: (list all contracts anticipated on the project)

<u>Contractor/Function*</u>	<u>Type**</u>	<u>Amount</u>	<u>% Of Project</u>
Project Management Consultant		\$0.00	
Environmental Consultant		\$0.00	
Preliminary Engineering		\$0.00	
Design Build Contractor		\$0.00	

General Comments:

PROJECT CHARTER

GPIP BOAT HAUL-OUT DEVELOPMENT

Problem:

Sitka's maritime industry is an important part of the community and economy that is currently being affected by lack of critical infrastructure in the community. Sitka is home to one of the largest fishing fleets in Alaska.

The existing public vessel haul out facility in Sitka, owned by Halibut Point Marine Services LLC (HPM), has been a haul out facility since the mid 1980's. The company ceased operations March 31, 2022, to pursue other business opportunities, leaving the community without an ability to haul vessels. The HPM haul out facility was a large economic driver in the community, many independent marine service providers have earned a living working on the various vessels that visit Sitka and the HPM yard. The lack of a haul out and shipyard facility in Sitka will cause the commercial vessel owners to travel to other communities for vessel work. The community will be underserved in the ability for vessels to get work done by local marine service providers, causing further job losses. Not having a local Sitka haul out will impact roughly 90 percent of the local commercial fleet, causing them to travel hundreds of miles round trip to get a haul out for necessary yearly maintenance. Thus, increasing economic hardship and an increased carbon footprint.

The City and Borough of Sitka (CBS) and community have been working on developing a haul out facility at the Gary Paxton Industrial Park (GPIP) since the property was acquired in 2000.

- 2000 –Present – legislative funding requested for development of a haul out at GPIP
- 2007 – PND Engineering provides a conceptual plan and cost estimates for haul out infrastructure between Lots 2 & 4.
- 2009 – RFP for private sector development of a haul out is released. The CBS received one proposal from a firm in Puget Sound for a 600-ton lift. Firm and the CBS could not come to terms on the proposal and investment, due to large capital requirement (~\$21 million) requested to be funded by the CBS.
- 2010 – HPM completes substantial improvements to their existing haul out facility, included the construction of 5 EPA approved wash down pads.
- 2014 – Silver Bay Seafoods proposes to construct a haul out at the GPIP properties. After months of negotiations the venture does not move forward due to multiple reasons, including lack of waterfront ownership, infrastructure funding, and having other key GPIP lots being leased to other ventures in GPIP.
- 2014 – The CBS commissions the Preliminary Screening-Level Feasibility Assessment and Planning for a Marine Center at the GPIP. Study concludes that if HPM would cease operations, the analysis indicates a moderate to strong opportunity for haul out operations at the GPIP.

- 2017 – The GPIB Board holds a public meeting to discuss haul out concepts and considers moving forward with development an access ramp to haul vessels. PND Engineering is hired to provide conceptual designs and cost estimates for ramp development
- 2019 – HPM announces that they will be ceasing haul out operations within the next two years.
- 2020 – The CBS releases another RFP for private sector development. The RFP was structured for long term leases only. Two firms respond, the CBS selects a firm. After considering all available information, listening to public stakeholder comments, and investigating more in-depth on the financial costs to move forward with a proposal; the firm concluded that the associated costs to complete a haul would require a larger financial subsidy from the CBS. The CBS Assembly rejects the modified proposal.
- 2021 – The CBS releases another RFP for private sector development. The RFP considers selling lots to a qualified developer. A local group responds to RFP and is selected to move forward. The group suggested that it has determined that development of a haul out facility is more expensive than they originally estimated and withdraws its proposal.

Project Goal:

- Develop a 150-ton haul out facility, which has the capacity of hauling out a majority of the vessel in the Sitka Fleet.
- Plan future haul out infrastructure to haul vessels greater than 150-tons.
- Plan future haul out infrastructure via GPIB Access ramp to haul vessels and barges for repair and refurbishment.
- Develop the GPIB uplands into a working shipyard to support the marine services industry.
- Retain and grow local marine service sector jobs.
- Provide critical infrastructure for emergency vessel repairs.
- Reduce travel costs and emissions for vessels having to travel to other regional shipyards.

Project Scope:

The project scope is outlined in Phases due to the lack of funding to fully develop a complete haul out facility:

Phase 1: Waterfront Development (Completed December 2024):

See attached map for Waterfront Development area and lots.

1. Planning and Cost Estimates

The CBS has discussed multiple different locations on the GPIP properties for the location of haul out and shipyard infrastructure. A thorough investigation of potential locations related to various environmental factors is needed. Conceptual design should include movement of vessels on the uplands to account for existing utilities and infrastructure. Planning efforts should include master planning for additional larger haul out infrastructure and access ramp improvements if funding becomes available. Planning phase will include working with the community via GPIP Board meetings to ensure the proposed design services the greatest amount of the Sitka fleet.

2. Vessel Haul Out Piers

Design and construction of a 150-ton vessel haul out piers that can accommodate the greatest amount of the Sitka fleet, to consider additional infrastructure to meet future trends of vessel lengths, beam, and net tonnage.

3. Wash Water Collection and Wash Down Facilities

Design and construction of wash water collection and wash down facilities. Multiple wash down locations are envisioned to prevent bottle necks in haul out operations and to allow for quick repair options.

4. Wash Water On-site Pre-Treatment Facility

Design and construction of a wash water on-site pre-treatment facility. Facility will need to accommodate multiple wash down collections sites and projected vessel traffic.

5. Line Up/Off Loading Float

Design and Construction of a lineup/offloading float. Float will need to accommodate the greatest amount of the Sitka fleet.

6. Haul Out Equipment

Haul out and shipyard operation options need to be investigated to determine if haul equipment will be purchased by the CBS or required via a haul out operational agreement that will service the greatest amount of the Sitka fleet.

Additional Scope Items for Phase 1:

- Lighting and Security
- Boat Staging Area with proper drainage (parking for up to X vessels to do work)

Phase 2: Upland Shipyard Development (Start 2025 - Completed 2027):

See attached map for Upland Shipyard Development area and lots.

1. Planning and Cost Estimates

The CBS has investigated multiple different locations on the GPIIP properties for the location of shipyard infrastructure. Planning efforts should include public use space, leased space for marine service providers, sheltered work areas, and vessel storage. Additionally, planning should consider the movement of vessel within the GPIIP and existing and needed utilities.

2. Installation of Utilities and Upland Improvements

Design and Construction of upland improvements to accommodate the movement and storage of vessel to the public and leased areas. To include power and lighting system, paving, and other site improvements to service the greatest amount of the Sitka fleet and marine service providers.

Additional Scope Items for Phase 2:

- Boat short term storage yard
- Long term storage yard
- Covered Storage (Boats and Gear)
- Power
- Fencing and Security
- Lighting
- Vendor lease space

Budget

Project Cost Breakdown

Expense Description	Amount
Design (Phase I)	\$950,000.00
Construction (Phase I)	\$6,000,000.00
Other (Travel Lift - Phase I)	\$1,230,000.00
Phase II	\$3,820,000.00
Total	12,000,000.00

Project Funding Breakdown

Funding Description	Amount
CBS Appropriations (Phase I)	\$8,180,000.00
Loans (Phase I)	\$0.00
Grants (Phase I)	\$0.00
Other (Phase I)	\$0.00
Total	\$8,180,000.00

Project Funding Gap (if applicable)

Funding Description	Amount
Unfunded Balance	\$3,820,000.00

Contract Management

Contract Breakdown (if applicable)

Contractor/Function	Contract Type	Amount	% of Project
Port Planner PM/CM Srvcs.	T&M	\$240,000	3%
Design/Environmental	LS	\$650,000	8%
Contractor	CMAR	\$6,000,000	74%
Travel Lift Purchase	LS	\$1,230,000	14%
Boat Yard Operator	Lease	TBD	TBD
	Total	\$8,120,000	

Continued

Project Success Metrics:

- ✓ Cost Variance: $CV(\%) = \frac{(Budgeted\ Work\ Cost) - (Actual\ Work\ Cost)}{(Budgeted\ Work\ Cost)} \times 100$
- ✓ Schedule Variance: $SV(\%) = \frac{(Budgeted\ Work\ Days) - (Actual\ Work\ Dayes)}{(Budgeted\ Work\ Days)} \times 100$
- ✓ Customer Satisfaction: $CS(\%) = \frac{(Total\ Customer\ Satisfaction\ Survey\ Points)}{(Total\ Customer\ Service\ Survey\ Questions)} \times 100$
- ✓ Alignment with Strategic Plan:
Goal(s) and/or Objective(s): _Aligns with the Strategic Goals to improve the economy, job creation, and making Sitka more livable community.
- ✓ Alignment with other policy, strategy, plan, procedure:
Document(s) and Goal(s)/Objective(s): This project is our top legislative priority, and the funding was a ballot proposition that passed by over 80%.
- ✓ Other Metric(s):
Due to the overwhelming community support of this project, it is considered the top priority project within CBS.

Project Team:

Project Sponsor:	Michael Harmon
Contact Information:	907-747-1823
Organization:	CBS Public Works
Key Responsibilities:	Department Head

Project Manager:	Mike Schmetzer
Contact Information:	907-747-1807
Organization:	CBS Public Works - Engineering
Key Responsibilities:	Overall Project Manager

Contract Manager:	Michelle Snowden
Contact Information:	907-747-1803
Organization:	CBS Public Works - Contracts
Key Responsibilities:	Contract Management/Compliance

Other Project Participants		
Participant Name	Contact Information	Key Responsibilities
Garry White	garrywhite@gci.net 907-747-2660	GPIP Board management and liaison

Risk Management

Risk issue statement

Issue Statement:	<p>A significant safety concern exists with vessels traveling to other communities for haul out options and no ability to haul vessel in emergency situations. Not having a local Sitka haul out will impact roughly 90 percent of the local commercial fleet, causing them to travel hundreds of miles round trip to get a haul out for necessary yearly maintenance. Thus, increasing economic hardship and an increased carbon footprint. The CBS recently had an economic Benefit Cost Analysis developed. The analysis shows that not having a local haul out option in Sitka will cost the commercial fleet almost \$15 million in increased travel costs, roughly \$2.5 million in opportunity cost of time, and over \$11 million in emissions avoided over 20 years for a total analysis of \$29 million impact when using the 3 percent discount rate for emissions.</p>
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Initial Consequence (CoF₁) Assessment – Based on 2022 Risk Matrix (Appendix A)

Consequence Category	Score	Assumptions
Public Safety	7	Assuming if a vessel goes down, multiple lives will be lost.
Personnel Safety	1	No anticipated CBS staff travel
Compliance	1	No violation
Reliability	2	Localized inability to meet service levels
Reputation	6	Would receive national media coverage
Financial Impact	5	

Initial Likelihood (LoF₁) Assessment Results – Based on 2022 Risk Matrix

Likelihood of Occurrence	Score	Assumptions
Once in 1 years	6	Likely to happen within 5 years

Initial Risk (R₁) – Based on equation LoF₁ X CoF₁= R₁

Initial Risk Score (R ₁):	42
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Risk mitigation method(s) to be applied

- | | | |
|---|---|--|
| <input type="checkbox"/> Accept | <input checked="" type="checkbox"/> Modify Operations | <input type="checkbox"/> Repair |
| <input checked="" type="checkbox"/> Avoid | <input type="checkbox"/> Modify Maintenance | <input checked="" type="checkbox"/> Replace |
| <input type="checkbox"/> Transfer/Share | <input type="checkbox"/> Monitor | <input type="checkbox"/> Develop Contingency |

Residual consequence (CoF₂) assessment results – Based on 2022 Risk Matrix (Appendix A)

Consequence Category	Score	Assumptions
Public Safety	7	Vessels over 150 tons will still need to travel to other locations. This will not reduce risk of fatality to zero.
Personnel Safety	1	No anticipated CBS staff travel
Compliance	1	No violation
Reliability	2	Localized inability to meet service levels
Reputation	6	Would receive national media coverage
Financial Impact	5	

Residual likelihood (LoF₂) assessment results – Based on 2022 Risk Matrix

Likelihood of Occurrence	Score	Assumptions
Once in 5 years	2	Likely to happen once within a 50-year period

Residual Risk (R₂) – Based on equation $LoF_2 \times CoF_2 = R_2$

Residual Risk Score (R ₁):	14
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Assessment Results (residual risk, risk mitigated, and financial efficiency)

Risk Mitigated (R _M) = (R ₁ -R ₂):	28
Financial Efficiency (FE) = $\left(\frac{RM}{Total\ Planned\ Cost}\right)$:	4.26x10 ⁻⁶

Stakeholder Register:

Stakeholder Name	Garry White & GPIP Board
Organization	Sitka Economic Development Association/GPIP
Contact Information	907-747-2660
Level of Influence on Project (High/Low)	High
Level of Interest in Project (High/Low)	High
How can stakeholder benefit?	Project is an economic development and GPIP Priority
How can stakeholder obstruct?	GPIP Board has management authority

Stakeholder Name	Stan Eliason
Organization	CBS Harbor Department
Contact Information	907-737-3439
Level of Influence on Project (High/Low)	Medium
Level of Interest in Project (High/Low)	High
How can stakeholder benefit?	Needed infrastructure for fleet
How can stakeholder obstruct?	Port and Harbors has management authority of port matters

Stakeholder Name	
Organization	
Contact Information	
Level of Influence on Project (High/Low)	
Level of Interest in Project (High/Low)	
How can stakeholder benefit?	
How can stakeholder obstruct?	

Key Milestones:

Key Tasks & Milestones	Start Date	End Date
1. Project Charter Approval: The Project Charter is brought to GPIIP Board for approval.		11/21/22
2. Project Budget Appropriation Assembly	11/8/22	11/22/22
3. Prepare RFQ for PM services Port Planner SME	11/17/22	12/8/22
4. Advertise PM/Port Planner RFQ	12/12/22	1/5/23
5. Selection of PM/Port Planner	1/25/23	2/02/23
6. Contract Execution/NTP for PM/Port Planner	2/02/23	2/28/23
7. First Draft of Basis of Design Phase 1 Scope	3/1/23	5/31/23
8. Review draft Basis of Design with SME Committee	6/1/23	6/30/23
9. Take final draft of Basis of Design to GPIIP Board	6/1/23	6/14/23
10. Final Basis of Design and Charter Scope	6/14/23	6/28/23
11. RFQ & Contract for Environmental and Design Team	2/28/23	6/28/23
12. Environmental Permitting and 30% Concept	7/1/23	2/28/24
13. Design Build Contract Execution	12/8/23	2/28/24
14. Design Phase	3/1/24	9/31/24
15. Construction Phase	7/4/24	12/31/24
16. Secure Operator for 2025 Season	3/15/24	12/31/24
17. Secure Haul-Out Lift Machine	3/15/24	12/31/24
18. Haul Out is Operational		2/1/25
Milestones for Phase 2 TBD once funding is secured:		
Need to masterplan uplands during the develop of Phase 1 to apply for grants and position this phase to proceed.		
Environmental permitting will likely need to be redone once this phase is better defined through a masterplan and funding is available.		

Continued

Approvals and Revision Log:

Approvals:

Project Manager	Approval Date
Contract Manager	Approval Date
Project Sponsor	Approval Date
Finance Director	Approval Date
Municipal Administrator	Approval Date

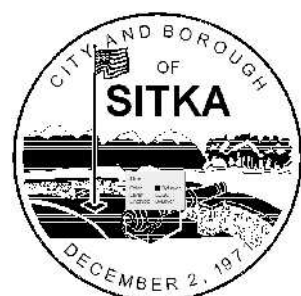
Revision Log:

Revision Number	Cause of Revision	Revision Approval Date
1.0		


Appendix – A
2022 CBS Risk Assessment Matrix

Likelihood	Risk Matrix						
10 times/yr.	8	16	24	32	40	48	56
within 1 year	7	14	21	28	35	42	49
within 5 years	6	12	18	24	30	36	42
within 10 yrs.	5	10	15	20	25	30	35
within 20 yrs.	4	8	12	16	20	24	28
within 30 yrs.	3	6	9	12	15	18	21
within 50 yrs.	2	4	6	8	10	12	14
100 years	1	2	3	4	5	6	7

Consequence Category	Consequence Criteria						
	Insignificant	Minor	Moderate	High	Major	Extreme	Catastrophic
Public Safety	<input type="checkbox"/> No Injury <input type="checkbox"/> No damage to public or private property	<input type="checkbox"/> Near miss <input type="checkbox"/> Minor property damage	<input type="checkbox"/> Minor injuries <input type="checkbox"/> Moderate property damage	<input type="checkbox"/> Single injury w/ medical attention <input type="checkbox"/> Moderate property damage over large area	<input type="checkbox"/> Multiple injuries OR permanent disability <input type="checkbox"/> Major property damage	<input type="checkbox"/> Fatality <input type="checkbox"/> Major property damage over a large area	<input type="checkbox"/> Multiple fatalities
Personnel Safety	<input type="checkbox"/> No injury	<input type="checkbox"/> Near miss	<input type="checkbox"/> Single injury requiring medical attention	<input type="checkbox"/> Multiple injuries OR permanent disability	<input type="checkbox"/> Fatality	<input type="checkbox"/> Multiple fatalities	
Compliance	<input type="checkbox"/> No violation	<input type="checkbox"/> Minor restrictions <input type="checkbox"/> Increased oversight	<input type="checkbox"/> Violation <input type="checkbox"/> Fines imposed	<input type="checkbox"/> Restricted use <input type="checkbox"/> Sanctions <input type="checkbox"/> Legal penalties	<input type="checkbox"/> Loss of right to operate	-	-
Reliability	<input type="checkbox"/> No Impact	<input type="checkbox"/> Localized inability to meet service levels	<input type="checkbox"/> Wide-spread inability to meet service levels	<input type="checkbox"/> Inability to Safely operate or maintain service	-	-	-
Reputation	<input type="checkbox"/> Questions raised by Municipal Admin. <input type="checkbox"/> Local media coverage	<input type="checkbox"/> Questions raised by Assembly	<input type="checkbox"/> Questions raised by State Officials <input type="checkbox"/> State media coverage	<input type="checkbox"/> State Legislative hearing	<input type="checkbox"/> Questions raised by Federal officials	<input type="checkbox"/> National media coverage	-
Financial Impact	<\$10k	\$10k - \$100k	\$100k - \$1M	\$1M - \$10M	\$10M - \$100M	\$100M - \$1B	>1B



REVISIONS					
REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.


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DESIGN: PLR CHECKED: CRS SCALE: SCALE IN FEET
 DRAWN: KLL APPROVED: CRS 0 80 160 FT.

DATE: AUG. 23, 2019

CITY & BOROUGH OF SITKA
GARY PAXTON RAMP PROJECT

SHEET TITLE:
CONCEPT PLAN NO. 3

PN&D PROJECT NO.: 182060

1
 SHEET
1 OF 3