

PORT OF HOOD RIVER

RESOLUTION NO. 2017-18-4

Amending prior Port Resolutions governing selection of Architects, Engineers and others

WHEREAS, the Port of Hood River ("Port") adopted rules governing selection of personal services contractors by Port Resolution No. 2005-06-2 dated July 19, 2005 ("2005 Resolution"); and,

WHEREAS, by Port Resolution No. 2015-16-6 dated May 10, 2016 ("2016 Resolution"), the Port amended the 2005 Resolution to comply with ORS 279C.100 through ORS 279C.125 and be consistent with OAR 137 Division 48 regarding selection of Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, Land Surveying and Related Services ("A/E Services"); and,

WHEREAS, the Port wishes to make changes to the A/E Services Formal Selection Procedure stated in the 2016 Resolution regarding contactor interviews and contractor selection committee membership;


NOW, THEREFORE, BE IT RESOLVED BY THE PORT OF HOOD RIVER, that the Port of Hood River amends its 2005 Resolution as amended by its 2016 Resolution as follows:

Section 1. 2016 Resolution paragraph 2 adding Section (3) (e) dealing with the A/E Services Formal Selection Procedure ("FSP") is deleted in its entirety and replaced by the following sub-paragraph:

e. Selection Process for FSP. For the Formal Selection Procedure, the Port shall advertise the Request for Proposals ("RFP"), or Request for Qualifications (RFQ") followed by the RFP, pursuant to OAR 137-048-220. An evaluation committee appointed to review RFP proposals under OAR 137-048-0220 (3) (c) of at least three individuals may include private practitioners of architecture, engineering, land surveying or related professions, or other professionals. The evaluation committee chairperson shall be a Port employee. The evaluation committee shall review, score and rank proposals based on written responses to an RFP. The evaluation committee may conduct interviews with all proposers or may conduct interviews with only proposers based on RFP highest proposal scores as determined by the evaluation committee if the RFP states interviews will be part of the selection process. If interviews occur the RFP shall state that the evaluation committee shall award weights, points or other classifications indicated in the RFP for the anticipated interviews in addition to RFP proposal scores. Each evaluation committee member shall provide to the Port Executive Director (or designee) their scoring and ranking of each proposer, and their interview scores and ranking of each proposer interviewed. The Port Executive Director (or designee) shall provide each evaluation committee member's scores and rankings to the Port Commission, and recommend whether or not to begin negotiations with the highest ranked proposer. If the Port Commission does not cancel the RFP after it receives the results of proposer scoring and ranking, the Port Commission shall direct contract negotiations to begin toward obtaining a written agreement with the highest ranked proposer.

Section 2. Except as amended by this Resolution, the remainder of the Port's 2005 Resolution as amended by the Port's 2016 Resolution, are hereby ratified and shall remain in full force and effect.

ADOPTED BY THE BOARD OF COMMISSIONERS ALSO ACTING AS THE PORT OF HOOD RIVER LOCAL CONTRACT REVIEW BOARD on March 22, 2018.




Hoby Streich, President



Brian Shortt, Vice President



John Everitt, Secretary



Ben Sheppard, Treasurer



David Meriwether, Commissioner