

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA
ACTION ITEM

Item No.	<u>5a</u>
Date of Meeting	<u>May 8, 2012</u>

DATE: April 25, 2012
TO: Tay Yoshitani, Chief Executive Officer
FROM: Clare Gallagher, State Government Relations Manager
SUBJECT: Government Relations Advocacy Procurement

Amount of This Request: \$360,000

Source of Funds: Operating Budget

Total Contract Cost: \$360,000

Est. Jobs Created: 0.20 FTE

ACTION REQUESTED:

Request Commission authorization for the Chief Executive Officer to execute a contract for a state government relations advocacy firm for monitoring of state legislation and regulatory activity, and acting on behalf of the Port at its direction. The estimated cost for these services is \$350,000 over four years starting in mid-2012 and ending in mid-2016.

SYNOPSIS:

The purpose of this memorandum is to receive authorization for the Chief Executive Officer to execute a contract with a government relations advocacy firm. The Port currently retains these services for state government relations, to assist the full-time Port manager during the annual legislative session and the interim. The firm will represent the Port at state legislative and agency meetings in Washington state and assist the Port as a liaison with the executive branch, members of the legislature, other state agencies and relevant industry associations. It will provide strategic guidance related to state policy and regulatory issues, including development of legislation and legislator outreach programs. A competitive selection process will be used.

BACKGROUND:

The Port of Seattle has retained state government relations advocacy services for over two decades, to assist the Port in monitoring legislation, communicating on behalf of the Port regarding proposed legislation, advising Port managers and executives on legislative activity specific to the Port of Seattle, and to assist in drafting proposed legislation specific to Port operations and facilities. The Port owns and/or operates multiple lines of business across the airport, seaport and real estate divisions, in addition to engaging in a robust capital development program. Because of the breadth and depth of our operational needs and capital programs, the

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

April 25, 2012

Page 2 of 2

Port is comprehensively engaged in state legislative issues and has used contract services to support our participation.

SCOPE OF WORK REQUESTED:

The firm will assist the full-time Port manager during the annual legislative session and the interim. The firm will represent the Port at state legislative and agency meetings in Washington state and assist the Port as a liaison with the executive branch, members of the legislature, other state agencies and relevant industry associations. It will provide strategic guidance related to state policy and regulatory issues, including development of legislation and legislator outreach programs.

It will promote and protect the Port's interest in state matters. It will conduct other work as assigned, including but not limited to introductory meetings for Port officials and staff, interacting regularly with legislative members, committee staff and representatives of state regulatory agencies, and providing testimony and draft legislation on behalf of the Port.

FINANCIAL IMPLICATIONS:

The estimated cost of the agreement is \$350,000 for four years. Services are estimated at \$72,000 to \$90,000 per year. These funds are budgeted each year in the Public Affairs budget.

OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:

None.

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS:

None.