



Monthly Status Report FEMA Alternate Projects July 2011

(Prepared on July 14, 2011 for the Regular Monthly Meeting of the
Port Board of Commissioners July 19, 2011)

FEMA Alternate Projects – General Information

Jason Holcomb (FEMA consultant) is no longer on-site at the Port of Tillamook Bay. He is available to assist with the Project Worksheet processing on a part-time basis at another location.

Status of Contract for A/E Design of Campus Wide Improvements

New Building Projects:

- **Project 3.1 – Airport FBO:** Construction documents for the FBO building are complete. The Project Worksheet is complete and has been submitted to FEMA for obligation. On-site construction work is scheduled to start in the Spring of 2012.
- **Project 3.2 – Industrial Business Park:** Construction documents are complete and have been submitted for permitting. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding of this project is in process with bids due on July 26, 2011. On-site construction work is scheduled to start in late August of 2011.

- **Project 3.3 – Port Shops:** Construction Documents are complete, but since this project is being set aside for construction in 2013, submission for permitting will not be done until 2012. The Project Worksheet is complete and has been submitted to FEMA for obligation.
- **Project 9 – Airport Business Park:** The Port has received a signed Letter of Intent from Near Space Corporation; discussions regarding the final lease agreement are on-going. Port Staff are working with FEMA, DSL, and other agencies regarding wetland and flood plain issues associated with this site; DSL has reviewed the site and issued an updated wetland delineation. The new facility design has been altered to avoid both the wetland and flood plain issues. LRS Architects has been authorized by the Port to continue with full design of the project; site grading and utility plans are scheduled for completion in August 2011, building documents will be completed in September 2011.

Existing Building Projects:

- **Projects 2.1 – Administration:** Construction documents are complete and submitted for permitting. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding is in process with bids due on July 20, 2011. Construction is scheduled to start in August 2011.
- **Project 2.4 – Building 11, Warehouse B:** Construction documents are complete and ready for permit submission. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding documents are ready for permit submission when approved to do so by the Port Staff.
- **Project 2.5 – Building 12, Cold Storage:** Construction documents are complete and ready for permit submission. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding documents are ready for permit submission when approved to do so by the Port Staff.
- **Project 2.6 – Building 18, Stimson Lumber:** Construction documents are complete and ready for permit submission. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding documents are ready for permit submission when approved to do so by the Port Staff.
- **Project 2.7 – Main Offices:** The Project Worksheet narrative is complete; the construction budget will be completed upon receipt of the LRS budget estimate expected by Mid-July 2011. Construction documents were delayed to 2 weeks to accommodate some structural design issues; the documents are scheduled for completion by Mid-July 2011.
- **Project 2.8 – Building 59, Warehouse A:** Construction documents are complete and ready for permit submission. The Project Worksheet is complete and has been submitted to FEMA for obligation. Bidding documents are ready

for permit submission when approved to do so by the Port Staff.

- **Project 7 – Hangar B Improvements:** The Western Architectural structural analysis report was received on June 17, 2011; some additional data and lab test results are still pending and will be added to the report via addendum. In July/August 2011 the Port Board and Staff will make decisions regarding final scope of work for this project.

Infrastructure Projects:

- **Project 8 – Roads:** The Port Staff reviewed the 30% document and budget estimate information; the 80% document submission is expected in late July 2011. The Project Worksheet narrative and budget are both in process and will be completed by late July 2011 for submission to FEMA for obligation. Construction work will be done during the summer windows of 2012 and 2013.
- **Project 10 – Water Loop Expansion:** The Port Staff are currently reviewing the 80% documents and budget estimate. The Project Worksheet narrative and budget are both in process and will be completed by late July 2011 for submission to FEMA for obligation. Construction on the water loop expansion will begin in the Fall of 2011.
- **Project 11 – Septage Receiving:** The Port Staff are currently reviewing the 80% documents and budget estimate. The Project Worksheet narrative and budget are both in process and will be completed by late July 2011 for submission to FEMA for obligation. Construction on the water loop expansion will begin in the Fall of 2011.
- **Project 16 – Truck Scales:** The two (2) truck scales are on order and are scheduled to ship on July 27, 2011. The Port solicited bids from local contractors and received one (1) response that fit within budget; the Port Board of Commissioners provided contracting authority to Port Staff on June 30, 2011. Site clearing work has started and foundation prep will start the week of July 18 to July 22.

Status of Design/Build RFP for Digester Upgrades

The Port received six (6) design/build proposal responses regarding the Hooley Digester Upgrade. On June 27, 2011 the selection committee presented to the Board of Commissioners their recommendation of issuance for Notice of Intent to Award to Biothane. Subsequent to that award notice, protests were filed by two proposers (RCM International and Andgar Corporation) regarding the award of the design/build project to Biothane. Port legal counsel is currently assisting Port Staff to resolve the protests filed.

Status of Accounting Software and Contract for Accounting Services

This has been a tough month for the accounting department, with an audit, fixed asset management, new program learning and inputting data for the FY 10-11, transferring into FY 11-12. There have been many hiccups, as anticipated. We've appreciated the customer and staff understanding that there will be errors and difficulties during this transition. The team is still meeting the goals, putting in extra hours and learning the system at the same time as managing the day to day transactions that are required. It is anticipated that the August report will have more successes and a clearer view of the SAGE transition.

Status of Southern Flow Corridor Project (through Oregon Solutions)

Southern Flow Corridor Project Update:

- May 26, 2011: The Port delivered its Appeal to Oregon Emergency Management (OEM)
- June 8, 2011: OEM forwarded the Port's Appeal to the Federal Emergency Management Agency (FEMA)
- FEMA has 90 days to issue a decision on the Port's Appeal. NOTE: This period is extended should FEMA request additional information.