



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB24-117
October 28, 2024
Committee Report**

AGENDA BILL INFORMATION

TITLE:	AB24-117: Agreement with Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
PROPOSED ACTION:	Adopt Resolution 1699 awarding Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update	

REVIEW:	Department Director	Jeff Hamlin	10/18/2024
	Finance	Janna Walker	10/16/2024
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Parks & Public Works		
STAFF:	Patrick Fry, Project Engineer		
COMMITTEE:	Parks & Public Works	COMMITTEE DATE: October 22, 2024	
EXHIBITS:	1. AB24-117x1a (Res) 2. AB24-117x2 (Scope of Work) 3. AB24-117x3 (Compensation)		

AMOUNT OF EXPENDITURE	\$ 163,171
AMOUNT BUDGETED	\$
APPROPRIATION REQUESTED	\$ 163,171

SUMMARY

INTRODUCTION

The City seeks to contract with Northwest Hydraulic Consultants (NHC) to update and complete the 2025 update to the City of Snoqualmie’s Stormwater Comprehensive Plan.

ANALYSIS

NHC created a draft of the “Stormwater System Plan” in 2020, yet the plan was never completed or adopted. Staff is proposing to have NHC complete the work that began as part of the 2020 Plan, and further update the plan.

As well as updating the now 5-year-old chapters, the intent is to add additional chapters to the plan, including a chapter identifying basin deficiencies and assessing opportunities for retrofits, which will help meet future NPDES Stormwater requirements. Another chapter will include a Capital Facilities Plan, prioritizing improvements to the stormwater system and providing planning level costs, which will help inform which projects to complete and when, similar to the water & sewer plans. This plan will be referenced when planning capital improvement projects to ensure that when doing work nearby adjacent

infrastructure is accounted for in the planning effort. Another chapter will be a full review of the City’s Operation and Maintenance (O&M) procedures, which will help staff streamline workflows ensuring that all NPDES O&M requirements are met and that efficiencies are gained where possible. It will also streamline future onboarding of stormwater staff.

This planning document will allow staff to have a single comprehensive document to refer to for all things stormwater in the City. This be a major organizational gain and ensures that all City staff can work from the same set of information.

BACKGROUND

The existing draft of the Stormwater System Plan, last updated in 2020 was intended to become the Comprehensive plan. Yet, due to new (in 2019) requirements in the NPDES Stormwater Permit, a Stormwater Management Action Plan (SMAP) document needed to be created. In lieu of completing the Stormwater system plan, staff instructed NHC to shift gears to complete the SMAP, ensuring that the City met all NPDES requirements. A significant portion of the Stormwater System Plan budget was unspent in 2020 and did not carry over to the following biennium. Now that the SMAP work is completed, the City is proposing that NHC shift back to completing the Stormwater Comprehensive Plan with the updated requirements.

BUDGET IMPACTS

Administration recommends approving a contract with NHC in the amount of \$163,171 to complete the Stormwater System Plan. This expenditure was not included in the 2023-24 Biennial Budget or the 2025-26 Biennial Budget. A portion of this contract will likely fall in 2024 (estimated at \$20,000 or less) and Administration expects that these costs will be paid for by available appropriation with the Stormwater Utility Fund (#403), as illustrated in the table below. For the remaining portion that will occur during the 2025-26 biennium, estimated at \$143,171, Administration expects to bring an amendment forward to cover this amount.

Stormwater Utility (#403)

	2023-2024 Amended Biennial Budget
Beginning Budget	\$ 6,522,419
Expenditures	\$ (5,883,566)
Outstanding Contract Value (Previously Approved)	\$ (59,222)
Estimated Labor Value for Remainder of Biennium (City Employees)	\$ (198,784)
Current Available Budget	\$ 380,846
Value of this Contract (AB24-0XX)	\$ (20,000)
Available Budget after AB24-0XX	\$ 360,846

NEXT STEPS

Staff recommend awarding a Professional Services Agreement with Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update and authorizing the Mayor to sign.

PROPOSED ACTION

Move to adopt Resolution 1699 awarding a Professional Services Agreement to Northwest Hydraulic Consultants for the 2025 Stormwater Comprehensive Plan Update.