

INFORMATIONAL REPORT

REPORT: On-Call Professional and Construction Contracts Usage for FY 18/19
(Engineering)

MEETING DATE: 07/11/19

SUBMITTED BY: Robert Andrews, Interim Director of Engineering/Chief Engineer

APPROVED BY: J. Christopher Lytle, Executive Director

SUMMARY

This Informational Report describes the usage of On-Call Contracts during the fiscal year starting July 1, 2018 and ending June 30, 2019.

ANALYSIS

The On-Call Contract Usage Report for Fiscal Year 2018/2019 for public works and professional services is attached. Contract usage is triggered by incidences of work and issued as a work authorization (WA) for public works contracts, and a technical service order (TSO) for professional services contracts. All incidences of work are issued within the approved budget authorities.

The Port issued 86 TSOs totaling \$6,264,356. The largest number of TSOs issued was for General On-Call Environmental Compliance (24) and the greatest aggregate amount was for On-Call Engineering Design Services (\$1,871,832).

The Port issued 116 WAs for Public Works totaling \$5,464,878. The largest number of WAs issued was for Maintenance and On-Call Service for Elevators, Escalators, and Moving Walkways (66), and the greatest aggregate amount was for On-Call Maintenance Dredging (\$2,208,850).

CONCLUSION

This report is for information only, and no action is requested or required of the Board of Port Commissioners.

Attachment A – Summary of Professional Services Contracts

Attachment B – Summary of Public Works Contracts