

**PORT OF NEWPORT REGULAR MONTHLY COMMISSION MEETING AGENDA**

Tuesday, November 17, 2020, 6:00 p.m.

This meeting will be virtual by invitation only.

You can view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, <https://www.youtube.com/channel/UCCAo3VCV9Yt4coXK7pUXAIQ/videos>.

Live chat will not be monitored.

To submit public comment, please complete the form on our website here, no later than 4:00 pm on Monday, November 16, 2020: <https://www.portofnewport.com/public-comment-regular-commission-meeting-11-17-2020>.

Your comment, up to 3 minutes, will be read into the meeting at the appropriate time.

I.	Call to Order		Page
II.	Changes to the Agenda		
III.	Public Comment (3-minute limit per person)		
IV.	Consent Calendar		
	A.	Minutes	2020
		1. Regular Commission Meeting .....	Oct 27.....3
	B.	Financial Reports .....	9
	C.	Contracts	
		1. NOAA Common Area Painting (\$15,890) .....	27
V.	Old Business		
	A.	Items Removed from Consent Calendar	
	B.	Accounts Paid .....	51
	C.	South Beach Load Center Discussion.....	71
VI.	Staff Reports		
	A.	General Manager .....	75
		1. Director of Finance & Business Services .....	77
		a) October Occupancy Report.....	81
		2. Director of Operation.....	83
VII.	Commissioner Reports/Comments		
VIII.	Calendar/Future Considerations		2020
		Thanksgiving Holiday – Port Office Closed.....	Nov 26 – 27
		Regular Commission Meeting (3 <sup>rd</sup> Tuesday).....	Dec 15
		Christmas Holiday – Port Office Closed .....	Dec 25
			2021
		New Year’s Holiday – Port Office Closed .....	Jan 01
IX.	Public Comment (3-minute limit per person)		
X.	Adjournment		

- EXECUTIVE SESSION: The Port of Newport Board of Commissioners may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend

Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

Regular Monthly Meetings are scheduled for the fourth Tuesday of every month at 6:00 pm.

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**PORT OF NEWPORT MINUTES**

October 27, 2020

Regular Commission Meeting

*This is not an exact transcript. The audio of the session is available on the Port’s website.*

This meeting was held virtually by invitation only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 4:00 pm on Monday, October 26th, to be read into the meeting at the appropriate time.

**Agenda Item**

**Audio  
Time**

Part I  
0:00

**I. CALL TO ORDER .....**

Commission President Jim Burke called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:01 pm virtually through Zoom.

**Commissioners Present:** Kelley Retherford (Pos. #2); Gil Sylvia, Vice President (Pos. #3); Jeff Lackey (Pos. #4); and Jim Burke, President (Pos. #5). Walter Chuck, Secretary/Treasurer (Pos. #1) was absent.

**Management and Staff:** Paula J. Miranda, General Manager; Aaron Bretz, Director of Operations; Mark A. Brown, Director of Finance & Business Services; and Karen Hewitt, Administrative Supervisor.

**Members of the Public and Media:** Angela Nebel, Summit Public Relations Strategies; Dustin Capri, Capri Architecture, LLC; and Dharma Tamm, Rogue Ales & Spirits.

**II. CHANGES TO THE AGENDA .....**

0:14

There were no changes to the Agenda.

**III. PUBLIC COMMENT .....**

0:21

No Public Comment was submitted.

**IV. CONSENT CALENDAR .....**

0:44

- A. Minutes 2020
- 1. Regular Commission Meeting ..... Sep 29
- 2. Commission Work Session ..... Sep 29
- B. SDAO/OPPA Membership Renewal (\$15,666.00)
- C. Financial Reports
- D. Community Ice LLC – Waterline Use License Extension

Miranda said she had contacted SDAO/OPPA who agreed to reduce the membership renewal from the initially invoiced \$19K+.

**A motion was made by Lackey and seconded by Retherford to approve the Consent Calendar. The motion passed 4 – 0.**

V. OLD BUSINESS..... 2:26

A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

B. Accounts Paid ..... 2:32

**A motion was made by Lackey and seconded by Sylvia to approve the Accounts Paid. The motion passed 4 – 0.**

C. Phase 3 Scope of Work Administration Building, Capri & Goebel Architects ..... 3:03

Miranda welcomed Dustin Capri and introduced the Staff Report included in the Meeting Packet. She added she wanted to get another quote for the geotechnical work. Miranda estimated that a Request for Proposal for a construction estimate could be prepared around January if the Commission decided to proceed, then a decision to build could be made in February/March when the Port would have a good idea on the status of other projects to be completed. She said she was discussing financing for the building with Business Oregon, but the Port would need to spend some money now to get a cost estimate for the construction.

Lackey said he had asked Miranda what information would be provided by the geotechnical work. He commented that in February/March the Commission would look at the cost of the building and other project priorities while maintaining reserves, as well as anything else affecting the Port that cannot be foreseen now. Miranda said there was no intent to use reserve funds for this project. Capri added there had been a slight slide in materials and lumber prices since an August peak. Sylvia mentioned that inflation had affected construction decisions at OSU and asked if inflation was expected. Miranda said that a 20% contingency in the estimate for the new building was in part for that, as opposed to a contingency for unforeseen issues faced when repairing or expanding an existing building. Capri said that as the drawings became more specific the cost estimates would be more accurate. He commented that the building market right now was not reflecting the current economic recession, and he hoped the market would more accurately reflect the realities of the economy by the time the project went out for bid. Sylvia suggested low interest rates were driving construction, and he appreciated being conservative with the contingency. Miranda said the intent was to move forward, but if the project funding did not make sense the project would be halted. Capri advised that commercial building codes had been updated in 2019, so the plans would still have value for some time since codes were updated roughly every five years. Retherford asked if Angela Nebel would help put out the message if this recommendation were initiated. Miranda said she had spoken with Nebel, and the plan was to put out a newsletter in January or February when all projects are lined up, preceded by a few ebasts with status updates. Burke asked when a Commercial Fishing Users Group (CFUG) meeting would be scheduled. Bretz said he plans to schedule a meeting to provide information about the Port Dock 5 Pier project and a discussion with the project manager, possibly in November. He added that there are other things to consider.

Retherford asked if there were funds for the architect available now, and Miranda responded the budget for the project included more than was needed. Miranda said the Port was looking for financing for construction such as a loan with the Port putting down 20%.

**A motion was made by Retherford and seconded by Sylvia to authorize the General Manager to enter into a contract with Capri Architecture and DH Goebel Architect in an amount not to exceed \$107,000 per attached proposal. The motion passed 4 – 0.**



D. Bilge Waste Discussion .....

27:45

Bretz introduced the Staff Report included in the Meeting Packet. He said he had intended to come with a contract recommendation to replace the system but recommended a discussion first about the path moving forward. Bretz added the clean up is now complete, but the Port had to decide what to do in the near future. He explained the system that had been in place. He suggested in the long run it would be best to get a centrifuge based on the material received and how frequently it needs to be processed, which would speed up the separation process, and result in a purer mixture. He reviewed three options presented in the report. Bretz said the Port needed to be able to process bilge waste and suggested to reduce risk it would be advisable to have a smaller quantity of waste on hand. He added that plumbing and electrical work would need to be done for the installation of a centrifuge, and ideally it would discharge into the city sewer system. There was also discussion about considerations for project costs and charges to users.

There was discussion about the costs, timing, and value of the three options. Miranda said she would prefer to have a new system with the Port Dock 7 improvements, but there was also concern about the current single tank. Bretz added that the current tank was the same age as the tank that failed and a fitting on the backside needs replacement; the tank is at the end of its lifespan, but he expects it can last until the end of the year. Sylvia asked about the risks with other tanks at the Port. Bretz responded that the underground fuel storage tank posed higher because it was underground and had no containment area, and because of its age. Miranda talked about performing property assessments in the next fiscal year specifically looking at liability risks. She suggested starting with some Port sites and eventually having all on a rotating schedule. Burke proposed it was fiscally prudent to install smaller double walled tanks until the next budget. Sylvia and Retherford agreed, with Retherford commenting she liked the idea of waiting until the Port Dock 7 project to install a centrifuge system. No action was taken on this item.

No action was taken on this item.

E. Rogue Lease Amendments .....

Part 2  
0:00

1. Distillery Lease
2. House of Spirits Lease

Miranda welcomed Dharma Tamm and introduced the Staff Reports included in the Meeting Packet. Although Commissioner Chuck was not present, he sent an email to Miranda and Burke with concerns about how that would affect the users of the Marina and maybe it was better to only provide one-year amendment. Miranda stated that after conversations with Bretz it was understood that feedback from users of the Marina was quite positive. Tamm said the House of Spirits had been renovated during the shutdown. He said the outdoor space was critical with the Covid situation and was one of the best places in Newport to look at the bridge. He added that with a permanent lease Rogue could invest in a better build-out of the space. Miranda said she added 30 cents per square foot of the new space to the proposed lease amendment, which included a provision that the path is not blocked per original concerns.

Lackey had no objections. Burke and Sylvia agreed it would be a good addition to the Port.

**A motion was made by Retherford and seconded by Sylvia to authorize the General Manager to execute the attached Second Amendment to Lease Agreement (House of Spirits) as presented. The motion passed 4 – 0.**

**A motion was made by Lackey and seconded by Sylvia to authorize the General Manager to execute the attached Fourth Amendment to Lease Agreement (Rogue Distillery) as presented. The motion passed 4 – 0.**

F. DOWL – Port Dock 5 Pier Replacement Construction Services Amendment in the amount of \$105,113 .....

6:38

Miranda said this was a last-minute addition to the Meeting Packet and no Staff Report was included. Bretz said he had worked with the project manager and engineers. He advised that DOWL had purchased OBEC, so these were the same engineers who had worked on the design and who the Port wanted involved in the construction phase. Bretz said this scope of work was what would be needed from DOWL. He suggested that the marine mammal monitoring expert may not be needed based on the location of the nearest stellar sea lion pullouts, but this would be verified by DOWL’S permitting department. Bretz said he spoke with the city who had some concerns with the construction sequence; the goal is to get the specs up to date by November 1<sup>st</sup>. He advised that he is asking the US Army Corps of Engineers (USACE) about the possibility of an extension on the in-water work window since a contractor has not yet been selected and there are variables in when piles can be driven. Miranda said that the scope of work presented was necessary to try to meet the schedule.

Retherford asked if there were contractors in line once this was approved. Bretz said there are contractors who have expressed interest, but some contractors may decline with the compressed timeline. Miranda added that in-water work periods in the area are similar so sometimes qualified contractors may have preferences based on the timeline. Burke asked if there was anything needed to fortify the pier if the project were delayed until next year. Bretz said there was minimal concern about foot traffic, but port-a-potties, dumpsters, and oil may need to be moved. Miranda confirmed that the cost of the engineers fit within the overall budget.

**A motion was made by Lackey and seconded by Retherford to authorize the General Manager to enter into a contract with DOWL per the attached scope of work in the amount of \$105,113. The motion passed 4 – 0.**

**VI. STAFF REPORTS**

- A. General Manager .....
- 1. Director of Finance & Business Services
  - a) September Occupancy Report
- 2. Director of Operations

21:20

Miranda introduced the Staff Reports included in the Meeting Packets. She said this had been a busy fall, and the recreational area was busier than usual in part due to Covid-19 but was now slowing down. Miranda advised that the Seafood & Wine Festival will change this year with them asking for minimal space at the Port and using portions of Rogue. The festival would still try to bring people into town, but it will not be the same as in the past which will affect the RV Park.

Miranda said that the Port Dock 5 Pier project and the installation of electrical panels at Port Docks 3 & 5 were moving forward. She commented on Bretz’s excellent work with the USACE Commercial Marina dredging project, which would result in the Corps dredging and maintenance of the access to the marina. USACE is still evaluating the project, but Miranda said she had heard it is getting approval. She said Rogue is planning on a project expansion at the location near the sea wall this winter. Right now the Port cannot allow more heavy equipment there without an evaluation of the sea wall. Miranda said if a grant cannot be found, Rogue has offered to pay upfront to have the

evaluation completed in a timely manner, to be paid back by the Port with future rent abatements. She reviewed the option of replacing all 9 load centers in South Beach at once rather than 3 at a time for 3 years as a potential cost and staff time savings. She suggested a loan from the NOAA Capital Reserves could potentially pay for this, with the Port paying back that loan with interest into the fund. The project would fall into the capital budget this year with the Administration Building project costs for the year coming in under budget. Miranda mentioned that Chuck had expressed some concerns over this project. She said she would present a plan to the Commission when further developed.

Miranda said she had spoken with Jim Myers, who previously ran the Seafood Cookoff, about the possibility of an event at the Port. She suggested that a committee may be formed including staff, stakeholders, and Commissioners for the event, but no commitment was yet made. She asked the Commissioners to let her know if they were interested in being involved.

Bretz added regarding the South Beach load centers that installing all at once would also mean the parts would be standard throughout making maintenance easier over time. Lackey asked if rates could be increased to help pay for repairs. Miranda said rates were increased to keep the Port of Newport on par with other ports and to make sure the users are paying to cover related expenses. Some fees were raised with the intent to have funds for needed projects. She suggested that the loan would not hurt the reserves and the work could get done. Miranda added that some services provided were not money makers such as the collection of bilge waste.

Miranda gave kudos to Brown for getting HYAK on board and facilitating the transition to Office 365. She asked the Commissioners to let the Port know if they were having any issues.

**VII. COMMISSIONER REPORTS/COMMENTS** ..... 46:50

There were no Commissioner Reports.

**VIII. CALENDAR/FUTURE CONSIDERATIONS** ..... 47:05

There were no changes to the Calendar/Future Considerations.

**IX. PUBLIC COMMENT** ..... 47:27

No Public Comment was submitted.

**X. ADJOURNMENT** ..... 47:30

Having no further business, the meeting adjourned at 7:42 pm.

ATTESTED:

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Jim Burke, Vice-President

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Walter Chuck, Secretary/Treasurer



# Port of Newport - General Operating Fund

## Balance Sheet

As of October 31, 2020

	<u>Oct 31, 20</u>	<u>Oct 31, 19</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
100 · General Operating Funds	4,145,165	3,643,222	501,943	14%
<b>Total Checking/Savings</b>	4,145,165	3,643,222	501,943	14%
<b>Accounts Receivable</b>				
11200 · Accounts Receivable	447,188	460,152	(12,964)	(3)%
11225 · Grants Receivable	2,904	0	2,904	100%
<b>Total Accounts Receivable</b>	450,093	460,152	(10,059)	(2)%
<b>Other Current Assets</b>				
11250 · Property Tax Receivable	7,690	86,724	(79,033)	(91)%
11255 · Allow for Bad Debt - CM	(20,000)	(20,000)	0	0%
11260 · Allow for Bad Debt - SB	(10,000)	(10,000)	0	0%
11270 · Undeposited Funds	24,872	14,508	10,364	71%
11300 · Prepaid Expenses	94,224	84,082	10,142	12%
11400 · Due from Other Funds	6,832	28,340	(21,508)	(76)%
11480 · PERS - NPA(L)	(815,466)	(815,466)	0	0%
11485 · PERS - Deferred OF	324,633	324,633	0	0%
11490 · Assets Held For Sale	2,126	0	2,126	100%
<b>Total Other Current Assets</b>	(385,089)	(307,180)	(77,910)	(25)%
<b>Total Current Assets</b>	4,210,168	3,796,194	413,974	11%
<b>Fixed Assets</b>				
11500 · Capital Assets	46,877,290	48,362,690	(1,485,400)	(3)%
<b>Total Fixed Assets</b>	46,877,290	48,362,690	(1,485,400)	(3)%
<b>Other Assets</b>				
11800 · Debt Issue Costs, Net of Amort.	650	0	650	100%
<b>Total Other Assets</b>	650	0	650	100%
<b>TOTAL ASSETS</b>	<b><u>51,088,108</u></b>	<b><u>52,158,884</u></b>	<b><u>(1,070,776)</u></b>	<b><u>(2)%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
12000 · Accounts Payable	79,193	130,435	(51,242)	(39)%
<b>Total Accounts Payable</b>	79,193	130,435	(51,242)	(39)%
<b>Other Current Liabilities</b>				
12005 · Retainage Payable	11,685	0	11,685	100%
12010 · Unclaimed Property Payable	3,564	2,885	679	24%
12020 · Lodging/Room Tax Payable	18,854	866	17,989	2,079%
12100 · Payroll Liabilities	158,932	130,156	28,776	22%
12200 · Due to other Funds	0	69,378	(69,378)	(100)%
12250 · Deferred Revenue	211,855	226,015	(14,160)	(6)%
12300 · Accrued Interest Payable	15,147	16,843	(1,696)	(10)%
12320 · Current Portion-Long Term Debt	535,814	539,514	(3,700)	(1)%
<b>Total Other Current Liabilities</b>	955,852	985,657	(29,805)	(3)%
<b>Total Current Liabilities</b>	1,035,045	1,116,092	(81,048)	(7)%
<b>Long Term Liabilities</b>				
12350 · Long Term Debt	5,988,448	6,586,840	(598,392)	(9)%
12800 · Bond Premiums	100,621	100,621	0	0%

# Port of Newport - General Operating Fund

## Balance Sheet

As of October 31, 2020

	Oct 31, 20	Oct 31, 19	\$ Change	% Change
12900 · PERS - Deferred IF	147,653	147,653	0	0%
<b>Total Long Term Liabilities</b>	<b>6,236,722</b>	<b>6,835,114</b>	<b>(598,392)</b>	<b>(9)%</b>
<b>Total Liabilities</b>	<b>7,271,767</b>	<b>7,951,206</b>	<b>(679,439)</b>	<b>(9)%</b>
<b>Equity</b>				
13010 · GOF - Unassigned FB	36,467,599	62,462,097	(25,994,498)	(42)%
13015 · GOF - Contributed Capital FB	7,130,788	7,130,788	0	0%
13075 · GOF - Prior Period Adj	0	(34,952)	34,952	100%
13300 · GOF - Equity Transfers	12,751	(25,585,916)	25,598,667	100%
Net Income	205,203	235,661	(30,458)	(13)%
<b>Total Equity</b>	<b>43,816,342</b>	<b>44,207,678</b>	<b>(391,336)</b>	<b>(1)%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>51,088,108</b>	<b>52,158,884</b>	<b>(1,070,776)</b>	<b>(2)%</b>

**Port of Newport**  
**General Operating Fund - Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	250,794	271,000	(20,206)	93%
14100 · Moorage	725,014	547,937	177,077	132%
14200 · Hoist Dock & Services	214,418	276,818	(62,401)	77%
14300 · Shipping Terminal Revenues	0	6,552	(6,552)	0%
14400 · RV Parks	683,159	571,678	111,481	120%
14500 · Launch Ramp & Trailer Storage	44,000	30,555	13,444	144%
14600 · Miscellaneous Revenue	62,684	34,407	28,278	182%
14700 · Permit Revenues	(441)	0	(441)	100%
<b>Total Income</b>	<u>1,979,628</u>	<u>1,738,948</u>	<u>240,680</u>	<u>114%</u>
<b>Gross Profit</b>	1,979,628	1,738,948	240,680	114%
<b>Expense</b>				
15000 · Personnel Services	616,021	742,892	(126,871)	83%
16000 · Materials & Services	622,834	1,165,292	(542,458)	53%
16990 · Depreciation Expense	549,668	549,668	0	100%
17000 · Debt Service	76,680	508,874	(432,194)	15%
19830 · GAAP - D/S Principal Pmts	(63,341)	0	(63,341)	100%
<b>Total Expense</b>	<u>1,801,862</u>	<u>2,966,726</u>	<u>(1,164,864)</u>	<u>61%</u>
<b>Net Ordinary Income</b>	177,766	(1,227,779)	1,405,544	(14)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	1,409	950	459	148%
18200 · Interest Income	7,258	0	7,258	100%
18300 · Grants	2,520	0	2,520	100%
18700 · Property & Dredge Sales	11,119	20,000	(8,881)	56%
18800 · Miscellaneous - Non-operating	10,582	0	10,582	100%
<b>Total Other Income</b>	<u>32,888</u>	<u>20,950</u>	<u>11,938</u>	<u>157%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	208,986	25,000	183,986	836%
19700 · Transfers Out to Other Funds	0	50,000	(50,000)	0%
19860 · GAAP - Capitalized Expenses	(200,058)	0	(200,058)	100%
19890 · Overhead Allocation	(52,652)	(792)	(51,860)	6,648%
<b>Total Other Expense</b>	<u>(43,724)</u>	<u>74,208</u>	<u>(117,932)</u>	<u>(59)%</u>
<b>Net Other Income</b>	76,611	(53,258)	129,869	(144)%
<b>Net Income</b>	<u><u>254,377</u></u>	<u><u>(1,281,037)</u></u>	<u><u>1,535,414</u></u>	<u><u>(20)%</u></u>

**Port of Newport - General Operating Fund**  
**Administration - Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14600 · Miscellaneous Revenue	7,585	0	7,585	100%
<b>Total Income</b>	<u>7,585</u>	<u>0</u>	<u>7,585</u>	<u>100%</u>
<b>Gross Profit</b>	7,585	0	7,585	100%
<b>Expense</b>				
15000 · Personnel Services	248,828	279,690	(30,862)	89%
16000 · Materials & Services	178,061	241,584	(63,523)	74%
16990 · Depreciation Expense	1,688	1,688	0	100%
<b>Total Expense</b>	<u>428,576</u>	<u>522,961</u>	<u>(94,385)</u>	<u>82%</u>
<b>Net Ordinary Income</b>	(420,991)	(522,961)	101,970	81%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	1,409	950	459	148%
18200 · Interest Income	7,258	0	7,258	100%
18800 · Miscellaneous - Non-operating	7,382			
<b>Total Other Income</b>	<u>16,049</u>	<u>950</u>	<u>15,099</u>	<u>1,689%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	19,576	25,000	(5,424)	78%
19860 · GAAP - Capitalized Expenses	(19,576)	0	(19,576)	100%
19890 · Overhead Allocation	(321,703)	(321,703)	(0)	100%
<b>Total Other Expense</b>	<u>(321,703)</u>	<u>(296,703)</u>	<u>(25,000)</u>	<u>108%</u>
<b>Net Other Income</b>	<u>337,752</u>	<u>297,653</u>	<u>40,099</u>	<u>113%</u>
<b>Net Income</b>	<u><b>(83,239)</b></u>	<u><b>(225,308)</b></u>	<u><b>142,069</b></u>	<u><b>37%</b></u>



**Port of Newport**  
**International Terminal - Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>14000 · Lease Revenues</b>	45,465	57,333	(11,868)	79%
<b>14100 · Moorage</b>	51,314	47,133	4,181	109%
<b>14200 · Hoist Dock &amp; Services</b>	96,397	146,282	(49,885)	66%
<b>14300 · Shipping Terminal Revenues</b>	0	6,552	(6,552)	0%
<b>14600 · Miscellaneous Revenue</b>	277	0	277	100%
<b>Total Income</b>	<u>193,453</u>	<u>257,301</u>	<u>(63,848)</u>	<u>75%</u>
<b>Gross Profit</b>	193,453	257,301	(63,848)	75%
<b>Expense</b>				
<b>15000 · Personnel Services</b>	52,292	63,482	(11,190)	82%
<b>16000 · Materials &amp; Services</b>	72,661	52,100	20,561	139%
<b>16990 · Depreciation Expense</b>	423,544	423,544	0	100%
<b>17000 · Debt Service</b>	64,059	467,952	(403,894)	14%
<b>19830 · GAAP - D/S Principal Pmts</b>	(50,963)	0	(50,963)	100%
<b>Total Expense</b>	<u>561,593</u>	<u>1,007,079</u>	<u>(445,486)</u>	<u>56%</u>
<b>Net Ordinary Income</b>	(368,140)	(749,778)	381,638	49%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>18700 · Property &amp; Dredge Sales</b>	10,914	0	10,914	100%
<b>Total Other Income</b>	10,914	0	10,914	100%
<b>Other Expense</b>				
<b>19000 · Capital Outlay</b>	0	0	0	0%
<b>19700 · Transfers Out to Other Funds</b>	0	50,000	(50,000)	0%
<b>19860 · GAAP - Capitalized Expenses</b>	0	0	0	0%
<b>19890 · Overhead Allocation</b>	8,317	8,317	(0)	100%
<b>Total Other Expense</b>	<u>8,317</u>	<u>58,317</u>	<u>(50,000)</u>	<u>14%</u>
<b>Net Other Income</b>	2,597	(58,317)	60,914	(4)%
<b>Net Income</b>	<u><b>(365,543)</b></u>	<u><b>(808,095)</b></u>	<u><b>442,552</b></u>	<u><b>45%</b></u>

**Port of Newport**  
**Commercial Marina - Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>14000 · Lease Revenues</b>	56,229	62,000	(5,771)	91%
<b>14100 · Moorage</b>	242,984	245,422	(2,438)	99%
<b>14200 · Hoist Dock &amp; Services</b>	114,716	118,869	(4,153)	97%
<b>14600 · Miscellaneous Revenue</b>	10,587	0	10,587	100%
<b>14700 · Permit Revenues</b>	(441)	0	(441)	100%
<b>Total Income</b>	<u>424,074</u>	<u>426,291</u>	<u>(2,217)</u>	<u>99%</u>
<b>Gross Profit</b>	424,074	426,291	(2,217)	99%
<b>Expense</b>				
<b>15000 · Personnel Services</b>	130,337	168,010	(37,673)	78%
<b>16000 · Materials &amp; Services</b>	134,511	563,442	(428,930)	24%
<b>16990 · Depreciation Expense</b>	16,244	16,244	0	100%
<b>17000 · Debt Service</b>	2,638	10,972	(8,333)	24%
<b>19830 · GAAP - D/S Principal Pmts</b>	(2,395)	0	(2,395)	100%
<b>Total Expense</b>	<u>281,335</u>	<u>758,667</u>	<u>(477,332)</u>	<u>37%</u>
<b>Net Ordinary Income</b>	142,739	(332,377)	475,115	(43)%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>19000 · Capital Outlay</b>	3,646	0	3,646	100%
<b>19860 · GAAP - Capitalized Expenses</b>	829	0	829	100%
<b>19890 · Overhead Allocation</b>	142,956	142,956	0	100%
<b>Total Other Expense</b>	<u>147,431</u>	<u>142,956</u>	<u>4,475</u>	<u>103%</u>
<b>Net Other Income</b>	(147,431)	(142,956)	(4,475)	103%
<b>Net Income</b>	<u><b>(4,693)</b></u>	<u><b>(475,333)</b></u>	<u><b>470,640</b></u>	<u><b>1%</b></u>

**Port of Newport**  
**South Beach - Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	149,100	151,667	(2,566)	98%
14100 · Moorage	430,717	255,383	175,335	169%
14200 · Hoist Dock & Services	3,304	11,667	(8,362)	28%
14400 · RV Parks	683,317	571,678	111,639	120%
14500 · Launch Ramp & Trailer Storage	46,526	30,555	15,970	152%
14600 · Miscellaneous Revenue	44,236	34,407	9,829	129%
<b>Total Income</b>	<u>1,357,201</u>	<u>1,055,356</u>	<u>301,844</u>	<u>129%</u>
<b>Gross Profit</b>	1,357,201	1,055,356	301,844	129%
<b>Expense</b>				
15000 · Personnel Services	184,564	231,710	(47,146)	80%
16000 · Materials & Services	237,602	308,167	(70,565)	77%
16990 · Depreciation Expense	108,192	108,192	0	100%
17000 · Debt Service	9,983	29,950	(19,967)	33%
19830 · GAAP - D/S Principal Pmts	(9,983)	0	(9,983)	100%
<b>Total Expense</b>	<u>530,358</u>	<u>678,019</u>	<u>(147,661)</u>	<u>78%</u>
<b>Net Ordinary Income</b>	826,843	377,337	449,506	219%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	2,520	0	2,520	100%
18600 · Gain/(Loss) on Sale of Assets	0	0	0	0%
18700 · Property & Dredge Sales	205	20,000	(19,795)	1%
18800 · Miscellaneous - Non-operating	3,200	0	3,200	100%
<b>Total Other Income</b>	<u>5,925</u>	<u>20,000</u>	<u>(14,075)</u>	<u>30%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	185,763	0	185,763	100%
19700 · Transfers Out to Other Funds	0	0	0	0%
19860 · GAAP - Capitalized Expenses	(181,310)	0	(181,310)	100%
19890 · Overhead Allocation	169,638	169,638	(0)	100%
<b>Total Other Expense</b>	<u>174,091</u>	<u>169,638</u>	<u>4,453</u>	<u>103%</u>
<b>Net Other Income</b>	<u>(168,165)</u>	<u>(149,638)</u>	<u>(18,527)</u>	<u>112%</u>
<b>Net Income</b>	<u><b>658,678</b></u>	<u><b>227,699</b></u>	<u><b>430,979</b></u>	<u><b>289%</b></u>

# NOAA Lease Revenue Fund

## Balance Sheet

As of October 31, 2020

	Oct 31, 20	Oct 31, 19	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
11015 · NLRF Checking - FIB 1115	335,504	0	335,504	100%
11025 · NLRF MM Savings - FIB 9604	500,022	0	500,022	100%
11035 · NLRF - LGIP 6263	2,236,251	0	2,236,251	100%
11080 · NLRF Checking - OCB 7827	0	671,594	(671,594)	(100)%
11085 · NOAA Money Market - Umpqua	0	1,791,475	(1,791,475)	(100)%
11087 · NOAA Capital Reserve - OCB	0	504,382	(504,382)	(100)%
11091 · NOAA Revenue Bond Reserve - ...	0	2,109,598	(2,109,598)	(100)%
11092 · Assignment of Deposit - OCB	63,489	62,077	1,412	2%
<b>Total Checking/Savings</b>	<b>3,135,267</b>	<b>5,139,127</b>	<b>(2,003,860)</b>	<b>(39)%</b>
Accounts Receivable				
11200 · Accounts Receivable	127	0	127	100%
<b>Total Accounts Receivable</b>	<b>127</b>	<b>0</b>	<b>127</b>	<b>100%</b>
Other Current Assets				
11300 · Prepaid Expenses	37,252	34,230	3,022	9%
11480 · PERS - NPA(L)	(42,919)	(42,919)	0	0%
11485 · PERS - Deferred OF	17,086	17,086	0	0%
<b>Total Other Current Assets</b>	<b>11,419</b>	<b>8,397</b>	<b>3,022</b>	<b>36%</b>
<b>Total Current Assets</b>	<b>3,146,813</b>	<b>5,147,524</b>	<b>(2,000,711)</b>	<b>(39)%</b>
Fixed Assets				
11500 · Capital Assets	23,587,112	25,064,060	(1,476,948)	(6)%
<b>Total Fixed Assets</b>	<b>23,587,112</b>	<b>25,064,060</b>	<b>(1,476,948)</b>	<b>(6)%</b>
Other Assets				
11825 · Advance Refunding Valuation	962,415	0	962,415	100%
<b>Total Other Assets</b>	<b>962,415</b>	<b>0</b>	<b>962,415</b>	<b>100%</b>
<b>TOTAL ASSETS</b>	<b>27,696,340</b>	<b>30,211,584</b>	<b>(2,515,244)</b>	<b>(8)%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
12000 · Accounts Payable	1,520	580	940	162%
<b>Total Accounts Payable</b>	<b>1,520</b>	<b>580</b>	<b>940</b>	<b>162%</b>
Other Current Liabilities				
12100 · Payroll Liabilities	12,058	7,472	4,586	61%
12200 · Due to Other Funds	6,832	20,558	(13,726)	(67)%
12300 · Accrued Interest Payable	201,373	429,587	(228,214)	(53)%
12350 · Current Portion-Long Term Debt	1,290,000	995,000	295,000	30%
<b>Total Other Current Liabilities</b>	<b>1,510,263</b>	<b>1,452,617</b>	<b>57,646</b>	<b>4%</b>
<b>Total Current Liabilities</b>	<b>1,511,784</b>	<b>1,453,197</b>	<b>58,587</b>	<b>4%</b>
Long Term Liabilities				
12400 · Long Term Debt	16,686,861	17,014,446	(327,585)	(2)%
12800 · Less Current Portion-LT Debt	(1,290,000)	(995,000)	(295,000)	(30)%
12900 · PERS - Deferred IF	7,771	7,771	0	0%
<b>Total Long Term Liabilities</b>	<b>15,404,632</b>	<b>16,027,217</b>	<b>(622,585)</b>	<b>(4)%</b>
<b>Total Liabilities</b>	<b>16,916,416</b>	<b>17,480,414</b>	<b>(563,998)</b>	<b>(3)%</b>

# NOAA Lease Revenue Fund

## Balance Sheet

As of October 31, 2020

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	<u>Oct 31, 20</u>	<u>Oct 31, 19</u>	<u>\$ Change</u>	<u>% Change</u>
Equity				
13000 · NLRF - Restricted FB-Bond Res.	1,761,721	0	1,761,721	100%
13010 · NLRF - Unassigned FB	11,250,823	(14,317,905)	25,568,728	179%
13075 · NLRF - Prior Period Adj	0	(9,776)	9,776	100%
13300 · NLRF - Equity Transfers	0	25,585,916	(25,585,916)	(100)%
32000 · Unrestricted Net Assets	0	1,741,983	(1,741,983)	(100)%
Net Income	<u>(2,232,620)</u>	<u>(269,048)</u>	<u>(1,963,573)</u>	<u>(730)%</u>
Total Equity	<u>10,779,924</u>	<u>12,731,170</u>	<u>(1,951,246)</u>	<u>(15)%</u>
TOTAL LIABILITIES & EQUITY	<u>27,696,340</u>	<u>30,211,584</u>	<u>(2,515,244)</u>	<u>(8)%</u>

**Port of Newport - NOAA Lease Revenue Fund**  
**Budget vs. Actual**  
 July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	850,786	865,300	(14,514)	98%
14605 · Miscellaneous - Operating	2,001	0	2,001	100%
<b>Total Income</b>	<u>852,787</u>	<u>865,300</u>	<u>(12,513)</u>	<u>99%</u>
<b>Expense</b>				
15000 · Personnel Services	35,329	51,692	(16,363)	68%
16000 · Materials & Services	82,518	146,491	(63,973)	56%
16990 · Depreciation Expense	522,380	522,380	0	100%
17000 · Debt Service	241,640	241,640	0	100%
<b>Total Expense</b>	<u>881,868</u>	<u>962,204</u>	<u>(80,336)</u>	<u>92%</u>
<b>Net Ordinary Income</b>	<u>(29,081)</u>	<u>(96,904)</u>	<u>67,823</u>	<u>30%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	6,678	33,333	(26,655)	20%
18300 · Grants	0	0	0	0%
18800 · Miscellaneous - Non-operating	21			
18900 · Transfers In from Other Funds	0	0	0	0%
<b>Total Other Income</b>	<u>6,698</u>	<u>33,333</u>	<u>(26,635)</u>	<u>20%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	0	0	0	0%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out	2,209,445	2,209,445	0	100%
19800 · Transfer-Admin Exp to Programs	793			
<b>Total Other Expense</b>	<u>2,210,238</u>	<u>2,209,445</u>	<u>793</u>	<u>100%</u>
<b>Net Other Income</b>	<u>(2,203,540)</u>	<u>(2,176,112)</u>	<u>(27,428)</u>	<u>101%</u>
<b>Net Income</b>	<u><b>(2,232,620)</b></u>	<u><b>(2,273,015)</b></u>	<u><b>40,395</b></u>	<u><b>98%</b></u>

**NOAA Capital Maintenance Fund**  
**Profit & Loss Budget vs. Actual**  
 July through October 2020

	Jul - Oct 20	Budget	\$ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	7,438	0	7,438	100%
18900 · Transfers In from Other Funds	2,209,445	191,966	2,017,479	1,151%
<b>Total Other Income</b>	2,216,883	191,966	2,024,917	1,155%
<b>Other Expense</b>				
19600 · Contingency	0	150,000	(150,000)	0%
19700 · Transfers Out	0	334,500	(334,500)	0%
<b>Total Other Expense</b>	0	484,500	(484,500)	0%
<b>Net Other Income</b>	2,216,883	(292,534)	2,509,417	(758)%
<b>Net Income</b>	<b>2,216,883</b>	<b>(292,534)</b>	<b>2,509,417</b>	<b>(758)%</b>

**Port of Newport - NOAA Capital Maintenance Fund**

**Balance Sheet - NCMF**

As of October 31, 2020

	<u>Oct 31, 20</u>	<u>Oct 31, 19</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
11035 · NCMF - LGIP 6263	2,216,883	0	2,216,883	100%
<b>Total Checking/Savings</b>	2,216,883	0	2,216,883	100%
<b>Total Current Assets</b>	2,216,883	0	2,216,883	100%
<b>TOTAL ASSETS</b>	<b>2,216,883</b>	<b>0</b>	<b>2,216,883</b>	<b>100%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Equity</b>				
Net Income	2,216,883	0	2,216,883	100%
<b>Total Equity</b>	2,216,883	0	2,216,883	100%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,216,883</b>	<b>0</b>	<b>2,216,883</b>	<b>100%</b>



# Port of Newport - Bonded Debt Fund

## Balance Sheet

As of October 31, 2020

	<u>Oct 31, 20</u>	<u>Oct 31, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
400 · Bonded Debt Fund	(356)	22,505	(22,860)
<b>Total Checking/Savings</b>	(356)	22,505	(22,860)
<b>Other Current Assets</b>			
11270 · Property Tax Receivable	48,470	86,925	(38,455)
11400 · Due from Other Funds	0	69,378	(69,378)
<b>Total Other Current Assets</b>	48,470	156,303	(107,833)
<b>Total Current Assets</b>	48,115	178,808	(130,693)
<b>Other Assets</b>			
11800 · Bond Issue costs, net of amort.	0	2,916	(2,916)
11825 · Advance Refunding Valuation	700,453	416,150	284,303
<b>Total Other Assets</b>	700,453	419,066	281,387
<b>TOTAL ASSETS</b>	<b><u>748,568</u></b>	<b><u>597,874</u></b>	<b><u>150,694</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
12350 · Bonds Payable - Current	335,000	350,000	(15,000)
<b>Total Other Current Liabilities</b>	335,000	350,000	(15,000)
<b>Total Current Liabilities</b>	335,000	350,000	(15,000)
<b>Long Term Liabilities</b>			
12515 · 2011 Series Bonds	0	4,948,669	(4,948,669)
12520 · 2016 Series Bonds	6,763,195	7,043,195	(280,000)
12525 · 2019 Series Bonds	5,210,000	0	5,210,000
12590 · Bond Premiums	796,865	796,865	0
12800 · Less Current Portion LTD	(335,000)	(350,000)	15,000
12920 · Deferred IF - Refund Valuation	20,808	20,808	0
<b>Total Long Term Liabilities</b>	12,455,868	12,459,537	(3,669)
<b>Total Liabilities</b>	12,790,868	12,809,537	(18,669)
<b>Equity</b>			
13000 · BDF - Restricted FB	(12,052,349)	(12,290,511)	238,162
Net Income	10,048	78,848	(68,799)
<b>Total Equity</b>	(12,042,301)	(12,211,663)	169,363
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>748,568</u></b>	<b><u>597,874</u></b>	<b><u>150,694</u></b>

## Port of Newport - Bonded Debt Fund

### Profit & Loss Budget vs. Actual

July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
18100 · Bond Levy Proceeds	10,047	648,800	(638,753)	2%
<b>Total Income</b>	<u>10,047</u>	<u>648,800</u>	<u>(638,753)</u>	<u>2%</u>
<b>Gross Profit</b>	10,047	648,800	(638,753)	2%
<b>Expense</b>				
17000 · Debt Service	0	215,271	(215,271)	0%
<b>Total Expense</b>	<u>0</u>	<u>215,271</u>	<u>(215,271)</u>	<u>0%</u>
<b>Net Ordinary Income</b>	10,047	433,530	(423,482)	2%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Bank Interest Income	1	1,167	(1,165)	0%
<b>Total Other Income</b>	<u>1</u>	<u>1,167</u>	<u>(1,165)</u>	<u>0%</u>
<b>Net Other Income</b>	1	1,167	(1,165)	0%
<b>Net Income</b>	<u><u>10,048</u></u>	<u><u>434,696</u></u>	<u><u>(424,648)</u></u>	<u><u>2%</u></u>

# Port of Newport - Construction Fund

## Balance Sheet

As of October 31, 2020

	Oct 31, 20	Oct 31, 19	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
300 · Construction Fund	13,070	19,293	(6,223)
<b>Total Checking/Savings</b>	13,070	19,293	(6,223)
<b>Total Current Assets</b>	13,070	19,293	(6,223)
<b>TOTAL ASSETS</b>	<b>13,070</b>	<b>19,293</b>	<b>(6,223)</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
12000 · Accounts Payable	0	4,905	(4,905)
<b>Total Accounts Payable</b>	0	4,905	(4,905)
<b>Total Current Liabilities</b>	0	4,905	(4,905)
<b>Total Liabilities</b>	0	4,905	(4,905)
Equity			
13010 · CF - Unassigned FB	13,070	30,337	(17,267)
Net Income	0	(15,949)	15,949
<b>Total Equity</b>	13,070	14,388	(1,318)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>13,070</b>	<b>19,293</b>	<b>(6,223)</b>

## Port of Newport - Construction Fund

### Profit & Loss Budget vs. Actual

July through October 2020

	Jul - Oct 20	Budget	\$ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	0	0	0	100%
<b>Total Other Income</b>	0	0	0	100%
<b>Other Expense</b>				
19700 · Transfers Out to Other Funds				
19702 · Transfers Out to General Fund	0	30,452	(30,452)	0%
<b>Total 19700 · Transfers Out to Other Funds</b>	0	30,452	(30,452)	0%
<b>Total Other Expense</b>	0	30,452	(30,452)	0%
<b>Net Other Income</b>	0	(30,452)	30,452	(0)%
<b>Net Income</b>	<b>0</b>	<b>(30,452)</b>	<b>30,452</b>	<b>(0)%</b>

**Port of Newport - Facility Maintenance Reserve Fund**

**Balance Sheet**

As of October 31, 2020

	<u>Oct 31, 20</u>	<u>Oct 31, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
200 · Facility Maintenance Rsrv Fund	262,137	150,931	111,206
<b>Total Checking/Savings</b>	<u>262,137</u>	<u>150,931</u>	<u>111,206</u>
<b>Total Current Assets</b>	<u>262,137</u>	<u>150,931</u>	<u>111,206</u>
<b>TOTAL ASSETS</b>	<u><b>262,137</b></u>	<u><b>150,931</b></u>	<u><b>111,206</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
12000 · Accounts Payable	0	2,877	(2,877)
<b>Total Accounts Payable</b>	<u>0</u>	<u>2,877</u>	<u>(2,877)</u>
<b>Total Current Liabilities</b>	<u>0</u>	<u>2,877</u>	<u>(2,877)</u>
<b>Total Liabilities</b>	0	2,877	(2,877)
<b>Equity</b>			
13005 · FMRF - Assigned for Future Exp	215,000	150,000	65,000
13010 · FMRF - Unassigned FB	46,634	(2,820)	49,453
Net Income	503	873	(370)
<b>Total Equity</b>	<u>262,137</u>	<u>148,054</u>	<u>114,083</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>262,137</b></u>	<u><b>150,931</b></u>	<u><b>111,206</b></u>

**Port of Newport - Facility Maintenance Reserve Fund**

**Profit & Loss Budget vs. Actual**

July through October 2020

	<u>Jul - Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	503	500	3	101%
18900 · Transfers In	0	550,000	(550,000)	0%
<b>Total Other Income</b>	<u>503</u>	<u>550,500</u>	<u>(549,997)</u>	<u>0%</u>
<b>Other Expense</b>				
19600 · Contingency	0	130,120	(130,120)	0%
19700 · Transfers Out				
19702 · Transfers Out to General Fund	0	300,000	(300,000)	0%
<b>Total 19700 · Transfers Out</b>	<u>0</u>	<u>300,000</u>	<u>(300,000)</u>	<u>0%</u>
<b>Total Other Expense</b>	<u>0</u>	<u>430,120</u>	<u>(430,120)</u>	<u>0%</u>
<b>Net Other Income</b>	<u>503</u>	<u>120,380</u>	<u>(119,877)</u>	<u>0%</u>
<b>Net Income</b>	<u><u>503</u></u>	<u><u>120,380</u></u>	<u><u>(119,877)</u></u>	<u><u>0%</u></u>



## **CONSENT CALENDAR ITEM**

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**DATE:** November 12, 2020  
**RE:** 2020 NOAA Common Area Painting  
**TO:** Director of Operations  
**ISSUED BY:** Jim Durkee– NOAA Facilities Manager

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### **BACKGROUND**

1. NOAA Facility Manager developed and distributed RFQ for painting of the common areas.
2. RFQ's were distributed to four prior bidders as well as being available on the website and at Sherwin Williams and Agate Beach Supply.
3. Three bids were received on or before 2:00 pm 11/11/2020. See the attached bid sheet for bid tabulations.

### **PURPOSE, SCOPE AND DETAIL**

The painting of the common areas in the NOAA facility is mandated every three years per the SFO. This is year nine of the lease.

The contract is for repainting of approximately 32,100 square feet of walls to match existing color and finish per specifications. Contractor is to patch, repair, texture and prime damaged drywall, if any, within the scope of work as necessary. Removal and replacement of detachable items such as electrical plates, dry erase boards, wall hangings, movable furnishings and other items as necessary for a professional paint job.

In order to complete the process, the facility manager is requesting that a contract be awarded to Fitzpatrick Painting in the amount of \$15,890.00. This contractor has not bid or performed any previous jobs at the Port. When I contacted the estimator he informed me that the owner was very aggressive in his pricing because he wants to get his foot in the door with the Port and expand his business in the area. Fitzpatrick Painting did not supply a list of references but does have 4 star average from 31 reviews on Yelp.

### **BUDGET IMPLICATIONS**

Money was allocated in the 2020/2021 budget for this project and the final price is well within expectations.

### **RECOMMENDATION**

Recommend approval of NOAA Painting Contract 2020 – Fitzpatrick Painting in the amount of \$15,890.00

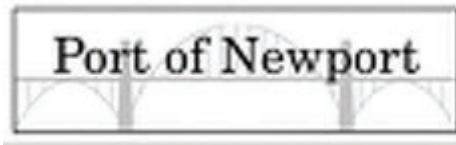
## Best Value Analysis



PROJECT: NOAA MOC-P Common Area Painting  
 BID DATE: Wednesday 11/11/2020  
 TIME: 2:00pm

COMPANY	ATTEND MEETING	BID RECEIVED	ADDEN #1	ADDEN #2	Price#1 \$\$\$	Price #2 \$\$\$	Price #3 \$\$\$	TOTAL \$\$\$	ALT #1 \$\$\$	ALT #2 \$\$\$	OTHER	NOTES
All-Ways Painting	Yes	Yes			25,359			25,359	-	-		
First Cascade Corp	Yes	Yes			77,500			77,500	-	-		
Fitzpatrick painting	Yes	Yes			15,890			15,890	-	-		160% higher than low bid. This contractor has performed the previous four painting contracts at NOAA adequately and is familiar with the job and NOAA security procedures. 487% higher than low bid. Contractor had a list of references but the bid was so much higher that they were not checked. low bidder. This is a new contractor to the Port. The estimator explained that the extremely low bid is intended to give the Port an opportunity to see their work and open up possible future consideration and expand the company into the area.





## REQUEST FOR QUOTATION (RFQ)

**PROJECT:** NOAA MOC-P Common Area Painting 2020  
**LOCATION:** 2002 Marine Science Dr. Newport, OR  
**MANDATORY SITE MEETING:** By Appointment  
**BID DUE:** Wednesday 11/11/2020, 2:00PM

Quotations on this project will be accepted by Hand Delivery, Mail, Fax, and PDF via email.

**SUBMIT TO:** Port of Newport C/O General Manager Phone: (541) 265-7758  
600 SE Bay Boulevard Fax: (541) 265-4235  
Newport, OR 97365 Email: jim@portofnewport.com

**QUESTIONS TO:** Jim Durkee 541-270-0545

### TERMS AND CONDITIONS:

- Schedule for Work:** Start: TBD/Fall or Winter 2020 Completion: TBD  
Work to be performed after normal working hours between 5:00pm – 6:00am Mon - Fri and all hours on weekends. Time is of the essence. Contractor to provide estimated work duration and schedule. All attempts at improving the schedule will be made by the contractor.
- General Description:** Repainting of approximately 32,100 sf of all common area gypsum board walls to match existing latex finish per attached specification. Contractor to patch, repair, texture and prime damaged drywall, if any, within the scope of work as necessary. Removal and replacement of detachable items such as electrical plates, dry erase boards, wall hangings, movable furnishings and other items as necessary for a professional paint job.
- Scope of Work:** Provide all labor, materials, tools, lift equipment, supervision (min one company employed, full time foreman), submittals, manuals and incidentals necessary to complete all work implied by the attached scope of work you are quoting. Any deviations taken by bidder to the terms, conditions, plans, specifications, codes, etc of this RFQ shall be clearly stated and included as an attachment to the Bid Form.
- Bid Breakdown:** Please use attached Bid Form. Your proposal cannot be considered unless the Bid Form has been completed in its entirety. Lump sum bids shall be inclusive of all taxes, freight, insurance, overhead, permits, fees, and profit.
- Proposal Selection:** The Port Manager or appointed contact will evaluate each submitted proposal and report to the Port Commission with a recommendation if required. If required, the Port Commission shall make the final selection and reserves the right to reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all proposals upon finding that it is in the public interest to do so. The Port will analyze information provided by all Proposers. The successful Proposer will be selected on the basis of the following:
  - Approach and evaluation of the past experience of the individuals who would be performing the work for the Port.
  - The results of reference checks including the ability to meet RFQ requirements.
  - Responsiveness to proposal specifications and required information.
  - Fee for services performed.

6. **Drawings and Specifications:** If applicable, bidder is provided with documents, which are thought to be necessary in preparing a proposal. Bidder is responsible for requesting any other documents/drawings from references in the scope of work that would be necessary to prepare a complete proposal.
7. **Temporary facilities:** If applicable, field office, telephone, office equipment, and storage are to be provided by the contractor. Contractor is responsible for receiving and storing materials, clean-up and removal of any waste generated by this scope of work on a daily basis. Restrictions for parking will apply.
8. **Safety:** Successful bidder will comply with all OR-OSHA & OSHA safety requirements at all times while on Port property. Contractor will be responsible for all employee safety training, safety meetings, record keeping and safety compliance.
9. **Insurance:** Upon acceptance, contractor will provide proof of proper business licensing and registration in Lincoln County, Oregon, and will maintain all required licensing and permits required by Local, State or Federal jurisdictions to perform the services of this agreement. Contractor will provide proof of business liability insurance with a minimum of \$2,000,000 liability coverage and maintain required liability insurance at all times for services and their responsible employees while on Port owned property. Contractor will be fully responsible to maintain all employee workmen's compensation insurance as mandated by Local, State and Federal requirements. Contractor shall name the Port of Newport as an Additional Insured and provide a Certificate of Insurance confirming Liability and Workers Compensation with a 30 day Notice of Cancellation, prior to starting any work. Contractor shall pay any and all payroll and withholding taxes and any other sums that is required by Local, State or Federal agencies.
10. **Prevailing Wages:** The Contractor may be required to pay prevailing wage rates depending upon the final total price of the project, in conformance to ORS 279C.800 thru 279C.870. A current copy of Prevailing Wage Rates for Public Works contracts in Oregon is available from the State of Oregon, Bureau of Labor and Industries and is also included in Section 40 of these specifications.
11. **BOLI Fee:** The Port, if required, will pay a fee to the Bureau of Labor and Industries pursuant to the provisions of ORS 279C.825. The fee is one-tenth of one percent of the price of this contract, but not less than \$100.00 nor more than \$5,000.00, regardless of the contract price.
12. **Nondiscrimination & Affirmative Action:** The Port of Newport is an equal opportunity employer and provider and requires all Proposers to comply with policies and regulations concerning equal opportunity. The Proposer, in the performance of this Agreement, agrees not to discriminate in its employment because of an employee's or applicant's race, religion, national origin, ancestry, sex, age, or physical handicap.
13. **Environmental And Natural Resources Laws To Be Observed:** In compliance with ORS 279C.525, the following is a list of federal, state and local agencies, of which the Port has knowledge, that have enacted ordinances or regulations relating to environmental pollution and the preservation of natural resources that may affect the performance of the Contract:

**FEDERAL AGENCIES:**

Department of Agriculture, Forest Service, Soil Conservation Service, Department of Defense, Army Corps of Engineers, Department of Energy, Federal Energy Regulatory Commission, Environmental Protection Agency, Health and Human Services, Department of Housing & Urban Development, Department of Interior, Bureau of Land Management

**STATE AGENCIES:**

Department of Agriculture, Soil and Water Conservation Commission, Department of Energy, Department of Environmental Quality, Department of Fish and Wildlife, Department of Forestry, Division of State Lands, Water Resources Department

**LOCAL AGENCIES:**

Bureau of Reclamation, Geological Survey, U.S. Fish and Wildlife Service, Department of Labor Occupational

Safety and Health Administration, Water Resources Council, City Councils, Board of County Commissioners.

14. **Public Safety During Construction:** Pedestrian safety and traffic control shall be provided for by Contractor in accordance with the latest edition of the Manual on Uniform Traffic Control Devices.
15. **Street/Sidewalks Closure requirements:** If applicable, street and sidewalk closures shall be kept to a minimum during construction. Access to local businesses shall be maintained at all times to pedestrian traffic. Any disruptions to pedestrian traffic to local businesses shall be coordinated between the Contractor and business owner to their mutual satisfaction. Contractor shall notify City Engineer and Emergency Services before closing any streets.
16. **GSA Security Requirements:**

IDENTITY VERIFICATION OF PERSONNEL (MAY 2007)

- A. The Government reserves the right to verify identities of personnel with routine access to Government space. The Lessor shall comply with the agency personal identity verification procedures below that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended.
- B. The Lessor shall insert this paragraph in all subcontracts when the subcontractor is required to have physical access to a federally controlled facility or access to a federal information system.
- C. Lessor compliance with subparagraphs 1 through 4 below will suffice to meet the Lessor's requirements under HSPD-12, OMB M-05-24, and FIPS PUB Number 201.
  1. The Government reserves the right to conduct background checks on Lessor personnel and contractors with routine access to Government leased space.
  2. Upon request, the Lessor shall submit completed fingerprint charts and background investigation forms for each employee of the Lessor, as well as employees of the Lessor's contractors or subcontractors, who will provide building operating services requiring routine access to the Government's leased space for a period greater than 6 months. The Government may also require this information for the Lessor's employees, contractors, or subcontractors who will be engaged to perform alterations or emergency repairs in the Government's space.
  3. The Lessor must provide Form FD-258, Fingerprint Chart (available from the Government Printing Office at <http://bookstore.gpo.gov>), and Standard Form 85P, Questionnaire for Public Trust Positions, completed by each person and returned to the contracting officer (or the contracting officer's designated representative) within 30 days from receipt of the forms. Based on the information furnished, the Government will conduct background investigations of the employees. The contracting officer will advise the Lessor in writing if an employee fails the investigation, and, effective immediately, the employee will no longer be allowed to work or be assigned to work in the Government's space.

## SCOPE OF WORK

### 1. SCOPE:

To provide all labor, supervision, equipment, materials, expendables, submittals, applicable taxes, freight to jobsite, and incidentals necessary to complete all work implied as follows:

#### 1.1 SUMMARY

A. This Section includes surface preparation and the application of paint systems on the following interior substrates:

1. Steel door jambs as necessary
2. Gypsum board walls and ceilings at the administration building 1<sup>st</sup> and 2<sup>nd</sup> floor common areas; 101, 105, 106, 107, 108, 109, 110, 114, 117, 118, 121, 126, 128, 132, 134, 136, 141, 145, 148, 149, S1, 201, 202, 203, 204, 209, 211, 212, 214, 216, 217, 223, 224, 229, 231, 241, 242, 243, 244.
3. Warehouse common areas and boat shed; W101, W102, W104, W105, W106, W108, W109, W110, W111, W124.

#### 1.2 RECOVERED MATERIAL CONTENT

A. Optional Alternate Pricing: Comply with U.S. Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines Recovered Material Advisory Notice (RMAN) for all Latex Paint products, summarized as follows:

Postconsumer Total Recovered Product Content (%) Materials Content (%) Reprocessed Latex Paint:  
White, Off-White, Pastel Colors: 20 20  
Grey, Brown, Earth tones, and 50-99 50-99  
Other Dark Colors:  
Consolidated Latex Paint: 100 100

#### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Samples: For each finish and for each color and texture required.
- C. Product List: Printout of current "MPI Approved Products List" for each product category specified in Part 2, with the proposed product highlighted.
- D. Provide statement that products contain no formaldehyde.

#### 1.4 QUALITY ASSURANCE

A. MPI Standards:

1. Products: Complying with MPI standards indicated and listed in "MPI Approved Products List."
2. Preparation and Workmanship: Comply with requirements in "MPI Maintenance Repainting Manual" for products and paint systems indicated.

B. Mockups: Apply benchmark samples of each paint system indicated and each color and finish selected to verify preliminary selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.

1. Owners representative will select one surface to represent surfaces and conditions for application of each paint system specified in Part 3.
  - a. Wall and Ceiling Surfaces: Provide samples of at least 100 sq. ft.
  - b. Other Items: Owners representative will designate items or areas required.
2. Apply benchmark samples after permanent lighting and other environmental services have been activated.
3. Final approval of color selections will be based on benchmark samples.
  - a. If preliminary color selections are not approved, apply additional benchmark samples of additional colors selected by Owners representative at no added cost to Owner.

## 1.5 EXTRA MATERIALS

A. Furnish extra materials described below that are from same production run (batch mix) as materials applied and that are packaged for storage and identified with labels describing contents.

1. Quantity: Furnish an additional 5 percent, but not less than 1 gal. of each material and color applied.
2. Packaging: Material will be packaged in 1 gal. containers sealed and clearly marked with product information.

## PART 2 - PRODUCTS

### 2.1 PAINT, GENERAL

A. Material Compatibility:

1. Provide materials for use within each paint system that are compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
2. For each coat in a paint system, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.

B. VOC Content of Field-Applied Interior Paints and Coatings: Provide products that comply with the following limits for VOC content, exclusive of colorants added to a tint base, when calculated according to 40 CFR 59, Subpart D (EPA Method 24); these requirements do not apply to paints and coatings that are applied in a fabrication or finishing shop:

1. Flat Paints, Coatings, and Primers: VOC content of not more than 50 g/L.
2. Non-flat Paints, Coatings, and Primers: VOC content of not more than 150 g/L.
3. Anti-Corrosive and Anti-Rust Paints Applied to Ferrous Metals: VOC not more than 250 g/L.
4. Clear Wood Varnishes: VOC not more than 350 g/L.
5. Clear Wood Lacquers: VOC not more than 550 g/L.
6. Floor Coatings: VOC not more than 100 g/L.
7. Shellacs, Clear: VOC not more than 730 g/L.
8. Shellacs, Pigmented: VOC not more than 550 g/L.
9. Primers, Sealers, and Under-coaters: VOC content of not more than 200 g/L.
10. Stains: VOC not more than 250 g/L.

C. Chemical Components of Field-Applied Interior Paints and Coatings: Provide products that comply with the following limits for VOC content, exclusive of colorants added to a tint base, when calculated according to 40 CFR 59, Subpart D (EPA Method 24) and the following chemical restrictions; these requirements do not apply to primers or finishes that are applied in a fabrication or finishing shop:

1. Aromatic Compounds: Paints and coatings shall not contain more than 1.0 percent by weight of total aromatic compounds (hydrocarbon compounds containing one or more benzene rings).
2. Restricted Components: Paints and coatings shall not contain any of the following:
  - a. Acrolein.
  - b. Acrylonitrile.
  - c. Antimony.
  - d. Benzene.
  - e. Butyl benzyl phthalate.
  - f. Cadmium.
  - g. Di(2-ethylhexyl) phthalate.
  - h. Di-n-butyl phthalate.
  - i. Di-n-octyl phthalate.
  - j. 1,2-dichlorobenzene.
  - k. Diethyl phthalate.
  - l. Dimethyl phthalate.
  - m. Ethylbenzene.

- n. Formaldehyde.
- o. Hexavalent chromium.
- p. Phosphorane.
- q. Lead.
- r. Mercury.
- s. Methyl ethyl ketone.
- t. Methyl isobutyl ketone.
- u. Methylene chloride.
- V. Naphthalene.
- w. Toluene (methylbenzene).
- x. 1,1,1 -trichloroethane.
- y. Vinylchloride.

D. Optional Alternate Pricing: Use reprocessed and consolidated Latex Paint in accordance with Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines, and in accordance with all requirements of this specification. Refer to paragraph 1.2 of this Section and Section 012300, Alternates.

E. Colors: As indicated in Color Schedule.

## **2.2 PRIMERS/SEALERS**

A. Alkyd Anticorrosive Metal Primer: MPI #79.

## **2.3 METAL PRIMERS**

A. Rust-Inhibitive Primer (Water Based): MPI #107.

## **2.4 WOOD PRIMERS**

A. Interior Latex-Based Wood Primer: MPI #39. 2.5 LATEX PAINTS

B. Interior Latex (Semigloss): MPI #54 (Gloss Level 5).

C. Institutional Low-Odor/VOC Latex (Low Sheen): MPI #144 (Gloss Level 2).

D. Institutional Low-Odor/VOC Latex (Semigloss): MPI #147 (Gloss Level 5).

E. Interior High Performance Latex: MPI #141 (Gloss Level 5).

## **2.6 POLYURETHANE VARNISHES**

A. Water Based Varnish, Clear: MPI #128.

# **PART 3 - EXECUTION**

## **3.1 EXAMINATION**

A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of work.

B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:

1. Wood: 15 percent.
2. Gypsum Board: 12 percent.

C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.

D. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.

1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.



### 3.2 PREPARATION AND APPLICATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Maintenance Repainting Manual" applicable to substrates indicated.
- B. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulates.
  - 1. Remove incompatible primers and re-prime substrate with compatible primers as required to produce paint systems indicated.
- B. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.
- C. Painting Mechanical and Electrical Work: Paint items exposed in equipment rooms and occupied spaces including, but not limited to, the following:
  - 1. Mechanical Work:
    - a. None
  - 2. Electrical Work:
    - a. Electrical conduit where exposed to view within occupied spaces.
- D. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Owner's representative, and leave in an undamaged condition.

### 3.3 INTERIOR PAINTING SCHEDULE

- A. Steel Substrates (if applicable):
  - 1. Institutional Low-Odor/VOC Latex System: MPI INT 5.1S.
    - a. Spray-apply all coats.
    - b. Prime Coat: Rust-inhibitive primer (water based).
    - c. Intermediate Coat: Institutional low-odor/VOC interior latex matching topcoat.
    - d. Topcoat: Institutional low-odor/VOC interior latex (semigloss).
- B. High-Performance Latex System: MPI INT 5.1R. (if applicable)
  - a. Prime Coat: Alkyd anticorrosive metal primer.
  - b. Intermediate Coat: High-performance latex matching topcoat.
  - c. Topcoat: High-performance latex (semigloss).
- C. Wood Substrates (if applicable): Including plywood.
  - 1. Latex System: MPI INT 6.4R.
    - a. Prime Coat: Interior latex-based wood primer.
    - b. Intermediate Coat: Interior latex matching topcoat.
    - c. Topcoat: Interior latex (semigloss).
- D. Wood Trim and Hardwood Plywood (if applicable):
  - 1. Clear Polyurethane Varnish (Satin) MPI INT 6.3Q.
    - a. Prime Coat: Polyurethane varnish.
    - b. Intermediate Coat: Polyurethane varnish.
    - c. Topcoat: Polyurethane varnish.
- E. Gypsum Board Substrates:
  - 1. Institutional Low-Odor/VOC Latex System: MPI INT 9.2M.
    - a. Prime Coat (if applicable): Interior latex primer/sealer.
    - b. Topcoat: Institutional low-odor/VOC interior latex (eggshell).
  - 2. High-Performance Latex System: MPI INT 9.2B.
    - a. Prime Coat (if applicable): Interior latex primer/sealer.
    - b. Topcoat: Interior latex (semigloss).

### **3.4 GENERAL ITEMS INCLUDED IN THIS SCOPE OF WORK:**

1. NOAA MOC-P is a federal facility. For projects less than 30 days in duration and at contractor's own expense, contractor will provide Form FD-258, Fingerprint Chart completed by the local authority for each employee regularly entering the facility buildings unescorted.
2. Contractor to provide names of short duration trades persons and delivery vehicles submitted prior to entry. All persons are subject to security check-in at NOAA main gate.
3. The NOAA MOC-P federal facility is a working office and warehouse facility. All attempts at reducing impact to administrative personnel during working hours 6:00am – 5:00pm will be made. Submit a preliminary work schedule for all affected areas prior to mobilization.
4. Mobilization of equipment and materials and de-mobilization of equipment and excess materials off site.
5. Contractor is responsible for protecting all areas adjacent to their work from any damage due to their scope of work. All damage will be cleaned up and/or be repaired by contractor.
6. Contractor is responsible for offloading, storing and weatherproofing materials on job site, and responsible for the necessary equipment needed to unload materials.
7. Provide all equipment, scaffolding, cranes and hoisting needed to complete scope of work.
8. Provide safe working surroundings for own employees and other trades, ensure safe passage of persons around area of service.
9. All work to be performed in accordance with O.S.H.A. standards and requirements.
10. If applicable, provide M.S.D.S. for all materials prior to mobilization.
11. Participate in job scheduling, contractor meetings, and safety meetings scheduled by Port of Newport.
12. If applicable, conduct weekly jobsite safety meetings and provide Port of Newport with a record of Safety Meeting Minutes.
13. Work, access, parking, and noise are confined to the limits as defined by project representative.
14. If applicable, onsite job boxes or trailers are to be authorized by the Port of Newport and maintained by contractor.
15. Provide complete set of as-built drawings or work reports to Port of Newport, at the end of the project. If applicable, contractor to provide all warranty certificates and electronic copy of operational and maintenance manuals.
16. Work will not be accepted as complete until punch list is totally accepted by the Port of Newport.
17. Daily cleanup and final cleanup are required.

### **3.5 WORK SPECIFICLY EXCLUDED FROM THIS SCOPE:**

1. NONE

### **3.6 ATTACHMENTS:**

1. Admin 1<sup>st</sup>, 2<sup>nd</sup> and warehouse floor plan markup showing common area walls and ceilings (3pgs)
2. Paint color schedule

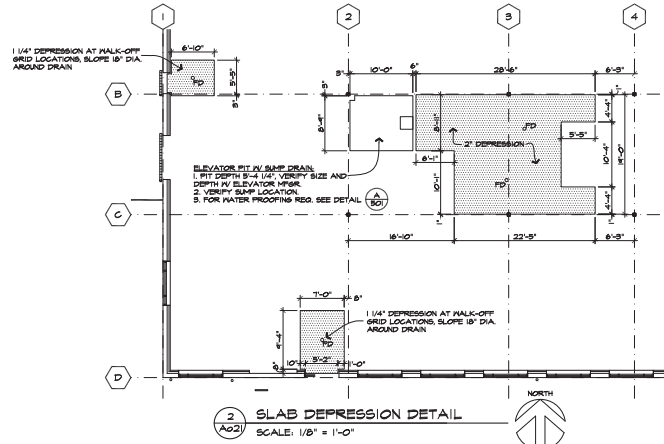
### **3.7 ADDITIONAL PROVISIONS:**

1. NONE

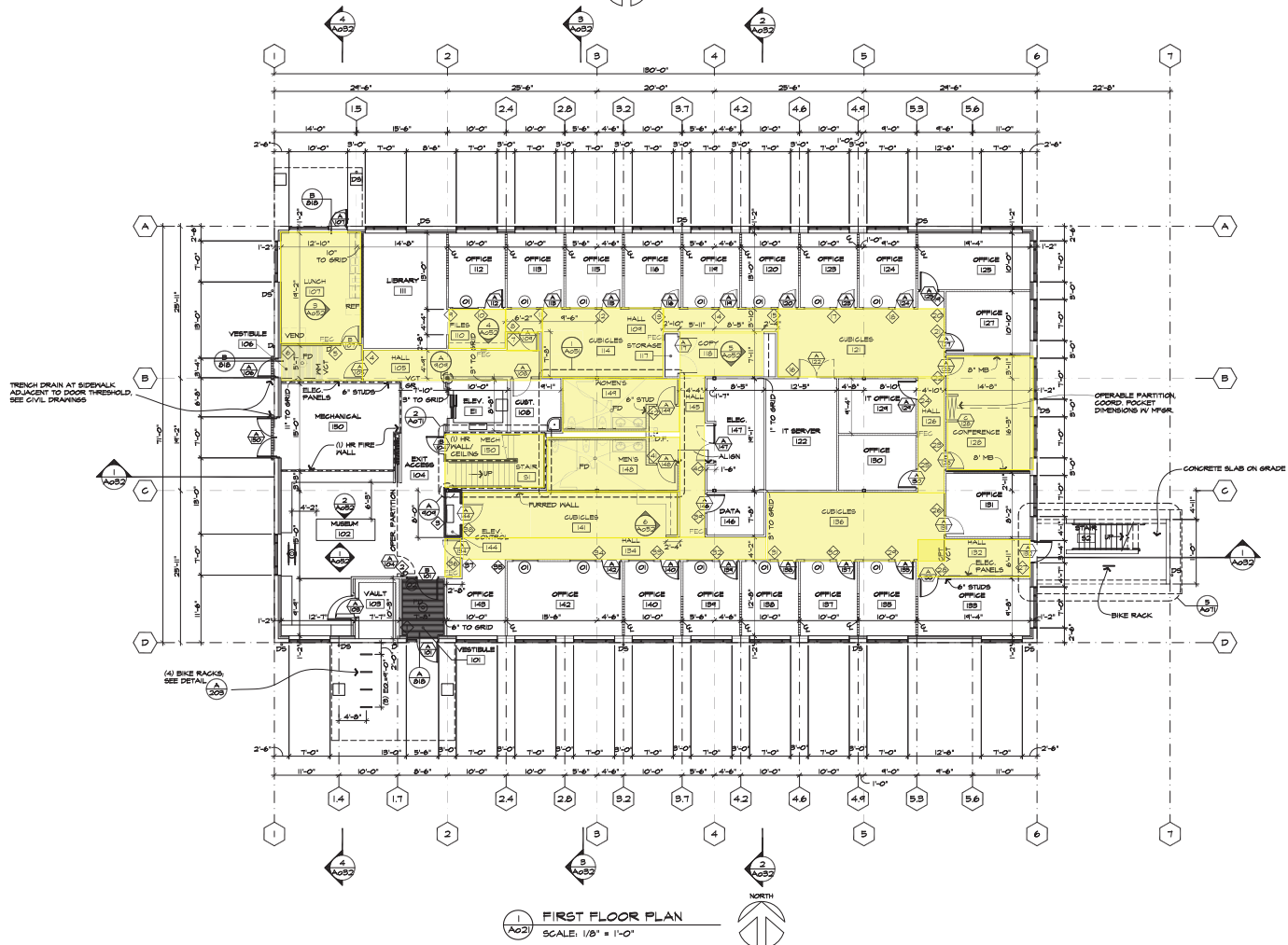








2 SLAB DEPRESSION DETAIL  
SCALE: 1/8" = 1'-0"



1 FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

PLAN GENERAL NOTES

NOTE:  
BID PACKAGE & INCLUDES ALL TENANT IMPROVEMENT WITHIN THE INTERIOR OF BUILDING. REFER TO BID PACKAGE 2 FOR BUILDING ENCLOSURE INCLUDING STRUCTURE, FLOOR SLABS, EXTERIOR WALLS, THERMAL INSULATION, ROOFING, SOFFITS, EXTERIOR WINDOWS, EXTERIOR DOORS, AND SITESWORK.

- DIMENSIONS ARE TO GRIDLINE, FACE OF STUD, CONCRETE, OR ROUGH OPENING UNLESS NOTED OTHERWISE. WHERE DIMENSION IS NOTED AS 'CLEAN' OR 'OUT' THE DIMENSION SHALL BE A CLEAR DISTANCE TO FACE OF FINISH.
- DETAILS SHOWN ARE TYPICAL. WHERE NO DETAIL IS SHOWN, CONSTRUCTION SHALL BE CONSISTENT WITH DETAILS OF A SIMILAR NATURE SHOWN ELSEWHERE.
- VERIFY ALL INTERIOR DIMENSIONS OF WALLS AND FIXTURES PRIOR TO INSTALLATION.

FLOOR PLAN LEGEND

NOTE: NOT ALL LEGEND ITEMS APPEAR ON EACH PLAN SHEET.

- EXTERIOR WALL: 6" CONCRETE PANEL, 8 1/2" RIGID INSULATION, 2 1/2" STEEL STUDS. SEE TYPICAL ASSEMBLY DETAIL. (A01)
- 6" STEEL STUD WALL (STUDS AT 16" OC). SEE TYPICAL ASSEMBLY DETAIL. (A02)
- 8 3/8" STEEL STUD WALL (STUDS AT 8" OC). SEE TYPICAL ASSEMBLY DETAIL. (A03)
- 6" TYPE 1 SOUND WALL, 6" STEEL STUDS AT 16" OC, 1 LAYER GYPSUM BOARD EACH SIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A04)
- 8 3/8" TYPE 1 SOUND WALL, 8 3/8" STEEL STUDS AT 16" OC, 1 LAYER GYPSUM BOARD, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A05)
- 8 3/8" TYPE 2 SOUND WALL, 8 3/8" STEEL STUDS AT 16" OC, 1 LAYER GYPSUM BOARD, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A06)
- 6" TYPE 2 SOUND WALL, 6" STEEL STUDS AT 16" OC, 1 LAYER GYPSUM BOARD, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A07)
- 1 HR. RATED FIRE WALL, 8 3/8" STEEL STUDS AT 16" OC, 1 LAYER GYPSUM BOARD, SOUND BATT INSULATION, FIRE CALSING, ALL EDGES. SEE TYPICAL ASSEMBLY DETAIL. (A08)
- 4 HR. RATED VANTIL ENCLASURE, 6" FULLY GROUTED CMU W/ 8 3/8" STEEL STUDS AT 16" OC, OUTSIDE AND HAT CHANNEL, FURRING INSIDE. SEE TYPICAL ASSEMBLY DETAIL. (A09)
- COLUMN WITHIN HALL, SEE TYPICAL DETAIL. (B01)
- FIRE EXTINGUISHER CABINET WITH FIRE EXTINGUISHER, SEE DETAIL. (B02)
- MECHANICAL LOWER (C01)
- DOOR LOCATION, SEE DOOR SCHEDULE (C02)
- WINDOW OR RELITE LOCATION, SEE (C03)
- FLOOR DRAIN, SLOPE SLAB TO DRAIN (C04)
- DOWNPOUT, SEE DETAIL (C05)
- SIGN NUMBER AND LOCATION, SEE SIGN SCHEDULE (C06)
- IDENTIES HALL CENTERED ON GRIDLINE (C07)
- HARRIER BOARD LOCATION, 4'-0" HIGH X WIDTH INDICATED, IAD (C08)
- CONTROL FOR AUTOMATIC DOOR OPERATOR AT 80" AFF (C09)
- WALK-OFF GRID LOCATION-SEE DETAIL (C10)

1,136lf X 9'-6" h = 10,792sf



146 Pearl Street  
Eugene, Oregon 97401  
541 689-2044  
541 689-2017 fax

RECORD DRAWING  
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THIS DRAWING IS NOT FOR CONSTRUCTION (SEPTEMBER 1, 2011)

CONSULTANTS

NOAA  
MARINE OPERATIONS CENTER - PACIFIC  
NEWPORT, OREGON

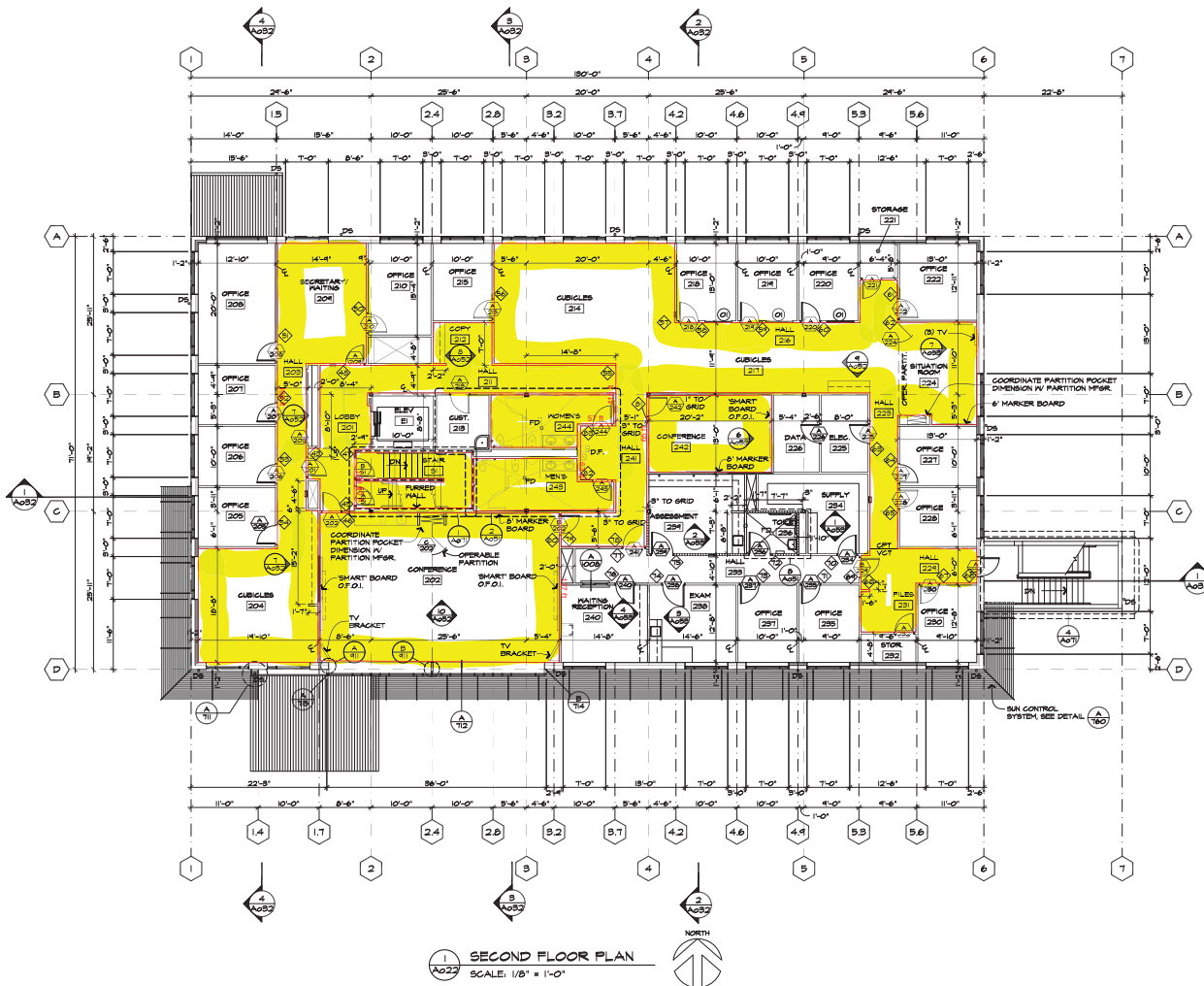
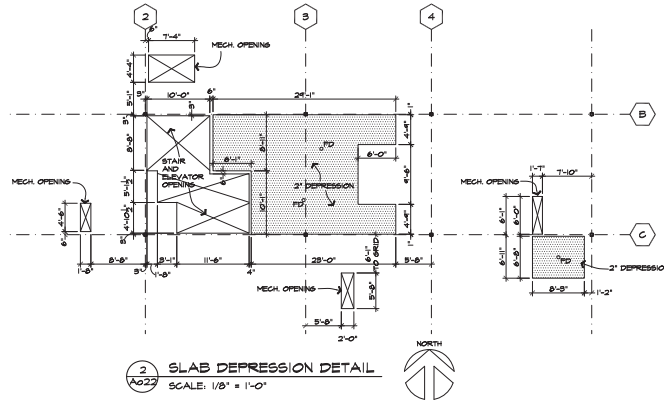
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OFFICE  
FIRST FLOOR PLAN

PROJECT NUMBER: 08050 DATE: 9-1-11

Ao21  
TI  
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**PLAN GENERAL NOTES**

NOTE:  
BID PACKAGE & INCLUDES ALL TENANT IMPROVEMENT WITHIN THE INTERIOR OF BUILDINGS. REFER TO BID PACKAGE 2 FOR BUILDING ENCLOSURE INCLUDING STRUCTURE, FLOOR SLABS, EXTERIOR WALLS, THERMAL INSULATION, ROOFING, SOFFITS, EXTERIOR WINDOWS, EXTERIOR DOORS, AND SITEWORK.

1. DIMENSIONS ARE TO GRIDLINE, FACE OF STUD, CONCRETE, OR ROUGH OPENING UNLESS NOTED OTHERWISE. WHERE DIMENSION IS NOTED AS "CLEAR" OR "SLAB" THE DIMENSION SHALL BE A CLEAR DISTANCE TO FACE OF FINISH.
2. DETAILS SHOWN ARE TYPICAL. WHERE NO DETAIL IS SHOWN, CONSTRUCTION SHALL BE CONSISTENT WITH DETAILS OF A SIMILAR NATURE SHOWN ELSEWHERE.
3. VERIFY ALL INTERIOR DIMENSIONS OF WALLS AND FIXTURES PRIOR TO INSTALLATION.

**FLOOR PLAN LEGEND**

NOTE: NOT ALL LEGEND ITEMS APPEAR ON EACH PLAN SHEET.

- EXTERIOR WALL: 6" CONCRETE PANEL, 8 1/2" RIGID INSULATION, 1/2" STEEL STUDS. SEE TYPICAL ASSEMBLY DETAIL. (A-101)
- 6" STEEL STUD WALL, STUDS AT 16" O.C. SEE TYPICAL ASSEMBLY DETAIL. (A-102)
- 8 3/8" STEEL STUD WALL STUDS AT 16" O.C. SEE TYPICAL ASSEMBLY DETAIL. (A-103)
- 6" TYPE 1 SOUND WALL, 6" STEEL STUDS AT 16" O.C., 1 LAYER GYPSUM BOARD EACH SIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A-104)
- 8 3/8" TYPE 1 SOUND WALL, 8 3/8" STEEL STUDS AT 16" O.C., 1 LAYER GYPSUM BOARD EACH SIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A-105)
- 8 3/8" TYPE 2 SOUND WALL, 8 3/8" STEEL STUDS AT 16" O.C., 1 LAYER GYPSUM BOARD OUTSIDE, 2 LAYERS OF GYPSUM BOARD INSIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A-106)
- 6" TYPE 2 SOUND WALL, 6" STEEL STUDS AT 16" O.C., 1 LAYER GYPSUM BOARD OUTSIDE, 2 LAYERS OF GYPSUM BOARD INSIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL. (A-107)
- 1 HR. RATED FIRE WALL, 8 3/8" STEEL STUDS AT 16" O.C., 1 LAYER GYPSUM BOARD OUTSIDE, 2 LAYERS OF GYPSUM BOARD INSIDE, BATT INSULATION FIRE CALULING ALL EDGES. SEE TYPICAL ASSEMBLY DETAIL. (A-108)
- 4 HR. RATED VAULT ENCLOSURE, 8" FULLY GRADED CHG IN 8 3/8" STEEL STUDS AT 16" O.C. OUTSIDE AND HAT CHANNEL, FURNISH INSIDE. SEE TYPICAL ASSEMBLY DETAIL. (A-109)
- COLUMN WITHIN WALL. SEE TYPICAL DETAIL. (B-101)
- F.E.C. FIRE EXTINGUISHER CABINET WITH FIRE EXTINGUISHER. SEE DETAIL. (A-100)
- MECHANICAL LOUVER (A-101)
- DOOR LOCATION. SEE DOOR SCHEDULE (A-102)
- WINDOW OR RELITE LOCATION. SEE (A-103)
- FLOOR DRAIN. SLOPE SLAB TO DRAIN (A-104)
- DOWNGROUT. SEE DETAIL. (A-105)
- SIGN NUMBER AND LOCATION. SEE SIGN SCHEDULE (A-106)
- MB DENOTES HALL CENTERED ON GRIDLINE (A-107)
- MARKER BOARD LOCATION, 4'-0" HIGH X WIDTH INDICATED. UNO (A-108)
- CONTROL FOR AUTOMATIC DOOR OPERATOR AT 84" AFF. (A-109)
- WALK-OFF GRID LOCATION-SEE DETAIL. (A-110)

1177f X 9'-6" = 11,181sf

**gLas**  
Architects, LLC

146 Pearl Street  
Eugene, Oregon 97401  
541 688-2044  
541 688-2017 fax

**RECORD DRAWING**

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CONSULTANTS

**NOAA**  
MARINE OPERATIONS CENTER - PACIFIC  
NEWPORT, OREGON

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OFFICE  
SECOND FLOOR PLAN

PROJECT NUMBER: 08050 DATE: 9-1-11

**Ao22**  
TI  
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THIS DRAWING IS NOT FOR CONSTRUCTION  
(SEPTEMBER 1, 2021)

CONSULTANTS

**NOAA**  
**MARINE OPERATIONS CENTER - PACIFIC**  
NEWPORT, OREGON

**WAREHOUSE FLOOR PLAN**

Painting:  
Public 669' X 10' = 6690sf  
Boat shed 171' X 22' = 3762sf

PROJECT NUMBER: 08050 DATE: 9-1-11

**FLOOR PLAN LEGEND**

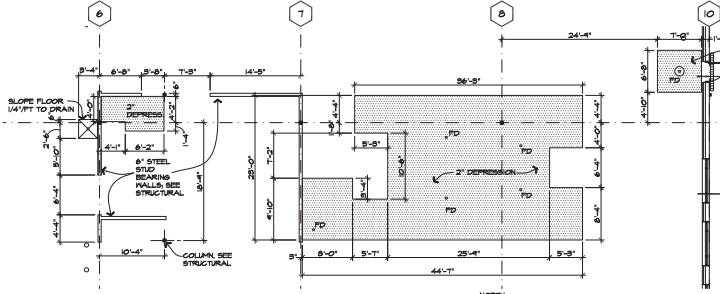
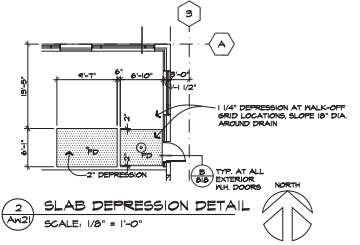
- EXTERIOR WALL, 1 1/2" CONCRETE PANEL, 3 1/2" RIGID INSULATION, 2 1/2" STEEL STUDS SEE TYPICAL ASSEMBLY DETAIL.
- 6" STEEL STUD WALL (STUDS AT 18" O.C.) SEE TYPICAL ASSEMBLY DETAIL.
- 3 5/8" STEEL STUD WALL (STUDS AT 18" O.C.) SEE TYPICAL ASSEMBLY DETAIL.
- 6" TYPE 1 SOUND WALL, 6" STEEL STUDS AT 18" O.C., 1 LAYER GYPSUM BOARD EACH SIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL.
- 3 5/8" TYPE 1 SOUND WALL, 3 5/8" STEEL STUDS AT 18" O.C., 1 LAYER GYPSUM BOARD EACH SIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL.
- 1 HR. RATED FIRE WALL, 6" STEEL STUDS AT 18" O.C., 1 LAYER GYPSUM BOARD OUTSIDE, 2 LAYERS OF GYPSUM BOARD INSIDE, BATT INSULATION, FIRE CALLINGS ALL EDGES. SEE TYPICAL ASSEMBLY DETAIL.
- 3 5/8" TYPE 2 SOUND WALL, 3 5/8" STEEL STUDS AT 18" O.C., 1 LAYER GYPSUM BOARD OUTSIDE, 2 LAYERS OF GYPSUM BOARD INSIDE, SOUND BATT INSULATION, SOUND SEALANT. SEE TYPICAL ASSEMBLY DETAIL.
- 6" STEEL STUD BEARING WALL. SEE STRUCTURAL DRAWINGS.
- COLUMN WITHIN MALL. SEE TYPICAL DETAIL.
- FIRE EXTINGUISHER CABINET WITH FIRE EXTINGUISHER. SEE DETAIL.
- DOOR LOCATION, SEE DOOR SCHEDULE.
- WINDOW OR RELITE LOCATION, SEE WINDOW OR RELITE LOCATION, SEE DETAIL.
- EMERGENCY SHOWER, RINSEWASH AND FLOOR DRAIN. SLOPE CONCRETE 2% AROUND DRAIN AT 3'-0" X 3'-0" SQUARE.
- FLOOR DRAIN, SLOPE SLAB TO DRAIN.
- DOWNPOUT AT CANOPY.
- BOLLARD LOCATION, SEE DETAIL.
- DOOR/MALL CENTERED ON GRIDLINE.
- CONTROL FOR AUTOMATIC DOOR OPERATOR AT 56" A.F.F.

**PLAN GENERAL NOTES**

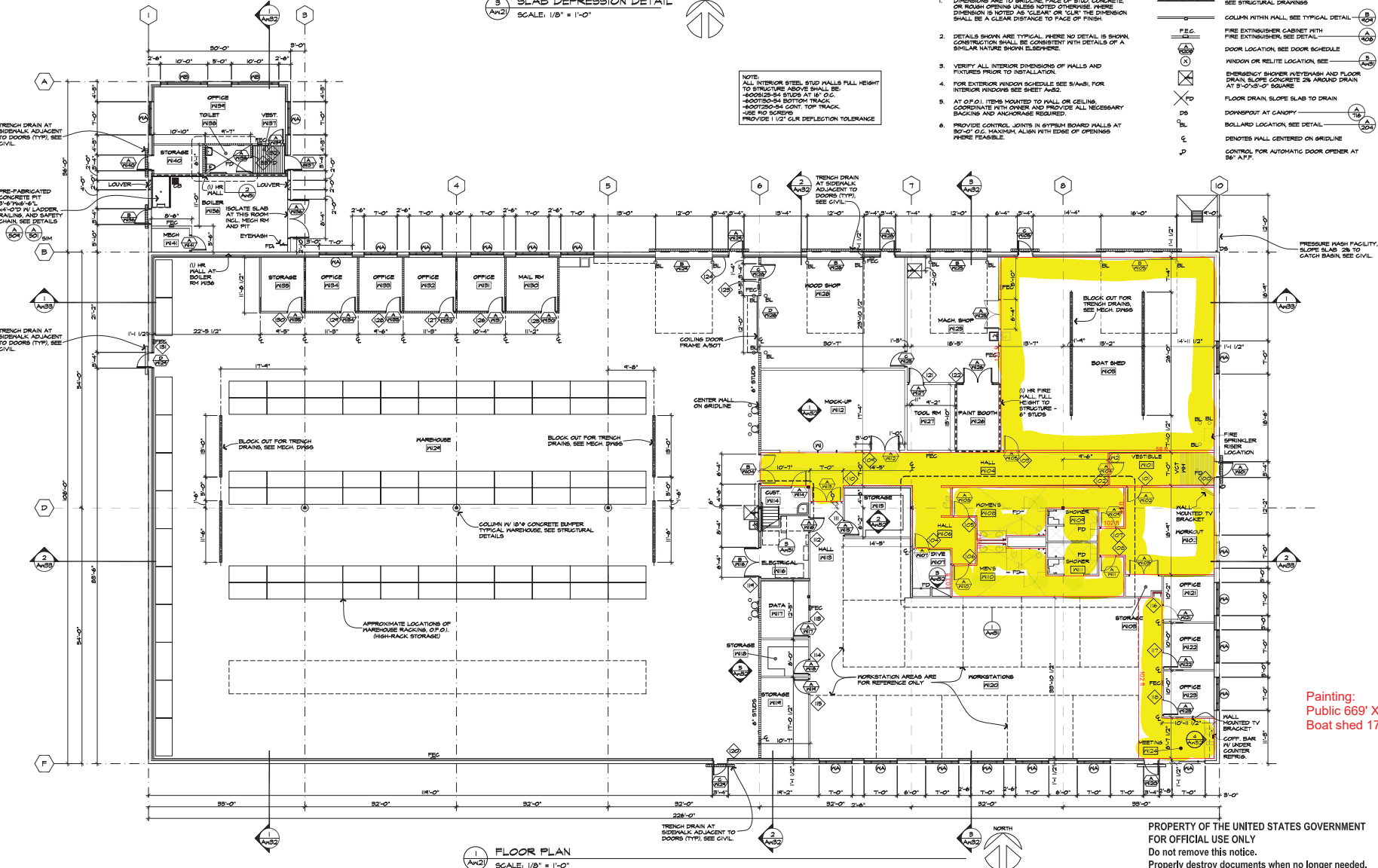
NOTE: BID PACKAGE & INCLUDES ALL TENANT IMPROVEMENT WITHIN THE INTERIOR OF BUILDING. REFER TO BID PACKAGE 2 FOR BUILDING ENCLOSURE INCLUDING STRUCTURE, FLOOR SLABS, EXTERIOR WALLS, THERMAL INSULATION, ROOFING, SOFFITS, EXTERIOR WINDOWS, EXTERIOR DOORS, AND SITESWORK.

1. DIMENSIONS ARE TO GRIDLINE FACE OF STUD CONCRETE OR ROUGH OPENING UNLESS NOTED OTHERWISE. WHERE DIMENSION IS NOTED AS "CLEAR" OR "CLR" THE DIMENSION SHALL BE A CLEAR DISTANCE TO FACE OF FINISH.
2. DETAILS SHOWN ARE TYPICAL. WHERE NO DETAIL IS SHOWN, CONSTRUCTION SHALL BE CONSISTENT WITH DETAILS OF A SIMILAR NATURE SHOWN ELSEWHERE.
3. VERIFY ALL INTERIOR DIMENSIONS OF WALLS AND FIXTURES PRIOR TO INSTALLATION.
4. FOR EXTERIOR WINDOW SCHEDULE SEE 5/AWS; FOR INTERIOR WINDOWS SEE SHEET AWS-0.
5. AT O.P.O. ITEMS MOUNTED TO WALL OR CEILING. COORDINATE WITH OWNER AND PROVIDE ALL NECESSARY BRACING AND ANCHORAGE REQUIRED.
6. PROVIDE CONTROL JOINTS IN GYPSUM BOARD WALLS AT 30'-0" O.C. MAXIMUM, ALIGN WITH EDGE OF OPENINGS WHERE FEASIBLE.

NOTE:  
ALL INTERIOR STEEL STUD WALLS FULL HEIGHT TO STRUCTURE ABOVE SHALL BE:  
-#002125-54 STUDS AT 18" O.C.  
-#007250-54 BOTTOM TRACK  
-USE #10 SCHED. PROVIDE 1 1/2" CLR DEFLECTION TOLERANCE



**FLOOR PLAN**  
SCALE: 1/8" = 1'-0"



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**IMPORTANT:**

This Document must be filled out and returned to Port of Newport as your quote for this project

PROJECT: NOAA-MOC-P  
Common Area Painting

BIDDER: All-Ways Painting

**Pricing Breakdown if Applicable:**

(Attach separate sheet if necessary)

<u>.79</u> <input checked="" type="checkbox"/>	\$
_____	\$
_____	\$
_____	\$
_____	\$
TOTAL BASE PRICE	\$ <u>25359.00</u>

**Alternates (if applicable):**

(Attach separate sheet if necessary)

_____	\$
_____	\$
_____	\$
_____	\$
_____	\$

- \* Price includes all materials FOB job location.
- \*\* Price includes all licensing, bonding, insurances, permits and taxes.
- \*\*\* Price is held for minimum 90 days.
- \*\*\*\* Please list on separate sheet, any additional alternates or value engineering pricing.

Quotation is in compliance with the entire project Drawings, Specifications and/or Work Scope? Yes  No

**Clarifications:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Attach separate sheet if necessary)

**Estimated Schedule:**

Preparation of Shop Drawings/submittals	<u>NA</u> work days
Fabrication, delivery of material to jobsite	<u>2</u> work days
Work performance on jobsite	<u>30</u> work days
Average Crew Size at 40 hr work week:	<u>3</u> workers

**All Inclusive Labor Rates for Extra Work (or Attach Labor Rate Schedule):**

Superintendent	\$ <u>100.00</u> /hour.
Foreman	\$ <u>100.00</u> /hour.
Craftsman	\$ <u>100.00</u> /hour.
Helper	\$ <u>75.00</u> /hour.
Markup on cost of Materials	<u>0</u> %



**Provide a list of equipment rates (if applicable):**

Equipment Item	Rate	Per

**List of lower tier suppliers/subcontractors (if applicable):**

Name or description of material or work to be performed	Approximate Value
Rodda Paint	3500 <sup>00</sup>

JP (Initial) Receipt of Addendum Numbers \_\_\_\_\_ is hereby acknowledged.

JP (Initial) I acknowledge the terms and conditions as stated in the Request for Quotation form received from Port of Newport as part of the contract documents, and hereby incorporate them into this quotation.

JP (Initial) I acknowledge the terms, conditions and minimum limits and have included all costs for insurance in this quotation.

JP (Initial) I acknowledge the requirements of Oregon Prevailing Wage Law ORS 279C.800 and have if applicable incorporated all costs associated into this quotation.

**Submitted By:**

James Phifer                      All-Ways Painting  
 Name                                      Company  
541-264-0586                      541-994-5463  
 Telephone #                              FAX/Email  
1037 S.W. 17<sup>th</sup>                      Lincoln City, OR 97367  
 Address  
[Signature]                              10-19-2020  
 Signature                                      Date

The Port of Newport reserves the right to accept or reject any or all quotations and may, at its discretion, select the contractor that is deemed to provide the best value to the Port of Newport.



**IMPORTANT:**

This Document must be filled out and returned to Port of Newport as your quote for this project

PROJECT: NOAA MCG-P Common Area BIDDER: First Cascade Corporation  
Painting 2020

**Pricing Breakdown if Applicable:**  
(Attach separate sheet if necessary)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL BASE PRICE	\$ <u>77,500.00</u>

**Alternates (if applicable):**  
(Attach separate sheet if necessary)

<u>N/A</u>	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

- \* Price includes all materials FOB job location.
  - \*\* Price includes all licensing, bonding, insurances, permits and taxes.
  - \*\*\* Price is held for minimum 90 days.
  - \*\*\*\* Please list on separate sheet, any additional alternates or value engineering pricing.
- Quotation is in compliance with the entire project Drawings, Specifications and/or Work Scope? Yes  No

**Clarifications:**  
\$125 per Door Frame as needed

(Attach separate sheet if necessary)

**Estimated Schedule:**

Preparation of Shop Drawings/submittals	<u>3</u>	work days
Fabrication, delivery of material to jobsite	<u>2</u>	work days
Work performance on jobsite	<u>35</u>	work days
Average Crew Size at 40 hr work week:	<u>6</u>	workers

**All Inclusive Labor Rates for Extra Work (or Attach Labor Rate Schedule):**

Superintendent	\$ <u>65.00</u>	/hour.
Foreman	\$ <u>50.00</u>	/hour.
Craftsman	\$ <u>N/A</u>	/hour.
Helper	\$ <u>35.00</u>	/hour.
Markup on cost of Materials	<u>10</u>	%

**Provide a list of equipment rates (if applicable):**

Equipment Item	Rate	Per
N/A		

**List of lower tier suppliers/subcontractors (if applicable):**

Name or description of material or work to be performed	Approximate Value
N/A	

MP (Initial) Receipt of Addendum Numbers 8 is hereby acknowledged.

MP (Initial) I acknowledge the terms and conditions as stated in the Request for Quotation form received from Port of Newport as part of the contract documents, and hereby incorporate them into this quotation.

MP (Initial) I acknowledge the terms, conditions and minimum limits and have included all costs for insurance in this quotation.

MP (Initial) I acknowledge the requirements of Oregon Prevailing Wage Law ORS 279C.800 and have if applicable incorporated all costs associated into this quotation.

**Submitted By:**

Madison Pike Name First Cascade Corporation Company

503.699.8970 Telephone # Maduonp@firstcascade.com FAX/Email 503.699.8985

P.O. Box 2158 Lake Oswego, OR 97035 Address

[Signature] Signature 11/10/2020 Date

The Port of Newport reserves the right to accept or reject any or all quotations and may, at its discretion, select the contractor that is deemed to provide the best value to the Port of Newport.

PO Box 2376 PO Box 40253  
 Corvallis, OR 97339 Eugene, OR 97404  
 4676 Commercial St. SE, Suite 269  
 Salem, OR 97302



Corvallis Albany  
 (541) 752-6320 (541) 967-8900  
 Eugene Salem  
 (541) 485-7232 (503) 362-2930

1 Million Liability Ins. Coverage  
 Security Bond: 50K  
 Workmans Comp Ins. - Statutory Limits

WWW.FITZPATRICKPAINTING.COM

CCB#169134

INTERIOR EXTERIOR RESIDENTIAL COMMERCIAL LICENSED BONDED INSURED



Proposal Submitted To: Port of Newport (contact: Jim Durkee) Date: 11-11-2020 Bid #: \_\_\_\_\_  
 Street: \_\_\_\_\_ Job Location: 2002 Marine Science Drive (NOAA MOC-P)  
 City, State, Zip: \_\_\_\_\_ City, State, Zip: Newport, OR  
 Phone: 541-265-7758 Work/Cell: \_\_\_\_\_ Email: jim@portofnewport.com

**WE HEREBY PROPOSE TO SUPPLY ALL MATERIALS AND PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF:  
 PAINTING THE FOLLOWING ROOMS THAT ARE CHECKED:**

	WALLS	CEILING	TRIM	CLO	CAB	YES	NO	
LR						<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cover all surfaces not to be painted as needed to protect them from dust, primer and paint.
DR						<input checked="" type="checkbox"/>	<input type="checkbox"/>	Repairing all wall board defects 1" in diameter or less in all areas receiving finish.
KIT						<input type="checkbox"/>	<input checked="" type="checkbox"/>	Replace failed caulking on window and door trim as well as the wall to trim joints.
BR1						<input type="checkbox"/>	<input checked="" type="checkbox"/>	In kitchen and baths, replace failed caulking on counter top to wall seams and tub or shower to wall joints.
BR2						<input checked="" type="checkbox"/>	<input type="checkbox"/>	Apply primer to all bare wood surfaces, repaired surfaces and any areas where adhesion may be a concern.
BR3						<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paint all wall board with two coats of a premium grade acrylic paint. Additional coats will mean additional charge.
BR4						<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paint all trim with an oil or acrylic enamel.
BA1						<input checked="" type="checkbox"/>	<input type="checkbox"/>	A total of _____ colors are included in this bid.
BA2						<input checked="" type="checkbox"/>	<input type="checkbox"/>	After completion of painting, all masking and painting debris will be removed and disposed of properly.
BA3						<input checked="" type="checkbox"/>	<input type="checkbox"/>	Price quote includes a touch up kit with clearly labeled containers for all paints used.
UT						<input checked="" type="checkbox"/>	<input type="checkbox"/>	A thorough walk through will be done at the completion of the job by the crew lead with the customer. Payment will be collected by the crew lead.
HW								
FR								Notes:
ENT								Price includes all discounts and reflects work to be done Nov-March 31st.
STC								- Price quoted is for painting common area walls as specified in the RFQ from Port of Newport.
OFF								- Areas to be painted in the current scheme with one (1) coat of a Low VOC interior latex paint.
BNS								- Price does NOT include prevailing wage rates.
								- No ceilings, trim or doors.
								- Small boat shop walls to be painted up to 7 foot height only.
								- Price includes all labor and materials.

All material is guaranteed to be as specified, and the above work to be completed in a professional manner for the sum of:

Dollars [ \$ 15,890 ] With payment made as follows: 30% deposit of [ \$ 4,767 ] upon acceptance, remainder due upon completion.  
 If the duration of the project exceeds two weeks, a progress payment may be required.

Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Workers Compensation and Public Liability Insurance on above work to be taken out by:

**FITZPATRICK PAINTING, INC.**

[www.fitzpatrickpainting.com](http://www.fitzpatrickpainting.com)

**Note:** This proposal may be withdrawn by us if not accepted within 30 days.

**ACCEPTANCE OF PROPOSAL:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. An additional cost will be charged for color changes made after commencement of work. Any permits required/requested are the responsibility of the owner. Payment will be made as outlined above. I acknowledge receipt of information notice and owner's duty to notify contractor in the event of a residential construction dispute. A finance charge of 2% per month will be charged on all amounts not paid on time. If a lien is filed, a \$500.00 lien fee will be assessed; if an attorney is hired to collect or enforce this estimate and/or proposal, there will be attorney fees associated with the enforcement of this estimate/contract. By signing below, this proposal is agreed upon and accepted as stated above. Work will not begin until proposal is signed and dated. A 2.5% fee will apply to the total amount if using a major credit card. In the event that any form payment is returned unpaid for any reason, a NSF (Non Sufficient Funds) charge of \$50.00 will be assessed.

Client / Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Jesse Howell 11-11-2020  
 Contractor's Signature Date

Print Name \_\_\_\_\_

**IMPORTANT:**

This Document must be filled out and returned to Port of Newport as your quote for this project

PROJECT: NOAA MOC-P Common Area Paint BIDDER: Fitzpatrick Painting, Inc.

**Pricing Breakdown if Applicable:**

(Attach separate sheet if necessary)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>TOTAL BASE PRICE</b>	<b>\$ 15,890.<sup>00</sup></b>

**Alternates (if applicable):**

(Attach separate sheet if necessary)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

- \* Price includes all materials FOB job location.
  - \*\* Price includes all licensing, bonding, insurances, permits and taxes.
  - \*\*\* Price is held for minimum 90 days.
  - \*\*\*\* Please list on separate sheet, any additional alternates or value engineering pricing.
- Quotation is in compliance with the entire project Drawings, Specifications and/or Work Scope? Yes  No

**Clarifications:** Walls 7 feet up in Small boat shop.  
Walls only, One (1) coat per Jim Durkee

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach separate sheet if necessary)

**Estimated Schedule:**

Preparation of Shop Drawings/submittals	<u>1</u>	work days
Fabrication, delivery of material to jobsite	<u>1</u>	work days
Work performance on jobsite	<u>4-6</u>	work days
Average Crew Size at 40 hr work week:	<u>3-6</u>	workers

**All Inclusive Labor Rates for Extra Work (or Attach Labor Rate Schedule):**

Superintendent	\$ <u>55</u>	/hour.
Foreman	\$ <u>55</u>	/hour.
Craftsman	\$ <u>55</u>	/hour.
Helper	\$ <u>55</u>	/hour.
Markup on cost of Materials	<u>15</u>	%

**Provide a list of equipment rates (if applicable):**

Equipment Item	Rate	Per

**List of lower tier suppliers/subcontractors (if applicable):**

Name or description of material or work to be performed	Approximate Value

*JH* (Initial) Receipt of Addendum Numbers N/A is hereby acknowledged.

*JH* (Initial) I acknowledge the terms and conditions as stated in the Request for Quotation form received from Port of Newport as part of the contract documents, and hereby incorporate them into this quotation.

*JH* (Initial) I acknowledge the terms, conditions and minimum limits and have included all costs for insurance in this quotation.

*JH* (Initial) I acknowledge the requirements of Oregon Prevailing Wage Law ORS 279C.800 and have if applicable incorporated all costs associated into this quotation. - Prevailing Wage rates are not applicable or included. *JH*

**Submitted By:**

Jesse Howell Name Fitzpatrick Painting, Inc. Company

541-971-7237 Telephone # jesse@fitzpatrickpainting.com FAX/Email

Po Box: 2376 Corvallis, OR 97339 Address

*Jesse Howell* Signature 11-11-2020 Date

The Port of Newport reserves the right to accept or reject any or all quotations and may, at its discretion, select the contractor that is deemed to provide the best value to the Port of Newport.





**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>45466</b>	<b>Alsco</b>			
09/23/2020	LPOR2564704		Shop towels, shirt, and mats	Administration	34.75
09/24/2020	LPOR2565313		NIT towels	International Terminal	32.95
09/25/2020	LPOR2565982		SB mats	SB Customer Service	72.06
09/30/2020	LPOR2567735		Shop towels, shirt, and mats	Administration	34.75
					<u>174.51</u>
<b>10/02/2020</b>	<b>45467</b>	<b>Amazon Capital Services</b>			
09/27/2020	1KC1-DDYL-JYWY		Desk chairs for SB Shop office	SB Operations	279.98
					<u>279.98</u>
<b>10/02/2020</b>	<b>45468</b>	<b>Chemsearch FE</b>			
09/16/2020	7104575		Case of Gold Rush hand soap	Commercial Marina	93.00
			Freight	Commercial Marina	36.09
					<u>129.09</u>
<b>10/02/2020</b>	<b>45469</b>	<b>Coastal Paper &amp; Supply</b>			
09/15/2020	581108		AR 1060 garbage bags	Commercial Marina	138.04
			Freight	Commercial Marina	4.00
09/22/2020	581413		AR 1060 garbage bags	Commercial Marina	0.00
09/29/2020	581742		DE 2433 garbage bags	Commercial Marina	146.46
			Freight	Commercial Marina	4.00
09/29/2020	581740		Paper products and cleaning supplies	SB Operations	488.14
			Freight	SB Operations	4.00
					<u>784.64</u>
<b>10/02/2020</b>	<b>45470</b>	<b>CoastCom By Wave</b>			
10/01/2020	121313501-0008415		Internet - September 2020	SB Customer Service	1,036.04
			Internet - September 2020	Administration	500.00
					<u>1,536.04</u>
<b>10/02/2020</b>	<b>45471</b>	<b>Copeland Lumber Yards</b>			
09/28/2020	2009-230323		2x8 20' treated wood for docks	Commercial Marina	1,337.50
					<u>1,337.50</u>





**Port of Newport**  
**Operating Fund**  
**October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>45472</b>	<b>Creative Landscape &amp; Maintenance</b>			
09/24/2020	1145-941 7/20-10/20		Landscape maintenance	Administration	1,980.00
					1,980.00
<b>10/02/2020</b>	<b>45473</b>	<b>Dahl &amp; Dahl</b>			
09/22/2020	260825		Take load of pallets to dump	International Terminal	181.94
09/23/2020	260879		Take load of pallets to dump	International Terminal	169.98
					351.92
<b>10/02/2020</b>	<b>45474</b>	<b>DH Goebel, Architect</b>	<b>Schematic Design phase 2 of New Admin Bldg</b>		
09/04/2020	200904-2		Reimburseables	Administration	76.25
					76.25
<b>10/02/2020</b>	<b>45475</b>	<b>Englund Marine Supply Co</b>			
09/23/2020	971164/6		Rain gear and boots	SB Operations	255.49
09/23/2020	971165/6		Boots	SB Operations	93.21
09/23/2020	140139/6		5/8 crane cable	International Terminal	2,818.50
			Freight	International Terminal	149.00
09/25/2020	971232/6		Bilge pump	Commercial Marina	95.81
09/25/2020	971242/6		Bilge pump for tug	Commercial Marina	87.29
09/25/2020	971218/6		Rain gear and boots	International Terminal	344.17
09/25/2020	140917/6		Rain gear and boots	SB Operations	290.02
					4,133.49
<b>10/02/2020</b>	<b>45476</b>	<b>Harvey's Lock &amp; Key</b>			
10/01/2020	20979		Restroom lock repair	Commercial Marina	462.00
					462.00





**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>45477</b>	<b>Hyak</b>	<b>Desktop support</b>		
09/30/2020	22980		OpenDNS web filtering difference	Administration	100.00
			Help Desk tier 1	Administration	1,200.00
			Managed network services	Administration	738.00
			Remote monitoring/management	Administration	400.00
			DMARC monitoring	Administration	50.00
			Managed IP video	Administration	580.00
					<u>3,068.00</u>
<b>10/02/2020</b>	<b>45478</b>	<b>IconiPro Security Alarms</b>			
10/01/2020	33612		NIT fire and security monitoring	International Terminal	125.97
			FWT fire and security monitoring	International Terminal	125.97
					<u>251.94</u>
<b>10/02/2020</b>	<b>45479</b>	<b>Keller Supply Company</b>			
02/11/2020	S013906874.001		Urinal and water closet sloan diaphragms	SB Operations	-0.08
09/15/2020	S014595125.001		Nipples for fish dumpsters	SB Operations	0.00
09/15/2020	S014595125.002		Nipples and caps for fish dumpsters	SB Operations	166.79
09/15/2020	S014595125.006		Nipples and caps for fish dumpsters	SB Operations	17.25
09/15/2020	S014595125.007		Caps for fish dumpsters	SB Operations	9.33
09/15/2020	S014595125.005		Caps for fish dumpsters	SB Operations	4.66
09/15/2020	S014595125.003		Caps for fish dumpsters	SB Operations	13.99
09/15/2020	S014595125.008		Nipples for fish dumpsters	SB Operations	4.20
					<u>216.14</u>
<b>10/02/2020</b>	<b>45480</b>	<b>Employee</b>			
09/29/2020	09/20 Reimbursement		Employee reimbursement - coffee	Administration	73.98
					<u>73.98</u>
<b>10/02/2020</b>	<b>45481</b>	<b>Oregon Department of State Lands</b>			
10/01/2020	23131		Annual DSL waterway lease fee	Commercial Marina	37,096.72
					<u>37,096.72</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>45482</b>	<b>Orkin</b>			
09/25/2020	203430475		October pest control	Administration	45.00
					<u>45.00</u>
<b>10/02/2020</b>	<b>45483</b>	<b>Pacific Coast Lock &amp; Safe</b>			
09/26/2020	09130		Repair RV laundry door combo lock	SB Operations	240.00
					<u>240.00</u>
<b>10/02/2020</b>	<b>45484</b>	<b>Pioneer Connect</b>			
10/01/2020	Office 1020		Telephone	SB Customer Service	233.10
10/01/2020	Shop 1020		Telephone	SB Operations	41.71
					<u>274.81</u>
<b>10/02/2020</b>	<b>45485</b>	<b>RentPrep Enterprise</b>			
10/01/2020	6129		Background checks	SB Customer Service	44.85
					<u>44.85</u>
<b>10/02/2020</b>	<b>45486</b>	<b>Smart Foodservice - Cash &amp; Carry</b>			
09/24/2020	6303		Breakroom supplies	SB Operations	112.17
			Restroom supplies	SB Operations	53.65
			Office supplies	SB Operations	15.18
					<u>181.00</u>
<b>10/02/2020</b>	<b>45487</b>	<b>T &amp; L Septic Tank Service</b>			
09/25/2020	150435		Chemical toilet rental - Bay Front	Commercial Marina	260.00
09/25/2020	150436		Chemical toilet rental - Bay Front	Commercial Marina	200.00
09/25/2020	150437		Chemical toilet rental - Marina Store	SB Operations	80.00
09/25/2020	150438		Chemical toilet rental - SB south restroom	SB Operations	80.00
09/25/2020	150439		Chemical toilet rental - Marina & RV Park	SB Operations	80.00
09/25/2020	150440		Chemical toilet rental - NIT	International Terminal	80.00
09/25/2020	150280		Chemical toilet rental - SB Dry Camp	SB Operations	80.00
			Vandalism	SB Operations	25.00
					<u>885.00</u>



**Port of Newport**  
Operating Fund  
October 2020

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>45488</b>	<b>TWGW NAPA Auto Parts</b>			
09/24/2020	829941		Portable air tank, hose and airchuck	SB Operations	88.97
			Sta-Plex grease	SB Operations	40.94
09/25/2020	830140		Wiper blades	Commercial Marina	16.26
					146.17
<b>10/02/2020</b>	<b>45489</b>	<b>Voya (State of Oregon Plan)</b>			
10/01/2020	October - 2020		Monthly Employee Contributions	Administration	50.00
					50.00
<b>10/09/2020</b>	<b>45490</b>	<b>Alan Brown Tire Center</b>			
10/02/2020	72500426682		Tires for golf cart	SB Operations	307.92
					307.92
<b>10/09/2020</b>	<b>45491</b>	<b>Alsea Bay Power Products</b>			
09/28/2020	323750		Sharpen chain saw blades	SB Operations	30.00
			Chaps	SB Operations	109.99
					139.99
<b>10/09/2020</b>	<b>45492</b>	<b>Amazon Capital Services</b>			
10/03/2020	1T9C-R4QM-VWXH		Vacuum belt	SB Operations	8.95
			Freight	SB Operations	5.99
10/04/2020	1FRK-PXPQ-9R6V		Compressed air and wall file	Administration	49.63
			Freight	Administration	7.80
10/06/2020	1PV4-HJY9-K7G6		Stapler and markers	Administration	19.58
			Freight	Administration	5.99
					97.94
<b>10/09/2020</b>	<b>45493</b>	<b>Barrelhead Supply</b>			
09/29/2020	294337		9 volt batteries and PVC fittings	SB Operations	52.69
					52.69



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/09/2020</b>	<b>45494</b>	<b>bio-Med Testing Services</b>			
10/01/2020	78150		Pre-employment background checks and tests	SB Customer Service	69.00
			Pre-employment background checks	SB Operations	58.00
			Pre-employment background tests	Commercial Marina	40.00
					<u>167.00</u>
<b>10/09/2020</b>	<b>45495</b>	<b>Business Oregon - IFA</b>			
10/06/2020	65541 11/20		Loan payment - principal	International Terminal	2,083.33
					<u>2,083.33</u>
<b>10/09/2020</b>	<b>45496</b>	<b>Coastal Paper &amp; Supply</b>			
10/06/2020	582096		Paper products and cleaning supplies	SB Operations	491.98
			Shipping	SB Operations	4.00
					<u>495.98</u>
<b>10/09/2020</b>	<b>45497</b>	<b>Creditors Collection Service</b>			
09/30/2020	JS 0960578 R 9/20		Garnishment	SB Customer Service	195.13
					<u>195.13</u>
<b>10/09/2020</b>	<b>45498</b>	<b>EARTH2O</b>			
10/02/2020	570094		10 bottles of water package - 9	Commercial Marina	66.06
			10 bottles of water package - 1	Administration	7.34
					<u>73.40</u>
<b>10/09/2020</b>	<b>45499</b>	<b>Ecolube Recovery</b>			
09/30/2020	9865093020		Used oil recovery	SB Operations	166.90
					<u>166.90</u>
<b>10/09/2020</b>	<b>45500</b>	<b>Edge Analytical</b>			
10/07/2020	20-33891		Storm water testing	International Terminal	338.00
					<u>338.00</u>
<b>10/09/2020</b>	<b>45501</b>	<b>Englund Marine Supply Co</b>			
10/02/2020	141406/6		Rain gear and boots	International Terminal	272.98
					<u>272.98</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/09/2020</b>	<b>45502</b>	<b>FIB MasterCard MB</b>			
09/21/2020	PayPal		09/02/2020 - Credit card fees	SB Customer Service	280.80
09/21/2020	Blanchard		08/24/2020 - Supervisor training	Administration	2,241.30
			08/24/2020 - Freight	Administration	8.70
09/21/2020	Finance Charge		09/21/2020 - Finance charge	Administration	33.06
					<u>2,563.86</u>
<b>10/09/2020</b>	<b>45503</b>	<b>G &amp; K Floors</b>			
10/08/2020	100120		Janitorial services - SB	SB Customer Service	3,760.00
			Janitorial services - Port office	Administration	200.00
					<u>3,960.00</u>
<b>10/09/2020</b>	<b>45504</b>	<b>HR Answers</b>			
10/08/2020	FMLA/OFLA Workshop		FMLA/OFLA Compliance workshop	Administration	49.00
					<u>49.00</u>
<b>10/09/2020</b>	<b>45505</b>	<b>Hyak</b>			
10/02/2020	MS Surface	State of Oregon CRF	Surface laptops	Administration	6,955.88
					<u>6,955.88</u>
<b>10/09/2020</b>	<b>45506</b>	<b>Industrial Welding Supply</b>			
09/25/2020	136811		Cylinder 1-year lease	SB Operations	364.00
					<u>364.00</u>
<b>10/09/2020</b>	<b>45507</b>	<b>Lawrence Ridgley Consulting</b>	<b>Consulting services</b>		
09/13/2020	200512		Business analysis - consulting hours (30)	Administration	3,000.00
					<u>3,000.00</u>
<b>10/09/2020</b>	<b>45508</b>	<b>Mascott Equipment Co</b>			
09/28/2020	500780		Gas pump repair on fuel dock	SB Operations	39.19
					<u>39.19</u>
<b>10/09/2020</b>	<b>45509</b>	<b>Petroleum Compliance Services</b>			
10/06/2020	1952		Sump test at fuel dock	SB Operations	1,905.00
					<u>1,905.00</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/09/2020</b>	<b>45510</b>	<b>Pioneer Printing</b>			
10/06/2020	73453		Service tickets	Administration	180.20
					<u>180.20</u>
<b>10/09/2020</b>	<b>45511</b>	<b>Quadient Finance USA</b>			
09/27/2020	Aug 2020		Postage	Administration	400.00
			Late fee	Administration	39.00
					<u>439.00</u>
<b>10/09/2020</b>	<b>45512</b>	<b>Special Districts Insurance Services</b>			
10/01/2020	Nov Health-Dental-Lf		Monthly health-dental-life insurance	Administration	5,800.99
			Monthly health-dental-life insurance	Commercial Marina	5,002.62
			Monthly health-dental-life insurance	SB Customer Service	1,667.54
			Monthly health-dental-life insurance	SB Operations	8,337.70
			Monthly health-dental-life insurance	International Terminal	1,667.54
					<u>22,476.39</u>
<b>10/09/2020</b>	<b>45513</b>	<b>TCB Security Services</b>			
10/01/2020	230031		Monthly security contract - SB Marina	SB Operations	2,116.35
			Monthly security contract - SB RV	SB Customer Service	2,116.35
			Monthly security contract - CM	Commercial Marina	2,116.35
			Monthly security contract - NIT	International Terminal	1,122.95
					<u>7,472.00</u>
<b>10/09/2020</b>	<b>45514</b>	<b>Thompson's Sanitary Service</b>			
09/30/2020	12058 09-2020		Trash disposal - Int'l Terminal	International Terminal	1,192.33
09/30/2020	13499 09-2020		Trash disposal - PD7	Commercial Marina	1,192.31
09/30/2020	12514 09-2020		Trash disposal - SB	SB Customer Service	5,934.36
					<u>8,319.00</u>
<b>10/09/2020</b>	<b>45515</b>	<b>TWGW NAPA Auto Parts</b>			
10/06/2020	832500		7236 batteries for crane	International Terminal	216.56
					<u>216.56</u>



**Port of Newport**  
Operating Fund  
October 2020

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/09/2020</b>	<b>45516</b>	<b>Western Fishboat Owners Association</b>			
10/06/2020	Membership 2021		Supporting membership dues	Administration	100.00
					<u>100.00</u>
<b>10/19/2020</b>	<b>45517</b>	<b>Alpha Environmental Services</b>			
09/22/2020	55187		Clean up oil building	Commercial Marina	2,840.00
					<u>2,840.00</u>
<b>10/19/2020</b>	<b>45518</b>	<b>Alsco</b>			
10/09/2020	LPOR2572108		SB mats	SB Customer Service	72.06
10/14/2020	LPOR2573866		Shop towels, shirt, and mats	Administration	34.75
					<u>106.81</u>
<b>10/19/2020</b>	<b>45519</b>	<b>Amazon Capital Services</b>			
10/15/2020	1KFH-Q713-4YR4		Dottie tamper-proof screwdriver	SB Operations	43.09
10/15/2020	1GM7-D13H-GKFC		First Aid kit	Commercial Marina	169.98
					<u>213.07</u>
<b>10/19/2020</b>	<b>45520</b>	<b>Century Link</b>			
10/05/2020	5412657758840B-10/20		Telephone	Administration	231.35
10/05/2020	5412659651245B-10/20		Telephone	International Terminal	202.53
					<u>433.88</u>
<b>10/19/2020</b>	<b>45521</b>	<b>CenturyLink - Business Service</b>			
10/01/2020	160319477		Telephone	Administration	61.37
					<u>61.37</u>
<b>10/19/2020</b>	<b>45522</b>	<b>City of Newport Room Tax</b>			
09/30/2020	Sept 2020 Room Tax		Transient room tax - September 2020	SB Customer Service	11,576.15
					<u>11,576.15</u>
<b>10/19/2020</b>	<b>45523</b>	<b>Coastal Paper &amp; Supply</b>			
10/13/2020	582418		Paper products and cleaning supplies	SB Operations	436.49
			Shipping	SB Operations	4.00
					<u>440.49</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/19/2020</b>	<b>45524</b>	<b>Copeland Lumber Yards</b>			
10/13/2020	2010-241069		Rolls of mineral paper for docks	Commercial Marina	411.30
10/13/2020	2010-241030		3/4"-4'x8' plywood for docks	Commercial Marina	44.10
					<u>455.40</u>
<b>10/19/2020</b>	<b>45525</b>	<b>Design Space</b>			
10/09/2020	1155654-IN		Temporary office rental	Administration	877.00
					<u>877.00</u>
<b>10/19/2020</b>	<b>45526</b>	<b>Digital Deployment</b>			
10/14/2020	107388		Website monthly fee	Administration	450.00
					<u>450.00</u>
<b>10/19/2020</b>	<b>45527</b>	<b>Doug's Electric</b>			
10/14/2020	C35483F		Repair power issue on B Dock	SB Operations	282.00
					<u>282.00</u>
<b>10/19/2020</b>	<b>45528</b>	<b>Ecolube Recovery</b>			
09/22/2020	SAG092220		Used oil recovery and lab analysis	Commercial Marina	1,297.00
					<u>1,297.00</u>
<b>10/19/2020</b>	<b>45529</b>	<b>Englund Marine Supply Co</b>			
10/02/2020	971440/6		7/8", 1", and 3/4" clevises	Commercial Marina	315.86
10/02/2020	971438/6		2"x15' straps	Commercial Marina	69.04
10/06/2020	142973/6		Holding tank deoderant	Commercial Marina	12.73
10/08/2020	142851/6		SS lock nuts and washers dock repairs	Commercial Marina	15.90
10/08/2020	139310/6		QC hose brass for vessel	Commercial Marina	9.36
10/08/2020	142439/6		1" clevises	Commercial Marina	88.06
					<u>510.95</u>
<b>10/19/2020</b>	<b>45530</b>	<b>Fred Meyer Customer Charges</b>			
10/12/2020	0242628		Halloween decorations	SB Operations	109.54
10/14/2020	0242636		Printer ink	SB Operations	77.98
					<u>187.52</u>





**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/19/2020</b>	<b>45531</b>	<b>Kern &amp; Thompson</b>			
09/30/2020	23792		Audit WIP	Administration	7,000.00
					<u>7,000.00</u>
<b>10/19/2020</b>	<b>45532</b>	<b>Lincoln County Public Works</b>			
10/01/2020	6125		Fuel for trucks - CM	Commercial Marina	81.87
			Fuel for trucks - SB	SB Operations	181.48
			Fuel for trucks - MD/NIT	International Terminal	21.35
					<u>284.70</u>
<b>10/19/2020</b>	<b>45533</b>	<b>National Business Solutions</b>			
10/05/2020	IN79232		IT contract charge - 10/20	Administration	695.33
					<u>695.33</u>
<b>10/19/2020</b>	<b>45534</b>	<b>Pioneer Printing</b>			
09/16/2020	73262		SB RV Park color site maps	SB Customer Service	359.25
					<u>359.25</u>
<b>10/19/2020</b>	<b>45535</b>	<b>Sequoia Consulting</b>			
10/12/2020	02		Resource development - 4.25 hrs @125/hr	Administration	531.25
					<u>531.25</u>
<b>10/19/2020</b>	<b>45536</b>	<b>Smart Foodservice - Cash &amp; Carry</b>			
10/12/2020	8402		Cleaning supplies	Commercial Marina	111.16
			Breakroom supplies	Commercial Marina	28.88
					<u>140.04</u>
<b>10/19/2020</b>	<b>45537</b>	<b>Staples</b>			
09/01/2020	2630223911		Copy paper	Administration	36.98
09/03/2020	2632933161		Plastic forks	Administration	22.49
					<u>59.47</u>
<b>10/19/2020</b>	<b>45538</b>	<b>Suburban Propane</b>			
09/15/2020	102488		Propane	SB Operations	89.50
09/29/2020	102585		Propane	SB Operations	248.30
					<u>337.80</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/19/2020</b>	<b>45539</b>	<b>Toyota Industries Commercial Finance</b>			
10/07/2020	4002892654-17		2017 CM forklift - principal	Commercial Marina	602.26
			2017 CM forklift - interest	Commercial Marina	57.29
					<u>659.55</u>
<b>10/19/2020</b>	<b>45540</b>	<b>TWGW NAPA Auto Parts</b>			
10/15/2020	834608		Battery for forklift	SB Operations	110.53
			Air freshener	SB Operations	3.45
					<u>113.98</u>
<b>10/19/2020</b>	<b>45541</b>	<b>Walch's Appliance</b>			
10/15/2020	006308		3 Speed Queen electric dryers, coin boxes, and door locks	SB Operations	4,453.00
					<u>4,453.00</u>
<b>10/19/2020</b>	<b>45542</b>	<b>Wells Fargo Financial Leasing</b>			
10/02/2020	5012183375		Copier lease - North office	Administration	141.50
			Copier lease - SB office	SB Customer Service	141.50
					<u>283.00</u>
<b>10/22/2020</b>	<b>45543</b>	<b>AlSCO</b>			
10/21/2020	LPOR2576887		Shop towels, shirt, and mats	Administration	34.75
					<u>34.75</u>
<b>10/22/2020</b>	<b>45544</b>	<b>Amazon Capital Services</b>			
10/11/2020	1XK4-GT4Y-MMXN		Office supplies	Administration	10.83
			Freight	Administration	10.95
10/17/2020	1QN6-FWY9-RH9T		Office supplies	Administration	69.44
					<u>91.22</u>
<b>10/22/2020</b>	<b>45545</b>	<b>Chemsearch FE</b>			
10/07/2020	7126277		Case of Premalube Xtreme #2	Commercial Marina	310.95
					<u>310.95</u>
<b>10/22/2020</b>	<b>45546</b>	<b>Coastal Paper &amp; Supply</b>			
10/20/2020	582740		Paper products and cleaning supplies	SB Operations	419.72
			Shipping	SB Operations	4.00
					<u>423.72</u>



**Port of Newport**  
Operating Fund  
October 2020

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/22/2020</b>	<b>45547</b>	<b>Creditors Collection Service</b>			
10/15/2020	JS 0960578 R 10/20		Garnishment	SB Customer Service	173.13
					<u>173.13</u>
<b>10/22/2020</b>	<b>45548</b>	<b>Dahl &amp; Dahl</b>			
10/19/2020	262299		Take load of garbage to dump	Commercial Marina	205.84
					<u>205.84</u>
<b>10/22/2020</b>	<b>45549</b>	<b>Design Space</b>			
10/16/2020	1156986-IN		Customs office lease	Administration	217.00
					<u>217.00</u>
<b>10/22/2020</b>	<b>45550</b>	<b>Englund Marine Supply Co</b>			
10/16/2020	971864/6		Lightweight rain jacket and pants	International Terminal	163.78
					<u>163.78</u>
<b>10/22/2020</b>	<b>45551</b>	<b>Fred Meyer Customer Charges</b>			
10/20/2020	0242670		Otter Box phone protector	International Terminal	59.99
					<u>59.99</u>
<b>10/22/2020</b>	<b>45552</b>	<b>HDR Engineering</b>			
10/09/2020	1200300415		Professional Services - 90% of total invoice	Commercial Marina	3,251.25
					<u>3,251.25</u>
<b>10/22/2020</b>	<b>45553</b>	<b>Hyak</b>			
10/19/2020	23234		Web filtering	Administration	300.00
					<u>300.00</u>
<b>10/22/2020</b>	<b>45554</b>	<b>NW Natural</b>			
10/15/2020	1584561-3 10-20		SB gas - shop	SB Operations	22.61
10/15/2020	1584562-1 10-20		SB gas	SB Customer Service	84.31
					<u>106.92</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/22/2020</b>	<b>45555</b>	<b>PacificSource Administrators</b>			
10/14/2020	360599		10/5/2020 HRE Insurance Withholding	Administration	160.84
			10/5/2020 HRE Insurance Withholding	SB Customer Service	50.00
10/14/2020	361930		October HRE member fees	Administration	85.00
10/14/2020	361931		10/20/2020 HRE Insurance Withholding	Administration	160.84
			10/20/2020 HRE Insurance Withholding	SB Customer Service	50.00
					<u>506.68</u>
<b>10/22/2020</b>	<b>45556</b>	<b>Platt Electric Supply</b>			
10/13/2020	0V38492		Ballast	Commercial Marina	23.37
10/13/2020	0V37908		T8 bulbs	Commercial Marina	37.50
			Wire stripper	Commercial Marina	25.91
					<u>86.78</u>
<b>10/29/2020</b>	<b>45557</b>	<b>ACE Hardware</b>			
10/28/2020	3344/1		Fertilizer	SB Operations	81.96
					<u>81.96</u>
<b>10/29/2020</b>	<b>45558</b>	<b>AlSCO</b>			
10/22/2020	LPOR2577476		NIT towels	International Terminal	32.95
10/23/2020	LPOR2578147		SB mats	SB Customer Service	72.06
					<u>105.01</u>
<b>10/29/2020</b>	<b>45559</b>	<b>Amazon Capital Services</b>			
10/22/2020	1YP1-LKC9-FKQQ	State of Oregon CRF	Face masks - shop	SB Operations	42.85
		State of Oregon CRF	Face masks - office	SB Customer Service	21.11
10/22/2020	1YTG-X1CD-1HTF		AED Defibrillator - shop	SB Operations	1,065.93
			AED Defibrillator - office	SB Customer Service	1,065.93
			Freight	SB Operations	5.86
			Freight	SB Customer Service	5.86
					<u>2,207.54</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/29/2020</b>	<b>45560</b>	<b>Barrelhead Supply</b>			
10/28/2020	295755		Hammer drill and SDS bits	Commercial Marina	247.56
			3/8"x5" wedge anchor bolts	Commercial Marina	15.19
					<u>262.75</u>
<b>10/29/2020</b>	<b>45561</b>	<b>Carlton Fisheries</b>			
10/12/2020	513		Kabota small excavator rental	International Terminal	3,600.00
					<u>3,600.00</u>
<b>10/29/2020</b>	<b>45562</b>	<b>Coastal Refrigeration Heating &amp; AC</b>			
10/19/2020	1187-13684		Repair SB office furnace	SB Operations	282.77
					<u>282.77</u>
<b>10/29/2020</b>	<b>45563</b>	<b>Copeland Lumber Yards</b>			
10/28/2020	2010-251594		Redhead 1/2" x2-3/4" wedge anchor bolts	Commercial Marina	16.40
					<u>16.40</u>
<b>10/29/2020</b>	<b>45564</b>	<b>ESI Employee Assistance Group</b>			
11/01/2020	40958		EAP Services	Administration	2,550.00
					<u>2,550.00</u>
<b>10/29/2020</b>	<b>45565</b>	<b>Fred Meyer Customer Charges</b>			
10/23/2020	0242694		Treats for birthdays	SB Operations	39.96
					<u>39.96</u>
<b>10/29/2020</b>	<b>45566</b>	<b>Geotechnical Resources</b>			
10/23/2020	28435		Rogue seawall sampling	SB Operations	1,500.00
					<u>1,500.00</u>
<b>10/29/2020</b>	<b>45567</b>	<b>Idea Print Works</b>			
10/23/2020	10073		Port clothing	SB Operations	31.90
					<u>31.90</u>
<b>10/29/2020</b>	<b>45568</b>	<b>Landmark Equipment</b>			
10/27/2020	087760		Used 15T crane block	Commercial Marina	500.00
					<u>500.00</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/29/2020</b>	<b>45569</b>	<b>Mascott Equipment Co</b>			
10/20/2020	502582		Gas pump #4 circuit board repair on fuel dock	SB Operations	1,535.77
					<u>1,535.77</u>
<b>10/29/2020</b>	<b>45570</b>	<b>OR DAS Surplus Property</b>			
10/27/2020	ARK45444		1/2" ratchets	Commercial Marina	25.00
					<u>25.00</u>
<b>10/29/2020</b>	<b>45571</b>	<b>Oregon Government Ethics Commission</b>			
10/15/2020	AIE13574		Annual OR Ethics Commission fee	Administration	658.64
					<u>658.64</u>
<b>10/29/2020</b>	<b>45572</b>	<b>Pacific Habitat Services</b>			
10/23/2020	1-7008-01		Wetland delineation field work for 9-acre lot at McLean Point	International Terminal	3,231.80
					<u>3,231.80</u>
<b>10/29/2020</b>	<b>45573</b>	<b>Platt Electric Supply</b>			
10/19/2020	0V87257		Zip ties - 14", 11", 7"	Commercial Marina	69.31
			Concrete bits - 1/4" and 3/16"	Commercial Marina	6.60
10/22/2020	0W22779		30 amp twistlock plug and receptacles	Commercial Marina	123.80
			Voltage tester	Commercial Marina	7.99
					<u>207.70</u>
<b>10/29/2020</b>	<b>45574</b>	<b>Special Districts Association of Oregon</b>			
10/07/2020	Membership 2021		SDAO Membership & OPPA Annual Dues	Administration	15,666.00
					<u>15,666.00</u>
<b>10/29/2020</b>	<b>45575</b>	<b>T &amp; L Septic Tank Service</b>			
10/25/2020	150794		Chemical toilet rental - Marina & RV Park	SB Operations	80.00
10/25/2020	150795		Chemical toilet rental - NIT	International Terminal	80.00
10/25/2020	150796		Chemical toilet rental - SB Dry Camp	SB Operations	80.00
10/25/2020	150797		Chemical toilet rental - Marina Store	SB Operations	80.00
10/25/2020	150798		Chemical toilet rental - Bay Front	Commercial Marina	260.00
10/25/2020	150799		Chemical toilet rental - Bay Front	Commercial Marina	200.00
10/26/2020	150793		Chemical toilet rental - SB South Restroom	SB Operations	80.00
					<u>860.00</u>



**Operating Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>10/29/2020</b>	<b>45576</b>	<b>Thompson's Nursery</b>			
10/24/2020	6491		Shrubs for SB landscaping	SB Operations	407.00
					<hr/> 407.00
<b>10/29/2020</b>	<b>45577</b>	<b>Verizon Wireless</b>			
10/12/2020	9864783556		Monthly cell phone - Admin	Administration	32.65
			Monthly cell phone - CM	Commercial Marina	32.94
			New phone - NIT	International Terminal	249.99
			Monthly cell phone - NIT	International Terminal	16.47
			Monthly cell phone - SB	SB Operations	69.52
			Monthly MiFi - SB Admin	SB Customer Service	10.13
			Monthly cell phone plan - Admin	Administration	136.50
					<hr/> 548.20
				<b>Total</b>	<b>\$ 191,149.79</b>



**NOAA Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
<b>10/02/2020</b>	<b>15068</b>	<b>Amazon Capital Services</b>		
09/26/2020	1TQ4-4GXT-W6XP		Phone case	30.21
				<u>30.21</u>
<b>10/02/2020</b>	<b>15069</b>	<b>Pioneer Connect</b>		
10/01/2020	October 2020		Telephone	228.78
				<u>228.78</u>
<b>10/09/2020</b>	<b>15070</b>	<b>Associated Cleaning Services</b>		
09/30/2020	47279		Clean windows, doors, and gutters	1,345.05
				<u>1,345.05</u>
<b>10/09/2020</b>	<b>15071</b>	<b>Performance System Integration</b>		
09/30/2020	702143		Annual sprinkler and hydrant inspection	1,575.00
09/30/2020	701938		Annual fire alarm inspection	1,128.80
				<u>2,703.80</u>
<b>10/09/2020</b>	<b>15072</b>	<b>Special Districts Insurance Services</b>		
10/01/2020	Nov Health-Dental-Lf		Monthly health-dental-life insurance	833.77
				<u>833.77</u>
<b>10/09/2020</b>	<b>15073</b>	<b>Spiro Landscapes</b>		
09/25/2020	00025637		Landscape maintenance	450.00
				<u>450.00</u>
<b>10/09/2020</b>	<b>15074</b>	<b>Thompsons Sanitary Service</b>		
09/30/2020	22644 09-2020		September service	410.20
				<u>410.20</u>
<b>10/19/2020</b>	<b>15075</b>	<b>Lincoln County Public Works</b>		
10/01/2020	6125		Gas for truck	18.67
			Car wash	1.00
				<u>19.67</u>





**NOAA Fund  
October 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
<b>10/22/2020</b>	<b>15076</b>	<b>Amazon Capital Services</b>		
10/19/2020	164V-4F9R-RQ7N		50' hoses, hydrant adapters, sprinkler stands, and impact sprinklers	347.90
10/19/2020	1PP6-71Y6-VJL6		Motion activated sprinklers and two-way Y valves	143.96
				<u>491.86</u>
<b>10/22/2020</b>	<b>15077</b>	<b>Bill's Pest Control</b>		
10/14/2020	7545		Pest control	135.00
				<u>135.00</u>
<b>10/22/2020</b>	<b>15078</b>	<b>OR Dept of Consumer &amp; Business Svcs</b>		
10/01/2020	730003026929-21-22		Boiler permits	235.20
				<u>235.20</u>
<b>10/29/2020</b>	<b>15079</b>	<b>AVS Elevator</b>		
10/01/2020	4390		5-year safety inspection and repairs on system	5,318.98
				<u>5,318.98</u>
<b>10/29/2020</b>	<b>15080</b>	<b>Central Coast Excavating</b>		
10/26/2020	PO 60028		Clean out stormwater catch basins on site and deck	1,148.00
				<u>1,148.00</u>
<b>10/29/2020</b>	<b>15081</b>	<b>Kings III of America</b>		
11/01/2020	1901436		Elevator emergency phone connection	130.72
				<u>130.72</u>
<b>10/29/2020</b>	<b>15082</b>	<b>Verizon Wireless</b>		
10/12/2020	9864783556		Phone charges and Mifi	63.18
				<u>63.18</u>
			<b>Total</b>	<b><u><u>\$ 13,544.42</u></u></b>





## **STAFF REPORT**

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**DATE:** *November 13, 2020*  
**RE:** *Load Centers at South Beach Marina*  
**TO:** *Port of Newport Board of Commissioners*  
**ISSUED BY:** *Paula J. Miranda, General Manager*

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### **BACKGROUND**

The Port has budgeted to replace 3 of the 9 load centers at the South Beach Marina with the concept of 3 of them being replaced each year.

After many discussions, we agreed (staff) that it would be more advantageous to get all 9 load centers replaced at the same time. The benefits of doing it all at once are:

- Time savings for staff by not having to go through the process three times
- Money savings by only mobilizing once
- Less impact on users
- Showing of good faith in providing immediate benefit to users based on recent rate increases
- Avoiding different parts being used on different portions of the project if timeline is not the same.

As you can see per Director of Finance's report attached, we have additional capital budget that will not be fully utilized this year. Therefore, this project could easily fit into this year's budget. I also agree that we could benefit on use of NOAA's capital reserve. We would only be paying around 1.2% interest and the savings would be higher than the overall cost. Besides, we basically would be paying interest to ourselves. Based in our calculations I would recommend a 4-year loan, with the caveat that we may try to pay it sooner.

Our Director of Operations is prepared to go out for bid on this project. He can either request a quote for 3 or for 9 load centers.

### **RECOMMENDATION**

I recommend we move forward in requesting a quote for all 9 load centers. At this time we are only requesting Commissioners recommendation. Staff will move forward accordingly and bring back a contract for your approval once bids are completed.





## Funding Replacement of South Beach Electric Load Centers

---

**DATE:** November 17, 2020  
**PERIOD:** July 1, 2020 to September 30, 2020  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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### **Budget:**

In the Fiscal Year (FY) 2021 the Port anticipated replacing 1/3<sup>rd</sup> of the electric load centers at a cost of \$200,000, and thus budgeted this amount. The Port is currently examining replacing all the electric load centers, this would require a significantly higher budget.

The total capital budget for Fiscal Year 2021 is \$5,939,000. Most of the spending for an administrative building will not occur in FY 2021, rather FY2022, therefore there is sufficient capital budget for this expenditure.

### **Funding:**

It is imperative that the Port maintain a minimum of \$1 million in reserves, the leadership of the Port is committed to maintaining the reserve. The reserve is an assurance of viability if a catastrophic event were to occur. The options to fund the total replacement of the Load Centers:

1. Borrow the funds from an external party
  - a. Financial Institutions:
    - i. The latest rate quoted was 4.5% APR, which is very high considering a mortgage rate is less than 3%.
  - b. Business Oregon and USDA
    - i. The lead time from Business Oregon is nearly 6 months (based on borrowing for the administrative building), this timeframe makes it not feasible. The rate of interest charged is in the mid 2% range.
2. Borrow internally
3. Use existing funds GOF only

### Discussion

#### **Use existing Funds – GOF only**

Given the uncertainties of these times, the low cost of borrowing funds, and the need to build an administrative building, the port should strive to keep funds as much funds available as possible, I therefore would recommend against this option at this time.

**Borrowing Externally**

Business Oregon and USDA lead times are too long to make them a viable alternative. The Interest rate charged by a financial institution are very high.

The Port has funds in the Local Government investment Fund, last month the return on the \$7.9 million was \$5,131.35. Because funds were transferred to LGIF mid-month and interest is accrued daily at the end of the business day, I have to use the statement to determine rate of return, which is .75%.

**Borrowing Internally**

The NOAA Capital reserve Fund has a cash balance of \$2,216,883.

During the next three to four years it is unlikely that the Port will need the NOAA Capital funds for any project for NOAA. In the next five to ten-year period this need could occur. Therefore, the fund level should be maintained and utilized as needed.

**Recommendation:**

The Port should borrow funds for South Beach electric load center from the NOAA Capital Reserve Funds. Only funds in excess of the budgeted amount should be borrowed. In the event the Port moves forward on total replacement of all load centers, the Port will develop a loan repayment schedule including interest charges. The interest rate charged would be slightly less than the rate charged by Business Oregon or USDA, 2% APR. This loan document would be a formal document, approved by the commission, and would include an amortization schedule, allow for earlier repayment (with no additional fees) in order to assure the repayment, and replenishment of the funds in the NOAA Capital Reserve funds. The creation of this documentation gives assurance of repayment and formalizes a plan to make the repayments.



## **GENERAL MANAGER MONTHLY REPORT**

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**DATE:** 11/13/2020  
**PERIOD:** 10/23/2020 – 11/13/2020  
**TO:** Board of Commissioners  
**ISSUED BY:** Paula J. Miranda, General Manager

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### **OVERVIEW**

#### **Summary:**

It has been a short month, but we continue to plug along to get things done.

We have applied for a Lincoln County Community and Economic Development grant to assist us with the Rogue Seawall plan. We must move forward with this project soon, as we don't want to be a barrier to Rogue's future expansion. Rogue has plans to bring additional equipment to the building and hire additional employees. The project is estimated at \$60K. The grant is for \$15K.

Our consultant continues to work with EDA and USDA on the Marketing Plan for NIT and the Dock 7 replacement Plan. I also had a good conversation with Rachael (Sequoia), our grant writer on a possibility to link the two projects with the new ongoing Manufacture Innovation Center grant. We will continue the discussion and see what may work. We will provide updates as we get them.

Work is still underway on the electrical panels for Port Dock 5 and Port Dock 3. We will continue to report on it as we hear more from our contractor.

We already received a share agreement from the US Army Corps related to the dredge feasibility study at the Commercial Docks for review. It is looking quite positive. We anticipate moving forward on this by February. This should also help on future Port Dock 7 replacement.

We expect to get a Request for Proposal (RFP) out on Dock 5 Pier by next week. We are running very close to our deadline. On the bright side, we had a fair amount of interest from contractors. We will know more once the RFP is out.

We have analyzed the Load Center project for the South Beach Marina. A staff report is included in today's packet for discussion.

I started a pre-application for the Administration Building with Business Oregon. Their process may take 2-3 months, so it was important to get it started. Should we decide not to move forward, we will just withdraw the application.

We continue to make great headway on back payments from users. We have also continued to see positive financial outcomes, in spite of the two emergencies we had this year (Storm Water System Replacement at South Beach and Bilge Waste Tank Rupture).

I met with a prospect for NIT. We will be working together to find additional users in order to make it work for all parties. We don't have anything concrete at this time, but I am glad we started conversations. As we know more, we will also include current users of the Terminal on the conversation. More to come.

I reached out to the newly elected Senator Dick Anderson. I scheduled a meeting with him. I also scheduled a meeting with Representative Gomberg, Anderson and the rest of the Coastal Ports for a more general conversation on the future of the Ports on the State level.

### **Meetings/Trainings/Summits:**

- 10/27/20 - Vision 2040
- 10/28/20 - YBEF
- 11/03/20 - OSMB and Sequoia (Grant Writer)
- 11/04/20 - Meeting with Cascades Hardwood
- 11/10/20 - Meeting with Hyak on File Structure
- 11/12/20 - Meeting with Cascades West Economic Development
- 11/12/20 - Meeting with Lincoln County Economic Development
  
- **Upcoming Schedule:**
- 11/19/20 - Oregon Public Ports Association
- 11/20/20 - Hyak
- 11/24/20 - Meeting with Dick Anderson
- 12/04/20 - Meeting with Coastal Ports and Legislators (Anderson and Gomberg)
- 12/10/20 - Vision 2040





## FINANCE DEPARTMENT MONTHLY REPORT

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**DATE:** November 17, 2020  
**PERIOD:** July 1, 2020 to October 31, 2020  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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Financial reports as of October 31, 2020 are included in the commission packet (a copy of which is attached for your convenience). A listing of those accounts with balances 90 days or more past due is included at the bottom of this report. Revenues are understated in the financials as staff are working to complete the invoicing for transient moorage and lot storage, this is especially true at the International Terminal. We are redesigning how these two tasks are completed to reduce the amount of work involved and thus the invoicing can be done earlier in the month in the future.

### Issues of Importance

#### Managed Service Provider update

- The Port switched to Hyak for support services effective 08/01/2020
- Select Port staff met with Hyak to gain an understanding of file structures and Permissions in Office 365.
- Staff and leadership are putting in place new file structures and teams giving appropriate accesses to files. This is a critical step in transitioning to a cloud-based server, specific areas of the Port were selected to begin this transition.
- The Port has installed an Internet connection to the International Terminal to stabilize the internet and network.
- Within 90 days, the Port will move to Voice over IP (VOIP) Service, this will save \$4-500 per month in phone services costs.

### Finances

#### GOF Balance Sheet (year to year comparison)

- As of October 31, The Port has \$4.15 million in savings, up 14% from last year and up 191,000 from last month.
- Accounts receivables are down 3% versus last year for the same period.
- Assets have increased 11%.

- Current liabilities are 7% lower than last year, and total liabilities are 9% lower.
- Equity is down 2% because of depreciation and moving NOAA assets to the NOAA Fund.
- These are all positive signs the Port is moving in the right direction.

**Profit and Loss -**

*The budget is based on a 4-year average spending-revenue average which should give the Port a better picture of how it is performing against the adopted budget.*

**General Operating Funds (GOF) – all divisions combined:**

**Budget vs. Actuals**

- **Total Income** exceeds budget by \$240,680 (114%)
- **Expenses** are below budget by \$1.16 million (Long term debt accounts for \$432,000 of this).
- **Net income** is over budget by \$1,535,414.

**Administrative Budget**

**Budget vs. Actuals**

- **Expenses** are below budget in all areas.
- Overall, Administration is performing better than budget.

**International Terminal**

**Budget vs, Actuals**

- **Revenues** are below budget, however, this a slow time of year for the International Terminal. **The pace of the Terminal has picked up in October.**
- **Expenses** are less than budgeted as a debt service payment is not yet reflected.
- **Net Income** is ahead budget by 442,552 (45%).

**Commercial Marina**

**Budget vs. Actuals**

- **Revenues** are behind budget by \$2,217 (99% of budget)
- **Expenses** are \$32,000 below (43%) budget.
- **Net income** is \$470,640 ahead of budget.

**South Beach**

**Budget vs. Actuals**

- **Revenues** are ahead of budget by \$301,844 (129% of budget).
- **Expenses** are under budget \$449,506 (219%).
- **Net Income** is \$430,979 is ahead of budget (289%).

**NOAA Lease Revenue Fund**

**Balance Sheet**

As of October 31, 2020, the Port has an available balance of available balance of \$1,373,546, but \$3,135,267 million in the bank. \$1,761,721 is reserved (see Equity 13000 – NLRFB – Restricted FB-Bond Res.) for the annual maximum debt

service payment on bonds.

### Income Statement

#### Budget vs. Actuals

- Revenue is at target.
- Expenses are below budget.

### NOAA Capital Maintenance Fund

This fund was added by the commission on 22, January 2019. The Port currently has \$2,213,624 million in this fund.

### Bonded Debt Fund:

The Port will start to see funds from property taxes in November.

### Construction Fund.

No changes to report

### Facility Reserve Fund.

No changes to report

## Accounts Receivable:

The port continues to work on outstanding balances, calls are being made to vessel owners to have them pay outstanding invoices.

The amount outstanding grew slightly as preparations for crabbing season has begun.

Days Outstanding	Amounts Owed and Days outstanding					TOTAL
	Current	1 - 30	31 - 60	61 - 90	> 90	
Amount owed as of Feb 29, 2020	295,532	36,962	16,528	4,753	75,713	429,488
Amount owed as of March 31, 2020	199,489	69,966	53,309	2,048	83,326	408,139
Amount owed as of April 30, 2020	208,425	100,515	34,674	47,474	61,737	452,825
Amount owed as of May 31, 2020	86,693	131,622	55,251	42,569	86,467	402,602
Amount owed as of June 30, 2020	94,068	59,108	80,131	38,649	137,365	409,320
Amount owed as of July 31, 2020	72,442	55,759	21,976	56,807	131,978	338,963
Amount owed as of August 31, 2020	17,450	78,338	33,187	13,942	156,637	299,555
Amount owed as of October 15, 2020	44,532	61,652	42,681	33,177	158,724	340,767
Amount owed as of November 12, 2020	52,121	81,679	32,794	30,034	159,803	356,431

The list below represents those Vessel owners or leaseholders with amounts outstanding 90 days or more, the reporting is as of **November 10, 2020**.

ORCA and LUNA are paying a set amount each month, Captains Reel Deep has sold a vessel and will be using the proceeds to pay off or down the port debt.

Port of Newport							
A/R Aging Summary							
As of November 10, 2020 (5 PM)							
	Curre	1-30	31 - 6	61 - 9	> 90	TOTAL	
Southern Cal Seafood, Inc	-	-	2,413	-	29,819	32,232	
Seawater Seafoods Co	-	6,393	3,914	7,648	12,915	30,871	
Sylvia - 226282	-	737	983	987	14,978	17,684	
Captain's Reel Deep Sea Fishing LLC	-	1,266	1,266	1,266	12,983	16,780	
Oregon Mariculture LLC	1,730	2,491	1,534	2,380	7,907	16,042	
Orca - 295549	-	166	373	395	11,337	12,271	
Angela June - 581478	-	-	2,999	845	6,683	10,528	
Ocean Force - 538936	-	26	154	666	7,447	8,292	
Sea Wolf - 270816	928	546	627	629	4,908	7,639	
Eclipse - 226744 Eel Boat	-	2,962	112	875	3,616	7,565	
Luna - 532150 New Owner	-	1,996	504	505	4,493	7,498	
Pacific Rose - 554504	-	737	107	125	6,486	7,455	
Das Bug - 565814	-	-	76	583	4,550	5,210	
Western Hunter - OR936AFK	123	1,019	984	1,214	1,164	4,505	
Condor II	480	26	87	87	3,722	4,401	
Albatross - 980072	-	-	-	-	3,900	3,900	
Bay Islander - 521200	939	640	715	1,280	148	3,722	
Norma M - 599982	-	138	102	123	3,006	3,368	
Tempo - 555742	321	590	503	923	1,029	3,365	
Coastal Catch Seafoods	-	-	-	53	3,183	3,236	
Pacific Rim - OR126YH	-	523	547	547	1,459	3,076	
Dusk - OLD OWNER	-	-	-	45	2,693	2,738	
Granville - 241539	-	183	411	30	1,813	2,438	
Robin Ann - 550432	211	259	453	308	1,164	2,395	
Joyce Marie - 295021	-	211	145	170	1,202	1,727	
Misty - 636457 (Dustin Blake)	-	162	194	289	1,019	1,665	
Ida May - 665118	-	428	434	316	393	1,571	
Trondhjem - 241924	-	-	22	88	1,286	1,396	
Topaz - 573234	-	-	61	276	854	1,191	
Royal Mariner - AK1114AM	64	64	668	175	157	1,128	
Saltybros LLC Boathouse Lease	160	160	180	160	411	1,071	
Lili-Anne - OR956AFD	-	-	16	17	1,002	1,035	
Over Cast - 259524	-	156	176	175	507	1,015	
Caremi - 262161	-	-	-	15	903	918	
Valor III - 245645	-	121	135	163	468	886	
Roggy - 574577	45	249	429	71	25	819	
Gracie Arlene - 563679	-	208	211	219	164	802	
Instigator - 978135	-	-	-	13	751	763	
Linda - 253269	-	126	122	219	247	714	
Nancy - 253247	-	-	11	11	671	693	
Captain's Charters - 23826 - Long Fin	-	-	10	55	608	673	
Defender 589002	-	-	41	-	612	653	
Buxtub Too - 974256	-	-	-	9	567	576	
Maggie (Saltybros) - OR001UA	-	-	13	-	507	520	
Ms Nicani- 589958	45	26	32	79	323	505	
Toby J - 274577	-	-	5	6	331	342	
Long Shot - OR818HC	-	-	2	2	148	153	
Brea -OR620ADW	-	-	3	3	134	140	
Oceanicic Logistics - 1344	-	-	2	2	116	120	
Pursuit -Vanderpool	-	-	2	2	102	106	
Roma - 240425	-	-	1	26	23	50	
Larry Boy - 539184	-	-	1	1	18	20	
TOTAL	52,121	81,679	32,794	30,034	159,803	356,431	

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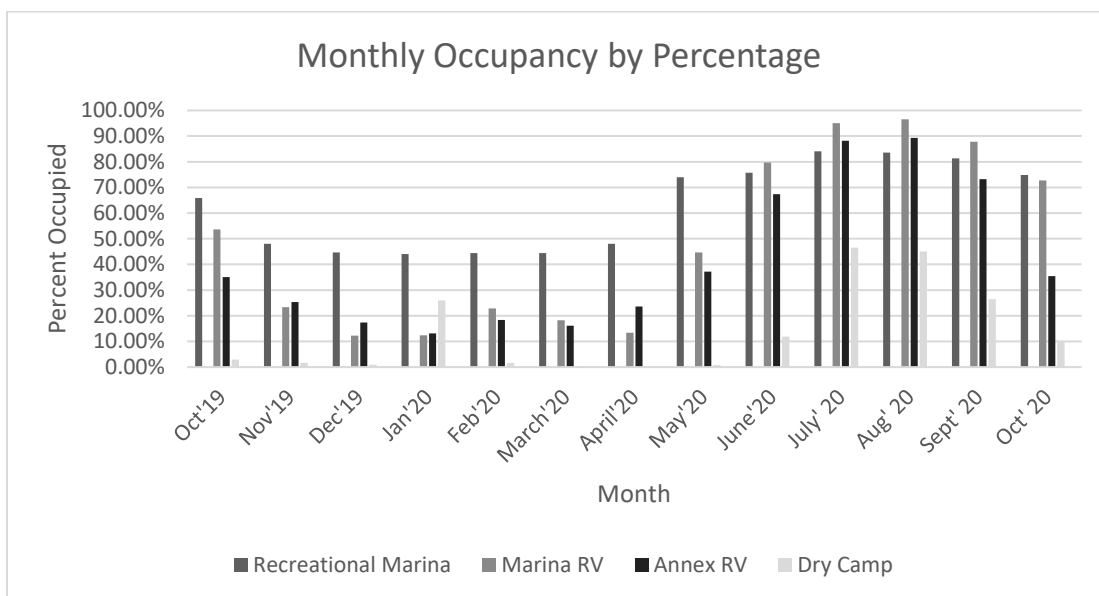


## RV PARK & RECREATIONAL MARINA OCCUPANCY REPORT

**DATE:** 6 November 2020  
**RE:** Month Ending 31 October 2020  
**TO:** Mark Brown, Director of Finance  
**ISSUED BY:** Bill Hewitt, RV Park and Marina Supervisor

October was a nice month for the South Beach operation. The Marina was once again ahead of October 2019 and ahead year to date. The Marina RV Park was ahead of 2019 but still behind YTD. The Annex was also ahead of October 2019 but still down YTD. Dry camping was ahead of 2019 and ahead of 2019 YTD. With our nice October bookings we were able to gain a little on our YTD numbers. The park is slowing down but reservations for next year continue to pour in.

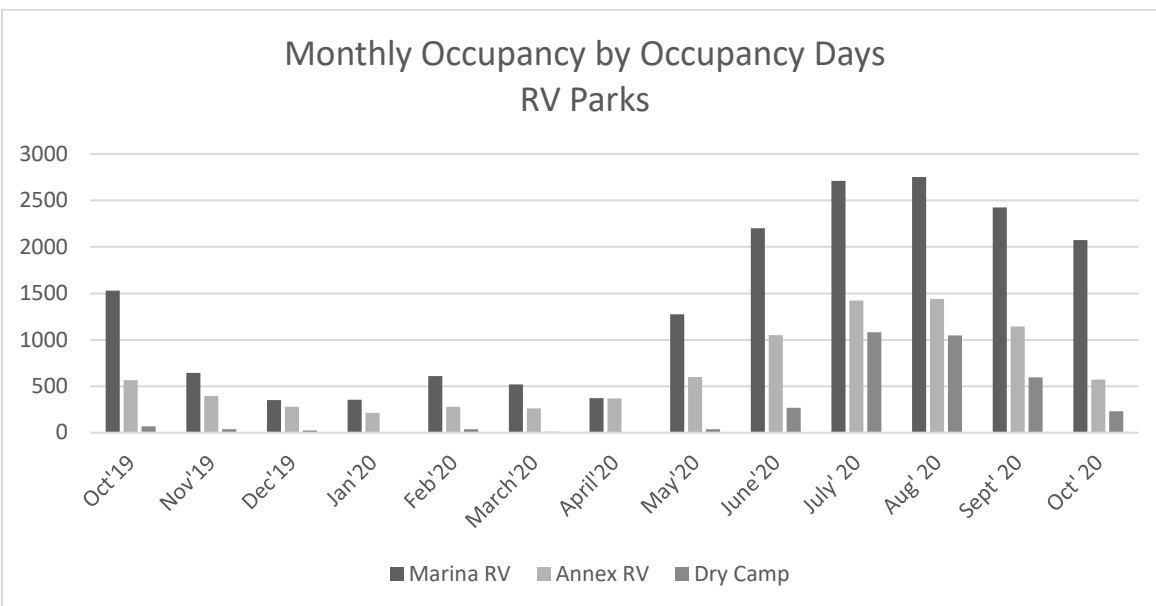
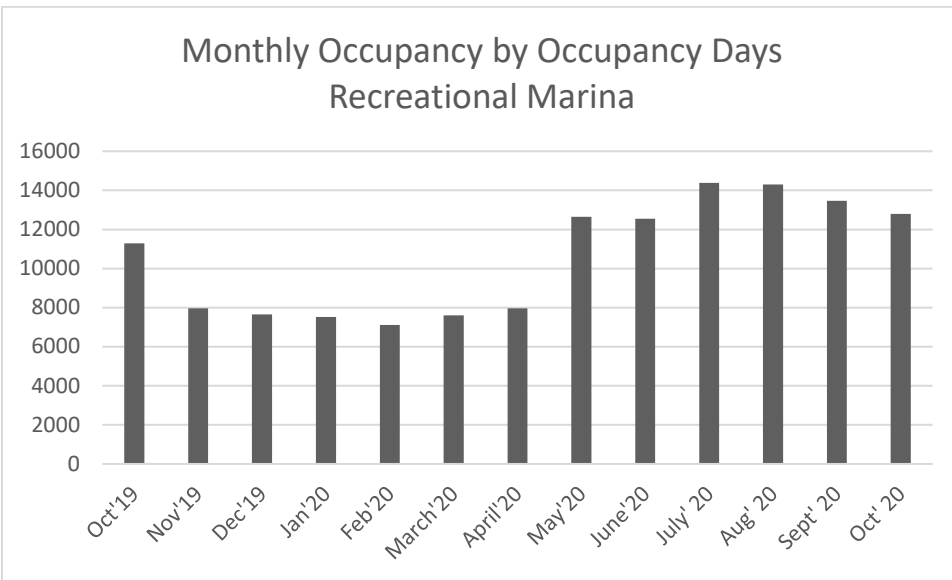
<b>OCCUPANCY PERCENT MONTH &amp; YTD</b>						
<b>Oct'2020</b>	<b>2019</b>	<b>2020</b>	<b>Change</b>	<b>YTD 2019</b>	<b>YTD 2020</b>	<b>Change</b>
<b>Recreational Marina</b>	65.92%	74.79%	8.87%	62.04%	65.95%	3.35%
<b>Marina RV</b>	53.61%	72.68%	27.94%	63.64%	55.02%	-8.62%
<b>Annex RV</b>	35.11%	35.42%	0.31%	55.61%	47.32%	-8.29%
<b>Dry Camp</b>	<b>2.92%</b>	<b>9.85%</b>	<b>6.93%</b>	14.26%	<b>14.49%</b>	<b>0.23%</b>





**OCCUPANCY DAYS MONTH & YTD**

Oct'2020	2019	2020	Change	YTD 2019	YTD 2020	Change
<b>Recreational Marina</b>	11,280	12,798	13.45%	104,112	111,027	6.64%
<b>Marina RV</b>	1,529	2,073	35.57%	17,801	15,439	-13.27%
<b>Annex RV</b>	566	571	1.06%	8,791	7,505	-14.63%
<b>Dry Camp</b>	<b>68</b>	<b>229</b>	236.76%	<b>3253</b>	<b>3316</b>	1.94%





## DIRECTOR OF OPERATIONS REPORT

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**DATE:** 11/12/2020  
**PERIOD:** October-November 2020  
**TO:** Paula J. Miranda, General Manager  
**ISSUED BY:** Aaron Bretz

### **OVERVIEW DIROPS**

#### **Summary:**

After establishing the scope for our engineers on the PD5 Pier project, we are still rewriting several specs to be sure that the appropriate level of detail is included in the bid documents. Design work is underway on the replacement of PD5 Power Pedestals. I prepared RFP's for the South Beach Load Centers; those are ready to go depending on whichever funding scenario is decided upon.

#### **Detail:**

- **Port Dock 5 Electrical Engineering**

Preparation of plan drawings is underway; Alliance Consulting Engineers is also creating a one-line drawing so that we can analyze the number and future spacing of pedestals. We are also beginning preliminary work to narrow down the choices of pedestals. We will certainly take this subject to the Commercial Fishing User Group, but we do not have enough information yet to have a functional discussion about options, costs, etc.

- **Port Dock 5 Project**

DOWL is rewriting several specs currently to include the needs of the EDA and also several more planning issues we raised after talking with the City and PUD.

- **Army Corps Feasibility Study, Federal Project in the Commercial Marina**

There will be a new project manager coming aboard for the project. He's new to the Portland District, but has worked as an economist in the San Francisco and Econ Section Chief in the Los Angeles Districts. The Portland District projects to send the Federal Interest Determination to Headquarters prior to Thanksgiving. They anticipate a cost share agreement for the feasibility study to come our way around February.

- **Wetland Delineation 9 Acre Lot, McLean Point**

Our new wetland delineation is undergoing peer review and we should have it back shortly.

- **PacWave**

The in-water work bid solicitation has been issued, and it sounds like bids should be in by mid-January. Bidders have contacted the Port to learn more about our capability and the characteristics of the Port itself, but at this time there is no additional detail to share because no contract has been

awarded. We won't know what the PacWave project is going to look like to the Port of Newport until a contract for the in-water work is awarded. Some may have heard of contracts being put into place already; this is for shoreside construction and work that doesn't affect the Port of Newport.

**Newport International Terminal- Don Moon, Supervisor**  
**Billable Services Performed this Period (May)**

- Forklift – 37.5 hrs
- 30 Ton Hydraulic Crane – 26.75 hrs
- Labor – 54.25hrs
- Other Overtime Billed 5hrs
- Moorage – 77 Days
- Hoist Dock Tie Up – 56.5hrs
- 120V power – 0 hrs
- 208V power – 62.5 Days

**Special Projects:** *(Not regular maintenance & repair tasks. Enter project name and notes)*

Completed  In Progress

Finished clearing debris from the drainage ditch along the Bay Road and mowing in the 9-acre lot. The ditch is now able to drain properly to the outfall as designed.

**Commercial Marina- Kent Gibson, Harbormaster**  
**Billable Services Performed this Period:**

- Forklift – 108Hrs
- Hoist Dock Crane(s) – 19.75Hrs
- 30 Ton Hydraulic Crane - Enter #.Hrs
- Dock Tie Up –148.75Hrs
- Launch Tickets - Enter #. passes sold
- Other (axles) – 10

**Special Projects:** *(Not regular maintenance & repair tasks. Enter project name and notes)*

Completed  In Progress

**Other:** *(Enter issues, events, large purchases and other notable items)*

*The hoist dock tie-up time was up almost 15% from last month but down 30% over October 2019. October forklift usage was up 27% from last month and up 9% over October of last year. Crane usage was down 558% from last month and up 9% over last year in February.*

*Axle counts were down 82% over last month with a total of 10 axles counted compared to the 56 axles in September and down 91% from last year in October. I think this downturn is from the very few tuna offloads in October compared to the same time last year.*



**NOAA MOC-P Jim Durkee, Maintenance Supervisor**

**Special Projects:**

**Other:**

Vessels Using the Facility Since My Last Report – NOAA vessels Hi'ialikai, Bell M. Shimada, Oscar Dyson, and Rainier.

NOAA Staff are still operating on minimal crew and work from home.

Central Coast Excavating performed the annual clean out of the storm water catch basins. None of the filters needed replacement this year.

Coastal Refrigeration replaced the computer boards in the HVAC unit in the guard house to get it back on just before our cold snap.

Solmar Hydro conducted a bathymetric survey of the berths.

Apparently, two of NOAA's shipboard contractors came down with Covid so NOAA requested I begin having all of my contractors coming to the facility fill in a Covid Symptom Form and call in to NOAA health officers for four consecutive days prior to entry of the facility.

Semi-annual service of the Liebert AC in the data room by Vertiv Corp technician.

Pre-bid walkthroughs for the 2020 3-year painting after the contractors cleared NOAA medical Covid screening. Received bids and sent in a report to the commission recommending Fitzpatrick Painting be awarded the contract.

The HVAC unit on the contractor's office on the warehouse needs to be replaced. Coastal Refrigeration has the materials and is scheduling a crane for the install.

**South Beach Marina- Chris Urbach, Harbormaster**

**We had 1,099 launches in October for a total of 6,597.00 dollars**

**We have been working on the landscaping around the RV office and the surrounding area.**

**Still trying to get quotes on painting and siding jobs in south beach.**

**We have installed the 3 new washers in the marina laundry and that finishes the upgrade of both washers and dryers in that laundry.**

**Rented a backhoe and were able to get a lot of jobs completed all around the marina and annex RV Park.**

**Lots of cleaning and mowing around the facility.**

**Pretty light report this month and I was on Vacation for almost 2 weeks, but the crew stayed busy.**