

**PORT OF TACOMA COMMISSION**  
**ACTION ITEM MEMO**



Item No: 6F  
Meeting Date: 5/4/2023

**DATE:** April 5, 2023  
**TO:** Port of Tacoma Commission  
**FROM:** Eric Johnson, Executive Director  
Sponsor: Tom Bellerud, Chief Operating Officer  
Presenter: Rick Atkinson, Director, Equipment Maintenance  
Project Manager: Joe Caldwell, Project Manager  
**SUBJECT:** Spreader Bay Door Replacement (Master ID # 101616.01)

**A. ACTION REQUESTED**

Request authorization in the amount of \$370,000 for a Spreader Bay Door replacement. The Port of Tacoma spreader bay has curtain style doors that are failing and need to be replaced. This amount represents the cost of the new doors (estimated at \$315,000) and the labor for retrofitting.

**B. BACKGROUND**

The Port of Tacoma equipment maintenance team needs to replace the defective curtain style doors to our spreader bay maintenance area with a high-speed fold up door designed for large openings. This is our primary repair area for the spreaders and where the technicians perform welding, painting, and electrical repairs. The current curtain doors only cover one side of the bay, and the spreader bay has two major openings. This set-up does not effectively keep the elements and cold temperature out, which makes it difficult to preheat the metal in the winter due to the area cannot be heated properly. Rain and wind gust into the bay and damages electrical components when the equipment is opened for repairs and painting is difficult in those conditions.

Maintenance is requesting BMP high speed doors which will seal off the area from the elements and allow for more efficient repairs getting the equipment back to the customer in a timely manner. The current curtain doors are difficult to close in the wind and is a safety issue.

**C. SCOPE OF WORK**

The scope of work will include:

- Hire an on-call consultant to design the door retrofit.
- Solicit bids for door procurement and procure replacement doors.
- Build new door frame using drawings from on-call consultant.
- Have new door installed.

**D. TIMEFRAME/PROJECT SCHEDULE**

On-call Consultant	June 2023
Procurement	August 2023
Installation	October 2023

**E. FINANCIAL SUMMARY** *(Determine when financial charts are appropriate)*

**Source of Funds**

The current Capital Investment Plan (CIP) allocates \$370,000 for this project.

<b>Item</b>	<b>Budget Estimate</b>	<b>Anticipated Future Expenditures</b>
On-Call Design Consultant	\$26,000	\$26,000
Procurement	\$230,000	\$230,000
Construction	\$30,000	\$30,000
Other*	\$84,000	\$84,000
<b>TOTAL</b>	<b>\$370,000</b>	<b>\$370,000</b>

\*Other includes Washington State sales tax, contingency, permitting and miscellaneous costs

**Financial Impacts**

Project costs will be capitalized and depreciate over an estimated useful life of 20 years resulting in an annual depreciation expense of \$18,500. Estimated depreciation expense for 2023 will be \$3,100 based on a substantial completion date of October 2023. There will be minimal annual maintenance expenses.