



# COMMISSION REGULAR MEETING AGENDA

September 24, 2019

To be held at Seattle-Tacoma International Airport – Conference Center at Sea-Tac

## 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. Authorization for the Executive Director to execute a contract for a provider of Transportation Security Administration background checks for Sea-Tac airport badge holders. The contract will be executed for up to a ten-year period and an estimated value of \$1,000,000. ([abbreviated memo](#) enclosed)
  - 6b. Authorization for the Executive Director to (1) proceed with the Server Virtualization Upgrade project; (2) execute a contract for equipment and vendor implementation services; (3) and use Port staff for implementation for a total project cost not to exceed \$368,000. (CIP #C801142) ([memo](#) enclosed)
  - 6c. Authorization for the Executive Director to execute a new collective bargaining agreement between the Port of Seattle and Teamsters Local 117 representing Employee Parking Bus Drivers and Parking Service Revenue Representatives in our Aviation Landside Operations Department, covering the period from June 1, 2018, through May 31, 2022. ([memo](#), [redline](#), and [CBA](#) enclosed)
  - 6d. Authorization for the Executive Director to: (1) execute a construction contract with the low responsive and responsible bidder for the Restroom Renovation Concourses B, C, and D project at Seattle-Tacoma International Airport, notwithstanding the low bid exceeded the engineers estimate by more than 10 percent, and (2) authorize an additional \$1,200,000 for a total project authorization of \$17,792,000. (CIP #C800697) ([memo](#) enclosed)
  - 6e. Authorization for the Executive Director to execute the second amendment to the ground lease with Duke's Shilshole Bay Chowder House, LLC to change the following: (1) to increase the square footage of the amended ground lease by 1,178 square feet for a total of 9,200 square feet; (2) to increase the base monthly rent during the Construction Phase from \$3,216/month to \$4,188/month and during the Post-Construction Phase from \$12,864/month to \$14,753/month; (3) to defer payment of the Post-Construction Phase Rent from December 1, 2019 to May 1, 2021; and (4) extend the term of the agreement to April 30, 2041. ([memo](#), [presentation](#), [draft amendment](#), and [site plan](#) enclosed)

**7. SPECIAL ORDERS**

- 7a. Salmon-Safe Recertification Presentation to Maritime Division. ([memo](#) and [presentation](#) enclosed)
- 7b. Airport Community Ecology Fund Briefing. ([memo](#), [presentation](#), and [attachment](#) enclosed)

**8. AUTHORIZATIONS and FINAL ACTIONS**

- 8a. Authorization for the Executive Director to advertise and execute a major works construction contract for installation of Advanced Visual Docking Guidance Systems for gates on Concourses B, C, D and the South Satellite at the Seattle-Tacoma International Airport. This authorization request is for \$24,654,000. (CIP #C800779) ([memo](#) and [presentation](#) enclosed; **video available upon request**)
- 8b. Authorization for the Executive Director to execute a management services contract, for up to 10 years (a 5-year contract base with option(s) to extend for an additional 5 years), to operate the Port's common-use premium lounges at Seattle-Tacoma International Airport. The estimated contract cost to the Port is \$60,000,000 over the 10-year contract term, which includes the management fee, incentive management fee and operating expenses. ([memo](#) and [presentation](#) enclosed)
- 8c. Authorization for the Executive Director to approve the action to execute a contract for Natural Gas supply to the Seattle-Tacoma International Airport for facility heating and for Compressed Natural Gas fleet fuel. ([memo](#) and [presentation](#) enclosed)
- 8d. Authorization for the Executive Director to execute multiple contracts for: (1) Marketing and advertising; (2) In-Terminal Entertainment; (3) Music Program; (4) mobile ordering and delivery software applications along with the associated hardware; (5) quality assurance/customer service; all in support of the Airport Dining and Retail Program, and (6) Concessionaire Ad Hoc Expenditures. The value for all contracts will not exceed an estimated \$10,000,000 over 5 years with the funding to come from the Airport Dining and Retail Tenant Marketing Fund plus the Port's contribution of \$1,142,500 to the Music Program. ([memo](#) and [presentation](#) enclosed)

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

- 9a. 2020 Central Services Preliminary Budget Briefing. ([memo](#) and [presentation](#) enclosed)
- 9b. 2019 Port of Seattle Affirmative Action Plan. ([memo](#) and [presentation](#) enclosed)
- 9c. Sustainable Project Framework Briefing and Recommendations. ([memo](#) and [presentation](#) enclosed)
- 9d. Port-Wide Arts and Cultural Program Policy Directive. ([memo](#) and [presentation](#) enclosed)

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