

## MEMORANDUM

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**DATE:** August 13, 2026

**TO:** John Wolfe, Chief Executive Officer

**FROM:** Norman Gilbert, PE, Sr. Director, Engineering (As delegated by Thais Howard)

**SUBJECT:** **DECLARATION OF EMERGENCY FOR THE  
PCT ALEXANDER AVE EMERGENCY ACCESS GATE REPLACEMENT,  
SOUTH HARBOR**

Description:

On Saturday, August 8, 2026, at approximately 3:30 am, a vehicle collided with the north emergency access gate on Alexander Avenue adjacent to Pierce County Terminal (PCT). After running into and bending the gate, the vehicle immediately left the scene. While cameras on the terminal and along Alexander Ave recorded the event, the cameras were unable to capture identifiable details regarding the vehicle or its license plate. The accident has been reported to the NWSA Risk Manager.

This declaration of emergency is being requested later in time than would be typical, and the delay is due to the fact that the original expectation was that Port of Tacoma (POT) Maintenance would be able to repair the gate, but after review, it was determined that an outside vendor is required to replace the gate. Similar to the incident damaging the south gate at the same location in May, replacing the gate is critical because the gate provides access for emergency responders to PCT. The other terminal entry gates are frequently obstructed by trains or trucks, and the Alexander Ave gate is the only unobstructed entry point for emergency access to PCT, EB1, and other businesses along Alexander Ave. In addition, the gate is part of the terminal's Maritime Transportation Security Act (MTSA) restricted area and cannot remain open without an officer stationed at the location. Because of the security sensitivity, need to maintain emergency access, and inability for POT Maintenance to perform the work, we need to quickly hire an outside contractor to complete this urgent repair.

The replacement of the gate is a Lessor responsibility. NWSA and POT personnel are currently assessing the damage to the gate and preparing a scope of work and cost estimate for its replacement. This emergency contract will cover all costs associated with the gate replacement.

Justification:

As described, this situation meets the RCW 39.04.280 definition of emergency for purposes of exemption from competitive procurement processes as this is an unforeseen circumstance beyond the control of the NWSA that presents a real, immediate threat to the proper performance of essential functions.

Therefore, in accordance with the NWSA policies (Master Policy, Section 8.j) and applicable law (RCW §§ 39.04.020 and 39.04.280), and as authorized by the NWSA Chief Executive Officer's signature below, an emergency is hereby declared, and staff is authorized to proceed with immediate work relative to the above-described conditions, including issuing contracts without full competitive bidding requirements as necessary to respond to the emergency in accordance with RCWs 39.04.020, 39.04.280 and 53.19.030. The declaration of emergency will be published on the NWSA's website and in a newspaper of general circulation published in the county in which such work is to be done within seven calendar days following commencement of the work or execution of the contract, whichever occurs first. This Declaration is herewith filed with the Managing Members.

Dated this 13th day of August 2026

John Wolfe

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John Wolfe  
Chief Executive Officer

cc: NWSA Managing Members

**Signature:**   
John Wolfe (Aug 13, 2026 09:09:15 PDT)  
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