

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND
SPECIAL MEETING**

Held via Zoom Meeting Service
Tuesday, August 18, 2020 at 4:00 p.m.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/83902454626?pwd=VDYvaHUwT3JVQ1JwYVZMTGFTOVBqZz09>

Meeting ID: 839 0245 4626

Passcode: 612218

One tap mobile

+12532158782,,83902454626#,,,,,0#,,612218# US (Tacoma)

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 839 0245 4626

Passcode: 612218

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (4:00 p.m.)

3-Phase Power Project - Fairgrounds

ADJOURNMENT (Approximately 5:00 p.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

August 18, 2020

Freeland, Washington

Commissioners Present: Ed Halloran (Langley), Curt Gordon (Clinton) and Jack Ng (Freeland)

Port Staff Present: Stan Reeves (Executive Director)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, August 18, 2020, via Zoom Meeting Service. Although this Special Meeting was of course open to the public, the meeting was scheduled primarily for Commission consideration, discussion and action on the specific issue and public participation was not on the Agenda.

Commissioner Ed Halloran, President, called the Special Meeting to order at 4:00 p.m., followed by the Pledge of Allegiance.

3-Phase Power Project – Fairgrounds: Executive Director Stan Reeves provided a summary of the project to date. In July, the Port went out to bid with a Scope of Work based on the plans from Driftmier Architects/Rensch Engineering, utilizing the MRSC Roster per the Port's procurement policy. The Port received only one bid in the amount of \$105,000, which seemed high. After a walk-through of the project with that bidder, Commissioner Curt Gordon and Reeves, the Port realized that the plans provided by Driftmier did not reflect the Port's vision for the project. The Port's intention was to leave the existing single-phase power in place and simply bring 3-phase power IN to the Fairgrounds so it could be brought to each project as it was completed (i.e. Coffman kitchen renovation). Driftmier's and Puget Sound Energy's plans included complete removal of the single-phase power and replacement with 3-phase power. The bidder had lowered his bid to \$92,000 to reflect the Port's original intention to leave the existing power structure in place. Subsequent to the regular meeting, the bidder provided a lower bid of \$84,000 if the Port was responsible for putting up and removing the safety barriers and fencing.

Reeves said the Commission has three options at this point:

- 1) Accept the \$84,000 bid as described, with the Port doing the trench work, etc.
- 2) Send it out to bid again with the revised scope of work using either the MRSC Roster process (which isn't likely to attract more bidders as many local contractors are not listed on the MRSC), or bypass the MRSC Roster, advertise the bid and use the sealed bid process instead. Due to the change in the plans, Puget Sound Energy needs to revise the specs and that will take until mid-September. Then the Port can revise the scope and go out to bid which will take another 4 weeks.
- 3) Hire a consultant to essentially do a peer review of the current bid. Per the RCWs for consultants, Reeves thought that would take too much time and cost too much money. Gordon agreed; he had reached out to other contractors and said the bid might be on the high side but it's not completely out of whack.

The Commissioners discussed various pros and cons to the options, but Commissioner Jack Ng lost his connection to the Zoom meeting at 4:30 p.m. and they were unable to continue the discussion with all three Commissioners. Rather than continue without Ng's input, Halloran and Gordon agreed to schedule another Special Meeting sometime the following week.

ADJOURNMENT: Without any further discussion or action, the Special Meeting was adjourned at 4:37 p.m.

Approved:



Commissioner Ed Halloran, Langley

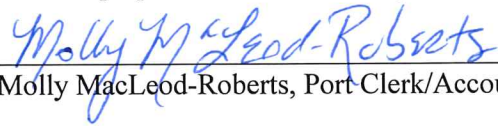


Commissioner Curt Gordon, Clinton



Commissioner Jack Ng, Freeland

Minutes prepared and submitted by:



Molly MacLeod-Roberts, Port Clerk/Accountant

Public Disclosure Statement: The foregoing Meeting Minutes, audio recording and all supporting documents presented are available at the Port of South Whidbey, 1804 Scott Rd., Suite 303, Freeland WA 98249.



Commissioners Ed Halloran, Curt Gordon and Jack Ng approved the foregoing Minutes during the regular meeting of September 8, 2020, which was held online via Zoom Meeting