



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 8g

**ACTION ITEM**

**Date of Meeting** February 8, 2022

**DATE:** November 9, 2021  
**TO:** Stephen P. Metruck, Executive Director  
**FROM:** Charles Goedken, Sr. Manager, ORAT  
Amanda Loewen, Specialist, ORAT

**SUBJECT: Procurement of ORAT Software**

**Contract Value** \$3,000,000

**ACTION REQUESTED**

Request Commission authorization for the Executive Director to procure software and vendor support services for the Operational Readiness, Activation and Transition (ORAT) team at Seattle-Tacoma International Airport (SEA). Estimated cost for up to ten years for software license, service, and/or maintenance fees is estimated at \$3,000,000.

**SUMMARY**

Successful ORAT activation periods depend on consistent data entry methods for meeting minutes, tracking milestones and mini-phases of multiple projects; tracking activation hundreds of checklists and thousands of activities; monitoring risks and issues and their subsequent countermeasures; scheduling stakeholder familiarization, induction and training tours; tracking of trials and measurements of success; tracking of major passenger-flow simulations, scores and feedback; providing access to internal, as well as external stakeholders; providing a platform for downloading project files and drawings; and including a dashboard of each project key performance indicators. This procurement will sole source procure, implement, and evaluate a technology platform that will serve as the airport standard for the ORAT team to execute their department functions consistently across mega-cap projects.

The ORAT team has worked with ICT and Legal to conclude that a sole source waiver will be used to procure ORAT software.

Funding will be included in the Aviation Division's annual budget with the first year included in the 2022 ORAT team's baseline budget.