

PORT OF NEWPORT MINUTES

August 13, 2020

Commission Special Meeting

This is not an exact transcript. The audio of the session is available on the Port’s website.

This meeting was held virtually by invitation only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 12:00 pm on Thursday, August 13, 2020.

Agenda Item

**Audio
Time**

I. CALL TO ORDER

0:00

Commission President Jim Burke called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 12:01 pm.

Commissioners Present: Kelley Retherford (Pos. #2); Gil Sylvia (Pos. #3); Jeff Lackey (Pos. #4); and Jim Burke, President (Pos. #5). Walter Chuck (Pos. #1), Secretary/Treasurer, was absent.

Management and Staff: Paula J. Miranda, General Manager; Aaron Bretz, Director of Operations; Mark A. Brown, Director of Finance & Business Services; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Angela Nebel, Summit Public Relations Strategies.

II. PUBLIC COMMENT

0:13

No public comment was submitted.

III. PORT DOCK 5 PIER PROJECT MANAGEMENT

0:20

Bretz introduced the Staff Report and proposal from HDR Engineering, Inc. (HDR) included in the Meeting Packet. Bretz said this proposal represented the best effort to bring as many qualified management candidates to the table. Because of the compressed timeline and highly specified nature of the project, only one proposal was submitted. Bretz said that HDR is a well-qualified firm with a great deal of experience with railways and bridges, including in-water work. Bretz added that details were still being worked out with the Economic Development Administration (EDA) before a contract would be ready to sign. He said staff was asking for authorization for the General Manager to negotiate a contract. Bretz said the Port’s attorney also has reviewed a draft contract and submitted notes. Miranda commented that she had experience working with HDR on rail projects and said they were an extremely qualified company with many areas of expertise, and their proposal was within budget. She said she is confident that it will be good to work with HDR. Bretz responded to Lackey’s question that the overall project budget was \$2.4MM with a \$1.2MM fund share for the Port, and the EDA grant breakdown includes \$220K for legal, inspection, architect and engineer services; the EDA anticipated this would be for Project Management for this project since A & E was already done. Miranda added this would not take away from project construction funds. Bretz added further that this does not touch the \$434K in contingency. Both Miranda and Brown said they did not currently anticipate any surprises for the Port’s budget. Lackey asked if

HDR's bridge experience would cross-over to the pier project. Bretz said the Port Dock 5 Pier is like a bridge because nothing moors to it or lays alongside of it, so it translates particularly well, including electrical conduit, stormwater drainage, and driving piles. Sylvia asked if HDR looked at the estimate for the proposal ahead of time. Bretz said their initial proposal was higher, and he worked with them to get a more reasonable estimate of needed hours on the project resulting in the proposal within budget.

Bretz commented that he met with representatives from Hart Crowser earlier in the day. The Portland firm that does a lot of mitigation work and in-water construction with an environmental focus is in transition, so they were weeks out of being able to submit a proposal for the PD5 Pier Project. He did discuss with them the possibility for future projects, including mitigation and permitting. Miranda said she knew of Hart Crowser through the Pacific Northwest Waterways Association.

A motion was made by Lackey and seconded by Retherford to adopt Resolution 2020-12 Authorizing a Contract with HDR Engineering for Project Management for the Port Dock 5 Pier Project not to exceed \$220,000, pending further approval by the EDA and to specifically authorize the General Manager to negotiate that contract with HDR. The motion passed 4 – 0.

IV. ADJOURNMENT

16:14

Having no further business, the meeting adjourned at 12:17 pm.

ATTESTED:

james m burke Digitally signed by james m burke
Date: 2020.10.01 13:42:38 -07'00'

Jim Burke, President

Walter Chuck Digitally signed by Walter Chuck
DN: cn=Walter Chuck, o=Port of Newport, ou=Port of
Newport, email=wchuck@portofnewport.com, c=US
Date: 2020.10.02 14:11:44 -07'00'

Walter Chuck, Secretary/Treasurer