

AGENDA PORT OF VANCOUVER USA BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

3103 Lower River Road, Vancouver, WA 98660 Tuesday, October 13, 2015

A) CALL TO ORDER (8:30 a.m.)

B) **EXECUTIVE SESSION**

C) OPENING REMARKS (9:30 a.m.)

- 1) Opening Remarks Pledge of Allegiance, etc.
- 2) Approve and Sign Minutes of the September 28, 2015 Regular Meeting
- 3) Southwest Washington Contractors Association

D) OPEN FORUM

(Open to the public for comment on subjects not on the agenda)

E) ACTION ITEMS

- 1) Approve Port of Vancouver Terminal 1 Waterfront Preferred Concept
- 2) Approve Contract Amendment with NBBJ, Inc. for Waterfront Development Project Master Plan Design Services
- 3) Approve Contract Amendment with BergerABAM for On-Call Structural Engineering Services
- 4) Approve Contract Amendment with BergerABAM for On-Call Civil Engineering Services
- 5) Approve Contract Amendment with Geotechnical Resources Inc. (GRI) for On-Call Geotechnical Services
- 6) Approve Contract Amendment with KPFF Consulting Engineers for On-Call Structural Engineering Services

F) <u>UNFINISHED BUSINESS</u>

Port Contracts Logs

G) <u>NEW BUSINESS</u>

H) ACCOUNTS PAYABLE

September 2015 – October 2015

Voucher Numbers

074479 - 078245

\$ 3,136,552.02

Electronic Payments

09/01/2015 - 09/30/2015

\$ 519,851.73

Payroll Voucher Numbers

55781400

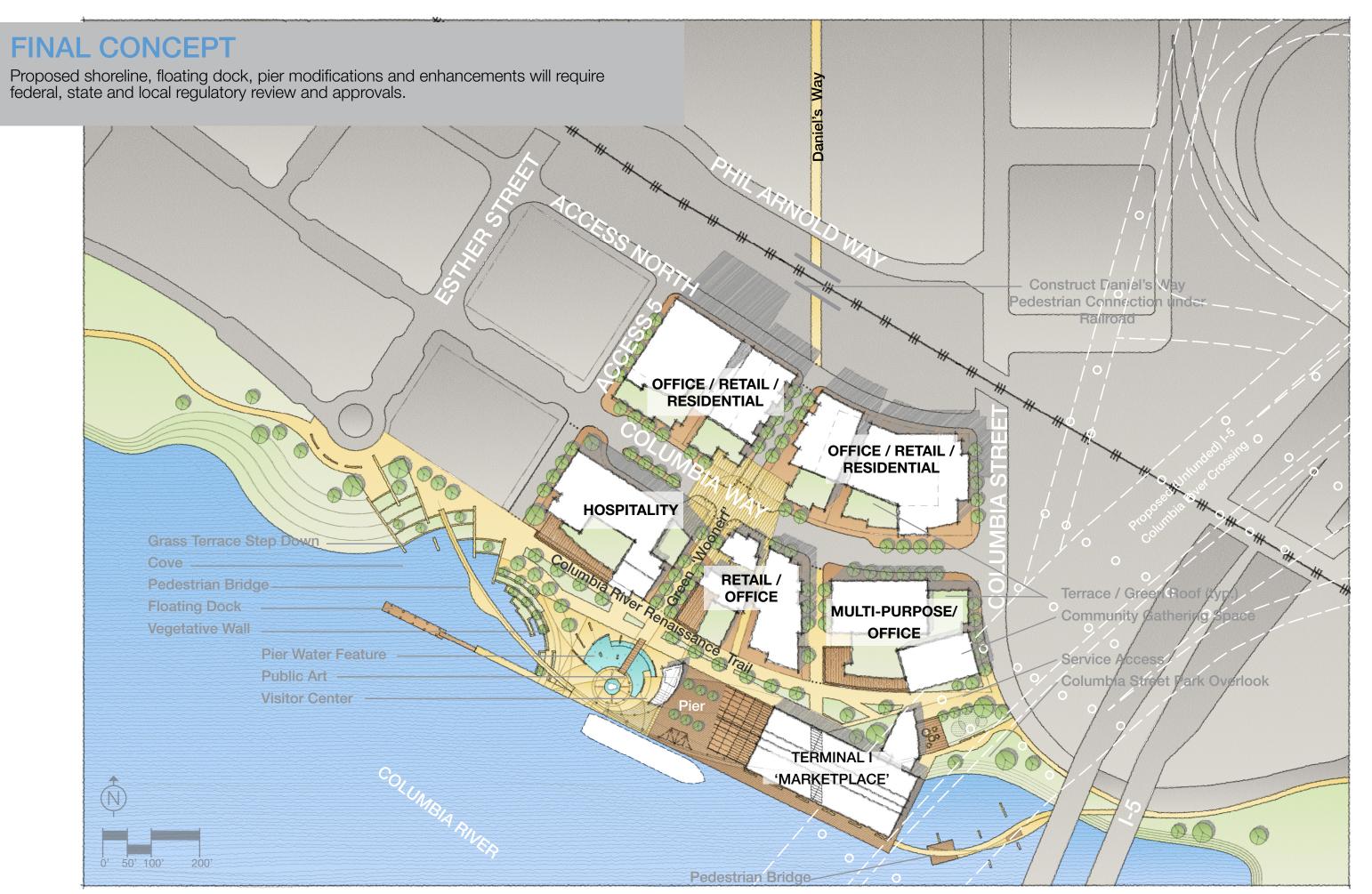
\$ 474,283.86

Checks

- i) <u>EXECUTIVE DIRECTOR REPORT</u> Project Updates
- J) <u>COMMISSIONERS REPORTS</u>
- K) **UPCOMING EVENTS**
- L) SIGN DOCUMENTS
- M) WORKSHOP None
- N) ADJOURNMENT

REQUEST FOR	COMMISSION ACTION	PORT OF VANCOUVER USA	
REVIEWED BY:	0.1.00		
	Betsy Rogers	Administrative Supervisor	10/13/2015
10000110001	Betsy Rogers	Title	Date
APPROVED BY:	•		
3.5	14	Title	
SUBJECT:	Minutes of the September	22, 2015 Regular Meeting	
	7.2.10-02-0	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
BACKGROUND	•		
Please see attac	- · · · · · · · · · · · · · · · · · · ·		
Additional Inform	nation Attached: Minutes of	09/22/15 Regular Meeting	
RECOMMENDA			
		ommissioners adopts and execute	
		er USA Board of Commissioners	Regular
Meeting as prese	ented.		
Respectively St	phmitted by:	Maden & Executive Director	
Respectively Su Date Action Tak		Motion By:	
Approved:		Seconded By:	
		-	
Deferred To:		Unanimous: Yes No	

REQUEST FOR (COMMISSION ACTION	POR	TOF VANCOUVER	USA
REVIEWED BY:		Direc	tor of	
			omic Development	
	Katy Brooks		Title	
APPROVED BY:				
				10/13/2015
	Todd Coleman	Chief	Executive Officer	
	Todd Coleman		Title	Date
SUBJECT:	Approve Port of Vancouv	er Terminal 1 Wa	aterfront Concept	
BACKGROUND:				
The Port of Vancouver USA Terminal 1 waterfront supports the Port of Vancouver's strategic goals and mission to provide economic benefit to our community by selecting a concept for the development of the port's urban waterfront property. This development will generate diversified revenues to the port, generate jobs and provide a valuable, iconic public asset.				
Since last spring the port has conducted public and stakeholder outreach to help inform and shape this concept. Input was taken via a well-attended public open house, an online survey, four commission workshops, our website and through dozens of public, business and neighborhood speaking engagements, stakeholder interviews and public interaction.			nline survey, s and	
This concept represents the port commission's vision and direction for the waterfront as well as collective public and staff input.				ront as well
This concept will be the basis for development of a preferred alternative for eventual submittal to the City of Vancouver Master Plan application process, and will be the guiding vision given to developers. It incorporates a mix of urban uses, a waterfront park and Renaissance Trail connector, dock and water view improvements, public art locations and gathering spaces, and a renovated Terminal 1 public market space.				
Additional Inform	nation Attached? Yes			
	ION: That the Board of Co	ommissioners ap	prove the Port of Va	ancouver
Terminal 1 Waterf	ront Concept for further de	velopment.		
Respectively Submitted by: <u>Qualua Marlia Executive Director</u>				
Date Action Take	n \	Motion By:		_
Approved:	· · · · · · · · · · · · · · · · · · ·	Seconded By:_		
Deferred To:		Unanimous:	Yes No	



REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA	
REVIEWED BY:	Chief Financial and	
Julianna Marla	Administrative Officer	
\Julianna Marler	Title	
APPROVED BY:	Chief	
	Executive Officer	10/13/2015
Todd Coleman	Title	Date
	ent with NBBJ, Inc. for Waterfront	Development
Project Master Plan Design	Services	

BACKGROUND:

This contract supports the Port of Vancouver's strategic goals and mission to provide economic benefit to our community through leadership, stewardship and partnership and will help to generate and sustain diversified revenues to the port, generate jobs and provide a valuable commercial and public asset.

In February 2015, the port issued a Request for Qualifications (RFQ) for the acquisition of a consultant to provide waterfront development project master plan design services. NBBJ Inc. was determined as the most qualified proposer and awarded a contract in the amount of \$300,000. In April 2015, the contract was amended to increase the amount to \$309,339 by executive director authority.

The NBBJ contract was developed to assist the port in reaching an agreed upon master development plan that could be submitted to the City of Vancouver for approval as part of the first step of the port's effort to redevelop the original Terminal 1 site. The amount requested for additional services address the following areas that will complete this phase of the project:

- Additional work sessions with Port staff to discuss onging analysis
- Incorporate new data and refine construction phasing and parking plans

Port staff requests an additional amount of \$61,995 which will bring the total contract amount to \$371,334 that will be used to complete these services for this project. The proposed increase is not included in the approved 2015 budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorizes the Executive Director to execute a contract amendment with the NBBJ, Inc. in the amount of \$61,995.00 including applicable Washington State Sales Tax for a total adjusted contract amount of \$371,334,00

applicable washington state sales havior a total adjusted contract amount of \$571,554.00.				
Respectively Submitted by:	Manua & Executive Director			
Date Action Taken	Motion By:			
Approved:	Seconded By:			
Deferred To:	Unanimous: Yes No			

REQUEST FOR CO	MMISSION ACTION	PORT OF VANCOUVER U	ICA
REVIEWED BY:	,	Chief Financial and	13A
	1 - Diollan Manalla	Administrative Officer	
	ilianna Marler	Title	
APPROVED BY:	Maina Maner		
ALLIOVED DI.		Chief	10/10/00 10
Ke	ent Cash	Operations Officer Title	10/13/2015
			Date
- '	ngineering Services	ment with BergerABAM for On-C	all Structural
BACKGROUND:			
This contract suppor	ts the Port of Vancouver	's strategic goals by enhancing s	staff's continuing
errords to maximize r	narine business and dev	elopment, maximize industrial bi	usiness, and to
develop and preserv	e multi-modal transporta	tion access.	
The Dark requires st	market to the state of the stat		
implementation of ac	ructural engineering serv	ices for design, planning, permit	ting and
this contract include:	ipital development initiati	ves. Examples of work that may	y be performed under
systems silo modific	ations docks piors pilir	es/overpasses, bulk unloading f	acilities, conveyor
infrastructure and ma	aintenance projects requ	ng, seawalls, bulkheads, dolphin iring structural engineering relate	s and other port
port and its prospect	ive tenants	ining structural engineening relate	ed services for the
, proopoo			
The port issued a Re	equest for Qualifications (RFQ) in June 2012 for On Call 9	Structural Engineering
The port issued a Request for Qualifications (RFQ) in June 2012 for On Call Structural Engineering Services. Berger ABAM was determined as a most qualified proposer and awarded an on-call			arded an on-call
structural engineering design services contract for up to five years in the amount of \$200,000. On-			
call contracts are dev	∕eloped to engage consu	iltants who have been selected t	through a competitive
solicitation process.	When a project is defined	d, the scope of work is negotiate	d with the consultant
and a task order is is	sued through the on-call	contract.	
Cinco the incention -	fals Demonation		
Various structural pro	of the Berger ABAM contr	act, seven task orders have bee	en issued to perform
various structural projects for a total amount of \$147,294. Port staff requests an additional amount			
projects as they deve	of \$200,000 which will bring the total contract amount to \$400,000 that will be used to complete projects as they develop. Projects will use available budget.		
projects as they deve	nop. I Tojecis will use ava	aliable budget.	
Additional Informati	ion Attached? No		
		missioners authorizes the Execu	utive Director to
execute a contract ar	nendment with BergerAE	BAM in the amount of \$200,000.0	00 including
applicable Washingto	on State Sales Tax for a t	otal adjusted contract amount of	f \$400 000 00
Respectively Submi	itted by: Lulia unail	and for, Executive Director	
Date Action Taken _	\	lotion By:	
Approved:		Seconded By:	
Deferred To:		Inanimous: Yes No	
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REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER U	SA
REVIEWED BY:	Chief Financial and	
() Lilia nna Man Oo	Administrative Officer	
Julianna Marler	Title	
APPROVED BY:	Chief	
	Operations Officer	10/13/2015
Kent Cash	Title	Date
SUBJECT: Approve Contract Amend Services	dment with BergerABAM for On-C	
BACKGROUND:		
This contract supports the Port of Vancouve efforts to maximize marine business and de develop and preserve multi-modal transport	velopment, maximize industrial bu	taff's continuing Isiness, and to
The Port requires civil engineering services capital development initiatives. Examples of include site-plan development for prospective management systems, roadway frontage images and/or replacement, site development cost estimates and general consulting related	of work that may be performed und we tenants, engineering and design provements, maintenance paving ment, planning, permits and entitle	ler this contract n of storm water and striping utility
The port issued a Request for Qualifications Services. Berger ABAM was determined as engineering design services contract for up contracts are developed to engage consulta solicitation process. When a project is define and a task order is issued through the on-car	a most qualified proposer and awa to three years in the amount of \$2 ants who have been selected throu ed, the scope of work is negotiated	arded an on-call civil 00,000. On-call
Since the inception of the Berger ABAM convarious civil projects for a total amount of \$1 \$200,000 which will bring the total contract a projects as they develop. Projects will use a	06,522. Port staff requests an add amount to \$400.000 that will be us	ditional amount of
Additional Information Attached? No		
RECOMMENDATION: That the Board of Coexecute a contract amendment with Berger applicable Washington State Sales Tax for a	ABAM in the amount of \$200,000.0	00 including
Respectively Submitted by:	Mades A Executive Director	2
Date Action Taken	Motion By:	
Approved:	Seconded By:	
Deferred To:	Unanimous: Vas No	

DECLIEGE FOR COLUMN		
REQUEST FOR COMMISSION A		
REVIEWED BY:	Chief Financial and	
(Julianna N	Administrative Officer	
Julianna Marier	Title	
APPROVED BY:	Chief	
	Operations Officer	10/13/2015
Kent Cash	Title	Date
SUBJECT: Approve Contra Call Geotechnic	act Amendment with Geotechnical Resource cal Services	s Inc. (GRI) for On-
BACKGROUND:		
This contract supports the Port of	Vancouver's strategic goals by enhancing st	aff's continuing
efforts to maximize marine busined develop and preserve multi-modal	ss and development, maximize industrial bus	siness, and to
The Port requires on-call geotechr permitting and implementation of p Geotechnical engineering services materials engineering evaluation of	nical engineering services for the support of coort infrastructure and capital development post address the investigation of subsurface corf earth materials. This typically includes soil, tion systems and structural foundations in su	rojects. Iditions and
proposer and awarded an on-call gamount of \$200,000. On-call contiselected through a competitive solution	alifications (RFQ) in May 2013 for On Call Ge Resources Inc. (GRI) was determined as a geotechnical services contract for up to three racts are developed to engage consultants w icitation process. When a project is defined, a task order is issued through the on-call co	most qualified years in the ho have been the scope of work is
projects for a total amount of \$181	tract, eleven task orders have been issued to ,056. Port staff requests an additional amoun to \$300,000 that will be used to projects as	nt of \$100 000 which
Additional Information Attached	? No	
RECOMMENDATION: That the Bo execute a contract amendment with	pard of Commissioners authorizes the Execut h Geotechnical Resources Inc. (GRI) in the a Vashington State Sales Tax for a total adjust	amount of
Respectively Submitted by:	Manya Marles &, Executive Director	
Date Action Taken	Motion By:	
Approved:	Seconded By:	·- <u>-</u>
Deferred To:	Unanimous: Yes No	

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	OR COMMISSION ACTION	PORT OF VANCOUVER U	SA
REVIEWED E	3Y :	Chief Financial and	
	Chilianna Marter	Administrative Officer	
	Julianna Marler	Title	
APPROVED	BY:	Chief	
		Operations Officer	10/13/2015
	Kent Cash	Title	Date
SUBJECT:	Approve Contract Amen Structural Engineering S	dment with KPFF Consulting Engirervices	neers for On-Call
BACKGROU	ND:		
to maximize m	supports the Port of Vancouve narine business and developn i-modal transportation access	er's strategic goals by enhancing s nent, maximize industrial business	taff's continuing efforts , and to develop and
include: indust modifications,	elopment initiatives. Example trial facilities, bridges/overpas docks, piers, piling, seawalls,	rvices for design, planning, permitt s of work that may be performed u ses, bulk unloading facilities, conv bulkheads, dolphins and other po ngineering related services for the	inder this contract reyor systems, silo ort infrastructure and
on-call structure in August 2013 authority. In Judirector author through a comaccommodate	ral engineering Engineers was oral engineering design service 3, the contract was amended ally 2015 the contract was amerity. On-call contracts are developed petitive solicitation process. The projects as they develop. Where the contracts are develops where the contracts are develop.	c (RFQ) in June 2012 for On Call State of Ca	oposer and awarded an ne amount of \$200,000. 00 by commission 440,000 by executive o have been selected
amount of \$20	s structural projects for a tota	Engineers contract, nine task orde I amount of \$407,874. Port staff re Il contract amount to \$640,000 tha will use available budget.	guests an additional
Additional Info	ormation Attached? No		
RECOMMEND execute a cont	ATION: That the Board of Coract amendment with KPFF C	ommissioners authorizes the Exect Consulting Engineers in the amoun is Tax for a total adjusted contract a	t of \$200,000,00
Respectively S	Submitted by: Allanna	Manual & Executive Director	
Date Action Ta	aken	Motion By:	
Approved:		Seconded By:	
Deferred To:_		Unanimous: Yes No_	

REQUEST FOR COMMISSION ACTION PORT OF VANCOUVER USA			
REVIEWED BY:			
	<u>Accounts Payab</u>	<u>le</u>	
	Title	_	
APPROVED BY:			
0.00	Director of Finance	e &	
()Cotto.C	Accounting	10/13/2015	
Scott Goodrich	Title	Date	
SUBJECT: VENDOR CLAIMS	APPROVAL		
BACKGROUND: Please refer to attached listing Sept 20	015 – Oct 2015 Vendor Claims:		
Sept 2015 – Oct 2015			
Voucher Numbers	074479 - 078245	\$ 3,136,552.02	
Electronic Payments	09/01/2015 - 09/30/2015	\$ 519,851.73	
•		, ,	
Payroll Voucher Numbers Checks Direct Deposits	55781400 370001-370115 390001-390117	\$ 474,283.86	
Additional Information Attached: Se	pt 2015 – Oct 2015 Payables Li	sting	
RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of Sept 2015 – Oct 2015 Vouchers 074479 - 078245 in the amount of \$3,136,552.02 and Electronic Payments generated between 09/01/2015 – 09/30/2015 in the amount of \$519,851.73 and Sept 2015 – Oct 2015 Payroll Check 55781400 and Direct Deposits 370001-370115 and 390001-390117 in the amount of \$474,283.86.			
2 2	. \		
Respectively Submitted by: Chillianna Market Executive Director			
Date Action Taken	Motion By:		
Approved:	Seconded By:		
Deferred To:	Unanimous: Yes	No	