Non-Terminal Facilities Naming Convention

Patrick Haley – Air Cargo Facilities Manager
March 11, 2020
Improved Communication and Airport Facilities Coordination
Non-Terminal Facilities Naming Convention

Initial Charge and Challenges

- Multiple buildings and facilities reverting to Port of Seattle ownership – 2017, 2018

- Various “historical names”
  - Former “United Cargo” Building
  - “Drayage” Building
  - “Amazon” Building
  - “BT” Properties

- Airport Communication Center, Aviation Maintenance, Aviation Operations and EMS did not have consistency for calls or work orders

- Door/Key Plan was needed for reverted buildings

- Convention requires Sustainable Airport Master Plan (SAMP) growth with Near-Term Project additions

- ACC receives maintenance calls, which building, where do we go?

- New Port staff are not aware of historical or “tribal” names
Non-Terminal Facilities Naming Convention

Current Examples

**BT Property, LLC**

- **2625 S 161st Street**
- **SeaTac, WA 98158**

### BT Property, LLC Lease Information

<table>
<thead>
<tr>
<th>Property</th>
<th>Total Parcel Size</th>
<th>Expiration Date</th>
<th>Renewal Options</th>
<th>Holdover</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT Property, LLC</td>
<td>61,873 sq. ft.</td>
<td>12/31/2018</td>
<td>No</td>
<td>Month-to-Month</td>
</tr>
</tbody>
</table>

### Tenant General Information

- **Current Use:** Airport Cargo Terminal Ground Lease
- **Location:** Commercial
- **City:** SeaTac

- **King County Parcel #’s:** #82250/9016

### Historical and Other Names

- UPS Building
- Old Emery Building

### Tenant Company Building Information

- **Building ID Code/ Common Name:** Building 13 (E. Side)
- **Functions:** Landside Cargo Terminal
- **Building Owned By:** Port of Seattle
- **Footprint:** 15,545 sq. ft.
- **Approximate Total Office:** 5,159 sq. ft.
- **Warehouse:** 9,370 sq. ft.

### Restrictions of Use—Based on Funding

- **Roads:** Please Call for Details
- **Airport Improvement Project Fund (AIP):** Please Call for Details

Before justifying use of property, assess lots restrictions by contacting Corporate Finance & Budget. Access AIP’s by contacting Airport Finance & Budget.
## Non-Terminal Facilities Naming Convention

### Current Examples

**Cargo 4N (AMB Seattle Air Cargo Center)**

- **Location:** Commercial
- **City:** SeaTac
- **King County Parcel #’s:** 420629/49/028
- **Historical and Other Names:**
  - MNC Aviation
  - IAC Aero SeaTac

### AMB Seattle Air Cargo Center Lease Information

<table>
<thead>
<tr>
<th>Property</th>
<th>Total Parcel Size</th>
<th>Expiration Date</th>
<th>Renewal Option</th>
<th>Holdover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lease #</td>
<td>40000123</td>
<td>119,574 Sq. Ft.</td>
<td>12/31/2018</td>
<td>No</td>
</tr>
</tbody>
</table>

### Tenant General Information

- **Current Use:** Airport Cargo Terminal Ground Lease

### Tenant Company Building Information

<table>
<thead>
<tr>
<th>Building ID Code/ Common Name</th>
<th>Function</th>
<th>Building Owned By</th>
<th>Square Feet</th>
<th>Approximate Total Office</th>
<th>Warehouse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building 12</td>
<td>Airport Cargo Terminal</td>
<td>Tenant</td>
<td>45,206</td>
<td>15,822</td>
<td>52,699</td>
</tr>
<tr>
<td>Building 13 (W. Side)</td>
<td>Landside Cargo Terminal</td>
<td>Tenant</td>
<td>5,955</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Restrictions of Use—Based on Funding

- **Bonds:** Please call for details
- **Airport Improvement Project Fund (AIP):** Please call for details

**Note:** Before modifying use of property, assess bonds restrictions by contacting Corporate Finance & Budget. Access AIP by contacting Airport Finance & Budget.
Non-Terminal Facilities Naming Convention

Current Examples

Delta Cargo / Hangar

<table>
<thead>
<tr>
<th>Property</th>
<th>Total Parcel Size</th>
<th>Expiration Date</th>
<th>Renewal Options</th>
<th>Holdover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lease #: 001325</td>
<td>11,597 sq. ft.</td>
<td>06/30/2030</td>
<td>No</td>
<td>Month-to-Month</td>
</tr>
</tbody>
</table>

Tenant General Information

Current Use: Airport Cargo Terminal Ground Lease
Location: South end of Airfield (inside the fence)
City: SeaTac

King County Parcel #’s:
#2823049016

Historical and Other Names:
Northwest Cargo Hangar

18601 28th Ave S
SeaTac, WA 98158

Tenant Company Building Information

Building ID Code/ Common Name | Function | Building Owned By | Foot Print | Approximate Total Office | Wise. |
--------------------------------|----------|------------------|------------|--------------------------|-------|
Building 12 Cargo Facilities  | Tenant   | 56,000           | 6,000      | 50,000                   |       |

Restrictions of Use—Based on Funding

Please Call for Details

Before modifying use of property assess bond restrictions by contacting Corporate Finance & Budget. Review AIP’s by contacting Airport Finance & Budget.
Non-Terminal Facilities Naming Convention

Initial Charge and Goals

– Initial Scope Description and Charge

– Establish Facility Naming Convention for short and long term facilities management

– Provide understandable name recognition for all affected parties, tenants and departments

– Implementation with strong communication

– Signage and Wayfinding design & plans; building, AOA and street side

– Cross Departmental Working Group

- 911 Center
- Air Service Development
- Airport Communications Center
- Aviation Maintenance Shops & Administration
- Aviation Operations
- Aviation Properties Administration
- Emergency Services (Fire & Police)
- Engineering General Services
- Facilities & Infrastructure
Non-Terminal Facilities Naming Convention

Project Progress

– Initial Working Group Meeting – Jan 2019
  - 25+ physical attendees, multiple Skype call-ins
  - Report to members and Aviation Division Leaders
  - Concept Review submission
  - Feedback consolidation & draft presentation

– Report to Aviation Directors – May 2019
  - F&I, AV Security feedback and updates

– Group report and Implementation
  - Quarter 4 2019 & Quarter 1 2020

– 2019 Maintenance Budget Variance
  - AVM support (PNTR, CARP, FCWR)

– Capital Small-Works Projects
  - Monument signs, Building Fascia signs

– 2019/2020 Air Cargo Facilities Budget
  - Maps, Phone “You are here” cards
Non-Terminal Facilities Naming Convention

Updated Naming Convention

– Building Name numbers aligned with street access
– East/West airfield split along 34R/16L
– Building Name “Alpha” Character established Clockwise for each street
– Building Names/Numbers/Alpha can be added/subtracted as needed
– Encompass SAMP/”L” Shape/SASA/West Field Development needs
– Update Maximo/Door/Key Plan to four digits with East/West Alpha character first (e.g. 161F [old Cargo 4N] or 168W [future POS AVM campus])
– Building & Pedestal Sign designs for each building
Non-Terminal Facilities Naming Convention

Updated Naming Convention
Non-Terminal Facilities Naming Convention

Updated Naming Convention

- Examples of the renaming:
  - Air Cargo 4: 161G with door numbers 161G – 1000 1F
  - Cargo 4N: 161F with door numbers 161F – 1000 1F
  - New POS AVM Campus: 168W
  - Cargo 6: 167A/167B with door numbers 167A – 1000 1F
Non-Terminal Facilities Naming Convention

Updated Naming Convention

- “You are Here” Cards for each tenant

LIFE SAFETY:
1. Dial 9-1-1 and state “I’m at SEA Airport, transfer me to Port of Seattle 9-1-1.”
2. Confirm you’ve connected to Port of Seattle 9-1-1 and state your location/room number: Building 167A – 16745 Air Cargo Road
3. Explain the Emergency

MAINTENANCE REQUESTS:
1. Dial (206) 787-5229 #1 and state your location/room number: Building 167A – 16745 Air Cargo Road
2. Explain the maintenance request
3. Request the Work Order Number and advise Air Cargo Facilities at AirCargoFacilities@portseattle.org
Non-Terminal Facilities Naming Convention

Updated Naming Convention
Non-Terminal Facilities Naming Convention

Updated Building Names

**S 146th St** (permanent structures only)
- NEPL North Warming House: 146A
- NEPL Mid-Warming House: 146C
- NEPL Guard House 146D
- NEPL South Warming House: 146E
- Boeing Company: 146B

**S 148th St**
- "L" Shape Building: 148A, 148B, 148C, etc.

**S 154th St**
- Airfield Lighting Control Vault: 154A
- Flying Food Fare: 154B
- Sky Chefs, Inc: 154C

**S 156th St** (permanent structures only)
- Cargo 1: 156A
- Transiplex E: 156B
- Transiplex F: 156C
- Transiplex G: 156D
- Transiplex A: 156E
- E190 Guard Shack: 156F

**S 160th St**
- FedEx R: 160A
- Rental Car Facility: 160B
- Water Tower Field Office: 160C
- Gate Gourmet: 160D

**S 161st St**
- United Airlines Maintenance: 161A
- Bolanos (Future FedEx SEART): 161B
- Pump House: 161C
- Former BT Properties: 161D
- Cargo 4E: 161E
- Cargo 4N: 161F
- Air Cargo 4: 161G

**S 165th St**
- Alaska Air Cargo: 165A

**S 166th St**
- E125 Guard Shack: 166A
- Cargo 4S: 166B
- Air Traffic Control Tower: 166C

**S 167th St**
- Cargo 6 (16745 Air Cargo Rd): 167A
- Cargo 6 (16749 Air Cargo Rd): 167B

**S 168th St**
- Future West Side Maintenance Campus: 168W

**S 170th St**
- West Side Field Office: 170W
- Fire Department: 170A
- Doug Fox Parking Facilities: 170B, 170C
- E100 Guard Shack 170D

**S 188th St**
- Signature Flight Support: 188WA
- PACCAR: 188WB
- Future Airport Fire Department: 188WC
- Snow Shed: 188WD
- IWS Treatment Plant: 188WE
- Alaska Airlines Maintenance East: 188F
- Alaska Airlines Maintenance West: 188G
- Delta Air Lines Maintenance: 188H
- E45 Guard Shack: 188I
- Delta Air Lines Cargo: 188J

**S 190th St**
- Fuel Farm Office: 190A
- SEPL North Warming Shack: 190B
- SEPL Gate Shack: 190C
- SEPL South Warming Shack: 190D

**S 194th St**
- Logistics Buildings: 194A, 194B, 194C
- Elcon Corp: 194D
- PCS Structures: 194E
- Distribution Center: 194F
- Airport Transit Operations: 194G

**S 196th St**
- Training Center: 196A
- CBP Cargo Office: 196B
- Learning Center: 196C
- Future Truck Staging Shack: 196D
Thank You!

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