

**PORT OF BENTON
SPECIAL COMMISSION MEETING MINUTES
January 29, 2018**

- A. CALL TO ORDER:** The special Commission Meeting was called to order at 9:40 a.m. at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, Richland, Washington. Present were Commissioners Jane F. Hagarty, Roy D. Keck and Robert D. Larson. Staff members present included Executive Director, Scott D. Keller, PPM ®; Director of Finance, Stuart B. Dezember, CPA; PPM®; Director of Airports and Operations, John D. Haakenson; Director of Maintenance, Kevin Howard; Director of Economic Development and Governmental Affairs, Diahann Howard; Director of Real Estate, Teresa Hancock; Director of Marketing, Wally Williams; Port Attorney, David Billetdeaux and Administrative Assistant, Kelly Thompson. Jason Archibald was also present.
- B. PLEDGE OF ALLEGIANCE:** Robert D. Larson led those present in reciting the Pledge of Allegiance.
- C. DISCUSSION ITEMS:**
- 1. CONTRACT FOR BANLIN CONSTRUCTION:** Jason Archibald, Archibald & Co. Architects and the Executive Director reviewed a contract with Banlin Construction for the construction of a building at the Prosser Airport. They were apparent low bidder with a bid of \$1,331,355.63, including sales tax.
- A motion was made by Commissioner Robert Larson, seconded by Commissioner Jane Hagarty and unanimously passed by the Commission authorizing the Executive Director to execute the necessary documents for a contract with Banlin Construction for construction of a building at the Prosser Airport in the amount of \$1,331,355.63.**
- 2. CONTRACT FOR R & M STEEL COMPANY:** The Executive Director reviewed a contract with R & M Steel Company for the purchase of the pre-engineered metal building at the Prosser Airport. They were apparent low bidder with a bid of \$206,122.80, including sales tax.
- A motion was made by Commissioner Robert Larson, seconded by Commissioner Jane Hagarty, and unanimously passed by the Commission authorizing the Executive Director to execute the necessary documents for a contract with R & M Steel Company for the purchase of the pre-engineered metal building at the Prosser Airport in the amount of \$206,122.80.**
- D. ADJOURNMENT:** With no further business, the Commission meeting was adjourned at 9:58 a.m.

Robert D. Larson,
Commission Secretary