

**CBJ Docks and Harbors Board**  
**SPECIAL BOARD MEETING MINUTES**  
**For Wednesday, January 23rd, 2019**

I. Call to Order.

Mr. Etheridge called the Special Board Meeting to order at 5:00 pm in the CBJ Assembly Chambers.

II. Roll Call.

The following members were present: Don Etheridge, Bob Janes, Budd Simpson, David McCasland, James Becker, Bob Wostmann, Mark Ridgway, and Weston Eiler (arrived at 5:04 pm)

Also present were the following: Carl Uchytel - Port Director, Gary Gillette - Port Engineer, Dave Borg - Harbormaster, and Matthew Creswell - Senior Harbor Officer.

III. Approval of Agenda

**MOTION By MR. SIMPSON: TO APPROVE THE AGENDA AS PRESENTED AND ASK FOR UNANIMOUS CONSENT.**

**Motion passed with no objection**

IV. Public Participation on Non-Agenda Items - None

V. New Business

1. Award Bid for DH19-038 Downtown Waterfront Improvement - Materials Procurement

Mr. Gillette said this bid is for the materials for the retaining wall as part of the Archipelago project. Staff wanted this ahead of the construction bid so the work could start as soon as awarded to stay on the construction schedule. The bid opening was on January 15<sup>th</sup> and we had three bidders. Island Contractors was the low bidder at \$783,820. Staff is asking the Board accept this bid tonight and forward on to the Assembly with a recommendation for approval.

Board Questions -

Mr. Ridgway asked if the protest period is still in affect?

Mr. Gillette said the protest period time has ended and no protests received.

Mr. Janes asked where the material is going to be stored until it is used?

Mr. Gillette said that is part of the bid that the contractor is to provide a storage space until the material is used.

Public Comment - None

Board Discussion/Action

**MOTION By MR. JANES: TO RECOMMEND THE BID FOR DH19-038 DOWNTOWN WATERFRONT IMPROVEMENT - MATERIALS PROCUREMENT BE AWARDED AND FORWARD TO THE ASSEMBLY FOR APPROVAL AND ASK FOR A ROLL CALL VOTE.**

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Mark Ridgway - Yes  
David McCasland -Yes  
Robert Janes - Yes  
James Becker - Yes  
Weston Eiler - Yes  
Bob Wostmann - Yes  
Budd Simpson - Abstain  
Don Etheridge - Yes

Motion passed.

2. Award Bid for DH19-039 Visitor Information Kiosk Replacement

Mr. Gillette said this project is to replace the aging and non ADA compliant visitors kiosk by the Library. The bids were opened yesterday and Island Contractors were the low bidder at \$163,873. The protest period ends tomorrow. We have not received any indication anyone intends to protest.

Board Questions -

Mr. Ridgway asked if a protest is received, will it come back before the Board before it goes to the Assembly?

Mr. Gillette said depending on what the protest is, it could come back to the Board before going to the Assembly.

Mr. Wostmann asked what funds are going to be used on this project?

Mr. Gillette said this will be funded out of our Docks fund balance. This requires an ordinance and will also be at the Monday Assembly meeting.

Mr. Janes asked what if this is approved tonight and someone comes in with a legitimate protest tomorrow? Should this be approved before the protest period is over?

Mr. Uchytel said the recommendation would be for the Assembly to approve this on Monday and that will exhaust the protest period. There is little risk approving this tonight.

Public Comment - None

Board Discussion/Action

**MOTION By MR. SIMPSON: TO RECOMMEND THE BID FOR DH19-039 VISITOR INFORMATION KIOSK REPLACEMENT BE AWARDED AND FORWARD TO THE ASSEMBLY FOR APPROVAL AND ASK FOR UNANIMOUS CONSENT.**

Motion passed with no objection

VI. Adjournment - The Special Board Meeting adjourned at 5:12 p.m.