

# COMMISSION AGENDA

Item No: 7A-1

Meeting: 6/17/21

**DATE:** June 2, 2021

**TO:** Port Commission

**FROM:** Eric D. Johnson, Executive Director  
Sponsor: Scott Francis, Director, POT Real Estate  
Project Manager: Norman Gilbert, Engineering Project Manager II

**SUBJECT:** Project Authorization for work associated with the Port Administration Building Roof Replacement

## A. ACTION REQUESTED

Request project authorization in the amount \$1,970,000 for a total authorized amount of \$2,120,000, for work associated with the Port Administration Building Roof Replacement, Master Identification No. 101339.04.

## B. SYNOPSIS

The Port Administration Building roof coating is damaged and must be replaced. The 5-year repair using Spray Polyurethane Foam that was completed almost 8 years ago prevents the roof from being overlaid and therefore the entire roofing system must be removed and replaced.

## C. BACKGROUND

The Port Administration Building was constructed in 1981. Upgrades and repairs to the gutters and downspouts were performed in 1997, but otherwise the roof remained as originally installed. In 2012, an assessment of the roof was performed which noted significant signs of age, damage, corrosion, and leaks. The Port applied a spray polyurethane foam (SPF) coating over the entire roof system in 2013 which would provide for an additional 5 years of service life. A building wide condition assessment was performed in August of 2019. This report noted that the SPF coating is being damaged by birds and recommends replacement. Since there are already two roof coatings, building code requires that the entire roof system (original metal roofing and SPF) will need to be removed and replaced. In addition to new roofing, this project will install new gutters, downspouts, fall protection and bird deterrent systems. This replacement is needed so that the current Administration Building can continue to serve the Port and the NWSA while the plan and implementation for a new Port Administration Building can be completed.

**D. PROJECT DETAILS**

***Scope of Work for This Request:***

- Completion of the construction documents
- Advertise and award the construction contract
- Remove and replace the existing roofing with new metal roofing
- Install new gutters and downspouts
- Install fall protection and bird deterrent systems
- Project and construction management

***Schedule***

Advertise for Bid	Early July 2021
Open Bids	Late July 2021
Notice of Award	Early August 2021
Substantial Completion	Late March 2022
Final Completion	Late April 2022

**E. FINANCIAL SUMMARY**

**Estimated Cost of Project**

The total project cost including all stages is estimated at \$2,120,000.

**Estimated Cost for This Request**

The total estimated cost of the Construction for this project is \$1,970,000. 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 \$167,000.

**Cost Details**

Item	This Request	Total Previous Requests	Total Request	Total Project Cost	Cost to Date	Remaining Cost
DESIGN	\$0	\$150,000	\$150,000	\$150,000	\$30,980	\$119,020
CONSTRUCTION	\$1,970,000	\$0	\$1,970,000	\$1,970,000	\$0	\$1,970,000
<b>PROJECT TOTAL</b>	<b>\$1,970,000</b>	<b>\$150,000</b>	<b>\$2,120,000</b>	<b>\$2,120,000</b>	<b>\$30,980</b>	<b>\$2,089,020</b>

**Source of Funds**

The current Capital Investment Plan (CIP) allocates \$2,120,000 for this project.

**Financial Impact**

Project costs will be capitalized and depreciated over an estimated 5-year life resulting in annual depreciation expense \$424,000. There will be no depreciation in 2021 due to a substantial completion date of March 2022.

The previous roof has been fully depreciated so there will be no net book value write off.

**F. ECONOMIC INVESTMENT/JOB CREATION**

Short-term temporary jobs will be created/supported during construction activities. This project supports the ongoing operations of Port of Tacoma and the NWSA administrative staff.

**G. ALTERNATIVES CONSIDERED AND THEIR IMPLICATIONS**

Alternative 1) Do Nothing. Roof will continue to deteriorate and begin leaking.

Alternative 2) Full tear off and replacement of existing roof which is required by building code.

**Alternative 2 is the recommended course.**

**H. ENVIRONMENTAL IMPACTS/REVIEW**

Permitting:

This work, while in the Shoreline Jurisdictional zone, is covered under the Port of Tacoma's current environmental programmatic permits for maintenance and repair.

Remediation:

Not Applicable.

Stormwater:

Best management practices will be implemented during construction to eliminate potential runoff pollution.

Air Quality:

Temporary emissions from construction equipment will occur.

**I. PREVIOUS ACTIONS OR BRIEFINGS**

<u>Date</u>	<u>Action</u>	<u>Amount</u>
July 17, 2020	Executive Authorization POT-20200710.01	\$150,000
<b>TOTAL</b>		<b>\$150,000</b>

**J. ATTACHMENTS TO THIS REQUEST**

- Computer slide presentation.

**K. NEXT STEPS**

Advertise Public Works project, award Contract and construct the project.



Item No.: 7A-1  
Date of Meeting: June 17, 2021

# Project Authorization for Port Administration Building Roof Replacement

Norman Gilbert, PE  
Engineering Project Manager II



# Project Authorization Port Admin Building Roof Replacement



*As referenced in Resolution No. 2021-08-PT, Exhibit A, Delegation of Authority Master Policy, Paragraph IV.B.(2), states project costs exceeding \$300,000 require approval from Port Commission.*

Request project authorization in the amount \$1,970,000, for a total authorized amount of \$2,120,000, for the Port Administration Building Roof Replacement, Master Identification No. 101339.04.

# Background Port Admin Building Roof Replacement

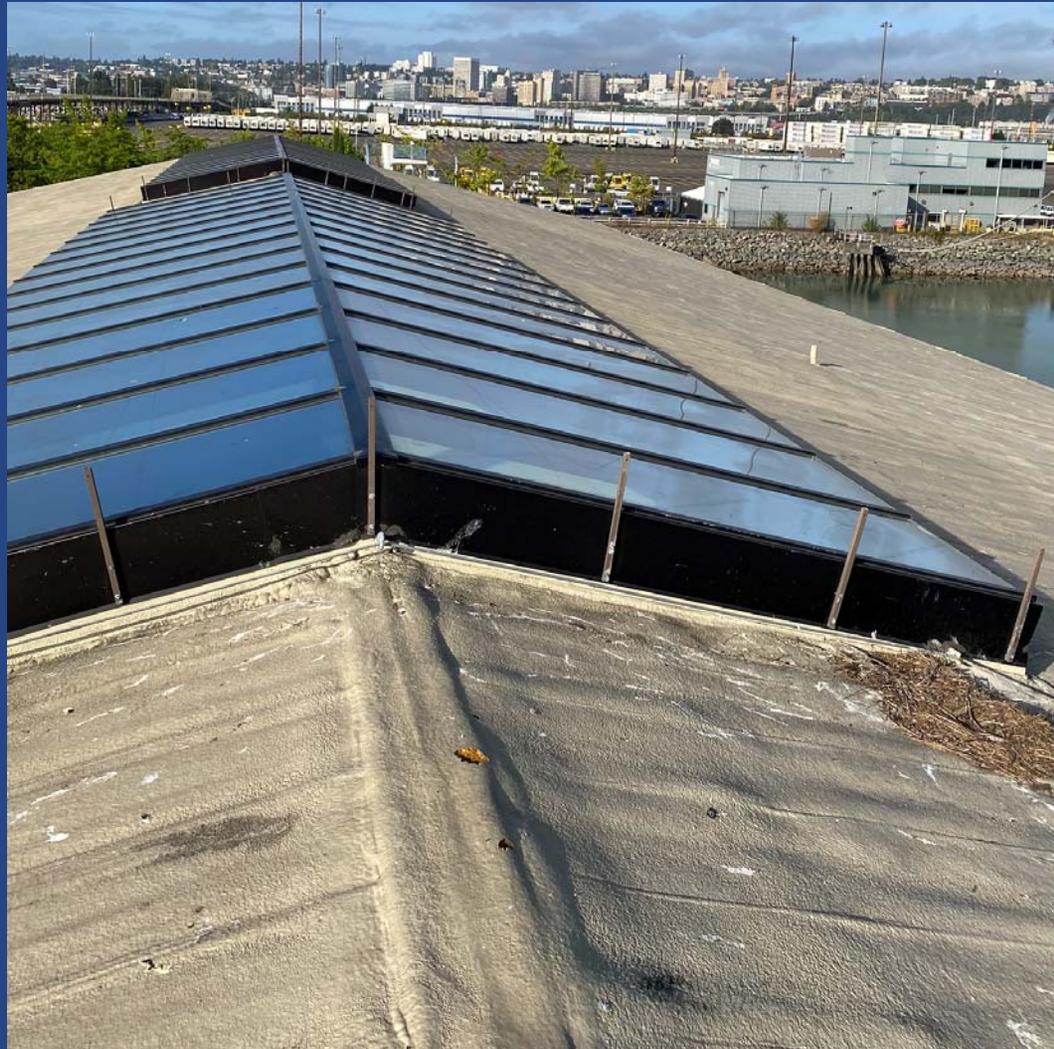


- The Port Administration Building was constructed in 1981. Minor upgrades and repairs were performed in 1997 but otherwise the roof remained as originally installed.
- In 2012 an assessment of the roof was performed which noted significant issues. The Port applied a spray polyurethane foam (SPF) coating over the entire roof system in 2013 which would provide for an additional 5 years of service life.
- A condition assessment performed in August of 2019 noted that the SPF coating is being damaged by birds and recommends replacement.
- Since there are already two roof layers, building code requires that the entire roof system will need to be removed and replaced.
- This repair is needed so that the current Administration Building can continue to serve the Port and NWSA while the plan and implementation for a new Port Administration Building can be completed.

# Background Port Admin Building Roof Replacement



# Background Port Admin Building Roof Replacement



# Background Port Admin Building Roof Replacement



# Project Description and Details

## Port Admin Building Roof Replacement



- The scope of work for this project includes the following:
  - Completion of the construction documents
  - Advertise and award the construction contract
  - Remove and replace the existing roofing with new metal roofing
  - Install new gutters and downspouts
  - Install fall protection and bird deterrent systems
  - Project and construction management

# Project Schedule

## Port Admin Building Roof Replacement



Activity	Timeframe
Advertise Bids	Early July 2021
Bid Opening	Late July 2021
Contract Award	Early August 2021
Contract Final Completion	Late April 2022

# Source of Funds

## Port Admin Building Roof Replacement



- The estimated cost of the Construction for this project is \$1,970,00.
- The estimated budget for this project is \$2,120,000.
- The current Capital Investment Plan (CIP) allocates \$2,120,000 for this project.

# Financial Summary

## Port Admin Building Roof Replacement



Item	This Request	Total Previous Requests	Total Request	Total Project Cost	Cost to Date	Remaining Cost
DESIGN	\$0	\$150,000	\$150,000	\$150,000	\$30,980	\$119,020
CONSTRUCTION	\$1,970,000	\$0	\$1,970,000	\$1,970,000	\$0	\$1,970,000
PROJECT TOTAL	\$1,970,000	\$150,000	\$2,120,000	\$2,120,000	\$30,980	\$2,089,020

# Environmental Impacts/Review Port Admin Building Roof Replacement



## Permitting:

This work, while in the Shoreline Jurisdictional zone, is covered under the Port of Tacoma's current environmental programmatic permits for maintenance and repair.

## Remediation:

Not Applicable.

# Environmental Impacts/Review Port Admin Building Roof Replacement



## Stormwater:

Best management practices will be implemented during construction to eliminate potential runoff pollution.

## Air Quality:

Temporary emissions from construction equipment will occur.

## Conclusion

# Port Admin Building Roof Replacement



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