

THE NORTHWEST SEAPORT ALLIANCE
MEMORANDUM

MANAGING MEMBERS

ACTION ITEM

Item No. 5C

Date of Meeting October 6, 2020

DATE: September 23, 2020

TO: Managing Members

FROM: John Wolfe, CEO

Sponsor: Curt Stoner, Senior Manager, Business Development

Project Manager: Norman Gilbert, Engineering Project Manager II

SUBJECT: Project Authorization for Parcel 1A (TOTE) Inbound Gate Roof Replacement

A. ACTION REQUESTED

As referenced in NWSA Resolution No. 2020-02, Exhibit A, Delegation of Authority Master Policy, Paragraph 8.c.iii., states project costs exceeding \$300,000 require approval from Managing Members.

Requesting project authorization in the amount \$310,000 for a total authorized amount of \$360,000, for work associated with the Parcel 1A (TOTE) Inbound Gate Roof Replacement, Master Identification No. 201118.01.

B. SYNOPSIS

The canopy structures at the north inbound gate at TOTE (parcel 1A) were originally constructed in or around 1983. They have been in use since. The canopies were repainted in 2002 including the metal roofing to extend the life of the structure. Since 2002, only minor repairs have been performed. Coated metal roofing has a twenty to thirty-year life expectancy in normal conditions and much less in marine conditions.

C. BACKGROUND

The Port was notified by the Tenant (TOTE) on July 8, 2020 that a piece of the metal roofing fell from the overhead canopy. Port Maintenance responded on July 9, 2020 to perform a temporary repair to the damaged area. Engineering Department staff also made a site visit on July 8, 2020 and recommended that an assessment of the two roofs be performed. The roof assessment was performed on August 10, 2020 and a report was provided on August 13, 2020. The report recommended a complete tear off and replacement of the metal roofing. In addition, fall protection and bird deterrent systems were suggested. The replacement of the roof is a lease obligation.

D. PROJECT DESCRIPTION AND DETAILS

The scope of the project is to completely remove the existing metal roofing and replace with new coated metal roofing. Limited metal framing that is corroded will also be replaced. In addition, new fall protection and bird deterrent systems will be installed.

Scope of Work

The scope of work will include:

- Complete construction documents
- Apply and receive necessary permits
- Advertise and award construction contract
- Replace the metal roofing and limited metal framing
- Install fall protection and bird deterrent systems
- Project and construction management

Schedule

Advertise for Bid	Late-October 2020
Open Bids	Late-November 2020
Notice of Award	Mid-December 2020
Substantial Completion	Mid-March 2021
Final Completion	Late-March 2021

E. FINANCIAL IMPLICATIONS

Project Cost Details

	This Request	Total Previous Requests	Total Project Cost	Cost to Date	Remaining Costs
Design	\$ -	\$ 50,000.00	\$ 50,000	\$ 89.00	\$ 49,911
Construction	\$ 310,000	\$ -	\$ 310,000	\$ -	\$ 310,000
Total	\$ 310,000	\$ 50,000	\$ 360,000	\$ 89	\$ 359,911

Source of Funds

The current Capital Investment Plan (CIP) Budget allocates \$360,000 for this project.

Financial Impact

Project costs will be capitalized and depreciated over an estimated 15-year life resulting in annual depreciation expense of \$24,000. There will be no depreciation for 2020 based on a completion date of February 2021. The TOTE lease contributes approximately \$4.2 million in revenue to the NWSA on an annual basis.

F. ALTERNATIVES CONSIDERED AND THEIR IMPLICATIONS

Alternative 1) Do Nothing. Roof will continue to deteriorate and continue to be a safety hazard.

Alternative 2) Full tear off and replacement. Provides the best results, eliminates the ongoing safety hazard and is a long-term repair.

Alternative 3) Roof over existing. Requires additional work to bridge the failing roof left in place and does not eliminate future safety hazards of falling debris.

Alternative 2 is the recommended course.

G. ENVIRONMENTAL IMPACTS/REVIEW

Permitting: Shoreline Substantial Development Permit is **NOT** required for this action.

Remediation: N/A

Stormwater: The new roof will decrease the amount of zinc available for potential discharge to the Blair waterway. This project will be beneficial for water quality.

Air Quality: N/A

H. ATTACHMENTS TO THIS REQUEST

- Computer slide presentation.

I. PREVIOUS ACTIONS OR BRIEFINGS

<u>Date</u>	<u>Action</u>	<u>Amount</u>
August 26, 2020	Executive Authorization	\$50,000
TOTAL		\$50,000



Item No: 5C_supp
Date of Meeting: October 6, 2020

Project Authorization For Parcel 1A (TOTE) Inbound Gate Roof Replacement

Presenter: Norman Gilbert
Title: Engineering Project Manager II

Action Requested

Parcel 1A (TOTE) Inbound Gate Roof Replacement

As referenced in NWSA Resolution No. 2020-02, Exhibit A, Delegation of Authority Master Policy, Paragraph 8.c.iii., states project costs exceeding \$300,000 require approval from Managing Members.

Request project authorization in the amount \$310,000, for a total authorized amount of \$360,000, for the Parcel 1A (TOTE) Inbound Gate Roof Replacement, Master Identification No. 201118.01.



Background

Parcel 1A (TOTE) Inbound Gate Roof Replacement

- The canopy structures at the north inbound gate at TOTE were originally constructed on or around 1983. In 2002 the canopies were repainted, including the metal roofing, to extend the life of the structures. Since 2002, only minor maintenance has been performed.
- The Port was notified by the Tenant (TOTE) on July 8, 2020, that a piece of the metal roofing fell from the overhead canopy at the north inbound gates.
- Port Maintenance performed a temporary repair to the roof on July 9, 2020

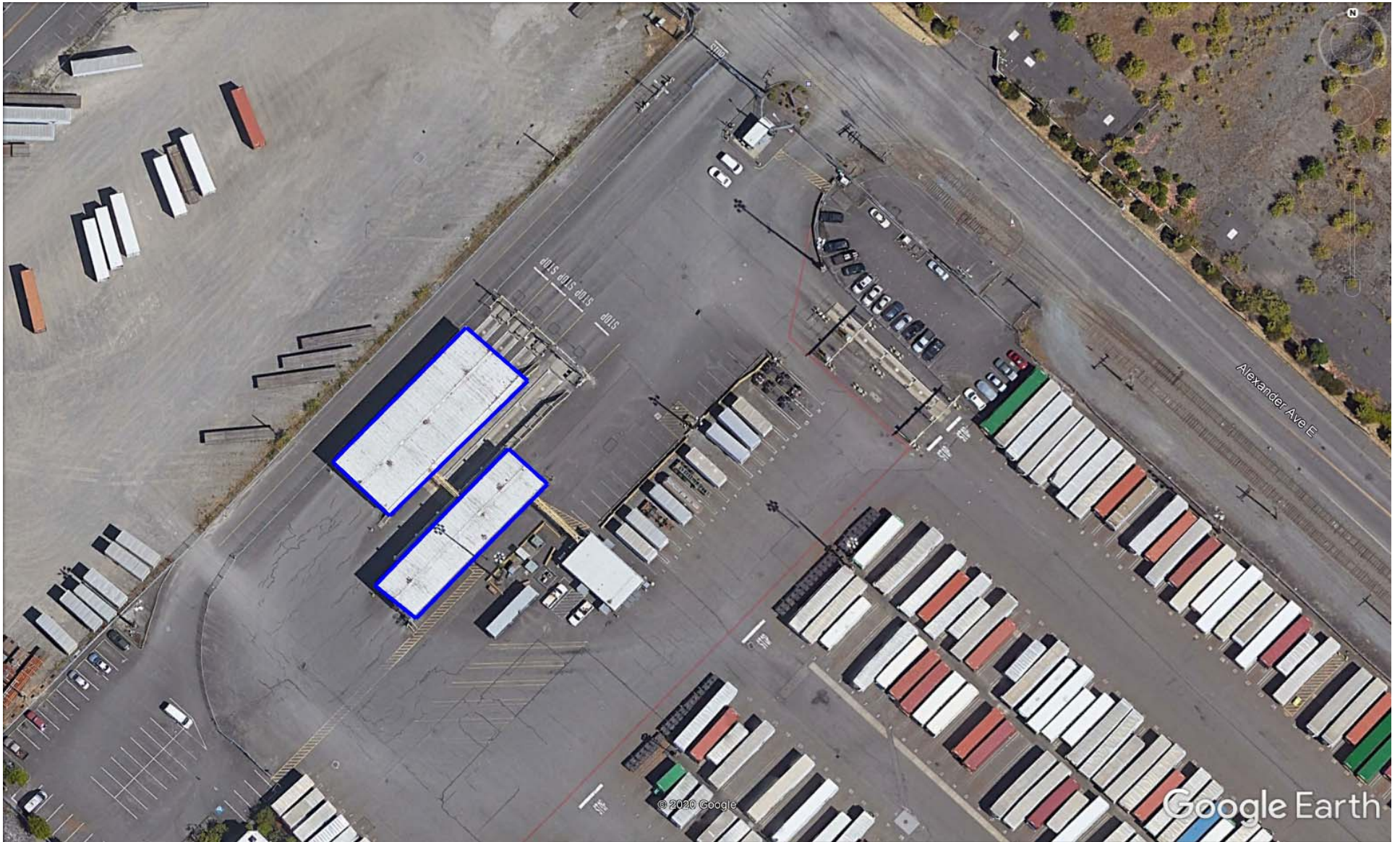


Background

Parcel 1A (TOTE) Inbound Gate Roof Replacement

- Port Engineering staff also performed a site visit on July 9, 2020 and recommended the assessment of both canopy structures.
- An assessment was performed on August 10, 2020. The report recommended a complete removal and replacement of the metal roofing and some minor structural components. In addition, it was recommended to add fall protection and bird deterrent systems to the new roofs.





Background

Parcel 1A (TOTE) Inbound Gate Roof Replacement



Background

Parcel 1A (TOTE) Inbound Gate Roof Replacement



Project Description and Details

Parcel 1A (TOTE) Inbound Gate Roof Replacement

The scope of the project is to completely remove the existing metal roofing and replace with new coated metal roofing. Limited metal framing that is corroded will also be replaced. In addition, new fall protection and bird deterrent systems will be installed. This includes: generation of construction documents, obtaining necessary permits, completion of roofing items listed above and project management.



Project Schedule

Parcel 1A (TOTE) Inbound Gate Roof Replacement

Activity	Timeframe
Advertise Bids	Late-October 2020
Bid Opening	Late-November 2020
Contract Award	Mid-December 2020
Contract Completion	Late-March 2021

Financial Implications

Parcel 1A (TOTE) Inbound Gate Roof Replacement

- The estimated cost of the Design and Construction for this project is \$360,000.
- The estimated budget for this project is \$360,000.
- The current Capital Investment Plan (CIP) allocates \$360,000 for this project.
- The TOTE lease contributes approximately \$4.2 million in revenue to the NWSA annually.

Financial Summary

Parcel 1A (TOTE) Inbound Gate Roof Replacement

Item	Budget Estimate	Cost to Date	Remaining Cost
DESIGN	\$50,000	\$89	\$49,911
CONSTRUCTION	\$310,000	\$0	\$310,000
PROJECT TOTAL	\$360,000	\$89	\$359,911

Environmental Impacts/Review

Parcel 1A (TOTE) Inbound Gate Roof Replacement

Permitting: Shoreline Substantial Development Permit is NOT required for this action.

Remediation: N/A

Stormwater: The new roof will decrease the amount of zinc available for potential discharge to the Blair waterway. This project will be beneficial for water quality.

Air Quality: N/A



Conclusion

Parcel 1A (TOTE) Inbound Gate Roof Replacement

Request project authorization in the amount \$310,000, for a total authorized amount of \$360,000, for the Parcel 1A (TOTE) Inbound Gate Roof Replacement, Master Identification No. 201118.01.

