



How to do Business with the Port of Seattle

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- Port of Seattle
- VendorConnect (Port Procurement Portal)
- Contracting at the Port
 - Construction
 - Service Agreements
 - Goods and Services
- How to Engage
 - VendorConnect
 - Other Steps
 - Upcoming PortGen Trainings and Events

PORT OF SEATTLE OVERVIEW

Economic Impact of the Port of Seattle



Capital Project Plan

\$3.7 Billion

2021-2025



All Port Activities

121,200

Area Jobs



SEA Airport

\$22.5 B



Commercial Fishing

\$1.4 B

Total Economic Activity



Maritime Int'l Trade*

\$16.3 B



Cruise

\$900 M

** In partnership with the Northwest Seaport Alliance*



Aviation – SEA Airport

- 10th most connected international hub in the United States
- 36.2M passengers in 2021

Maritime – Fishermen's Terminal, Marinas, Cruise Ship Terminals

- Fishing vessels at Port facilities produce 13% of total U.S. commercial fishing
- >1 Million cruise passengers each year

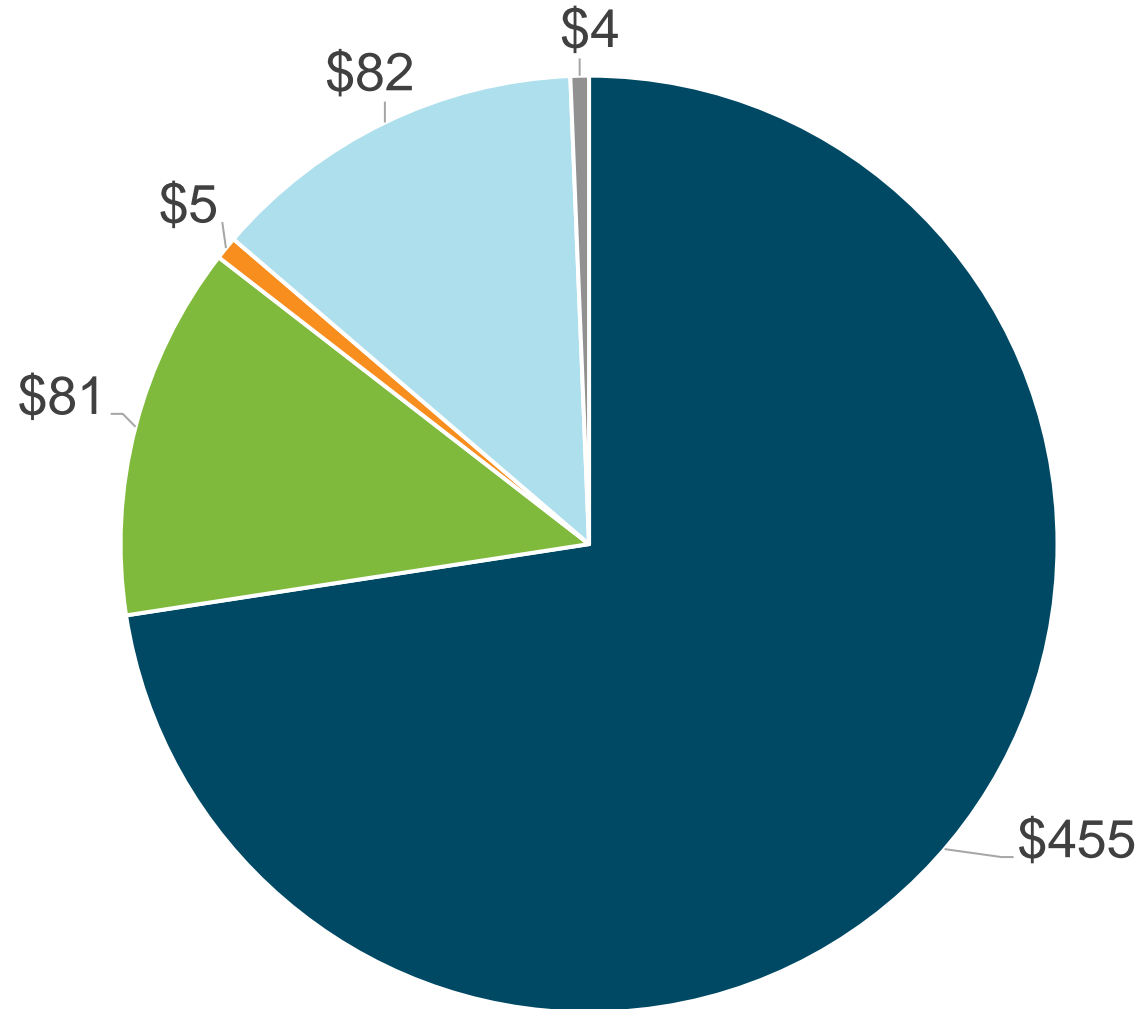
Economic & Community Partnerships

- Local tourism marketing support programs
- Leasing of office, retail, industrial, maritime, and warehousing space to all industries



2023 Division Spend (in millions)

- Aviation
- Maritime
- Economic Development
- Corporate
- NWSA



Port Spend by Procurement Type

Construction \$323M

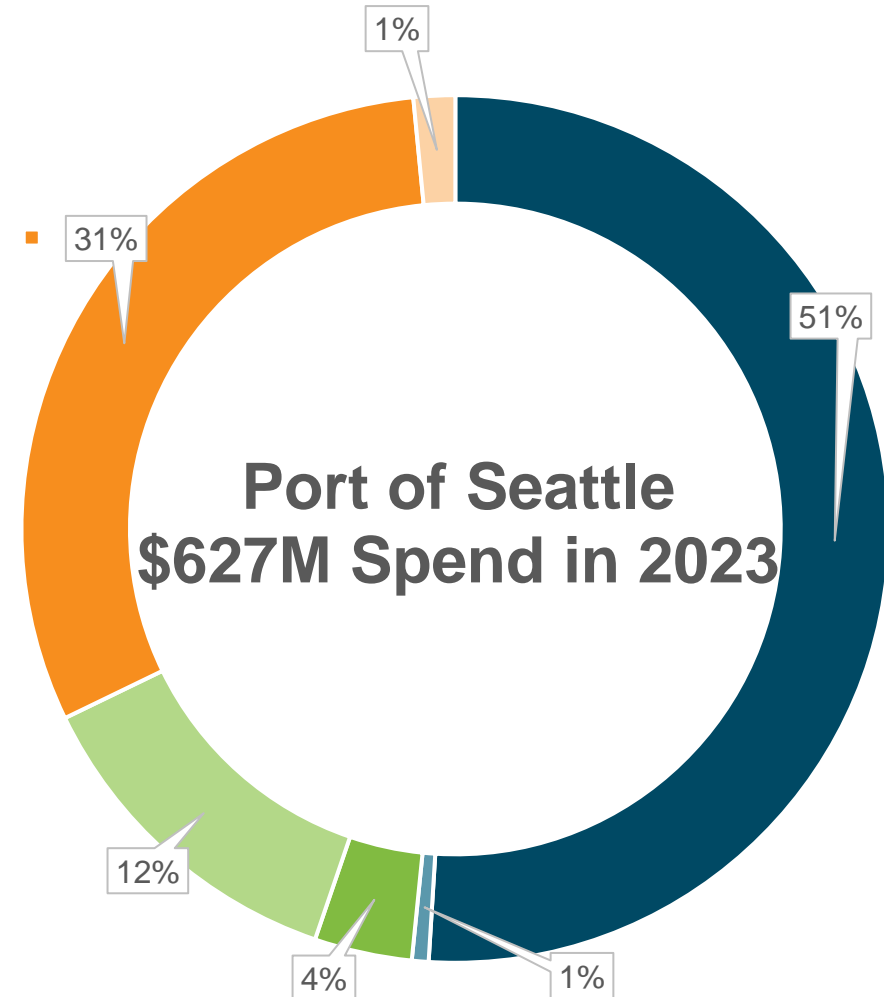
- Major Construction - \$319M
- Small Works - \$4M

Service Agreements \$102M

- Personal Services - \$23M
- Prof. Services - \$79M

Goods and Services \$202M

- Goods & Services - \$192M
- PCard Purchases - \$10M



Diversity in Contracting Policy Directive

Resolution 3737:

Diversity in Contracting (DC) policy established on January 9, 2018 by Port Commissioners. This directive was created to increase women and minority business opportunities because they have faced historical barriers to economic opportunity.

Five-year Policy Benchmarks:

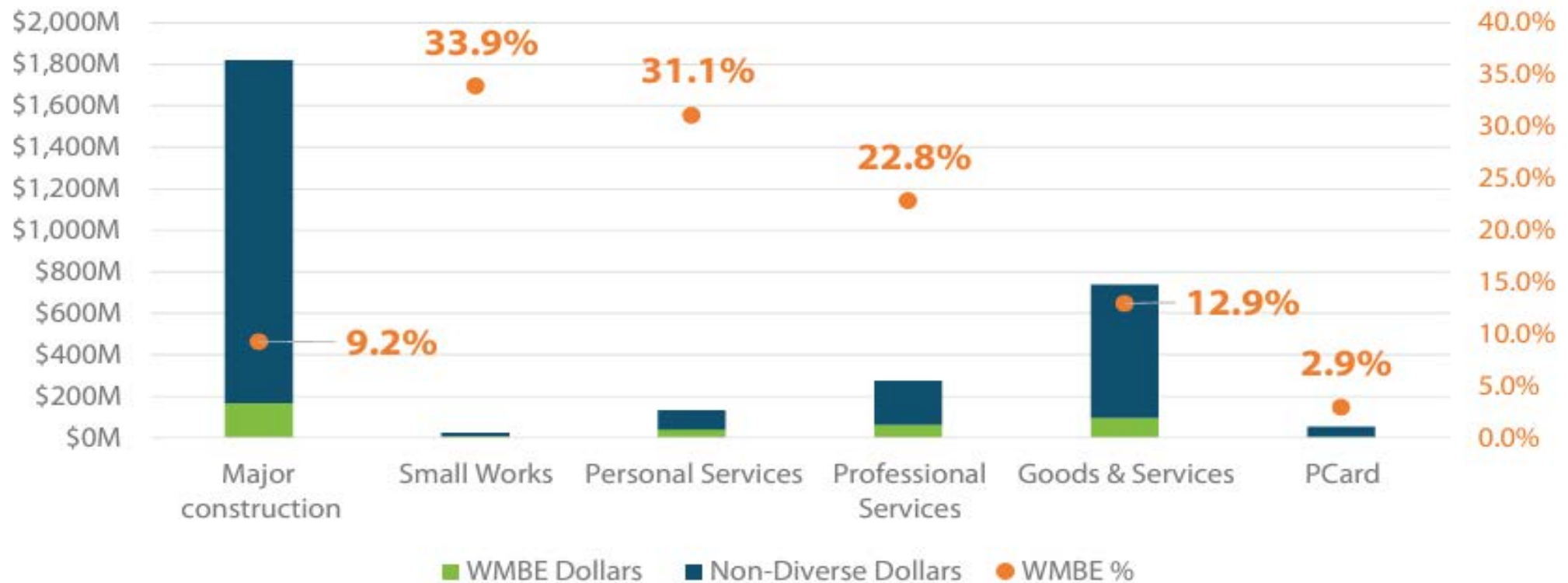
- ☐ Increase to 15% the amount of spend on WMBE contracts within 5 years (Baseline was 5.3%)
- ☐ Triple the number of WMBE firms doing business with the Port (Baseline was 118; Goal is 354)

WMBE Utilization 5-Year Benchmarks

WMBE Utilization	2016	2017	2018 (Policy Directive)	*2019	2020	2021	2022	2023
Percent Utilization	5.3%	8.8%	8.9%	11.3%	12%	14%	12.6%	12.4%
Number of Firms	118	200	258	342	366	349	359	392

WMBE Utilization 5-Year Benchmarks

Figure 5c. Five-Year Total Port Spend and WMBE Percentage by Contract Type



Women and Minority Business Enterprise (WMBE)

- Established by Port Commissioners to ensure small businesses majority-owned (51%) and controlled by women and minority individuals can compete for contracts Independent of government authorities
- Self Certification Accepted at the Port

Disadvantaged Business Enterprise (DBE)

- Port receives funding from USDOT to ensure small businesses majority-owned (51%) and controlled by a socially and economically disadvantaged individuals have a fair opportunity to compete for federally-funded transportation contracts.
- Must be certified through OMWBE

Both programs were created to remedy historical discrimination of disadvantaged groups

VENDORCONNECT

12

Top 5 Benefits of VendorConnect



Be considered by Port staff doing direct-buys and/or inviting firms to bid/provide quote for smaller projects



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



View current and past solicitations

Welcome to the Port of Seattle VendorConnect


Port of Seattle VendorConnect provides procurement and contract information for construction, consulting, and goods and services. This is also the one stop location for registering to be on the following rosters: small works (construction less than \$300,000), consulting services, and goods and services.

To begin, you must register yourself and then find or add your business. If you were in our old system, and this is your first time logging in you must recreate your login account. To do this, click the Register/Login" button below, then the "Sign up now" link on the login screen.

[Register/Login](#)

You may search our solicitations, vendors, and view the event calendar as a guest.

 Search Current/Past Solicitations

 Future Solicitations

 Search Publicly Viewable Vendors

 Event Calendar

VendorConnect Registration

Create New Vendor

Basic vendor information, including Work Types, Roster Types, and NAICS Codes.

NAME*

UBI Contractor License # Phone Website

Ethnicity* ☒ Display My Vendor in Online Business Directory

Work Types

Roster Types

NAICS Codes

NEXT

What you should include:

- Contact information
- NAICS codes
- Business firm certification
- Upload a business firm resume

DASHBOARD > VENDOR INDEX

Vendor Index

List of publicly viewable vendors. Use the filter for more detailed searches. You must login to add your vendor to our system.

 Search Vendors 

 SHOW FILTER

EXPORT TO EXCEL

Name ↑	Work Types	Business Certifications (*self-identified)	NAICS
Dinos Blent Marine LLC	Environmental, Finishes (flooring, painting), Shoreline, Marine Construction, Electrical, Finishes - Painting, Mechanical, HVAC, Plumbing, Services-Coffee Break Supplies & Services, Community Investment		
1 Alliance Geomatics LLC		DBE, MBE, SCS, SBE	541370 - Surveying and Mapping (except Geophysical) Services
1 Industrial Source LLC		DBE, SCS, SBE*, WBE	423320 - Brick, Stone, and Related Construction Material Merchant Wholesalers, 423610 - Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers, 444190 - Other Building Material Dealers
1029 consulting, inc.		SBE*, WBE*	541611 - Administrative Management and General Management Consulting Services, 541612 - Human Resources Consulting Services, 541614 - Process, Physical Distribution, and Logistics Consulting Services, 541618 - Other Management Consulting Services, 561499 - All Other

DASHBOARD > SOLICITATIONS INDEX > SOLICITATION DETAIL

MC-0322149

Dredging MC Unit Price 2025 - 2027

Status: **Open**

Bid Due Date: Apr 4, 2025, 1:00:00 PM

Question Cut-off Date: Apr 1, 2025, 1:00:00 PM

You will have to [login](#) to become a Plan Holder, ask a question, or RSVP to events.

 BECOME A PLAN HOLDER

Overview

Documents

Plan Holders/Bidders

Events

Event Documents

Advertise Date
3/13/2025



Question Cut-off Date
4/1/2025



Order of Magnitude
\$12M

Estimate Quarter
1

Estimate Year
2025

CONTRACTING AT THE PORT

Port Contract Roles



Firms can participate as:

Prime Contractor who is responsible for:

- Proposing in VendorConnect and putting together the team
- Meeting contractual requirements
- Completing the project
- Reporting and meeting inclusion goals
- Obtaining minimum insurance requirements

Subcontractor who is responsible for:

- Any flow-down clauses from the contract
- Possible insurance requirement

Procurement Types at the Port

Public Works
“Construction”

Service
Agreements
“Consulting”

Purchasing
“Goods and
Services”



1. Small Works < \$350,000

- Includes Unit Price (“On-Call”) Contracts
- Lump Sum Projects

- **Electrical**
- **Telecommunications**
- **Regulated Materials Management**
- HVAC
- **Mechanical**
- Landscape Maintenance
- Dock and Piling

- Roof Repairs
- Paving
- Sealcoating & Striping
- Sawcutting
- Cast in Place Pipe (CIPP)

Why Register on the Small Works Roster?

The Port awards 20-30 SW contracts per year in multiple disciplines. Of those on-call contracts, an average of 200-300 projects are completed each year.

2. Major Construction >\$350,000

- Traditional Low Bid
- Lump Sum Projects
- May Include – Federal or Grant Funding

3. Alternative Public Works

- Design Build
- General Contractor/Construction Management – GC/CM

3. Alternative Public Works (continued)

- Job Order Contract
 - Individual small projects are assigned as Work Orders
 - Well-defined, recurring, or repetitive work where quick execution is essential
 - Small new construction, renovation and alteration projects that are not typically completed by SW On-Call (one-trade)
 - Work Orders = up to \$500,000
 - Prime: Centennial Contractor Enterprises
 - Request a subcontractor qualification form from:
 - Cory Andreatta-Pierce, candreatta-pierce@cce-inc.com

Public Works Delivery Methods

Category	Method	Selection	Price	Design Phase	Construction	WMBE/DBE Goals
Major Works	Design Bid Build	Low Bid	Lump sum/Unit Price	Designer	Contractor	Yes. In inclusion plan
Alternative Public Works	GC/CM	Qualifications/\$ Profit	MACC	Designer & Contractor provided services	Contractor	Yes. In Inclusion Plan
Alternative Public Works	Design Build	Qualifications/\$ Price	Lump Sum (traditional)	Designer/Contractor (Same)	Designer/Contractor (Same)	Yes. In Inclusion Plan
Alternative Public Works	JOC	Qualifications/\$ Price	RS Means Pricing Book	Designer	Prime/Subcontractor	16% WMBE 5% DBE

Public Works Requirements & Considerations

Interested in Public Works Construction?

State of Washington public works minimum requirements to be considered “Responsible bidder”:

- Contractor’s license
- WA Unified Business Identifier number (UBI#) or Federal Tax ID#
- Department of Revenue account
- Employment Security number
- Industrial insurance
- Performance and payment bonds
- Prevailing wage - Intents & affidavits
- Not currently debarred from bidding on a project that involves prevailing wage
- Must attend L&I training on Public Works and Prevailing Wage Law unless a contractor has been in business for 3 or more years and has completed 3 or more public works projects.
- Certified Payrolls

Learn more about these requirements at:

<https://lni.wa.gov/licensing-permits/public-works-projects>.

POS Construction Considerations:

Insurance minimums:

CGL = \$1M/\$2M

Auto = \$1M to \$5M for AOA (\$10m on airfield)

Employer’s Liability(stop gap) = \$1M

Pollution liability, vessel liability, other requirements per scope of work

Retainage = 5% from each invoice

Performance and Payment Bonds = \$ contract amount

Badging = Airport and Seaport (TWIC) = \$200-\$400 per person

Safety program = Training, Plans, JHA’s

Other Possible Projects Requirements:

Project labor agreements (PLA)

Federal Funding = Buy America, Davis-Bacon Act and other related acts

Night work/Shift work

Parking restrictions

Space restrictions – laydown areas



Visit bit.ly/portgenjoc-smallworks
to see a full presentation on our JOC
and Small Works process.



SERVICE AGREEMENTS

Service Agreements Procured

- Personal Services

- Financial
- Auditing
- Training/Coaching
- Graphic Design/Marketing
- Computer/Info Technology
- Architectural Design
- Engineering Design
- Planning
- Copywriting/Editing
- Construction Management
- Airport Dining and Retail Consulting
- Legal Services
- Maritime/Seaport Environmental Support
- **And much more!**

- Contracts for services outside the architectural and engineering disciplines
- Cost information is requested as part of consultant proposal
- Port utilizes “best value” criteria to determine selection
- After qualification rating is complete, pricing is analyzed

- Professional Services:
 - Architecture
 - Engineering
 - Landscape Architecture
 - Land Surveying
- Qualifications-Based Selection – Proposal & Interview
- Competitive process in which consultants are selected based on demonstrated competence and qualifications for the type of professional services required
- Price cannot be a selection criterion
- Negotiate contract with highest rated (most qualified) consultant

- Indefinite Delivery Indefinite Quantity (IDIQ)
 - General Scope of Work (SOW)
 - Hourly Rates
 - Service Directives: specific SOW and Level of Effort (LOE)
- Project Specific
 - Specific SOW and LOE
 - SOW and LOE negotiated upfront

Service Agreements Thresholds

- <\$49,999 (Category I)
 - One consultant selected
- \$50,000-200,000 (Category II)
 - Three firms interviewed
 - WMBE Equity Goals Sometimes
- >\$200,000 (Category III)
 - Publicly advertised
 - Pre-proposal conference
 - WMBE Equity Goals

Service Agreements Requirements

- Know your rates and understand how Port negotiates rates
- Typical Insurance Coverages Required:
 - Auto
 - General liability
 - Errors and omissions
- Required Documentation
 - Certificates of insurance
 - Policy endorsements
- Limits of Coverage Required (in Dollars)
- Washington UBI Number
- Washington State Workers Compensation (if applicable)
- Federal Taxpayer Identification Number (e.g. SSN, EIN)
- No Debarment

PURCHASING

Purchasing (aka Goods and Services)

Goods:

- Electronics
- Furniture
- Office Supplies
- Automotive Parts
- Police & Fire Equipment

Services:

- Catering
- Janitorial
- Mechanical
- Drug Testing
- Veterinarian (Police Dogs)
- Window Cleaning



Goods and Services Contracting Types

- < \$49,999
 - Direct Purchases
- \$50,000 - \$150,000
 - Selection Based on Quotes
- >\$150,000
 - Advertised Bids/Proposals
 - Equity Goals (typically on service contracts)

- Insurance
- Safety Plan
- Bank Information
- W9
- Business Classification Information
- Badging requirements

Procurement Card Program

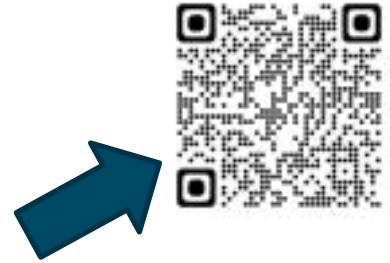
P-Card



HOW TO ENGAGE

To be Notified of Project Advertisements

- Register on [VendorConnect](#) & see [User Guide](#) for help
- Sign up for our [Diversity in Contracting mailing list](#) by scanning the QR code or visiting bit.ly/portdcmailinglist for weekly digest and latest training and networking events.



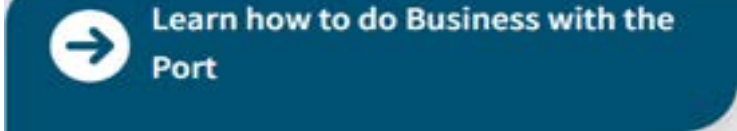
Once Advertised, First Steps to Pursue a Posted Project

- Reach out to Project Plan holders on VendorConnect
- Become a Plan Holder on VendorConnect
- Attend informational/pre-bid meetings to network and learn about the Port and the job, team up with other small businesses

How to participate as a sub

- View our upcoming Capital Projects webpage
 - www.portseattle.org/UpgradeSEA
 - www.portseattle.org/Maritime-and-Economic-Development-Capital-Projects
- Attend local trade shows
- Attend pre-proposal conferences
- Check out past awardees on VendorConnect
- Register as a planholder for specific procurements
- Network with primes at PortGen networking events
- Reach out to primes who attended PortGen events

Diversity in Contracting website:

- Click the  flag.
- Scroll Down to view “Past PortGen Events & Trainings with Materials” and click “presentations” or “registrants” for each PortGen event.
- Scroll to the bottom of the page to view the [Diversity in Contracting Event Archive](#)

- PortGen:** Port of Seattle Small Business Generator
- **PortGen 101:** Webinars providing essential information for working at the Port.
 - **PortGen First Look:** Presentations on specific Port Projects (usually online)
 - **PortGen Connects:** Networking-focused in-person events

Advanced PortGen

This program consist of classes that combine a resource video of detailed information and a virtual Q&A session to discuss the topic with a professional in the industry.

- Partner: APEX Accelerators
- Duration: 7-weeks
- Format: Online
- Access: Open to public

Business Accelerator Program

This program includes an application process where select businesses undergo rigorous curriculum and are paired with a mentor in their industry to scale up!

- Partner: Business Impact NW
- Duration: 13-weeks
- Format: Online & in-person
- Access: Accepted program members

Both are training series designed for small, minority, and women-owned businesses wanting to learn how to be more successful with government contracting.

PortGen 101: How to do Business with the Port - Construction

Date: Wednesday, April 23rd

Time: 2:00PM – 4:00PM

Topics included but not limited to:

- Certifying as a small, or diverse firm with the Port
- How Port of Seattle implements construction contracts
- The different types of Port construction opportunities
- Best practices for maximizing your opportunities



[Register Here](#)

Questions?

THANK YOU FOR ATTENDING



POST – EVENT SURVEY