

**PORT OF SEATTLE**  
**MEMORANDUM**

**COMMISSION AGENDA**

Item No. 5b

**ACTION ITEM**

Date of Meeting August 7, 2012

**DATE:** July 27, 2012

**TO:** Tay Yoshitani, Chief Executive Officer

**FROM:** John Christianson, General Manager, Aviation Maintenance

**SUBJECT:** Authorization to Execute Snow Removal Contracts

**Amount of This Request:** \$1,095,000      **Source of Funds:** Airport Development Fund

**Est. State and Local Taxes:** \$95,000

**ACTION REQUESTED:**

Request Commission authorization for the Chief Executive Officer to execute area specific contracts to provide contracted snow removal services for the air operations areas (AOA) and the landside roads and parking areas. The contracts will be structured as one-year agreements with up to four years of additional service to be determined annually by the Port.

**SYNOPSIS:**

Snow removal at Seattle-Tacoma International Airport is accomplished by Port personnel and equipment and is augmented by contracted labor and equipment for snow events that exceed the capacity of the Port's airport resources for both the AOA and the landside roads and parking areas. The intent of this requested action is to have contracts in place by October 31, 2012, that will cover the next five-year period.

**BACKGROUND:**

In 2009, the Port executed competitive procurements for snow removal services for the AOA and the landside roads and parking areas. Over the past three years, expenditures have averaged \$133,290 per year, with a peak expenditure of \$298,925 for the January 2012 snow and ice storm. Costs for five similar consecutive peak years could approach \$1,000,000.

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### **PROJECT JUSTIFICATION:**

Snow removal is required at the Airport to maintain aircraft, employee, and passenger movement. The Port does not own the quantity of equipment nor have sufficient staff to accomplish all snow removal requirements during peak winter snow or ice storms.

#### ***Project Objectives:***

- Safe movement of passengers and planes, in and out of Seattle-Tacoma International Airport.
- Maintain business continuity for Landside and AOA Operations.

### **PROJECT SCOPE OF WORK AND SCHEDULE:**

#### ***Scope of Work:***

Contract for snow removal to augment Port capability on both the secure and public sides of the airport; including but not limited to the AOA, parking and access roads. The work is seasonal and typically starts in November and may continue into April.

The contracts will provide heavy construction equipment and operators to manage peak snow and ice accumulations. The equipment will include dump trucks, front loaders, graders, excavators, bulldozers, power brooms, and other support vehicles.

#### ***Schedule:***

The proposed contracts should be executed no later than October 31, 2012.

### **FINANCIAL IMPLICATIONS:**

#### ***Budget Status and Source of Funds:***

The annual contractual expenses will be in the approved operating budget. The funding source is the Airport Development Fund.

### **STRATEGIC OBJECTIVES:**

Contracting for supplemental snow removal is necessary to maintain airport operations during snow and ice control events. This supports the Port's business goal to ensure Airport and Seaport vitality.

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### **ENVIRONMENTAL SUSTAINABILITY:**

The mechanical removal of snow and ice by snow removal contractors entails gathering and hauling snow to identified snow dump sites. The “snow dumps” are coordinated with the environmental staff to keep the snow within the Industrial Waste Treatment System area or other controlled storage/melt sites.

### **BUSINESS PLAN OBJECTIVES:**

Snow removal at the Airport directly supports the goal to operate a world-class international airport by anticipating and meeting the needs of our tenants, passengers, and the region’s economy. Without the supplemental contracted snow removal capabilities, aircraft operations could be discontinued for extended periods resulting in significant adverse economic impacts to our tenants, airlines, passengers and the region.

### **TRIPLE BOTTOM LINE SUMMARY:**

Obtaining additional snow removal capabilities through contracted services is the most economical option due to the very high costs associated with increasing full-time staff and procuring additional equipment to handle peak and unusual snow events. The snow that is removed from the AOA and roadways is contained and controlled in snow melt dump sites, which supports our environmental requirements. The area specific snow removal contracts will encourage the use of small, disadvantaged, minority owned, and women owned businesses. .

### **ALTERNATIVES CONSIDERED AND THEIR IMPLICATIONS:**

**Alternative 1)** Increase Port staff and equipment resources to meet peak snow and ice conditions. This is not a recommended alternative due to very high costs associated with procuring enough equipment and equipment operators to accomplish the snow removal mission during heavy or unusual snow and ice control events. This is not a recommended alternative.

**Alternative 2)** Rely on existing Port staff and equipment with the understanding that we cannot keep up during peak snow and ice conditions. This alternative, during peak events would ultimately result in closing the airport. This is not a recommended alternative.

**Alternative 3)** Authorize the Chief Executive Officer to execute new area specific snow removal contracts by October 31<sup>st</sup> 2012. The contracts will be structured as one-year agreements with up to four years of additional service to be determined annually by the Port. **This is the recommended alternative.**

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**OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:**

None

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS:**

None