



AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, June 11, 2024

In accordance with the Open Public Meetings Act (OPMA), the Port of Vancouver Board of Commissioners meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting to provide virtual oral comment will also be accommodated (see details below). The Board members will be attending this meeting in person.

*Public testimony will be accepted under Open Forum. **Advance registration will be required for individuals who want to provide virtual oral testimony (see details below).***

The business meeting and workshop (Items A – L) are recorded and broadcast live on CVTV cable channels 21, 23 / HD 323, and at www.cvtv.org.

A) CALL TO ORDER (9:30 a.m.)

B) EXECUTIVE SESSION

None

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

- 1) Opening Remarks
- 2) Approve Minutes of the May 28, 2024, Regular Meeting

D) OPEN FORUM

- 1) Public comment -To provide virtual oral comment during the board meeting, you must register no later than 12:00 p.m. Monday, June 10, 2024, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS

- 1) Approve Public Works Contract for Bid 24-24: Terminal 4 Pond Solids Trucking Project

F) UNFINISHED BUSINESS

- 1) Port Contracts Logs

- G) **NEW BUSINESS**
- H) **CEO REPORT**
 - 1) Project Updates
- I) **COMMISSIONERS REPORTS**
- J) **UPCOMING EVENTS**
- K) **WORKSHOP**
 - External Affairs Community Outreach Program Update
- L) **SIGN DOCUMENTS**
- M) **ADMINISTRATIVE UPDATE/WORK SESSION**
 - None
- N) **ADJOURNMENT**

****Public comments are welcome during Open Forum. Individuals requesting to provide virtual oral comment must register in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, June 10, 2024. All individuals will have three minutes to read their comments into the record and will be asked to provide their name and city of residence for the record. No public comments will be read into the record by the port. Written comments not intended to be read by the community member and received by 9:30 a.m. Tuesday, June 11, 2024, will become part of the official meeting record and will be provided to the Commission.**

Further instructions for accessing the virtual meeting (for virtual oral comment) will be provided upon registration. Please call the Port of Vancouver at (360) 693-3611 with questions. Visit the port's website at www.portvanusa.com for more information.

Agenda

Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager

06/11/2024

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the May 28, 2024, Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 05/28/2024 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the May 28, 2024, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: *Julianne Marler*, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ____ No ____

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, May 28, 2024**

CALL TO ORDER

Commission President LaBrant called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, May 28, 2024, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner LaBrant welcomed everyone to the commission meeting. He announced no executive session was held. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of May 14, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the May 14, 2024, regular meeting.

OPEN FORUM

Commissioner LaBrant asked if anyone had signed up to speak during open forum. CEO Marler stated no one signed up in advance to provide virtual oral comments and confirmed that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve Second Amendment to Lease between the Port of Vancouver USA and Wickum Weld, Inc.

Chrissy Lyons, Industrial & Commercial Sales Manager presented the action item and discussed it with the Commission.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve and authorize the CEO to sign the

Second Amendment to Lease at 2100 Sections A, B and C Kotobuki Way between the Port of Vancouver USA and Wickum Weld, Inc.

E-2 Approve Contract Amendment to KPFF Inc. Professional Services Agreement #9051 for the Engineering Design & Permitting Services for the Demolition and Replacement of the Terminal 1 Dock Structure

Greg Westrand, Senior Project Manager presented the action item and discussed it with the commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract amendment of \$765,442 with KPFF Inc., to perform engineering, design, and permitting services for the demolition and replacement of Terminal 1 dock structures for a total contract amount not-to-exceed \$4,030,327.

UNFINISHED BUSINESS

No unfinished business was considered.

NEW BUSINESS

No new business was discussed.

CEO REPORT

CEO Marler shared information regarding the following:

- Fifteenth straight year with a clean audit from the Office of the Washington State Auditor
- Award from Subaru of America for 30+ years of service and partnership

COMMISSIONERS REPORTS

Commissioner Orange stated he attended the following events and provided a brief summary:

- Small business fair
- Met with CEO Marler
- Washington Public Ports Association Summer Conference

Commissioner Burkman stated he attended the following events and provided a brief summary:

- Met with CEO Marler

- Washington Public Ports Association Summer Conference
- Port Tour
- Regional Transportation Council Meeting

Commissioner LaBrant stated he attended the following events and provided a brief summary:

- Washington Public Ports Association Summer Conference
 - Environmental Stewardship Award for the redevelopment of Terminal 1
- Met with Ron Arp, Identity Clark County
- Met with Clark County Councilor Glen Yung
- Columbia River Economic Development Council Board Meeting

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. CEO Marler stated the next commission meeting would be held on Tuesday, June 11, 2024, at 9:30 a.m. She also highlighted several other upcoming community events.

In addition, she highlighted all the ways citizens can communicate with the Commission. She stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

WORKSHOP

2023 Sustainability Report

Mary Mattix, Director of Environmental Services provided a presentation about the organization-wide 2023 sustainability efforts at the port. She discussed the history of the sustainability committee, planning and future goals. She also stated sustainability reports can be found on the port's website.

SIGN DOCUMENTS

The Board signed documents at 10:31 a.m.

ADMINISTRATIVE UPDATE / WORK SESSION

No administrative work session was held during this meeting.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, May 28, 2024, regular meeting was adjourned at 10:39

a.m. by Commissioner LaBrant.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Administrative Supervisor,
May 28, 2024, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Director of Engineering &
Project Delivery

Monty Edberg

Title

APPROVED BY:

Chief Operations Officer

06/11/2024

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 24-24: Terminal 4 Pond Solids
Trucking Project

BACKGROUND:

This project supports the port's strategic plan goal of protecting air quality, water resources and land managed by the port through deliberate and proactive efforts in all aspects of the port's operations.

This project is a maintenance activity which removes sediment from one of the port's primary stormwater management facilities at Terminal 4. Specifically, this contract relates to transport and disposal of sediment at an approved and regulated off-site facility. Work will occur this year with an approximate completion date of October 1, 2024.

On May 6, 2024, the port issued Invitation to Bid 24 -24: Terminal 4 Pond Solids Trucking project. On May 23, 2024, the following bids were received:

Bidder	Location	Total w/ WA Sales Tax
Taylor Transport Inc.	Vancouver, WA	\$404,537.92
Nutter Corporation	Vancouver, WA	\$565,779.15
NW Construction General Contracting	Battle Ground, WA	\$592,832.41

Staff has reviewed Taylor Transport Inc.'s responsive bid and concluded they are a responsible contractor capable of performing the work.

The engineer's estimate is \$523,250 - \$578,400. The project is included in the approved 2024 budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a contract with Taylor Transport Inc., the lowest responsive and responsible bidder, for Bid 24-24: Terminal 4 Pond Solids Trucking Project, in the amount of \$404,537.92 including Washington State sales tax.

Submitted by:  , CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes____ No____