



**COMMISSION
AGENDA MEMORANDUM**

Item No. 10a

ACTION ITEM

Date of Meeting October 27, 2026

DATE: October 27, 2026

TO: Stephen P. Metruck, Executive Director

FROM: Peter Lindsay, Assistant Director, Airport Operations

SUBJECT: **Additional Authorization for Employee Parking Security Services Contract**

Amount of this request: \$900,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute an amendment for the North Employee Parking Lot Attendant Service contract, with Kingdom Security, Inc., in the amount not to exceed \$900,000, for a new contract value of \$2,850,000.

EXECUTIVE SUMMARY

On-site guard services are an expected service and best practice to safeguard tenant employees, Port of Seattle staff, and port assets supporting the airport's employee parking operation. Currently, guard services are needed for the North Employee Parking Lot (NEPL) located north of the airfield and newly leased areas, specifically parking lots A, C, and M—located along International Boulevard in the City of SeaTac. Collectively, these parking facilities provide over 5,500 parking stalls and are designed to accommodate the needs of more than 18,000 airport tenants who work at SEA airport, ensuring they have reliable access to parking for the next decade.

Security guards provide essential support and access control for the airport's employee parking facilities. They continuously monitor the premises, manage access, and report any criminal or suspicious activities with either on-premises surveillance or patrol surveillance. Additionally, these guards oversee traffic control and deliver high-quality customer service to our airport tenant parkers.

This action seeks to authorize additional funds to fulfill the original contract term which ends October 31, 2027 and provide security guard services for NEPL and newly acquired lots A, C and M.

Employee Parking's existing security contract (S-00321204) is scheduled to expire in October 2027. The contract was originally intended to focus on the North Employee Parking Lot alone,

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however existing funds are insufficient to support the remaining term of the contract and the proposed extension due to the addition of Lots A, C and M.

JUSTIFICATION

To maintain a safe operation, security and access control are needed for airport employee parking lots as staff anticipates constant year-round use by employees. Staffing needs call for a constant guard presence, patrol, and on-duty 24-hours, 7-days a week, and 365-days per year with the following key scope elements:

- Ensure only authorized persons have access to the lot
- Assist customers when they have issues with their access cards
- Provide 24-hour surveillance of the lot
- Available security presence on-hand and ready to react to emergent issues if necessary

This contract covers a limited range of non-specialized tasks, does not require regulatory procedures or financial transactions, and does not require close coordination with other departments for efficiency or success.

FINANCIAL IMPLICATIONS

As an enterprise, Employee Parking is a cost-recovery business whereby the expenditures necessary to operate and maintain the service are recovered directly from tenant customers and users of the service, inclusive of all necessary taxes and fees. As per existing SLOA agreements, current 2026 monthly parking rates are fixed at \$107 per month; monthly parking rates are projected to increase to \$114 per month for the 2027 calendar year, with the forecasted increase of approximately 7.3% annually through 2031.

Cost Breakdown

	This Request
Existing Contract (S-00321204) Expires Oct 2027	\$900,000
Total Contract Value	\$2,850,000

Note: Total sums are rounded.

ADDITIONAL BACKGROUND

None.

ATTACHMENTS TO THIS REQUEST

(1) None