



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, August 28, 2018**

- 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, etc.
 - 2) Approve and Sign Minutes of the August 14, 2018 Regular Meeting
- D) **OPEN FORUM**
 - 1) Public comment on matters not subject to Commission vote at this meeting
 - 2) Commissioner and CEO comments
- E) **ACTION ITEMS**
 - 1) Approve On-Call Civil Engineering Services Contract
 - 2) Approve Public Works Contract for Bid 18-21: Building 2501 and 2480 Roofing Project
- F) **UNFINISHED BUSINESS**
- G) **NEW BUSINESS**
- H) **CEO REPORT**
- I) **COMMISSIONERS REPORTS**
- J) **UPCOMING EVENTS**
- K) **SIGN DOCUMENTS**
- L) **WORKSHOP**
 - 1) Insurance Update
 - 2) Mid-Year Workshop
- M) **ADJOURNMENT**

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION PORT OF VANCOUVER USA

REVIEWED BY:

Betsy Rogers

Administrative Supervisor

08/28/2018

Betsy Rogers

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the August 14, 2018 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 08/14/18 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the August 14, 2018, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: *Julianne Hester*, CEO

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 08/28/2018

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 18-21: Building 2501 and 2480
Roofing Project

BACKGROUND:

The Port of Vancouver Building 2501 and 2480 Roof Replacement Project supports the Port of Vancouver strategic plan goals by maximizing industrial business and generating and sustaining diversified revenues.

Building 2501 was constructed in 1972 and is currently occupied by Country Malt. It is an approximately 136,000 square feet metal building with metal roofs located at 2501 Kotobuki Dr., Vancouver WA.

Building 2480 was constructed in 1972 and is currently occupied by United Road. It is located at 2480 Kotobuki Dr., Vancouver, WA. The lower roof, approximately 1,728 square feet was identified as needing to be re-covered.

This project retrofits both existing roofs with an induction welded, Thermoplastic Polyolefin (TPO) Single-Ply Membrane and includes new roof crickets. Additional improvements include replacing the perimeter gutters / downspouts and connecting new roof drains to internal downspouts.

On June 28, 2018, the Port of Vancouver issued Invitation to Bid 18-21: Building 2501 and 2480 Roofing Project. On July 19, 2018, the following bids were received:

Bidder	Location	Amount
Flynn BEC, LP	Beaverton, OR	\$800,583.59
Weatherguard Inc.	Longview, WA	\$826,951.08
Cadence Construction	Seattle, WA	\$1,029,268.57
Bates Roofing	Puyallup, WA	\$1,118,383.40
Progressive Roofing	Portland, OR	\$1,149,040.00

Staff has reviewed Flynn BEC, LP's responsive bid, concluding they are a responsible contractor capable of performing the work.

The bid is within the project estimate and is included in the approved 2018 budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a public works contract with Flynn BEC, LP, the lowest responsive and responsible bidder, for Bid 18-21: Building 2501 and 2480 Roofing Project, in the amount of \$800,583.59, including Washington State sales tax.

Submitted by: Juliana Marlow, CEO/Executive Director

Date Action Taken: _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___