



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, June 28, 2022

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 (8:30 a.m.)**
- B) **EXECUTIVE SESSION**
None
- C) **OPENING REMARKS (8:30 a.m.)**
 - 1) Opening Remarks, Pledge of Allegiance
 - 2) Approve Minutes of the June 14, 2022, 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 27, 2022, by emailing povcommissioners@portvanusa.com**
- E) **ACTION ITEMS**
 - 1) Approve Contracts with P2S Inc., Art Anderson Associates and RH2 Engineering, Inc. for On-Call Electrical Engineering Services
 - 2) Approve Contract for Bid 22-26: Steel Pipe Piling Materials Pre-Purchase
 - 3) Approve Public Works Contract Bid 22-24: Terminal 4 Bank Stabilization Project

- F) **UNFINISHED BUSINESS**
None
- G) **NEW BUSINESS**
- H) **CEO REPORT**
1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
- J) **COMMISSIONERS REPORTS**
- K) **UPCOMING EVENTS**
- L) **WORKSHOP**
External Affairs Community Outreach Program
- M) **SIGN DOCUMENTS**
- N) **ADMINISTRATIVE UPDATE/WORK SESSION**
- 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 no later than 12:00 p.m. on Monday, June 27, 2022. 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 8:30 a.m. Tuesday, June 28, 2022, 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	06/28/2022
Michelle Allan	Title	Date

APPROVED BY:

Title

SUBJECT: Minutes of the June 14, 2022 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 06/14/2022 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the June 14, 2022, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: *Juliana 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, June 14, 2022**

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 8:30 a.m., Tuesday, June 14, 2022, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting and the subsequent workshop is being recorded. He made introductions and then invited guests to participate in the Pledge of Allegiance. Commissioner Burkman stated that Commissioner LaBrant is joining the meeting virtually.

APPROVAL OF MINUTES

Regular Meeting of May 24, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the May 24, 2022, regular meeting.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment and indicated there was one community member who signed up to provide virtual oral comment. He reminded community members to keep their comments to three minutes. He then called on the community member to provide public comment.

OPEN FORUM

Chris Smith

Mr. Smith stated he is part of the Just Crossing Alliance, an organization seeking to get the most sustainable and equitable outcomes possible from the Interstate Bridge Replacement Project. He shared the position of the Alliance.

Commissioner Burkman thanked Mr. Smith for his comments. He reminded everyone interested in providing virtual oral comment during Open Forum at future meetings to register in advance

no later than noon on Monday, the day prior to the scheduled Commission meeting or sign up in person at the meeting.

ACTION ITEMS

Approve Public Works Contract Bid 22-23: Terminal 2 - Berths 3/4 Upland Paving Project

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

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Western United Civil Group, LLC., the lowest responsive and responsible bidder, for Bid 22-23: Terminal 2 – Berths 3 and 4 Upland Paving in the amount of \$942,357.44 including Washington State Sales Tax.

Approve Agreement between the Port of Vancouver USA and Jones Stevedoring Company for Terminal Operations Receipt and Delivery Services

Todd Krout, Director of Operations presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to approve the agreement between the Port of Vancouver USA and Jones Stevedoring Company for Terminal Operations Receipt and Delivery Services.

CEO Marler recognized Doug Beeber, president of Jones Stevedoring Company who is preparing to retire. Mr. Beeber thanked the port and introduced Keith Flagg, who will be the new president effective July 1, 2022.

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's website. No questions were asked from the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board.

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 May 2022 Vouchers 109604 – 109931 in the amount of \$6,281,509.91 including Electronic Payments generated between 05/01/2022 – 05/31/2022 in the amount of \$3,137,036.38 and May 2022 Payroll Checks 51687879 – 51687880 and 51694535 and Payroll Direct Deposits 180001 – 180121 and 210001 – 210121 in the amount of \$621,151.80.

CEO REPORT

Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers

CEO Marler shared the history behind the adoption of Resolution 2-2020 and then advised the commissioners that she has not taken any action provided her under this resolution.

Project Updates

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

- Terminal 1 Site & Infrastructure
- Terminal 1 Red Lion Demolition
- Terminal 1 Renaissance Trail
- Terminal 1 AC Marriott (Not Port Contractor)
- NuTech Lot 2 Development

He answered questions from the Board.

CEO Marler thanked Mark for all the work he has done and everyone who helped with the Vancouver Landing event last week. She also congratulated Jack Flug, the port's Senior Financial Analyst for his graduation from the Leadership Clark County program. Commissioner Burkman also thanked the External Affairs Department.

COMMISSIONERS REPORTS

Commissioner LaBrant did not provide a report.

Commissioner Orange thanked the following for the work they do:

- Longshore
- Jones Stevedoring
- Port of Vancouver Staff

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

- CEO Marler
- Economic Forecast Breakfast
- Merchant's Exchange Shipping 301 Class
- Lechtenberg Barn Photo Presentation
- Vancouver Landing Ribbon Cutting
- Regional Transportation Council
- Labor Roundtable

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 28 at 8:30 a.m. She also highlighted several other upcoming community events and reminded folks that the port administrative offices would be closed on Monday, June 20 in observance of Juneteenth.

CEO Marler also reminded everyone of the ways they 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.

RECESS

Commissioner Burkman called a recess at 9:19 a.m. to prepare for the port's Interstate Bridge Replacement Program Update workshop.

WORKSHOP

Interstate Bridge Replacement Program Update

Commissioner Burkman reopened the meeting at 9:26 a.m. for the Interstate Bridge Replacement Program Update workshop. CEO Marler introduced Greg Johnson, Program Administrator for the Interstate Bridge Replacement (IBR) program who led the workshop.

Mr. Johnson thanked CEO Marler, port commissioners and staff for their participation and stated that the IBR program is working hand in hand with federal leaders on the process. He indicated

he appreciated input from the Just Crossing Alliance. He then provided a presentation on the program and discussed the following details:

- Program Timeline
- IBR Recommendation: Modified Locally Preferred Alternative (LPA)
- Transit Investments
- Auxiliary Lanes
- Hayden Island/Marine Drive Interchanges
- Freight Commitments
- Next Steps and Timeline Beyond Summer 2022

Commissioner Burkman stated that Commissioner LaBrant had to drop from the meeting, Mr. Johnson answered questions from the Board and CEO, and they thanked him for the presentation.

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, June 14, 2022, regular meeting was adjourned at 10:46 a.m. by Commissioner Burkman. The commission signed documents immediately following the adjournment.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, June 14, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

Jack Burkman, President

Don Orange, Vice President

Eric LaBrant, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA		
REVIEWED BY:		Director of Engineering & Project Delivery	
	Monty Edberg	Title	
APPROVED BY:		Chief Operations Officer	06/28/2022
	Kent Cash	Title	Date
SUBJECT:	Approve Contracts with P2S Inc., Art Anderson Associates and RH2 Engineering, Inc. for On-Call Electrical Engineering Services		

BACKGROUND:

This agenda item supports the port's Strategic Plan goals for maintaining the port's sustainability program to ensure that port operations are based on economic, environmental, and social values, as well as pursuing opportunities that utilize the port's property and infrastructure investments to create jobs and support the economy.

The port requires consulting services to support maintenance, expanded services, and upgrades to our electrical infrastructure, while focusing on our climate action plan (CAP) goals. Examples of work that may be performed under this contract include evaluating the current and future power needs at the port; providing electrical engineering services for upgrading the port's electrical systems with an emphasis on decreasing dependency on fossil fuels; and incorporating "green power" solutions such as solar, wind, electrical vehicles, and electric powered HVAC systems.

On March 8, 2022, the port issued a Request for Qualifications (RFQ) for On-Call Electrical Engineering and Consulting Services and received eleven proposals for evaluation. Interviews were conducted, and the results determined P2S Inc., Art Anderson Associates and RH2 Engineering, Inc. to be the most qualified consultants to perform the services required by the port.

The contracts will be issued for three years with the option to extend to complete any open task orders. If the contract reaches the dollar limit, additional funds will be requested through the CEO/Board of Commission approval process, depending on the amount of the request.

A portion of the funds for these contracts is included in the 2022 approved annual budget. The port has sufficient funds to pay the cost of the remainder of the 2022 work. Future work will be requested through the annual budget process.

Additional Information Attached?

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a contract with P2S Inc. for a not to exceed amount of \$500,000, a contract with Art Anderson Associates for a not to exceed amount of \$400,000 and a contract with RH2 Engineering, Inc. for a not to exceed amount of \$300,000 to perform on-call Electrical Engineering Services.

Submitted by: *Juliana Marler*, CEO

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 Engineering & Project Delivery		
Monty Edberg	Title		
APPROVED BY:	Chief Operations Officer		06/28/2022
Kent Cash	Title		Date
SUBJECT:	Approve Contract for Bid 22-26: Steel Pipe Piling Materials Pre-Purchase		

BACKGROUND:

This agenda item supports the port’s Strategic Plan goal of continuing to play a key role in maintaining navigability of the Columbia River System, including berthing systems, anchorage, turning basins, and the shipping channel.

The pre-purchase of seventy-one steel piles supports the ongoing Berth 17 Rehabilitation Project on Terminal 5. The port determined that the steel piles would need to be pre-purchased to meet the 2022/2023 in-water work window in preparation for an upcoming Berth 17 renovation contract to be issued later in 2022. The piles will be used for replacement of in-water mooring dolphins, replacement of in-water catwalk supports, and new upland mooring dolphins. Work for this pre-purchase contract will include, but is not limited to, furnishing, testing, coating, and delivery of steel piles. Installation of the pile is not included as a part of this contract.

On June 1, 2022, the port issued a Request for Bid 22-26: Steel Pipe Piling Materials Pre-Purchase. On June 16, 2022, the following bids were received:

Bidder	Location	Bid Amount
Richards Pipe & Steel, Inc.	Pacific, WA	\$1,319,739.75
Nucor Skyline	Federal Way, WA	\$1,411,769.45
JD Fields & Company, Inc.	Tacoma, WA	\$1,560,175.75
Pipe & Piling Supplies, USA	Auburn, WA	\$1,577,128.88

The bids were less than the engineer’s estimate range of \$1,751,800 to \$1,936,200. This project is included in the approved 2022 annual budget.

Additionally, Reimbursement Resolution 1-2021, already approved by the Board of Commissioners, provides a financing option for the development of this project. This option would allow the port to construct the project and then reimburse itself with tax-exempt general obligation bond proceeds within the time periods set forth in the Declaration of Intent previously executed by the Director of Finance and Designated Official pursuant to the

Reimbursement Resolution on July 27, 2021.

The Finance Team will analyze the best method for financing this project. If the aforementioned method of financing is determined to be the most cost-effective way of paying for the project, staff would then seek Commission approval to issue tax exempt general obligation bonds.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a contract with Richards Pipe & Steel, Inc., for Bid 22-26: Steel Pipe Piling Materials in the amount of \$1,319,739.75 including Washington State sales tax and include the option for reimbursement of this contract under Reimbursement Resolution 1-2021.

Submitted by: *Julianne Marler*, CEO

Date Action Taken _____ **Motion By:** _____

Approved: _____ **Seconded By:** _____

Deferred To: _____ **Unanimous: 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

06/28/2022

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 22-24: Terminal 4 Bank Stabilization

BACKGROUND:

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

The port’s Terminal 4 is occupied by Subaru of America and other tenants. The river frontage of this property has suffered from long term degradation from erosion due to wave action and river current. This erosion has over-steepened the bank and is threatening an access road which exists between Subaru and the Columbia River. It is important that this access road and the property occupied by our tenants be protected.

The proposed project utilizes armor stone revetment and planted vegetation to protect the shoreline. The proposed work combines an environmentally sensitive approach with an engineered structural solution. Protection of fish and wildlife was a priority during the design of this project. Other work incidental to this contract is paving of the access road, installation of a new guardrail and underground conduit for a future lighting circuit.

On May 13, 2022, the port issued Invitation to Bid 22-24: Terminal 4 Bank Stabilization. On June 2, 2022, the following bids were received:

Bidder	Location	Bid Amount
Tapani Inc.	Battle Ground, WA	\$2,403,616.78
McDonald Excavating, Inc.	Vancouver, WA	\$2,584,602.37
Columbia Pacific Construction	Woodland, WA	\$2,601,019.84
Catworks, LLC	Vancouver, WA	\$2,609,869.25
Colf Construction	Vancouver, WA	\$2,679,805.70
Keystone Contracting, Inc.	Ridgefield, WA	\$2,697,613.80
Nutter Corporation	Vancouver, WA	\$2,760,263.33
Rotschy, Inc.	Vancouver, WA	\$2,954,718.71

Staff has reviewed the Tapani Inc. responsive bid and concluded they are a responsible contractor.

The bid is below the engineer's estimate range of \$2,780,515 - \$3,073,200. This project is included in the approved 2022 annual budget.

Additionally, Reimbursement Resolution 1-2021, already approved by the Board of Commissioners, provides a financing option for the development of certain projects that these consulting services would support. This option would allow the port to construct the project and then reimburse itself with tax-exempt general obligation bond proceeds within the time periods set forth in the Declaration of Intent previously executed by the Director of Finance and Designated Official pursuant to the Reimbursement Resolution on July 27, 2021.

The Finance Team will analyze the best method for financing these projects. If the aforementioned method of financing is determined to be the most cost-effective way of paying for these projects, staff would then seek Commission approval to issue tax exempt general obligation bonds.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a public works contract with Tapani Inc., the lowest responsive and responsible bidder, for Bid 22-24: Terminal 4 Bank Stabilization in the amount of \$2,403,616.78 including Washington State Sales Tax and include the option for reimbursement of this contract under Reimbursement Resolution 1-2021.

Submitted by: Juliana Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___