



**MINUTES OF THE SPECIAL MEETING**  
**Held July 11, 2018**

The July 11, 2018 Special Meeting was called to order at 12:10 p.m. by President Martin. The meeting was held at the Port of Sunnyside's Administration Office located at 2640 E. Edison Avenue, Ste. 1, Sunnyside, WA. The purpose of the meeting was to award the contract for the Port Rail Spur and Access Road project.

**Commissioners and Staff present at the Business Meeting:**

Arnold Martin, Commission President  
Jim Grubenhoff, Commission Vice President  
Tyler Schilperoort, Commission Secretary  
Jay Hester, Executive Director  
Travis Jansen, Projects Manager  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

Andy McNab – Daily Sun News  
Jess Quick – Daily Sun News

**COMMENTS:** Commissioner Martin welcomed Andy McNab and Jess Quick of the Daily Sun News and stated he looks forward to seeing them at future Port meetings. Andy commented that he is happy to be in attendance. He shared with the commission that he is the new interim publisher at the Daily Sun Newspaper and has been on the job for about a week. Jay commented that the purpose of the meeting was to award the rail spur contract. He shared that bids were submitted on July 11, 2018. In addition to Port staff, Travis Marden and Caitlin Roemeling of J-U-B Engineers were in attendance at the bid opening along with local businessman Chris Smeenk. A total of 2 bids were received from Granite Construction and Rail Works. The lower of the two bids came from Rail Works at \$781,972.88. Jay shared that Rail Works has worked on the Port's two previous rail spur projects. Commissioner Grubenhoff asked if the staff is the same from our last project with them. Jay stated that there have been some staff changes since the Port's last rail spur project. Commissioner Grubenhoff asked if the bids received were within the budget. Jay stated both bids came in higher than what has been budgeted. An Engineer's explanation was submitted by Travis Marden to detail the reasons the bids came in higher than originally anticipated.

**LEGAL COMMENTS:** Rob shared with the Commission that all legal requirements were met by the Port during the bid process. The legal requirements include (1) advertising for bids in a newspaper of general circulation within the Port district at least 13 days before the submittal deadline with the first ad running in June 24, 2018 (2) conducting a public bid opening; (3) requirement of a bid bond; and (4) awarding the contract to the lowest responsible bidder based on the criteria provided within the invitation to bid. Commissioner Grubenhoff asked if the increase in project price will effect what the Port will charge CPS during the repayment period. Jay responded yes the increase in construction costs will be included in the project costs that will be billed to CPS over the repayment term of 10 years. Jay shared that he will be looking into requesting additional funding from SIED to cover the increased costs. Commissioner Grubenhoff asked if Union Pacific has signed off on this project. Travis shared that Union Pacific's engineering department has signed off on the project and the only remaining issues are between

CPS and Union Pacific.

**ACTION ITEM:** Motion to award the contract for the Port Rail Spur and Access Road project to Rail Works in the amount of \$781,972.88 and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

**ADJOURNMENT:** The Special Meeting was adjourned at 12:24 p.m., peace and harmony prevailing.

  
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Arnold Martin, President

ATTEST:   
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Tyler Schilperoort, Secretary