



**Port of Brownsville**  
Minutes of Study Session Meeting  
13 February 2013

**CALL TO ORDER**

Commissioner Jack Bailey called the study session meeting to order at 6:02 PM. In attendance were Commissioner Bob Kalmbach, Commissioner Allen Miller, Port Manager Jerry Rowland and Assistant Port Manager Gregg Faulkner.

**APPROVAL OF AGENDA**

Motion made by Bob Kalmbach to approve agenda. Motion seconded by Allen Miller and approved unanimously.

**REVIEW C, D & E DOCK REPLACEMENT BIDS**

C, D & E Dock Replacement Scope of Work – The commissioners were provided information which included an Invitation to Bid, Instructions to Bidders, C, D & E Dock Replacement Scope of Work and Bid Form.

Jerry Rowland reviewed bid opening procedures:

Initial evaluation and selection will be based on receiving a completed bid package (Bid received on time, Forms complete, Specifications attached, Basic Drawings attached, Proof of insurance) and by Price Only.

An in-house review will be accomplished within 10 working days to evaluate design and experience of all bidders. In-house review will be conducted by members of Port staff and an informal engineering review board of at least two qualified civil, mechanical and/or electrical engineers. This review has been scheduled for 19 February at 10:00 am. The board will consist of Stan Stumbo, Ed Wurden, Vic Peters, Tom Henderson, Jerry Rowland, and Gregg Faulkner.

Final evaluation criteria will be based on a weighted scoring using a combination of best design, experience, and price. Final award will be to the company with the highest total score.

1. Open and Review Bid Packages. – Jerry Rowland opened each bid package and reviewed for completeness and then announced the bid price. There were 3 bids from Redside Construction, Pacific Pile and Marine, and Northwest Docks. All appeared to have completed bid packages.

Bid Price	
Red Side Construction	\$3,392,450.00
Pacific Pile and Marine	\$4,138,800.00
Northwest Docks	\$3,770,019.00



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2. Assess Low Bidder. Low bidder is Red Side Construction
3. Announce Tentative Award based on price only. Final award will be done within 10 working days. Tentative Award is to Red Side Construction based on price only.  
A special meeting will need to be called after the engineering review is completed. This meeting will be to review the engineering recommendations and to announce the final award and to authorize the Port Manager to issue the notice to proceed and enter into a contract with the winning company. This special meeting date will be announced at the regular session of the commissioner's meeting to be held following this meeting.

Bob Kalmbach asked if the review board recommends changes, can the companies rebid. Jerry Rowland stated the bids are best and final based only on change of scope. Bob Kalmbach stated the prices were higher than expected and that would be part of the commissioner's evaluation.

Brian White asked if each bid could be looked at for breakdown of price. Jerry Rowland replied yes, if it was requested.

**CLOSE MEETING / ADJOURN**

Commissioner Allen Miller made a motion to adjourn, Commissioner Bob Kalmbach seconded. Motion passed unanimously. Meeting adjourned at 6:47 p.m.

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President/Commissioner

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Secretary/Commissioner

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Commissioner

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Recording Secretary