

**EXPLANATION OF CONSENT AGENDA ITEM E.1.c. (9) – April 15, 2015**

**ITEM:**

Consideration of authorizing advertising for professional services in accordance with the Competitive Negotiations Act for requests for qualifications (RFQ) for Program Management Services on a continuing service contract. (Perley/Hicks)

**EXPLANATION:**

The Port staff in the Infrastructure, Construction and Engineering Department is very lean with a significant number of on-going and up-coming projects. Additional support staff would be needed for critical peak times of projects. Due to the ebb and flow of project schedules, gearing up for peak critical times would create an excess of staff during non-critical times. To provide the assistance needed to support staff, Program Management firms could be hired to fill the gap to focus on meeting the cost, quality and schedule requirements on specific projects. This would eliminate the need to hire additional staff and keep all project properly manned. Staff recommends authorizing to advertise for solicitation on a continuing contract basis for up to five years on a yearly renewable contract to request qualifications for Program Management Services.

**Staff Recommends Approval**

**Prepared by: David W. Perley AIC/CPE**

