



## PORT OF HOOD RIVER COMMISSION

### AGENDA

Tuesday, February 7, 2023

Port of Hood River Conference Room

1000 E. Port Marina Drive, Hood River

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1. Call to Order – 5:00 p.m.
  - a. Modifications, Additions to Agenda
  - b. Introduction of Confederated Tribes of the Umatilla Indian Reservation Board of Trustees Member, Corinne Sams (*Kevin Greenwood, Page 3*)
  - c. Approve Resolution No. 2022-23-6 Authorizing Non-Revenue Bridge Passage for the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) (*Kevin Greenwood, Page 6*)
2. Consent Agenda
  - a. Approve Resolution No. 2022-23-7 Authorizing Non-Revenue Bridge Passage for the Confederated Tribes of the Warm Springs Reservation of Oregon (*Kevin Greenwood, Page 9*)
  - b. Approve Resolution No. 2022-23-8 Authorizing Non-Revenue Bridge Passage for Federally Recognized Tribes and the Columbia River Inter-Tribal Fish Commission (*Kevin Greenwood, Page 11*)
  - c. Approve Minutes of the January 10, 2023 Regular Session (*Patty Rosas, Page 13*)
  - d. Reappoint Judy Newman to the Budget Committee for a 3-Year Term (*Debbie Smith-Wagar, Page 19*)
  - e. Approve Addendum No. 1 to Lease with Crestline Construction in the Marina Park #1 Building (*Greg Hagbery, Page 21*)
  - f. Approve Renewal of SDIS Insurance Policies (*Debbie Smith-Wagar, Page 25*)
  - g. Approve Accounts Payable to Campbell, Phillips in the Amount of \$7,605 (*Genevieve Scholl, Page 29*)
3. Informational Reports
  - b. Bridge Replacement Project Update (*Michael Shannon, Page 33*)
4. Presentations & Discussion Items
  - a. Bridge Capital Management Plan Update, Mark Libby, HDR (*John Mann, Page 43*)
  - b. Wire Ropes Replacement Project Schedule Update (*John Mann, Page 49*)
5. Executive Director Report (*Kevin Greenwood, Page 53*)
6. Commissioner, Committee Reports
7. Action Items
  - a. Authorize Application to the Business Oregon Port Planning and Marketing Fund for the Lower Mill Site Market Analysis and Feasibility Study in the Amount of \$50,000 (*Greg Hagbery, Page 95*)
  - b. Authorize Issuance of E. Anchor Way, N. 1<sup>st</sup> Street Architecture & Engineering RFP (*Greg Hagbery, Page 111*)
8. Commission Call

9. Confirmation of Commission Directives to Staff

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10. Executive Session (None)

12. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541,386,1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

# Commission Memo



Prepared by: Kevin Greenwood, Exec. Director  
Date: February 7, 2023  
Re: Introduction of Corinne Sams and  
Toll Waiver Resolutions

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Late last year, Port staff received a request from the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) for their members to receive an exemption from tolls. The Port has granted toll exemptions for the Yakama Nation (granted in 2020) and the Nez Perce Tribe (granted in 2022). The Yakama exemption came from a Supreme Court case (*Washington State Dept. of Licensing v. Cougar Den, Inc.*) that held that the Yakama Nation Treaty of 1855 preempts government from encumbering the free travel upon all public highways by members of the tribe.

Port counsel and staff worked with the CTUIR to develop a resolution and there was agreement to prepare separate resolutions for the Umatilla, but also the Confederated Tribes of the Warm Springs Reservation of Oregon (CTWSRO) and employees of the Columbia River Inter-Tribal Fish Commission (CRITFC). Staff initially sought a resolution that would cover the exemption for all tribal members, but the CTUIR and CTWSRO felt that individual resolutions would be more appropriate.

Corinne Sams, a Member of the CTUIR Board of Trustees, will be in attendance tonight to share her thoughts on the partnership between the CTUIR and the Port of Hood River. Her biography is included as an attachment to this memo. A group representing the Bridge Replacement effort, including Commissioner Fox and Project Director Shannon, visited with the CTUIR on January 24<sup>th</sup> and extended the invitation to Ms. Sams for tonight's meeting. Staff recommends passage of Resolution 2022-23-6 Authorizing Non-Revenue Bridge Passage for the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) during Ms. Sam's presence at the meeting. The other two resolutions will be passed as part of the Consent Agenda.

The Port of Cascade Locks also granted a waiver from tolls to the CTUIR last month.

**RECOMMENDATION:** Approve Resolution No. 2022-23-6 Authorizing Non-Revenue Bridge Passage for the Confederated Tribes of the Umatilla Indian Reservation (CTUIR).

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## Corinne Sams, Confederated Tribes of the Umatilla Indian Reservation

Corinne ‘Cor’ Sams (Cayuse/Walla Walla/Cocopah) is an elected Board of Trustees Member for the Confederated Tribes of the Umatilla Indian Reservation (CTUIR). She began her profession in youth advocacy working as a Title 6 Indian Education Coordinator in the Pendleton Public School System. Later went on to work for Portland State University as an Assistant Data Analyst in the Department of Social Work. This experience set the stage for Corinne to embrace her role within tribal government, social and public service in the tribal community as an advocate for the CTUIR and surrounding communities.

Corinne is currently the Vice Chair of the CTUIR Law and Order Committee and the Chair of the Fish and Wildlife Commission, Vice Chair Columbia River Intertribal Fish Commission. In addition to her responsibilities as a Tribal Leader, Corinne is one of the advisors for the CTUIR Youth Council, Vice President of the Nixyaawii Chamber of Commerce, and Northwest Health Foundation Civic Health Board of Directors.

She is vigilant in protecting, and enhancing Treaty reserved rights. She is committed to restoring, and protecting Salmon in the Columbia Basin. Corinne has fished most of her life on the Columbia River and tributaries, mainly scaffold/hook and line. As a fisher and commissioner, Corinne wants to ensure our resources, ecosystem, habitat, and aquatic species are maintained for the next 7 generations.

Her interests include, spending time with her partner and children, coaching all sports, hunting, camping, fishing, gathering first foods, and anything and everything to do with tribal people.

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**PORT OF HOOD RIVER**

**Resolution No. 2022-23-6**

**Authorizing Non-Revenue Bridge Passage for the  
Confederated Tribes of the Umatilla Indian Reservation**

WHEREAS, on April 17, 2020, the Port Commission approved a policy allowing the passage of members and employees of the Confederated Bands and Tribes of the Yakama Nation over the Hood River-White Salmon Bridge (the "Bridge") without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, on February 16, 2022, the Port Commission approved a policy allowing the passage of members and employees of the Nez Perce Tribe over the Bridge without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, in or around November 2022, the Confederated Tribes of the Umatilla Indian Reservation requested non-revenue Bridge passage based on a treaty reserved right to take fish, hunt, and gather at usual and accustomed locations along the Columbia River, and an implied right to travel upon public highways free from restriction, encumbrance, and precondition;

WHEREAS, the Port Commission desires to allow Bridge passage of members and employees of the Confederated Tribes of the Umatilla Indian Reservation without paying a toll;

AND, NOW THEREFORE:

The Port of Hood River Board of Commissioners RESOLVE the following:

1. Vehicles with members or employees of Confederated Tribes of the Umatilla Indian Reservation shall present to the toll booth attendant either a current tribal enrollment card or a tribal government employee badge.
2. Upon confirmation of either current enrolled membership or tribal government employment status, the vehicle will not be charged a toll for crossing the Hood River-White Salmon Bridge.
3. Vehicles not presenting such documentation will be charged the toll and responsible individuals will be subject to enforcement in case of non-payment.

**ADOPTED BY THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS on this 7<sup>th</sup> day of  
February 2023.**

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Ben Sheppard, President

ATTEST:

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Michael Fox, Secretary

**PORT OF HOOD RIVER**

**Resolution No. 2022-23-7**

**Authorizing Non-Revenue Bridge Passage for the  
Confederated Tribes of the Warm Springs Reservation of Oregon**

WHEREAS, on April 17, 2020, the Port Commission approved a policy allowing the passage of members and employees of the Confederated Bands and Tribes of the Yakama Nation over the Hood River-White Salmon Bridge (the "Bridge") without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, on February 16, 2022, the Port Commission approved a policy allowing the passage of members and employees of the Nez Perce Tribe over the Bridge without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, the Confederated Tribes of the Warm Springs Reservation of Oregon requests non-revenue Bridge passage based on a treaty reserved right to take fish, hunt, and gather at usual and accustomed locations along the Columbia River, and an implied right to travel upon public highways free from restriction, encumbrance, and precondition;

WHEREAS, the Port Commission desires to allow Bridge passage of members and employees of the Confederated Tribes of the Warm Springs Reservation of Oregon without paying a toll;

AND, NOW THEREFORE:

The Port of Hood River Board of Commissioners RESOLVE the following:

1. Vehicles with members or employees of the Confederated Tribes of the Warm Springs Reservation of Oregon shall present to the toll booth attendant either a current tribal enrollment card or a tribal government employee badge.
2. Upon confirmation of either current enrolled membership or tribal government employment status, the vehicle will not be charged a toll for crossing the Hood River-White Salmon Bridge.
3. Vehicles not presenting such documentation will be charged the toll and responsible individuals will be subject to enforcement in case of non-payment.

**ADOPTED BY THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS on this 7<sup>th</sup> day of February 2023.**

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Ben Sheppard, President

ATTEST:

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Michael Fox, Secretary

**PORT OF HOOD RIVER**

**Resolution No. 2022-23-8**

**Authorizing Non-Revenue Bridge Passage for Federally Recognized Tribes and  
the Columbia River Inter-Tribal Fish Commission**

WHEREAS, on April 17, 2020, the Port Commission approved a policy allowing the passage of members and employees of the Confederated Bands and Tribes of the Yakama Nation over the Hood River-White Salmon Bridge (the "Bridge") without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, on February 16, 2022, the Port Commission approved a policy allowing the passage of members and employees of the Nez Perce Tribe over the Bridge without paying a toll based on a treaty reserved right to travel upon public highways free from restriction, encumbrance and precondition;

WHEREAS, on February 7, 2023, the Port Commission approved a policy allowing the passage of members and employees of the Confederated Tribes of the Umatilla Indian Reservation over the Bridge without paying a toll based on a treaty reserved right to take fish, hunt, and gather at usual and accustomed locations along the Columbia River, and an implied right to travel upon public highways free from restriction, encumbrance, and precondition;

WHEREAS, on February 7, 2023, the Port Commission approved a policy allowing the passage of members and employees of the Confederated Tribes of the Warm Springs Reservation of Oregon over the Bridge without paying a toll based on a treaty reserved right to take fish, hunt, and gather at usual and accustomed locations along the Columbia River, and an implied right to travel upon public highways free from restriction, encumbrance, and precondition;

WHEREAS, in addition, the Port Commission desires to extend non-revenue Bridge passage to members and employees of all federally recognized Tribes and employees of the Columbia River Inter-Tribal Fish Commission ("CRITFC");

AND, NOW THEREFORE:

The Port of Hood River Board of Commissioners RESOLVE the following:

1. Vehicles with members or employees of a federally recognized Tribe or employees of CRITFC shall present to the toll booth attendant either a current tribal enrollment card or a tribal government or CRITFC employee badge.

2. Upon confirmation of either current enrolled membership or tribal government or CRITFC employment status, the vehicle will not be charged a toll for crossing the Hood River-White Salmon Bridge.
3. Vehicles not presenting such documentation will be charged the toll and responsible individuals will be subject to enforcement in case of non-payment.

**ADOPTED BY THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS on this 7<sup>th</sup> day of February 2023.**

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Ben Sheppard, President

ATTEST:

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Michael Fox, Secretary



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**THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.**

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### Regular Session

**PRESENT:** Commissioners: Ben Sheppard, Kristi Chapman (arrived 5:06 p.m.), Hoby Streich, and Heather Gehring (arrived 5:06 p.m.). Legal Counsel: Kristen Campbell. From Staff: Kevin Greenwood, Genevieve Scholl, Debbie Smith-Wagar, Daryl Stafford, John Mann, Greg Hagbery, and Patty Rosas. From HNTB: Michael Shannon, Brian Munoz, and Kary Witt. Guests: Terra Lingley (via Zoom), Scott Reynier, David Hearn, Brendan McGowen, and Elain Howard (via Zoom).

**ABSENT:** None

**MEDIA:** None

**1. CALL TO ORDER:** President Ben Sheppard called the meeting to order at 4:59 p.m.

a. **Modifications or additions to the agenda:**

- 1) Move Presentation & Discussion item 4(d) Bridge Replacement Project Update to Informational Reports.
- 2) Move Consent Agenda item 2(c), 2(d), and 2(f) to Action Items.
- 3) Consent Agenda 2(e) – Revised attachment.

b. **Public Comment:** None

**2. CONSENT AGENDA:**

- a. Approve Minutes from the December 6, 2022 Regular Session
- b. Approve Amendment No.2 to Contract with HNTB for Project Management Services Related to the Bridge Replacement Project
- ~~c. Approve Moorage Use Agreement with Lindblad Expeditions, LLC at the Marina~~
- ~~d. Approve Lease with Hood River Yacht Club in the Marina~~
- e. Approve Resolution 2022-23-4 Approving Changes to VToll Billing Cycle Timeline
- ~~f. Approve Resolution 2022-23-5 Amending the Donation and Fee Waiver Policy~~
- g. Approve Accounts Payable to Jacques Sharp in the Amount of \$33,055 and Campbell Phillips in the Amount of \$6,632.50

**Motion:** Approve consent agenda with noted modifications.

**Move:** Hoby Streich

**Second:** Mike Fox

**Discussion:** None

**Vote:** Unanimous

**MOTION CARRIED**

**3. INFORMATIONAL REPORTS:** None

**4. PRESENTATIONS & DISCUSSION ITEMS:**

- a. **Bridge Insurance Policy Renewal Presentation** – Kevin Greenwood, Executive Director, introduced Scott Reynier, Columbia River Insurance, and his team for a brief presentation regarding the bridge insurance policy renewal. One of the key elements to the policy renewal is that the 3-year rate term no longer exists. The new policy would be for a 2-year rate term. This is due to changes in the market conditions. Discussion ensued with regards to the new policy. Commissioner Fox expressed his concern that the insurance provider might not have the most current bridge inspection fracture

critical reports. The Commission concluded that the insurance provider should verify that they have the most current bridge inspection reports.

- b. **Historic Highway Trail Update Presentation** – Greenwood introduced Terra Lingley, ODOT, for a summarization of the Historic Highway Trail project. Lingley noted that the Historic Columbia River Highway is being reconnected and restored by ODOT for bike and pedestrian use. The connection will be 72 miles from Troutdale, Oregon to The Dalles, Oregon. Commissioner Hoby Streich inquired on how the Port of Hood River (“Port”) could support the project related to increased tourism once the trail is complete. Lingley replied that they are currently working with the City of Hood River to look for opportunities to create extra space for cyclists and pedestrians and would like to continue networking with the Port as well. The Commission directed staff to set up a tour in the spring.
  - c. **Marina Guest Dock & Ramp Project Update** – John Mann, Facilities Director, reported that the docks were manufactured and installed as per the plans, but there were unforeseen issues that came about after the installation. Staff worked with Andrew Jansky, Flowing Solutions, and came up with a solution to correct the issue in-house. Mann commented that the facilities crew was able to resolve the issue. Commissioner Fox noted that precautions need to be taken in the future with regard to contracts to prevent these types of issues from reoccurring. Staff has already implemented a checklist to be used when reviewing contracts.
5. **EXECUTIVE DIRECTOR REPORT:** Greenwood reported that the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) has requested full exception from toll fees. The Commission concluded that all tribes should be exempt from toll fees. The Budget Committee term for Judy Newman is about to expire. Staff has reached out to Newman to inquire about her renewal. If Newman does not accept or does not respond, the public will be notified of the vacancy. Greenwood commented that upon further review of the Commissioner Compensation Policy there is no need to change the policy to enable Commissioner compensation on a flat rate versus per meeting basis. Greenwood requested Commission direction on next steps. There was Commission consensus to keep the \$100 flat rate and to continue this discussion at a future planning session. Greenwood reported that the Port has a loan that is backed by tolls and with a payoff date of 2030. Commissioner Fox suggested that staff look for other alternatives to pay off the loan before the new bridge is built. Gorge Regional Transit Strategy is having one of their last meetings on January 11. Commissioner Kristi Chapman requested that staff identify Mt. Adams Transportation funding sources. Greenwood noted that general liability insurance will need to be presented to the Commission for approval. Commissioner Fox asked if the new Bridge Authority would be covered under the new policy. Greenwood replied that Staff will follow up with Colombia River Insurance and HNTB to verify if the committee is covered.
6. **COMMISSIONER, COMMITTEE REPORTS:** None
7. **ACTION ITEMS:**
- a. **Approve Moorage Use Agreement with Lindblad Expeditions, LLC at the Marina:**

<b>Motion:</b>	Approve 2023 Moorage Use Agreement with Lindblad Expeditions, LLC subject to legal review.
<b>Move:</b>	Heather Gehring
<b>Second:</b>	Kristi Chapman

**Discussion:** Commissioner Fox asked if their moorage rates were compatible with others in the area. Daryl Stafford replied yes and explained how the rates were calculated. Commissioner Fox suggested that staff consider other alternative locations for Lindblad due to the construction of the new bridge.

**Vote:** Unanimous

**MOTION CARRIED**

- b. **Authorize Staff to Request Formation of Single-Property Urban Renewal District for Lot 1 Development:** Greenwood noted that Elain Howard, Elaine Howard Consulting, is available for questions. Her recommendation is to approach the City of Hood River for a new single-property Urban Renewal District for Lot 1 development.

**Motion:** Authorize Staff to Request Formation of Single-Property Urban Renewal District for Lot 1 Development.

**Move:** Mike Fox

**Second:** Kristi Chapman

**Discussion:** None

**Vote:** Unanimous

**MOTION CARRIED**

- c. **Approve Lease with Hood River Yacht Club in the Marina:**

**Motion:** Approve Lease with Hood River Yacht Club in the Marina Maintenance Building for the term 2023-2024 upon legal review.

**Move:** Kristi Chapman

**Second:** Hoby Streich

**Discussion:** Commissioner Fox suggested that the clause referencing the lease extension needs to be clarified.

**Vote:** Unanimous

**MOTION CARRIED**

- d. **Approve Resolution 2022-23-5 Amending the Donation Fee Waiver Policy:**

**Motion:** Approve Resolution 2022-23-5 Amending the Port Donation and Fee Waiver Policy.

**Move:** Kristi Chapman

**Second:** Heather Gehring

**Discussion:** None

**Vote:** Unanimous

**MOTION CARRIED**

- e. **Approve Project Delivery Approach for the Bridge Replacement Project:**

**Motion:** Approve the use of Progressive Design Build (PDB) as the delivery method for the replacement bridge.

**Move:** Kristi Chapman

**Second:** Heather Gehring

**Discussion:** None

**Vote:** Unanimous

**MOTION CARRIED**

- f. **Approve CHUBB Bridge Insurance Policy for 2023 as Presented in an Amount not to Exceed \$379,729.00:**

**Motion:** Approve CHUBB Bridge Insurance Policy for 2023 as presented in an amount not to exceed \$379,729.00 subject to confirmation that the insurance provided is knowledgeable of the most current fractur critical bridge report.

**Move:** Mike Fox

**Second:** Hoby Streich

**Discussion:** None

**Vote:** Unanimous

**MOTION CARRIED**

**8. COMMISSION CALL:**

- a. Commissioner Streich suggested that staff consider the possibility of bike camping as a potential revenue stream.

**9. CONFIRMATION OF DIRECTIVES:**

- a. Staff to inquire about Mt. Adams transportation funding sources.
- b. Staff to schedule a tour of the Historic Highway Trail for Commissioners.
- c. Ensure that Columbia River Insurance has current bridge reports.
- d. Staff to seek alternatives to pay off loan before new bridge is built.
- e. Staff to follow up with insurance provider regarding the Bridge Authority insurance coverage.
- f. Staff to see alternative locations for Lindblad docking.
- g. Staff to implement quality control procedures for binding agreements.
- h. Staff to review feasibility of bike camping.

- 10. EXECUTIVE SESSION:** President Ben Sheppard recessed Regular Session at 7:10 p.m. to call the Commission into Executive Session under ORS 192.660 (2)(e) to conduct deliberations with persons designated to negotiate real property transactions, ORS 192.660 (2)(f) to consider information or records that are exempt by law from public inspection and ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation to be filed.

- 11. Possible Action:** None

**12. ADJOURN:**

**Motion:** Adjourn the meeting

**Vote:** Unanimous

**MOTION CARRIED**

The meeting was adjourned at 7:36 p.m.

**ATTEST:**

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Ben Sheppard, President

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Michael Fox, Secretary

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# Commission Memo



Prepared by: Debbie Smith-Wagar  
Date: January 24, 2023  
Re: Budget Committee Appointment

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Judy Newman's current term of service on the Port's Budget Committee expired last year. Ms. Newman has notified staff that she would like to serve for another three year term.

**RECOMMENDATION:** Appoint Judy Newman to the Budget Committee for a three-year term expiring in June of 2026.

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# Commission Memo



Prepared by: Greg Hagbery  
Date: February 7, 2023  
Re: Lease Addendum No. 1 –  
Crestline Construction Company LLC

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Crestline Construction Company, LLC took over for the Federal Highway Administration (FHWA) as lease holder for Suite 200 of the Marina Park Building #1 on January 13, 2023. The current term on the Crestline Lease expires on February 14, 2023. Crestline has adequately informed Port staff of the desire to extension their lease in accordance with the original Lease agreement.

**RECOMMENDATION:** Approve Addendum No. 1 with Crestline Construction Company, LLC in Suite 200 of the Marina Park Building #1.

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**ADDENDUM NO.1 TO LEASE**

**Whereas**, the Port of Hood River (“Lessor”) and Crestline Construction Company LLC, (“Lessee”) entered into a lease of Suite 200 in the Marina Park #1 (“Building”) located at 700 E. Port Marina Way, Hood River, Oregon (“Leased Premises”), effective January 13, 2023 (“Lease”); and,

**Whereas**, Lessee requested a one year extension through February 15, 2024 to ensure the construction contract with FHWA in support of State Route 84 improvements are adequately complete.

**Therefore**, Lessor and Lessee agree as follows:

1. The Lease term shall be renewed and the Lease shall remain in effect through February 15, 2024.

Except as modified by Addendum No.1 to Lease, all terms and conditions of the Lease as shall remain in full force and effect.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023.

By: \_\_\_\_\_  
Kevin M. Greenwood, Port of Hood River, Executive Director

By: \_\_\_\_\_  
Matt Smith, Crestline Construction Company LLC, Project Manager

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# Commission Memo



Prepared by: Debbie Smith-Wagar, Finance Director  
Date: February 7, 2023  
Re: Port Liability/Casualty Insurance Renewal

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## NON-BRIDGE – PROPERTY CASUALTY

The Port is insured by SDIS (Special Districts Insurance Trust) for its property/casualty exposure. This SDIS policy saw an increase of 6.88%, with the Port's annual contribution increasing from \$116,225 in 2022 to \$124,220 this year. The increase appears to be primarily due to a substantial increase in Materials & Services (M&S) budget regarding the bridge replacement effort. SDIS uses budget as part of their criteria in the development of their premiums. As we have moved forward with our Bridge Replacement efforts, the non-personnel side of our budget has grown which correlates to some extent to the increase in the SDIS premium.

That said, SDIS did experience an increase in property and liability claims which is attributable to this increase as well.

The Bridge Liability coverage was approved in January.

**RECOMMENDATION:** Authorize the SDIS insurance renewal for property/casualty coverage for the Port for \$124,220.

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### Invoice

Invoice Number: 38P16164-182    Entity ID: 16164    Effective Date: 1/1/2023    Expiration Date: 12/31/2023    Invoice Date: 01/01/2023

**Named Participant**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Agent of Record**

Columbia River Insurance  
P.O. Box 500  
Hood River, OR 97031-0059

**Coverage**

**Contribution**

**SDIS Liability Coverage**

	\$60,808
Less Best Practices Credit	(\$6,081)
<u>Less Multi-Line Discount</u>	<u>(\$1,817)</u>
Adjusted Contribution	\$52,910

**Auto Liability\***

	\$4,733
Less Best Practices Credit	(\$473)
<u>Less Multi-Line Discount</u>	<u>(\$189)</u>
Adjusted Contribution	\$4,071

**Non-owned and Hired Auto Liability  
Auto Physical Damage**

	\$175
	\$2,496
<u>Less Multi-Line Discount</u>	<u>(\$100)</u>
Adjusted Contribution	\$2,396

**Hired Auto Physical Damage  
Property**

	\$0
	\$66,618
Less Best Practices Credit	(\$6,662)
<u>Less Multi-Line Discount</u>	<u>(\$2,665)</u>
Adjusted Contribution	\$57,291

**Earthquake**

\$6,509

**Flood**

\$0

**Equipment Breakdown**

\$0

**Crime**

\$868

**2023 Longevity Credit \*\***

		Credit%	Credit
Total	\$124,220	7.45%	\$9,260

The listed coverages are only extended when a specific dollar amount or the word "included" is indicated in the Contribution column. Your payment evidences acceptance of this renewal. Please use the coupon on the following page to help us apply your payment.

\* Includes Excess Auto and Auto Supplemental coverages.

\*\* Longevity Credit amount is only for illustration. Eligible members should expect to receive checks in February or March.

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# Commission Memo



Prepared by: Genevieve Scholl  
Date: February 7, 2023  
Re: Accounts Payable Requiring Commission Approval

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<b>Campbell Phillips PC</b>	<b>\$7,605.00</b>
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Attorney services per attached summary

<b>TOTAL ACCOUNTS PAYABLE TO APPROVE</b>	<b>\$7,605.00</b>
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**Tabs3 Summary Accounts Receivable Report**  
Campbell Phillips PC

	0-30	31-60	61-90	91-120	121-180	181+	Bal Due
<b>2000.001 M Port of Hood River - Admin</b>	3,420.00	0.00	0.00	0.00	0.00	0.00	3,420.00
RE: Admin - General							
<b>2004.001 M Port of Hood River - Airport</b>	652.50	0.00	0.00	0.00	0.00	0.00	652.50
RE: Airport - General							
<b>2009.001 M Port of Hood River - Real Estate</b>	1,260.00	652.50	0.00	0.00	0.00	0.00	1,912.50
RE: Real Estate - General							
<b>2009.006 M Port of Hood River - Real Estate</b>	1,620.00	0.00	0.00	0.00	0.00	0.00	1,620.00
RE: Real Estate - ██████████							
<b>2009 Port of Hood River - Real Estate</b>	2,880.00	652.50	0.00	0.00	0.00	0.00	3,532.50
	<b>0-30</b>	<b>31-60</b>	<b>61-90</b>	<b>91-120</b>	<b>121-180</b>	<b>181+</b>	<b>Bal Due</b>
<b>TOTALS</b>	6,952.50	652.50	0.00	0.00	0.00	0.00	7,605.00

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# HOOD RIVER-WHITE SALMON BRIDGE REPLACEMENT

Project Director Report  
February 06, 2023

The following summarizes Replacement Bridge Project activities from January 23, 2023, to February 06, 2023:

## PROJECT MANAGEMENT

- *RBMC team is continuing to meet with WSP, ODOT and Federal Highway Administration (FHWA) related to the NEPA/FEIS process and Treaty Tribe Memorandum of Agreement (MOA's).*
- *Grant Tracking for WA, ARPA, Build Grants will be on going each quarter.*
- *Continued Legislative Outreach with Oregon, Washington and DC*
- *We are progressing the progressive design build RFP and Contract for a 2023/24 procurement*

## COMMUNICATIONS

- *The web site has been launched [Hood River Bridge Replacement Project](#)*
- *One page legislative update sheets have been created for Washington and Oregon (see packet)*

## GOVERNMENT AFFAIRS UPDATE

- *State Legislative Activities*
  - *Oregon*
    - *Gorge-ous Night is set for Feb 15<sup>th</sup> in Salem 5:30 to 7:30 PM*
    - *One on one meetings will be scheduled on Feb 15<sup>th</sup>*
    - *SB 431 requesting \$125 million for the project has been drafted (see packet)*
    - *SB 431 Hearing was set for 5pm Tuesday February 7<sup>th</sup> in Salem*
      - *Attendees: In-Person/Zoom*
        - *Sen. Bonham*
        - *Rep. Helfrich*
        - *Commissioner Anderson*
        - *Commissioner Fox*
        - *Mayor Keethler*
        - *Mayor Blackburn*
        - *Sheriff English*
        - *Doug Gibson – Mt. Adams Fruit*
        - *PM Mike Shannon*
    - *Working on letters of support from labor unions*
      - *Attendees:*
        - *Mike Fox*
        - *Mike Shannon*

- *Washington*
  - *Gorge-ous Night is set for Feb 8<sup>th</sup> from 5:30 to 7:30 PM*
  - *Legislative outreach is on Feb 8<sup>th</sup> in Olympia*
    - *Attendees:*
      - *Jake Anderson*
      - *Marla Keethler*
      - *Mike Fox*
      - *Kevin Greenwood*
      - *Mike Shannon*
    - *Meetings are scheduled on Feb 8<sup>th</sup> with:*
      - *Sen King 8:30 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Rep Mosbrucker 9:00 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Rep. Waters 10:00 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Rep. Corry 11:00 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Sen Liias 1:00 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Rep Barkis 1:30 (Anderson, Keethler, Greenwood, Fox, Shannon)*
      - *Rep Fey 2:30 (Anderson, Keethler, Greenwood, Fox, Shannon)*
- *Federal Legislative Activities*
  - *Hal will be setting up monthly virtual meetings with key congressional members starting in February. Attendees will be Mike F, Jacob Anderson, Mike Shannon*
  - *We are planning to make two trips per year to DC in support of funding requests*
    - *Looking at the end of April for the first trip*
- *We will be working with Oregon and Washington and Federal lobbyist to update the Legislative Strategy for the next 3 years.*

#### **HOOD RIVER-WHITE SALMON BRIDGE AUTHORITY**

- *Primary Place of business (PPB) was finalized as Oregon*
- *Hood River County is updating their existing bylaws, they are targeting February for approval of the process.*
- *Klickitat County completed its legal review of the 3<sup>rd</sup> draft of the CFA and is progressing with a resolution for approval of their appointment process*
- *The Final Draft of the Commission Formation Agreements (CFA) has been distributed and is included in the packet. Recommend moving forward with obtaining signatures from the 6 parties of the agreement.*
- *HRWSBA Legal Counsel Recommendations for consideration:*
  - *Stacey Lewis at Pacifica Law Group in Seattle, as recommended by Steve Siegel.*

- Eileen G. Eakins, who provided Port Commission training back in 2021 - 5285 Meadows Road, Suite 400, Lake Oswego, OR 97035, (503) 607-0517, [eileen@lgl-advisors.com](mailto:eileen@lgl-advisors.com);
- Clark Balfour at Cable Huston, who I have worked with over the years on municipal utility projects: <https://www.cablehuston.com/attorneys/clark-i-balfour/>;
- Anna Cavaleri, Jerry's partner <http://hoodriverlaw.com/attorney-profiles/anna-c-cavaleri/>

## **FUNDING FINANCE & TOLLING**

- *Washington State Transportation Commission (WSTC) T&R Analysis*
  - *HNTB and the PORT continue to coordinate with WSTC*
  - *WSTC next meeting is on February 15-16*
    - *There are no agenda items related to the T&R Study for the Replacement Bridge*
  - *Link to agenda [Meeting Agenda – February 15-16, 2023 – Washington State Transportation Commission](#)*
  - *WSTC team will be updating the Transportation Commission March 13<sup>th</sup>.*
  - *WSTC will provide an update on the project to the BSWG on March 6<sup>th</sup> and March 20<sup>th</sup>.*
  - *Schedule Milestones:*
    - *March 2023 – WSTC approves two refined tolling scenarios for further analysis*
    - *May 2023 – Draft Study findings and recommendations presented to WSTC*
    - *June 2023 – Final Report of findings and recommendations presented to WSTC and submitted to Washington State Legislature*
- *BSWG Tolling Study*
  - *Funding Finance and Tolling team is developing a model that will support the consideration of different tolling scenarios and their impacts on the financial plan to support the construction of a new bridge.*

## **PENDING GRANT FUNDING UPDATES**

- *Raise Planning Grant (2023)*
  - *Notice of Funding Opportunity (NOFO) issued: 11/30/22, Update to NOFO received on 12/14/22*
  - *Application Due: 2/28/23*
  - *For Rural Applications Min \$1M/Max \$25M (\$750M available to the program)*
  - *Our application will focus on a planning grant that will evaluate Bike/Ped connections and Transit services access/connections to the new bridge. With a focus on how the bridge is a vital part of a transportation system.*
  - *Meetings have been held with CAT, MCEDD and ODOT to discuss letters of support and inform the team that is developing the Grant Application*

- USDOT has released training/informational videos to assist in the development of Grant Application – staff has been reviewing the training/informational material
- Safe Streets and Roads for All Grant Program (SS4A)
  - Next Opening April 2023
  - 2023 NOFO Spring 2023
- Multimodal Project Discretionary Grant (MPDG)
  - Next Opening - Spring 2023
  - 2023 NOFO not released
  - INFRA (\$8 B available over 4 years FY22 to FY26)
  - MEGA (\$5 B available over 4 years FY22 to FY26)
  - Rural (\$2 B available over 4 years FY22 to FY26)
  - The project was notified that it was not successful in obtaining any 2022 grant funding from the MPDG. A Debrief is being targeted for April 2023 in DC.
    - MPDG Comments from USDOT
      - C. The project will be cost-effective (49 USC 6701(f))
      - D. With respect to related non-Federal financial commitments, 1 or more stable and dependable sources of funding and financing are available to (i) construct, operate, and maintain the project; and (ii) cover cost increases (49 USC 6701(f))
      - E. The applicant has, or will have, sufficient legal, financial, and technical capacity to carry out the project (49 USC 6701(f))
- Bridge Investment Program (BIP)
  - Next Opening – Summer 2023
  - 2023 NOFO – Summer 2023

#### **EXCUTED GRANT FUNDING UPDATES**

- Build20
  - Grant Awarded 9/23/22
  - Funding: \$5M – Federal Share, \$1.25M Local Match (Washington Grant) – Total \$6.25M with an Expenditure Deadline of 12/31/2024
    - Total Submitted for Reimbursement: \$0
    - Total Reimbursement received to date: \$0
    - Remaining Funds: \$5 million
  - We have received our certification from FHWA on 12/21/22. We have received access to the RADs quarterly reporting system for FHWA on 1/26/22. Training with FHWA is still pending.
  - Q4 2022 reporting has been submitted through RADs to FHWA
- ARPA (Oregon Grant)
  - Grant Awarded 5/12/22
  - Funding: \$5M with an Expenditure Deadline of 12/31/26
    - Total Submitted for Reimbursement: \$225,353.30
    - Total Reimbursement received to date: \$225,353.30



- Remaining Funds: \$4,774,646.70
  - 4<sup>th</sup> Quarter reimbursement submitted on January 10<sup>th</sup>, 2023.  
Next reimbursement submittal April 2023
- WA SB 5165 Grant
  - Grant Awarded 2/2/22
  - Funding: \$5M with an Expenditure Deadlines of 6/30/23 (\$3M) and 6/30/23 (\$2M)
    - Total Submitted for Reimbursement: \$1,341,149.25
    - Total Reimbursement received to date: \$384,693.39
    - Remaining Funds: \$3,658,850.75
  - 4<sup>th</sup> Quarter reimbursement submitted for \$956,455.86  
Next reimbursement submittal will be April 2023.

### **TREATY TRIBE MOA'S**

- A Semi-weekly meeting has been set up with ODOT and FHWA specific to advancing the Treaty Tribe MOA's. A collaboration space has been created on the Project Portal site.
  - **Yakama Nation (YN).**
    - Draft MOA was submitted by Roy Watters to the Yakama Nation on 1/26/23  
Next step is anticipated to be a follow up meeting with Yakama Nation and discussion on terms of the MOA.
  - **Nez Perce**
    - The Draft MOA was submitted to ODOT on 1/17/23
    - ODOT approved us to move forward with sending the Draft MOA on 1/24/23.
    - 2/2/23 – Project update call with Amanda Rogers of Nez Perce and Herb Fricke (Project Tribal Coordinator), Roy Watters (ODOT). MOA was sent to Amanda on 2/2/23.
    - Nez Perce we coordinating a project update meeting with them in the next couple months.
  - **Umatilla (CTUIR).**
    - The Draft MOA was submitted to the Umatilla Tribe on 1/25/23
    - Meeting and Presentation were held with CTUIR Fish and Wildlife commission on 1/24/23
      - Topics covered
        - Project Update,
        - Request for Letter of Support – Treaty to a vote and was approved 4/0 to provide a letter of support for the project.
        - Update on CTUIR toll exemption request – exemption is being finalized and will be presented to the Port Commission on Feb 7<sup>th</sup> for approval. Umatilla tribal members will be at the meeting.

- *Treaty MOA – a hard copy of the Draft MOA was provided to the Tribal legal counsel and a electronic copy supplied also. A follow up meeting is being schedule for the third week in February.*
- *Work Force Development – Follow up meetings are being scheduled the tribes and TERO offices for input into the Work Force Development criteria that will be provided in our RFP.*
- *Attendees: ODOT, FHWA, Commissioner Fox, RBMC*
- *Second meeting has been scheduled for 2/22 with Umatilla*
- *Umatilla Board of Trustees approved a letter of support at their 1/30 meeting. We should be receiving the letter soon.*
  
- **Warm Springs.**
  - *ODOT managing this relationship. FHWA has sent the G2G letter to Warm Springs requesting Govt. to Govt. consultation on the MOA on 12/27/22*
  - *The Draft MOA was submitted to ODOT on 1/17/23, ODOT responded that they cannot submit the MOA until FHWA receives a response to the G2G request.*
  - *Our team has made contact with Warm Springs and a meeting is being coordinated.*

## **RBMC**

### **PROGRESSIVE DESIGN BUILD RFQ/RFP**

- *Sub-schedule has been developed for the procurement of the Progressive Design Build Team (See Packet) – opportunities to advance the schedule are being reviewed.*
- *RMBC internal Kick-off meeting was held on 1/18/23 for the Progressive DB, Bi-weekly meetings have been scheduled to advance the development of the RFP and procurement documents*
- *Meetings are being schedule with WSDOT and ODOT staff to coordinate their involvement in the PDB development, procurement, and project.*
  - *Coordination meeting with ODOT has been set for 2/10.*

### **KEY STAKE HOLDERS**

#### **RAILROAD**

- *Kickoff/Update meeting was held with BNSF on 1/25/23, they indicated the new bridge should accommodate a future triple track and a 30' vertical clearance. At this time these are not seen as major impacts to the project.*
- *Coordination of work activities over the track will be critical do to the high volume of usage.*
- *BNSF did not anticipate long review periods given their current workload, they indicated that they had adequate capacity to support the coordination needed on this project.*

## GEOTECHNICAL

- *The two Oregon on land borings will begin Feb 6<sup>th</sup> and a coordination meeting was held with Port staff to review the logistics of boing in the parking lot.*
- *The cultural resource monitoring has been coordinated with ODOT and the team is scheduled for the Feb 6<sup>th</sup>.*
- *Coordination with the tribes will work through ODOT but it is likely the PORT will be asked to fund the tribal monitoring costs.*

## SURVEY

- *A sub-schedule for survey activities has been developed and attached. The activities will include development of a base map, verifying and setting control points, identification and mapping of exiting utilities, identification of jurisdictional ownership lines for ODOT, WSDOT and local agencies, location and mapping of Geotechnical Borings.*
- ***Week of January 23:*** *Field crew began search for right of way monuments and began topographic mapping on Washington side downstream of current bridge, between SR14 and the BNSR right of way. WSDOT RW maps requested from SW Region Surveyor.*
- ***Week of January 30:*** *Field crew will perform mapping checks on Oregon portion and search for RW monumentation on Oregon side of the bridge.*
- *Survey team is also developing a map that will show the jurisdictional boundaries for WSDOT and ODOT*

## RIGHT OF WAY

- *Coordination has begun with WSDOT and ODOT to define the jurisdictional limits for both agencies.*
- *Our right of way team is coordinating with the two property owners in Washington that will need to provide Right of Entry for the geotechnical borings. The two owners are a private owner and Klickitat County. We have received the ROE letters from both.*
- *The SDEIS preferred alternative does indicate a potential whole take of the private landowner and we will need to coordinate with the BSWG and PORT on when to move forward with discussion with the landowner on this action.*

## PERMITTING

- ***SHPO Permit for Upland Work in Oregon*** – *This permit was issued on 1/19/23. CTOGR included some standard stipulations in their permit comments. The Oregon UPLAND boring work can proceed and is scheduled for next week.*
- ***USACE Permit*** – *USACE issued a provisional permit in late December. They will finalize the permit once DEQ provides the 401 C water quality certification. All SHPO/tribal coordination for the in-water and WA. borings has been completed by USACE.*

- **DEQ Permit** – The permit application was submitted to DEQ on 1/13/23. Expect DEQ to issue the 401 C in the next 2-3 months. As noted above, once DEQ issues their permit USACE will issued their final permit verification. USACE is just waiting on DEQ.
- **DSL Short Term Access Agreement** – This approval was issued in September 2022.
- **DSL No Permit Needed Letter** – This letter was issued January 18, 2023 confirming the work does not require a DSL Removal-Fill Permit.
- **WDFW Hydraulic Permit Approval** – The original HPA was modified with new project information and schedule on January 11th. The HPA includes several standard BMPs and notification requirements. Notification must be made at least three days prior to in-water work on WA. side.
- **City of White Salmon SEPA and SMP Exemption Letter** – The final letter from City confirming geotech work is exempt from SEPA and SMP was issued on January 23, 2023.
- **WDNR Aquatic Lands ROE Permit** – We received the requisite signatures from Klickitat Co. and Shin Jin Ko on February 2, 2023. We will submit the application (JARPA) to WDNR by COB February 3, 2023. Expect two months for DNR to issues the ROE permit.
- **NMFS Slopes V Compliance** - The USACE has determined that the work as proposed will result in No Effect on listed fish based on the standard BMPs to be included (SLOPES V BMPs) and the short duration, confined nature of the work. We were able to avoid getting NMFS involved.

When USACE issues the verification, it will also include the necessary ESA/NMFS compliance. The provisional verification discusses this and application of SLOPES V. So this task/compliance need will get completed when USACE issues the permit (without NMFS involvement), which will happen once the DEQ permit lands.

- All permits are in hand except for the three approvals highlighted above. The DEQ permit application was submitted to DEQ on 1/13/23 after they issue their permit USACE will immediately take the “provisional” moniker off of the provisional verification. Once submitted WDNR should be able to turn around the permit within two months. There is a \$25 fee for this permit.

#### **FINAL EIS/RECORD OF DECISION**

- Environmental Impact Statement technical reports are available at <https://cdxapps.epa.gov/cdx-enepa-ll/public/action/eis/details?eislid=314171>
- 11/30 Update from Carol Sneed with ODOT indicated that ODOT has moved the completion date to the end of Dec from the starting expectation of Mid October. Stating they have been

*impacted by activities on the Abernathy Bridge project that is under construction and training.*

- *1/4 Update – ODOT has experienced recent impacts to existing bridge projects within ODOT has led to them having to increase environmental impacts post NEPA which has impacted cost and schedule significantly on these projects. These lessons learned have led to ODOT asking for an increased factor of safety on our project that will minimize the chance of our project needing an increased area. We are updating the project information to address these concerns and have a follow up meeting with ODOT on 1/13.*
- *A coordination meeting was held with ODOT on 1/13, where the NEPA and RBMC teams provided revised data to ODOT for the Biological Opinion. ODOT has updated the team that a meeting was held with FHWA on 1/19/23 but not update on the outcome of that meeting has been shared. Based on the outcome of the meeting on 1/19 ODOT will direct the NEPA team on how to proceed or if a follow up meeting is needed with FHWA. The outcome of these meetings will define how ODOT will move forward with the Biological Opinion. We will follow up with ODOT next week and have scheduled for them to attend the Feb 6<sup>th</sup> BSWG meeting and provide an update.*
- *ODOT held a coordination meeting with FHWA the week of 1/23 and will be scheduling a follow up meeting for the week of 1/30 with FHWA to discuss the material needed to advance the BO. WSP will provide the material for this meeting with FHWA on 1/30. Once this is complete ODOT can continue with the development of the BO. No schedule was provided on the completion of the BO.*
- *All BA modifications were provided to ODOT on 2/1. A meeting has been scheduled for 2/7 with FHWA and ODOT to determine the next steps.*
- *ODOT will be attend our Feb 6<sup>th</sup> BSWG meeting to update us on the schedule for the BA and FEIS and ROD.*

**OTHER ITEMS**

**KEY MEETINGS**

<b>Date:</b>	<b>Subject:</b>
1/24	Meeting with Umatilla Fish and Wildlife commission.

1/25	Meeting with BNSF to update them on the project and discuss review times and design criteria
1/25	6F coordination meeting to review the boundaries and impacts of 6F properties on the project.
1/25	Gorge-ous Night planning meeting
1/26	NEPA/Cultural Resources meeting with ODOT/FHWA and WSP
1/26	Tolling study Task Lead meeting
1/30	WSP and RBMC Weekly Director Check in mtgs
1/31	Columbia River Gorge Commission Executive Committee meeting.
1/31	Government Relations briefing with Boswell Consulting and Thornrun
1/31	Regulatory Compliance Task Lead Meeting
1/31	PDB RFP Core Team meeting
2/1	Bridge Communications Plan Review Jan/Feb
2/1	Klickitat County Transportation Policy Committee
2/1	TERO Coordination meeting with ODOT
2/1	Gorge-ous Night Planning meeting
2/1	SB 431 Hearing Preparation Meeting
2/2	RFP Development discipline coordination meeting
2/2	Update to Nez Perce legal counsel on Treaty Tribe MOA
2/2	Consultant Debrief with STV
2/3	Coordination meeting for SB 431 Hearing

# Commission Memo



Prepared by: John Mann  
Date: February 7, 2023  
Re: Bridge Capital and Maintenance Update

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Mark Libby from HDR our bridge engineering firm will present our Bridge Capital and Maintenance list update including project costs and outlook estimates for future repairs. We took a critical look at the CIP list to be sure we were addressing bridge repair needs with the current new bridge construction schedule.

**RECOMMENDATION:** Informational.

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# Memo

Date: Tuesday, January 31, 2023

Project: Port of Hood River – Bridge on-call

To: John Mann, Facilities Director  
Kevin Greenwood, Executive Director

From: Mark Libby, Sr. Bridge Project Manager

Subject: **Bridge Capital Maintenance Plan Background**

## **Purpose and Background of Long-Term Preservation Plan:**

Purpose - To identify the potential short- and long-term capital and maintenance project costs needed to maintain the bridge function and operation.

### Background and use:

- It appears that the bridge preservation modeling began in 2011 by HNTB.
- HDR began supporting the Port for bridge services in 2015.
- In 2017 the Capital Projects were separated from the Maintenance & Inspection work.
- The short-term projects are reviewed and adjusted annually and occasionally the longer-term projects are adjusted as well.
- Cost estimates were generated for some of the larger capital projects; updated in 2017 and inflation adjustments added in 2022 for the larger distant projects.
- The plan is updated annually. The short-term projects are verified for the next 1-2 years and the 3-5 year projects get adjusted based on the current conditions and needs forecast.
- The Rehab Review & Financing shading and Bridge NTP line were added in 2022 as a marker for when decisions may be needed regarding large maintenance and rehab projects being deferred. These projects are unlikely if the bridge replacement is moving forward. If the replacement is stalled significantly then the extent of need and timing would be revised to fit the considerations at that time.

### Summary of significant long-term projects:

<b>Project (Type)</b>	<b>Comments</b>
OR & WA Approach Span Replacement (Seismic resilience, modernization)	Two projects, ~\$7.9M, currently in years 2030-2034. Phase 1 seismic retrofit projects were dropped a few years back to focus just on replacement of these spans. Phase 1 seismic is focused on superstructure-to-substructure connections and bearings to prevent unseating of spans. These approaches really need a Phase 2 (substructure) retrofit so replacement is more suitable.

Project (Type)	Comments
Phase 1 Seismic Retrofit of Truss Spans (Seismic resilience)	3 projects, ~\$13.8M, currently in years 2031-2039. This is to address stability of the tall rocker type bearings to prevent toppling and support loss, and seat length/support of both fixed and rocker bearings to prevent unseating of spans.
Bridge Painting (Preservation)	3 projects, ~\$42.5M, currently in years 2031-2038. This assumes full abrasive blast cleaning and repainting of trusses.
Bridge Rail Replacement (Safety, modernization)	~\$3.4M in 2028-2029. Potential long-term project, timing based on need and performance/damage rates. Need seems to be reduced due to the speed reduction on bridge. This is also a safety related issue as the bridge rail is substandard, though it does seem to have withstood many impacts without failure or fatalities.
Open Grid Steel Decking Replacement (Preservation, modernization)	~\$13.5M in 2028-2030. Potential long-term project, timing based on need and performance/damage rates. Reduced speed and loads appear to have reduced the amount of cracked welds. With continued maintenance this deck should have many more years of service life.

The approach span replacements would only be considered if the bridge replacement falls through or is significantly delayed, for fairly obvious reasons.

The truss seismic retrofit and bridge painting projects were pushed out a few years back in 2020 with the bridge replacement project in mind. The phase 1 seismic project is not really about bridge preservation as much as risk mitigation of an extreme event. There's no expectation that the bridge would survive a Cascadia Subduction Zone event with only phase 1 retrofit; the goal would be to prevent trusses from unseating and dropping into the river for life safety purposes.

The bridge re-painting is a long-term preservation item and would only make financial sense if the bridge is to remain in service for 30+ years. However, there is some active corrosion of the steel in some locations where the protective coating has failed. Given the uncertainty of replacement bridge timing we've added a Maintenance Painting project line to address these areas over the next several years. Much of the bottom chord was repainted in 2012.

The bridge financing review is currently set in year 2026-27. This was added a couple of years ago as a timeframe to assess the likelihood of the replacement project happening. If the replacement has stalled or looks unlikely, then the long-term projects need to be seriously reevaluated for timing and extent. Several projects are stacked up in a manner that is not realistic as several major projects would not likely be undertaken at the same time. The projects are there to capture the potential costs, but timing and scope would be refined based on the considerations in play at that time.



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# Commission Memo



Prepared by: John Mann, Genevieve Scholl  
Date: February 7, 2023  
Re: Wire Rope Replacement Project Update

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The Port, following a competitive bid process and contract award on October 14, 2022 entered into a contract with Hamilton Construction for the replacement of the wire ropes that suspend, raise and lower the lift deck during lift operations. The contract was awarded for \$1,119,250.

The fabrication of the cables is taking place currently with finished ropes by mid-April. Project will require single lane closures in March, April, and early May to prepare for the weekend closure and physical installation May 19-22, a 96 hour closure spanning a weekend.

Project schedule was finalized with the Hamilton Construction project managers on Friday, January 26. On Monday, January 30, the Port issued the attached press release, posted the announcement to the Port website and social media feeds, and emailed to all BreezeBy customers, bridge notice opt-ins, and other parties (over 35,000 recipients). In preparation for finalizing the schedule, Port staff contacted the following to determine schedule conflicts:

- City of Hood River
- City of Cascade Locks
- City of Mosier
- City of The Dalles
- City of Bingen, WA
- City of White Salmon, WA
- Hood River County
- Klickitat County
- Wasco County
- Skamania County
- Port of Skamania
- Port of Klickitat
- Port of Cascade Locks
- Port of The Dalles
- Hood River County Sheriff Department
- City of Hood River Police Department
- Klickitat County Sheriff Department
- Oregon State Police
- Washington State Police
- ODOT Region 1 and 4
- WSDOT Regional office
- SWWRTC
- Hood River County Fire Department
- Klickitat County Fire Department
- Hood River County School District
- White Salmon Valley School District

During the call-down process, no transportation-system conflicts were identified. The Dalles Bridge project will have completed weekend closures before May. The only school-system conflict identified was the Hood River Valley High School prom, which is scheduled for May 20. After notification, the Port received notification that an endurance bike race event is scheduled for that weekend in the area. Port staff will continue to reach out directly to all agencies listed above as well as the area public

transit providers, hospitals, and business associations to provide notification of the closure. ODOT and WSDOT variable message signage will display closure information beginning at a later date. ODOT TripCheck information has been posted. Port staff will notify the U.S. Coast Guard of the bridge closure this week. Hood River and Klickitat County Fire Chiefs have requested a meeting with Hamilton and Port project managers to discuss and coordinate emergency response during the closure.

**RECOMMENDATION:** Information.



## INDUSTRIAL/COMMERCIAL FACILITIES • AIRPORT • INTERSTATE BRIDGE • MARINA

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For Immediate Release

Date: January 27, 2023

Contact:

Kevin Greenwood, Executive Director, Port of Hood River  
(541) 386-1138 / [kgreenwood@portofhoodriver.com](mailto:kgreenwood@portofhoodriver.com)

### **4-DAY CLOSURE OF HOOD-RIVER WHITE SALMON INTERSTATE BRIDGE MAY 19-22 FOR WIRE ROPE REPLACEMENT**

HOOD RIVER, ORE. – The Hood River-White Salmon Interstate bridge will be closed to all traffic for four consecutive days, beginning at 12:01 a.m. the morning of Friday, May 19 through 11:59 p.m. the night of May 22. During this 96-hour period, crews from Hamilton Construction will remove and replace and adjust the tension in the wire ropes that support the counterweights. The work will include complete replacement and adjustment of the counterweight ropes. The work is not weather dependent and will be underway continuously round the clock during the entire closure.

“A recent inspection found that the ropes have worn to the point that replacement is warranted,” said Paul Bandlow, Principal and Unit Manager for bridge engineering firm Wiss, Janey, Elstner Associates, Inc. “While replacement is warranted, the existing ropes are not so badly worn as to affect the safe operation of the bridge or of the vehicles that pass over the bridge. Rather, replacing ropes is similar to the replacement of tires on a vehicle in that the idea is to replace the ropes prior to the ropes becoming a safety issue. This work is therefore being done to make sure the bridge remains safe for the people who rely on it.”

Replacement of the ropes requires jacking the counterweights to unload the ropes, removing the existing ropes, installing new ropes and de-jacking the counterweight to allow the new ropes to support the counterweights. This work requires access to the roadway surface as well as other areas on the bridge and therefore the bridge will be closed to all vehicular traffic. The bridge will not be operational for marine traffic when the ropes are being replaced. The new ropes have a service life of at least 30 years.

The Port accepted a bid from Hamilton Construction in the amount of \$1,119,250 for the project in October of 2022. Procurement activities immediately commenced, and the work schedule was finalized on January 26, 2023.

During the months of March and April, there will be intermittent, single-lane closures of the bridge primarily during nighttime hours as Hamilton Construction crews work to prepare for the closure.

The Hood River-White Salmon Interstate Bridge is the only Columbia River crossing between Cascade Locks and The Dalles from I-84 in Oregon, a 42-mile distance. The tightly-knit communities on the Oregon and Washington sides of the river experience severe disruption during extended closures of any of the three Gorge bridges, as detours for regular daily commuters are 40 miles or more of additional driving. Resulting congestion on I-84, WA SR 14, and city streets near bridge approach ramps can be very heavy.

“Our bi-state region depends, utterly, on this bridge being open. It is not an overstatement to say the bridge is a literal lifeline for all of the local economies of the Gorge,” said Kevin Greenwood, Port of Hood River Executive Director. “The Port is committed to ensuring that this critical link in our region’s infrastructure remains unbroken. For that reason, we are working very hard with our partners in the Bi-State Working Group to raise the needed funding to replace the bridge, while continuing to invest in the repair and maintenance projects this 100-year-old steel structure requires of us.”

Originally constructed in 1924, the bridge is beyond its design life, obsolete, and insufficient for modern vehicle and marine freight. During a 3-day closure last year, the bridge replacement partners created a video describing the impacts of such closures and the urgent need for replacement funding, viewable here: <https://vimeo.com/storygorge/hrbridgeclosure>.

For more information, contact the Port of Hood River via email to [porthr@gorge.net](mailto:porthr@gorge.net).

###





Executive Director's Report  
February 7, 2023

#### **ADMINISTRATION – KEVIN GREENWOOD, EXECUTIVE DIRECTOR**

- *The BSWG has agreed to name the new replacement entity the Hood River White Salmon Bridge Authority (HRWSBA). The Project Director's staff report is included in the Informational Reports section of the packet.*
- *Commissioner Fox, Bridge Replacement Project Director Shannon and others met with the Fish & Wildlife Committee of the Confederated Tribes of the Umatilla Indian Reservation (CTUIR). There are a number of environmental issues related to the Final Environmental Impact Statement (FEIS) that led to the meeting, but there was also a discussion about the CTUIR request for a toll waiver for its members. Corrine Sams, a member of the CTUIR Board of Trustees and a member of the Fish and Wildlife Committee is scheduled to be in attendance for tonight's meeting.*
- *County Election dates have been released for the May 16 Special District election. Position 4 (Comm. Chapman) and 5 (Comm. Streich) are up for election this spring. Persons wanting to file for candidacy for board positions may begin filling February 4<sup>th</sup> and the last day to file for candidacy is March 16<sup>th</sup> by 5:00 pm. For additional information, contact the Elections Office at (541) 386-1442.*
- *Reviewing Port policies and will be over the course of the next year suggesting changes to the Commission, including:*
  - *Governmental/By-laws operational policies*
  - *Financial policies*
  - *Property Development policies*
  - *Facilities/Property policies*
  - *Public Contracting policies*
  - *Public Record policies*
  - *Personnel/Training policies*
- *Pre-Budget Meeting. Staff is recommending that the Commission have a planning work session to review Port Commission priorities as part of the budget development. Tentative date would Tuesday, May 4<sup>th</sup>. Items to be reviewed would include:*
  - *Rate, Fee, Charges Resolution. This would be a comprehensive document of all revenue generators charged the general public. Staff is recommending that this document be reviewed once a year and adopted by resolution.*
  - *Capital Improvement Program Resolution. This would be a comprehensive document of all identified capital projects at the Port with a focus on the priorities for the coming fiscal year. This resolution will be helpful for grants and other port-specific advocacy.*

- Review changes in employee wages/benefits
- Update on planning projects from Fall work session

*Should discuss if the Commission would like to start the work session at noon, establish time limits and enter regular business meeting afterward.*

- *Genevieve and I met with Wesley Cochran, our regional economic development representative with the EDA to discuss federal grant opportunities for the E. Anchor Way, N. 1<sup>st</sup> Street development on Feb. 2. Mr. Cochran recommends the Port submit a construction-only grant application to the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding NOFO in the next 30 days.*

- *Genevieve continues to support OneGorge partners in organizing the Gorgeous Nights in the capitol events (Olympia Feb. 8, Salem Feb. 15). These informal social legislative receptions have helped to build friendships and good working relationships with legislative staff while encouraging regional collaboration to raise awareness of Gorge needs.*



- *Thorn Run partners and HNTB are organizing local testimony to the Joint Transportation Committee on Tuesday, Feb. 7 at 5PM in support of Senate Bill 431. Commissioner Fox will testify and therefore will miss tonight's meeting. JLA has prepared a press release about SB 431 that will be presented to you during the meeting.*

- *The Oregon Employment Department's latest Columbia Gorge Economic Indicators report is attached.*

- *The Port of Cascade Locks has requested the Port to submit a letter to the County in support of adoption of CPACE (Commercial property-assessed clean energy) lending in the County. CPACE is a financing structure in which building owners borrow money for energy efficiency, renewable energy, or other projects and make repayments via an assessment on their property tax bill. Port of Cascade Locks' letter is attached.*

- *Legislative updates from Thorn Run Partners and Boswell Consulting are attached.*

**FINANCE – DEBBIE WAGAR-SMITH, FINANCE DIRECTOR**

- *Debbie is on pre-arranged vacation leave from prior to her hire.*
- *Financial Software procurement. Tentative procurement calendar to be shared at Feb. 21<sup>st</sup> meeting.*
- *Budget Process/Calendar to be shared at Feb. 21<sup>st</sup> meeting.*

- *Municipal Financial Advisor – The Port has had a contract with PFM for seven years. The most recent contract had a renewal clause that took effect January 1, 2023. PFM will be assisting the Port in its efforts to set new toll rates that will fund a sufficient reserve to facilitate borrowing for the new bridge.*

#### **RECREATION/MARINA – DARYL STAFFORD, WATERFRONT MANAGER**

- *Marina-*
  - *Staff met with the Hood River Yacht Club, the Gorge Sailing Team (High School team) and the Gorge Jr. Sailing program to discuss leases, best use of the South Basin Dock space and potential opportunities for the future development of the Marina.*
  - *A Marina Committee Meeting is scheduled for 2/16/23 8:30am in the Port Boardroom. Agenda topics include the boathouse roundtable agenda, 6F Study for future Marina planning, and the dock maintenance/repair schedule.*
- *Events & Concessions-*
  - *Repairs are scheduled for the Event Site kite school dock to put in 30amp power.*
  - *Over the last couple of weeks Staff has received additional inquiries for food carts on the waterfront. They were for a hot dog stand, Shaved Ice Truck, and a Cider concession.*
  - *The Port has 21 waterfront events scheduled that will require permits for summer 2023. Updated event and cruise ship schedules are now posted on the Port's website. See the attached schedule.*
  - *The Port has a total of 19 waterfront concession permits. Currently there are 9 concession permits that are up for renewal requiring new agreements.*
  - *Staff has been working with our legal team and the Port's insurance agent on templates for Concessions Agreements, Event Permits, Docking Usage Agreements, and leases. All 2023 permits will be issued using the templates.*
  - *YTD Waterfront parking sales as of 1/31/23:*
    - *70 Regular length, \$14,000*
    - *1 Over length, \$350*

#### **DEVELOPMENT/PROPERTY – GREG HAGBERY, DEVELOPMENT & PROPERTY MANAGER**

- *The RFP for the Anchor Way / 1<sup>ST</sup> street design services is ready to be distributed. Staff will present the RFP for approval to distribute at the Feb. 7, 2023 session.*

- *The Executive Director and Finance Director began the process of visiting every leased tenant space to meet the Lessees and tour each facility. This process will take several phases to accommodate schedules and tenant data base. Thus far the effort by administrative staff has been very well received.*
- *Staff facilitated a mandatory walkthrough for the Janitorial Services Contract on Thursday January 19, 2023. Closing date for prospective bids is February 7, 2023.*
- *Staff is working with HNTB contractor Mason, Bruce & Girard to investigate 6(f) constraints on the Marina and future development. More information to follow.*
- *Mt. Hood Railroad is working with Terra Surveying to develop an easement map and legal language that will then be reviewed and negotiated through by staff and Port General Counsel*
- *Staff is working with Ecological Land Services to develop a strategy to bring the Airport wetlands into native vs invasive species compliance as required by DSL 5-year monitoring.*
- *Project^ Architectural team, Hacker is scheduled to submit the Land Use Application to the City of Hood River Planning Department for Lot 900.*
- *The Wetland at Lower Mill has been successfully rerouted around the periphery of Lot 902. Facilities is waiting for dryer weather (Spring/Summer 2023) to begin soil compaction of engineered fill and site grading.*

#### **AIRPORT – GREG HAGBERY, DEVELOPMENT & PROPERTY MANAGER**

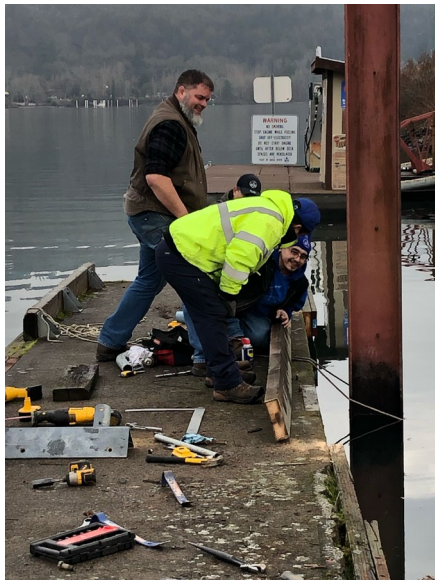
- *Staff has sought assistance from Precision Approach Engineering (PAE) with reaching qualified airport developers who may have interest in the North Apron RFDI that is currently published. Proposals are due March 10<sup>th</sup>, 2023.*
- *Staff has worked with Precision Approach Engineering (PAE) to ensure that the Port remains in compliance with the Disadvantaged Business Entity Program. The Port renewed its obligation to adhere to the program, which is required to receive FAA funding. Updated goals for 2023-2025 will be presented for approval at a future Commission Meeting.*
- *Airport walkthrough for the Airport Trenching Project took place on 1/12/2023. Several contractors participated. Three bids were received. Staff has awarded James Dean Construction. The contract is under \$10k and therefore was signed by the Executive Director.*
- *Staff visited with and had a prolonged conversation with Terry Brandt of WAAAM to gain a better understanding of the future plans for WAAAM and how the Airport and WAAAM can grow together moving forward. Mr. Brandt provided several suggestions based on his extensive knowledge of the Airport and aviation in general. Mr. Brandt also expressed a genuine desire to see an enhanced relationship between WAAAM and the Port.*

- Staff met with Precision Approach Engineering (PAE) on Wednesday Jan. 18th to discuss the kick-off for the AWOS project, development of the South Apron to support T-Hangar construction, development of the east end of the airport to support T-Hangar construction as well as several other airport related issues.
- The AWOS phone line was inoperable for a short period of time. Staff worked with Gorge.net to get the issue resolved.
- Staff continues to work with Ecological Land Services, DSL and US Army Corps of Engineers to develop a refined Wetland Mitigation Plan that incorporates a new planting strategy that is resilient to invasive species.

#### **FACILITIES/BRIDGE REPORT – JOHN MANN, FACILITIES DIRECTOR**

- *Utilities Conflict: Facility Director John Mann met via zoom with representatives from both Lumen and Charter Cable to discuss the utility conflict. Following Coffman's engineering review of the repair Lumen engineers had some more work to do to get measures not included accurately. Engineers were back on site Friday 1/13/23 to get these measurements. The revised plan is to be received by 1/19/23. All port efforts in regard to resolving the utility conflict will be reimbursed by Lumen/Charter in accordance with their contract.*
- *5/10/20 Year Bridge Capital Improvement and Maintenance: Facilities Director John Mann has met with both HDR Engineering and WJE Engineering to discuss the 5,10,20 year bridge capital improvements and maintenance plan. Mark Libby will present the updated plan at tonight's meeting.*
- *Portway Storm Water Project: The trenching, manholes and Maritime stubs have been completed. The contractor is waiting delivery of the final catch basin to install prior to completing temp paving. The project has gone very well in a very difficult trenching scenario of collapsing trenches. The contractor has reached compaction regardless of these challenges. James Dean has been very good to work with on this project.*
- *Wire Ropes Project: Project schedule and public notification update is a Discussion item for tonight's meeting.*
- *We have received the attached proposal for security services from firm TCB Security Services, Inc. based on a meeting with Port management. This is provided for Commission review in preparation for the FY 23-24 budget planning process.*
- *Dock/Ramp update: Facilities staff has corrected the design failures of the new OSMB dock at the public boat launch. The only remaining work is pouring the concrete ramps that attach to the parking lot end of the docks. This was an exceptionally difficult project to resolve and port staff came together on a very successful strategy in house. By solving this in house with facilities staff we saved minimally \$20,000 in project overruns due to design issues. See photos on following page.*





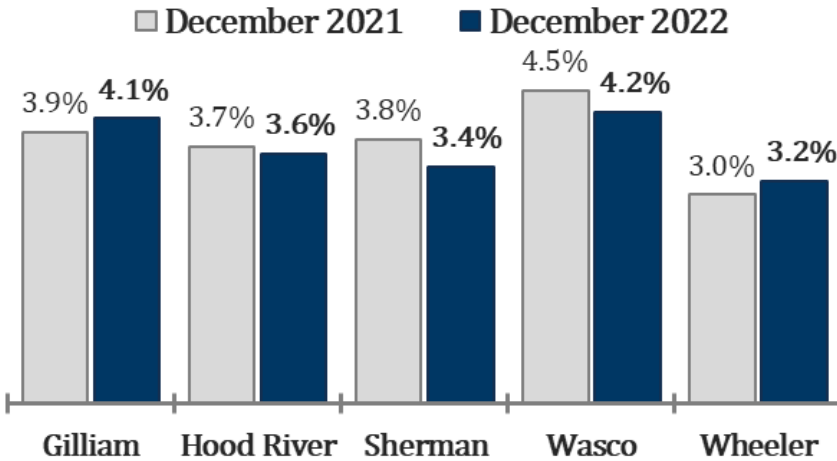


# Columbia Gorge Economic Indicators

(December 2022 data)

## January 2023 Edition

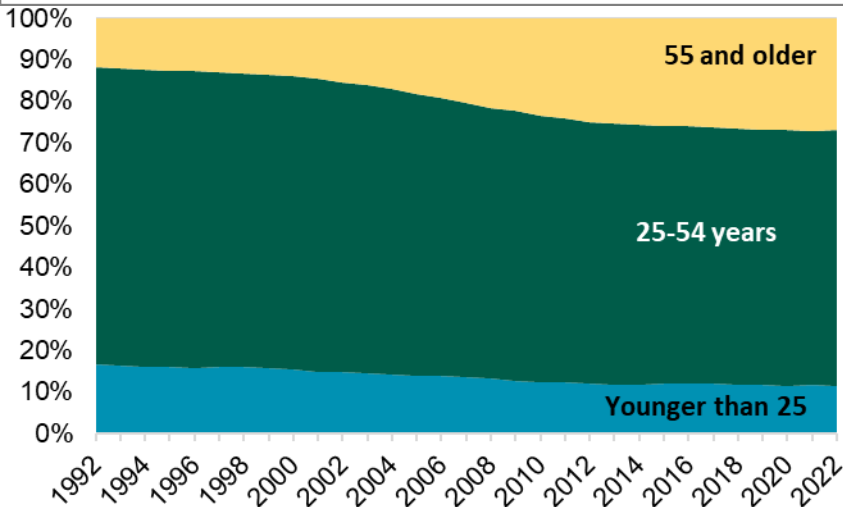
### Local Area Unemployment Rates (Seasonally adjusted)



### Graph of the Month

#### Age of Employees Over Time in the Columbia Gorge

Source: Census, Quarterly Workforce Indicators

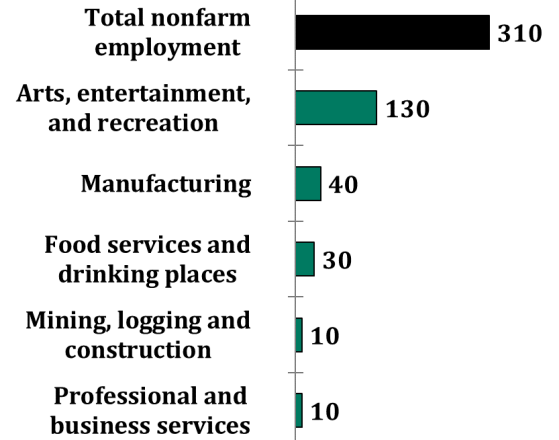


Roughly 27% of employees in the Columbia Gorge were 55 years or older in 2022, according to the Census' Quarterly Workforce Indicators (QWI). This is 11 percentage points higher than in 2002 when only 16% of employees were 55 years or older. Employment share for people ages 54 or younger decreased significantly during the same time period. Employment share of people 25-54 years old declined from 70% to 62%; the share declined from 15% to 11% for those younger than 25.

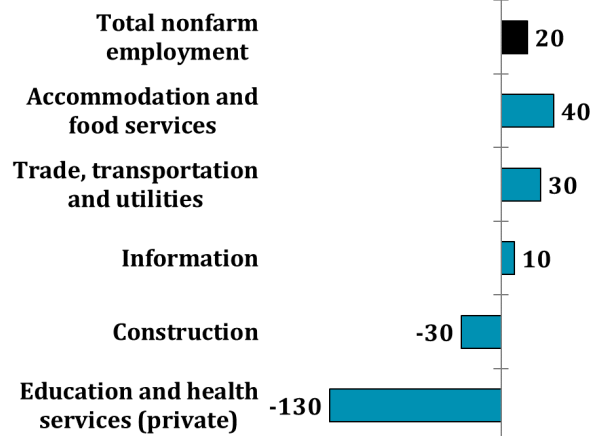
This demographic shift in the workforce has been fueled by a few main reasons. The Great Recession (2007) decreased employment of people younger than 25 more than other age groups; boomers, the second largest generation, are aging; and the Oregon birthrate has slowed considerably since the late 1990s.

### Select Industry Gains and Losses (Over-the-year net employment change)

#### Hood River County



#### Wasco County



### Notable Over-the-Year Changes

#### Gilliam

##### Total nonfarm employment (-130)

Education and health services (+5)

Leisure and hospitality (-5)

#### Sherman

##### Total nonfarm employment (+35)

Trade, transportation and utilities (+35)

Leisure and hospitality (-5)

#### Wheeler

##### Total nonfarm employment (+5)

Leisure and hospitality (+10)

Government (-5)

Want to join the distribution list?

Jake Procino

Jake.D.Procino@employ.oregon.gov

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Hood River County Commissioners,

The Port of Cascade Locks primary mission is to support economic development for its Port District and the Gorge region. The Port owns prime property in Cascade Locks that can be developed to create new good paying jobs and provide additional benefits to the local community.

Private sector financing can be a key component for making industrial developments feasible. Because of this the Port is enthusiastic about the CPACE financing program. CPACE is a program has been approved by the Oregon Legislature, but needs to be adopted by each county in Oregon in order for its benefits to be utilized at the local level. Currently CPACE has been adopted by Multnomah, Deschutes and Washington Counties. More counties are currently considering adoption. Its emphasis on providing financing for energy efficiency, renewable energy, water conservation and seismic resilience would be a good fit for Hood River County. CPACE can also help finance much needed multi-family housing projects.

The Port of Cascade Locks believes that CPACE can be a powerful economic development tool for Cascade Locks. We also believe that it could also have tremendous benefits throughout Hood River County by incentivizing additional private sector investments in the types of projects that are important to local residents. We request that the County Commission give serious consideration to CPACE and proceed with adoption at its earliest opportunity.

Respectfully,

Jess Groves

President—Port of Cascade Locks Commission

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# THORN RUN PARTNERS

GOVERNMENT RELATIONS

## Port of Hood River Week Two: 2023 Legislative Session

### Last Week in Review

As week two of the 2021 Legislative Session comes to a close, the rhythm of a long legislative session is starting to settle. The House and Senate convened on their respective floors and introduced an additional 75 bills which will now to move to their committees of jurisdiction. We expect more bills to be introduced in the coming week. This week each committee chair took a slightly different approach to their work. Some focused on providing committee members with background information through informational hearings on the policy issues of jurisdiction and priority policy issues. Other committees held public hearings on legislation for which there is little debate or controversy in an attempt to move them quickly through the process. Still other committee chairs are conducting public hearings on bills likely to be mired in controversy, but for which the Chair wants to spur conversation and dialogue early in the session in hopes of consensus later in the year.

The Ways and Means process remains largely paused as we await the Governor’s proposed budget that is expected to be released next week. The typical Ways and Means process advances agency budgets through Ways and Means Subcommittees in two phases. The first budget hearing phase is a broad overview designed to familiarize subcommittee members with an agency’s budget and identifies issues of concern or particular committee member interest. A second budget hearing for the agency is scheduled later in the session during which the subcommittee considers a narrower set of agency issues at a deeper, more comprehensive level.

While we await the proposed budget, the coming week includes continued focus on the work of the Joint Semiconductor Committee and hearings that will be focused on bills addressing potential housing solutions, wildfire prevention, water policy, health care delivery and energy policy. The next process deadlines include the deadline for Legislative Counsel to return non-priority bill concepts to members on February 17th and the deadline for non-priority bills to be introduced on February 21st.

### Week Two Highlights

Bill Number	Relating To	Bill Summary	Priority	Last Three Actions
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## THORN RUN PARTNERS

GOVERNMENT RELATIONS

<a href="#">SB 431</a>	Relating to the Hood River-White Salmon Interstate Bridge; declaring an emergency.	Appropriates moneys from General Fund to Department of Transportation for distribution to Port of Hood River for construction of Hood River-White Salmon Interstate Bridge. Declares emergency, effective July 1, 2023.	1	01/26/23 - Work Session held. 01/14/23 - Referred to The Interstate 5 Bridge, then Ways and Means. 01/09/23 - Introduction and first reading. Referred to President's desk.
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- As expected, SB 431 had a work session for the purpose of moving the bill to the Joint Transportation Committee.

### Legislator Meetings

Thorn Run Partners met with several legislators this week to advocate for \$125 million in funding for the Bridge Replacement Project. The project met with bi-partisan support and encouragement.

Monday, January 23

Rep. Gomberg, D-Central Coast  
Speaker Rayfield, D-Corvallis  
Rep. Boshart Davis, R-Albany  
Senate Republican Leader Knopp, R-Bend

Tuesday, January 24

Rep. Cate, R-Lebanon

Friday, January 27

Rep. McLain, D-Hillsboro

### **Relevant Bills with Hearings, Work Sessions and Floor Considerations Next Week**

While there are no bills scheduled this week that affect the Bridge Replacement Project, two bridge authority related bills will have a public hearing. Thorn Run Partners will monitor the discussion on the Port's behalf.

# THORN RUN PARTNERS



Thursday, February 2

<b>Bill Number</b>	<b>Relating To</b>	<b>Bill Summary</b>	<b>Priority</b>	<b>Next Hearing Location</b>	<b>Last Three Actions</b>
<a href="#">HB 2137</a>	Relating to Willamette River bridges; declaring an emergency.	Establishes Willamette River Bridge Task Force.	3	Joint Committee Transportation Public Hearing HR F	02/02/23 - Public Hearing scheduled.
<a href="#">HB 2781</a>	Relating to a special bridge district; prescribing an effective date.	Authorizes formation of bridge district in capital city region, consisting of Benton, Marion, Polk and Yamhill Counties.	3	Joint Committee Transportation Public Hearing HR F	02/02/23 - Public Hearing scheduled.

## Next Week's Highlights

### Legislator Meetings

Thorn Run Partners will continue to meet with legislators this week to advocate for the funding needed for the bridge. The following meetings are presently scheduled.

Monday, January 30

House Majority Leader Fahey (D-West Eugene)  
Sen. Frederick (N/NE Portland)

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## 2023 Legislative Session Weekly Report Port of Hood River January 28, 2023

### Week Three

This week Democrats focused on legislation related to reproductive rights in honor of the 50th anniversary of the Roe v. Wade decision. On Tuesday they heard eight bills related to reproductive health across six committees. The various proposals touched all different sectors. This topic was also the focus for democratic leadership during their [legislative democratic leaders media availability](#) on Monday.

This week was full of committee hearings and executive sessions and the first handful of bills were brought to the floor for a chamber wide vote. One piece of legislation that is moving through the process is related to childcare, HB 1199, sponsored by Tana Senn (D-41). The legislation seeks to increase the availability of childcare by prohibiting an HOA from prohibiting, unreasonably restricting, or limiting the use of a unit as a licensed family home child care or as a licensed child day care center. The bill passed the House 96-0 this week and will move to the Senate for further consideration.

The Commercial Aviation Coordinating Commission was formed pursuant to legislation passed in the 2019 legislative session to identify the preferred site for a next commercial service airport. The final recommendation to the legislature is due by June of 2023 however the preliminary recommendations have identified three locations, two in Pierce County and one in Thursday County. On Wednesday, January 25th there was a rally held at the state capitol to oppose the new locations for an international airport. This will continue to be a contentious issue as the date for the final recommendation approaches.

On Tuesday the Senate Labor and Commerce Committee heard the newest proposal related to ergonomics, SB 5217, sponsored by Senator Dhingra (D-45). In 2000 the department of Labor and Industries adopted specific workplace ergonomics regulations that were highly controversial. The regulations were repealed in 2003 after the voters passed Initiative 841 which also prohibited L&I from adopting similar regulations. SB 5217 seeks to restore L&I's ability to regulate ergonomics. Last year there was a similar, more expansive, proposal on this topic that narrowly passed the House after several hours on the floor, but ultimately died in the Senate.

Also of note this week the Washington Supreme Court heard oral arguments in the capital gains case. As you know, in 2021 the legislature passed capital gains tax applicable to individuals at a rate of 7% on net gains in excess of \$250,000 in a calendar year, with the proceeds going to the education legacy trust account and the common school construction account. The tax was later challenged on the basis that it violates the state constitution. If the tax is found to be unconstitutional that budget writers will have a hole to fill and will need to look elsewhere to fund some of their education and childcare priorities.

Finally, a proposal from the tax structure workgroup had a public hearing this week (SB 5842). The newly proposed approach, called the margin tax, takes Washington State's current Business & Occupation (B&O) tax structure and converts it into a gross receipts tax similar to the Texas franchise tax. The current B&O tax structure

is based on gross income, where most businesses do not receive a deduction. Under the new proposed structure, businesses would be taxed on their margin, calculated as gross income minus one of four deductions (chosen annually) - cost of goods sold, compensation paid, a fixed percentage of gross receipts (30%), or a flat amount (\$1 million).

Next week will continue with committee hearings and executive sessions.

We are continuing to work with legislators on moving the state funding forward and communicating to Senator King around federal funding. We are also working on securing meetings for the February 8th trip to Olympia.

### 2023 Session Cutoff Calendar

January 9, 2023 - First Day of Session

February 17, 2023 - Policy Committee Cutoff

February 24, 2023 - Fiscal Committee Cutoff

March 8, 2023 - House of Origin Cutoff

March 29, 2023 - Policy Committee Cutoff - Opposite House

April 4, 2023 - Fiscal Committee Cutoff - Opposite House

April 12, 2023 - Opposite House Cutoff

April 23, 2023 - Sine Die

## Bill Status

Bill #	Abbrev. Title	Title	Status	Sponsor
<a href="#">HB 1004</a> (SB 5478)	Bridge jumping signs	Installing signs on or near bridges to provide information to deter jumping.	H Transportation	Abbarno
<a href="#">HB 1125</a> (SB 5162)	Transportation budget	Making transportation appropriations for the 2023-2025 fiscal biennium.	H Transportation	Fey
<a href="#">HB 1126</a> (SB 5164)	Transportation budget, supp.	Making supplemental transportation appropriations for the 2021-2023 fiscal biennium.	H Transportation	Fey
<a href="#">HB 1140</a> (SB 5187)	Operating budget	Making 2023-2025 fiscal biennium operating appropriations.	H Approps	Ormsby
<a href="#">HB 1141</a> (SB 5188)	Operating budget, supp.	Making 2021-2023 fiscal biennium second supplemental operating appropriations.	H Approps	Ormsby
<a href="#">HB 1147</a> (SB 5200)	Capital budget	Concerning the capital budget.	H Cap Budget	Tharinger
<a href="#">HB 1148</a> (SB 5201)	State gen. obligation bonds	Concerning state general obligation bonds and related accounts.	H Cap Budget	Tharinger
<a href="#">SB 5012</a>	Columbia river third bridge	Requiring the joint transportation committee to conduct a study of a third bridge over the Columbia river between southwest Washington and Oregon.	S Transportation	Wilson
<a href="#">SB 5162</a> (HB 1125)	Transportation budget	Making transportation appropriations for the 2023-2025 fiscal biennium.	S Transportation	Liias
<a href="#">SB 5164</a> (HB 1126)	Transportation budget, supp.	Making supplemental transportation appropriations for the 2021-2023 fiscal biennium.	S Transportation	Liias
<a href="#">SB 5187</a> (HB 1140)	Operating budget	Making 2023-2025 fiscal biennium operating appropriations.	S Ways & Means	Rolfes



<a href="#">SB 5188</a> (HB 1141)	Operating budget, supp.	Making 2021-2023 fiscal biennium second supplemental operating appropriations.	S Ways & Means	Rolfes
<a href="#">SB 5201</a> (HB 1148)	State gen. obligation bonds	Concerning state general obligation bonds and related accounts.	S Ways & Means	Mullet

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Start Date	End Date	Event Name	Description	Location	Estimated # People
3/25/2023	3/25/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
4/8/2023	4/8/2023	Gorge High School Sailing Team Regatta	High School sailing team regatta uses the commercial dock for their boats to moore during the day of the race	Cruise Ship Dock	30
4/22/2023	4/23/2023	24 Hour Paddle for Cancer Fundraiser	Small group paddling laps for 24 hours to raise money for local kids with cancer	Nichols Basin- Frog Beach	15
4/22/2023	4/22/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
4/29/2023	4/29/2023	Ciderfest	Local Cideries and artisans showcase their products for purchase. Music, alcohol, kids games.	Event Site	2500
4/30/2023	4/30/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
5/27/2023	5/27/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
5/28/2023	5/28/2023	CGW2 Gear Swap	Gear Swaps where people pay a fee to participate in order to sell their sporting goods	Lot #1	300
5/28/2023	5/28/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
6/17/2023	6/17/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
6/26/2023	6/26/2023	Wet Planet Kayak School- First Descents Camp	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Marina Beach	16+ staff
6/27/2023	6/27/2023	Wet Planet Kayak School- Avid 4 Adventure Camp	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Frog Beach, Nichols Basin	15+ staff
7/2/2023	7/2/2023	CGW2 Gear Swap	Gear Swaps where people pay a fee to participate in order to sell their sporting goods	Lot #1	300
7/3/2023	7/3/2023	Wet Planet Kayak School- First Descents Camp	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Marina Beach	16+ staff
7/4/2023	7/4/2023	Lions Club Eyeopener Fireworks	4th of July Fireworks program	Waterfront	10,0000
7/7/2023	7/9/2023	KB4C (Kiteboard for Cancer)	Kiteboard fundraiser for Cancer victims who participate in Project Koru. Participants are on teams who compete to raise money.	Event Site	500
7/9/2023	7/9/2023	Wet Planet Kayak School- Adventure Treks	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Marina Beach	28+ staff
7/10/2023	7/15/2023	Downwind Paddle Champs- Canoe/Outrigger Race	Outrigger Canoe race from Stevenson to the Waterfront Park.	Stevenson/Waterfront Park	800
7/14/2023	7/16/2023	Bridge of the Gods Kitefest and the Gorge Blowout holding period	Downwind Kite Race from Stevenson to the Event Site	Stevenson/Event Site	50
7/18/2023	7/18/2023	Wet Planet Kayak School- Kids Kayak Camp	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Frog Beach, Nichols Basin	12+ staff
7/21/2023	7/23/2023	SIC Gorge Paddle Challenge- SUP, OC, Foil, Wing Race	SUP, Wing Foil race from Viento to the Waterfront Park	Waterfront Park/ Jensen West Parking	400
7/22/2023	7/22/2023	Windy River Marathon Relay- Hood to Coast Series	Running race that starts and finishes at the Marina Green. Runners go throughout the valley.	Marina Green	600

2/3/2023

7/24/2023	7/24/2023	Wet Planet Kayak School- Avid 4 Adventure Camp	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Frog Beach, Nichols Basin	15+ staff
7/29/2023	7/30/2023	HR1D Regatta	Hood River Yacht Club uses the Commercial dock to tie up their boats on race day	North Jetty Commercial Dock	24 boats
7/31/2023	7/24/2023	Wet Planet Kayak School- Adventure Treks	Wet Planet Kayak Center in Husum runs kids camps at Nichols basin and the Marina Beach Park.	Marina Beach	28+ staff
8/6/2023	8/6/2023	HRYC Double Damned Regatta	Hood River Yacht Club uses the Commercial dock to tie up their boats on race day	North Jetty Commercial Dock	24 boats
8/7/2023	8/11/2023	ABK Windsurfing Clinics	1- week- (5 day) windsurfing and wing foil camps	Marina Beach	20
8/14/2023	8/18/2023	ABK Windsurfing Clinics	1 week- (5 day) windsurfing and wing foil camps	Marina Beach	20
9/3/2023	9/3/2023	CGW2 Gear Swap	Gear Swaps where people pay a fee to participate in order to sell their sporting goods	Lot #1	300
9/5/2023	9/9/2023	AWSI Trade Show- Private Event	Private tradeshow for windsport gear. Distributors showcase products for retailers to purchase for the upcoming year	Event Site & Lot #1	600
9/9/2023	9/9/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
10/13/2023	10/15/2023	Harvest Fest	Food, craftes, beer, wine & artisons showcase their products for purchase. Music, alcohol, kids games.	Event Site & Lot #1	10,000
10/21/2023	10/21/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
10/22/2023	10/22/2023	Columbia Gorge Marathon	Running race that starts and finishes at the Event Site. Runners go throughout the valley.	Event Site	1500
10/22/2023	10/22/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
11/4/2023	11/4/2023	Oregon Bass Federation Fishing Tournament	Fishing competition held out on the Columbia. Boats put in and take out at the HR Boat Ramp.	Marina Boat Ramp/Guest Dock	40+ boats
TBD		Jr. Sailing Program Kids Program	8 week series- (5 sessions)day kids learn to sail camps	Marina Basin/ SB Dock	30
TBD		Lacrosse Jr. Program Practice & Games	Local Lacrosse kids program for elementary age kids	Marina Green	50
TBD		Slider Project Kite Park league KPL Team Battle	Kiteboard competition that uses the jumps out on the sandbar to perform maneuvers. They set up tents on the grass at the beach.	Marina Beach/Sandbar	30
TBD		Wylde Wind & Water Free Water Safety Pop-Up Session	Free Water Safety sessions given on the dock at the Event Site location of the Concession WWW	Event Site Dock	
TBD		Touch Rugby	Informal adult rugby practice	Marina Green	10

Company	Vessel	Arrival Date	Arrival Time	Departure Date	Departure Time	Dock Requested
Linblad	Sea Bird	4/3/2023	8:00am	4/4/2023	9:00pm	Inside Jetty Commercial Dock
HRYC	High School Sailing Team Regatta	4/8/2023		4/9/2023	8:00AM	Inside Jetty Commercial Dock
Linblad	Sea Bird	4/14/2023	6:00am	4/15/2023	6:00pm	Inside Jetty Commercial Dock
Linblad	Sea Lion	4/16/2023	8:00am	4/17/2022	9:00pm	Inside Jetty Commercial Dock
Linblad	Sea Bird	4/17/2023	8:00am	4/18/2023	9:00pm	Inside Jetty Commercial Dock
ACL	American West	4/25/2023	9:00AM	4/26/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Sea Lion	4/27/2023	6:00am	4/28/2023	6:00pm	Inside Jetty Commercial Dock
Lindblad	Sea Bird	4/29/2023	8am	4/29/2023	6pm	Inside Jetty Commercial Dock
ACL	American Song	5/3/2023	9:00AM	5/4/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	5/9/2023	9:00AM	5/10/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	5/15/2023	6:00PM	5/16/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	5/17/2023	6:00PM	5/18/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Harmony	5/21/2023	9:00AM	5/22/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	5/23/2023	9:00AM	5/24/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	5/29/2023	6:00PM	5/30/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	5/31/2023	6:00PM	6/1/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Pride	6/4/2023	6:00PM	6/5/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	6/6/2023	9:00AM	6/7/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	6/12/2023	6:00PM	6/13/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	6/14/2023	6:00PM	6/15/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	6/20/2023	9:00AM	6/21/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Jazz	6/28/2023	6:00PM	6/29/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Pride	7/2/2023	8:00AM	7/3/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Song	7/4/2023	8:00AM	7/5/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Jazz	7/6/2023	8:00AM	7/6/2023	6:00PM	Outside Jetty bollard moorage
ACL	American Pride	7/9/2023	6:00PM	7/10/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Song	7/11/2023	6:00PM	7/12/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	7/17/2023	6:00PM	7/18/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Song	7/19/2023	9:00AM	7/20/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Harmony	7/23/2023	9:00AM	7/24/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	7/25/2023	9:00AM	7/26/2023	8:00AM	Outside Jetty bollard moorage
HRYC	HR1D Race Boats	7/28/2023		8/6/2023		Inside Jetty Commercial Dock

ACL	American West	7/31/2023	6:00PM	8/1/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	8/2/2023	6:00PM	8/3/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Pride	8/6/2023	6:00PM	8/7/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	8/8/2023	9:00AM	8/9/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	8/15/2023	6:00PM	8/16/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	8/16/2023	6:00PM	8/17/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Harmony	8/20/2023	9:00AM	8/21/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	8/22/2023	9:00AM	8/23/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Jazz	8/24/2023	9:00AM	8/25/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Song	8/30/2023	9:00AM	8/31/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Pride	9/3/2023	6:00PM	9/4/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	9/5/2023	9:00AM	9/6/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	9/12/2023	6:00PM	9/13/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Jazz	9/13/2023	6:00PM	9/14/2023	5:00PM	Outside Jetty bollard moorage
ACL	American Harmony	9/17/2023	9:00AM	9/18/2023	8:00AM	Outside Jetty bollard moorage
ACL	American West	9/19/2023	9:00AM	9/20/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Jazz	9/21/2023	9:00AM	9/22/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Sea Lion	9/25/2023	10:00am	9/26/2023	6:00am	Inside Jetty Commercial Dock
ACL	American West	9/26/2023	6:00PM	9/27/2023	5:00PM	Outside Jetty bollard moorage
Linblad	Sea Bird	9/26/2023	10:00am	9/27/2023	6:00am	Inside Jetty Commercial Dock
Linblad	Quest	9/27/2023	10:00am	9/27/2023	7pm	Anchor- Zodiac shuttle inside jetty
ACL	American Pride	10/1/2023	8:00AM	10/2/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Song	10/3/2023	8:00AM	10/4/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Sea Lion	10/5/2023	8:00am	10/5/2023	4:00pm	Inside Jetty Commercial Dock
Linblad	Sea Bird	10/6/2023	8:00am	10/6/2023	4:00pm	Inside Jetty Commercial Dock
ACL	American Harmony	10/7/2023	8:00AM	10/8/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Quest	10/7/2023	8:00am	10/7/2023	4:00pm	Anchor- Zodiac shuttle inside jetty
ACL	American West	10/9/2023	8:00AM	10/10/2023	8:00pm	Outside Jetty bollard moorage
Linblad	Sea Lion	10/9/2023	10:00am	10/10/2023	6:00am	Inside Jetty Commercial Dock
Linblad	Sea Bird	10/10/2023	10:00am	10/11/2023	6:00am	Inside Jetty
ACL	American Jazz	10/11/2023	8:00AM	10/12/2023	8:00AM	Outside Jetty bollard moorage
ACL	American Song	10/18/2023	9:00AM	10/19/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Sea Lion	10/19/2023	8:00am	10/19/2023	4:00pm	Inside Jetty
Linblad	Sea Bird	10/20/2023	8:00am	10/20/2023	4:00pm	Inside Jetty

ACL	American Pride	10/22/2023	6:00PM	10/23/2023	5:00PM	Outside Jetty bollard moorage
ACL	American West	10/24/2023	9:00AM	10/25/2023	8:00AM	Outside Jetty bollard moorage
Linblad	Sea Bird	10/24/2023	10:00am	10/25/2023	6:00am	Inside Jetty
ACL	American West	10/31/2023	6:00PM	11/1/2023	5:00PM	Outside Jetty bollard moorage
Lindblad	Sea Bird	11/3/2023	5:00am	11/3/2023	5:00pm	Inside Jetty
ACL	American Harmony	11/5/2023	9:00AM	11/6/2023	8:00AM	Outside Jetty bollard moorage

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# Security Service Proposal



Submitted by:  
**Mike G. Goff , CEO**

**TCB Security Services, INC**

4909 S. Coast Hwy Suite 1  
South Beach, OR 9736

## Scope of Service

Port of Hood River is looking for a partner to provide contracted public safety services to the Port as well as its users and visitors.

1. Security Officers shall perform their duties in an efficient, conscientious manner, and shall be courteous and helpful to all persons on property.
2. Security Officer(s) shall be responsible for continually patrolling all port owned and controlled properties.
4. Security Officer(s) are intended to serve as a visual and physical deterrent to crime, and to respond to calls for assistance, and are to call for Police or other emergency response as circumstances warrant. Officers should work to maintain a cooperative relationship with local law enforcement.
5. All incidents, suspicious or unusual, will be reported to the appropriate authorities and documented by written Incident Report. The Incident Reports shall be entered into the TCB computer and be available for recall to management.
6. Perform required parking enforcement related services
7. Protect property assets, limit liability, maintain order, and provide assistance as requested.
8. Investigate issues, concerns, crimes, complaints, and documents as required by the client.
9. Perform lock up services as scheduled
10. Enforce Port of Hood River code and policy while on duty.
11. Work with Port staff to establish effective and needed security services as needed.

# Cost of Service

## Description of Fixed Price Services

TCB shall provide all management, training (including OJT), supervision, manpower, material, supplies, and equipment (except as otherwise noted), and shall plan, schedule, coordinate, and assure effective performance of all services described herein. All of the following rates include: Federal and State taxes, unemployment, workers compensation and liability insurances, overtime, training, turnover costs, recruiting, criminal records checks, drug testing, uniforms, personnel costs, as well as all other management and supervisory costs.

### Bid for Basic Services:

#### Option 1: ( 8 hour shifts)

##### Armed Security Officer Service 56 Hours per week

Per hour rate:	\$32.00
Holiday <sup>1</sup> rate per hour:	\$45.00
Emergency rate per hour:	\$45.00
Vehicle Usage Fee	\$400.00 Per month

*Monthly Estimated Cost \$8,150.00*

#### Option 2: (10 hour shifts)

##### Armed Security Officer Service 80 Hours per week

Per hour rate:	\$31.00
Holiday <sup>2</sup> rate per hour:	\$45.00
Emergency rate per hour:	\$45.00
Vehicle Usage Fee	\$400.00 Per month

*Monthly Estimated Cost \$11,146.00*

### Added Value:

- TCB uses a computer based dispatch and records management system. This system tracks officer activities, reports, citations, and parking permits, etc.
- Additionally, it has an online presence that allows the public the ability to file a report or complaint into the system. That information is electronically delivered to supervisors for follow up.
- TCB operates a 24 hour dispatch center that can handle calls and dispatch officers.
- The port would be given a dedicated phone number that could be posted to contact security. This line could be answered "port of Hood River Security".
- The center has back up power and redundant phone lines to ensure operation has limited interruptions.
- Remote camera monitoring.

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TCB is an Oregon based security company. We remain a medium size company by choice to better service our clients. TCB has a management and support staff that would rival a company with double the number of security officers. As you will see as you read this proposal, we are innovative, aggressive in our attempts to obtain the goals we have defined, always seeking further knowledge, and always challenged.

Our major goal is professionalism; our greatest strength is that we are still fundamentally dedicated to reaching it, every employee and every other client.

## **Employment**

TCB has 350 full & part employees assigned from our headquarters and branch offices. These employees are broken down into the following categories:

- |                               |                     |
|-------------------------------|---------------------|
| ⌘ Executive Staff             | ⌘ Supervisors       |
| ⌘ Dispatchers                 | ⌘ Security Officers |
| ⌘ Clerical                    | ⌘ Patrol            |
| ⌘ Emergency & Risk Management | ⌘ Human Resources   |

## **Our Model**

TCB is a unique example of how industry trends and expectations are created. Most companies offer a one-dimensional level of service. Our attention to customizing individual service programs for your location is what sets us apart. This model has led us to become one of the most extensive agencies in Oregon.

## **Our Mission**

Our mission is to represent you, protect your assets and deliver unparalleled services. By doing this, you can keep your focus solely on running your day to day business. We are industry leaders that pride ourselves on “outside the box thinking”. We are constantly exploring new partnerships to better serve our communities.

## **Our Service**

Using processes of recruitment, training, leadership and executive quality control, we provide the highest standard in today’s security operations. We utilize the latest technology in dispatch, radios, and records keeping, equipping your facility with the most advanced security services available.

## **Our People**

TCB Prides itself as an industry leader with the highest quality of staff. Our officers are not only state certified by the Department of Public Safety Standards and Training, but also complete and extensive in-house training program. Officers also enjoy the benefit of our continuing education programs using advanced learning management systems.

# **Management Qualifications**

## **Effective & Creative Management**

It is an often quoted maxim at TCB that the fundamental key to our business success, outside of our officers, is our effective and creative management. Through policies and procedures, staff managers must have the ability to lead and formulate a company environment where each employee's internal motivation can flourish. Management understands that in order to provide total quality service to you **and** all of our clients, we must provide total quality support to our employees.

As a service organization, our personnel are well trained, supervised and specifically selected for each client. A challenge to all of us, and one that is met successfully each day.

## **TCB as a Solid Reputation**

Our company enjoys an excellent reputation throughout the Oregon Area. We are very proud of all our clients and will be delighted to add to that list.

## **The TCB Philosophy**

TCB philosophy is simple Professionalism in every area. This philosophy is in every aspect of the company. The company's size, our experienced management, and a commitment to total customer satisfaction give TCB an excellent position in the market.

## **Mission Statement**

The TCB organization is a team, with every person in the company a player, expected and needed to perform to their fullest capacity. TCB's objective is to make a fair profit, achieve sales and budgeting goals, while at the same time remaining committed to quality service and strengthening the connection between its employees and clients.

## **Capability Statement**

TCB has grown to the extent where it can compete successfully for a contract of any size. A smaller company would not have the flexibility, quality of training and ability to offer such a wide range of services. The national companies tend to be less efficient, and do not have the responsiveness and personal commitment as our locally-owned company. We offer the best of both worlds.

## **Management Systems**

Proven management systems are ready to handle up to twice the current business volume without significant changes, leaving a large unused capacity waiting to be filled.

## **Access to Management**

When telephones ring at TCB (any time of day), you have the option of dialing our emergency number to contact a member of our company's supervisory, management, or executive staff. There is always a manager on duty, 24-hours a day, every day. The dispatcher can page or patch your management to an executive or manager, anytime. All managers constantly monitor their voicemail and respond immediately.

## **The Future is Now**

As TCB turns now to the future, it is more important than ever that commitment to quality remain alive in every manager for all employees to observe and learn from. An honest, open communication between both clients and company, and employees and managers, is an essential part of this philosophy, and is encouraged and practiced by everyone.

# **The TCB Quality Management System**

### **Purpose:**

1. To establish and maintain an ongoing, systematic program of monitoring, data analysis, assessment, and comprehensive evaluation that supports continuous quality improvement.
2. To identify opportunities and develop strategies to improve delivery of services provided to customers.
3. To promote maximum active participation and commitment from all personnel (security officers, support and management) in quality assessment/quality improvement activities.

# Equal Employment Opportunity

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at TCB will be based on merit, qualifications, and abilities. Except where required or permitted by law, employment practices will not be influenced or affected by an applicant's or employee's race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

TCB is in full compliance with the federal mandates of the Americans with Disabilities Act. TCB will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

In addition to a commitment to provide equal employment opportunities to all qualified individuals, TCB has established an affirmative action program to promote opportunities for individuals in certain protected classes throughout the organization.

TCB believes that the work conditions, wages, and benefits it offers to its employees are competitive with those offered by other employers in this area and in this industry. If employees have concerns about work conditions or compensation, they are strongly encouraged to voice these concerns openly and directly to their supervisors.

Our experience has shown that when employees deal openly and directly with supervisors, the work environment can be excellent, communications can be clear, and attitudes can be positive. We believe that TCB amply demonstrates its commitment to employees by responding effectively to employee concerns.

In an effort to protect and maintain direct employer/employee communications, we will resist organization, within applicable legal limits, and protect the right of employees to speak for themselves.

If and when employees examine the option of representation by individuals outside TCB, however, we strongly encourage careful consideration of such related issues as regular deductions from paychecks for representation fees, the potential for outside interference with supervisory relationships, and the commitment to comply with directions from third parties

# **Immigration Law Compliance**

TCB is committed to employing only United States citizens and aliens who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin.

In compliance with the Immigration Reform and Control Act of 1986, each new employee, as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility. Former employees who are rehired must also complete the form if they have not completed an I-9 with TCB within the past three years, or if their previous I-9 is no longer retained or valid.

## **Smoke-Free Workplace**

In keeping with TCB's intent to provide a safe and healthful work environment, smoking in the workplace is prohibited except in those locations that have been specifically designated as smoking areas. In situations where the preferences of smokers and nonsmokers are in direct conflict, the preferences of nonsmokers will prevail.

Security officers shall not smoke while on-duty in public view, or in areas where it is prohibited, including client managed properties and TCB owned vehicles.



# Drug and Alcohol Use

It is TCB's desire to provide a drug-free, healthful, and safe workplace. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner.

While on TCB premises and while conducting business-related activities off TCB premises, no employee may use, possess, distribute, sell, or be under the influence of alcohol or engage in the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs. Violations of this policy may lead to disciplinary action, up to and including immediate termination of employment, and/or required participation in a substance abuse rehabilitation or treatment program. Such violations may also have legal consequences.

The legal use of prescribed drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner that does not endanger other individuals in the workplace.

The legal use of over-the-counter drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner that does not endanger other individuals in the workplace.

Operating company vehicles while taking any drugs which may impair the driver's performance is against the law and strictly prohibited. This includes, but is not limited to illegal drugs, alcohol, prescribed drugs and over-the-counter drugs (such as antihistamines, cough medications containing alcohol or codeine, etc.).

To inform employees about important provisions of this policy, TCB has established a drug-free awareness program. The program provides information on the dangers and effects of substance abuse in the workplace, resources available to employees, and consequences for violations of this policy.

# Drug Testing

TCB is committed to providing a safe, efficient, and productive work environment for all employees. In keeping with this commitment, employees and job applicants may be asked to provide body substance samples (e.g., blood, urine) to determine the illicit use of marijuana, cocaine, opiates, amphetamines, alcohol, barbiturates, and phencyclidine (PCP). TCB will attempt to protect the confidentiality of all drug test results. Drug tests may be conducted in any of the following situations:

**PRE-EMPLOYMENT** - as a pre-qualification to assuming any position, prospective employees are required to provide a body substance sample for drug testing. This occurs in connection with the pre-employment medical examination.

**PERIODIC** - This test occurs in connection with qualifying medical examinations for required licenses.

**REASONABLE CAUSE** – Tests of this kind occurs when workplace unusual behavior in the work place indicates that an employee is under the influence of drugs. Such behavior must be witnessed by at least one supervisor.

**POST-ACCIDENT** - Any current employee who is involved in a serious incident or accident while on duty, whether on or off the employer's premises, may be asked to provide a body substance sample to verify physical condition.

**RANDOM TESTING** - Employees holding safety-sensitive positions may be subject to tests at any time on a random basis.

Subject to any limitations imposed by law, a refusal to provide a body substance sample under the conditions described above may result in disciplinary action, up to and including termination of employment.

Any driver who refuses to be tested under the provisions of the DOT regulations will not be permitted to operate a commercial motor vehicle. Any driver who tests positive for drugs will be immediately disqualified and taken off the road. Where test results are positive, the driver will be advised by the Disciplinary Review Officer as to what drug was discovered.

# **Personnel Selection**

## **Selective Recruiting**

Less than 10% of those who apply for employment are even considered.

The first step to effective performance is the selection of personnel who meet the specified qualifications required for employment.

## **Criminal Record/Drug Screening**

Our current pre-employment process includes in-depth interviews by a trained personnel specialist, background investigations, and criminal record checks by our staff investigators. Applicants must also pass a physical examination including narcotic oriented screening.

## **Screening Police/Fingerprint/License**

Finally, they must pass Oregon State Police screening of photo, fingerprint, and license statements. It is understood that if an applicant has recently moved to the area, police screening will be obtained from the applicant's home state. All TCB employees are routinely licensed in the jurisdiction to which they are assigned.

## **Permanent Schedules**

When possible, it is the policy of TCB to hire only full-time officers to regular 40-hour permanent schedules. While the greater portion of our officers fall into this category, we do have a small cadre of part-time employees who fill swing shifts, or special assignments. All current contractual obligations are therefore satisfied.

Taking over another Contract Security Companies contract, or when conducting a proprietary conversion, it is TCB's policy to interview and offer employment to the personnel of the client. Those individuals must also pass our pre-employment screening procedures and have the approval of our management staff and yours.

## **No Minimum Wage Employee**

All TCB personnel are paid not only a rate far above minimum wage, but by far, above the industry standard.

# Job Qualifications

All Security Officers must meet and maintain the following requirements:

## Education

- Possess a high school diploma, or equivalency.
- Be able to read at least at the 10th grade level.
- Be able to write or print legibly.

## Temperament

- Be able to deal with the general public.
- Be able to maintain poise under stressful situations.

## License

- Pass the state security officer's license requirement.
- Possess a valid driver's license.

## Health

- Be able to walk for long periods of time.
- Have eyesight with corrective glasses of at least 20/40.
- Have normal hearing.
- Be well proportioned height to weight ratio.
- Any employee may at any time be required to take a physical examination as a condition of continued employment.

# Training

## Top Concern & Highest Priority

It is a recognized fact that training is a vital determinant in ensuring effective job performance. Therefore, training has always been of top concern and highest priority to TCB Security and a large portion of corporate resources are spent in providing continuous training for TCB employees.

## Classroom Training Sessions

TCB has the most advanced classrooms and on-the-job training programs in the industry. This enables us to meet our own high employee performance standards.

## Training Conducted By Executives & Managers

At TCB Security, we have our own in-house training program, **certified by the state of Oregon**. Every applicant is required to attend a pre-assignment training session and pass an examination prior to employment. The curriculum is comprised of the following subjects:

## Curriculum

- Administrative and Security Orientation
- Legal Authority
  - Authority of the Security Officer
  - Elements and Mechanics of Arrest
  - Rules of Evidence
  - Search and Seizure
  - Protection of the Crime Scene
  - Courtroom Procedures
  - Self-defense
  - Company Policy and Procedures
  - Public Relations
  - Report Writing
  - Method of Patrol
  - First Aid
  - Communications
  - Fire Prevention
  - Defensive Driving
  - Uniforms and Equipment
  - CPR & ADE Certified

Once the applicant has completed the entry level training, the results of his/her final examination will determine whether or not he/she will be hired. When he/she does become an employee,

his/her performance is continually monitored and evaluated.

### **Specific Training**

While this pre-assignment training provides a basis, it is only the beginning. Each client's requirements are unique; so much of the specific training must take place at the job site itself. Each new Security Officer is assigned to train with a member of our supervisory staff. The new Security Officer works with the trainer until he/she is proficient in the performance of his/her duties.

### **On-going Training**

Ongoing training is also needed by personnel to develop additional skills, to acquire added knowledge, and to guard against complacency in job performance. Periodically, TCB supervisors utilize "Training Task Sheets" to test the officers on their knowledge and execution of a specific duty. "Training Keys" dealing with a specific subject are routinely provided to all officers through the company provided employee telephone mailbox. Any officer who wishes to enhance their knowledge by attending an approved course in security has tuition reimbursed if he passes the course.

### **Training for Supervisory Staff**

Supervisory and managerial employees also need job-related training if they are to have a positive influence on the personnel they direct. All TCB supervisors attend in-house training classes on techniques of supervision and management, company regulations and policies, equipment maintenance, and specific duties. In addition, they are scheduled to attend supervisory training sessions at Associated Training and Security. This course covers such subjects as communication, delegation of tasks, basic supervision, line/staff concept, and maintaining records. Before actual assignment, new supervisors are also trained on-the-job by accompanying experienced supervisors on several shifts. Ongoing training is provided during roll-call meetings and by "Training Keys" written especially for them.

### **Management Attends Seminars**

Members of the Management staff regularly attend seminars and lectures sponsored by professional organizations, learning centers, and local colleges. Due to recognition of the escalating problem of terrorism, managers have taken advantage of available seminars focusing on this topic in an effort to keep abreast of the situation. They have also attended lectures on guard force management, public relations, personnel policies and procedures, security officer training, fiscal management, total quality management, and security liability, to name just a few. Any fees are paid for by TCB.

## **TCB Training Library**

TCB has a training and resource library within its main corporate office. This library is available for use by all clients and employees who desire to learn more about the security industry, as well as more general subjects. The library includes books, audiocassettes, videotapes, newsletters, vendor journals, magazines, standard references and many other materials relating to security, general business, management, technical skills, and personal growth.

## **Uniforms**

TCB will provide Officers professional uniforms and equipment. We have several options to choose from.

### **Uniforms are Inspected on Site**

Post inspections by supervisors include a uniform inspection to ensure that officers are in complete uniform and are neat in appearance. Personal hygiene and hair length and style must be in keeping with TCB regulations. With the exception of watches and engagement/wedding rings, jewelry is forbidden. Any missing uniform articles are corrected immediately. Signs of uniform disrepair are reported to management and addressed prior to the next scheduled shift. It is recognized that the condition of the officer's uniform is an important factor in the officer's effectiveness.

# **Report Forms**

## **Report Critique by Supervisors**

All Security Officers are assigned to complete Daily Log Reports and Incident Reports when necessary. These reports are read by the supervisors to make sure the officer has a complete, concise and informative report. Copies of all reports are left at a location specified by management at the end of each shift.

## **Printouts of Activity**

Printouts for the security officer's activity are available as needed and are reader friendly, giving the post name and location, the officer's name, the date, time, and specific locations patrolled. There is also a brief synopsis of any incidents that may have occurred.

## **Insurance**

### **Liability**

Comprehensive General Liability Insurance. TCB currently carries a \$3,000,000.00 million dollar general liability policy and a \$1,000,000.00 dollar excess liability policy.

### **Workers Compensation & Auto Liability**

Workers Compensation and Comprehensive Automobile Liability Insurance are carried in more than adequate amounts.

### **Safety Director**

Any accidents are investigated thoroughly by our Safety Director. This proactive approach has enabled us to dramatically reduce our Worker's Compensation and Automobile claims. We have also instituted a Return to Work Program and a Driver's Safety Program to help keep claim costs down and lower our insurance rates.

### **Certificate of Insurance**

Certificate of Insurance and Additional Insured are available upon request.



# Client Relations

## 24 Hour a Day Availability of TCB Security's Managers

The management staff at TCB Security, from the President to the Project Managers, sergeants and field supervisors, are always available to respond to client concerns. All problems are thoroughly investigated and action taken as necessary. Any Security Officer can be replaced at any time at the sole discretion of management, no questions asked. Our management responsiveness is a guarantee.

## Contract Milestone Schedule

Should you award this contract to TCB, the moment the contract is signed, all implementation procedures will be put into effect.

- ⌘ TCB executive management personnel will meet with you to obtain copies of exact schedules, post instructions and specific duties. A key control system, and a notification list with telephone number(s) will be created.
- ⌘ If check stations are required, before the contract begins, TCB 's technical staff will install them at locations approved by the client.
- ⌘ All the data will be entered into our computer and printed out, and brought to you by an executive to ascertain that we have the correct information. Once approved, this data will become our mandate unless changed by the client.
- ⌘ The final step before commencement is a visit to your site by an executive, along with a manager, and the Security Officer(s) assigned to the contract.

## Post Evaluation

We do not forget our responsibility. Periodically, we conduct complete and complex post evaluations to determine that all requirements are being met.

# Client Information

## Client Retention

At TCB Security, our clients tend to remain with us and we attribute this primarily to our immediate staff responsiveness to their needs and concerns, our determination to work on a problem until it is solved to everyone's satisfaction, and the continuous efforts on every management level to provide professional service.

We are confident that we will be able to perform the services required by you. We are experienced in providing console operators, rovers, supervisors (both roving and stationary), lobby attendants, and Project or Account Managers. In addition, we have the resources to provide almost immediate supervisory response to your facilities in case of emergency.

# Commission Memo



Prepared by: Greg Hagbery  
Date: February 7, 2023  
Re: Port Planning & Marketing Fund Grant – Lower Mill properties

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In 2014, the Port of Hood River began the process of purchasing and preparing approximately eleven acres of Industrial zoned property at the former Lower Hanel Mill in Odell for future development.

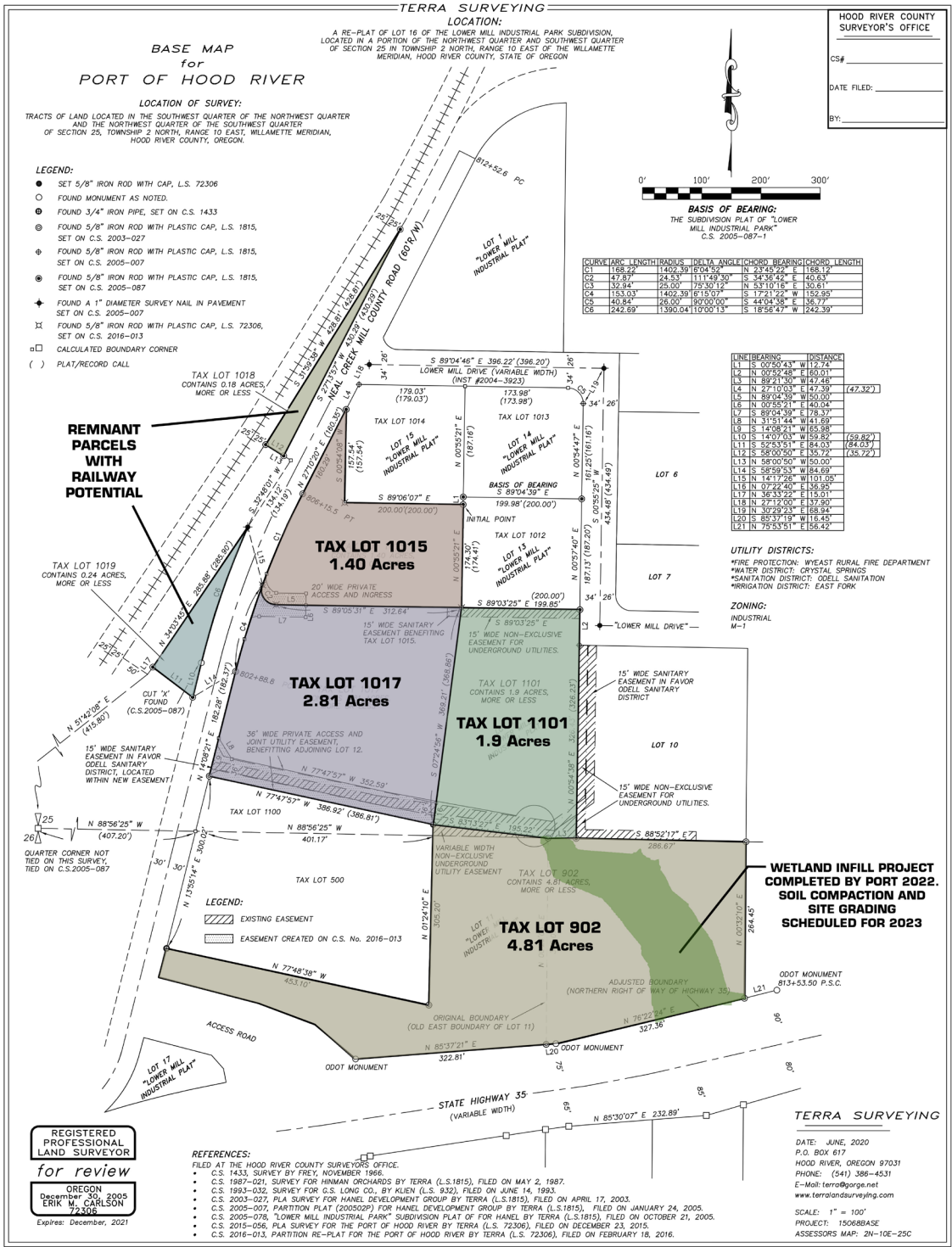
Considerable site development efforts have been made by the Port to prepare the tax parcels to be shovel ready including environmental cleanup to remove soil contaminants, log pond excavation, demolition of existing buildings, wetland remediation, utility installation, site grading, an Intergovernmental Agreement (IGA) with Crystal Springs Water District which required the Port to provide 1,350 lineal feet of 10” main water line to get water utilities to the site, road paving and numerous staff hours to oversee and coordinate these efforts.

A wetland mitigation project on tax lot 902 was completed in the Summer of 2022, and in the Summer of 2023, soil compaction and site grading will take place to make the parcel shovel ready for development. The Port originally undertook these efforts with the intention of retaining one or more of the lots for Port future development and marketing the remaining to private developers who best fit with the Port’s vision for the Lower Mill - a light industrial manufacturing complex, with increased job density.

The economic environment changed dramatically during the pandemic. Construction costs became too high to see an adequate return on Port investment if the Port were to have begun construction of light industrial flex space, directly post-pandemic. Furthermore, private industry was largely unwilling to commit to long term partnerships with the Port due to volatile economic realities. Sale of individual parcels has been complicated by the lack of comparable inventory of shovel ready industrial land in the region. Moreover, any presumed sale of parcels based on the value assessed by what little comparable information that is available, indicated that the Port would make little to no profit from its efforts.

During the November 15, 2022 roundtable planning discussion, and again during the December 6, 2022 Regular Session, where a summary of the priority items discussed was provided, the Commission directed staff to move forward with pursuance of a Market Analysis that would assist the Port with determining the highest and best use of the Lower Mill properties. The Port is seeking to finance said study through a Business Oregon grant. This study will give the Port the confidence to know that the eventual direction chosen has been vetted by a neutral and professional third party and inform decision-making on the optimum use of public funds.

A copy of the RFP and a copy of the Grant Application are attached for reference.



**RECOMMENDATION:** Authorize Application to the Business Oregon Port Planning and Market Fund for the Lower Mill Site Market Analysis and Feasibility Study in the Amount of \$50,000 and Release of the RFP to obtain consulting services.



# General Application

775 Summer St NE, Suite 200  
Salem, OR 97301-1280

## Applicant

Port of Hood River 93-6002559  
Name Federal Tax ID Number

1000 E. Port Marina Dr. Hood River, OR 1000 E. Port Marina Dr. Hood River, OR  
970313 970313

Street Address Mailing Address

Organization Type:

City  County  Special District under ORS \_\_\_\_\_  Port District under ORS 777  Tribe

Greg Hagbery Development & Project Manager  
Contact Name Title

(Person we should contact with project questions)

541-386-5116 541-386-1395 ghagbery@portofhoodriver.com  
Phone Number Fax Number Email Address

**Representation** (Information may be found at [www.leg.state.or.us/findlegsltr](http://www.leg.state.or.us/findlegsltr))

26 Daniel Bonham  
Senate District Number Senator's Name

52 Jeff Helfrich  
House District Number Representative's Name

## Project Information

Market Analysis for Lower Mill Redevelopment Site Parcels  
Project Name: (e.g., Stayton Water System Improvements)

### Opportunity/Problem

Briefly describe the opportunity or problem facing the applicant:

In 2014, the Port of Hood River began the process of purchasing and preparing four individual tax parcels totaling approximately 11 acres of Industrial zoned property at the historic Lower Hanel Mill in Odell, for future development. The site development efforts to prepare the tax parcels for development included environmental cleanup to remove soil contaminants, log pond excavation, demolition of existing buildings, wetland remediation, utility installation, site grading, and an Intergovernmental Agreement (IGA) with Crystal Springs Water District which required 1,350 lineal feet of 10" main water line to the site. The Port undertook these efforts with the intention developing a light industrial manufacturing complex, with high job density, through Port capitalized construction, private development on long term ground leases or sales of individual parcels. Momentum for development was significantly halted due to COVID in 2020. As the economy has begun to recover, the strategic development of the Lower Mill would greatly benefit from a Markey Analysis to determine the best use of the redeveloped parcels.

**Response to Opportunity/Problem**

Briefly describe the major alternatives considered to address this opportunity or problem: Identify new market opportunities for development. Determine the highest and best use available for each site. Seek to verify if ground lease or sale is the most beneficial option if the Port is unable to finance construction.

**Detailed Project Description**

Clearly describe the proposed project work to be accomplished: Assess and summarize local demand and supply data and trends to understand the range of uses that are possible while determining the highest and best use for the lots at Lower Mill with respect to type, scale and absorption of development. Prevailing lease rates and vacancies will be reviewed to establish income parameters in terms of achievable lease/sale prices for industrial development to inform a financial feasibility analysis.

**Project Work Plan**

List project activity milestones with estimated start and completion dates. Identify estimated date of first cash draw:

Activity	Estimated Date	
	Start	Completion
Request for proposals issued	Jan 16, 2023	Feb 16, 2023
Proposal Selection	Feb 17, 2023	Feb 21, 2023
Notice to Proceed, Project work underway	Feb 22, 2023	May 23, 2023
First draft of analysis report reviewed by Commission	Apr 4, 2023	
Final draft of analysis published	Apr 6, 2023	

**Estimated First Draw Date:** Apr 7, 2023

**Project Budget**

List individual project budget line items with requested budgeted amounts by IFA and non-IFA funding sources. Change budget column labels to identify the specific requested IFA funding sources. Non-IFA sources are those funds other than those requested from IFA.

**Please be aware that the award loan amount will be subject to a less than 1% issuance fee if the loan is included in the Oregon Bond Bank. Please contact Business Oregon for additional information.**

Budget Line Item (Adjust budget items to suit the project) <i>Below are general items most used</i>	IFA Funding		Non-IFA	Total
	Source 1	Source 2	Funds	
Engineering/Architecture	\$0	\$0	\$0	\$0
Construction				0
Construction Contingency				0
Land Acquisition				0
Legal				0
Construction Management				0
Other (Market Analysis)	50,000			50,000
Other (Specify)				0
Other (Specify)				0
Other (Specify)				0
<b>Totals</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

**Details of Non-IFA Funds**

Source of Non-IFA Funds	Amount	Status: C-Committed, A-Application S-Submitted, AI-Application Invited, PS-Potential Source	Dates Required Funds will be Committed and Available
	\$0		
<b>Totals</b>	<b>0</b>		

If "Non-IFA funds" include USDA Rural Development funding that will require interim financing, please indicate the source of the interim financing.

**General Certification**

I certify to the best of my knowledge all information, contained in this document and any attached supplements, is valid and accurate. I further certify that, to the best of my knowledge:

1. The application has been approved by the governing body or is otherwise being submitted using the governing body's lawful process, and
2. Signature authority is verified.

**Check one:**

- Yes, I am the highest elected official. (e.g., Mayor, Chair or President)
- No, I am not the highest elected official so I have attached documentation that verifies my authority to sign on behalf of the applicant. (Document such as charter, resolution, ordinance or governing body meeting minutes must be attached.)

**The department will only accept applications with proper signature authority documentation.**

\_\_\_\_\_  
Signature  
Ben Sheppard  
Printed Name

\_\_\_\_\_  
Date  
President  
Printed Title

**FOR BUSINESS OREGON USE ONLY**

\_\_\_\_\_  
Concept Number

\_\_\_\_\_  
Intake Approval Date

**Project Type:**

- Planning       Construction       Other:
- Design       Design & Construction





## Application Supplement Port Planning and Marketing Fund

Applicant: Port of Hood River

Project Name: Market Analysis for Lower Mill Redevelopment Site Parcels

### Section I: Project Eligibility and Criteria

- A. Is the applicant a [Special] Port District formed under ORS chapter 777 or 778?  Yes  No  NA
- B. Does the Port have a Strategic Business Plan on file with Business Oregon?  Yes  No  NA
- C. Is the subject of this application request cited within the Port's most current Strategic Business Plan?  Yes  No  NA
- D. If awarded, please check which initiative funding will be applied to:
1. Strategic Business Plan update,
  2. Planning project, or
  3. Marketing project necessary for improving the Port's capability to carry out an authorized function and activities related to trade and commerce.
- E. Is this application request generally feasible from the Port's perspective: Is the scope of work focused, will it produce measurable results, promote financial stewardship and otherwise further the Port's best interests?  Yes  No  NA

### Section II: High Priority Project

- A. Please check if/how this application request reflects a high priority project:  Yes  No  NA
1. Strategic Business Plan update,
  2. Regional or cooperative project that benefits more than one port,
  3. Leverages other marketing and development efforts by the state or other government units,
  4. Leads to economic diversification, development of a new or emerging industry or redevelopment of existing public facilities, or
  5. Creates revenue or jobs.

### Section III: Project Narrative

- A. Please explain where the subject of this application request is cited within the Port's most current Strategic Business Plan, as applicable.

The Capital Improvements Projects list in section 4.3 of the 2021-2026 Strategic Business Plan specifies development of a 25-30k s.f. industrial facility at the Lower Mill. Construction was anticipated in 2020 but due to the COVID pandemic that project was not undertaken. Increased cost for construction, undetermined land value, and the loss of previous prospective tenants, post COVID pandemic, indicated a need for a market analysis to inform how best the Port should approach the strategic development of parcels at Lower Mill.

- B. Please explain whether this application request considered priority factors such as community need, whether the project will lead to economic diversification, development of a new or emerging industry and redevelopment of existing public facilities as applicable.

The redevelopment of approximately 11 acres of the former Hannel Mill into shovel ready lots was done so to increase the inventory of Light Industrial land to assist local industry, job creation and increase economic capabilities in Hood River County.

- C. Please explain whether this application request involves regional or cooperative projects or leverages other marketing efforts by the state or other local government units as applicable.

N/A

- D. Please explain whether this application request is duplicative of other marketing efforts among ports as applicable.

N/A

- E. Please explain whether this application request is consistent with applicable county or city comprehensive plans as applicable.

This application request for funding to conduct a market analysis seeks to analyze the best and highest use of newly prepared Light Industrial land in the County of Hood River.

- F. Please explain whether this application request furthers other state values and interests such as good governance, fiscal stewardship, commitment to equality, environmental sustainability or other matters as applicable.

This funding request seeks to establish optimum stewardship of public funds by way of providing the most up-to-date market analysis for this long-term brownfield conversion project. The data and contextual economic information provided will assist Port decision-making on how best to approach strategic development of Light Industrial land that was recently made shovel ready.

#### Section IV: Project Funding

- A. The award requested will NOT exceed \$50,000 and 75 percent of the total cost of the project.  Yes  No  NA
- B. Funding for this application request may NOT subsidize regular port operating expenses nor require continuing subsidies from Business Oregon. Please explain where the subject of this application request is cited within the Port's most current budget, as applicable.
- The approved and adopted FY 2022/23 Port Budget includes \$50,000 for a detailed market analysis
- C. A 25% match is required as part of this application process. Please identify the source of funds for this match.
- Port General Fund
- D. The Port understands that the Port Planning and Marketing Fund is a reimbursable, grant program. If awarded funding, the Port will execute a grant contract and provide Business Oregon with documentation over project costs, before funds will be disbursed to the Port.  Yes  No  NA

#### Section V: Project Support

- A. In addition to programming authorities (State Statute, Oregon Administrative Rules), the Port has access to Business Oregon's website, the Port Planning and Marketing Fund Guide and contact information for their Regional Project Manager should questions arise about this application or administrative processes.  Yes  No  NA
- B. Does the Port wish to receive support from peer port districts and/or relevant stakeholders as this project unfolds? If yes, Business Oregon will coordinate such support with you.  Yes  No  NA

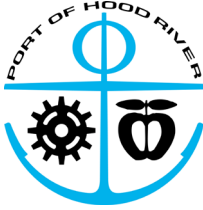
- C. Please name the website URL where the Port's current Strategic Business Plan has been made publically accessible.

<https://portofhoodriver.com/strategic-business-plan/>

- D. If awarded funding, please name the website URL where the Port will make any products delivered accessible on the Port's website.

The final report will be included in the published Port Commission meeting packet on the date of their review. This will be available from the directory here: [https://portofhoodriver.com/about-the-port/meetings-and-public-notices/archives/?drawer=meeting-archives\\*2023](https://portofhoodriver.com/about-the-port/meetings-and-public-notices/archives/?drawer=meeting-archives*2023)

*Are you ready to submit?* Please email to [Becky.A.Bryant@biz.oregon.gov](mailto:Becky.A.Bryant@biz.oregon.gov) and attach the completed General and Supplemental Applications, Port Commission resolution/meeting minutes and/or any other supporting documentation that may further Business Oregon's review of this request.



## Port of Hood River

### **Request for Quote for Market Analysis for Lower Mill Redevelopment Site Parcels**

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**Issued:** February 8, 2023  
**Closing Date:** February 24, 2023

#### **Project Summary:**

The Port of Hood River is requesting quotes for professional consulting services to complete a Market Analysis for Lower Mill Redevelopment Site Parcels. This project will hereafter be referred to as the Lower Mill Market Analysis.

This Request for Proposal (RFP) seeks to identify new market opportunities for development. Determine the highest and best use for each lot with respect to type, scale and absorption of development. Verify if ground lease or sale provides the best return on Port investment. Assess and summarize local supply and demand data, and trends to understand the range of uses that are possible. Determine the highest and best use for each lot with respect to type, scale and absorption of development. Prevailing lease rates and vacancies should be reviewed to establish income parameters in terms of achievable lease/sale prices for industrial development to inform a financial feasibility analysis.

All responses shall be submitted by **4:00 p.m., Friday, February 24, 2023**. Any responses received after the deadline will not be considered. For its own best interests, the Port of Hood River reserves the right to accept any response or to reject any and all responses. The successful consultant will be required to comply with Equal Employment Opportunity laws, as well as other applicable federal, state, and local laws and requirements. Any contract award will be made by the Port of Hood River Commission in an open public meeting.

The single contact point for questions regarding the Solicitation, Forms, Specifications, change, clarification, the award process, and/or any other issues that may arise, is Greg Hagbery at (541) 386-1138, and email [ghagbery@portofhoodriver.com](mailto:ghagbery@portofhoodriver.com).

#### **Agency Background:**

The Port of Hood River was created and incorporated on July 28, 1933, as a result of the Bonneville Dam Project, due to the expressed desire by the Oregon State Legislature and the

United States Government to develop industrial land in the Columbia River Basin for jobs and economic development. The Port today is governed by its Commission composed of five elected members who continue to guide efforts to initiate, promote and maintain quality of life and a healthy economy throughout the Port District and the Columbia River Gorge. The powers and duties (“Principal Act”) of the Port are described in Oregon Revised Statutes (“ORS”) Chapter 777, and other state and federal laws.

The Port of Hood River owns and operates the Hood River/White Salmon Bridge, the Hood River Airport, the Hood River Marina and waterfront area, as well as several other business parks.

### **Project Background:**

In 2014, the Port of Hood River began the process of purchasing and preparing approximately 11 acres of industrial zoned property at the historic Lower Hanel Mill in Odell (**Attachment A**), for future development. The site development efforts to prepare the tax parcels for development included environmental cleanup to remove soil contaminants, log pond excavation, demolition of existing buildings, wetland remediation, utility installation, site grading, and an Intergovernmental Agreement (IGA) with Crystal Springs Water District which required 1,350 lineal feet of 10” main water line to the site. The Port undertook these efforts with the intention developing a light industrial manufacturing complex, with high job density, through Port capitalized construction, private development on long term ground leases or sales of individual parcels. Momentum for development was significantly halted due to COVID in 2020. As the economy has begun to recover, the strategic development of the Lower Mill would greatly benefit from a Market Analysis to determine the best use of the redeveloped parcels.

### **Scope of Work:**

The Consultant Scope of Work is intended to identify market opportunities for development, determine highest and best use for the respective tax parcels at Lower Mill and advise on the best return on investment either through Port financed construction, long term ground lease or sale of parcels.

- **Kick-Off:** The consultant will conduct a kick-off meeting with Port staff to obtain relevant information pertaining to the site, review preliminary development concepts, discuss Port goals for overall development to include job creation versus maximization of revenue from the property.
- **Industrial Market Research:** The consultant shall study historic and current industrial market trends in Hood River, County. Review permitted uses for the property pertaining to zoning, site coverage, parking and other factors that

impact site development. Communicate with local brokers and lessors to understand the history of industrial leasing activities in the local market. Provide relevant comparable light industrial lease data within the region. Illustrate comparable land sale information from local and neighboring communities. Summarize local demand and supply data and trends to understand the range of uses that are possible. Using quantitative database research and information from local stakeholders including developers, tenants, businesses, and economic Development professionals, assess the market strength for industrial land and development in the region.

- **Financial Analysis:** Using information from the Industrial Market Research, develop a site-specific pro forma model calculating the residual land value of identified development scenarios. Develop a Net Present Value analysis to calculate the overall return on investment for three scenarios:
  - Port financed construction on all of part of the redeveloped parcels
  - Long term Ground Lease on all or part of the redeveloped parcels
  - Sale of all or part of the redeveloped parcels
- **Deliverable:** Produce report with exhibits in digital format and present findings to Port Commission at the May 16th meeting.

### **Submittal Process**

The Closing date on which Quotes are due is **4:00 p.m., Friday, February 24, 2023** at the Port office, by mail to 1000 E. Port Marina Drive, Hood River, OR 97031, or by email to [ghagbery@portofhoodriver.com](mailto:ghagbery@portofhoodriver.com). Quotes will not be received after 4:00 p.m., Friday, February, 24, 2023. Include a digital version of a similar study/report that firm has produced. Quotes will be reviewed by Port staff. This solicitation can be downloaded on the project website located at [www.portofhoodriver.com/projects/rfp-bid-center/](http://www.portofhoodriver.com/projects/rfp-bid-center/) .

### **Procurement Schedule**

Solicitation released: February 8, 2023

Quote/proposal due: February 24, 2023

Recommendation to the Commission: March 7, 2023

Notice to Proceed: March 8, 2023

The Port of Hood River reserves the right to accept any response or to reject any and all responses.

### **Solicitation Laws and Rules**

This solicitation and resulting Contract are governed by Oregon Law. Specific laws and rules that govern the solicitation process are found in Chapters 279A of the Oregon Revised Statutes, and Chapter 137, Divisions 046 and 049 of the Administrative Rules of the Oregon Department of Justice (Model Public Contracting Rules). The solicitation and resulting Contract may be subject to other laws and rules. This is NOT a Prevailing Wage Project subject to ORS 279C.800 to 279C.870. A copy of the Port's Personal Services Contract is attached as Exhibit B.

### **Site Examination**

Bidders are recommended to visit the site prior to contract award, but not mandatory. It is the bidder's responsibility to familiarize themselves adequately with the site location, existing market conditions and the region for analysis.

### **Award**

The contract will be awarded by competitive quotes to the contractor whose quote will best serve the interests of the Port of Hood River. Price, experience, availability, proposal for how to accomplish the work, and proposed performance period will be taken into account in the evaluation process. All respondents will be notified of the award within 10 calendar days after the Closing date of Friday, February 24, 2023. Work will be scheduled once all contract documents have been executed.

### **Time and Completion:**

The Bidder must agree to commence work on or before a date to be specified in a written "Notice to Proceed" from the Port, and to fully complete the project by Friday, May 5, 2023.

The contact person and project manager for this contract will be Greg Hagbery, Port Development/Property Manager. Questions may be directed to Mr. Hagbery at 541-386-5116.



# Attachment A

TERRA SURVEYING

LOCATION:

A RE-PLAT OF LOT 16 OF THE LOWER MILL INDUSTRIAL PARK SUBDIVISION, LOCATED IN A PORTION OF THE NORTHWEST QUARTER AND SOUTHWEST QUARTER OF SECTION 25 IN TOWNSHIP 2 NORTH, RANGE 10 EAST OF THE WILLAMETTE MERIDIAN, HOOD RIVER COUNTY, STATE OF OREGON

## BASE MAP for PORT OF HOOD RIVER

LOCATION OF SURVEY:

TRACTS OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, HOOD RIVER COUNTY, OREGON.

**LEGEND:**

- SET 5/8" IRON ROD WITH CAP, L.S. 72306
- FOUND MONUMENT AS NOTED.
- FOUND 3/4" IRON PIPE, SET ON C.S. 1433
- ⊙ FOUND 5/8" IRON ROD WITH PLASTIC CAP, L.S. 1815, SET ON C.S. 2003-027
- ⊕ FOUND 5/8" IRON ROD WITH PLASTIC CAP, L.S. 1815, SET ON C.S. 2005-007
- ⊙ FOUND 5/8" IRON ROD WITH PLASTIC CAP, L.S. 1815, SET ON C.S. 2005-087
- ◆ FOUND A 1" DIAMETER SURVEY NAIL IN PAVEMENT SET ON C.S. 2005-007
- ⊗ FOUND 5/8" IRON ROD WITH PLASTIC CAP, L.S. 72306, SET ON C.S. 2016-013
- CALCULATED BOUNDARY CORNER
- ( ) PLAT/RECORD CALL

**REMNANT PARCELS WITH RAILWAY POTENTIAL**

TAX LOT 1019  
CONTAINS 0.24 ACRES,  
MORE OR LESS

QUARTER CORNER NOT  
TIED ON THIS SURVEY  
TIED ON C.S. 2005-087

**LEGEND:**

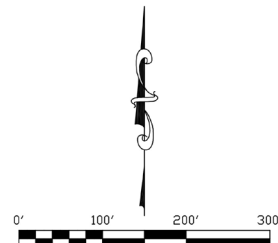
- ▨ EXISTING EASEMENT
- ▨ EASEMENT CREATED ON C.S. No. 2016-013

**REFERENCES:**

- FILED AT THE HOOD RIVER COUNTY SURVEYORS OFFICE.
- C.S. 1433, SURVEY BY FREY, NOVEMBER 1966.
- C.S. 1987-021, SURVEY FOR HINMAN ORCHARDS BY TERRA (L.S.1815), FILED ON MAY 2, 1987.
- C.S. 1993-032, SURVEY FOR G.S. LONG CO., BY KUIEN (L.S. 932), FILED ON JUNE 14, 1993.
- C.S. 2003-027, PLA SURVEY FOR HANEL DEVELOPMENT GROUP BY TERRA (L.S.1815), FILED ON APRIL 17, 2003.
- C.S. 2005-007, PARTITION PLAT (200502P) FOR HANEL DEVELOPMENT GROUP BY TERRA (L.S.1815), FILED ON JANUARY 24, 2005.
- C.S. 2005-078, "LOWER MILL INDUSTRIAL PARK" SUBDIVISION PLAT OF FOR HANEL BY TERRA (L.S.1815), FILED ON OCTOBER 21, 2005.
- C.S. 2015-056, PLA SURVEY FOR THE PORT OF HOOD RIVER BY TERRA (L.S. 72306), FILED ON DECEMBER 23, 2015.
- C.S. 2016-013, PARTITION RE-PLAT FOR THE PORT OF HOOD RIVER BY TERRA (L.S. 72306), FILED ON FEBRUARY 18, 2016.

REGISTERED PROFESSIONAL LAND SURVEYOR  
**for review**

OREGON  
December 30, 2005  
ERIK M. CARLSON  
72306  
Expires: December, 2021



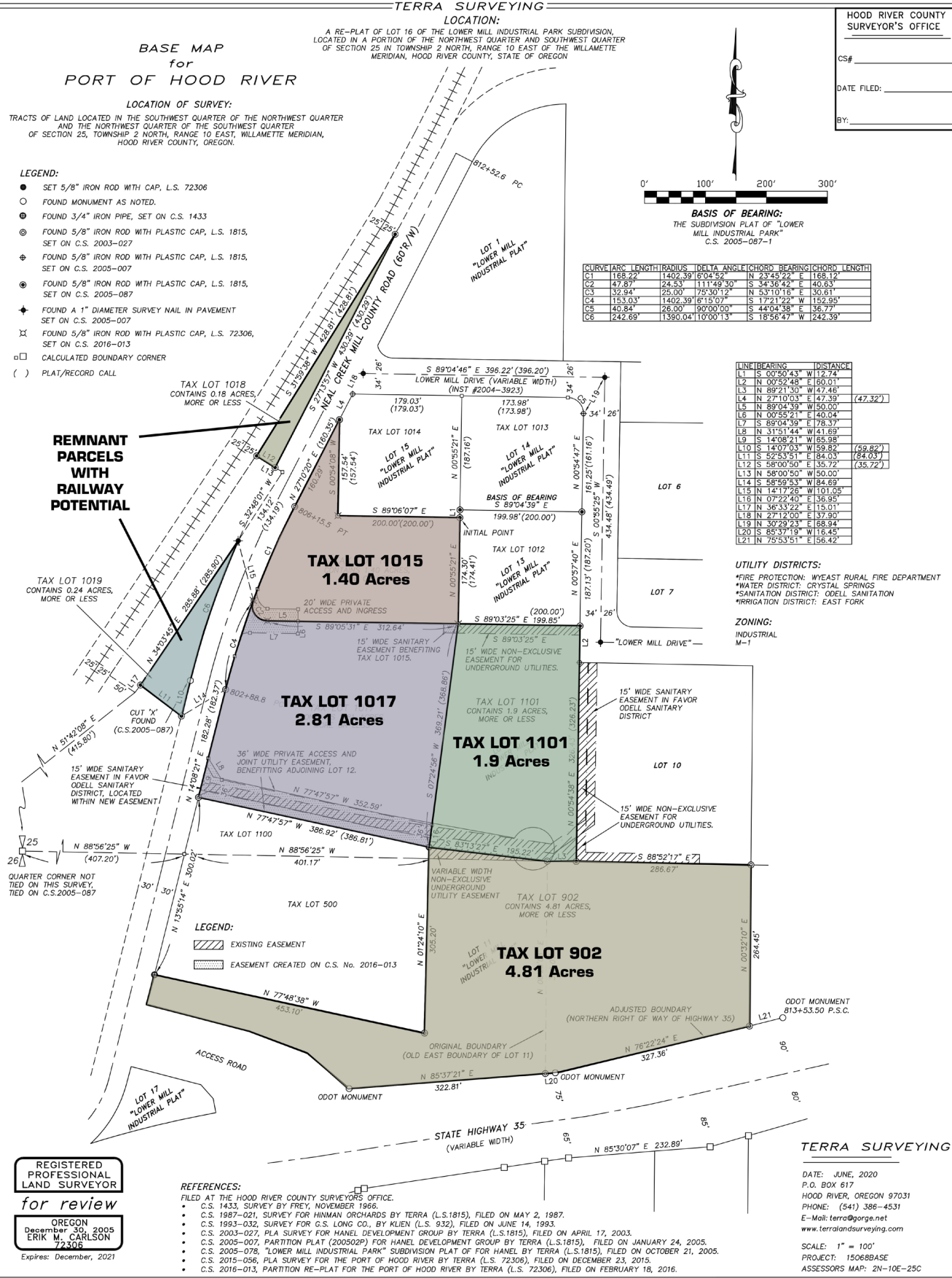
**BASIS OF BEARING:**  
THE SUBDIVISION PLAT OF "LOWER MILL INDUSTRIAL PARK"  
C.S. 2005-087-1

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	168.22'	1402.39'	8°04'57"	N 23°45'22" E	168.12'
C2	47.87'	24.53'	111°49'30"	S 34°36'42" E	40.63'
C3	32.94'	25.00'	75°30'12"	N 53°10'16" E	30.61'
C4	153.03'	1402.39'	16°15'07"	S 17°21'22" W	152.95'
C5	40.84'	26.00'	90°00'00"	S 44°04'38" E	36.77'
C6	242.69'	1390.04'	11°00'13"	S 18°56'47" W	242.39'

LINE BEARING	DISTANCE
L1	S 00°50'43" W 12.74'
L2	N 00°52'48" E 50.01'
L3	N 89°21'50" W 47.46'
L4	N 27°10'03" E 47.39' (47.32)'
L5	N 89°04'59" W 50.00'
L6	N 00°55'21" E 40.04'
L7	S 89°04'59" E 78.37'
L8	N 31°51'44" W 41.69'
L9	S 14°08'21" W 85.98'
L10	S 14°07'03" W 59.82' (59.82)'
L11	S 52°53'51" E 84.03' (84.03)'
L12	S 58°00'50" E 35.72' (35.72)'
L13	N 58°00'50" W 50.00'
L14	S 88°59'53" W 84.69'
L15	N 14°17'26" W 101.05'
L16	N 07°22'40" E 36.95'
L17	N 36°33'22" E 15.01'
L18	N 27°12'00" E 37.90'
L19	S 37°39'23" E 58.94'
L20	S 88°57'19" W 116.45'
L21	N 75°53'51" E 56.42'

**UTILITY DISTRICTS:**  
\*FIRE PROTECTION: WYEAST RURAL FIRE DEPARTMENT  
\*WATER DISTRICT: CRYSTAL SPRINGS  
\*SANITATION DISTRICT: ODELL SANITATION  
\*IRRIGATION DISTRICT: EAST FORK

**ZONING:**  
INDUSTRIAL  
M-1



TERRA SURVEYING

DATE: JUNE, 2020  
P.O. BOX 617  
HOOD RIVER, OREGON 97031  
PHONE: (541) 386-4531  
E-Mail: terra@gorge.net  
www.terrasurveying.com  
SCALE: 1" = 100'  
PROJECT: 15068BASE  
ASSESSORS MAP: 2N-10E-25C

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# Commission Memo



Prepared by: Greg Hagbery  
 Date: February 7, 2023  
 Re: E. Anchor Way, N. 1st Street  
 Civil Engineering - Request for Proposal

The Port of Hood River has received a \$500,000 Immediate Opportunity Fund (IOF) Grant through the Oregon Department of Transportation and a State of Oregon ARPA funded grant for \$500,000 Engineering and Design Services for the E. Anchor Way extension and N. First Street realignment project.

During the November 15<sup>th</sup> Port roundtable planning discussion, the Commission directed staff to move forward with issuing an RFP for civil design services to provide civil engineering drawings appropriate for construction bidding and permitting. Attached is a draft RFP.

Projected milestone dates for the RFP schedule are depicted below.

TASKS / SUB-TASKS	START	END	WORKDAYS
DEVELOP PROCUREMENT DOCS			26
Staff Prepares Prelim RFQ/RFPDraft	12/14/22	12/28/22	10
Procurement docs finalized	12/29/22	1/6/23	5
Port Staff/Legal Review of RFP	1/9/23	1/24/23	10
<b>Port Comm. Approval of RFQ/RFP</b>		<b>2/7/23</b>	<b>1</b>
RFP/RFQ RELEASED			27
Issue Date of RFQ/RFP	2/10/23	2/13/23	1
Pre-proposal meeting	2/14/23	3/1/23	10
RFP Addendum (if necessary)	3/2/23	3/6/23	2
Close question period	3/7/23	3/14/23	5
Final Addendum (if necessary)	3/15/23	3/16/23	1
Submittals due	3/17/23	3/29/23	8
SUBMITTAL EVALUATIONS			25
Eval Committee Training/Bids Distributed	4/3/23	4/7/23	4
Evaluation Comm. Review; Meeting	4/10/23	4/17/23	5
Interviews	4/18/23	4/24/23	4
*Request for information	4/25/23	5/2/23	5
Evaluation Comm. completes assessment	5/3/23	5/4/23	1
<b>Port Comm. authorizes negotiations (NOI)</b>		<b>5/16/23</b>	<b>1</b>
Selection protest period	5/17/23	5/24/23	5
CONTRACT COMPLETION			19
Contract negotiations	5/17/23	6/1/23	10
Finalize contract docs/staff report	6/2/23	6/14/23	8
<b>Contract execution/NTP</b>		<b>6/20/23</b>	<b>1</b>

The 10% drawings produced by KPFF are also included in the RFP documents for reference.

**RECOMMENDATION:** Approve issuance of a Request for Proposal for Civil Engineering Design services for the East Anchor Way extension and North First Street realignment project, upon legal and administrative review.

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# REQUEST FOR PROPOSALS



PORT OF HOOD RIVER  
1000 E. PORT MARINA DRIVE  
HOOD RIVER, OR 97031  
(541) 386-1645

## **E. Anchor Way, N. First Streets and Utilities Project Design & Engineering**

Greg Hagbery, Project Manager  
ghagbery@portofhoodriver.com

**SUBMITTALS DUE: March 29, 2023, NOT LATER THAN 10:00 AM (PST)**

**LATE PROPOSALS WILL NOT BE ACCEPTED**

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**1.00 ADVERTISEMENT, NOTICE INFORMATION AND PRE-PROPOSAL CONFERENCE**

**1.01 ADVERTISEMENT**

**Request for Proposals  
E. Anchor Way, N. First Streets and Utilities Design & Engineering**

The Port of Hood River, hereinafter called the “Port”, requests written Proposals to secure Engineering and Design Services for the E. Anchor Way, N. First Streets and Utilities Design & Engineering project (the “Project”), located at coordinates 45.713865, -121.512722, known locally as “Lot 1” in Hood River, Oregon. The Port is committed to constructing one new a 550' long, 64' wide road, E. Anchor Way, and relocate and reconfigure another road, North 1st Street (a 750' long, 60' wide road), and relocate and install all public water, sewer, storm water, electrical, gas, and communication utility lines, aligned with the new streets, as well as a public transit bus pullout. The two new roads will connect at a three-way intersection. Future traffic flow patterns will need to comply with Oregon DOT ingress and egress requirements as specified in the 2011 Interchange Area Management Plan (IAMP) for any new development on the newly served industrial and commercial parcels of the project area. Completion of this project will achieve shovel-ready status for up to four large industrial-zoned parcels on Lot 1 and several small commercial-zone parcels along the Nichols Basin Park upland edge. Proposals are requested for all engineering and design, permitting, and documentation preparation for a competitive bid process for construction intended to occur in 2023-2025.

There is a mandatory project pre-proposal conference for prospective consultants March 1, 2023 at 11:00 AM (PST) in the Port of Hood River Conference Room located at 1000 E. Port Marina Drive, Hood River, Oregon 97031. This conference may include a project site visit. Contractors that do not have an authorized representative attending this conference will be considered non-responsive.

Proposers are not required to be pre-qualified under ORS 279C.430.

Proposals must be addressed to Greg Hagbery, Development and Property Manager, Port of Hood River. Proposals must be delivered by 2:00 P.M. PDT on March 29, 2023 to the Port office located at 1000 E. Port Marina Drive, Hood River OR 97031. Proposals will not be accepted after that time.

**PROJECT: E. Anchor Way, N. First Streets and Utilities Design & Engineering**

**Issuance Date: February 13, 2023**

**Mandatory Pre-proposal Conference: March 1, 2023, at 11:00 AM (PST) in the Port of Hood River Conference Room at 1000 E. Port Marina Drive, Hood River, Oregon 97031**

**Proposal Due Date and Time: March 29, 2023, at 10:00 AM (PST)**

**1.02 PUBLIC NOTICE**

The Port of Hood River, hereinafter called the “Port”, requests written Proposals to secure Design Services for the **E. Anchor Way, N. First Streets and Utilities Design & Engineering project** (the “Project”), located at coordinates 45.713865, -121.512722, known locally as “Lot 1” in Hood River, Oregon. The Port is committed to constructing a 550' long, 64' wide, eastward extension of E. Anchor Way, and relocate and reconfigure, North 1st Street (a 750' long, 60' wide road) west of its current location. The project will provide architecture and engineering design and permitting services for the construction of the two new streets and all public water, sewer, storm water, electrical, gas, and communication utility lines, aligned with the new streets, and a new bus pullout. The two new roads will connect at a three-way intersection. Future traffic flow patterns will need to comply with Oregon DOT ingress and egress requirements as specified in the 2011 Interchange Area Management Plan (IAMP) for any new development on the newly served industrial and commercial parcels of the project area. Completion of this project will achieve shovel-ready status for up to four large industrial-zoned parcels on Lot 1 and several small commercial-zone parcels along the Nichols Basin Park upland edge.

Consultants capable of providing these Services and carrying a minimum of \$1,000,000 per occurrence limit for any single claimant and \$2,000,000 per occurrence limit for any number of claimants of professional liability insurance are invited to submit a Proposal for consideration.

Electronic copies of this RFP and attachments, if any, can be obtained from the project page on the Port of Hood River website at: <https://bit.ly/EAnchor>. Registration is required and provide business name, contact name, mailing address, email address, and phone. Plan Holders will be notified of any bid addenda by email. Beginning February 9, 2023, a complete solicitation document, including scope of work may be examined or purchased during normal business hours at:

Port of Hood River  
1000 E. Port Marina Drive  
Hood River, Oregon 97031

There will be a \$40 nonrefundable charge for each printed copy of the solicitation document.

If, after downloading and reading the information provided in the RFP you have inquiries, please contact Greg Hagbery, Project Manager at (541) 386-5116 or e-mail: [ghagbery@portofhoodriver.com](mailto:ghagbery@portofhoodriver.com).

### **1.03 SOLICITATION LAW AND RULES**

This RFP and any resulting Contract are governed by Oregon Law. Specific laws and rules that govern the solicitation process are found in Oregon Revised Statutes (ORS Chapters 279A and 279C), and Administrative Rules of the Oregon Department of Administrative Services [OAR Chapter 125 Division 246 and (OAR Chapter 125 Division 248; see OAR Chapter 137 Division 48)]. The RFP and resulting Contract may be subject to other laws and rules.

### **1.04 PRE-PROPOSAL CONFERENCE**

MANDATORY PRE- PROPOSAL CONFERENCE:

A mandatory pre-proposal conference will be held on March 1, 2023, at 11:00 AM, in the Port of Hood River Conference Room, located at 1000 E. Port Marina Drive, Hood River, Oregon 97031. The meeting is designed to clarify the information that is requested and give an opportunity for questions and answers.

Any statements made at this conference will not change the terms of this RFP, the Project Plans and Specifications or other Contract Documents unless an Addendum has been issued from the Port of Hood River.

PROPOSERS OR THEIR REPRESENTATIVES ARE REQUIRED TO ATTEND THIS MANDATORY PRE-PROPOSAL CONFERENCE. PROPOSALS WILL ONLY BE EVALUATED FROM PROPOSERS OR THEIR AUTHORIZED REPRESENTATIVES WHO REGISTERED AND ATTENDED THE MANDATORY PRE-PROPOSAL CONFERENCE, AND ALL OTHER PROPOSALS WILL BE CONSIDERED NON-RESPONSIVE.

## **2.00 PURPOSE, BACKGROUND AND SCOPE OF WORK**

### **2.01 PURPOSE**

The Port of Hood River is seeking the professional services of an architectural firm or engineering firm for the Project.



## **2.02 BACKGROUND**

The Project is focused primarily on a 9-acre, undeveloped industrial zoned property known locally as "Lot 1," centrally located on the waterfront industrial park near downtown Hood River, Oregon. The property is adjacent to Interstate 84 at Exit 63. The project features architecture and engineering services for the construction of two new streets, all utilities, and a new public transit center hub. Lot 1 is wholly owned by the Port. The Port intends to will construct one new a 550' long, 64' wide road, E. Anchor Way, and relocate and reconfigure another road, North 1st Street (a 750' long, 60' wide road). All public water, sewer, storm water, electrical, gas, and communication utility lines, will be aligned with the new streets. Additionally, the project will include construction of a new public transit hub central transfer facility with a bus pullouts and shelter space.

The two new roads will connect at a three-way intersection and, with new light signaling and traffic flow patterns, will provide Oregon DOT-required ingress and egress for any new development that will take place on the newly served industrial and commercial parcels of the project area. Completion of this project will achieve shovel-ready status for up to four large industrial-zoned parcels on Lot 1 and several small commercial-zone parcels along the Nichols Basin Park upland edge.

Upon completion of the construction phase, the project will expand the size of the existing Nichols Basin park and waterfront trail, create a new festival street capability, and achieve DOT directives for traffic flow and control. The Port has completed conceptual plans that will be available to develop full plans and specifications and complete the permitting and competitive bidding process.

## **2.03 SCOPE OF WORK**

The project generally comprises infrastructure enabling works for future development of Lot 1 in accordance with the POHR Waterfront Refinement Plan. The project will design and construct a new Road, E Anchor Way, between 1<sup>st</sup> and 2nd St, and modify the existing 1<sup>st</sup> St between Riverside Dr and Portway Ave. Additionally, new stormwater infrastructure and Best Management Practices (BMPs) to manage events up to the 100-yr storm event will be designed with the two streets and their associated landscape zones, and utility relocations and new sewer connections will be provided to fully enable future development of the parcels within Lot 1. These will be coordinated with the POHR to maximize the value of future parcel development.

The project is to be developed and reviewed through the City of Hood River Engineering Department under a Construction Site/Right-of-Way Permit. The roadways shall be designed to conform to Public Works standards for potential future dedication of right-of-way. At minimum, the roadway design shall accommodate WB-40 truck access for future parcels and roads shall be designed to accommodate this design vehicle.

Pedestrian safety is paramount, and the roads and pedestrian crossings denoted on the Reference Drawings shall be designed to provide a safe environment for pedestrians who will cross both streets to access the future development parcels.

Plans, Specifications, and Estimates (PS&E) are required to fully communicate the design at each design milestone, which will further develop the Reference Design though coordination with the POHR and all other relevant stakeholders (listed below). The Reference Drawings attached to this RFP are conceptual in nature and intended to show the overall design intent and easements (i.e., the boundary conditions). The Designer shall develop these concepts into Final Design documents in collaboration with all the stakeholders listed below and not be constrained by the exact layout shown in the Reference Drawings.

Following completion of the design, the Designer shall also support the POHR through the Bid and Construction phases of the project as described below.

### **E Anchor Way**

The scope of the Engineering Design is described below and shown conceptually on the Reference Drawings, which are provided as attachments to this RFP. The scope of work for the E Anchor Way element of the project shall incorporate the following:

- A. Design a new 550' long road within the 64-ft easement, between 1<sup>st</sup> St (which will be modified – see below scope of work) and 2<sup>nd</sup> St, including sidewalks on both sides of the street, landscaping on both sides of the street, and new streetlighting. The Designer shall maximize the roadway design and ensure minimum lane widths are incorporated within the 64-ft easement, while providing the required landscape zones, sidewalks, and stormwater BMPs, eliminating the need to construct a new outfall to the Nichols Basin. The curb geometry at the mid-point of the street will be designed to facilitate extension north and south as part of a later project to integrate the proposed connections through the wider parcel as indicated on the Reference Drawings.
- B. Provide a pad for future transit loading. The approximate location and dimensions of the pad is shown in the Reference Drawings, and this will need to be further coordinated with POHR and the transit provider, Columbia Area Transit (CAT) to ensure all their requirements for transit access and staging are met. The bus shelter unit that will be fixed to the pad will be procured through CAT and does not form part of the scope of work for this contract. However, the requirements for this shelter will need to be coordinated with CAT to ensure adequate design of the pad itself.
- C. Grading shall be designed to match existing grades north and south of the 64' easement (plus 5 feet either side for the landscape easement) for E Anchor Way. Grading design shall consider the need to provide future pedestrian crossings that comply with all ADA requirements. Pavement sections for the street hardscape elements shall be coordinated with the POHR. Indicative finishes are shown in the Reference Drawings.
- D. Design of new vegetated stormwater infiltration basins integrated into the roadway layout and adequately sized to manage roadway runoff onsite for up to the 100-yr modeled storm event. The general form of the infiltration basins is shown on the Reference Drawings, but the Designer shall develop a final design and supporting calculations that complies with the City of Hood Drainage requirements and avoids the need to provide a new stormwater outfall to the Nichols Basin.
- E. Completely remove the existing storm drain main line between 1<sup>st</sup> St and 2<sup>nd</sup> St and design a new storm drain system for E Anchor way as shown on the Reference Drawings with the flexibility to expand the system north and south (from proposed SD MH 5 and SD MH 6). A new storm drain leg is required to be designed and constructed in 2<sup>nd</sup> St. This leg will require temporary closure of the southbound travel lane of 2<sup>nd</sup> St and the requirements for facilitating this shall be noted on the final design drawings together with the provision any traffic control plans that are necessary to communicate and approve the temporary closure.
- F. Relocate the existing franchise utilities that are located south of proposed E Anchor Way (Gas, Electrical & Telecommunications) to E Anchor Way, as indicated on the Reference Drawings Exact locations for the utilities within the E Anchor Way easement and connection points to the existing utility systems will be confirmed during design and clearly shown on the final design documents.

- G. Prepare a Basis of Design document, supporting calculations (including calculations to support stormwater BMP sizing), drawings, technical specifications, and engineering estimates at each design milestone to actively track the expected project cost as the design develops. The design documents for E Anchor Way shall be fully coordinated and be consistent across E Anchor Way and 1<sup>st</sup> St, assuming the works to both streets are developed concurrently.
- H. Provide support to the POHR during the Bid phase of the project (e.g., answering contractor questions/RFIs).
- I. Provide Construction Administration (CA) services throughout the construction phase. Activities during CA will include, but not be limited to:
  - i. Review and respond to contractor RFIs and Submittals.
  - ii. Field visits and Observation Reports for key phases of the work, including participation in site punch list walks prior to substantial completion.
  - iii. Preparation of Record Drawings based on the contractor's red line markups of the approved Final Design Drawings, issued for construction.
  - iv. Support POHR with final project closeout.

#### **North 1<sup>st</sup> Street Modifications**

The scope of the Engineering Design is described below and shown conceptually on the Reference Drawings, which are provided as attachments to this RFP. The scope of work for the 1<sup>st</sup> St Modifications element of the project shall incorporate the following:

- A. Design the reconfigured North 1<sup>st</sup> St, a 750' long x 60' wide road, connecting to existing Riverside Dr in the south and Portway Avenue in the north, with sidewalks on both sides. New streetlighting shall be provided for the modified 1<sup>st</sup> St. The connection to E Anchor Way occurs approximately at the midpoint of the modified 1<sup>st</sup> Street and this work shall be fully coordinated with the E Anchor Way scope of work described above. Include a new pathway connection to the existing riverfront park on the east side of 1<sup>st</sup> St. Refer to the Reference Drawings for a general overview of the scope and proposed finishes for the 1<sup>st</sup> St relocation.
- B. Remove the existing ADA ramp where the proposed concrete pathway extends to the existing park.
- C. Restore the area between the eastern sidewalk and the existing park with lawn and provide an appropriate irrigation system.
- D. Grading shall be designed to match existing grades at the northern and southern extents of the modified 1<sup>st</sup> St (i.e., at Riverside Drive and Portway Avenue). Grading and hardscape finish east of 1<sup>st</sup> St near Portway Avenue shall be developed to accommodate the future restroom facility shown on the Reference Drawings. The locations of the future restroom shall also be coordinated with the POHR.
- E. Design of two new vegetated stormwater infiltration basins integrated into the roadway layout and adequately sized to manage roadway runoff onsite for up to the 100-yr modeled storm event. The general form of the infiltration basins is shown on the Reference Drawings, but the Designer shall develop a Final Design and supporting calculations that complies with the City of Hood Drainage requirements and avoids the need to provide a new stormwater outfall to the Nichols Basin.
- F. Provide sanitary sewer laterals for future development parcels as shown on the Reference Drawings, connected to the existing main sanitary sewer running north-south under the proposed 1<sup>st</sup> St location. Actual

sewer lateral locations and termination points shall be coordinated with the POHR. Protect in place the existing mainline sanitary sewer on the east side of 1<sup>st</sup> St.

- G. Fully remove the existing Water main and relocate by providing a new Water main tying into existing Water mains at Portway Avenue and the south side of 1<sup>st</sup> St, north of Riverside Drive, as shown on the Reference Drawings.
- H. Relocate the existing fire hydrant near Portway Avenue as shown on Reference Drawings.
- I. Design new Storm Drain piping, maintenance holes (MH), concrete valley gutter, and appurtenances as shown on the Reference Drawings, connecting to existing SD MH-3 and SD MH-4. Provide two legs of infiltration pipe between SD MH-1 and SD FCMH (one leg) and SD FCMH-2 and SD MH-3. Confirm sizing of these infiltration pipes through calculation for City of Hood stormwater design compliance (currently conceived at 36").
- J. Prepare a Basis of Design document, supporting calculations (including calculations to support stormwater BMP sizing), drawings, technical specifications, and engineering estimates at each design milestone to actively track the expected project cost as the design develops. The design documents for modified 1<sup>st</sup> St shall be fully coordinated and be consistent across E Anchor Way and 1<sup>st</sup> St, assuming the works to both streets are developed concurrently.
- K. Provide support to the POHR during the Bid phase of the project (e.g., answering contractor questions/RFIs).
- L. Provide Construction Administration (CA) services throughout the construction phase. Activities during CA will include, but not be limited to:
  - i. Review and respond to contractor RFIs and Submittals.
  - ii. Field visits and Observation Reports for key phases of the work, including participation in site punch list walks prior to substantial completion.
  - iii. Preparation of Record Drawings based on the contractor's red line markups of the approved Final Design Drawings issued for construction.
  - iv. Support POHR with final project closeout.

### **2.03-1: General Requirements**

- A. Work shall include completing the design and permitting of the New Anchor Way and 1<sup>st</sup> St relocation civil package as described above.
- B. Topographic surveys and utility investigations (both non-invasive and potholing) shall be conducted as required to support the design and permitting of the project, supplementing the information provided in the Reference Design or Attachments to this RFP.
- C. Prevailing Ground Conditions and Preliminary Geotechnical Investigation (GI) Requirements – it is anticipated that the project area is comprised of fill material and according to the USDA soil survey, the area is expected to be “well drained”, “stony loam”, “hydrologic soil group C” to a depth of at least 60-inches (5-feet). According to the Geology and Soils Technical Report for the POHR Bridge Replacement project, liquefiable sandy fill overlying silty sand native materials may also be present. For the purposes of this project, a Phase 1 Environmental Subsurface Investigation has been completed (and found no significant issues) and is provided as a Reference Document. A Baseline Geotechnical Ground Investigation (GI) for Lot 1 from 2013 is also provided as a Reference Document. The Designer shall review these documents and determine whether any supplemental GI is required to support the design and permitting of the project. If

supplemental GI is deemed to be required, the scope and fees for the supplemental work shall be included in the Designer's cost proposal.

- D. Traffic Control – to be provided by the contractor and as required by the Authority Having Jurisdiction (AHJ).
- E. Authorities Having Jurisdiction (AHJs):
  - i. Oregon Department of Transportation (ODOT) for work within the ODOT Right-of-Way
  - ii. Port of Hood River (POHR)
  - iii. City of Hood River (Stormwater Compliance and Engineering Standards)
  - iv. Oregon DEQ
  - v. Oregon DSL
  - vi. Columbia Area Transit (CAT) – coordinate the requirements for the bus pad/pull areas with CAT
  - vii. USACE – no new work is anticipated to the Nichols Basin, but increased stormwater flows in existing infrastructure discharging to the Nichols Basin may require coordination with USACE
  - viii. Hood River County
- F. Technical Specifications List. The technical specifications and standard plans for this project include but are not limited to:
  - i. City of Hood River Engineering Standards (Chapters 1 to 13)  
<https://cityofhoodriver.gov/engineering/engineering-standards/>
  - ii. ODOT Standard Specifications
  - iii. Stormwater Management Plan, in accordance with City of Hood Engineering Standards
  - iv. ODOT Geotechnical Design Manual – the GI shall comply with these requirements.
  - v. CAT – for coordination of bus pad/pullout requirements
- G. All potholing in support of design, including that of utilities shown in the Reference Drawings, shall be considered incidental to the associated work items and no separate payment will be made. Potholing of utilities not shown in the Reference Drawings shall be approved by the POHR prior to proceeding with the work.
- H. Location of underground utilities – based on existing utility records and a concept level of design documentation. The Designer shall confirm all locations of underground utilities through non-invasive (e.g., Ground Penetrating Radar) methods or potholing, or both, to support developing the design for approval and construction.
- I. The Designer shall obtain any permits necessary to permit and allow construction of the Engineering works.

## **2.03-2 Submittals**

- A. Conform to the requirements of the Deliverables and the AHJs. The following submittals are anticipated for Port review:
  - i. Basis of Design (BOD) – the BOD shall define all code requirements, establish the overall design intent, and confirm what is required to fully service the future development parcels that the roads will serve. The BOD will evolve with the design and updates to the BOD will be required to be submitted at each subsequent design milestone.
  - ii. 30% (Schematic) design documents, including engineer's estimate
  - iii. 60% (Detailed) design documents, including engineer's estimate
  - iv. 90% Design – for permit, in addition to Port/City review, including engineer's estimate

- v. 100% Construction Documents (Issue for Construction), incorporating all AHJ/permitting comments and the final engineer's estimate. These are the documents that will be bid for construction.
- B. At each submittal phase, owner shall compare the project budget to the estimated cost and if the estimated cost exceeds the project budget, the owner and engineer can renegotiate price, adjust the engineering to fit the budget, or terminate the project.

### **2.03-3 Regulatory Requirements**

Design guidelines and requirements for this project:

- A. Waterfront Refinement Plan
- B. City of Hood River Engineering Standards (Chapters 1 to 13)  
<https://cityofhoodriver.gov/engineering/engineering-standards/>
- C. ODOT Standardized Statement of Work (SSOW) Tool  
<https://www.oregon.gov/odot/Business/Procurement/Pages/SOW.aspx>
- D. Interstate 84 Exit 63 & 64 Interchange Area Management Plan (IAMP), which governs future traffic flow patterns  
[https://portofhoodriver.com/wp-content/uploads/2023/01/AppxT-IAMP\\_Exit63\\_64\\_2011.pdf](https://portofhoodriver.com/wp-content/uploads/2023/01/AppxT-IAMP_Exit63_64_2011.pdf)
- E. 2008-2011 Statewide Transportation Improvement Program (STIP) – the IAMP is listed in this STIP.
- F. 2021 Oregon Standard Specifications for Construction
- G. ODOT Geotechnical Design Manual
- H. Oregon Structural Specialty Code (OSSC) Chapter 16 – Structural Design and Chapter 18 – Soils and Foundations (for walls, structures, and their foundations).
- I. HMRC Title 16.12.060 B: Transportation Standards for requirements for street alignment and connection, intersection layout, cul-de-sacs, driveways, and other relevant criteria.
- J. AASHTO A Policy on Geometric Design of Highways and Streets (latest edition)
- K. Americans with Disabilities Act (ADA)
- L. Oregon Drinking Water Services (DWS)
- M. Oregon Department of Human Services (DHS)
- N. City of Hood Wastewater Facilities Plan (CFP)
- O. MUTCD Manual – applicable to all traffic signs and pavement markings

### **2.03-4 Quality Assurance**

- A. Conform to the requirements of the Project Requirements and the AHJ Quality Assurance and Quality Control requirements.

**2.03-5 Field Quality Assurance**

- A. Field Quality Assurance shall comply with the Project Requirements and the AHJ requirements.

**2.03-6 Project Reference Documents**

The following Reference Documents are provided with this RFP. These documents have been developed to a conceptual level of design to define the overall project requirements and shall not be considered final. They are intended as a starting point to develop the design and the submittals defined in 2.03-2 that will be required.

- A. *20211101-HR-1stStreet-FinalConcept* – KPFF concept plans showing the general concept and requirements for the modifications to 1<sup>st</sup> St between Riverside Drive and Portway Avenue. The proposed E Anchor Way connects to the relocated 1<sup>st</sup> St at its mid-point between Riverside Drive and Portway Avenue.
- B. *20211101-HR-AnchorWay-FinalConcept* – KPFF concept plans showing the concept and requirements for the new E Anchor Way St between 1<sup>st</sup> St and 2<sup>nd</sup> St and the associated utility and storm drain improvements, which includes a vegetated stormwater infiltration basin near the intersection of E Anchor Way and 2<sup>nd</sup> St.
- C. *211029 1<sup>st</sup> and Anchor Plans* – rendered plan showing the scope of work for E Anchor Way and the 1<sup>st</sup> St Modifications.
- D. *20211101-EST-2000485-Hood-River-Anchor-Way* – KPFF preliminary construction cost estimate for the Final Concept Plan for Anchor Way.
- E. *20211101-EST-2000485-1<sup>st</sup>-Street* – KPFF preliminary construction cost estimate for the Final Concept Plan for 1<sup>st</sup> Street.
- F. *Environmental Baseline Subsurface Investigation Results  
13.44-Acre Industrial Property Between N 2nd Street and the Boat Basin (Tax Lots 102, 115, and 133), Hood River, Oregon 97031*
- G. *Lot-1 Port of Hood River Baseline Geotechnical Report*, dated September 17, 2013.
- H. Existing survey files provided by Terra Surveying, which include:
  - i. Existing Conditions Map (overall and two enlarged plans) for the port of Hood River, Lot 1, which includes all known utilities (March 23, 2017).
  - ii. Preliminary “Confluence Business Park” Subdivision Plat for Port of Hood River (Replat of Parcel 1), showing the future Anchor of Way Public Access and Utility 62’ ROW).

**2.03-7 Execution (Design)**

- A. Complete design (PS&E) and obtain all required permits to allow the project to be bid for construction.

**2.04 ESTIMATED SCHEDULE**

RFP issue date: ..... February 13, 2023  
 Pre-proposal meeting: ..... March 1, 2023  
 Close question period ends/RFP Protests..... March 14, 2023

Final Addendum (if necessary)..... March 14, 2023  
 Closing/proposal submittal deadline: ..... March 16, 2023  
 Interviews (if conducted): ..... April 24, 2023  
 Notice of Intent to Enter into Negotiations: .....May 16, 2023  
 \*Negotiations begin: .....May 17, 2023  
 Protest Deadline: .....May 24, 2023  
 Contract approval: ..... June 20, 2023  
 Contract start/Notice to Proceed: ..... June 21, 2023  
*\*Proposer, by submitting a Proposal, commits to and will be expected to make best efforts to accommodate the negotiation schedule above if selected for intent to award.*  
 This schedule is a tentatively proposed timeline and may be subject to change.

**2.05 APPLICABLE DEFINITIONS**

This paragraph contains some definitions and meanings that are used throughout this Request for Proposals (RFP), including appropriate abbreviations.

**"A/E"** means architectural services, engineering services or both architectural and engineering services and used to describe a proposer, firm or type of professional services associated with this RFP.

**"Award"** A Proposer has been awarded a Contract for Services. The deadline for protest of Proposer selection has passed and no aggrieved Proposer has filed a protest of the selected Proposer or the protest has been resolved.

**"Contract"** An agreement between an agency (here, the "Port") and an A/E or A/E Related Service firm for the Services covered by this RFP.

The general terms **"can", "may", "should", "preferably", or "prefers"** identifies a desirable or discretionary item of the RFP. Failure to comply with such an item will not result in the rejection of a Proposal.

**"Port"** as defined in the Contract between Port and the Consultant shall be the Port of Hood River.

**"Project Team or Project Team Members"** means the Port, the Consultant, the construction contractor and other contractors, consultants and agencies who will be responsible for various aspects of the Project.

**"Proposal"** is the Proposer's response to this RFP.

**"Proposer"** is the entity submitting a response to the RFP solicitation.

**"Proposer or Offeror"** is any person, corporation, or partnership who chooses to submit a Proposal in response to this RFP, with the intent of providing A/E services for this Project.

**"Request for Proposal" or "Request for Proposals" or "RFP"** is this solicitation document, any attachments incorporated by reference, and any addenda issued for use in soliciting Proposals, for this Project.

**"Responsive Offer" or "Responsive Proposal"** means an Offer or Proposal which conforms in all material respects to the requirements set forth in the RFP as determined by the Port Selection Committee. Material respects of an RFP include, but are not limited to quality, quantity or delivery requirements.

**"Selection Notice"** means a formal written notice by the Port that a Proposer has been selected for an award and can enter into a Contract for Services after the protest period passes.

**"Services"** means the Services to be performed by the consultant on the Project.



In addition to terms defined elsewhere in this RFP, the definitions above apply to this RFP.

### 3.00 PROCUREMENT REQUIREMENTS

#### 3.01 PROPOSAL SUBMISSION

Proposers must submit one (1) original and three (3) complete copies of the Proposal. Only one Proposal per Proposer shall be allowed. Proposals shall be submitted in sealed packages or envelopes and the Price Proposal, Attachment E, shall be submitted in a separate sealed envelope identified with the Proposer name and "Price Proposal." To ensure proper identification and handling, all packages and envelopes shall be clearly marked as follows:

Greg Hagbery, Development & Property Manager  
Port of Hood River  
1000 E. Port Marina Drive  
Hood River, OR 97031

**PROPOSALS MUST BE DATE AND TIME-STAMPED AS RECEIVED BY THE STATED DEADLINE.** Proposals will not be accepted after the Closing date/time as stated on page one (1) of this RFP or as may be extended by any subsequently issued Addenda. Facsimile Proposals will not be allowed or accepted. Failure to comply with this requirement shall result in rejection of the Proposal as non-responsive.

Proposals shall be marked with the return name and address of the Proposer. If the requested number of copies does not fit into the appropriate mailing container, enclose all copies in a box, seal it and attach a label on top with the appropriate information. Please use the minimum amount of tape necessary to seal the mailing container.

#### 3.02 RFP PROTEST AND REQUEST FOR CHANGE

Prospective Proposers may submit a written protest of anything contained in the RFP and may request a change to any provision, specification or Contract term contained in the RFP, no later than **five (5) calendar days prior** to the Proposal **deadline** set in the RFP. Protests shall follow the requirements set forth in OAR 137-048-0240(1). Each protest and request for change must include the reasons for the protest or request, and any proposed changes to the RFP provisions, specifications or Contract terms. The Port will not consider any protest or request for change that is submitted after the submission deadline. Protests shall be sent to the designated Port of Hood River contact for protest of proposer selection at the address specified in section 3.03 of this RFP. If Port determines that additional information or interpretation is necessary, such information or interpretation will be supplied in Addenda that will be posted to the project page on the Port's website. All such Addenda shall have the same binding effect as though contained in the main body of this RFP. Oral instructions or information concerning the specifications of the Project from Port managers, employees or agents to prospective Proposers shall not bind the Port. Port shall issue all **Addenda** not less than **five (5) calendar days prior** to the Proposal **deadline**.

#### 3.03 PROTEST OF PROPOSER SELECTION

Port will provide to all Proposers a copy of the Selection Notice that was sent to the highest-ranked Proposer. A Proposer who claims to have been adversely affected or aggrieved by the selection of the highest ranked Proposer may submit a **written** protest of the selection to Port no later than ten (10) calendar days after the date of the Selection Notice as listed on the project page of the Port's website. Port will address all timely submitted award protests that are in accordance with OAR 137-048-0240(2).

Protests shall be in writing and physically received by Port no later than 4:00 p.m. on the tenth (10) calendar day after the date of issuance of the Selection Notice. Address protests to:

PORT OF HOOD RIVER  
Attn: Greg Hagbery  
1000 E. Port Marina Drive  
Hood River, OR 97031

Protests not filed within the time specified in paragraph 1, Section 3.03, above, or which fail to meet the requirements of OAR 137-048-0240(2) shall be rejected.

### **3.04 COST OF PREPARATION OF RESPONSE**

Each Proposer is responsible for all costs incurred in Proposal preparation and participation in the Proposal evaluation, Award and Contract negotiation processes.

### **3.05 PROPOSAL REJECTION AND SOLICITATION CANCELLATION**

The Port may reject any and all Proposals prior to Contract execution and may cancel this RFP at any time if the Port believes it is in the public interest to do so. The Port is not liable for any costs or expenses incurred by RFP cancellation or Proposal rejection.

### **3.06 MINOR INFORMALITIES**

The Port may waive minor informalities in Proposals. Minor informalities are: (1) matters of form rather than substance when evident in the Proposal, or (2) insignificant mistakes that can be waived or corrected without prejudice to other Proposers. The Port, in its sole discretion, may waive minor informalities or allow a Proposer to correct them. Examples of minor informalities include Proposer's failure to:

- a) Submit the required number of originals or copies, or both, of Proposals
- b) Sign the Proposal in the designated block provided an authorized signature appears elsewhere in the Proposal evidencing an intent to be bound.

### **3.07 INITIAL NEGOTIATIONS**

If the Port does not cancel the RFP after it receives the results of the scoring and ranking for each Proposer, the Port has the right to negotiate a final Contract and will begin negotiating a Contract with the highest ranked Proposer.

The Port will direct negotiations toward obtaining written agreement on:

- a) Consultant's performance obligations and performance schedule;
- b) Payment methodology and a maximum amount payable to Contractor for the services required under the Contract that is fair and reasonable to the Port budget authority for payments under the resulting contract (the "Authorized Agency") as determined solely by the Authorized Agency, taking into account the value, Scope, complexity and nature of the services; and
- c) Any other provisions the Port believes to be in the best interest of the Port to negotiate.

### **3.08 SUBSEQUENT NEGOTIATIONS**

The Port shall, either orally or in writing, formally terminate negotiations with the highest-ranked Proposer if the Authorized Agency and Proposer are unable for any reason to reach agreement on a Contract within a reasonable amount of time. The Port may thereafter negotiate with the second-ranked Proposer, and if necessary, with the third-ranked Proposer, and so on, in accordance with Section 4(c) of OAR 125-248-0220 – Formal Selection

Procedure. If negotiations with any Proposer do not result in a Contract within a reasonable amount of time, the Port may end the particular Formal Solicitation. The Port may also proceed with a new Formal Solicitation for the same Services or take other procurement action that the Port determines is in the best interest of the Port.

Upon successful negotiation of terms, the successful Proposer will be required to enter into the Port's Standard Professional Services Contract in substantially the form set forth in the sample contract attached to this RFP as **Attachment A**.

### **3.09 DISPUTES**

In case of any doubt or differences of opinion as to the items or Service to be furnished hereunder, or the interpretation of the provisions of the RFP, the RFP on file with the Port shall govern and the decision of the Port shall be final and binding upon all parties.

### **3.10 CLARIFICATION OF RESPONSES**

The Port reserves the right to request clarification of any item in a Proposal or to request additional information necessary to properly evaluate a particular Proposal. All requests for clarification and responses shall be in writing. Except for requests and responses related to a clarification necessary to evaluate whether a Proposal has met minimum requirements, all requests for clarification and responses shall be provided to each selection committee member.

### **3.11 REFERENCES**

The Port reserves the right to investigate references including customers other than those listed the Proposal. Investigation may include past performance of any Proposer with respect to its performance of similar projects, compliance with specifications and contractual obligations, its completion or delivery of a project on schedule, and its lawful payment of employees and workers. Supportive references are required.

### **3.12 COLLUSION**

A Proposer submitting a Proposal hereby certifies that no officer, agent, or employee of the Port has a pecuniary interest in this Proposal; that the Proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer and that the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

### **3.13 OREGON FALSE CLAIMS ACT**

Each Proposer, by submitting a Proposal in response to this RFP, thereby certifies that it understands that any statement or representation contained in or attached to its Proposal, and any statement, representation, or application the Proposer may submit under any contract the Port may award under this RFP, that constitutes a "claim" (as defined by the Oregon False Claims Act, ORS 180.750(1)), will be subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.

### **3.14 PUBLIC RECORDS**

All Proposals and protests are public information after the Proposals have been opened and after the protest period ends. However, copies of Proposals will not be provided until the evaluation process has been completely closed and a Contract has been executed with the selected Proposer. Copies of public information may be requested by any person. Therefore, if the Proposer considers any part of its Proposal or protest a trade secret, or otherwise exempt from disclosure under the Oregon Public Records Law, ORS 192.410 through 192.505, the Proposer must clearly

designate that portion as confidential in order to obtain protection, if any, from disclosure at the time of submission. See Oregon Revised Statutes 192.410 through 192.505, and 646.461 to 646.475. Application of the Oregon Public Records Law shall determine if the confidential information claimed to be exempt is in fact exempt from disclosure.

### **3.15 CONFIDENTIAL OR PROPRIETARY INFORMATION:**

Following award of a Contract, responses to this RFP are subject to release as public information unless the response or specific information contained therein is identified as exempt from public disclosure. Proposer is advised to consult with legal counsel regarding disclosure issues.

If a Proposer believes that any portion of a Proposal contains any information that is considered a trade secret under ORS Chapter 192.501(2), or otherwise is exempt from disclosure under the Oregon Public Records Law, ORS 192.410 through 192.505, each page containing such information must include the following:

“This data is exempt from disclosure under the Oregon Public Records Law pursuant to ORS 192, and is not to be disclosed except in accordance with the Oregon Public Records Law, ORS 192.410 through 192.505.”

Identifying the Proposal, in whole, as exempt from disclosure is not acceptable. Proposers are cautioned that cost information submitted in response to an RFP is generally not considered a trade secret under Oregon Public Records Law. If Proposal fails to identify the portions of the Proposal that Proposer claims are exempt from disclosure, Proposer is deemed to have waived any future claim of non-disclosure of that information.

Pursuant to ORS 279C.107, Proposers may schedule requests for inspection of any RFP file after negotiations have been completed with the selected Proposer and a Contract has been executed.

### **3.16 CERTIFICATION OF COMPLIANCE WITH DISCRIMINATION LAWS**

Each Proposer, by submitting a Proposal in response to this RFP, thereby certifies that it has not discriminated against minority, women or emerging small business enterprises, or a business enterprise that is owned or controlled by or that employs a disabled veteran, as that term is defined in ORS 408.225, in obtaining any subcontracts, and that the Proposer is not in violation of any discrimination laws.

### **3.17 PROPOSAL VALIDITY**

Proposals shall remain valid for a period of ninety (90) days following the deadline set for receiving Proposals.

## **4.00 PROPOSAL FORMAT, EVALUATION, AND SELECTION**

### **4.01 PROPOSAL FORMAT**

The Proposal shall be limited in format and length. All Proposals shall be typed and single-spaced, with font size no smaller than 11 point. Proposal pages shall be numbered consecutively. Format will be 8-1/2" x 11" with foldout sheets allowed up to 11" x 17" in size. All foldout sheets, up to a maximum of 11" x 17" sheets will be counted as two pages and shall be labeled as such. Length of the Proposal shall be limited to a **maximum of 20 numbered pages** (printed sheet faces). If there is any question as to format requirements contact the Port staff for clarification, prior to submittal of the Proposal. **Any pages that exceed the maximum number of pages shall not be evaluated.**

Proposals shall be prepared providing a concise description of the Proposers' ability to meet the requirements of this RFP. Emphasis should be placed on completeness, clarity and organization. The Proposals must be arranged in separate sections according to the Proposal content requirements described below.

**NOTE:** Material with the “\*\*\*” notation is excluded from the **30** page maximum count. Cover Letter is included in the maximum page count.

- Title page (one page maximum) \*\*
- Tables of Contents page (one page maximum) (number as page i)\*\*
- Proposer Representations and Certifications Form (**Attachment B**)\*\*
- Reference Form (**Attachment C**)\*\*
- Certified Business Firm Outreach Plan (**Attachment D**)\*\*
- Price Proposal in separate sealed envelope (Attachment E)
- Divider pages or tabs (blank except for title information)\*\*

**4.02 EVALUATION AND SELECTION PROCESS**

An evaluation committee (“Evaluation Committee”) consisting of not less than three (3) individuals with expertise in the Project area (“Evaluators”) will evaluate Proposals. Each Evaluator will assign scores to each Proposal for each of the non-price categories specified below and further described in section 4.03:

<u>Proposal Elements</u>	<u>Maximum Possible Score</u>
<b>A. Cover Letter/Background</b>	10 points
<b>B. Proposer History/Philosophy</b>	15 points
<b>C. Project Approach/Schedule</b>	25 points
<b>D. Experience of Assigned Project Team Members</b>	25 points
<b>E. Proposer’s Experience</b>	25 points
<b>F. Required Forms</b>	Pass/Fail
<b>Total Maximum Possible Score:</b>	<b>100 points</b>

Each Evaluator will review and assign a score to each section of the Proposal that corresponds to the Proposal elements A through E above, and evaluation criteria described under section 4.03. After determining all criteria scores, each Evaluator will add up the scores awarded for each criterion and determine the total score out of 100 possible points for each Proposal. After scoring each Proposal in this manner, each Evaluator will rank each Proposal from highest to lowest, with the Proposal ranked #1 being the Proposal with the highest total score.

The Evaluation Committee will add all rank numbers assigned to each Proposal to determine that Proposal’s final rank number. The highest-ranked Proposal will have the lowest final rank number. If two or more Proposals have tied rank numbers, the Evaluation Committee will determine the final ranks of the tied Proposals by consensus determination of the ranking that is in the best interests of the Port.

An oral interview may be scheduled if it is determined to be in the best interests of the Port. The Proposers with the highest final ranking of the written evaluation scores, but not more than three (3), will be invited to an oral interview with the Evaluation Committee, if interviews are conducted. Questions used to evaluate the finalists during the oral evaluations will be provided prior to the interview. No additions, deletions or substitutions may be made to Proposals during the oral evaluations that cannot be viewed as a clarification, as solely determined by the Port.

After the oral interview evaluations, each Evaluator will assign a score to each oral interview evaluation criterion and the criteria scores for the oral interview evaluation will be summed for each Proposal. After scoring each Proposal in this manner, each Evaluator will add the score for the oral interview evaluation to the previous score for the Proposal for each Proposer. Each Evaluator will add the scores and determine the total score out of 150 possible points for the combination of oral interview and evaluation of the Proposal for each Proposer. After scoring each Proposal in this manner, each Evaluator will rank each Proposal from highest to lowest, with the Proposal ranked #1 being the Proposal with the highest total combined score.

Only after the Proposals have been ranked using the non-price criteria, the Port shall, pursuant to ORS 279C.110(5), open and evaluate the Price Proposals submitted from the three (3) highest ranked Proposals. Each Evaluator will assign a score of not more than 15 points based upon the Price Proposal. Unopened Price Proposals will be returned to the Proposers.

The Evaluation Committee will add all rank numbers assigned to each Proposal for the Proposal evaluation, the oral interview evaluation, and the Price Proposal to determine that Proposal's final rank number. The Proposer with the lowest Total Evaluation Ranking number will be considered as the highest-ranking Proposal for award purposes. If two or more Proposals have tied rank numbers, the Evaluation Committee will determine the final ranks of the tied Proposals by consensus determination of the ranking that is in the best interests of the Port.

#### **4.03 PROPOSAL ELEMENTS and EVALUATION CRITERIA**

Each Proposal shall include responses covering the specific information requested below for each of the categories. Responses shall be presented by category in the order listed below, and will be scored by the Evaluators using the number of points available for that category. The relative importance of the non-price categories is indicated by the points available for scoring in that category. The highest total score available for all categories together is **165 points**.

##### **A. Cover Letter/Background (0 - 10 points available)**

Each Proposal shall include a cover letter with the following:

- a) A statement that Proposer accepts the terms and conditions contained in **Attachment A**, Sample Port of Hood River, Standard Professional Services Contract;
- b) A brief summary of Proposer's experience in the programming and design phases for projects similar to the Project (which will be covered in more detail by Proposer's response to Section E, below);  
; and
- c) A statement that the Proposal is valid for at least ninety (90) calendar days following the Proposal Submission Deadline; and
- d) A statement certifying that no officer, agent or employee of the Port of Hood River has a pecuniary interest in the Proposal; that the Proposal is made in good faith without fraud, collusion or connection of any kind with any other Proposer and that the Proposer is competing solely on its own behalf without connection with, or obligation to, any undisclosed person or firm.

##### **B. Proposer History/Philosophy (0 - 15 points available)**

Each Proposal shall describe the Proposer's history as well as Proposer's philosophy for approaching projects similar to this Project. Each Proposal shall include the following information:

- a) A description of Proposer's size and corporate structure;
- b) Proposer's organizational chart showing staff to be assigned to this Project; and
- c) A description as to how Proposer will maintain stability in assigned Project staff during the Project.

##### **C. Project Approach / Schedule (0 - 25 points available)**

Proposals shall demonstrate an understanding of Project requirements and the steps necessary to successfully meet the Project goals. Each Proposal shall include the following:

- a) A step-by-step detailed description as to how the Proposer would approach the Project in order to minimize Project costs, provide Services in a timely manner, and ensure Project quality;
- b) An outline of the elements of the Services to be performed, in the stages and a schedule for the performance of the Services elements;
- c) A description of how the Proposer will meet Project objectives within the schedule;
- d) A description of how the Proposer's Project team members will interact effectively with each other, with the Port, and with all other Project participants including contractors; and
- e) Proposer's approach to handling proposed change order requests from the general construction contractor during Project construction.

**D. Experience of Assigned Project Team Members (0 - 25 points available)**

Each Proposal shall specifically identify each individual employee and Sub-consultant intended to assist Proposer with Project Services and shall include the following for each identified employee and Sub-consultant:

- a) Names and titles of all staff (employees and Sub-consultants' employees) assigned to Project;
- b) Resumes for all staff assigned to the Project that include a summary of the staff professional qualifications and relevant experience, including but not limited to: education, years of experience in design field, years in proposed Project capacity, industry licenses, and certifications.
- c) A summary of Project staff experience within the past 5 years on projects similar in size and scope to the Project, and the dollar amount, size and description of the projects, including experience organizing, scheduling, coordinating and producing Eco-Charrette reports for those projects.

**E. Proposer's Experience (0 – 25 points available)**

Each Proposal shall include the following:

- a) A completed Proposer Reference Form attached as **Attachment C** to this RFP;
- b) A list and brief project description of up to ten (10) projects that Proposer has been the principle architect of record within the last 5 years;
- c) The initial construction contract amount for the individual projects identified under subsection b above, and the final construction contract amount after all change orders;
- d) A 5-year work history being a principal or a consultant for projects similar to the Project;
- e) A detailed description of Proposer's experience organizing, scheduling, coordinating and producing Eco-Charrette reports.

**F. Required Forms (Pass/Fail)**

- a) **Attachment B** – Proposer Representations and Certifications.
- b) **Attachment C** – Reference Form.

**G. Interviews (0 – 50 points available)**

**H. Price (0-15 points available)**

Each Proposal shall include the following information on the spreadsheet Attachment E:

- (i) A schedule of hourly rates that the Proposer will charge for the work of each individual or each labor classification that will perform the professional services required by the Port, in the form of an offer that is

irrevocable for not less than 90 days after the date of the proposal;

- (ii) A reasonable estimate of hours that the Proposer will require to perform the professional services the Port requires for the procurement;
- (iii) A description of each task that the Proposer understands as comprising the professional services;
- (iv) A list of each individual or labor classification that will perform each task, together with the hourly rate that applies to the individual or labor classification; and
- (v) A list of expenses, including travel expenses, that the Proposer expects to incur in connection with providing the professional services.

## **5.00 CONTRACT TERMS AND CONDITIONS**

### **5.01 THE PORT OF HOOD RIVER PROFESSIONAL SERVICES CONTRACT**

The Port and the Successful Proposer shall execute the standard form of Port of Hood River Professional Services Contract, a sample of which is attached to this RFP as **Attachment A**. If Proposer takes exception to any portion of the Contract, Proposer must request change as described in Section 3.02 of this RFP. The Port will not consider Contract exceptions stated in the Proposal. If any discrepancies, inconsistencies, or ambiguities exist between the Proposal and the RFP, the RFP takes precedence.

### **5.02 INSURANCE REQUIREMENTS**

Insurance requirements for the Contract are specified in "Exhibit C - Insurance Provisions" of **Attachment A**.

### **5.03 LEGAL COMPLIANCE**

Proposer must comply with all applicable requirements of federal and state civil rights law and rehabilitation statutes including the Americans with Disabilities Act.

### **5.04 RECYCLABLE PRODUCTS**

The Port of Hood River encourages use of recyclable products to the maximum extent economically feasible in the performance of the contract Services set forth in this document.

### **5.05 SILENCE OF SPECIFICATION**

The apparent silence of this scope of work, any specifications and any supplemental specifications as to any detail, or the apparent omission from one of these areas of a detailed description concerning any point, shall be regarded as meaning that only the best commercial and industrial practice is to prevail and that only materials and workmanship of first quality are to be used. Services not specifically mentioned in the RFP, but which are necessary to provide the functional capabilities described by the Proposer, must be itemized in the Proposal.

## **6.00 ATTACHMENTS**

The following items are attached separately as part of this RFP:



- 6.01 Attachment A: Sample Professional Services Contract**
- 6.02 Attachment B: Proposer Representations and Certifications**
- 6.03 Attachment C: Reference Form**

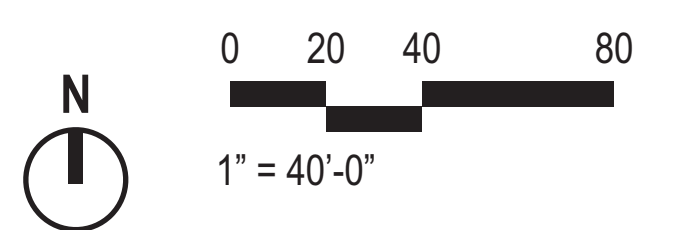
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# 1ST STREET AND ANCHOR WAY

From Riverside Drive to Portway Avenue





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**ANCHOR WAY**

ITEM NUMBER	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	ITEM COST
<b>PART 00200 - TEMPORARY FEATURES AND APPURTENANCES</b>				<b>\$ 116,585.00</b>
0210-010000A	MOBILIZATION	1 LS	\$ 76,900.00	\$ 76,900.00
0210-	TEMPORARY TRAFFIC CONTROL	1 LS	\$ 15,540.00	\$ 15,540.00
0210-	TEMPORARY FACILITIES	1 LS	\$ 9,900.00	\$ 9,900.00
0210-	TEMPORARY EROSION CONTROL	1 LS	\$ 14,245.00	\$ 14,245.00
<b>PART 00300 - ROADWORK</b>				<b>\$ 256,765.00</b>
0305-010000A	CONSTRUCTION SURVEY WORK	1 LS	\$ 30,000.00	\$ 30,000.00
0310-010000F	REMOVAL OF PIPES	500 LF	\$ 40.00	\$ 20,000.00
0310-010600A	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	1 LS	\$ 5,000.00	\$ 5,000.00
0310-011600A	EXISTING UTILITY REMOVAL; 5 FOOT DEPTH	1,500 LF	\$ 15.00	\$ 22,500.00
0310-011900F	ASPHALT PAVEMENT SAW CUTTING	400 FOOT	\$ 4.00	\$ 1,600.00
0320-010000A	CLEARING AND GRUBBING	1 LS	\$ 5,000.00	\$ 5,000.00
0330-010500K	GENERAL EXCAVATION	1,338 CUYD	\$ 40.00	\$ 53,520.00
0331-010600J	12 INCH SUBGRADE STABILIZATION	500 SQYD	\$ 30.00	\$ 15,000.00
0350-010500J	SUBGRADE GEOTEXTILE	3,430 SQYD	\$ 1.50	\$ 5,145.00
0350-	STORMWATER PLANTERS WITH DRAINPIPE AND WALLS	2,200 SF	\$ 45.00	\$ 99,000.00
<b>PART 00400 - DRAINAGE AND SEWERS</b>				<b>\$ 246,100.00</b>
0445-030008BF	8 INCH SANITARY SEWER PIPE, 10 FT DEPTH	108 FOOT	\$ 125.00	\$ 13,500.00
0445-035012BF	12 INCH STORM SEWER PIPE, 10 FT DEPTH	875 FOOT	\$ 160.00	\$ 140,000.00
0445-040012AF	TRENCH DRAIN	26 FOOT	\$ 100.00	\$ 2,600.00
0470-010000E	CONCRETE SANITARY SEWER MANHOLES	2 EACH	\$ 8,000.00	\$ 16,000.00
0470-010100E	CONCRETE STORM SEWER MANHOLES	6 EACH	\$ 8,000.00	\$ 48,000.00
0470-030100E	CONCRETE INLETS, TYPE B	9 EACH	\$ 2,000.00	\$ 18,000.00
0470-	OVERFLOW DEVICE	4 EACH	\$ 2,000.00	\$ 8,000.00
<b>PART 00600 - BASES</b>				<b>\$ 76,950.00</b>
0640-010000M	AGGREGATE BASE	1,710 TON	\$ 45.00	\$ 76,950.00
<b>PART 00700 - WEARING SURFACES</b>				<b>\$ 310,808.33</b>
0744-020200M	LEVEL 2, 1/2 INCH ACP MIXTURE	840 TON	\$ 135.00	\$ 113,400.00
0755-011300J	REINFORCED CONCRETE PAVEMENT 8 INCHES THICK	431 SQYD	\$ 150.00	\$ 64,583.33
0759-010300F	CONCRETE CURBS, CURB AND GUTTER	1,265 FOOT	\$ 45.00	\$ 56,925.00
0759-012800J	CONCRETE WALKS	6,120 SQFT	\$ 10.00	\$ 61,200.00
0759-015410E	EXTRA FOR NEW CURB RAMPS	9 EACH	\$ 1,000.00	\$ 9,000.00
0759-051000J	TRUNCATED DOMES ON NEW SURFACES	190 SQFT	\$ 30.00	\$ 5,700.00
<b>PART 00800 - PERMANENT TRAFFIC SAFETY AND GUIDANCE DEVICES</b>				<b>\$ 7,381.50</b>
0800-	STRIPING	1 LS	\$ 7,381.50	\$ 7,381.50
<b>PART 00900 - PERMANENT TRAFFIC CONTROL AND ILLUMINATION SYSTEMS</b>				<b>\$ 50,000.00</b>
0900-	SIGNAGE	10 EACH	\$ 500.00	\$ 5,000.00
0970-020000A	LIGHTING POLES AND ARMS	6 EACH	\$ 7,500.00	\$ 45,000.00
<b>PART 01000 - RIGHT OF WAY DEVELOPMENT AND CONTROL</b>				<b>\$ 34,240.00</b>
01000-	LANDSCAPING CONTROL	1 LS	\$ 4,140.00	\$ 4,140.00
01000-	TREES AND SHRUBS	1 LS	\$ 30,100.00	\$ 30,100.00
<b>PART 01900 - MISC</b>				<b>\$ 97,000.00</b>
1999-979000A	GAS LINE RELOCATION	1 ALLOW	\$ 35,000.00	\$ 35,000.00
1999-979000A	POWER RELOCATION	1 ALLOW	\$ 20,000.00	\$ 20,000.00
1999-979000A	TELECOM RELOCATION	1 ALLOW	\$ 30,000.00	\$ 30,000.00
1999-979000A	AX BUS SHELTER	1 ALLOW	\$ 12,000.00	\$ 12,000.00
<b>CONSTRUCTION SUBTOTAL</b>				<b>\$ 1,195,829.83</b>
<b>ESTIMATE COST</b>				<b>\$ 1,195,829.83</b>
<b>CONTINGENCY (30.0%)</b>				<b>\$ 358,748.95</b>
<b>CONSTRUCTION ESTIMATE TOTAL</b>				<b>\$ 1,554,578.78</b>

**Notes:**

1. Estimate based on standard measurement and payment practices as specified in the 2021 Oregon Standard Specifications for Construction
2. Unit prices based on ODOT Bid History Catalog dated September, 2021 and Weighted Average Item Prices - Calendar Year 2021 dated 6/8/2021
3. Estimate does not include costs for Right-of-Way acquisition



1st Street

ITEM NUMBER	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	ITEM COST
<b>PART 00200 - TEMPORARY FEATURES AND APPURTENANCES</b>				<b>\$ 209,905.00</b>
0210-0100000A	MOBILIZATION	1 LS	\$ 135,000.00	\$ 135,000.00
0210-	TEMPORARY TRAFFIC CONTROL	1 LS	\$ 26,800.00	\$ 26,800.00
0210-	TEMPORARY FACILITIES	1 LS	\$ 30,600.00	\$ 30,600.00
0210-	TEMPORARY EROSION CONTROL	1 LS	\$ 17,505.00	\$ 17,505.00
<b>PART 00300 - ROADWORK</b>				<b>\$ 618,020.00</b>
0305-0100000A	CONSTRUCTION SURVEY WORK	1 LS	\$ 78,500.00	\$ 78,500.00
0310-0100000F	REMOVAL OF PIPES	1,000 LF	\$ 40.00	\$ 40,000.00
0310-0106000A	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	1 LS	\$ 10,000.00	\$ 10,000.00
0310-0116000A	EXISTING UTILITY REMOVAL; 5 FOOT DEPTH	1,200 LF	\$ 15.00	\$ 18,000.00
0310-0119000F	ASPHALT PAVEMENT SAW CUTTING	400 FOOT	\$ 4.00	\$ 1,600.00
0320-0100000A	CLEARING AND GRUBBING	1 LS	\$ 7,000.00	\$ 7,000.00
0330-0105000K	GENERAL EXCAVATION	5,000 CUYD	\$ 40.00	\$ 200,000.00
0331-0106000J	12 INCH SUBGRADE STABILIZATION	850 SQYD	\$ 30.00	\$ 25,500.00
0350-0105000J	SUBGRADE GEOTEXTILE	6,180 SQYD	\$ 1.50	\$ 9,270.00
0350-	STORMWATER PLANTERS WITH DRAINPIPE AND WALLS	5,070 SF	\$ 45.00	\$ 228,150.00
<b>PART 00400 - DRAINAGE AND SEWERS</b>				<b>\$ 274,975.00</b>
0445-030008BF	8 INCH SANITARY SEWER PIPE, 10 FT DEPTH	255 FOOT	\$ 125.00	\$ 31,875.00
0445-035012BF	12 INCH STORM SEWER PIPE, 10 FT DEPTH	385 FOOT	\$ 160.00	\$ 61,600.00
0445-040012AF	36 INCH STORM SEWER PIPE, 10 FT DEPTH	170 FOOT	\$ 350.00	\$ 59,500.00
0470-0100000E	CONCRETE SANITARY SEWER MANHOLES	1 EACH	\$ 12,000.00	\$ 12,000.00
0470-0101000E	CONCRETE STORM SEWER MANHOLES	6 EACH	\$ 10,000.00	\$ 60,000.00
0470-0301000E	CONCRETE INLETS, TYPE B	12 EACH	\$ 2,000.00	\$ 24,000.00
0470-	OVERFLOW DEVICE	13 EACH	\$ 2,000.00	\$ 26,000.00
<b>PART 00600 - BASES</b>				<b>\$ 126,000.00</b>
0640-0100000M	AGGREGATE BASE	2,800 TON	\$ 45.00	\$ 126,000.00
<b>PART 00700 - WEARING SURFACES</b>				<b>\$ 588,120.00</b>
0744-0202000M	LEVEL 2, 1/2 INCH ACP MIXTURE	1,080 TON	\$ 135.00	\$ 145,800.00
0755-0113000J	REINFORCED CONCRETE PAVEMENT 8 INCHES THICK	333 SQYD	\$ 150.00	\$ 50,000.00
0759-0103000F	CONCRETE CURBS, CURB AND GUTTER	1,931 FOOT	\$ 45.00	\$ 86,895.00
0759-0128000J	CONCRETE WALKS	22,357 SQFT	\$ 10.00	\$ 223,570.00
0759-0135000J	VALLEY GUTTER CONCRETE SURFACING	1,653 SQFT	\$ 35.00	\$ 57,855.00
0759-0154100E	EXTRA FOR NEW CURB RAMPS	14 EACH	\$ 1,200.00	\$ 16,800.00
0759-0510000J	TRUNCATED DOMES ON NEW SURFACES	240 SQFT	\$ 30.00	\$ 7,200.00
<b>PART 00800 - PERMANENT TRAFFIC SAFETY AND GUIDANCE DEVICES</b>				<b>\$ 6,790.00</b>
0800-	STRIPING	1 LS	\$ 6,790.00	\$ 6,790.00
<b>PART 00900 - PERMANENT TRAFFIC CONTROL AND ILLUMINATION SYSTEMS</b>				<b>\$ 50,500.00</b>
0900-	SIGNAGE	11 EACH	\$ 500.00	\$ 5,500.00
0970-0200000A	LIGHTING POLES AND ARMS	6 EACH	\$ 7,500.00	\$ 45,000.00
<b>PART 01000 - RIGHT OF WAY DEVELOPMENT AND CONTROL</b>				<b>\$ 63,415.00</b>
01000-	LANDSCAPING CONTROL	1 LS	\$ 4,140.00	\$ 4,140.00
01000-	TREES AND SHRUBS	1 LS	\$ 59,275.00	\$ 59,275.00
<b>PART 01100 - WATER</b>				<b>\$ 107,000.00</b>
1140-0100000F	8 INCH POTABLE WATER PIPE, FITTINGS AND COUPLINGS WITH BA	805 FOOT	\$ 100.00	\$ 80,500.00
1140-0300000E	8 INCH CONNECTION TO 8 INCH EXISTING MAIN	2 EACH	\$ 2,000.00	\$ 4,000.00
1150-0100000E	8 INCH VALVE	3 EACH	\$ 2,500.00	\$ 7,500.00
1160-0100000E	HYDRANT ASSEMBLIES	2 EACH	\$ 5,000.00	\$ 10,000.00
1170-0109000F	WATER SERVICE LINE	200 FOOT	\$ 25.00	\$ 5,000.00
<b>PART 01900 - MISC</b>				<b>\$ 60,000.00</b>
1999-9790000A	POWER RELOCATION	1 ALLOW	\$ 60,000.00	\$ 60,000.00
<b>CONSTRUCTION SUBTOTAL</b>				<b>\$ 2,104,725.00</b>
<b>ESTIMATE COST</b>				<b>\$ 2,104,725.00</b>
<b>CONTINGENCY (30.0%)</b>				<b>\$ 631,417.50</b>
<b>CONSTRUCTION ESTIMATE TOTAL</b>				<b>\$ 2,736,142.50</b>

**Notes:**

1. Estimate based on standard measurement and payment practices as specified in the 2021 Oregon Standard Specifications for Construction
2. Unit prices based on ODOT Bid History Catalog dated September, 2021 and Weighted Average Item Prices - Calendar Year 2021 dated 6/8/2021
3. Estimate does not include costs for Right-of-Way acquisition