November 13, 2026

To: Mike Rademaker, Crescent City Harbor District CEO, and the Crescent City Harbor District Board of Commissioners

From: Mike Bahr, CEO, Community System Solutions

Board Agenda Item: Review and consider approval of an amendment to the existing Kimley-Horn design contract and a corresponding budget increase, in an amount not to exceed $44,717.57, for additional design services associated with project permitting.

Background:

Permits for the Seawall and Citizens Dock Pier 1 projects remain under review by state agencies. In their most recent communications, California Coastal Commission and Regional Water Board staff requested additional design elements to advance both permit applications.

The Coastal Commission requested additional compensatory mitigation to address impacts to waters resulting from the proposed project. The Regional Water Board requested that the application include a design for the new stormwater capture system.

Although Moffatt & Nichol (M&N) was originally retained for the permitting work, the project design contract was awarded to Kimley-Horn (K-H).

Because K-H holds the design contract and the additional permitting requirements involve design modifications, K-H is best positioned to perform this work. K-H has already commenced the additional services at its own risk pending Board approval of the proposed contract amendment. Updated design documents have been reviewed with Coastal Commission and Regional Water Board staff during a site meeting.

Rather than increasing the mitigation area, K-H developed an alternative design approach that substantially reduces the area of waters affected by the project.

K-H has submitted the attached proposal to complete the additional services for $44,717.57.

The proposed additional services are eligible for funding through the Hazard Mitigation Grant Program (HMGP) and Coastal Conservancy funding sources.

Current Contracts

M&N has indicated that it will remain involved through completion of state and federal permitting without additional charges to the District. Its existing contract includes approximately $20,000 in remaining contingency funds.

K-H is currently under contract with CCHD for design services, funded through the PIDP 2022 and 2024 grants. K-H is advancing the design from the 30% completion stage to 60%,

and ultimately to 100%, with each subsequent phase proceeding following approval of the preceding design milestone.

As the project designer, K-H must incorporate applicable permitting requirements into the design. Consequently, K-H is well positioned to provide timely and coordinated assistance with the remaining permitting work.

Permitting Assistance

Attached is K-H's proposal for additional permitting assistance and stormwater design services, which would be incorporated into its existing contract and budget. At this stage of the project, the remaining permitting questions are primarily related to design details.

As the project designer, K-H is working directly with the permitting agencies to address design-related questions. Having K-H provide this assistance will streamline coordination and reduce the need for repeated exchanges among multiple consultants, thereby saving time.

Permitting questions have been under discussion for several months. Based on the most recent meeting among agency staff, the District, and K-H, these design elements may represent the final outstanding items requested by the permitting agencies.

I will attend the Board meeting in person, and Kimley-Horn team members will participate via Zoom to answer any questions about the contract amendment and the need for the work.

Thank you,

Mike Bahr
CEO, Community System Solutions

Attachments

- CCHD Additional Services Proposal – Permitting and Stormwater

November 10, 2026

Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531

Attn: Michael Rademaker (CEO/Harbormaster)

Re: Letter Proposal for Additional Professional Services for Citizens Dock and Seawall Replacement Project – Permitting and Stormwater Crescent City Harbor, 130 Anchor Way, Crescent City, CA 95531

Dear Mr. Rademaker:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this proposal to the Crescent City Harbor District ("District") to provide additional professional services for the Citizens Dock and Seawall Replacement Project ("Project") in Crescent City, CA. These services are in addition to the Scope of Services under the Professional Services Agreement dated October 14, 2026.

On October 22, 2026, Kimley-Horn met on site with California Coastal Commission (CCC) staff, the water quality analyst, and the ecologist to review design changes made in response to the CCC's October 8, 2026 review letter for CDP Application No. 1-26-0379. On November 5, 2026, Kimley-Horn submitted the District's response and requested that the application be filed as complete. The District has requested budgets for (1) permit support, including CCC and Regional Water Quality Control Board (RWQCB) responses, and (2) the design and submittal of upland stormwater runoff improvements, including a stormwater capture device, as requested by CCC staff. These services are intended to keep permitting aligned with the December 2026 60% design submittal and the targeted July 1, 2027 in-water work window.

Scope of Services

Task 1 – Regulatory Permitting Support

Kimley-Horn will provide the same 60% design information to all three permitting agencies, the CCC, U.S. Army Corps of Engineers (USACE), and RWQCB, so each agency can finalize processing of its permit. It is assumed the agencies are satisfied with the comments and responses provided to date and that only minor follow-up is needed; ongoing coordination with the agencies is not included.

Task 1.1 – CCC Site Meeting, Preparation, and Response to Comments

- Prepare for and attend the October 22, 2026 on-site meeting with CCC staff, including preparation of the meeting presentation (completed).
- Prepare the November 5, 2026 response letter to the CCC's October 8, 2026 review letter and update the site meeting presentation as an enclosure (completed). Responses addressed pile materials and coatings, fender pile alternatives, the reduced seawall footprint, boat ramp removal to restore adjacent habitat, and upland stormwater improvements.
- Respond to one (1) additional round of CCC comments, if received, through filing of the CDP application as complete.

- Provide the December 2026 60% design documents to CCC staff to support finalizing the CDP.

Task 1.2 – USACE and RWQCB 60% Design Submittal

- Provide the December 2026 60% design documents to USACE (Section 404/10) and RWQCB (Section 401 Water Quality Certification) staff, with a brief transmittal summarizing the current Project description (reduced seawall footprint, boat ramp removal, revised pile systems, and stormwater improvements), so the agencies can finalize processing of the permits.
- Provide minor follow-up clarifications, as needed, to help the agencies finalize the permits.

Task 1 Deliverables

- CCC site meeting presentation and November 5, 2026 response letter (completed).
- Response to one (1) additional round of CCC comments, if received.
- Transmittal of the 60% design documents to the CCC, USACE, and RWQCB.

Task 2 – Ongoing Permitting Support (As-Needed)

- Provide as-needed support to answer agency and District questions during permit processing, including teleconferences, email correspondence, and brief clarifications of submitted materials.
    - **Effort for Task 2 shall not exceed the hours indicated in the fee breakdown (Table 1) and will be billed only as used.**

Task 2 Deliverables

- Email responses and brief technical clarifications, as requested.

Task 3 – Stormwater Improvements Design

CCC staff asked that the Project include upland stormwater improvements to capture and treat runoff so contaminants do not enter the Harbor. Kimley-Horn will add stormwater improvements to the Project plans for the upland paved area next to the new seawall and boat ramp removal.

- Review existing storm drain features, including the existing storm drain intake and outlet, using available record information and the site and utility surveys.
- Develop a grading and drainage layout that regrades the upland area to avoid ponding and directs runoff away from the seawall and Harbor.
- Lay out and size trench drains, catch basins, and storm drain piping to capture runoff across the upland paved area.
- Select and size a stormwater capture device (e.g., proprietary hydrodynamic separator or media filter unit) to treat runoff before discharge, and prepare supporting drainage calculations.
- Prepare stormwater improvement drawings, up to four (4) sheets, for inclusion in the 60% and 100% design submittals:
    - Grading and Drainage Plan (1 sheet).
    - Storm Drain Plan and Profile (1 sheet).
    - Stormwater Capture Device and Storm Drain Details (2 sheets).

- Prepare a brief stormwater summary memorandum for submittal to CCC and RWQCB staff in support of the permit responses.

Task 3 Deliverables

- Stormwater improvement drawings (up to 4 sheets) in the 60% and 100% design submittals.
- Drainage calculations and stormwater capture device sizing.
- Stormwater summary memorandum for agency submittal.

Exclusions/Assumptions

The following exclusions/assumptions were used for determining the level of effort:

- Moffatt & Nichol is assumed to remain engaged by the District, separate from this proposal, to provide direction and address agency comments related to its previously prepared work on an as-needed basis.
- USACE and RWQCB support is limited to transmitting the 60% design documents and minor follow-up. It is assumed the agencies are satisfied with the comments and responses provided to date. Ongoing agency coordination, responses to new agency comments, preparation of new applications, technical studies (e.g., biological assessments, eelgrass surveys, sediment characterization), and Endangered Species Act consultation documents are excluded.
- The 60% design documents will be provided to the agencies as the permit drawings. Separate permit package drawings are not required and are excluded.
- Agency comment response is limited to the rounds stated for each task and the hours indicated in the fee breakdown (Table 1). Additional rounds or effort beyond the hours indicated will be provided as additional services with the District's prior written authorization.
- Stormwater design is limited to the upland paved area adjacent to the seawall. Off-site storm drain capacity analysis, infiltration testing, geotechnical investigations, and construction Stormwater Pollution Prevention Plan (SWPPP) preparation are excluded.
- Site survey and utility survey data being prepared for the Project will be used as the base for stormwater design. Additional survey is excluded.
- All permit, application, and agency review fees are excluded and will be paid directly by the District.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's then-current hourly rates. Additional services will not be started without prior written approval from the District's authorized representative. Additional services may include, but are not limited to:

- Additional agency comment response rounds or ongoing agency coordination beyond those included above.
- Preparation of separate permit package drawings.
- Preparation of new permit applications or supporting technical studies.
- Construction SWPPP preparation and stormwater compliance support during construction.

Schedule

Kimley-Horn will perform the services as expeditiously as practicable. Task 1 will be completed with the December 2026 60% design submittal, and any additional CCC comments will be addressed as received. Task 2 will be performed as requested. Task 3 stormwater improvements will be incorporated into the December 2026 60% design submittal and finalized with the 100% design submittal.

Fee and Expenses

Kimley-Horn will perform the proposed scope of work on a labor fee plus expense basis, billed on an hourly, not-to-exceed basis using the labor categories and billing rates from the Professional Services Agreement dated October 14, 2026. Individual task amounts are informational only.

Table 1 – Fee Summary

Kimley-Horn and Associates, Inc.														
	Name	Jerry Holcomb	Jamie Gwaltney	Rob Sloop	Principal / Subject Matter Expert	Sr. Professional III	Sr. Professional II	Sr. Professional I	Professional	Analyst II	Analyst I	Support Staff	TOTAL HOURS	TOTAL COST
	Category/Title	Project Manager	QC/QA Manager	Principal-in-Charge										
	Billing Rate	$284.50	$366.22	$417.06	$473.16	$405.64	$324.93	$284.47	$235.03	$184.90	$161.31	$139.84		
Task 1	**Regulatory Permitting Support**	**20**		**2**			**9**		**17**		**8**	**1**	**57**	**$14,874.31**
Task 1.1	CCC Site Meeting, Preparation & Response to Comments	14		2			6		10		4	1	**37**	**$9,902.08**
Task 1.2	USACE & RWQCB 60% Design Submittal	6					3		7		4		**20**	**$4,972.23**
Task 2	**Ongoing Permitting Support (As-Needed)**	**6**					**2**		**9**		**3**		**20**	**$4,956.05**
Task 3	**Stormwater Improvements Design**	**12**	**4**	**2**		**8**	**12**		**30**		**30**	**1**	**99**	**$24,887.21**
	TOTAL HOURS	**38**	**4**	**4**	**-**	**8**	**23**	**-**	**56**	**-**	**41**	**2**	**176**	
	Subtotal Labor	**$10,811**	**$1,465**	**$1,668**	**-**	**$3,245**	**$7,473**	**-**	**$13,162**	**-**	**$6,614**	**$280**		**$44,717.57**
													TOTAL NOT-TO-EXCEED FEE	**$44,717.57**

Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the District. However, Kimley-Horn reserves the right to reallocate amounts among tasks as necessary. Labor fees will be billed monthly on an hourly basis according to the rates above. All permitting, application, and similar project fees will be paid directly by the District.

We appreciate the opportunity to continue supporting the District on this Project. If you have any questions or require additional information, please contact me at 562-363-5051 or by email at jerry.holcomb@kimley-horn.com.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Jerry Holcomb

Jerry Holcomb, PE
Project Manager | Coasts & Waterfronts
P.E. No.: C80027