

From: [Ausbun, Vicky](#)
To: [Ausbun, Vicky](#)
Subject: FW: SpeediShuttle Seattle Transportation Plaza Proposal
Date: Thursday, April 21, 2016 9:42:25 PM
Attachments: [image001.jpg](#)
[image002.png](#)
[SEATAC RECEPTION PROPOSAL.PDF](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.png](#)

Vicky Ausbun
Manager, Airport Operations - Landside
Seattle-Tacoma International Airport
P: 206-787-4072
C: 206-390-7714
F: 206-787-7499
E: ausbun.v@portseattle.org

Where a sustainable world is headed.



From: Jack Roemer [mailto:jackr@speedishuttle.com]
Sent: Tuesday, June 02, 2015 12:10 PM
To: Hoevet, Jeff
Cc: 'Dave Wiley'; Binting, Paul; Ausbun, Vicky; Fletcher, Tonia; Warfield, Deborah; Anderson, Jeannette; Culler, Jolene; CecilS Morton
Subject: SpeediShuttle Seattle Transportation Plaza Proposal

Hello Jeff,

As you are aware, Vickie, her team Jolene, Cecil and I met last Thursday on the third level of the garage near the GT booth to identify a location for our reception desk. We all agreed that the best approach and the shortest time line to initiate our door to door walk up service and to be visible and for arriving passengers to easily access our service is to be in the common area adjacent to Shuttle Express' round reception desk. We were told that immediate approval could be granted to locate a podium in the area identified in the attached executive summary PDF document.

Podium

Attached is our proposal for a temporary podium to serve guests in the Transportation Plaza at Sea-Tac. We believe it is consistent with our discussions last week and we propose to have the podium in place by mid to late next week. We are prepared to execute a lease agreement as outlined by Jolene immediately. We do not have a requirement for power and telephone/internet to initiate service from the podium.

Permanent Reception Desk

The attachment also includes our proposal for a long term facility to serve those same guests. This proposal involves a desk that is substantially identical to the desk currently utilized by Shuttle Express. This proposal would require the property department to administer an approval process which will include the design of the desk, power and telephone/Internet access. Jolene explained

this process would include a lease document which she would prepare. We are anxious to begin the process with the goal of having a permanent solution in place in sixty days or less. We have identified the vendor for the round desk and feel the addition of our permanent desk with the same design will complete and warm up this common area with matching furniture.

In summary, the attached PDF file clearly identifies –

- 1) Podium for immediate move in slated for next week,
- 2) The long term solution Reception Desk which is the identical desk and dimensions as the current round desk of Shuttle Express.

Finally, in order to properly serve all guests equally, we would like to have a parking space on the third level near the Transportation Plaza for one Toyota Sienna minivan equipped with an electric ramp and two wheelchair positions. This would allow us to serve on demand ADA customers on the same terms as non-ADA customers as required by law.

Many thanks in advance and understanding to coordinate this last phase of our door to door service. You and your team have been great to work with to expeditiously set up our service in time for heavy deplanements at SEATAC.

Thank you,



Jack Roemer
SpeediShuttle Hawaii/Seattle
Chief Financial Officer
1132 Bishop Street, Suite 2312
Honolulu, Hawaii, 96813
808-772-5700 x110 (Office)
808-283-0437 (Cell)

image002



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Begin forwarded message:

From: "Hoebet, Jeff" <Hoebet.J@portseattle.org>
Date: May 22, 2015 at 5:34:45 AM HST
To: CecilS Morton <csm@speedishuttleseattle.com>
Cc: Jack Roemer <JackR@speedishuttle.com>, Dave Wiley <dwiley@williamskastner.com>, "Bintinger, Paul" <Bintinger.P@portseattle.org>, "Ausbun, Vicky" <Ausbun.V@portseattle.org>, "Fletcher, Tonia" <Fletcher.T@portseattle.org>, "Warfield, Deborah"

<Warfield.D@portseattle.org>, "Anderson, Jeannette"
<Anderson.J2@portseattle.org>, "Culler, Jolene" <Culler.J@portseattle.org>
Subject: RE: Our first arrival at SEA

Cecil & Jack,

Thank you for taking time to meet with the Ground Transportation team. We understand that you are busy getting your new location up and running, and we appreciate talking with you.

Your contact in Aviation Properties is Jolene Culler: culler.j@portseattle.org
Jolene will guide the process for space that is available for lease. She is copied on this message, and you are free to contact her with your space requirements.

As we mentioned in our discussion, the Port's sign package provides wayfinding for a variety of services. It is our intention to eliminate brand-specific identification for ground transportation services in the main terminal. Your entry at Sea-Tac came rather quickly and we are working with our sign shop to bring consistency to the door-to-door wayfinding signage. We're evaluating the more specific sign request of including "SpeediShuttle" on the overhead sign/s near island 2A and will provide you an answer soon.

Your comments about accepting walk-up customers caught us a bit off guard. Other than your stated concern that you don't have a fixed position to conduct the transaction, your current arrangement allows both pre-arranged and on-demand services.

With the busy summer season quickly approaching, we're happy to have your service available to customers at Sea-Tac.

As usual, please contact me or any of the Ground Transportation staff for assistance.

Thank you,

Jeff Hoebet

From: Cecil Morton [csm@speedishuttleseattle.com]
Sent: Thursday, May 21, 2015 5:13 PM
To: Hoebet, Jeff
Cc: Jack Roemer; Dave Wiley; Binting, Paul
Subject: Re: Our first arrival at SEA

Hi Jeff - Nice seeing you and the rest of your team on Tuesday.

Just a short note to follow up and summarize our discussion which includes receiving a call or alternatively a contact name from the ports property department to initiate discussions to lease counter space as outlined in our summary operating

plan you asked us to prepare for you which we submitted on Tuesday at our meeting.

Additionally, and as outlined in the plan, we mentioned the requirement to be identified on common area signage throughout the airport with identity branding or generic service type branding as currently displayed directing people to Downtown Airporter and Shuttle Express.

Lastly, we will want to commence selling walk up transfers immediately which is consistent with every operator who have desks/stands located at the double zero doors and including Stila, Yellow Cab, Shuttle Express and Downtown Airporter.

Thank you for recognizing how important it is to move this plan forward taking into account that the heavy deplanements season at SEATAC is approaching and our mutual desire to expeditiously service SEATAC arrivals.

Cecil Morton
President & CEO
SpeediShuttle Seattle
1237 South Director Street
Seattle, WA 98108

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<https://www.speedishuttleseattle.com>

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(Sent by my iPhone. Pardon any typographical errors).

On May 1, 2015, at 11:39 AM, Hoebet, Jeff
<Hoebet.J@portseattle.org<<mailto:Hoebet.J@portseattle.org>>> wrote:

Congratulations!

Jeff Hoebet
Sr. Manager, Airport Operations
(206) 787-4073

From: Cecil Morton [<mailto:csm@speedishuttleseattle.com>]
Sent: Friday, May 01, 2015 11:06 AM
To: Hoebet, Jeff; Jack Roemer; Dave Wiley; Binting, Paul
Subject: Our first arrival at SEA

The picture below is Chris, our shuttle driver on the left and myself on the right

beside Mr Hope, our first arriving customer holding a gift from SpeediShuttle Seattle.

We look forward to a symbiotic relationship with the SEA team welcoming visitors and returning residents to Seattle.

<image001.jpg>

Have a great day!

Cecil Morton
President & CEO
SpeediShuttle Seattle
1237 South Director Street
Seattle, WA 98108

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<https://www.speedishuttleseattle.com>

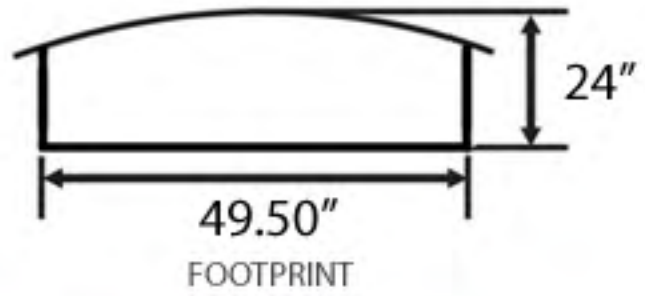
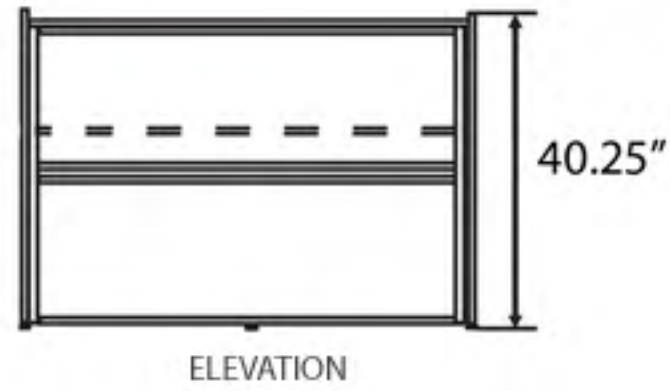
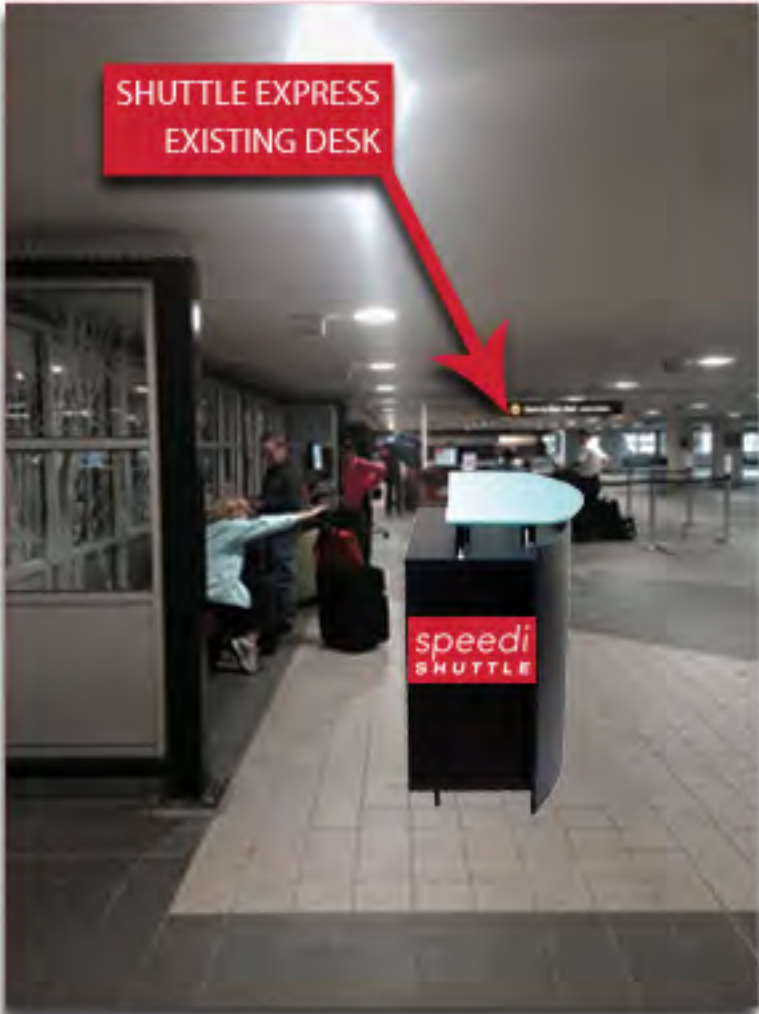
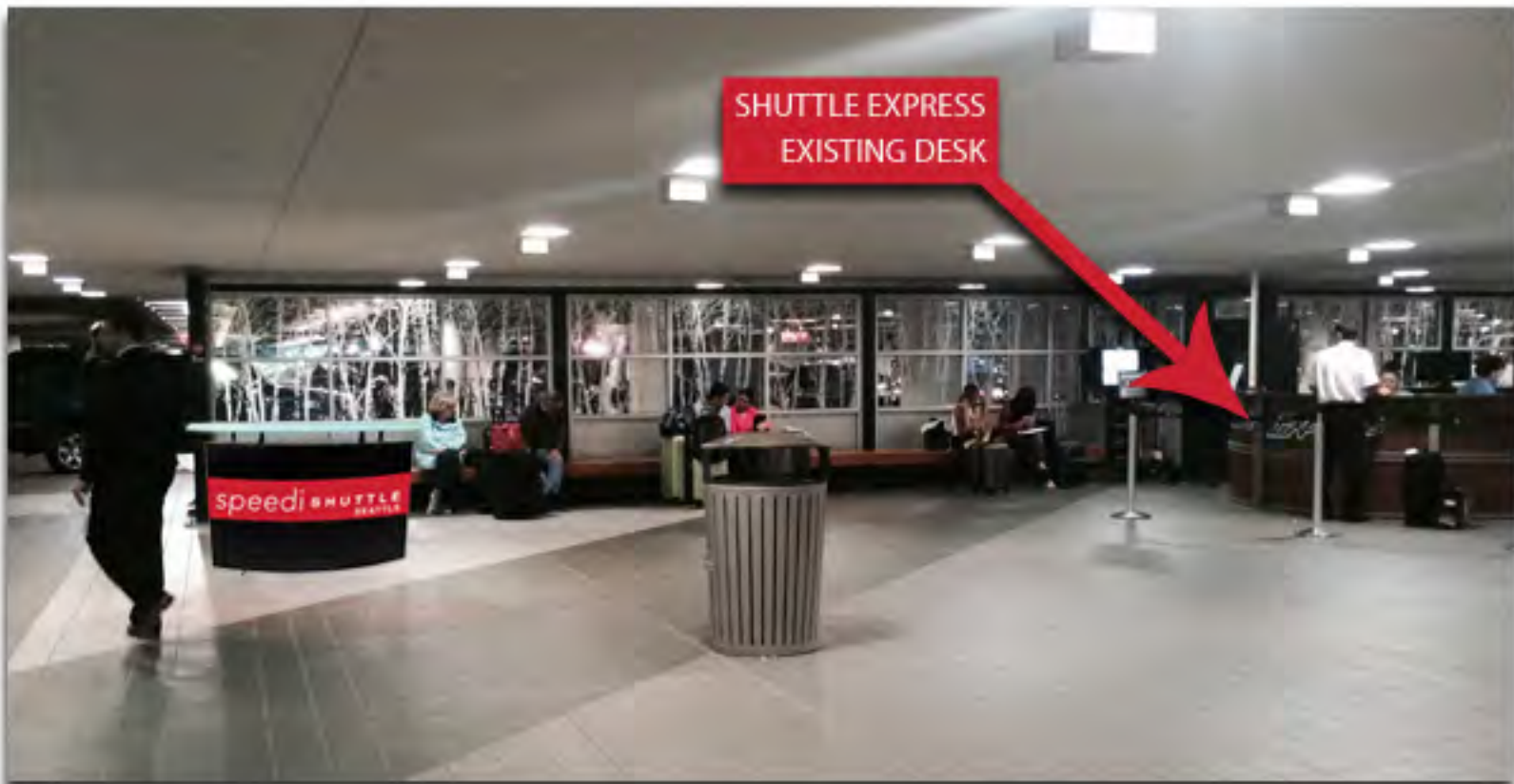
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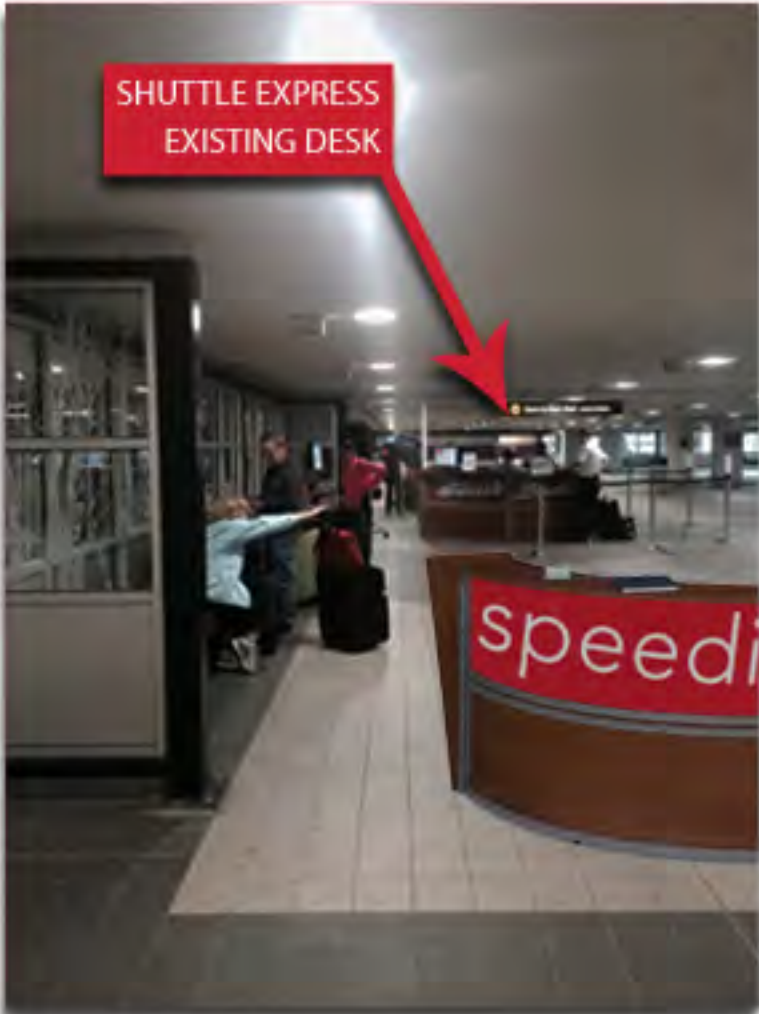
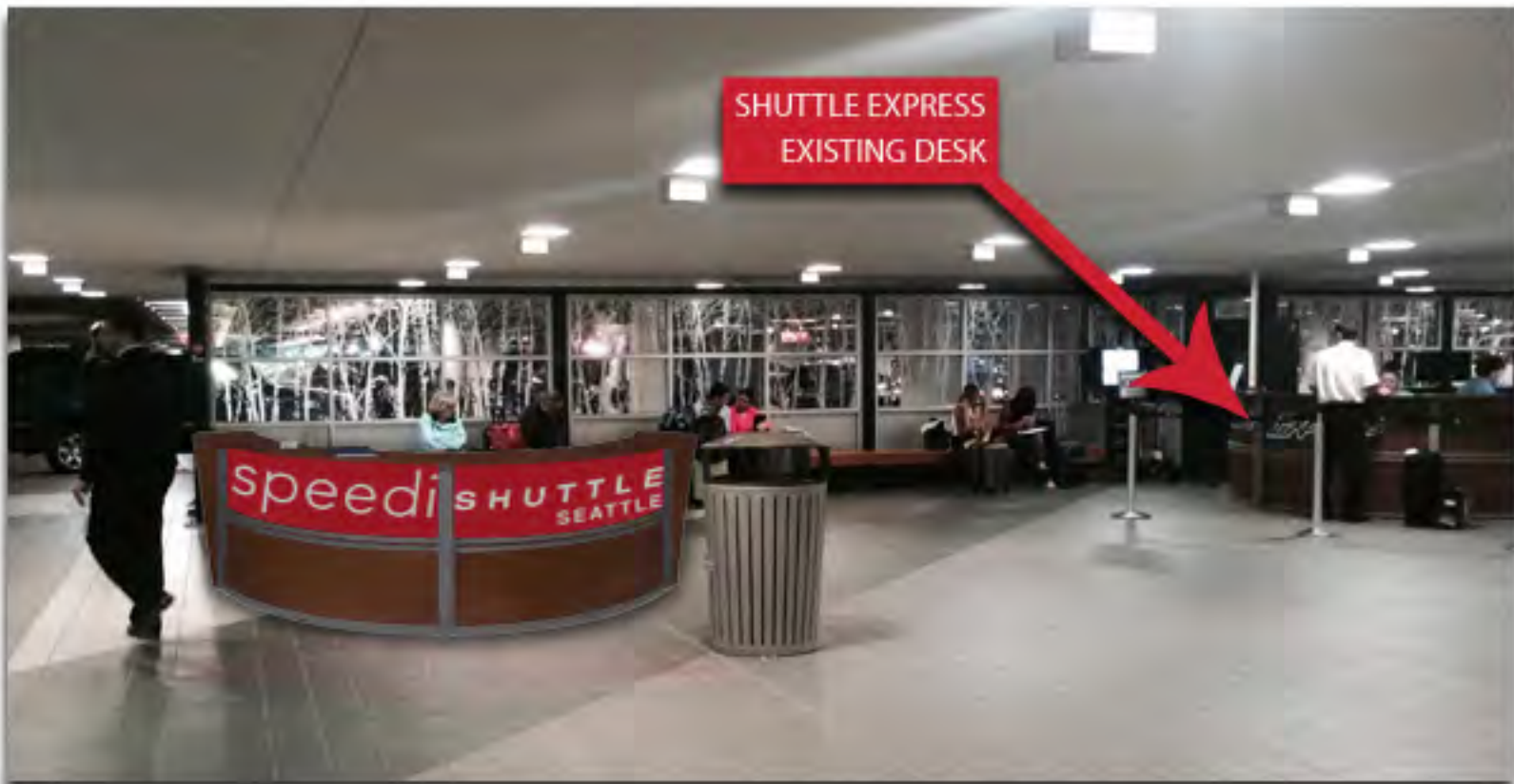
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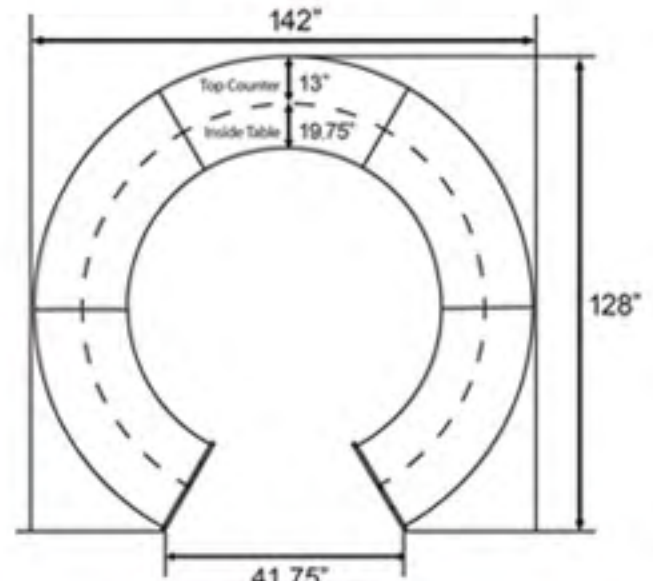
Door to Door Temporary
Podium and Long Term
Reception Station



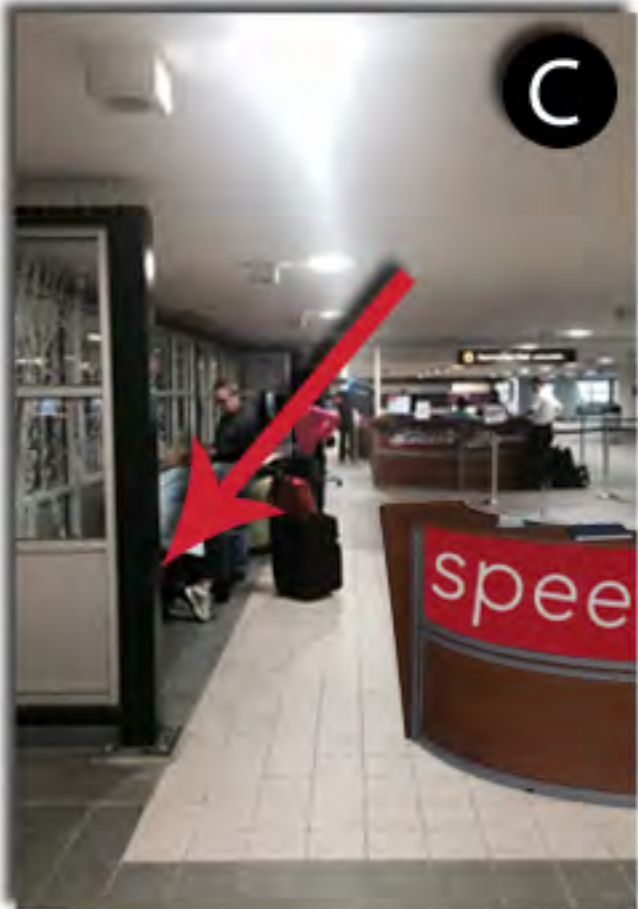




ELEVATION



FOOTPRINT



A POWER UTILIZATION
ID# - P-P2-3F-3 CKT 6

B NETWORK UTILIZATION
ID# - D45

C NETWORK & POWER
UTILITY LOCATION