

PORT OF MANCHESTER
Port Commission
May 3, 2010

SPECIAL MEETING

- 1.0 **Call to Order.** Port President James Strode called the Special Meeting to order at 5:30 p.m. The purpose of the Special Meeting is to consider award of the contract for the Demolition for Parking Expansion project. Present at the meeting were President Strode, Commissioners Dan Fallstrom and Steve Pedersen, Ron Thompson, Attorney/Auditor, and Alan Fletcher, Contract Administrator. Other present were Margret Guariz and Joe Guariz.
- 2.0 **Approval of Special Meeting Minutes of April 26, 2010.** Staff presented the meeting minutes for the special meeting. Commissioner Pedersen moved to approve the minutes of the Special Meeting held April 26, 2010. Commissioner Fallstrom seconded. **The motion passed unanimously.**
- 3.0 **Demolition for Parking Expansion Project.** Staff reported that the demolition project was held on April 30, and that the bids for the project (including sales tax), are noted on the handout:

Sound Construction	\$11,316.12
Sound Excavation	\$16,246.56
RV Associates	\$17,046.94
F & B Construction	\$24,575.09

Staff explained that the low bidder, Sound Construction, included a non-form bid exclusion regarding hazardous waste survey and abatement. The Board discussed the bids noting that hazardous waste survey and abatement are a part of the demolition permitting process and a federal requirement. In addition, that there was nothing in the plans or specifications that excluded such work from the demolition project. Staff reported that the other bidders did not include any such exclusion and that most asked if any survey had been completed, so it is assumed that bids were developed accordingly. The Board discussed its options, including accepting the bids as is; rejecting the Sound Construction bid, thereby moving to the next lowest bid; or rejecting all bids and then solicit new bids. Ron Thompson, Attorney, noted that the Board could legally pursue any of the three options. President Strode explained that he spoke with Sound Construction and they were not comfortable moving forward. Strode requested that the Port should clarify bid expectations with the next successful bidder, to lessen the potential for disputes after a contract is entered into. Commissioner Fallstrom moved to reject the lowest bid from Sound Construction as being non-responsive and award the contract to Sound Excavation, for \$16,246.56, the motion, and award being conditioned upon the Port clarifying the intent of the project with the bidder and determining the bid approach. Commissioner Fallstrom added that if problems arose, then the contract award should be brought back for further consideration at next Monday's Regular Meeting. Commissioner Pedersen seconded. **The motion passed unanimously.**

- 4.0 **Next Steps.** Commissioners discussed the Parking Expansion construction project, including engineering, plan review, bidding, timing, and overall sequence of work.
- 5.0 **Adjournment.** There being no further business to come before the Port Commission, the meeting adjourned at 6:12 p.m.