

# ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 6B  
Meeting Date: 6/25/24

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**DATE:** June 21, 2024

**TO:** Port of Tacoma Commission

**FROM:** Eric Johnson, Executive Director  
Sponsor: Erin Galeno, Chief Financial & Administrative Officer  
Project Manager: Colin Millan, Director, Port Security

**SUBJECT:** Port of Tacoma Security Services Agreement Approval (Five-Year Agreement)

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A. **ACTION REQUESTED**

Authorize the Executive Director or his delegate to enter into a five-year security services agreement with SSAT for the period November 1, 2023, through October 31, 2028.

B. **BACKGROUND**

In October of 2009, the Commission approved a contract to provide APMT with security services in exchange for APMT payment, through December 31, 2017. APMT provided notice to Port of Tacoma (Port) of its lease termination effective October 2, 2017. SSA Terminals (Tacoma) began operating the Terminal on October 2, 2017, in accordance with the Lease and Operating Agreement with the Port of Tacoma.

On October 19, 2017, the Commission approved the transfer of the Security Services Agreement, from APMT to SSA Terminals (Tacoma). SSAT agreed to assume all obligations responsibilities, rights, and duties of APMT as set forth in the Security Agreement.

The Port, since inception of the Security Services Agreement (2009), established a Terminal Security workforce to provide these services, which consists of represented Terminal Security Officers. Services provided include access control, roving patrol, and CCTV monitoring in conformance with U.S. Coast Guard requirements and the tenants Facility Security Plan (FSP). All terminal security officers are covered by the ILWU Local 22 Terminal Security Officers CBA. The Commission is now requested to authorize the Executive Director or his delegate, on behalf of the Port of Tacoma, to approve the Security Services Agreement in its entirety.

C. **CONTRACT PROVISIONS**

1. Duration: November 1, 2023, through October 31, 2028
2. Security services general scope of work: The Port of Tacoma will provide, manage, and maintain a uniformed security and response force 24 hours a day, 7 days a week, for the physical protection of the SSAT Terminals Pacific Ltd. marine terminal at the Port of Tacoma

as directed by the SSAT-Facility Security Officer in accordance with all applicable federal, state, and local laws, regulations, rules, and orders, including but not limited to policies, procedures, and directives, and the Terminal Lease and Operating Agreement between SSAT and the Port of Tacoma

**D. FINANCIAL SUMMARY**

	Year 1	Year 2	Year 3	Year 4	Year 5	Total for Contract
Contract Revenue	\$ 2,112,103	\$ 2,258,611	\$ 2,384,496	\$ 2,502,897	\$ 2,629,296	\$ 11,887,403
TSO Total Cost	\$ (1,930,484)	\$ (2,065,385)	\$ (2,181,167)	\$ (2,289,757)	\$ (2,405,961)	\$ (10,872,753)
Operating Margin	\$181,619	\$193,226	\$203,329	\$213,140	\$223,335	\$ 1,014,650