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**APPROVED MINUTES  
COMMISSION REGULAR MEETING AUGUST 4, 2015**

The Port of Seattle Commission was scheduled to convene a regular meeting Tuesday, August 4, 2015, at Port of Seattle Headquarters, Commission Chambers, 2711 Alaskan Way, Seattle, Washington, with public session to begin at 1:00 p.m.

No Commissioners were present at 1:00 p.m., and Assistant Commission Clerk Amy Dressler declared the meeting adjourned to 2:00 p.m. in the same location. A [notice of adjournment](#) was immediately posted on the meeting room door.

Pursuant to its order of adjournment, the Commission convened after 2:00 p.m. to hold a public session. Commissioners Albro, Bowman, Creighton, and Gregoire were present. Commissioner Bryant was absent. Commissioner Creighton was present after 2:30 p.m. Commissioner Gregoire was absent after 3:15 p.m.

**1. CALL TO ORDER**

The meeting was called to order at 2:24 p.m. by Commission Co-President Stephanie Bowman.

**2. EXECUTIVE SESSION pursuant to RCW 42.30.110 – None.**

**PLEDGE OF ALLEGIANCE**

*A recording of this part of the meeting has been made available online.*

**3. SPECIAL ORDERS OF BUSINESS**

**3a. Announcement: Northwest Seaport Alliance Formation.**

Commissioner Bowman announced that the Port of Seattle and the Port of Tacoma had met earlier in the day to take a series of historic votes to officially create the Northwest Seaport Alliance, an alliance of jointly managed maritime concerns of both ports. Several votes were taken, some by the individual ports and some by the two ports acting as managing members of a new port development authority. The change is expected to fundamentally alter how the two ports compete with other cargo gateways domestically and internationally.

*A recording of this part of the meeting has been made available online.*

**3b. August 4, 2015, CEO Report.**

Chief Executive Officer Ted Fick reported that the Northwest Seaport Alliance, created today, promises regional growth in family wage jobs. He commented on recent International Arrivals Facility meetings with airline stakeholders. Project phasing and operational effects of construction were addressed at those meetings.

*A recording of this part of the meeting has been made available online.*

**4. UNANIMOUS CONSENT CALENDAR**

*[Clerk's Note: Items on the Unanimous Consent Calendar are considered routine and are not individually discussed. Port Commissioners receive the request documents prior to the meeting and may remove items from the Consent Calendar for separate discussion and vote in accordance with Commission bylaws.]*

*Agenda item 4a was removed from the Unanimous Consent Calendar and was laid on the table without objection.*

**4a. Approval of the minutes of the morning joint meeting of January 13, 2015. [laid on the table]**

**4b. Authorization for the Chief Executive Officer to: (1) execute a design contract and prepare design and construction bid documents for the Electric Utility Switching Project at Seattle-Tacoma International Airport; and (2) authorize the use of Port crews for preliminary work in support of the project. The total value of this request is \$1,560,000 of an estimated total project cost of \$9,650,000. (CIP #C800699).**

Request document(s) included a Commission agenda [memorandum](#).

**4c. Authorization for the Chief Executive Officer to execute a multiagency 2015-2018 interlocal agreement between the Port of Seattle and United States Department of Agriculture-Wildlife Services for the Waterfowl (Canada goose) Management Program. The agreement commits the Port to contribution over four years of \$8,920.**

Request document(s) included a Commission agenda [memorandum](#), interagency [agreement](#), and wildlife services field [agreement](#).

**4d. Authorization for the Chief Executive Officer to design, advertise for construction, bid and award a construction contract to abate regulated materials in support of tenant construction projects in the Main Terminal at Seattle-Tacoma International Airport. The total estimated cost of this project is \$1,800,000.**

Request document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

- 4e. Authorization for the Chief Executive Officer to execute up to two professional services indefinite delivery, indefinite quantity contracts for Dock and Diving Support Services totaling no more than \$1,500,000 with a three-year contract ordering period. No funding is associated with this request.**

Request document(s) included a Commission agenda [memorandum](#).

**The motion for approval of consent items 4b, 4c, 4d, and 4e carried by the following vote:**

**In favor: Albro, Bowman, Gregoire (3)**

**Absent for the vote: Bryant, Creighton**

*A recording of this part of the meeting has been made available online.*

## **5. PUBLIC TESTIMONY**

Public comment was received from the following individual(s):

- Michael Foster, Plant for the Planet, who commented on capping carbon emissions and the dichotomy between increased cargo and decreased emissions in the Seaport Alliance.
- Eddie Rye Jr., Community Coalition for Contracts and Jobs, who commented on reorganization of the Airport Dining and Retail program and stresses on minority businesses.
- Charlie James, Community Coalition for Contracts and Jobs, who commented on his 50 years of organizing the African-American community and demonstrating against discrimination.
- Fernando Martinez, President, Northwest Mountain Minority Supplier Development Council, who commented on outreach efforts and barriers to minority participation in the Airport Dining and Retail program.
- Goodspaceguy, King County resident, who commented on global climate cycles and the benefits of carbon dioxide.

*A recording of this part of the meeting has been made available online.*

## **6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS**

- 6a. Authorization for the Chief Executive Officer to conduct competitive solicitations and execute lease and concession agreements with selected proposers for the following opportunities: (1) Single Unit #2 – Food Service/Fast Casual; (2) Single Unit #8 – Food Service/Gourmet Coffee; (3) Small package #5 – Personal Services/Manicure (2 units); (4) Small Package #6 – Personal Services/Massage (2 units); (5) Single Unit #12 – Small Specialty Retail; (6) Small Package #2 – Specialty Retail/Gifts (2 units); (7) Single unit #5 – Anchor Specialty Retail/Apparel or Technology; 8) Single Unit #7 – Anchor Specialty Retail/Apparel. Unit and package numbers reflect how each is denoted in the ADR master plan. *[subsequently laid on the table]***

Request document(s) included a Commission agenda [memorandum](#), presentation [slides](#), and the following ten lease descriptions:

- [Food Service Single Unit No. 2](#)
- [Food Service Single Unit No. 8](#)
- [Personal Services Small Package No. 6](#)
- [Personal Services Small Package No. 5](#)
- [Specialty Retail Single Unit No. 12](#)
- [Specialty Retail Small Package No. 2](#)
- [Specialty Retail Single Unit No. 7](#)
- [Specialty Retail Single Unit No. 5](#)
- [ADR Competitive Evaluation Process](#)
- [Draft Lease and Concession Agreement](#)

Presenter(s): Deanna Zachrisson, Business Leader, Airport Dining and Retail.

There was a presentation and discussion on the lease opportunities commonly labeled Lease Bundle No. 2. Outreach and promotion of lease opportunities was described and balancing of lease offerings in various Airport locations was explained. The competitive process was described, including the evaluation process and criteria and a simplified bidding process. It was reported that outreach events were advertised in the *Seattle Times*, *Puget Sound Business Journal*, *Seattle Gay News*, *El Mundo*, the *Korean Times*, *Korean Daily*, *Northwest Asian Weekly*, the *Medium*, *Northwest Facts*, and numerous other similar publications. Some Commissioners expressed dissatisfaction with the Federal Aviation Administration's aspirational goals for disadvantaged and minority business participation and with the Port's attainment, which exceeds those goals. Provision for observational, independent community participation in the evaluation process as requested by the Port Commission was noted. There was interest in further guidance from the FAA in order to implement proposal scoring criteria. The implications of current litigation affecting some of the spaces included in the lease packages were discussed.

*Commissioner Gregoire was absent after 3:15 p.m.*

*Without objection, further consideration of agenda item 6a was laid on the table.*

*A recording of this part of the meeting has been made available online.*

- 6b. Authorization for the Chief Executive Officer to: (1) develop, advertise, and execute a Public Works Building Engineering Systems Contract for the Utility Emergency Backup/Standby Power Facility Project with a total project cost estimated at \$37,200,000; and (2) authorize the use of Port crews for preliminary work in support of the project. (CIP #C800538)**

Request document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

Presenter(s): Trevor Emtman, Aviation Facilities and Infrastructure Senior Systems Engineer, and Mike Tasker, Capital Program Leader, Aviation Project Management Group.

**The motion for approval of agenda item 6b carried by the following vote:**

**In favor: Albro, Bowman, Creighton (3)**

**Absent for the vote: Bryant, Gregoire**

*A recording of this part of the meeting has been made available online.*

**6c. First Reading of Resolution No. 3710: A Resolution of the Port Commission of the Port of Seattle declaring certain personal property surplus (Port of Seattle MHI Cranes No. 70, 71, and 72 and related spare parts at Terminal 18) for Port of Seattle purposes; authorizing their sale to SSA Terminals LLC; and authorizing the Chief Executive Officer to execute all documents related to such sale or disposal.**

Request document(s) included a Commission agenda [memorandum](#), draft [Resolution No. 3710](#), Third Amendment to the crane [agreement](#), and a container crane locator [map](#).

Presenter(s): Mike Campagnaro, Manager, Industrial and Container Properties, Seaport.

**The motion for approval of First Reading of Resolution No. 3710 carried by the following vote:**

**In favor: Albro, Bowman, Creighton, (3)**

**Absent for the vote: Bryant, Gregoire**

*A recording of this part of the meeting has been made available online.*

**7. STAFF BRIEFINGS – None.**

**8. ADDITIONAL NEW BUSINESS – None.**

**9. ADJOURNMENT**

There was no further business, and the meeting adjourned at 3:55 p.m.

Tom Albro

Secretary

Minutes approved: September 22, 2015.