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COMMISSION

AGENDA MEMORANDUM Item No. 8f

ACTION ITEM Date of Meeting December 12, 2023

DATE: November 14, 2023

TO: Stephen P. Metruck, Executive Director

FROM: Sarah Cox, Director, Aviation Environment and Sustainability

John Evered, Senior Manager, Aviation Environmental Programs

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

Amount of this request: \$0

Total requested project cost: \$5,500,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute one (1) Indefinite Delivery/Indefinite Quantity (IDIQ) contract to perform Surface Water Monitoring and Permit Support with a total value of \$5,500,000 and a contract ordering period of up to six (6) years if all option years are exercised at the Seattle-Tacoma International Airport (Airport). No funding is associated with this authorization.

EXECUTIVE SUMMARY

The Aviation Environment and Sustainability Department proposes to advertise and select one qualified firm/team to provide surface water and toxicity testing sampling and support services. This IDIQ would be used to meet requirements of the SEA's National Pollutant Discharge Elimination System (NPDES) permit and other environmental permits. As issues related to stormwater treatment systems, permit renewals, or permit related technical questions arise this IDIQ would provide support to Port staff for necessary studies and submittals. The IDIQ contract would also provide surface water monitoring and testing support to the SEA's Capital Improvement Program (CIP), planning and development initiatives, and other strategic interests. IDIQ contracts provide SEA with flexibility to meet business requirements as they arise by issuing individual Service Directives to accomplish tasks within the general, pre-defined scope of work on an as-needed basis for a fixed period and a maximum contract amount. Service Directive funding will come from either annual operating budgets or individual capital project authorizations. This procurement will assist SEA with remaining in compliance and being proactive about the performance of our stormwater Best Management Practices (BMP's) which aligns with the Port's Century Agenda of being the cleanest and greenest Port, and specifically

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Objective 14 – Meet or exceed agency requirements for stormwater leaving Port-owned or operated facilities. This procurement also supports the Port's strategy to manage our finances responsibly by providing a cost-efficient means to secure services for tasks which present variable workload, are often time-sensitive, and require specialized expertise that cannot be effectively provided by Port staff. The participation of women- and minority-owned business enterprise (WMBE) and establishment of WMBE aspirational goals has been discussed with the Diversity in Contracting group and an aspirational goal of 10% has been established for the IDIQ.

JUSTIFICATION

The Aviation Environment and Sustainability Department at SEA 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 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.

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Diversity in Contracting

The Diversity in Contracting Department has been contacted regarding this procurement and an aspirational goal of 10% has been established for the IDIQ contract.

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 six years after all option years are exercised.

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

Activity

Commission authorization 2023 Quarter 4

Contract execution 2024 Quarter 3

Service directives issued 2024 Quarter 3

Cost Breakdown This Request Total Project

From yearly expense budgets \$0 \$5,100,000

From capital project budgets 0 \$400,000

Total \$0 \$5,500,000

ALTERNATIVES AND IMPLICATIONS CONSIDERED

The regulatory requirements serviced by this contract must be completed so all alternatives outline staffing methods that allow the Port to remain in compliance.

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Alternative 1 – Monitoring and Inspections Completed Primarily by Port Staff

Most of 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 to be available 24-hours per day and weekends based on rain events.

Cost Implications: \$800,000 per year for staffing plus a yearly toxicity testing contract of \$50,000.

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.

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) Absence of third-party sample collection and data validation that provides a 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: \$850,000 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 and data validation provide a 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.

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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. Some set tasks would be assigned to Port staff, while remaining task and variable work would be completed by the contractor.

Cost Implications: \$800,000 per year

Pros:

- (1) Is the lowest cost alternative.
- (2) Provides a highly skilled workforce for varied stormwater requirements.
- (3) Allows Port staff to develop technical skills and stay fully utilized.
- (4) Provides neutral third-party validation of environmental data that is collected and submitted to regulatory agencies.
- (5) Work effort under contract aligns with Port Century Agenda goals and objectives.

Cons:

- (1) Requires additional coordination between contractor and Port staff to ensure Port utilization.
- (2) Reduced technical development opportunities for Port Staff.

This is the recommended alternative.

FINANCIAL IMPLICATIONS

Cost Estimate/Authorization Summary Capital Expense Total

COST ESTIMATE

Original estimate \$400,000 \$5,100,000 \$5,500,000

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 annual authorized division operating expense budgets. Consequently, there is no direct funding request associated with this action.

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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 sixth such contract. All previous contracts have used the collaborative approach proposed for this current action. This contract will replace an expiring \$3.5 million, 4-year IDIQ contract.

ATTACHMENTS TO THIS REQUEST

(1) Presentation slides

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None

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