



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, April 22, 2014**

- A) CALL TO ORDER (8:30 a.m.)**
- B) EXECUTIVE SESSION**
- C) OPENING REMARKS (9:30 a.m.)**
 - 1) Opening Remarks – Pledge of Allegiance, guest introductions, etc.
 - 2) Approve and Sign Minutes of the April 8, 2014, Regular Meeting
- D) OPEN FORUM**
(Open to the public for comment on subjects not on the agenda)
- E) ACTION ITEMS**
 - 1) Approve Public Works Construction Contract for Bid #14-02: WVFA Project 16 Schedule Two Rail Access - Design Package 2B (DP2B)
 - 2) Approve Annual Janitorial Services and Supplies Contract
- F) UNFINISHED BUSINESS**
- G) NEW BUSINESS**
- H) EXECUTIVE DIRECTOR REPORT**
 - 1) Port Point of View
 - 2) IMS Electronics Recycling
 - 3) We Can - Sustainability
- I) COMMISSIONERS REPORTS**
- J) UPCOMING EVENTS**
- K) SIGN DOCUMENTS**
- L) WORKSHOP**
- M) ADJOURNMENT**

Agenda

Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

PREPARED BY:

Betsy Rogers
Betsy Rogers

Administrative Supervisor

04/22/2014

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the April 8, 2014 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 04/08/14 Regular Meeting

RECOMMENDATION:

That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the April 8, 2014, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Respectively Submitted by: *Julianne Marked for*, Executive Director

Date Action Taken _____

Motion By: _____

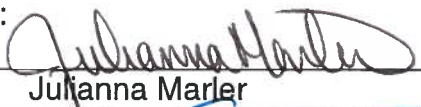

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes _____ No _____

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA	
REVIEWED BY: 	Director of Administrative Services	
Julianna Marler	Title	
APPROVED BY: 	Director of Economic Development & Facilities	04/22/2014
Curtis Shuck	Title	Date
SUBJECT:	Approve Public Works Construction Contract for Bid #14-02: WVFA Project 16 Schedule Two Rail Access - Design Package 2B (DP2B)	

BACKGROUND:

The West Vancouver Freight Access Project (WVFA) meets the Port of Vancouver's following strategic goals: 1) Maximize marine business and development, 2) maximize industrial business and development, 3) develop and preserve multi-modal transportation access, and 4) generate and sustain diversified revenues.

The Port Rail Access Improvements Project, WVFA Project 16 is vital to increasing the operational efficiency of the Port's rail system and provides significant benefits for both passenger and freight rail traffic in the region by reducing delays and improving on-time performance. This project will establish the new south lead into the port, passing beneath the BNSF rail bridge, creating a grade separated entry and thereby avoiding the current at grade route, significantly reducing disruptions of both the north-south and east-west legs of the Vancouver wye while trains enter and exit the Port.

On March 6, 2014, the Port of Vancouver issued an Invitation to Bid for the WVFA Project 16 Schedule Two Rail Access, DP2B. The following bids were opened on April 10, 2014:

Bidder	Location	Amount
Tapani, Inc	Battle Ground, WA	\$10,286,958.59
Rotschy, Inc.	Vancouver, WA	\$11,901,954.69
Quest Civil Contractors	Phoenix, AZ	\$12,689,688.82
IMCO General Construction	Ferndale, WA	\$13,173,471.26
Hamilton Construction	Springfield, OR	\$13,196,601.64
Nutter Corporation	Vancouver, WA	\$13,391,654.43

Port staff has conducted a review of the bid documents submitted by Tapani Inc. of Battle Ground, WA and has found them to be in order. Furthermore, staff has concluded that Tapani's bid was responsive and that Tapani is a responsible contractor capable of performing the work.

This project is the recipient of funds granted by the FRA's HSIRP Grant Program, with 40% of this project being funded by this grant. Additional project funds have been provided by the Washington Freight Mobility Strategic Investment Board (FMSIB). The project is included in the 2014 approved budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorizes the Executive Director to execute a public works contract with Tapani Inc., the lowest responsive and responsible bidder, for Bid #14-02: WVFA Project 16 Schedule Two Rail Access - DP2B for a contract amount of \$10,286,958.59 including Washington State Sales Tax.

Respectively Submitted by: Julianne Harder For, Executive Director

Date Action Taken _____

Motion By: _____


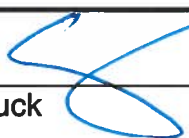
Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes____ No____

Agenda Item No. E-2

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY: 	Director of Administrative Services
Jullanna Marler	Title
APPROVED BY: 	Director of Economic Development & Facilities
Curtis Shuck	Title
	04/22/2014 Date
SUBJECT: Approve Annual Janitorial Services and Supplies Contract	

BACKGROUND:

On March 7, 2014, the port issued a Request for Proposals for Annual Janitorial Services and Supplies which included a pre-proposal facility tour held on March 18, 2014. Eight companies subsequently responded with proposals on March 27, 2014 which were individually scored by an evaluation team. The evaluation team was a cross section of port employees representing the facilities, security, environmental and administrative departments. The evaluation team found ABM Onsite Services to be the most qualified to perform the services required by the port.

ABM Industries began in 1909 and is the parent company to the local Vancouver office of ABM Onsite Services. ABM has local resources to serve the Port of Vancouver janitorial needs. Port staff contacted several references including the City of Vancouver and Fort Vancouver Regional Library receiving positive feedback regarding performance. Staff found the ABM Onsite Services proposal fiscally responsible and within the parameters of the current budget.

To fulfill the port's commitment to sustainability, all consumable paper and plastic products, liquid soap, cleaners and similar materials under this contract must be approved by at least one of the following certification programs: Green Seal, EcoLogo, or Design for the Environment.

The estimated annual costs for janitorial services, green cleaning supplies/paper products, carpet/furniture cleaning and window cleaning is \$102,102.00.

A contract will be issued for one (1) year with the option to extend for three (3) additional one-year terms. Janitorial services and supplies in this contract are included in the approved 2014 budget and will be extended annually upon Board of Commission approval of the annual budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorizes the Executive Director to execute a contract with ABM Onsite Services for \$102,102.00 for Annual Janitorial Services and Supplies for a period of one (1) year with the option to extend for three (3) additional one-year terms.

Respectively Submitted by: , Executive Director

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes _____ No _____