



Kitsap Regional Coordinating Council

KRCC Board Meeting Agenda

v. 5/19/20

June 2, 2020; 10:15am–12:15pm

This is an online meeting due to the COVID-19 pandemic and Governor Inslee's "Stay Home, Stay Healthy" Proclamation. To participate:

- Link to participate in the video conference and view the screen share:
<https://zoom.us/j/938664782>. If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 720-707-2699 and enter the Meeting ID: 938-664-782#

Note that this meeting will be recorded via Bremerton Kitsap Access Television (BKAT).

1. Welcome and Introductions

2. Chair's Comments

3. Consent/Action Items

- A. **ACTION:** Approve the [5/5/2020 KRCC Board Meeting Summary](#) (vote) Page 4
- B. Review the 5/19/2020 Executive Committee Meeting Summary (*Reference Packet page 2*)

4. Full Discussion/Action Items

- A. Update on preliminary planning of Annual Legislative Reception

5. KRCC Committee Reports

A. Land Use Items

- i. Draft 6/16/2020 PlanPOL Meeting Agenda (*Reference Packet page 4*)
- ii. For reference: 5/14/2020 LUTAC Meeting Agenda (*Reference Packet page 6*)
- iii. Review the [RFP to hire the Countywide Planning Policies Consultant](#) Page 12

B. Transportation Items

- i. Update on development of Gorst Coalition: Committee lists and Letter of Invitation (*Reference Packet page 8; 10*)
- ii. Update on Kitsap's awards from the Regional Competition for federal transportation funding
- iii. Review [Kitsap 2023-2024 Countywide Project Funding Recommendation](#) Page 17
- iv. **ACTION:** Approve Kitsap Countywide Project Funding Recommendation (vote)
- v. For reference: 2020 Transportation Competition Calendar (*Reference Packet page 11*)
- vi. For reference: 5/27/2020 TransTAC Meeting Agenda (*Reference Packet page 12*)
- vii. For reference: 5/28/2020 TransPOL Meeting Agenda (*Reference Packet page 14*)

6. PSRC Board and Committee Reports

- A. PSRC Committees and Boards Report (*Reference Packet page 15*) and other updates*
 - i. Updates from the PSRC Executive Board
 - ii. Updates from the Growth Management Policy Board
 - iii. Updates from the Transportation Policy Board
 - iv. Updates from the Economic Development District Board

7. Corridor Committee Reports

- A. SR 16 Committee*
- B. SR 305 Committee*
- C. SR 104 Committee*
- D. SR 303 Committee*
- E. SR 307 Committee Formation

8. KRCC Member Round Robin

Report out on new and upcoming land use policies or work of interest*

- A. Bainbridge Island
- B. Bremerton
- C. Kitsap County
- D. Kitsap Transit
- E. Naval Base Kitsap
- F. Port of Bremerton
- G. Port Gamble S'Klallam Tribe
- H. Port of Kingston
- I. Port Orchard
- J. Poulsbo
- K. Suquamish Tribe

9. Staff Report

- A. [KRCC Income Statement](#)*

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10. Public Comment

11. KRCC Board Questions, Concerns, and Announcements

12. Executive Session: Discuss renewal of Triangle Associates Contract

13. Adjourn

*Standing agenda item



Kitsap Regional Coordinating Council

2020 Meeting Schedule

Draft v.4-22-20

		January	February	March	April	May	June	July	August	September	October	November	December
Executive	Board* 1 st Tues. 10:15AM-12:15PM Norm Dicks Gov. Center		Feb. 4 Board Meeting		April 7 (cancelled)	May 5 Remote** Board Meeting	June 2 Remote** Board Meeting			Sept. 1 Board Meeting			Dec. 1 Board Meeting
	Executive Committee 3 rd Tues. 11:00AM-1:00PM Kitsap Transit	Jan. 21 Executive Committee Meeting	Feb. 18 Remote Executive Committee Meeting	March 17 (cancelled)	April 21 Remote Executive Committee Meeting	May 19 Remote Executive Committee Meeting	June 16 Remote Executive Committee Meeting		Aug. 18 Executive Committee Meeting	Sept. 15 (by phone) Executive Committee Meeting	Oct. 20 (by phone) Executive Committee Meeting	Nov. 17 Executive Committee Meeting	Dec. 15 (by phone) Executive Committee Meeting
Transportation	TransPOL* 3 rd Thurs. 3:15-4:45PM Kitsap Transit			March 19 Remote** TransPOL Meeting		May 28 (4 th Thurs.) Remote** TransPOL Meeting	June 18 Remote** TransPOL Meeting		Aug. 20 TransPOL Meeting		Oct. 15 TransPOL Meeting		Dec. 17 TransPOL Meeting
	TransTAC 2 nd Thurs. 12:30-2:30PM Kitsap Transit	Jan. 9 TransTAC Meeting	Feb. 12 PSRC Workshop (Wed.)	March 12 Remote TransTAC Meeting		May 27 Remote Project Selection Workshop (Wed.)		July 9 TransTAC Meeting		Sept. 10 TransTAC Meeting		Nov. 12 TransTAC Meeting	
Land Use	PlanPOL* 3 rd Tues. 1:30-3:00PM Kitsap Transit		Feb. 18 (cancelled)		April 21 (cancelled)		June 16 Remote** PlanPOL Meeting				Oct. 20 PlanPOL Meeting		
	LUTAC 2 nd Thurs. 9:30-11:30AM Norm Dicks Gov. Center	Jan. 9 LUTAC Meeting			April 9 Remote LUTAC Meeting	May 14 Remote LUTAC Meeting		July 9 LUTAC Meeting		Sept. 10 LUTAC Meeting			

*Open to the public

**<https://zoom.us/j/938664782>; +1 669 900 9128; Meeting ID: 938 664 782

Other Dates

Board Retreat: TBD

Legislative Reception: TBD

Kitsap Regional Coordinating Council (KRCC)
Draft Board Meeting Summary
 May 5, 2020 | 10:15 AM – 12:15 PM
 Virtual Meeting following Governor Inslee’s Stay at Home Order
 Version 5-5-20

Decisions		
The KRCC Board approved: <ul style="list-style-type: none"> • 2/4/2020 KRCC Board Meeting Summary • Update to the Policies and Procedures Manual • Use of funds to hire a CPP consultant 		
Actions	Who?	Status
Upload the 2/4/2020 KRCC Board meeting summary to the KRCC website.	KRCC staff	Complete
Accept changes to Policies and Procedures Manual.	KRCC staff	Complete
Coordinate with LUTAC to finalize an RFP for the CPP Consultant.	KRCC staff	Ongoing

1. WELCOME AND INTRODUCTIONS

KRCC Program Lead, Sophie Glass, welcomed participants to the meeting and conducted a roll call of Board members (see attachment A for KRCC Board members in attendance and Attachment B for members of the public in attendance).

2. CHAIR’S COMMENTS

Chair Wolfe shared that this is was KRCC’s first virtual-only meeting. Given the public health concerns associated with COVID-19 and Governor Inslee’s Stay at Home Order, the Open Public Meetings Act requirement to hold a physical meeting space for members of the public to participate has been suspended. Public meetings being held must meet the criteria of being Routine and Necessary. The Executive Committee has deemed the primary purpose of receiving presentations for the allocation of federal transportation funds routine and necessary.

3. CONSENT/ACTION ITEMS

Approval of the 2/4/2020 KRCC Board meeting summary. Commissioner Garrido moved to approve the 2/4/20 Board meeting summary. Councilmember Stern seconded the motion. The motion carried without opposition or abstention.

Review of the 2/8/2020 Executive Committee Meeting Summary.

No comments or questions about the Executive Committee meeting summary were provided.

Review of the 4/21/2020 Executive Committee Meeting Summary.

No comments or questions about the Executive Committee meeting summary were provided.

4. FULL DISCUSSION ITEMS

Approve update to the KRCC Policies and Procedures re: Annual Audit Report. The update is intended to uphold the institutional memory around KRCC’s responsibility to submit annual audit reports, as opposed to Kitsap County on KRCC’s behalf. Councilmember Ashby reported that at the Audit Exit Interview, the auditors were complimentary of KRCC and Kitsap County staff for good documentation and responsiveness. Councilmember Ashby moved to approve the update to the

Policies and Procedures Manual. Commissioner Gelder seconded the motion. The motion carried without opposition or abstention.

5. KRCC COMMITTEE REPORTS

Land Use Items:

Discuss proposal to hire consultant to support Countywide Planning Policies (CPP) update. Kitsap Planning Directors and the Executive Committee have recommended hiring a CPP consultant to add capacity in order to have the CPP updates complete and ratified by Kitsap jurisdictions by the end of 2021. The Updates Process Chart and draft Scope of Work, developed in coordination with LUTAC, show the main tasks to be completed as part of the CPP update. The Executive Committee recommended that most of the cost of the consultant be covered through carryforward funds and money that was intended for the Board retreat, with the remaining cost to be covered through the 2021 KRCC budget. Councilmember Ashby noted that once the CPPs are updated, the following discussion will be how they will be incorporated into the transportation competition criteria. The timing of bringing on the consultant is tentatively July 2020.

Approve use of funds for CPP consultant. Mayor Erickson moved to approve the use of funds to hire a CPP consultant. Councilmember Daug's seconded the motion. The motion carried without opposition or abstention.

Transportation Items:

Countywide Competition Project Presentations. Mishu Pham-Whipple, KRCC Transportation Program Lead, provided an overview of the Countywide Transportation Competition. There are \$9.74 million of Surface Transportation Program (STP) funds available to Kitsap jurisdictions. Of the 9.74 million, a minimum of \$340,000 must be used towards rural projects. \$1.03 million is reserved for non-motorized projects and \$1.37 million is reserved for preservation projects. STP funds are considered the most flexible funding source available through the FAST Act (Fixing America's Surface Transportation). Many types of projects are eligible, including transit, bike/ped, safety, traffic management, planning projects, and more traditional road and bridge projects. All Kitsap jurisdictions are eligible to apply for this funding, except Naval Base Kitsap. At their May 27 meeting, TransTAC will score the projects and develop a recommended list of projects to be awarded funding. TransPOL will then review and approve TransTAC's recommendation, which will then move to the KRCC Board for approval at their June 2 meeting. Project sponsors then presented their Countywide projects. The presentation slides can be found [here](#). The project names, request amounts, and related discussion is below.

1. City of Bainbridge Island: Rolling Bay Bicycle and Pedestrian Improvements
(Requesting \$1,500,000)
2. City of Bainbridge Island: Blakely to Lynwood Bicycle and Pedestrian Improvements
(Requesting \$1,250,000)
3. City of Bainbridge Island: Winslow to Eagledale Bicycle Improvements – Phase 1
(Requesting \$1,000,000)

- Mayor Erickson asked whether the projects were in conjunction with other road improvements. Chris Wierzbicki, City of Bainbridge Island clarified that the project is exclusively a bicycle/pedestrian project.
 - Mayor Schneider noted that the Eagledale project is a high priority for the City due to unsafe bicycle and pedestrian conditions at this location and that the large cost is in part due to the fish passage aspect.
 - Commissioner Strakeljahn asked if any engineering had been conducted at the site yet. Chris responded that some preliminary engineering has been conducted.
4. Bremerton: 6th Street Preservation
(Requesting \$1,877,050)
 - Shane Weber, City of Bremerton, shared that Bremerton did not submit any projects to the Regional Competition for this cycle.
 5. Bremerton: West Kitsap Way Corridor Planning Study
(Requesting \$600,000)
 6. Kitsap County: SR 104 Realignment – Kingston Phase 1
(Requesting \$4,909,460)
 - David Forte, Kitsap County, shared that this project was also submitted into the Regional competition.
 7. Kitsap County: SR 104 Realignment – Kingston Phase 2
(Requesting \$2,363,230)
 - Commissioner Gelder shared that the Preliminary Engineer and Right of Way funding had previously been secured by the County.
 - Mayor Erickson asked if the County financially partnered with the Port of Kingston and Kitsap Transit for this project. David responded that the partners are beneficiaries but not financial partners since the transit improvements were integrated into the roadway design, making it difficult to separate the costs.
 8. Kitsap County: Port Gamble Trail A, B, & D
(Requesting \$2,300,000)
 - Commissioner Gelder noted that the project site is the missing link of trail between the Seattle and Hood Canal trail segments of the Sound to Olympics trail and that the Ride Park will be a mountain bike facility.
 9. Kitsap County: Fairgrounds Road Complete Streets
(Requesting \$2,600,000)
 10. Kitsap County: North STO Trail Planning Study
(Requesting \$350,000)
 11. Kitsap County: County Paver Bundle

(Requesting 1,001,873)

- Mayor Erickson asked that the County and other project sponsors be prepared to discuss how it would prioritize its project given that the County's total request is over \$13 million.
- Councilmember Ashby reminded the group that the dollar amounts in each cycle of the transportation competition must be balanced by year, meaning that the \$9.74 million must be spent evenly between 2023 and 2024, which is another limiting factor to consider.
- Councilmember Stern asked whether project sponsors had a sense of how successful the project bidding process will be, given the recession. Shane shared that he anticipates that contractors are eager to bid on projects but that the bids will come in over original project estimates.

12. Kitsap Transit: SR 16 Park and Ride

(Requesting \$2,200,000)

- Steffani Lillie, Kitsap Transit, shared that the agency will select a preferred alternative by the end of 2020.

13. Kitsap Transit: Gateway Center Redevelopment (Phase 1)

(Requesting \$3,500,000)

14. Kitsap Transit: Port Orchard Transit Center

(Requesting \$600,000)

- Mayor Putaansuu noted that this project will dovetail well with other projects the City is working on in the area.
- Commissioner Garrido expressed interest in being involved on the project.

15. Port of Bremerton: Airport Industrial Way Phase 2-2

(Requesting \$2,942,656)

16. Poulsbo: Noll Corridor Improvements

(Requesting \$2,350,000)

Update on formation of a Gorst Coalition. Commissioner Strakeljahn acknowledged that jurisdictions and agencies have been working to improve the Gorst corridor over the years and that he is in communication with Congressman Kilmer about potentially obtaining federal funds for Gorst improvements. Following a meeting in which a subgroup of KRCC TransPOL discussed what a Gorst Coalition could look like the Port of Bremerton expressed interest in acting as the convener of a coalition. The KRCC Executive Committee recommended that the administrative support for the coalition be KRCC staff, similarly to how KRCC staff provided support to West Sound Alliance (WSA) meetings even though WSA was not a KRCC committee. The staff support through the end of 2020 would financially be covered through the cost savings of reduced and remote meetings and would cost approximately \$2,000 per year in the future.

Approve KRCC staff providing admin support to the Port of Bremerton's Gorst Coalition.

Councilmember Daugs moved to approve the use of funds to provide administrative support to the Port of Bremerton's Gorst Coalition. Commissioner Garrido seconded the motion. The motion carried without opposition or abstention.

6. PSRC BOARD AND COMMITTEE REPORTS

Executive Board. Mayor Erickson reported that PSRC Board and Committees are generally quiet with many meeting cancellations. At an emergency Executive Board meeting, the Board allocated relief funds to transit agencies.

Growth Management Policy Board (GMPB). No updates.

Transportation Policy Board (TPB). No updates.

Economic Development District Board (EDD). Commissioner Strakeljahn shared that the date of the next meeting is to be announced. The Aviation Baseline Study is near completion and the results will be available in July. Councilmember Stern shared that Commissioner Strakeljahn will be the Chair of the EDD Board next year and that the Board will be planning for expansion of public broadband.

7. CORRIDOR COMMITTEE REPORTS

SR16. No updates.

SR 305. Mayor Erickson shared that the city opened bidding for the Johnson Road roundabout and is planning for construction to begin in spring 2021. She also noted that painting is being done on Agate Pass Bridge and may cause delays.

SR 104. Commissioner McClure shared the feasibility study for the remote holding lot is underway.

SR 303. Councilmember Daus shared the Committee held a meeting on March 30 and that the second online open house is currently underway.

Mayor Erickson recommended forming a new committee for SR 307.

8. KRCC MEMBER ROUND ROBIN

Board members provided the following updates related to land use and other topics of interest:

- **Bainbridge Island:** Mayor Schneider shared that the City is focused on supporting its essential businesses and is conducting interviews for the open Council position.
- **Bremerton:** Mayor Wheeler shared that the City has suspended parking enforcement and that parks are closed for all activities except walking.
- **Kitsap County:** Commissioner Garrido shared that the County has quarantine isolation centers in place. Commissioner Gelder shared that the County has opened the parking lots of parks but activities are still limited.
- **Kitsap Transit:** Director Clauson shared that he is attending regular meetings with Washington State Ferries and transit partners in the Puget Sound to stay coordinated on service and fares.
- **Naval Base Kitsap (NBK):** Captain Rhinehart shared that NBK is anticipating the release for a call for Defense Critical Infrastructure Project (DCIP) funding, which it will be applying for. ¹
- **Port Gamble S'Klallam Tribe:** No updates.

¹ At this point in the meeting, Councilmember Stern moved to extend the length of the meeting to 12:25pm. Mayor Erickson seconded the motion. The motion carried without opposition or abstention.

- **Port of Bremerton:** Commissioner Strakeljahn shared that construction of the Amazon warehouse near the Bremerton airport is underway.
- **Port of Kingston:** Commissioner McClure shared that the Port is finding new strategies to reach its communities during this time.
- **Port Orchard:** Mayor Putaansuu shared that the City's parks are open with restrictions, parking enforcement in the City is suspended, and that essential sewer and water projects are underway.
- **Poulsbo:** Mayor Erickson shared that the City has developed a Business Recovery Plan and a Poulsbo Cares Initiative with a day shelter for community members.
- **Suquamish Tribe:** Councilmember Mills shared that the Tribe's offices are operating with reduced staff and that the Tribe is developing a re-opening plan.

9. STAFF REPORT

No updates.

10. PUBLIC COMMENTS

Roger Gay, South Kitsap resident emphasized the importance for the public to be involved in conversations around big funding decisions such as the transportation projects. He added that broadband access and internet availability is important for members of the public to participate in public processes now and in the future after COVID.

11. KRCC BOARD QUESTIONS, CONCERNS AND ANNOUNCEMENTS

Commissioner Gelder shared that Governor Inslee will hold another press conference later in the evening.

12. ADJOURN

The meeting adjourned at 12:20pm.

ATTACHMENT A – BOARD MEMBERS IN ATTENDANCE

Board Member	Jurisdiction	In Attendance?
Anderson, Gary	Port of Bremerton	
Ashby, Bek	City of Port Orchard	✓
Clauson, John	Kitsap Transit	✓
Daug's, Leslie	City of Bremerton	✓
Erickson, Becky	City of Poulsbo	✓
Forsman, Leonard	Suquamish Tribe	
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
McClure, Mary	Port of Kingston	✓
Medina, Kol	Bainbridge Island	✓
Mills, Luther "Jay"	Suquamish Tribe	✓
Placentia, Chris	Port Gamble S'Klallam Tribe	
Putansuu, Rob	City of Port Orchard	✓
Rhinehart, Richard	Naval Base Kitsap	✓
Rosapepe, Jay	City of Port Orchard	
Schneider, Leslie	City of Bainbridge Island	✓
Stern, Ed	City of Poulsbo	✓
Strakeljahn, Axel	Port of Bremerton	✓
Sullivan, Jeromy	Port Gamble S'Klallam Tribe	
Wall, Lynn	Naval Base Kitsap	✓
Wheat, Lori	City of Bremerton	✓
Wheeler, Greg	City of Bremerton	✓
Wolfe, Ed	Kitsap County	✓

ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
Non-Members	
Roger Gay	South Kitsap Taxpayer
Heather Wright	City of Bainbridge Island
Chris Wierzbicki	City of Bainbridge Island
Ned Lever	City of Bremerton
Shane Weber	City of Bremerton
Kat Shaffer	Kitsap County
Andrew Nelson	Kitsap County
Jeff Shea	Kitsap County
Angie Silva	Kitsap County
David Forte	Kitsap County
Stephanie Lillie	Kitsap Transit
Jeff Davidson	Kitsap Transit
Diane Lenius	City of Poulsbo
Jim Rothlin	Port of Bremerton
Fred Salisbury	Port of Bremerton
Laura Grovnull	Port of Kingston
Andrea Harris-Long	Puget Sound Regional Council
Joseph Perez	WSDOT
KRCC Facilitation Team	
Sophie Glass	KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Program Lead
Kizz Prusia	KRCC Land Use Program Lead



Kitsap Regional Coordinating Council

REQUEST FOR PROPOSALS

Project Name: Kitsap County, Countywide Planning Policies (CPPs) Updates

Organization: Kitsap Regional Coordinating Council

Proposal Due Date: June 26, 2020 at 5:00 PM Pacific Time

RFP Contact: Kizz Prusia – kprusia@kitsapregionalcouncil.org; (206) 962-3707

RFP Release Date: June 3, 2020

1. Background on the Kitsap Regional Coordinating Council

The [Kitsap Regional Coordinating Council](#) (KRCC) is the forum established through an inter-local agreement ([see Attachment A: KRCC Interlocal Agreement](#)) among its current members - Kitsap County, City of Bainbridge Island, City of Port Orchard, City of Poulsbo, City of Bremerton, Suquamish Tribe, Port Gamble S'Klallam Tribe, Port of Bremerton, Port of Kingston, Naval Base Kitsap, and Kitsap Transit. The Kitsap Regional Coordinating Council is responsible for the distribution of federal transportation funding (via the Puget Sound Regional Council), coordinates the review and monitoring of the Kitsap Countywide Planning Policies, coordinates a regional legislative agenda, and is the vehicle for other multi-jurisdictional collaborative projects identified in its annual work program. The Council is governed by an Executive Board made up of a member from each of the participating member agencies.

2. Background on Triangle Associates

[Triangle Associates, Inc.](#) is a public policy facilitation firm based in Seattle, Washington. Triangle Associates provides staffing for KRCC. For the duration of this project, the selected contractor would be a sub-contractor to Triangle Associates. The project is funded by the KRCC and Triangle Associates provides administrative duties.

3. Project Overview

The Kitsap Countywide Planning Policies (CPPs) are the framework for growth management in Kitsap County ([see Attachment B: Kitsap Countywide Planning Policies - Adopted 2015](#)).

The Kitsap CPPs tailor the Puget Sound Regional Council's (PSRC) regional growth management guidelines to Kitsap County and are the policy framework for the County's and the Cities' Comprehensive Plans. KRCC began updating certain elements of the CPPs in 2019 and intends to fully update the Kitsap CPPs by the end of 2021. To accomplish this, KRCC is soliciting the support of a technical planning consultant.

4. Project Goals

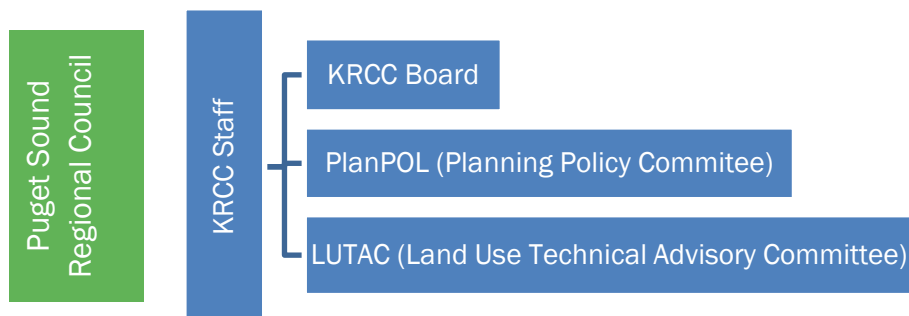
The three goals of this project include:

1. Incorporating PSRC's VISION 2050 into Kitsap's Countywide Planning Policies.
2. Supporting KRCC Boards, Committees, and Staff in updating Kitsap's Countywide Planning Policies.
3. Supporting the ratification of Kitsap's updated Countywide Planning Policies by December 31, 2021.

To reach these goals, the Kitsap Regional Coordinating Council is now accepting bids from qualified firms (includes individuals) in response to this Request for Proposal.

5. Organizational Structure

The consultant would work closely with the groups depicted in the graphic below to help update the Kitsap CPPs:



Puget Sound Regional Council (PSRC) – The selected contractor will coordinate with PSRC to draft sections of the Kitsap CPPs on an as-needed basis.

KRCC Staff - For the duration of this project, the selected contractor would be a sub-contractor to Triangle Associates and will work closely with the KRCC staff.

KRCC Board – The selected contractor will attend up to 3 KRCC Board meetings.

PlanPOL – The selected contractor will work closely with PlanPOL members to review the CPPs' Elements.

LUTAC - The selected contractor will work closely with LUTAC members to review the CPPs' Elements.

6. Scope of Work

The selected contractor would be responsible for completing the following scope of work. The exact scope of work will be confirmed as part of the contract with the successful bidder.

1. Ensure consistency between the Kitsap CPPs and other planning efforts by completing a gap analysis of the following documents:
 - a. PSRC's Vision 2050 (including Multicounty Planning Policies and Regional Growth Strategy);
 - b. PSRC's Regional Centers Framework;
 - c. Sections of the Washington State Growth Management Act (GMA) that relate directly to the CPPs. For additional detail, see Revised Code of Washington (RCW) 36.70A.210.

2. Work closely with LUTAC and PlanPOL members to review the CPPs' Elements and based upon the gap analysis, identify which Elements require necessary updates. It is possible that not every Element will need to be updated. Additional elements may be identified for desired amendments/updates outside of the gap analysis of those amendments necessary for consistency. The following Kitsap CPP elements should be reviewed:
 - a. Countywide Growth Pattern
 - b. Urban Growth Areas
 - c. Centers of Growth (*Note: LUTAC has completed a draft update of this element, and therefore review would be limited to ensuring consistency with Vision 2050, as it has been drafted for consistency with Regional Centers Framework Update, March 2018*).
 - d. Rural Land Uses and Development Patterns
 - e. Countywide Strategies for Open Space Preservation, Resource Protection, Critical Areas, Air Quality, and Water Quality/Quantity
 - f. Contiguous, Compatible, and Orderly Development
 - g. Siting Public Capital Facilities
 - h. Transportation
 - i. Housing
 - j. Countywide Economic Development
 - k. An Analysis of the Fiscal Impact
 - l. Coordination with Tribal Governments
 - m. Coordination with Federal Government including Navy
 - n. Roles & Responsibilities
 - o. Relevant Appendices

3. Work closely with LUTAC, PlanPOL, and PSRC to draft any *new* elements for the CPPs. The following elements are in PSRC's VISION 2050 and might need to be integrated into Kitsap's CPPs:
 - a. Climate (currently not an existing element within the Kitsap CPPs)
 - b. Public Services (if items fall outside Kitsap's CPP Element G: Siting Public Capital Facilities)
4. Develop a plan for the KRCC amendment and ratification process consistent with the requirements of GMA.
5. Manage the public comment analysis in accordance with Washington State Law. *(Note: KRCC staff will transcribe and analyze any comments).*

7. Travel

The consultant should expect to travel to/from Kitsap County to attend the following meetings each hosted in Bremerton, WA:

- Up to 7 LUTAC meetings
- Up to 3 PlanPOL meetings
- Up to 2 KRCC Board meetings, including 1 public hearing

Note: because of COVID-19, some of these meetings may be held virtually and therefore not require travel.

8. Target Deliverable Schedule

- Complete gap analysis: late fall 2020
- Complete draft updates to CPPs: spring 2021
- Hold public hearing for draft CPPs: early summer 2021

Exact deliverable deadlines will be confirmed as part of the contract with the successful bidder.

9. Budget Constraints

The budget for this project is not to exceed \$55,000 from summer 2020 through summer 2021 (approximately 10-12 months from the start of the contract).

10. Evaluation Metrics

KRCC will use the following evaluation metrics to choose the successful bidder. A total of 100 points can be awarded per proposal.

- Experience updating Countywide Planning Policies (25 points)
- Technical urban and regional planning writing experience (e.g. writing jurisdictional Comprehensive Plans) (25 points)
- Proposed budget (15 points)
- Familiarity with Washington State Growth Management Act and regional planning requirements under PSRC (15 points)
- Understanding the planning challenges unique to Kitsap County (10 points)
- Background with holding public meetings and managing public comment periods (5 points)
- Understanding of regional transportation planning (5 points)

Submission Requirements

Bidders must submit the following components to be considered:

Component	Page Limit
Cover page with the firm name, staff proposed, and contact information	1 page
A narrative approach to completing this project that references the selection criteria above	3 pages
Three (3) project examples that demonstrate the consultant's ability to complete the scope of work (RFP Section 6)	2 pages
References for project examples (including contact information for references)	1 page
Budget with hourly rates, detailed tasks, and expenses	1 page
Resumes for all proposed staff (do not count towards total page limit)	2 pages per resume
FULL PROPOSAL	8 pages + resume(s)

Submission Information

Email a single PDF file of your proposal to Kizz Prusia (kprusia@kitsapregionalcouncil.org) by June 26, 2020 at 5:00 PM Pacific time. Late submissions will not be accepted. Please call Kizz Prusia with any questions: (206) 962-3707.

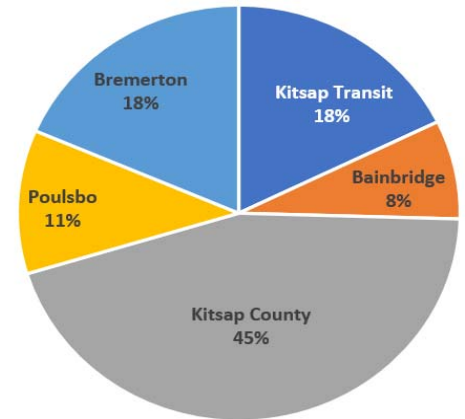
2020 Kitsap Countywide Competition Recommendation from TransTAC v.5/27/20

Jurisdiction	Name of Project	Phase	Local/Regional Center	General	Non-Motorized	Rural	Preservation	\$ Request	\$ Award	2023	2024
Kitsap Transit	SR16 Park & Ride	ROW	Local Center	x				\$ 2,200,000	\$ 1,700,000	\$ 1,700,000	\$ -
Poulsbo	Noll Corridor - North Segment (road segment)	Construction	Local Center	x	x			\$ 2,335,000	\$ 1,070,000	\$ -	\$ 1,070,000
Kitsap County	STO - Port Gamble Trail A & B1 (minus B2&D)	Construction	Local Center	x	x	x		\$ 2,660,162	\$ 1,992,162	\$ 1,992,162	\$ -
Kitsap County	Fairgrounds Road Complete Streets	Construction	Local Center	x	x			\$ 2,300,000	\$ 2,300,000	\$ -	\$ 2,300,000
Bremerton	6th Street Preservation - Phase 3 Naval Ave to	PE/CN	Local/Regional Center	x			x	\$ 1,877,050	\$ 1,772,838	\$ 200,000	\$ 1,572,838
Bainbridge Island	Winslow to Eagledale Bicycle Improvements	Construction	Local Center	x	x			\$ 1,038,000	\$ 735,000	\$ 735,000	\$ -
Total								\$ 12,410,212	\$ 9,570,000	\$ 4,627,162	\$ 4,942,838
Total Available								\$ 9,570,000	\$ 9,570,000	\$ 4,785,000	\$ 4,785,000

	2023	2024	Total	Awarded	Project	Awards by Jurisdiction	
Rural Minimum	\$170,000	\$170,000	\$340,000	\$ 340,000	Kitsap County: STO Port Gamble	Kitsap Transit	\$ 1,700,000
Preservation	\$685,000	\$685,000	\$1,370,000	\$ 1,370,000	Bremerton: 6th Street	Bainbridge	\$ 735,000
Non-Motorized	\$515,000	\$515,000	\$1,030,000	\$ 1,030,000	Various**	Kitsap County	\$ 4,292,162
General	\$3,585,000	\$3,585,000	\$7,170,000	\$ 7,170,000	All	Poulsbo	\$ 1,070,000
						Bremerton	\$ 1,772,838
						Total	\$ 9,570,000

*Note the Rural Minimum is accounted for within the \$9,570,000, not in addition to

** Includes: Noll Corridor, STO Port Gamble Trail, Fairgrounds Road Complete Streets, and Winslow to Eagledale



2020 Kitsap Countywide Competition Contingency List

Jurisdiction	Name of Project	Phase	Local/Regional Center	General	Non-Motorized	Rural	Preservation	\$ Request
Port of Bremerton	Airport Industrial Way Phase 2-2	Construction	MIC	x				\$ 2,942,656
Kitsap County	SR 104 Realignment - Kingston Phase 1	Construction	Local Center/Regional	x				\$ 4,909,460
Kitsap County	SR 104 Realignment - Kingston Phase 2	Construction	Local Center/Regional	x	x			\$ 2,363,230
Kitsap County	North STO Trail Planning Study	Planning	Local Center	x	x	x		\$ 350,000
Kitsap Transit	Port Orchard Transit Center	Planning	Local Center	x				\$ 750,000
Poulsbo	Noll Corridor - North Segment (shared use)	Construction	Local Center	x	x			\$ 1,000,000
Kitsap County	STO - Port Gamble Trail B2 & D (minus A&B1)	Construction	Local Center	x	x	x		\$ 668,000
Bremerton	Kitsap Way - Northlake Way to SR3	Planning	Local/Regional Center	x				\$ 524,190
Kitsap Transit	Gateway Center	Construction (Phase I)	Local Center	x				\$ 3,500,000
Kitsap County	County Paver Bundle	Construction	Local Center			x	x	\$ 1,001,873
Bainbridge Island	Blakely to Lynwood	PE/CN	Local Center (Lynnwood)	x	x			\$ 1,150,000
Bainbridge Island	Rolling Bay Bicycle & Ped Improvements	PE/CN	Local Center (Rolling Bay)	x	x			\$ 1,426,000
Total Contingency								\$ 20,585,409

Kitsap Regional Coordinating Council Revenue and Expense Report for Work Completed in 2020 (DRAFT)

CASH BASIS

Draft v. 5-20-2020

Budget Month	1	2	3	4	5	6	7	8	9	10	11	12					
Calendar Month	Jan. '20	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan. '21	YTD	Budget	% Budget Year	% Budget
Revenue																	
Member Dues	\$ 6,891.00	\$ 74,770.00	\$ 61,189.46	\$ 4,884.54										\$ 147,735	N/A	N/A	N/A
Events/Receptions														\$ -	N/A	N/A	N/A
Application Fees														\$ -	N/A	N/A	N/A
Other														\$ -	N/A	N/A	N/A
Carry Forward	\$ 41,044.93													\$ 41,045	N/A	N/A	N/A
Total Revenue	\$ 47,935.93	\$ 74,770.00	\$ 61,189.46	\$ 4,884.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188,779.93			
Operating Expenses																	
Triangle labor/expenses		\$ 13,853.75	\$ 14,390.41	\$ 11,941.45										\$ 40,185.61	\$ 192,418	25%	20.88%
Legal Services														\$ -	\$ 2,500	25%	0.00%
RMSA Insurance	\$ 3,030.00			\$ 225										\$ 3,255.00	\$ 3,000	25%	108.50%
Room Rentals			\$ 77.00											\$ 77.00	\$ 1,600	25%	4.81%
Reserves														\$ -	\$ 5,000	25%	0.00%
Miscellaneous	\$ 1,357.20	\$ 3,900.48	\$ 2,002.00											\$ 7,259.68	\$ 23	25%	31563.83%
Total Op. Expenses	\$ 4,387.20	\$ 17,754.23	\$ 16,469.41	\$ 12,166.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,777.29	\$ 204,541	25%	24.83%
Net Income														\$ 138,002.64			
Total Reserves	\$24,000																

Amendments/Modifications/Notes:

- Note 1 Triangle Associates' invoice in January 2020 was for work completed in 2019 and can be found on the 2019 income statement.
- Note 2 The WA State Auditor's Office conducted an audit that was not budgeted for. Charges are captured in the Miscellaneous row.
- Note 3 In 2020, Kitsap County reported that KRCC's balance at the end of 2019 was \$65,044.93.