



**COMMISSION
AGENDA MEMORANDUM**

Item No. 8e

ACTION ITEM

Date of Meeting November 9, 2021

DATE: October 6, 2021

TO: Stephen P. Metruck, Executive Director

FROM: Randy Hansen, Sr. Manager Emergency Preparedness

SUBJECT: Airport Emergency Preparedness Exercise Support Contract

Amount of this request: \$750,000

Total contract cost: \$750,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute a 5-year contract for emergency preparedness exercise support, at the Seattle-Tacoma International Airport, not to exceed \$750,000.

SUMMARY

The Seattle-Tacoma International Airport (Airport) is required per FAR Part 139 to develop and implement an Airport Emergency Plan (AEP). The AEP addresses essential emergency related and deliberate actions planned to ensure the safety of and emergency services for the airport populace and the community in which the airport is located. Actions recommended in the AEP to enhance emergency response capabilities includes training, drills, and exercises. An example is the comprehensive full-scale preparedness exercise conducted every 3 years, known as the Triennial Full-Scale Exercise (FSE), that focuses on Airport Aircraft Rescue and Fire Fighting response.

A multi-year contracted provider will assist with these critical exercises and significantly improve the Airport's emergency preparedness and resilience. Several equivalent airports conduct exercises annually to maximize their preparedness and resiliency (e.g., Chicago, Atlanta, JFK, Houston, Tampa, Reagan, Dulles, John Wayne, Dallas/Ft. Worth, Orlando, SFO, LAWA, San Diego, Ft. Lauderdale). Approval of this action supports the Port of Seattle Century Agenda Goals, Objectives, and Executive Director's Priorities, and will broaden the current scope to include such things as active shooter, mass evacuation, natural disasters, hazmat, power outage, etc.

As defined in the Federal Aviation Administration (FAA) Advisory Circular, 150-5200-13, exercises are "activities designed to promote emergency preparedness; test or evaluate

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emergency operations, policies, plans, procedures or facilities; train personnel in emergency management duties; and demonstrate operational capability.”

By conducting FSEs annually the Airport can accomplish the following:

- a) Validate emergency plans that provide a response based upon need and emergency location.
- b) Ensure readiness in the procedures and coordination needed to accomplish an effective emergency response in minimum time.
- c) Confirm the functionality and effectiveness of their plans and procedures under controlled conditions and make changes as needed.
- d) Improve emergency responder confidence in the plan, as well as becoming more familiar with the facility, and resources.

Maintaining the current triennial schedule versus the requested annual FSE program reduces two-thirds of the ability to maintain proficiencies in emergency response and recovery. Last year’s (2020) Triennial was conducted successfully under a one-year proof-of-concept contract. This 5-year request scales a repeatable, less labor-intensive, and more efficient and effective exercise planning, conduct, and evaluation process. This is not possible with current staffing in Emergency Preparedness, nor would it provide the long-term tangible benefits to the Airport. There is no funding request with this authorization. The annual budget amount, estimated at \$150,000, will be included in the Aviation Division’s operating budget each year.

There are no attachments to this memo.