

Port of Olympia
2019 Capital Investment Plan
by Line of Business
November 26, 2018

					Funding Source		
Line of Business	Project Name	Project #	Page #	2019 Budget	Grant Funded Portion	Bonds	General Fund
Admin/IT	IT General	IT1901	2	\$ 75,000	\$ -	\$ -	\$ 75,000
Admin/IT Total				\$ 75,000	\$ -	\$ -	\$ 75,000
Airport	Hangar Doors - 7600 Terminal Street	AP1801	3	\$ 8,497	\$ -	\$ -	\$ 8,497
	Airport Retail Building - HVAC & Roof Replacement	AP1901	4	\$ 75,000	\$ -	\$ 75,000	\$ -
	Taxiway D - Rehabilitation Design	AP1902	5	\$ 166,666	\$ 149,999	\$ -	\$ 16,667
	WSDOT Aviation Asset Preservation	AP1903	6	\$ 55,000	\$ -	\$ -	\$ 55,000
	John Deer Replacement Tractor/Mower Deck	AP1904	7	\$ 150,000	\$ -	\$ 150,000	\$ -
Airport Total				\$ 455,163	\$ 149,999	\$ 225,000	\$ 80,164
Marina	BoatyardDock	MB1901	8	\$ 40,000	\$ -	\$ 40,000	\$ -
	Concrete Deck Repairs for Docks	MB1902	9	\$ 25,000	\$ -	\$ 25,000	\$ -
	Marina/Boatworks Dredging Scoping	MB1903	10	\$ 25,000	\$ -	\$ -	\$ 25,000
	Skiff Dock	MB1904	11	\$ 20,000	\$ -	\$ 20,000	\$ -
Marina Total				\$ 110,000	\$ -	\$ 85,000	\$ 25,000
Properties	New Market Industrial Campus Master Plan	PR1304	12	\$ 176,004	\$ -	\$ -	\$ 176,004
	Roof Repairs - 724 State Ave NW	PR1801	13	\$ 12,000	\$ -	\$ -	\$ 12,000
	CBC Building Repairs & Necessary Maintenance	PR1901	14	\$ 84,050	\$ -	\$ 84,050	\$ -
	New Admin/Marina Building Project	PR1902	16	\$ 450,000	\$ -	\$ 450,000	\$ -
	WSP Building 222 (New Roof, Repairs to fascia/fins)	PR1903	17	\$ 180,000	\$ -	\$ 180,000	\$ -
Properties Total				\$ 902,054	\$ -	\$ 714,050	\$ 188,004
Terminal	MT Master Plan & Environmental Review	MT1901	15	\$ 75,000	\$ -	\$ -	\$ 75,000
Terminal Total				\$ 75,000	\$ -	\$ -	\$ 75,000
Grand Total				\$ 1,617,217	\$ 149,999	\$ 1,024,050	\$ 443,168

Project Summary Sheet

Project Name: IT General \$75k (2019 Capital)
Line of Business: Admin/IT
Project #: IT1901

PROJECT SUMMARY

Scope of Work

The Port of Olympia is required to maintain numerous IT systems that keep businesses functioning. This project is intended to address any/all issues that arise in the IT department each year. Upgrade and Replace Poly Servers; Upgrade and Replace Back up System; and Create Back up System for Laserfiche and Move back up from Cities Digital to the Port (saving approx. \$12,000 per year);

Pros

1. Port continues to generate revenue uninterrupted.
2. IT systems run smoothly, without issue.
3. Savings of Backup of Laserfiche of \$12,000 per year in future.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$75,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: Hangar Doors - 7600 Terminal St
Line of Business: Airport
Project #: AP1801

PROJECT SUMMARY

Scope of Work

The existing hangar doors and actuators require replacing on this revenue-generating building. Over the past year, repairs have been made but an assessment shows that replacement is necessary.

NOTE: Funds for this project are a carry-over from 2018. This project was not completed in 2018 as previously anticipated. Funds are to complete the effort in 2019. Total project was originally estimated at \$12,000. Currently, \$8,497 remain unspent to complete the project. The \$8,497 is all that is needed for 2019 work.

Pros

This project will maintain a revenue generating asset for the Port.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$12,000
Priority Category: PL
Start Date: 01/01/2018
Multi-Year Project? No
Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: 7205 Old Hwy 99 SW - HVAC & Roof Replacement
Line of Business: Other Properties
Project #: AP1901

PROJECT SUMMARY

Scope of Work

The purpose of this project is to replace the following failing, outdated systems for the building.
+ Roof.
+ HVAC unit.

Pros

This project will extend the life of this revenue-generating asset.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$150,000
Priority Category: PL
Start Date: 02/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, G.O. Bond

Project Summary Sheet

Project Name: Runway D - Rehabilitation Design
Line of Business: Airport
Project #: AP1902

PROJECT SUMMARY

Scope of Work

Taxiway D Rehabilitation Design. This project is consistent with the current Airport Master Plan and Airport Layout Plan for future taxiway alignments. It will also start the planning process for the Federal Aviation Administration (FAA) to relocate a key navigational aid located on the airport. This project is 90% FAA grant funded and 5% WSDOT grant funded.

Pros

Airport Safety

Cons

None.

Potential Environmental Impacts

FAA Section 7 Consultation with USF&WS

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$166,700
Priority Category: PL
Start Date: 03/01/2019
Multi-Year Project? Yes
Funding Source: Reserves, Grant - Anticipated

Project Summary Sheet

Project Name: WSDOT Aviation Asset Preservation
Line of Business: Airport
Project #: AP1903

PROJECT SUMMARY

Scope of Work

These improvements are associated with the long term (5-year) lease with a five year option agreement approved by the Port Commission on October 8, 2019. The improvements are to the leased building and parking facilities.

Pros

Ongoing revenue associated with leased property.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$55,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: John Deere Replacement Tractor/Mower Deck
Line of Business: Airport
Project #: AP1904

PROJECT SUMMARY

Scope of Work

Replace existing airfield tractor and mower deck. Current Airfield tractor/mower (Tiger 9030) is 24 years old with 6000 hours on it. Engine and mower deck are failing and require substantial ongoing maintenance. The airport is 845 acres and the NewMarket industrial Campus is 550 acres. Both require summer mowing. Airfield mowing required for airport safety.

Pros

Airport safety & equipment standardization

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$150,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: Boatyard Dock
Line of Business: Marina
Project #: MB1901

PROJECT SUMMARY

Scope of Work

The boatyard dock has never had any rehab work done on it since it was installed in 1998. It is showing severe signs of deterioration and the electrical system is becoming a safety hazard. Work to be completed includes new walers and rub boards, electrical upgrades, tightening all connecting hardware and concrete decking repairs.

Pros

This is necessary work that will extend the life of a Port asset and reduce risk of injury or harm to people working and recreating on the boatyard dock.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$40,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: Reserves

Project Summary Sheet

Project Name: Concete Deck Repairs for Docks
Line of Business: Marina
Project #: MB1902

PROJECT SUMMARY

Scope of Work

Marina docks have cracks and rot which creates holes and threatens the overall integrity of the docks. This project will do the requisite maintenance and repair work to extend the life of the docks.

Pros

1. This is maintenance that extends the life of our assets.
2. Regular maintenance prevents the need for additional, more costly repairs, later.
3. Eliminates the tripping hazard that is created by docks that are cracked, etc.
4. Conserves the Marina's ability to generate revenue.

Cons

None.

Potential Environmental Impacts

None identified.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$25,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, G.O. Bond

Project Summary Sheet

Project Name: Marina/Boatworks Dredging Scoping
Line of Business: Marina
Project #: MB1903

PROJECT SUMMARY

Scope of Work

The Marina and Boatworks are experiencing sedimentation that could, over time, reduce the capacity of the businesses. In order to maintain depths sufficient for boats to dock at the Marina and access Boatworks, dredging will need to occur. In 2019, the project will (utilizing bathymetry data gathered in 2017) assess what the needs are and offer recommendations (with timelines) for moving forward.

Pros

This is work necessary to maintain a fully functional Marina and boatyard.

Cons

None.

Potential Environmental Impacts

It will be important that any/all proposals for future action take into consideration that the project is a current MTCA site and actions will need to be compliant/consistent with that concurrent process.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$25,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: Skiff Dock
Line of Business: Marina
Project #: MB1904

PROJECT SUMMARY

Scope of Work

All skiff docks throughout the marina have been replaced with the exception of JKL dock. This 35 year old dock is deteriorated and is a safety hazard. It cannot be repaired. Estimated cost to complete the multi-year replacement of the remaining skiff dock is approximately \$20,000.

Pros

Ensures safety for all users of the skiff dock and makes necessary repairs.
Ensures long term viability of the asset.

Cons

None.

Potential Environmental Impacts

None.

Public Opinion/Participation

None Required.

FINANCIAL SUMMARY

Project Cost Est.: \$20,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: G.O. Bond

Project Summary Sheet

Project Name: New Market Industrial Campus Master Plan
Line of Business: NMIC
Project #: PR1304

PROJECT SUMMARY

Scope of Work

The purpose of the Master Plan is to develop a comprehensive look at determining the best, and most viable usage for the Port's Tumwater properties. The Plan evaluated all facets of the region including environmental, land use, transportation, and potential development. The Plan also incorporate a significant Public Participation process to guide the efforts.

In 2019, the Environmental Review of the project will commence. It is anticipated that this effort will utilize the remaining \$176,004 in the original project budget. Upon completion of the Environmental Review, the plan will be brought to commission for approval and adoption into the CSHI.

Pros

The major benefit for developing a Master Plan is that a focused, predictable, and comprehensive approach will be developed for the Tumwater properties. A requisite element of all major planning efforts is an environmental review of the project. 2019 activities will address this, the final stage, of this multi-year planning effort.

Cons

The most significant drawback for developing the Plan is the length of time necessary for Plan completion.

Potential Environmental Impacts

All potential environmental impacts have been addressed as part of the master planning effort.

The plan will undergo SEPA review in 2019.

Public Opinion/Participation

None Required. A significant Public Participation process was developed and implemented for the master planning effort. SEPA requires public participation and opportunity for public comment; thus, additional public input will be sought throughout the SEPA process on this planning effort.

FINANCIAL SUMMARY

Project Cost Est.: \$96,0000

Priority Category: PL

Start Date: 01/03/2013

Multi-Year Project? Yes

Funding Source: 2019 CIP, Reserves

Project Summary Sheet

Project Name: Roof Repairs - 724 State Ave NW
Line of Business: Other Properties
Project #: PR1801

PROJECT SUMMARY

Scope of Work

This project will provide significant roof repairs to the fuel station on State Avenue. Over the past several years, many minor, temporary repairs have been completed but the roof needs major repairs.

NOTE: This item is a carry-over from 2018. It was not completed in 2018 and is, therefore, being moved to the 2019 budget so that it may be initiated and completed.

Pros

This project will maintain the revenue-generating facility.

Cons

None.

Potential Environmental Impacts

None

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$12,000
Priority Category: PL
Start Date: 05/01/2018
Multi-Year Project? Yes
Funding Source: 2018 CIP, 2019 CIP

Project Summary Sheet

Project Name: CBC Bldg Building Repairs and Maintenance
Line of Business: Other Properties
Project #: PR1901

PROJECT SUMMARY

Scope of Work

A comprehensive assessment of building conditions was completed in 2018. This assessment resulted in a 10-year asset management plan for the CBC Buildings in Lacey. This project will complete the items identified that need completing in 2019. This includes:

Building 1 - Replace failing caulk, sand and repaint wall at windowsill, replace all interior egress and exit signs, install exterior egress lighting, fix leak at skylight, clean/spot repair roof.

Building 2 - Bring restrooms up to code, sawcut and add egress door in Suite H, replace all egress and exit signs, provide exterior lighting to meet code, strip caulk joints at tilt-up panels, clean/spot repair roof.

Building 3 - Replace all egress and exit signs, provide exterior egress lighting to meet code, paint trash enclosure, seal joint at storefront window, clean/spot repair roof, apply sealant at roof scupper.

Pros

Regular maintenance of Port assets prevents major costs of failures in the future, it also ensure we are good landlords by providing the necessary repairs and maintenance to the buildings. Life of buildings is extended.

Cons

None identified.

Potential Environmental Impacts

No negative impacts.

Public Opinion/Participation

None required.

FINANCIAL SUMMARY

Project Cost Est.: \$84,050
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, G.O. Bond

Project Summary Sheet

Project Name: MT Master Plan & Environmental Review
Line of Business: Marine Terminal
Project #: MT1901

PROJECT SUMMARY

Scope of Work

The Marine Terminal Master Plan has not been updated in several decades. This project will update the Marine Terminal Master Plan that accounts for future contemplated development. The plan will consider outcomes from the Vision 2050 process and be consistent with goals articulated in the Strategic Plan. The project also includes funds to initiate and complete the requisite environmental review that will be part of the updated Master Plan.

Pros

1. Update a plan that has not been updated in almost 30 years.
2. Complete environmental review on the updated plan. This will update environmental review that has not occurred in almost 30 years.

Cons

None.

Potential Environmental Impacts

Potential environmental impacts from the updated plan will be assessed during the SEPA (environmental review) of the updated plan.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$150,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: Reserves

Project Summary Sheet

Project Name: New Admin/Marina Building
Line of Business: Other Properties
Project #: PR1902

PROJECT SUMMARY

Scope of Work

The Port of Olympia will assess the opportunities to build a new Marina Administration office that could, potentially, include merging existing headquarters staff offices. Structural issues have been identified in the Marina office which make a new office for Marina staff imperative. If overall efficiencies can be achieved through merging office space for Marina and Administration staff, the project will identify those.

Pros

1. Provide a structurally sound office space to Marina employees.
2. Save money through merging office spaces and owning buildings (rather than paying rent for existing office space).
3. Create an anchor project on currently under/undeveloped Port properties that could stimulate other developers to move in, develop and create new revenue sources for the Port.

Cons

None that have been identified.

Potential Environmental Impacts

No negative impacts that have been identified.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$450,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? Yes
Funding Source: G.O. Bond

Project Summary Sheet

Project Name: New Roof - WSP Building 222
Line of Business: Other Properties
Project #: PR1903

PROJECT SUMMARY

Scope of Work

Washington State Patrol Building 222 is in need of a new roof and repairs to exterior finishes (fascia, fins, siding, etc.). This project will help to maintain the asset for the long term and avoid any more costly issues that could arise from a failed roof. This is an asset management project.

Pros

1. By staying on top of existing building needs, we avoid more costly incidents in the future that could arise from structural failures due to lack of regular upkeep.
2. Maintaining assets ensures values are maintained for Port owned properties.
3. Providing necessary upgrades/repairs to occupied, Port owned buildings creates incentives for customers to remain tenants over the long term.

Cons

None identified.

Potential Environmental Impacts

No negative impacts.

Public Opinion/Participation

FINANCIAL SUMMARY

Project Cost Est.: \$180,000
Priority Category: PL
Start Date: 01/01/2019
Multi-Year Project? No
Funding Source: 2019 CIP, G.O. Bond