COMMISSION
AGENDA MEMORANDUM **Item No.** 8f

ACTION ITEM **Date of Meeting** November 17, 2026

DATE: October 30, 2026

TO: Stephen P. Metruck, Executive Director

FROM: Chris Wimsatt, Chief Financial Officer
Michael Tong, Director, Corporate Budget

SUBJECT: **2027 Service Agreements for Port of Seattle staff to Provide Services to the Northwest Seaport Alliance**

Amount of this request:	$0
Total estimated project cost:	$0

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute an interlocal agreement (ILA) with the Northwest Seaport Alliance (NWSA) to implement a series of support service agreements to allow Port staff to provide services to the NWSA for 2027.

EXECUTIVE SUMMARY

The NWSA will require service support from different departments at the Ports of Seattle and Tacoma. The means to provide these support services is through an ILA between the NWSA and the homeports as a part of the annual budget process. The costs for these support service agreements are included in both the Port's and NWSA's 2027 budgets.

JUSTIFICATION

The NWSA will require support services from both the Ports of Seattle and Tacoma in order to carry out its functions. Each port will provide these support functions through an ILA that describes the services to be provided.

DETAILS

The NWSA needs support and services from both ports in order to carry out its various administrative functions and operations. Each port intends to execute an ILA with NWSA to allow the ports to provide those services for 2027. The Port of Seattle budget included the budgeted amounts for the proposed ILA service agreements with the NWSA.

Below is a summary of the major cost allocation changes to the NWSA from the 2026 revised budget to the 2027 budget.

Department	2026 Revsd Budget	2027 Budget	'26 vs '27 Change	Explanations
Marine Maintenance	4,688,697	5,456,716	768,020	Mainly due to higher payroll cost and contractual increases.
Waterfront Project Management	1,329,701	1,964,589	634,888	Mainly due to higher payroll costs and contractual increases.
Police	2,731,294	2,940,845	209,551	Mainly due to higher payroll cost, equipments replacements cost, and contractual increases.
Engineering	573,313	844,105	270,792	More Design Services and Survey & Mapping for the NWSA.
Information & Communications	893,045	990,989	97,944	Mainly due to higher payroll cost and systems/softwares contractual increases.
Insurance	1,129,206	924,506	(204,700)	Lower NWSA reimbursable insurance.
Maritime Security	1,956,694	1,853,436	(103,257)	Less direct charges to NWSA related to contract watchmen.
All Other	2,020,365	2,185,205	164,839	
Total	**15,322,314**	**17,160,392**	**1,838,077**	

There are 16 active support service agreements that will be implemented as part of this agreement for 2027 and are attached as exhibits to the ILA.

Scope of Work

The proposed ILA is included as Attachment A. There are 16 active service directives that are attached as exhibits to the ILA. The list of those exhibits is as follows:

Exhibit 1: Accounting, Finance, Treasury and Risk Management
Exhibit 2: Legal and Public Records
Exhibit 3: Information Technology & Information Security
Exhibit 4: External Relations
Exhibit 5: Portfolio Management
Exhibit 6: Capital Development
Exhibit 7A: Port of Seattle Police
Exhibit 7B: Security
Exhibit 8: Maritime Maintenance
Exhibit 9: Central Procurement Office
Exhibit 10: Managing Member (Commission Office)
Exhibit 11: Pier 69 Facilities Management
Exhibit 12: Environment and Sustainability
Exhibit 13: Retired (previously used for Tribal Coordination)
Exhibit 14: Labor Relations
Exhibit 15: Additional Support Services as Needed
Exhibit 16: Retired (previously used for Equity, Diversity and Inclusion)
Exhibit 17: Municipal, County, and State Use of NWSA-Licensed Property
Exhibit 18: North Harbor Customs and Border Patrol Facilities

Schedule

This is a part of the annual budget process.

FINANCIAL IMPLICATIONS

The amounts required to provide the services to the NWSA are included in the Port's 2027 budget.

ADDITIONAL BACKGROUND

None

ATTACHMENTS TO THIS REQUEST

(1) Attachment A (Interlocal Agreement, including 16 service directives attached as exhibits).

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None