

COVER MEMO

Briefing Date/Time:	June 8, 2026
Staff Contact/Title:	Mike Reid, Director of Community and Economic Development, 360.764.5395, miker@portolympia.com
Subject:	Economic Impact Study – BERK Contract
Purpose:	<input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Decision Needed

Type of Agenda Item:

- Action

Background:

In October 2025, the Port issued RFP 20251047 seeking a consultant to complete an updated Economic Impact Study across all Port business lines. Seven proposals were evaluated by Port staff and members of the Port’s Community Advisory Committee, who unanimously recommended BERK Consulting. BERK’s proposal emphasized methodological transparency, defensibility, and clear public communication.

As a first phase of the project BERK conducted pre-scoping interviews with each Commissioner to ensure alignment with Commission expectations. A revised Scope of Work was developed (May 11, 2026) that reflected these priorities. On May 18, 2026, BERK presented the revised scope (also referred to as Phase II) at the Commission work session, walked through methodology, and addressed questions. Staff is now seeking Commission approval of the contract and scope to begin the study.

Summary and Financial Impact:

The proposed Phase II scope includes:

- Economic and fiscal impact modeling (direct, indirect, induced, and fiscal effects)
- Transparent explanations of multipliers and job classifications
- Analysis of ongoing and anticipated operational, capital, and climate-related costs
- Qualitative community impact assessment, including storytelling and business vignettes
- Public engagement and a communication plan
- Commission presentations at key milestones

The total proposed contract amount for Phase II is **\$85,355**.

Alignment with Vision 2050:

The Economic Impact Study directly supports the Vision 2050 Action Plan by enhancing transparency and public understanding of the Port's value. Most prominently, it aligns with:

Action 51 – "Communicate community benefits of Port activities: Expand messaging about the value of investments that may not directly benefit the Port but otherwise benefit the community."

Environmental Considerations and Review:

This contract does not authorize any development activity or physical changes to the environment. No environmental impacts are anticipated.

Alternatives Considered:

- Approve the BERK contract and proceed with the Economic Impact Study
- Decline approval, delaying progress on needed baseline economic analysis
- Request revisions to the scope, potentially affecting timeline or cost

Staff Recommendation:

Sample motion: *"Move to approve the proposed Scope of Work and contract with BERK Consulting for the Economic Impact Study."*

Document(s) Attached:

- BERK Consulting – Revised Scope of Work (May 11, 2026)
- BERK Consulting – Original Proposal
- May 18, 2026 Commission Work Session Presentation