

Item: 10A

Date: 5/21/2024

# Port Maritime Center Occupancy Plan

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Port of Tacoma Commission Meeting

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*Provide Commissioners an understanding of the short-term and long-term occupancy plan to staff the Port's new Business Operations Center.*

# Strategic Plan Foundational Goals

**EV2:** Invest in assets that support living-wage job creation throughout Pierce County.

**EV3:** Develop and support land use and infrastructure policies that protect cargo supply chain and promote robust employment base.

**OS4:** Plan, design and construct a new Port staff workspace that also provides spaces for community engagement and mixed-use opportunities.

**OS6:** Foster an organizational culture that attracts, develops and retains a diverse, high-performing and engaged workforce.

- Programming for the new building began in October 2023 with POT and NWSA.
- Architects met with each department several times to include in person meetings, workshops, surveys, etc.
- Programming sessions included Commission meeting space as informed by POT and NWSA staff.
- NWSA initially indicated only OPS would remain at One Sitcum – this changed to Commercial and OPS as relayed in early May 2024.

Each Department provided detailed input around these key topics:

## Staffing Levels

- Current staffing levels for the department
- Projected staffing levels

## A Day in the Life

- Daily department routines
- Sensitive or private functions

## Meeting Spaces

Access to, frequency, and types of meeting spaces

## Security

- Security considerations

## Workspace Arrangements

- Orientation of workspace for most conducive workflow, interactions, privacy, etc.
- Workstation options (Review prelim Office Standards)

## Adjacencies and Shared Functions

- Proximity to and interactions with other departments or work groups.
- Access to shared spaces

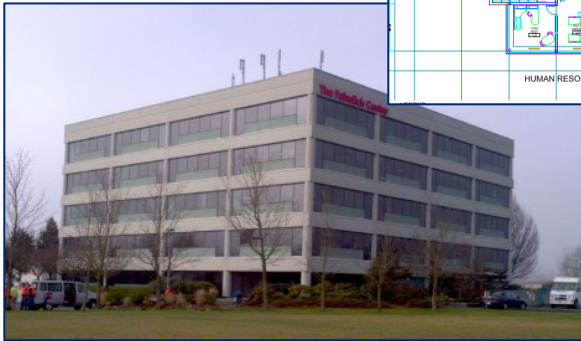
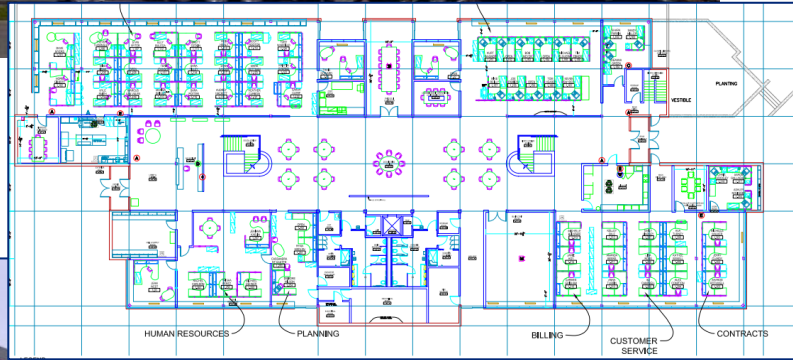
## Storage Requirements

- Filing needs within work area
- Materials and other storage requirements

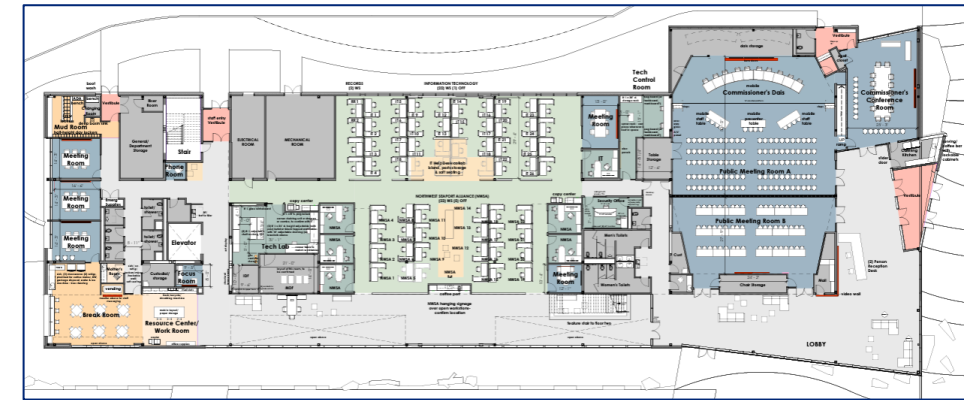
## Equipment and IT Needs

- Data/Comm / Audio-Visual / Office Equipment / Etc.

# Programming: Finalizing Building Square Footage



One Sitcum Admin Spaces: 42,480  
 Fab. Admin / Comm. Meeting Spaces: 11,402  
**Current Admin Spaces Total: 53,882**



Admin Spaces: 51,550  
Comm. Meeting Space: 4,800  
**Future Admin Spaces Subtotal: 56,350**  
 Building Lobby: 3,650  
**Total: 60,000**

## Spaces Not at One Sitcum

- Commission Meeting Space & Conference Room
- Lobby Restrooms and in vicinity of Commission Meeting Space
- Larger Lobby
- Break Rooms
- General Dept Storage
- IT Technology Lab
- Communications AV Studio
- Collaboration Zones - Growth area in future
- Focus Rooms for Privacy, smaller meetings
- Mud Room / Locker Room for Employees returning from field & showers
- ADA compliant circulation
- Executive / HR 3rd Floor restrooms
- Executive Float offices (2) for Commissioners / Legal

# Occupancy Plan - Assumptions

- Building occupancy life is estimated at ~50 years
- Staff contingency is 15% for new builds, an industry standard
- Port finds additional tenant for One Sitcum by 2028
- NWSA continues to pay on a per sq/ft basis in both buildings
- NWSA OPS does not occupy Business Center
- End of life was estimated for Fabulich Center (~2028) and One Sitcum (~2035 to 2040)



**Scenario planning  
only – not final**

Finalize  
Tenant for  
One Sitcum  
2027

Fab Center  
sunsets  
~2028

One Sitcum  
Demo or Sale  
~2035-2040

**Maritime  
Center  
Programming  
2024**

**Maritime  
Center  
Occupancy  
2027**

**One Sitcum  
Occupancy  
2027-2028**

**Maritime  
Center  
Occupancy  
2028- 2030**

**Maritime  
Center  
Occupancy  
2035-2040**

Entity	#
POT	<b>106</b>
NWSA*	<b>47</b>
Contingency	<b>15</b>
Total	<b>168</b>

Entity	#
POT	<b>100</b>
NWSA Exec	<b>5</b>
NWSA Finance	<b>3</b>
NWSA Env	<b>14</b>
NWSA Eng	<b>1</b>
Contingency	<b>15</b>
Total	<b>138</b>

Entity	#
POT Security Patrol - Desks	<b>5</b>
NWSA OPS	<b>21</b>
NWSA Comm	<b>19</b>
Tenant	<b>25</b>
Total	<b>70</b>

Entity	#
POT Security Admin	<b>106</b>
NWSA total	<b>23</b>
Contingency	<b>15</b>
Total	<b>144</b>

Entity	#
POT	<b>106</b>
NWSA*	<b>47</b>
Contingency	<b>15</b>
Total	<b>168</b>

*\*Does not include NWSA OPS*

## Fabulich Center 5-Yr Projected Net Operating Income:

2024-2028 Combined Revenues:	\$6.9 Million
<u>2024-2028 Combined Expenses:</u>	<u>\$5.2 Million</u>
2024-2028 Combined Net Operating Income:	\$1.7 Million (\$340K/yr Avg).

### Notes:

- Market rents are \$23-\$25 sf/yr: Fabulich Center is a “Class B” Office property
- High maintenance and repair costs (\$643K/year avg) reduces net income
- Port plans to complete \$1.4 million in capital improvements in 2024
- Expenses exclude depreciation



# Thank You

## Questions & Discussion



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