



# Port of Vancouver USA

**AGENDA**  
**PORT OF VANCOUVER USA**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING AGENDA**  
**3103 Lower River Road, Vancouver, WA 98660**  
**Tuesday, August 27, 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](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, Pledge of Allegiance
- 2) Approve Minutes of the August 13, 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, August 26, 2024, by emailing [povcommissioners@portvanusa.com](mailto:povcommissioners@portvanusa.com)\*\*

**E) ACTION ITEMS**

- 1) Approve Contracts with WSP USA Inc., SGA Engineering, RH2 Engineering and Otak Inc. for On Call Civil Engineering Design & Consulting Services
- 2) Approve Public Works Contract for Bid 24-42: Priority Paving Project No. 1
- 3) Approve Resolution 4-2024: Appointment and Bonding of Port Treasurer and Port Auditor
- 4) Approve Contract with Parametrix for Model Toxics Control Act Remediation & Consulting Services

- F) **UNFINISHED BUSINESS**  
None
- G) **NEW BUSINESS**
- H) **CEO REPORT**
- I) **COMMISSIONERS REPORTS**
- J) **UPCOMING EVENTS**
- K) **WORKSHOP**  
1) Cybersecurity 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](mailto:povcommissioners@portvanusa.com) no later than 12:00 p.m. on Monday, August 26, 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, August 27, 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](http://www.portvanusa.com) for more information.**

# Agenda Item No. C-2

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**REQUEST FOR COMMISSION ACTION      PORT OF VANCOUVER USA**

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**REVIEWED BY:**

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	Executive Assistant	08/27/2024
Betsy Rogers	Title	Date

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**APPROVED BY:**

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Title

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**SUBJECT:**      Minutes of the August 13, 2024, Regular Meeting

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**BACKGROUND:**

Please see attached minutes.

**Additional Information Attached: Minutes of 08/13/2024 Regular Meeting**

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**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the August 13, 2024, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

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**Submitted by:** Juliana Marler , CEO

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**Date Action Taken** \_\_\_\_\_ **Motion By:** \_\_\_\_\_

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

**Deferred To:** \_\_\_\_\_ **Unanimous:    Yes** \_\_\_ **No** \_\_\_

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, August 13, 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 9:31 a.m., Tuesday, August 13, 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 and that the meeting is being recorded. 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 July 9, 2024**

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the July 9, 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 Public Works Contract for Bid 24-41: Building 3209 Office Demo and Warehouse Improvements**

Josh Pope, Project Manager presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Cedar Mill Construction, the lowest responsive and responsible bidder, for

Bid 24-41: BL3209 Office Demo and Warehouse Improvements in the amount of \$498,728.63 plus applicable sales tax.

## **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. She noted there was a change in Public Works contract log reporting as of July 1<sup>st</sup>, 2024. No questions were asked from 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.

### **H-1 July Accounts Payable**

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of July 2024 Vouchers 119749 – 120280 in the amount of \$8,909,760.28 including Electronic Payments generated between 07/01/2024 – 07/31/2024 in the amount of \$1,609,817.86 and July 2024 Payroll Checks 52046957 – 52046958 and 52053258 and Payroll Direct Deposits 280001 – 280137 and 300001 – 300138 in the amount of \$743,570.87.

## **CEO REPORT**

### **Project Updates**

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

- Terminal 1 Dock Bulkhead Wall Project
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Block One Development (Not Port Project)
- Terminal 4 Pond Improvements

He answered questions from the Board.

### Intern Update

Mike Bomar, Chief Economic Strategy Officer introduced summer intern Emiliano Mendoza-Sundar. He stated the port has partnered with the Future Leaders Project for several years, the project is a collaboration between WSU-Vancouver, the Columbia River Economic Development Council, and Workforce Southwest Washington. These organizations provide first generation students with an internship opportunity, connection with leadership and executives, and provide pathways and tools as intern students prepare to enter the workforce. He then introduced Emiliano who shared his experiences with the Board. Emiliano answered questions from the board and thanked the Board and port staff for the experience here.

### Maritime Intern Update

Zack Merrill, Sales Account Manager introduced maritime interns Nicole Awalt, Charlie Pugh, and Miranda Palmarez. Zack thanked industry partners and port employees for their support of the program. Nicole, Charlie, and Miranda shared their experiences with the internship. They acknowledged and thanked all the businesses that supported the port's efforts to expand their insights into operations both inside and outside of the port. The interns thanked the port, port staff, and Zack and Alex in particular for the experience here.

### Federal Legislative Update

Ryan Hart, Chief External Affairs Officer introduced Dale Learn, Managing Partner with Gordon Thomas Honeywell Government Relations. Dale provided the Board with a federal legislative update and answered questions from the Commission.

## **COMMISSIONERS REPORTS**

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

- Met with CEO Marler

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

- Interstate Bridge Replacement Program Meetings
- Washington Public Ports Association – Commissioners Seminar
- Pacific Northwest Waterways Association – Monthly Meeting
- National Night Out
- Labor Round Table

- Met with CEO Marler

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

- Labor Roundtable
- Washington Public Ports Association – Commissioners Seminar, including
  - Port of Pasco Tour
  - Port of Benton Tour
- Pacific Northwest Waterways Association - 90<sup>th</sup> Anniversary Celebration
- Tidewater Tour
- National Night Out

### **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 will be held on Tuesday, August 27, 2024, at 9:30 a.m. She also highlighted several other 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's website and encouraged everyone to check it out.

### **RECESS**

Commissioner LaBrant called a recess from 10:42 a.m. to 10:55 a.m. to prepare for the port's Procurement/Contracts workshop.

### **WORKSHOP**

#### **Procurement/Contracts Overview & Update**

Director of Procurement and Administrative Services Dawn Egbert lead the Procurement/Contracts workshop. She gave the board an overview and updates on the procurement and contracts department. She introduced her team, Jennifer Brower, Callie White, and Rick Cline, who shared details about their areas of responsibility. Dawn also provided additional information regarding the work her department is doing on the following:

- Advancing Strategic Plan Initiatives
- Small Works Statute Updates
- Apprenticeship Utilization Program
- Contract Department Priorities

She answered questions from the Board. The commissioners thanked Dawn for her presentation and for the work of the team.

**SIGN DOCUMENTS**

The Board signed documents at 11:41 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 13, 2024, regular meeting was adjourned at 11:47 a.m. by Commissioner LaBrant.

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

Betsy Rogers, Executive Assistant,  
August 13, 2024, Regular Port of  
Vancouver USA Board of  
Commission Meeting

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Eric LaBrant, President

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Jack Burkman, Vice President

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Don Orange, Secretary



# Agenda Item No. E-1

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<b>REQUEST FOR COMMISSION ACTION</b>	<b>PORT OF VANCOUVER USA</b>
<b>REVIEWED BY:</b>	Director of Engineering & Project Delivery
Monty Edberg	Title
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<b>APPROVED BY:</b>	Chief Operations Officer      08/27/2024
Kent Cash	Title      Date
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<b>SUBJECT:</b>	Approve contracts with WSP USA Inc., SGA Engineering, RH2 Engineering and Otak Inc. for On Call Civil Engineering Design & Consulting Services

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**BACKGROUND:**

These contracts relate to various port Strategic Plan goals, including providing trails and public access opportunities on port properties, implementing the vision of a destination waterfront at Terminal 1, maintaining an adequate supply of commercial and industrial real estate, improving freight mobility, and pursuing opportunities that utilize port property and infrastructure investments to create jobs and support the economy.

The port regularly utilizes On Call Civil Engineering Design and Consulting Services. Projects may include utility and stormwater management design, site planning, site development, cost estimating, rail improvements, roadway design, facility maintenance and other specialties and disciplines required to realize the port's capital development plan.

On April 29, 2024, the port issued a Request for Qualifications (RFQ) for On Call Civil Engineering Design & Consulting Services. The port's cross-departmental evaluation team independently reviewed and scored each proposal received. Interviews were conducted and the results determined WSP USA Inc., SGA Engineering, RH2 Engineering, and Otak Inc., to be the most qualified consultants to perform services required by the port.

The contracts will be issued for five years with the option to extend to complete any open task orders. 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 2024 budget and will be requested in subsequent annual budgets.

**Additional Information Attached?**    No

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**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute contracts with WSP USA Inc. for a not-to-exceed amount of \$800,000, SGA Engineering for a not-to-exceed amount of \$400,000, RH2 Engineering for a not-to-exceed amount of \$400,000, and Otak Inc. for a not-to-exceed amount of \$400,000 to perform On Call Civil Engineering Design & Consulting Services.

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**Submitted by:** *Juliana Marler*, CEO

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**Date Action Taken** \_\_\_\_\_      **Motion By:** \_\_\_\_\_

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

**Deferred To:** \_\_\_\_\_      **Unanimous:**    Yes \_\_\_    No \_\_\_

# Agenda Item No. E-2

**REQUEST FOR COMMISSION ACTION**  
**REVIEWED BY:**

**PORT OF VANCOUVER USA**

Director of Engineering &  
Project Delivery

Monty Edberg

Title

**APPROVED BY:**

Chief Operations Officer

08/27/2024

Kent Cash

Title

Date

**SUBJECT:** Approve Public Works Contract for Bid 24-42: Priority Paving Project No. 1

**BACKGROUND:**

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

Terminals 2 and 3 move multiple cargoes at the Port of Vancouver. The terminal serves as cargo laydown space for many port customers, and contains three break bulk warehouses, along with port maintenance and security facilities. The pavement at Terminal 2, Main Entrance, is an integral part of the port’s interconnected storage and throughway operational surfaces, such as movement and storage, allowing for transportation of goods from rail and ship across the terminal and allowing accesses for all stakeholders. The work at Terminal 3, paves a portion of Harborside Drive between Terminal Operations and Security allowing for safe, smooth travel.

Because the terminal is critical to moving a variety of cargoes through the port, substantial effort is made to maintain and extend the working life of the pavement. The asphalt has reached the point where on-going maintenance is no longer sufficient to ensure efficient and reliable use of the terminal, and replacement is required.

On August 1, 2024, the port issued Invitation to Bid 24-42: Priority Paving Project No. 1. On August 15, 2024, the following bids were received:

Bidder	Location	Total
Lakeside Industries	Vancouver, WA	\$392,350.50
Western Civil United	Yacolt, WA	\$414,110.00
Nutter Corp.	Vancouver, WA	\$436,711.00
Karvonon Sand and Gravel	Battle Ground, WA	\$454,315.15
Granite	Vancouver, WA	\$484,959.00

Staff has reviewed the Lakeside Industries responsive bid and concluded they are a responsible contractor capable of performing the work.

The engineer's estimate is \$407,550.00 - \$450,450.00. The project is included in the approved 2024 budget.

**Additional Information Attached?** No

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**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a public works contract with Lakeside Industries, the lowest responsive and responsible bidder for Bid 24-42: Priority Paving Project No. 1 in the amount of \$392,350.50 plus applicable sales tax.

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**Submitted by:** *Juliana Marlow*, 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**

Chief Financial Officer

Scott Goodrich

Title

**APPROVED BY:**

Chief Executive Officer

08/27/2024

Julianna Marler

Title

Date

**SUBJECT:** Resolution 4-2024: Appointment and Bonding of Port Treasurer and Port Auditor

**BACKGROUND:**

The Port of Vancouver Board of Commissioners adopted Resolution 20-2007, amending Resolution 6-03, appointing the Port Auditor and Director of Finance to serve as Port Treasurer. Resolution 2-2013 appointed the Director of Finance as the Port Treasurer and the Accounting Manager as Port Auditor and authorized the acquisition of security bonds for the roles in alignment with RCW with a surety company.

RCW requires a security bond with a surety company licensed to do business in the State of Washington securing the full and faithful performance of the duties of the Port Treasurer and Port Auditor in an amount determined by the commission that will protect the district against loss. The recommended amounts are \$5,000 and \$50,000 respectively.

Recently the Port updated its' organizational structure, establishing a Chief Financial Officer position. Resolution 4-2024 appoints the Chief Financial Officer as Port Auditor and Port Treasurer and preserves ongoing requirements to support Washington State audits, ensure accountability of Port funds and detailed monitoring of port expenditures.

**Additional Information Attached?** Yes

**RECOMMENDATION:** That the Board of Commissioners approve and adopt Resolution 4-2024 and appoint the Port of Vancouver Chief Financial Officer as Port Auditor and Port Treasurer until further notice and authorize acquisition of a security bond with a surety company licensed to do business in the State of Washington in the amount of \$5,000 for Port Treasurer and \$50,000 for Port Auditor respectively.

**Submitted by:** *Julianna Marler*, CEO

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

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

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

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

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

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

## RESOLUTION 4-2024

### **A RESOLUTION OF THE PORT OF VANCOUVER BOARD OF COMMISSIONERS APPOINTMENT OF PORT TREASURER, APPOINTMENT OF PORT AUDITOR, PROVIDING FOR THE ACQUISITION OF APPROPRIATE BONDS and AMENDING RESOLUTION 20-2007 and 2- 2013**

**WHEREAS**, pursuant to RCW 53.36.010, the Port Commission of the Port of Vancouver (“Port Commission”) has authority to designate by resolution a person other than the county treasurer who has the experience in financial or fiscal matters as the treasurer of the Port of Vancouver (“the Port”) to act with the same powers and under the same restrictions as provided by law for a county treasurer acting on behalf of a port district; and

**WHEREAS**, for the last three consecutive years the Port has received annual gross operating revenues of one hundred thousand dollars or more, excluding tax revenues and grants for capital purposes; and

**WHEREAS**, the Port Commission has determined it would be in the best interests of the Port to appoint a treasurer other than the county treasurer; and

**WHEREAS**, the Chief Financial Officer of the Port has substantial experience in fiscal matters and is duly qualified in all respects to serve as the Port Treasurer; and

**WHEREAS**, RCW 53.36.010 requires that a port district treasurer appointed by the Port Commission provide a bond with the premium on such bond to be paid by the district; and

**WHEREAS**, the Port Commission finds it would be in the best interest of the Port to acquire a bond on the Port Treasurer with a surety company authorized to do business in the state of Washington in an amount of \$5,000 to secure the full and faithful performance of the Port Treasurer’s duties, and if practicable, the Port Treasurer’s bond shall be added to the existing policies now in effect covering employee dishonesty and theft; and

**WHEREAS**, the Port Commission has also determined it would be in the best interests of the Port to appoint the Chief Financial Officer as Port Auditor; and

**WHEREAS**, the Chief Financial Officer of the Port has substantial experience in fiscal matters and is duly qualified in all respects to serve as Port Auditor; and

**WHEREAS**, RCW 42.24.180 requires that a port district auditor appointed by the Port Commission provide a bond with the premium on such bond to be paid by the district; and

**WHEREAS**, the Port Commission finds it would be in the best interest of the Port to acquire a bond on the Port Auditor with a surety company authorized to do business in the state of Washington in an amount of \$50,000 to secure the full and faithful performance of the Port Auditor's duties, and if practicable, the Port Auditor's bond shall be added to the existing policies now in effect covering employee dishonesty and theft.

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Vancouver USA Board of Commissioners:

1. The Chief Financial Officer of the Port is hereby appointed as Port Treasurer to act with the same powers and under the same restrictions as provided by law for a county treasurer acting on behalf of a port district. In the event the Chief Financial Officer is unable or unwilling to accept or continue with this appointment, the interim or succeeding Chief Financial Officer for the Port shall automatically succeed him/her or as may be designated by the Commission.
2. The Port staff is directed to forthwith acquire a surety bond with a surety company licensed to do business in the state of Washington securing the full and faithful performance of the duties of the Port Treasurer in the amount of \$5,000.
3. That the Port Treasurer shall perform his/her duties pursuant to statute and pursuant to resolutions of the Port Commission now in effect or hereafter adopted and shall continue in office unless removed by the Port of Vancouver Board of Commissioners.
4. The Chief Financial Officer of the Port is hereby appointed as Port Auditor to act with the same powers and under the same restrictions as provided by law on behalf of a port district. In the event the Chief Financial Officer is unable or unwilling to accept or continue with this appointment, the interim or succeeding Chief Financial Officer for the Port shall automatically succeed him/her or as may be designated by the Commission.
5. The Port staff is directed by RCW 42.24.180 to forthwith acquire a surety bond with a surety company licensed to do business in the state of Washington securing the full and faithful performance of the duties of the Port Auditor in the amount of \$50,000.
6. That the Port Auditor shall perform his/her duties pursuant to statute and pursuant to resolutions of the Port Commission now in effect or hereafter adopted and shall continue in office unless removed by the Port of Vancouver Board of Commissioners.

**ADOPTED** by the Board of Commissioners at a regular meeting of the Board of Commissioners held this 27<sup>th</sup> day of August, 2024 and duly authenticated in open session by the signatures of the Port Commission voting in its favor.

PORT OF VANCOUVER  
BOARD OF COMMISSIONERS

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President

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Vice President

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Secretary

# Agenda Item No. E-4

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<b>REQUEST FOR COMMISSION ACTION</b>	<b>PORT OF VANCOUVER USA</b>
<b>REVIEWED BY:</b>	Director of Environmental Services
Mary Mattix	Title
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<b>APPROVED BY:</b>	Chief Operations Officer
Kent Cash	Title
	08/27/2024
	Date
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<b>SUBJECT:</b>	Approve Contract with Parametrix for Model Toxic Control Act Remediation & Consulting Services

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**BACKGROUND:**

This contract supports the port Strategic Plan’s Environmental goal to protect air quality, water resources, and land managed by the port through deliberate and proactive efforts in all aspects of port operations.

On March 25, 2024, the port issued a Request for Qualifications (RFQ) for Model Toxics Control Act (MTCA) Remediation & Consulting Services. The port’s cross-departmental evaluation team independently reviewed and scored each proposal received. Interviews were conducted, and the results determined Parametrix to be the most qualified consultant to perform the services required by the port.

The purpose of this contract is to assist the port through the Washington State Department of Ecology’s (Ecology) MTCA cleanup process for the cleanup site referred to by Ecology as the Vancouver Port of NuStar Cadet Swan Cleanup Site (the Site). As the property owner, the port is involved in the cleanup as a Potentially Liable Person (PLP) under the Model Toxics Control Act.

This Site has been under MTCA cleanup since 1998 when chlorinated solvent contamination from industrial processes from the former Swan Manufacturing Company and Cadet Manufacturing was discovered during the construction of the Mill Plain extension project. This contamination occurred prior to port ownership of these properties. Additional chlorinated solvent contamination comingled with the Swan and Cadet plume and nitrates and ammonia have also been confirmed from groundwater at NuStar’s leasehold on port property. Since then, copper contamination was identified in soil, sediment and groundwater from the former Kinder Morgan operating area. The chlorinated solvents, nitrate, ammonia and copper contamination are comingled and now represent one cleanup Site. Ecology required the port, NuStar and Kinder Morgan to enter a joint Agreed Order to address the contamination from the sites.

Several actions have been completed including investigations to determine the extent of contamination, evaluation of cleanup technologies, excavation of contaminated soils, groundwater treatment and installation of a pump and treat system. These actions have resulted in significant reductions in contamination and the Swan and Cadet portions of the Site have obtained approval for final cleanup through the success of the groundwater



pump and treat interim action. The pump and treat system is scheduled to be shut down later this year and long-term monitoring of residual contamination will continue.

The contamination remaining at the NuStar and Kinder Morgan portions of the Site requires additional investigations to further delineate the nature and extent of the contaminants in soil, groundwater and sediments to determine appropriate cleanup alternatives and perform cleanup actions.

Under this contract, Parametrix will assist the port with technical, regulatory and legal support for MTCA Site tasks, including:

- Swan and Cadet portions of the Site:
  - Facilitate groundwater pump and treat shutdown
  - Conduct ongoing groundwater compliance monitoring and manage the port's monitoring well network
  - Assess cleanup progress with performance standards
  - Perform required Ecology reporting
  
- NuStar and Kinder Morgan portions of the Site:
  - Oversee Site investigations
  - Perform interim action analysis
  - Participate in the development of the Cleanup Feasibility Study and the Cleanup Action Plan
  - Support Site redevelopment activities as needed

The total cost for this contract is \$3,250,000 and is anticipated to fund activities through approximately 2028 depending on a number of factors such as the results of pending investigations, future cleanup requirements, priorities of the parties and overall project progress. Work to be performed this year have been approved in the 2024 annual budget. Future funds for work performed under this contract will be requested through the annual budget process.

The contract will be issued for five years with the option to extend to complete any open projects. Should the contract reach its dollar threshold, additional funds will be requested in accordance with Resolution 10-22: Administrative Authority of the CEO.

**Additional Information Attached? No**

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**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a contract with Parametrix for a not-to-exceed amount of \$3,250,000 to perform Model Toxics Control Act (MTCA) Remediation & Consulting Services.

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**Submitted by:** Julianne Marler, CEO

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

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

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

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

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

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