



# COMMISSION REGULAR MEETING AGENDA

July 9, 2019

To be held in Commission Chambers at Pier 69, 2711 Alaskan Way, Seattle

## ORDER OF BUSINESS

11:00 a.m.

1. **CALL TO ORDER**

2. **EXECUTIVE SESSION** – *if necessary, pursuant to RCW 42.30.110 (executive sessions are not open to the public)*

► **12:00 noon – PUBLIC SESSION**

Reconvene or Call to Order and Pledge of Allegiance

3. **APPROVAL OF THE AGENDA** (*at this time, commissioners may reorder, add, or remove items from the agenda*)

4. **EXECUTIVE DIRECTOR'S REPORT**

5. **PUBLIC COMMENT** – *procedures available online at <https://www.portseattle.org/page/public-comment-port-commission-meetings>*

6. **UNANIMOUS CONSENT CALENDAR** (*consent calendar items are adopted by one motion without discussion*)

6a. Approval of the minutes of the regular meeting of June 11, 2019. (**no enclosure**)

6b. Approval of the Claims and Obligations for the period June 1, 2019, through June 30, 2019, including accounts payable check nos. 930371-930749 in the amount of \$5,572,722.12; accounts payable ACH nos. 17971-18695 in the amount of \$67,652,243.09; accounts payable wire transfer nos. 15139-15153 in the amount of \$3,542,103.86, payroll check nos. 193133-193668 in the amount of \$327,783.98; and payroll ACH nos. 916935-921165 in the amount of \$11,058,216.63 for a fund total of \$88,153,069.68. (**memo enclosed**)

6c. Authorization for the Executive Director to (1) proceed with the Customer Relationship Management software system implementation project; (2) execute a contract for software and vendor implementation services; (3) use Port staff for implementation and (4) execute a contract for up to ten years for software license, service, and maintenance fees estimated at \$2,400,000. The amount requested for project implementation under this authorization is \$1,400,000. (CIP #C801108) (**memo and presentation enclosed**)

6d. Authorization for the Executive Director to execute a contract to select a third-party vendor to provide an employee assistance program (EAP) for all Port employees. The EAP contract will be a five-year contract with two (2) one-year options to extend (2020 - 2026) for a maximum duration of seven years and a total value not to exceed \$720,000. The contract value accounts for an increase in the number of Port employees over the life of the contract. (**abbreviated memo enclosed**)

6e. Authorization for the Executive Director to execute Change Order No. 62 to Contract MC-0318277, Baggage Optimization Project – Phase 1 at Seattle-Tacoma International Airport, to provide baggage handling system controls software redundancy (failsafe). This change order will add \$361,770.22 to the contract from the project's construction contingency; no project funding increase is required. (CIP #C800612) (**abbreviated memo enclosed**)

6f. Authorization for the Executive Director to execute a professional services indefinite delivery, indefinite quantity contract for Passenger Loading Bridge design services in the amount of \$5,000,000 with a 3-year base contract period, with two 1-year options for renewal, in support of upcoming capital improvement projects at Seattle-Tacoma International Airport. (**memo enclosed**)

6g. Adoption of Resolution No. 3759: a resolution of the Port of Seattle Commission creating a Seattle-Tacoma International Airport ground transportation policy directive, including principles, goals, monitoring, and reporting, and affirming airport commute-trip-reduction goals for the port. (**memo, draft resolution, draft policy directive and attachments one, two, and three enclosed**)

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**Our Mission:**

*The Port of Seattle is a public agency that creates jobs by advancing trade and commerce, promoting industrial growth, and stimulating economic development.*

- Strategic Objectives:**
- Position the Puget Sound region as a premier international logistics hub
  - Advance this region as a leading tourism destination and business gateway
  - Use our influence as an institution to promote small business growth and workforce development
  - Be the greenest and most energy efficient port in North America

**6. UNANIMOUS CONSENT CALENDAR (continued)**

- 6h. Adoption of amendments to the approved minutes of the regular meeting of May 14 and the special meeting of June 4, 2019, to add inadvertently omitted written public comment and a meeting adjournment, respectively. ([abbreviated memo](#), [redlines of the minutes of May 14 and June 4, 2019](#), and [attachment enclosed](#))

**7. SPECIAL ORDERS**

- 7a. Introduction and Adoption of Resolution 3760: A Resolution of the Port Commission of the Port of Seattle declaring surplus and no longer needed for port district purposes certain overpass structure and real property located south of South Spokane Street in the vicinity of Duwamish Avenue in the City of Seattle, Washington, and authorizing the Chief Executive Officer to execute all documents necessary to transfer title of the surplus property to the City of Seattle for use in furtherance of the East Marginal Way Grade Separation project. ([memo](#), [presentation](#), and [draft resolution enclosed](#))

Motion to Waive the Rules to adopt on the same day as introduction.

Motion to Introduce and Adopt Resolution.

**8. AUTHORIZATIONS and FINAL ACTIONS**

- 8a. Authorization for the Executive Director to: (1) increase the authorized funds for the Electric Utility Supervisory Control and Data Acquisition project in the amount of \$10,350,000; (2) advertise and award a major works construction contract at Seattle-Tacoma International Airport; and (3) use Port crews and small works contracts to assist with the project. The total estimated cost of this project is \$11,950,000. (CIP #C800699) ([memo](#) and [presentation enclosed](#))

**9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS**

- 9a. Preview of 2020 Economic Development Division Business Plan and Budget Development ([memo](#), [presentation](#), and [business plan enclosed](#))
- 9b. Aviation Capital Project Planning and Preliminary Design – Briefing. ([memo](#) and [presentation enclosed](#))

**10. QUESTIONS on REFERRAL to COMMITTEE****11. ADJOURNMENT**