

Item No. 8f\_supp  
Meeting date: February 10, 2026

# Capacity Building Mentorship Program (CBMP)

**Mian Rice**, Diversity in Contracting Director

**Emily Ho**, Diversity in Contracting Program Manager



# Action Requested

- Commission authorization for Executive Director to execute an Interlocal Agreement (ILA), pursuant to chapter 39.34 RCW, with:
  - Washington State Department of Transportation (WSDOT)
  - Central Puget Sound Regional Transit Authority (Sound Transit)
  - City of Seattle
  - King County
- The agreement will be for the duration of two years for a total cost of \$40,000 to the Port (which is 11% of the total contract amount of \$365,000)

# The Interlocal Agreement

Implement a Capacity Building Mentorship Program for the purpose of strengthening the capacity of small businesses in construction and consulting projects.

- The agreement allows WSDOT to administer funds to the program administrator and submit invoices to the Port and other parties for reimbursement.
- The agreement's performance period commences on January 1, 2026, and is to be completed on December 30, 2027.
- There are an anticipated 40-60 mentor-protégé pairs who will be part of the program. 6-9 of these pairs will be from the Port.

# Program History

- The CBMP strengthens the capacity of small businesses in Washington by connecting them with larger firms engaged in government construction and consulting projects.
- It was originally launched in 2018 through a partnership between WSDOT, the American Council of Engineering Companies (ACEC), and the Associated General Contractors of Washington (AGC). In 2019, the partnership grew to include Sound Transit.
- More than 130 proteges have participated in one of the program's seven cohorts, with over 88% of mentors and proteges in the most recent cohorts reporting being satisfied or very satisfied with the program.

# Benefit to the Port and the Region

- Strengthen the capacity of small businesses in the region.
- Advance the Port's Century Agenda Goal of responsibly investing in the economic growth of the region and all its communities.
- Carry out the Diversity in Contracting Policy Directive of increasing a diverse, competitive pool of potential WMBE and Small Business contractors to meet the Port's Diversity in Contracting goals.
- Leverage existing WSDOT and Sound Transit efforts to accomplish our shared goals.
- Necessary complement to existing Port Business Accelerator Program.

**Thank You**