



# AGENDA REPORT

Economic Development  
PORT

<b>DATE:</b>	July 1, 2025
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Charles Gerard, Port Director Lizeht Zepeda, Senior Business Assistance Officer Kyle Lam, Management Analyst
<b>Subject:</b>	Contract with RDH Building Science, Inc. for Assessment and Preliminary Rehabilitation Plan
<b>FINANCIAL IMPACT:</b>	The total contract value is \$57,500, with an additional contingency of \$15,000, subject to the Port Director's approval, for a total not-to-exceed amount of \$72,500. Funding is included in the Fiscal Year 2025-26 Port Budgets. (Account String: 40163080-400733-36037)
<b>PREVIOUS COUNCIL ACTION:</b>	None.
<b>STATEMENT OF THE ISSUE:</b>	The Processing Building at Shipyard No. 3 within the Point Potrero Marine Terminal is a historic structure experiencing significant deterioration. The Port seeks to retain RDH Building Science, Inc. to assess the building's condition and develop a phased rehabilitation plan to support ongoing industrial operations and preserve its historic integrity.
<b>RECOMMENDED ACTION:</b>	ADOPT a resolution and APPROVE a contract with RDH Building Science, Inc. in an amount not to exceed \$72,500 to conduct a facility assessment and prepare a preliminary rehabilitation plan for the Processing Building at the Point Potrero Marine Terminal, and AUTHORIZE the City Manager or their designee to execute a contract with a term ending June 30, 2026 – Economic Development/Port (Charles Gerard/510-620-6792).

## DISCUSSION:

### Background

The Processing Building, also known as the Machine Shop, is located within Shipyard No. 3 at the Point Potrero Marine Terminal. Built between 1941 and 1942 by Henry J. Kaiser during World War II, the shipyard employed thousands of residents and produced over 747 vessels as part of the war effort. Following the war, Shipyard No. 3 transitioned briefly into ship repair and dismantling before being vacated in 1946. The Processing Building is listed in the National Register of Historic Places and is situated within the Rosie the Riveter/World War II Home Front National Historical Park.

The Port of Richmond assumed responsibility for the site and has since made incremental infrastructure improvements, including upgrades to utilities, parking, and the Riggers Loft facility. In 2010, the Processing Building was brought back into use as part of the Point Potrero Marine Terminal grand opening. It is currently leased to Auto Warehousing Company for the outfitting of imported Honda and Subaru vehicles.

Over the years, however, the structure has significantly deteriorated. Major concerns include water intrusion, deteriorated glazing causing window failures, outdated restrooms, poor ventilation, and inefficient mechanical and electrical systems. These deficiencies now impact ongoing business operations, prompting the need for a comprehensive facility assessment and rehabilitation plan.

### Request for Proposals and Procurement Process

The Port of Richmond released a Request for Proposals (RFP) titled “Assessment and Preliminary Rehabilitation Plan of the Processing Building at the Point Potrero Marine Terminal” on December 17, 2024, via the City’s PlanetBids portal (Attachment 1). The RFP closed on January 30, 2025. Two qualified firms submitted proposals:

- RDH Building Science, Inc.
- Wiss, Janney, Elstner Associates, Inc. (WJE)

City and Port staff reviewed and scored proposals based on RFP evaluation criteria, which included qualifications, project approach, team experience, and cost competitiveness. City staff conducted interviews with both firms to assess responsiveness, clarity, and approach to historic preservation.

RDH Building Science, Inc. received the highest overall score following interviews and evaluation (Attachment 2). City staff determined RDH’s qualifications, experience with historic properties, and proposed methodology best aligned with the project goals.

### About RDH Building Science, Inc.

Founded in 1997, RDH is a multidisciplinary building science and engineering consulting firm with extensive experience in historic preservation, building envelope analysis, and rehabilitation planning.

RDH emphasizes sustainability, durability, and long-term performance in their work. Their team has completed numerous condition assessments across the San Francisco Bay Area, including historic industrial buildings and civic structures. Their scope for this project includes:

- A full assessment of the building envelope, heating, ventilation, and air conditioning (HVAC), and electrical systems
- Identification of critical deficiencies and repair priorities
- Development of a phased or single-phase rehabilitation strategy
- Budgeting for short-term and long-term upgrades
- Recommendations to improve functionality, tenant safety, and code compliance

The plan will address operational needs such as:

- Vehicle access for accessory installation
- Conditioned workspaces and break areas
- Modernized restrooms
- Water intrusion mitigation
- Window and ventilation improvements

RDH is uniquely positioned to deliver a practical and historically sensitive plan that supports continued industrial use while preserving the building's integrity.

### Conclusion

The Processing Building at the Point Potrero Marine Terminal is a historically significant structure facing urgent maintenance and rehabilitation needs. Its condition directly affects the Port's industrial tenants and long-term leasing strategy. Through a competitive RFP process, RDH Building Science, Inc. was selected as the most qualified firm to conduct a comprehensive facility assessment and develop a cost-effective, preservation-aligned rehabilitation plan.

City and Port staff request City Council approval of this resolution and contract to enable the Port to preserve a critical asset at Point Potrero Marine Terminal.

### **SYNERGISTIC POLICIES:**

This project aligns with City Council Strategic Goal Area No. 2 – Increase Revenue and Improve Economic Development, specifically Objective 2.5: Revitalization of the Port. By investing in the assessment and long-term rehabilitation of the Processing Building, the Port of Richmond is supporting continued operations, preserving a historic facility, and enhancing its leasing potential—all of which contribute to increased revenue generation and the broader revitalization of the City and Port.

### **DOCUMENTS ATTACHED:**

Attachment 1 – Request for Proposals

Attachment 2 – Scoring Matrix

Attachment 3 – Resolution

Attachment 4 – Draft Contract with RDH Building Science, Inc.