

**PORT COMMISSION MINUTES**  
**MARCH 19, 2015**

Be it remembered that a regular meeting of the Port Commission of the City of Long Beach, Mississippi, was begun and held at the City Hall, 201 Jeff Davis Avenue, in said City, on Thursday, March 19, 2015, at 5:00 o'clock p.m., it being the time, place, and date fixed for holding said meeting.

There were present and in attendance on said Commission and at the meeting the following named persons: Commission President Phil Kies, Vice President Susan Nicolais, Secretary Don Deschenes, Commissioners Roger Ladner, Barney Hill, Stan Snodgrass, John Casey, Joseph Yott, Sr., Vernon Ehlers, Harbormaster Bill Anglely, Port Attorney James C. Simpson, Jr., and Deputy City Clerk Stacey Dahl.

There being a quorum present and sufficient to transact the business of this meeting, the following proceedings were had and done.

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The meeting was called to order and there were no comments or amendments to the agenda.

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Commissioner Deschenes made motion seconded by Commissioner Ladner and unanimously carried to approve minutes of the Port Commission as follows:

- Regular Minutes dated February 19, 2015, as submitted.

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The Commission recognized Mr. Ron Robertson, Project Manager, Broaddus and Associates, with project updates, as follows:

# PORT COMMISSION MINUTES

## MARCH 19, 2015



Long Beach Port Commission  
Phil Kies, President

March 19, 2015

### RE: Project Updates:

#### 1. CIAP- Harbor Master Plan.

Attached is a CIAP Funding Analysis indicating all the present proposed projects can be funded within the original CIAP budget; even including overage for paving if approved by DMR. As I indicated in last month's report paving was over the budget amount originally turned in to DMR by plus \$79,058; possibly some of this overage may have to be funded from Tidelands.

Bids were received for the harbor landscaping project on 2/24/15. Attached is bid tabulation and recommendation letter for contract award to Millennium Construction, LLC for \$69,944. Also attached is a copy of the harbor landscaping plan. I recommend LBPC approve this contract to Millennium Construction.

Work is progressing on schedule for the bulkhead restraint system improvements by Twin L Construction with completion by end of April 2015.

Gibson Maintenance began misc. work in harbor during February. They will be installing benches, bumpers for new B.I.G. Pier, Flag pole and two pavilions.

A pre-construction meeting was held with Landmark Construction, curbing/paving project, on 3/13/15. This week an internal inspection of underground drainage lines found that extensive repairs need to be made on underground pipe before beginning the curbing/paving work. Work is expected to begin by the end of this month with completion by the May 1, 2015 opening date of the new restaurant.

Improvements to finger piers have been recommended by harbor master and approved by MDR. I recommend the LBPC approve this new project with a conception estimated of \$100,000.

Attached is amendment 1 to work Authorization #2 which increases cost by \$19,500 and covers engineering for misc. Harbor improvement projects. Amendment deletes engineering for fish cleaning stations, adds engineering for drainage/curbs/paving, upgrade harbor lighting, and finger pier improvements.

Still awaiting USACE permit for construction of shed over west fishing pier and added decks inside harbor for garbage can storage area. USACE continues their 408 evaluations and permit review for the Harbor Master Plan. Our consultant expects approval before the end of year 2015.

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2. **Isaac Repairs.**

Rip-Rap replacement and Dredging will begin as soon as permits are received.

**Best Regards,**

*A. E. Robertson*

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## CIAP Funding Analysis

<u>Original</u>		Date: 03/19/15	<u>Revised</u>
A/E Master Plan	850,000	BMA Engineers Master Plan (estimate)	600,000
Administration	200,000	Broaddus Administration	200,000
A/E Construction Projects		WA-1 Bulkhead	63,000
		WA-2 AGR_Misc	76,500
		WA-3 Landscape	18,500
A/E	155,000	(estimate)	158,000
<u>Harbor Improvements</u>		<u>PROJECTS Completed or w/ Contracts</u>	
Inspection	25,000	Pipe @ Quay (w/ Isaac Gulf Breeze)	23,300
Site	30,000	Twin-L Electrical with Isaac proj	9,158
Demo	22,000	M&D Pier screws-with Isaac	906
Construction	608,000	Bulkhead (Twin-L)	316,595
Equipment	100,000	Pier Lighting upgrade (Krol Elec)	21,365
Misc.	10,000	Misc (Gibson Maintenance)	100,916
		Drains/curbing/Paving (minus lighting)	179,058
		Lighting for Trailer Parking	46,975
		<u>PROJECTS not awarded</u>	
		Harbor Landscaping (Millennium)	69,944
		Educational Signs	11,000
		Garbage can platforms	28,000
		Pavilion over West pier	56,000
		<u>PROJECTS Proposed</u>	
		Improve Finger Piers	100,000
		Surplus Funding (Estimate)	78,784
TOTAL Construction	795,000	TOTAL estimated Const	1,042,000
Total Budget	2,000,000	Total Estimate	2,000,000

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**CITY OF LONG BEACH  
Long Beach Harbor Expansion & Enhancement Project  
Phase II Services**

**AMENDMENT NO. 1**

To

**WORK AUTHORIZATION NO. 2**

**Professional Services for Seven (7) Harbor Improvement Projects**

It is agreed to undertake the following work in accordance with the provisions of our Short Form of Agreement for Professional Services dated February 16, 2012 and as amended by Amendment No. 1 dated February 20, 2014:

**DESCRIPTION OF ASSIGNMENT**

- A. This amendment has been prepared to revise the scope of work included in Work Authorization No. 2 (Seven Harbor Improvements Projects) as follows:

- Delete 2 Fish Cleaning Stations
- Add 2 Benches
- Add 1 Pavilion
- Add Drainage / Paving / Curbing
- Improve Finger Piers
- Upgrade Pier Lighting

Services for the above additional tasks shall include design, bidding assistance, construction administration and observation for installation and construction of referenced projects with an estimated construction cost of \$261,365.00 (\$361,365 less \$100,000 deduct for deletion of the two fish cleaning stations).

**BASIS OF COMPENSATION**

- A. The Owner shall compensate the Consultant on a per hour basis in accordance with Attachment A (BMA's Standard Hourly Rates) of the Agreement and as amended for basic services provided with a cost not to exceed \$19,500.00. Reimbursable expenses are in addition to fees for services and will be billed accordingly. All conditions provided in the Agreement and as amended shall pertain to this Work Authorization.
- B. Invoices are submitted monthly and payment shall be made upon receipt of and in accordance with BMA's itemized invoice. Payment not received within 60 days of the invoice date will be considered delinquent and finance charges will be assessed. The terms of this proposal are valid for acceptance for 30 days only from the date written above.

O:\Vorrle\ProjectFiles\3300 LB Harbor\WA#2 - Several Harbor Impr. Projects\AMD#1 to WA #2.doc

11-3300D-02

521 34th Street | Gulfport, MS 39507 | 228.864.7612 | fax 228.864.7676  
796 Vieux Marche, 2nd Floor | Biloxi, MS 39530 | 228.436.7612 | fax 228.436.7676  
www.bmaengineers.com

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Agreed as to the scope of services and compensation:

CITY OF LONG BEACH

LB PORT COMMISSION

BROWN, MITCHELL  
ALEXANDER, INC

BY: \_\_\_\_\_

BY: *[Signature]*

BY: *Kevin C. Mitchell, P.E.*

DATE: \_\_\_\_\_

DATE: *3/19/15*

DATE: *3.18.2015*

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11-3300D-02

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Mr. Christian Preus, Principal, Landscape Architecture, Project Consultant for BMA Engineers, Inc. was present and discussion was held regarding the landscaping project at the harbor.

After considerable discussion, Commissioner Nicolais made motion seconded by Commissioner Snodgrass and unanimously carried to spread the following Proof of Publication upon the minutes of this meeting in words and figures as follows:

PORT COMMISSION MINUTES  
MARCH 19, 2015

LONG BEACH HARBOR:  
LANDSCAPING ENHANCE-  
MENT PROJECT  
LONG BEACH, MISSISSIPPI  
ADVERTISEMENT FOR  
BIDS

Sealed bids for the construction of the Long Beach Harbor Landscaping Enhancement Project will be received by The City of Long Beach at the office of the City Clerk located at City Hall, 201 Jeff Davis Avenue, Long Beach, MS 39560 until 10:00 A.M., local time on February 24, 2015, at which time the bids received will be publicly opened and read.

The Project consist of planting trees, shrubs, and relocating trees in conformance with the plans and specifications.

This project is funded through the Coastal Impact Assistance Program (CIAP). Bids will be received for a single prime Contractor. Bids shall be on a unit price basis, with additive alternate bid items as indicated in the Bid Form.

This Issuing Office for the Bidding Documents is Brown, Mitchell & Alexander, Inc., 621 34th Street, Gulfport, MS 39507, (228) 884-7512. Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of 8:00 A.M. and 5:00 P.M., and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Bidding Documents may be obtained from the Issuing Office during the hours indicated above.

Printed Bidding Documents may be obtained from the Issuing Office either in-person pick-up or via mail, upon Issuing Office's receipt of payment for the Bidding Documents. The non-refundable cost of printed Bidding Documents is \$50.00 per set, payable to Brown, Mitchell & Alexander, Inc.

The date that the Bidding Documents are transmitted by the Issuing Office will be considered the prospective Bidder's date of receipt of the Bidding Documents. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda, if any, obtained from sources other than the Issuing Office.

A pre-bid conference will be held at 2:00 p.m., local time on February 5, 2015 at the City of Long Beach Harbor Master's Office, 720 South Cleveland Avenue, Long Beach, MS 39560. Attendance at the pre-bid conference is highly encouraged but is not mandatory.

Bid security shall be furnished in accordance with the Instruction to Bidders.

For bids exceeding \$50,000.00, Bidder must indicate his Certificate of Responsibility Number on the outside of sealed proposal as required by Mississippi Law, Effective July 1, 2010; Par MS Code 91-3-21(3); any bid submitted by a nonresident contractor which does not include the nonresident contractor's current state law pertaining to such state's treatment of non-resident contractors, shall be rejected and not considered for award. If no such law exists in the non-resident contractor's state, then the non-resident contractor may provide a statement to that effect.

No bidder may withdraw his bid within sixty (60) days after the actual date of the opening thereof.

The Owner reserves the right to waive any informalities or to reject any or all bids.

Published by order of the Long Beach Port Commission this the 20th day of November, 2014.

Publish Dates:  
January 22, 2015  
January 29, 2015

1552044

Proof of Publication

STATE OF MISSISSIPPI

COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared Crista Brackett who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city of Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

Vol. 131 No., 111 dated 22 day of Jan, 2015  
Vol. 131 No., 118 dated 29 day of Jan, 2015  
Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Affiant further states on oath that said newspaper has been established and published continuously in said county for a period of more than twelve months next prior to the first publication of said notice.

JAN 30 2015

Clerk

Sworn to and subscribed before me this 29 day of

Jan, A.D., 2015

Notary Public

\*The Sun Herald has been deemed eligible for publishing legal notices in Jackson County to meet the requirements of Miss. Code 1972 Section 13-3-31 and 13-3-32

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There came on for consideration a letter with attachments from Christian Preus, PLA, Principal, as follows:

**PORT COMMISSION MINUTES  
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**CHRISTIANPREUS**  
Landscape Architecture

Mailing:  
1011 Desoto Street  
Ocean Springs, MS 39564

556 South Section Street  
Fairhope, AL 36532

T : 855.539.5086  
M : 228.547.8586  
F : 855.539.5086

March 5, 2015

Long Beach Port Commission  
Attn: Mr. Ron Robertson (via email)

**RE: Long Beach Harbor Landscape Enhancement Project  
Long Beach, Mississippi**

Dear Mr. Robertson:

As you know, bids were received on February 24<sup>th</sup> at the Long Beach City Hall for the above referenced project. Three bids were received. We have prepared and enclosed a bid tabulation for your review.

Millennium Construction, LLC submitted the lowest bid of \$69,943.53. Therefore, subject to your attorney's review and the submission of the proper bonds and insurance by the Contractor, we are hereby recommending award of the contract to Millennium Construction, LLC.

If you should have any questions or comments relative to this matter, please do not hesitate to contact us at (228) 547-8586.

Sincerely,



Christian Preus, PLA  
Principal

cc: Bill Mitchell – BMA Engineers, Inc.

*A:\recommendation.ltr*



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LONG BEACH HARBOR LANDSCAPE ENHANCEMENT PROJECT LONG BEACH, MISSISSIPPI									
CONTRACTORS BID TABULATION BIDS RECEIVED FEBRUARY 24, 2015 AT 1:00 P.M. LOCAL TIME BY THE CITY OF LONG BEACH, BY JEFF DAVIS NARRATE, LONG BEACH, MS 3860									
CERTIFICATE OF RESPONSIBILITY ADDITIONAL REQUIRED AND ASSIGNED LEADS									
ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
BASE BID:									
0155-A	MOBILIZATION	1	LS	\$9,201.47	\$9,201.47	\$22,342.75	\$22,342.75	\$5,500.00	\$5,500.00
0155-A	PROJECT SIGN	1	EA	\$2,111.79	\$2,111.79	\$600.00	\$600.00	\$1,000.00	\$1,000.00
0250-A	LIVE OAK - 18 GAL	4	EA	\$465.83	\$1,863.32	\$504.00	\$2,016.00	\$500.00	\$2,000.00
0250-B	5 GAL PALMETTO - 13" H TRUNK	34	EA	\$406.63	\$13,823.42	\$546.00	\$18,564.00	\$445.00	\$15,130.00
0250-C	DWARF PARSONS JUNIPER - 3 GAL	395	EA	\$16.59	\$6,553.05	\$15.62	\$6,169.90	\$4.32	\$9,006.40
0250-D	SAND COROGRASS - 3 GAL	234	EA	\$15.98	\$3,739.32	\$11.67	\$2,730.38	\$3.32	\$7,690.86
0250-E	SALTMEADOW COROGRASS - 3 GAL	115	EA	\$15.38	\$1,768.70	\$11.07	\$1,273.05	\$3.32	\$2,796.80
0250-F	BEACH ELDER - 3 GAL	133	EA	\$12.29	\$1,634.57	\$13.75	\$2,028.75	\$30.00	\$3,990.00
0250-G	BEACH ROSEMARY - 3 GAL	400	EA	\$25.80	\$10,320.00	\$11.53	\$4,632.00	\$30.00	\$12,000.00
0250-H	DWARF PALMETTO - 3 GAL	78	EA	\$30.75	\$2,397.00	\$26.96	\$2,094.96	\$33.82	\$2,637.32
0250-I	DWARF WAXMYRTLE - 3 GAL	51	EA	\$30.75	\$1,568.75	\$23.55	\$1,211.45	\$29.57	\$1,507.57
0250-J	CLEANDER - 7 GAL	82	EA	\$49.21	\$3,051.02	\$38.75	\$2,278.50	\$47.67	\$2,865.54
0250-K	EASTERN BACCHARIS - 3 GAL	7	EA	\$12.44	\$87.08	\$22.72	\$159.04	\$27.42	\$191.94
0250-L	SEA OATS - BARE ROOT	2131	EA	\$2.46	\$5,242.26	\$2.02	\$4,304.62	\$3.00	\$6,393.00
0250-M	300 REF. CONSTRUCTION DRAWINGS	150	SV	\$19.67	\$2,950.50	\$3.50	\$525.00	\$7.00	\$1,050.00
0250-N	SAND FENCE 4 FT. REF. CONSTRUCTION DRAWINGS	166	LF	\$4.49	\$746.34	\$9.15	\$1,518.90	\$6.00	\$1,326.00
0250-O	WATERING (REF. SPECIFICATIONS)	1	LS	\$890.34	\$890.34	\$4,090.00	\$4,090.00	\$5,000.00	\$5,000.00
0250-P	PRUNING EXISTING LIVE OAKS	1	LS	\$700.25	\$700.25	\$400.00	\$400.00	\$250.00	\$250.00
0250-Q	RELOCATING PALMS	2	EA	\$197.17	\$394.34	\$120.00	\$240.00	\$350.00	\$700.00
TOTAL BASE BID:					\$68,343.31		\$77,791.30		\$81,656.35
Mathematical Errors Have Been Identified And/or Corrected									
THIS IS TO CERTIFY THAT THE ABOVE IS THE TRUE AND CORRECT BID FOR THE LONG BEACH HARBOR LANDSCAPE ENHANCEMENT PROJECT.									
CHRISTIAN J. LADNER, JR. REGISTERED LANDSCAPE ARCHITECT									
OWNER: CITY OF LONG BEACH BID PROJECT #11-5850-03									

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Based upon the recommendation set for above, Commissioner Ladner made motion seconded by Commissioner Casey and unanimously carried to award the Long Beach Harbor Landscape Enhancement Project to Millennium Construction, LLC, in the amount of \$69,943.53.

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There came on for discussion improvements to finger piers in the harbor. After considerable discussion, Commissioner Deschenes made motion seconded by Commissioner Ehlers and unanimously carried authorizing Brown, Mitchell,

**PORT COMMISSION MINUTES**  
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Alexander, Inc., to proceed with the design and bid package for improvements to finger piers.

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Based upon information contained in Mr. Robertson's aforesaid report and discussion by the Commission, Commissioner Yott made motion seconded by Commissioner Nicolais and unanimously carried to approve Amendment No. 1 to Work Authorization No. 2, Professional Services for Seven (7) Harbor Improvement Projects.

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There came on for discussion action taken by the Port Commission on February 19, 2015, and remanded back to the Port Commission by the Mayor and Board of Aldermen on March 3, 2015, regarding the purchase of a Bayliner boat with slip fees owed. After discussion and upon the advice of the Port Attorney, Commissioner Yott made motion seconded by Commissioner Deschenes and unanimously carried to accept eight hundred dollars (\$800.00) from Mr. Wesley Allen toward the arrearage owed by Mr. Christopher Gatlin, Pier 5 Slip 25, and allow the removal of said boat.

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The Commission recognized Mr. J.D. Spencer, Owner, Spencer Web Solutions. Discussion was held and it was determined that the harbor web design is live and ready for final approval, [www.friendlyharbor.net](http://www.friendlyharbor.net); whereupon Commissioner Deschenes made motion seconded by Commissioner Ladner and unanimously carried authorizing final approval of the Harbor Web Design.

\*\*\*\*\*

There came on for discussion the Port Commission Election of Officer for the 2015/ 2016 term. It was the consensus of the Commission to nominate/elect the following:

Phil Kies	President
Susan Nicolais	Vice President
Don Deschenes	Secretary

\*\*\*\*\*

Commissioner Hill made motion seconded by Commissioner Nicolais and unanimously carried to approve payment of invoices, as follows:

- Docket #HBR021715, as submitted
- Docket #HBR030315, as submitted
- Docket #HBR031715, as submitted.

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Commissioner Hill made motion seconded by Commissioner Casey and unanimously carried acknowledging receipt of the February, 2015, Revenue/Expense Report.

# **PORT COMMISSION MINUTES**

## **MARCH 19, 2015**

The Commission recognized the Harbormaster's report, as follows:

### **Harbor Master Report**

**March 19, 2015**

- Bulkhead tieback project going well Grouting is 1/3 complete
- Currently requesting quotes for a maintenance and hurricane contract for electrical pedestals
- Washed out by transient pier for draft. Still no word on the boat size that is coming for grand opening
- Polaris is at ranchland tractor awaiting estimate of repairs due to the amount of rust the invoice was 1600 to fix will be ready in about a week
- WIFI Repeater: ?
- Harrison County Sand Beach will be putting up dune fence south of comfort station
- Need a contract for chevron towing to pick up and replace fuel building
- Need a contract for bait shop trailer in event of storm
- Water faucets (change with brass)when funds are available
- 4 Live Aboard (Welch, Kilner, Smith, Haley)
- Dec. 130 of 213
- Jan. 131 of 213
- Feb. 131 of 213

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Based on the aforesaid report, action was taken as follows:

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- Commissioner Kies made motion seconded by Commissioner Ehlers and unanimously carried authorizing the Harbormaster to purchase a WIFI Repeater.

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The Commission recognized Port Attorney James C. Simpson, Jr., for his report; whereupon he apprised the commission on an insurance issue and change orders related to Landmark's current paving contract. After brief discussion, it was determined that this meeting would be recessed for the purpose of voting on any agreements and change orders that relate to Landmark's current contract so as to expedite completion of project.

\*\*\*\*\*

There being no further business to come before the Commission at this time, Commissioner Ehlers made motion seconded by Commissioner Kies and unanimously carried to recess this meeting until Wednesday, March 25, 2015, at 1:00 p.m. o'clock.

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APPROVED:

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PHIL KIES, PRESIDENT

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DATE

ATTEST:

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STACEY DAHL, DEPUTY CITY CLERK