COVER MEMO

Briefing Date:	October 26, 2026
Staff Contact/Title:	James Sommer, Public Works Program Manager 360.528.8005, JamesS@PortOlympia.com
Subject:	Contract 2026-1031 Amendment – Swantown Boatworks Stormwater Retrofit (2026)
Purpose:	☐ Information Only ☒ Decision Needed

Overview:

- This is a consent agenda item. Action is requested.

Background:

On August 10, 2026, the Commission authorized the Executive Director to award and execute the Swantown Boatworks Stormwater Retrofit contract to the lowest responsive and responsible bidder.

On August 19, 2026, the Port entered into a contract with AJ's Excavating & Rooter LLC, contract 2026-1031, for a total not-to-exceed amount of $374,517 including sales tax. The contract has been amended once under the Executive Director's delegated authority to increase the contract value by $25,612.81, for a new total contract value of $400,129.81.

During the course of construction, needed repairs were identified in the existing stormwater conveyance system that fell outside the awarded scope of work. The Port met with the Department of Ecology on October 22, 2026, for a site visit and to discuss the status of the project. During that visit, the Department of Ecology encouraged the Port to pursue additional funding for the project to include the needed repairs that will improve long-term system reliability and reduce the risk of future operational issues.

This consent agenda item requests an increase of $225,764.00 to the contract value, for a new total of $625,893.81 including sales tax. The amended amount represents a not-to-exceed value and is contingent upon the actual scope and quantities completed in the field. The requested amount reflects the best estimate of potential scope based on current information. A conservative value is

proposed to avoid delays to the project schedule while ensuring sufficient funding to complete the work.

Summary and Financial Impact:
This project has an approved 2026 capital budget of $850,000.00. In addition to Port of Olympia funding, DOE has awarded the Port a Stormwater Financial Assistance Program grant for this project. The authorized grant award is an amount not to exceed $550,000.00.

Affected Parties:
- Swantown Marina & Boatworks
- General Public

Environmental Considerations:
Port staff have reviewed this scope of work with the Department of Ecology, who agree that these repairs are beneficial to ensure boatyard operations continue with a minimal environmental impact and operational risk while meeting all current requirements.

Options with Pros and Cons:
1. Authorize the Executive Director to amended the awarded contract to include an additional $225,764.00 in funding as outlined in this cover memo.

   Result: The Swantown Boatworks Stormwater Retrofit Project will include the necessary repairs to the existing system, improving long-term reliability and reducing the risk of future operational issues. The repairs can be completed at the best value to the Port because the contractor is already mobilized and working in the immediate vicinity of the repair areas.

2. Do not authorize the Executive Director to amend the awarded contract to include an additional $225,764.00 in funding as outlined in this cover memo.

   Result: The Swantown Boatworks Stormwater Retrofit Project proceeds as originally planned. Repairs will still be required in the near future, likely at a higher cost. The risk to operations and personnel increases the longer the repairs remain unaddressed.

Staff Recommendation:

Port staff recommends, via the Consent Calendar, that the Commission authorize the Executive Director to amend contract 2026-1031, increasing the contract value by $225,764.00, for a new total contract value of $625,893.81 including sales tax.