

Port of Skamania County
Minutes of the Board of Commissioners
July 18, 2012--Special Meeting
Award Contract for Coyote Ridge Road Paving Project and
Comprehensive Scheme of Harbor Improvements

Call to Order: Commissioner Waters called the meeting to order at 3:00 pm.

Attendance: Commissioners WD Truitt, Kevin Waters and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie. Guest: Phillip Watness representing *The Pioneer*.

Public Comment: None.

Award Contract for Coyote Ridge Road Project: The Port received three bids. John read the results for the Base Bid, including tax, as follows:

Crestline Construction	\$ 731,681
Granite Northwest	\$1,639,639
Nutter Underground	\$ 769,695

The Engineer's Estimate for the Base Bid is \$549,800.

In addition to the Base Bid, there were three Bid Alternatives: A1, for filling in an existing drainage ditch; A2, for installing guard rails; and A3, for installing the street lights. John presented a bid summary sheet including the results of all bid items and alternatives (attached). John recommended including Bid Alternatives A1 and A2 in the award and excluding Bid Alternative A3. Applying this scheme of Base Bid plus Bid Alternatives A1 and A2, Crestline Construction is the low bidder with a Base Bid of \$ 731,681, plus Bid Alternative A1 of \$12,700, plus Bid Alternative A2 of \$19,338 for a total bid of **\$763,719**.

John reported that he has reviewed Crestline's (and their subcontractor's) Mandatory Bidders Responsibility Criteria forms and has determined that they are responsive to the State's minimum bidder qualification requirements.

John stated that accepting Crestline's bid as recommended would make the total estimated project cost \$868,389 including an estimated \$104,670 for engineering and project management, plus \$763,719 for construction. The Engineer's Estimate for the total project (construction, engineering and management) is \$775,000.

The commission and staff discussed the funds available in the Port's 2012 Project Construction budget. John proposed applying for a grant and a low interest loan from the Washington Investment Board (WIB) to help manage future cash flow and to meet potential future opportunities. It was noted that it will take approximately two to three weeks for the WIB to review a funding proposal from the Port. The Commissioner directed John to pursue a grant/loan combination from the WIB.

John reported that Attorney Ken Woodrich has reviewed a draft of the Washington State Department of Commerce direct-appropriations funding contract for this project and that

there are no contract issues to report. He noted that the contract language is similar to that of the Public Works Trust Fund contract used in 2010 for construction of the site infrastructure in Phase I. Commerce has prepared a final funding contract and has stated that it should arrive in the Port's office on Monday, July 23rd. The Commission agreed that the funding contract with Commerce should be signed before awarding the construction contract to the low bidder Crestline Construction.

---MOTION--- Commissioner Tony Bolstad moved to award the Base Bid plus Bid Alternatives A1 and A2 for \$763,719 to Crestline Construction for the Coyote Ridge Paving Project, contingent on and effective as of receipt of an executable contract containing the signature of an authorized representative of the Washington State Department of Commerce on a direct appropriations funding contract in the sum of \$640,250, and further, the Commissioners authorize the Executive Director to sign said funding contract with the Department of Commerce. Commissioner Truitt seconded; the motion carried.

Comprehensive Scheme: The Commission and staff reviewed Chapter IV, Financial Plan and Chapter V, Capital Project Planning.
Highlights of Discussion:

- It was noted that time specific information that will become outdated, require updating and should not be included in the document.
- It was noted that RCWs that give the Port specific authorities should be included in the document, do not site the text of the code. The specific text (language) is often changed by the law makers and any sited language might then require updating.
- It was noted that we do not include a list funding programs (including grants) in the document because they change over time and will require updating. It was suggested that we keep this list of programs in policies and procedure manual.

Adjournment: The Chairperson adjourned the meeting at 5:01 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is July 25, 2012, 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner Kevin Waters, President (District 3)

Commissioner WD Truitt, Vice-President (District 2)

Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:

John McSherry, Executive Director