



COMMISSION **SPECIAL** MEETING AGENDA

Port of Seattle Commission

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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

Date: February 23, 2016

Please note that the public session begins at 1:00 p.m.

Location: Seattle-Tacoma International Airport
Conference Center at Sea-Tac

ORDER OF BUSINESS

11:30 a.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

1:00 p.m.: Reconvene or Call to Order

OPEN PUBLIC SESSION**

3. SPECIAL ORDERS OF BUSINESS

- 3a. CEO Report for February 23, 2016.
- 3b. Sustainable Airport Master Plan Panel Discussion. ([memo enclosed](#), **presentations to follow**)
Introduction: Overview of Master Planning Process
Panel One: Trends in Airport Development
Panel Two: Airport Master Planning
Panel Three: Trends in Air Cargo and International Travel
Panel Four: Sea-Tac Airport and the Regional Economy

4. UNANIMOUS CONSENT CALENDAR***

- 4a. Approval of the minutes of the special joint meeting of August 4, 2015, regular meetings of December 8, 2015, and January 12, 2016, and special meetings of December 14, 2015, and February 16, 2016. (**no enclosure**)
- 4b. Approval of the Claims and Obligations for the period January 1, 2016-January 31, 2016, in the amount of \$50,252,951.73 including accounts payable check nos. 908873-909031 in the amount of \$5,797,858.97, payroll check nos. P-180138-180398 in the amount of \$8,509,559.28, wire transfer nos. 013889-013947 in the amount of \$18,605,672.43 and EFTS nos. 039739-040241 in the amount of \$17,339,861.05 for a fund total of \$50,252,951.73. ([memo enclosed](#))
- 4c. Authorization for the Chief Executive Officer to (1) proceed with the Data Network Switch Upgrade project at Seattle-Tacoma International Airport; (2) procure required hardware, software, vendor services, and maintenance; and (3) use Port staff for implementation, for a total project cost not to exceed \$2,982,000 (CIP #C800788). ([memo enclosed](#))
- 4d. Authorization for the Chief Executive Officer to (1) proceed with the Telecommunication Infrastructure Capacity Increase project at Seattle-Tacoma International Airport; (2) procure required hardware, software, and vendor services; and (3) use Port staff for implementation, for a total project cost not to exceed \$565,000. (CIP #C800827). ([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.*

*** *Consent Calendar items are considered routine and are adopted by one motion without discussion. If requested, items may be removed from Consent and considered individually following public testimony.*

4. UNANIMOUS CONSENT CALENDAR, Continued

- 4e. Authorization for the Chief Executive Officer to advertise and award two major public works contracts for the (1) renovation of Port-owned field offices, and (2) construction of bus stops with off-airport security facilities in the contractor parking lot as part of the Construction Logistics Expansion project at Seattle-Tacoma International Airport for an additional \$2,685,000 (CIP #C800688). ([memo](#), [logistics site map](#), [field office locations map](#), and [bus stops concept diagram](#) enclosed)
- 4f. Authorization for the Chief Executive Officer to amend the Low Voltage IDIQ contract, P-00316324, by \$500,000 to accommodate design changes to phase 2 for a new contract total of \$3,500,000. No new funding is associated with this request. ([memo](#) and [competition waiver](#) enclosed)
- 4g. Authorization for the Chief Executive Officer to advertise for bids, award and execute a major works construction contract for the Combined Communication and Command Center Power Supply System Improvements project at Seattle-Tacoma International Airport. This authorization is for \$2,219,238 for a total authorization of \$4,555,238 (CIP #C800107). ([memo](#) enclosed)
- 4h. Authorization for the Chief Executive Officer to execute up to two consulting services indefinite delivery, indefinite quantity contracts to provide environmental management and compliance support with a total value of \$3,250,000 and a contract ordering period of five years. No funding is associated with this request. ([memo](#) enclosed)
- 4i. Authorization for the Chief Executive Officer to execute an interlocal agreement with the Northwest Seaport Alliance to implement a series of support service agreements to allow Port staff to provide services to the NWSA. ([memo](#), [ILA](#), and [cost allocation](#) enclosed)
- 4j. Authorization for the Chief Executive Officer to execute Amendment No. 3 to Interlocal Agreement No. 2014-052 with the Puget Sound Clean Air Agency for administering the ScRAPs 2 drayage truck replacement program to add funding to allow an additional three months of project operation. This will be accomplished by reallocating existing project budget. There is no funding request as part of this authorization. ([memo](#) and [amended ILA](#) enclosed)
- 4k. Authorization for the Chief Executive Officer to execute an addendum to the Development Agreement the Port of Seattle has with the City of Des Moines surrounding development of Des Moines Creek Business Park. This amendment is needed so the Federal Aviation Administration headquarters project can break ground on construction this Spring. ([memo](#), [addendum to the development agreement](#), and [presentation](#) enclosed)
- 4l. Approval of the Commission's 2016 international travel plan. ([memo](#) enclosed)

5. **PUBLIC TESTIMONY** — Public testimony procedures may be found online at www.portseattle.org/About/Commission/Procedures.

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- 6a. Second Reading and Final Passage of Resolution No. 3715: A Resolution of the Port of Seattle, authorizing the Chief Executive Officer to sell and convey Port personal property in accordance with RCW 53.08.090. ([memo](#) and [resolution](#) enclosed)
- 6b. Authorization for the Chief Executive Officer to (1) approve the design and construction of the South Satellite Narrow-Body Configuration Project in an amount not to exceed \$5,500,000 and (2) approve design and construction of the project scope to be completed via a contract executed for an existing project. The total estimated cost of this project is \$5,500,000 (CIP# C800781). ([memo](#) and [presentation](#) enclosed)
- 6c. CEO Review (**no enclosure**)

7. STAFF BRIEFINGS

- 7a. Legislative Update for February 23, 2016. (**no enclosure**)
- 7b. 2015 Fourth Quarter Capital Improvement Projects Report. ([memo](#), [report](#), and [presentation](#) enclosed)
- 7c. 2015 Financial Performance Briefing. ([memo](#), [report](#), and [presentation](#) enclosed)

8. ADDITIONAL NEW BUSINESS**9. ADJOURNMENT**