

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – POLICY AND STAFF BRIEFING

Item No.	<u>6a</u>
Date of Meeting	<u>January 27, 2009</u>

DATE: January 20, 2009

TO: Tay Yoshitani, Chief Executive Officer

FROM: Michael Ehl, Director Airport Operations
George England, Program Leader, Project Management Group

SUBJECT: Monthly Briefing – Update on the Consolidated Rental Car Facility (RCF) Program

At the Commission's request, staff will brief the Commission on the project's progress at every regular Commission meeting held at Seattle-Tacoma International Airport.

The Commission presentation will focus on the following project topics:

- Schedule
- Cost Forecast and Budget
- Change Orders
- Risk Factors
- Other Significant Developments
- Exit Strategy