



AGENDA
Regular Commission Meeting
Port of Portland Headquarters
7200 N.E. Airport Way, 8th Floor
April 13, 2016
9:30 a.m.

Minutes

Approval of Minutes: Regular Commission Meeting – March 9, 2016

Executive Director

Approval of Executive Director's Report – March 2016

General Discussion

PDX Community Advisory Committee Update

*MIKE SLOAN
JEFF OWEN*

Public Hearing

Fiscal Year 2016-17 Proposed Budget, Economic Overview and
Capital Plan

*SCOTT DRUMM
SUZANNE KENNY
LAURI L'AMOREAUX*

Action Items

1. GROUND LEASE – APPROXIMATELY 14.03 ACRES TO PDX LOGISTICS CENTER III, LLC – PORTLAND INTERNATIONAL CENTER

DOUG SMITH

Requests approval to lease approximately 14.03 acres of land located in Portland International Center to PDX Logistics Center III, LLC.

2. COLLECTIVE BARGAINING AGREEMENT – MARINE AND INDUSTRIAL DEVELOPMENT LANDSCAPE GARDENERS

BLAISE LAMPHIER

Requests approval of a new five-year collective bargaining agreement between the Port of Portland and the Laborers International Union of North America, Local 483.

3. PERSONAL SERVICES CONTRACT AMENDMENTS – TERMINAL CORE REDEVELOPMENT PROJECT – PORTLAND INTERNATIONAL AIRPORT

GEORGE SEAMAN

Requests approval of two contract actions related to the Terminal Core Redevelopment project at Portland International Airport.

4. PERSONAL SERVICES CONTRACTS – ON-CALL CIVIL
ENGINEERING SERVICES

KEN WILLHITE

Requests approval to enter into three personal services contracts with Century West Engineering Corporation; KPFF Consulting Engineers; and Walsh Consulting Group, LLC, to provide On-Call Civil Engineering Services on an as-needed basis at various Port of Portland facilities.

GROUND LEASE – APPROXIMATELY 14.03 ACRES TO PDX LOGISTICS CENTER III, LLC – PORTLAND INTERNATIONAL CENTER

April 13, 2016

Presented by: Doug Smith
Business Development Manager**REQUESTED COMMISSION ACTION**

This agenda item requests approval to lease approximately 14.03 acres of property, located north of NE Alderwood Road, east of NE St. Helens Avenue in Portland and designated as Parcel 3 of the Portland International Center (PIC), to PDX Logistics Center III, LLC (PDX Logistics), a Delaware limited liability company. The total lease revenue projected on a pre-paid basis is \$3,742,023.

BACKGROUND

The developer for this project is Capstone Partners LLC (Capstone), a Portland-based developer of quality industrial and commercial/mixed-use real estate projects. Capstone has developed several projects on Port of Portland (Port) property including the Bybee Lakes project in Rivergate Industrial Park and the PDX Logistics Center in PIC, of which this ground lease will be the third phase.

PDX Logistics Center is planned to include a total of five buildings with nearly 1.1 million square feet of state-of-the-art manufacturing/distribution and logistics space. Buildings 1 and 2, located on Parcel 1 (Phase 1) are complete and are now ground leased to LIT Industrial Limited Partnership. Both buildings are now fully subleased. Building 3, located on Parcel 2 (Phase 2), totaling 355,000 square feet, is in the final stages of construction. Phase 2 has been ground leased to PDX Logistics Center II, LLC pursuant to an option in the Phase 1 Lease, and is likely to be fully subleased by the time it is complete in May 2016.

The segment of the project to be approved today represents Phase 3 of the PDX Logistics Center. Phase 3 will include two additional buildings totaling approximately 250,000 square feet on Parcel 3 at PIC. The principal terms of the ground lease are:

- Ground lease of 14.03 acres (610,995 square feet).
- Net developable acreage of 13.528 acres (589,295 square feet) as determined by a Port survey. This is reflective of the presence of a slope easement for the TriMet MAX line that runs along the eastern boundary of the property along with a 0.10 acre unusable piece in the southeast corner of the property.
- Lease rate of \$6.35 of net usable acreage.
- Total revenue to the Port is projected to be \$3,742,023.
- There is no brokerage commission payable to a broker representative of Capstone or PDX Logistics.

GROUND LEASE – APPROXIMATELY 14.03 ACRES TO PDX LOGISTICS CENTER III, LLC –
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- There is a small area of contaminated soils approved by DEQ to be left in place. The Port agrees to a removal allowance of up to \$50,000 to accept its responsibility for past liability should the development require such soils to be removed to an approved disposal location.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to lease approximately 14.03 acres of property known as Parcel 3 at the Portland International Center to PDX Logistics Center III, LLC, consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

**COLLECTIVE BARGAINING AGREEMENT – MARINE AND INDUSTRIAL DEVELOPMENT
LANDSCAPE GARDENERS**

April 13, 2016

Presented by: Blaise Lamphier
Labor Relations Manager**REQUESTED COMMISSION ACTION**

This agenda item requests approval of a new five-year collective bargaining agreement between the Port of Portland (Port) and the Laborers International Union of North America (Union), Local 483.

BACKGROUND

On February 29, 2016, the Port and the Union, representing the six employees who perform landscape gardening maintenance functions on non-airport properties owned and operated by the Port, agreed to enter into bargaining for a new contract to replace the agreement that would expire on June 30, 2016. The parties have reached a tentative agreement, which the membership ratified on March 22, 2016.

Key terms of the changes to this agreement are outlined below:

Term of Agreement: July 1, 2016, through June 30, 2021.

Wages: Effective July 1, 2016, increase in base wages of 2.0 percent.

Effective July 1, 2017, the increase in base wages will be determined by the Consumer Price Index for Urban Wage Earners (CPI-W) Portland-Salem Second Half rate that is reported in either January or February of 2017 by the Bureau of Labor Statistics, with a minimum increase of 2.0 percent and a maximum increase of 3.5 percent.

Effective July 1, 2018, the increase in base wages will be determined by the CPI-W Portland-Salem Second Half rate that is reported in January or February of 2018 by the Bureau of Labor Statistics, with a minimum increase of 2.0 percent and a maximum increase of 4.0 percent.

Effective July 1, 2019, the increase in base wages will be determined by the CPI-W Portland-Salem Second Half rate that is reported in either January or February of 2019 by the Bureau of Labor Statistics, with a minimum increase of 2.0 percent and a maximum increase of 4.0 percent.

Effective July 1, 2020, the increase in base wages will be determined by the CPI-W Portland-Salem Second Half rate that is reported in either January or February of 2020 by the Bureau of Labor Statistics, with a minimum increase of 2.0 percent and a maximum increase of 4.0 percent.

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CPI-W Index: Changed from All Cities March to March to Portland-Salem Second Half. This index is now incorporated in six of the Port's eight collective bargaining agreements.

Health and Welfare: Employees will continue to pay 8.0 percent of the Oregon Laborers Health and Welfare Trust premium to receive their healthcare through the Trust.

Safety Shoes: Increased reimbursement from a maximum of \$250 to \$300 per each two consecutive contract year period.

Alcohol & Controlled Substances: The Port's "A Workplace Free From Alcohol and Controlled Substances" policy (number 7.3.05), as revised on July 1, 2015, was incorporated into the Agreement.

Holidays: Martin Luther King, Jr. Day added as a holiday under Article 10 beginning in January 2017.

Estimated Financial Impact (new dollars): The average annual cost increase per employee for wages and benefits is expected to be approximately \$1,733 (2.13%).

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to enter into a collective bargaining agreement with the Laborers International Union of North America, Local 483, for a five-year agreement beginning July 1, 2016, setting forth wages, fringe benefits and working conditions, consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

PERSONAL SERVICES CONTRACT AMENDMENTS – TERMINAL CORE REDEVELOPMENT PROJECT – PORTLAND INTERNATIONAL AIRPORT

April 13, 2016

Presented by: George Seaman
Engineering Project Manager**REQUESTED COMMISSION ACTION**

This agenda item requests approval of two contract actions related to the Terminal Core Redevelopment (TCORE) project at Portland International Airport (PDX):

- **Design.** Amendment of the existing personal services contract with ZGF Architects LLP (ZGF), in the amount of \$7,804,530, to provide conceptual design development services; and
- **Pre-construction Support Services.** Amendment of the existing personal services contract with Turner Construction Company (Turner), in the amount of \$1,342,552, to provide additional pre-construction support services.

BACKGROUND

The 2010 PDX Master Plan (Airport Master Plan) called for a number of follow-on studies to explore and finalize key development decisions identified during the master planning process. The passenger terminal ranked as a priority for further study and the ticket lobby was identified as a key focus area within the terminal.

Although the Airport Master Plan did not identify any urgent requirements to modify passenger terminal facilities, it did identify the potential to significantly enhance the passenger terminal's future effectiveness. Further, the plan determined that the adaptive reuse of the ticket/check-in lobby to keep pace with evolving needs and new technologies will be critical in the Port's ability to meet long-term passenger processing requirements.

In December 2012, the Port of Portland (Port) Commission approved the award of a personal services contract to LeighFisher, Inc. (LeighFisher), to develop a Ticket/Check-In Lobby Concept Plan (Lobby Concept Plan). The goals of this plan were to evaluate the core terminal area and develop a comprehensive strategy to reconfigure the terminal, ensuring: 1) the most effective possible passenger processing; 2) the best possible passenger experience; 3) the maximum possible concession revenues; and 4) a long-range plan that is sustainable, affordable and adaptable.

In July 2014, Port staff informally presented the results of the Lobby Concept Plan to Commissioners. The initial scope of the program being considered for further development includes the following significant elements:

- Relocate the security checkpoints towards the middle of the terminal core with a reduction in the pre-security concessions.

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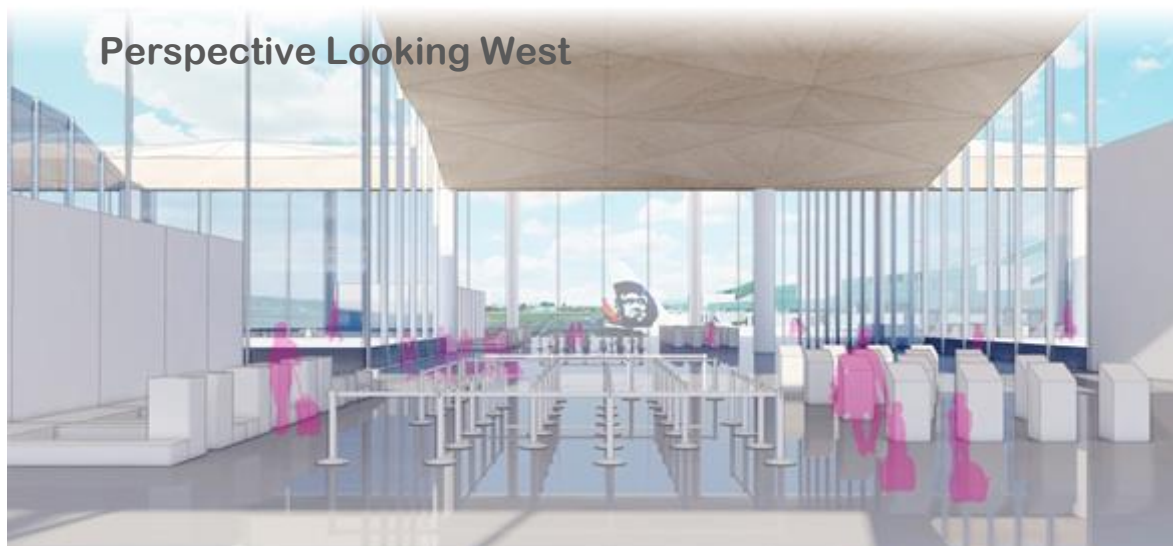
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- Expand the post-security concession nodes in the concourse atrioms.
- Refurbish the ticket lobby to include redesign of the check-in positions, concession program improvements and new architectural finishes.
- Upgrade and replace the terminal building's mechanical, electrical, heating, ventilating and air conditioning equipment.
- Improve the terminal building's ability to withstand and recover from a significant seismic event.

In August 2015, the Commission approved the award of a personal services contract to ZGF, for two primary scopes of work. First, ZGF analyzed conceptual plans being considered for the program to help the Port select among them. Second, ZGF provided architectural and engineering design services for the program. In addition, the Commission approved the award of a personal services contract to Turner, to obtain pre-construction support services to inform decision-making during the design process. The conceptual plan selection phase of the program is now complete. Significant elements of the program now being considered would expand upon those developed in the Lobby Concept Plan and may include:

- Constructing a seismically-resilient expansion of the ticket lobby about 180 feet to the west.
- Relocating a portion of the ticketing function and security checkpoints into the newly constructed building.
- Constructing a “clear span” structure from the curbside to the westward edge of the existing ticket lobby, spanning the entire terminal building east to west and opening up the building functionally and architecturally.
- Removing a significant portion of the existing mezzanine over the central section of the terminal building.





PROJECT APPROACH

Due to the size, complexity and potential for significant impacts to the airlines, concessionaires, tenants and the traveling public of the program being considered for this project, a phased approach is proposed for its planning, design and construction. Four phases are contemplated:

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1. Conceptual Plan Selection (Complete)

This first phase in the program was to compare and evaluate the structural, seismic, mechanical, operational, phasing, constructability and cost implications of the conceptual plan options. These included three primary approaches to renovating the ticket lobby: first within the confines of the existing building footprint and floors; second, removing the mezzanine and opening up the terminal building functionally and architecturally; and third, expanding the terminal building to the west. The third concept is known as the “westward expansion.”

2. Conceptual Design Development and Phasing

The next phase of the program will evaluate options and phasing concepts to develop the selected conceptual plan. Approval for the conceptual design development and phasing was received from the Airport Airline Affairs Committee (AAAC) in April 2016.

To obtain these conceptual design development services and phasing alternatives, the Port plans to engage ZGF and Turner under amendments to the existing contracts. Both contracts allow the Port to invoke this scope of work at the Port’s option. Additional information about these contract amendments is set forth below.

Staff anticipates this phase of work will be complete within the next 12 months. Phasing alternatives will be discussed with the airlines and Port Commission during this time period with an expected decision on the final design and phasing plan at the end of this 12 month period.

Staff intends that at some point during the conceptual design development phase, the program construction contractor will be selected, and at such time, the services being provided by Turner will be terminated.

3. Final Design Development; Construction Support

At the completion of the conceptual design development phase, and upon final program approval, staff intend to engage ZGF to provide final design services, and subsequently, construction support services. The final design work will include providing all architectural, structural, mechanical and electrical services necessary to provide comprehensive plans and specifications based on the plan selected by the airlines and Commission. Construction support services would be invoked once construction is underway.

To obtain final design and construction support services, the Port intends to engage ZGF under an amendment to the existing contract. The contract allows the Port to invoke this scope of work at its option. Provided the Port and ZGF can agree on terms acceptable to the Port, at that time, the Port will seek contracting authority from the Commission to award the amendment.

During final design development, all pre-construction support services will be provided by the program construction contractor.

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PERSONAL SERVICES CONTRACT AMENDMENT – ZGF (CONCEPTUAL DESIGN SERVICES)

In August 2015, the Commission authorized the Port to award a personal services contract to ZGF to help the Port analyze and select among the TCORE conceptual plan options presented by LeighFisher. ZGF was selected through a qualification-based, competitive selection process. Under the contract, ZGF performed preliminary planning, engineering calculations and design activities, architectural renderings and three-dimensional modeling, passenger throughput modeling, space planning, phasing plan development and cost estimating. As discussed above, the contract also allowed the Port to further engage ZGF to perform conceptual design, schematic design, detailed design and construction support services for the program at the Port's election. Under the terms of the contract, ZGF is paid on an hourly basis at negotiated rates, plus expenses.

The Port now wishes to amend the contract to engage ZGF for the conceptual design and phasing portion of the work. During this phase, ZGF will help the Port refine the alternatives to develop the selected conceptual plan by performing conceptual architectural, mechanical, structural and electrical design; define the roof structure; develop detailed phasing plans; develop sustainable design features and perform cost estimates. In addition to the direct architectural work ZGF will be performing, their team includes a number of sub-consultants to address the aviation planning; mechanical engineering; civil engineering; electrical engineering; and plumbing, structural, lighting, sustainability, cost estimating, security, signage and telecommunications aspects of the program design.

Original Design Contract Amount	\$2,760,936
This Amendment	<u>\$7,804,530</u>
New Design Contract Amount	\$10,565,466

The detailed scope of work for the schematic design, final design development and construction support phases is not yet defined, but will be determined during the subsequent phases of this program. As a result, the current scope of work for this contract does not yet call for ZGF's assistance with these activities. As described above, if the Port elects to add those portions of the work to this contract after the conceptual design phase, it will do so via one or more contract amendments.

PERSONAL SERVICES CONTRACT AMENDMENT – TURNER (PRE-CONSTRUCTION SUPPORT SERVICES)

In August 2015, the Commission authorized Port staff to award Turner a personal services contract to provide constructability evaluations, safety recommendations, phasing plan development (concurrently with the design consultant), schedule development and cost estimating services necessary to provide construction planning and support services for the program. Turner was selected after a qualification-based competitive selection process. As

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discussed above, the contract also allowed the Port to engage Turner to perform pre-construction support services during the conceptual design phase, at the Port's election. Under the terms of the contract, Turner is paid on an hourly basis at negotiated rates, plus expenses.

The Port now wishes to amend the contract to engage Turner for support during the conceptual design phase of the work. During this phase, Turner will help refine the concept phasing plans, determine constructability-related issues, evaluate structural and mechanical systems, offer value engineering options, refine the program schedule, develop cost estimates and recommend construction strategies to reduce risk and improve safety.

Original Pre-Construction Contract Amount	\$ 876,034
This Amendment	<u>\$1,342,552</u>
New Design Contract Amount	\$2,218,586

Soon the Port intends to begin a competitive procurement process to select a contractor to construct the project. The contractor selected in that process would be awarded a public improvement contract at a later date. To eliminate a potential unfair advantage in that procurement, Turner will not be eligible to bid or propose.

SCHEDULE

Preliminary Planning	November 2014 – December 2014
Consultant Selection	January 2015 – July 2015
Commission Action (Award Personal Services Contracts)	August 2015
Conceptual Plan Selection Phase	September 2015 – February 2016
Commission Action (Award Contract Amendments for Conceptual Design and Pre-construction Support Services)	April 2016
Conceptual Design Development Phase	April 2016 – December 2016
Contractor Selection (Public Improvement Contract for Construction)	May 2016 – August 2016
Commission Action (Award Contract Amendment for Final Design Development, Construction Support – ZGF)	Spring 2017
Construction	Fall 2018 – 2022

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PROGRAM RISKS

Risk: Adverse impacts to stakeholders.

Mitigation Strategies:

- Bring construction expertise (Turner) into the program during the conceptual plan selection phase to assist with constructability analysis.
- Develop phasing plans early in the program to determine potential impacts
- Develop phasing plans that allow relocation of a large portion of ticketing and security functions in a single move.
- Communicate program goals, directions and plans to the various stakeholders affected by the program throughout planning and design phases.

Risk: Construction cost greater than anticipated.

Mitigation Strategies:

- Have independent estimates performed by the design consultant, the pre-construction services consultant and the construction contractor during the conceptual design development and final design development phases.
- Develop the construction schedule and approach during the conceptual plan selection phase and update throughout the program design phase.
- Engage the construction contractor as soon as possible after the conceptual plan selection phase is complete and the program is approved.
- Utilize “guaranteed maximum price” compensation methodology in construction contract to enhance cost certainty.

Risk: Changing conditions of the global aviation industry.

Mitigation Strategies:

- Phased approach to program allows for delays in program phases in response to external conditions.
- Design the terminal modifications to allow for flexibility as future passenger processing options evolve.
- Coordinate program concept activities with airline technical representative (J. A. Watts, Inc.).

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BUDGET

The current program budget is based on a limited scope of work, which only includes developing a concept strategy and proceeding with conceptual design development at this point. At the completion of the conceptual design development phase, the program scope, budget, and anticipated construction costs will be fully developed.

Conceptual Plan and Concept Design Services (ZGF)	\$10,600,000
Pre-Construction Support Services (Turner)	\$2,200,000
Port Staff/ Contracted Services	\$2,900,000
Contingency	\$1,300,000
Total Program	<u>\$17,000,000</u>

The contingency, representing eight percent of the current program budget, is considered reasonable given the early stage of the program, the nature of the work and the risk profile for the program. Program funding is from the Airline Cost Center.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to amend the existing personal services contract with ZGF Architects LLP for conceptual design development services for the Terminal Core Redevelopment project at Portland International Airport, consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That approval is given to amend the existing personal services contract with Turner Construction Company for pre-construction support services for the conceptual design phase of the Terminal Core Redevelopment project at Portland International Airport, consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

PERSONAL SERVICES CONTRACTS – ON-CALL CIVIL ENGINEERING SERVICES

April 13, 2016

Presented by: Ken Willhite
Engineering Design Manager**REQUESTED COMMISSION ACTION**

This agenda item requests approval to award three personal services contracts to provide On-Call Civil Engineering Services on an as-needed basis. Services will be provided for projects that may be located at any Port of Portland (Port) facility. The contracts have terms of three years. Work will be performed through individual task orders with an upper limit of \$300,000 each. The aggregate task order expenditures for each contract are expected to exceed \$500,000. The following firms were selected through a competitive Request for Proposal (RFP) process:

- Century West Engineering Corporation
- KPFF Consulting Engineers
- Walsh Consulting Group, LLC (Oregon Certified Emerging Small Business)

BACKGROUND

The Port secures personal services through a variety of contracting arrangements, including on-call services. As an example, the Port currently has 12 different on-call contracts for a variety of engineering services, including: architectural, civil, construction inspection, crane, diving, geotechnical, naval architecture, navigation, marine terminal services, pavement management, roofing and surveying. The Port's Environmental department as well as other Port departments have similar contracts related to their respective areas of expertise. When, as is the case with each of the on-call contracts under consideration here, aggregate task order expenditures are expected to exceed \$500,000 in a contract year, Commission approval is requested before the contract is awarded.

The On-Call Civil Engineering Services contracts will provide support in the following disciplines: project management; civil, structural, mechanical and electrical engineering; landscape architecture; site planning; airfield and site lighting design; railroad design; cost estimating; scheduling; permitting support and construction support.

CONSULTANT SELECTION PROCESS

In early December 2015, Port staff began preparing an RFP document to solicit the requisite services. The RFP was finalized in early February and subsequently advertised for a three-week period. On March 8, the Port received 12 proposals, one of which was considered non-responsive. The 11 responsive proposals were reviewed based on competitive review criteria, which included the following (weighted) categories: qualifications (35%), project team (30%), project management (20%), and small business program participation (15%). Consistent with "qualifications-based selection" requirements under Oregon procurement law, compensation will be negotiated after candidate selection, based on the scope of services.

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The RFP review team reviewed the proposals and submitted individual scores to the Port's contracts and procurement staff on March 17 for review. In a later meeting, the review team discussed scores, made minor adjustments and selected the top three firms with whom to begin negotiations. Below is a list of all 12 firms that submitted proposals in alphabetical order with the top three successful proposers in bold:

- AZH Consulting Engineers (non-responsive)
- **Century West Engineering Corporation**
- CH2M HILL, Inc.
- David Evans and Associates, Inc.
- Gresham, Smith and Partners
- Hatch Mott MacDonald, LLC
- HNTB
- Jviation, Inc.
- **KPFF Consulting Engineers**
- Mead and Hunt, Inc.
- Otak
- **Walsh Consulting Group, LLC**

SCHEDULE

Commission Action (award Personal Services Contracts)	April 2016
Finalize Contracts	April 2016 – May 2016
Begin Contracts	May 2016
End Contracts	May 2019

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to execute one personal services contract for On-Call Civil Engineering Services with each of the following firms, for a total of three contracts: Century West Engineering Corporation; KPFF Consulting Engineers; and Walsh Consulting Group, LLC; consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.