



**PORT OF HOOD RIVER COMMISSION**  
**AGENDA**  
**Tuesday, August 10, 2021**  
**Via Remote Videoconference (Zoom)**

---

**5:00 P.M.**  
**Regular Session**

1. Call to Order
    - a. Modifications, Additions to Agenda
  2. Public Comment (5 minutes per person per subject; 30-minute limit)
  3. Consent Agenda
    - a. Approve Minutes from the July 13 Regular Session (*Patty Rosas, Page 3*)
    - b. Approve Amendment No. 2 to Contract with Steven Siegel for Consulting Services Related to Bridge Replacement (*Kevin Greenwood, Page 7*)
    - c. Approve Lease with Northwave in the Jensen Building (*Greg Hagbery, Page 13*)
    - d. Authorize Hardware and Software Subscription with Open Media Foundation for Public Meeting Live Streaming (*Genevieve Scholl, Page 17*)
    - e. Approve Accounts Payable with Jaques Sharp in the Amount of \$24,275 (*Fred Kowell, Page 29*)
  4. Informational Reports – (*Provided for information only, unless discussion requested by Commissioner*)
    - a. Bridge Replacement Project Update (*Kevin Greenwood, Page 35*)
      1. Draft Bi-State Bridge Authority Legislation Review
  5. Presentations & Discussion Items
    - a. Bridge Wire Ropes Replacement – Paul Bandlow, Wiss Janey (*Michael McElwee, Page 45*)
    - b. Heavy Truck Speeding Mitigation on Bridge – Commissioner Fox (*Michael McElwee, Page 51*)
    - c. 2021-22 Executive Director Work Plan Review (*Michael McElwee, Page 55*)
  6. Executive Director Report (*Michael McElwee, Page 65*)
  7. Commissioner, Committee Reports
    - a. Bridge Replacement Bi-State Working Group, August 9 (*Comm. Fox*)  
*Handout: “Replacement Bridge Management Contract Development” – Mike Fox, Page 113*
    - b. Airport Advisory Committee, July 22 (*Comm. Gehring*)
  8. Action Items
    - a. Approve Amendment No 2 to Task Order 11 with HDR Engineering for Bridge Weight Limit Live Load Testing (*Michael McElwee, Page 87*)
    - b. Authorize Development of Procurement Process for Replacement Bridge Management Contractor and Draft Update to Bridge Replacement Strategic Principles Document (*Kevin Greenwood, Page 111*)
  9. Commission Call
- 
10. Executive Session under ORS 192.660(2)(e) real estate negotiations.
  11. Possible Action

## 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.*

---

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

---

**5:00 p.m.**  
**Regular Session**

**Present:** Commissioners Ben Sheppard, Kristi Chapman, Mike Fox, Hoby Streich, and Heather Gehring. Legal Counsel Jerry Jaques, Anna Cavaleri. From staff: Michael McElwee, Kevin Greenwood, Daryl Stafford, Fred Kowell, Greg Hagbery, Genevieve Scholl, Patty Rosas. Guests: Brad Boswell, Hal Hiemstra, Dan Bates, Miles Pengilly.

**Absent:** None.

**Media:** Noah Noteboom, Columbia Gorge News

**1. Call to Order:** Commissioner Ben Sheppard called the meeting to order at 5:05 p.m.

**a. Modifications or additions to the agenda:** Add Action item 8(b) – WSP Contract Amendment. Move Presentation and Discussion item 5(d) to Executive Director Report. Add Executive Session 10(i) – Executive Director Performance Discussion. Remove Consent item 3(c). Move Consent item 3(d) to Action item 8(c)

**b. Oath of Office:** Ben Sheppard, Heather Gehring, and Mike Fox were sworn into office by Notary Public Patricia Rosas.

**c. Election of Officers:**

**Motion:** Ben Sheppard, President; Kristi Chapman, Vice President; Mike Fox, Secretary; Heather Gehring, Treasurer.

**Move:** Chapman

**Second:** Fox

**Discussion:** None

**Vote:** Unanimous

**2. Public Comment:**

**a.** Linda Maddox, Hood River resident, expressed her concern over development of Lot# 1 and properties along Portway Avenue. Maddox believes that whatever is done on these lots should complement the recreational experience.

**b.** Chris Robuck, Hood River resident, stated that she felt the grants report item in the packet misstated the purpose of an FAA grant because the Port does not have a noise program for the airport. Chris recommend technology that would capture information about airport usage, to help the Commissioners make data-informed decisions regarding the airport.

**3. Consent Agenda:**

**a.** Approve Minutes from June 1 and June 22 Regular Session Meetings

**b.** Approve Reappointment of Columbia River Insurance as Insurance Agent of Record for FY 2021-22

**c.** Approve Lease with 48 Substrate, Inc. in the Big 7 Building

**d.** Ratify Amendment No. 6 to Lease with Wy'East Labs at the Timber Incubator Building

**e.** Ratify COAR grant agreement with the Oregon Department of Aviation for Fuel Tank Replacement at the airport

**f.** Approve purchase of a Kyocera TA6053ci in the amount of \$12,276 from Solutions/Yes

**g.** Approve Accounts Payable with Jaques Sharp in the amount of \$9,275

**Motion:** Approve Consent Agenda

**Move:** Streich

**Second:** Chapman

**Discussion:** None

**Vote:** Unanimous

**4. Presentations & Discussion Items:**

- a. **Bridge Lift Span Inspection Report** - Paul Bandlow reviewed their findings regarding the Non-Destructive Testing (NDT) of Counterweight Trunnions, biennial mechanical inspections, and counterweight wire rope inspections. Bandlow commented that the findings are not critical but recommends replacing the wire ropes as soon as practical. Bandlow shared findings of the inspection which included lifting cables that are over stressed, unequal loadings, and structure degradation. Bandlow commented that by the time engineering was completed, cable procured and delivered, and a construction contract awarded it could be 6 months before corrections were made and new cables installed. Yang Zang, electrical engineer with Wiss Janey provided a brief report on the electrical inspection. Zang noted that the bridge does not have a source of power. It is recommended to replace the control console on the next electrical upgrade. Bandlow fielded questions from the Commission and staff, confirming that the wire rope replacement would take six months to a year. Commission directed staff to request a Scope of Work and Schedule for Commission consideration at the next possible meeting. Direction was given to engineering to provide a quote as to what it would cost and expected lead times to make the necessary improvements including providing and installing new cable by the next Port meeting.
- b. **Bridge North Ramp Overlay Report** - Harvey Coffman reported that the deck appears to be in good condition and is confirmed as a good candidate for an overlay. Overlay on approach ramps is feasible without impacting the current load restriction recommendation made by ODOT. Preparation of plans and specifications for the HMA overlay is underway. Resurfacing the approach ramps is a high priority project and should be carried out within the next year. Traffic impacts could be considerable. Work could take place this fall or next spring.
- c. **Bridge Weight Limit Analysis & Recommendations** - Mark Libby noted that ODOT/FHWA are expected to add two additional classes of vehicles to the weight limit matrix by the end of the year. Emergency Vehicles (EV) would introduce greater load factors and require additional reinforcement steps and greater cost. HDR Engineering believes that Live Load Testing (LLT) would resolve most of the bridge deficiencies that drove the lower weight rating. LLT is costly and the results may not prove adequate to affect a policy change. ODOT would need to accept the results to change the weight rating. Commissioner Fox recommended adding Non-Destructive Testing (NDT) to gain an understanding of internal member structural integrity stating that he felt, the load test which currently planned using mats and strain gauges would not really indicate internal member integrity. Mr. Libby noted that work would be an in-depth inspection that could be performed at some of the live load test locations concurrently, but to perform the NDT work on all locations would be a separate activity that would develop a sophisticated model of the bridge and the force through the trusses. Commissioner Fox suggested that the proposal going forward would be to select a representative number of joints and members to perform NDT and results would be included as part of the load test. McElwee asked Libby whether a Scope and Fee proposal that includes the NDT could be prepared in the next couple of weeks and Mr. Libby responded he would need a bit more time than that to coordinate team members input and verify that ODOT engineers would support that approach.
- d. **Commissioner Committee Assignments** – Vacant committee positions were filled as follows by the Port commissioners:
  - Airport Advisory Committee** – Streich & Gehring
  - Waterfront Recreation Advisory** – Sheppard & Gehring
  - Marina Committee** – Sheppard & Gehring
  - Finance** – Sheppard (President), Gehring (Treasurer)



**Personnel** – Sheppard (President), Chapman (Vice President)  
**BSWG Bridge Replacement** – Fox (Alternate: Chapman)  
**Hood River Urban Renewal Agency** – Gehring  
**HRC Energy Council** – Fox (Alternate: Chapman)  
**HRC Chamber of Commerce & Visit Hood River** – Chapman & Gehring

**5. Executive Director Report:**

- a. **Administration** – Michael McElwee welcomed the new Commissioners on behalf of the Port staff. Work Session related to the airport was scheduled for July 19<sup>th</sup> at 1pm. Streich requested to have Scott Reiner present for the meeting.
- b. **Recreation/Marina** – McElwee commented that the tragic drowning of a young girl in the Nichols Basin requires them to reconsider all aspects of waterfront safety and preparedness. McElwee suggested meeting in August or September to talk about the areas of concern and how to improve the situation. McElwee also suggested bringing an outside expert for input. Chapman believes they should start within the community before reaching out to an outside expert.
- c. **Airport** – The Evaluation Committee reviewing the two submittals in response to the airport Engineering RFQ has completed their evaluations and scoring. The Committee’s recommendation and proposed contract will likely be brought to the Commission at the August 3<sup>rd</sup> meeting.
- d. **Bridge/Transportation** – Fred Kowell noted that the Port will receive a grant in the amount of \$577,000 under the CARES Act to replace lost revenue from tolling operations.

**6. Commissioner, Committee Reports:**

- a. **Bi-State Working Group** – Chapman commented that Steve Siegel is working to make the Bridge Authority legislation available for any city along the border between Oregon and Washington. Chapman noted that it might be best to make it specific to the Hood River – White Salmon bridge. Fox suggested that they have a meeting with WSP to learn more about the bridge estimate so they can be better prepared to answer questions regarding proposed funding. Kevin Greenwood said that a meeting will be setup in the next two weeks.

**7. Action Items:**

**a. Approve Grant Agreement with Oregon State Marine Board:**

**Motion:** Approve grant agreement with the Oregon State Marine Board for the Boat Launch Float Replacement project.

**Move:** Chapman

**Second:** Fox

**Discussion:** None

**Vote:** Unanimous

**b. Approve WSP Contract Amendment:**

**Motion:** Approve WSP contract amendment.

**Move:** Streich

**Second:** Chapman

**Discussion:** None

**Vote:** Unanimous

- c. **Commission Call:** Streich asked McElwee for clarification regarding the 25 three-year renewal option terms for the Hanger Lease with SDS/Gorge Leasing. McElwee replied that there is not much they can be done about the Lease Agreements as they are now executed. The Port does have the

right to purchase the hanger but will need to find land on the airport that is equivalent. Streich commented that he would like to have Jerry Jaques review the lease before approving it. Jaques agreed to review it before the next Airport work session meeting on July 19.

**8. Executive Session:** President Sheppard recessed Regular Session at 7:36 p.m. to call the Commission into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations, ORS 192.660 (2)(i) Review and Evaluate performance of Chief Executive Officer of the Port, ORS 192.660 (2)(f) Review of Legal Memorandum.

**9. Possible Action:** None

**11. Adjourn:**

**Motion:** Adjourn the meeting  
**Vote:** Unanimous  
**MOTION CARRIED**

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

\_\_\_\_\_  
Patty Rosas

**ATTEST:**

\_\_\_\_\_  
Ben Sheppard, President

\_\_\_\_\_  
Mike Fox, Secretary

# Commission Memo



Prepared by: Kevin Greenwood  
Date: August 10, 2021  
Re: Siegel Governance Consulting Contract  
Amendment No. 2

---

Steve Siegel continues to provide valuable support for the bridge replacement effort. Aside from drawing on his financial and political involvement working on the Columbia River Crossing project (CRC) and numerous Tri-Met projects, Steve has been the bridge replacement project's primary author of the current legislation to form a Bi-State Bridge Authority for the future ownership and operation of a replacement bridge. Prior to that work, Siegel developed financial analysis and answered legislative inquiries resulting in the passage of HB2017 which funded \$5M for the current NEPA effort, drafted and facilitated the Port's adoption of public private partnership (P3) administrative rules. He also drafted and facilitated discussion resulting in the creation of the Bi-State Working Group's (BSWG) Memo of Understanding (MOU). The MOU continues to be the driving policy statement generating regional support for bridge replacement efforts.

In March 2020, Siegel presented a four-phase governance approach for a bi-state solution for bridge replacement (see attached exhibit). A new contract was approved for Phase 1 work which included developing the MOU and laying the groundwork for the Bi-State Working Group serving as an interim decision-making committee for the project.

A contract amendment was approved in November 2020 to begin the development of legislation with the BSWG to form a Bridge Authority in both states. The effort has resulted in a robust working relationship with the Washington State Joint Transportation Committee (JTC) charged with preparing transportation-related legislation for the 2022 session. Senator Curtis King was successful in obtaining \$50,000 to fund the state's legal review of that legislation. Siegel has been instrumental in working with the JTC and the BSWG to prepare Washington state's legislation. The current contract needs to be extended through January 2022 to allow the work to be completed and is currently on budget.

Subsequent phases will be brought to the BSWG and Port Commission for review and approval. Those phases would be reimbursed through BUILD and Washington/Oregon appropriations.

As of July 31, 2021, the current contract balance stands at \$99,583. This amendment does not add budget authority but does extend the term through the end of January 2022. The work through the end of this amendment is reimbursable by HB2017.

**RECOMMENDATION:** Authorize Amendment No. 2 to the Governance Contract with Steven Siegel Consulting.

This page intentionally left blank.

<b>PRELIMINARY SCHEDULE FOR GOVERNANCE/ORGANIZATION WORK</b>	
<b>8-Mar-20</b>	
<b>PHASE 1</b>	<b>COMPLETED WORK</b>
<b>March 2020 thru December 2020</b>	
Identify Criteria for FINAL Governance/Organizational Structure	March 2020 - June 2020
Identify and Evaluate FINAL Governance Structure Options	July 2020 - October 2020
Select Recommended FINAL Governance/Organization	July 2020 - October 2020
Identify FINAL Governance/Organization Items to be detailed in Phase II	October 2020 - December 2020
Identify and Evaluate INTERIM Decision-making Structure	August 2020 - September 2020
Select and Finalize INTERIM Decision-making Structure	October 2020 - December 2020
Identify Steps to Implement INTERIM Decision-making Structure in Phase II	October 2020 - December 2020
Identify Funding Plan for Phase II Work	October 2020 - December 2020
<b>PHASE II</b>	<b>IN PROGRESS</b>
<b>January 2021 - December 2021</b>	
Take Steps to Implement INTERIM Decision-making Structure	January 2021 - June 2021
Nominate/Select Interim Board Members	January 2021 - June 2021
Start INTERIM Decision-making Structure	July 2021
"Test" Recommended FINAL Governance/Organization with Stakeholders	January 2021 - June 2021
Refine FINAL Governance/Organization, as needed	January 2021 - August 2021
Prepare Bi-State Legislation for FINAL Governance/Organization	August 2021-December 2021
Identify FINAL Governance/Organization Items to be detailed in Phase III	August 2021-December 2021
Identify Funding Plan for Phase III Work	August 2021-December 2021
<b>PHASE III</b>	<b>January 2022 thru June 2023</b>
INTERIM Decision-making Structure Operates under INTERIM Board	January 2022 thru December 2022
"Soft-Open" FINAL Governance/Organization by replacing INTERIM Board with FINAL Board under INTERIM Decision-making Structure	January 2023 - June 2023
Disband INTERIM Decision-Making Structure	June 2023
Seek Bi-State Legislation for FINAL Governance/Organization (2022 Session)	January 2022 thru May 2022
Prepare by-laws, rules, administrative procedures, etc. for FINAL Structure	July 2022 thru June 2023
Nominate and Appoint Board Members	July 2022 thru December 2022
Prepare Plan to Transfer Oversight/Management Responsibility to new Governance/ Organization	January 2023 - June 2023
Prepare Organization Budget,	January 2023 thru May 2023
Seek significant bi-state engineering grant(s) in 2023 Sessions	January 2023 thru June 2023
Identify FINAL Governance/Organization Items to be detailed in Phase IV	January 2023 thru June 2023
<b>Phase IV</b>	<b>July 2023 thru June 2025</b>
Start Full Operations of FINAL Governance/Organization	July 2023
Adopt by-laws, rules, administrative procedures, etc.	July 2023 - December 2023
Prepare and Implement Plan to Achieve Sufficient Organizational Capacity	July 2023 - June 2025
Seek Bi-State Construction Grant	January 2025 thru June 2025

current task

This page intentionally left blank.

**AMENDMENT NO. 2**  
**TO PERSONAL SERVICES "GOVERNANCE" CONTRACT**

This Amendment No. 2 to Personal Services Contract ("Contract") is entered into this **10th day of August, 2021** by and between Steven M. Siegel ("Contractor") and the Port of Hood River ("Port"), an Oregon Municipal Corporation.

**RECITALS:**

WHEREAS, Contractor and Port entered into a Contract dated March 17, 2020 for governance consulting including researching and presenting various types of interstate governance structures, working with the Bi-State Working Group (BSWG) to determine a preferred governance structure, developing for the BSWG a Memo of Understanding (MOU) laying out a path and strategy for future bridge governance work; and

WHEREAS, Contractor produced a long-term preliminary schedule for governance/organization work dated March 8, 2020 showing four phases of work through 2025; and

WHEREAS, Phase 1 was completed with the adoption of the BSWG MOU and submission of a preliminary governance study bill in October 2020; and

WHEREAS, Amendment No. 2 was approved November 17, 2020 to carry out Phase 2 work as shown in Exhibit A; and

WHEREAS, the work in Exhibit A is currently underway and on budget including the crafting of bridge authority legislation; and

WHEREAS, no new budget authority is being requested but the term of the contact shall be extended to January 31, 2022; and

WHEREAS, all terms used in Amendment No. 2 have the meaning given to them as in the original governance contract, except as amended hereby;

NOW, THEREFORE, Port and Contractor agree to extend the term of the contract through January 31, 2022 with no new tasks or budget.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 2 to be duly executed effective the day and year first above written.

**Steven M. Siegel**

**Port of Hood River**

---

3787 S.W Lyle Court  
Portland, Oregon 97221  
(503) 274-0013

---

Michael S. McElwee  
Executive Director  
1000 E. Port Marina Drive  
Hood River OR 97031

**EXHIBIT A**

**SCOPE OF WORK**

**Fee Category 1: Governance** **515**

Prepare and seek concurrence on legislation establishing a bi-state authority to oversee the design, development, construction, and operation of the Replacement Bridge.

- Support legislative activities during 2021 Legislative Session
- Prepare 1-2 drafts of bi-state authority legislation
- Meet with BSWG to review drafts of bi-state authority legislation
- Support BSWG efforts to review bi-state authority with stakeholders
- Coordinate with OR and WA attorneys as to legal issues
- Review final "interim committee" draft with BSWG
- Prepare for and participate in Interim committee presentations
- Prepare responses to interim committee questions
- Prepare revised bill draft, as necessary based in interim committee meetings
- Meet with BSWG to review final bi-state authority legislation proposal

**Fee Category 2: Project Assistance** **175**

On-call services to support efforts of Project Director, Port of Hood River, and Bi-State Working Group to analyze project issues, manage project activities, and select courses of action. As requested:

- Review consultant scopes of work
- Review procurement materials
- Assess issues for Project Director
- Assess issues for BSWG
- Review traffic and toll revenue studies
- Prepare finance plans
- Review grant applications
- Other technical and coordinative assistance, as requested.

**Budget**

<b>Total Hours</b>	690
<b>Professional Services Fee (at \$285 per hour)</b>	\$196,650.00
<b>Expenses</b>	\$2,500.00
<b>Total Budget (from Amendment No. 1)</b>	\$199,150.00



# Commission Memo



Prepared by: Greg Hagbery  
Date: August 10, 2021  
Re: Northwave, Inc. Lease Addendum No. 1

---

Northwave, Inc. has been in a tenant in the Jensen Building since 2012. They manufacture and sell windsurf sails and related gear. They have informed the Port of their desire to extend their lease for another year. This is the first of two one-year renewal options included in their 2019 lease agreement.

Storage unit 8 was removed from the lease agreement per this addendum.

**RECOMMENDATION:** Approve Addendum No. 1 to the Lease with Northwave Inc. at the Jensen Building.

This page intentionally left blank.

**ADDENDUM NO. 1 TO LEASE**

**Whereas**, the Port of Hood River ("Lessor") and Northwave, Incorporated ("Lessee") entered into a lease of Suite 120 and Store Room Space 8 in the Jensen Building ("Building") located at 400 Portway Ave., in Hood River, Oregon ("Leased Premises"), effective October 1, 2019 ("Lease"); and,

**Whereas**, the Lease expires effective September 30, 2021;

**Whereas**, pursuant to section 2 of the Lease, Lessee has provided Lessor notice of Lessee's intent to exercise its option to renew the Lease for an additional one (1) year term, extending the expiration of the Lease to September 30, 2022; and

**Whereas**, pursuant to section 2 of the Lease, Lessee has provided Lessor notice of Lessee's intent to remove Storage Room Space 8 from the Leased Premises.

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

1. Pursuant to section 2 of the Lease, the Lease term shall be renewed for an additional one (1) year term and the Lease shall remain in effect through September 30, 2022;
2. Pursuant to section 2 of the Lease, Storage Room Space 8 shall be removed from the Leased Premises and Lessee shall no longer be charged rent for Storage Room Space 8 effective September 1, 2021.

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

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

By: \_\_\_\_\_  
Michael S. McElwee, Port of Hood River, Executive Director

By: \_\_\_\_\_  
Tim Ferrick, Northwave Inc., President

This page intentionally left blank.

# Commission Memo



Prepared by: Genevieve Scholl  
Date: August 10, 2021  
Re: Open Media Foundation LiveStream

---

At the August 6, 2019 meeting, at the request of Commissioner Chapman, the Commission discussed providing a “live-stream” video of Port Commission meetings and directed staff to research available options. As a result of the COVID pandemic and Governor Brown’s Executive Orders related to public spaces, the Port began remote-only Commission meetings via Zoom in March of 2020. Those meetings were live-streamed to the Port’s YouTube channel to ensure public access and transparency. In July of 2021, the Port held its first in-person meeting since the beginning of the pandemic, presenting a new challenge to staff to deploy a hybrid Zoom/in-person live stream. The result is less than optimal, as the Zoom technology really does not provide adequate audio or video quality of the in-person part of the meeting. Zoom audio is really meant for one person at close range, and not built to record multiple people in a large room.

Even before the pandemic, though, live-streaming public meetings was becoming increasingly popular as a way to encourage civic engagement and transparency for public bodies. Both the City of Hood River and the City of The Dalles have live-streamed city council meetings in the past, utilizing the services of a local company called Immense Imagery. The City of Hood River has discontinued the practice, but the City of The Dalles has implemented a permanent system, provided by the Open Media Foundation.

The Open Media Foundation (OMF) (see proposal attached) provides integrated software and hardware systems that provide a high-quality end product for both the agency and their constituents. OMF provides a \$3,000 in-kind grant to local governments of communities with populations under 50,000 for their SaaS annual subscription, making the annual recurring cost \$3,000 per year. (Since the Port already has a Zoom Pro account, the \$150 add-on will not be required). The video equipment recommended by OMF is the Mevo 3-Pack, available for purchase separately at a cost under \$1,000. Microphones, adapters, and connectors will cost \$335. The equipment will be installed by Port staff.

Despite the uncertainties now presented by the Delta and Lambda variants, staff recommends implementing improvements to the live-streaming capabilities, anticipating a return to in-person meetings at some point in the next year.

**RECOMMENDATION:** Authorize purchase of hardware and software subscription with Open Media Foundation for live-streaming public meetings not to exceed \$4,335.

This page intentionally left blank.



**Video Streaming, Recording and Archiving Proposal  
for  
the Port of Hood River, Oregon**

**Main Contact**

John Aden

Open.Media Project Manager

Open Media Foundation

[www.openmediafoundation.org](http://www.openmediafoundation.org)

720-222-0159 ext 301

Cell: 720-378-8256

Tony Shawcross, Executive Director

Open Media Foundation

[tony@openmediafoundation.org](mailto:tony@openmediafoundation.org)

720-222-0159

## QUALIFICATIONS

### About the Open Media Foundation

#### What We Do

The [Open Media Foundation](#) (OMF) is an innovative media and technology nonprofit organization dedicated to putting the power of the media in the hands of the people, enabling everyone to engage in their community and bring about the change they wish to see in the world. Our [Open.Media](#) service is unique in the market, in that it is built to leverage emerging tools and technologies. Built in partnership with YouTube, the service leverages YouTube's unmatched functionality, including automated transcriptions, translation, and coming by the end of 2020, free live closed captions!

#### Our Clients

The Open Media Foundation's Open.Media team has significant experience building sustainable, dynamic applications for the nonprofit and government sector with hundreds of clients served over the past 15 years.

Over 50 local governing bodies use [Open.Media](#), OMF's innovative government transparency software-as-a-service (SaaS) that leverages the power of YouTube.

Clients currently using the Open.Media software include:

- [Colorado Channel](#) (coverage of the Colorado State Senate and House)
- [Eugene, OR](#)
- [Surprise, AZ](#)

#### KEY PERSONNEL

Dozens of contractors and interns support OMF's core team of over a dozen full-time staff, seen at [openmediafoundation.org/about/staff](http://openmediafoundation.org/about/staff). The team members who will be serving Hood River most directly include:

Tony Shawcross, Executive Director

Tony developed and launched the visionary model for community media that has evolved into the Open Media Foundation. He graduated Magna Cum Laude with a degree in Marketing and Business Administration from the University of Colorado.

Brandon Stiller, Creative Director

Brandon has over eight years of video production experience. Brandon designed the video and audio equipment set-up necessary to broadcast from the Colorado State Capitol for their transparency efforts and manages the operation of those broadcasts.



Shruti Chowdhary, Account Manager

Shruti finds fulfillment in marketing - a gateway to learn from and tell stories about all kinds of people and projects through a variety of media, helping companies and individuals define their place in society. Her experience includes using media and communications technology to tell engaging stories spans billion-dollar companies to startups.

John Aden, Project Manager

John is a media educator and certified Project Manager Professional. He also uses the Open.Media software on a regular basis with the coverage of the Colorado Channel.

Isaak Ordonez, Developer

Isaak has years of experience coding for complex websites and systems.

## REFERENCES

Representative Jonathan Singer  
Colorado House of Representatives  
[jonathan.singer.house@state.co.us](mailto:jonathan.singer.house@state.co.us)

303-866-2780

Services provided: Live streaming and archiving of proceedings of the Colorado House and Senate since 2008

Neil Moyer  
Lane Council of Governments  
[nmoyer@lcog.org](mailto:nmoyer@lcog.org)

541-682-3799

Services provided: Live streaming and archiving of proceedings for Eugene, Oregon and other local municipalities since 2016

Jacob Abramson  
City of Surprise  
[jacob.abramson@supriseaz.gov](mailto:jacob.abramson@supriseaz.gov)

623-222-1423

Services provided: Live streaming and archiving of proceedings for Surprise, Arizona since 2018

## PROJECT WORK PLAN

The Open Media Foundation has helped over 50 state and local governments implement similar video streaming and archiving solutions, and we specialize in designing flexible solutions to fit the needs of the client, reduce costs, and optimize workflows. We have helped small clients

with zero pre-existing equipment and large clients with legacy equipment, repurposing existing cameras, encoders, and more to take advantage of the latest emerging technologies.

The software was developed with funding and support from YouTube and Google, and leverages YouTube's free live streaming service, which makes the software more affordable and feature-rich than any option on the market. In partnership with Archive.org, Open.Media automates archival of all video, documents, and metadata, including lifetime, unlimited transcoding and updating of files at no additional cost.

Open.Media services includes:

- Software
  - Open.Media streaming and transparency software-as-a-service subscription
  - Leverages YouTube for live streaming and archiving and includes features such as YouTube's closed-captioning, analytics and support for full HD video (1920 x 1080)
  - Ability to share on Facebook
  - Integration with agenda management applications such as Hyland
  - Ability to time-stamp agenda items and create minutes
  - Additional archiving via archive.org
  - Customizable iframe
- Setup and Consultation:
  - Automated Video On Demand: All shows encoded for web, shared via YouTube, and available 24/7 via your website
  - Pre-designed Open.Media template to be embedded in client's website, with logo and website banner to be provided by Client
- Training:
  - Online trainings for administrators of website and automation tools
- Support:
  - All required updates, bug-fixes, and troubleshooting
  - Support is limited to the Open.Media software system and does not include hardware, software, or network problems outside of the Open.Media software system
  - Dedicated project manager
- Migration
  - Migration of videos from Granicus or other services to Open.Media/YouTube for a one-time fee of \$1,000, if requested.

Open.Media implementation process:

- Hardware can be purchased and installed by Open Media Foundation or client

- Hood River to sign up for an Open.Media account - <https://signup.ompnetwork.org> and validate its YouTube account with the Open.Media account
- Embed iframe into the city’s website (by Hood River IT staff)
- Migration (if requested): Depending on the number of videos to be migrated, this process can take one or more months
- Training: Open.Media to provide training on live stream and archive workflow
- Finalize and launch Open.Media site
  - Open.Media to resolve any issues or workflow adjustments on Hood River Open.Media site

**COST PROPOSAL**

Zoom Pro with Open.Media software.

Port of Hood River administers all aspects of the meeting and broadcast. Zoom is used as a hub for the meeting participants (either virtual or in-person) and streamed to YouTube Live. Cost does not include computer and A/V equipment (laptop, webcam, sound system, monitors) to be purchased and installed by Port of Hood River (if not already purchased/installed). Some equipment recommendations are below.

Item	Cost
<b>Annual Software Costs</b>	
Zoom Pro (includes social media streaming) - paid directly to Zoom	\$150
Open.Media software-as-a-service annual subscription cost (\$6,000 minus \$3,000 matching grant for populations <50,000)	\$3,000
<b>Annual Total</b>	<b>\$3,150</b>

**Equipment Recommendations**

To be purchased and installed by Port of Hood River.

Item	Cost
<a href="#">Pyle wireless sound system with 8 microphones</a>	\$300
XLR cord to connect sound system to MacBook (varying lengths and costs)	
<a href="#">Adapter</a> (XLR to 3.5mm TRSS) to adapt XLR cord to MacBook	\$35

	<b>Equipment Total</b> <b>\$335</b>
--	-------------------------------------

**CONTACT**

For questions about this proposal, please contact John Aden at [johna@openmediafoundation.org](mailto:johna@openmediafoundation.org) or 720-222-0159 x301.

# Mevo Start 3-Pack

\$999.00



## Mevo Start

\$399.00

### Mevo Start 3-Pack

\$999.00 **Save \$198**

SHARE



---

## TECH SPECS

---

### VIDEO

1080p encoding in HEVC or H.264

---

### LENS

3.6mm lens with low distortion

83.7 degree field of view

---

### AUDIO

#### Internal

3 MEMS mics with spatial processing

#### External

3.5mm aux input

USB-C audio input

Via Mevo Mic App

---

### CONNECTIVITY

802.11ac MIMO Wi-Fi + dual antennas

---

## **POWER**

### **Battery**

Up to 6 hours of battery life

Charging via USB-C cable

---

## **STREAMING PLATFORMS**

Facebook Live, Youtube Live, Twitch, Twitter, Livestream, Vimeo, RTMP and NDI | HX

---

## **DIMENSIONS**

8.7 x 3.4 x 7.5cm

---

## **WEIGHT**

232g

---

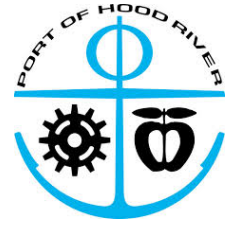
## **MOUNTING**

Built-in thread for mic/tripod stand

This page intentionally left blank.



# Commission Memo



Prepared by: Fred Kowell  
Date: August 10, 2021  
Re: Accounts Payable Requiring Commission Approval

---

<b>Jaques Sharp</b>	<b>\$24,475.00</b>
---------------------	--------------------

Attorney services per attached summary

<b>TOTAL ACCOUNTS PAYABLE TO APPROVE</b>	<b>\$24,475.00</b>
------------------------------------------	--------------------

This page intentionally left blank.

# JAQUES SHARP

— ATTORNEYS AT LAW —

205 3RD STREET / PO BOX 457  
 HOOD RIVER, OR 97031  
 (Phone) 541-386-1311 (Fax) 541-386-8771

CREDIT CARDS ACCEPTED

HOOD RIVER, PORT OF  
 1000 E. PORT MARINA DRIVE  
 HOOD RIVER OR 97031

Page: 1  
 August 04, 2021  
 Account No: PORTOHAM

Previous Balance	Fees	Expenses	Advances	Payments	Balance
MCELWEE EMPLOYMENT CONTRACT					
0.00	375.00	0.00	0.00	0.00	\$375.00
MISCELLANEOUS MATTERS					
JJ					
3,225.00	2,325.00	0.00	0.00	-3,225.00	\$2,325.00
FBO AIRPORT AGREEMENT (Gifford/Classic Wings)					
325.00	3,375.00	0.00	0.00	-325.00	\$3,375.00
AUDIT LETTERS					
0.00	80.00	0.00	0.00	0.00	\$80.00
EXPO SITE DEVELOPMENT (Key Development;Pickhardt)					
50.00	2,325.00	0.00	0.00	-50.00	\$2,325.00
BRIDGE SOFTWARE (P Square Solutions)					
25.00	50.00	0.00	0.00	-25.00	\$50.00
AIRPORT HANGER LEASE (Gorge Leasing Co/SDS Lumber)					
0.00	3,575.00	0.00	0.00	0.00	\$3,575.00
THROUGH THE FENCE AGREEMENT (Timothy O'Donnell)					
0.00	5,975.00	0.00	0.00	0.00	\$5,975.00
TOLLING SYSTEM UPGRADE (Kapsch Traffic Com Corp)					
150.00	0.00	0.00	0.00	-150.00	\$0.00

Previous Balance	Fees	Expenses	Advances	Payments	Balance
ODOT BRIDGE FUNDS IGA (State of OR; ODOT)					
50.00	0.00	0.00	0.00	-50.00	\$0.00
ODOT IGA - I-84 BRIDGE REPLACEMENT					
125.00	0.00	0.00	0.00	-125.00	\$0.00
EXECUTIVE DIRECTOR EVALUATION					
1,875.00	150.00	0.00	0.00	-1,875.00	\$150.00
LEASE (Roam and Shelter, LLC; Larry Wilson)					
450.00	0.00	0.00	0.00	-450.00	\$0.00
HANGAR DESIGN BUILD					
0.00	50.00	0.00	0.00	0.00	\$50.00
(Airport Fuel Tank Procurement)					
25.00	0.00	0.00	0.00	-25.00	\$0.00
BRIDGE TELECOM EASEMENT					
475.00	825.00	0.00	0.00	-475.00	\$825.00
BRIDGE CABLE EASEMENT					
1,125.00	325.00	0.00	0.00	-1,125.00	\$325.00
TIMBER TRESPASS - AIRPORT					
250.00	0.00	0.00	0.00	-250.00	\$0.00
LEASE - ANDREAS JUEN					
425.00	0.00	0.00	0.00	-425.00	\$0.00
RESIDENTIAL PROPERTY					
575.00	2,395.00	0.00	0.00	-575.00	\$2,395.00
ODOT LAND EXCHANGE (BRIDGE AREA)					
75.00	0.00	0.00	0.00	-75.00	\$0.00
BISTATE BRIDGE COMMISSION					
0.00	1,325.00	0.00	0.00	0.00	\$1,325.00
BARMAN PROPERTY					
0.00	750.00	0.00	0.00	0.00	\$750.00
OSMB FACILITY GRANT					
0.00	425.00	0.00	0.00	0.00	\$425.00
WAAAM HANGAR LEASE					
0.00	125.00	0.00	0.00	0.00	\$125.00
PROPERTY PURCHASE ( [REDACTED] )					
50.00	25.00	0.00	0.00	-50.00	\$25.00

Account No:

Previous Balance	Fees	Expenses	Advances	Payments	Balance
<u>9,275.00</u>	<u>24,475.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-9,275.00</u>	<u>\$24,475.00</u>

**THIS STATEMENT REFLECTS SERVICES PROVIDED AND  
PAYMENTS RECEIVED THROUGH THE 31st OF JULY UNLESS  
OTHERWISE STATED**

This page intentionally left blank.



Project Director Report

August 10, 2021 / Bi State Working Group (BSWG)

The following summarizes Bridge Replacement Project activities from July 13-August 3, 2021:

### **PROJECT MANAGEMENT UPDATE**

- *Project Staff and Commissioner Fox met with WSP engineer, Stuart Bennion, for a cost estimate development presentation. The current PCE has a high degree of contingency due to the low level (~5%) of engineering.*
- *Developing Owners Rep/Project Management RFP will be a high priority.*
- *Executive Committee (PoHR, ODOT Reg. 1, WSDOT SW Reg., FHWA-Ore. Div.) meeting to be scheduled for September.*
- *WSP Contract extended through end of January. No additional budget authority is being requested at this time.*
- *Steve Siegel's Governance contract for Phase 2 work (bi-state legislation development) needs an extension through end of January. No additional budget authority is being requested at this time.*

### **GOVERNMENT AFFAIRS/LOBBYING UPDATE**

- *Hal Hiemstra presented to the BSWG on the federal infrastructure bill working its way through congress. Though Oregon is viewed federally as not having significant bridge maintenance issues, Oregon's federal aid highway apportionment over the five years of the bill should be \$3.77-billion. Washington would receive \$5.4-billion. States will be responsible for prioritizing projects.*
- *Miles Pengilly discussed strategies with the BSWG related to introducing the bridge authority legislation in the 2022 session. Sen. Thomsen has offered to talk to the Senate Co-Chair of the Joint Transportation Committee) about introducing the bridge authority bill. Staff is updating a brief handout explaining the need for the authority. The Port pulled the bridge authority study bill during the 2021 based upon concerns that bi-state authority legislation could become intertwined in issues surrounding the I-5 bridge.*

### **FEIS/ROD CRITICAL PATH UPDATE**

- *ODOT/National Marine Fisheries (NMFS) have given the project a date of September 30 for the Biological Opinion to be submitted. The BiOp is NMFS response to the project's plan for addressing impacts to Endangered Species. Projects that are fully funded are being given priority status due to staffing limitations.*
- *WSP is working with ODOT to develop a map showing the conceptual design of the SR-14 intersection and approximate location and impacts to cultural resources in the immediate area. Team is looking to avoid impacts to resource sites.*

- *Team is compiling a comment matrix from tribes and historic resource agencies after the survey, draft testing and final historic resources technical report had been distributed two months ago. This will allow for mitigation items to be developed and edits for the Final EIS.*
- *Sec. 106 Consulting Parties Meeting scheduled for Sept. 1. The goal of the meeting is to resume the process of developing a project-level agreement document with assistance from Section 106 consulting parties that will, in part, resolve the project's adverse effects on historic properties. This meeting will serve as an opportunity to further refine ideas from participants, refine feasible mitigation options, and to review the timeline for developing the language of the agreement itself.*

#### **GOVERNANCE/BSWG UPDATE**

- *Four members of the Washington Joint Transportation Committee attended the BSWG meeting to provide support for the draft bridge authority legislation being developed by Steve Siegel.*
- *Staff briefed Port of Cascade Locks on developing bi-state bridge authority legislation. POCL is the only other bridge operator in Oregon that could utilize the proposed legislation.*

#### **FUNDING & FINANCING UPDATE**

- *Received hourly rate schedule from WSP for inclusion in BUILD information request.*
- *Next funding meeting with DOTs and FHWA is Aug. 17<sup>th</sup>. Grant agreements will likely not be made available to recipients until mid-October.*

#### **MEETING SCHEDULE**

- BSWG Work Session w/ WSP, Aug 5
- WSP Weekly Check In, Aug 9
- BSWG, Aug 9
- Thorn Run Partners, Aug 10
- Port Commission, Aug 10
- Oregon Business, Aug 11
- Sec. 106 Cultural Resources, Aug 12
- WSP Engineering, Aug 16
- WSP Weekly Check In, Aug 16
- FHWA/DOT BUILD, Aug 17
- Connect Mid-Columbia, Aug 18
- Arup Engineers, Aug 18
- Exeltech Consulting, Aug 18
- Oregon Pub. Ports Assoc., Aug 19
- WSP Weekly Check In, Aug 23
- Port Commission, Aug 24



**Bi-State Commission  
Legislation: Draft 2 Review  
BI-STATE WORKING GROUP MEETING  
AUGUST 9, 2021**



# Overview of Draft 2/ Comments Received on Draft 2

- ▶ **Changes in Draft 2:**
  - ▶ **Mostly technical fixes to legal issues, but some have broader ramifications**
  - ▶ **Commission would have same powers and duties as in the Draft 1 bill**
- ▶ **Comments received on Draft 2:**
  - ▶ **Helpful edits**
  - ▶ **No major issues**

# Commission Formation Agreement establishes Commission; Powers/Duties set in Statutes

- ▶ Draft 1 was only applicable to Hood River-White Salmon Bridge; state statute directly established Commission
- ▶ Draft 2 allows any region in OR and WA with a local government-owned interstate toll bridge to establish a bi-state bridge commission via a “Commission Formation Agreement”
- ▶ Bill is not applicable to any state-owned bridge
- ▶ The authority provided by the bill is supplemental to authorities provided in other OR and WA laws



# Commission Formation Agreement addresses Local Area Preferences

- ▶ Name and formation date of the Commission
- ▶ Primary Place of Business -- which state laws apply
- ▶ Number of Directors, and how they are appointed
- ▶ Term/responsibilities of Chair/Vice Chair of Board
- ▶ Requirements for formal actions of the Board (quorum, approval of resolutions, etc.)
- ▶ Other matters (how Commission will be implemented)

# Other Changes

- ▶ Change: Commission from a Municipal Corporation to a Public Corporation to avoid need for a territorial boundary; adds technical fixes for federal tax exemption purposes
- ▶ Delete: provisions related to appointment of board members, requirements for board actions, etc. that will now be addressed in Commission Formation Agreement
- ▶ Add: provision for dissolution of bistate commission, should that be appropriate
- ▶ Add: requirement for an agreement between Commission and owner of existing bridge regarding disposition of existing bridge, before starting construction of bridge
- ▶ Add: further emphasis on independent character of the Commission



# Washington Joint Transportation Committee Review

- ▶ We are joined by:
  - ▶ Paul Neal, Senior Counsel, Washington Joint Transportation Committee
  - ▶ Stacey Lewis, Pacifica Law Group, Seattle
- ▶ Legislative Charge
- ▶ Status of Review
- ▶ Schedule

# Next Steps

- ▶ Review Draft 3 anticipated to be released by Monday, August 23<sup>rd</sup>
- ▶ Review Draft 3 comments due Wednesday, September 1<sup>st</sup>
- ▶ BSWG approval of draft bill on Monday, September 13<sup>th</sup>
- ▶ Seek local government supporting resolutions by December 2021
- ▶ BSWG discussion of Commission Formation Agreement to begin in January 2022, with target to complete by July 2022



# QUESTIONS?





# Commission Memo



Prepared by: Michael McElwee  
Date: August 10, 2021  
Re: Bridge Wire Rope Replacement

---

At the July 13, 2021 meeting, the Commission was presented with the preliminary results from an extensive inspection of the mechanical and electrical systems of the bridge lift span conducted by Wiss Janey Elsner (“WJE”). The Commission heard from Paul Bandlow, P.E., mechanical engineer who managed the mechanical inspection and other WJE staff. A primary finding of the mechanical inspection related to the condition of the lift span’s wire ropes. The final inspection report has been submitted and recommends that the ropes be replaced within the next two years.

Wire rope replacement is a significant, specialized project and will require a high degree of planning and precision to successfully carry out. WJE was asked to prepare a scope of services to carry out the engineering and project planning tasks necessary to complete the work. That proposal is attached.

Mr. Bandlow will attend the meeting primarily to answer any questions from Commissioners about the proposed scope of services. Staff expects to present an amendment to the existing contract with WJE for Commission consideration at the August 24 regular meeting.

**RECOMMENDATION:** Information.

This page intentionally left blank.



August 5, 2021

Michael McElwee  
Executive Director  
Port of Hood River  
via email - mmcelwee@portofhoodriver.com

## Counterweight Rope Replacement Proposal

WJE No. 2019.8856.1

Dear Michael,

Per your request and the recommendation from our recent inspection report we are providing you with this proposal and attached cost estimate for the engineering services required to prepare bid documents for the replacement of the counterweight wire ropes on the Hood River vertical lift span.

We propose to provide plans specifications and cost estimates (PS&E) for the replacement of all counterweight ropes on the Hood River vertical lift span. This work includes the following services:

- Field survey to document the existing hanger framing including all necessary rope access.
- Analysis of existing hanger framing.
- Plans detailing the required counterweight support and jacking requirements needed to replace the counterweight ropes.
- Plans detailing the new counterweight ropes, new rope terminations, and existing rope gatherer,
- Plans showing the wire rope reeving and connections to the span and counterweight.
- Technical Special Provisions for all required work.
- Cost estimates for all required work
- Assistance to the Port with project scheduling, potential road closure requirements, and other issues associated with the project.
- Virtual meetings with the Port to discuss the project.
- Attendance at a pre-bid meeting and answering contractor questions.

Our work does not include:

- Development of an alternate hanger system in the event the existing hanger system is not adequate.
- Details for a new rope gatherer.
- Construction support services.



We will provide the Port with completed bid documents (PS&E) for review within 10 weeks following notice to proceed with the work.

We will require access to the bridge for one day to complete the field survey portion of our work.

We appreciate the opportunity to be of service and look forward to working with you and your staff to complete the required work.

Sincerely,

**WISS, JANNEY, ELSTNER ASSOCIATES, INC.**

A handwritten signature in black ink, appearing to read 'PMB', written in a cursive style.

Paul M. Bandlow  
Principal and Unit Manager

Attachment - Cost Estimate



Name: _____														Task Hours	Task Time Cost	Task Expenses	Task Budget												
Level:	Senior Principal	Principal	Associate Principal	Senior Associate	Associate III	Associate II	Associate I	Senior Specialist	Specialist	Senior Technician	Technician II	Technician I	Task Hours	Task Time Cost	Task Expenses	Task Budget													
Tasks	Rate: \$	325.00	\$	270.00	\$	220.00	\$	190.00	\$	170.00	\$	150.00	\$	120.00	\$	140.00	\$	125.00	\$	110.00	\$	95.00	\$	80.00					
<b>1 Mechanical Engineering</b>																													
Calculations				4		12								16	\$	3,160.00													
Plan Sheets				32		16		72						120	\$	22,320.00													
Special Provisions				4		8		12						24	\$	4,440.00													
Pre-bid meeting				24										24	\$	5,280.00	\$	1,280.00											
Contractor Questions				4										4	\$	880.00													
Evaluate Bids				4										4	\$	880.00													
QC						12								12	\$	3,240.00													
Project Management				8		16								24	\$	5,680.00													
<b>Task Hours</b>	<b>0</b>	<b>20</b>	<b>88</b>	<b>36</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>228</b>															
<b>Task Cost</b>	<b>\$ -</b>	<b>\$ 5,400.00</b>	<b>\$ 19,360.00</b>	<b>\$ 6,840.00</b>	<b>\$ 14,280.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 45,880.00</b>	<b>\$ 1,280.00</b>	<b>\$ 47,160.00</b>												
<b>2 Structural Engineering</b>																													
Site Investigation						20								20	\$	3,800.00	\$	200.00											
Calculations/Jacking Procedure				2		12		24						38	\$	6,900.00													
Plan Sheets	4	4		24	8			60						100	\$	16,700.00													
Special Provisions				4		8		4						16	\$	3,280.00													
Pre-bid meeting				8										8	\$	1,520.00	\$	50.00											
Contractor Questions				2		2								4	\$	920.00													
Evaluate Bids				2		2								2	\$	380.00													
QC	2	8												10	\$	2,810.00													
<b>Task Hours</b>	<b>6</b>	<b>20</b>	<b>0</b>	<b>76</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198</b>															
<b>Task Cost</b>	<b>\$ 1,950.00</b>	<b>\$ 5,400.00</b>	<b>\$ -</b>	<b>\$ 14,440.00</b>	<b>\$ 6,120.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,400.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 36,310.00</b>	<b>\$ 250.00</b>	<b>\$ 36,560.00</b>												
																<b>Grand Total</b>		<b>\$ 83,720.00</b>											

This page intentionally blank.

# Commission Memo

Prepared by: Michael McElwee  
Date: August 10, 2021  
Re: Truck Speeding Mitigation on the Bridge



---

Commissioner Fox has prepared the attached paper regarding the damage caused by trucks exceeding the speed limit on the bridge and potential mitigation steps and requested that this be a discussion topic for the Commission.

**RECOMMENDATION:** Discussion.

This page intentionally left blank.



# Hood River Bridge Speed Restriction Enforcement

## **Background:**

The existing Hood River Bridge is at or near end of life. ODOT has place a weight restriction on the bridge. Major components are clearly showing wear. It is imperative that the existing bridge be protected so a replacement bridge can be erected, and service disruptions minimized. Of paramount importance is ensuring safe passage of users on the current bridge.

## **Issue:**

There are indications that excessive speed by especially heavy trucks will cause the acceleration of current bridge degradation. In addition, there have been several instances observed where these trucks are proceeding across the bridge in excess of posted speed limits.

## **What needs to be done:**

Heavy truck passages must not exceed authorized speed limits. We generally know which companies having heavy truck fleets, use the bridge. The Port Commission should direct Port Staff to:

1. Develop an information flyer describing in laymen's terms the impact of heavy truck excessive speeds has on the bridge.
2. Develop and seek Commission approval of a bridge speed warning / cost penalty program with the intent of obtaining speed compliance while transiting across the bridge.
3. Share this information with users of the bridge by meeting with each of the companies directly. Seek their support in informing their drivers of the importance of speed compliance. Inform the companies of impacts should compliance not be met.
4. Install speed cameras on the bridge.
5. Institute a trial period where warnings are provided.
6. Implement a program to fine violators. It could include first occurrence warning, second occurrence \$100 fine, third and each occurrence thereafter \$1000 fine.

## **Expected Timing:**

Port should expedite the development and implementation of this program. It should be in place and functional within 90 days of Port Commission approval.

Port Administrator to provide cost estimate for equipment and software needed.

## **Responsibility:**

Port Administrator is responsible for implementation of this program immediately upon Commission direction.

This page intentionally left blank.

# Commission Memo



Prepared by: Michael McElwee  
Date: August 10, 2021  
Re: Executive Director 21/22 Draft Work Plan

---

Attached is the Executive Director's Proposed FY 21/22 Work Plan. The format of the Work Plan has been modified to incorporate elements of and align with the 2021-2016 Strategic Business Plan. I have also incorporated new elements in response to input received during my FY 20/21 annual performance evaluation as well as specific suggestions received from Commissioner Fox.

This Work Plan is in draft form and is intended for Commissioner review over the next two weeks. I will incorporate comments and feedback, review the final draft with the Personnel Committee, and present a final version for Commission approval at the August 24 regular meeting.

**RECOMMENDATION:** Review and information.

This page intentionally left blank.

FISCAL YEAR 2021-22  
EXECUTIVE DIRECTOR WORK PLAN

**DRAFT:** for Commission Review August 10, 2021

2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:

**CENTRAL SERVICES**

GOAL 1: ENSURE ALL OPERATIONS CONDUCTED BY PORT STAFF AND CONTRACTORS ARE DONE IN A SAFE MANNER.

GOAL 2: ENSURE THAT FINANCIAL AND STAFF RESOURCES ARE DEPLOYED EFFECTIVELY, WITH A HIGH DEGREE OF FORESIGHT AND IN ANTICIPATION OF FUTURE PORT NEEDS.

GOAL 3: EVALUATE PORT PUBLIC ENGAGEMENT POLICIES AND PROGRAMS AND PROVIDE RECOMMENDATIONS FOR ACTIONS TO ENHANCE AND EXPAND PUBLIC ENGAGEMENT GENERALLY, AND TO ADDRESS DIVERSITY, EQUITY, AND INCLUSION (DEI) CONSIDERATIONS IN ALL POLICY AND INVESTMENT DECISIONS.

GOAL 4: MAINTAIN AND IMPROVE ENGAGEMENT AND COLLABORATION WITH PORT PARTNERS TO LEVERAGE INVESTMENTS AND PURSUE SERVICE EFFICIENCIES.

GOAL 5: PREPARE SUCCESSION PLAN FOR SENIOR LEADERSHIP RETIREMENTS AND STRUCTURE THE ORGANIZATION CHART TO ANTICIPATE THESE TRANSITIONS

GOAL 6: ENSURE THE PORT WORK ENVIRONMENT IS ONE WHERE STAFF CAN GROW PROFESSIONALLY AND FEEL THAT THE PORT IS AN EXCELLENT PLACE TO WORK.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Highlight and discuss safety topic at weekly Port staff and monthly Safety Committee meetings to increase awareness of the safety hazards and best practices for a safe working environment.	Ongoing	
2. Complete “Fiscal Sustainability Model” that describes prior and potential future actions and timeframes to reduce reliance on bridge revenue over the next 5 years. Present to Commission for discussion and anticipate implementation as part of FY 22/23 Budget.	2/15/22	
3. Select and install appropriate software program to improve efficient management of Port properties.	6/30/22	

4. Identify a structure or mechanism to build redundancy in the Port's existing management capabilities and technical skills related to tolling.

*4/15/22*

5. Purchase and install OpenMedia Foundation platform to enhance transparency and public participation in Port meetings.

*10/30/21*

6. Prepare and issue a Request for Qualifications (RFQ), complete evaluation process, and recommend a firm to serve as Port General Counsel.

*6/20/22*

7. Prepare and issue a Request for Qualifications (RFQ), complete evaluation process and recommend a firm to serve as Port Auditor.

*3/20/22*

8. Prepare a draft update to the Communications Plan and present to the Commission for discussion and direction.

*3/15/22*

9. Complete formatting and printing of the 2021-26 Strategic Business Plan (SPB). Take steps to publicize and increase community awareness of the SBP.

*9/30/21*

10. Update the board & staff training policy for Commission consideration.

*4/01/22*

11. Prepare draft update to Ordinance 24 addressing enforcement issues including towing & trespass for Commission consideration.

*5/15/22*

12. Engage in regular communication with Commission through individual briefings at least once per quarter.

*Ongoing*

13. Prepare a revised evaluation form and process for annual performance review of the Executive Director.

*5/1/22*

14. Implement modifications to the Port’s organizational structure, staff job descriptions and wage scales consistent with plan approved by the Commission on June 1, 2021.

*12/15/21*

15. Develop and implement a plan to clarify human resource management functions.

*12/30/21*

16. Develop and deploy a method to obtain regular feedback from employees on the workplace environment worker safety, security, wellness, and satisfaction with the Port work environment.

*11/15/2022*

**2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:**

**BRIDGE AND OTHER TRANSPORTATION**

GOAL 1: ENSURE ONGOING OPERATION AND MAINTENANCE OF THE EXISTING BRIDGE AND IMPLEMENT MEASURES AND TASKS AS LISTED IN THE CAPITAL MAINTENANCE PLAN.

GOAL 2: FACILITATE PORT ENGAGEMENT TO ASSIST IN ALL REASONABLE EFFORTS TO REPLACE THE BRIDGE FOLLOWING THE TASKS IDENTIFIED IN THE BI-STATE WORKING GROUP MEMO OF UNDERSTANDING (MOU) BY REMOVING BARRIERS TO SUCCESS IN ALL POTENTIAL PATHWAYS FORWARD FOR BRIDGE REPLACEMENT.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Complete plans, specifications, cost estimate and construction schedule for replacement of wire ropes.	<i>1/1/22</i>	

2. Update the Bridge Long-term Capital Maintenance Plan

*2/15/22*

3. Complete plans & specifications, manage bid process and complete construction of new membrane and wearing course on the bridge approach ramps.

*6/1/22*

4. Complete live load testing and ODOT review, identify reinforcement actions and cost estimates and prepare recommendations to the Commission for potential restoration of the 80 k Bridge weight limit.

*1/15/22*

5. Prepare draft legislation to authorize creation of a Bi-State Bridge Authority and file for consideration in the Oregon & Washington legislatures during the 2022 short sessions.

*2/1/22*

6. Complete agreements necessary to obtain \$15 million in funding from states of Oregon and Washington and BUILD program.

*3/1/22*

7. Finalize a scope of work, complete solicitation, evaluation, and selection process to identify a Bridge Replacement Project Manager (BRPM) for Phase II bridge replacement efforts.

*2/1/22*

8. Finalize a scope of work, complete solicitation, evaluation and selection process to identify a Design Engineer for bridge Replacement.

*5/1/22*

9. Achieve 100% completion of the FEIS/NEPA scope being carried out by WSP Engineering.

*3/15/22*



10. Prepare a Market Assessment to evaluate the potential for selling Breezeby electronic tolling system services to other public entities within Oregon.

6/30/22

**2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:  
KEN JERNSTEDT AIRFIELD**

GOAL 1: IMPLEMENT AND MAINTAIN PROGRAMS AND POLICIES THAT ACHIEVE THE PORT VISION FOR THE AIRFIELD AS ONE THAT OFFERS SAFE, EFFICIENT, AND ATTRACTIVE AVIATION FACILITIES AND SERVICES CONSISTENT WITH FAA B-2 DESIGNATION TO PILOTS, RESIDENTS, BUSINESSES, AND VISITORS.

GOAL 2: ENSURE THE AIRFIELD FULFILLS ITS MISSION TO SUPPORT GENERAL AVIATION, EMERGENCY RESPONSE, EDUCATION, AND ECONOMIC DEVELOPMENT GOALS BALANCED WITH THE NEEDS OF THE SURROUNDING COMMUNITY.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Complete installation of the AV Gas Tank and point-of-sale system on the N. ramp.	11/30/21	
2. Update the financial model for the Airport and identify actions and timeframe to achieve break-even status.	3/15/22	
3. Complete architectural plans, cost estimate, pro forma and marketing plan for a Commercial Hangar and make a recommendation to the Commission about proceeding to construction.	12/30/21	
4. Complete evaluation of aviation tracking technologies, discuss with the AAC and bring action alternatives to the Commission for direction.	10/15/21	

5. Prepare summary assessment of ground leasing property for T-Hangar/Box Hangar development, discuss with the AAC and bring staff recommendations to the Commission for direction.

11/15/21

6. Draft and prepare a contract with the firm selected to provide general and on-call engineering services for Commission consideration..

9/15/21

7. Identify and implement a proactive plan for management and oversight of the Fixed Base Operator (“FBO”) and brief the Commission monthly on FBO activities.

9/30/21

**2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:**

**REAL ESTATE DEVELOPMENT & MANAGEMENT**

GOAL 1: IMPLEMENT AND MAINTAIN 2018 REAL ESTATE INVESTMENT STRATEGY (REIS).

GOAL 2: ENSURE THAT THE PORT’S ROLE IN REGIONAL ECONOMIC DEVELOPMENT ACTIVITIES IS CLEARLY DEFINED. CONFIRM THAT THE OBJECTIVES ARE IDENTIFIED, AND ADEQUATE RESOURCES ARE IN PLACE TO BE SUCCESSFUL.

GOAL 3: CREATE SIGNIFICANT, POSITIVE MOMENTUM TOWARD DEVELOPMENT OF THE PORT’S REAL ESTATE PORTFOLIO CONSISTENT WITH COMMUNITY OBJECTIVES AND COMMISSION DIRECTION.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Update the Port of Hood River economic impact analysis Including a detailed focus on airport activities.	6/30/22	
2. Maintain engagement & support for the OneGorge Advocacy Group and collaborative legislative advocacy in general.	<i>Ongoing</i>	

3. Negotiate a Memorandum of Understanding (MOU) with a development entity describing the terms and conditions for future development of Lot #900 and present to the Commission for possible action.

*1/15/22*

4. Prepare DDA Amendment #9 regarding Expo Phase II.

*10/15/21*

5. Prepare plans/specifications, cost estimate and financing plan for construction of E. Anchor Way and seek Commission approval to initiate bidding and construction phases.

*11/30/21*

6. Prepare and submit application to the Economic Development Agency (“EDA”) for substantial funding for construction of N. 1st St.

*9/15/21*

7. Complete concept engineering plans and cost estimates, prove grant funding opportunities and make recommendation to the Commission about the feasibility of construction of N. 1st St.

*9/1/21*

**2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:**

**MARINA**

GOAL 1: ENSURE REALIZATION OF THE VISION OF THE MARINA AS A MULTI-USE RECREATIONAL MARINA THAT IS SAFE, FUNCTIONAL, WELCOMING, AND ATTRACTIVE THAT SERVES THE NEEDS OF MARINA TENANTS, GUEST BOATERS, AND LOCAL RESIDENTS AND GROUPS, PARTICULARLY YOUTH PROGRAMS.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Ensure installation and substantial completion of new parallel boarding floats at the Public Boat Launch.	<i>6/30/22</i>	

**2021-26 STRATEGIC BUSINESS PLAN SERVICE AREA:**

**WATERFRONT RECREATION**

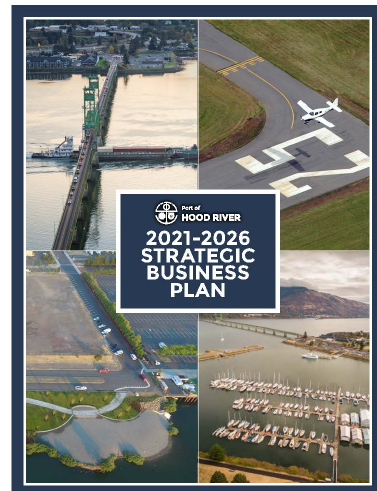
GOAL 1: ENSURE REALIZATION OF THE VISION OF PORT WATERFRONT RECREATIONAL TO MAINTAIN AND DEVELOP HIGH QUALITY RECREATIONAL SITES THAT PROMOTE RIVER ACCESS, ACTIVE RECREATION AND PASSIVE OPEN SPACE EXPERIENCES FOR COMMUNITY MEMBERS AND VISITORS WHILE SUPPORTING THE ECONOMIC DEVELOPMENT GOALS OF THE PORT DISTRICT.

GOAL 2: ENSURE BEST PRACTICE SAFETY PROTOCOLS AND SYSTEMS ARE IN PLACE AT ALL PORT WATERFRONT RECREATION FACILITIES AND CONTINUOUSLY EVALUATE SAFETY MEASURES ARE APPROPRIATELY MATCHED AND SIZED FOR THE CHANGING USES AND USER GROUPS AT EACH SITE.

ACTION	COMPLETION DATE TARGET	CURRENT STATUS
1. Reconvene the Waterfront Recreation Committee with a renewed focus on user/visitor safety. Recruit public safety officials, local expert user groups, and outside expert consultants to conduct a full evaluation of current conditions and develop recommended actions.	11/31/21	
2. Develop and install an integrated signage plan for the Waterfront trail system.	05/01/22	
3. Complete plans/permits and ensure substantial completion of two rigging areas at the Hook.	12/15/21	
4. Replace Pedestrian Bridge Deck.	06/30/2022	
5. Install Pedestrian Bridge Deck Lighting.	06/30/2022	
7. Replace Trees at Nichols Park	06/30/2022	

**Administration**

- President Sheppard has confirmed final Commissioner committee assignments for FY 2021-22. See the chart attached.
- Due to the uncertainty related to the recent spike in coronavirus cases due to the Delta variant, we will not be hosting public meetings in the Port offices. Staff will be wearing mask indoors unless seated at their work stations. The office will be open to the public but customers are requested to wear masks. Hopefully, these conditions will be temporary.
- The Port's Strategic Business Plan (SBP) has been approved by the State of Oregon. See attached letter. The next steps are to finalize the graphic design and layout, then execute an IGA with Business Oregon. We are near the end of a sustained effort to update our strategic plan for the Port's future during the challenges of global pandemic. Many thanks to lead staff Genevieve Scholl, our primary consultant Terry Moore, and graphic designer Rountree Rouse. The SBP should be published and available for the Commission by the August 24 meeting.
- Attached is a summary of the 2021 Oregon Legislative Session prepared by Miles Pengilly at Thorn Run Partners. Our collective efforts were very successful with \$5 million of new funding for Bridge replacement and \$500,000 split between the Commercial Hangar and E. Anchor Way. We also obtained additional clarification of the Port's tolling authority in an omnibus transportation bill.
- The Senate Appropriations Committee has released the list of projects identified for "Congressional Directed Spending" requests. Both Senator Merkley and Senator Wyden have requested \$200,000 for the Airport Commercial Hangar and \$400,000 for E. Anchor Way. An email summary from Hal Hiemstra is attached.
- The Port's two summer interns, Victoria Mallory and Kohl Kendall have completed more than 50% of their assigned archives digitization, filing, and record-keeping tasks. Both have done terrific work and are a pleasure to have in the office. The Port received a \$3,000 grant from SDAO to help pay for these internships. Their work will ensure paper-based Port archives and preserved in a digital format for future access.
- I will be on vacation August 10-13. This is part of my commitment to the Commission to take more vacation time in the next year. While I am gone, Fred Kowell and Genevieve Scholl will serve as Co- Acting Executive Directors.



- The Personnel Committee will meet August 17, to consider any changes to the Executive Director contract.

---

## Recreation/Marina

- Staff and large event coordinators are communicating about the recent spike in Covid outbreaks and potential impacts on their events. All events are required to be compliant with Governor Brown's executive orders and OHA rules, so that will be the determining factor of how events are managed. Port staff has notified event coordinators that if they are not comfortable with hosting their events during this time, they will be refunded their deposits.
- Tim Clackum, dock repair specialist, was here last week working for the Port on the end of B-dock and was subsequently hired by a few of the boat house owners to replace their floats. Staff has been working with the owners to replace the outdated white Styrofoam with encapsulated plastic floats approved by the Army Corps of Engineers. By Spring 2022, all boat houses must be compliant with proper floatation per the Marina Rules and Regulations. Tenants were given notice of this requirement in 2019. The original deadline was Spring 2021, but was extended another year to accommodate labor and materials shortages related to the pandemic.
- Due to the Facilities Department's own staffing shortage, the Marina Park Picnic shelter will not be available for reservations or events for the remainder of the season. With one of the three temp crew members leaving for college on August 9, waterfront restrooms will close 2 hours early (5:00 p.m.) beginning in mid-August.
- E-Coli testing by Columbia Riverkeeper indicated high levels at Frog Beach the week of August 2. Signs were posted to let people know about the possible health threat.
- We have experienced numerous instances of signage theft on the waterfront in the last two weeks, including important safety signage at Nichols Dock and the E.Coli warning signage.
- Staff installed two new lifejacket loaner stations at Frog Beach and the east end of the Event Site last month. Since then, donations of life jackets have been received from the CGW2, Army Corps of Engineers (Partners in the Safe Kids Program), and private individuals. The Outrigger Canoe Club has also offered to donate more when needed. Staff checks the stations at least weekly ensure there is an assortment of sizes and restocks as needed. There are also loaner lifejackets available along the fence at the South Nichols Basin Dock.
- Event Site Parking YTD Revenue is up 37% from 2020 and 2019. As of August 1<sup>st</sup>, 2021 YTD Revenue is up 19% from total 2020 revenue, and up 37% from total sales in 2019. The Waterfront has been very busy. See attachment with details.

- Staff submitted the Land Use Application for the proposed two new rigging areas at the Hook, funded by the Travel Oregon Competitive Recovery Grant, to the City for review on July 26.

## **Development/Property**

---

- DEQ is requiring the Port to decommission a monitoring well located inside the Tofurky leased space at the Jensen Building. Because of the noise and dust impacts to a food production space, we have requested an exemption from the DEQ. A decision has not yet been received.
- The City is planning ahead to Phase IV of the Waterfront Storm Line Replacement Project. This phase will run from the Treatment Plant across Portway Ave. and the east end of the Maritime Bldg. property and outfall to the river. Preliminary plans have been prepared and were reviewed on site with Port staff on August 6. The project is planned for summer/fall 2022. When it occurs, the Port will likely be required to pay for new connections to the Maritime Bldg.
- The upgrade to the front desk area at the Port office is underway. Several staff and the public interface is being conducted out of the East Wing during the construction.
- Cleaning of the irrigation tank at the Halyard Building is complete. A specialized firm was required due to the waste material and confined space. The building tenant will pay for this work.

---

## **Airport**

- The Airport Advisory Committee (AAC) will likely meet next on August 19. In addition to the regular agenda, two policy matters are expected to be discussed: Aviation Tracking Technology and Ground Leasing. Committee recommendations on these matters are expected to be brought to the Commission for consideration in the fall. See the attached minutes from the July 22<sup>nd</sup> meeting.
- The Evaluation Committee has completed their work on the responses to the Airport Engineer RFQ. The committee has recommended contracting with Precision Approach Engineering. This would be a new firm assisting the Port with Airport project. The contract is currently undergoing legal review.
- Architect Aron Faegre continues his work on plans and specs for the potential Commercial Hangar Project. Aron was successful in obtaining a grant from the Energy Trust to evaluate the potential for roof-mounted solar panels. Elemental Energy estimates annual electricity generation of 256 kw and a total project cost of \$450,000, not including incentives.

- A delivery date for the new AV Gas Tank is still not certain, but is likely to occur by early October.
- Facilities staff has successfully installed a new irrigation system covering about 25,000 s.f. near the North T-Hangar block. The work was done to preserve irrigation rights. The system is operational and has been accepted by Farmers Irrigation District.
- The new FBO Agreement has been fully executed. I have asked FBO representatives to come to a future Port meeting for introductions and so there is a better understanding of the services that the FBO provides at the Airfield. This would likely occur in September.

---

## **Bridge/Transportation**

- Tonight's meeting will provide an opportunity to again brief the Commission on two of the three major capital projects. Mark Libby, P.E. will be available to answer questions on the scope of work and next steps regarding the Weight Rating Analysis, including live load testing. Paul Bandlow, P.E. will be available to answer questions on the scope of work and next steps on the Wire Rope Replacement Project.
- A maintenance lift planned for July 30 had to be postponed. In a pre-operation inspection on July 29<sup>th</sup>, Facilities staff identified a bent limit switch contact shaft. The damage appears to have been associated with the recent extreme heat conditions. Modifications were made to the limit switch strike plate and new switches have been ordered. The lift span is operable, so no USCG notification was necessary.
- A mariner-requested bridge lift occurred on August 6 and another is planned for August 9.



## Committee Membership and Term

**2020-2021**

*As indicated in Governance Policy*

<b>Committee</b>	<b>Staff</b>	<b>Commissioners</b>	<b>Public</b>	<b>Appointed Term</b>
Airport Advisory Committee	McElwee, Kowell	Streich Gehring	Ken Newman, Dave Koebel, John Benton, Tor Bieker, Brook Bielen, Bud Musser, James Stuart, one representative from WAAAM and one from the FBO.	3 years
Budget Committee	McElwee, Kowell	ALL	Laurie Borton, Judy Newman, John Benton, Larry Brown, Svea Truax	3 years staggered
Waterfront Recreation Advisory	Stafford	Sheppard Gehring	TBD	3 years
Marina Committee	Stafford	Sheppard Gehring	Josh Sceva, Steve Carlson, Steve Tessmer, Ted Lohr, Shawn Summersett, Lisa Bloomster	3 years
Finance* (Internal)	Kowell, McElwee	Sheppard (President), Gehring (Treasurer)	N/A	1 year
Personnel* (Internal)	McElwee	Sheppard (President), Chapman (Vice President)	N/A	1 year

*\* Commission members determined by Governance Policy according to officer elections held annually at the first meeting in July.*

### Organizational Appointments

Organization	Staff	Commissioners	Other Members	Term
Existing Bridge & Tolling Committee (Internal)	Kowell	Chapman Fox		2 years
Bi-State Bridge Replacement Working Group	Greenwood McElwee	Fox (Alternate: Chapman)	Betty Barnes, Marla Keethler, David Sauter, Bob Benton, Kate McBride	TBD
Hood River Urban Renewal Agency	McElwee	Streich Gehring	Kate McBride, Paul Blackburn, Tim Counihan, Erick Haynie, Jessica Metta, Megan Saunders, Mark Zanmiller	4 years, staggered
Hood River County Energy Council	Hagbery	Fox (Alternate: Chapman)	Butch Miller, Kate McBride, Les Perkins, Alexia Kelly, Annick Chalier, Cathy Higgins, Eric Strid, Julia Garcia-Ramirez	2 years
Hood River County Economic Development Group	McElwee, Scholl		Gordon Zimmerman, Olga Kaganova, Rachel Fuller, Jeff Hecksel, MCEDD staff	
OneGorge Advocacy Group	Scholl	All	Informally organized group	N/A
Hood River County Chamber of Commerce and Visit Hood River (Ex-officio Port representative)	Scholl	Chapman <i>Alternate:</i> Gehring	Grant Polson, Corina Farrar, Steve Seymour, Katie Kadlub Riss, David Murrell, Jeremy Duncan, Dillon Borton, Michael	N/A

			Barthmus, Craig Bowder, Sean Cruger, Don Loop, Chuck Hinman, Francisco Ojeda, Ali McLoughlin, Jan Meyer, Christine Barthmus	
Pacific Northwest Waterways Assn. (PNWA)	McElwee (Executive Committee), Greenwood	All	Large roster of members from throughout the PNW.	N/A
Oregon Economic Development Association (OEDA)	Hagbery		Large roster of EcDev agencies throughout the state	N/A
Oregon Public Ports Association (OPPA)	Greenwood, McElwee		Large roster of Ports throughout Oregon	N/A
Oregon Airport Managers Association	McElwee		Large roster of GA airports throughout Oregon	N/A
Columbia Gorge Technology Alliance	McElwee, Scholl		Large roster of technology companies, service providers, and community partners	N/A
Hood River Rotary Club International	McElwee	Sheppard	Large roster of community business leaders	N/A

This page intentionally left blank.



August 2, 2021

Port of Hood River  
Mr. Michael McElwee, Port Manager  
Marina Building Office  
1000 E. Port Marina Drive  
Hood River, OR 97031

Dear Mr. McElwee,

Business Oregon's Ports Programming is pleased to inform the Port of Hood River, that its Strategic Business Plan update has been approved. Our agency was pleased to contribute Port Planning and Marketing Funds, to cover part of the Port's overall expenses in satisfying this statutory mandate, and will post the final plan on our website to serve as a modern reference for ports and the ports community.

First, a thank you is in order. Thank you for providing executive direction, collecting public input, assessing business models and thinking critically about the Port's future during uncertain and challenging times. We appreciate that developing this update under declared emergencies was not anticipated at the outset. But the delivered product, giving focus to key service areas and maintaining supportive documentation within the appendix, ensures the final plan makes for an insightful and informative record in years to come.

Our final step in this process is to recognize the Strategic Business Plan in a new Intergovernmental Agreement between our organizations. A contract request is being submitted internally, but IGA's release to the Port for review and execution may take time due to the emergency programming work entrusted to our agency. We appreciate your continued patience.

Our relationship is moving forward nevertheless. A meeting to unveil substantive initiatives to the Governor's Office Regional Solutions Team will be scheduled. Business Oregon closely reviewed the Port's list of projects by service area, reading that 8 of the 31 projects identified referenced intergovernmental partners. Our pending discussion thus stands to showcase each Port asset and potential collaboration in turn: Interstate Bridge (completion of an EIS/ROD and preliminary engineering); Ken Jernsted Airfield (commercial hanger construction), real estate (E. Anchor Way construction), marina (construction of ramp boarding floats), and waterfront recreation (new rigging areas and restrooms). In the meantime, please continue to work with Michael Held, Regional Development Officer, and Ted Werth, Regional Project Manager, on priority projects for the Port's diverse business models and Stephanie Prybyl, Policy Coordinator, on policy matters accordingly.

Thank you again for your leadership as Port Manager, Business Oregon enjoys working with you and seeing the Port succeed.

Respectfully,

Chris Cummings  
Assistant Director

This page intentionally left blank.

## Port of Hood River 2021 Oregon Legislative Session Report

### 2021 Session Overview

Oregon’s 81st Legislative Assembly finished its 2021 legislative session on Saturday, June 26th—one day before the Constitutional deadline. The Legislature, in response to the COVID-19 pandemic, operated in a virtual environment, interrupting the Capitol’s venerable tradition of serving as a meeting place of legislators, staff, stakeholders and Oregonians of all walks. Common Capitol activities—from informal hallway conversations to “lobby days” to parades of witnesses before live committees—were replaced with locked Capitol doors, virtual meetings with legislators and staff, and observing chamber proceedings via video streaming. In a credit to the people engaged in Oregon’s governance, legislators, staff, and participants alike rose to the challenge to “make the session work,” but the virtual nature of the process felt less deliberative and more sterile than a typical in-person session.

As the Legislature contemplated its goals for the 2021 session late last year, leaders faced a raging pandemic, the aftermath of a catastrophic wildfire season, an economy in tatters, and political and civic partisanship that was increasingly turning violent. The initial set of legislative priorities focused on economic recovery, budget investments related to COVID-19 and wildfire response, and a slate of police accountability reforms and racial justice initiatives. Initially, expectations for the prospects of most other major policy initiatives were dampened, but over the course of the session, other priorities—such as significant changes to Oregon’s recycling system, carbon regulation, and gun safety rules—emerged. Republican legislators repeatedly drew attention to what they believed to be the inappropriate shutdown of schools, the economy, and the Capitol, and ultimately what they articulated as an inappropriate concentration of power with the Governor. Early negotiations between Democratic and Republican leadership precluded the recently oft-used tactic of denying quorum (or “walking out”) by the minority party. However, Republican discontent with pandemic-era rules caused them to invoke procedural hurdles such as requiring bills to be read in their entirety to slow down the legislative process through much of the session.

While the pandemic and the State’s public health response revealed significant economic and social fractures, the State’s budget remained remarkably flush, buoyed by a massive infusion of federal funding. This allowed the state to make historic investments in behavioral health, broadband, housing, water infrastructure and education while maintaining service levels across most areas of the state budget. Lottery funding returned to pre-COVID levels, and in combination with significant one-time federal funding, allowed the legislature to authorize capital construction and program investment expenditures that were more robust than in

## THORN RUN PARTNERS

GOVERNMENT RELATIONS

recent biennia. This session also saw the removal of one legislator—Rep. Mike Nearman (R-Independence)—and the resignation of another—Rep. Diego Hernandez (D-Portland)—whose voluntary departure likely averted his removal. Nearman’s expulsion was the first in Oregon’s history.

The unique session will undoubtedly lead to a unique interim. The Legislature will meet in a September special session to ratify the work of the Redistricting Committee, but the Capitol will remain closed through 2022 for construction. The Emergency Board will meet to allocate additional federal ARPA funds, and we expect an unusually high amount of agency rulemaking activity.

It has been a great pleasure to represent you in Oregon’s Legislature this session. Below, you will find a detailed synopsis of our activity on your behalf and the outcomes of relevant legislation.

---

### Port Budget Priorities

#### **Funding for Hood River Replacement Bridge Project**

Going into Oregon’s 2021 legislative session, the Port of Hood River’s top legislative priority was securing \$5 million to help fund Phase 2 of the Hood River Replacement Bridge Project. Since the State generally allocates funds from the sale of lottery bonds to infrastructure and economic development projects, the Port submitted a Capital Construction request for \$5 million in lottery bond dollars and mounted a significant lobby effort to secure the funding. Senator Chuck Thomsen (R-Hood River) and Representative Anna Williams (D-Hood River) championed the project as a priority for their legislative districts, and the Port held dozens of meetings with legislative leadership, Joint Transportation Committee and Ways and Means Committee members, and staff from ODOT and the Governor’s office to brief them on the project and explain the need for state funding to complete Phase 2.

Hood River’s local elected officials played an important role in the Port’s lobby effort. Port Commissioner Everitt joined Port staff to deliver a presentation on the Hood River Bridge Project to the Joint Transportation Committee, and Hood River County Commissioner Benton testified in support of the project in front of the Capital Construction Subcommittee. The Port pitched the \$5 million ask as a match for the \$5 million BUILD grant already secured from the federal government and the \$5 million allocation they were seeking from the Washington State Legislature—this pitch was strengthened when the Port obtained the requested \$5 million from the Washington Legislature in April. **The Port’s efforts were ultimately rewarded with a \$5 million allocation not from lottery bond dollars, but rather from American Rescue Plan Act (ARPA) funds allocated via ODOT as part of [HB 5006](#), the end-of-session budget bill.**



### **ARPA Funding for Commercial Hangar and Lot 1 Projects**

Early in the 2021 legislative session, the March revenue forecast projected a \$1.3 billion budget deficit that would lead to widespread cuts and an austere approach to the session from the Ways and Means Co-Chairs and leadership. Although there were murmurs about potential federal funding, the Legislature entered the session without much clarity about when federal aid might arrive or how much the State could expect to receive. On March 10<sup>th</sup>, the American Rescue Plan Act (ARPA) passed out of Congress, delivering \$350 billion to help states, counties, cities, and tribal governments cover increased expenditures, replenish lost revenue, and mitigate economic harm from the COVID-19 pandemic. Of these funds, the State of Oregon received \$2.6 billion. One of the ways that legislative leadership decided to use ARPA dollars was by allocating \$240 million equally to Oregon's thirty Senate Districts (which received \$4 million each) and sixty House Districts (which received \$2 million each), to be spent as the Senator and Representative of each district saw fit within the confines of U.S. Treasury guidance.

Initially, legislators were allowed to submit scores of project proposals for potential ARPA funding. **The Port of Hood River** worked quickly to assemble a list of potential ARPA investments in local economic development projects. Ultimately, Hood River legislators agreed to submit proposals for the Port's Hood River Bridge, Lot 1, Lower Mill, and Commercial Hangar Projects. Legislative leadership then decreed that each legislator could only distribute their allotted funds to a maximum of four different recipients, but that legislators were allowed to pool their ARPA dollars with other legislators to fund larger projects. This decree created a frenzy in April and early May as advocates worked to convince legislators to allocate district ARPA dollars to their projects, and legislators selected their four preferred allocations from dozens of proposals.

Once legislators were forced to limit their ARPA allocations to just four recipients, Rep. Williams conveyed that she was not able to contribute any of her ARPA funds to Port projects. Sen. Thomsen was most interested in contributing to the Port's Ken Jernstedt Airfield Commercial Hangar Project, but when the Port expressed concern that this project might not be an eligible use of ARPA funds under the U.S. Treasury guidance, **he agreed to contribute \$500,000 in ARPA funding to the Port to be spent on both the Commercial Hangar and Lot 1 projects.** Before this money is allocated to the Port, the Department of Administrative Services (DAS) will verify the eligibility of the expenditure under federal guidance and require the Port to enter into a grant agreement with the state.



### Hood River Bridge Governance

#### **Hood River Bridge Bi-State Authority Report – HB 3019: Failed**

HB 3019 would have directed the **Port of Hood River**, in consultation with the Bi-State Working Group, to prepare and submit a report to the Oregon Legislature’s Joint Transportation Committee by December 15, 2021, detailing recommendations for replacing the Hood River Bridge and establishing a bi-state bridge authority. Rep. Williams introduced the bill on behalf of the Port as a vehicle to begin socializing the concept of a bi-state bridge authority to govern the new Hood River bridge with legislators in preparation for the 2022 legislative session. The Port decided not to move forward with the bill at the request of Representative Susan McLain (D-Hillsboro), Co-Chair of both the Joint Transportation Committee and Joint I-5 Bridge Committee. While Rep. McLain was supportive of the Hood River Bridge Project, she expressed concern that conversations about a bi-state bridge authority for the new Hood River bridge would become intertwined with an ongoing debate between Oregon and Washington legislators about whether the new I-5 bridge should be governed by a bi-state bridge authority. Although HB 3019 did not move forward, the Port explained the importance of a bi-state governance structure as the next step for the Hood River Replacement Bridge Project during meetings with legislators about its Phase 2 funding ask throughout the session.

#### **Transportation Omnibus – HB 3055: Passed**

Introduced by Senator Lee Beyer (D-Springfield) and Rep. McLain, HB 3055 makes housekeeping changes to the statutes governing ODOT operations, including revisions to the state’s tolling provisions. As a precaution, the Port worked with Rep. McLain to insert an amendment into the bill explicitly protecting the tolling authority of the Port of Hood River and the Port of Cascade Locks. HB 3055 passed in the final days of the session with the Port’s amendment included.

---

### Public Contracting

#### **Tort Limit Increase – HB 2207: Failed**

Introduced by Rep. Wilde (D-Eugene), HB 2207 would have raised the limitation on damages for torts of local governments to the same limitation on damages applied to torts of the State. The bill died without ever receiving a public hearing.

#### **Competitive Bid Threshold – HB 3082: Passed**

Introduced by the House Business and Labor Committee at the request of Oregon Public Purchasing Association, HB 3082 raises the contract price at which public improvement contract solicitations are exempt from competitive bidding requirement from \$5,000 to

## THORN RUN PARTNERS

GOVERNMENT RELATIONS

\$10,000. HB 3082 received bipartisan support in both the House and Senate and was signed into law by Governor Brown on June 1.

---

### Interim Recommendations and Next Steps

#### **Bi-State Bridge Authority Legislation**

In preparation for advancing bi-state bridge authority legislation for the Hood River Replacement Bridge during the 2022 legislative session, the Port will need to accomplish following during the 2021 interim:

1. Identify the legislator who is willing to introduce the legislation. The preferred route is for the legislation to be introduced as (or as part of) a Joint Transportation Committee bill.
2. Once a legislator has requested the legislation, work with Legislative Counsel to draft the bill and ensure that it aligns with the legislation being introduced in Washington State.
3. Create a briefing document outlining the purpose of, and need for, a bi-state bridge authority to govern the new bridge, as well as a section-by-section summary of the bill.
4. Meet with legislative leadership offices, Joint Transportation Committee members, other relevant legislators, and staff from ODOT and the Governor's office to familiarize them with the bill concept and address any potential concerns in advance of the session.

This page intentionally left blank.

**From:** [Hal Hiemstra](#)  
**To:** [Michael McElwee](#); [Genevieve Scholl](#)  
**Cc:** [Kevin Greenwood](#)  
**Subject:** Update on Senator Merkley and Senator Wyden's appropriations requests  
**Date:** Wednesday, August 4, 2021 2:13:55 PM

---

The Senate Appropriations committee has now posted Member requests across all of the subcommittees that allowed member requests. I've reviewed the appropriation requests that Senator Wyden and Senator Merkley actually submitted to the Senate Appropriation committee.

Senator Merkley:

Submitted both Port of Hood River requests – the \$200,000 Airport Hangar request, and the \$400,000 Hood River E. Anchor Way multi-modal street improvement request. A complete listing of ALL the Merkley THUD appropriation requests can be found here:

[https://www.merkley.senate.gov/imo/media/doc/THUD\\_Merkley\\_CDS\\_Disclosure\\_21\\_Updated.pdf](https://www.merkley.senate.gov/imo/media/doc/THUD_Merkley_CDS_Disclosure_21_Updated.pdf)

Senator Wyden:

Submitted both Port of Hood River request – the \$200,000 funding request to develop a commercial hangar for unmanned aerial vehicle (UAV) research and development, engineering, and systems testing. And, \$400,000 to construct E. Anchor Way as a multi-modal street and transit hub on the Hood River waterfront. A complete listing of ALL of Senator Wyden's THUD appropriation requests can be found here: [https://www.wyden.senate.gov/imo/media/doc/thud\\_cds\\_disclosures.pdf](https://www.wyden.senate.gov/imo/media/doc/thud_cds_disclosures.pdf)

Of note is the fact that in the Interior Appropriation bill, both Senators also requested \$575,000 for the City of Hood River to relocate a failed stormwater line in the Hood River Waterfront District and modernize piping.

The Senate is not expected to take up the THUD Appropriation bill until after the August recess and quite possibly not until later this fall (they will have to pass a short term Continuing Resolution in late September). Senate appropriators did mark up the Agriculture Approps bill, the Energy and Water Approps bill, and the Military Construction appropriations bill today, but it doesn't look like they will act on more appropriation bills before they adjourn next week. (it had been rumored that they would mark up THUD approps before they adjourn next week, but I don't think that is likely to happen)

In the meantime, Senators are furiously trying to finish up the bi-partisan infrastructure agreement (which has a boat load of new bridge funding that will be distributed both by formula and by discretionary funding from USDOT). While the bill includes about \$40 billion for bridge replacement/rehab – the formula funding (about \$27.5 billion of that amount) will be distributed by formula based on the condition of bridges in the state. That's bad for Oregon since Oregon did a LOT of bridge work a few years ago and is not considered a state with a significant bridge maintenance problem. Hence, out of the \$27.5 billion in new bridge funding that will be distributed by formula, Oregon DOT will only receive \$268,222 million. That is disappointing since I know of four major bridge projects in the state including Hood River Interstate Bridge, I-205 Abernethy Bridge in Oregon City, a new I-5 bridge between Portland and Vancouver, and a new bridge on I-5 near Wilsonville.

On the good news side, Oregon's federal aid highway apportionment over the 5 years of the infrastructure bill should be somewhere around \$3.5 billion. That should give the OTC some \$\$ to work with.

Hal

EVENT SITE PARKING

Revenue- All months	2021	2020	2019	2018	2017
January	\$ 4,680	\$ 5,743			
February	\$ 4,680	\$ 5,020			
March	\$ 16,280	\$ 3,400			
April	\$ 30,320	\$ 4,140			
May	\$ 54,399	\$ 32,458	\$ 53,521	\$ 76,485	\$ 42,069
June	\$ 40,063	\$ 53,941	\$ 36,083	\$ 30,893	\$ 25,564
July	\$ 38,339	\$ 32,480	\$ 27,185	\$ 27,493	\$ 29,288
August		\$ 17,758	\$ 21,369	\$ 35,241	\$ 15,525
September		\$ 1,911	\$ 2,133	\$ 2,662	\$ 1,384
<b>Total</b>	<b>\$ 188,761</b>	<b>\$ 156,851</b>	<b>\$ 140,291</b>	<b>\$ 172,774</b>	<b>\$ 113,830</b>
% Change from year to year	<b>16.9%</b>	<b>10.6%</b>	<b>-23.2%</b>	<b>34.1%</b>	

YTD Revenue is up 19% from Total 2020 sales and 37% from Total Sales 2019

EVENT SITE PARKING

Event Site Passes Sold	2021				2020				2019				2018			
	Daily	Pre-Seas	Annual	Total	Daily	Pre-Seas	Annual	Total	Daily	Pre-Seas	Annual	Total	Daily	Pre-Sea	Annual	Total
January		46	0	46		55	1	56				0				
February		46	0	46		46	3	49				0				
March		157	0	157		34		34				0				
April		297	0	297		41	1	42				0				
May	419	383	96	898	110	276	4	390	170	552	131	853	292	603	158	1053
June	1554	1	212	1767	1333	341	5	1679	1257	0	205	1462	1044	0	216	1260
July	2680		126	2806	2113	116	4	2233	2418	0	59	2477	2156	0	99	2255
August					972	69	4	1045	0	0	0	0	1660	0	5	1665
September					153	5	0	158	0	0	0	0	327	0	0	327
<b>Total</b>	<b>4653</b>	<b>930</b>	<b>434</b>	<b>6017</b>	<b>4681</b>	<b>807</b>	<b>17</b>	<b>5686</b>	<b>3845</b>	<b>552</b>	<b>395</b>	<b>4792</b>	<b>5479</b>	<b>603</b>	<b>478</b>	<b>6560</b>

This page intentionally left blank.



4S2 Airport Advisory Committee  
22 July 2021  
4:00 PM-5:30 PM  
WAAAM Picnic Area  
**MINUTES**

**PRESENT:** See circulated attendance sheet.

**REGRETS:** None

**ABSENT:** None

**CALL TO ORDER/OPENING REMARKS**

- The meeting was called to order at 4:01 PM.
- Roll call was conducted and the following introductions were made;
  - Port Commissioner Heather Gehring was introduced. She will be joining commissioner Streich in being appointed to the AAC.
  - Greg Hagbery was introduced as the new Port of Hood River Development / Property Manager. Greg will be taking on the management of the T-hangers in addition to the normal duties involved with his position.

**APPROVAL OF THE MINUTES FROM LAST MONTH**

- Margo motioned to approve the minutes from the last meeting with no additions or edits. Tor seconded the motion.

**ADDITIONS TO THE AGENDA**

- None

**APPROVAL OF THE AGENDA**

- Agenda was approved with no additions.

**BUSINESS ARISING OUT OF THE PREVIOUS MEETING**

- No previous business was discussed.

**ITEMS DISCUSSED**

- Commissioners Work Session: A commissioners work session was held on Monday, July 19th to discuss the following topics; FBO contract, Through the Fence agreements, SDS hangar.
  - FBO Contract. The TacAero FBO proposal was discussed and approved.
  - Through the Fence agreement. Two property owners, whose properties are adjacent to the airport, have expired Through the Fence agreements. Through the Fence agreements allow property owners who have property abutting the airfield direct access to the airfield. These agreements need to be in place per the FAA and insurance liability reasons. One commissioner has expressed concern for security and would like fences. The work session came to the conclusion that agreements need to be in place and were approved.
  - SDS hangar. The Stevenson Family Holdings hangar (SDS hangar and ground lease) located East of the FBO needed Port approval for transfer to WAAAM. The work session discussed the pending acquisition and what to do with the hangar and its contents. The determination was made to approve the transfer to WAAAM. The long term disposition has yet to be determined. The hangar has 4 bays and some aircraft.
- Airport engineer selection: Two engineering firms, Century West and Precision Approach Engineering, sent in packages which were reviewed by an engineering selection committee. The committee evaluated each submission against a grading matrix. In addition to the committee members, Tor Bieker and Jeff Renard, both AAC members, took part in evaluating the submissions. The selection committee met to review evaluations and recommended moving forward with contracting Precision Approach Engineering. Next step is to produce a contract to be sent to the Port Board for approval.
- 4S2 Fuel Tank: Still tracking mid September for delivery of the new fuel tank. Uncertain yet as to what the exact date is but should not have any impact on the WAAAM fly-in.

- Commercial Hangars: Still no large movement on the commercial hangars. Discussion about the potential installation of solar panels on the large roof space of the commercial hangars took place. The Port has received a grant to conduct an energy study to see if this is a viable option. A list of potential interest is being compiled to see if there is enough interest in tenants to fill the need of the commercial hangars.
- Activity Tracking Technology: This is a recurring discussion item for the AAC meetings. The idea is to implement activity tracking to better understand airport operations. Two systems have been discussed. Invictus, a local company, has a tracking solution that is based on setting a visual net. This system required high back end work. A second solution, Vector, is able to correlate an aircraft's N number with an owner or LLC. AAC determined that a detailed write up for each solution is needed in order to better study which system would best meet the airport needs. A separate meeting of the AAC should occur when all the vendor information has been reviewed and a formal recommendation will be made to the Port Board for action.
- Ground Leases: There was a lot of discussion regarding ground leases, specifically if the Port should entertain the idea of ground leases moving forward. Some Port Commissioners are against the idea of ground leases. The AAC discussed how the Port Board needs to hear opposing ideas regarding ground leases. A request was made for the Port Staff to get specific ground lease information to the AAC for further in depth discussion. Recommendations from the AAC will be sent to the Port Commissioners.
- Runway Lights: Pilot controlled lighting is planned to go live by September. Instructions are already on published charts.
- Flush Mounted Runway Lights: This is an ongoing discussion with the AAC. Plan to get the new engineers involved.
- FBO Updates: Fuel sales are up. Michael brought up the topic of flight training at 4S2. TacAero primarily conducts training out of KDLS. This decision was made quite some time ago in an effort to appease those who are concerned with noise. If an individual wants to receive flight training at 4S2, TacAero has the ability to position an aircraft and instructor on location as needed. Tor brought up the desire to have more accessibility for recreational pilot training.
- WAAAM: Looking for better signage options to hopefully increase traffic to the museum. There has been a noticeable increase in visitors from the cruise ships that are back in operation. Fly-in is happening and will take place September 10-12.
- Hood River Soaring: The soaring club is up and running again. New tow plane was acquired (approximately 1 month ago). The original tow plane is down until a replacement engine can be acquired. There has been a lot of high school activity during the summer sessions. Ground school and introductory glider rides will be going on for the next few weeks.

#### **ACTION ITEMS**

- Michael to include ground lease discussion as an agenda item for the next AAC meeting.

#### **ADJOURNMENT**

- Meeting adjourned at 5:13PM.

#### **NEXT MEETING DATE**

- No official time set for the August AAC meeting. Agenda will be sent out prior to the next meeting and will detail the date, time, and location.

# Commission Memo



Prepared by: Michael McElwee  
Date: August 10, 2021  
Re: HDR Bridge Contract Amendment No. 2 to Task Order 11

---

On June 16, 2015, the Commission approved a master contract (“Contract”) with HDR Engineering (“HDR”) for a variety of bridge engineering tasks. Under the Contract, engineering tasks that the Port needs are identified with a specific task order (“T.O.”). On June 18, 2019, the Commission approved Amendment No. 1 to the Contract extending it through June 30, 2021. On June 22, 2021, the Commission approved Amendment No. 2 extending the Agreement through June 30, 2023.

On February 16, 2021, the Commission approved Task Order No. 11 to carry out several initial engineering tasks to determine the feasibility of reinforcing the Bridge to restore the 80,000 lb. weight limit. At the July 13, 2021 meeting, the Commission reviewed the preliminary weight limit restoration analysis and heard from Mark Libby, P.E. on the next steps to determine the feasibility of weight limit restoration.

The attached Task Order No. 2 includes specific live-load testing steps and engineering analysis to clarify the specific areas where structural reinforcement will be required to restore the prior weight limit and which areas already meet capacity thresholds. Once this work is completed and the findings approved by ODOT, the Port should have a clear picture of the cost and feasibility of restoring the 80,000 lb. weight limit.

**RECOMMENDATION:** Approve Amendment No. 2 to Task Order 11 of the Master Services Agreement with HDR Engineering, Inc. for engineering services associated with weight limit restoration feasibility.

This page intentionally left blank.

## TASK ORDER 11 – Amendment 2

### SCOPE OF SERVICES for Load Posting Restoration

August 6, 2021

This Task Order pertains to a **Personal Services Master Service Agreement**, (“**Agreement**”) by and between **Port of Hood River**, (“**Port**”), and **HDR Engineering, Inc.** (“**Consultant**”), dated June 17, 2015 (“the Agreement”), Amendment 1 dated July 21, 2017, Amendment 2 dated June 25, 2019, and Amendment 3 dated July 3, 2021. The Port and Consultant agree to extend the services and fee as amended below. Upon execution, this Task Order amendment shall supplement the Agreement as it pertains to the Services described below.

#### **PART 2.0 SCOPE OF SERVICES**

##### **Task 1: Project Management & Administration**

Continue to provide services as described under this task in original Task Order 11.

##### **Task 2: Structural Analysis of Deficient Sections**

Continue to provide services as described under this task in original Task Order 11.

##### **Task 3: Load Testing Program (New Task)**

Consultant shall:

- Coordinate and facilitate a load testing program for the bridge based on the Tech Memo submitted June 25, 2021 and the Live Load Testing proposal prepared by specialty subconsultant BDI. The Live Load Testing proposal is attached to this amendment and that scope of work and budget is incorporated by reference herein as a not to exceed limit.
- Coordinate with ODOT and the Port regarding the load testing program and implementation of results toward load rating analysis. Coordinate potential use of ODOT maintenance truck and driver for load test and Port provided traffic control flagging and manlift equipment, if available.
- Continue to evaluate structural assessments of the bridge, under Task 2, with the intent of determining if some of the proposed load testing scope can be eliminated by further analysis. This includes aspects of the recently found plans for the Washington Approach widening in 1996.
- Coordinate with BDI on the analysis of the field collected data to facilitate revised load rating analysis of approach spans, truss spans, floorbeams, and analysis of gusset plates.
- Provide a Live Load Test and Load Rating Analysis Report to summarize the activities and results of the live load testing and the results of the subsequent analysis.
- Present to the Port the findings and results of these efforts.

##### **Assumptions**

The following assumptions are made:

- All deliverables shall be electronic in MS Word, MS Excel, and/or PDF format.
- Expenses for printing, shipping, and travel mileage for this Task Order are reimbursable at cost. Any specific expenses over \$100 require prior approval.
- Contract bid documents for approved rehabilitations to be developed as an amendment or separate task order.

**Deliverables**

The following items will be delivered to the Port:

- Field performance of instrumentation and live load tests.
- Live Load Test and Load Rating Analysis Report.

**PART 3.0 PORT’S RESPONSIBILITIES:**

Port shall provide access to Port properties as needed, and be available for mutually agreed upon times for site visits.

**PART 4.0 PERIODS OF SERVICE:**

All work shall be completed by January 30, 2022.

**PART 5.0 PAYMENTS TO CONSULTANT:**

The total fees for labor and expenses for this Task Order Amendment shall be a not-to-exceed amount of \$235,693, (HDR fee of \$42,023; BDI fee of \$193,670) billed monthly based on actual staff hours expended. The new not-to-exceed fee for the Task Order is \$293,693. Expenses billable to the project and in conformance with the Agreement will be reimbursed at cost and are included in the total not-to-exceed amount.

**PART 6.0 OTHER:**

None

This Task Order is executed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PORT OF HOOD RIVER  
"Port"

HDR ENGINEERING, INC.  
"Consultant"

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: Michael S. McElwee

NAME: Tracy Ellwein

TITLE: Executive Director

TITLE: Vice President

ADDRESS: 1000 E. Port Marina Drive  
Hood River, Oregon 97031

1050 SW 6<sup>th</sup> Ave  
Suite 1800  
Portland, OR 97204





Mark Libby, PE  
HDR

July 27, 2021

1050 SW 6th Avenue, Suite 1800  
Portland, OR 97204  
503.423.3757

SUBJECT: Proposal for Live-Load Testing Port of Hood River Bridge over Columbia River

---

Mark,

Attached is a revised proposal to perform live-load tests and load rating support on the Port of Hood River Bridge (# 06645). Primary changes in this draft are the selection of truss spans for load testing and the budget has been broken down by bridge section to simplify budget calculation for selected tasks. It is assumed that this contract would be a time and materials project. The provided budget is realistic for the specific tasks but only an estimate.

We are proposing to load test three adjacent truss spans (Truss Spans 2, 3 & 4). The truss spans will be instrumented and load tested together within a single test setup to minimize impact on traffic. Load testing and analysis will be focused on regions with substandard load limits with the goal of potentially increasing load ratings through field verified models.

Our intended deliverables will include a report with load ratings for primary structural members on the approach spans and truss spans examined. For gusset plates with substandard ratings, we plan to provide dead-load and live-load forces (axial and flexural) that are received by the gusset plates.

This proposal provides our assumptions on scope of work, testing procedures including access, list of required field support, and estimated budget. Because access will be challenging and we may have limited work windows, I have been conservative on the field time. Therefore, this estimate is likely conservative and can be considered a Not-To-Exceed budget. Some of the support costs such as Safety Boat and operator, hanging scaffolding, and aerial lift are estimated at this point. I will provide actual quotes once scope and access methods are finalized. Billing would be based on actual invoices.

If you have any questions regarding this proposal, please call any time at 303-877-9498. I appreciate the opportunity to provide you with this bid and look forward to a positive response.

Sincerely,

Brett Commander, PE  
Principal Engineer  
M: 303.494.3230  
[commander@bdtitest.com](mailto:commander@bdtitest.com)

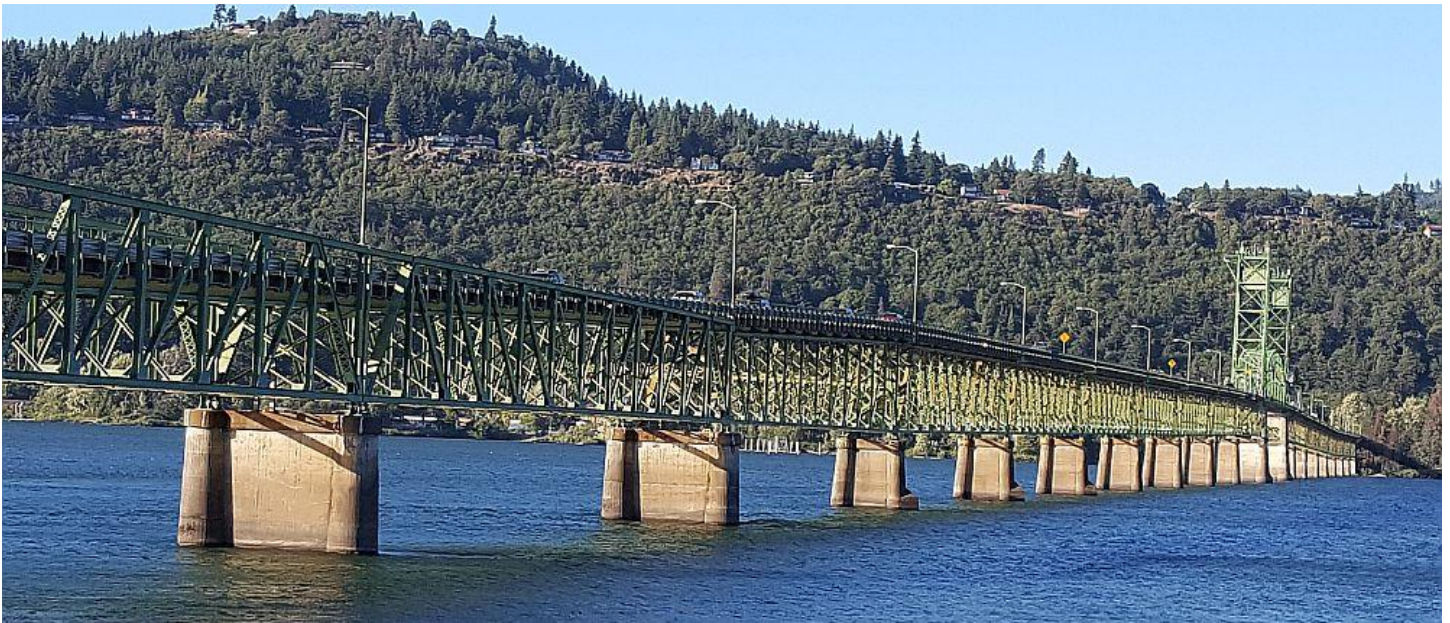
cc: Nathan Dubbs (BDI)

Attachments:  
BDI\_Proposal\_POHR-LLT\_V2.pdf



# Live-load Test Proposal

## Port of Hood River Bridge



Version 2  
Submitted July 23, 2021

\*\*\*CONFIDENTIAL INFORMATION\*\*\*

This proposal contains Confidential Information, is the property of Bridge Diagnostics, Inc. (BDI), and is submitted in confidence to the customer representatives solely for their use in evaluating the proposal. The submission of the information contained in this proposal shall not be deemed to constitute public disclosure or authorization for disclosure to other parties. This document shall not be disclosed outside the company and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate the proposal. BDI's information and name may not be used in advertising or for promotional purposes without BDI's written consent.

## SCOPE OF WORK

The Port of Hood River (POHR) Bridge currently has substandard load ratings at several locations, requiring the bridge to be posted for permit vehicles with heavy axle loads or gross vehicle weights over 80,000 lbs. The load ratings were generated through conventional analyses utilizing load distribution factors. The goal of load tests and refined analyses would be determination of accurate load distribution and potentially improved load ratings. Results from the load tests would provide important information towards recommended strengthening and repair work. Current load rating deficiencies are outlined in an HDR memo dated 1/22/2021 – *Hood River Bridge – Load Rating Results*.

BDI proposes to perform load testing and load rating services to support HDR's analysis and strengthening recommendations. BDI's scope of work would include instrumentation and load tests to capture structural responses during controlled load tests, refined structural analyses and model calibration with measured responses, load rating of specific regions of the bridge, and load demands required by specific truss gusset plates.

Spans to be load tested are listed below along with testing goals and potential load rating gains. Span selection was based on HDR load rating notes provided in Figure 1.

- + Truss Span 2: This span has substandard load ratings in the floor-system floorbeams. Load tests will focus on the load distribution through the floor-system and accurate floorbeam load ratings will be obtained from a field calibrated model.
- + Truss Span 3: This span has substandard load ratings in three bottom chord gusset plates (symmetric). Instrumentation will be designed to measure axial force and bi-axial flexure of the members going into the gusset plates. Additional truss members will be instrumented to indicate why forces are different than expected (most likely bearing resistance at piers). Load ratings will be generated for primary truss members using a field verified FEA model of the truss span. Load tests and subsequent analysis will also provide actual forces applied to gusset plates connecting diagonal and vertical members to bottom chord. These force envelopes (axial and flexural) will be provided to HDR for further analysis and load rating of Gusset Plates.
- + Truss Span 4: This is a more typical truss span with two bottom chord gusset plates having deficient load ratings. Instrumentation would be similar to Span 3.
- + Steel Beam Approach Span (Oregon side): Two spans of the steel stringer spans have deficient load ratings for positive moment in the interior beams. Load tests and detailed analyses will provide accurate load distribution among all of the steel stringers. Given the number and spacing of the beams, a significant improvement in load distribution is expected. The presence of composite behavior of the steel beams and concrete deck can be determined from the load tests. If composite behavior is found to exist and to be consistent, a serviceability load rating of the composite action can be performed based on an allowable shear stress at the bond interface.
- + Concrete Beam Approach Span (Washington side): Interior beams of several spans have deficient load ratings at midspan. Load tests and subsequent analyses will provide accurate load distribution and load ratings for interior and exterior beams.

The following sections provide a list of assumptions as well as BDI's capabilities and policies, and an estimated budget. Detailed descriptions of BDI's test procedures and reports can be found on our website at [BDITest.com](http://BDITest.com). Questions regarding this proposal can be directed to Brett Commander at [commander@bditest.com](mailto:commander@bditest.com).

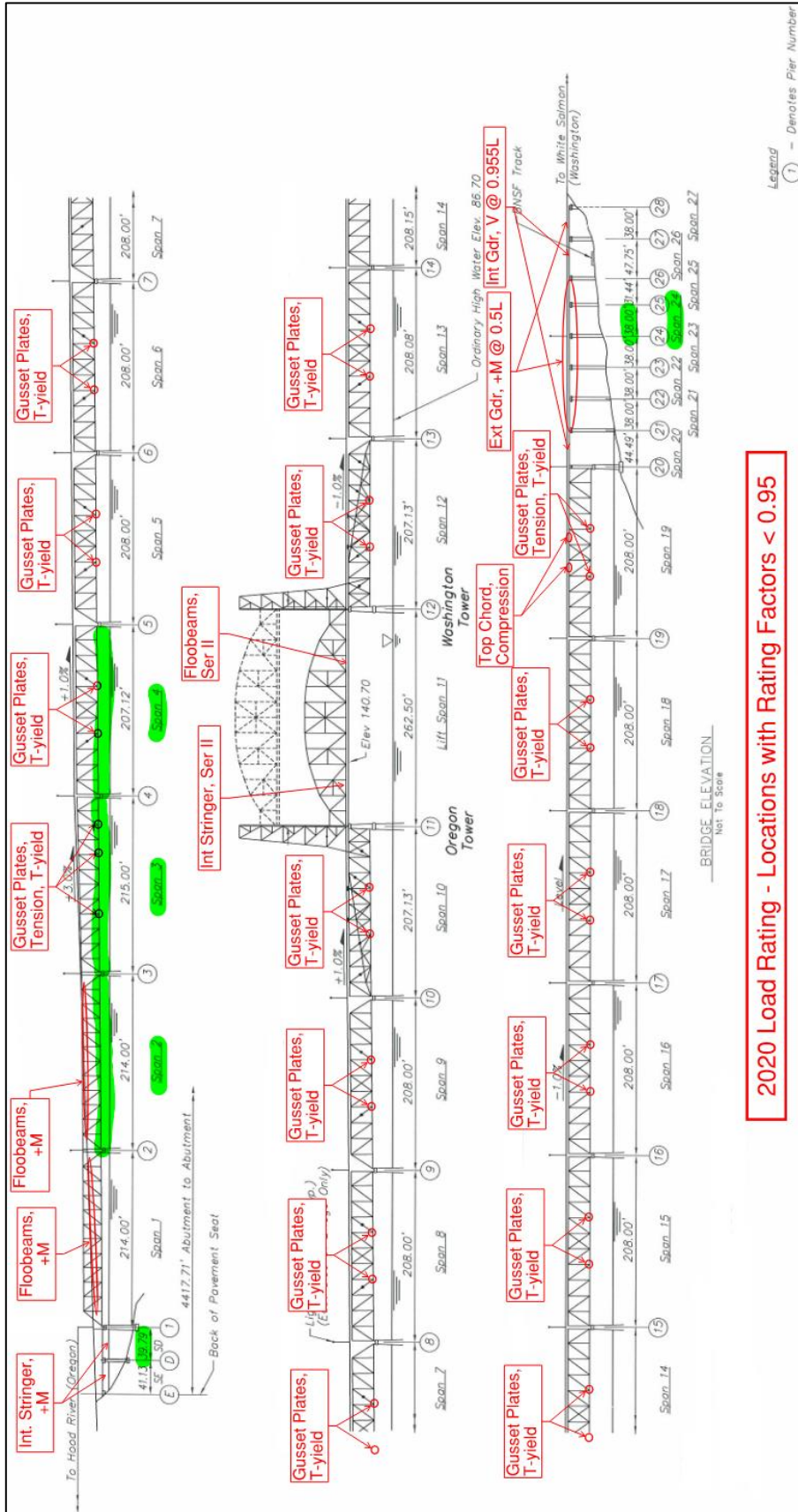


Figure 1 Locations with Rating Factors < 0.95 (2020 Load Rating - HDR)



## ASSUMPTIONS AND PROCEDURES

BDI made the following assumptions in order to develop this proposal:

### Truss Spans

- + Load test instrumentation on truss spans will be designed to address known load rating deficiencies. Spans 2, 3, and 4 will be instrumented and tested as a single unit to improve efficiency with access and minimize traffic disruption.
- + Instrumentation on Span 2 will be primarily on floor-beams and stringers so that realistic load distribution and flexural moment applied to the floor-beams can be determined. This will include distribution of load through floor system as well as end-restraint provided by truss vertical members.
- + Spans 3 and 4 will be instrumented to determine load demand requirements of the bottom chord and specifically the gusset plates with substandard load ratings. Instrumentation will be applied to truss members going into the gusset plates as well as truss members near the bearings. If loads are different than expected it will be important to determine why. Load distribution among the trusses will not vary significantly from expected, but presence of end-restraint at the bearings will significantly reduce bottom chord forces. Span 3 was selected as it has three gusset plate locations with substandard load ratings. Span 4 was selected as it is one of the more typical trusses. Members connected to gusset plates with deficient load ratings will be instrumented to capture axial and biaxial flexural responses. Data obtained from the load test will be processed to generate force values for the test vehicle. Force values for load rating vehicles will be generated from a calibrated FEA model. One truss (upstream or downstream) will be heavily instrumented while the other truss will have sufficient instrumentation to verify level of performance symmetry.
- + Once instrumentation is installed on the three truss spans, live-load tests can be performed where a test truck is driven across the instrumented spans at crawl speed. Truck position will be monitored during each tests so all recorded bridge responses will be related to a known load condition.
- + Access to the two truss spans will be achieved via SPRAT ropes. A conservative time estimate to instrument, test, and remove instrumentation from each truss span is 4 days each. There are several challenges associated with testing these truss spans:
  - Narrow roadway and high-volume traffic may present narrow work windows. Lane closures will be periodically required for access and support from above to provide supplies and move access anchors.
  - Instrumentation will be relatively slow due to structure climbing truss and ropes access.
  - Safety boat will be required during all work over water when utilizing ropes.
- + Load tests will require periodic lane closures and full closures for short periods while actual tests are performed (5-minute durations). During load testing, it is recommended that a lane be closed for a distance of five spans (Truss Spans 1 through 5) over a 2 to 3-hour period and then close both lanes as the test truck is lined up and crosses the bridge. The test truck can then be backed up into the closed lane and let traffic clear. Approximately 6 truck crossings will be required for each span test.

### Approach Spans General

- + Instrumentation on beam-slab approach spans will be designed to capture effective beam stiffness (EI), effects of bearing conditions, and lateral load distribution. Field verified models of each tested span will be load rated for the required vehicle loads.
- + Additional spans (not tested) can be load rated using the resulted distribution factors or model parameters, however, this additional work has not been included in the current scope or budget.
- + Due to relative locations of spans to each other and amount of instrumentation required, it is assumed that WA and OR approach spans will be instrumented and tested independently. This includes instrumentation, controlled load tests with a truck of known weight, and instrumentation removal. Once the span testing is complete, the process will be repeated at the next location.

### Washington Approach Spans

- + The Washington concrete beam approach span will require 2.5 days; 1.5 days for access setup and instrumentation, 0.5 days for testing, and 0.5 days for equipment removal.
- + Access to this span is difficult due to height, ground conditions, and lack of bottom flanges to anchor ropes to. The most likely access scenario will be suspended scaffolding planks, similar to Figure 2. It is expected that rigging and setup will add a half day to the instrumentation process. Prices for scaffolding planks has only been estimated at this point.
- + Traffic control will be required during the rigging of the access planks, which will require lane closures for the span being instrumented. Approximately 6 15-minute lane closures will be required during installation and again for equipment removal.
- + Traffic control will be required for load testing portion as well, which would last approximately 3 hours. One lane should be closed for the duration of the testing process (3 hours) with total road closure for qty (6) 5-minute intervals as the test truck crosses the span and returns to the staging area within the closed lane. Traffic can be cleared after each truck crossing. Closure distance includes the span tested and adjacent spans.

### Oregon Approach Spans

- + The Oregon steel stringer approach span load test will require 2 days for the complete process: 1-day for instrumentation and 1-day for load testing and instrumentation removal.
- + Access will be in the form of an aerial lift below the span crossing the paved bike path. Estimated cost of aerial lift has been included in the below budget.
- + Traffic control will be required during the load testing portion only, which would last approximately 3 hours.
- + 1 lane should be closed for the duration of the testing process (3 hours) with total road closure for qty (6) 5-minute intervals as the test truck crosses the span and returns to the staging area within the closed lane. Traffic can be cleared after each truck crossing. Closure distance includes the span tested and adjacent spans.



Figure 2 Proposed access method for Washington Approach Span with RC T-beams

### General Assumptions

- + BDI instrumentation and test plans will be approved by HDR prior to mobilization to site.
- + A minimum of a 4-week notice-to-proceed will be given prior to test date. This is required so that instrumentation plans can be developed and approved. In addition, test date can be scheduled at least two weeks prior to the test date to avoid premium mobilization fees.

## DELIVERABLES

After load tests are completed, the following deliverables are proposed:

- + BDI will provide a data report for each span tested that will include:
  - All instrumentation and test procedures
  - Review of data quality and measured results
  - Load Rating of specified elements from tested spans: Beams on approach spans, floor-beams and stringers on Truss Span 2, and truss members on Spans 3 and 4. This does not include gusset plate load rating for the trusses.
  - Results for Truss Spans 3 and 4 will also include tables of enveloped forces (axial and flexural) for members connected to gusset plates with substandard load ratings.

- + Raw data in Excel format (upon request).

## SCHEDULE

Estimated schedule relative to Notice-to-Proceed date:

Task	Start time	Duration
Instrumentation plans and test procedures	Week 1	1 week
Approval and plan revisions	Week 2	1 week
Equipment prep and shipping	Week 3	1 day
Field Testing Truss Spans	Week 4	8 days
Field Testing Oregon Approach Span	Week 5	2 days
Field Testing Washington Approach Span	Week 5	3 days
Analysis, Load Rating, Report	Week 6	4 to 8 weeks

## REQUIRED FIELD SUPPORT

Following is a list of required field support that can be provided by the client, bridge owner, or subcontracted by BDI. The supporting agency may have some of these services available and could provide for efficiency and reduced overall cost.

- + Access: BDI will provide ropes access on truss span as well as the ropes, scaffolding plank, and rigging for Washington approach span. Access at the Oregon approach span will require an aerial lift on the pedestrian span. An estimate for BDI to obtain the lift has been provided in the budget, but the state or port may have better rental prices.
- + Safety Boat: Safety boat will be required during over water access via ropes. This price has also been estimated within the budget, HDR or state may have better options.
- + Traffic Control: Traffic control in the form of flaggers on both sides of work area will be required. Cones and barricades may be required on pedestrian path below Oregon approach span. It is assumed that the traffic control will be provided by the client and has not been included in the budget.
- + Load Vehicle: A sufficiently heavy vehicle, generally a 3-axle dump truck or similar, loaded near current legal load limit. The loaded vehicle must be weighed at a local scale with separate weights for steering and drive axles.

## BDI SAFETY PROGRAM

BDI takes safety very seriously and develops a Job Hazard Analysis (JHA) for each field mobilization. This JHA is used as the basis of the safety overview that is held to discuss each structure individually before BDI's team mobilizes to the site. Any additional safety concerns are added during this meeting. Finally, a 'toolbox briefing' is held prior to beginning work each day. All of these documents can be provided for the specific project prior to mobilization upon request. In addition, BDI engages the services of a safety consultant to routinely review and update its safety program. This consultant is on 24-hour-on-call so that BDI field employees can discuss any unanticipated hazards and rectify an unsafe working environment.

BDI field personnel have the following safety training credentials:

- OSHA 10-Hour Hazard Awareness
- OSHA 30-Hour Construction Emphasis
- USACE 385-1 and BOR Regulations
- Fall Protection Awareness
- OSHA Scaffold Competent Person
- Hand & Power Tool Safety
- Aerial Work Platform Operator Safety Awareness
- Traffic Safety Awareness
- Confined Space Entry
- First Aid/CPR
- Breathing Apparatus Fit & Pulmonary Testing
- Various Railroad awareness and safety programs (exact programs can be provided upon request)
- Mechanical System Lockout/Tagout
- SPRAT Ropes Access Training

## INSURANCE

BDI carries the following insurance:

- + General Liability
- + Professional Liability
- + Worker's Compensation
- + Automobile

BDI can issue an ACORD certificate specifying coverage levels upon request. Please allow five working days for response. If additional specialized insurance or bonds are required beyond the levels currently carried by BDI, any premiums and expenses associated with obtaining such coverage shall be added to final invoice.

## BDI BUSINESS PRACTICES AND POLICIES

BDI is a small business per SBA guidelines and is also registered as a government contractor under our CAGE Code 1GYL8 (DUNS 557400785). BDI understands the importance of business systems with respect to their impact on project performance, therefore we have made efforts to ensure that they have been built and are maintained against the high standards of the federal government. We chose to model our accounting system against the rules and regulations of the Department of Defense as their standards are the most comprehensive. By having our accounting and timekeeping in compliance with DoD standards, we are also compliant with the FAR part 31 and AASHTO guidelines. Therefore, we can assure all our customers the confidence that BDI's procedures for accruing and allocating project expenses are of the highest standards.

In addition, BDI has placed great importance on implementing solid policies and procedures for other aspects of our organization and its business systems. In following the perspective we took with our accounting system, BDI has put into place policies and procedures that are compliant with federal regulations. Again, we can assure all our customers the confidence that BDI performs our projects with the highest technical and business integrity.

## BUDGET

Below is a proposed budget breakdown for completing the above scope of work. The budget is broken down by task including preparation and management, Truss Spans, Oregon Approach Span, and Washington Approach Span. Actual cost will be based on Time and Materials but this provides a realistic estimate. Please contact BDI to request further breakdowns or additional information.

Table 1 Budget Estimate

Description of Task	Item Fee	Task Fee
Project Prep, Management, and Admin Fee	\$9,180	\$16,440
Pre-Field and Preparation Work	\$7,260	
Truss Span 2 - 4 LLT Mobilization Fee	\$11,060	\$111,050
Truss Span 2 - 4 LLT Equipment & Usage Fees	\$14,970	
Truss Span 2 - 4 LLT Field Work Fee	\$44,180	
Truss Span 2 - 4 Analysis & Reporting Fee	\$32,840	
Safety boat and operator - 8 days Truss Spans (estimate only)	\$8,000	
OR Approach Equipment & Usage Fees	\$4,040	\$28,130
OR Approach Field Work Fee	\$11,950	
OR Approach Analysis & Reporting Fee	\$10,140	
Aerial lift 2 days at OR Approach (estimate only)	\$2,000	
WA Approach Equipment & Usage Fees	\$7,440	\$38,050
WA Approach Field Work Fee	\$19,470	
WA Approach Analysis & Reporting Fee	\$10,140	
Scaffolding planks including delivery/pickup 2 days WA Approach (estimate only)	\$1,000	
<b>Total Project Fee =</b>		<b>\$193,670</b>

Notes:

- Field work based on Qty(12) 10-hours days and Qty(1) standby day with 4 BDI personnel (1 project manager, 2 ropes technicians, and 1 L3 ropes supervisor)
- Direct costs for lodging and per-diem are based on GSA rates for 2021.
- Billing Terms: The project will be invoiced monthly based on time and materials. Receipts will be provided for all direct costs other than per-diem meals and lodging.
- BDI complies with DCAA (Defense Contracting Auditing Agency) guidelines for tracking project labor and expenses. All rates and accounting practices are auditable and transparent.
- Hourly rates, Equipment Costs, overhead, and profit and provided in Table 2 through Table 3.



Table 2 BDI Business Rates

2020 Business Costs			
2020 Overhead & Profit Rate			
BDI Overhead Rate			1.90477
Direct Salary Multiplier			2.90477
Profit Rate			10.00%
Tax on Labor			0.00%
State the Work/Equipment is Going			OR
Sales Tax on Equipment & Directs			0.00%
2020 Labor Rates			
Staff Titles	Base Rate	Billing Rate	Fully Loaded
Principal Engineer	\$77.00	\$223.67	\$246.04
Senior Engineer	\$61.50	\$178.65	\$196.52
Project Manager	\$51.00	\$148.15	\$162.97
Project Engineer	\$44.00	\$127.81	\$140.60
Engineering Technologist	\$40.00	\$116.20	\$127.82
Staff Engineer	\$35.50	\$103.12	\$113.44
Assistant Engineer	\$31.50	\$91.51	\$100.67
Graduate Engineer	\$27.00	\$78.43	\$86.28
Senior Technician	\$28.00	\$81.34	\$89.48
Technician	\$23.00	\$66.81	\$73.50
Accountant	\$47.00	\$136.53	\$150.19
Project Administrator	\$29.00	\$84.24	\$92.67
2021 Travel Rates (per person)			
<a href="#">GSA Rates Link</a>			
Enter all rates in Direct Worksheets			

Table 3 BDI Equipment Costs

BDI Instrumentation Fees			
Structural Testing System (STS)			
Base STS Cost per Channel			\$1,422.00
Average Sensor Cost			\$618.00
Full Set of Field Installation Tools			\$12,500.00
Average usage per year		70 Days	
Pay Back Period		2 Years	
<b>Base Per Channel Usage Fee</b>		<b>\$14.58 per Day</b>	
<b>Base Field Installation Tool Usage Fee</b>		<b>\$90.00 per Day</b>	
Ropes Access Equipment			
Base Ropes Gear Per Person Cost			\$6,000.00
Average usage per year		45 Days	
Pay Back Period		0.667 Years	
<b>Base Per Person Usage Fee</b>		<b>\$201.00 per Day</b>	
General NDE & Tools (IE, US, PS, HCP, ER, RCT)			
GPR & Software			\$30,000.00
Field Tools			\$2,500.00
Disposables			\$250.00
Average usage per year		60 Days	
Pay Back Period		3 Years	
<b>Base Usage Fee</b>		<b>\$182.00 per Day</b>	
Residual Stress Testing Equipment			
Drilling Tool & Software			\$6,800.00
4-Channels of STS Hardware			\$58.32
Tools			\$1,500.00
Average usage per year		10 Days	
Pay Back Period		2 Years	

<b>Base Set Usage Fee</b>		<b>\$474.00</b>	<b>per Day</b>
<b>Torque Testing Equipment</b>			
Torque Tracks Hardware			\$3,800.00
1-Channels of STS Hardware			\$14.58
Tools			\$1,500.00
Average usage per year	17	Days	
Pay Back Period	5	Years	
<b>Base Per Channel Usage Fee</b>		<b>\$77.00</b>	<b>per Day</b>
<b>Vehicle Weigh Scales</b>			
Set of 4 Scales			\$7,200.00
4-Channels of STS Hardware			\$58.32
Tools & Transportation Cases			\$500.00
Average usage per year	10	Days	
Pay Back Period	5	Years	
<b>Base Set Usage Fee</b>		<b>\$213.00</b>	<b>per Day</b>
<b>SounDAR</b>			
SounDAR Field Device			\$250,000.00
SounDAR Automated Algorithm			\$150,000.00
SounDAR 3 year Data Storage			\$5,000.00
Average usage per year	90	Days	
Pay Back Period	3	Years	
<b>Base Usage Fee</b>		<b>\$1,500.00</b>	<b>per Day</b>
<b>Coring</b>			
Equipment			\$15,000.00
Average usage per year	60	Days	
Pay Back Period	2	Years	
<b>Base Usage Fee</b>		<b>\$127.78</b>	<b>per Day</b>
<b>Rebound Hammer</b>			
Equipment			\$2,000.00
Average usage per year	60	Days	
Pay Back Period	2	Years	
<b>Base Usage Fee</b>		<b>\$17.66</b>	<b>per Day</b>
<b>MIRA Tomography</b>			
Equipment			\$35,000.00
Average usage per year	60	Days	
Pay Back Period	2	Years	
<b>Base Usage Fee</b>		<b>\$292.00</b>	<b>per Day</b>
<b>Surveying Equipment</b>			
Equipment			\$30,000.00
Average usage per year	60	Days	
Pay Back Period	2	Years	
<b>Base Usage Fee</b>		<b>\$250.00</b>	<b>per Day</b>
<b>Advanced UT NDT</b>			
Hardware			\$75,000.00
Software			\$24,750.00
Disposables			\$250.00
Average usage per year	60	Days	
Pay Back Period	3	Years	
<b>Base Usage Fee</b>		<b>\$556.00</b>	<b>per Day</b>

**EXPERIENCE WITH SIMILAR PROJECTS**

RFK Bridge Bronx, NY – Instrumentation and fatigue monitoring



Huffaker Forest Service Bridge, Randall, WA – Live-load Test and Load Rating

HDR – Port of Hood River Bridge Live-load Test



**EQUIPMENT SPECIFICATIONS**

# STS4 WIRELESS STRUCTURAL TESTING SYSTEM

**DESCRIPTION**

The new STS4 from BDI is the world's only data acquisition system that has been designed by civil engineers expressly for structural testing. This next-generation wireless system is rugged, highly efficient, and compatible with existing STS-WiFi systems.

BDI has developed our STS systems based on the experience we've gained through testing hundreds of structures all over the world in difficult field conditions. Because we've slogged through the mud, rappelled from ropes, and swayed in bucket trucks—all in bad weather—we know that ease-of-use is a must. Therefore, all of our sensors are very easy to install, the software is simple to operate, and the built-in sensor verification routines ensure you'll collect quality data. The field time saved using the STS4 compared to standard data acquisition systems will more than pay for itself after just a few uses.



**STS4 PRIMARY NODE**



**APPLICATIONS**

- Highway and Railroad Bridges: Steel, concrete, timber, FRP
- Lift Bridges: Wirelessly record torques, displacements, and other parameters
- Hydraulic Structures: Radial gates, nav-lock, lift, and miter gates.
- Laboratory Testing: Ideal to help students understand the capabilities of sensor measurements and data acquisition equipment.
- Cable Forces: Use our BDI Accelerometers to help measure in-situ cable forces.

**WWW.BRIDGETEST.COM**

FEATURES

**STANDARD STS4 FEATURES**

- A complete wireless "turn-key" load testing system
- Intelliducer sensors automatically identify themselves — no tracking channel numbers!
- Standard 802.11b/g/n wireless protocol with wired Ethernet backup
- Backwards compatible with STS-WiFi systems.
- Existing owners can reuse their sensors

CAPABILITIES

**NEW STS4 CAPABILITIES**

*Based on the larger ranges of sensors being used for structural testing, the new STS4 has all of the same features as our highly-successful STS-WiFi testing systems, but are smaller, lighter weight, and more versatile.*

- New Extension Node: Communication and power for up to 16 data channels via the expansion port on the STS4 Primary Node.
- Auto Temperature compensation support for sensors with thermistors.
- Increased sensor voltage input range to  $\pm 5.0$  VDC
- Added internal SD Flash memory (up to 16 GB)
- Programmable excitation voltage (+1 to + 5 VDC)
- New +15 VDC unregulated excitation port
- Increased sample rate of up to 1,000Hz
- Programmable shunt capabilities to verify sensor functionality.
- Power over Ethernet support (POE)  
Power one Primary Node and three Extension Nodes while trickle charging the battery!
- Internal Li-Ion battery with integrated charging circuitry
- More efficient power conservation modes
- Fully IP67 rated
- Compatible with existing WinSTS Software
- New, completely redesign STS-LIVE data acquisition software with graphing and evaluation capabilities. Mac OS X and multi-language support.
- Custom programming with LabView Support
- New STS Base Station, with wireless repeater capabilities (no cables between multiple Base Stations), increased range, and POE support.

SENSORS

**STRUCTURAL TESTING SENSORS**

Select from our ruggedized range of sensors below. Or, if you already have your own, chances are they can be configured to plug-and-play into the STS4, just send us your specifications. Many of the following sensors can be supplied with internal thermistors to allow for temperature compensation.

- BDI temperature-compensated strain transducers
- Tiltmeters
- LVDT's
- Accelerometers
- BDI AutoClicker Load Position Indicator
- Load cells
- String wire potentiometers
- Foil strain gage completion units
- Pressure transducers
- Wireless torque modules
- Piezometers
- Amperage transducers
- Universal terminal plug allows many other sensors

**WE STAND  
BELOW OUR WORK!**



**STS 4 EXTENDER NODE**

**TECHNICAL SPECIFICATIONS**

	<b>STS4-4-IW3</b>	<b>STS4-4-ID5 (Extender Node)</b>
<b>Measurement Type</b>	Single-ended or Differential: voltage, millivolts, digital	Single-ended or Differential: voltage, millivolts, digital
<b>Processor</b>	Stellaris® Arm® Cortex™-M3	Stellaris® Arm® Cortex™-M3
<b>Memory</b> Internal Memory: Internal MicroSD Flash:	8 MB (Operating System) 2Gb Standard (Expandable to 16Gb), Auto measurement data back-up system.	8 MB (Operating System) 2Gb Standard (Expandable to 16Gb), Auto measurement data back-up system.
<b>Maximum Sample Rate</b>	1000 Hz	1000 Hz
<b>Programmable Gain Settings</b>	13 gain settings, ranging from 1mV diff. to 10V single ended	13 gain settings, ranging from 1mV diff. to 10V single ended
<b>Analog to Digital Resolution</b>	24-bit ADC	24-bit ADC
<b>A/D Converter Type</b>	Sigma delta	Sigma delta
<b>Voltage Reference System</b>	Ratiometric <sup>1</sup>	Ratiometric <sup>1</sup>
<b>A/D Temperature Tolerance</b>	Gain drift 1 ppm/°C	Gain drift 1 ppm/°C
<b>Input Channels</b>	4	4
<b>Temperature sensor Inputs (Thermistor)</b>	One per input channel	One per input channel
<b>STS4-4-ID5 Support</b>	Up to 3 Extension Nodes	n/a
<b>Excitation Voltages</b>		
<b>V<sub>x</sub> (programmable)</b>	+0 to +5 VDC @ 20mA (per channel)	+0 to +5 VDC @ 20mA (per channel)
<b>V<sub>+5</sub></b>	+15 VDC @ 200mA (combined)	+15 VDC @ 200mA (combined)
<b>Analog Voltage Accuracy</b>		
<b>V<sub>x</sub> (programmable)</b>	16 bit resolution, typ. 5ppm/°C	16 bit resolution, typ. 5ppm/°C
<b>V<sub>+5</sub></b>	±5%	±5%
<b>Signal Input Voltage Range</b>	±5.0 VDC	±5.0 VDC
<b>Power Supply</b>		
<b>Li-Ion Battery</b>	+10.8 VDC (Nominal), 6.2Ah, 67Wh	n/a
<b>DC Supply</b>	+24 VDC @ 3.0 Amp (max for charging)	n/a
<b>Power over Ethernet</b>	+48 VDC per - IEEE 802.3af	n/a
<b>Node-to-Node</b>	+9VDC to +24VDC, power source dependent (supply only)	+9VDC to +24VDC, power source dependent (input and supply)
<b>Typical Power Consumption</b>		
<b>Base Consumption</b>	0.7W	0.7W
<b>Typical Acquisition<sup>2</sup></b>	1.5W	1.5W
<b>Sleep Mode</b>	<10mW	<10mW
<b>Communication</b>		
<b>Wireless</b>	802.11b/g/n (2.412 - 2.484 GHz)	n/a
<b>Ethernet</b>	10T-Base (TCP/IP)	n/a
<b>Node-to-Node</b>	Proprietary high speed Low Voltage Differential Signal communication protocol	Proprietary high speed Low Voltage Differential Signal communication protocol
<b>Sensor Interface</b>		
<b>Connector</b>	10-Pin Mil-Spec circular bayonet snap-lock, IP67 Rated.	10-Pin Mil-Spec circular bayonet snap-lock, IP67 Rated.
<b>Intelliducer Support<sup>3</sup></b>	Yes	Yes
<b>Physical</b>		
<b>Enclosure</b>	Combination aluminum extrusion and high strength molded parts.	Combination aluminum extrusion and high strength molded parts.
<b>Protection</b>	IP67	IP67
<b>Size</b>	8.0in x 4.5in x 3.25in (203mm x 115mm x 83mm)	8.5in x 4.5in x 2.0in (215mm x 115mm x 51mm)
<b>Weight</b>	2.63 Lbs. (1200 g.)	1.37 Lbs. (625g.)
<b>Operating Temperature</b> <b>Battery Operation:</b> <b>DC Supply Only:</b>	-10°C to +55°C -30°C to +65°C	n/a -30°C to +65°C
<b>Storage Temperature</b>	-40°C to +85°C	-40°C to +85°C
<b>Compliance</b>		
<b>CE</b>	Coming Soon!	Coming Soon!
<b>FCC</b>	Coming Soon!	Coming Soon!
<b>Wireless Module:</b>	FCC, IC, and CE Certified	n/a
<b>Computer Requirements for BDI Software</b>		
<b>WinSTS</b>	Windows® XP, Vista, 7 (32 or 64-bit OS)	
<b>STS-LIVE</b>	Windows® XP, 7 (32 or 64-bit OS), MAC OS X 10.7 or Higher	
<b>Interference To Third Party Software</b>	Platform Independent TCP/IP client/server, LabView <sup>4</sup> support	
<b>Multi-Language Support</b>	STS-LIVE	
<b>Warranty</b>	3 Years	3 Years

<sup>1</sup> Ratiometric: The system reference voltages are all derived from the same high precision ultra stable source. Any residual drift would change excitation and ADC reference effectively canceling drift out.

<sup>2</sup> Typical power drain is calculated with four 350 Ω full bridge strain transducer connected to the system and collecting data at the highest sample rate possible. This does not include battery charging power consumption.

<sup>3</sup> Intelliducer support refers to BDI's intelligent sensor connector interface. The intelligent sensor interface contains the sensor ID, calibration factor, gain setting, etc. within a memory chip inside the sensor connector.

<sup>4</sup> BDI can provide a \*.dll file for custom programming capabilities with LabView.



## ST350 | STRAIN TRANSDUCER



SENSORS



THE ST350 STRAIN TRANSDUCER HAS BEEN DESIGNED TO QUICKLY AND ACCURATELY MEASURE STRAIN ON A VARIETY OF STRUCTURES IN HARSH FIELD ENVIRONMENTS. THIS 350Ω FULL WHEATSTONE BRIDGE STRAIN TRANSDUCER IS VERY ACCURATE, RUGGED, AND WATERPROOF. PROVIDING ROUGHLY 3.5 TIMES THE OUTPUT OF A TYPICAL FOIL STRAIN GAGE, THESE REUSABLE SENSORS ARE IDEAL FOR MEASURING LIVE-LOAD STRAIN ON STRUCTURES AND CAN BE INSTALLED WITHIN MINUTES IN ALL WEATHER CONDITIONS.

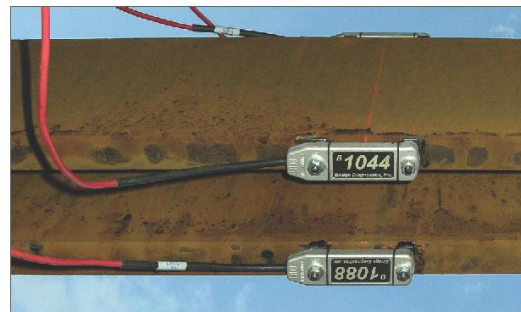
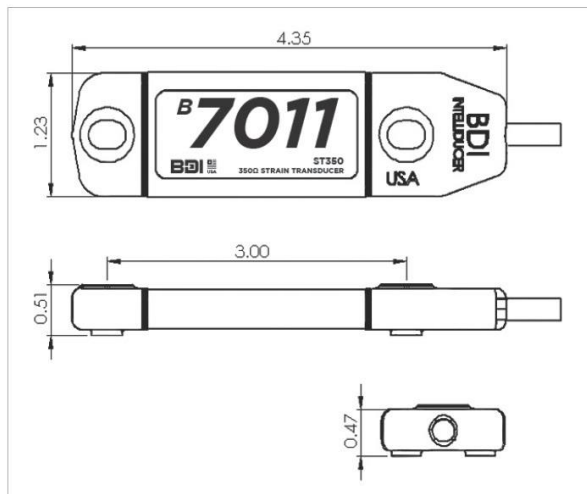
### FEATURES

- + Cost effective
- + Installs in 5 minutes or less
- + Reusable, lasts for >10 years
- + Waterproof to 20ft (6 m)
- + Industrial cable, custom lengths
- + Standard millivolt output
- + N.I.S.T traceable calibration

### APPLICATIONS

- + Steel
- + Pre-stress/post-tension concrete
- + Reinforced concrete
- + Timber
- + Fiber Reinforced Polymer (FRP)
- + Live-Load testing & monitoring
- + Laboratory testing
- + Fatigue monitoring
- + Tension rod forces

### DIMENSIONS



STEEL



CONCRETE

## SPECIFICATIONS

MODEL	ST350
TYPE	350Ω
CIRCUIT	Full Wheatstone bridge with 4 active 350Ω strain gages
EXCITATION VOLTAGE	+1.0 to +10.0 Vdc
OUTPUT	mV level, ratiometric to Excitation Voltage
OFFSET	< 1.5 mV at time and temperature of calibration
POWER: MAX TYPICAL INTELLIDUCER <sup>1</sup>	300 mW 72 mW @ +5.0 Vdc 13 mW @ +5.0 Vdc
STRAIN RANGE	±4,000 µε (Calibrated to ±2,000 µε)
FORCE REQUIRED FOR 1000 µε	~17 lbs (~76N)
TYPICAL SENSITIVITY	~500 µε/mVout/ Vin
ACCURACY <sup>2</sup>	< ±1%
CALIBRATION	Individually calibrated using N.I.S.T. - traceable automated system. Calibration curve & factor provided
THERMISTOR (OPTIONAL)	3 kΩ - NTC
EFFECTIVE GAGE LENGTH	3.0 in (76.2 mm) [Gage Extensions available for R/C Structures]
CABLE	Custom lead cable length made to order: IC-02-187 [22 AWG 2 shielded pair, drain wire, red PVC jacket] IC-02-250 [22 AWG, 2 shielded pair, drain wire, blue PVC jacket] IC-03-250 [24 AWG, 3 shielded pair, drain wire, black PVC jacket]
HOUSING	Machined 6061 Aluminum Alloy
CORROSION PROTECTION	Hard Anodized Clear (MIL-A-8625 Type III)
WEATHER PROTECTION	Designed to exceed IP67 Optional 100 ft (30 m), waterproofing available
TEMPERATURE RATING <sup>3</sup>	-58° to +176 °F (-50° to +80 °C)
SIZE	4.38 in x 1.25 in x 0.50 in (111 mm x 32 mm x 12.7 mm)
WEIGHT	0.19 lbs. (85 g)
MOUNTING	Through holes for ¼ in (M6) bolts or anchors Reusable mounting tabs (gluing/welding)

<sup>1</sup> Intelliducer connector required with STS Intelliducer data acquisition nodes.

<sup>2</sup> Accuracy defined at the calibrated 32,000 µε range.

<sup>3</sup> Temperature limit based on instrumentation cable operating temperatures, call BDI for wide temperature range cable options.

## OPTIONS & ACCESSORIES



**Intelliducer Connector:** Required for use with STS Intelliducer Nodes, cable is connected and potted for a weatherproof seal.



**Gage Extension:** Machined aluminum 24 in (610 mm) gage length extension with 3.0 in (76 mm) increments



**Integrated Thermistor:** Temperature range of -55 °C to +220 °C, 30.5 °C accuracy.



**Extension Jig:** Aluminum mounting jig for safely attaching gage extensions



**Reusable Mounting Tabs:** ¼-20 or M6, zinc plated steel mounting tab.



**Installation Jigs:** Welding or concrete drilling jigs



**Tab Jig:** Machined aluminum jig for safely attaching mounting tabs to the strain transducer. Includes either 7/16" or M10 end wrench.



**Protective Covers:** Insulated aluminum protective covers



## T500 | ELECTROLYTIC TILTMETER



SENSORS



THE T500 TILTMETER IS AN ELECTROLYTIC FLUID-BASED TILT SENSOR THAT CAN BE USED FOR PRECISION ROTATION MEASUREMENTS, GENERALLY OVER A SHORT PERIOD OF TIME. THESE UNITS CONNECT DIRECTLY TO OUR STRUCTURAL TESTING SYSTEM, STRUCTURAL MONITORING SYSTEMS, AND ARE ALSO COMPATIBLE WITH MOST GENERIC DATA ACQUISITION SYSTEMS. THE RUGGED ALUMINUM HOUSINGS PROVIDE BOTH EASY MOUNTING AND MECHANICAL ZERO-ADJUSTMENT CAPABILITY.

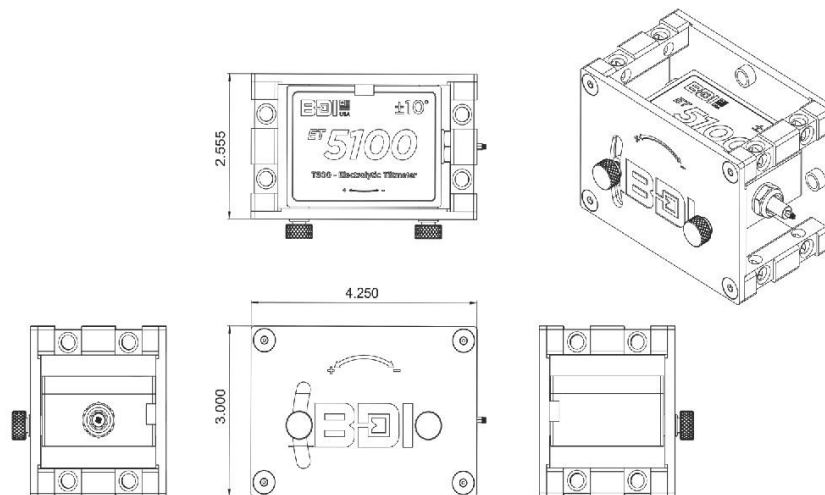
### FEATURES

- + Simple & quick range adjustment
- + Mounting tabs for adhesive application
- + Measurement range from  $\pm 0.5^\circ$  to  $\pm 60^\circ$
- + 4 mounting configurations
- + Designed to exceed IP67
- + High accuracy
- + Sub-arc second resolution
- + Internal signal conditioning
- + Overload protection

### APPLICATIONS

- + Rotation in bridge slabs, beams, and piers due to live load
- + Retaining wall or abutment movement during construction
- + Rotation angle of tainter gates during operation

### DIMENSIONS



## SPECIFICATIONS

MODEL	T500-005	T500-030	T500-100	T500-600
LINEAR RANGE (ARC DEGREES)	±0.5	±3	±10	±60
TOTAL RANGE (ARC DEGREES)	±1	±6	±15	±80
OUTPUT (MV/ARC SECOND)	1	0.4	-	-
OUTPUT (MV/ARC DEGREE)	-	-	420	160
RESOLUTION (ARC DEGREES)	< 0.0001	< 0.0003	< 0.0005	< 0.001
NULL REPEATABILITY (ARC DEGREES)	< 0.0008	< 0.0008	< 0.001	< 0.02
SYMMETRY @ 1/2 LINEAR SCALE (%)	< 2	< 2	< 2	< 2
ACCURACY @ 1/2 LINEAR SCALE (%FS)	-	< 2	< 2	< 0.8
ACCURACY @ FULL SCALE (%FS)	-	< 8	< 5	< 3
NULL IMPEDANCE (KOHMS) +/-20%	1	12	40	8
NULL STABILITY, 12 HRS @ 25 DEG. C (ARC DEG'S, TYP.)	< 0.005	< 0.005	< 0.001	< 0.005
SETTLEMENT TIME (SECONDS)	~1.1	~1.2	~0.75	~1.0
EXCITATION VOLTAGE	+5 to +15 Vdc			
POWER RATING MAX TYPICAL INTELLIDUCER <sup>1</sup>	75 mW 2.5 mW @ +5.0 Vdc 13 mW @ +5.0 Vdc			
INPUT IMPEDANCE	5 MΩ			
OUTPUT	±2 Vdc			
OPERATING TEMPERATURE	-13 °F to 158 °F (-25 °C to 70 °C)			
STORAGE TEMPERATURE	-40 °F to 176 °F (-40 °C to 80 °C)			
TEMP. COEFFICIENT OF SCALE (%/°C, TYP.)	0.6	0.6	0.1	0.1
CABLE	Custom lead cable length made to order: IC-02-187 [22 AWG, 2 shielded pair, drain wire, red PVC jacket] IC-02-250 [22 AWG, 2 shielded pair, drain wire, blue PVC jacket] IC-03-250 [24 AWG, 3 shielded pair, drain wire, black PVC jacket]			
HOUSING	Machined 6061-Aluminum			
CORROSION PROTECTION	Hard Anodized Clear (MIL-A-8625 Type III)			
WEATHER PROOFING	Designed to exceed IP67			
DIMENSIONS	4.25 x 2.6 x 3 (108 x 66 x 76 mm)			
WEIGHT	1.2 lbs (544 g)			
MOUNTING	Through holes for ¼ in (M6) bolts or anchors on five sides Reusable mounting tabs (gluing/welding)			

<sup>1</sup> Intelliducer connector required with STS4 Intelliducer data acquisition nodes.

Available on: GSA Schedule Contract 650P197CA

## OPTIONS & ACCESSORIES



**Intelliducer Connector** – Required for use with STS Intelliducer Nodes, cable is connected and potted for a weatherproof seal.



**Reusable Mounting Tabs** – ¼-20 or M6, zinc plated steel mounting tab.



**Integrated Thermistor:** Temperature range of -55 °C to +220 °C, ±0.5 °C accuracy.



**Protective Covers** – Insulated aluminum protective covers

# Commission Memo



Prepared by: Kevin Greenwood  
Date: August 10, 2021  
Re: Replacement Bridge Management  
Contract Procurement Development

---

Commissioner Fox presented his proposal and recommendations for a Replacement Bridge Management Contract (RBMC) to the Bi-State Working Group on August 9 (attached). The RBMC is similar in concept to the Owners Rep/Project Management Contract that has been under development over the last few months. It should be noted that this is a separate procurement from the engineering contract and would be let in advance of the engineering RFP. The RBMC Team would be responsible for managing the project in its entirety, utilizing a team with technical expertise in project management, engineering, contracting, scheduling, cost estimating, public information, and construction. This team would represent the owner's interests in negotiations and reviews of the engineering and/or construction work.

This contract would be funded from Oregon and Washington legislative allocations and BUILD grants. The grant agreement is currently being drafted by Oregon DOT. Sam Hunaidi, ODOT Reg. 1 Local Programs Manager, shared that contract templates will likely not be distributed to the hundreds of grant recipients until mid-October. In addition, the NEPA procurement that selected WSP as our FEIS/ROD consultant took five months. Port consultants believe that the procurement process can take place concurrent with the development of the grant agreement and that any negotiated contract would be contingent on funding being released.

Commissioner Fox and the BSWG will be intimately involved in the development of the scope of work, schedules, scoring and selection method, following similar processes utilized in the NEPA procurement and agreed to by the funding agencies.

## **RECOMMENDED ACTIONS:**

Authorize staff to develop a procurement process for the selection of a Replacement Bridge Management Contractor.

Authorize staff to draft an update to Bridge Replacement Strategic Principles document based any new Bi-State Working Group recommendations.

This page intentionally left blank.



# Bi State Working Group

Proposed Re-energizing of the BSWG

**DRAFT**



**DRAFT**

# The Existing Bridge is degrading.....

---

- Too narrow
- Lift cables have reached their end of life and must be expeditiously replaced
- Both bridge approaches need improvements
- Load study being developed and authorized to determine impacts of loads on structural members
- Likely additional weight restrictions will have to be incorporated
- Speed enforcement for trucks likely in the near future





# Proposed BSWG Milestones: by December 2025

---

- All funding obtained from States and Federal
- Bridge Replacement Management Contract in place and highly functional
- Design Contract awarded and design completed
- Construction Contract awarded, Construction mobilized, In water foundation work well underway
- Current bridge Decommissioning Plan has been developed and approved

**DRAFT**





# The Role of the BSWG

---



- Very Strong Advocate for Bridge Replacement agreed to in MOU
- Understands Criticality of replacing current bridge (need to be kept in the loop regarding safety issues)
- BSWG thoughts and opinions are very important
- Not a check the box organization, what the organization thinks is important and is due very strong consideration



**DRAFT**

# Multi-Faceted approach

- Understand Bridge Replacement Cost Estimate, adjust as needed
- Review and discuss and agree on role of Replacement Bridge Management Contract (RBMC)
- Agree to spend part of existing funding to stand up RBMC
- Discuss and reach agreement on path forward for Design and Construction approach (ie Bid Award Design, Bid Award Design/Build, Bid Award Construction)
- Strengthen communication plan in support of funding
- Discuss and reach agreement on path forward regarding early Geotech work and contract

**Qualified staff is needed NOW**





**DRAFT**

# The Role of the RBMC

- Draft and review with BSWG all major contract packages. Modify as required
- Strengthen / develop community outreach program in support of funding
- Manage for the Port and BSWG actual contractor performance against the contract
- Evaluate and process contract change orders with proper authorizations
- Develop and maintain replacement project budget, schedules, risk logs, cashflow, current forecasts
- Support information needs of BSWG, Port and others as needed
- Ensure the project is proceeding to plan and maintaining financial control
- Meet with the BSWG, Port Commission and others as directed to review performance (twice a month)



# What the RBMC looks Like

- Project Manager – now qualified and experienced in heavy project design and construction
- Engineering Technical- now
- Contracting - now
- Scheduling - now
- Communications - now
- Estimating / Trending - now
- Construction – later
- Safety – later
- Support Staff – 1 now, 1 later
- Performance Based Incentives on Design and Construction Performance TBD

8/6/2021

TBD



**DRAFT**



# What would the RBMC likely cost?

- 2021 - \$1.08 million (Mob Nov 1)
- 2022 - \$1.33 million
- 2023 - \$1.38 million
- 2024 - \$1.56 million
- 2025 – \$1.62 million
- 2026 - \$1.67 million
- 2027 - \$1.72 million
  
- + Performance Incentives

Incl Staffing, Office, Utilities, Supplies, Escalation

8/6/2021





# Next Steps

- Adjust as needed
- BSWG Endorsement
- Port Commission Endorsement
- Develop RFQ package (WSP draft insufficient)
- Clearly state RBMC scope of work
- Define job description and requirements of proposed staff organization.
- Define evaluation and scoring approach.
- Define target bidders
- Seek bids
- Evaluate and award
- Mobilize by Nov 1 or earlier

8/6/2021





# Next Steps Cont.

- Locate and lease office space
- Support drafting language into Infrastructure bill describing needed funding
- Continue to work with states to attract needed funding





# Approval Requested ....

1. Prepare RFQ for a Replacement Bridge Management Contract
2. Use existing state funds to pay for the first several years of RBMC.
3. Develop RFQ based upon 4-year contract with 3 one-year options.
4. Look for office space to house the RBMC staff. First choice is either White Salmon or Bingen on the Washington side of the river. Plan for a December 1 opening.
5. Approve the milestones on slide 3 as our working milestones



This page intentionally left blank.