

Les Reardanz announced that this is Susan Brokaw's last meeting. A retirement luncheon is planned for Monday, September 30. Les said he wanted to officially recognize and thank her for all her years of service at the Port of Everett and to this community. She does things that go unrecognized many times like Public Records Act issues and keeping a watch on the meeting agendas making sure they are compliant with the Open Public Meetings Act. She is a great friend and mentor to many of us. Thank you for your service, mentorship, friendship and dedication to the Port of Everett.

Commissioner Stiger stated Susan has been the go-to person for the Commissioners and he really has appreciated that. At the same time, Commissioner Stiger acknowledged Emily Hammer as the new Office Manager effective October 1, 2019.

2. CHIEF FINANCE OFFICER'S REPORT

Amendment No. 1 to Job Order Contract for General Construction Services with Forma Construction

Deputy Executive Director Lisa Lefebber reported that Substitute House Bill 1295 enacted changes to the job order contracting procedure and amended RCW 39.10. Below is a quick summary of the changes that impact the Port's Job Order Contracting Process:

1. Increased the job order threshold from \$350,000 to \$500,000, excluding sales tax.
2. Allows for any unused capacity from the previous year to be carried over for one year and added to the immediate following year's capacity (not to exceed the limit of two years).
3. Allows public agencies to have three job order contractors at a time (previously limited to two contractors).
4. Any job order over \$350,000, excluding sales tax, and including 600 single trade hours shall utilize a state registered apprenticeship program unless exempted by RCW 39.10.

The Commission does not need to adopt these changes due to the fact that the commission authorized the use of JOC as allowed in the RCW, however; our current contract with Forma Construction does require an amendment to increase job order threshold to \$500,000 and incorporate the other provisions. As in the past, all job orders exceeding \$300,000 (including WSST) will be brought to the Commission for approval.

Commissioner Stiger asks if this allows other municipalities to ask to use some of the funds for their own local needs up to the dollar limit. Lefebber states yes, it creates more opportunities for those kinds of partnerships because if we don't use a lot of our capacity and it can roll over, then there are more funds available for us to partner with other jurisdictions. Stiger raised this issue last time but apparently, we don't charge a fee or anything like that as an accommodation and thinks we may want to take another look at that. Nominal fee for the Port to process because it draws from our account. Maija will speak on this nominal fee.

After discussion, Commissioner Bruce Fingarson moved to approve Modification 1 for Job Order Contracting for the General Construction Services Agreement with Forma Construction, incorporating the new provisions in RCW 39.10. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Fingarson, Stiger, Bachman
No:	None
Abstained:	None

Motion Carried.

Commission President's Report

Commissioner Bachman congratulated Susan Brokaw on her retirement and hopes she passed on all her contacts to Emily because she's never let him miss a meeting to date, she always reminded him of every meeting coming up.

Commissioner Bachman is on the board of HopeWorks and they are about ready in October to do some major openings and ribbon cuttings. One of the large elements to HopeWorks is there Kindred kitchen. We have used their catering for meetings and they will be enhancing their catering services to handle bigger jobs

A big thanks to all the interns.

Commission Discussion

Commissioner Stiger and County Executive Dave Somers represented the Port and County at the 9/11 ceremony at Naval Station Everett. They did a very good job of representing the community and Naval Station, recognizing the 18th anniversary of 9/11.

Commissioner Fingarson stated that it looks like September may be a good month for the terminals.

Citizen Comments

There were no citizen comments.


Commissioner Glen Bachman recessed the meeting into Executive Session at 4:25PM for approximately 20 minutes, to be concluded by 4:45PM. The purpose of the Executive Session was to discuss with legal counsel a potential litigation and the acquisition of real estate.

At 4:44PM Port attorney Brad Cattle announced in open session that the Executive Session was being extended 15 minutes, to conclude by approximately 5:00PM.

At the conclusion of the Executive Session, there was no action taken by the Commission and there were no announcements.

THE SPECIAL MEETING WAS ADJOURNED at 5:00PM.

APPROVED: this ___ day of _____, 2019. EVERETT PORT COMMISSION


Glen Bachman, President


Bruce Fingarson, Vice President


Tom Stiger, Secretary