



**MEMORANDUM**

**TO:** Rob Fix  
**FROM:** Greg Nicoll, P.E. GN  
**DATE:** May 21, 2019  
**COPIES:** Brady Scott, Sponsor  
Brian Keenan, PE BK  
Contract File

**SUBJECT:** 1000 F Street Warehouse – Construct Restroom Project  
Professional Services Agreement (PSA) with RMC Architects

**ACTION REQUESTED**

Authorize the Executive Director to execute a Profession Services Agreement (PSA) with RMC Architects for design and permitting services for the capital improvement project titled Install Restrooms in F St Warehouse (LFS) in the amount of \$38,301 with a 20 percent contingency for a total authorized PSA amount of \$46,000.

**BACKGROUND**

The project will result in the construction of a new restroom facility for the warehouse, which is a tenant improvement project that is part of and will be funded through the lease with LFS, Inc. at the warehouse.

Port staff prepared a request for professional services (RFPS) in April 2019 and RMC Architects were selected as the qualified respondent.

This PSA does not include construction administration support by the RMC team; these services, if necessary, may be added to the PSA as a future amendment.

**FISCAL IMPACT**

This PSA will be funded by 2019 Capital Improvement Project 107-866-1900, which has a budget of \$200,000.

**STRATEGIC PURPOSE**

This action supports the 2019 Key Corporate Goals of the 2019 Budget as follows:

- Goal 3: Expansion of Marine Trades

**RECOMMENDATION**

Approve Action Requested.