

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – STAFF BRIEFING

Item No. 7a

Date of Meeting January 26, 2010

DATE: December 15, 2009

TO: Tay Yoshitani, Chief Executive Officer

FROM: Michael Ehl, Director Airport Operations
George England, Program Leader, Project Management Group
Janice Zahn, Assistant Director Engineering Construction Services

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 once a month. The Commission presentation will focus on the following project topics:

- Current Progress
- Schedule
- RCF GC/CM Main Construction Contract
 - Status Summary
 - Change Orders
- Risk Factors
- Other Significant Developments
- Future Commission Actions

The RCF Monthly update report has been posted to the Rental Car Facility website for public viewing.

Attachments:

- RCF Briefing Update
- RCF PowerPoint