

**Gary Paxton Industrial Park - Board of Directors Meeting
October 17, 2016 – 2:30 PM
Minutes**

A. CALL TO ORDER: The Chair called the meeting to order at 2:30 pm.

B. ROLL CALL

Members Present: Dan Jones, Scott Wager, Charles Horan, Hugh Bevan

Members Absent: None

City Representatives: Michael Harmon, Jay Sweeney, Dan Tadic. Brian Hanson, Mark Gorman (arrival 3:05 pm)

Others Present: Garry White, Michelle Baker, Bobbi Daniels, Mary Suminski

C. Changes/Additions/Deletions to Agenda

1. Moved GPIIP Dock item to end of the meeting due to executive session.

D. Persons to Be Heard - None

E. Unfinished Business

1. **Sitka Bike and Hike Request**

Sitka Bike and Hike is requesting to lease a portion of Lot 6 at the GPIIP.

Discussion:

- Mr. White stated that Michelle Barker of Sitka Bike and Hike contacted Mick Tischer requesting to lease a portion (6,165 SF) of Lot 6, Mr. Tischer, he agreed. GPIIP would adjust Mr. Tischer's lease to reflect the change the leased area.
- Ms. Barker commented that she would like a long-term lease with an option to buy; Mr. Bevan commented that lot would need a survey prior to any sale. Mr. Horan suggested a month-to-month lease.

MOTION: **M/S Jones/Horan** moved to accept the market rate lease proposed by staff that Sitka Bike and Hike make lump sum payment (2,497) for 1 year at the time of lease execution, in lieu of monthly payments. Terms will be month to month; all other standard lease terms apply.

ACTION **Motion PASSED 4/0 on a roll call vote**
Yeas: Dan Jones, Scott Wagner, Hugh Bevan, Charles Horan

F. NEW BUSINESS

1. **CBC Construction Lease Request**

CBC Construction is requesting a 3,000 SF portion of Lot 15.

Discussion:

- Mr. White stated that CBC would like to lease 3000 SF of lot 15 on a month-to-month basis, paid in one lump sum, to store equipment for a job located near the GPIIP. If lot was leased for less than 1 year, the balance would be refunded.

MOTION: **M/S Bevan/Horan** moved to accept the market rate lease proposed by staff that CBC make one lump sum payment (\$1,215) for 1 year at the time of lease execution, in lieu of monthly payments. Terms will be month to month, all other standard lease terms will apply.

ACTION: **Motion PASSED 4/0 on a roll call vote**
Yeas: Charles Horan, Hugh Bevan, Scott Wagner, Dan Jones

2. Sitka Farm Discussion

Discussion:

- Mr. White informed the Board of a written complaint brought to the City about the cleanliness of the Sitka Farm, as a result, Mr. White requested Ms. Daniels to address the Board.
- Mr. Bevan mentioned that he had an onsite discussion with Ms. Daniels.
- Ms. Daniels addressed the Board and informed them of a series of unfortunate events that lead to an uncleanly appearance of the farm. She assured the Board that the animals were cared for during this time and she has since cleaned up the area.
- Mr. Bevan requested a Semi-annual report, as was mentioned in lease agreement, addressing what the Sitka Farm is doing related to cleanliness, rodent and bear control. Mr. Wagner asked that any structure to store food be bear resistant.
- Mr. Horan mentioned looking toward a common standard plan, improving the “curbside” appeal.
- Mr. White offered to assist Ms. Daniels in drafting a semi-annual report for the Board. This report will be available at the next GPIIP Board Meeting.

3. GPIIP Dock Proposal Recommendation

Mr. White provided a background of the project to date:

- The CBS has prioritized the construction of a dock at the GPIIP for over a decade in its legislative priorities.
- The CBS received \$7.5 million dollars for construction of a dock via a 2012 statewide transportation general obligation bond ballot proposition.
- The CBS hired an engineering firm to plan, permit, and design the dock in 2014. Geotechnical analysis of the tidelands was completed during this process. Results suggested deeper sediment in the dock location than was initially anticipated.
- The GPIIP Board recommended that floating dock structures be investigated as a result of the geotechnical analysis.
- The CBS hired an engineering firm to investigate the condition assessment and feasibility of acquiring an available floating pontoon dock.
- In an effort to enhance the opportunity for innovative solutions while maintaining a competitive process and firm pricing, the CBS elected to utilize a project delivery method referred to as design-build, where one contract is issued to a single entity for all services required to complete the project.

- The CBS release a design build Request for Proposal with available funds amount of \$6.8 million to provide a docking solution at the GPIIP in the summer of 2016.
- The CBS received 4 proposals to the RFP, all of which came in over the available budget.
- The GPIIP Board meet on September 1 to evaluate the proposals and determined that the GPIIP Board would not request additional funds for the project from the Assembly and recommended that the CBS re-engage all four of the proposals to provide a solution that fit within the funds available.
- Three of the four proposers responded with proposals within budget for the board's review and recommendations.

The GPIIP Board, at the advice of legal counsel, voted to move into Executive Session to perform the evaluation and scoring of the proposals to determine the apparent best-value proposer.

MOTION: **M/S Jones/Horan** moved to move into executive session to evaluate the dock proposals as the selection committee, a matter of which immediate knowledge of which would adversely affect the finances of the municipality

ACTION: **Motion PASSED 4/0 on a roll call vote**
 Yeas: Charles Horan, Hugh Bevan, Scott Wagner, Dan Jones

< Executive Session 3:15 pm – 4:40 pm >

MOTION: **M/S Jones/Horan** Moved to come out of Executive Session.

The Board was happy to announce that they had successfully scored the proposals in executive session, scoring the proposals as follows:

- Turnagain Marine Construction – 249.92 points
- Pacific Pile Marine – 240 points
- Heko Services Inc. – 229.29 points

MOTION: **M/S Horan/Bevan** moved to approve the proposed scores and the Apparent Best Value results.

ACTION: **Motion PASSED 4/0 on a roll call vote**
 Yeas: Charles Horan, Hugh Bevan, Scott Wagner, Dan Jones

MOTION: **M/S Horan/Bevan** moved to support and recommend CBS staff to proceed with finalizing a scope of work and contract terms with Apparent Best Value Proposer on the condition that the Board will continue to be informed throughout the process, including an opportunity to review the contract prior to Administrative authorization.

ACTION: **Motion PASSED 4/0 on a roll call vote**
 Yeas: Charles Horan, Hugh Bevan, Scott Wagner, Dan Jones

F. Adjournment M/S Jones/Horan moved to adjourn the meeting at 5:00 pm