

LORAIN PORT AUTHORITY
Contract Management Committee Meeting
April 10, 2018

Committee: Ms. Carr; Messrs. Kuszniir, Zellers and Zgonc

Board Members: Mrs. Cook; Messrs. Davila (6:46) and Mullins

Staff: Tom Brown, Executive Director
Yvonne Smith, Accountant
Tiffany McClelland, Economic Development Specialist
Kelsey Leyva
Mike Brosky (6:34 p.m.)
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Guests: Rick Payerchin (6:33), Morning Journal

- I. **Roll Call.** The meeting was called to order at 6:30 p.m. by Chairman Al Zgonc with roll call indicating a quorum present.
- II. **Disposition of Meeting Minutes:** None to be disposed of at this time.
- III. **Report of Chairman.**

Chairman

1. Lighting Upgrade LED Recommended to Board, Shiffler Lighting Pending Research Fixtures and One (1) Year Warranty. Mr. Zgonc stated five (5) or six (6) companies attended the mandatory walk through and only two proposals were received. Mr. Brown stated it was odd that we went out for proposals and only received two (2). A few companies were discussing joining together. Nonetheless only two (2) proposals were received. Shiffler is the lower cost firm as they buy their own merchandise and sell their own merchandise as opposed to the other firm that buys and sells through a wholesaler. Some additions were added to each companies' proposal, which included a one (1) year warranty. We are also asking Shiffler to include in their proposal that the entire light fixture be replaced at Riverside Park. Mr. Zgonc queried how long Shiffler had been in business as a lighting solutions company and Mr. Brown informed him six (6) to eight (8) years. Mr. Zellers stated this is all Shiffler does and Firelands is more of an Electrical Contractor. Firelands is a prevailing wage company.

Mr. Zellers made a Motion to send to the Board the recommendation that the Shiffler Company proposal and additions will be submitted. Seconded by Matt Kuszniir. Four (4) Ayes and one (1) Nay. Motion carried.

2. Terminal Ready Mix Proposal for Pier Repair. Mr. Zgonc stated a walk through was done last year by the Board on the Mile Long Pier to review repairs that needed to be completed. Mr. Brown stated Terminal Ready Mix's quote is comparable to others. Mr. Brown states Terminal Ready Mix stands by their work and a negotiation for a warranty will be discussed. Mr. Brown had an Architect to view the repair work.

Mr. Zellers made a Motion to send to the full Board the quote of Terminal Ready Mix for repairs to the Mile Long Pier. Seconded by Ms. Carr. Four (4) Ayes and One (1) Nay. Motion carried.

3. South Shore Dredge and Dock Proposals for Dock/Buoy Installation. Mr. Brown stated new buoys were purchased and the Port will try to sell the old ones. The bid is the same as last year and removal and install worked out well. Mr. Brown recommends that the Port Authority enter into the two Contracts one for installing the dock and one for installing the buoys. Mr. Brown reminded the Committee that these two (2) processes are very involved and South Shore Dredge & Dock is the only local Company that does this type of work.

Mr. Zellers made a Motion to send to the full Board the Proposal for South Shore Dredge and Dock's installation of docks and buoys. Future Contracts with South Shore Dredge & Dock will be negotiated by the Executive Director for a multi-three (3) year Contract at the same price or better and subject to the Executive Director's approval. Seconded by Ms. Carr. Motion carried.

4. Black River Landing Walking Paths Proposal. Mr. Brown stated that the walking paths need to be completed prior to the season commencing. Mr. Brown further stated there are two (2) Proposals from MTC Horticulture Services. One is to add more stone for \$9,100.00 and one is to remove the stone and seed the areas to allow the grass to grow up for \$4,800.00.

Mr. Zellers made a Motion to present to the full Board to enable MTC Horticulture Services to fill/add more stone along the walkways. Seconded by Ms. Carr. Motion carried.

5. 2018 Independent Contractor Agreement for Shuttle Boat Captains. Mrs. Smith stated this is the same Agreement used by the Port Authority for the past two (2) years with the Shuttle Boat Captains. Mrs. Smith further stated there are no changes this year. The pay amount stays the same, which is \$20.00 for the Shuttle Boat Captains and \$22.00 for the Head Captains. Mrs. Smith informed the Committee that the season is just about ready to begin.

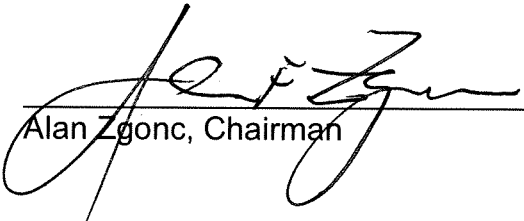
Ms. Carr made a Motion to present to the full Board the 2018

Independent Contractor Agreement for Shuttle Boat Captains. Mr. Kuszniir seconded the Motion. Motion carried.

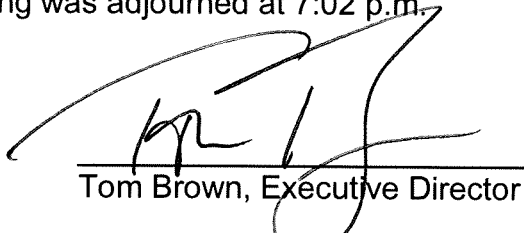
IV. Other Business – None.

V. Adjournment.

There being no further business to come before the Contract Management Committee Meeting, Ms. Carr made a motion to adjourn. Seconded by Mr. Zellers. Motion carried. The meeting was adjourned at 7:02 p.m.



Alan Zgonc, Chairman



Tom Brown, Executive Director