

Item No.	8d_supp
Date of Meeting	March 8, 2022

Employee Services Center

Action Requested

Request Commission authorization for the Executive Director to authorize an additional \$1,309,000 for a total project authorization of \$11,675,000 for the Employee Services Center project at Seattle-Tacoma International Airport.

Project Scope / Purpose

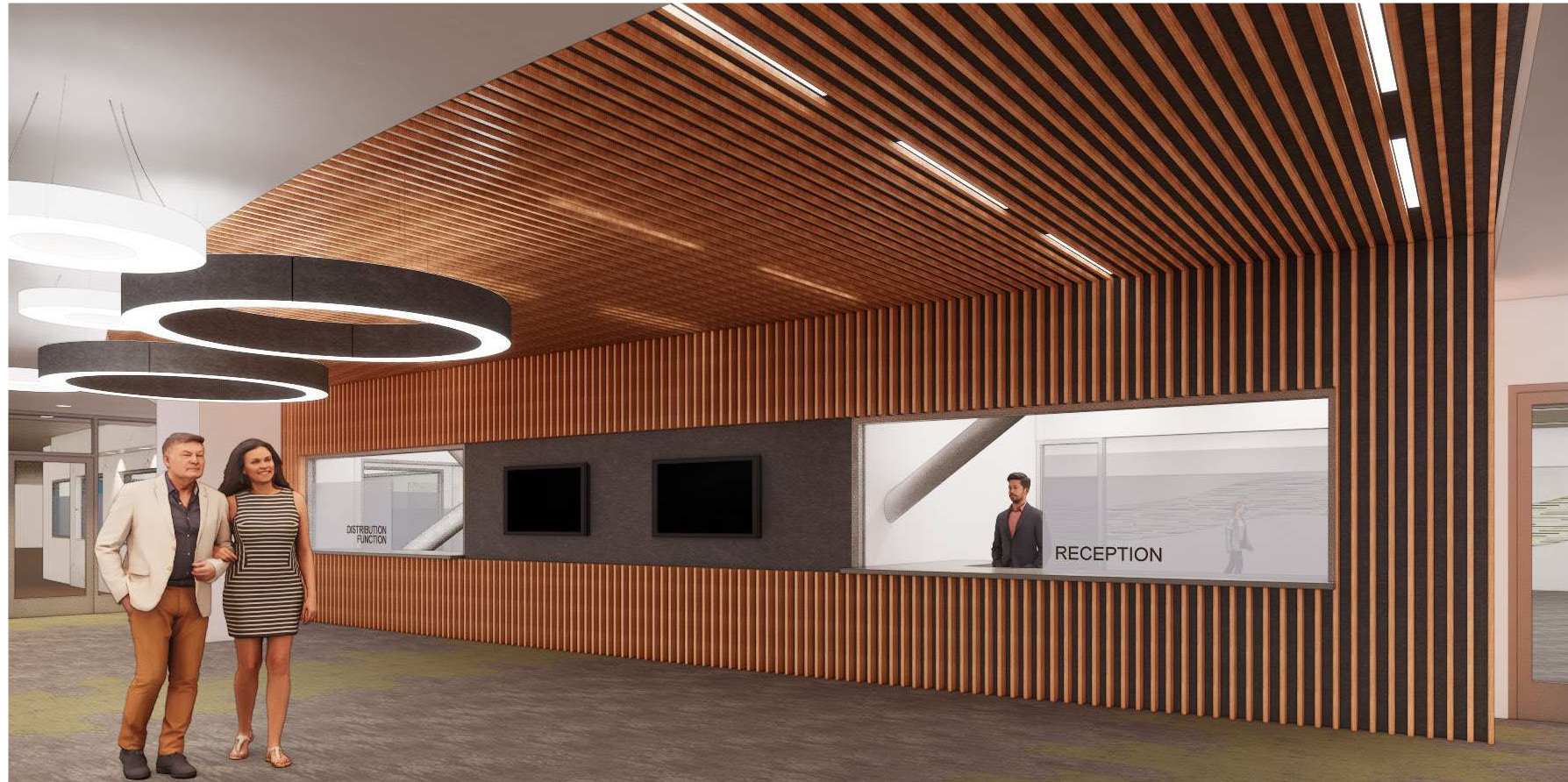
1. Improving the Customer (Airport Employee) Experience by creating a “one-stop shop” for the badging and on-boarding of airport employees.
2. Provide a dedicated waiting area that brings customers out of the general area with a comfortable place to wait for their appointments.
3. Improve the Credentialing Staff experience by designing to guidelines outlined in the pursuit of a WELL Certification.



New Enclosed Waiting Area



Customer Facing Transaction Windows



Aesthetic Updates to Mezzanine Area



Key areas of Project cost increases are attributed to:

- Incomplete designs and consequently underestimated costs of the temporary relocation of the Credential and Badging office. Lessons Learned from this experience have been compiled.
- Varying site conditions encountered during demolition and abatement activities.
- Project soft costs have risen through delays, responding to varying site condition contractor inquiries, and additional WELL certification reviews.
- Increased costs for redesign triggered by COVID-19 social distancing requirements.



Additional Budget Requested

Budget Type	Description		Revised Totals
CAPITAL	Current Budget	\$9,299,000	
	Requested Increase	\$1,309,000	
	Revised Capital Budget		\$10,608,000
EXPENSE	Current Budget	\$1,067,000	
	Total Revised Budget		\$11,675,000

Project Schedule

Current Schedule

- Construction NTP Q2 2021
- Investment Committee Q1 2022
- Commission Q1 2022
- Substantial Completion now forecasting Q3 2022
- Temporary space vacated by Q4 2022

Questions?