

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

Held at Port Office Conference Room, 1804 Scott Rd, Freeland, WA
Thursday, June 2, 2016 at 9:45 a.m.

AGENDA

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (9:45 a.m.)

Clinton Beach Dock Assessment

- Interview with Moffatt & Nichol
- Interview with Mott MacDonald

ADJOURNMENT (Approximately 11:30 a.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

June 2, 2016

Freeland, Washington

Commissioners Present: Ed Halloran (Langley) & Curt Gordon (Clinton); **Absent:** Jack Ng (Freeland)

Port Staff: Angi Mozer (Executive Director) and Molly MacLeod-Roberts (Port Clerk)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Thursday, June 2, 2016, in the Port office conference room at 1804 Scott Rd. in Freeland, WA. As announced, the primary purpose of the Special Meeting was for the Commission to address the items on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on those specific issues and public participation was not on the Agenda.

Commissioner Ed Halloran, President, called the Special Meeting to order at 9:45 a.m., followed by the Pledge of Allegiance.

Clinton Beach Dock Assessment: Five firms had provided responses to the Request for Letter of Interest and Qualifications. During the Port's regular meeting of May 17th, the Commission agreed to interview three of those firms: Moffatt & Nichol, Mott MacDonald and Collins Engineers. Moffatt & Nichol and Mott MacDonald were interviewed during this Special Meeting, and Collins Engineers interview was scheduled for June 7th.

- **Moffatt & Nichol (M&N):** Byron Haley, PE (Above Water/Underwater Inspection and Design Support) and Margaret Schwartner (Permitting) were on hand to present the firm's qualifications and background, and outline M&N's Inspection and Rehabilitation (I&R) Practice as their approach for the project. The firm's I&R Approach is: Inspection, rehabilitation, or modernization of existing facilities including above and below water inspection, development of alternatives for repairs and/or upgrades, and recommendation of practical solutions; cost effective, constructible and phased to maintain operability. M&N's rough estimate for the project (including underwater inspection) was \$20K. The interview concluded at 10:25 a.m.

- **Mott MacDonald (MM):** John Jacob, PE (Project Manager) was on hand to present MM's qualifications and proposed approach. MM's Project Approach has three tasks: 1) Existing data collection & assessment, 2) Development of repair plan alternatives, and 3) Final report and cost estimates. MM's rough estimate for the project was also \$20K, but an underwater inspection was not included in the scope. The interview ended at 11:10 a.m.

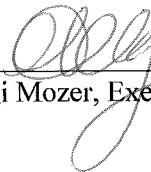
ADJOURNMENT: The Special Meeting was adjourned at 11:20 a.m.

Approved:

Minutes reviewed by:

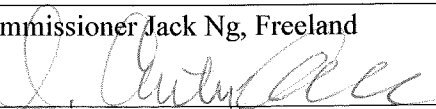


Commissioner Ed Halloran, Langley



Angi Mozer, Executive Director

Commissioner Jack Ng, Freeland



Commissioner Curt Gordon, Clinton

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 101, Freeland WA 98249.