



COMMISSION REGULAR MEETING AGENDA

Port of Seattle Commission

Tom Albro
Bill Bryant
John Creighton
Rob Holland
Gael Tarleton

Chief Executive Officer

Tay Yoshitani

Web site:
www.portseattle.org

E-mail:
Commission-records
@portseattle.org

Port Commission
(206) 787-3034
Meeting and Agenda
Information
(206) 787-3210

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

Port of Seattle
Seattle-Tacoma International Airport
Airport Office Building
International Auditorium – Mezzanine Level South
Seattle, WA 98158

REGULAR MEETING

Date: July 26, 2011

ORDER OF BUSINESS

- 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

Approval of the regular meeting of June 7, 2011.

4. SPECIAL ORDER OF BUSINESS

- a. Recognition of the 2011 POSPD Officer of the Year and POSFD Firefighter of the Year. ([memo enclosed](#))
- b. Swearing in of new Police Officers and new Firefighters. ([memo enclosed](#))
- c. 2011 Triennial/Law Enforcement Full Scale Exercises at Sea-Tac Airport. ([memo and PowerPoint enclosed](#))

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. Authorization for the Chief Executive Officer to (1) update and complete design and provide construction support using an existing indefinite delivery/indefinite quantity contract; (2) execute one-year contracts, with options to renew for four one-year periods, to lease or purchase nine two-megawatt generators and associated equipment and material; (3) advertise and execute a major construction-project-specific, unit-price contract; and (4) authorize utilization of Port Forces for the Seattle-Tacoma International Airport Temporary Backup Power Project, for a total project authorization of \$3,100,397. Fuel for generators will be procured under an existing open order contract (WP #104570). ([memo and attachment 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

- b. Authorization for the Chief Executive Officer to prepare design and construction bid documents, using Port Engineers to design the replacement of approximately 167,000 square feet of roof systems located at the Fire Station and on the north end of the Main Terminal at Seattle-Tacoma International Airport. This authorization is for \$200,000 of a total estimated project cost of \$4,770,000 (CIP #C800459). ([memo](#) and [map](#) enclosed)
- c. Authorization for the Chief Executive Officer to advertise and execute a major construction contract for the United States Postal Service (USPS) Demolition Project at Seattle-Tacoma International Airport and authorize Port Construction Services to self-perform work in support of the USPS Demolition project. The amount of this request is \$5,605,000, and the total cost of the project is \$43,900,000. (WP #104110/CIP #C800254). ([memo](#) and [attachment](#) enclosed)
- d. Authorization for the Chief Executive Officer to issue a contract amendment to the Port of Seattle's existing Elevator and Escalator Maintenance Contract for the balance of the 2011 calendar year. This amendment provides additional repair and maintenance workers to be on duty to respond to escalator outages during the construction project and will increase the monthly cost of the existing contract by \$130,115 for the five remaining months of 2011 beginning in August. The amount of this request is \$650,575, which makes the total estimated cost of the work \$3,965,891. Commission previously authorized \$3,315,316 of the total in the 2011 budget. ([memo](#) enclosed)
- e. Authorization for the Chief Executive Officer to proceed with executing service agreements, preparations of construction documents, project management and permitting tasks for the design phase of Terminal 91, C-175 Building Roof Replacement Project. The amount of this request is \$190,000, bringing the current authorization for the project to \$240,000 for a total estimated project cost of \$2,445,000 (CIP #C800430). ([memo](#) enclosed)

6. DIVISION, CORPORATE AND COMMISSION ACTION ITEMS

- a. Authorization for the Chief Executive Officer to execute a professional services indefinite delivery/indefinite quantity contract to perform continuous process improvement services with a total value of \$300,000 and contract duration of two base years plus two individual option years for a total of four (4) years. No budget authorization request is associated with this authorization. ([memo](#) enclosed)
- b. Authorization for the Chief Executive Officer to execute (1) a project specific contract to assist Port staff on the runway 16C/34C replacement not to exceed \$1,000,000, until the project is completed, and (2) an indefinite delivery/indefinite quantity contract for airfield technical support assistance not to exceed \$1,750,000 over 4 years for various upcoming airfield operational and safety evaluations, evaluation of tenant and Federal Aviation Administration projects that may affect airfield operations, and capital improvement projects at Seattle-Tacoma International Airport. The total value of contracts is \$2,750,000, but no funds are requested at this time. ([memo](#), [attachment](#), and [PowerPoint](#) enclosed)
- c. Authorization for the Chief Executive Officer to modify the Scope of Work for the Runway 16C/34C Surface Panel Replacement project by extending the project period through the end of 2012, and approval of the use of \$200,000 of the previously authorized funds to prepare design documents for a surface panel replacement construction contract to be advertised and constructed in 2012. The total cost of this project is \$4,169,262 (CIP #C800112). ([memo](#) enclosed)
- d. Authorization for the Chief Executive Officer to complete the design and perform any advance work in support of the 2012 Pavement and Joint Sealant Project for non-runway concrete pavement panels and joint seal replacement, spall repair and associated or temporary facilities, such as striping, lighting, etc., on the Aircraft Operations Area in anticipation of a 2012 construction contract. Budget requested for this work is \$465,000 out of an estimated total program cost of \$30,800,000 for the multi-year program (CIP #C102573). ([memo](#) and [attachment](#) enclosed)
- e. Authorization for the Chief Executive Officer to issue a change order for the Consolidated Rental Car Facility project to extend the completion date by an amount not to exceed 80 calendar days. Although the Port has received a claim for additional costs related to schedule delay, this extension would specifically not, at this time, be compensable to the general contractor/construction manager or any subcontractors (MC-0315405). ([memo](#) enclosed)
- f. Authorization for the Chief Executive Officer to execute a project specific contract to support Concessions Planning and Leasing Services at Seattle-Tacoma International Airport. The services to be provided under this procurement are estimated at a maximum of \$3.0 million for three years with a one two-year extension option. No budget is associated with this authorization. Budget will be included within annual budget requests that are reviewed and approved by the Commission. ([memo](#) and [attachment](#) enclosed)

7. STAFF BRIEFINGS

- a. Monthly briefing on the Consolidated Rental Car Facility Program. ([memo](#), [attachment](#), and [PowerPoint](#) enclosed)
- b. Briefing on the Fifth Amendment to the Terminal 18 Lease and the Second Amendment to the Terminal 18 Crane Agreement with SSA Containers, Inc. and SSA Terminals, LLC, and on the First Amendment to the Supplemental Crane Agreement between the Port and the Trustee. ([memo](#) enclosed)

8. NEW BUSINESS

- a. Overview of Concessions Stakeholder Involvement Process and Worker Retention. ([memo](#) and [PowerPoint](#) enclosed)
- b. Commission Discussion of a (Draft) Proposed Directive on Worker Retention for the Concessions Program at Seattle-Tacoma International Airport. ([memo](#) and [attachment](#) enclosed)

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)