



AUDIT COMMITTEE

Report to the
Board of Harbor Commissioners

FOR INFORMATION ONLY

DATE: OCTOBER 5, 2023
TO: THE BOARD OF HARBOR COMMISSIONERS THROUGH AUDIT COMMITTEE
SUBJECT: OCTOBER 2023 PROJECT DEVELOPMENT COMMITTEE REPORT

This report highlights the actions taken by the Project Development Committee (PDC) at its October 2023 meeting. On October 4, 2023, the PDC met to consider thirteen project items. The committee also reviewed standing reports regarding newly opened work orders, the status of the unallocated Capital Improvement Program (CIP) fund budget, completed CIP projects, the financial model and the GASB 49 project list. Attached for review are the meeting minutes (Transmittal 1), Unallocated CIP Fund Report FY 2023/2024 (Transmittal 2), and CIP Status Report – Completed Projects (Transmittal 3).

The following is a summary of the meeting minutes by category:

- 1) Schedule change – Seven items were submitted and approved.
- 2) Budget/Schedule/Scope change – Two items were submitted and approved.
- 3) New project – Four items were submitted and approved.

The Board of Harbor Commissioners (Board) approved \$15,000,000 in the fiscal year 2023/2024 CIP budget for unallocated capital improvements. The department uses this budget to fund new multi-year projects or fully fund projects within the current fiscal year. New projects at or in excess of \$100,000 are presented to the PDC for consideration. Staff presents projects under \$100,000 to the PDC for information and discussion. Staff then transmits the PDC meeting minutes to the Board for information.

The following is a summary of projects expected to utilize the unallocated CIP budget for fiscal year 2023/2024:

- 7 PDC-approved projects totaling \$4,956,703
- 4 projects under \$100,000 totaling \$118,600

As of September 27, 2023, the remaining balance is \$9,924,697.

Various resources are available to move these projects forward. These include in-house staff, on-call consultant contracts, on-call site and marine improvement contracts, and annual contracts for supplies and materials. The Board approves these resources either through the annual budget process or as contracts that receive separate Board approval.


Maria Bleavins (Oct 10, 2023 15:24 PDT)

EUGENE D. SEROKA
Executive Director

Attachments:

Transmittal 1: October 2023 PDC Pandect

Transmittal 2: Unallocated CIP Fund Report FY 2023/2024

Transmittal 3: CIP Status Report – Completed Projects


MB

MB/mz

BUDGET CHANGE, SCHEDULE CHANGE**SUBJECT****ORIGINAL PROJECT COST** \$480,000**PORT-WIDE SKYLIGHTS REPLACEMENT - BUDGET AND SCHEDULE CHANGE****SUMMARY**

Staff requests approval to increase the budget and change the schedule for the removal and replacement of Port-Wide skylights to Occupational Safety & Health Administration (OSHA) standard.

The Construction & Maintenance Division recommends increasing the budget by \$50,000 to account for increase in the cost of procuring skylights based on the latest quote received.

The Construction & Maintenance Division recommends adding 10 additional months to the schedule to allow for delays in acquiring the new skylights.

The total project budget is \$530,000 and the project will be completed by September 15, 2024.

PDC ACTION Approved

COMMENT No comment.

BUDGET CHANGE, SCOPE CHANGE**SUBJECT****ORIGINAL PROJECT COST** \$75,000**WILMINGTON WATERFRONT – AVALON PEDESTRIAN BRIDGE – DWP MARINE TANK FARM COORDINATION – SCOPE AND BUDGET CHANGES****SUMMARY**

Staff requests approval for additional scope and cost increase to the DWP Marine Tank Farm Coordination work order.

The additional work includes incorporating costs to perform site demolition, building demolition and site remediation of Los Angeles Department of Water & Power (LADWP) Parcel B. These costs would later be reimbursable to the Harbor Department through an MOU between the two departments.

The revised budget is increased by \$6,925,000 from \$75,000 to a new project budget of \$ 7,000,000. There is no change to the current schedule. The completion date is October 31, 2027.

PDC ACTION Approved

COMMENT No comment.

NEW PROJECT

SUBJECT**ORIGINAL PROJECT COST** \$6,000,000**B. 58-60 – ALTASEA WAREHOUSE AND SITE IMPROVEMENTS – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to partially fund the Berths 58-60 AltaSea Warehouse and Site Improvements project that will be constructed by AltaSea, the tenant, as required and identified in Lease No. 904A.

The proposed work includes core and shell modifications and improvements inside the three warehouses at Berths 58-60 by adding new office space and restrooms with showers; installing new utility lines; repairing wall surfaces; and replacing doors, panels, and roof vents. Additional construction to the site includes improving pedestrian access at each building with new stairways and ADA ramps, railing with lighting, and pavement improvements; adding parking striping; adding bike racks; and adding a new plaza on the north end of Berth 58. Per Lease No. 904A, following AltaSea’s compliance with requirements stated in the lease, the Port is committed to \$6,000,000 in funding for these improvements.

The total project cost is \$6,000,000 and the project completion date is December 31, 2024.

PDC ACTION Approved

COMMENT No comment.

SUBJECT**ORIGINAL PROJECT COST** \$396,000**CAPITAL PROJECTS BUILDING FIRE ALARM SYSTEM REPLACEMENT – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to replace the fire alarm system in the Capital Projects building.

The proposed work includes replacement of the fire alarm system in the Capital Projects building and connect it to the Port-wide mass notification system.

The total project budget is \$396,000 and the project will be completed by April 21, 2024.

PDC ACTION Approved

COMMENT No comment.

SUBJECT**ORIGINAL PROJECT COST** \$4,500,000**PORT POLICE DIVE BOAT REPLACEMENT – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a project to construct a new public safety dive boat. The proposed project would replace the existing dive boat that is rapidly deteriorating due to its age and extensive operational use. The vessel was constructed in 2011.

The total project cost is \$4,500,000 and would be completed by March 31, 2026.

PDC ACTION Approved

COMMENT The Port will seek to secure any available grant funding for this project.

SUBJECT**ORIGINAL PROJECT COST** \$167,386**TEST LAB CHILLER REPLACEMENT – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to replace one of two Test Lab chillers.

The proposed work includes replacement of one Test Lab chiller.

The total project budget is \$167,386 and the project will be completed by January 14, 2024.

PDC ACTION Approved**COMMENT** No comment.**SCHEDULE CHANGE****SUBJECT****ORIGINAL PROJECT COST** \$13,154,445**1050 S. WAYS STREET- (STARKIST) DEMOLITION AND STORAGE LOT CONVERSION - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the 1050 S. Ways Street (Starkist) Demolition and Storage Lot Conversion Project schedule by three months with no additional increase in the budget.

The Engineering Division recommends adding three months to the schedule to allow the design and permitting to be completed. The reason for the schedule extension request is to incorporate final design, specifications, and permitting comments into the contract documents. This project will be bid as one construction package, which includes the following projects: 1050 S. Ways (Starkist) Demolition and Storage Lot Conversion, South Seaside Avenue Storm Drain Restoration, Southwest Marine Administration Building Demolition and Pavement Improvements and 1025 S. Seaside Avenue Demolition and Lot Conversion. The new completion date is March 31, 2025.

PDC ACTION Approved**COMMENT** No comment.**SUBJECT****ORIGINAL PROJECT COST** \$5,830,000**BERTH 44 – BOATYARD SITE PREPARATIONS- SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the Berth 44 – Boatyard Site Preparations schedule by 20 months with no increase for the project budget of \$5,830,000.

The Engineering Division recommends adding 20 months to the schedule to allow for preparation and certification of the Environmental Impact Report (EIR) for the project and coordination with the developer. The new completion date is December 31, 2026.

PDC ACTION Approved**COMMENT** No comment.

SUBJECT**ORIGINAL PROJECT COST** \$250,000**BERTH 212-225 YUSEN TERMINALS (YTI) ELECTRIC UTILITY TRACTOR RIG (E-UTR) CHARGERS - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to modify the Berth 212-225 Yusen Terminals (YTI) Electric Utility Tractor Rig (E-UTR) chargers schedule by adding 15 months with no additional increase in the project budget of \$250,000.00.

The Engineering Division recommends adding 15 months to the project schedule with no increase in cost. The terminal operator's original E-UTR manufacturer discontinued manufacturing electrical UTR and the project was put on hold November 2022 waiting for YTI to choose a new vendor for their equipment purchase. YTI has now ordered 2 E-UTRs with an expected delivery of 2nd quarter of 2024. The revised completion date is September 30, 2024.

PDC ACTION Approved**COMMENT** No comment.**SUBJECT****ORIGINAL PROJECT COST** \$1,090,000**SOUTHWEST MARINE ADMINISTRATION BUILDING DEMOLITION AND PAVEMENT IMPROVEMENTS - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the Southwest Marine Administration Building Demolition and Pavement Improvements Project schedule by three months with no additional increase in the budget.

The Engineering Division recommends adding three months to the schedule to allow the design and permitting to be completed. The reason for the schedule extension request is to incorporate final design, specifications, and permitting comments into the contract documents. This project will be bid as one construction package, which includes the following projects: 1050 S. Ways (Starkist) Demolition and Storage Lot Conversion, South Seaside Avenue Storm Drain Restoration, Southwest Marine Administration Building Demolition and Pavement Improvements and 1025 S. Seaside Avenue Demolition and Lot Conversion. The new completion date is March 31, 2025.

PDC ACTION Approved**COMMENT** No comment.

SUBJECT**ORIGINAL PROJECT COST** \$1,425,000**SOUTH SEASIDE AVENUE STORM DRAIN RESTORATION - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the South Seaside Avenue Storm Drain Restoration project schedule by three months with no additional increase in the project budget.

The Engineering Division recommends adding three months to the schedule to allow the design and permitting to be completed. The reason for the schedule extension request is to incorporate final design, specifications, and permitting comments into the contract documents. This project will be bid as one construction package, which includes the following projects: 1050 S. Ways (Starkist) Demolition and Storage Lot Conversion, South Seaside Avenue Storm Drain Restoration, Southwest Marine Administration Building Demolition and Pavement Improvements and 1025 S. Seaside Avenue Demolition and Lot Conversion. The new completion date is March 31, 2025.

The title for the combined projects as one bid construction contract is Terminal Island Facilities Demolition and Improvements.

PDC ACTION Approved

COMMENT No comment.

SUBJECT**ORIGINAL PROJECT COST** \$4,000,000**SAN PEDRO WATERFRONT - 34.5KV ELECTRIC UTILITY SERVICE - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the San Pedro Waterfront 34.5KV Electric Utility Service Project schedule by twelve months with no additional increase in the budget. The Engineering Division recommends adding twelve months to the schedule to allow for delays resulting from the Developer not finalizing the construction of the power distribution system and the Developer-supplied switchgear. Delays of these two items have prevented the Los Angeles Department of Water & Power (LADWP) from energizing the 34.5KV electrical service.

PDC ACTION Approved

COMMENT No comment.

SUBJECT

ORIGINAL PROJECT COST \$2,500,000

1025 S. SEASIDE AVENUE DEMOLITION AND LOT CONVERSION - SCHEDULE CHANGE

SUMMARY

Staff requests approval to extend the 1025 S. Seaside Ave. Demolition and Lot Conversion Project schedule by three months with no additional increase in the budget.

The Engineering Division recommends adding three months to the schedule to allow the design and permitting to be completed. The reason for the schedule extension request is to incorporate final design, specifications, and permitting comments into the contract documents. This project will be bid as one construction package, which includes the following projects: 1050 S. Ways (Starkist) Demolition and Storage Lot Conversion, South Seaside Avenue Storm Drain Restoration, Southwest Marine Administration Building Demolition and Pavement Improvements and 1025 S. Seaside Avenue Demolition and Lot Conversion. The new completion date is March 31, 2025.

The title for the combined projects as one bid construction contract is Terminal Island Facilities Demolition and Improvements.

PDC ACTION Approved

COMMENT No comment.

ADMINISTRATIVE ITEM GASB 49 Report and Completed Projects CIP Report reviewed.

ACTION ITEM FOLLOW UP

WORK ORDER REPORT REVIEWED

UNALLOCATED BUDGET REPORT REVIEWED

ADDITIONAL DISCUSSION

Dina Aryan-Zahlan

Dina Aryan-Zahlan
Development


Marla Bleavins (Oct 10, 2023 15:24 PDT)

Marla Bleavins
Finance and Administration

Unallocated Capital Improvement Program Fund FY 23/24

(Budget set in July)

\$ 15,000,000

PDC Approved Projects

Portwide Power Monitoring System (2575700)	\$	(60,000)
B. 93 Vehicular Ramp Repair (2575800)	\$	(165,000)
Harbor Administrative Building - Fifth Floor Commissioner's Conference Rooms (2576000)	\$	(112,417)
Harbor Administrative Building - Fifth Floor Lobby Conference Rooms (2576400)	\$	(151,900)
Test Lab Chiller Replacement ()	\$	(167,386)
Capital Projects Bldg. Fire Alarm System Replacement ()	\$	(300,000)
B. 58-60 Alta Sea Warehouse & Site Improvements ()	\$	(4,000,000)

Subtotal PDC Approved Projects \$ ***(4,956,703)***

Projects Under \$100,000

Avalon Blvd and Water Street - Logistics Swing Gate Installation (2575900)	\$	(8,400)
San Pedro Waterfront - Gateway Fanfare Fountain Water Treatment System (2576200)	\$	(42,750)
C&M Admin Building Boiler Replacement (2576600)	\$	(34,700)
801 Reeves Avenue - Design of New Fire Alarm System per POLA Specifications (2576700)	\$	(32,750)

Subtotal Projects Under \$100,000 \$ ***(118,600)***

Balance as of September 27, 2023

\$ 9,924,697

CIP Status Report

Completed Projects

Actuals Thru: August 2023

Where Construction Finish Date is: >= 8/30/2023 <= 9/27/2023

Expend. Org.	Project No.	Project Title	Project Manager	Status	Projected Cost	Design			Construction			Percent Design Complete	Percent Const. Complete		
						Start Baseline	Projected	Finish	Start Baseline	Projected	Finish				
1172	2564500	Terminal Way and Barracuda Street Removal of Abandoned Railroad	Villarreal, Cesar	Completed	\$400,000	02/01/21	^ 02/01/21	04/26/22	04/26/22	^ 04/26/22	05/15/23	^ 05/15/23	12/31/23	^ 09/16/23	100 %
1155	2570100	Everport Mitigation Cultural Resource Investigation	Ochsner, Lisa	Completed	\$340,000	02/02/22	^ 02/02/22	02/02/22	02/02/22	^ 02/02/22	02/05/22	^ 02/05/22	08/05/23	^ 09/05/23	100 %

Grand Total: \$740,000











Audit Committee Report Packet October 2023

Final Audit Report

2023-10-10

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