

## **Department of Port Control**

Ordinance No.: 885-2023

### **Executive Summary**

The Department of Port Control is requesting authority to employ one or more professional service contracts to provide professional real estate services for the Department of Port Control for a period of one year, with three one-year options to renew, exercisable by the Director of Port Control.

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#### **Background/Purpose:**

This project is designed to address real estate service needs, as required, for the Department of Port Control, which may, in turn, assist with long-term financial savings, along with providing more precise real estate management. The contract is necessary to retain one or more consultants to act as an extension to DPC staff in handling professional real estate services for a variety of forthcoming DPC, projects, which may include, but are not limited to federally funded or related federally eligible projects.

#### **Scope:**

The scope of work for this proposed task-order based contract or contracts which encompass real estate services, including, but not limited to: harbor, BLK or CLE real estate research, reports, cost determination, financial analyses, surveying, legal descriptions, appraisals, submerged lands leasing, as well as other general real estate needs. As the DPC is unable to anticipate all aspects of future on-call tasks which may be required during the life of this legislative authority, in the event new tasks are developed, DPC will require contract modifications to support those tasks.

#### **Justification/Urgency:**

The DPC requires assistance in a variety of types of real estate services to meet city needs, federal standards, and deadlines for DPC.

#### **Anticipated Cost:**

\$500,000 per year

#### **Schedule or Term of Contract:**

One year with three one-year options to renew, exercisable by the Director of Port Control.