



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, July 28, 2020**

- A) **CALL TO ORDER VIA TELECONFERENCE* (8:30 a.m.)**
- B) **EXECUTIVE SESSION**
None
- C) **OPENING REMARKS (8:30 a.m.)**
 - 1) Opening Remarks
 - 2) Approve Minutes of the July 14, 2020 Regular Meeting
- D) **OPEN FORUM**
 - 1) All written public comments received by 8:30 a.m. Monday, July 27, 2020 will be read into the record**
- E) **ACTION ITEMS**
 - 1) Approve Public Works Contract for Bid 20-22: Terminal 1 – Vancouver Landing Structural Renovation
- F) **UNFINISHED BUSINESS**
- G) **NEW BUSINESS**
- H) **CEO REPORT**
 - 1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
- I) **COMMISSIONERS REPORTS**
- J) **ADJOURNMENT**

***All board members and the public will participate via teleconference or videoconference due to the ongoing coronavirus disease (COVID-19) event and pursuant to Washington State Governor's phased approach with government offices opening in Phase 3 of the Governor's Return to Work Plan.**

To participate in this meeting by teleconference, please call 1 (253) 527-1624 and enter the conference ID number: 752 829 390 # or to participate in this meeting by videoconference use the Microsoft Teams hyperlink below:

https://teams.microsoft.com/join/19%3ameeting_ZTk2YzI2YzQtOGFkZC00MWZjLWlzNGYtMDJjMWM5YWExODUx%40thread.v2/0?context=%7b%22Tid%22%3a%22cd207f95-ac8d-4caf-969e-891f2243230b%22%2c%22Oid%22%3a%2253ac80c5-e8e1-43d6-ae1c-6e0ae40ac31f%22%7d

Meeting materials are available on the port's website at www.portvanusa.com. Please call (360) 693-3611 for technical difficulties. Verbal comments during the meeting will not be accepted.

****Written public comments are welcome and should be emailed to povcommissioners@portvanusa.com no later than 8:30 a.m. Monday, July 27, 2020 for them to be a part of the meeting record. Written comments will be provided to the Commission prior to the start of the board meeting and will be read into the record during the virtual meeting.**

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION PORT OF VANCOUVER USA

REVIEWED BY:

Betsy Rogers
Betsy Rogers

Administrative Supervisor
Title

07/28/2020
Date

APPROVED BY:

Title

SUBJECT: Minutes of the July 14, 2020 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 07/14/2020 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the July 14, 2020, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: _____

, CEO

Julianne Marler

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, July 14, 2020**

CALL TO ORDER

CEO Julianna Marler called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, July 14, 2020, via teleconference number 1 (253) 527-1624, conference ID: 243 070 694# pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

CEO Marler confirmed that Commissioners Orange, LaBrant and Burkman were on the line.

OPENING REMARKS

CEO Marler welcomed and reminded everyone that all board members and the public are participating via teleconference pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event currently in effect until July 28, 2020. She also stated no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Don Orange	Port Commission President
Eric LaBrant	Port Commission Vice President
Jack Burkman	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Matt Harding	Port Environmental Project Manager
Jonathan Eder	Port Director of Human Resources
Mike Schiller	Port Director of Business Development
Betsy Rogers	Port Administrative Supervisor
Nam Nguyen	Port Applications Analyst
Savannah Mitcham	Port Administrative Assistant
Ryan Hart	Port Chief External Affairs Officer
Julie Rawls	Port Community Relations Manager
Katie Odem	Port Marketing Communications Manager
Scott Goodrich	Port Director of Finance & Accounting
Sheila Deng	Port Senior Accountant
Collette Miranda	Port Payroll Specialist
Dawn Egbert	Port Procurement Services Manager
Rick Cline	Port Contracts Manager
Randy McCaleb	Port Contracts Manager
Rachelle Askman	Port Communications Coordinator

Mindy Pennington
Casey O'Dell
Richard Troudt
Lori Kaylor
Zack Merrill
Kelley Jorgensen
David Morgan
Bruce Paris
Adam Roselli
Amy Hanks Cornelius

Port Accounts Payable Specialist
Port Director of Facilities
Port Security Manager
Port Administrative Sales Coordinator
Port Sales Account Manager
Wapato Valley Mitigation & Conservation Bank
Wapato Valley Mitigation & Conservation Bank
Vancouver Rotary Foundation
Vancouver Rotary Club
Schwabe, Williamson & Wyatt

Additional members of the public participated in the virtual meeting via teleconference, but were not identified by name.

APPROVAL OF MINUTES

Regular Meeting of June 9, 2020

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the June 9, 2020 regular meeting.

OPEN FORUM

CEO Marler shared with the Board that the agenda invited written public comments on all matters and one written public comment was received from Don Steinke concerning the widening of I/5 near the Oregon Rose Quarter. CEO Marler read Mr. Steinke's comments into the record.

ACTION ITEMS

E-1 Approve Agreement Between the Port of Vancouver and Wapato Valley Mitigation and Conservation Bank

Matt Harding, project manager introduced the action item. He provided an overview of mitigation banks and why they are important. Mr. Harding answered questions by the board.

He introduced to the Board Kelly Jorgenson, the Wapato Valley Mitigation Bank President and Conservation Manager and David Morgan, landowner and Bank sponsor. Ms. Jorgenson stated her appreciation of the partnership the Bank has had with the port. Mr. Morgan echoed Ms. Jorgenson's comments and added that he, too is excited to partner with the port and other organizations to offer mitigation credits.

Ms. Marler indicated the port appreciates the relationship and looks forward to a long-term partnership with the Bank.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the Agreement between the Port of Vancouver and Wapato Valley Mitigation and Conservation Bank.

E-2 Approve Agreement Between the Port of Vancouver and Vancouver Rotary Foundation for the Vancouver Landing at Terminal 1

Jonathan Eder presented the action item. He provided an overview of the partnership and shared some slides showing depictions of ways the partnership will enhance the area. He answered questions by the Board.

He introduced Bruce Paris, a member of the Vancouver Rotary Foundation. Mr. Paris thanked the Port of Vancouver for its partnership. He indicated the Club is 100 years old and this project is exciting for the Vancouver Rotary Club as the meetings were held at the Vancouver Quay for so many years. Mr. Eder also welcomed Adam Roselli with Vancouver Rotary who was also on the call.

Commissioner Burkman thanked the Rotary Foundation. He didn't realize the depth of the project and he stated this is exceptional.

Commissioner Orange stated he agrees with Commissioner Burkman's comments and stated this will enhance the waterfront project.

Commissioner LaBrant stated he echoes Commissioners' Burkman and Orange's comments. He is excited about what is to come down along the waterfront. He indicated the strong partnership the port has had with Vancouver Rotary has been great.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the Agreement Between the Port of Vancouver and Vancouver Rotary Foundation for the Vancouver Landing at Terminal 1.

E-3 Approve Fourth Amendment to the Lease Agreement Between the Port of Vancouver and TI Hotel LLC

Mike Schiller presented the action item as contained in the Commission's agenda packet. He explained the need for the fourth amendment and answered questions by the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the Fourth Amendment to the Lease Agreement Between the Port of Vancouver and TI Hotel LLC.

Ms. Marler stated the conference call has had some technical difficulties and at times a spotty connection. She asked the Board if there was anything they would like her to revisit or repeat before moving on. Commissioner Burkman stated he heard everything that he needed to hear and had no concerns.

UNFINISHED BUSINESS

Port Contracts Logs

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are available on the port's website. No questions were asked by the Commission.

No additional unfinished business was considered.

NEW BUSINESS

None at this time.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the staff report as contained in the agenda packet and discussed the recommendation with the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of June/July 2020 Vouchers 101161-101536 in the amount of \$4,130,556.60 including Electronic Payments generated between 06/01/2020 – 07/01/2020 in the amount of \$736,907.80 and June 2020 Payroll Checks 51324059 – 51324063 and Payroll Direct Deposits 240001 – 240123 and 260001 – 260123 in the amount of \$586,912.70.

CEO REPORT

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

CEO Marler shared with the commissioners that she has not taken any action provided her under Resolution 2-2020.

No questions were received by the board.

COMMISSIONERS REPORT

Burkman provided an update on the number of video conferences put on by WPPA, PNWA, and the Merchants Exchange that he has found valuable. He indicated he learned a lot from the 3-part Merchants Exchange series he listened to. He added that the supply chain is very complex. He indicated there are numerous laws that apply and he continues to learn every day.

Commissioner Burkman also stated he listened to the Regional Transportation Council meeting and mentioned he had a recent meeting with Ridgefield Commissioner Scott Hughes who is the current regional port representative and board chair of the Regional Transportation Council.

Commissioner LaBrant stated the Merchants Exchange Series is a great series. He indicated he is pleased that the port continues to operate.

Commissioner Orange stated he is pleased with the movement of the wind energy and the efforts of our longshore workers. He stated he is pleased that a lot of people are still working during this time.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, July 14, 2020 regular meeting was adjourned at 9:24 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, July 14, 2020, Regular
Port of Vancouver USA Board of
Commission Meeting

Don Orange, President

Eric LaBrant, Vice President

Jack Burkman, Secretary

Agenda Item No. E-1

**REQUEST FOR COMMISSION ACTION
REVIEWED BY:**

PORT OF VANCOUVER USA

Director of Engineering
& Project Delivery

Monty Edberg

Title

APPROVED BY:

Chief Operations Officer 07/28/2020

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 20-22: Terminal 1 – Vancouver
Landing Structural Renovation

BACKGROUND:

This project supports the port's Strategic Plan goals of implementing the vision of a destination waterfront at Terminal 1 and pursuing opportunities that utilize the port's property and infrastructure investments to create jobs and support the economy.

The commencement of the Vancouver Landing Structural Renovation project represents the next step in the redevelopment of Terminal 1. Originally constructed in the early 1990's, the landing and amphitheater provide a unique waterfront venue for activities at the port's birthplace. With the passing of time, however, the facility has become dated and in need of rejuvenation. The redevelopment of the landing represents a key component of the long-term vision for the Terminal 1 development and will provide public amenities as well as connections for the Renaissance rail.

The long-term vision for the landing includes significant surface improvements and landscaping, including walking paths, historical points of reference, and the use of native plants and trees. This project is the first phase of the landing's renovation and will upgrade the strength and seismic capability of the dock substructure, providing the foundation for future enhancements.

Construction elements of this project include the removal of the concrete bleachers and access ramp. Additionally, portions of the concrete deck will be demolished to accommodate the driving of an additional 20 steel piles, providing seismic stability in compliance with current code requirements. It will result in a softer, gradual sloping surface with greater capacity to support planned future improvements.

To allow for the continued operation of river cruise ships during construction, a section of the riverside overhang of the Warehouse 23 restaurant will be removed to allow cruise lines to temporarily move operations until the landing project is complete.

On June 24th, 2020 the Port of Vancouver issued Invitation to Bid 20-22: Terminal 1 – Vancouver Landing Structural Renovation. On July 16th, 2020 the following bids were received:

Bidder	Location	Amount
Advanced American Construction, Inc.	Portland, OR.	\$2,464,303.81
Tapani, Inc.	Battle Ground, WA.	\$3,527,972.31

Staff has reviewed Advanced American Construction's responsive bid and concluded they are a responsible contractor capable of performing the work.

The bid is within the engineer's estimate and the project is included in the approved 2020 Annual Budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a public works contract with Advanced American Construction, the lowest responsive and responsible bidder, for Bid 20-22 Terminal 1 – Vancouver Landing Structural Renovation, in the amount of \$2,464,303.81 including Washington State sales tax.

Submitted by: _____, CEO *Juliana Marler*
Date Action Taken _____ Motion By: _____
Approved: _____ Seconded By: _____
Deferred To: _____ Unanimous: Yes ___ No ___