

Port of Cascade Locks

The Port of Cascade Locks held a Special Community Meeting on Monday July 20, 2015, at the Cascade Locks City Council Chambers, Cascade Locks, OR 97014.

1. Meeting called to order & Pledge of Allegiance: Port Commission President Jess Groves called the meeting to order at 6:01 pm.
2. Roll Call: Commissioners Groves, Caldwell, Lipps, Lorang and Stipan were present.
 - o Others Present: IGM Paul Koch, Secretary Sally Moore, Account Specialist Melissa Warren, Port Attorney Tommy Brooks and Darrin Eckman with Tenneson Engineering.
3. Declaration of Potential Conflicts of Interest – Commissioner Caldwell declared a potential conflict of interest as her brother works for the Portland Spirit on the Sternwheeler.
4. Modifications, Additions & changes to the agenda - None
5. Commission Business Action Items:
 - a. Report from Tenneson Engineering recommending bid award for Business Park Infrastructure Project – Darrin Eckman the Port Engineer of record for the Business Park road, Columbia Gorge Way explained the bid process. (Exhibit 1) and award for the Business Park Infrastructure project. On July 15, 2015 a total of six bids were received at the Port Office. They ranged in price from \$879,477.50 to \$1,276,919.22. The lowest bid was from Summit Excavation, LLC of Dallesport, WA with a price for the base bid of \$786,936.50 and additives of \$879,477.50. Tenneson Engineering recommended to award the contract to Summit Excavations. If approved Tenneson will prepare an Award Letter Notice of Intent to Award and then there will be a seven day bid protest period, and after that the Commission would need to approve that the Commission President to sign any and all documents related to this project without coming back to the full Commission based upon Port staff and attorney review. The Port is hoping to complete this project by the middle of October.

COMMISSIONER LIPPS MADE A MOTION TO CONSIDER THREE KINGS ENVIRONMENTAL NON-RESPONSIVE, SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0

COMMISSIONER LIPPS MADE A MOTION TO AWARD THE BID INCLUDING THE ADDITIVES TO SUMMIT EXCAVATION LLC FOR THE TOTAL AMOUNT OF \$879,477.50. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.

Port Engineer Darrin Eckman read the third recommended motion:

TO AUTHORIZE THE PORT PRESIDENT TO SIGN THE CONTRACT DOCUMENTS AS THEY PREPARED BY STAFF AND THE PORT ATTORNEY.

COMMISSIONER LIPPS SO MOVED. SECONDED BY COMMISSIONER STIPAN.
The motion was unanimous. 5-0.

President Groves recessed the Regular Session at 6:31pm.
The Commission recessed into Executive Session at 6:32pm

6. Recess into Executive Session under ORS 192.600 (2) (f) Exempt Public Records and ORS 192.660 (h) Legal Counsel
7. Any action as a result of Executive Session

The Commission recessed out of Executive Session at 8:08pm
The Commission returned to Regular Session at 8:09pm.

COMMISSIONER STIPAN MADE A MOTION THAT PRESIDENT GROVES, COMMISSIONER LORANG AND PORT STAFF TO MEET WITH DAN YATES AS SOON AS POSSIBLE.


THE MOTION WAS AMENDED TO SAY TO DIRECT STAFF TO WORK WITH THE SUB-COMMITTEE TO MOVE FORWARD TO MAKE A PLAN TO MEET WITH DAN YATES OF THE PORTLAND SPIRIT. SECONDED BY COMMISSIONER LORANG. THE MOTION WAS UNANIMOUS. 5-0.

8. Adjournment

President Groves adjourned the meeting at 8:15 pm.

Port of Cascade Locks:

Attest:



Jess Groves, President
Port Commission



Joeinne Caldwell, Secretary
Port Commission

DATE APPROVED: 9-21-15
Prepared by: Sally Moore.



TENNESON
ENGINEERING CORPORATION
CONSULTING ENGINEERS • SURVEYORS • PLANNERS

EXHIBIT 1
DATE 7-20-15
PAGE # 107
Special MEETING
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THE DALLES, OR 97058
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July 20, 2015

Port of Cascade Locks Commissioners
355 WaNaPa Street
Cascade Locks, Oregon 97014

Reference: 2015 Business Park Infrastructure Project

Dear Sirs:

Tenneson Engineering Corporation, having been retained and directed by the Port of Cascade Locks, has proceeded with contract document preparation, advertisement, and bid opening for the 2015 Business Park Infrastructure Project. This project will involve construction of Columbia Gorge Way for a distance of approximately 950 feet, along with all utilities including potable water, sanitary sewer, storm drain, electrical and telephone, and associated grading on Lots 3, 4, 5, and 6 of the Business Park subdivision. On July 15, 2015 at the Port Offices, a total of six bids were received and opened for this project. These bids (tabulation attached) ranged in price from \$879,477.50 to \$1,276,919.22 for the total project including all additives. The Engineer's Estimate for the same work was \$1,010,384.50. During review of the submitted bids, Tenneson Engineering Corporation found the following discrepancies and irregularities:

- o 3 Kings Environmental utilized the original Bid Form for Sheet 3 instead of the Revised Bid Form.
- o Crestline Construction Company made a math mistake on Bid Item #5 (General excavation and embankment), which resulted in their bid being \$72.00 greater than the value they provided.

All other bids are in substantial compliance with the Instructions to Bidders and Bidder's Packet. The low bidder was Summit Excavation, LLC, of Dallesport, Washington, with a price of \$786,936.50 for the Base Bid items and a total bid amount including all additives of \$879,477.50. Summit is registered with the Construction Contractors Board, attended the mandatory pre-bid meeting, was pre-qualified, acknowledged all addenda, and submitted all the proper paperwork including the Bid, Bid Bond, Non-Collusion Affidavit, and other assorted certifications.

Based upon the bids submitted and the foregoing information, Tenneson Engineering Corporation recommends that the Port of Cascade Locks consider the bid from 3 Kings Environmental as non-responsive due to failure to use the proper Bid Form, waive the minor irregularity of the mathematical mistake by Crestline Construction, and to award the contract to

Summit Excavation, LLC, for the amount of \$879,477.50 including the Base Bid and all additives.

If the Commission agrees with this recommendation, Tenneson Engineering Corporation will prepare a notice of intent to award to be signed by the Commission President and will then promptly deliver said notice to all bidders to start the seven day bid protest period. At this time, the Commission may also chose, if you agree with our recommendation for award, to authorize the Board President to sign any and all documents related to this project without coming back before the full Commission based upon review by the Port staff and attorney. This action will allow prompt processing and get the project underway sooner.

Please let me know if you have any questions concerning this recommendation.

Sincerely,

TENNESON ENGINEERING CORPORATION


Darrin O. Eckman, P.E.

DOE:kb
<wo#14530>

Enclosure