

COMMISSION AGENDA

Item No: 4F

Meeting: 3/15/18

DATE: February 27, 2018

TO: Port Commission

FROM: John Wolfe, Chief Executive Officer
Sponsor: Louis Cooper, Senior Director, Security & Labor Relations
Project Manager: Norman Gilbert, Engineering Project Manager II

SUBJECT: Project Authorization for work associated with the PSGP 2015 Camera and TWIC Readers

A. ACTION REQUESTED

As referenced in Resolution No. 2017-01-PT, Exhibit A, Delegation of Authority Master Policy, Paragraph IV.B.ii., states project costs exceeding \$300,000 require approval from Port Commission.

Request project authorization in the amount \$930,000 for a total authorized amount of \$1,055,000, for work associated with the PSGP 2015 Camera and TWIC Readers, Master Identification No. 101067.01.

B. SYNOPSIS

This request supports and expands the Port's ability to monitor activity on the Tideflats providing security and information to improve movement of cargos throughout the Tideflats.

C. BACKGROUND

Port of Tacoma staff applied for and was awarded a U.S. Department of Homeland Security Fiscal Year 2015 Port Security Grant Program (PSGP) grant. Port Commission authorized the acceptance of this grant at the November 17, 2015 Special Meeting. The grant will cover 75% of the eligible costs, currently estimated at \$702,000.

A portion of the grant award includes purchase of new security equipment and the installation of new cameras throughout the Port. This investment will also provide the initial security infrastructure needed for major developments along the peninsula lying between the Blair and Hylebos Waterways. Lastly, funding will cover costs associated with replacement of equipment previously purchased with grant funds which have reached the end of their serviceable life.

D. PROJECT DETAILS

Scope of Project:

- Purchase replacement security equipment such as fixed and mobile TWIC readers
- Purchase new security equipment such as mobile deploy cameras
- Fiber and wireless point to point infrastructure
- Installation of approximately 22 new cameras at 16 new locations on MTSA-regulated facilities, and high traffic surface streets throughout the Port

Scope of Work for This Request:

- Purchase of new and replacement security equipment
- Construction/installation of the new cameras and integration into the Port's existing Video Management Software (VMS)
- Project and construction management

Schedule

Equipment purchase	April 2018
Construction bid advertisement	April 2018
Contract Award	May 2018
Substantial Completion	August 2018

E. FINANCIAL SUMMARY

Estimated Cost of Project

The total project cost including all stages is estimated at \$1,055,000.

Estimated Cost for This Request

The total estimated cost of the Construction for this project is \$930,000. If the cost of this estimate is anticipated to exceed the authorized amount, additional Commission authorization will be requested.

Estimated Sales Tax

The total estimated sales tax to be paid to local and state governments for this project is \$71,000.

Cost Details

Item	This Request	Total Previous Requests	Total Request	Total Project Cost	Cost to Date	Remaining Cost
TOTAL	\$930,000	\$125,000	\$1,055,000	\$1,055,000	\$70,096	\$984,904

Source of Funds

The 2018-22 Capital Investment Plan (CIP) allocates \$1,145,000 for this project.

Financial Impact

Project costs will be capitalized and depreciated over a 5-year life resulting in annual depreciation of \$211,000. Depreciation expense for 2018 will be approximately \$70,000 based on a completion date of August 2018. Grant funds received will be recorded as Grant Income at the time the reimbursement is requested.

F. ECONOMIC INVESTMENT/JOB CREATION

There are no economic investments being made by a customer or stakeholder with this action, however the project is partially grant funded by the U.S. Department of Homeland Security Fiscal Year 2015 Port Security Grant Program. The technology will be leveraged by the Port's Operations Service Center.

This project will generate approximately 3 FTEs for the duration of construction.

G. ALTERNATIVES CONSIDERED AND THEIR IMPLICATIONS

Alternative 1) Do nothing, forfeit awarded grant funding.

Alternative 2) Purchase new and replacement security equipment and install new cameras allowing for greater functionality and coverage.

Alternative 2 is the recommended course.

H. ENVIRONMENTAL IMPACTS/REVIEW

Permitting: This project scope is either exempt or falls under current programmatic permits. No additional environmental permits are required.

Remediation: No impact, no known impacted soils will be disturbed as part of this project.

Water Quality: No impact, minor ground disturbance and construction BMPs will be utilized.

Air Quality: No impact, this project is for camera, security and fiber equipment only.

I. PREVIOUS ACTIONS OR BRIEFINGS

<u>Date</u>	<u>Action</u>	<u>Amount</u>
June 2, 2016	Executive Authorization – Preliminary Design	\$40,000
August 2, 2017	Executive Authorization – Complete Design	\$85,000
TOTAL		\$125,000

J. ATTACHMENTS TO THIS REQUEST

- Computer slide presentation.

K. NEXT STEPS

Initiate and complete project construction and purchase of security equipment.