

RESOLUTION 2012-RR

**A RESOLUTION OF THE EATONVILLE TOWN COUNCIL TO AUTHORIZE
THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH
AHBL, INC. FOR COMPREHENSIVE STORMWATER SYSTEM PLANNING
SERVICES**

WHEREAS, the Town of Eatonville has received a grant from the Nisqually Tribe totaling \$100,000 for comprehensive stormwater planning services to update Eatonville's comprehensive stormwater system plan, and

WHEREAS, the town put out an RFQ for the project and interviewed 2 firms and decided that AHBL, Inc. was the most qualified for the project,

THEREFORE, BE IT RESOLVED by the Council of the Town of Eatonville as follows:

Section 1. The Mayor is authorized to execute on behalf of the Town the attached Professional Services Agreement with AHBL, Inc., including any subsequent amendments to the Agreement if such is in the best interests of the Town.

Passed by the Council of the Town of Eatonville at a regular meeting this _____ day of June, 2012.

Raymond Harper, Mayor

ATTEST:

Kathy Linnemeyer, Interim Town Clerk

APPROVED AS TO FORM:

Town Attorney

EXHIBIT A
COMPREHENSIVE STORMWATER MANAGEMENT PLAN
PROJECT UNDERSTANDING AND SCOPE OF WORK

PROJECT UNDERSTANDING

We understand that the Town of Eatonville and its project partners desire the preparation of a Low Impact Development (LID) based Comprehensive Stormwater Management Plan. Based on the Town's request for qualifications, our interview, and meetings/discussions subsequent to our selection, it is our understanding that the Town and its project partners expect the following elements to be included within the Consultant's scope of work:

- *Preparation of a Quality Assurance Project Plan (QAPP) for all modeling tasks for the project. The QAPP will include a detailed outline of the tasks and associated work program necessary to provide quality assurance in completing the hydrologic and hydraulic computer model of the Town of Eatonville Drainage Basins.*
- *Update the GIS map of the existing stormwater system to develop a clearer understanding of how water is captured and where it is conveyed by Eatonville's current stormwater system.*
- *Update the GIS map of impervious surfaces in the Eatonville area to develop a more precise analysis of impervious surfaces in Town that will enable the development of an alternative rate structure in Town that creates a market based incentive for private investment in LID facilities.*
- *Update the hydrologic and hydraulic computer model of stormwater in Eatonville to develop a clearer understanding of how water is likely to behave in Eatonville's current stormwater system and an ability to test and evaluate low impact development retrofit options.*
- *Review new federal and state regulations and compare to Eatonville's current stormwater code and review proposed updates previously identified and develop a list of needed code revisions and updates to ensure Eatonville is in compliance with federal and state stormwater regulations.*
- *Review and update Eatonville's 2003 draft stormwater plan's drainage problem identification and solutions including identification of low impact development solutions to problems and develop a list of low impact development stormwater solutions to address those problems which that will lead to infiltration of stormwater in Eatonville rather than directing it quickly and untreated into local streams.*
- *Review and update operations and maintenance section of draft stormwater plan. Analyze the potential operations and maintenance costs of LID alternatives to develop a list of needed operations and maintenance actions and structures and a comparison of LID maintenance needs and costs to traditional stormwater structure thus creating a clearer picture of what the potential ongoing costs for maintenance should be with a traditional stormwater system and an LID focused system.*

- *Review and update program management, public education, and engineering section of draft stormwater plan. Look at ways to incorporate LID in an updated program management, public education, and engineering section of draft stormwater plan with LID options incorporated to create a clearer plan for how to incorporate LID into the upgraded stormwater system and how we will educate the public about the need to manage stormwater.*
- *Develop a framework for a new stormwater rate system that creates a market based incentive for private investment in LID solutions to stormwater. This will create a starting point to implement a new rate system that will incentivize the usage of low impact development by private developers.*
- *Compile all previous products from tasks into an updated comprehensive stormwater plan for Eatonville that focuses on infiltration through low impact development as much as possible to create a new updated stormwater management plan for Eatonville that focuses on low impact development techniques to manage stormwater and a new real opportunity to shift stormwater management in Eatonville from one that damages salmon habitat in the Mashel River and Ohop creek to one that protects and enhances habitat in these two critical salmon streams.*

Based on the understanding of the elements described above, we have prepared the following scope of work:

SCOPE OF WORK

1. Prepare QAPP
 - 1.1. Design a matrix to document data sources used for the preparation of the Comprehensive Stormwater Management Plan.
 - 1.2. Document data sources, collection methods, limitations, and gaps.
 - 1.3. Prepare project plan to utilize data.
 - 1.4. Document the process to comply with EPA Grant for project and file management during project
2. Prepare GIS Stormwater System Data Map
 - 2.1. Acquire GIS data from Town of Eatonville, supplement with LIDAR topography and other background data layers.
 - 2.2. Research public records to determine/document existing public and private stormwater infrastructure within the Town of Eatonville.
3. Prepare GIS Impervious Surface Data Map
 - 3.1. Assemble impervious surface data from available sources.
 - 3.2. Digitize impervious surface coverage in limited circumstances where existing sources are insufficient.
 - 3.3. Calculate impervious surface coverage into GIS dataset.
 - 3.4. Prepare impervious surface coverage data map.
 - 3.5. Develop GIS layering that will be linkable to the Town of Eatonville **BIAS** Surface Water Management Fee Billing Software (parcel numbers/impervious surface linked to site address)

4. Hydraulic and Hydrologic Modeling
 - 4.1. Review existing model information from 2003 RW Beck Draft.
 - 4.2. Prepare Hydrologic Model.
 - 4.3. Prepare Hydraulic Model.
 - 4.4. Prepare LID Model Scenarios.

5. Code Compliance Review
 - 5.1. Prepare a gap analysis template to document local codes and standards that would pose impediments to the use of LID.
 - 5.2. Populate the gap analysis template with analysis of local codes and standards.
 - 5.3. Review previous land use work completed by AHBL and review Town of Eatonville Municipal Code to determine what code changes are necessary to update the code to reflect LID updates and incentives.
 - 5.4. Prepare proposed language for updates to the Town of Eatonville Municipal Code and Development standards to incorporate LID updates and incentives.

6. Stormwater Drainage Problem Identification/LID Solutions List
 - 6.1. Review 2003 Draft CSWP project list.
 - 6.2. Identify new LID project list for projects included in 2003 Draft CSWP.
 - 6.3. Identify new LID projects not included in 2003 Draft CSWP.
 - 6.4. Prepare order of magnitude cost estimates for project list.
 - 6.5. Complete priority ranking of projects.
 - 6.6. Finalize/Prepare new Stormwater Drainage Problem Identification/LID Solutions List.
 - 6.7. Prepare revised CWSP Problem Identification descriptions and update CWSP language/exhibits.
 - 6.8. Develop preliminary understanding of scope of improvements for the Lynch Creek and Mashel Avenue Outfall projects
 - 6.9. Develop preliminary understanding of how infiltration of stormwater through LID Techniques will impact the summer low flows within the Mashel River

7. Operations and Maintenance Program
 - 7.1. Document existing operations and maintenance activities.
 - 7.2. Assemble best available operations and maintenance activities for standard urban stormwater practices & LID practices.
 - 7.3. Tailor best operations and maintenance program to the Town's Stormwater Management Plan and CIP.

8. Review and Update Program Management/Funding Opportunities
 - 8.1. Review existing program with staff.
 - 8.2. Prepare public education chapter text/other information.
 - 8.3. Identify credible and viable program funding opportunities.
 - 8.4. Identify collaboration opportunities for public outreach and education in the Town.
 - 8.5. Identify additional connections to stormwater program funding.
 - 8.6. Prepare update of engineering section of program management chapter in CSWP.
 - 8.7. Prepare LID program management section.

9. Develop New Stormwater Rate System

- 9.1. Coordination with staff to identify/verify program rate goals and program/political limitations.
 - 9.2. Prepare draft base rate spreadsheet (Low, Med, High CIP/Rate scenarios)
 - 9.3. Prepare LID incentive base rate spreadsheet.
 - 9.4. Prepare Rate Study and supporting materials.
 - 9.5. Prepare proposed update language to Eatonville Municipal Code Chapter 13.24 Storm Drainage Utility.
10. Compile and Present SWCP Update
- 10.1. Assemble Various Components of SWCPU.
 - 10.2. Prepare Final Draft SWCP for Final Review/Distribution to Town/Tribe/other partners for review.
 - 10.3. Submit Final Draft SWCP to Town of Eatonville/Nisqually Tribe.
 - 10.4. Present the SWCP to Town Council
 - 10.5. Prepare final revisions to SWCP based upon Council comments.
 - 10.6. Distribute Final Corrected SWCP to the Town of Eatonville.

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Town of Eatonville Comprehensive Stormwater Plan Update

	AHBL						AHBL Subconsultant Mgmt. / BBO Tax Markup	PACE ENGINEERING				GOLDER ASSOCIATES				RAIN DOG DESIGNS			Consultant Team Labor Total By Task	Consultant Team Budget Totals	
	Principal in Charge/Project Manager	Assoc. Principal/Production Lead	Lead Engineer	Project Engineer	Engineering Technician	Planner/GIS Analyst		AHBL Total	Principal/Environmental Scientist	Project Engineer	Engineering Technician	PACE Engineering Total	Principal Hydrogeologist	Senior Consultant Hydrogeologist	Project Hydrogeologist	Golder Associates Total	Principal	Project Designer			Rain Dog Designs Total
	\$205	\$185	\$165	\$140	\$120	\$110		\$185	\$150	\$130		\$205	\$165	\$120		\$120	\$90				
Prepare QAPP																					
Design a matrix to document data sources used for the preparation of the Comprehensive Stormwater Mgmt. Plan			1			4	\$625	\$0			\$0				\$0			\$0	5	\$625	
Document data sources, collection methods, limitations, and gaps			2			18	\$2,350	\$0			\$0				\$0			\$0	20	\$2,350	
Prepare project plan to utilize data			2			8	\$1,250	\$0			\$0				\$0			\$0	10	\$1,250	
Document the process to comply with EPA Grant for Project and File Management during project							\$0	\$0			\$0				\$0			\$0	0	\$0	
Subtotal	0	5	0	0	0	30	\$4,225	\$0	0	0	0	0	0	0	0	0	0	0	35	\$4,225	
Prepare GIS Stormwater System Data Map																					
Acquire GIS data, LIDAR topography and other background data layers			2			4	\$810	\$0			\$0				\$0			\$0	6	\$810	
Research public records to determine/document existing public and private infrastructure w/in Eatonville						12	\$1,690	\$0			\$0				\$0			\$0	14	\$1,690	
Subtotal	0	4	0	0	0	16	\$2,500	\$0	0	0	0	0	0	0	0	0	0	0	20	\$2,500	
Prepare GIS Impervious Surface Data Map																					
Assemble impervious surface data from all readily available sources			1			4	\$625	\$0			\$0				\$0			\$0	5	\$625	
Digitize impervious surface coverage in limited circumstances where existing sources are insufficient			2			6	\$1,440	\$0			\$0				\$0			\$0	10	\$1,440	
Calculate impervious surface coverage into GIS dataset						4	\$625	\$0			\$0				\$0			\$0	5	\$625	
Prepare impervious surface coverage data map			2			5	\$1,145	\$0			\$0				\$0			\$0	8	\$1,145	
Develop GIS layering linkable to Town of Eatonville BIAS Software (Street Address/Parcel No./Imp Surface)			0			9	\$1,360	\$0			\$0				\$0			\$0	11	\$1,360	
Subtotal	4	7	0	0	0	28	\$5,195	\$0	0	0	0	0	0	0	0	0	0	0	39	\$5,195	
Hydraulic and Hydrologic Modeling																					
Review existing model information from 2003 RW Beck Draft			2		4		\$1,630	\$41	0	0	0	\$0		2	4	\$810	0	0	\$0	12	\$2,481
Prepare Hydrologic Model			1		17	32	\$7,490	\$105	0	0	0	\$0		4	12	\$2,100	0	0	\$0	54	\$9,895
Prepare Hydraulic Model			2		16	32	\$7,530	\$57	0	0	0	\$0		4	4	\$1,140	0	0	\$0	54	\$8,727
Prepare LID Model Scenarios			1		13	16	\$4,590	\$51	0	0	0	\$0	1	2	4	\$1,015	0	0	\$0	33	\$5,656
Subtotal	6	0	50	84	0	0	\$21,240	\$253	0	0	0	\$0	1	12	24	\$5,065	0	0	\$0	153	\$26,558
Code Compliance Review																					
Prepare a gap analysis template to document local codes and standards that would pose impediments to the use of LID			1		2		\$575	\$0			\$0				\$0			\$0	3	\$575	
Populate the gap analysis template with analysis of local codes and standards						12	\$1,690	\$0			\$0				\$0			\$0	14	\$1,690	
Review previous land use completed by AHBL/EMC for necessary code changes to reflect LID updates/incentives			1		2		\$2,115	\$0			\$0				\$0			\$0	17	\$2,115	
Prepare proposed language update for EMC and Development Standards to incorporate LID updates/incentives			1		4	5	\$6,870	\$0			\$0				\$0			\$0	55	\$6,870	
Subtotal	3	10	5	5	0	66	\$11,250	\$0	0	0	0	\$0	0	0	0	0	0	0	\$0	89	\$11,250
Stormwater Drainage Problem Identification/LID Solutions List																					
Review 2003 Draft CSWP project list			1			0	\$205	\$41	2	3	0	\$820	0	0	\$0	0	0	\$0	6	\$1,066	
Identify new LID project list for projects included in 2003 Draft CSWP			1		0	0	\$205	\$56	1	4	0	\$785	0	2	\$330	0	0	\$0	8	\$1,376	
Identify new LID projects not included in 2003 Draft CSWP			1		0	0	\$205	\$72	1	4	0	\$785	0	4	\$660	0	0	\$0	10	\$1,722	
Prepare order of magnitude cost estimates for project list			0		0	0	\$0	\$277	2	16	12	\$4,330	0	3	6	\$1,215	0	0	\$0	33	\$5,822
Complete priority ranking of projects			1		1	0	\$370	\$64	2	6	0	\$1,270	0	0	\$0	0	0	\$0	10	\$1,704	
Finalize/Prepare new Stormwater Drainage Problem Identification/LID Solutions List			1		0	0	\$205	\$49	2	4	0	\$970	0	0	\$0	0	0	\$0	7	\$1,224	
Prepare revised CWSP Problem Identification descriptions and update CWSP language/exhibits			0		0	0	\$0	\$124	2	14	0	\$2,470	0	0	\$0	0	0	\$0	16	\$2,594	
Develop preliminary understanding of scope of Lynch Creek and Mashel Avenue Outfall projects			2		2	0	\$740	\$156	4	12	0	\$2,540	0	2	2	\$570	0	0	\$0	22	\$4,006
Develop preliminary understanding of how LID Techniques impact summer low flows in Mashel River			0		0	0	\$0	\$239	2	14	0	\$2,470	1	4	12	\$2,305	0	0	\$0	21	\$5,014
Subtotal	7	0	3	0	0	0	\$1,190	\$682	18	77	12	\$16,440	1	15	20	\$5,080	0	0	\$0	133	\$24,526
Operations and Maintenance Program																					
Document existing operations and maintenance activities			1			8	\$1,085	\$9	1			\$185			\$0			\$0	10	\$1,279	
Assemble best available operations and maintenance activities for standard urban stormwater practices & LID practices			1		5	8	\$2,885	\$0				\$0			\$0			\$0	20	\$2,885	
Tailor best operations and maintenance program to the Town's Stormwater Management Plan and CIP			1		5	10	\$2,430	\$0				\$0			\$0			\$0	16	\$2,430	
Subtotal	3	1	10	18	0	13	\$6,400	\$9	1	0	0	\$185	0	0	\$0	0	0	\$0	46	\$6,594	
Review and Update Program Management/Funding Opportunities																					
Review existing program with staff			0		2	0	\$330	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	2	\$330	
Prepare public education chapter text/other information			0		0	3	\$330	\$42	0	0	0	\$0	0	0	\$0	4	4	\$840	11	\$1,212	
Identify Credible and Viable Program Funding Opportunities			0		0	0	\$0	\$42	0	0	0	\$0	0	0	\$0	4	4	\$840	8	\$882	
Identify collaboration opportunities for public outreach and education in the Town			0		0	0	\$0	\$84	0	0	0	\$0	0	0	\$0	8	8	\$1,680	16	\$1,764	
Identify additional connections to stormwater program funding			0		0	0	\$0	\$84	0	0	0	\$0	0	0	\$0	8	8	\$1,680	16	\$1,764	
Prepare update of engineering section of program management chapter in CSWP			0		1	0	\$165	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	1	\$165	
Prepare LID program management section			0		1	0	\$165	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	1	\$165	
Subtotal	0	0	4	0	0	3	\$990	\$252	0	0	0	\$0	0	0	\$0	24	24	\$5,040	55	\$6,282	
Develop New Stormwater Rate System																					
Coordination with staff Identify/verify program rate goals and program/political limitations			1		1	0	\$370	\$250	2	10	24	\$4,990			\$0			\$0	38	\$5,610	
Prepare Draft Base Rate Spreadsheet			0		0	0	\$0	\$235	2	8	24	\$4,690			\$0			\$0	34	\$4,925	
Prepare LID Incentive Base Rate Spreadsheet			0		0	0	\$0	\$172	2	10	12	\$3,430			\$0			\$0	24	\$3,602	
Prepare Rate Study and Supporting Materials			1		1	0	\$370	\$187	6	14	4	\$3,730			\$0			\$0	26	\$4,287	
Prepare proposed language update for EMC Chapter 13.24 Storm Drainage Utility			0		1	0	\$185	\$79	2	8		\$1,570			\$0			\$0	11	\$1,834	
Subtotal	2	1	2	0	0	0	\$925	\$921	14	50	64	\$18,410	0	0	\$0	0	0	\$0	133	\$20,256	
Compile and Present SWCP Update																					
Assemble Various Components of SWCPU			0		2	0	\$330	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	2	\$330	
Prepare Final Draft SWCP for Final Review/Distribution to Town/Tribe/other partners for review			1		4	28	\$4,425	\$84	4	3	0	\$1,190	0	0	\$0	4	0	\$480	48	\$6,179	
Submit Final Draft SWCP to Town of Eatonville			1		1	3	\$730	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	5	\$730	
Present the SWCP to Town Council			4		2	0	\$1,150	\$133	6	0	0	\$1,110	1	6	\$1,195	3	0	\$360	22	\$3,948	
Prepare final revisions to SWCP based upon Council comments			1		4	8	\$2,225	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	17	\$2,225	
Distribute Final Corrected SWCP to the Town of Eatonville			0		0	2	\$240	\$0	0	0	0	\$0	0	0	\$0	0	0	\$0	2	\$240	