

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 5d
February 28, 2012

DATE: February 17, 2012

TO: Tay Yoshitani, Chief Executive Officer

FROM: Robert Duffner, Senior Manager, Aviation Planning and Environmental
Don Robbins, Senior Environmental Program Manager, Aviation Environmental

SUBJECT: Indefinite Delivery/Indefinite Quantity Contract for Environmental Field Support Services

Amount of This Request: \$0

Source of Funds: Current and Future
Operating Budgets and Individual Project
Authorizations

Maximum Value of Contract: \$2,322,000

ACTION REQUESTED:

Request Port Commission authorization for the Chief Executive Officer to execute one indefinite delivery/indefinite quantity (IDIQ) professional services contract for environmental field support services totaling \$2,322,000 with a contract ordering period of three years in support of various programs at Seattle-Tacoma International Airport (Airport). There is no budget request associated with this authorization.

SYNOPSIS:

Airport operations and maintenance activities must at times utilize hazardous materials such as paints, solvents, lubricants, glycol, and fuel that require special management and disposal. Spills and releases of such materials from historical and current operations cause soil and other environmental contamination that must be rapidly cleaned up and disposed of properly. This is a request for authorization to execute an IDIQ contract for consulting services to support appropriate management of such conditions, and prevention of new pollution-causing events. IDIQ contracts procured and executed consistent with Resolution No. 3605, as amended, and policy CPO-1 provide the Port, within a fixed period of time and a maximum contract amount, the flexibility to meet anticipated and unanticipated field conditions as they arise, by issuing individual service directives to accomplish tasks within a pre-defined scope of work on an as-needed basis.

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

February 17, 2012

Page 2 of 6

The maximum contract value would be \$2,322,000. The contract would have a three-year contract ordering duration during which time the Port may execute service directives. Work on the service directive may continue past the contract ordering duration; however, new service directives could not be executed. No new service directives may be executed in excess of the contract value or past the three-year contract ordering duration, whichever comes first. Budget to utilize this contract will come separately, from either annual operating budget or individual project authorizations.

The solicitation documents will contain goals for inclusion of small contractors and suppliers (SCS) and the selection criteria will include evaluation points for use of SCS firms.

BACKGROUND:

As a result of historical operations and current-day accidental spills and releases of hazardous substances to the environment, a number of sites at the Airport have been contaminated. Each of the materially impacted sites has been or is being investigated and/or remediated consistent with state and federal rules. In many cases contaminated soils at these sites present no risk to human health or the environment while in place at depth or below pavement. Indeed, the Department of Ecology routinely approves remediation by onsite containment or associated management methods. However, the same contaminated material must be specially managed and disposed of in accordance with federal and state requirements once encountered and removed from the site (e.g., by subsurface construction activity, utility repair, etc.).

Similarly, Airport operations and maintenance activities employ a significant volume of hazardous materials on Airport property. Use of products such as paints, solvents, and adhesives generates hazardous and non-hazardous wastes that require special handling and disposal. Non-airfield actions such as acquisition of properties previously used for residential, commercial, and industrial purposes also generate hazardous wastes. Wastes from newly acquired properties range from paints, maintenance supplies, and garden pesticides to mercury- and lead-containing building materials to underground storage tanks and containers of unknown contents. Each of these wastes requires special management to comply with the rules of multiple regulatory authorities.

Expert, hands-on management of contaminated soil hazardous materials, and hazardous waste consistent with federal and state regulations, and performance of pollution prevention activities, limit and/or mitigate adverse environmental impacts, satisfy specific permit requirements, and reduce the Port's exposure to unacceptable liability and risk. Equally important is Aviation Environmental Programs' ongoing provision of environmental field support to the various Airport capital and non-capital construction projects.

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

February 17, 2012

Page 3 of 6

PROJECT JUSTIFICATION:

The purpose of this contract is to assure that experienced environmental professionals, also experienced in field construction processes and operations, are available to observe Aviation Division construction projects in locations where contamination conditions might be encountered. The general scope of the consultants' work will be to observe capital construction projects, identify contamination conditions encountered by the construction contractor, and coordinate with the construction management team for environmentally and legally appropriate management of the contamination; while, at the same time, minimizing interference with the contractor and eliminating to the degree possible construction delay. Past provision of the described support has resulted in successful management of contaminated and hazardous materials – anticipated and unanticipated – encountered by projects, with a bare minimum of construction delay and interference with Airport operations.

The established support program is well known and relied upon not only by Aviation Environmental Programs staff, but also by Port project management and construction management teams, contractors, and tenants and tenant contractors.

PROJECT SCOPE OF WORK AND SCHEDULE:

Scope of Work:

The IDIQ contract mechanism requested today would provide 60-minute consultant response to unanticipated discoveries of historical contamination, operational spills, and similar unplanned needs for immediate environmental management services at construction sites and other Airport facilities and properties.

Under this contract, the selected consultant will provide two different but closely integrated sets of tasks, which require two different skill sets.

First, the environmental agent service provider is an environmental professional experienced in both contaminated soils management and standard construction practices. The environmental agent observes construction activities in known contaminated zones, and is on-call to support unanticipated discovery of contamination during construction. When a construction contractor encounters contamination, the environmental agent directs the contractor, through communication with the Port's construction inspector, to take actions (specialized excavation, segregation, and transport for treatment and disposal) necessary to manage the contamination consistent with applicable regulations and Port policies as well as relevant contract specifications. The environmental agent conducts appropriate sampling, and documents contamination management activity. The environmental agent's documentation is used not only to comply with agency reporting requirements, but also to support Port claims for reimbursement from the parties responsible for the additional environmental management costs, and to support the Port's position in response to contractor claims.

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

February 17, 2012

Page 4 of 6

Second, the hazardous materials services provider is an environmental professional experienced in management of hazardous materials, hazardous wastes, and related substances. While the environmental agent tasks focus on construction management of contaminated soil, the hazardous materials specialist has expertise in the use, storage, categorization, and disposal of hazardous products, hazardous materials, and hazardous waste in compliance with an extensive set of federal and state governing regulations. The hazardous materials service provider will implement pollution prevention programs, inspect Port and tenant operations for compliance with regulations and Port rules, coordinate contaminated and hazardous waste management between the Port, specialized transporters, and storage, treatment, and disposal vendors, as well as support Aviation Environmental Programs' field response to hazardous materials spills.

Successful performance of the environmental field support services work requires that the environmental agent and the hazardous materials manager maintain frequent communication and close coordination with numerous individuals, including the Port's project managers and construction managers and their teams, contractors, Aviation Maintenance, the Project Management Group, Engineering, Port Construction Services, Airport tenants, laboratories, disposal vendors, and regulatory agencies.

Schedule:

The proposed contract would be executed no later than September 1, 2012.

FINANCIAL IMPLICATIONS:

The total estimated cost for environmental field support services will not exceed \$2,322,000. The contract will have a not-to-exceed dollar threshold.

The requested contract maximum is based on projected work in the next three years and historical data. No work is guaranteed to the consultants, and the Port is not obliged to pay the consultant until a service directive is executed and work performed. After receiving authorization for each project in accordance with Resolution No. 3605, as amended, the actual work will be defined and the Port will issue individual project-specific service directives.

ENVIRONMENT AND SUSTAINABILITY:

Elimination of unacceptable levels of environmental risk caused by the presence of contaminants in soil and groundwater, and management of waste material to prevent release to the environment, are not only required by state and federal law, they are the hallmarks of responsible environmental stewardship, from the perspectives of both the surrounding residential and business communities and the customers we serve.

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

February 17, 2012

Page 5 of 6

This contract will provide the experience and expertise required to assist the Port in meeting environmental regulatory obligations and exercising prudent environmental management in satisfaction of both regulatory and community interests.

STRATEGIC OBJECTIVES:

Provision of environmental field support services would support the Port's strategic objective of exhibiting environmental stewardship through our actions. Actions taken under this authorization would ensure appropriate management of historical environmental contamination encountered by construction activity and of hazardous materials and hazardous wastes to prevent release of such materials and waste to the environment.

BUSINESS PLAN OBJECTIVES:

Procurement of qualified environmental consulting support services is necessary for the investigation, evaluation and remediation of Port contaminated sites. These contamination management activities will minimize to acceptable levels threats to the environment caused by historical property uses and operations, and will demonstrate to the public that Airport operations and projects are conducted to protect the environment to the maximum extent practicable, consistent with the dictates of environmental regulatory agencies. The products of these efforts and capabilities, as well as the attendant compliance with regulatory mandates, management of Port liabilities, and support of the local community, aligns with the Aviation Division objective to lead in environmental innovation and minimize the Airport's environmental impacts, to reduce airline costs by minimizing construction delay for both Airport and tenant projects, and to develop and enhance existing community partnerships by engaging in socially responsible practices.

TRIPLE BOTTOM LINE SUMMARY:

The proposed authorization will result in cost savings by minimizing construction delay and change orders due to the need to manage encountered contamination conditions, and will result in actions that are protective of the environment and demonstrate compliance with environmental regulatory requirements, in support of the Port's obligations to the community. In addition, this procurement will include small contractor and supplier (SCS) goals. Staff will coordinate with the Office of Social Responsibility to ensure that we appropriately advertise the proposed consulting and laboratory opportunities to the small business community.

ALTERNATIVES CONSIDERED AND THEIR IMPLICATIONS:

The following alternatives were considered for accomplishing the work described in the Scope of Work:

Alternative 1

COMMISSION AGENDA

Tay Yoshitani, Chief Executive Officer

February 17, 2012

Page 6 of 6

Do nothing. If the Port chose to not supply environmental field support services, there would be no consistent, real-time, on-the-ground direction to provide effective management of contaminated and hazardous materials. The lack of a unified support service could lead to inconsistent management and decision-making, particularly by those over whom the Port has less direct control (for example, tenant vendors), potentially putting the Port at risk of noncompliance with regulatory mandates and mishandling and improper disposal of contaminated or hazardous waste. This is not the recommended alternative.

Alternative 2

Complete the work using Port staff. Existing Port staff are already heavily involved in management of contaminated materials and hazardous waste, and in cooperative work with Port, tenant, and contracted parties to coordinate and optimize their management of these materials. The proposed field support services scope of work is, on one hand, substantial, and would require several additional staff, but, on the other hand, is sporadic, and would from time to time result in under-utilizing staff. In addition, use of outside services makes available to the Port certain technical skills not possessed by current staff. Utilizing Port staff for environmental field support services would be inefficient, and is not the recommended alternative.

Alternative 3

Complete the work using only outside consultants. Outside consultants have sufficient numbers and types of specialists necessary for timely completion of this work. However, using all outside consultants for environmental field support services would not be cost effective, nor would it enable closely monitored implementation of Port environmental management policies in the execution of daily field activities. This is not the recommended alternative.

Alternative 4

Complete the work using a combination of Port staff (Alternative 2) and outside consultants (Alternative 3) that maximizes the effectiveness of existing staff without expanding the number of staff environmental professionals that are part of the Port organization. **This is the recommended alternative.**

OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:

None.

PREVIOUS COMMISSION ACTION:

None.