



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

## CALL TO ORDER

Commission President Skip Novakovich called the Regular Commission Meeting to order at 2:01 p.m. in the Port of Kennewick Commission Chambers located at 350 Clover Island Drive, Suite 200, Kennewick, Washington 99336.

### The following were present:

**Board Members:** Skip Novakovich, President  
Thomas Moak, Vice-President  
Don Barnes, Secretary

**Staff Members:** Tim Arntzen, Chief Executive Officer  
Tana Bader Inglema, Deputy Chief Executive Officer  
Amber Hanchette, Director of Real Estate and Operations  
Nick Kooiker, Chief Financial Officer/Auditor  
Larry Peterson, Director of Planning & Development  
Lisa Schumacher, Special Projects Coordinator  
Bridgette Scott, Executive Assistant  
Lucinda Luke, Port Counsel

## PLEDGE OF ALLEGIANCE

Brian Malley, executive director of Benton Franklin Council of Governments, led the Pledge of Allegiance.

## APPROVAL OF THE AGENDA

***MOTION:*** Commissioner Moak moved to approve the Agenda, as published; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

Consent agenda consisted of the following:

- A. Approval of Direct Deposit and E-Payments Dated January 17, 2017**  
Direct Deposit and E-Payments totaling \$84,439.11
- B. Approval of Warrant Registers Dated January 24, 2017**  
Expense Fund Voucher Numbers 38746 through 38786 for a grand total of \$76,629.61
- C. Approval of Direct Deposit and E-Payments Dated February 2, 2017**  
Direct Deposit and E-Payments totaling \$75,875.31
- D. Approval of Warrant Registers Dated February 14, 2017**  
Expense Fund Voucher Numbers 38787 through 38843 for a grand total of \$203,087.59

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

- E. Approval of Commission Business Meeting Minutes January 10, 2017*
- F. Approval of Emergency Public Works Project: Demolition and Removal of Collapsed Building at 211 East Columbia Drive; Resolution 2017-01*
- G. Approval of Emergency Bid: Inspection and Snow Removal (various Port buildings); Resolution 2017-02*

**MOTION:** *Commissioner Moak moved for approval of the Consent Agenda, as presented; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

## PRESENTATIONS

### *A. Benton Franklin Council of Governments*

Mr. Arntzen introduced Brian Malley, executive director of Benton Franklin Council of Governments (BFCOG), who will be updating the Commission about the role BFCOG plays in the community and what they can do for the Port.

Mr. Malley, executive director of BFCOG thanked the Commission and stated recently the BFCOG celebrated their fiftieth anniversary. Mr. Malley stated, since 2013, many BFCOG staff have retired, which has been a challenge, but provided a great opportunity for staff. Mr. Malley and staff have made an effort to raise the visibility of BFCOG and educate our partners on the rules and state mandates that are adhered to. The BFCOG members are the local ports, cities, counties, and BF Transit and Department of Transportation (17 regular members). Mr. Malley stated the agency focuses primarily on transportation, community and economic development, and at times have been asked to provide assistance in other areas. The BFCOG is defined by requests from the membership and if there is a topic or study that the membership believes should be pursued. BFCOG directs their work efforts based on that particular topic. Mr. Malley introduced Tanna Dole, Transportation Program Ganager.

Ms. Dole stated in the transportation section, there are core documents that BFCOG is mandated to put together, which include a long range transportation plan (twenty-year plan) for the region, a Metropolitan/Regional transportation improvement program and an annual Unified Planning Work Program. BFCOG assembles the Unified Planning Work Program for approval in spring by the Department of Transportation and the Federal Highway Review to ensure we have met the requirements. This year, the BFCOG would like to include and present a robust technology program with the Unified Planning Work Program. The Regional Active Transportation Plan was adopted in June 2016 and covers multiple aspects of bicycle and pedestrian travel and prioritizing bike system needs.

Emily Weimer, Transportation Planning Specialist II presented the Regional Active Transportation Plan which was adopted in June 2016 and covers multiple aspects of bicycle and pedestrian travel and prioritizing bike system needs. The survey garnered over 600 responses and about one-third said the local transportation system does not work very well and two-thirds said it worked well or very well. The top two concerns dealt with walkability – 86% concerned with pedestrian safety, and 80% with the lack of sidewalks. Then there was urban sprawl and

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

rapid growth. Also, 75%, people were concerned about the lack of bicycle lanes, and 71% were concerned about the lack of transit.

Mr. Novakovich asked Mr. Malley to speak on BFCOG's loan programs.

Mr. Malley stated BFCOG has three loan programs: the Regional Revolving Loan Fund, the Columbia Regional Economic Development Trust, and the Hanford Area Economic Development Trust.

Mr. Moak inquired if the Columbia River Crossing is part of the BFCOG's long term plan.

Mr. Malley stated BFCOG approached the membership in 2016 to see if there was interest in moving the project forward, however, the consensus of the group is to wait until there is funding available before moving forward.

Mr. Moak is a member of BFCOG Good Roads Board and appreciates Mr. Malley and Ms. Dole's work on partnerships.

## ***B. Wine Industry Update, Ken Robertson***

Ms. Bader Inglima introduced Ken Robertson, a Wine Consultant, for the Port, who has been promoting Port properties such as Columbia Gardens and Red Mountain at industry events. Mr. Robertson has been generating interest in the Columbia Gardens project and has been instrumental to the Port at the Washington Wine Grape Growers (WWGG) show and other wine industry events.

Mr. Robertson provided the Commission with an overview and update on the wine industry and the implications for the Port's Columbia Gardens and West Richland project, as well as a report on the Washington Wine Grape Growers show.

Ms. Bader Inglima stated a lot of the conversation at the WWGG show centered on the City of Kennewick's installation of the wine wastewater effluent, which is a tremendous capital investment for small wineries. The effluent is a critical piece for Columbia Gardens and will give the Port a competitive advantage.

Mr. Moak inquired if Washington wine makers will benefit from the California drought.

Mr. Robertson stated California is still growing, however, Washington's advantage is the price of land and the only issue Washington would face is providing the infrastructure and getting water to the grapes.

Mr. Moak stated the Port just completed the Master Plan for the former West Richland Raceway and it did not include amenities for the service industry. Mr. Moak inquired how serious were the comments about the need for hotels and restaurants in that area.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

---

Mr. Robertson believes that Vista Field will be able to accommodate the amenities that are needed.

Mr. Novakovich thanked Mr. Robertson for the update and stated the former West Richland Raceway could be used for barrel storage, production facilities, or whatever the demands from the grape growers may be. Furthermore, the partnership with the City of Kennewick for the wine waste water effluent treatment facility is the best example of a private/public partnership.

## **C. *Vista Field Calendar***

Mr. Arntzen stated at the January 10, 2017 Commission Meeting the Vista Field Calendar was discussed at length. The Commission asked Mr. Arntzen to bring back additional information on the developer's roundtable and whether the roundtable should be an open meeting. Mr. Arntzen and Mr. Peterson had a conference call with Michael Mehaffy and Laurence Qamar and it was determined that over the past three years, the Port has been gathering the information through other processes, such as the Charrette, and will not need to move forward with a developer roundtable meeting.

Mr. Arntzen stated his goal is to produce biddable documents to the Commission by October 2017 and to do that, it is imperative that staff keeps moving forward. Mr. Arntzen reported that Elizabeth Plater-Zyberk would like to present the completed Phase I Site Plan on May 15, 2017. This could service as the public event that the Commission is looking for, where the Port rolls out the Phase I Site Plan and garners comments from the public and partner agencies in a productive manner. Furthermore, Mr. Arntzen has had the opportunity to view the agenda for the Congress of New Urbanism Conference, which will be held on May 2-6, 2017, and believes it will be a fantastic conference for the Commission to attend. The DPZ will be attending the CNU Conference and have asked if the Port would like to co-op a booth. Mr. Arntzen believes this is a great opportunity for the Port.

Mr. Novakovich likes the idea of co-sponsoring a booth at CNU.

Mr. Barnes appreciates the follow-up regarding the developer roundtable and believes it is in the best interest of the Port to continue gathering information and sees this as an ongoing process. Mr. Barnes reiterated that when it is time to enter into an agreement or contract with a developer, the Port has an approved collaborative design process in place, which is a living document that can evolve.

Mr. Moak thanked staff for bringing an alternative to the developer's roundtable and agrees with Mr. Barnes comments. Mr. Moak likes Mr. Arntzen's ideas and stated that it is important to accommodate Mr. Duany's booth ideas, because the conference attendees are here to see him and he can promote Vista Field. Mr. Moak likes staffs' ideas and appreciates the dialogue.

Mr. Arntzen thanked the Commission and is appreciative of their comments. Mr. Arntzen stated that Emily Estes-Cross, the Economic Development Manager for the City of Kennewick has indicated that she would like to attend the CNU conference in partnership with the Port.

# PORT OF KENNEWICK

## REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

---

Mr. Arntzen reported that staff and consultants continue to work on the Phase I Site Plan and hope to present a draft to the Commission soon. Mr. Arntzen stated staff is working towards a \$5,000,000 budget for Vista Field and have been looking at ways to bring in additional revenue. Mr. Arntzen believes the Port can accomplish Phase I by creating two biddable contracts, as the Port did with Columbia Gardens. Mr. Arntzen indicated the first contract will be bid fall 2017 and will include: the streets, utilities, water feature and plaza. The second contract will include the hangar remodels. Mr. Arntzen reported that the Southridge property is ready to be marketed. By sequencing Phase I, this allows the Port to sell the property that is readily available, and bring in additional funding. Mr. Arntzen stated this is very complex, but the good news is we are getting closer and Mr. Arntzen feels very good about the project and the pay as you go process.

Mr. Moak inquired if there will be a delay by sequencing Phase I.

Mr. Arntzen does not believe there will be a delay and stated the Port will be able to cover costs if the Southridge property does not sell right away.

Mr. Peterson stated staff is working with several contingencies for Phase I, as it is tough to estimate the future cost of a yet to be designed item. Staff has cost estimates on the roadways and water feature, however, the hangar remodel costs have yet to be determined. As we refine the project, we are working to stay within the budget.

Mr. Novakovich feels sequencing the project makes sense.

Mr. Arntzen stated the budget includes: roads, utilities, water feature, landscaping, plaza area and an additional parking lot behind the current hangars, miscellaneous expenses, a contingency and the hangar remodel.

### ***D. Vista Field Draft Master Plan***

Mr. Peterson presented the Vista Field Draft Master Plan and stated the appendixes makes up over 3 ½ years of work completed by staff, consultants and the public. The Draft Master Plan is a 45 page document which summarizes all of the information in the appendixes. Mr. Peterson requested the Commission review the Draft Master Plan for any items or concepts that are missing and send comments to him by February 23, 2017.

Mr. Arntzen stated that he will be asking Marie Mosely and city staff to review the Draft Master Plan for additional feedback.

### ***E. Vista Field Developer Agreement Workshop***

Mr. Arntzen introduced Ben Floyd of Anchor QEA, who is working with David Robison of Strategic Construction Management, on the Vista Field Developers Agreement, which is a contract between the Port and City that defines the guidelines for future development of Vista Field for a defined period of time.

Mr. Floyd thanked Mr. Arntzen and the Commission and stated Mr. Robison was not feeling well and sends his apologies. Mr. Floyd stated a Development Agreement defines the relationship over a specific parcel of land (Vista Field) between two parties and sets guidelines

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

---

for future development. Mr. Floyd stated the Development Agreement will be modeled after the Southridge Development Agreement which was set up by the City in 2004. The Agreement outlines the terms and conditions for the development and includes the Port Commission's previously supported items:

- Adopts Vista Field Master Plan;
- Applies City of Kennewick urban and mixed use zoning code;
- Sets traffic impacts mitigation obligations;
- Identifies fire and protection design standards;
- Limits future changes to City Code for Vista Field;
- No financial commitments; and
- Other general terms and conditions.

Mr. Floyd stated the Commission will have several opportunities to provide input on the full Development Agreement. Mr. Floyd asked for Commission input on the term of the agreement, and stated the Southridge Agreement has a term of ten years, with additional opportunities for five year extensions.

Mr. Barnes stated if the agreement cannot be amended without joint agreement, he believes the Port should ask for the longest term since Vista Field may not be fully built out in twenty years.

Mr. Peterson stated the Port has several term options to choose from, however, the City will need to agree on the time frame and may not want to commit for twenty years

Mr. Moak would like to see a term of ten years and if there needs to be a course correction, we have that opportunity, and we would have a chance to extend the agreement.

Mr. Novakovich likes the idea of a twenty year agreement, which would cover the development until build out and believes it is important to protect the development until full build out. There will also be an option to amend the agreement mutually.

Mr. Floyd stated Southridge is a ten year agreement with provisions for five year extensions, without having to renegotiate the base of the bargain.

Mr. Barnes stated if City and Port staff are comfortable with a ten year agreement with two, five year extensions, then he is comfortable as well.

Mr. Floyd confirmed that the Commission would like to see a ten year term with the option for two, five year extensions.

It is the consensus of the Commission for the Agreement to have a term of ten years, with additional opportunities for five year extensions.

Mr. Floyd stated, out of Master Planning process, there was a discussion regarding community policing where the Kennewick Police Department (KPD) could have a presence at Vista Field, which could include a small space where an officer could have a desk, locker, and equipment.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

---

Mr. Floyd inquired if the Commission would like to dedicate some space to the KPD, which is a commitment to public safety and our partnership.

Mr. Peterson stated this would be an opportunity for KPD to police Vista Field differently and believes 500 square feet would be ample for a mini station.

Mr. Novakovich believes it would be mutually beneficial and some space should be dedicated to KPD.

Mr. Moak inquired if this would be for the KPD alone, or does the City anticipate a presence at Vista Field for other City services. Mr. Moak is interested in the concept, but would like additional details.

Mr. Peterson stated during the meetings with emergency services, the Fire Department indicated they were not looking to construct a new facility, but are looking to rebuild the station on West Quinault Avenue. Mr. Peterson does not believe the City is not looking construct a new building. Mr. Peterson stated Chief Hohenberg had the idea was a small space where a police officer could refresh and perform administrative duties without having to drive back to headquarters and location was not an issue.

Mr. Floyd inquired if the Commission is open to putting in a placeholder in the Development Agreement for a community policing facility (500-1000 square feet) for discussion with the City.

It is the consensus of the Commission for the Agreement to include a placeholder for further discussion for a public safety space at Vista Field.

Mr. Floyd will bring back provisions about what will be included in the Agreement for Commission review and stated the next steps include:

- Port Attorney review;
- City traffic, planning and fire department review;
- City Attorney review;
- Revisions submitted to Port Commission and City Council for acceptance.

Mr. Floyd anticipates a draft will be ready for review by City and Port officials in spring of 2017. Once the review has been completed, Mr. Floyd will make any adjustments necessary, based on comments by the Port Commission and City officials and the Agreement will be ready for approval by both entities in summer of 2017.

## RECESS

*Mr. Novakovich recessed the meeting 4:38 p.m. for a break and will reconvene at approximately 4:47 p.m.*

## NEW BUSINESS

- A. *Approval of Contract with Parametrix for Design Services for the Vista Field Roadway and Utility Infrastructure; Resolution 2017-03*

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

Mr. Peterson introduced Resolution 2017-03, which authorizes Parametrix to perform the civil engineering work necessary to create biddable construction documents for Vista Field. The proposed contract includes the design and construction management of the roadways and utilities at Vista Field. Mr. Peterson stated Parametrix has provided civil engineering support to the DPZ team throughout the master planning process which started with the Vista Field EIS and Integrated Economic Analysis. Parametrix completed the detailed Transportation Impact Evaluation Study (TSIE) in 2015-2016. During the TSIE process Parametrix developed a positive working relationship with the City of Kennewick Public Works Department, which will be crucial for the successful design and construction of roadways deviating from the City's typical design.

Mr. Novakovich stated the Agenda Report Item IV, states the proposal represents approximately 15% of the anticipated construction cost and it was previously discussed that Vista Field Phase I will cost approximately \$5,000,000.

Mr. Peterson stated the infrastructure, which includes the water, sewer, and roadway portion is approximately 40% of the project. Mr. Peterson stated the 15% of anticipated construction cost is for the design and for construction management for this portion of the construction, not the entire project.

## PUBLIC COMMENTS

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick stated the minutes from the January 10, 2017 Commission Meeting listed his address incorrectly and it should be 414 Snyder Street. Mr. Burdick inquired if internet access will be included in the utilities.

Mr. Peterson stated "dry" utilities captures all communication utilities. It has been previously discussed that the Port may install additional conduit for a Port controlled fiber network.

No further comments were made.

***MOTION:*** Commissioner Moak moved for approval of Resolution 2017-03 authorizing the Port's Chief Executive Officer to execute the contract with Parametrix for civil engineering services for the design of roadways and utilities in the Port's Vista Field Phase #1 project, for a sum not to exceed \$326,400; Commissioner Barnes seconded.

*Discussion:*

*Mr. Barnes asked Mr. Peterson if he believes the 15% anticipated construction cost is reasonable and inquired what the time frame is.*

*Mr. Peterson believes the 15% is reasonable and stated the intended timeframe for the project is that the biddable construction documents will be generated by early September 2017, with the bid opening occurring in late September, and construction to begin in October of 2017 with a summer completion. The contract runs through December 2018 to take care of any necessary paperwork.*

*Mr. Barnes inquired if Parametrix will start designing Phase I almost immediately once the Commission approves the contract. Mr. Barnes reiterated that the Commission is approving the design documents for Vista Field Phase I design by authorizing the contract.*



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

*Mr. Peterson stated, yes, Parametrix will begin designing Phase I of Vista Field once the contract is approved.*

*Mr. Moak inquired if Mr. Peterson believes \$326,400 is a fair number for this contract.*

*Mr. Peterson stated, when it comes to architectural and engineering services, the Port seeks qualifications first and then negotiates price. Mr. Peterson stated, perhaps the Port could find a firm that will perform the same work for less, however, without a proven track record, it could be a gamble. Parametrix has been working with DPZ on Vista Field throughout the Master Planning process and completed the detailed Transportation Impact Evaluation Study.*

*Mr. Barnes stated, on page 3 of the contract scope of work, under Task Understanding, it states, "The plan set will include all on-site improvements described above and will show construction as a single phase." Mr. Barnes inquired if the plan set includes the design for the water feature?*

*Mr. Peterson, stated the plan set will not include the water feature activities. The single phase means the plan set will not be broken into segments, and is one project for Parametrix.*

*Mr. Peterson stated the hangar remodel is an architectural contract, where Parametrix is working with the infrastructure. Furthermore, Parametrix is utilizing Gary Hall, a local engineer, as a sub-consultant for the water feature and the project will be presented as one bid package.*

*Mr. Barnes inquired if the development can utilize drywells for the storm water, as outlined in the contract.*

*Mr. Peterson stated dry wells are used throughout the Tri-Cities.*

***With no further discussion, motion carried unanimously. All in favor 3:0.***

Mr. Novakovich stated in the essence of time, the Commission will discuss Item XI A: Tri-Cities Regional Chamber Committee Assignment and table the remaining Reports, Comments and Discussion items.

## **REPORTS, COMMENTS AND DISCUSSION ITEMS**

### ***A. Tri-Cities Regional Chamber Committee Assignment***

Mr. Arntzen stated that he was asked by Lori Mattson, the Tri-City Regional Chamber of Commerce president to meet with Gregg McConnell, publisher of the *Tri-City Herald*, who chairs the regional affairs committee at the Chamber. Mr. McConnell requested a meeting with Steve Young, City of Kennewick Mayor, Marie Mosely, City Manager and Mr. Arntzen to discuss a project that the Chamber will be proposing. Mr. Arntzen stated Mr. McConnell asked the City and Port to serve on a jurisdictional committee that provides input to Pam Henderson of New Edge. The committee input will focus on what our community needs over the next twenty years. Mr. Arntzen stated there have been a number of attempts over the last several years to gather information, and believes it is something the Chamber sees as very meaningful and other

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 14, 2017 MINUTES

entities have committed to participate. Mr. Arntzen stated what it will entail is the Port appointing a representative to serve on a committee, for approximately two sessions in May. Mr. McConnell referenced the Vista Vision Task Force several times and stated it was the best committee he had ever seen in operation and would like the committee to capture that kind of community spirit and would like to duplicate the Charrette and discuss what types of projects our community envisions over the next twenty years. Mr. Arntzen relayed to Mr. McConnell that he believed the Port Commission would participate, however, further direction from the Commission is needed prior to committing.

Mr. Novakovich believes the Port should participate.

Mr. Moak inquired if the Chamber is looking for staff or elected to sit on the committee.

Mr. Arntzen is unsure of the specifics and has reached out to Mr. McConnell for more information. Mr. Arntzen asked Mr. McConnell if he had reached out to the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) for their assistance and Mr. McConnell relayed he had yet to. Mr. McConnell, recognizing the Port's partnership with the CTUIR asked for the Port's assistance and believes it would be an advantage for the group.

Mr. Barnes attends the Chamber Board meetings in an ex-officio capacity and believes this is an effort on the Chamber's part to form a committee that has a greater role in the community projects than in the past.

Mr. Moak stated with projects like Vista Field and the Kennewick Waterfront, the Port is already looking out over the next twenty years. Mr. Moak believes it is important to have a representative on the committee, given the Port's long term projects.

Mr. Arntzen will update the Commission as more details become available.

## **PUBLIC COMMENTS**

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick inquired if the Congress of New Urbanism (CNU) Conference is open to the public.

Mr. Peterson stated it is open to the public and staff will provide Mr. Burdick with information on CNU.

No further comments were made.

## **COMMISSIONER COMMENTS**

No comments were made.

Mr. Novakovich anticipates the Executive Session will last approximately 40 minutes, Site Selection per RCW 42.30.110(1)(b) and Real Estate Minimum Price per RCW 42.30.110(1)(c) with no action anticipated. Mr. Novakovich asked the public to notify Port staff if they will return after the executive session.

**PORT OF KENNEWICK  
REGULAR COMMISSION MEETING**

**FEBRUARY 14, 2017 MINUTES**

---

Mr. Novakovich recessed the Regular Commission Meeting at 5:15 p.m.

**EXECUTIVE SESSION**

- A. Real Estate, per RCW 42.30.110(1)(b) – Site Selection*
- B. Real Estate, per RCW 42.30.110(1)(c) – Minimum Price*

Mr. Novakovich convened the meeting into Executive Session at 5:15 p.m. for approximately forty minutes.

Mr. Novakovich adjourned the Executive Session at 5:47 p.m.

Mr. Novakovich reconvened Regular Commission Meeting at 5:47 p.m.


**ADJOURNMENT**

With no further business to bring before the Board; the meeting was adjourned 5:47 p.m.

***APPROVED:***

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

  
Skip Novakovich, President

  
Thomas Moak, Vice President

  
Don Barnes, Secretary

**PORT OF KENNEWICK**

**Resolution No. 2017-01**

**A RESOLUTION OF THE PORT OF KENNEWICK  
BOARD OF COMMISSIONERS DESIGNATING THE EMERGENCY  
DEMOLITION AND DISPOSAL OF COLLAPSED BUILDING AT 211 E.  
COLUMBIA DRIVE, KENNEWICK FOR PUBLIC SAFETY AS  
EXEMPT FROM PUBLIC WORKS COMPETITIVE BIDDING REQUIREMENTS**

**WHEREAS**, in accordance with RCW 39.04.280, the Port of Kennewick (Port) is authorized to designate certain public works contracts as emergencies and, therefore, exempt from competitive bidding requirements; and

**WHEREAS**, the Port of Kennewick's vacant building at 211 E. Columbia Drive, Kennewick collapsed on January 11, 2017 during extreme winter weather conditions resulting in loss of property and concern for public safety; and

**WHEREAS**, under his delegation of authority, the Chief Executive Officer authorized emergency demolition and removal of debris by Big D's Construction and each Commissioner was notified individually.

**NOW, THEREFORE, BE IT RESOLVED** that the Port of Kennewick Board of Commissioners designates the demolition and removal of collapsed building from 211 E. Columbia Drive, Kennewick as an emergency public works project within the guidelines of RCW 39.04.280, and therefore exempt from competitive bidding requirements.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 14<sup>th</sup> day of February, 2017.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
SKIP NOVAKOVICH, President

  
\_\_\_\_\_  
THOMAS MOAK, Vice President

  
\_\_\_\_\_  
DON BARNES, Secretary

**PORT OF KENNEWICK**

**Resolution No. 2017-02**

**A RESOLUTION OF THE PORT OF KENNEWICK  
BOARD OF COMMISSIONERS DESIGNATING THE EMERGENCY SNOW  
REMOVAL FROM FLAT ROOFTOPS ON PORT OWNED BUILDINGS AS  
EXEMPT FROM PUBLIC WORKS COMPETITIVE BIDDING REQUIREMENTS**

**WHEREAS**, in accordance with RCW 39.04.280, the Port of Kennewick (Port) is authorized to designate certain public works contracts as emergencies and, therefore, exempt from competitive bidding requirements; and

**WHEREAS**, the Port of Kennewick owns buildings with flat rooftops in the Oak Street Industrial Park and Vista Field Industrial area; and

**WHEREAS**, high amounts of snow accumulation during extreme winter weather conditions may result in loss of property and concern for public safety, preventative snow removal measures have been employed; and

**WHEREAS**, under his delegation of authority, the Chief Executive Officer authorized emergency snow removal and inspection of certain Port-owned buildings with flat rooftops by Palmer Construction and each Commissioner was notified individually.

**NOW, THEREFORE, BE IT RESOLVED** that the Port of Kennewick Board of Commissioners designates the snow removal and inspection of certain rooftops on Port owned buildings as an emergency public works project within the guidelines of RCW 39.04.280, and therefore exempt from competitive bidding requirements.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 14<sup>th</sup> day of February, 2017.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
SKIP NOVAKOVICH, President

  
\_\_\_\_\_  
THOMAS MOAK, Vice President

  
\_\_\_\_\_  
DON BARNES, Secretary

**PORT OF KENNEWICK  
RESOLUTION 2017-03**

**A RESOLUTION OF THE PORT OF KENNEWICK  
BOARD OF COMMISSIONERS APPROVING A CONTRACT WITH  
PARAMETRIX TO PERFORM CIVIL ENGINEERING WORK FOR THE  
DESIGN OF THE ROADWAYS AND UTILITIES IN THE  
PORT'S VISTA FIELD PHASE #1 PROJECT**

**WHEREAS**, the 2017-2018 Port Work Plan and Budget identified improvement of Vista Field roadways and infrastructure as of paramount importance; and

**WHEREAS**, the Port desires to contract with a civil engineering firm for design services for the Port's Vista Field Phase #1 roadways and utilities, and staff has reviewed qualifications of three civil engineering firms; and

**WHEREAS**, Parametrix has assembled a team of professionals necessary to produce biddable construction documents with a focus on constructability and quality; and

**WHEREAS**, Parametrix has presented a proposal to perform the desired service for the sum of \$326,400, which represents approximately fifteen percent (15%) of the estimated construction cost of the project.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Port of Kennewick does hereby approve the proposal by Parametrix to provide civil engineering services for the design of the roadways and utilities in the Port's Vista Field Phase #1 project, in an amount not to exceed \$326,400.

**BE IT FURTHER RESOLVED** that the Chief Executive Officer is authorized execute all documents and agreements on behalf of the Port to complete the contract as specified above.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 14<sup>th</sup> day of February, 2017.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
SKIP NOVAKOVICH, President

  
\_\_\_\_\_  
THOMAS MOAK, Vice President

  
\_\_\_\_\_  
DON BARNES, Secretary