



AGENDA REPORT

Economic Development
PORT and Public Works

DATE:	July 1, 2025
TO:	Mayor Martinez and Members of the City Council
FROM:	Charles Gerard, Port Director Daniel Chavarria, Public Works Director
Subject:	Contract Amendment No. 3 with W.R. Forde and Associates, Inc. for Repairs at Point Potrero Marine Terminal and Canal Boulevard
FINANCIAL IMPACT:	The proposed expenditure is included within the approved Fiscal Year (FY) 2025-2026 Public Works General Fund Budget for Canal Boulevard Traffic Safety Project (Account String: 20136031-400653-23069) and Port Budget for Pavement Maintenance (Account String: 40163080-400708-36012).
PREVIOUS COUNCIL ACTION:	May 7, 2024 October 1, 2024
STATEMENT OF THE ISSUE:	The Port of Richmond and Public Works Department are requesting City Council approval of an third amendment to the existing contract with W.R. Forde and Associates Inc. to complete additional essential traffic safety repair improvements and maintenance at the Point Potrero Marine Terminal and Canal Boulevard.
RECOMMENDED ACTION:	APPROVE a third contract amendment with W.R. Forde and Associates Inc. in the amount of \$200,000 for additional essential safety repair improvements and maintenance at the Point Potrero Marine Terminal and Canal Boulevard for a total payment limit of \$616,749, with a term ending December 31, 2025 - Economic Development - Port/Public Works Department (Charles Gerard 510-620-6792/Daniel Chavarria 510-620-5478).

DISCUSSION:

On May 7, 2024, City Council approved an agreement with W.R. Forde and Associates Inc. in the amount of \$286,750 for improvements and maintenance at the Point Potrero Marine Terminal (PPMT) and areas of Canal Boulevard (Attachment 1). This work includes pavement rehabilitation, traffic calming measures to promote safety and repairs for water leaks in the Port. During the initial kickoff meeting of the project, the Port identified additional work to be completed.

On October 1, 2024, City Council approved a first amendment to the contract agreement with W.R. Forde and Associates Inc. (W.R. Forde) that includes the added discovery work from the initial kick off meeting (Attachment 2). A summary includes the following critical items added:

- Addition of traffic calming features including asphalt berms and bollards to further restrict illicit activities
- Additional piping improvements within the historical graving basins to reduce the potential risk of leaks
- Replacement of fire water piping to the SS Red Oak Victory Ship as directed by the Richmond Fire Department
- Additional asphalt repairs within PPMT and Canal Boulevard to facilitate application of slurry seal, which if approved by Council, would occur in Fiscal Year 2025/26

As the work progressed, City staff discovered the immediate need to replace fire hydrants. Consequently, City staff executed a second amendment with W.R. Forde that included the replacement and repair of fire hydrants (Attachment 3). In April 2025 W.R. Forde was able to coordinate the work and inspections needed for the hydrant repairs. In May 2025 after minimal asphalt repairs on Canal Boulevard, City staff determined there is an opportunity to complete additional essential traffic safety measures on Canal Boulevard to support traffic calming.

The Port believes this is the most expeditious and cost-effective means to complete safety measures for this work as the contractor can mobilize equipment, workforce, and is familiar with the conditions. The work includes restriping, installation of flexible lane markers, steel plates, and other traffic control devices to support traffic calming at PPMT and Canal Boulevard.

The Port and Public Works Department proposes completing the additional work using the unit prices included in the existing scope contract. For those items not included in the existing contract, the Port and Public Works Department is requesting City Council approval of a third contract amendment with W.R. Forde to complete the work on a time-and-materials basis (Attachment 4). The total amount requested for this work and third contract amendment is \$200,000, bringing the overall contract value to \$616,749. If approved, and weather conditions allow, this work is anticipated to be completed by December 31, 2025.

ENVIRONMENTAL REVIEW:

As this is repair and maintenance work, the project is exempt from the California Environmental Quality Act.

DOCUMENTS ATTACHED:

Attachment 1 – Executed Contract W.R. Forde and Associates Inc.

Attachment 2 - Executed 1st Contract Amendment

Attachment 3 – Executed 2nd Contract Amendment

Attachment 4 – Proposed 3rd Contract Amendment