



COMMISSION SPECIAL MEETING AGENDA

Port of Seattle Commission

Tom Albro
Stephanie Bowman
Bill Bryant
John Creighton
Courtney Gregoire

Port of Seattle
Commission Chambers
Pier 69, 2711 Alaskan Way
Seattle, Washington 98111

SPECIAL MEETING

Please note meeting location at Pier 69.

Date: May 28, 2013

Chief Executive Officer

Tay Yoshitani

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Meeting and Agenda
Information:
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Our Mission:

The Port of Seattle is a public agency that creates jobs by advancing trade and commerce, promoting industrial growth, and stimulating economic development

Strategic Objectives:

- Position the Puget Sound region as a premier international logistics hub
- Advance this region as a leading tourism destination and business gateway
- Use our influence as an institution to promote small business growth and workforce development
- Be the greenest, and most energy efficient port in North America

ORDER OF BUSINESS

- 12:00 noon 1. Call to Order
Recess to:
- 1:00 p.m. 2. Executive Session, if necessary*
Call to Order or reconvene to Open Public Session**
3. Approval of Minutes
4. Special Order of Business
5. Unanimous Consent Calendar
6. Division, Corporate and Commission Action Items
7. Staff Briefings
8. New Business
9. Policy Roundtables
10. Adjournment

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. EXECUTIVE SESSION* - Pursuant to RCW 42.30.110, if necessary.

3. APPROVAL OF MINUTES – Any minutes available for approval will be listed on the Unanimous Consent Calendar below.

4. SPECIAL ORDER OF BUSINESS

4a. Small Business Champion Awards. ([memo enclosed](#))

5. UNANIMOUS CONSENT CALENDAR

Notice: *There will be no separate discussion of Consent Calendar items as they are considered routine by the Port of Seattle Commission and will be adopted by one motion. If a Commissioner or a member of the public requests discussion on a particular item, that item will be removed from the Consent Calendar and considered separately.*

5a. Approval of the minutes for the regular meeting of April 9, 2013.

5b. Authorization for the Chief Executive Officer to execute the Second Amendment to the Management Agreement with VIP Hospitality LLC for operation of premium lounge services at Seattle-Tacoma International Airport, substantially as drafted in the attached exhibit, effective March 8, 2013, to increase the contract cost for a five-year total not to exceed \$500,000. ([memo](#), [attachment](#), and [amendment enclosed](#), [agreement available electronically](#))

5c. Authorization for the Chief Executive Officer to (1) authorize design for the Grease Interceptor Augmentation 2013 Project at Concourse C and the South Satellite at the Seattle-Tacoma International Airport (CIP #C800551) in the amount of \$328,500; (2) authorize design for the grease interceptor in the North Satellite Renovation project (CIP #C800556) in the amount of \$215,500; and (3) authorize a scope and associated budget transfer of \$939,400 from CIP #C800551 to CIP #800556 to facilitate construction. ([memo enclosed](#))

* An Executive Session may be held at any time after the convening time, if necessary.

** Please silence all personal electronic devices during the Public Session.

5. UNANIMOUS CONSENT CALENDAR Continued

- 5d. Authorization for the Chief Executive Officer to design and prepare construction documents for the 2014 North Satellite – Satellite Transit Station Ceiling Leak Long-Term Repair Project in the amount of \$220,000. The total estimated project cost is \$1.75 million (CIP #C800609). ([memo](#), [attachment 1](#), and [attachment 2](#) enclosed)
- 5e. Authorization for the Chief Executive Officer to (1) proceed with design for the replacement of the passenger loading bridge (PLB) and fixed walkway at Gate S16; (2) authorize execution of a contract to purchase a new PLB and fixed walkway to provide as owner-furnished equipment (3) use Port crews to perform work related to the removal and installation of the new PLB and fixed walkway at Gate S16 at Seattle-Tacoma International Airport. The amount of this request is \$1,000,000 (#C800611). ([memo](#) enclosed)

PUBLIC TESTIMONY: The Commission will take public testimony at this time consistent with the procedures noted at the bottom of this agenda.

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- 6a. Authorization for the Chief Executive Officer to (1) proceed with the Radio System Upgrade project; (2) authorize the procurement of required hardware, software, and vendor services; and (3) authorize the use of Port staff for implementation, for a total project cost not to exceed \$6,750,000 (CIP #C800586). ([memo](#) enclosed)
- 6b. Authorization for the Chief Executive Officer to execute separate service agreements for Construction Management Services and Commissioning Services, of approximate values of \$10 million and \$1.5 million, respectively, for the NorthSTAR Program at Seattle-Tacoma International Airport. No funding is associated with this authorization request (CIP #C800544). ([memo](#) enclosed)
- 6c. Authorization for the Chief Executive Officer to execute two professional services indefinite delivery, indefinite quantity contracts for architectural services in the amount of \$1,500,000 per contract for a total of \$3,000,000 with contract ordering periods of three years in support of upcoming capital improvement projects at Seattle-Tacoma International Airport. There is no budget request associated with this authorization. ([memo](#) enclosed)
- 6d. Authorization for the Chief Executive Officer to issue Change Order No. 166 for Contract MC-0316677, Centralized Pre-Conditioned Air Project at Seattle-Tacoma International Airport to add 221 days to the contract duration for a new contract completion date of August 26, 2013. ([memo](#) and [presentation](#) enclosed)

7. STAFF BRIEFINGS

- 7a. Duwamish Transportation Management Association briefing. ([memo](#) and [presentation](#) enclosed)

8. NEW BUSINESS**9. POLICY ROUNDTABLE**

None.

10. ADJOURNMENT**PUBLIC TESTIMONY PROCEDURES**

The Port Commission will take public testimony after the unanimous consent agenda before considering action items or staff briefings, under new business, or during a public hearing. Any person wishing to speak must sign up to testify, identify the specific agenda item or topic they are addressing, and indicate whether they support or oppose the item. Public testimony will normally be limited to two minutes for individuals and representatives of organizations and is at the discretion of the Chair. In the interest of time, the Chair may limit the number of persons speaking on any topic, may further limit the time allotted to each person, or may limit testimony to those with new information to present. Written comments for any agenda item may be submitted to Commission Records staff at any time during the meeting for distribution to Commissioners and inclusion in the meeting record. The Port Commission does not engage in dialogue with testifiers during public meetings; however, questions or requests for information or documents may be made separately from the public meeting. All testimony is digitally recorded and made available via the Port's website and becomes a public record subject to disclosure under Washington's Public Records Act (RCW 42.56). The identity of each testifier will be noted in the minutes of the public meeting.