

Item: 6A

Date: 12/17/24

Dickson Frohlich Phillips Burgess - General Legal Services Contract Extension

Erin Galeno

Chief Financial and Administrative Officer

Port of Tacoma Commission Meeting

Date: December 17, 2024



Request authorization to exercise the one-year extension option on contract number 071560 for general legal services with Dickson Frohlich Phillips Burgess PLLC in the amount of \$450,000 for a total contract value of \$1,563,800.

- The Port of Tacoma does not have in house staff to provide general legal or real estate legal services.
- In 2022 the Port entered into a 3-year contract with a 1-year extension with Dickson Frohlich Phillips Burgess PLLC for general legal services.
- The original agreement anticipated 800-1000 hours annually but has been trending closer to 1200 hours the last two years. Reasons for the increase include the Maritime Center project and stormwater litigation.

Consultant will provide practical legal advice to the Port Executive Director, Port Staff, and the Port Commission, regarding the legal risks of certain courses of action, recommend legal strategies, ensure compliance with all relevant laws and statutes, recommend and engage special legal counsel on matters as directed and approved by the Port Commission or the Port Executive Director, and represent the Port as its general legal counsel.

The term of the contract extension is
January 1, 2025 to December 31, 2025.

The Commission approved 2025 budget includes \$508,000 for general legal services.

The Plan of Finance includes legal service expenditures annually.

Request authorization to exercise the one-year extension option on contract number 071560 for general legal services with Dickson Frohlich Phillips Burgess PLLC in the amount of \$450,000 for a total contract value of \$1,563,800.



Thank You

Questions & Discussion



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