



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 6i

**ACTION ITEM**

**Date of Meeting** January 8, 2019

**DATE:** December 26, 2018  
**TO:** Stephen P. Metruck, Executive Director  
**FROM:** Sandra Kilroy, Director Maritime Environment and Sustainability  
Jane Dewell, Maritime Stormwater Program Manager  
Pamela Tupper, Contract Administrator  
**SUBJECT:** Contract for Maritime Salmon-Safe Recertification

**Amount of this request:** \$60,000  
**Total estimated project cost:** \$60,000

**ACTION REQUESTED**

Request commission authorization for the Executive Director to execute a contract with Salmon-Safe, a non-profit organization, for an amount not to exceed \$60,000, for the Port's Salmon-safe certification and that commission determine a competitive process is not appropriate or cost effective and exempt this contract from a competitive process consistent with RCW 53.19.020.

**EXECUTIVE SUMMARY**

The Port of Seattle Maritime Parks have been Salmon-Safe certified since 2008. This is an environmental certification program, conducted exclusively by the non-profit Salmon-Safe organization for the West Coast, that highlights water quality and habitat work that the Port performs. The certification cycle is five years with the current cycle ending in 2018. The requested contract authorization covers the cost to continue the Salmon Safe certification for the next three cycles.

**JUSTIFICATION**

Staff conducted research and have determined that a competitive solicitation is not appropriate or cost effective considering the Salmon-Safe organization has the exclusive peer-reviewed and accreditation program in Washington, Oregon, California, and British Columbia.

The Salmon-Safe non-profit organization exclusively certifies farms and urban landscapes in the Salmon-Safe certification program recognizing practices that protect water quality, maintain watershed health and restore habitat. It is consistent with the Century Agenda to be the greenest Port in North America. The Port's maritime parks have participated in this program since 2008, and recertification assessments are due every five years. To keep Salmon-Safe

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certification, the Port needs to perform required objectives and then be assessed. The assessment process involves time and effort from Salmon-Safe staff and experts, and a contract to cover these costs is needed. The request for the exemption would allow the Port to continue supporting and being recertified as Salmon-Safe.

### **DETAILS**

Since 1998, Salmon-Safe has successfully defined and promoted ecologically sustainable development and land management practices that protect water quality and aquatic biodiversity throughout the Northwest. The Salmon-Safe parks initiative is the nation's first certification program linking park system development and operation with the protection of water quality and an imperiled species. In Washington State, Salmon-Safe activities include more than 100 farms, orchards, and dairies. Together they engage corporate, commercial and institutional landowners in addressing critical issues impacting Northwest salmon and Puget Sound including urban and municipal parks projects.

Businesses and other urban landowners achieve Salmon-Safe certification after a rigorous assessment and independent verification of their operations by experts in stormwater, landscape management and fish biology. The Port's system of parks and public access points on the Duwamish and Elliott Bay were among the first Washington sites to achieve Salmon-Safe certification in 2008.

The Salmon-Safe certification is a continuous improvement program that involves reassessment every five years. The Salmon-Safe contract being requested would cover the 2018/2019 recertification assessment work and include two additional five-year recertification cycles in 2023 and 2028.

### ***Scope of Work***

Salmon-Safe will conduct an assessment for site-wide certification of the approximately 50-acre Port of Seattle system of eight parks and 22 public access areas, including review of restoration master planning and activity to date, landscape management, stormwater systems, and design guidance in future park development to ensure alignment with Salmon-Safe standards into the future. Policy and field-level evaluations will be conducted using Salmon-Safe's peer reviewed park standards to evaluate whether park system planning, operations and restoration activities are consistent with Salmon-Safe principles of net-positive watershed impact.

The actions will include the following in 2019, 2023 and 2028:

- (1) Certification site visit and meeting – visit a number of Port parks and publicly accessible properties to evaluate landscape, stormwater treatment, and habitat restoration projects developed between each recertification cycle.
- (2) Certification report and outreach – a report of findings and recommendations for the 2019, 2023 and 2028 cycles will be provided to the Port, with meetings to discuss

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findings and next steps for continuous improvement. This includes Salmon-Safe support in public and media outreach.

- (3) Certification verification – annual review of progress and to address questions and changes will be provided by Salmon-Safe staff and experts.

**Schedule**

The Salmon-Safe evaluations would occur every five years. The 2013-2018 cycle will be addressed in early 2019, and the next two five-year cycles would occur in 2023 and 2028. Annual verification work would occur each in-between year.

*Activity*

Salmon-Safe Assessment & Verification	Timeline
2018-2023 certification assessment	2019 Quarter 1
2018-2023 annual verification	2020-2023 Quarter 2
2023-2028 certification assessment	2023 Quarter 4
2023-2028 annual verifications	2024-2028 Quarter 2
2028-2033 certification assessment	2028 Quarter 4

**Cost Breakdown**

	This Request	Total Project
2018-2023 Certification Assessment & Annual Verification	\$18,000	\$18,000
2023-2028 Certification Assessment & Annual Verification	\$20,000	\$20,000
2028-2033 Certification Assessment & Annual Verification	\$22,000	\$22,000
<b>Total</b>	<b>\$60,000</b>	<b>\$60,000</b>

**ALTERNATIVES AND IMPLICATIONS CONSIDERED**

Three alternatives are presented. A possible fourth, to contract some other organization to conduct the Salmon-Safe assessments and verifications, is not feasible since Salmon-Safe is the only organization that can certify and verify the program that they have developed.

**Alternative 1 – Not fund Salmon-Safe certification program for Maritime Parks**

Cost Implications: No contract costs (\$0)

Pros:

- (1) Do not expend money on Salmon-Safe contract
- (2) Do not expend staff time and effort to support Salmon-Safe related projects

Cons:

- (1) Discontinue Salmon-Safe program for Maritime Parks

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- (2) Reduce focus on and community recognition of conducting voluntary and pro-active program that supports salmon protection
- (3) Reduce efforts that support Century Agenda

This is not the recommended alternative.

**Alternative 2** – Fund request for Salmon-Safe certification for Maritime Parks for two cycles

Cost Implications: \$38,000 over 10 years

Pros:

- (1) Continue the Maritime Parks Salmon-Safe program
- (2) Support Century Agenda goals through Salmon-Safe recommended elements
- (3) Recognition by community for doing voluntary and pro-active salmon protection projects

Cons:

- (1) Cost of Salmon-Safe contract
- (2) Time and effort by staff to support and implement Salmon-Safe related projects

This is not the recommended alternative.

**Alternative 3** – Fund request for Salmon-Safe certification for Maritime Parks for three cycles

Cost Implications: \$60,000 over 15 years

Pros:

- (1) Continue the Maritime Parks Salmon-Safe program
- (2) Support Century Agenda goals through Salmon-Safe recommended elements
- (3) Recognition by community for doing voluntary and pro-active salmon protection projects
- (4) Demonstrates our commitment to water quality and habitat best practices over the long run and demonstrates contract efficiencies.

Cons:

- (1) Cost of Salmon-Safe contract
- (2) Time and effort by staff to support and implement Salmon-Safe related projects

***This is the recommended alternative.***

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**FINANCIAL IMPLICATIONS**

***Cost Estimate/Authorization Summary***

	Capital	Expense	Total
<b>COST ESTIMATE</b>			
Original estimate	\$0	\$60,000	\$60,000
<b>AUTHORIZATION</b>			
Previous authorizations	0	0	0
Current request for authorization	0	\$60,000	\$60,000
Total authorizations, including this request	0	\$60,000	\$60,000
Remaining amount to be authorized	\$0	\$0	\$0

***Annual Budget Status and Source of Funds***

Contract costs will be funded by the Stormwater Utility fund.

***Financial Analysis and Summary***

Project cost for analysis	
Business Unit (BU)	8001 (Stormwater Utility)
Effect on business performance (NOI after depreciation)	
IRR/NPV (if relevant)	
CPE Impact	

**ATTACHMENTS TO THIS REQUEST**

- (1) Presentation slides

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

June 28, 2016 – Salmon-Safe certification was presented to the Commission.