

# PORT OF OLYMPIA COMMISSION MINUTES OF REGULAR MEETING

July 27, 1998

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## CALL TO ORDER

President Pottle called the meeting of July 27, 1998, to order at 6:40 PM in the Port of Olympia Conference Room. Commissioner Van Schoorl and Commissioner Dickison also attended.

Staff in attendance were: Executive Director Nick Handy, Acting Director of Engineering and Planning Andrea Fontenot, Deputy Director Wendy Holden, Director of Marketing and Trade Development Kari Qvigstad, Director of Finance and Administration George Fox, Executive Assistant Jeri Sevier, Property Development Manager Heber Kennedy, Marina Supervisor Cheryl Van Valkenburg, Swantown Facilities Maintenance Supervisor Paul Wallace, and Marina Assistant Heidi Perry.

Members of the Public in attendance were: Pete Steilberg, Olympian Editor Trisha Collopy, Robert Wacker, Roger Ames, Herb Simon, Ted Johnson, Dick Shaw, and 3 others that did not sign in.

## APPROVAL OF AGENDA

The agenda was approved as presented.

## PUBLIC COMMENT

No public comment was presented for items not on the agenda.

## COMMISSIONERS REPORTS

No Commission reports were given.

## NEW LEASES

Ms. Qvigstad reported on two new leases involving Western Steel's development of a motel at New Market and Weyerhaeuser's use of warehouse space in Warehouse II.

## CONSENT CALENDAR

Minutes. The minutes of June 22, 1998 were unanimously approved as published.

Bills and Vouchers: The bills and vouchers for the period ending July 27, 1998 in the amount of \$1,308,674.81 were unanimously approved.

Capital Project Expenditures: The capital project expenditures were unanimously approved as submitted.

## ACTION CALENDAR

### **Swantown Boatworks Off Shore Bid Award.**

Ms. Andrea Fontenot reported to the Commission the Swantown Boatworks offshore improvement bids were received on July 22, 1998. Ms. Fontenot reported there were five bids received for the Offshore Improvements Contract #248. The lowest base bid from Culbertson Marine Construction of \$525,658 was \$80,537 less than the base bid received in June. The lowest bid for the additive alternative one was also from Culbertson Marine Construction.

Staff recommended the Commission award the Swantown Boatworks Offshore Improvement Contract to Culbertson Marine Construction for a total of \$557,068. After discussion by the Commission, the Commission moved and unanimously approved awarding the base bid plus the additive alternative 1 and 2 to Culbertson Marine Construction for

a total of \$589,709 (without tax).

### **Berth Three Bid Award.**

Ms. Fontenot reported to the Commission four bids for Berth Three were received on July 21, 1998. The apparent low bidder was General Construction Company with a base bid of \$2,537,805.60 including tax. General Construction Company for additive alternative C, the total replacement of the fender system, was also the low bidder of \$783,551.88 including tax. The engineers estimate was \$3,190,468 and \$965,000 respectively. Staff recommended the Commission award the Berth Three contract #249 to General Construction Company for a total of \$3,321,357.48. The Commission unanimously approved the recommendation.

### **Pilot Dredging Contract Award.**

Ms. Fontenot reported in order to continue to meet our schedule with Cascade Pole, we need to perform pilot dredging off the east side of the Cascade Pole site. The work must be performed between August 10 and August 24. In order to meet this schedule, requests for bids on this contract were sent out to qualified contractors on July 20. Bids are due on July 28 and the Port needs to give notice to proceed on August 3.

To comply with this tight schedule, the Commission is requested to authorize the Executive Director to award this specific contract, which will be \$100,000 or less. The alternative is a special Commission meeting on July 29 or 30. The Commission unanimously approved the request to authorize Nick Handy, the executive director, to award this specific contract for the pilot dredging for Cascade Pole up to \$100,000.

### **Credit Card Deposit Account.**

Mr. George Fox requested the Commission approve a deposit account with Centennial Bank in Olympia to allow the Port to process payments by credit card for both the Marina and Airport. The Commission unanimously approved the opening of a deposit account with Centennial Bank.

ADVISORY

### **Swantown Update.**

Mr. Herb Simon, Mr. Ted Johnson, and Mr. Dick Shaw, Simon Johnson LLC, presented the Commission with a proposal to develop the Swantown Boatworks. Mr. Johnson indicated the presentation was a conceptual presentation and did not include financial analysis information. After much research, Simon Johnson has determined from the market research and analysis this project is an extremely viable public-private partnership. The presentation by Simon Johnson included discussing the market demand, the potential markets including dry stack storage, boat repair and maintenance, and retail/wholesale trade businesses. Simon Johnson has been approached by several businesses interested in the project. They feel there is strong interest and a good base of boats giving us the opportunity to become a marine focal point in South Sound.

Ms. Fontenot briefed the Commission on the Marina Expansion project phase 1. Ms. Fontenot indicated they have also permitted for phase 2. Ms. Wendy Holden gave the Commission a brief overview of the Small Boatworks including the options for design and permitting.

Mr. Joe Neil from the Small Boat Federation indicated he was excited about working with the Port on this project and they would begin to develop a business plan.

### **Thurston County Regional Planning Council.**

Mr. Harold Robertson introduced to the Commission Ms. Jude Willcher, a new member of the Thurston Regional Planning Council. Ms. Willcher is the new Senior Transportation Planner.

### **Port Plaza Guest Moorage.**

Ms. Cheryl Van Valkenburg presented to the Commission the management plan for the guest moorage at the Port Plaza. The guest moorage payments will be based on an honor system. There will be a maximum of a seven-day stay in order to keep the dock open for public access. There is a four-hour maximum stay for no charge. The current Swantown Marina staff will perform maintenance, security, and administrative needs.

Commissioner Dickison requested that the dock be reserved principally for public access. If the dock is to be occasionally reserved for group special events some space should be reserved during those events for others wishing to have access to the docks. Commissioner Dickison requested that the dock's primary focus be public access. Mr. Mackie suggested that some space be reserved for dingys. Ms. Van Valkenburg indicated the primary marketing focus is on day use.

**Other Business.**

Commissioner Dickison noted that Jack Davis, a highly respected south sound environmental advocate had recently passed away. In noting Mr. Davis' past involvement with a wetland on the Port peninsula, Commissioner Dickison noted his future intention of recommending suitable recognition for Mr. Davis when the wetland has been relocated.

ADJOURNMENT

President Pottle adjourned the regular Commission meeting of July 27, 1998 at 8:35 p.m.

PORT OF OLYMPIA COMMISSION

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President

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Vice President

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Secretary-Treasurer