SPECIAL COMMISSION MEETING
Monday, November 30, 2026, at 9:00 am
338 W. First St, Port Angeles, WA 98362
AGENDA

The Special Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit https://portofpa.com/about-us/agenda-center/

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

III. APPROVAL OF AGENDA

IV. WORK SESSION

No items

V. APPROVAL OF CONSENT AGENDA

No items

VI. COMPLETION OF RECORDS

No items

VII. PLANNING AND CAPITAL PROJECTS

No items

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

A. Item for Consideration – Purchase of Conveyance Equipment from BioBased…….1-3

X. PROPERTY

No items

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS

No items

XIV. ITEMS NOT ON THE AGENDA

No items per RCW 42.30.080

XV. COMMISSIONER REPORTS

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS

A. December 8, 2026 – Regular Commission Meeting

B. December 22, 2026 – Regular Commission Meeting

C. January 12, 2027 – Regular Commission Meeting

XIX. UPCOMING EVENTS

A. December 2-4, 2026 – International Workboat Show (New Orleans, LA)

B. December 9-11, 2026 – Washington Public Ports Association (WPPA) Annual Meeting (Vancouver, WA – Hilton Vancouver) ***Comm. McAleer & Kidwell will be in attendance***

XX. EXECUTIVE SESSION

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

XXI. ADJOURN

PORT of Port Angeles
Serving Clallam County Since 1923

RULES FOR ATTENDING A COMMISSION MEETING

- Signs, placards, and noise-making devices, including musical instruments, are prohibited.
- Disruptive behavior by audience members is inappropriate and may result in removal.
- Loud comments, clapping, and booing may be considered disruptive and result in removal at the discretion of the Chair.

RULES FOR SPEAKING AT A COMMISSION MEETING

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda or when recognized by the Chair.
- Time allotted to each speaker is determined by the Chair and, in general, is limited to 3 minutes.
- Total time planned for each public comment period is 20 minutes, subject to change by the Chair.
- All comments should be made from the speaker's rostrum, and any individual making comments shall first state their name and address for the official record.
- Speakers should not comment more than once per meeting unless their comments pertain to a new topic they have not previously spoken about.
- In the event of a contentious topic with multiple speakers, the Chair will attempt to provide equal time for both sides.

ITEM FOR CONSIDERATION
BY THE
BOARD OF PORT COMMISSIONERS

November 30, 2026

Subject: **Purchase of Wood Residual Conveyance and Ship Loading Equipment from BioBased**

Presenter: **Scott Hough, Senior Operations Manager**

RCW & POLICY REQUIREMENTS

The Port's Delegation of Administrative Authority, Resolution 26-1336, Section VI.A requires purchase orders in excess of $75,000 to be awarded by the Commission.

BACKGROUND:

BioBased, a Port tenant and participant in the Terminal 3 chip export operation, has offered to sell its equipment and transfer its position in the operation. The equipment is configured for the operation and consists of standard components, including:

EQUIPMENT OFFERED

- 2024 Superior TeleStacker 42" x 170', swing axle, S/N 2405111
- 2024 Fab Tec 60" x 32' skid belt feeder with 70 CY wood-chip hopper
- 2018 Superior TeleStacker 42" x 170', swing axle, S/N 1096675
- 2018 Superior RazerTail 72" dual-lane truck unloader, S/N 1078655
- 2018 Superior Slide-Pac 42" x 70' three-unit set, S/N 1060883 / 1060884 / 1060885
- Electrical package: 480V three-phase distribution cabinet with nine connections, 480V disconnect, 1,000 ft of power cable, two wireless remotes with chargers, and spare parts and tools

Acquiring BioBased's position in the chip export operation could support continuity for the Port, its customers, and its vendors while allowing the Port to assume BioBased's current operational role.

ANALYSIS:

The Port Team—including Marine Terminal, Mech Shop, and Maintenance staff—has worked with this equipment for more than four years and understands its operational value and role in the chip export operation. They have also recently inspected the equipment situated in Oregon. The Port Team also received feedback and input from International Longshore & Warehouse Union (ILWU) Local 27.

The equipment has been maintained and is serviceable. Changes in the working relationship between BioBased and the customers and vendors involved in the operation may affect business continuity. The purchase would allow the Port to oversee the operation directly, manage access and operational controls, and evaluate opportunities related to volume, capacity, and rates.

A current Port client has agreed to a binding commitment of at least 60,000 green tons annually for two years. The client anticipates higher volumes but has guaranteed this minimum. Additional customers are available and interested, although none have provided volume guarantees.

ENVIRONMENTAL IMPACT:

The Port Team does not anticipate a substantial change in the operation's overall environmental impact because the proposed purchase would continue an existing business activity. The second TSSA (Telestacker), currently located in Oregon, is covered and could improve loading efficiency after relocation to Terminal 3 in Port Angeles.

FISCAL IMPACT:

The purchase price for the equipment package will not exceed $1,500,000, subject to completion of negotiations and satisfactory due diligence. The Port anticipates initially funding the acquisition with available cash and subsequently pursuing financing through the Washington State Treasurer's LOCAL Program, subject to confirmation of eligibility, financing schedule, final interest rate, useful-life requirements, and Commission approval of any required financing documents.

Based on the current financial model, a binding minimum commitment of 60,000 green tons annually at $13 per green ton would generate $780,000 in additional annual loading revenue to the Port. The preliminary model includes stevedoring, equipment debt service, maintenance, mobilization and demobilization, and related departmental costs. Wharfage, Service and Facilities charges, utilities, taxes, transportation, and other transaction costs will be confirmed and classified to prevent double counting.

The acquisition is expected to support continued chip-loading operations and preserve the opportunity for additional volumes. However, financial performance above the guaranteed volume is not assured.

RECOMMENDED ACTION:

The Port Team recommends that the Commission authorize the Chief Executive Officer to negotiate and execute a purchase agreement for the BioBased wood-residual conveyance and ship-loading equipment for an aggregate purchase price not to exceed $1,500,000, inclusive of all amounts paid directly to BioBased or to verified creditors on BioBased's behalf, subject to:

1. Satisfactory legal, financial, operational, environmental, tax, title, lien, and equipment-condition due diligence;
2. Confirmation of the customer's binding minimum-volume commitment;
3. Receipt of good and marketable title to the equipment, free and clear of all liens and claims;
4. Port Legal Counsel's approval of the purchase agreement and closing documents; and
5. Any material change to the purchase price, asset package, financing structure, customer commitment, or risk allocation being returned to the Commission for further approval.

The Team further recommends authorizing the Chief Executive Officer to take the administrative actions necessary to pursue financing through the Washington State Treasurer's LOCAL Program, with any financing documents requiring Commission approval to be returned to the Commission.