



Memorandum

Date: 3/19/2024
Meeting of: City Council

File No. AM No. 24-038
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Curtis Nickerson	Senior Environmental Scientist
Public Works	Amanda Balzer	Policy and Planning Manager

TITLE:

Approval of Consultant Agreement for Stormwater and Surface Water System (SSWS) Plan Support in the Amount Not-To-Exceed \$500,000

OVERVIEW STATEMENT:

As part of the approved 2023-24 budget, staff is requesting Council authorization of up to \$500,000 for Altaterra Consulting to lead the SSWS Plan project. The Plan would provide a complete assessment and strategic approach for managing stormwater and surface water in the City of Redmond to help guide City staff, the public, and decision makers toward meeting goals and regulatory requirements. This plan would build upon and link numerous existing planning efforts related to stormwater and surface water management into a cohesive approach that will provide a path to implementation for CIP projects and programmatic actions.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
2023/24 City of Redmond Adopted Budget, Redmond 2050, Community Strategic Plan, Utility Strategic Plan, Environmental Sustainability Action Plan, City-wide Watershed Management Plan, Regional Facilities Plan, Stormwater Management Program Plan
- **Required:**
Council approval is required for contracts exceeding \$50,000.
- **Council Request:**

N/A

- **Other Key Facts:**

Management of stormwater runoff and the City's surface water resources is a principal function of the Public Works Department. The goals for stormwater and surface water management in Redmond are to:

- Fully meet all local, state, and federal requirements,
- Prevent flooding and ensure public safety,
- Protect and enhance stream health and promote natural aquatic system functions, and
- Protect groundwater quality and quantity through management of stormwater.

Management of stormwater and surface water is currently achieved through our Capital Investment and operations programs and is guided by several strategic and tactical plans (listed above). The SSWS Plan will provide an overarching plan that defines the objectives for stormwater and surface water management and articulates a comprehensive approach for achieving these objectives through coordinated implementation of the CIP, operations programs, and existing plans.

The City solicited statements of qualification from consulting firms and through this competitive procurement process the Altaterra Consulting team was selected as the best suited for this project.

We are requesting this item go forward for Council approval at the March 19, 2024, Business Meeting.

OUTCOMES:

The consultant would deliver a Stormwater and Surface Water System Plan document for adoption by the City Council. The plan would:

- Offer a single comprehensive resource guide for stakeholders, staff, and decision makers to achieve sustainable and adaptive stormwater and surface water management in the City of Redmond. To that end, serve as a functional plan as described in the Comprehensive Plan Capital Facilities Element.
- Align stormwater and surface water management programs and projects with others within the city (e.g., Transportation, Parks) and regionally (e.g., salmon recovery) to leverage resources and maximize multiple benefits.
- Support full compliance with applicable federal, state, and local regulations.
- Provide a systematic approach to identifying and prioritizing stormwater infrastructure asset improvement projects.
- Identify enhancements to address deficiencies in asset inventory data, tracking, and reporting.
- Evaluate current and needed City programs, projects, and staff levels to meet present and future service demands and regulatory requirements for surface water and stormwater management, including operations and maintenance, infrastructure planning, and environmental restoration/rehabilitation.
- Evaluate funding sources and fund utilization for surface water and stormwater management, including but not limited to grants and Stormwater Utility fee rates and revenue.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Community/stakeholder engagement will occur throughout the project starting in spring 2024.

- **Outreach Methods and Results:**

A stakeholder engagement plan will be developed as part of this project. Engagement methods will include a survey, tabling at community events, stakeholder interviews, a project page on Let's Connect and social media

posts.

- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$500,000

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
0000146 - Service Enhancement (Stormwater Comprehensive Plan)

Budget Priority:
Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A
If yes, explain:
N/A

Funding source(s):
Stormwater Fund

Budget/Funding Constraints:
One-time funding approved for 2023/2024. Work will begin in 2024, will need to roll over one-time funding to complete project in 2025.

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
12/6/2022	Business Meeting	Approve
3/5/2024	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:
The timing would be such that the completed Plan would inform the 2027/2028 budget offers.

ANTICIPATED RESULT IF NOT APPROVED:

Management of stormwater and surface water in Redmond would continue through the existing CIP process and multiple operational efforts without a formalized coordinating plan.

ATTACHMENTS:

Attachment A: Draft Consultant Agreement with Scope of Work, Cost Estimate and Schedule