

From: **Roland Middleton** <RMiddlet@co.whatcom.wa.us>
Date: Wed, Mar 1, 2017 at 9:24 AM
Subject: [LIFAC] Draft Scope of Work Alternatives Analysis
To: "Lummiferry@googlegroups.com" <Lummiferry@googlegroups.com>
Cc: Jon Hutchings <JHutchin@co.whatcom.wa.us>, Robert Ney <RNey@co.whatcom.wa.us>, James Lee <JLee@co.whatcom.wa.us>

Members of the Lummi Island Ferry Advisory Committee,

Please find attached the draft scope of work for the Lummi Island Ferry System Level of Service Alternatives Analysis. The final scope of work will be added to the Request For Qualifications (RFQ) for the professional services contract.

Brief explanation of the purpose and intent for the different sections:

1. The **Introduction and Purpose** section of the report will outline the goals of report. This section will describe the base-line starting points for the level of service.
2. The **Background** section will outline past work and decisions to reach this point. This section will describe all existing conditions and data.
3. The **Ferry Operations Alternatives** section will describe all the different alternatives and variables. This would include status quo up to the highest level of service currently being considered. Each step in forming this section requires LIFAC to be an integral part of this process. Each subsection will be discussed during meetings and/or work sessions to insure the report reflects LIFAC's view and sentiment.
4. The **Climate Change Measures** section will describe the needed improvements for all the different effected alternatives.
5. The **Second Vehicle Vessel Availability** section will describe the potential availability and cost of having access to a second vessel.
6. The **Cost Projection Analysis** section will outline and organize the cost of all the different alternatives.
7. The **Funding Sources** section will outline the available and potential funding sources to achieve the ultimate level of service.
8. The **Recommended Level of Service** section will publish LIFAC's recommended level of service for the Lummi Island Ferry System. This section will outline what alternatives are recommended, how to fund the construction, how to fund future operations, and the timing of the implementation. Whatcom County Public Works and LIFAC will present this section to the Whatcom County Council for a new level of service. In addition to the recommendation for budget funding of capital and operations, this section will include new language for the Comprehensive Plan.
9. The **Project Management and Outreach** section is included to provide the consultant with the expectation as to the level of involvement with LIFAC as well as at least one public meeting to take comments on the recommended level of service.

Please review the draft scope of work for discussion at next week's meeting. In addition, I hope to discuss the representation on the consultant committee.

The supplemental budget request for the professional services contract is scheduled for introduction at the March 7, 2017 meeting of the Whatcom County Council. The approval is scheduled for the March 21, 2017 meeting.

If you approve a final scope of work next week, and the County Council approves the budget on the 21st, then we will plan to have the RFQ out by the end of March. If we stay on that timeline we should have the consultant's first work to you by your meeting on June 13, 2017.

See you next week,

Roland Middleton, LEG
Special Programs Manager
Public Works Administration
322 N. Commercial Suite 210
Bellingham, WA 98225
[\(360\) 778-6212](tel:3607786212)

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1) Introduction and Purpose

- a) Level of service (LOS) base-line goals (Whatcom County Resolution 2017-012)
 - i) Vessel minimums (ADA, passengers, etc.)
 - ii) Mainland landing will be on Gooseberry Point
 - iii) Parking availability
 - iv) Basic amenities

2) Background

- a) Previous studies
- b) Existing ferry conditions
 - i) Vessel specifications, including passenger and vehicle capacity
 - ii) Landing infrastructure and Gooseberry lease ending date
 - iii) Schedules and ridership
 - iv) Wait times (LIFAC data)

3) Ferry Operations Alternatives

- a) Growth projections
- b) Quantified measurable LOS (Volume/Capacity) alternatives
- c) Ferry vessel alternatives
 - i) Size alternatives
 - (1) Vehicle loading rate
 - (2) Sailing time and arrival rates
 - ii) Type alternatives
 - (1) Fuel vs electric (carbon neutral discussion)
 - (2) Advantages of different propulsion systems
- d) Size of queuing area
- e) Landings
 - i) Lummi Island
 - (1) Modification to existing facility for the vessel alternatives
 - (2) Modification to existing facility for accessibility
 - ii) Gooseberry Point
 - (1) Modification to existing facility for the vessel alternatives
 - (2) Location alternative
 - (a) Property availability
 - (b) Development issues
 - (i) Cultural Resources
 - (ii) Utilities
 - (iii) Stormwater
 - (iv) ADA accessibility

- f) Rider amenities
 - i) Parking
 - (1) Parking LOS
 - (a) Size of lots (both sides)
 - (b) Security
 - (c) Location or proximity to landing
 - (2) Alternatives to meet LOS
 - (a) Property availability
 - (b) Development issues
 - (c) Alternative location (Shuttle?)
 - ii) Restrooms alternatives
 - iii) Queuing cameras

4) Climate Change Measures

5) Second Vehicle Vessel Availability

6) Cost Projection Analysis

- a) Vessel alternatives
 - i) Size and type
 - ii) Retrofit surplus vessel availability
 - iii) Leasing options
- b) Queuing area alternatives
- c) Landing area alternatives
- d) Amenities alternatives

7) Funding Sources

8) Recommended Level of Service

9) Project Management and Outreach

- a) Attend monthly LIFAC meetings
- b) Collaborative process between: Consultant, LIFAC and WC Public Works for each element of the alternative analysis.
- c) Collaborative process between: Consultant, LIFAC and WC Public Works for a recommended level of service that balances cost and funding alternatives.
- d) At least one Public Meeting to receive comments on the Draft LOS
- e) At least one Whatcom County Council meeting with LIFAC and WC Public Works for the recommended LOS