



COMMISSION REGULAR MEETING AGENDA

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

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

REGULAR MEETING

Date: September 27, 2011

REVISED AGENDA September 26, 2011, Item 6b added

ORDER OF BUSINESS

- 12:00 noon 1. Call to Order
Recess to:
- 1:00 p.m. 2. Executive Session, if necessary*
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 minutes of the regular meetings of July 26, 2011, and August 2, 2011.

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.

- Approval of Claims and Obligations for the period of August 1 through August 31, 2011, in the amount of \$44,994,365.42. ([memo enclosed](#))
- Request Port Commission ratification of the issuance of change order #20 in the amount of \$75,000 and authorization for the Chief Executive Officer to issue a second as yet unnumbered change order for up to \$825,000, to demolish existing and install new replacement electrical panels at the Seattle-Tacoma International Airport for up to a total amount of \$900,000. Funds to cover the cost of the two change orders are part of the project contingency funds that were included in the previously approved Terminal Escalators Modernization authorizations (CIP #C800237). ([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

- c. Authorization for the Chief Executive Officer to proceed with design of access control additions for doors at Seattle-Tacoma International Airport. This authorization is for \$300,000 of a total estimated project cost of \$1,800,000 (CIP #C800414). ([memo enclosed](#))
- d. Authorization for the Chief Executive Officer to execute a professional services Indefinite Delivery Indefinite Quantity (IDIQ) contract for Airline Realignment Tenant Improvements and Ticket Counter Design services totaling \$10,000,000 for four years in support of upcoming improvement projects at Seattle-Tacoma International Airport. No funding is associated with this authorization. ([memo enclosed](#))
- e. Ratification of critical work at Terminal 86 at the Grain Facility in accordance with Resolution No. 3605, as amended. The amount of the additional project funding is \$180,000. ([memo enclosed](#))

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- a. Authorization to increase the project budget for the Centralized Pre-Conditioned Air Project at Seattle-Tacoma International Airport by \$3,525,000 to include \$1,610,000 for additional construction contingency, \$1,096,000 for additional Port project team support, \$419,000 for additional support by Port Construction Services and \$400,000 for additional Design team support; and authorization for the Chief Executive Officer to execute an amendment to the professional service agreement with Stantec Consulting in the amount of \$400,000 in accordance with Resolution No. 3605, as amended, Section 7.2.4 (CIP #C800238). ([memo enclosed](#))
- b. Authorization for the Chief Executive Officer to implement a revised incentive program for new commercial air service for Seattle-Tacoma International Airport to include a proposed new category of services (Category A) for extra-long-haul international operations. ([memo enclosed](#))

7. STAFF BRIEFINGS

- a. Monthly Briefing – Update on the Consolidated Rental Car Facility Program. ([memo](#), [PowerPoint](#), and [attachment enclosed](#))
- b. 2012 Preliminary Capital Budget Briefing. ([memo 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)