



## AUDIT COMMITTEE

Report to the  
Board of Harbor Commissioners

### FOR INFORMATION ONLY

**DATE: AUGUST 5, 2021**

**TO: THE BOARD OF HARBOR COMMISSIONERS THROUGH AUDIT COMMITTEE**

**SUBJECT: AUGUST 2021 PROJECT DEVELOPMENT COMMITTEE REPORT**

This report highlights the actions taken by the Project Development Committee (PDC) at its August meeting. On August 4, 2021, the PDC met to consider seven project items. The committee also reviewed standing reports regarding newly opened work orders, the status of the unallocated Capital Improvement Program (CIP) fund budget, the financial model, grants, and the GASB 49 project list. Attached for review are the meeting minutes (Transmittal 1) and Unallocated CIP Fund Report FY 2021/2022 (Transmittal 2).

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

- 1) Schedule change – Six items were submitted and approved.
- 2) Budget/Schedule/Scope change – One item was submitted and approved.

The Board of Harbor Commissioners (Board) approved \$12,000,000 in the fiscal year 2021/2022 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 2021/2022 to date:

- 2 PDC-approved project totaling \$1,068,000

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.

*Marla Blewins*

EUGENE D. SEROKA  
Executive Director

**Attachments:**

Transmittal 1: August 2021 PDC Pandect

Transmittal 2: Unallocated CIP Fund Report FY 2021/2022

AVG  
AVG

AVG/mz

## SCHEDULE CHANGE

**SUBJECT** ORIGINAL PROJECT COST \$225,000

**BERTHS 158-160 C&M EMPLOYEE PARKING LOT ELECTRICAL SERVICE RELOCATION - SCHEDULE CHANGE**

**SUMMARY**

Staff requests approval to extend the Berths 158-160 C&M Employee Parking Lot Electrical Service Relocation schedule by six additional months with no additional increase in the budget.

The Engineering Division recommends adding six additional months to the schedule to allow for delays by the Los Angeles Department of Water and Power (LADWP) in providing the new electrical meter.

**PDC ACTION** Approved

**COMMENT** No comment.

**SUBJECT** ORIGINAL PROJECT COST \$1,521,800

**BERTH 182 - SLOPE EROSION REPAIR – SCHEDULE CHANGE**

**SUMMARY**

Staff is requesting approval for an extension of four months to the project schedule. The schedule extension is needed to accommodate delays in completing the design due to limited resources and competing project deadlines. The new completion date will be July 31, 2022. Approval of the 401 Water Quality Certification by the Los Angeles Regional Water Quality Control Board (LARWQCB) has not been received, although a draft has been provided. If LARWQCB cannot complete the permit within the revised schedule, a waiver of the 401 Certification will be requested from the Army Corps of Engineers.

**PDC ACTION** Approved

**COMMENT** No comment.

**SUBJECT** ORIGINAL PROJECT COST \$990,000

**WATERFRONT GATEWAY – WATER FEATURES IMPROVEMENTS – SCHEDULE CHANGE**

**SUMMARY**

Staff requests approval to extend the Waterfront Gateway – Water Features Improvement schedule by three additional months with no additional increase in the budget.

The Construction and Maintenance Division (C&M) recommends adding three additional months to the schedule to allow for delays due to unforeseen issues that caused blistering in the coating.

**PDC ACTION** Approved

**COMMENT** No comment.

**SUBJECT****ORIGINAL PROJECT COST** \$415,000**BERTHS 93 A & B WORLD CRUISE CENTER PHOTOVOLTAIC SYSTEM INVERTER REPLACEMENT - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the Berths 93 A & B World Cruise Center Photovoltaic System Inverter Replacement schedule by six additional months with no additional increase in the budget.

The Engineering Division recommends adding six additional months to the schedule to allow for delays due to equipment unavailability and limited suppliers.

**PDC ACTION** Approved**COMMENT** No comment.**SUBJECT****ORIGINAL PROJECT COST** \$2,556,715**PORT POLICE - INTEGRATED COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM (CAD/RMS) - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the implementation schedule for the integrated Computer Aided Dispatch (CAD)/Records Management System (RMS) project by nine months with no additional increase to the budget.

The Port Police Division recommends adding nine months to the project schedule, to allow for a delay in the project development of third party interfaces, custom forms and custom dashboard by our contractor, Motorola Solutions.

**PDC ACTION** Approved**COMMENT** No comment.**SUBJECT****ORIGINAL PROJECT COST** \$1,335,000**PORT OF LOS ANGELES POLICE HEADQUARTERS – AIR CONDITIONING REPLACEMENT - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the air conditioning replacement at the Port Police Headquarters (PPHQ) schedule by three additional months with no additional increase in the budget.

The Construction & Maintenance Division (C&M) recommends adding three additional months to the schedule to allow for scheduling delays with the vendor.

**PDC ACTION** Approved**COMMENT** No comment.**SCHEDULE CHANGE, SCOPE CHANGE, BUDGET CHANGE**

**SUBJECT**

**ORIGINAL PROJECT COST** \$350,000

**HARBOR ADMINISTRATION BUILDING (HAB) 2ND FLOOR REMODEL FOR CYBER RESILIENCE CENTER (CRC) – SCOPE, BUDGET, AND SCHEDULE CHANGES**

**SUMMARY**

Staff requests approval to add scope, increase budget, and change schedule for Harbor Administration Building (HAB) 2nd Floor Remodel for the Cyber Resilience Center (CRC) project.

The proposed additional scope of work includes installing a new electrical panel and wiring which costs an additional \$40,000 in design, labor, and materials. The proposed schedule change includes adding three and a half months to schedule to incorporate equipment changes requested by Information Technology Division’s (ITD) contractor.

If approved by PDC, total project budget would be \$390,000 and project would be completed by January 12, 2022.

**PDC ACTION** Approved

**COMMENT** No comment.

**ADMINISTRATIVE ITEM** GASB 49 Report and Grants Report 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 21/22**

**(Budget set in June)**

**\$ 12,000,000**

**PDC Approved Projects**

B. 120 - WBCT - Placement of CAB (25677)

\$ (148,000)

Port Pilot Radio Upgrade (25678)

\$ (920,000)

***Subtotal PDC Approved Projects*** \$ ***(1,068,000)***

**Projects Under \$100,000**

***Subtotal Projects Under \$100,000*** \$ ***-***

***Balance as of July 28, 2021***

**\$ 10,932,000**












# Audit Committee Report Packet August 2021

Final Audit Report

2021-08-10

Created:	2021-08-06
By:	Karine Lurvey (klurvey@portla.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAK8p4PqhHpcuCtc8yG6bBFTZ95anIpaof

## "Audit Committee Report Packet August 2021" History

-  Document created by Karine Lurvey (klurvey@portla.org)  
2021-08-06 - 6:19:42 PM GMT- IP address: 199.245.255.5
-  Document emailed to Michael DiBernardo (mdibernardo@portla.org) for signature  
2021-08-06 - 6:22:10 PM GMT
-  Email viewed by Michael DiBernardo (mdibernardo@portla.org)  
2021-08-06 - 6:27:10 PM GMT- IP address: 13.52.61.199
-  Document e-signed by Michael DiBernardo (mdibernardo@portla.org)  
Signature Date: 2021-08-06 - 9:36:04 PM GMT - Time Source: server- IP address: 199.245.255.5
-  Document emailed to Tony Gioiello (tgioiello@portla.org) for signature  
2021-08-06 - 9:36:06 PM GMT
-  Email viewed by Tony Gioiello (tgioiello@portla.org)  
2021-08-09 - 3:54:52 PM GMT- IP address: 54.183.176.12
-  Document e-signed by Tony Gioiello (tgioiello@portla.org)  
Signature Date: 2021-08-09 - 3:55:43 PM GMT - Time Source: server- IP address: 199.245.255.5
-  Document emailed to Marla Bleavins (mbleavins@portla.org) for signature  
2021-08-09 - 3:55:45 PM GMT
-  Email viewed by Marla Bleavins (mbleavins@portla.org)  
2021-08-10 - 0:16:32 AM GMT- IP address: 54.215.213.243
-  Document e-signed by Marla Bleavins (mbleavins@portla.org)  
Signature Date: 2021-08-10 - 0:16:52 AM GMT - Time Source: server- IP address: 199.245.255.5
-  Agreement completed.  
2021-08-10 - 0:16:52 AM GMT