

**Board of Commissioners**

Robert Stevens – Chairman  
Frank Spence – Vice-Chair  
Tim Hill – Secretary  
James Campbell – Treasurer  
Dirk Rohne – Assistant Secretary/Treasurer

422 Gateway Ave, Suite 100  
Astoria, OR 97103  
Phone: (503) 741-3300  
Fax: (503) 741-3345  
[www.portofastoria.com](http://www.portofastoria.com)

**Workshop Session**

December 17, 2024 at 4:00 PM  
422 Gateway Ave, Suite 100

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The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling the Port of Astoria at (503) 741-3300.

\*This meeting will also be accessible via Zoom. Please see page 2 for login instructions.

**Agenda**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. CHANGES/ADDITIONS TO THE AGENDA
5. PUBLIC COMMENT  
This is an opportunity to speak to the Commission for 3 minutes regarding any topic. In person, those wishing to speak must fill out a public comment form. Those participating via Zoom may raise their hands during the public comment period.
6. ACTION
  - a. Additional Update to Personnel Policies..... 3
  - b. RFE #0205 – T-Dock Power Upgrade Extension ..... 4
  - c. RFE #0206 – East Mooring Basin Dredging ..... 6
7. COMMISSION COMMENTS
8. EXECUTIVE DIRECTOR COMMENTS
9. UPCOMING MEETING DATES
  - a. Regular Session – January 7, 2025 at 4:00 PM
  - b. Workshop Session – January 21, 2025 at 4:00 PM
10. ADJOURN

Please Note:

Agenda packets are available online at: <https://www.portofastoria.com/CommissionMeetings/AgendaMinutes.aspx>

Please allow time for the normal posting procedure for agendas and meeting packets.



## Board of Commissioners

### **HOW TO JOIN THE ZOOM MEETING:**

**Online:** Direct link: <https://us02web.zoom.us/j/86905881635?pwd=amhtTTBFcE9NUElxNy9hYTZFPQTizQT09>  
Or go to [Zoom.us/join](https://zoom.us/join) and enter Meeting ID: 869 0588 1635, Passcode: 422

**Dial In:** (669) 900-6833, Meeting ID: 869 0588 1635, Passcode: 422

This meeting is accessible to persons with disabilities or persons who wish to attend but do not have computer access or cell phone access. If you require special accommodations, please contact the Port of Astoria at least 48 hours prior to the meeting by calling [\(503\) 741-3300](tel:5037413300) or via email at [admin@portofastoria.com](mailto:admin@portofastoria.com).

**To:** Port of Astoria Board of Commissioners  
**From:** Finance Department  
**Date:** December 12, 2024  
**Subject:** Additional Update to Personnel Policies – Bereavement Leave

Dear Commissioners,

The board recently approved extensive updates to our Personnel Policies. Upon further review, we have identified one additional area requiring revision. Please find below the proposed changes to our Paid Bereavement Leave policy, submitted for your review and approval.

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#### 4.9 Paid Bereavement Leave

In addition to unpaid Bereavement Leave potentially available under OFLA, regular full time employees are entitled to a maximum of three (3) paid days off per calendar year to be used in the event of the death of a member of the employee’s family (“Paid Bereavement Leave”) as provided below. Paid Bereavement Leave does not carry forward from year to year, and cannot be accumulated.

For the purpose of Paid Bereavement Leave, “family member” follows the definition under the OFLA. ~~OFLA Bereavement Leave, “family member” includes an employee’s spouse; same-sex domestic partner; biological, adoptive, step-, or foster child or parent; parent-in-law; grandparents and grandchildren; and any person with whom the employee has an *in loco parentis* (i.e., in place of parents) relationship. An additional two days of paid leave will be granted in the event of the death of the employee’s spouse/partner, parent, or child. Leave to attend the funeral of a non-immediate family member with whom the employee had an especially close relationship may also be granted at the discretion of management.~~


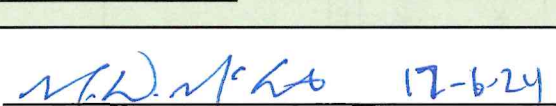


~~Request for Paid Bereavement Leave must be made in writing. If the need for the leave is known to you in advance, you must give thirty (30) days’ advance notice. If the leave is not known in advance, you must give verbal notice to your direct supervisor within twenty four (24) hours of the beginning of the leave, followed by confirmation in writing within three (3) workdays after you return to work.~~

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Please feel free to reach out for further discussion or clarification regarding this update.

Melanie Howard, Finance/HR Director

**REQUEST FOR EXPENDITURE**

SECTION A	Date:	11/21/2024	Department:	Maintenance
	Staff Contact:	Joe Tadei	Vendor (if determined):	Wells Electric, Co.
	Project Name:	T-Dock Power Upgrade Extension - Final Phase		
	Location & Purpose of Service or Product:	Provide T-dock shore power connections for marina tenants in the West Basin Marina		
	Cost Estimate:	\$110,000.00		
SECTION B	1. Will services be performed on Port of Astoria property? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
	2. Does this expenditure exist within the Capital Projects List?      (Original Budget Amount) <input type="checkbox"/> No      / <input checked="" type="checkbox"/> Yes <span style="border: 1px solid black; padding: 2px;">\$85,000</span>			
SECTION C	Account # for Item (ex: XXX-XX)	TOTAL      NET OF GRANTS		
	FY 2024-2025 Budget for this Account	710-00		
	Amount Spent Year-to-Date for this Account	\$5,177,230	\$3,097,230	
	Amount Available to Spend for this Account	\$1,840,623	\$1,264,600	
	Amount Available to Spend for this Account	\$3,336,607	\$1,832,631	
Does this Request for Expenditure require Commission Approval (>=\$75,000)? <input type="checkbox"/> No      / <input checked="" type="checkbox"/> Yes (Skip to D.4)				
SECTION D	3. Under Executive Director's discretion, will Request for Expenditure be submitted to Commission for approval? <input type="checkbox"/> No      / <input type="checkbox"/> Yes			
	4. (Specify date of Commission meeting when item is scheduled to be heard/approved) <span style="border: 1px solid black; padding: 2px; display: inline-block;">12/17/2024</span>			
SECTION E				
	Signature of Department Head	Date	Signature of Deputy Director	Date
				
	Signature of Finance Director	Date	Signature of Executive Director	Date
(required if cost is unbudgeted, or > \$5,000 budgeted)				

(over for Quotation Analysis)

Project: T-Dock Power Upgrade Extension

Project Manager: Joe Tadei

Quotes obtained by: Wells Electric, Co.





Procurement Method:  Small procurement  Intermediate procurement  Request for Bid  
 Sole source  Emergency  Request for Proposal

Solicitation Method:  Verbal quotes (informal)  Requests for written quotes (informal)  Public solicitation (formal)

Vendor	Amount	Description	Availability	Specific expertise	Other information
Wells Electric, Co.	\$110,000	Provide power to the end of T-dock for shore power connections in the slips and along the walkway.	immediate	Wells Electric completed the first phase of the T-dock power project for the port.	Wells Electric will complete the final phase of the T-dock power project to provide shore power connections for the West Basin Marina.

**Vendor selection & justification: (REQUIRED)** This project is a sole source procurement project due to the unique design of the project initially developed by Wells Electric, Co (RE# 0153) and approved by the Port Commission 9/5/23. Project costs increased due to materials subject to additional price increases while the project was underway.

**REQUEST FOR EXPENDITURE**

SECTION A	Date:	12/5/2024	Department:	Marina
	Staff Contact:	Matt McGrath	Vendor (if determined):	Bergerson Construction
	Project Name:	East Mooring Basin Dredging		
	Location & Purpose of Service or Product:	Maintenance dredging is needed to facilitate navigational access to the public boat launch and East Basin Marina slips. Project will include dredging and conveyance of dredge materials via hydraulic/flow-lane disposal.		
	Cost Estimate:	\$762,745.00		
SECTION B	1. Will services be performed on Port of Astoria property? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
	2. Does this expenditure exist within the Capital Projects List?      (Original Budget Amount)			
		<input type="checkbox"/> No	/	<input checked="" type="checkbox"/> Yes <span style="border: 1px solid black; padding: 2px;">\$400,000.00</span>
SECTION C	Account # for Item (ex: XXX-XX)	TOTAL      NET OF GRANTS		
	FY 2024-2025 Budget for this Account	710-00		
	Amount Spent Year-to-Date for this Account	\$ 5,177,230	\$ 3,097,230	
	Amount Available to Spend for this Account	\$ 1,840,623	\$ 1,261,600	
	Amount Available to Spend for this Account	\$ 3,336,607	\$ 1,832,631	
Does this Request for Expenditure require Commission Approval (>=\$75,000)? <input type="checkbox"/> No / <input checked="" type="checkbox"/> Yes (Skip to D.4)				
SECTION D	3. Under Executive Director's discretion, will Request for Expenditure be submitted to Commission for approval?			
	<input type="checkbox"/> No      / <input checked="" type="checkbox"/> Yes			
4. (Specify date of Commission meeting when item is scheduled to be heard/approved)				
<span style="border: 1px solid black; padding: 5px;">12/17/2024</span>				
SECTION E	Signature of Department Head		Signature of Deputy Director	
	Date		Date	
				
	12-6-24		12-6-24	
Signature of Finance Director		Signature of Executive Director		
Date		Date		
				
Date		Date		
		(required if cost is unbudgeted, or > \$5,000 budgeted)		

(over for Quotation Analysis)

Project: East Mooring Basin Dredging

Project Manager: Matt McGrath

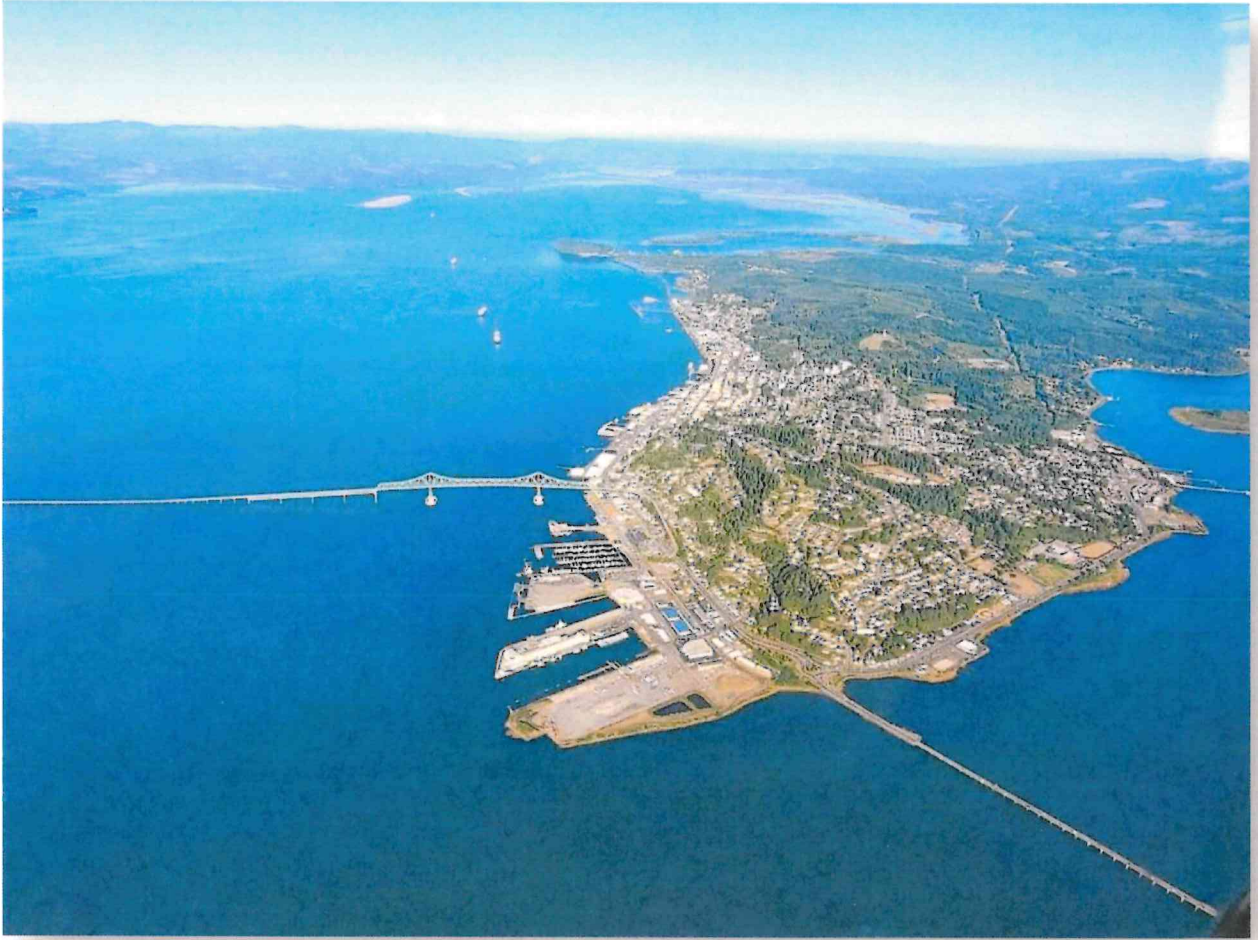
Quotes obtained by: Matt McGrath

Procurement Method:  Small procurement  Intermediate procurement  Request for Bid  
 Sole source  Emergency  Request for Proposal

Solicitation Method:  Verbal quotes (informal)  Requests for written quotes (informal)  Public solicitation (formal)

Vendor	Amount	Description	Availability	Specific expertise	Other information
Bergerson Construction	\$762,745.00				
JF Brennan Company	\$1,529,000.00				
The Dutra Group	\$2,047,500.00				

Vendor selection & justification: (REQUIRED)  
 Bergerson Construction had the lowest bid for this project. Project will not commence until November 2025 but contractor will honor 2024 bid price for work to be completed in 2025.



## Port of Astoria

FY 2024-25 Dredging – East Basin Marina

Proposal by:



Bergerson Construction, Inc.

October 10, 2024



P.O. Box 387  
Astoria, OR 97103  
Office 503-325-7130  
Fax 503-325-0174  
24 Hour Service



*“for a job well done”*

TIN # 93-0600594  
OR CCB# 63328

WA CC01 BERGECI 1210H

info@bergerson-const.com  
www.bergerson-const.com

October 10, 2024

Port of Astoria  
ATTN: Matt McGrath  
422 Gateway Ave., Suite 100  
Astoria, OR 97103

Project: FY 2024-25 Dredging – East Basin Marina  
SUBJECT: Bidder Qualifications

Mr. McGrath,

Bergerson Construction is pleased to offer this bid for maintenance dredging in the East Basin Marina. Our local experience in marine construction and dredging over the past 56 years more than qualifies our firm for this work. We look forward to working with your team to ensure a successful project.

The following is a list of items required by the Invitation to Bid, but not addressed by the bid forms.

- **Bergerson Construction Project Contacts**

Greg Morrill, President/General  
Manager  
[gmorrill@bergerson-const.com](mailto:gmorrill@bergerson-const.com)  
(503) 325-7130 office

Adam Neahring, Project Manager  
[aneahring@bergerson-const.com](mailto:aneahring@bergerson-const.com)  
(503) 440-4423 cell

Clayton Solberg, Project Superintendent  
[csolberg@bergerson-const.com](mailto:csolberg@bergerson-const.com)  
(503) 440-7782 cell

Robert Corcoran, Alternate Project  
Superintendent  
[rcorcoran@bergerson-const.com](mailto:rcorcoran@bergerson-const.com)  
(503) 440-9501 cell

- **Bergerson Construction Company Address/Location(s) and Contact Information**

Main Office  
300 Railroad Ave, Suite 200  
Astoria, OR 97103  
(503) 325-7130

Shop/Yard  
300 Railroad Ave.  
Astoria, OR 97103

Mailing Address  
PO Box 387  
Astoria, OR 97103

- **First-Tier Subcontractor Disclosure Form**

See Attachment B – Bid Forms

- **Resident Bidder Status**

As certified by the undersigned, Bergerson Construction, Inc. is a resident bidder in Oregon as defined in ORS 279 A.120.

- **Experience with Environmental Permit Compliance**

Since Bergerson Construction's primary line of work is marine and waterfront construction, most of our projects for at least the past 25-30 years have been subject to requirements set forth in environmental permits. Additionally, we work with many of our clients in obtaining such permits for in-water work. This provides our project management staff with an excellent working knowledge of the environmental requirements for a project of this nature.

As with any waterfront construction, environmental protection is second only to safety. All Best Management Practices (BMP's) required by the project permits and specifications will be implemented and maintained to ensure effective protection of our natural resources. In addition, we will employ many other BMP's including but not limited to the following:

- Spill response kits will be maintained on site for the duration of the contract
- Equipment will be inspected for leaks each day prior to operation
- Emergency contact information in case of spill will be posted on site in the dry shack on the crane barge
- 24-hour contractor contact will be established for duration of contract
- BMP's will be adjusted if deficiencies are noted
- Turbidity during in-water work will be monitored in accordance with the permits. A daily log of turbidity monitoring will be maintained and submitted to the Port at the close of the project.
- A detailed spill prevention plan will be prepared and submitted prior to beginning work on site

Upon award of this contract, Bergerson Construction will prepare a project specific environmental protection plan in accordance with the environmental permits. This will provide guidelines for all construction activities.

- **Experience in Marine Construction/Dredging for Public Agencies**

See Attachment A – Project Experience

It should also be noted that our dredge is equipped with state-of-the-art GPS and electronics for tracking position, depth and estimate dredge quantities throughout the project. This aids in accurate dredging and tracking of progress.

- **Applicable Licenses**

Bergerson Construction is a licensed commercial contractor in the State of Oregon.

- Oregon CCB License No.: 63328, Expiration Date: 1/25/2025

- **Certifications**

As certified by the undersigned, Bergerson Construction provides worker's compensation coverage for all its employees working in Oregon.

As certified by the undersigned, Bergerson Construction will ensure responsibility for any subcontractors working on this project.

As certified by the undersigned, Bergerson Construction has in place an employee drug testing program that will be maintained throughout the term of this agreement.

- **Past Project Contacts**

City of Astoria  
Jeff Harrington, Public Works Director  
[jharrington@astoria.or.us](mailto:jharrington@astoria.or.us)  
(503) 338-5177

Big River Construction  
Mike Sarin, President  
[msarin@bigrivercompanies.com](mailto:msarin@bigrivercompanies.com)  
(503) 338-3878 office

Port of Alsea  
Roxie Cuellar, Port Manager  
(541) 563-3872  
[rcuellar@portofalsea.com](mailto:rcuellar@portofalsea.com)

- **Litigation History**

Bergerson Construction has had no litigation on any contract of any type in the past five years.

- **Addenda Acknowledgement**

As certified by the undersigned, Bergerson Construction acknowledges 2 addenda.

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Certified By:



\_\_\_\_\_  
Gregory A. Morrill, President    October 10, 2024

# ATTACHMENT A

## Project Experience

## Bergerson Construction Project Experience

### Dredging Specific Project Experience:

<u>Client/Contact</u>	<u>Project Name</u>	<u>Year</u>	<u>Value</u>
Port of Bandon Jeff Griffin (541) 357-3206	Marina Redevelopment	2023-2024	\$1,098,750
Port of Newport Aaron Bretz (541) 406-0217	NOAA MOC-P Wharf Maintenance Dredging	2024	\$991,536
Port of Newport Aaron Bretz (541) 406-0217	NOAA MOC-P Wharf Maintenance Dredging	2019	\$369,882
Port of Grays Harbor Mike Johnson (360) 533-9528	Westport Marina – Phase 1 Dredging	2019-2020	\$1,537,462
City of Warrenton Jessica McGowan (503) 861-3822	Hammond Mooring Basin Dredging	2020-2021	\$730,851
Port of Astoria Matt McGrath (503) 741-3300	West Mooring Basin Dredging	2020-2023	\$1,400,000
Port of Alsea Roxie Cuellar (541) 563-3872	Alsea Bay Marina Dredging	2019	\$406,000
USACE Matt Joerin (360) 353-1521	Coquille River – Marina Dredging	2020	\$414,130

### Misc. Marine Construction Project Experience:

<u>Client/Contact</u>	<u>Project Name</u>	<u>Year</u>	<u>Value</u>
Oregon State University Kris Anderson (503) 969-9369	HSMC Seawater Intake Pier	2022	\$1,217,018
Port of Kalama Darin Sampson (360) 673-2325	Small Cruise Ship Dock	2022	\$3,691,530
Port of Alsea Roxie Cuellar (541) 563-3872	Marina Improvements	2021	\$2,919,923
Port of Everett Elise Gronewald (425) 388-0630	Central Marina Improvements (B, C, & D)	2016-2017	\$10,557,146
Port of Toledo Bud Shoemake (541) 272-1201	Boat Haulout Pier	2014-2015	\$1,636,084
USACE/LKE Kim Erion (360) 737-9595	Trestle Bay Restoration	2015-2019	\$548,940
City of Warrenton Jessica McGowan (503) 861-3822	Marina Improvements	2016	\$1,637,009

# ATTACHMENT B

Bid Forms

Bid Bond

First-Tier Subcontractor Disclosure Form

**BID & ACKNOWLEDGEMENT OF ADDENDA**

To: Board of Commissioners  
 Port of Astoria  
 Astoria, Oregon

The undersigned hereby certifies that the location and details of the work outlined below and further delineated in Exhibits A & B have been personally examined for the Port of Astoria’s **East Basin Marina Dredging** project and that he/she: i) has read and thoroughly understands the specifications and all attachments and conditions associated with the U.S. Army Corps of Engineers and Department of State Lands’ permits issued for the Port of Astoria’s FY 2024-25 East Basin Marina Dredging Project referenced on page 4 of this Invitation to Bid; ii) acknowledges and agrees to the terms and conditions of all forms and requirements included in the bid documents; and iii) certifies that he/she has personally examined the contract governing the work included in this project and the method by which payment will be made for such work and hereby proposes to undertake and complete the work included in this project in accordance with said specifications, contract and schedule.



**Award will be based on the lowest bid from a responsive, responsible bidder.**

**Instructions regarding completion of Bid table:**

- Show prices in legible figures (not words) written in ink or typed
- Where conflict occurs unit price shall prevail
- Bid shall be considered non-responsive and void if:
  - Figures are illegible
  - Minimum bid requirements are not met (where applicable)

<b>Item #</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total Price</b>
1	1 LS	Mobilization	Lump Sum	\$ 237,745.00
2	35,000 Cubic Yards	East Basin Dredging – Remove 35,000 CY	Dollar per Cubic Yard  \$15.00	\$  525,000.00
<b>3 Grand Total (Add Items 1 &amp; 2 for total project cost)</b>				<b>\$ 762,745.00</b>


The following Addendum/Addenda is/are hereby acknowledged:

Addendum No.	Date of Addendum/Addenda	Signed Acknowledgement
1	9/26/2024	
2	10/02/2024	

Note: Failure to acknowledge addenda may render the bid non-responsive and therefore void. If no addenda, mark "none."

The undersigned hereby certifies that said person(s), firm, association or corporation has/have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this Bid is submitted.

The undersigned declares that before preparing the bid, he or she read carefully the specifications and requirements for bidders; the bid is made with the full knowledge of the kind, quality and quantity of services and equipment to be furnished; and the bid is as stated on these pages. By signing below, the Contractor acknowledges and agrees to the terms and conditions of each of the forms and all requirements included in the bid documents.

	October 10, 2024
_____ Authorized Official (Signature)	_____ Date
Gregory A. Morrill	President
_____ Printed Name of Authorized Official	_____ Title of Authorized Official
Bergerson Construction, Inc.	(503) 325-7130
_____ Company Name	_____ Telephone Number
P.O. Box 387, Astoria, Oregon 97103	admin@bergerson-const.com
_____ Address	_____ E-mail
City, State, Zip	

OR State Contractor's License #: 63328

Federal I.D. #: 93-0600594



**FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM  
FY 2024-25 DREDGING**

BID CLOSING: Date: 10/10/24 Time: 3:00 P.M.

Prime Contractor Name: Bergerson Construction, Inc.

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date within two (2) working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

NAME	DOLLAR VALUE	CATEGORY OF WORK
1 <u>None</u>	<u>\$</u>	<u></u>
2 <u></u>	<u>\$</u>	<u></u>
3 <u></u>	<u>\$</u>	<u></u>

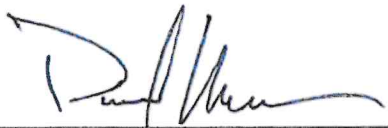
**OFFICER'S CERTIFICATE**

The undersigned, Daniel Gentges, hereby certifies that he is the Secretary of J.F. Brennan Company, Inc., a Wisconsin corporation (the "Corporation"), and further certifies the following:

1. He is familiar with the affairs and records of the Corporation as they relate to the matters dealt with in this Certificate.
2. The Corporation is a corporation organized and validly existing under the Wisconsin Statutes.
3. The following are the current officers of the Corporation according to the Corporation's records:

<u>Name</u>	<u>Title</u>
Matthew Binsfeld	President
Michael Binsfeld	Executive Vice President
Anthony Binsfeld	Executive Vice President
Mark Binsfeld	Executive Vice President
Adam Binsfeld	Treasurer
Daniel Gentges	Secretary

Dated as of the 29<sup>th</sup> day of July, 2024.

  
\_\_\_\_\_  
Daniel Gentges

**J. F. Brennan Company, Inc.**  
818 Bainbridge St.  
La Crosse, WI 54603

Date of Incorporation: 5/21/1959  
State of Wisconsin

**BID & ACKNOWLEDGEMENT OF ADDENDA**

To: Board of Commissioners  
 Port of Astoria  
 Astoria, Oregon

The undersigned hereby certifies that the location and details of the work outlined below and further delineated in Exhibits A & B have been personally examined for the Port of Astoria’s **East Basin Marina Dredging** project and that he/she: i) has read and thoroughly understands the specifications and all attachments and conditions associated with the U.S. Army Corps of Engineers and Department of State Lands’ permits issued for the Port of Astoria’s FY 2024-25 East Basin Marina Dredging Project referenced on page 4 of this Invitation to Bid; ii) acknowledges and agrees to the terms and conditions of all forms and requirements included in the bid documents; and iii) certifies that he/she has personally examined the contract governing the work included in this project and the method by which payment will be made for such work and hereby proposes to undertake and complete the work included in this project in accordance with said specifications, contract and schedule.



**Award will be based on the lowest bid from a responsive, responsible bidder.**

**Instructions regarding completion of Bid table:**

- Show prices in legible figures (not words) written in ink or typed
- Where conflict occurs unit price shall prevail
- Bid shall be considered non-responsive and void if:
  - Figures are illegible
  - Minimum bid requirements are not met (where applicable)

Item #	Qty	Description	Unit Price	Total Price
1	1 LS	Mobilization	Lump Sum	\$654,000.00
2	35,000 Cubic Yards	East Basin Dredging – Remove 35,000 CY	Dollar per Cubic Yard \$25.00/cy	\$875,000.00
<b>3 Grand Total (Add Items 1 &amp; 2 for total project cost)</b>				<b>\$1,529,000.00</b>

The following Addendum/Addenda is/are hereby acknowledged:

Addendum No.	Date of Addendum/Addenda	Signed Acknowledgement
<u>1</u>	<u>9/26/2024</u>	<u></u>
<u>2</u>	<u>10/2/2024</u>	<u></u>

Note: Failure to acknowledge addenda may render the bid non-responsive and therefore void. If no addenda, mark "none."

The undersigned hereby certifies that said person(s), firm, association or corporation has/have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this Bid is submitted.

The undersigned declares that before preparing the bid, he or she read carefully the specifications and requirements for bidders; the bid is made with the full knowledge of the kind, quality and quantity of services and equipment to be furnished; and the bid is as stated on these pages. By signing below, the Contractor acknowledges and agrees to the terms and conditions of each of the forms and all requirements included in the bid documents.

  
Authorized Official (Signature)

10/1/2024  
Date

DANIEL GENTGES  
Printed Name of Authorized Official

SECRETARY  
Title of Authorized Official

J.F. BRENNAN COMPANY, INC  
Company Name

608-704-7173  
Telephone Number

818 BAINBRIDGE ST LA CROSSE, WI 54603  
Address City, State, Zip

skra11@jfbrennan.com  
E-mail

OR State Contractor's License #: 243835

Federal I.D. #: 39-0962285

**FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM  
FY 2024-25 DREDGING**

BID CLOSING: Date: 10/10/24 Time: 3:00

Prime Contractor Name: J.F. Brennan Company, Inc

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date within two (2) working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

NAME	DOLLAR VALUE	CATEGORY OF WORK
1 <u>None</u>	<u>\$</u>	<u></u>
2 <u></u>	<u>\$</u>	<u></u>
3 <u></u>	<u>\$</u>	<u></u>



**J.F. Brennan Company, Inc.**

818 Bainbridge Street

La Crosse, WI 54603

608.784.7173

**J.F. Brennan Company, Inc. FY 2024-25 Dredging East Basin Marina Project Contacts**

**Tyler Lee**

Director – Environmental

[tlee@jfbrennan.com](mailto:tlee@jfbrennan.com)

Direct: 608.519.5360

Cell: 608.792.0815

**Jared Blodgett**

Estimator

[jblodgett@jfbrennan.com](mailto:jblodgett@jfbrennan.com)

Direct: 608.519.5333

Cell: 608.860.8706

**Greg Smith**

Vice President – Environmental

[gsmith@jfbrennan.com](mailto:gsmith@jfbrennan.com)

Direct: 608.519.5357

Cell: 608.792.0465



**J.F. Brennan Company, Inc.**  
818 Bainbridge Street  
La Crosse, WI 54603  
608.784.7173

## **J.F. Brennan Company, Inc. Locations**

### **Corporate Headquarters**

818 Bainbridge Street  
La Crosse, WI 54603

### **Pacific Northwest Office**

26108 Pioneer Way NW  
Poulsbo, WA 98370

### **Northern California Office**

1805 Railroad Avenue  
Winters, CA 95694

### **Southern California Office**

4411 DuPont Court, Suite 130  
Ventura, CA 93003

### **Dam Construction Office**

2401 W Waukau Avenue  
Oshkosh, WI 54904

### **Duluth Area Office**

802 Garfield Avenue, Suite 102  
Duluth, MN 55802

### **Environmental Services Office**

25 Braintree Hill, Suite 3307  
Braintree, MA 02184

### **Hydrographic Survey Office**

1048 Glory Road, Suite E  
Green Bay, WI 54304

### **Illinois Marine Construction & Dive Office**

501 Illinois Avenue  
Ottawa, IL 61350

**Michigan Office**

7888 Childsdale Ave NE, Suite B  
Rockford, MI 49341

**Mid-South Office**

6410 Kentucky Dam Road  
Paducah, KY 42003

**Eastern Area Dive & Marine Construction Office**

192 Smith Street  
North Kingstown, RI 02852

**Minneapolis Area Office**

500 S. Marschall Road, Suite 110  
Shakopee, MN 55379

**St. Paul Area Office**

644 Bayfield Street, Suite 220  
St. Paul, MN 55107





**J.F. Brennan Company, Inc.**

818 Bainbridge Street  
La Crosse, WI 54603  
608.784.7173

### **J.F. Brennan Company, Inc. Subcontractors**

J.F. Brennan Company, Inc. does not have any subcontractors engaged to complete work within this project and intends to self-perform the work. In the event a subcontractor would be utilized Brennan would take responsibility of said subcontractor.



**J.F. Brennan Company, Inc.**  
818 Bainbridge Street  
La Crosse, WI 54603  
608.784.7173

**J.F. Brennan Company, Inc. Oregon Bidder Residency Status**

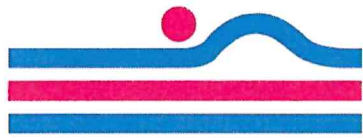
Per ORS 279A.120 J.F. Brennan Company, Inc. is defined as a Nonresident bidder in the State of Oregon.

### **J.F. Brennan Company, Inc. Drug Testing Policies**

J.F. Brennan Company, Inc. maintains a drug- and alcohol-free work environment, keeping employees and clients safe and productive. We strictly prohibit the unlawful use, possession, purchase, sale or distribution of, and being under the influence of any illegal drugs, controlled substances, or alcohol while on company or client premises. Brennan maintains compliance with several regulatory agencies and client-regulated policies (e.g., non-Department of Transportation [DOT], Federal Railroad Administration [FRA], United States Coast Guard [USCG], and US Pipeline and Hazardous Materials Safety Administration [PHMSA]). We conduct testing under several conditions (i.e., pre-employment or client pre-access, reasonable suspicion, random, and post-accident) and report to regulatory agencies and/or clients as necessary to ensure company and employee compliance.

### **J.F. Brennan Company, Inc. Litigation Statement**

J.F. Brennan Company, Inc. ("Brennan") is engaged, from time to time, in litigation and other dispute resolution proceedings to recover unpaid invoices and other business related issues. Brennan also is involved, from time to time, in litigation and other dispute resolution proceedings concerning contract enforcement matters that arise in the ordinary course of business. All such matters are defended and are covered by applicable insurance policies, above deductibles. For numerous reasons, Brennan keeps the details of all litigation/arbitration /mediation/claims information confidential if at all possible. None of the issues presently pending or threatened would detrimentally affect Brennan's ability to perform its services. If further information on these matters is required, please contact Daniel Gentges, General Counsel, at (414) 698-3314.



# Port of Astoria

## INVITATION TO BID (ITB)

FOR

FY 2024-25 Dredging  
East Basin Marina

Submitted by:



The Dutra Group  
2350 Kerner Boulevard, Suite 200  
San Rafael, California 94901-5595

Bid Date: October 10, 2024  
Bid Time: 3:00 PM

**ITB Contact:**

Matt McGrath  
Port of Astoria

422 Gateway Avenue, Suite 100  
Astoria, OR 97103  
(503) 741-3336 / (503) 741-3345 (fax)  
mmcgrath@portofastoria.com



October 10, 2024

Port of Astoria  
Port Administration Offices  
422 Gateway Avenue, Suite 100  
Astoria, OR 97103

Re: FY 2024-25 Dredging East Basin Marina

Dear Port of Astoria:

The Dutra Group (“Offeror”) is pleased to submit a bid for the project referenced above. Offeror agrees with all terms, conditions, and provisions provided in the ITB and all addendum issued.

Please see below for additional information as requested per the submittal requirements.

**Project Title:**

FY 2024-25 Dredging East Basin Marina

**The Dutra Group Company Information:**

The Dutra Group is a leading heavy civil and marine contractor that strengthens and supports our nation’s infrastructure through sustainable dredging and marine construction. The company is made up of three distinct but integrated divisions that provide a turnkey, one-stop organization. Divisions are Dutra dredging, Construction and Materials that have the capacity to handle any sized project – delivered with reliability, pride and experience.

**Bidder name, Address, Email, Telephone, and Fax Numbers:**

The Dutra Group  
2350 Kerner Boulevard, Suite 200  
San Rafael, California 94901-5595  
T: 415-258-6876 / F: 415-459-3295  
E: estimating@dutragroup.com

**Name, Title and Email of Authorized Signers:**

Name: Bill T. Dutra, Executive Chairman  
Email: bdutra@dutragroup.com

**The Dutra Group**

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2350 Kerner Blvd., Suite 200 | San Rafael, CA 94901 | Office (415) 258-6876 | Fax (415) 459-3295



Name: Harry K. Stewart, President and Chief Executive Officer  
Email: hstewart@dutragroup.com

Name: Molly F. Jacobson, Executive Vice President, Chief Administrative Officer, Secretary  
Email: mjacobson@dutragroup.com

**Names, Title and Email of Officers (Corporate Resolution attached for reference)**

Name: Bill T. Dutra, Executive Chairman  
Email: bdutra@dutragroup.com

Name: Harry K. Stewart, President and Chief Executive Officer  
Email: hstewart@dutragroup.com

Name: Molly F. Jacobson, Executive Vice President, Chief Administrative Officer, Secretary  
Email: mjacobson@dutragroup.com

Name: Kevin W. Mohr, Chief Financial Officer  
Email: kmohr@dutragroup.com

Sincerely,

  
Harry K. Stewart  
President and Chief Executive Officer

**The Dutra Group**

---

2350 Kerner Blvd., Suite 200 | San Rafael, CA 94901 | Office (415) 258-6876 | Fax (415) 459-3295

## ELECTION AND REAUTHORIZATION OF OFFICERS

Management has advised the Directors that, in order to satisfy occasional commercial and client demands for proof of formal Board authority, it is essential that the corporation have on file current Board resolutions designating those individuals who are empowered to bind the various Dutra companies and authorizing them to sign the documents necessary to carry out that purpose. Accordingly, after discussion, upon motion duly made and seconded, the Directors unanimously adopted the following resolution effective as of January 1, 2023:

**Whereas**, it is essential that the corporation have on file current resolutions from the Board of Directors designating those individuals who are empowered to bind the various Dutra companies and authorizing them to execute or endorse documents or instruments, including but not limited to undertakings, certifications, acceptances, releases, agreements, loan documents, commercial contracts and leases and assignments thereof essential to the general business operations of the Corporation and to sign proposals, bids, bid bonds, payment and performance and other bonds, construction or dredging contracts, contract change orders, claims, demands, applications, pre-qualifications, certifications, purchase orders and similar documents and undertakings as necessary and appropriate to facilitate the bidding, bonding, contracting for and prosecution of contract work undertaken by **The Dutra Group, Dutra Construction Co., Inc., Dutra Dredging Company, and San Rafael Rock Quarry, Inc.**, as such and dba **Dutra Materials or dba Dutra Fabrication**,

**Now Therefore Be It Resolved**, effective as of January 1, 2023, the following officers, to wit: Bill T. Dutra, Executive Chairman; Harry K. Stewart, President and Chief Executive Officer; Molly F. Jacobson, Executive Vice President, Chief Administrative Officer, and Secretary; and Kevin W. Mohr, Chief Financial Officer, are hereby authorized to bind **The Dutra Group** by signing, in their official capacities, individually or together, documents or instruments, including but not limited to undertakings, certifications, acceptances, releases, agreements, loan documents, commercial contracts and leases and assignments thereof essential to the general business operations of the Corporation and to sign proposals, bids, bid bonds, payment and performance and other bonds, construction or dredging contracts, contract change orders, claims, demands, applications, pre-qualifications, certifications, purchase orders and similar documents and undertakings as necessary and appropriate to facilitate the bidding, bonding, contracting for and prosecution of contract work undertaken by **The Dutra Group**; provided, however, that two signatures shall be required for all documents relating to (a) any loan obtained by The Dutra Group, credit extended to The Dutra Group, or guaranty provided by The Dutra Group in any amount, and (b) acquisition by The Dutra Group of any equipment or other asset with a value of five hundred thousand dollars (\$500,000) or greater; and, provided further, that all documents relating to any loan, extension of credit, or guaranty by The Dutra Group shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.



**Be It Further Resolved**, effective as of January 1, 2023, the following officers, to wit: Bill T. Dutra, Executive Chairman; Harry K. Stewart, President and Chief Executive Officer; Molly F. Jacobson, Executive Vice President, Chief Administrative Officer and Secretary; and Kevin W. Mohr, Chief Financial Officer, are hereby authorized to bind **Dutra Construction Co., Inc.**, by signing, in their official capacities, individually or together, documents or instruments, including but not limited to undertakings, certifications, acceptances, releases, agreements, loan documents, commercial contracts and leases and assignments thereof essential to the general business operations of the Corporation and to sign proposals, bids, bid bonds, payment and performance and other bonds, construction or dredging contracts, contract change orders, claims, demands, applications, pre-qualifications, certifications, purchase orders and similar documents and undertakings as necessary and appropriate to facilitate the bidding, bonding, contracting for and prosecution of contract work undertaken by **Dutra Construction Co., Inc.**; provided, however, that two signatures shall be required for all documents relating to (a) any loan obtained by Dutra Construction Co., Inc., credit extended to Dutra Construction Co., Inc., or guaranty provided by Dutra Construction Co., Inc. in any amount, and (b) acquisition by Dutra Construction Co., Inc. of any equipment or other asset with a value of five hundred thousand dollars (\$500,000) or greater; and, provided further, that all documents relating to any loan, extension of credit, or guaranty by Dutra Construction Co., Inc. shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

**Be It Further Resolved**, effective as of January 1, 2023, the following officers, to wit: Bill T. Dutra, Executive Chairman; Harry K. Stewart, President and Chief Executive Officer; Molly F. Jacobson, Executive Vice President, Chief Administrative Officer and Secretary; and Kevin W. Mohr, Chief Financial Officer, are hereby authorized to bind **Dutra Dredging Company** by signing, in their official capacities, individually or together, documents or instruments, including but not limited to undertakings, certifications, acceptances, releases, agreements, loan documents, commercial contracts and leases and assignments thereof essential to the general business operations of the Corporation and to sign proposals, bids, bid bonds, payment and performance and other bonds, construction or dredging contracts, contract change orders, claims, demands, applications, pre-qualifications, certifications, purchase orders and similar documents and undertakings as necessary and appropriate to facilitate the bidding, bonding, contracting for and prosecution of contract work undertaken by **Dutra Dredging Company**; provided, however, that two signatures shall be required for all documents relating to (a) any loan obtained by Dutra Dredging Company, credit extended to Dutra Dredging Company, or guaranty provided by Dutra Dredging Company in any amount, and (b) acquisition by Dutra Dredging Company of any equipment or other asset with a value of five hundred thousand dollars (\$500,000) or greater; and, provided further, that all documents relating to any loan, extension of credit, or guaranty by Dutra Dredging Company shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

**Be It Further Resolved**, effective as of January 1, 2023, the following officers, to wit: Bill T. Dutra, Executive Chairman; Harry K. Stewart, President and Chief Executive

Officer; Molly F. Jacobson, Executive Vice President, Chief Administrative Officer, and Secretary; and Kevin W. Mohr, Chief Financial Officer, are hereby authorized to bind **San Rafael Rock Quarry, Inc.**, by signing, in their official capacities, individually or together, documents or instruments, including but not limited to undertakings, certifications, acceptances, releases, agreements, loan documents, commercial contracts and leases and assignments thereof essential to the general business operations of the Corporation and to sign proposals, bids, bid bonds, payment and performance and other bonds, construction or dredging contracts, contract change orders, claims, demands, applications, pre-qualifications, certifications, purchase orders and similar documents and undertakings as necessary and appropriate to facilitate the bidding, bonding, contracting for and prosecution of contract work undertaken by **San Rafael Rock Quarry, Inc.**; provided, however, that two signatures shall be required for all documents relating to (a) any loan obtained by San Rafael Rock Quarry, Inc., credit extended to San Rafael Rock Quarry, Inc., or guaranty provided by San Rafael Rock Quarry, Inc. in any amount, and (b) acquisition by San Rafael Rock Quarry, Inc. of any equipment or other asset with a value of five hundred thousand dollars (\$500,000) or greater; and, provided further, that all documents relating to any loan, extension of credit, or guaranty by San Rafael Rock Quarry, Inc. shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

**Be It Further Resolved**, that the slate of officers elected and authorized pursuant to the aforementioned resolutions is restated as follows - such duly elected officers to serve at the pleasure of the Board until the individual officer shall resign or shall be removed or otherwise disqualified to serve, in accordance with the Bylaws of the Corporation:

*Effective as of January 1, 2023*

Current Officers of <b>THE DUTRA GROUP</b>	
Bill T. Dutra	Executive Chairman
Harry K. Stewart	President and Chief Executive Officer
Molly F. Jacobson	Executive Vice President, Chief Administrative Officer, Secretary
Kevin W. Mohr	Chief Financial Officer

\* Two signatures required for all documents relating to (a) any loan, extension of credit, or guaranty in any amount, and (b) acquisition of any equipment or asset with a value of five hundred thousand dollars (\$500,000) or greater.

\* All documents relating to any loan, extension of credit, or guaranty shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

*Effective as of January 1, 2023*

Current Officers of <b>DUTRA CONSTRUCTION CO., INC.</b>	
Bill T. Dutra	Executive Chairman
Harry K. Stewart	President and Chief Executive Officer
Molly F. Jacobson	Executive Vice President, Chief Administrative Officer, Secretary
Kevin W. Mohr	Chief Financial Officer

\* Two signatures required for all documents relating to (a) any loan, extension of credit, or guaranty in any amount, and (b) acquisition of any equipment or asset with a value of five hundred thousand dollars (\$500,000) or greater.

\* All documents relating to any loan, extension of credit, or guaranty shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

*Effective as of January 1, 2023*

Current Officers of <b>DUTRA DREDGING COMPANY</b>	
Bill T. Dutra	Executive Chairman
Harry K. Stewart	President and Chief Executive Officer
Molly F. Jacobson	Executive Vice President, Chief Administrative Officer, Secretary
Kevin W. Mohr	Chief Financial Officer

\* Two signatures required for all documents relating to (a) any loan, extension of credit, or guaranty in any amount, and (b) acquisition of any equipment or asset with a value of five hundred thousand dollars (\$500,000) or greater.

\* All documents relating to any loan, extension of credit, or guaranty shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

*Effective as of January 1, 2023*

Current Officers of <b>SAN RAFAEL ROCK QUARRY, INC.</b>	
Bill T. Dutra	Executive Chairman
Harry K. Stewart	President and Chief Executive Officer
Molly F. Jacobson	Executive Vice President, Chief Administrative Officer, Secretary
Kevin W. Mohr	Chief Financial Officer

\* Two signatures required for all documents relating to (a) any loan, extension of credit, or guaranty in any amount, and (b) acquisition of any equipment or asset with a value of five hundred thousand dollars (\$500,000) or greater.

\* All documents relating to any loan, extension of credit, or guaranty shall require the signature of the Executive Chairman or, if the Executive Chairman is unavailable, the signature of the Executive Vice President.

**BID & ACKNOWLEDGEMENT OF ADDENDA**

To: Board of Commissioners  
 Port of Astoria  
 Astoria, Oregon

The undersigned hereby certifies that the location and details of the work outlined below and further delineated in Exhibits A & B have been personally examined for the Port of Astoria’s **East Basin Marina Dredging** project and that he/she: i) has read and thoroughly understands the specifications and all attachments and conditions associated with the U.S. Army Corps of Engineers and Department of State Lands’ permits issued for the Port of Astoria’s FY 2024-25 East Basin Marina Dredging Project referenced on page 4 of this Invitation to Bid; ii) acknowledges and agrees to the terms and conditions of all forms and requirements included in the bid documents; and iii) certifies that he/she has personally examined the contract governing the work included in this project and the method by which payment will be made for such work and hereby proposes to undertake and complete the work included in this project in accordance with said specifications, contract and schedule.

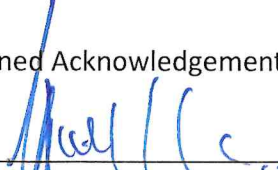
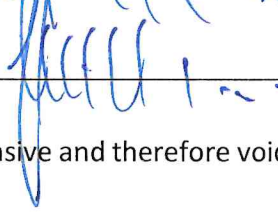
**Award will be based on the lowest bid from a responsive, responsible bidder.**

**Instructions regarding completion of Bid table:**

- Show prices in legible figures (not words) written in ink or typed
- Where conflict occurs unit price shall prevail
- Bid shall be considered non-responsive and void if:
  - Figures are illegible
  - Minimum bid requirements are not met (where applicable)

Item #	Qty	Description	Unit Price	Total Price
1	1 LS	Mobilization	Lump Sum	\$ 1,400,000.00
2	35,000 Cubic Yards	East Basin Dredging – Remove 35,000 CY	Dollar per Cubic Yard \$18.50/CY	\$ 647,500.00
<b>3 Grand Total (Add Items 1 &amp; 2 for total project cost)</b>				\$ 2,047,500.00


The following Addendum/Addenda is/are hereby acknowledged:

Addendum No.	Date of Addendum/Addenda	Signed Acknowledgement
#1	9/26/2024	
#2	10/02/2024	

Note: Failure to acknowledge addenda may render the bid non-responsive and therefore void. If no addenda, mark "none."

The undersigned hereby certifies that said person(s), firm, association or corporation has/have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this Bid is submitted.

The undersigned declares that before preparing the bid, he or she read carefully the specifications and requirements for bidders; the bid is made with the full knowledge of the kind, quality and quantity of services and equipment to be furnished; and the bid is as stated on these pages. By signing below, the Contractor acknowledges and agrees to the terms and conditions of each of the forms and all requirements included in the bid documents.

  
 \_\_\_\_\_  
 Authorized Official (Signature)

October 10, 2024  
 \_\_\_\_\_  
 Date

Harry K. Stewart  
 \_\_\_\_\_  
 Printed Name of Authorized Official

President and CEO  
 \_\_\_\_\_  
 Title of Authorized Official

The Dutra Group  
 \_\_\_\_\_  
 Company Name

415-258-6876  
 \_\_\_\_\_  
 Telephone Number

2350 Kerner Boulevard, Suite 200, San Rafael,  
 California 94901-5595  
 \_\_\_\_\_

hstewart@dutragroup.com  
 \_\_\_\_\_

Address City, State, Zip

E-mail

OR State Contractor's License #: 212725 Exp. 01/11/2025

Federal I.D. #: 94-2278920



**FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM  
FY 2024-25 DREDGING**

10/10/2024

BID CLOSING: Date: \_\_\_\_\_ Time: 3:00 PM

**Prime Contractor Name:** The Dutra Group\_\_\_\_\_

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date within two (2) working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

NAME	DOLLAR VALUE	CATEGORY OF WORK
1 <u>NONE</u>	\$ _____	_____
2 _____	\$ _____	_____
3 _____	\$ _____	_____



October 10, 2024

Port of Astoria  
Port Administration Offices  
422 Gateway Avenue, Suite 100  
Astoria, OR 97103

Re: FY 2024-25 Dredging East Basin Marina – The Dutra Group ORS 2789A.120 Statement

Dear Port of Astoria:

The Dutra Group (“Offeror”) is stating that it is not a resident bidder per the definition in ORS 279A.120.

Sincerely,

A handwritten signature in blue ink, appearing to read 'H. Stewart'.

Harry K. Stewart  
President and Chief Executive Officer

---

The Dutra Group

2350 Kerner Blvd., Suite 200 | San Rafael, CA 94901 | Office (415) 258-6876 | Fax (415) 459-3295



October 10, 2024

Port of Astoria  
Port Administration Offices  
422 Gateway Avenue, Suite 100  
Astoria, OR 97103

**Re: FY 2024-25 Dredging East Basin Marina – Responsibility of Subcontractors  
The Dutra Group Certification**

To whom it may concern,

The Dutra Group certifies that we will ensure and claim responsibility for each of our subcontractors listed on the First-Tier Subcontractor Disclosure form that has been provided with our bid who is engaged in work on this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Harry K. Stewart', with a flourish at the end.

Harry K. Stewart  
President and CEO

---

**The Dutra Group**

2350 Kerner Blvd., Suite 200 | San Rafael, CA 94901 | Office (415) 258-6876 | Fax (415) 459-3295