



**COMMISSION
AGENDA MEMORANDUM**

Item No. 10a

ACTION ITEM

Date of Meeting June 8, 2021

DATE : June 2, 2021

TO: Stephen P. Metruck, Executive Director

FROM: Stephanie Jones Stebbins, Managing Director, Maritime
Michael McLaughlin, Director Cruise Operations & Maritime Marketing
Marie Ellingson, Cruise Operations & Business Development Manager

SUBJECT: Port Agreements Under Center for Disease Control’s Framework for Conditional Sailing Order

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

ACTION REQUESTED

Request Commission authorization for the Executive Director to finalize and sign Port Agreements under CDC’s Framework for Conditional Sailing Order, and amend leases relating to Port cruise facilities to incorporate such Port Agreements.

EXECUTIVE SUMMARY

Since the CDC issued its Conditional Sailing Order guidelines, Port staff have been working diligently with cruise lines intending to sail this season as well as state and local health departments. Our efforts are focused on fulfilling the Port’s commitment to protect the health and safety of the community, cruise passengers, crew and others associated with the cruise operations.

These Port Agreements will generally cover protections to prevent the spread of COVID onto the vessels and also into the community. However, in the event of an on-board infection does occur, the agreements require pre-planning measures to address such an outbreak. More specifically the agreements will cover actions by the cruise line to provide transportation, quarantine and hospitalization of affected crew and passengers. The agreements also will detail the port’s responsibilities, which will include the duties of our Cruise Terminal Manager (CTA).

We are aiming to complete these agreements shortly after June 8, in order to permit the first sailings of Cruise ships in July.

As summary of the elements required in the agreement are provided below.

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JUSTIFICATION

CDC Requirements

As defined in CDC's Framework for Conditional Sailing Order, for a Cruise line to begin sailing with passengers from a U.S. Port, each ship intending to sail must receive from CDC a Certificate of Conditional Sailing. For the cruise lines to receive this certificate, a Port Agreement with the Port and local health authorities is required prior to sailing with passengers.

Port Staff is working towards a template agreement that will be substantially similar across Cruise lines, although each Cruise Line would have a separate Port Agreement. These agreements will be signed by:

- Cruise Line Operator
- Port of Seattle
- State Department of Health and Public Health – Seattle & King County

These agreements will include and cover the following elements

- Cruise Ship Line protocols for the following
 - Embarkation Procedures –Restricted Passenger Voyages;
 - Procedures for Day of Embarkation Screening;
 - Emergency Response Plans;
 - Protocols for Contacting Emergency Medical Services (Non COVID-19 Related);
 - Protocols that Avoid Medical Evacuations at Sea;
 - Disembarkation Procedures in Event of COVID-19 Outbreak;
 - Procedures to Avoid Congregation of Embarking and Disembarking Travelers;
 - Procedures for Informing Port personnel who interact with travelers of COVID-19 Risks;
 - Procedures for Routine Testing and Symptom Monitoring of vessel crew, passengers and terminal personal who are expected to interact with travelers;
 - Procedures for Routine and Outbreak-Level Cleaning for Gathering Areas and Transportation Vehicles; and
 - Reporting Requirements of COVID-19 Cases During Voyages
- Cruise Ship Lines contractual arrangements with:
 - lodging facilities,
 - medical service providers, and
 - medical transportation service providers
- Cruise Ship Vaccinations Strategy
- Approved Ships and Capacity
- Cleaning sanitation requirements for Cruise Terminal

Background and full details of what is required in Port Agreements is presented in the CDC's [Technical Instructions for a Cruise Ship Operator's Agreement with Port and Local Health Authorities under CDC's Framework for Conditional Sailing Order.](#)

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Diversity in Contracting

Not Applicable.

FINANCIAL IMPLICATIONS These agreements are necessary for Cruise Ships to call in Seattle in 2021. While there remains uncertainty, at this time our forecasted budget revenue for the year is \$8.5M. This is a realistic, if not conservative, estimate. These agreements are necessary to realize that revenue.

ATTACHMENTS TO THIS REQUEST

1. Checklist for Port and Local Health Authorities

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None