

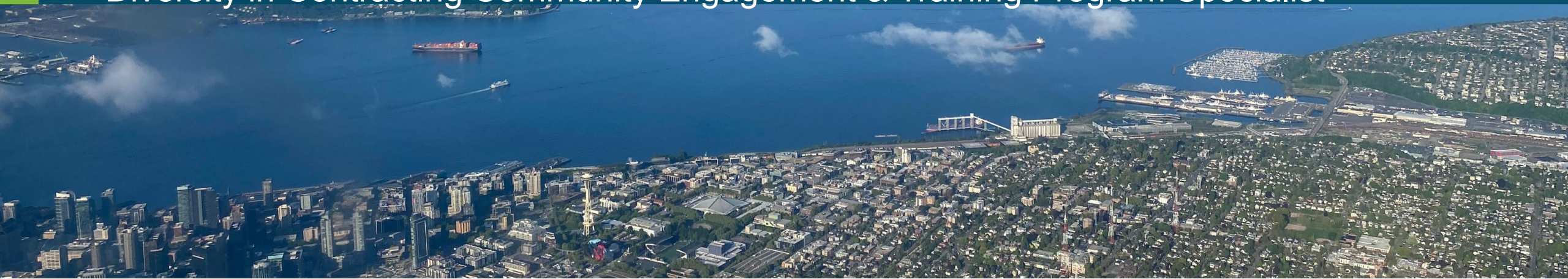
Finding Contracting Opportunities

PORT OF SEATTLE



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Diversity in Contracting Community Engagement & Training Program Specialist





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PORT OF SEATTLE

2

CONTRACTING AT
THE PORT

3

EVENTS

1

PORT OF SEATTLE

- WHAT DOES THE PORT FOCUS ON?
- WHAT DOES THAT MEAN FOR MY BUSINESS?

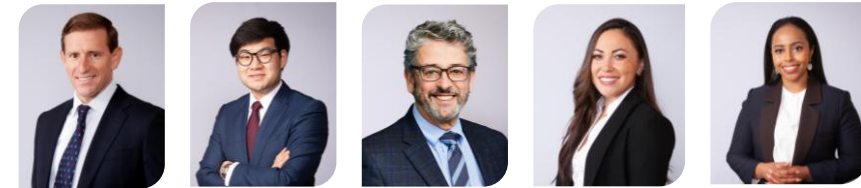


Port of Seattle: Who We Are

*Founded in 1911 by a vote of the people as a special purpose government, the Port of Seattle's mission is to **promote economic opportunities and quality of life** in the region by advancing trade, travel, commerce and job creation in an **equitable, accountable and environmentally responsible** manner.*



King
County
Voters



Port
Commission



Executive
Director



Operational
Divisions

Where we operate



Port of Seattle Lines of Business



SEATTLE-TACOMA INTERNATIONAL AIRPORT (SEA)

- Landside Operations
- Airport Dining and Retail
- Capital Projects
- Air Cargo
- **12th Busiest Airport in America**



MARITIME CARGO, CONTAINER AND BULK

- Northwest Seaport Alliance
- Terminal 91
- Maritime Industrial
- Grain Terminal
- **One of the Largest Cargo Gateways in the U.S.**



MARITIME, FISHING AND CRUISE

- Fishermen's Terminal: Home of the N. Pacific Fishing Fleet
- Premiere Cruise Terminals on the West Coast
- **Largest Cruise Port on the West Coast**



REAL ESTATE AND BOATING

- Warehouse, event, and office space
- Operate 4 Recreational Boating Marinas
- **Home of the U.S. North Pacific Fishing Fleet**

Port of Tacoma Commission

Port of Seattle Commission

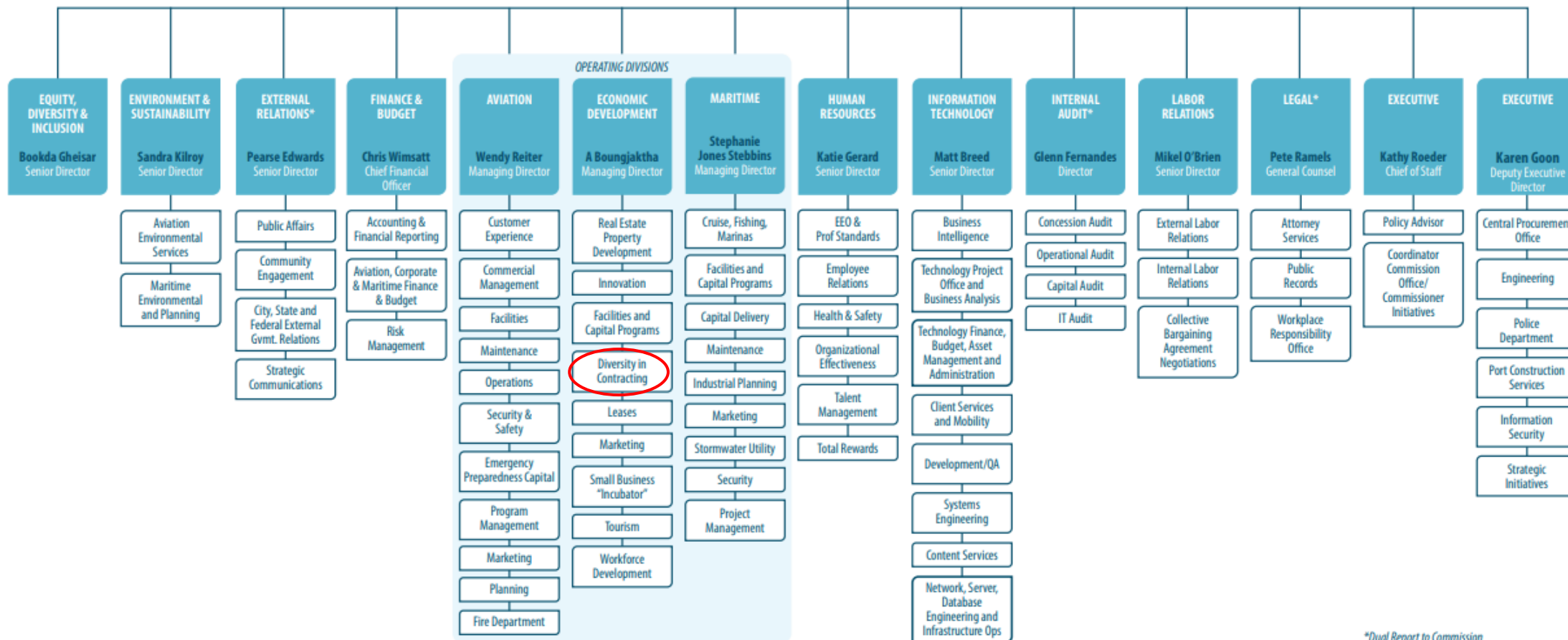
The Northwest Seaport Alliance
John Wolfe
Chief Executive Officer

Stephen P. Metruck
Port of Seattle
Executive Director

Carlene Tudor Lee
Executive Assistant to Executive Director

ORGANIZATION CROSS CUTTING SUPPORT SERVICES

- » Business Intelligence
- » Continuous Process Improvement
- » Cyber Security
- » Emergency Preparedness
- » Engineering
- » Environment & Sustainability
- » Equity, Diversity & Inclusion
- » External Relations
- » Finance & Budget
- » Human Resources
- » Information & Communications Technology
- » Internal Audit
- » Labor Relations
- » Legal Services
- » Police Services
- » Port Construction Services
- » Procurement
- » Safety & Health
- » Strategic Planning



ELT Members

*Dual Report to Commission

DIVERSITY IN CONTRACTING

Resolution 3836 (8e. Resolution)

Advance equity and address contracting disparities by increasing the utilization of Women and Minority Business Enterprises, and other disadvantaged firms. .

Five-year Policy Benchmarks:

- ☐ Increase to WMBE contract expenditure to 16% (Baseline was 5.3%)
- ☐ Partner with 500 WMBE firms annually (Baseline was 118)

DBE Program **Federal**

- Sets triennial goal
- Increases DBE participation on FAA-funded Port projects
- Conducts informational sessions & technical assistance
- Performs Commercial Useful Function Monitoring
- Only accepts firms certified through OMWBE

Engagement & Training

- Organizes PortGen training events and series
- Executes PortGen networking events
- Communicate contracting opportunities to the diverse and small business community
- Establish and maintain relationships with the community

WMBE Program **Local**

- Sets aspirational WMBE goals annually
- Manages inclusion plan requirement and process
- Conducts affirmative efforts
- Monitors goal attainment
- Accepts certified and self-certified firms

Diversity in Contracting Dept. Org Chart



2

CONTRACTING AT THE PORT

- HOW CAN I
KNOW ABOUT
CONTRACTS?
- HOW CAN I
MAKE MYSELF
KNOWN?



Construction

Job Order Contract

- 90% work must be subcontracted
- Current JOC: Centennial and GLY

Public Works Roster <\$150,000

- VendorConnect small works roster
- OMWBE certification required

Small Works <\$350,000

- Typically unit price (aka on-call)

Major Public Works >\$350,000

- Traditional Low-Bid/Alternative PW
- WMBE goals

Service Agreement

Category 1 <\$49,999

- Competition not required
- Advertisement not required

Category 2 \$50,000-\$199,999

- Competitive selection from 3 firms
- Advertisement not required

Category 3 >\$200,000

- Competitive selection
- Publicly advertised
- WMBE Goals

Purchased Goods & Services

Procurement Card <\$5,000

- Port Cardholder IDs vendor
- Credit card purchase is made

Direct Purchase <\$99,999

- Competition not required
- Advertisement not required

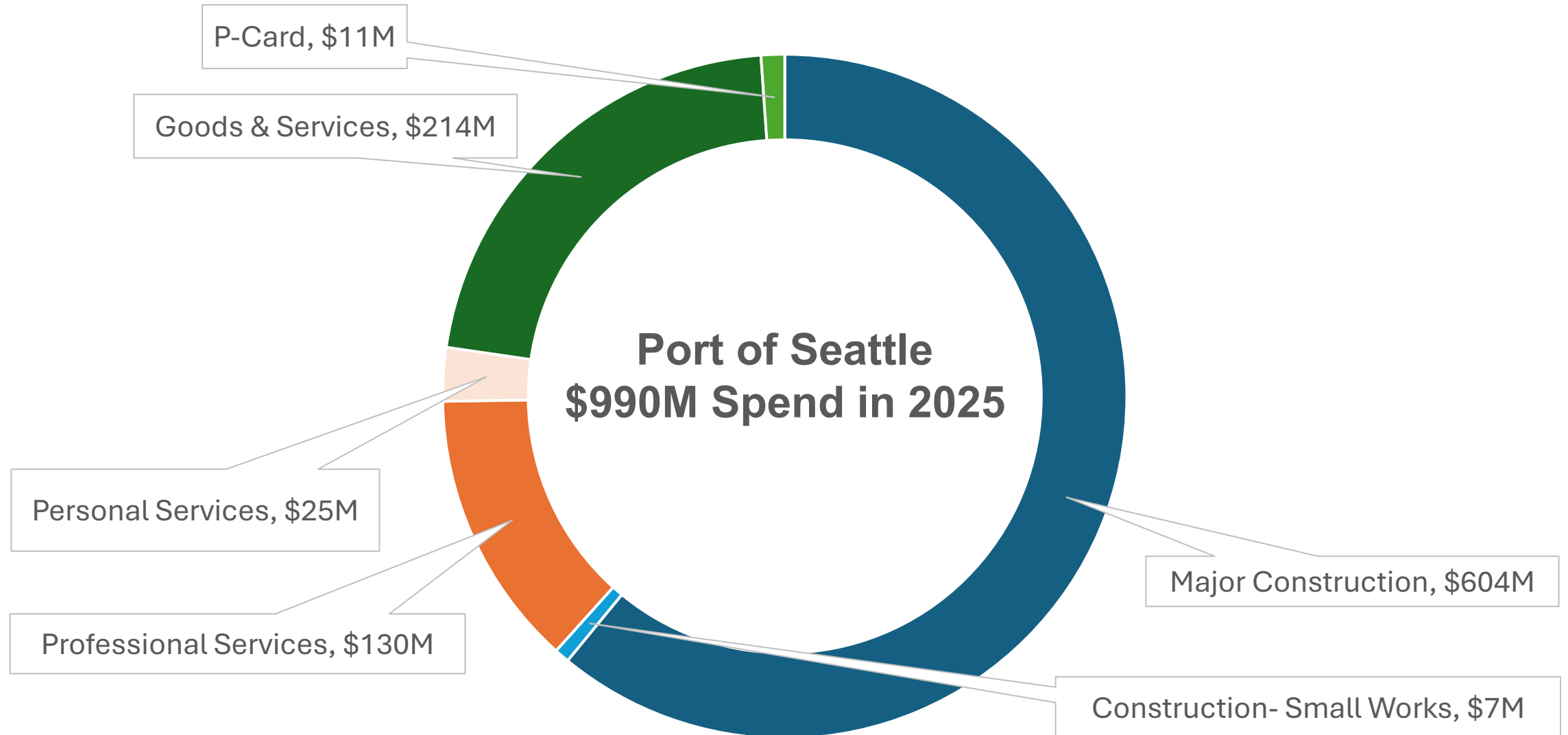
RFQ Procurements \$100,000-299,999

- Competitive selection –3 quote
- Advertisement not required

Formal Solicitations >\$300,000

- Competitive selection
- Public advertisement required
- WMBE Goals

What we spend our contracting dollars on



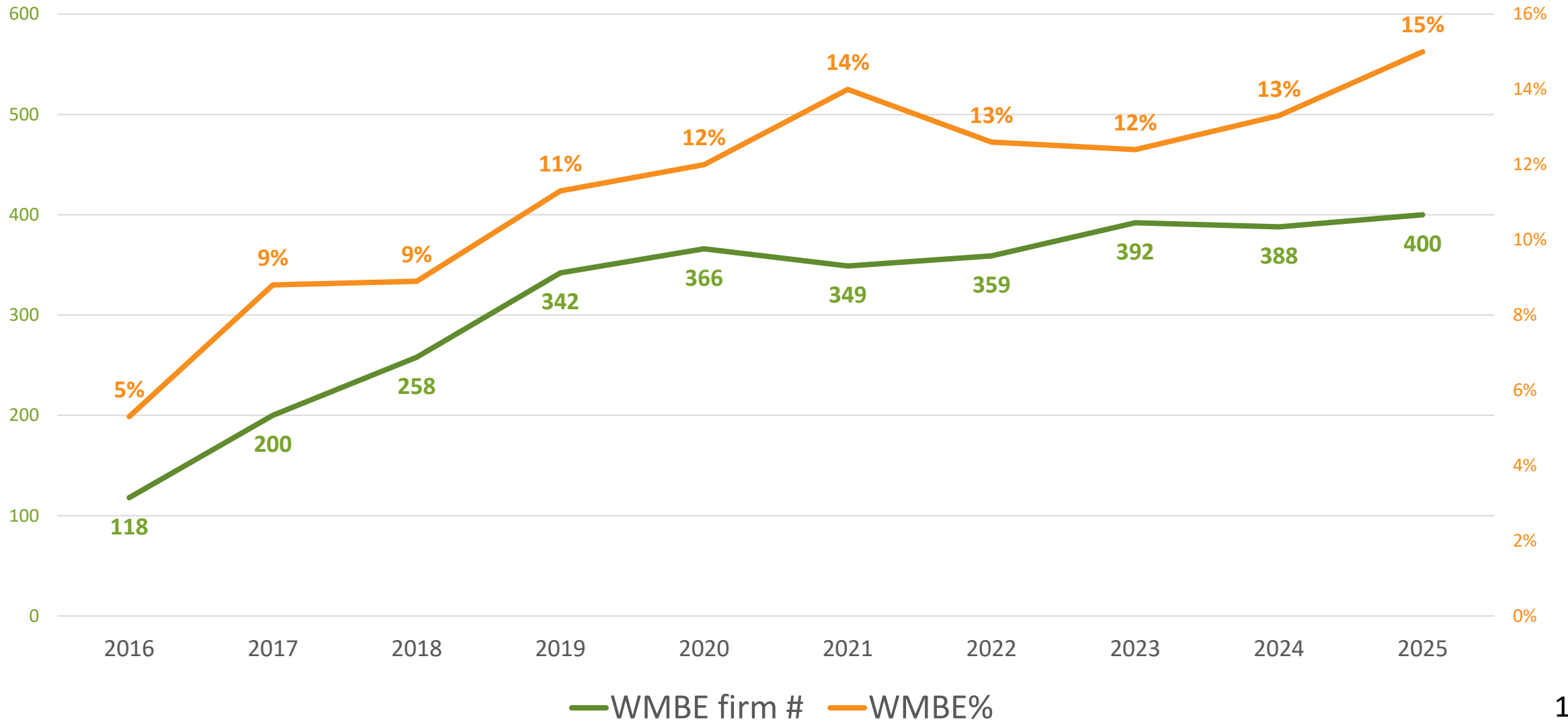
What we spend our contracting dollars on

Table 2. 2025 Port Spend and WMBE Percentage by Contract Type

	Total Spend (Dollars)	WMBE Spend (Dollars)	WMBE %	WMBE firm #
Major Construction	604 M	81 M	13.5%	129
Small Works	7 M	3 M	41.3%	22
Total Construction	611 M	85 M	13.8%	148
Personal Services	25 M	6 M	24.3%	73
Professional Services	130 M	31 M	23.7%	115
Total Service Agreements	155 M	37 M	23.8%	175
Goods & Services	214 M	30 M	14.0%	77
P-card	11 M	0.2 M	1.6%	21
Total Purchasing	224 M	30 M	13.4%	96

All contracting statistics in this slide can be found in our [2025 Diversity in Contracting Annual Report](#)

2016-2025 Port-wide WMBE Utilization



RESOURCES

Top Benefits of VendorConnect



View current and past solicitations



Receive e-mail notifications of bid opportunities matching your NAICS code for larger, advertised projects



Be accessible to and reachable for Primes who are looking for diverse partners



View and contact Primes (viewable as a “plan holder”) that you would like to work with on specific projects

General Tips of Success

- Register on VendorConnect & select applicable NAICS codes
- Select applicable firm certifications (self-identified accepted)
- Conduct research on previously-awarded contracts
- Read entire solicitation and instructions
- Ask questions during solicitation
- Contact the listed Procurement Officer only
- Attend pre-proposal conferences
- Request debriefs for proposal feedback

Solicitation Advertisements

1. Register your business and view current, past, and future solicitations on [VendorConnect](#)
 - Use the [VendorConnect Registration Guide](#) if necessary
2. Sign up to [Diversity in Contracting mailing list](#) to receive our weekly opportunities digest that contains:
 - Most current contracts
 - PortGen events and local events we'll be attending
 - Quarterly newsletters
3. Keep an eye out on notifications in newspapers: Daily Journal of Commerce
4. View Future Opportunities at portseattle.org/page/future-procurements-list

3

EVENTS

-WHAT ARE
PORTGEN EVENTS?



101

Online webinars providing firms with general information about the Port and the Port procurement processes.

First Looks

Online webinars providing specific information about upcoming projects.

Connects

In-person networking events for firms to meet Port personnel, primes, and other small/WMBE businesses.

Advanced PortGen

Series of technical assistance workshops that the Port hosts annually in the Fall to empower WMBE firms with what they need to obtain their first government contract.

Business Accelerator

10-week cohort program designed to enable WMBE firms with previous government contracting experience to level up and get more work. Program includes a robust business development curriculum and weekly one-on-one sessions with a mentor who is selected just for them.

Online Trainings	Date	Industry
Capabilities Statement – Writing for Impact	9/9	All
Follow-up Strategies to Win Work	9/17	All
Dissecting the Bid: Go/No-Go & Compliance Review	9/24	Service & Construction
Filling your Pipeline for Sustainable Success	10/1	Service & Construction
Small Dollar Buy: Your Way In	10/8	Construction
Doing Business with JOC and Prime Contractors	10/15	Construction
Costs of Doing Business	10/22	Construction



Year End Celebration & Accelerator Graduation

Date: Tuesday, December 15, 2026

Time: 4PM – 7PM

Location: Pier 69

Come and hear from each agency's Small & Disadvantaged Business Program managers on how (certified and non-certified) small business do business with each agency!

Question and Answer

Questions about Port Contracting?

Reach out to me!

Dankwa.k@portseattle.org