



**COMMISSION
AGENDA MEMORANDUM**

Item No. 6d

ACTION ITEM

Date of Meeting September 10, 2019

DATE: September 3, 2019

TO: Stephen P. Metruck, Executive Director

FROM: Elizabeth Leavitt, Senior Director, Environment and Sustainability
Arlyn Purcell, Director, Aviation Environment and Sustainability

SUBJECT: Indefinite Delivery/Indefinite Quantity (IDIQ) contract to perform Surface Water Monitoring and Permit Support

Amount of this request: \$0
Total estimated contract cost: \$3,500,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute one indefinite delivery, indefinite quantity (IDIQ) contract to perform surface water monitoring and permit support with a total value of \$3,500,000 and a contract ordering period of five years at the Seattle-Tacoma International Airport. No funding is associated with this authorization.

EXECUTIVE SUMMARY

The Aviation Environmental Department proposes to advertise and select one qualified firm to provide surface water monitoring and toxicity testing services. This IDIQ would be used to meet requirements of the Airport’s National Pollutant Discharge Elimination System (NPDES) permit, King County Industrial Waste Discharge Permit, and other environmental permits. The IDIQ contract would also provide required surface water monitoring and testing support to the Airport’s Capital Improvement Program (CIP), planning and development initiatives, and other strategic interests.

Funding for service directives under this contract will be either from projects that have already been authorized or from authorized division operating budgets. Consequently, there is no funding request associated with this request.

JUSTIFICATION

The Aviation Division, led by the Aviation Environmental Program, is responsible for ensuring compliance with the Airport’s National Pollutant Discharge Elimination System (NPDES) permit and other environmental permits. The Airport operates under an individual NPDES permit that includes comprehensive monitoring and testing of stormwater runoff associated with Airport

Meeting Date: September 10, 2019

operations and construction activities. Runoff associated with these activities drains to 11 outfalls discharging to local streams that provide habitat to recovering salmon populations and other aquatic resources. The permit also regulates runoff associated with Airport fueling and deicing operations that discharge to Puget Sound. In addition to receiving water discharges, the permit requires monitoring and testing of industrial wastewater discharges to local sanitary sewer systems.

To effectively comply with these requirements, a variety of specialized environmental services are required including those related to environmental sample collection and testing, aquatic toxicology, stream hydrology, limnology, illicit discharge investigations, facility process analyses, mapping, and pollution fate and transport.

Remaining in compliance and being proactive about the performance of our stormwater Best Management Practices align with the Port's Century Agenda of being the cleanest and greenest Port, and specifically Objective 14 – Meet or exceed agency requirements for stormwater leaving Port-owned or operated facilities.

Failure to comply with the conditions of the NPDES permit will result in permit violations and potential fines. Additionally, repeat violations can lead to increased sampling requirements that will increase the cost of the stormwater monitoring program and generate negative perception of the Port's environmental efforts.

This procurement would support the Port's strategy to manage our finances responsibly by providing a cost-efficient means to secure professional services for tasks which present variable workload, are often time-sensitive, and require specialized expertise that cannot be effectively provided by Port staff.

Diversity in Contracting

The Diversity in Contracting Department has been contacted regarding this procurement and an aspirational goal of seven percent has been established for women- and minority-owned business enterprise.

DETAILS

This contract will enable the Port to meet the surface water-related monitoring and testing requirements of the Airport's NPDES and other environmental permits. Failure to meet these requirements would be a direct violation of the permits and would subject the Port to enforcement actions. Individual service directives consisting of a scope, fee agreement, and schedule will be negotiated and processed before any work is performed. Service directives will span over the life of the contract, which is expected to be five years.

Meeting Date: September 10, 2019

Scope of Work

The surface water management contract is a crucial component of the NPDES permit compliance efforts at the Airport. Work authorized under this contract is needed to meet field sampling and other monitoring and reporting requirements that are conducted at various times throughout the year on a 24/7 basis.

The Surface Water Monitoring Support Services Scope of Work consists of five principal tasks.

- (1) Non-construction surface water monitoring, testing and reporting
- (2) Construction surface water monitoring, testing and reporting
- (3) Municipal sewer system monitoring, testing and reporting
- (4) Toxicity monitoring, testing and reporting
- (5) Other surface water monitoring and studies

Schedule

Commission authorization	2019 Quarter 3
Contract execution	2019 Quarter 4
Service directives issued	2020 Quarter 1 through 2024

Cost Breakdown

	This Request	Total Project
From yearly expense budgets	\$0	\$3,200,000
From capital project budgets	0	\$300,000
Total	\$0	\$3,500,000

ALTERNATIVES AND IMPLICATIONS CONSIDERED

Permit conditions must be met, so all alternatives considered consist of staffing methods that would allow the Port to be in compliance.

Alternative 1 – Monitoring and Inspections Completed by Port Staff

All the monitoring and inspection work would be completed by Port staff. Existing staff would be able to perform a small portion of the necessary work. There would be four additional Port positions necessary to provide the full staffing required for monitoring storm events and available 24-hours per day and weekends based on rain events.

Cost Implications: \$600,000 - \$800,000 per year plus Toxicity Contract

Pros:

- (1) Contract administration needs would decline.
- (2) Port would have a team of employees with flexibility to perform miscellaneous tasks.
- (3) Port Environmental team would increase their technical capacity.

Meeting Date: September 10, 2019

Cons:

- (1) A contract for toxicity testing would still be needed at a significant cost.
- (2) New Port staff would not have full-time work in stormwater program due to variable effort and timing necessary for monitoring and inspections.
- (3) Extensive training would be required for telemetry/sampling equipment operations and maintenance.
- (4) Increased chance of permit violations during the training/ramp-up period.
- (5) Third party sample collection provides non-biased approach.
- (6) Technical expertise for sampling methodology and regulatory support lessened.

This is not the recommended alternative.

Alternative 2 – All Monitoring and Inspections Completed Through IDIQ Contract

Cost Implications: \$800,000 per year

Pros:

- (1) Does not require the hiring of any additional Port staff.
- (2) Provides a flexible, contracted workforce.
- (3) Ability to hire sub-consultants that provide highly specific technical skills.
- (4) Third party sample collection provides non-biased approach

Cons:

- (1) Cost is greater than preferred alternative.
- (2) Does not utilize Port staff.
- (3) Reduced technical development opportunities for Port staff.
- (4) Consultant based team is focused on completing task and not focused on Port's holistic goals and strategic long-term planning such as Port's Century Agenda goals.

This is not the recommended alternative.

Alternative 3 – Monitoring and Inspections Completed Through IDIQ Contract and Port Staff

Existing Port staff would be used to supplement work primarily completed by outside contractor. Set tasks would be assigned to Port staff, while variable work would be completed by the contractor.

Cost Implications: \$700,000 per year

Pros:

- (1) Lowest cost alternative.
- (2) Provides a highly skilled workforce for varied stormwater requirements.

Meeting Date: September 10, 2019

- (3) Allows Port staff to develop technical skills and stay fully utilized.

Cons:

- (1) Requires coordination between contractor and Port staff to ensure Port utilization.

This is the recommended alternative.

FINANCIAL IMPLICATIONS

Cost Estimate/Authorization Summary

Capital

Expense

Total

	Capital	Expense	Total
COST ESTIMATE			
Original estimate	\$300,000	\$3,200,000	\$3,500,000
AUTHORIZATION			
Previous authorizations	0	0	0
Current request for authorization	0	0	0
Total authorizations, including this request	0	0	0
Remaining amount to be authorized	\$0	\$0	\$0

Annual Budget Status and Source of Funds

Funding for service directives under this contract will be either from projects that have already been authorized or from authorized division operating budgets. Consequently, there is no funding request associated with this request.

ADDITIONAL BACKGROUND

The Aviation Stormwater Program has used IDIQ contracts to assist with compliance of their National Pollutant Discharge Elimination System permit since 2004. If approved, this contract will be the fifth such contract. All previous contracts have used the collaborative approach proposed for this current action. This contract will replace an expiring \$3 million IDIQ contract.

ATTACHMENTS TO THIS REQUEST

None

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None