

# ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 6C  
Meeting Date: 11/21/2023

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**DATE:** October 31, 2023  
**TO:** Port of Tacoma Commission  
**FROM:** Eric Johnson, Executive Director  
Sponsor: Gloria Fletcher, Sr Manager, Real Estate & Economic Development  
Project Manager: Joe Caldwell, Project Manager, Maintenance  
**SUBJECT:** Fabulich Bathroom Renovation (Master ID # 101648.01)

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**A. ACTION REQUESTED**

Request authorization in the amount of \$682,000 for the renovation of the Fabulich Center restrooms. The restrooms are outdated and showing deferred maintenance.

**B. BACKGROUND**

The Fabulich restroom renovations went through the Investment Decision and Development Process (IDDP) and was approved for 2022. The restrooms are outdated and are not fully ADA compliant. A cosmetic refresh (new stall dividers, new ADA compliant sinks, hands free fixtures and paint) would go a long way in making this building more appealing to prospective tenants.

**C. SCOPE OF WORK**

The scope of work will include:

- Replace partitions
- Demo tile walls and add sheetrock
- Prime and paint
- Replace sink/faucets/dispensers
- Replace mirrors
- Move electrical outlets
- Remove floor tile and replace

**D. TIMEFRAME/PROJECT SCHEDULE**

Floor 1	January 2024
Floors 2 & 3	February 2024
Floors 4 & 5	March 2024

**E. FINANCIAL SUMMARY**

**Cost**

74% of the costs will be incurred by the Port of Tacoma Facilities team. Great Floors will be installing the floors.

**Source of Funds**

The current Capital Investment Plan (CIP) allocates \$682,000 for this project.

**Total Cost**

<b>Item</b>	<b>Budget Estimate</b>	<b>Contingency</b>	<b>Total</b>
Carpenters Labor	\$168,769.40	\$33,753.88	\$202,523.28
Carpenters Material	\$48,000.00	\$9,600.00	\$57,600.00
Plumbers Labor	\$127,128.00	\$25,425.60	\$152,553.60
Plumbers Material	\$50,795.45	\$10,159.09	\$60,954.54
Electricians Labor	\$25,425.60	\$5,085.12	\$30,510.72
Electricians Material	\$1,500.00	\$300.00	\$1,800.00
Great Floors	\$146,379.13	\$29,275.83	\$175,654.96
<b>TOTAL</b>	<b>\$567,997.58</b>	<b>\$113,599.52</b>	<b>\$681,597.10</b>

**Financial Impacts**

Project costs will be expensed as incurred.

**H. ALTERNATIVE ANALYSIS**

1. Keep restrooms as is and disregard asset preservation.
2. Proceed with renovations.

**I. NEXT STEPS**

Start renovations in January 2024.