

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – STAFF BRIEFING

Item No.	<u>7b</u>
Date of Meeting	<u>January 24, 2012</u>

DATE: January 17, 2012

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 Program & GC/CM Main Construction Contract
 - Status Summary
 - Change Orders
- Jobs/hours
- Risk Factors
- Program Forecast to Complete
- Other Significant Developments
- Future Commission Actions

OTHER DOCUMENTS ASSOCIATED WITH THIS BRIEFING:

- Attachment A - RCF Briefing Update
- RCF PowerPoint