



Commissioners

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Courtney Gregoire
Commission Co-President
Tom Albro
Bill Bryant
John Creighton

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**APPROVED MINUTES
COMMISSION REGULAR MEETING JANUARY 28, 2014**

The Port of Seattle Commission met in a regular meeting Tuesday, January 28, 2014, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Albro, Bowman, Creighton, and Gregoire were present. Commissioner Bryant was absent.

1. CALL TO ORDER

The regular meeting was called to order at 1:06 p.m. by Courtney Gregoire, Commission Co-President.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

None.

3. MINUTES

Minutes available for approval are included in the Consent Calendar below.

PLEDGE OF ALLEGIANCE

4. SPECIAL ORDERS OF BUSINESS

None.

5. UNANIMOUS CONSENT CALENDAR

[Clerk's Note: Items on the Unanimous Consent Calendar are considered routine and are not individually discussed. Port Commissioners receive the request documents prior to the meeting and may remove items from the Consent Calendar for separate discussion and vote in accordance with Commission bylaws.]

At the request of Commissioner Albro, agenda item 5c was removed from the Unanimous Consent Calendar for separate discussion and vote.

5a. Approval of the [claims and obligations](#) for the period of December 1, 2013, through December 31, 2013, including accounts payable check nos. 819397-820598 in the amount of \$35,816,090.36 and payroll check nos. P-175652-175852 in the amount of \$8,335,477.77 for a fund total of \$44,151,568.13.

5b. Authorization for the Chief Executive Officer to advertise for construction bids, award, execute contract, and construct a new roofing system on Concourse D at Seattle-

Tacoma International Airport in an amount not to exceed \$3,197,000. The total cost of the project is estimated to be \$3,727,000 (CIP #C800550).

Request document(s) provided by Wayne Grotheer, Director, Aviation Project Management Group; and David Soike, Director, Aviation Facilities and Capital Program:

- Commission agenda [memorandum](#) dated January 21, 2014.
- Airport terminal [diagram](#).

As noted above, the following agenda item –

5c. Authorization for the Chief Executive Officer to (1) proceed with design for the replacement of the passenger loading bridges (PLBs) at Gates S7 and S9 and the installation of a new PLB and fixed walkway at Gate B4; (2) purchase three new PLBs and a fixed walkway to provide as owner-furnished equipment; (3) advertise and execute a major works construction contract for the work at Gates S7 and S9; and (4) use Port crews to perform some site work at Gates S7 and S9 and to complete the installation of the new PLB and fixed walkway at Gate B4 at Seattle-Tacoma International Airport. The amount of this request is \$2,950,000 (CIP 800543).

– was temporarily postponed.

5d. Authorization for the Chief Executive Officer to execute a new collective bargaining agreement between the Port of Seattle and the International Brotherhood of Teamsters, Local Union No. 763, covering the period from January 1, 2013, through December 31, 2015, affecting six Police Commander positions.

Request document(s) provided by Kim Ramsey, Labor Relations Manager:

- Commission agenda [memorandum](#) dated January 22, 2014.
- Collective bargaining [agreement](#).

Motion for approval of consent items 5a, 5b, and 5d – Albro

Second – Creighton

Motion carried by the following vote:

In Favor: Albro, Bowman, Creighton, Gregoire (4)

Absent for the vote: Bryant

PUBLIC TESTIMONY

As noted on the agenda, public comment was received from the following individual(s):

- Bizuayenu Wedechiakos, employed by Anthony's Restaurant at the Airport. Mr. Wedechiakos commented in support of job security and worker retention.
- Jennifer Fulton, employed by Anthony's Restaurant at the Airport and shop steward for Unite Here Local 8. Ms. Fulton commented in support of job security and worker retention.
- Dontreale Cain, employed by Dungeness Bay Restaurant at the South Satellite at the Airport. Mr. Cain commented in support of job security and worker retention.

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- 6a. Motion to appoint and confirm Christina Gehrke to serve a three-year term as a public member on the Commission's Audit Committee effective immediately and ending December 31, 2016.**

Request document(s) provided by Larry Ehl, Commission Chief of Staff:

- [Text of the proposed motion.](#)

There was no presentation at this time; however, the Port Commissioners received the request documents for review prior to the meeting of January 28, 2014.

[Motion](#) to appoint and confirm Christina Gehrke to serve a three-year term as a public member on the Commission's Audit Committee effective immediately and ending December 31, 2016 (agenda item 6a) – Creighton

Second – Albro

Motion carried by the following vote:

In Favor: Albro, Bowman, Creighton, Gregoire (4)

Absent for the vote: Bryant

- 6b. Authorization for the Chief Executive Officer to increase the project authorization of the Federal Inspection Service Short Term Improvements project at Seattle-Tacoma International Airport in the amount of \$563,000 for higher estimated project costs in addition to the previously authorized \$1,141,000 and to perform an Environmental Remediation Liability project in the amount of \$93,000 for a total project authorization of \$1,704,000 (CIP #C800426).**

Request document(s) provided by Michael Ehl, Director, Airport Operations; and Wayne Grotheer, Director, Aviation Project Management Group:

- Commission agenda [memorandum](#) dated January 21, 2014.

Presenter(s): Nick Harrison, Senior Manager, Airport Operations, and Sean Anderson, Capital Project Manager.

The Commission received a presentation that included the following relevant information:

- Components of the project include a public address system, signage, stanchions and other means of managing movement of passengers in the South Satellite's Federal Inspection Services (FIS) facility.
- In the past 10 years, the number of arriving international passengers has roughly doubled. Most flights arrive during the midday peak and there is not sufficient capacity to accommodate the number of passengers in the facility.
- It is expected that in the summer of 2014, the Airport will have more international flights arriving than it has gates to accommodate them. Passengers will have to de-plane on remote hardstands and be bused to the terminal. In March, staff will present a request to build a ramp at Gate S-1 to accommodate these passengers. There will be a purchase

- of a hydraulic lift to accommodate passengers in wheelchairs who currently would have to enter the terminal via stairs. The lift would be the first of its kind at the Airport.
- Two gates at the South Satellite are not able to accept international flights. Staff plans to request authorization to convert those gates into international gates and connect them to the Federal Inspection Services facility. Staff hopes to design these improvements in such a way that they can continue to be used as part of the new International Arrivals Facility that is being planned.
 - International flights are characterized by wide body aircraft about 2-3 times the size of aircraft used for domestic flights that accommodate close to 400 passengers each. There are a number of risks associated with processing thousands of passengers through a facility designed for hundreds of passengers.
 - The increase to the original project cost estimate is related to the cost estimate being based on 90 percent design.
 - Areas affecting cost increases include the following factors:
 - ▶ Construction phasing is more complicated than originally thought.
 - ▶ The cost of dividing work between a major contract and use of Port crews was underestimated. This division of work was a response to the urgency of providing added international capacity.
 - ▶ Asbestos abatement was not included in the original project scope.
 - ▶ Construction management costs were underestimated.
 - Construction activity is expected to be complete by the end of June 2014.

Motion for approval of item 6b – Albro

Second – Creighton

Motion carried by the following vote:

In Favor: Albro, Bowman, Creighton, Gregoire (4)

Absent for the vote: Bryant

The Commission advanced to the following agenda item, which was removed from the Unanimous Consent Calendar for separate discussion and vote, as noted above –

5. UNANIMOUS CONSENT CALENDAR

- 5c. Authorization for the Chief Executive Officer to (1) proceed with design for the replacement of the passenger loading bridges (PLBs) at Gates S7 and S9 and the installation of a new PLB and fixed walkway at Gate B4; (2) purchase three new PLBs and a fixed walkway to provide as owner-furnished equipment; (3) advertise and execute a major works construction contract for the work at Gates S7 and S9; and (4) use Port crews to perform some site work at Gates S7 and S9 and to complete the installation of the new PLB and fixed walkway at Gate B4 at Seattle-Tacoma International Airport. The amount of this request is \$2,950,000 (CIP 800543).**

Request document(s) provided by David Soike, Director, Aviation Facilities and Capital Program, and Wayne Grotheer, Director, Aviation Project Management Group:

- Commission agenda [memorandum](#) dated January 21, 2014.

Presenter(s): Nick Harrison, Senior Manager, Airport Operations.

In response to Commissioners' questions, the following relevant information was provided:

- Jet ways are comprised of a passenger loading bridge and fixed walkway by which passengers board aircraft at the terminal.
- The loading bridges at international gates S-7 and S-9 are owned by Delta Air Lines and are at the end of their useful life. The bridges were installed in 1983 and 1988. Upon replacement, the bridges will be owned and maintained by the Port.
- The new passenger loading bridge and fixed walkway at gate B-4 will be installed to meet increased gate needs this summer. Delta is increasing its use of smaller regional aircraft from 4 per day to 30 per day. Regional service by Delta will be provided to six additional cities.
- Increased need for international gates is shifting flights off the South Satellite and creating the need for increased use of Delta's leased gates by other international carriers to accommodate peak arrival periods.
- Gates are allocated to airlines annually. Use of leased and common-use gates often overlaps.
- Out of 78 gates at the Airport, there are 72 with jet bridges. Of these, about 50 are owned by the Port.
- Passenger loading bridges tend to fail more often after 20 years. About once a month, a passenger loading bridge failure results in movement of aircraft to another gate.

Motion for approval of item 5c – Albro

Second – Bowman

Motion carried by the following vote:

In Favor: Albro, Bowman, Creighton, Gregoire (4)

Absent for the vote: Bryant

7. STAFF BRIEFINGS

None.

8. NEW BUSINESS

None.

9. POLICY ROUNDTABLE

None.

10. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 1:45 p.m.

Tom Albro
Secretary

Minutes approved: June 24, 2014.