



**COMMISSION
AGENDA MEMORANDUM**

Item No. 8d

ACTION ITEM

Date of Meeting June 9, 2026

DATE : May 14, 2026

TO: Stephen P. Metruck, Executive Director

FROM: Janice Zahn, Chief Engineer
Bruce Gamble, Manager Construction Safety Services

SUBJECT: Engineering Safety Services IDIQ Agreement

Amount of this request: \$
Total Request project cost: \$4,000,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute up to (1) one indefinite delivery, indefinite quantity consultant agreement for services related to Construction Safety Services with a cumulative total amount not to exceed \$4 million. This agreement will have one base year and a 4-year ordering period. No funding is associated with the request; funding to utilize this contract will come separately from individual project authorizations.

EXECUTIVE SUMMARY

The Construction Safety Management IDIQ will provide the Engineering Construction Management teams with the support needed to meet the project requirements supporting the Port’s Century Agenda, tenant, terminal, small works and major construction projects Port wide. With the anticipated project workload and the fluctuating design and construction market, indefinite delivery, indefinite quantity (IDIQ) contracts provide the port with the flexibility to meet business requirements as they arise by utilizing outside consultants.

This authorization will only authorize the execution of the contracts. A service directive will be issued authorizing the consultant to perform a specified scope of work only after staff has received authorization for the project in accordance with Port policies and procedures.

The agreement/contract will have one base year and a four-year ordering period during which services may be separately authorized. The Port will not issue any service directives in excess of contract’s value or after expiration of the contract ordering period.

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JUSTIFICATION

The Port of Seattle’s existing agreement for Construction Safety Services is nearly at the awarded contract value. When originally executed in 2023, the contract values requested were estimated based on project needs to provide the necessary consultant services for 4 years. Actual project needs are consuming the available contract values sooner than expected. This agreement will be out of funds by November 15, 2026.

Diversity in Contracting

WMBE goals have not yet been established for this agreement. The Diversity in Contracting team will be working closely with the Requesting Department Representative to establish reasonable goals and will actively notify WMBE firms of these opportunities.

DETAILS

The Port anticipates issuing one service agreement contract to provide Construction Safety services.

- Construction Safety Services: The intent is to execute one contract/agreement with the most qualified firm. Due to the nature of these services, subcontracting may not be feasible, however WMBE participation opportunities may be available. Project staff along with the Diversity in Contracting Department will provide outreach and notify WMBE firms of this opportunity.

Scope of Work

The services required under this contract will include construction safety services, in support of various Port projects. . Construction Safety services will monitor and enhance construction sites and will support various large capital projects, small projects, expense projects and all other port department projects as needed.

ALTERNATIVES AND IMPLICATIONS CONSIDERED

Alternative 1 – Procure individual project specific contracts - This alternative would require the process of selecting consultants for each task, thus requiring increased lead time, additional management oversight, and additional administrative preparation.

Cost Implications: Potential impact to project schedules with a strong likelihood of additional project costs which are unmeasurable due to individualized procurements.

Pros:

- (1) Selecting the best consultant to meet the individual specific project expertise.
- (2) Provide more consulting firms with greater opportunities to work.

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- (3) IDIQ agreement provides consultant flexibility to work on multiple projects throughout the Port which provides the Port with a greater efficient use of resources.

Cons:

- (1) This alternative would require the process of advertising and selecting consultants for each project, thus requiring increased lead time, additional management oversight and additional administrative preparation from CPO and Engineering.
- (2) Consulting companies interested in this work would spend more money preparing proposals as part of the selection process.
- (3) Inefficient use of Port funds, consultant funds and resources.

This is not the recommended alternative.

Alternative 2 – Advertise and execute one IDIQ contract for Construction Safety Services to allow for the efficient and cost-effective use of consultants to provide the services required by Engineering.

Cost Implications:

Pros:

- (1) Efficient and effective use of port staff procuring contracts that address multiple projects.
- (2) Efficient and cost-effective use of consultant’s resources.
- (3) Low risk associated with potential project schedule delays due to an inability to support a construction project.

Cons:

- 1) Less opportunity for consulting firms to compete for projects.

This is the recommended alternative.

ATTACHMENTS TO THIS REQUEST

None

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

November 29, 2022 – Commission approved Construction Safety Management IDIQ’s for a total of \$3 million.

January 28, 2020 – The Commission approved Construction Safety Management IDIQ’s for a total of \$2 million.