

MINUTES OF EVERETT PORT COMMISSION  
SPECIAL MEETING  
AUGUST 19, 2014

PRESENT: Tom Stiger President  
Troy McClelland Vice President  
Glen Bachman Secretary  
John Carter Chief Finance Officer  
John Mohr Executive Director  
Brad Cattle Port Attorney

CALL TO ORDER: The Special Commission Meeting of August 19, 2014 was called to order at 5:10 p.m. by Commission President Tom Stiger.

Executive Director John Mohr announced that Port attorney Brad Cattle would arrive at the meeting at approximately 5:30 pm due to a previously scheduled appointment.

1. EXECUTIVE DIRECTOR'S REPORT

**September Meeting Schedule**

Executive Director John Mohr reported that due to travel plans, the Port may need to go back to the original date of September 2 to hold its first regular meeting rather than on September 3. Commissioner Stiger will be traveling on the 3<sup>rd</sup> and cannot participate by phone, so Staff is asking that the Commission consider dropping back to the original date of September 2, 2014 to hold the meeting. The Commission agreed to hold the first regular meeting on September 2, 2014 at 5pm in the Blue Heron Room. The second meeting will be held on September 9, 2014.

2. DEPARTMENT REPORTS

**Projects Update**

**Terminal Maintenance Building Re-Roof, Re-Bid – Authorization to Award**

Chief of Engineering & Planning John Klekotka reported that a Facility Condition Survey performed in 2007 determined the life of the current roofing material at the Marine Terminal Maintenance Building was nearly expended, and this has been further verified with leaks and repairs in recent years. The Port contracted with Wetherholdt & Associates in February 2014 to perform the design and specifications for a new roof system. This was completed and went out for bid as a Small Works project on May 29, 2014. A single bid of \$326,428.28 was received on June 19, 2014. The bid was rejected and the project redesigned to match the existing roof system and reduce costs. The project was rebid on July 2, 2014. A single bid of \$309,719.59, including Washington State Sales Tax (WSST) was received by Pacific Rainier Roofing. This amount was over the engineering estimate of \$238,920.00 and the construction budget of \$300,000.

As this is a critical component to the ongoing maintenance services at the Marine Terminals, Staff recommends moving forward with the proposed project. Additional funds are required to cover the additional construction costs, staff time and consultant redesign. There are unused funds in the Pier 3 Utility Upgrades project that will not be spent this year as this project is being moved into 2015. Staff will transfer funds from this project in the amount of \$60,000 to allow the re-roof work to be completed this year. The project is envisioned to be accomplished during the fall of 2014. Staff asked the Commission to award the project to Pacific Rainier Roofing as presented.

Commissioner Troy McClelland moved that the Commission award the Marine Terminal Maintenance Building Re-Roof project to Pacific Rainier Roofing in the total contract amount of \$309,719.59, including WSST. Commissioner Glen Bachman seconded the motion. A vote was called for:

Vote: 3-0  
Yes: McClelland, Bachman, Stiger  
No: None  
Abstained: None

Motion carried.

ORIGINAL

**South Terminal Wharf Upgrades for Ro/Ro – Authorization to Bid**

John Klekotka reported that Port Staff is recommending upgrades to the north end of the South Terminal wharf to support heavy roll-on/roll-off (Ro/Ro) cargoes. The Port has obtained a grant from the Washington State Department of Commerce in the amount of \$1,455,000, and a WSDOT Rail Bank loan in the amount of \$911,715 for the project. The existing wharf is 700-ft long and was constructed by the previous land owner in the mid-1970s. The proposed project will increase the live load capacity of the northern most 140 feet of the wharf from 500 pounds per square foot (psf) to 1,000 psf by driving new piling through the deck of the wharf and constructing new pile caps under the wharf to add supplemental support. The project will also rehabilitate the existing pile caps beneath the wharf to restore their original capacity.

John Klekotka said that Staff has submitted applications for the in-water work permits, and expects final approvals in early September. To assure that the in-water work can be accomplished before February 15, 2015, Staff is recommending a separate procurement bid for the steel pipe piling that will be needed for the project, which will then be supplied to the general contractor for installation.

Commissioner Troy McClelland moved that the Commission authorize Staff to solicit supply bids for the steel pipe piles. Commissioner Glen Bachman seconded the motion. A vote was called for:

Vote: 3-0  
Yes: McClelland, Bachman, Stiger  
No: None  
Abstained: None

Motion carried.

Commissioner Troy McClelland moved that the Commission authorize construction of the wharf upgrades for Ro/Ro cargoes. Commissioner Glen Bachman seconded the motion. A vote was called for:

Vote: 3-0  
Yes: McClelland, Bachman, Stiger  
No: None  
Abstained: None

Motion carried.

Port attorney Brad Cattle arrived at the meeting at 5:30 pm.

**COMMISSIONER PRESIDENT’S REPORT**

At the request of Commissioner Stiger, Lisa Lefebber reported that the Marina Revitalization Kick-Off event is August 21 at 3 pm, to be followed by the Marina Customer Appreciation event at 4:30 pm. Wheels on the Waterfront is scheduled for September 6, 2014 at the Marina.

**COMMISSION DISCUSSION**

There was no further Commission discussion.

**Citizen Comments**

Liveaboard tenant Mark Sears described several recent incidents at the Marina whereby the Port’s security team did not respond in a manner that Mr. Sears felt they should have responded. Marina Director Jeff Lindhout said he heard about the incidents and indicated he would follow up with the Director of Security.

THE SPECIAL MEETING WAS RECESSED into Executive Session at 5:44 pm – to conclude by 7:00 pm. The purpose of the Executive Session was to review the qualifications of applicants for public employment.

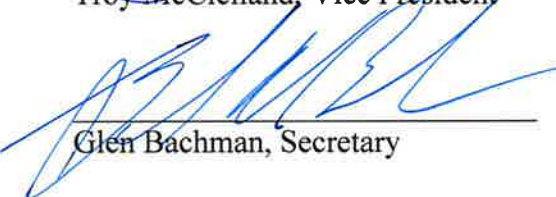
At the conclusion of the Executive Session, no action was taken by the Commission and there were not any announcements.

At 7:00 pm, the Special Commission meeting was continued to August 20, 2014 at 12:00 noon in the Board Room of the Waterfront Center Facility.

APPROVED: this 9<sup>th</sup> day of September, 2014. EVERETT PORT COMMISSION

  
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Tom Stiger, President

  
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Troy McClelland, Vice President

  
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Glen Bachman, Secretary