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COMMISSION

AGENDA MEMORANDUM Item No. 8i

ACTION ITEM Date of Meeting November 14, 2023

DATE: October 17, 2023

TO: Stephen P. Metruck, Executive Director

FROM: Cassie Fritz, Manager, Waterfront Project Management Program Controls

SUBJECT: Infrastructure Indefinite Delivery, Indefinite Quantity Professional Service
Agreements

Amount of this request: \$0

Total Requested Project Cost: \$9,000,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute up to three (3) Indefinite Delivery, Indefinite Quantity (IDIQ) professional services agreements for Infrastructure related consulting and design services with a cumulative total amount not to exceed \$9,000,000 and a contract ordering period of five years. No funding is associated with this request.

SUMMARY

Waterfront Project Management Program Controls proposes to advertise and select qualified firms to provide consulting services. If authorized, the procured services will replace existing IDIQ contracts that have reached their capacity limits.

The service agreements resulting from this request will allow Port staff to respond to a range of infrastructure project needs, including, but not limited to:

- Stormwater drainage systems.
- Electrical power and lighting systems, low voltage, and telecom systems.
- Pressurized utilities such as domestic water and fire mains and natural gas lines.
- Roadways and elevated roadway structures, pavement sections, and traffic analysis.
- Permitting assistance and compliance.
- Landscape and public shoreline access.
- Adherence to the Seattle Municipal Code (SMC).

This procurement will allow the Port to responsibly manage finances by providing a costeffective means of managing projects that have variable workloads, are time-sensitive, and require specialized expertise.

Template revised April 12, 2018.

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Diversity in Contracting

The proposed IDIQ contracts will be competitively bid, and the procurements will identify opportunities for participation by WMBE and small business designated suppliers and consultants.

- Funds will be obtained from separate project authorization requests so there is no funding request associated with this memo.

There are no attachments to this memo.

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

November 19, 2019 - Commission authorized DIQs contracts for infrastructure related consulting services for a not to exceed of \$2,000,000 with a five-year contract period.

October 17, 2015 - Commission authorized IDIQs contracts for infrastructure related design, construction, and other engineering support services for a not to exceed of \$2,000,000 with a three-year contract period.

Template revised September 22, 2016; format updates October 19, 2016.