



COMMISSION REGULAR MEETING AGENDA

Port of Seattle
Commission Chambers
P69, 2711 Alaskan Way
Seattle, WA 98111

Port of Seattle
Commission

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Port of Seattle:

Creating Economic
Vitality Here

Business Strategies:
• Ensure Airport and Seaport Vitality
• Develop New Business and Economic Opportunities for the Region and the Port
• Enhance Public Understanding and Support of the Port's Role in the Region
• Be a Catalyst for Regional Transportation Solutions
• Be a Leader in Transportation Security
• Exhibit Environmental Stewardship through our Actions
• Be a High Performance Organization

REGULAR MEETING

Date: June 14, 2011

REVISED June 14, 2011, item 7b postponed.
Further revised August 8, 2011, Item 6a report added.

ORDER OF BUSINESS

- | | |
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| 12:00 noon | 1. Call to Order
Recess to: |
| | 2. Executive Session, if necessary* |
| 1:00 p.m. | 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
None.
4. SPECIAL ORDER OF BUSINESS
None.
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

- a. Approval of Claims and Obligations for the period of May 1 through May 31, 2011, in the amount of \$45,414,093.18. ([memo enclosed](#))
- b. Port Commission ratification of the Chief Executive Officer's exercise of authority pursuant to the previous Port Commission's December 15, 2009 direction and delegation of authority. ([memo, attachment A, and attachment B enclosed](#))
- c. Authorization to increase the budget by \$340,000 for the Marine Maintenance Solution Capital Improvement Project for a total estimated project cost of \$2,640,000. This will cover costs beyond budgetary estimates due to a regulated material survey; regulatory requirements to install insulation and design and install a roof fall protection system which were not included in the original scope of work; design, code requirements, computer network and communications for the north-end office; and the 80% overhead rate on Port labor during the first quarter of 2011. The funding increase will allow completion of all projects in CIP #C800187. ([memo enclosed](#))

* An Executive Session may be held at any time after the convening time, if necessary.
** Unless otherwise requested by a Port Commissioner, all items under the Unanimous Consent Calendar will be considered as a single item.
*** Cellular telephones and pagers should be off or on vibrate mode during the Public Session.

5. UNANIMOUS CONSENT CALENDAR Continued

- d. Authorization for the Chief Executive Officer to execute one Indefinite Delivery, Indefinite Quantity contract to perform environmental support services for the Seaport air quality programs including the Northwest Ports Clean Air Strategy, the Green Gateway Initiative, the Green Gateways Partners Award Program and other Seaport air quality programs for a total amount of \$500,000 for a three-year term with the option to extend for two additional years. The contract will support and provide continuity for the next phase of the Clean Air Program that is due to be implemented in 2015. No funding is associated with this authorization. ([memo](#) enclosed)
- e. Authorization for the Chief Executive Officer to: 1) authorize design of the Airport Signage – Airline Realignment project at Seattle-Tacoma International Airport (Airport). This authorization is for \$238,000 of a total project cost of \$646,000, and 2) execute a professional services Indefinite Delivery Indefinite Quantity contract for signage design services totaling \$400,000 for four (4) years in support of upcoming capital improvement projects, including the Airport Signage – Airline Realignment project at the Airport (CIP #C800474). ([memo](#) and [attachment](#) enclosed)
- f. Authorization for the Chief Executive Officer to authorize design of the Exterior Gate Improvements – Airline Realignment in the amount of 499,000 at Seattle-Tacoma International Airport. This authorization is for \$499,000 out of a total project estimated cost of \$2,650,000 (CIP #C800472). ([memo](#) and [attachment](#) enclosed)
- g. Authorization for the Chief Executive Officer to approve all work and contracts, including executing and amending any and all necessary contracts and service directives, for the Common Use System Emulation Migration Project in an amount not to exceed \$485,000. ([memo](#) enclosed)
- h. Authorization for the Chief Executive Officer to advertise, award and construct 950 feet of replacement fender system at Pier 91 as Phase II of this fender system improvement project in the amount of \$3,575,000, for a total funding authorization of \$5,700,000 (CIP# C800183). ([memo](#) enclosed)
- i. Authorization for the Chief Executive Officer to approve all work and contracts, including executing and amending any and all necessary contracts and service directives for the Maintenance Planning and Scheduling Software Project in an amount not to exceed \$402,000. An estimated annual increase of \$25,000 will be included in the Information and Communications Technology operating budget for software license and maintenance agreements. ([memo](#) enclosed)
- j. Authorization for the Chief Executive Officer to approve all work and contracts, including executing and amending any and all necessary contracts and service directives for the Airline Activity Management Project in an amount not to exceed \$500,000 (CIP #C800222). ([memo](#) enclosed)

6. DIVISION, CORPORATE AND COMMISSION ACTION ITEMS

- a. Authorization for the Commission President to transmit to the State Auditor's Office (SAO) by July 1, 2011, the Port of Seattle's "Annual Action Status Report" of the 2010 SAO's Performance Audit of the Port of Seattle's Real Estate Management and Selected Programs as required by RCW 43.09.470. ([memo](#), [SAO Report](#), [SAO Audit](#), and [status report](#) enclosed)
- b. Authorization for the Chief Executive Officer to: (1) amend the outside professional services agreement for construction engineering, testing and commissioning services in the amount of \$335,711 with Carl Walker, Inc. for a total contract value of \$764,500; (2) perform project management and contract administration; and (3) advertise for bids and execute a major public works construction contract for the 8th Floor Weather Proofing project at Seattle-Tacoma International Airport. Total value of this request is \$12,450,000, bringing the total authorized amount to \$13,050,000. In accordance with RCW 53.19.060, this memorandum constitutes notification to the Commission that the amended value of the Carl Walker, Inc. contract exceeds 50% of the original not to exceed value. A copy of this memo will be made available at the Bid Desk (CIP #C800274). ([memo](#) enclosed)
- c. Authorization of an additional \$3,498,000, bringing the currently authorized capital amount to \$12,883,000, and authorizations for the Chief Executive Officer to proceed with the final design and execute a contract to purchase equipment for the Seattle-Tacoma International Airport Gate Aircraft Utilities Improvements Project (#C800019). ([memo](#) enclosed)

7. STAFF BRIEFINGS

- a. International Air Service Growth and Future Facility Requirements. ([memo](#), [PowerPoint 1](#), and [PowerPoint 2](#) enclosed)
- b. Briefing on the Port Property Insurance Renewal for the Policy Year Beginning on July 1, 2011. (POSTPONED)
- c. Capital Improvement Projects Report for the First Quarter 2011. ([memo](#), [report](#), and [PowerPoint](#) enclosed)

8. NEW BUSINESS

9. POLICY ROUNDTABLE

None.

10. ADJOURNMENT

PUBLIC TESTIMONY PROCEDURES

1. Any person wishing to speak at a Port Commission meeting must register on a sign-up sheet and identify the specific agenda item to which he/she will speak before the agenda item commences.
2. The Commission does not generally take public testimony for non-action agenda items such as "Staff Briefings" or Work Session presentations, but may do so at the discretion of the Commission Chair.
3. An individual may testify on an agenda item for up to three minutes. Organization representatives may testify for up to five minutes.
4. Any person wishing to speak on a topic not appearing on an agenda may sign up to speak under "New Business". All testimony provided under "New Business" is limited to three minutes.
5. In the interests of time, the Commission Chair may limit the number of persons speaking on any topic or may limit testimony to those having new information or material to present.
6. The Commission Chair may alter the time allotments for testimony to ensure that more speakers have an opportunity to be heard.
7. The identity of each testifier will be noted in the meeting minutes. An individual or organization representative may have the text of his/her remarks appended to the Commission minutes by submitting a written text at, or before, the meeting. The appended written text will be preserved permanently.
8. A digital audio recording of the public testimony is on file in Port offices. Digital audio recordings are retained in Port offices for six years and then transferred to State Archives. A charge is assessed for duplication or transcription.
9. The Commission does not engage in discussion or debate with testifiers during commission meetings. Questions and requests for information or documents may be addressed to Port staff or to individual Commissioners outside of Commission meetings. (Revised September 14, 2007)