

PORT OF MOSES LAKE
PORT COMMISSION MEETING
AGENDA
May 13, 2019
Study Session 9:00 a.m.- 10:00 a.m.
Regular Meeting 10:00 a.m. – 12:00 p.m.

STUDY SESSION

1. BPA Interconnect Discussion
2. Connell Rail Interchange
3. MLI Wastewater

REGULAR MEETING

- I. APPROVE MINUTES OF PREVIOUS MEETING
 - A. April 22, 2019
- II. APPROVE VOUCHERS
 - A. Regular
- III. GRANT COUNTY COMMISSIONER CINDY CARTER
 - A. Gunpo Debrief
- IV. ACTION
 - A. Authorize Executive Director to sign a 10-year lease agreement with Columbia Pacific Aviation, Inc. for Building 404.
 - B. Authorize Executive Director to sign a 40-year lease agreement with Columbia Pacific Aviation, Inc. for approximately 0.41 acres of bare ground for a tenant-constructed warehouse.
 - C. Authorize Executive Director to sign a 1-year lease agreement with Columbia Pacific Aviation, Inc. for approximately 0.75 acres of bare ground for truck parking.
 - D. Accept proposal from Ma Media (Reina Endo) for Japanese consulting for the amount of up to \$60,000.00 plus all expenses. The Port received one (1) bid.
 - E. Approve on-call contract with Open Gate Consulting to provide consulting and educational development services on a case by case need in the amount not to exceed \$50,000.00.
 - F. Authorize Airport Director to sign a contract with AMR for Standby Medical and Ambulance Services at the 2019 Air Show in the amount of \$1,200.00.
 - G. Approve spending of an additional amount not to exceed \$3,500 for Centerra Group to provide Standby ARFF Services at the 2019 Air Show.
 - H. Approve spending not to exceed \$7,200 for insurance for the 2019 Air Show.

- I. Approve one commissioner and one staff to support AeroTEC announcements by attending the Paris Air Show June 17-20, estimated cost \$13,000.
- J. Approve and sign letters to 13th District Legislators.
- K. Approve change order No. 02 for Project #19-010 with Tommer Construction for the amount of \$6,596.00 including WSST
- L. Approve a yearly subscription to the cloud-based product ProDIGIQ Asset Management System for \$50,000 a year. This system will bring Airport Self-Inspection, Operations Management, Lease Management, Maintenance Management, Asset Management, Training Management and ARFF Management into one database with advanced analytics and reporting.
- M. Approve the final draft of the Strategic Plan.
- N. Accept bid for Project # 19-006 Bldg. 4006 New Roof from Spokane Roofing Company in the amount of \$106,939.69 including WSST. Two additional buildings (bldg. 2113 & bldg. 3401) were also included in the bid, with these two additions the total cost will be \$112,334.69.
- O. Choose a time in May or June for a one-day study session for planning capital projects for 2020.
- P. Accept substitute credit card receipt for missing/lost credit card receipt for Rich Mueller in the amount of \$41.02.

V. DELEGATION OF AUTHORITY

- A. Signed 1-month contract (with possibility of one (1) additional month extension) with Del Sol, Inc. for Bldg. 1202 – Terminal Building for a total amount of \$9,948.10.
- B. Awarded Project #19-010 Memorial Park to Tommer Construction in the amount of 44,321.00.
- C. Awarded Project # 19-019 Airfield Lighting Control System Upgrade to Airside Solutions, Inc. in the total amount of \$46,430.45.
- D. Accept as complete Project # 19-014 Bldg. 2101 Carpet with Skaug Brothers Carpet in the total of amount of \$7,177.41 including WSST.
- E. Accepted as complete #19-018 Bldg. 429 Asbestos Removal from A1 Asbestos Environmental Services in the amount of \$5,130.43 including WSST in accordance with the agreement.
- F. Signed proposal with Western States Fire Protection for fire alarm system deficiency repairs for an amount not to exceed \$1,203.00.
- G. Signed Task Order #15 with Century West Engineering for a Development Standards Appendix to address airport development or improvements in an amount not to exceed \$9,478.
- H. Signed Work Order #11 with Western Pacific Engineering for Comprehensive Plan Amendment is the amount of \$22,460.00.
- I. Signed Work Order #2018 with Western Pacific Engineering for

- Sewer Utility Extension Project in the amount of \$40,550.00.
- J. Signed Task Order #18008BG02 with Western Pacific Engineering for Phase 2 of the Clyde Owen Park in the amount of \$7,885.00.
 - K. Signed agreement with Washington State Dept. of Transportation for the Westgate Project Assignment /Delegation of Utility Permit/Franchise Rights and Operations.

VI. EXECUTIVE DIRECTOR REPORT

VII. EXECUTIVE SESSION: PERSONNEL ITEMS RCW 42.30.110g

The Commission will recess to Executive Session. The Commission President will announce the approximate length of the Executive Session as well as whether the Commission will take any action when it reconvenes to the Regular Meeting.

Adjourn

The next Regular Meeting of the Port Commission is scheduled for May 28, 2019 at 10:00 am at the Port of Moses Lake.