

Council Agenda Bill

AB Number

AB25-063

Agenda Bill Information

Title*

Selecting Herrera for NPDES Phase II Permit Support

Action*

Motion

Council Agenda Section

Committee Report

Council Meeting Date*

06/09/2025

Staff Member

Patrick Fry

Department*

Public Works

Committee

Parks and Public Works

Committee Date

06/03/2025

Exhibits

Packet Attachments - if any

Herrera Phase II Contract_Exhibits_Incl.pdf

493.52KB

Summary

Introduction*

Brief summary.

This agenda bill seeks council approval to select Herrera Consulting for professional support services of the NPDES Stormwater permit. The proposed Phase II scope of work includes requirements for calendar years 2025 & 2026 which includes work on the behavior change campaign as well as mapping the overburdened community.

Proposed Motion

Move to approve the selection of Herrera Environmental Consultants for 2024-2029 NPDES Stormwater Permit Support - Phase 2

Background/Overview*

What was done (legislative history, previous actions, ability to hyperlink)

The NPDES is a national program that requires municipalities to manage stormwater discharges, educate the public, and rehabilitate impaired watersheds. The stormwater permit is an evolving document, with requirements that build upon previous years' submittals. For this reason, it is imperative that the City stay on top of the yearly requirements to avoid falling behind from compounding issues.

Council approved an on-call contract with Herrera in 2017 for NPDES Permit Support and related fields. Herrera was contracted in September 2021 by the City to bring the City into compliance with the 2019- 2024 NPDES stormwater permit. A portion of that contract oversaw the required behavior change campaign and subsequent report. As part of the 2024-2029 permit, the effectiveness of the behavior change campaign must be evaluated as well as continuing the existing campaign, or implementing a new behavior change campaign. The work must begin this Summer and be completed by 2028.

Parks and Public Works seeks Council approval of awarding Herrera Environmental Consultants for Annual NPDES Stormwater Permit Support and authorize the mayor to sign the A&E Services Agreement.

Analysis*

Developing the required behavior change campaign and mapping of the overburdened community go beyond staff expertise and therefore require the use of outside consultants for the work. Herrera Consultants have proven to be responsive, capable, and knowledgeable in meeting Ecology's requirements for the permit. Further, they already have an in-depth understanding of the City's Stormwater System, and existing behavior change campaign.

Therefore, Parks and Public Works recommend utilizing the on-call contract with Herrera Environmental Consultants to complete the work outlined in the Scope of Work.

Budgetary Status*

Funds have already been authorized in the current biennial budget.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
\$68,600.00	\$2,546,682.00	\$0.00

Budget Summary

Administration recommends approving a contract with Herrera Environmental Consultants in the amount of \$68,600 to support the management of the City's NPDES Stormwater permit. This contract will be paid from the Stormwater Operations Fund (#403) budget. The 2025-26 Biennial Budget appropriates \$2,546,682 for services within the Stormwater Operations Fund. Currently, \$415,114 has been spent in the biennium, with an additional \$1,109,295 and \$384,358 encumbered for internal service charges and previously approved contracts, respectively. With the addition of the Herrera contract, the remaining Biennial Budget appropriation is \$569,315. Therefore, sufficient appropriation exists within the 2025-2026 Biennial Budget (Stormwater Operations Fund #403) to fund the contract.

The City received a \$130,000 Stormwater Capacity Grant from the Department of Ecology to support the NPDES Stormwater permit. The City will request grant reimbursement for this contract as expenditures occur.

Fiscal Impact Screenshot

Stormwater Operations (#403) - Services

	2025-2026 Biennial Budget	
Beginning Budget	\$	2,546,682
Expenditures	\$	(415,114)
Outstanding Internal Service Charges	\$	(1,109,295)
Outstanding Contract Value <i>(Previously Approved)</i>	\$	(384,358)
Current Available Budget	\$	637,915
Value of this Contract (AB25-063)	\$	(68,600)
Available Budget after AB25-063	\$	569,315