

DATE: January 22, 2026

TO: Port of Tacoma Commissioners

FROM: Sponsor: Jason Jordan
Sr. Director, Environmental & Planning Services

Project Manager: Rob Healy
Director, Remediation & Water Quality

CC: Eric Johnson, Executive Director
Heather Burgess, Port Legal Counsel

SUBJECT: Maritime Center Project Cost Recovery Legal Services Funding Increase & Extension – Personal Services Agreement (PSA) 072130 Amend 03

A. NOTIFICATION

Staff are notifying the Port of Tacoma Commission of the intent to increase the value of PSA 072130 with Hillis Clark Martin & Peterson P.S., by **\$50,000.00**. This increase, together with prior amendments, is greater than fifty percent (50%) of the original contract amount of \$45,000.00. Per Port Master Policy Resolution No. 2025-03-PT, Section IV.E.4, when an amendment to a personal services contract, individually or cumulatively, exceeds fifty percent (50%) of the original authorized amount, the amendment must be sent to the Commission and made available for public inspection seven days prior to the proposed starting date of services under the amendments.

B. BACKGROUND

Hillis Clark Martin & Peterson P.S. provides legal services for cost-recovery claims that may be asserted in relation to the remediation that is being performed by the PORT as part of the development of the Port Maritime Center. Remediation costs to date include site investigation activities, handling of contaminated soil and water, and legal services across Port Parcels 92, 94, and 132. Legal services include developing a cost recovery plan and forensic analysis of remediation versus site development costs on the project.

C. FINANCIAL SUMMARY

The current balance of the contract is \$617.31. An increase of \$50,000.00 is necessary to continue the service at expected usage rates through contract extension date of December 31, 2026.

Staff intends to increase PSA 072130-Maritime Center Project Cost Recovery Legal Services – as follows:

COST SUMMARY	
Description	Amount
Original Contract Amount	\$45,000.00
Amendment 01 (Extension)	\$0.00
Amendment 02 (Increase Funds)	\$3,000.00
Amendment 03 (Increase Funds & Extension)	\$50,000.00
Total Not to Exceed Contract Amount + any applicable Washington State Sales Tax (WSST)	\$98,000.00

This effort is funded under the Maritime Center project authorization MID 101549.01.

D. ADMINISTRATION

Per RCW 53.19.060(2), this memorandum will be filed on January 23, 2026, with the Commission and made available for public inspection on the Port of Tacoma public website for seven calendar days.