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COMMISSION

AGENDA MEMORANDUM Item No. 8d

ACTION ITEM Date of Meeting September 13, 2022

DATE: September 2, 2022

TO: Stephen P. Metruck, Executive Director

FROM: Krista Sadler, Technology Delivery Director

SUBJECT: Maritime Environmental Permit Compliance Software Contract Authorization

Original Contract Value: \$1,080,000

Contract Value Increase: \$500,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to increase the contract value for the Environmental Data Management System (EDMS) with Locus Technologies (C-00321107) by up to \$500,000 to include Environmental Permit Compliance Management. The new contract value will not exceed \$1,580,000 over a ten-year contract period. There is no funding request associated with this authorization.

SUMMARY

Maritime Environmental permit compliance covers approximately 25 Port facilities and 80 construction projects per year with 3-10 permits per project, multiple conditions per permit, and some multi-year conditions. The regulations are numerous and while the average project may require 5 permits, some permits have up to 90 conditions the Port is obligated to meet. This adds up to thousands of conditions to track and manage at any given time. Currently, permit compliance is managed using spreadsheets and email which is inefficient and prone to errors. A permit compliance system will provide a central repository for Maritime Environmental Programs to monitor and report compliance issues relating to environmental permits (e.g., water quality certification) and requirements from other agencies such as City of Seattle, Department of Ecology, and Corps of Engineers. The system, used by approximately 100 project managers and 5 permit managers, will provide automated workflows, monitors, and alerts to improve the efficiency and quality of Port compliance processes.

During implementation of the competitively procured EDMS, it was discovered that the selected solution also has a permit compliance module. Integration between the two systems will offer efficiencies and opportunities for more inclusive reporting at approximately half of the estimated cost of a stand-alone solution. A small capital project has been approved to implement the

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system. Annual costs will be budgeted in the Port of Seattle Maritime Environmental operating budget.

There are no attachments to this memo.

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