



**COMMISSION
AGENDA MEMORANDUM**

Item No. 8c

ACTION ITEM

Date of Meeting April 28, 2026

DATE : April 3, 2026

TO: Stephen P. Metruck, Executive Director

FROM: Jana Braaten, Sr. Environmental Program Manager, Aviation Environment & Sustainability
Sarah Cox, Director, Aviation Environment & Sustainability

SUBJECT: Procurement of contract for Hydraulic and Hydrology Support Services

Total requested project cost: \$ 3,500,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute one indefinite delivery, indefinite quantity (IDIQ) consulting agreement for hydraulic and hydrology support services in support of the Port's Aviation Divisions with a cumulative total amount not to exceed \$3,500,000 over five years with two additional option years. No funding is associated with this request.

EXECUTIVE SUMMARY

The Aviation Environmental Department proposes to advertise and select one qualified firm to provide hydraulic and hydrology services. This IDIQ would be used to ensure development and redevelopment projects meet the conveyance, pumping, detention, and water quality treatment requirements of National Pollutant Discharge Elimination System (NPDES) permits held by the Port as well as other utilities. These services will help the Port meet our Century Agenda Strategy 4 – to be the greenest, and most energy efficient port in North America. Sanitary Sewer and Potable Water are also covered under this IDIQ in support of the Facilities & Infrastructure department as well.

This procurement will allow the Port to responsibly manage finances by providing a cost-effective means to utilize professional services for tasks that have variable workloads, are often time sensitive, and require specialized expertise that cannot be effectively provided by Port staff. The contract administration will be performed by Aviation Environment and Sustainability. Funding for Service Directives under this contract will either be from projects which have already been authorized or from previously authorized division operating budgets. Consequently, there is no funding request associated with this request.

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JUSTIFICATION

The Port's Building Department and NPDES permit require specific hydraulic and hydrology submittals and analyses for the approval of permits for land-use changes (new construction or re-development). Failure to comply with conditions of the NPDES permits will result in permit violations and potential fines. Additionally, repeat violations can lead to more stringent permits in the future that would increase the cost and resources to comply. Permit violations can increase public scrutiny for Port operations and facilities, as well as decrease favorable relations with our neighboring communities.

Services under this contract will support the Port's Century Agenda Strategy 4 – to be the greenest, and most energy efficient port in North America, and specifically Objective 14 – Meet or exceed agency requirements for stormwater leaving Port-owned or operated facilities. Ongoing hydraulic and hydrology analysis is essential to ensure that the Airport maintains the goal of 100 percent treatment and flow control of stormwater runoff that leads to our local salmon-bearing streams and ultimately Puget Sound, as well as ensuring dam and embankment safety and stability, and erosion and sediment control.

Diversity in Contracting

The Diversity in Contracting Department has been contacted regarding this procurement, and an aspirational goal of 7 percent has been established for women- and minority-owned business enterprise.

DETAILS

This contract will provide specialized hydraulic and hydrology expertise to support on-going utility management programs and future development projects. Work under this contract will occur primarily at the Airport, or Port owned properties in King County. 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 with two additional option years.

Scope of Work

Typical services would include modelling, studies and investigations, design, permitting, inspection, and design review for these types of project components:

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- Stormwater
- Industrial wastewater
- Sanitary sewer
- Potable water and fire protection
- Streams and open channels
- Dam and embankment safety and stability
- Erosion and sediment control

Cost Breakdown

Total Requested

From Capital Projects		\$2,900,000
From Expense Budgets		\$600,000
Total		\$3,500,000

ALTERNATIVES AND IMPLICATIONS CONSIDERED

Costs for Alternatives 1 and 2 were estimated using best professional judgment.

Alternative 1 – Prepare separate procurements each time hydraulic/hydrology services are needed. Approximate 5 year cost including Port FTE (@ \$100/hr each) is \$3,695,000.

Cost Implications: \$739,000 annually (plus approximately additional 0.25 FTE Port staff)

Pros:

- (1) Smaller procurements spread out over many years instead of the one-time large procurement effort.
- (2) Ability to change consultants if need be.

Cons:

- (1) Would require each new consultant to “start from scratch” for each small project. Piece-meal smaller contracts (likely by different entities) would not provide the necessary consistent and accurate tracking for ongoing changes to physical systems (e.g., drainage system) and projects occurring over several years.
- (2) Increased risk of model failures and inaccuracies. Many projects occur in the same drainage basin and would not be able to establish/track baseline and ongoing changes.
- (3) Would increase overall consultant fees by an approximate 10 to 20 percent, as well as increase Port staff time to procure and manage multiple smaller contracts.

This is not the recommended alternative.

Alternative 2 – Modeling and analysis conducted by Port staff.

Cost Implications: \$800,000 (consultant training and transition over first few years), in addition to approximately 2.0 new Port FTE, as well as software procurement/upgrades/licensing not

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included in the cost implications. Approximate 5 year cost including Port FTE (@ \$100/hr each) is \$2,880,000.

Pros:

- (1) Contract administration would be eliminated once Port staff are hired and fully trained.
- (2) Port teams would increase overall technical abilities.

Cons:

- (1) Requires a long transition period for consultant to train new Port staff.
- (2) Current staff does not have experience or sufficient expertise in this area; several years of training would be required.
- (3) Potential hires in this specialized field are in short supply in this region due to high demand.
- (4) Cannot ramp up or ramp down FTE staff to accommodate fluctuating capital program.
- (5) Costly specialized software to procure and maintain.

This is not the recommended alternative.

Alternative 3 – Current proposal, IDIQ contract with work being done via Service Directives along with existing Port staff management and interaction.

Cost Implications: \$3,500,000

Pros:

- (1) Proven successful past model to complete this work.
- (2) Avoid the Port having to develop staff with highly specialized expertise.
- (3) Third-party oversight (i.e., a “different set of eyes”)

Cons:

- (1) Procurement effort.
- (2) Port has to remain competitive with other consulting firm clients to retain their interest in our projects.

This is the recommended alternative.

FINANCIAL IMPLICATIONS

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

ADDITIONAL BACKGROUND

The Airport has had a National Pollutant Discharge Elimination System (NPDES) permit since 1980 that governs stormwater runoff, industrial wastewater, and sanitary discharges. Hydraulic and hydrology support necessary to comply with the NPDES permit has been sourced via past indefinite delivery, indefinite quantity (IDIQ) consulting agreements. In 2021, an IDIQ contract

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was awarded for \$750,000. The requested IDIQ will replace the hydraulic and hydrology scope of the existing contract which is nearing contract capacity and end date.

ATTACHMENTS TO THIS REQUEST

(1) Presentation

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None