

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 8a
Date of Meeting July 26, 2011

DATE: July 19, 2011

TO: Tay Yoshitani, Chief Executive Officer

FROM: Mark Reis, Managing Director, Aviation
Jim Schone, Director, Aviation Business Development
Deanna Zachrisson, Manager, Concessions Business

SUBJECT: Overview of Concessions Stakeholder Involvement Process and Worker Retention

The purpose of this overview is to update the Commission and the public on the Airport's current concessions stakeholder involvement process. Staff also will be prepared to discuss one practice being considered as a part of this process, incumbent worker retention.

Because all of the Airport's prime food and beverage and retail contracts are not scheduled for transition until the end of 2016 and mid-2017, concessions staff felt that this year was the most appropriate time to begin developing the underpinnings for the next great concessions program, as well as inform decisions about incremental leasing activity in the interim period. This stakeholder process is the first step in this development, and staff initiated the process in late May 2011. The process is expected to conclude in the fall of this year.

- Overview of the Process Schedule
- Description of Stakeholder Participants
- Development of Draft Principles and Practices
- Identified Areas of Concessions 'Best Practices'
- Area Focus: Worker Retention