



### Staff Report

<b>Agenda Item:</b>	8	<b>Name:</b>	Michelle Clark
<b>Proposed No.:</b>	FCD Resolution No FCD 2021-11	<b>Date:</b>	September 14, 2021

**Proposed Resolution FCD 2021-11: A resolution authorizing the chair to enter into an amendment to the agreement for Lower Green River Corridor Plan and PEIS project manager services.**

Proposed Resolution FCD 2021-11 authorizes the chair to enter into an amendment to the agreement with Lund Consulting for the purpose of providing project management services for the King County Flood Control District's (District) Lower Green River Corridor Flood Hazard Management Plan and Programmatic Environmental Impact Statement (LGRCFHMP PEIS) process. FCDECM2018-02 authorized the chair to enter into the original contract and FCDECM2021-04 was the most recent amendment to the original contract. This contract amendment complies with the King County Flood Control District's (District) new procurement policy FCD2020-13 approved June 2020.

The District's LGRCFHMP PEIS represents the largest and most challenging integrated floodplain management program envisioned for the central Puget Sound area in our state's history. The expected outcomes of the LGRCFHMP PEIS are:

1. A shared vision and goals for the Lower Green River corridor related to integrated floodplain management;
2. A draft programmatic environmental impact statement for public review; and
3. A final environmental impact statement and Lower Green River Flood Hazard Management Plan for adoption by the District.

Under the proposed contract, Lund Consulting, Inc. tasks include:

1. Serve as project manager to the LGRCFHMP PEIS process reporting to the District Executive Director;
2. Manage the contracts for the technical consulting team ensuring work products meet the quality standards of the District;
3. Oversee the technical consulting team contract, review invoices, manage budget, and ensure timeliness of deliverables;
4. Coordinate with King County Rivers and Floodplain Management staff to obtain technical support;
5. Review draft documents on behalf of the District, coordinate review by District Executive Director, and oversee revisions to draft documents;
6. Facilitate meetings of the Advisory Committee; and
7. Meet weekly with technical team of consultants and District Executive Director.

The amendment to the contract for project management services is for an amount not to exceed total of \$153,300 and is for a term of one year. This contract amendment will allow Lund Consulting to continue acting as the project manager/"owner's rep" throughout the preparation and analysis of the Draft PEIS and the negotiations for the Final PEIS with Parametrix.

The Executive Committee unanimously recommended approval of this contract amendment to the Board of Supervisors at its September 1<sup>st</sup> meeting.

**Attachments**

Scope and Budget for LGRCFHMP PEIS through August 31, 2022

## Lund Consulting Inc. Contract Scope of Work and Budget (September 1, 2021)

### **Lower Green River Corridor Flood Hazard Management Plan and Programmatic Environmental Impact Statement Project Management Scope of Work**

The Lower Green River Corridor Flood Hazard Management Plan (LGRCF “Corridor Plan”) and Programmatic Environmental Impact Statement (PEIS) represent the largest and most challenging flood risk reduction and environmental mitigation investment program envisioned for the central Puget Sound area in our state’s history. The expected outcomes of the Corridor Plan and PEIS are:

- A shared vision and goals for the river corridor related to flood risk reduction and multi benefits.
- A draft programmatic environmental impact statement for public review.
- A final environmental impact statement and Lower Green River Flood Hazard Management Plan for adoption by the District Board of Supervisors.

#### **Tasks**

Oversee the Lower Green River programmatic environmental impact statement and flood hazard management plan to ensure a transparent, accountable, and equitable process.

Manage the contracts for the technical consulting team to ensure work products meet the quality standards of the District.

Oversee the technical consulting team contract to review invoices, manage budget, and keep deliverables on track.

Coordinate with King County Rivers and Floodplain Management staff to obtain technical support related to hydraulic modeling, project history, capital project plans, repairs, US Army Corps of Engineers agreements and projects, and other information needed to inform the PEIS and Plan.

Provide direction to the technical team as questions arise, following the Executive Director’s instructions, on contract tasks.

Provide review of draft documents on behalf of the District, coordinate review by District Executive Director and oversee revisions to draft documents for final publication.

Meet weekly with technical team and Executive Director.

Meet with technical subcontractors as required to provide direction and feedback.

Work with Executive Director and technical consultants to resolve best use of technology in support of project goals such as online community asset mapping application, on-line open house, and visualization tools.

Coordinate with team to support Executive Steering Committee.

Facilitate Advisory Committee meetings.

Maintain project records.

## **Schedule**

Project Management services would begin September 1, 2021 through August 31, 2022.

Key milestones are:

- 2021 Q2/Q3: Finalize any new alternatives with SEPA official, begin evaluating impacts.
- 2021 Q4/2022 Q1: Begin impacts evaluation, mitigation development, and technical appendices
- 2022 Q2/Q3: Complete and issue the Draft PEIS and begin comment period
- 2022 Q3: Complete comment period, review comments, and begin strategizing preferred alternative. Negotiate contract with EIS firm for Final EIS.

## **Deliverables**

Milestone schedule – updates as needed

Project Management Plan - updates as needed

Monthly invoice packages in a format as specified by the District

Written notes from weekly strategy meetings or calls distributed to the project team for concurrence

Presentations and materials to support decisions by Executive Director and Board

Oversee and finalize work product from technical team including:

- Draft and final motion for Executive Director to obtain Board feedback on revised alternatives
- Draft and final materials for Executive Director consideration describing proposed revised alternatives
- Draft and final plan for Executive Director approval to conduct additional SEPA scoping and outreach
- Draft and final scoping summary report
- Draft and final updated public engagement plan
- Draft and final technical report on hydraulic modeling of revised alternatives
- Draft and final impact analysis technical memos
- Draft and final PDEIS – Chapters 1-5
- Draft and final mitigation report

Support Executive Director and Board regarding Final EIS preferred alternative

Review of draft and final materials for Executive Steering Committee meetings

Logistics and materials for Advisory Committee meetings

**Tasks and Budget**

<b>Task</b>	<b>Assumptions</b>	<b>Deliverables</b>	<b>Monthly Estimated Hours</b>
Assist Executive Director with contract management, negotiation of amendments, contract compliance, and budget management	Keep Executive Director informed of project cost and schedule issues, resolve with contractor and District	PEIS contract and amendments, draft and final	4
Assist Executive Director to ensure overall project scope is achieved on time and within budget and flag any issues	Weekly calls	Action log	8
Ensure EIS consultant fulfills contract scope, public meetings, work product deadlines, and budget	Weekly calls	Meeting summaries and action log	10
Review and provide comments on written reports, plans, communications, and strategies	Review preliminary and revised documents. Facilitate review with Executive Director	PEIS and Plan documents, draft and final	18
Coordinate with Rivers and Floodplain Management technical staff on technical issues	Monthly follow-up	Appendix A Hydraulic Model Technical assumptions for alternatives Document reviews	2
Monitor agency, jurisdictional, and stakeholder concerns to identify issues and work with Executive Director to resolve	Monthly check-ins	Executive Steering Committee support Public involvement materials Media monitoring	3.5
Written communication to update Advisory Committee	Semi-annual status updates	Email communication Meeting agendas and meeting materials	1
Support Executive Director with presentations to Executive Committee and Board	As requested by Executive Director	Written reports Presentations Meeting attendance	6
			52.5

Monthly fee: \$12,775 based on assumption of \$243 per hour  
 (Direct expenses are not included and will be billed separately if approved by Executive Director.  
 Examples include any direct mail, printing or copying, room rental, public meeting costs.)