



AUDIT COMMITTEE

Report to the
Board of Harbor Commissioners

FOR INFORMATION ONLY

DATE: FEBRUARY 7, 2018

TO: THE BOARD OF HARBOR COMMISSIONERS THROUGH AUDIT COMMITTEE

SUBJECT: FEBRUARY 2018 PROJECT DEVELOPMENT COMMITTEE REPORT

This report highlights the actions taken by the Project Development Committee (PDC) at its February meeting. On February 7, 2018, the PDC met to consider ten project items. The committee also reviewed administrative reports regarding grants, recently opened work orders, and the status of the unallocated Capital Improvement Program (CIP) fund budget. The meeting minutes (Transmittal 1) and Unallocated CIP Fund Report FY 2017/2018 (Transmittal 2) are attached for your review.

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

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

The Board approved \$15,000,000 in the fiscal year 2017/2018 CIP budget for unallocated capital improvements. This budget is used 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. Projects under \$100,000 are reported to the PDC for information and discussion. The PDC meeting minutes are then transmitted to the Board for information.

The following is a summary of projects that are expected to utilize the unallocated CIP budget for fiscal year 2017/2018 to date:

- Twenty PDC-approved projects for a total of \$6,019,000

There are various Board-approved resources 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. All of these are approved by the Board either as part of the annual budget approval process or as multi-year contracts that have received separate Board approval.



EUGENE D. SEROKA
Executive Director

Attachments:

Transmittal 1: February 2018 PDC Pandect

Transmittal 2: Unallocated CIP Fund Report FY 2017/2018

AVG/mz

BUDGET CHANGE, SCHEDULE CHANGE

SUBJECT ORIGINAL PROJECT COST \$253,796

BERTH 93 – REPLACEMENT OF ELEVATOR NO. 6 - COST AND SCHEDULE CHANGE

SUMMARY

Staff requests approval to increase the cost and change the schedule for the replacement of Elevator No. 6 at Berth 93. The Construction & Maintenance Division (C&M) recommends increasing the budget by \$34,750 to account for the materials, permits, and in-house labor needed to complete the project.

C&M recommends adding four additional months to the schedule to allow for delays due to obtaining the appropriate permits and adjusting and testing the elevator.

The total project cost is \$288,546 and the project will be completed by June 30, 2018.

PDC ACTION Approved

COMMENT Construction completion date extended to December 31, 2018.

SUBJECT ORIGINAL PROJECT COST \$245,780

BERTH 93 – ELEVATOR NO. 4 MODERNIZATION - COST AND SCHEDULE CHANGE

SUMMARY

Staff requests approval to increase the cost and change the schedule for the modernization of Elevator No. 4 at Berth 93. The Construction & Maintenance Division (C&M) recommends increasing the budget by \$34,750 to account for the materials, permits, and in-house labor needed to complete the project.

C&M recommends adding four additional months to the schedule to allow for delays due to obtaining the appropriate permits and adjusting and testing the elevator.

The total project cost is \$280,530 and the project will be completed by June 30, 2018.

PDC ACTION Approved

COMMENT Construction completion date extended to December 31, 2018.

BUDGET CHANGE, SCHEDULE CHANGE, SCOPE CHANGE

SUBJECT ORIGINAL PROJECT COST \$1,140,000

BERTHS 179-181- WHARF AND BOLLARD REPAIR – SCOPE, COST, AND SCHEDULE CHANGES

SUMMARY

Staff requests approval for a revised scope, cost increase, and schedule change to the Berths 179-181 Wharf and Bollard Repairs project. Due to other high priority projects and the current project's scope change, staff was unable to finalize design of this project as originally proposed. In addition, pre-design has resulted in alterations to the scope. For these reasons, the Engineering Division requests an extension to the schedule and an increase of \$100,000.

The total project cost is \$1,240,000 and the project will be completed by November 30, 2018.

PDC ACTION Approved

COMMENT No comment.

BUDGET CHANGE, SCOPE CHANGE

SUBJECT

ORIGINAL PROJECT COST \$3,170,000

BERTH 93 CRUISE TERMINAL – CUSTOMS AND BORDER PROTECTION IMPROVEMENTS PROJECT – SCOPE AND COST CHANGES

SUMMARY

Staff requests approval to add additional scope of work and increase the approved project cost for the Berth 93 Cruise Terminal – Customs and Border Protection (CBP) Improvements Project.

The Engineering Division recommends increasing the budget from \$3,170,000 to \$3,370,000, an increase of \$200,000 to account for several construction changes requested by CBP including additional cameras, card readers, equipment changes, and additional furniture.

PDC ACTION Approved

COMMENT No comment.

NEW PROJECT

SUBJECT

ORIGINAL PROJECT COST \$55,000

POLICE CANINE TRAINING SITE IMPROVEMENTS – NEW PROJECT

SUMMARY

Staff requests approval to initiate a new project for Site Improvements located at 120 West C Street in Wilmington, for use by the Port Police Canine Unit for training purposes. This site is located next to the Port Police kennel. The Port Police were issued an iTEUP for the use of this site on 12/08/2016.

The Port Police currently use a site located at Front Street for training, however the K9 kennel is located at 120 West C Street. Relocating the training site would contain the Port Police Canine Unit to one central location. This would eliminate the need for officers to transport dogs to the training field, saving officers' time as well as wear and tear on police vehicles. Handlers will also be able to train more than one dog at a time. Upon gaining the use of this site the Port Police will no longer require the use of the Front Street canine training site and will vacate it.

The proposed work includes grading, irrigation and installation of sod.

The total project cost is \$55,000.00.

PDC ACTION Approved

COMMENT No comment.

SUBJECT**ORIGINAL PROJECT COST** \$1,378,000**249 CANNERY STREET DEMOLITION – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to demolish the 249 Cannery Street building and to repurpose the site as a parking lot for marine storage. Demolition work includes the removal and disposal of building, foundation, pavement, utilities and lead abatement. After demolition work is completed, the area will be repaved with asphalt concrete. The total project cost is \$1,378,000 and the project will be completed by December 31, 2019.

PDC ACTION Approved**COMMENT** No comment.**SUBJECT****ORIGINAL PROJECT COST** \$375,000**CABRILLO MARINA GAZEBO PAVING REPAIR – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to repair the damaged brick pavers around the existing gazebo at the corner of 22nd Street and Via Cabrillo Marina in San Pedro, (see photo 1 and 2).

The proposed work includes removing existing pavers, installing a drain, grading, installing pavers and constructing a concrete pad.

The total project cost is \$375,000 and the project will be completed by February 2019.

PDC ACTION Approved**COMMENT** No comment.

SCHEDULE CHANGE

SUBJECT**ORIGINAL PROJECT COST** \$850,000**SWINFORN STREET, FRONT STREET, AND REGAN STREET RESURFACING – SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the Swinford Street, Front Street, and Regan Street Resurfacing Project schedules by 12 months with no additional increase to the budget.

The Engineering Division recommends adding 12 additional months to the schedule to allow for delays due to design resources and rebidding of 2017-2019 Site Improvement Contract.

PDC ACTION Approved**COMMENT** No comment.

SUBJECT

ORIGINAL PROJECT COST \$287,000

BERTHS 401-403 (APM TERMINAL) – EXPANSION JOINT REPAVING – SCHEDULE CHANGE

SUMMARY

Staff requests approval to extend the schedule for the subject project. The project was initiated in June 2015 in response to reported damage to the metal expansion joint covers at Berths 401-403 at the APM Terminal. A schedule extension of one year was previously approved by the Project Development Committee (PDC) on February 1, 2017. The tenant has not been able to provide construction windows for construction until March 2018. Based on the tenants advisement, it is requested that the completion of construction be delayed nine months, from February 28, 2018 to November 28, 2018.

PDC ACTION Approved

COMMENT No comment.

SUBJECT

ORIGINAL PROJECT COST \$2,500,000

BERTHS 243-245 CONFINED DISPOSAL FACILITY MODIFICATIONS - SCHEDULE CHANGE

SUMMARY

Staff requests approval to extend the project schedule to demolish the existing concrete wharves at the Berths 243-245 Confined Disposal Facility (CDF) by two additional years with no additional increase in the budget.

The Engineering Division recommends adding two additional years to the schedule due to the need to complete the ongoing work in this project, including demolition, wick drains, and grading, in multiple phases in order to maximize capacity of the site.

PDC ACTION Approved

COMMENT No comment.

ADMINISTRATIVE ITEM Department Grants Update reviewed.

ACTION ITEM FOLLOW UP

WORK ORDER REPORT REVIEWED

UNALLOCATED BUDGET REPORT REVIEWED

ADDITIONAL DISCUSSION



Antonio V. Gioiello
Development



Michael DiBernardo
Marketing and Customer Relations

Unallocated Capital Improvement Program Fund FY 17/18

(Budget set in February)

\$ 15,000,000.00

PDC Approved Projects

Berth 174-181 - Pasha Terminal Improvements (25441)	\$	(500,000.00)
Berth 212-224 - Terminal Lighting Replacement (25446)	\$	(1,350,000.00)
ILWU Dispatch Hall Traffice Signal (25449)	\$	(100,000.00)
B. 161 C&M Maintenance Yard - Carpenter Shop Remodal (25452)	\$	(850,000.00)
Berth 226-236 Everport Terminal Advanced Cargo Handling Demonstration Project (25453)	\$	(200,000.00)
Wilmington Waterfront Environmental Assessments (25456)	\$	(450,000.00)
Harbor Administration Building Garage Doors Replacement (25455)	\$	(151,000.00)
Berth 91-92 - Passenger Terminal Fire Panel Installation (25454)	\$	(340,000.00)
POLA Sidewalk Repair Program - Withith Port Property (25463)	\$	(500,000.00)
Port Police System Improvements - Catalina Island Radio Repeater Site (25465)	\$	(343,000.00)
B. 218-220 Concrete Wharf Improvements (25466)	\$	(100,000.00)
B. 243-245 - Confined Disposal Facility Modifications (25477)	\$	(100,000.00)
B. 206-209 - Demolition (25478)	\$	(350,000.00)
Fixed License Plate Reader (25480)	\$	(40,000.00)
Integrated Computer Aided Dispatch System and Records Management System (25479)	\$	(40,000.00)
Rear Berth 147-151 Sanitary Sewer Rehabiitation (25482)	\$	(50,000.00)
Berth 163 and Berth 164 - Marine Oil Terminal Repairs (25483)	\$	(100,000.00)
San Pedro Waterfront - 34.5Kv Overhead Electric Utility Service (25484)	\$	(200,000.00)
Police Canine Training Site Improvements (_____)	\$	(55,000.00)
Cabrillo Marina Gazebo & Sidewalk Repair (_____)	\$	(200,000.00)
HAB Steel Frame Retrofit & Concret Plaster Corriosion Repair (_____)		

Subtotal PDC Approved Projects \$ ***(6,019,000.00)***

Projects Under \$100,000

HAB New Skylight at Penthouse Roof (25451)	\$	(93,000.00)
Port Police - LAPD LAN Network Connection (25461)	\$	(88,525.00)
B. 91-93 Cruise Terminal - Passenger Access (25469)	\$	(100,000)
HAB - Exterior Landscaping (25470)	\$	(100,000)
B. 144-145 - Storm Drain Improvements (25472)	\$	(58,300)
Harbor Administration Building - 3rd Floor Conference Rooms Upgrades (25473)	\$	(30,000)
San Pedro Waterfront - Downtown Harbor Water Cut Sheet Piling Movement Investigation for Repair (25475)	\$	(30,000)
Vincent Thomas Bridge Air Gap Sensor Electrical Installation (25476)	\$	(98,000)
Cabrillo Way Marina - Electrical Service Meter Separation (25481)	\$	(81,000)
Warehouse No. 1 - Elevator No. 4 Door Replacement (25486)	\$	(98,792)

Subtotal Projects Under \$100,000 \$ ***(777,617.00)***

Balance as of January 31, 2018

\$ 8,203,383.00