



AUDIT COMMITTEE

Report to the
Board of Harbor Commissioners

FOR INFORMATION ONLY

DATE: JUNE 2, 2021

TO: THE BOARD OF HARBOR COMMISSIONERS THROUGH AUDIT COMMITTEE

SUBJECT: JUNE 2021 PROJECT DEVELOPMENT COMMITTEE REPORT

This report highlights the actions taken by the Project Development Committee (PDC) at its June meeting. On June 2, 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, and the GASB 49 project list. Attached for review are the meeting minutes (Transmittal 1) and Unallocated CIP Fund Report FY 2020/2021 (Transmittal 2).

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 – One item was submitted and approved.
- 3) Schedule change/Scope change – One item was submitted and approved
- 4) Scope change – One item was submitted and approved
- 5) New project – One item was submitted and deferred.

The Board of Harbor Commissioners (Board) approved \$12,000,000 in the fiscal year 2020/2021 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 2020/2021 to date:

- 28 PDC-approved project totaling \$4,894,000
- 13 projects under \$100,000 totaling \$888,000

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: June 2021 PDC Pandect

Transmittal 2: Unallocated CIP Fund Report FY 2020/2021

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NEW PROJECT

SUBJECT**ORIGINAL PROJECT COST** \$8,500,000**BERTH 153 – CLOCK TOWER SEISMIC RETROFIT & BUILDING IMPROVEMENTS – NEW PROJECT****SUMMARY**

Staff requests approval to initiate a new project to seismically retrofit and repair the water damaged Clock Tower at Berth 153. The existing 11,000 square foot tower was designed and constructed in the 1950's. The Clock Tower has extensive water damage and the exterior walls need to be replaced. The Clock Tower's balconies, windows, doors, stairs, lights, and air horn system also require significant repair or replacement.

If approved by PDC, the total project cost will be \$8,500,000 and the project will be completed by August 29, 2025.

PDC ACTION On Hold**COMMENT**

SCHEDULE CHANGE

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 construction schedule by thirty-three months with no increase to the budget. The new construction completion date will be December 31, 2023.

The Engineering Division recommends adding thirty-three months to the construction schedule allowing for coordination and phasing with the West Harbor Development and the Los Angeles Department of Water & Power (LADWP) for the installation of the power distribution system and switchgear. This project is being constructed in phases and POLA has completed phase I, installation of concrete pad, underground vaults and conduits for the electric service. The next phase for this project will allow both West Harbor and LADWP to energizing the 34.5kv electrical service as part of West Harbor's building construction which is scheduled to start in spring 2022.

PDC ACTION Approved**COMMENT** No comment.

SUBJECT**ORIGINAL PROJECT COST** \$25,675,000**BERTHS 238-239 MARINE OIL TERMINAL ENGINEERING AND MAINTENANCE STANDARDS – PBF ENERGY - SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the Berths 238-239 Marine Oil Terminal Engineering and Maintenance Standards (MOTEMS) – PBF Energy project schedule by six months with no additional increase in the budget.

The Engineering Division recommends adding six months to the schedule. The additional time is required for the California State Lands Commission (CSLC) to complete their review on the revised mooring analysis report and for the Port to incorporate their comments, if any, in the revised report. Additional time is also needed by the tenant to provide the Port design related information to complete the design.

The total project cost is \$25,675,000 and will be completed by July 18, 2025.

PDC ACTION Approved

COMMENT No comment.

SUBJECT**ORIGINAL PROJECT COST** \$327,500**PORT POLICE HEAD QUARTERS- UPS BATTERIES REPLACEMENTS- SCHEDULE CHANGE****SUMMARY**

Staff requests approval to extend the UPS Battery Replacement at Port Police Head Quarters schedule by 6 additional months with no additional increase in the budget.

The Construction & Maintenance Division recommends adding 6 additional months to the schedule to allow for delays due to purchase order not being finalized because clarification was needed from vendor.

PDC ACTION Approved

COMMENT No comment.

SCHEDULE CHANGE, SCOPE CHANGE

SUBJECT

ORIGINAL PROJECT COST \$2,950,000

HARBOR ADMINISTRATION BUILDING (HAB) 5TH FLOOR WORKSPACE SOLUTIONS – SCOPE AND SCHEDULE CHANGES

SUMMARY

Staff requests approval to increase the scope and increase the schedule for the Harbor Administration Building’s (HAB) Fifth Floor Workspace Solutions Project.

The proposed additional work includes preparing workspace, upgrading power, lighting, telecommunication, adjusting HVAC and installing new office systems for the Executive Administration staff on the HAB Fifth floor. This project will use the same Haworth Enclose system in the Board approved contract 39884 except with a wood panel finish in lieu of the gray tack board.

The total project cost remains the same at \$2,950,000 and the project will be completed by May 29, 2022.

PDC ACTION Approved

COMMENT No comment.

SCHEDULE CHANGE, SCOPE CHANGE, BUDGET CHANGE

SUBJECT

ORIGINAL PROJECT COST \$1,161,000

HARBOR DEPARTMENT ADMINISTRATION BUILDING 1ST FLOOR EMPLOYEE RESTROOMS AND SHOWERS REMODEL – SCOPE, BUDGET, AND SCHEDULE CHANGES

SUMMARY

Staff requests approval to add scope, increase cost, and change schedule for Harbor Department Administration Building 1st floor employee restrooms and showers remodel project.

The approved project includes constructing new male and female shower facilities and fixtures, providing an additional women’s shower/changing area to accommodate current staff use, and constructing one single user unisex restroom, . Additionally, the main sewer line for the facilities will be replaced.

Staff requests approval to add scope, increase budget by \$355,000, and add two months to schedule to address the following unforeseen issues encountered during demolition of the existing facilities: remove existing reinforced concrete slab found to be twice as thick as shown in record drawings; repair cut and damaged electrical conduits found within concrete slab and not shown in record drawings; revise proposed plumbing to accommodate unforeseen electrical conduits; and replace a waste line that was too deteriorated to reuse.

If approved by PDC, the total project cost will be \$1,516,000 and the project will be completed by February 8, 2022.

PDC ACTION Approved

COMMENT No comment.

SCOPE CHANGE

SUBJECT

ORIGINAL PROJECT COST \$2,090,000

BERTH 73 FENDER PILE REPLACEMENT AND CAMEL LOG PLACEMENT - SCOPE OF WORK CHANGE

SUMMARY

Staff requests approval to change the scope of work for the project at Berth 73 to replace the fender pile and place camel logs with no change to the schedule and no additional increase in the budget.

The Construction & Maintenance Division (C&M) recommends changing the scope of work to accommodate concerns from the fishing community about the placement of camel logs at B. 73.

PDC ACTION Approved

COMMENT No comment.

ADMINISTRATIVE ITEM GASB 49 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 20/21**(Budget set in February)****\$ 12,000,000****PDC Approved Projects**

B. 84 - Maritime Museum - Fire Sprinkler (25625)	\$	(540,000)
B. 84 - Maritime Museum - Fire Alarm and Mass Notification System (25629)	\$	(490,000)
B. 54-55 - Building Cover Replacement (25630)	\$	(650,000)
B. 161 - Construction & Maintenance - Natural Gas Line Replacement (25631)	\$	(192,500)
B. 186-191 - MOTEMS - Vopak Environmental Assessment (24633)	\$	(250,000)
22nd Street, Via Cabrillo Marina, & Shoshonean Road - Lighting Upgrade (25636)	\$	(70,000)
B. 115 - Rail Crossing Replacement (25637)	\$	(100,000)
Harbor Administrative Building - 1st Floor Garage LED Lighting Upgrade (25639)	\$	(150,000)
B. 95 - Barge Landing Ramp Upgrade at Catalina Express (25640)	\$	(100,000)
B. 200 - Marine Improvements Contractor Laydown Area (25643)	\$	(200,000)
B. 161 - Former Administration Building Remodel (25644)	\$	(300,000)
Terminal Way and Barracuda Street - Removal of Abandoned Railroad Track (25645)	\$	(30,000)
Oracle ERP Cloud Migration (25648)	\$	-
Rear Berths 301 - Pavement Improvements (25649)	\$	(146,000)
B. 93A & B - World Cruise Center - Photovoltaic System Inverter Replacement (25656)	\$	(28,000)
B. 206-209 - Electrical Sub-Meter Installation (25657)	\$	(35,000)
B. 57-60 Wharf Reconstruction (25658)	\$	(180,000)
B. 153-155 - Wharf Repair (25659)	\$	(180,000)
B. 158-160 - C&M Employee Parking Lot Electrical Service Relocation (25660)	\$	(225,000)
Pavement Imps and Demolition of Southwest Marine Administration Bldg (25661)	\$	(50,000)
Wilmington Waterfront - Avalon Gateway (25662)	\$	(200,000)
HAB - 2nd Floor Remodel for Port Cyber Resilience Center (25664)	\$	(150,000)
B. 161 - Compressed Natural Gas (CNG) Compressor Replacement (25666)	\$	(70,000)
Port of Los Angeles Police Headquarters - UPS Battereis Replacement (25667)	\$	(327,500)
B. 72 - Municipal Fish Market Roof Drain Re-pipe (25672)	\$	(100,000)
Port Police Headquarters - Perimeter Enhancement (25673)	\$	(20,000)
Inner Cabrillo Beach Parking Lot - Stormwater Improvements (25674)	\$	(10,000)
San Pedro Waterfront - Harbor Boulevard Parkway Removals - 1st Street to 3rd Street (25675)	\$	(50,000)
B. 153 - Clock Tower Seismic Retrofit & Building Improvements (_____)	\$	(50,000)

Subtotal PDC Approved Projects \$ ***(4,894,000)*****Projects Under \$100,000**

Harbor Administrative Building - Patio Lighting Solution (25632)	\$	(60,000)
Port of Los Angeles Police Headquarters - Roll Up Doors Replacement (25634)	\$	(86,800)
272 S Fries Avenue - Overflow Parking Lot (25635)	\$	(72,500)
1410 S.Barracuda Steet - Fire Alarm System (25638)	\$	(55,200)
Anchorage Road Lighting Upgrade (24641)	\$	(98,000)
B. 91-92 - Passener Terminal - Emergency Lighting Inverter Replacement (25642)	\$	(99,000)
Port Of Los Angeles Police Headquarters - Handwashing Station(24646)	\$	(23,000)
South Access Road Speed Caliming Improvements (25647)	\$	(44,000)

Unallocated Capital Improvement Program Fund FY 20/21

(Budget set in February)

\$ 12,000,000

Wilmington Waterfront Park - Camera Poles Replacement (25651) \$ (47,000)

B. 161 - Floating Dock Electrical Upgrades (25653) \$ (97,000)

B. 120 - West Basin Container Terminal Temporary Employee Parking (25669) \$ (70,000)

249 Cannery Street and Ways Street Improvements (25670) \$ (99,800)

B. 91-93 - Mobile Passenger Gangways Electrical Upgrade (25676) \$ (35,700)

Subtotal Projects Under \$100,000 \$ ***(888,000)***

Balance as of May 26, 2021 \$ ***6,218,000***












Audit Committee Report Packet June 2021

Final Audit Report

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