

SALMON HARBOR MARINA

A Department of Douglas County
and Port of Umpqua

"SERVING OUR COMMUNITY WITH PRIDE"

MINUTES

SALMON HARBOR MANAGEMENT COMMITTEE (SHMC) MEETING

JULY 18, 2019 – 2:30 P.M.

MARINE ACTIVITY CENTER (MAC) – 263 MARINA WAY, WINCHESTER BAY, OR 97467

ATTENDING: Douglas County Coastal Representative Tom Huebner, Port of Umpqua Representative Carey Jones, Douglas County Commissioner Chris Boice, Harbor Manager Paul Stallard, Program Coordinator Savanna Wright, and Exec. Admin. Asst. Renae LaRouche, Admin. Asst. Diane Bynum, retired Exec. Admin. Asst. Caryn Hamner.

VISITORS: Charmaine Vitek, Port of Umpqua Manager; Jason Noges, Ffosil Contracting; Clay Laskey, Laskey-Clifton; Joe Slack, HGE; Kyle Latta, Knife River Materials; Andrew Lacoti, HGE Architects; Stephanie Martell, HGE Architects; Mike Jenks, WB Resident; Winn Elder Construction; Annalisa Abraham, WB Charter leasee.

CALL TO ORDER: Tom Huebner called the meeting to order at 2:37 p.m.

CALL TO APPROVE THE AGENDA and the Change to Agenda: Tom called for approval of the agenda. Chris moved to approved and Carey seconded the motion. Motion passed 3-0.

APPROVAL OF MINUTES: Chris moved to approve the SHMC meeting minutes for May 23, 2019. Carey seconded the motion; motion passed 3-0.

VISITOR COMMENTS (Agenda Items Only): none

NEW BUSINESS: 4 items

1) Bid #15.68 Opening for Restroom/Laundry/Shower Building

a) Ffosil Constructing & Management base bid came in at \$549,921., alt. bid came in at \$539,921. Addendum #1 date is July 3rd, addendum #2 is July 9th, & addendum # 3 is July 15th, 2019. Completion date is 213 days.

b) Winn Elder Construction base bid came in at \$586,346.95 and the alt bid came in at \$576,237.73. Addendum #1 date is July 3rd, addendum #2 is July 9th, & addendum # 3 is July 15th, 2019. Completion date is 213 days.

Bid #15.68 Opening for Site Work

a) Laskey Clifton base bid came in at \$1,847,340.70 and the alt. bid #1 for plants, etc. came in \$19,595 and alt. bid #2 came in at \$46,860. Knowledge of addendum #1 date is July 3rd, addendum #2 is July 11th & addendum #3 is July 15th, and addendum #4 is July 16th, 2019.

b) Knife River base bid came in at \$1,860,127.85 and the alt. bid #1 came in at \$17,243.60, alt. bid #2 \$41,250. Addendum date #1 will be July 3rd, addendum #2 is July 11th & addendum #3 is July

15th, and addendum #4 is July 16th, 2019.

HGE thanked the bidders that was present for all of their hard work.

2) Approve Not-to-Exceed \$50,000 contract with C-N-B Security Inc. for Security Services

Chris moved to approve the C-N-B Not-to-Exceed \$50,000 contract for Security Services. Tom seconded the motion; motion passed 3-0

3) Approve Winchester Bay Boat Rental LLC business plan for new lease at T-Dock.

Chris would approve as long as 3 conditions were met: need to know the obligations of the current lease are met (account current with Salmon Harbor?) and does insurance meets DC Counsels' risk management insurance requirements (possibly a \$2,000,000 min. limit) and what the proposed lease agreement would entail. Carey suggested that Savanna come back to a SHMC meeting to talk about what she found out and talk about a possible contract. Tom seconded the motion; motion passed 3-0.

4) Approve Not-to-Exceed \$50,000 contract with Elkhorn Electric that took over Kevin Ladd's Ladd Electric customers/contracts.

Chris moved to approve the Elkhorn Electric Not-to-Exceed \$50,000 contract/modification. Tom seconded the motion; motion passed 3-0

MANAGER'S REPORT: Paul had Joe with HGE talk to the committee about where they are at on the timeline with the expansion. Paul mentioned that they are still waiting for the conditional use permit from Douglas County Planning Department.

Paul said they would review the bid and make a recommendations to the board.

Commissioner Boice excused himself from the meeting at 3:30 p.m. to attend another meeting in Winston, OR.

HGE talked about the bids being pretty close but they now need to be reviewed and winning bid posted.

EXECUTIVE SESSION: None

ADJOURNED: There being no further business, Tom adjourned the meeting at 3:28 p.m.

SUBMITTED BY: Renae LaRouche, Exec. Admin. Assistant Approved SHMC: APPROVED JUL 29 2019