



**AGENDA**  
**PORT OF VANCOUVER USA**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING AGENDA**  
**C-TRAN Administration Building, 10600 NE 51st Circle, Vancouver WA 98682**  
**Tuesday, September 9, 2025**

*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](http://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 August 12, 2025, 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, September 8, 2025, by emailing [povcommissioners@portvanusa.com](mailto:povcommissioners@portvanusa.com)\*\*

**E) ACTION ITEMS**

- 1) Approve Contract with Jacobs Engineering for Clean Ports Electrical Infrastructure Design & Consulting Services
- 2) Approve Contracts with WSP USA, Lloyd Engineering Inc., KPFF, and Moffatt & Nichol for On-Call Marine Structural Engineering Consulting Services
- 3) Approve Public Works Contract for Bid 25-67: 2025 Maintenance Dredging Project

**F) UNFINISHED BUSINESS**

1) Port Contracts Logs

**G) NEW BUSINESS**

**H) ACCOUNTS PAYABLE**

Voucher Numbers	124676 – 125028	\$ 5,323,622.89
Electronic Payments	08/01/2025 – 08/31/2025	\$ 1,630,133.46
Payroll Voucher Numbers		\$ 815,415.69
Checks	52189398	
	52193522	
Direct Deposits	320001 – 320137	
	340001 – 340141	

**I) CEO REPORT**

1) Project Updates

**J) COMMISSIONERS REPORTS**

**K) UPCOMING EVENTS/COMMUNICATING WITH THE COMMISSION**

**L) WORKSHOP**

Cybersecurity and AI Update

**M) SIGN DOCUMENTS**

**N) ADMINISTRATIVE UPDATE/WORK SESSION**

None

**O) 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](mailto:povcommissioners@portvanusa.com) no later than 12:00 p.m. on Monday, September 8, 2025. 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, September 9, 2025, 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](http://www.portvanusa.com) for more information.**

# Agenda Item No. C-2

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REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Assistant

09/09/2025

Betsy Rogers

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the August 12, 2025, Regular Meeting

## BACKGROUND:

Please see attached minutes.

## Additional Information Attached: Minutes of 08/12/2025 Regular Meeting

**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the August 12, 2025, 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, August 12, 2025**

**CALL TO ORDER**

Commission President Burkman 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, August 12, 2025, at the C-TRAN Administration Building, 10600 NE 51st Circle, Vancouver WA 98682.

**OPENING REMARKS**

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated that the meeting is being conducted in a hybrid format, allowing both in-person and virtual participation via Zoom for those wishing to provide oral comments. Commissioner Burkman then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Regular Meeting of July 24, 2025**

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approved the minutes of the July 24, 2025 regular meeting.

**Future Leaders Intern Update**

Mike Bomar, Chief Economic Strategy Officer, introduced Future Leaders intern Danny Robu. He stated the port has partnered with the Future Leaders Project for several years, the program is a partnership between WSU-Vancouver, the Columbia River Economic Development Council, and Workforce Southwest Washington. Danny Robu shared his experiences with the Board and answered questions from the Commissioners. He ended by thanking the Board and port staff for the experience during his internship.

**Maritime Intern Update**

Zack Merrill, Market Development Manager, introduced maritime interns Nadia Ardochini and Annabel Gonzalez. He stated this was the 4<sup>th</sup> year the port has welcomed maritime interns and gave a brief background about the program. The interns shared their experiences and answered questions from the commissioners.

CEO Marler thanked the interns for spending their summer with the port.

## **OPEN FORUM**

Commissioner Burkman 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 Resolution 4-2025: Series 2023 Revenue Bond and Credit Facility Agreement**

Scott Goodrich, Chief Financial Officer, presented the action item and discussed it with the commissioners.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approve and adopt the Port of Vancouver USA Resolution 4-2025 authorizing the execution and delivery of other instruments, documents or agreements appropriate to modify the Series 2023 Credit Facility Agreement and to extend the final maturity date and amend applicable rates from time to time and for related matters.

### **E-2 Approve Contracts with Consor, MacKay Sposito, and AECOM for On Call Construction Management, Inspection, and Materials Support Services**

Mark Newell, Project Delivery Manager, presented the action item and discussed it with the commissioners.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute contracts with Consor for a not-to-exceed amount of \$600,000, MacKay Sposito for a not-to-exceed amount of \$600,000, and AECOM for a not-to-exceed amount of \$350,000 to perform On Call Construction Management, Inspection, and Materials Support Services.

## **UNFINISHED BUSINESS**

### **Port Contracts Logs**

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are provided to the Commission on a monthly basis and are available on the port website. No questions were asked by the Board.

No additional unfinished business was considered.

## **NEW BUSINESS**

No new business was discussed.

## **ACCOUNTS PAYABLE**

Scott Goodrich, Chief Financial Officer, presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of July 2025 Vouchers 124282-124675 in the amount of \$4,859,987.22 including Electronic Payments generated between 07/01/2025-07/31/2025 in the amount of \$274,707.19 and July 2025 Payroll Checks 52177578 and 52184680-52184688 and Direct Deposits 280001-280138 and 300001-300137 in the amount of \$804,345.86.

## **CEO REPORT**

### **Project Updates**

Mark Newell, Project Delivery Manager provided an update on port projects including:

- BL3300 Office Build
- BL3103 HVAC Replacement
- EV Chargers Phase 1
- Terminal 1 Dock Replacement

He answered questions from the commissioners.

### **CEO Report**

CEO Marler stated that the second commission meeting of August is anticipated to be cancelled, as no business items are currently expected. This will be noted again under upcoming events.

## **COMMISSIONERS REPORTS**

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

- Labor Roundtable
- Washington Department of Fish and Wildlife Public Meeting on the Shillapoo Habitat & Reconnection Project

He also spoke briefly on a Columbian article reporting on Clark County Council evaluating options regarding Vancouver Lake.

Commissioner Orange spoke briefly about an apprentice class he attended.

Commissioner Burkman spoke briefly about organizational changes to the Interstate Bridge Replacement program. He stated the program has been integrated into the Urban Mobility, Access and Megaprograms Division of the Washington State Department of Transportation.

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

- National Night Out
- Clark County Fair
- Pacific Northwest Waterways Association Monthly Meeting
- Met with CEO

### **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 scheduled for Tuesday, August 26, 2025 would be cancelled. She also highlighted upcoming community events.

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

### **RECESS**

Commissioner Burkman called a recess from 10:36 a.m. to 10:45 a.m. to prepare for the port workshop on State and Federal Legislative Update.

### **WORKSHOP**

Ryan Hart, Chief External Affairs Officer introduced Dale Learn and Amber Carter, the port's federal and state lobbyists.

#### **Federal Legislative Priorities**

Dale Learn, Managing Partner, Federal Affairs with Gordon Thomas Honeywell Government Relations joined the meeting virtually and provided the Board with a federal legislative update and answered questions from the Commission.

#### **State Legislative Update**

Amber Carter, Chief Lobbyist with Amber Carter Government Relations LLC provided the Board with a state legislative update and answered questions from the Commission.

CEO Marler thanked Mr. Learn and Ms. Carter for the work they do on behalf of the Port of Vancouver.

## **SIGN DOCUMENTS**

The Board signed documents at 11:19 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, August 12, 2025, regular meeting was adjourned at 11:21 a.m. by Commissioner Burkman.

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

Betsy Rogers, Executive Assistant,  
August 12, 2025, Regular  
Port of Vancouver USA Board of  
Commission Meeting

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Jack Burkman, President

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Don Orange, Vice President

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Eric LaBrant, Secretary



# Agenda Item No. E-1

<b>REQUEST FOR COMMISSION ACTION</b>	<b>PORT OF VANCOUVER USA</b>	
<b>REVIEWED BY:</b>	Director of Engineering & Project Delivery	
Monty Edberg	Title	
<b>APPROVED BY:</b>		
	Chief Operations Officer	09/09/2025
Kent Cash	Title	Date
<b>SUBJECT:</b>	Approve Contract with Jacobs Engineering for Clean Ports Electrical Infrastructure Design & Consulting Services	

## BACKGROUND:

This agenda item supports the Port's strategic plan goals and Climate Action Plan by advancing carbon neutrality through installation of zero-emission (ZE) equipment and supporting infrastructure. Funded by the EPA's Clean Ports Zero Emissions Technology Deployment Grant, this project will reduce greenhouse gas emissions, improve air quality, and enhance community health near the port.

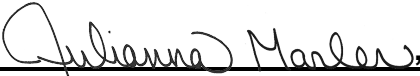
This grant funds the purchase of two ZE electric mobile harbor cranes, powering infrastructure for the cranes, and shore power for river cruise vessels. To deliver these improvements, the Port requires infrastructure design and consulting services, including structural and engineering design, early procurement support, grant compliance and permitting.

On March 27, 2025, the Port issued a Request for Qualifications for Clean Ports Electrical Infrastructure Design & Consulting Services. A proposal evaluation and interviews were conducted with the results determining Jacobs Engineering the most qualified consultant to perform the services required by the port.

The contract will be issued for five years or through project completion. Should the contract reach its dollar threshold, additional funds will be requested in accordance with Resolution 10-22: Administrative Authority of the CEO. Funds for these contracts are included in the approved 2025 budget and will be requested in subsequent annual budgets.

## Additional Information Attached? No

**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a contract with Jacobs Engineering for a not to exceed amount of \$921,180 to perform Clean Ports Electrical Infrastructure Design & Consulting Services.

<b>Submitted by:</b>  <b>CEO</b>		
<b>Date Action Taken</b> _____	<b>Motion By:</b> _____	
<b>Approved:</b> _____	<b>Seconded By:</b> _____	
<b>Deferred To:</b> _____	<b>Unanimous:</b> Yes ____ No ____	

# Agenda Item No. E-2

<b>REQUEST FOR COMMISSION ACTION</b>	<b>PORT OF VANCOUVER USA</b>
<b>REVIEWED BY:</b>	Director of Engineering & Project Delivery
Monty Edberg	Title
<b>APPROVED BY:</b>	
	Chief Operations Officer 09/09/2025
Kent Cash	Title Date
<b>SUBJECT:</b>	Approve Contracts with WSP USA, Lloyd Engineering Inc., KPFF, and Moffatt & Nichol for On-Call Marine Structural Engineering Consulting Services

## BACKGROUND:

This agenda item supports the port's strategic plan goals of continuing to play a key role in maintaining navigability of the Columbia River System, including berthing systems, anchorage, turning basins, and terminal improvements.

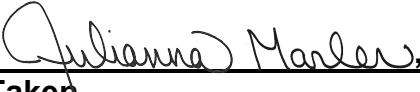
The port requires ongoing consulting services to support a wide range of capital projects and industrial development for our marine assets. Examples of work that may be performed under this contract include dock structural analysis, condition assessment of existing docks, dock repairs and upgrades, and other engineering services required to maintain and improve our marine assets.

On May 7, 2025, the port issued a Request for Qualifications (RFQ) for On-Call Marine Structural Engineering Consulting Services. A proposal evaluation and interviews were conducted with the results determining WSP USA, Lloyd Engineering Inc., KPFF, and Moffatt & Nichol to be the most qualified consultants to perform the services required by the port.

The contracts will be issued for five years with the option to extend in order to complete any open task orders. Should a contract reach its dollar threshold, additional funds will be requested in accordance with Resolution 10-22: Administrative Authority of the CEO. Funds for these contracts are included in the approved 2025 budget and will be requested in subsequent annual budgets.

## Additional Information Attached? No

**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a contract with WSP USA for a not to exceed amount of \$1,000,000, a contract with Lloyd Engineering for a not to exceed amount of \$1,000,000, a contract with KPFF for a not to exceed amount of \$750,000 and a contract with Moffatt & Nichol, for a not to exceed amount of \$500,000 to perform on-call marine structural engineering consulting services.

<b>Submitted by:</b> 	<b>CEO</b>
<b>Date Action Taken</b> _____	<b>Motion By:</b> _____
<b>Approved:</b> _____	<b>Seconded By:</b> _____
<b>Deferred To:</b> _____	<b>Unanimous:</b> Yes____ No____

# Agenda Item No. E-3

**REQUEST FOR COMMISSION ACTION  
REVIEWED BY:**

**PORT OF VANCOUVER USA**

Director of Engineering &  
Project Delivery

Monty Edberg

Title

**APPROVED BY:**

Chief Operations Officer

09/09/2025

Kent Cash

Title

Date

**SUBJECT:** Approve Public Works Contract for Bid 25-67: 2025 Maintenance  
Dredging Project

## **BACKGROUND:**

This project supports the port's Strategic Plan goal to pursue opportunities that utilize port property and infrastructure investments to create jobs and support the economy.

This project is part of the port's annual berth maintenance to ensure water depths at the port's berths are properly maintained.

It is estimated that a volume of 4,544 cubic yards of material is to be dredged under this contract. This includes dredging for the UGC Grain Terminal, Berths 1, 2, 3, 4, 5, 7, 8, 9, 10, 13, 14. This project will be completed by December 31, 2025, within the allowable in-water work window on the Columbia River.

On August 20, 2025, the Port of Vancouver issued Invitation to Bid 25-67: 2025 Maintenance Dredging Project. On September 04, 2025, the following bid was received:

Bidder	Location	Total w/o WA Sales Tax
HME Construction Inc.	Vancouver, WA	\$605,195.00

Staff has reviewed HME Construction Inc.'s responsive bid and concluded they are a responsible contractor capable of performing the work. The bid is within the engineer's estimate of \$588,695.00 to \$617,505.00 not including Washington State sales tax and the project is included in the approved 2025 annual budget.

## **Additional Information Attached? No**

**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a public works contract with HME Construction Inc., the lowest responsive and responsible bidder, for Bid 25-67: 2025 Maintenance Dredging Project in the amount of \$605,195.00 not including Washington State sales tax.

**Submitted by:** Julianne Marler, CEO

**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes\_\_\_\_ No\_\_\_\_

# Agenda Item No. H-1

**REQUEST FOR COMMISSION ACTION**

**PORT OF VANCOUVER USA**

**REVIEWED BY:**

Accounts Payable

Title

**APPROVED BY:**

Chief Financial Officer

09/09/2025

Scott D. Goodrich

Title

Date

**SUBJECT: VENDOR CLAIMS APPROVAL**

## **BACKGROUND:**

Please refer to attached listing August 2025 Vendor Claims:

Voucher Numbers	124676 – 125028	\$	5,323,622.89
Electronic Payments	08/01/2025 – 08/31/2025	\$	1,630,133.46
Payroll Voucher Numbers		\$	815,415.69
Checks	52189398 52193522		
Direct Deposits	320001 – 320137 340001 – 340141		

## **Additional Information Attached: August 2025 Payables Listing**

**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of August 2025 Vouchers 124676-125028 in the amount of \$5,323,622.89 including Electronic Payments generated between 08/01/2025-08/31/2025 in the amount of \$1,630,133.46 and August 2025 Payroll Checks 52189398 and 52193522 and Direct Deposits 320001-320137 and 340001-340141 in the amount of \$815,415.69.

**Submitted by:** Julianne Marler, CEO

**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes \_\_\_\_ No \_\_\_\_