



Clallam County
Parks, Fair & Facilities Department
223 E. Fourth St., Suite 7
Port Angeles, WA 98362

January 2, 2025

To: Clallam County Park Board

A regular meeting of the Clallam County Park and Recreation Advisory Board will be held in the Board of Commissioners Meeting Room in the Main Courthouse Building on **Tuesday, January 7, 2025, at 5:30 p.m.**

*****Attention*****

Park and Recreation Advisory Board meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: **810 4564 8441** and passcode: **12345**

If you would like to participate in the meeting via Zoom video conference, visit www.zoom.com and use meeting ID: **810 4564 8441** and passcode: **12345**

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment can be directed to the Parks, Fair & Facilities Administrative Operations Coordinator at 360-565-2659 or via email at Melissa.Earley@clallamcountywa.gov

REGULAR MEETING AGENDA

- A. Call to Order
- B. Roll Call
- C. Determination of Quorum
- D. Disposition of Minutes – December 5, 2024, Special Meeting
- E. Correspondence Received
 - 1. Lake Pleasant Playground Replacement
 - 2. 2025 Capital Budget – Parks
 - 3. Request for Notification of All Opportunities for Direct Input for Proposed Changes to Dungeness Recreation Area and Adjacent Roads
 - 4. Request regarding Dungeness Recreation Area
- F. Public Comment on Agenda Items – Please limit comments to 3 minutes.

Direct: 360-565-2659
Main Office: 360-417-2291
Melissa.Earley@clallamcountywa.gov

G. Unfinished Business

H. Committee Reports

1. Master Plan Team Update

I. Staff Reports

1. Extension of Master Plan Survey until October 3, 2025
2. 2025 Annual Request for Qualifications
3. Annual Park Advisory Board Schedule
4. Traffic Counter Update
5. Local, Regional and National Recruiting
6. Grant Update
7. Dungeness Recreation Area Trail Budgeting
8. Auto Pay Kiosk Project Status

J. New Business

1. Clallam Bay Slip Point United States Coast Guard Lighthouse Residence
 - a. Clallam Bay Slip Point Lighthouse Keepers Presentation
 - b. Dimensional Slip Point USCG Property and Residence – Summary Report
 - c. Slip Point Lighthouse Remediation Presentation
 - d. Slip Point Roof, Doors, and Steps
 - e. Slip Point Lease Update
2. 2025 Park Advisory Board Officer Elections

K. Board Member Comments

L. Public Comments on Non-Agenda Items – Please limit comments to 3 minutes.

M. Adjournment

Crawford, Donald

From: Carpenter, Brian (RCO) <brian.carpenter@rco.wa.gov>
Sent: Wednesday, December 18, 2024 9:46 AM
To: Crawford, Donald
Cc: Earley, Melissa; McFarlen, Rick; Blaine, Troy; Mielke, Todd
Subject: RE: Lake Pleasant Teetertotters?

That makes sense!

It sounds like a good candidate for WWRP – Local Parks grants. It certainly looks like you got your money's worth out of it. RCO has been around long enough, at sixty years, that we're probably starting to get playgrounds coming in for their third generation now.

And you're doing the right thing by putting that on the plan! The more public feedback and specific mention of a project in your capital plans, the better.

Kind regards,

Brian Carpenter (he/him/they/them)

Outdoor Grants Manager

Washington State Recreation and Conservation Office

C: 360-867-8523 | TDD call 711

The best way to contact me is by e-mail, Teams, or text messages.



WASHINGTON STATE

Recreation and
Conservation Office



From: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>

Sent: Wednesday, December 18, 2024 8:57 AM

To: Carpenter, Brian (RCO) <brian.carpenter@rco.wa.gov>

Cc: Earley, Melissa <melissa.earley@clallamcountywa.gov>; McFarlen, Rick <rick.mcfarlen@clallamcountywa.gov>; Blaine, Troy <troy.blaine@clallamcountywa.gov>; Mielke, Todd <Todd.Mielke@clallamcountywa.gov>

Subject: RE: Lake Pleasant Teetertotters?

External Email

Unfortunately, we have removed the Lake Pleasant Teeter Totter and the accompanying base due to significant metal fatigue and unrepairable joints found during our last playground inspection. The replacement of the playground is included in our ten-year plan and considering the dearth of playgrounds on Clallam County's

“West End,” we have prioritized this project and placed it on the five-year capital plan. We will address it as capital funding or grant opportunities become available.

We recognize that the RCO funded this playground in the 1990s, and we are committed to maintaining the site according to those standards.

If needed, I can provide documentation to support our current activities.

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000

360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



From: Carpenter, Brian (RCO) <brian.carpenter@rco.wa.gov>
Sent: Wednesday, December 18, 2024 8:38 AM
To: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Subject: Teetertotters?

Hi again!

Looking at the photos from Chris's visit to Lake Pleasant last month, I had one question: do you still have the teetertotters?



I saw them in photos from Google Maps, and I see the base is still there.

Kind regards,

Brian Carpenter (he/him/they/them)

Outdoor Grants Manager

Washington State Recreation and Conservation Office

C: 360-867-8523 | TDD call 711

The best way to contact me is by e-mail, Teams, or text messages.



From: Christopher.Popek@rco.wa.gov <Christopher.Popek@rco.wa.gov>

Sent: Monday, November 18, 2024 8:15 AM

To: donald.crawford@clallamcountywa.gov

Cc: Arambul, Ashly (RCO) <ashly.arambul@rco.wa.gov>; Popek, Christopher (RCO) <christopher.popek@rco.wa.gov>;

Barker, Myra (RCO) <Myra.Barker@rco.wa.gov>; Carpenter, Brian (RCO) <brian.carpenter@rco.wa.gov>

Subject: Inspection Completed 4100

Natural Resources Building
P.O. Box 40917
Olympia, WA 98504-0917
1111 Washington St. S.E.
Olympia, WA 98501



(360) 902-3000
E-mail: info@rco.wa.gov
Web site: www.rco.wa.gov

STATE OF WASHINGTON
RECREATION AND CONSERVATION OFFICE

RE: Compliance Inspection Completed - Lake Pleasant Comm. Beach

Hello,

Recreation and Conservation Office (RCO) staff conducted a compliance inspection at your grant funded site. The results and our findings are noted in the Questions and Issues portions of the inspection report that is available through this link [Inspection Report](#).

Any additional comments from the inspection are noted here:

The project area appears to function as originally approved, is open to the public with reasonable hours, and is well maintained.

When a compliance concern or issue has been identified, we want to work with you to resolve the issue so that your agency is compliant with the terms of the project agreement.

If you have questions, please contact me.

Sincerely,

Christopher Popek, Compliance Specialist/Insp.

Recreation and Conservation Funding Board • Salmon Recovery Funding Board
Washington Invasive Species Council • Governor's Salmon Recovery Office
Habitat and Recreation Lands Coordinating Group



Crawford, Donald

From: Gores, Loni
Sent: Tuesday, December 3, 2024 7:41 AM
To: noreply@civicplus.com; akplager@gmail.com
Cc: Crawford, Donald
Subject: RE: Online Form Submission #6194 for Contact the Clerk of the Board

Hi Anna,

Sorry for my delay. I was in a meeting until late last night and got your message first things this morning. There are 2 times you can make comment on the budget today. We have a meeting starting at 10:30 am and that will be continued to 5 pm. BOCC holds 2 meetings on the budget to allow the public to comment when it works best for their schedule.

You can comment in person or virtually on Zoom. Below is the call information for both meetings.

Loni

Zoom:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

"My email address has changed! The new format is **Loni.Gores@clallamcountywa.gov** Please update my contact card as your earliest convenience, Thank you!"

*Loni Gores
 Clerk of the Board
 Commissioners Office
 223 East 4th Street, Suite 4
 Port Angeles, WA 98362
 Phone: 360-417-2256*

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Sunday, December 1, 2024 11:43 PM
To: Gores, Loni <loni.gores@clallamcountywa.gov>
Subject: Online Form Submission #6194 for Contact the Clerk of the Board

Contact the Clerk of the Board

First Name Anna

Last Name Plager

Email akplager@gmail.com

Phone	9078885414
Subject	2025 Capital Budget -- Parks
Comments	Good day, Commissioners French, Johnson, Ozias, My name is Anna Plager and I am a member of the Clallam County Parks & Recreation Advisory Board. I am voicing my own comments, not as an official board representative. At last month's Advisory Board meeting, we were informed that the 10-year Comprehensive Parks & Recreation Master Plan update has been deferred from 2025 to 2028. This came as a big shock and surprise to all board members, who had been reminded all year long of our planning obligations by Director Crawford. The existing 2016 Master Plan is woefully outdated. The Board can make educated guesses without a plan update, but meaningful public participation in the planning process is key to making broadly-supported, wise decisions. We desperately need a current assessment of the parks' conditions (all 23 of them) and what items are most essential to change or upgrade, which Director Crawford has indicated we will have by our February meeting. You may have heard about the modified Master Plan the board amended and adopted last year, when we were out of compliance with RCO requirements. You should realize that effort was streamlined to qualify for RCO requirements, but did not include any significant plan changes or meaningful public participation. You already know about the carefully-selected, six-person planning team established in April of 2024 to help advise the Department on preparing the new 10-year plan. With their help and with the Parks Director's support, we have: • generated a park user public opinion survey for broad distribution, • initiated data collection of numbers of park visitors via roadway counters, • drafted an 8-page request for proposals (RFP-RFQ) ready for release in 2025. Your proposed planning delay feels as if the rug has been pulled out from under all our hard work this past year. One of the Board's most important duties for the County is conducting a new Master Plan every 10 years [County Policy 461.4]. In best case scenarios, master planning processes take a couple of years to initiate and complete, so the 3-year funding delay effectively means 5 more years without a plan update. If no change is made in the current proposed capital budget, the 10-year plan due in 2027 will be lucky to take effect in 2030. The board might as well take a 5-year break.

One bright spot this year is the new Parks Capital Improvement Fund that accrues from camp reservation fees. This year that Fund holds more than 100-thousand dollars and we expect that annual accrual will only grow. We look forward to endorsing new, improved facilities at our 23 parks over the years, demonstrating that the County supports our parks for the public's enjoyment and well-being. We were doubly dismayed to learn at our November meeting that this special Parks CIP fund has been earmarked to pay for a park improvement that offers very little in terms of recreation benefit – it will install two automated fee payment stations.

We first learned of this proposed delay in funding for the plan a month ago. Perhaps we were naïve to believe Director Crawford's encouragement to make progress on the plan. The 5-year CIP showed a funding request of \$120,000 in 2025 to hire a consultant to conduct the 10-year plan update. I ask that these funds be approved. The cost of master planning will not decrease over time, indeed, this is probably a low-ball estimate. Please do not push this funding down the road. Thank you for the opportunity to share my concerns with you today.

Please Note

This form is not for emergencies. If you have an emergency, please phone 911.

Email not displaying correctly? [View it in your browser.](#)

Crawford, Donald

From: J D <duersty@gmail.com>
Sent: Monday, December 2, 2024 11:41 AM
To: Crawford, Donald
Cc: Peterson, Mary
Subject: Request for Notification of All Opportunities for Direct Input for Proposed Changes to Dungeness Recreation Area and Adjacent Roads

Some people who received this message don't often get email from duersty@gmail.com. [Learn why this is important](#)

Dear Don Crawford and Public Works Department,

I am writing to formally request that Clallam County provide written notification of any proposed changes or developments concerning Dungeness Recreation Area and the roads adjacent to or leading to the park. This request is made pursuant to the public's right to be informed about government actions affecting the use, safety, and environmental impact of local public spaces.

Specifically, I request that the County provide:

1. Written notice of any proposed changes, including but not limited to road realignment, widening, speed limit adjustments, or access modifications, to the park or its adjacent roads.
2. Copies of any surveys, environmental impact studies, traffic studies, or other documentation used to evaluate or justify such proposals.
3. Mail notification of these changes to all residents within a three-mile radius of Dungeness Recreation Area.

As these changes may directly impact public safety, the character of the community, and local wildlife, it is imperative that affected residents are given timely and adequate notice. This notification will ensure that all stakeholders have the opportunity to participate in the decision-making process and provide input regarding potential impacts.

Please confirm in writing that Clallam County will honor this request. If the County is unable or unwilling to comply, I ask that you provide a detailed explanation, along with references to any governing statutes or policies that support such a determination.

I appreciate your prompt attention to this matter and look forward to your reply. If you have any questions or require further clarification, please do not hesitate to contact me directly at via email: Duersty@gmail.com

Sincerely,

Joshua Duerst

72 Lotzgesell Road

Sequim, WA 98382

Crawford, Donald

From: Crawford, Donald
Sent: Monday, December 16, 2024 3:40 PM
To: carla cassidy
Cc: Mielke, Todd; Donisi, Joe; Goodman, Jesse; McFarlen, Rick; Earley, Melissa
Subject: RE: Request regarding Dungeness Recreation Area
Attachments: Survey Flier.docx

Dear Carla,

Thank you for your recent contact regarding the Dungeness Recreational Area (DRA). The county promotes public dialogue and complies with all relevant state laws and county codes. To stay informed about county activities, the public is encouraged to utilize the following methods:

- 1. Monitor the county website, including departmental pages, boards, and committee online agendas and minutes.*
- 2. Check local newspaper public notices.*
- 3. Look for physical on-site notices.*
- 4. Attend or view public hearings and meetings virtually.*

The County Roads Department oversees the upcoming DRA Voice of America Road realignment and the Lotzgesell Road Curve project. Additionally, the Park Advisory Board has requested that county parks staff investigate the potential for adding a multi-use trail (for pedestrians, cyclists, and equestrians) alongside Voice of America Road and Lotzgesell Road. The findings will be reported to the Park Advisory Board and included in the agenda of future monthly meetings.

The County Parks, Fair, & Facilities Department is conducting a public survey. Public notices and survey links have been available on the department's web and Facebook pages since August 2024. Survey links have also been posted in park kiosks throughout the county. A link to the survey has been attached to this email, and another survey link is provided below the signature block. The survey will remain active until early October 2025. Input is sought from all county residents and park users, regardless of their location or housing status. The aim is to ensure that all groups contribute to developing the 2027-2037 Clallam County Comprehensive Master Plan. County staff encourage dialogue addressing concerns and providing alternatives that benefit most park users.

Residents are encouraged to share the attached public survey and monitor the county website for updates.

Respectfully,

R.Donald Crawford, CGM
Director
Clallam County
Parks, Fair, & Facilities Department
223 East Fourth Street, Suite 7
Port Angeles, WA 98362-3000
360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



From: carla cassidy <carla.cassidy2121@gmail.com>
Sent: Friday, December 13, 2024 5:38 PM
To: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Subject: Request regarding Dungeness Recreation Area

You don't often get email from carla.cassidy2121@gmail.com. [Learn why this is important](#)

Mr. Donald Crawford
Clallam County Parks Director

Dear Mr. Crawford,

I am a Clallam County resident and taxpayer residing near the Dungeness Recreation Area. Living near this lovely park has made me aware of several upcoming projects affecting the park that I am concerned about. I would like to please request that I be informed about any development that is proposed for the roadway approaches to and within the park. Likewise, I would ask to please be informed of any proposed development within the Dungeness Recreation Area proper. This would include the results of any surveys or engineering plans, traffic and environmental studies, and all other documentation used to evaluate and to justify such development, including financial feasibility analyses.

In the past, my neighbors and I have been ignored with regard to notifications concerning development within the Dungeness Recreation Area. It has been brought to my attention that you have instructed your staff to seek legal advice from the County Prosecutor regarding the use of camp registration email addresses in order to solicit input from park users for the current public survey. While this may be well and good for those citizens (be they residents or non-residents) who register and pay for camping, local residents such as myself who use the park nearly every day of the year and are not registered at the pay campsites are left out of the Park Department's current survey process.

A seemingly workable compromise here would be for the Parks Department to contact those County residents who live within a 3-mile radius of the Dungeness Recreation Area regarding proposed development within the park. Thereby, Clallam County taxpayers who use the park regularly and are most invested in its' well-being will be assured that their opinions and voices are being heard by the Parks Department and the Clallam County Commissioners.

Sincerely,
Carla Cassidy



Your Opinion Matters

Clallam County is updating the 2016 Clallam County Parks and Recreation Master Plan to guide park planning and management through 2037. A key component of this effort is a Public Opinion Survey, which will be open until October 3, 2025, to gather community feedback.

<https://clallamcountywa.gov/SurveyParks>



For more information about Clallam County Parks, see: <https://www.clallamcountywa.gov/294/Parks-Fair-Facilities>

Comments and questions can be addressed at: web_parks@clallamcountywa.gov or 1.360.417.2291

I 1.

Crawford, Donald

From: Epperson, Christina
Sent: Friday, December 13, 2024 12:20 PM
To: Crawford, Donald
Cc: Theismann, Chad
Subject: RE: Parks Master Plan Survey Time Extension

Yes, no problem! Done!

Survey status

This survey is currently open and will be closed on at .

Open: accepting responses

Closed: not accepting responses

- Schedule the open/close date and time (based on -08:00 time zone)

Open: 7/5/2024 7:00 AM



Close: 10/3/2025 5:00 PM



Set the content for when the survey is not available to accept responses:

B **I** **U**  

 x-small

From: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Sent: Friday, December 13, 2024 11:54 AM
To: Epperson, Christina <christina.epperson@clallamcountywa.gov>
Cc: Theismann, Chad <chad.theismann@clallamcountywa.gov>
Subject: Parks Master Plan Survey Time Extension

Christina,

Can you extend the Parks Master Plan Extension to October 3, 2025?

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000
360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



Crawford, Donald

From: Crawford, Donald
Sent: Tuesday, December 17, 2024 4:54 PM
To: Anna K Plager; Bill Hughes; Candace Kathol; Diane Chung; Pete Davis; Peter Craig; Roger Hoffman
Cc: Earley, Melissa; McFarlen, Rick; Mielke, Todd; Gores, Loni
Subject: 2025 Annual Request for Qualifications
Attachments: PFF 2025 RFQ.pdf

Please Do Not Reply All

The Clerk of the Board of County Commissioners accepted the 2025 Annual Request for Qualifications (RFQ) submitted by the Parks, Fair, and Facilities Department (PFF) this afternoon. The standard RFQ is comprehensive and seeks information on professional service providers from many disciplines. The Parks Master Plan RFQ was an addendum to the package. The RFQ package is scheduled to be posted on the PFF website on January 6th, and a public notice will be published in a regional newspaper shortly thereafter.

Respectfully,

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000

360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Parks, Fair & Facilities

WORK SESSION ☒ Meeting Date: 01.06.2025.

REGULAR AGENDA ☒ Meeting Date: 01.14.2025.

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ RFQ for Professional Services |

Documents exempt from public disclosure attached: ☐

Executive summary: This is our annual Request for Qualifications (RFQ) and Letters of Interest for Professional Services for the year 2025.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) If a budget action is required, has it been submitted and a copy attached? ☐

None, with the exception of advertising.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

I recommend the Board approve the RFQ announcement for 2025 and authorize the Chair to sign.

County Official signature & print name:  Donald Crawford

Name of Employee/Stakeholder attending meeting: _____ Donald Crawford

Relevant Departments: _____ Parks, Fair & Facilities

Date submitted: 12.17.2024

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Parks, Fair, & Facilities

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 02.11.2025

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other: Proposal Opening |

Documents exempt from public disclosure attached: ☐

Executive summary: Clallam County is soliciting proposals from interested parties to provide Architectural, Engineering, and other Professional Services to the Board of Clallam County Commissioners. Proposals will be received until 10:00Am Tuesday February 11,2025, when they will be opened publicly and read aloud.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Recommended action: Proposal Opening

County Official signature & print name:  Donald Crawford

Names of Relevant Departments: Board of Commissioners, Parks, Fair& Facilities

Date submitted: December 17th, 2024

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

**REQUEST FOR QUALIFICATIONS (RFQ)
2025 ARCHITECTURE/ENGINEERING CONSULTING SERVICES**

**CLALLAM COUNTY
PARKS, FAIR & FACILITIES DEPARTMENT**

Clallam County is soliciting proposals from interested parties to provide Architectural, Engineering and other Professional Services to the Board of Clallam County Commissioners. Proposals will be received until **10 a.m., Tuesday, February 11, 2025**, at which time they will be opened publicly and read aloud.

The sealed proposals must be clearly marked on the outside of the envelope, **"Qualifications – 2025 Architecture/Courthouse Security/Pedestrian Bridge /Engineering Consulting Services."** Address proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Documents delivered to other offices and received late by the Commissioners' Office will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered.

An informational packet on proposal requirements may be obtained Monday through Friday, 8 a.m. to 4:30 p.m., from:

Clallam County Parks, Fair & Facilities Department
223 East 4th St., Suite 7
Port Angeles, WA 98362-3015
Attn: Donald Crawford, Director
PH: 360.417.2429
EMAIL: Donald.Crawford@clallamcountywa.gov (preferred)

Professional services may include:

1. Architecture/Landscape Architecture/Miscellaneous: Building construction consisting of re-roofs; alterations/additions; New Construction; ADA improvements; facility signage improvements; floor covering; painting; parks and fairgrounds facility and grounds improvements; fairgrounds master planning; historic preservation; facility/park/site master planning; graphic design; facility safety and security assessments; feasibility studies and other associated work to be determined.
2. Engineering: Parking lot design; drainage and storm water design; water system improvements; septic systems, lift station and drain-field design; fire alarm and notification system upgrades; HVAC systems improvements and replacements; water system repairs and design, building access control, camera and security upgrades and design; structural analysis/design; surveying, parks and fairgrounds facility and grounds related improvement projects; environmental mitigation and permitting; utilities design; building energy analysis/assessment; feasibility studies and other associated work to be determined.
3. Environmental: NEPA/SEPA/EIS documentation; archeological/cultural resources surveys; environmental/geotechnical analysis and reports, hazardous materials surveys and underground fuel tank de-commissioning; wetland delineation and mitigation, shoreline assessment and permitting, and other associated work to be determined.

Clallam County hereby notifies all that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

PASSED THIS _____ day of _____ 2025

ATTEST:

BOARD OF CLALLAM COUNTY COMMISSIONERS

Loni Gores, Clerk of the Board

Mike French, Chair

c: Parks, Fair & Facilities

Publish: January 10th and January 17th, 2025

Bill: Parks, Fair & Facilities Department

**REQUEST FOR QUALIFICATIONS (RFQ)
2025 ARCHITECTURAL/ENGINEERING CONSULTING SERVICES**

**CLALLAM COUNTY
PARKS, FAIR & FACILITIES DEPARTMENT**

Introduction:

The Clallam County Parks, Fair & Facilities Department is inviting interested architecture, landscape architecture, Mechanical/Electrical/Civil Engineering, Surveying and Environmental, Forest Management and Geologic Consulting firms to submit their qualifications and Letters of Interest for consideration. Currently, there are several capital projects scheduled for 2024 that require professional assistance, many of which are time sensitive.

Consultant Tasks:

Working with County staff, the consultant will be responsible for the design, engineering, NEPA, SEPA, EIS (as required), planning, and construction management of capital improvement projects for up to a period of one year. Services are limited to those projects expected to be initiated and completed within one (1) year of the date a contract is signed with the consultant, but typically not beyond December 31, 2025. There are also unanticipated projects that arise throughout the course of the year in many different disciplines. There are instances when projects carry over and require an extension of the one (1) year agreement.

Fees for services are limited to those services to be performed as outlined in each agreement. The contract shall be limited to the services covered by the fee (see sample Personal Services Agreement attached). In general, consultant services may be needed for the following types of work:

- HVAC systems design, improvement and replacement
- Facility ADA Improvements (site, restroom, etc.)
- Facility Security and Safety Assessment
- Facility Security Camera and Access Control Improvements
- Electrical Engineering and Building Power Assessment
- Electric Vehicle Charging Stations
- Facility Painting
- Facility Re-Roof
- Historic Preservation
- Facility Structural Assessment and Design
- Storm Water design
- Bluff and Shoreline Assessment and Design
- Fairgrounds Master Planning
- Parks and Facilities Master Planning
- Hazardous Materials Assessment(s)
- SEPA/NEPA/EIS
- Forestry Management
- Shoreline/bluff erosion
- In Water Piling Replacements
- Graphic Design Services for Promotional Brochures
- Other related construction/permitting/land projects, environmental documentation, or studies required to meet project requirements as directed by the County.

Qualification Statement Requirements and Relevant Information:

Consultants submitting qualifications should limit their submittal to only the information requested. Favorable consideration will not be given to submittals with sample plans, non-pertinent information on other accomplishments of the firm which have no direct bearing on these projects, resumes of individuals who will not be engaged in the work, or pages of other non-project related material. Submittals will be evaluated by the criteria listed below and should be organized and identified in the same order.

1. Briefly list and describe your firm's previous experience (relevant to your profession) in the design and construction of the tasks under "Consultant Tasks", listed above, over the last three (3) years. For each project listed, please include the following information:
 - a. Name, location and the date the work was completed.
 - b. Name and telephone number of person with whom your firm worked on the project.
 - c. Name of your Project Manager.
 - d. Brief description of the work performed.
 - e. Budget and final construction costs.
2. Provide the names of members of your firm and those of any proposed sub-consultants who would potentially be involved in the project. Please include the following information:
 - a. Individual's proposed role in the project.
 - b. A resume or brief description of the individual's previous experience as it relates to his/her role in this project(s).
 - c. For any proposed sub-consultants, indicate if your firm has worked with the sub-consultant on previous projects.
3. The proposal should include the following information:
 - a. Description of the kind of work that can be sub-contracted.
 - b. The estimated percentage of the kind of work identified as sub-contractible.
4. Briefly describe your firm's current workload and your ability to devote staff resources required to complete this project within a given time period.
5. Give evidence of completing similar work in a timely manner and within the original budget allowed for the work. Please include references or contacts.

Required Copies and Deadlines for Submission of Proposal:

The total package submittal should be no more than twelve (12) bound pages, including the cover page. Three (3) copies of your firm's proposal and supportive data are due by the Day and Time as listed on the original Request for Qualifications at the following address:

Board of Clallam County Commissioners
223 East 4th Street, Suite 4
Port Angeles, Washington 98362.

Time for Completion:

Time for completion will be established by Clallam County and the Consultant for each project.

Selection Procedures:

Responses to this RFQ will be accepted from all qualified consulting firms or joint ventures and will be evaluated equally.

Review of the submitted qualifications will be by a selection committee made up of department personnel.

Selection will be based on the Consultant's ability to meet certain criteria including, but not limited to, that listed below; an analysis of the consultant's previous engineering, planning, design and construction management of Capital Projects with respect to quantity and quality; and the planning philosophy expressed during the interview if one is conducted. Specific criteria to be used for initial evaluation will include:

1. The composition of the proposed study team and the technical disciplines available to provide the variety of services required for projects of these types.
2. The experience of the consultant's project manager and other members of the proposed study team on other similar governmental projects.
3. The ability of the consultant both financially and in staffing to provide services for this project.
4. The ability of the consultant to begin work immediately and complete the projects in a timely manner.
5. Evaluation of comments received from referenced previous clients.
6. The ability of the consultant to follow submittal requirements.

General Contractual Policies:

The attached information is provided to prospective consultants as typical of certain current requirements for the County's Personal Services Agreement (PSA) (Consultant Contract). This information is provided so that each qualifying firm will know what the final consultant agreement will generally look like and what, if any, corresponding costs will be involved. By providing this information, it is not the intent to limit or in any way restrict the number of prospective consultant proposals.

Questions/Changes/Limitations on Liability:

If there are any questions with respect to this proposal package, please contact Don Crawford at: email Donald.Crawford@clallamcountywa.gov (preferred) or phone at (360) 417-2429

Clallam County Department of Parks, Fair, & Facilities
REQUEST FOR QUALIFICATIONS (RFQ)
Park and Recreation Master Plan (2027 - 2037)

PROJECT NAME: Clallam County Park and Recreation Master Plan (2027 - 2037)

ANNOUNCEMENT DATE: January 6, 2025

DEADLINE: Tuesday, February 11, 2025, 10:00 am PST

SUBMITTED TO: Loni Gores, Clerk of the Board for Clallam County
223 E. Fourth St., Suite 4
Port Angeles, WA 98362
Alana.gores@clallamcountywa.gov

PROJECT DESCRIPTION:

Develop a County-wide Park and Recreation Master Plan for 2027-2037.

Applicant qualifications will be evaluated based on their response to the Request for Qualifications (RFQ). After the statement of qualifications is submitted, an in-person interview may be conducted. The RFQ document more fully sets forth the qualifications criteria.

Public notice is hereby given that the Clallam County Department of Parks, Fair, & Facilities has issued the RFQ mentioned above. The complete RFQ, including all submittal requirements, can be found on the County's website at <https://www.clallamcountywa.gov/294/Parks-Fair-Facilities>

If unable to access RFQ documents online, call 360-417-2291.

PROJECT OVERVIEW

The Clallam County Department of Parks, Fair, & Facilities (Department) is accepting letters of interest and statements of qualifications from a qualified consultant or consultant team to assist the County in updating the current Park and Recreation Master Plan (2016-2026). The plan serves as the implementation guide and strategic plan for managing and enhancing the County's park and recreation facilities and services and is a critical component for state outdoor recreation funding.

The County seeks to determine how best to meet the park and recreation needs of its present and future citizens through enhancements to the existing parks and the potential for acquired parks and open spaces. The Parks and Recreation Master Plan 2027-2037 (Plan) will provide a ten-year vision for the County's parks and recreation and an action plan for implementing this vision.

The Plan will include research, public involvement, and recommendations for all aspects of the County's Park system, including providing a community demand, supply, and needs analysis. The Plan will create a framework for fiscally sound decision-making over a multi-year period. The Plan needs to be financially sustainable and include realistic goals for implementation.

Scope of Work

The preliminary scope of work is intended to outline and describe the range of major tasks anticipated for the project but is not intended to be complete. It may be modified during contract negotiations with the selected consultant.

We are seeking a consulting firm that can involve the various stakeholders and other affected parties and perform the following over-arching duties within the estimated project budget of **\$75,000 - \$150,000** (seventy-five to one hundred and fifty thousand dollars):

1. Evaluate the need and demand for parks and recreation throughout the County. This must include policy directions, goals, objectives, implementation strategies, and capital improvements of the County Parks System.
2. Efficiently inventory, research, and complete a needs assessment of the County's parks, trails, and recreation system. In relation to the recreation opportunities already available in the County, provide concise, realistic needs assessments with probable costs.
3. Manage the project's meaningful public participation process in close consultation with County staff. This will include working closely with citizens, staff, elected and appointed officials, and primary stakeholders (user groups and tourism industry) to ensure the Plan is relevant, aligned with, and evolving with our growing community.
4. Collaboratively establish a level of service standards for County parks and develop an action plan for achieving them.
5. Develop a useful, readable planning document that will guide us in strategically managing Clallam County's Park system for the next ten-year master plan cycle while positioning the County to be eligible for state outdoor recreation funding.

6. Assess current funding mechanisms while identifying potential grant or funding opportunities, partnerships, and possible funding strategies that will enable the County to more fully realize the vision, goals, and objectives laid out in this and future comprehensive plans.

BACKGROUND

About 100 miles west of Seattle, situated in a long, narrow swath across the northern- and western-most portion of Washington State's Olympic Peninsula, Clallam County is home to about 80,000 people. The County encompasses over 1,700 square miles with miles of shoreline along the Pacific Ocean to the west, the Strait of Juan de Fuca to the north, and the majestic Olympic Mountains to the south. Clallam County is truly an outdoor recreation mecca. The county received approximately 1.3 million visitors in 2022 (2024 Olympic Tourism Master Plan).

The Department is responsible for acquiring, developing, maintaining, and managing 22 County-owned parks, comprised of approximately 774 acres, including tidelands, guided in part by a seven-member Parks & Recreation Advisory Board. Clallam County owns and manages approximately 19 day-use parks and (3) three parks with overnight camping. Additionally, the Olympic Discovery Trail is an extensive trail system owned and managed cooperatively by multiple jurisdictions, including Clallam County.

The 2016-2026 Clallam County Comprehensive Park and Recreation Master Plan has been periodically amended, most recently in December 2023. This new plan is expected to be completed and adopted by 2027 for the subsequent ten-year period and will become part of the Clallam County Comprehensive Plan.

The Plan must also be updated to comply with the Recreation and Conservation Funding Board, Manual 2 "Planning Policies and Guidelines" provided by the State of Washington, Recreation and Conservation Office (RCO). The Plan will include provisions for periodic annual amendments during the 10 years, as necessary. For more information, see: <http://www.rco.wa.gov/recreation-and-conservation-office-grants/grant-requirements/planning-requirements/>

The Plan will comply with all County statutes, regulations, policies, and guidelines regarding Parks and Recreation planning and management. These are available upon request.

This project will be guided by a team of to-be-specified County staff, citizens, and Parks Advisory Board member(s), with a designated lead. The team will provide regular, consistent input to the selected consulting team throughout the planning process.

METHODOLOGY

Each of the following tasks outlines the general work desired. Still, each consultant responding to the RFQ will be responsible for identifying the tasks, sub-tasks, outreach activities, hearings, and presentations, including a timetable to perform the completed work. Responding consultants can suggest amendments to the RFQ's scope that benefit the County. To create the Plan, consultant(s) should:

Needs Assessment and Public Involvement

- ❖ Review previous planning efforts, including the recent County Comprehensive Plan, shoreline master plan, and relevant revisions and updates that the County is currently undertaking, as well

as County historical information, Olympic Discovery Trail enhancements, and new parks that are under consideration, such as the Off-Channel Reservoir Project.

- ❖ Consider the community's profile, demographic trends, future growth potential, and most recent census data; research statistics and trends in recreation demand and needs that help guide park management decisions over the next ten years.
- ❖ Conduct a community involvement effort, which may include focus groups, meetings with key stakeholders, neighborhood and community-wide public meetings, surveys at large community events, polling, other types of surveys, etc., as determined to meet the needs best to adequately and appropriately capture public opinion to achieve meaningful public participation and to meet state and federal funding requirements; employ inclusive methods to reach under-represented and under-served visitors and locales; prepare a meaningful public comment summary that identifies, in a relatable format, the significant findings of the public participation process and will become part of the project records.
- ❖ Review and summarize regional, new, emerging, and declining trends in park and recreation activities; assess alternative public and private park and recreation service providers to enhance understanding of market opportunities and potential for new facilities and services within the County.

Inventory

- ❖ Inventory parks and facilities using mapping, staff interviews, and on-site visits to verify amenities, if necessary.
- ❖ Assess the condition of the facilities, major recreation assets, surrounding or adjacent trail systems, and parkland areas within the County, including City, State, and Federal properties.
- ❖ Prepare charts or graphs that rank public needs, project size, and priority levels according to subsequent assessment and analysis.

Assessment and Analysis

- ❖ Review and assess relevant plans.
- ❖ Analyze data collected through public surveys, traffic counters, and other sources.
- ❖ Assess organizational strengths, weaknesses, opportunities, and threats.
- ❖ Analyze service levels that are feasible and aligned with the desires of citizens as expressed through the public involvement process.
- ❖ Analyze the level of service needed for projected community growth and recreational demand.
- ❖ Explore finance and funding mechanisms to support the development and sustainability of the system. Consider various financial avenues of support for priority projects.

Recommendations: Goals, Objectives, and Action Plan

- ❖ Identify and categorize recommendations into themes with goals, objectives, and an action plan for implementation; consider conceptual ideas for future directions and new or undeveloped park property.
- ❖ Prepare an action plan for capital improvements, including cost, funding source potentials, and timeframe that supports the Plan's implementation; include a rating system for specific action steps for present and future county park planning and development processes.

- ❖ Prepare draft and final reports, including relevant text, graphics, maps, etc., in electronic format for final adoption and distribution, and present findings to the Parks Advisory Board at key intervals and before final approval.
- ❖ Present the Plan for adoption through the Planning Commission and the formal County Commissioner process as required by the County Code; complete any follow-up requirements recommended for the final approval, within reason.

TENTATIVE SCHEDULE

The following schedule may be modified through consultant proposals and contract negotiations:

January 6:	Requests for Qualifications published
February 11:	Submittal Deadline (10:00 am PST)
February 11:	Bid Opening by the Board of County Commissioners
March 7:	Selection Process
March 10:	Review recommended award by the Advisory Board (special meeting)
March 17 – April 11:	County Commissioners Review
April 14 – April 30:	Contract negotiations and Award of Contract
May 15:	Notice to Proceed
May 28:	Scope of Work and PSA
June 2:	Project Start
Periodic:	Advisory Board updates, status checks (minimum quarterly)
January 2026:	Substantial Project completion
February 2026:	Final Advisory Board review & approval
April 2026:	BOCC adoption process and final changes
June 2026:	Final copies due to Parks (20 hard copies and an electronic copy)

SUBMISSION REQUIREMENTS

All submittals must conform to the requirements outlined in this RFQ. Submittals should be in 8-1/2" x 11" format and shall not exceed twenty (20) pages, including a cover letter. As a minimum, the following information shall be submitted:

1. An organizational chart and biographies for your project team, including all sub-consultants.
2. A statement of the percentage of time your proposed key resources will devote to the project.
3. Your firm's identification of the critical work elements and how your team would address these issues.

4. Discuss your team's approach to the project and your plan to produce the required documents within the proposed budget.
5. A proposed schedule for completing the work, including intermediate project stages leading to a final project, and sufficient detail to assess the firm's ability to provide the resources necessary to meet the schedule.
6. References from past similar projects. Provide the contact's name and number of the entity, or if not available, a contact name and number of the current most knowledgeable person associated with the project.

SUBMITTALS

Qualifications titled "Consulting Services for Clallam County Department of Parks, Fair, & Facilities – Park and Recreation Master Plan 2027 – 2037" should be submitted as one (1) sealed single unbound original and one (1) digital storage device (CD or USB Flash Drive) in PDF or MS Word format mailed or delivered to:

Loni Gores, Clerk of the Board for Clallam County

223 E. Fourth St., Suite 4

Port Angeles, WA 98362

Submittal Deadline: Tuesday, February 11, 2025, 10:00 AM PST

Note that faxed or electronic proposal submittals will not be accepted.

Contact

For additional information concerning this RFQ, any other aspect of the selection process, or the project in general, please get in touch with us via email:

Don Crawford

Director of Parks, Fair and Facilities

E-mail: Donald.Crawford@clallamcountywa.gov

Right to Reject Submittals

The County reserves the right to reject all submittals at any time without penalty or to waive immaterial defects and minor irregularities in any submittal.

Submittal Disposition

All material submitted in response to this RFQ shall become the property of the County upon delivery to the County and will not be returned.

Project Contract

The Consultant must use a Clallam County Professional Services Agreement and accept all language contained. Any Consultant with significant reservations concerning using this agreement should not submit this request.

CONSULTANT SELECTION CRITERIA

Consultants will be evaluated on the following items:

- Responsiveness to the requirements of this RFQ
- Understanding of project scope
- Project approach
- Ability to meet the project schedule within the subsequently agreed-upon budget
- Expertise of key personnel in comprehensive park planning, community recreation opportunities, and DEI components as applicable to park and recreation
- Response to references from past similar projects

Final Selection Procedures

After reviewing the submittals by the County's Parks and Recreation Board, the County may, at its discretion, schedule interviews with one or more firms.

Negotiation/Scope Development

The top-ranked firm will be asked to submit their prospective scope of services, schedule, and fee proposal.

If, after negotiation and consideration, the County is unable to reach an acceptable agreement with the top-ranked firm, the County will terminate negotiations with the top-ranked firm and, at its sole discretion, may enter negotiations with the second-ranked firm and/or withhold the award for any reason and/or elect not to proceed with any of the proponents and/or re-solicit via a new RFQ.

Final Selection

Once an agreement is reached with a preferred Consultant, the County will provide a professional Services Agreement for signatures and complete execution.

-END-



Clallam Bay Slip Point Lighthouse Keepers

Who We Are

- Small nonprofit community group established to protect and preserve Slip Point Lighthouse Keepers Cottage, outbuildings, and grounds
- Dedicated to making the site a county park for public enjoyment

Mission Statement: Preserve, protect and honor the Slip Point Keepers House and Lighthouse grounds by establishing a multicultural museum and creating a future park in celebration of our shared heritage

Our vision to safeguard, historical treasures, celebrate cultural diversity, provide accessible space for communal enjoyment through the preservation of the lighthouse, Keepers house and grounds in addition establishing of the multicultural Museum create creation of a future park we aim to inspire a profound connection to our collective past and cultivate a sense of unity for present and future generations.

History and Legislative Background

- 2002: House of Representatives legislation passed the bill for transfer of Coast Guard Slip Point property to Clallam County
- Property transfer contingent on abatement of hazardous materials (asbestos, lead paint)
- 23-year wait for completion of abatement
- Recently state representative Derek Kilmer met with United States Coast Guard (USCG), and they responded with a letter of agreement to transfer and abate property by April 2025
- Received a letter of support from the Commandant, U.S. Coast Guard. Admiral Linda L. Fagan. Oct. 2024) in support of the quick transfer of ownership of the grounds to the Clallam County Parks and Recreation Department

Current Status

- Ongoing efforts with county commissioners, parks department, and sheriff's department to secure and preserve Slip Point Lighthouse structures and grounds
- The only Nationally registered historical site in Clallam Bay community
- Legislation as of now has package a bill encouraging USCG to clean up their abandoned properties

Goals and Objectives

1. **Protect and Preserve**
 - Safeguard the Slip Point lighthouse grounds, Keepers house, and outbuildings
2. **Honor Community Heritage**
 - Celebrate multicultural heritage
 - Enhance community pride and historical awareness

3. Foster Economic Growth

- Boost tourism through historical site promotion
- Educate the community

Achievements

- Formed of the Slip Point Lighthouse Keepers group
- Lighthouse keepers are engaged with county officials and senators on our shared goals
- Secured a \$73,000 grant for bridge ramp construction at Clallam Bay Park
- Received an RDI grant for startup funds for Slip Point Lighthouse Keepers
- Increased community awareness through local speakers, podcasts, and media
- Contracted regular lawn care provided by OCC
- We have received a letter from Admiral Amy Grable USCG stating they are committed to completing the conveyance of the Slip Point property in 2025.
- Sherrif Bryan King has informed us that the “conveyance will most likely happen before the lease is acquired.”
- We are officially 501(c)3 nonprofit
- We have installed 4 doors and 1 staircase in our efforts to secure keepers’ house
- After the strong winds of Oct. and Nov that exposed the wooden roof, we have provided temporary patching which has ensured the integrity of the Keepers cottage until a new roof can be installed.
- The Lodging Tax Advisory Committee granted the CBSP Lighthouse Keepers \$10, 000.00 for our community initiatives.
 - We have contacted Inside Out of Sequim, to develop our website, and provide training in using WordPress, thus keeping those dollars in Clallam County.
- We attended the 12/2/2024 Lodging Tax Advisor Committee to answer questions and update the group on our progress.
- We’ve found two pieces of the Lighthouse tower, thanks to Mike Doherty and Jerry Wilson that we can incorporate into the replica building.
- Clallam County Sheriff’s Department made a presentation to the Clallam County Commissioners on 12/9/2024 about the new lease being granted by the USCG and the remediation process regarding the Slip Point remediation process, a crucial step in the conveyance process
- Development and implementation plans on the part of the Clallam County Parks, Fairs & Facilities will begin to ensure perpetual Stewardship.
- We have a January meeting scheduled with Sheriff Brian King in January 2025 to talk about how CBSP Lighthouse Keepers and support the rehabilitation and preservation efforts.

Next Steps

- Continued advocacy for property transfer and abatement completion
- Ongoing community engagement and fundraising
- Secure more grants, donations, sponsorships for Keepers cottage repairs, new doors, porches, new roof and heating and cooling units.
- Develop Keepers’ website.
- Develop a long-term Strategic Plan.

Conclusion

- We invite you to support our efforts as a board and as individuals

Contact Information “

slippointlighthousekeeper@gmail.com

Facebook and Instagram for news letter and updates:

@ Clallam Bay Slip point Lighthouse Keepers

Artist's conception
of restoration and
site improvements
w/replica
lighthouse



J16

Crawford, Donald

From: Mielke, Todd
Sent: Monday, December 9, 2024 6:15 PM
To: Johnson, Randy; Ozias, Mark; French, Mike
Cc: Crawford, Donald; Gores, Loni
Subject: FW: Clallam Bay Slip Point USCG Property and Residence - Summary Report of Exterior Envelope
Attachments: 2024-09-16_Dimensional_Slip Point Keepers Residence_Envelope rpt.pdf

Commissioners,

After our discussion this morning regarding the Slip Point Lighthouse Keepers Residence, Don forwarded the attached structural report to Commissioner French and me. I believe this provides information that each of you would find of interest. As discussed this morning and referenced in the message below, this report only addressed those items believe to be most relevant to the structural stabilization of the structure, and does not address any remediation of the structure. As referenced several times in the report, the reported existence of hazardous materials requires the testing of materials for hazardous substances and appropriate abatement protocols.

This e-mail is intended only for information sharing purposes. Please do not respond to this e-mail.

Todd

Todd Mielke

County Administrator
Clallam County
223 E 4th St, Suite 4
Port Angeles, WA 98362
Ph 360-565-2670
County Cell 360-477-1501
Email: todd.mielke@clallamcountywa.gov



From: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Sent: Monday, December 9, 2024 12:39 PM
To: Mielke, Todd <Todd.Mielke@clallamcountywa.gov>; French, Mike <Mike.French@clallamcountywa.gov>; Gores, Loni <loni.gores@clallamcountywa.gov>
Cc: McFarlen, Rick <rick.mcfarlen@clallamcountywa.gov>; Earley, Melissa <melissa.earley@clallamcountywa.gov>
Subject: Clallam Bay Slip Point USCG Property and Residence - Summary Report of Exterior Envelope

In 2022, the Parks, Fair, and Facilities Department requested that the Finance Department include a placeholder in the five-year capital plan for initial structural stabilization work at the USCG Slip Point Lighthouse Station, necessary to address immediate degradation of the structural exterior envelope, allowing more time to fully develop a renovation plan for the site, analyze the structure's utilization, and create a site-specific park master plan for the entire 10-acre property, including shoreline access.

Due to ongoing inquiries about the scope and capital cost of the stabilization activities, the Clallam County Parks, Fair, and Facilities Department, after consulting with the County Administrator and Sheriff's Department, commissioned Dimensional Building Consultants, LLC (referred to as 'Dimensional') to perform a limited visual review of the building's exterior envelope. This onsite visit took place on July 25, 2024, to:

1. Assess its general condition.
2. Provide general recommendations for repairs.

I have attached an electronic copy of that report. The scope of the commission activities did not include a formal cost estimate of the project; however, Facilities staff were able to garner some basic assurances that our budget figure is a solid first financial assessment.

Roof: Trusses and rafter structural repairs, decking and underlayment, dormers, soffits, fascia, gutters & downspouts, chimney flashings, vents & exhaust, etc.

Exterior Envelope: historically insulation, backer boards, considerate siding, and trim components, including doors and windows, decking, paint and sealant drip edges, flashings, and seal plates.

Essential Mechanicals: to manage moisture and temp.

Foundation-Vaper barrier & insulation:

Note:

- A. The foundation will require a separate engineering inspection to access the structural and seismic status and requirements.
- B. The Structural hazardous material assessment and abatement will require specialized analysis and remediation budgeting.

All the activities identified above simply provide a weathertight, structure with mechanical systems to mitigate further interior degradation. As a result of this report, Facilities Personnel are confident that the figures listed in the Five-Year Capital Plan will suffice for our immediate budgeting purposes.

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000

360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



Summary Report of Exterior Envelope



Project: Slip Point Keepers Residence

Date of Publication: September 16, 2024

Property located at: 663 Frontier St.
Clallam Bay East County Park
Clallam Bay, Washington 98326

Client: Clallam County
Parks, Fair, & Facilities Department
223 East Fourth Street, Suite 7
Port Angeles, WA 98362-3000

1.0 Introduction

Dimensional Building Consultants, LLC ('Dimensional') has been commissioned by the Clallam County Parks, Fair, & Facilities Department to conduct a limited visual review of the building's exterior envelope in order to (1) assess its general condition; and (2) provide general recommendations for repairs. Out site visit took place on July 25, 2024.

The visit was attended in whole or in part by the following parties:

- ☐ R. Donald Crawford, CGM, Director Clallam County Parks, Fair, & Facilities Department
- ☐ Eric V. Ramsing, AIA, Dimensional Building Consultants, LLC.
- ☐ Martin C. Flores, CE, Dimensional Building Consultants LLC.

It is important to our commission to note that according to certain historical records, the house was originally constructed in 1905 as a Keeper's Residence. Historical documents researched by our firm indicate the house was certified in the National Register of Historic Places (NPS Form 10-900) by the Federal Preservation Officer on February 9, 2023. A summary description of the property included in the referenced Form, page 4, is presented below:

"Summary Paragraph

The Slip Point Light Station was established in 1905 and is situated on the Olympic Peninsula's northern shore at the community of Clallam Bay in Clallam County, Washington. It occupies a 23.6-acre parcel adjoining the Strait of Juan de Fuca. This property includes seven contributing resources that retain substantial integrity. One is the Slip Point Lighthouse Site (45CA00830). It contains concrete ruins of the station's early twentieth century lighthouse, retaining wall, and elevated walkway. Other resources consist of five existing buildings and one structure. They include a wood-frame duplex keepers dwelling (45CA250) built in 1904 to 1905, a paint locker shed built in 1905, a wood-frame garage built in 1931, two concrete block utilitarian buildings built in 1951-1952, and a steel flagpole built in 1956. The property also contains a non-contributing resource; an archaeological deposit associated with a Native American Indian settlement and graveyard dating prior to U.S. government ownership of the station parcel. It is identified in the state's archaeological database as site number 45CA00221. This resource is not related culturally or chronologically to the light station's operation and historic significance. The Slip Point Light Station property is owned by the U.S. Coast Guard. It is accessible on foot and not open to public visitation."

Additional information pertaining the historic registry of the house include the following, and are presented as a matter of general information based in our very limited research:

DESIGNATION

- T32R12W21, CLALLAM BAY QUADRANGLE
- Keeper's Residence constructed 1905
- Nominated: 03/2/1978 by 13th Coast Guard District
- Property listed 05/26/1978 on National Register; Washington Heritage Register
- Resource ID: 674316
- Smithsonian Number: CA00250

The house is constructed in "duplex" style, each having separate entrances and separated by a common wall located along the center of the house. Each duplex has two separate fully-finished floor levels and include dedicated living spaces such as kitchen, laundry room, living room, interior halls, stairs, closets, bedrooms and bathrooms. An additional partial floor is provided at the attic level at each of the duplex units: one of the duplex units has the attic fully finished while the other has the attic unfinished. Both duplex units are not occupied.

Construction of the house consists of conventional stick-frame wood construction over unreinforced masonry foundation. The interior of the walls are primarily plaster over lath with some areas having been updated with contemporary gypsum sheathing. It is unknown if the exterior walls have any insulation, and based on the age of the building it is likely they do not. An insulated crawl space is provided below the main floor.

The roof is steep slope wood structure, consisting of wood joists and skip sheathing. The skip sheathing is then covered with a layer of plywood sheathing. The skip sheathing followed by the plywood sheathing suggest the original roof coverings were wood shingles or wood shakes, and have since been replaced with the current asphalt shingle elements.

Exterior siding consists of horizontal wood, enhanced by appliques of wood trims; both appear original to the house. Windows are mostly aluminum frame insert ("retrofit") units fitted into the wood frames of the original windows; some windows are vinyl of similar insert installations. Exterior doors appear original to the house and are made from solid woods. Transitions between siding, windows, exterior doors and wood trim are generally caulked. The siding, windows, exterior doors and wood trims do not have the benefit of sheet metal flashings.

The house has two separate exterior covered decks originally serving as and accessing the Main Entrances, raised above the ground by a combination of masonry foundations and wood posts. The roof at those decks is steep slope similar to that of the main house. The outer perimeter of the decks is detailed with a parapet wall clad in horizontal wood siding and capped with a wood trim. The deck at one of the units has been enclosed with an array of windows and trims mounted over the original parapet walls. The decks' walking surfaces are permeable wood decking.

Main entrance to each of the duplex units as well as the side entrances are detailed with wood-framed stairs and guardrails of various dimensions. The stairs at main entrance and side entrance doors have exterior landings composed of wood and permeable wood decking, similar to that found at the decks.

It was reported that the house has been recently the subject of certain localized repairs to the exterior which include repairs to the entry stairs, repairs to the side and back doors, and others. The timing, scope or specifications of the repairs are not known to our firm.

The results of our examination are presented in subsequent sections of this report.

2.0 Executive Summary

The Slip Point Keepers Residence was built in 1905 and is located in Clallam Bay East County Park. The house was certified in the National Register of Historic Places on February 9, 2023. The house is currently not occupied.

The exterior envelope systems of the house are in need of maintenance, repair, restoration or replacement. In summary, the roof needs to be replaced, the wood siding and exterior wood trims need to be restored, the original wood window frames and exterior doors need to be maintained. Certain structural items in distress require immediate attention to ensure safety of the users, including stairs, decking materials and exposed framing at one outside corner. Window inserts replacement may be a more cost effective solution versus glass replacement.

Due to the age of the building and due to the reported presence of hazardous materials, it is important to note that any repairs to the building be completed by a licensed and insured contractor with verifiable experience in proper management of hazardous materials. This is recommended not only for the protection of the laboring personnel and the users, but also to prevent contamination of the soils surrounding the building.

Additional items that may require consideration for future use of the house include possible update to the existing galvanized plumbing, update to the existing knob and tube electrical wiring, and installation of thermal insulation to the envelope. In addition it may be advisable to perform an assessment of the existing wasteline and drainfield.

Due to the fact the property is in the National Register of Historic Places, it is recommended that any maintenance, repairs, restoration or replacement of exterior components is carefully planned for, and is completed with period-correct materials and installation techniques. Additional guidelines for interior renovations or repairs may be applicable based on the historical nature of the building.

3.0 Field Observations

- 3.1. Steep Roof. Findings.** The singles have reached the end of their service life and are in need of replacement. There are sections of the roof with visible wind damage, which has exposed previous roofing layers. It is unknown if the damaged sections have allowed rainwater to penetrate and cause additional damage. The roof does not have sheet metal flashings at interfaces and changes in plane as per traditional and contemporary standards.

Recommendations: remove and replace the existing roofing shingles, including additional roofing layers, underlayment and flashings. New shingle installations must meet the installation requirements of the current building code, and be in compliance with the installation requirements of the applicable manufacturers. Our recommendation is to source a material compatible with the design of the original roof.

It is important to note that the new roof coverings must be designed and installed to withstand local wind pressures which are considered "special wind region". Due to the local wind region these components are subject to more stringent requirements than those otherwise considered "common" or "standard".

Enclosed roof assemblies (such as the one in the finished attic) must be provided with intake and exhaust ventilation.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 1



Photograph 2

3.2. Roof Gutters and Downspouts. Findings. The gutters are heavily deteriorated, have defective slope to drain, and in some cases they are not adequately secured to the building. The downspouts are in similar poor condition, and no longer connected to underground tightlines. Many downspouts are discharging rainwater directly onto the foundation instead of away from the foundation, and may be causing damage to the building's support.

Recommendations: remove and replace all roof gutters and downspouts at the same time as the roof is replaced. Installation of new wood fascia at the roof's eaves will also be necessary. New segmented downspouts will need to be provided however it is likely they cannot be connected to the below grade tightlines as these are likely no longer serviceable. At the very least, the new downspouts must be provided with extensions away from the building, and splash blocks to prevent rainwater from damaging the foundations.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 3



Photograph 4



Photograph 5

3.3. Exterior Wood Siding. Findings. Exterior wood siding and wood trims were observed in poor condition however they appear to be serviceable. There are some areas where the siding and trim have localized damage and they should be dealt with as needed. Both wood siding and wood trim do not have sheet metal flashings at interfaces and changes in plane as per contemporary standards.

Exterior paint and caulking are in very poor condition and their deterioration is now having a negative effect on the wood siding and trim. The paint and caulking are no longer adequately protecting the elements they cover.

Recommendations. Paint and caulking need to be replaced. Wood siding and wood trim need to have their localized areas of damage repaired before painting.

Due to the poor condition of the paint and caulking the siding and trim will require extensive restoration. Pressure washing as a replacement of proper restoration techniques must not be used because it will cause irreversible damage to the wood siding and wood trim due to inherent high water pressure used.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 6



Photograph 7



Photograph 8



Photograph 9

- 3.4. Windows. Findings.** These elements are composed of two distinct components: the wood frames that were part of the original wood windows, and the more contemporary insulated glass window frames applied inside the wood frames.

The condition of the wood frames is similar to the condition of the wood siding and wood trim: they are in poor condition however they appear to be serviceable. Small portions of the wood frames were observed with localized rot, primarily at sill elements. The wood frames do not have sheet metal flashings along their headers, and the wood at the sill is not protected with impervious metal as per contemporary standards.

Window insert frames are in average to fair condition, however the balancers of the aluminum windows need to be maintained or replaced. There is a fair amount of insulated glass with cloudy surfaces indicating the seals are now broken. In addition to limiting the window's required visibility/light transmission, this condition lessens the insulation value of the units. Vinyl units located at converted attic are in fair condition.

Recommendations: the cost of replacement or servicing the balancers together with replacement of damaged glass will likely exceed the cost of replacement of existing insert windows. Even if the insert windows are serviced, they will still not meet current energy and building codes. For these reasons, we recommend the window inserts be removed and replaced with new units. This will also allow for easier restoration or repairs to the wood window frames.

As with the roof, it is important to note that the new window inserts must be designed and installed to withstand local wind pressures which are considered "special wind region". Due to the local wind region these components are subject to more stringent requirements than those otherwise considered "common" or "standard".

Additionally, the condition of the wood frames must be examined in more detail to determine the level of maintenance, repair or restoration of the wood. When properly repaired, the existing wood frames can continue to provide anticipated service for many more years.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 10



Photograph 11



Photograph 12



Photograph 13

3.5. Exterior Doors. Findings. Exterior wood doors were observed in fair to poor condition, with mechanical damage to some of the wood panels, frames, and hardware. However thanks to their robust solid wood construction, the doors appear to be serviceable. We noted that the original front door of the North Unit was missing; a door is provided for at the enclosed deck.

Storm or insect screens were once likely installed as some of the wood frames have carved pockets for hinge installations; the hinges or screens once installed are no longer in place. Most door hardware appears original to the house is in fair to poor condition but likely serviceable.

As with the wood siding and wood trim, the exterior paint and caulking are in poor to very poor condition and their deterioration is now having a negative effect on the door frames. There are several layers of paint applied to the wood without first doing proper wood preparation, resulting in unsightly build ups.

Recommendations. Restore existing wood doors and related wood frames and hardware. Paint and caulking need to be replaced. Wood frames and door slabs need to have their localized areas of damage repaired before painting.

Due to the paint buildup the wood will require some level of restoration before new primer/paint is applied. Pressure washing as a replacement of proper restoration techniques must not be used because it will cause irreversible damage to the wood slabs and wood frames due to inherent high water pressure used.

Existing door hardware should be carefully serviced and restored to achieve adequate working condition. The existing hardware can be supplemented with additional hardware if there is a concern of forced entry or safety.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 14



Photograph 15

3.6. Decks. Findings. The deck walking surfaces are made from wood tongue and groove decking materials. Both decks appear to be originally exposed to the weather, however one of the decks is now enclosed.

The decking materials at both decks are in poor condition: the finishes are mostly worn out, and there is evidence of wood rot. Some of the decking has been repaired or replaced, however the vast majority of the decking remains in poor condition.

Additionally, the decks have wood rot at some of the exterior load bearing members, and the unreinforced masonry foundation is cracking and has evidence of differential settlement.

Exterior coverings of the decks including wood siding and roofing are also in poor condition.

Recommendations. Both decks, including structural framing and structural foundations should be completely removed and replaced.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 16



Photograph 17



Photograph 18

September 18, 2004

Ship Point Knapwits Residence - Clallam County, Washington
Summary Report of Exterior Visual Inspection
September 30



Photograph 19



Photograph 20



Photograph 21



Photograph 22

3.7. Crawl Space. A conventional crawl space is provided between the wood structure of the first floor and the soil, accessed by way of floor hatches located under the main interior stairs. We observed the crawl space is utilized to accommodate the runs of water lines and wastewater lines. Main load-bearing beams are supported by concrete foundations of unknown construction.

The soil is generally covered with a layer of black polyethylene sheeting ("vapor barrier"). The underside of the floor is insulated with fiberglass batt insulation. Both the vapor barrier and the batt insulation are in poor condition likely as a result of small game or pest intrusion.

Crawl space vents are provided through the foundation at various locations, and often accompanied by cracking of the foundation. Most all crawl space vents no longer have security mesh necessary to prevent intrusion of small game or pests.

Recommendations: due to the likely intrusion of small game and/or pests, together with the poor condition of the insulation and vapor barrier, it is recommended both insulation and vapor barrier be removed and replaced. All crawl space vents must be provided with stainless steel security mesh to prevent future intrusion or infestation.



Photograph 23



Photograph 24



Photograph 25

- 3.8. Foundation.** The foundation for the house and the decks is generally composed of unreinforced masonry. This masonry does not have the ability to accommodate small differential movements of the soils upon which is resting, and results in the proliferation of cracks.

Foundation cracks were observed at many locations throughout the house as well as the decks. Cracking is indicative of poor condition of the soils, as well as poor condition of the foundation.

Recommendations: retain the services of a licensed and insured professional engineer to further evaluate the condition of the foundation and related bearing soils. Complete repairs as recommended by the engineer prior to any major interior repairs or restoration.



Photograph 26



Photograph 27



Photograph 28



Photograph 29



Photograph 30

- 3.9. Stairs.** Access to the main entrance to each of the duplex units as well as the side and rear entrances are detailed with wood-framed stairs and guardrails of various dimensions. The stairs at rear entrance and side entrance doors have exterior landings composed of wood and permeable wood decking, similar to that found at the decks.

With the exception of one of the stairs that has been recently heavily restored or replaced, the condition of the remaining stairs is poor to very poor. The paint finishes are worn out. The condition of the wood framing is very poor at some of the stairs, with one of them not safe to use. Uneven leveling of the stairs indicate likely issues with the footing and the related bearing soils.

Recommendations: These recommendations do not apply to the one stair that has been restored/replaced. At all remaining stairs, damaged wood must be removed and replaced in like kind. New primer and paint finishes must be provided after the existing finishes are carefully removed from the wood to a satisfactory surface.

The structural framing and structural foundations should be inspected by the licensed and insured professional engineer who shall provide supplemental instructions for those elements. Stopgap measures should be taken to replace rotted wood, until the stairs and related foundations can be restored or replaced.

Due to the age of the building and the reported existence of hazardous materials in the building, it is recommended the existing materials anticipated to be part of the repairs be tested for possible presence of hazardous materials. Removal of any materials from the building must not take place without having a proper abatement protocol in place.



Photograph 31



Photograph 32



Photograph 33



Photograph 34



Photograph 35

4.0 Conclusions

The exterior envelope systems of the house are in need of maintenance, repair, restoration or replacement. In summary, the roof needs to be replaced, the wood siding and exterior wood trims need to be restored, the original wood window frames and exterior doors need to be maintained. Window inserts should be considered for replacement. Certain structural items in distress require immediate attention to ensure safety of the users, including stairs, decking materials and exposed framing at one outside corner. The exterior envelope of the building is not providing the anticipated weather resistance and requires significant work.

A scope of work together with drawings and specifications will be necessary to illustrate the intent and extent of the work, as well as to meet certain administrative requirements that may be applicable for a property and scope of this nature. At the very least, these drawings and specifications must take into account the historical nature of the building, the local weather, performance requirements of the envelope and applicable codes to the areas of work.

Depending on the final usage of the building, management/ownership may want to consider possible updates to the existing galvanized plumbing, electrical wiring and thermal insulation of the envelope. Similar to the envelope elements, a scope of work together with drawings and

specifications will be necessary to illustrate the intent and extent of the work, as well as to meet certain administrative requirements that may be applicable for a property and scope of this nature.

Due to the age of the building and due to the reported presence of hazardous materials, it is important to note that any repairs to the building be completed by a licensed and insured contractor with verifiable experience in proper management of hazardous materials. This is recommended not only for the protection of the laboring personnel and the users, but also to prevent contamination of the soils surrounding the building.

Due to the fact the property is in the National Register of Historic Places, it is recommended that any maintenance, repairs, restoration or replacement of exterior components is carefully planned for and be completed with period-correct materials and installation techniques. Additional guidelines for building documentation per HABS/HAER standards, interior renovations or repairs may be applicable based on the historical nature of the building.

Disclaimer: The findings, observations, discussion, and recommendations presented in this report reflect limited observations made to date, within the time allotted at the property. By accepting this document, the Client understands that we reserve the right to amend, change or modify the information contained in this report should new or additional information become available to our firm, including, but not limited to information gathered via additional investigation or testing. We make no warranty or guarantee, neither implicit nor implied, that all of the construction defects or all of the water damage have been uncovered during our limited investigation.

Yours sincerely,



Martin C. Flores, CE, ICC, RRC
Principal



Eric V. Ramsing, AIA
Senior Architect

Dimensional Building Consultants, LLC

vision • knowledge • solutions

J1c

Crawford, Donald

From: Gallegos, Joseph A (Joe) CIV USCG CEU OAKLAND (USA)
<Joseph.A.Gallegos@uscg.mil>
Sent: Tuesday, December 3, 2024 5:29 PM
To: King, Brian; Crawford, Donald; Mielke, Todd; Waknitz, Elizabeth
Cc: Callahan, Constance M CIV USCG CEU OAKLAND (USA)
Subject: Slip Point Light Station Remediation Presentation
Attachments: Slip Point Presentation.pdf

All,

It was a pleasure meeting everyone today and discussing the remediation project at Slip Point Light Station. Attached is the presentation. Please reach out if you have any questions.

V/r,
Joe Gallegos
Environmental Engineer-Remediation Program
US Coast Guard
Civil Engineering Unit Oakland
1301 Clay Street, Suite 700N
Oakland, CA 94612
Cell: (719) 225-3841
Office: (206) 820-0054
Email: Joseph.A.Gallegos@uscg.mil
Compressed Work Schedule (CWS) 5/4-9
Office Hours: Mon – Fri: 0700 to 1700 MST
Off Second Friday

Slip Point Light Station Soil Remediation

Civil Engineering Unit Oakland
December 2024





Agenda

- **Introductions**
- **Site History**
- **Regulatory Background**
- **Project Specifics**
- **Archeological Monitoring**
- **Natural Resources**
- **Remediation**
- **Next Steps**
- **Discussion or Thoughts**



Coast Guard Project Team

- **Connie Callahan – Environmental Branch Supervisor, CEU-Oakland**
- **Joe Gallegos – Environmental Engineer, Remediation Program, CEU-Oakland**
- **Darnell Sullivan – Environmental Contract Support, CEU-Oakland**
- **Beverly Freitas – Real Property Contract Support, CEU-Oakland**
- **Andy Connor – District 13 Tribal Liaison**
- **Rob Reali, PE – Remediation Program Manager, SILC Environmental Management Division**



Site History

The Slip Point Light Station has a rich history, from Native occupation to its role in maritime safety and modern-day use.

Pre-1903: The site of Slip Point was inhabited for many centuries by the Klallam Tribe, part of the Coast Salish peoples, and retains evidence of long-term habitation.

1903: The U.S. Coast Guard acquired the property at Slip Point to establish a light station for maritime navigation.

1905: The original lighthouse was constructed to guide ships along the hazardous Washington coastline.

1951: A landslide destroyed the original lighthouse tower, leading to its demolition, although several other structures like the Keeper's Quarters, Compressor Building, and Paint Locker remain.

2002: Congress passed Public Law 107-295, granting USCG authority to transfer Slip Point Light Station to Clallam County.

Today: The site is licensed to Clallam County and is used for communications and emergency response operations, though it is not open to the public.

Historic Properties



Built Structures remaining:

- Keepers' Quarters
- USCG Garage
- Paint Locker
- Generator Building
- Electronic Repair Shop

Archaeological Sites:

- 45CA221: Native American site (Klallam village of *Hungi'ngit*)
- 45CA250: Historic Light Station Site (subsurface historic resources)





Regulatory Context

- **USCG has authority under 14 USC 318 to clean up hazardous substances at current and former USCG property.**
- **CERCLA Section 120(h) requires federal agencies to certify that threats to human health or the environment have been addressed prior to transferring real property out of federal ownership.**
- **CERCLA allows federal agencies to waive environmental permits for on-site work, but not the substantive protective requirements of other environmental statutes**



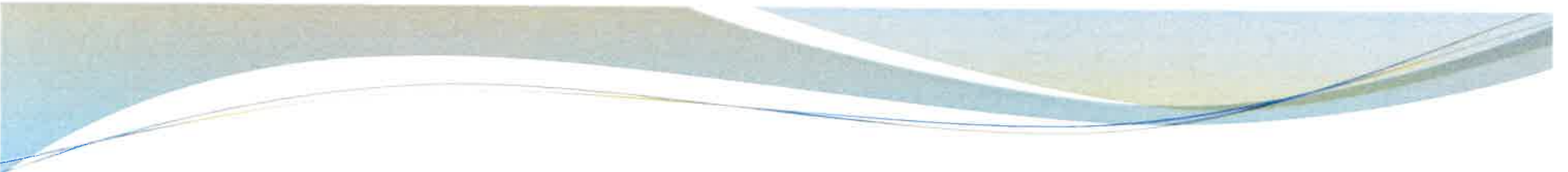
Project Objective

- **The objective of this project is to address existing contaminants in the soil, and certify that the property is safe for human health and the environment (CERCLA § 120(h)).**
- **Lead in soil ranges from non-detect – 2,600 ppm. State of WA unrestricted use standard is 250 ppm.**
- **Document the site cleanup and certify under CERCLA 120(h)**



Project Stages

- **Coordination with Lower Elwha Klallam Tribe**
- **Agreement with Tribe and SHPO addressing effects on historic properties**
- **Action Memo that serves as a decision document, coordinated with WA Dept of Ecology**
- **WA Coastal Program consistency determination**
- **Remove contaminated soils with metals (lead) above residential levels and replace with clean soil**
- **Confirmation sampling to verify the site meets the standards described in the Action Memo, which will allow USCG certification under CERCLA § 120(h)**



Proposed Schedule

- **Request funds from USCG SILC – November 2024**
- **Submit contract package to USCG KO – December 2024**
- **KO award contract – March 2025**
- **Kickoff Meeting with Contractor – March 2025**
- **Finalize Archaeological Monitoring Plan – September 2025**
- **Natural Resources BMPs/Remediation/Confirmation Sampling – September to November 2025**
- **Final Report – January 2026**



What is included in Project Scope?

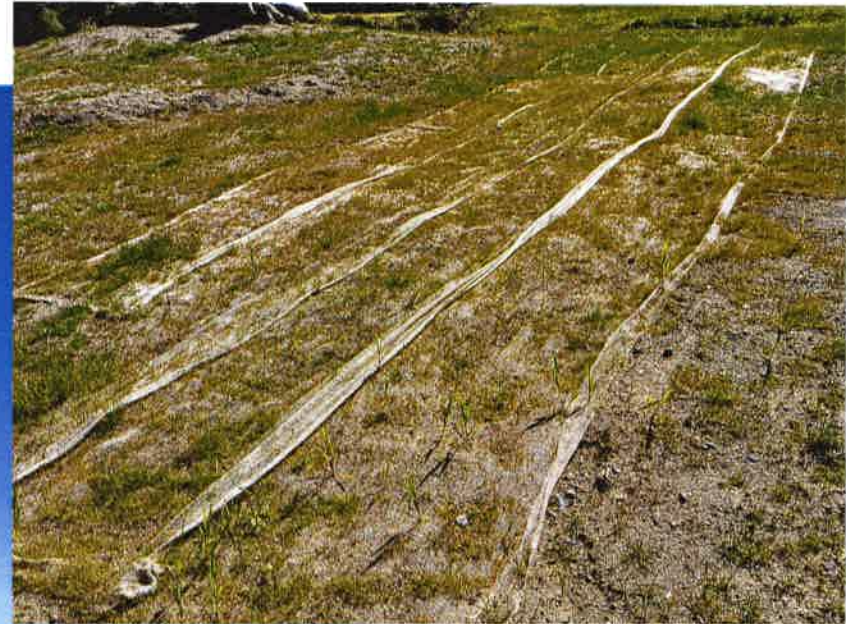
- **Cultural Resources:** Update archeological survey in the areas that will be remediated. This will include sample probes, creation of an Archaeological Monitoring Plan, and any mitigation identified in the MOA/PA with DAHP and LEKT.
- **Natural Resources:** Implementation of BMPs and adherence to ARARs. This work will not disturb more than 1 acre of area and will be located within three feet of structures.
- **Confirmation Sampling:** Soil sampling will be conducted to determine the extent of lead contamination.
- **Removal Action:** Using the updated archeological survey and confirmation sampling, contaminated soil will be removed in accordance with the Archaeological Monitoring Plan.

Project Execution

- **The project will consist of three to four environmental remediation contractors accompanied by one Archeologist.**
- **Prior to any start of land disturbance Best Management Practices (BMPs) will be implemented to reduce or prevent pollution from impacting water quality or other environmental resources.**
- **Soil will be removed by a mini excavator with a straight edge bucket to minimized any damage to cultural artifacts.**
- **All soil removal will be done in steps and under the supervision of an Archeologist. If an artifact is discovered the Archeological Monitoring Plan will be followed.**
- **Soil will be staged in an area known not to have archeological sites.**
- **Confirmation sampling will be done once areas are remediated to depths per the Remedial Action Plan.**
- **A final report will be provided to WA Dept of Ecology in support for an Action Memo for divesture.**

Project Execution Examples

Stormwater BMPs





Archeological Monitoring Plan

The plan will be coordinated with the SHPO and Tribes and will consist of the following:

- **Training for construction personnel**
- **Monitoring protocols**
- **Provisions for discoveries of human remains**
- **Processes for notifying interested parties**
- **Significance determinations**
- **Recommendations for addressing significant discoveries**
- **Curation protocols**



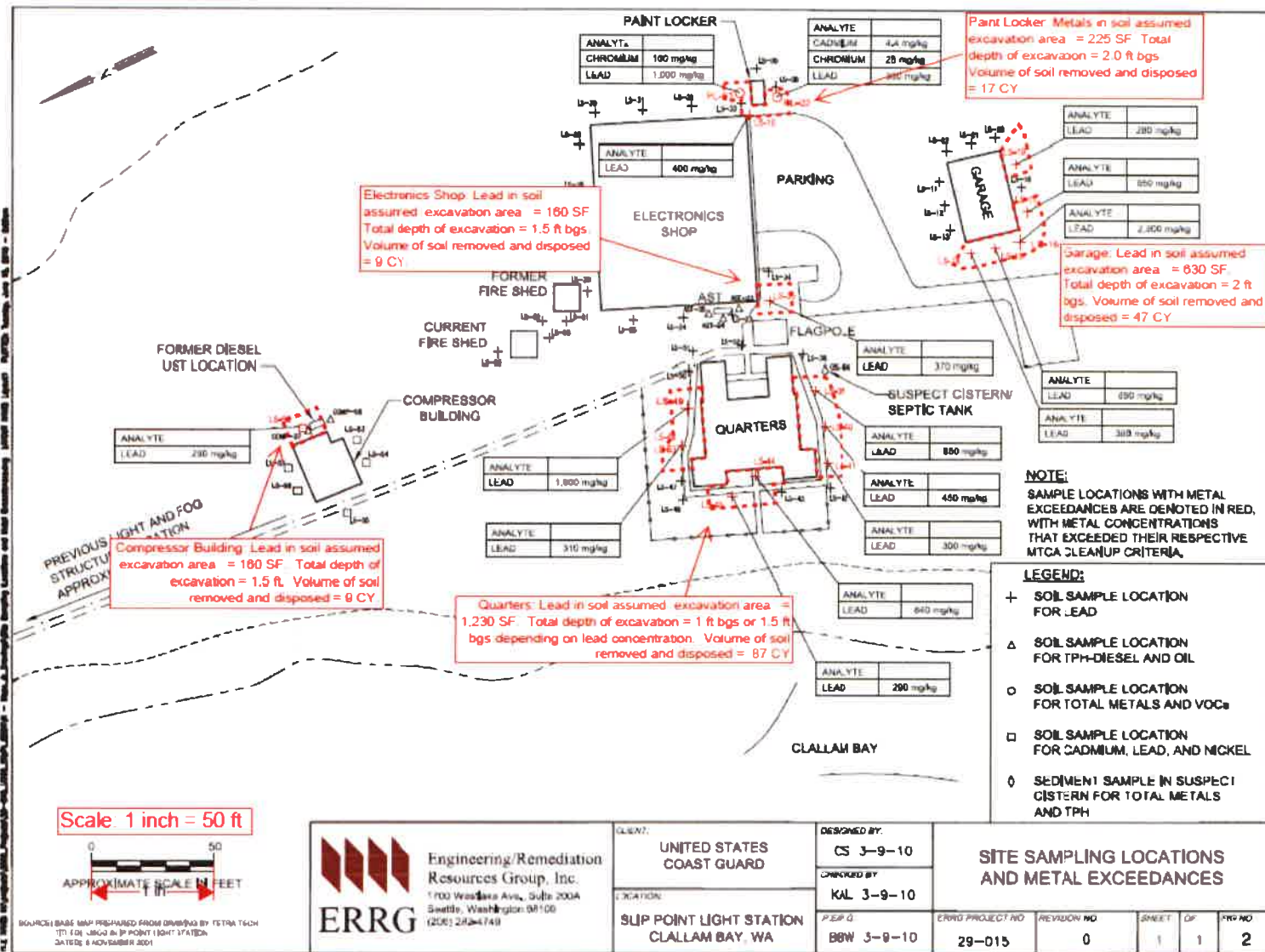
Natural Resources

This project aims to comply with the Coastal Zone Management Act (CZMA), ensuring protection of coastal resources. Environmental Regulations include:

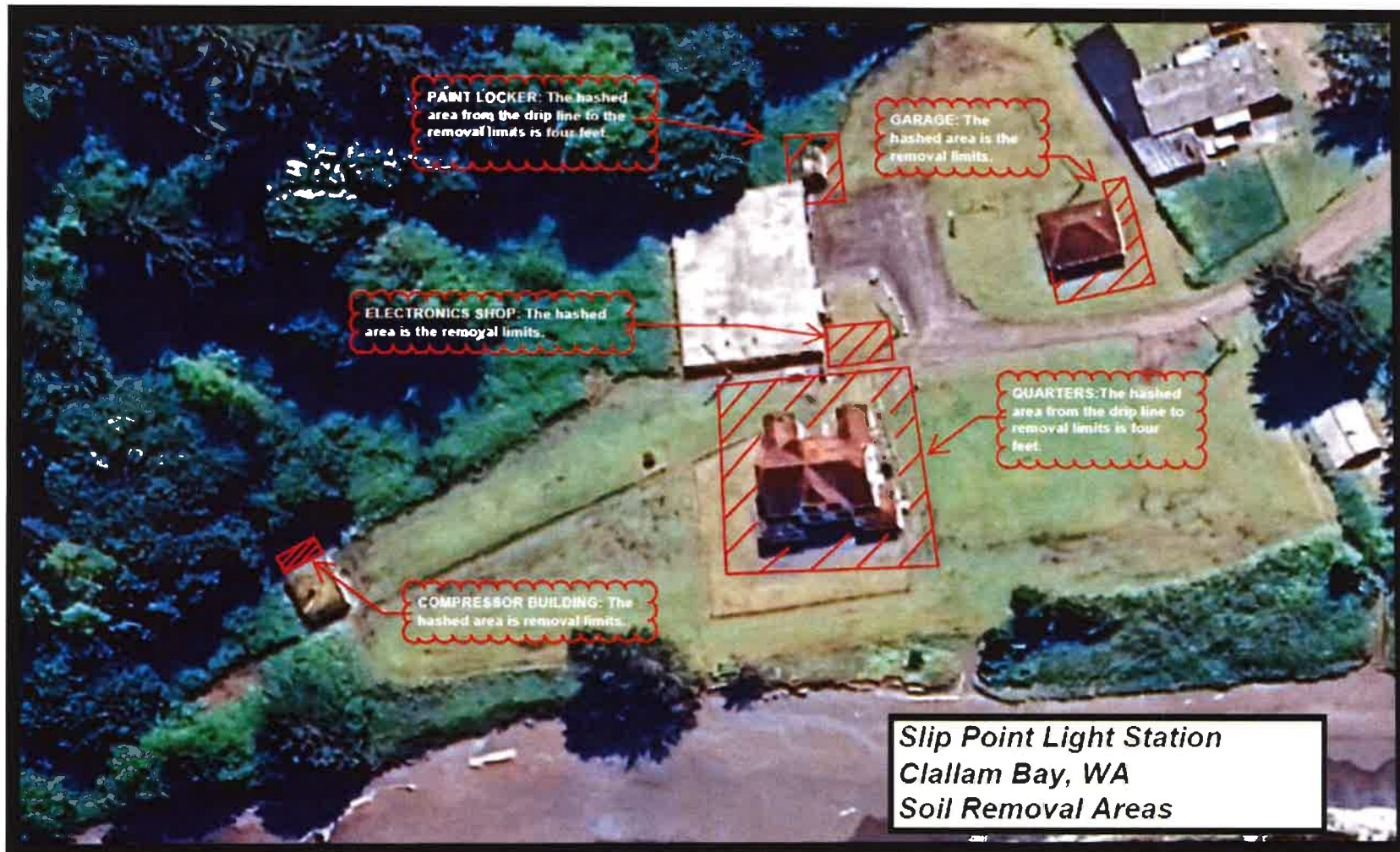
- **Washington Historic Preservation Law (RCW 27.34)**
- **Cultural and Historic Preservation (WAC 25-48-060)**
- **Ocean Resources Management Act (RCW 43.143)**
- **Water Pollution Control Act (RCW 90.48)**
- **Endangered Species Act (ESA)**

Erosion control measures such as fiber rolls (straw wattles), silt fencing, and erosion control blankets and habitat restoration will prevent soil and water contamination, minimizing disruption to sensitive coastal areas.

Remediation



Remediation Continued



Project Execution Examples

Soil Removal



Project Execution Examples

Soil Removal and Staging



Project Execution Examples

Soil Removal and BMPs





Next Steps

- **Develop Archaeological Protection Plan and written agreement**
- **Coordination under Coastal Zone Management Act with Washington Dept of Ecology**
- **Award Contract**



Discussion or Thoughts

- **What are we missing?**
- **Additional POCs or Agency**
- **Additional information to provide the Coast Guard**
- **Additional clarifications on any subject or process**

Thank You!



J1d

Crawford, Donald

From: Crawford, Donald
Sent: Tuesday, November 26, 2024 5:00 PM
To: Slip Point Lighthouse Keepers
Subject: Re: Roof is complete

I saw it my self an hour ago. For its purpose, it is beautiful. Thanks to all involved.

Please have an enjoyable thanksgiving yourself.

Get [Outlook for iOS](#)

From: Slip Point Lighthouse Keepers <slippointlighthousekeepers@gmail.com>
Sent: Tuesday, November 26, 2024 4:52:21 PM
To: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Subject: Roof is complete

Hi Don,
Roofs complete!





It's not pretty but it's done!
Sorry again for putting you in this spot.
I hope you and yours have great Thanksgiving 🙏

Thank you,
Sarah Grafstrom VP
Slip Point Lighthouse Keepers

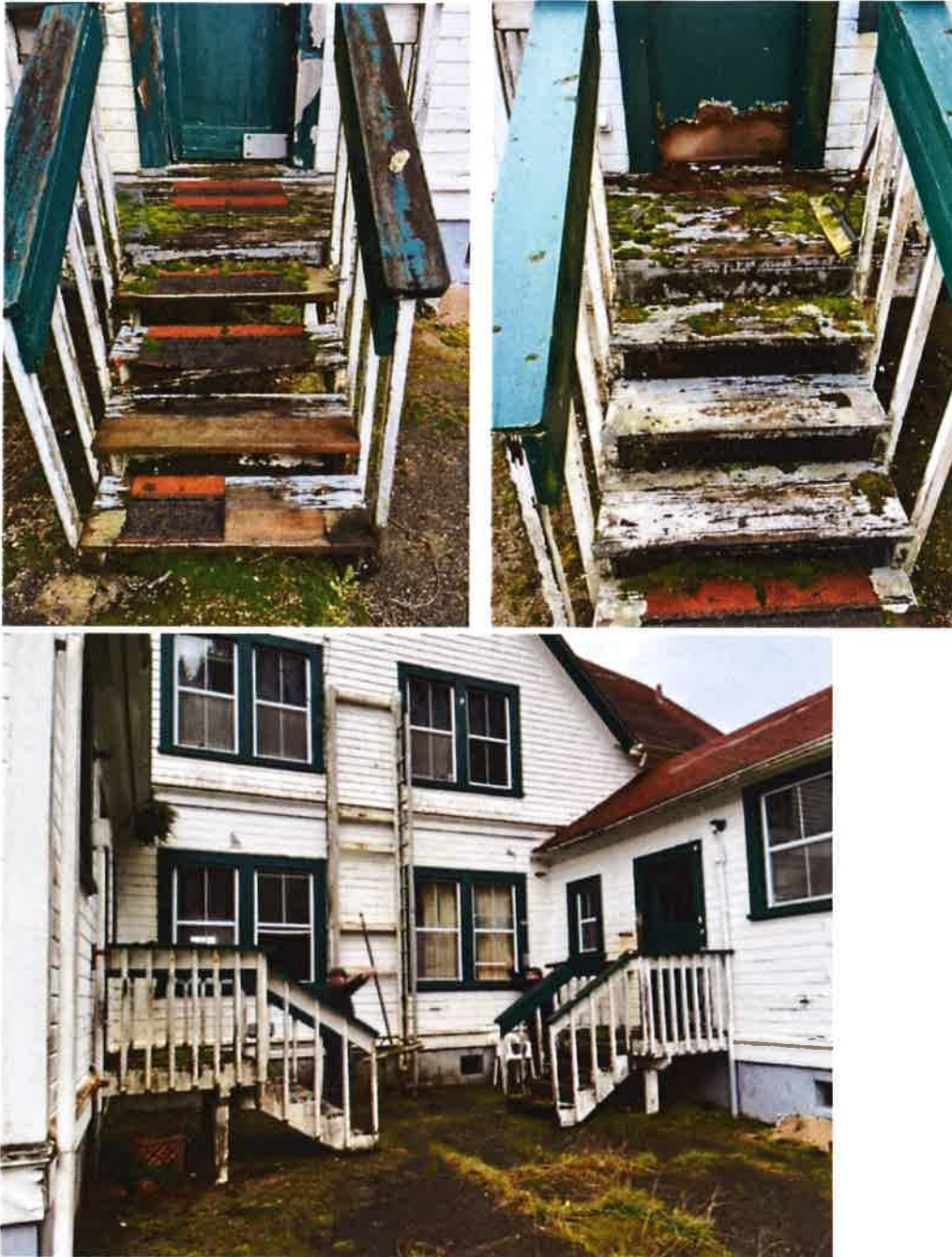
Crawford, Donald

From: Crawford, Donald
Sent: Monday, May 6, 2024 10:24 AM
To: Sarah Winter
Cc: King, Brian; French, Mike; McFarlen, Rick
Subject: Slip Point Residence Stairway & Door (x2) refurbishment

Importance: High

Sarah,

The county has secured \$6,000.00 to replace the doors and stairs pictured below. This project is a perfect opportunity for the Lighthouse Keepers. I have spoken with the county building Department. Permitting and code compliance are straightforward. There are several ways we can tackle this. Please let me know how the group would like to proceed.



R.Donald Crawford, CGM
Director
Clallam County
Parks, Fair, & Facilities Department
223 East Fourth Street, Suite 7
Port Angeles, WA 98362-3000
360.797.8283 cell



J1e

Crawford, Donald

From: Waknitz, Elizabeth
Sent: Monday, December 16, 2024 2:45 PM
To: King, Brian; Mielke, Todd; Crawford, Donald
Subject: FW: Slip Point

Just as an update, sounds like the Coast Guard will change what we need in the lease!

I had asked the remediation team if they had any recommendations for funding to support the structure cleanup vs the soils remediation currently in progress, but haven't heard back from them yet.

Thanks,
Beth

From: Freitas, B J CTR USCG CEU OAKLAND (USA) <Beverly.J.Freitas@uscg.mil>
Sent: Monday, December 16, 2024 2:35 PM
To: Waknitz, Elizabeth <elizabeth.waknitz@clallamcountywa.gov>
Cc: Grabe, Christopher P LCDR USCG CEU OAKLAND (USA) <Christopher.P.Grabe@uscg.mil>
Subject: RE: Expedited Legal Review FW: Slip Point

Hi Elizabeth:

I wanted you to know, I am working on this issue. I need to get some input from legal on the earthquake, etc. issue. Once I have a response, I will draft up new Special Conditions to the license address the issue. It will probably take 2 to 3 weeks for a response.

In the meantime, if you have any other questions, please let me know.

Regards,
Bev

BEVERLY FREITAS
Senior Real Property Specialist (CTR)
CEU Oakland, Real Property Branch
COMMS 571-607-1094
Cell phone: 650-302-5662

From: Waknitz, Elizabeth <elizabeth.waknitz@clallamcountywa.gov>
Sent: Monday, December 9, 2024 10:54 AM
To: Freitas, B J CTR USCG CEU OAKLAND (USA) <Beverly.J.Freitas@uscg.mil>
Cc: Grabe, Christopher P LCDR USCG CEU OAKLAND (USA) <Christopher.P.Grabe@uscg.mil>
Subject: [Non-DoD Source] RE: Expedited Legal Review FW: Slip Point

Good morning Bev,

We discussed the new lease with our Commissioners this morning, and they have several serious concerns with signing this license. The deteriorating state of the buildings increases the liability for the County, and the current language only allows the USCG to terminate the agreement. We need to add a condition allowing the County to

terminate as well so that we do not end up committed to a property we can't afford. In that same spirit, we also need to add a condition along the lines of: "The Lessee shall not be liable for damages to the leased premises caused by catastrophic events such as fire, earthquake, hurricane, or other acts of nature beyond the Lessee's reasonable control." While maintaining the property is within the scope the County can afford, we cannot be expected to fund a complete cleanup or rebuild if the house washes into the ocean due to a tsunami.

Thank you,

Elizabeth Waknitz

Chief Civil Deputy

Clallam County Sheriff's Office

ph: 360-417-2393

fax: 360-417-2498

email: elizabeth.waknitz@clallamcountywa.gov