

COMMISSION AGENDA

Item No: 6B

Meeting: 2/21/23

DATE: February 21, 2023

TO: Port Commission

FROM: Eric D. Johnson, Executive Director

Sponsor: Jason Jordan, Director, Environmental and Planning Services

Project Manager: Elly Bulega, Engineering Project Manager II

SUBJECT: Project Authorization for work associated with the Port Administration Building Electric Vehicle Charging Stations

A. ACTION REQUESTED

As referenced in Resolution No. 2022-06-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 \$1,015,000 for a total authorized amount of \$1,165,000, for work associated with the Port Administration Building Electric Vehicle Charging Stations, Master Identification No. 101584.01.

B. SYNOPSIS

This project is for installation of Level-2 electric vehicle (EV) charging station infrastructure at the current Port Administration building that can service up to twelve 12 electric vehicles. The charging stations will be for Port of Tacoma fleet vehicle use only. Initially, charging points will be installed for six (6) EVs due to the lack of available suitable electric vehicle models the Port can use and the global supply chain constraints. Additional charging points will be installed in the future when EVs become more available for purchase. This project is part of the Port's 2021-2025 Clean Air Implementation Plan and its efforts to comply with the State's electricity and biofuel usages rules set forth in RCW 43.19.648 and WAC 194-29.

C. BACKGROUND

The Port of Tacoma Administration building EV Charging Stations project is another opportunity for the Port to demonstrate leadership to our tenants and industry partners in efforts to reduce air and greenhouse gas emissions from Port operations in the Port's airshed.

There are four main drivers for this project:

1. *The 2020 Northwest Ports Clean Air Strategy and 2021-2025 Clean Air Implementation Plan:* The Port of Tacoma's 2021-2025 Clean Air Implementation Plan outlined key actions the Port was going to take in the next five years (2020-2025) to

advance the NWPCAS' vision. The updated NWPCAS was adopted by Commissioners in 2020 and set the ambitious vision of eliminating all seaport-related emissions, both air pollutants and greenhouse gases, by 2050. This includes eliminating all emissions from ocean-going vessels, cargo-handling equipment and heavy-duty trucks. Emissions under the Port of Tacoma's control are predominantly emissions from our fleet vehicles and building portfolio (Scope 1 and 2 emissions). The Implementation Plan presented the Port's interim targets for greenhouse gas emission reduction of 50% by 2030, and 70% by 2040, was adopted by Commissioners in 2021 following extensive public and industry engagement. A major component of that Implementation Plan is a specific milestone of installing EV charging stations at Port locations, staggered over 5 years (this is the first installation, followed by Maintenance; NIM and EB-1). Staff propose to install EV charging infrastructure at the existing Administration building (this project) to continue meeting the goals of the Northwest Ports Clean Air Strategy and more specifically the Port of Tacoma Implementation Plan. This project will be the first installation of EV charging under the Port of Tacoma Implementation Plan and will allow the Port to transition the fleet based here to zero emission versions.

2. *RCW 43.19.648 and WAC 194-29 Vehicles, Vessels, and Equipment Fuel Usage:* Effective June 1, 2018, RCW 43.19.648 and its implementing regulations in WAC Chapter 194-29 require all local governments, to the extent practicable, to satisfy 100% of their fuel usage for operating publicly owned vehicles, vessels and construction equipment from electricity or biofuel. WAC 194-29-070 also encourages local governments to install electric vehicle charging infrastructure in their fleet parking lots, maintenance facilities and incorporate charging infrastructure into all new facility construction and substantial remodeling projects. Compliance with these regulations is important. These regulations require the Port to work towards electrifying the vehicle fleets or use biofuel during operations. This project will allow the Port to begin its compliance with the State's electricity and biofuel usages rules set forth in RCW 43.19.648 and WAC Chapter 194-29.
3. *Greenhouse Gases Reduction:* Converting the vehicles based at the Administration building to EVs will eliminate 13.4 tons of greenhouse gases every year from Port of Tacoma's Scope 1 emissions.
4. *New Port Fleet Vehicles:* The Port's fleet consists of 137 vehicles of which twenty-six (26) are used by the Operations department at EB-1, the NIM Yard and Terminal 7. These vehicles have the shortest operational life of all Port vehicles due to the work and how they are used on the terminals. There are currently eight (8) vehicles at the end of their useful life (in the EB-1, NIM yard and T7 fleet) that need replacement. This June, staff intends to purchase four (4) to six (6) new EVs (depending on availability and cost) that will replace vehicles in the Administration building fleet. Operations will be given used vehicles from the Administration building fleet, and the Administration building fleet will be replaced with the newly purchased EVs. The infrastructure that will service and support these vehicles needs to be in place before the vehicles arrive. This project is installing the infrastructure at the Administration building to service the new EVs procured for the Administration building fleet and will be completed a few months before the EVs arrive.

Charging Stations

There are three types of charging stations available on the market: Level-1, Level-2, or Level-3. Level-1 charger units are mostly standalone units that cannot be connected to a network and take 17-25 hours to fully charge a battery. Level-2 charger units can be connected to the network and can charge a battery in 4-5 hours. Level-3 fast chargers, the fastest on the market, can fully charge a battery in less than an hour but require a high-power infrastructure that costs more money to install. Level-3 units are more suitable for fleet transit vehicles like buses, so they are not recommended at the Administration building location. The Level-2 charger units are what staff recommend at the Administration building. These EVs are more economical to deploy, easy to manage, and have network capabilities that allow software updates as vehicle technology changes, making them “future proof.” With network connection, the Port will have the capabilities and options necessary to

- a. Manage the charger points performance remotely.
- b. Implement new features automatically. The most-up-to-date analytic and reporting futures and all required software automatically get updated.
- c. Collect data on how the charging points are being used and by which vehicle.
- d. Control access to charging and security features. For example, shutting down the charging stations for security and/or liability reasons and the ability to shut down the charging stations due to unauthorized vehicle use.
- e. Generate reports on station utilization, energy use and greenhouse gas emissions avoided making it easier to measure sustainability goals.
- f. Manage power, allowing the Port to charge more EVs without making major infrastructure updates. Power management allows energy to be efficiently regulated to serve more vehicles if needed.

D. PROJECT DETAILS

Scope of Work for This Request

This project’s scope of work includes installation of the electric power infrastructure to support twelve (12) EV charging stations, which are six (6) double sided, Level-2 electric vehicle charging points. Each charging point will have two (2) plugs, capable of charging two (2) vehicles at the same time. This project will install three (3) charge points since only four (4) to six (6) new EVs will be procured this upcoming year.

The Port will install the remaining three (3) charge points in the future when more EVs are available. The remaining scope of work for this project includes:

- Finishing project design. Design is currently at 90%.
- Advertisement and award of construction contract.
- Trenching and parking lot sitework for new electrical conduit.

- Installation of a new power service, including a new power pole, a power vault and a transformer.
- Installation of a new service panel.
- Installation of three (3) double sided plug, Level-2 charging points.
- Inspection, testing and commissioning of the chargers.
- Network installation on each charging point.
- 1-year service / power management program through the charge point vendor.

Schedule

Activity	Timeline
Advertise for Bid	March 14, 2023
Open Bids	April 19, 2023
Notice of Award	May 2, 2023
Substantial Completion	January 31, 2024
Final Completion	March 1, 2024

E. FINANCIAL SUMMARY

Estimated Cost of Project

The total project cost including all stages is estimated at \$1,165,000.

Estimated Cost for This Request

The total estimated cost of the Construction for this project is \$1,044,000. If this project's cost is expected to exceed the authorized amount, more 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 \$82,000.

Cost Details

Location	Design	Construction	Total Project Budget	Previous Requests	This Request	Cost to Date	Remaining Budget
Admin Bldg EV Charging Stations	\$121,000.00	\$1,044,000.00	\$1,165,000.00	\$150,000.00	\$1,015,000.00	\$69,129.00	\$1,095,871.00

Source of Funds

The current Capital Investment Plan (CIP) allocates \$1,165,000 for this project.

This installation is not eligible for any state grant funding, such as from the Department of Commerce or WSDOT. The noted sources of funding require installations to allow public access.

Financial Impact

Project costs will be capitalized and depreciated over the useful life of 15 years resulting in annual depreciation of \$77,000. There will be no depreciation in 2023.

F. ECONOMIC INVESTMENT/JOB CREATION

There will be no permanent jobs created by this project.

G. ENVIRONMENTAL IMPACTS/REVIEW

Permitting: A building alteration permit and a site development permit have been applied for and will be obtained before the construction contract is awarded. The Port's Shoreline Exemption permit will apply to this project. No other permits are expected.

Remediation: Not applicable.

Stormwater: No water quality impacts are expected. Best Management Practices (BMPs) will be implemented to protect water during construction activities.

Air Quality: Helps meet the goals of the Northwest Ports Clean Air Strategy Implementation Plan (Port of Tacoma).

H. PREVIOUS ACTIONS OR BRIEFINGS

<u>Date</u>	<u>Action</u>	<u>Amount</u>
January 18, 2022	Additional Executive Design Authorization	\$50,000
August 31, 2022	Additional Executive Design Authorization	\$50,000
March 15, 2022	Executive Design Authorization	\$50,000
November 18, 2021	Port of Tacoma adoption of Port of Tacoma's 2021-2025 Clean Air Implementation Plan	\$
March 2021	Briefing for Port of Tacoma Commission on draft Clean Air Implementation Plan	\$
April 6, 2021	NWSA Managing Members conduct second reading of Joint Resolution 2021-01; resolution is unanimously adopted by Managing Members, Port of Seattle Commission, and Port of Tacoma Commission	\$
February 2, 2021	NWSA Managing Members conduct first reading of 2020 NWPCAS Resolution 2021-01 and were briefed on 2020 NWPCAS proposed implementation plan development	\$

August 17, 2017	Port of Tacoma adopts Resolution 2017-04-PT setting GHG reduction targets	\$
December 2013	Port of Seattle and Port of Tacoma Commissions adopt NWPCAS 2013 update	\$
TOTAL		\$150,000

I. ATTACHMENTS TO THIS REQUEST

- Slide presentation

J. NEXT STEPS

Complete the design, advertise construction for bid, install, inspect, test and commission the EV charging stations.