

PORT OF OLYMPIA COMMISSION
MINUTES OF REGULAR MEETING

May 8, 2000

CALL TO ORDER

President Dickison called the meeting of May 8, 2000, to order at 5:32 p.m. at the Port of Olympia large conference room. Commissioners Pottle and Van Schoorl were in attendance.

Staff in attendance were: Executive Director Nick Handy, Deputy Director Wendy Holden, Executive Assistant Jeri Sevier, Finance and Administration Director George Fox, Information Services Manager Anna Fritz, Engineering and Planning Director Andrea Fontenot, Property Development Manager Heber Kennedy, and Cascade Pole Site Manager Don Bache.

Members of the public in attendance included the Port's legal counsel Sandy Mackie, Ron Rants, Larry Smith, and Craig McClelland representing the Rant's Group.

APPROVAL OF AGENDA

The agenda was approved with the deletion of the advisory calendar, an overview of the Port's Web Page.

PUBLIC COMMENT

No public comment was given.

COMMISSIONERS REPORTS

Commissioner Van Schoorl indicated he met with the Regional Transportation Policy Board where they narrowed down the applicants to interview for the executive director position. He also noted that Harold Robertson, the current executive director, has agreed to stay an extra month.

Commissioner Pottle announced he attended the EDC Small Business conference, which was very well attended. The program was very good.

CONSENT CALENDAR

Minutes. The minutes from April 24, 2000 were unanimously approved as submitted.

ACTION CALENDAR

Corporate Resolution for Bank Account

Mr. George Fox presented the Commission with a resolution from West Coast Bank that modifies and limits the signature authorities on the Port credit card. Mr. Fox indicated the state auditor recommended this change be made to better control and limit the signing of checks. The Commission unanimously approved the new corporate resolution on signature authorities with West Coast Bank.

Telephone System Upgrade

Ms. Anna Fritz presented the bid results for the telephone system upgrade to the Commission. Ms. Fritz indicated six bids were received. She also gave the Commission both options to purchase and to lease the equipment. The recommendation from staff was to purchase the equipment from the capital fund. The Commission unanimously approved the recommendation from staff to purchase the equipment upfront and not participate in a leasing program. The total purchase price is \$35,784.72.

J.D Russell Lease Amendment No. 6

Mr. Heber Kennedy presented the Commission with a lease amendment for J.D. Russell that expands the lease premises from 8,000 to 12,000 square feet and also extends the lease term for one year to October 31, 2000. The Commission unanimously approved the lease amendment with J.D. Russell.

Market District Building RFP Approval

Mr. Kennedy gave an overview of the Market District Building development. He indicated based on the recommendations contained in the market study, the Port issued a combined Request for Qualifications and Request for Proposals to select a developer for a retail/office building located on Port property across Market Street from the Farmers Market. The Rant's Group Team was selected as the only qualified respondent and was authorized to proceed with the proposal phase of the process. Their proposal has been submitted, including the proposed building design.

Mr. Ron Rants presented the Commission with an overview of the design of the building indicating the building would be a 49,000 square foot building with a cannery row design. The building would contain 15,000 square feet for retail and the remainder for office space. Mr. Rants indicated they hope to break ground in July or August and complete the project the following spring. He also advised the Commission the project name has changed to "Market Centre." Mr. Larry Smith added that the streetscape would be a positive addition to the Market District.

Commissioner Pottle asked Mr. Rants what the potential mix of retail stores would be. Mr. Rants responded some of the retail businesses showing interest include a deli/espresso, dress shops, shoe store, and wine shop.

Commissioner Van Schoorl said as a member of the Office Business Team the Rant's Group has been very flexible working with the Port and the team has generated ideas they have incorporated to make this a quality project and it will be a great addition to the Market District.

Mr. Rants indicated to the Commission that it has been a very pleasant experience working with Port staff and look forward to a continuing partnership.

The Commission unanimously selected the Rant's Group Team as the preferred candidate and authorized the Office Business Team to enter into negotiations for an option to lease, a lease, and a parking agreement for the development.

Cascade Pole Containment Cell Construction Go To Bid Approval

Ms. Andrea Fontenot advised the first step in the removal of the contaminated sediments from the marine environment at the Cascade Pole site is the construction of a 5-acre upland containment cell, to hold the sediments once they are excavated next year. This project is critical on the timeline to ultimately remove the contaminated sediments from the environment.

Ms. Fontenot requested approval from the Commission to go out to bid for the construction of the containment cell, and related upland well modifications. This work is on a critical path in order to be completed this summer and fall. She indicated we plan to advertise bids on May 15, with a bid opening on June 7. Staff will return to the Commission on June 12 for a decision on bid award. Work would likely commence in July. It is imperative that the containment cell be constructed during the dry season, which around here is July, August, and September.

Mr. Don Bache gave the Commission a detailed cost estimate indicating that this project will be in the \$2.2 million dollar range. Mr. Bache reviewed the cost estimates with the Commission explaining each line item. Commissioner Dickison asked that when staff brings a cost estimate to the meeting, he would appreciate if they also indicate what past estimates have been in comparison with what is being submitted in a summary form.

The Commission, legal counsel, and staff discussed the agreed order and the affect of opening the bids prior to the approval and signature by Department of Ecology (DOE) of the order. The Commission requested staff keep the Commission apprised of all aspects of this project and notify them of any delays in any nature that would preclude us with proceeding this year. Staff indicated that any delays in this project would move the schedule to next year.

Mr. Sandy Mackie, the Port's legal counsel, advised staff to get clear guidance from the DOE and the Corp for approval to do the onshore work prior to the in-water work. Commissioner Van Schoorl suggested staff have a meeting with Mr. Mackie to make sure that all of our bases are covered and cautioned staff not to make a costly mistake by pushing this

schedule.

ADJOURNMENT

President Dickison adjourned the meeting of May 8, 2000 at 6:54 p.m.

PORT OF OLYMPIA COMMISSION

President

Vice President

Secretary-Treasurer