**ATTACHMENT 1 - SCOPE OF WORK**

INTRODUCTION

The purpose of this contract is to provide planning and engineering-related services to King County International Airport (KCIA) to identify and evaluate alternatives to develop, design, and administer the construction of our Basin 3 Stormwater Pump and Water Quality station.

PROJECT BACKGROUND

The Basin 3 Stormwater Pump and Water Quality station project will design and construct a stormwater facility that can handle 10-, 25-, and 100-year storm events without overflowing. The table below defines each of the storm events:

* 10 - year storm: A storm event with 2.9 inches of precipitation in 24 hours.
* 25 – year storm: A storm event with 3.5 inches of precipitation in 24 hours.
* 100 – year storm: A storm event with 4.1 inches of precipitation in 24 hours.

KCIA’s Stormwater Basin 3 has an approximate area of 91 Acres and covers portions of Taxiway Alpha, Runway 14R/32L (Main Runway), Taxiway Bravo, and several tenant areas. Due to the critical nature of the surfaces that this basin covers, KCIA needs to limit the amount of stormwater system overflows as this would require us to shut down those critical assets. Basin 3 is the only stormwater basin within KCIA that relies on gravity to convey all its stormwater to the discharge point, the Duwamish River.

The Duwamish River is an Environmental Protection Agency (EPA) Superfund site due to previously contaminated stormwater runoff, and all stormwater discharges are closely monitored. Any proposed system will need to meet and exceed the water quality requirements set forth by the EPA. In addition, the proposed system will need to meet the 2021 King County Surface Water Design Manual and all Federal Aviation Administration (FAA) requirements.

FUNDING

FAA funding is anticipated for the design and construction phases of the project. All documents, reports, and plans must comply with FAA Advisory Circulars and design guidelines. Project schedules must include time for FAA reviews and coordination.

REFERENCE DOCUMENTS AVAILABLE TO PROPOSERS

1. KCIA Stormwater System drawings

2. EPA Water Quality Requirements

3. KC Water Quality Requirements

4. [King County Strategic Climate Action Plan](http://your.kingcounty.gov/dnrp/climate/documents/2015_King_County_SCAP-Full_Plan.pdf)

**SCOPE OF WORK**

### **TASK 100 – PROJECT MANAGEMENT AND COORDINATION**

This Task includes all work related to the management, administration, and coordination of the Consultant activities for Phase 1.

#### 100.1 Project Management and Administration

The Consultant shall organize, manage, and coordinate the disciplines required to accomplish the work to keep the project on schedule. The Consultant shall coordinate its work with efforts performed by County staff, and other Consultants or Contractors. The Consultant shall manage the alternative analysis and predesign phase project scope, schedule, and budget, including the following:

1. Project Schedule
2. Progress Reporting
3. Quality Management Plan (including sub-consultant work) to include:
   1. Communication Protocols
4. Sample project Logs, including but not limited to, decision records, action items, comment logs, and budget and schedule changes
5. Panel Evaluation presentation

#### 100.2 General Project Meeting, Presentations, and Workshops

The Consultant will prepare technical documentation presentations, for activities including the following:

1. Kickoff Meeting and Workshop.

2. Possible in-person meetings at the Airport, to be determined by KCIA.

#### 100.3 Community Outreach

Plan one (1) community outreach session.

1. Research the local neighborhoods around the airport (Georgetown, South Park, Beacon Hill, Tukwila) and identify:

a. Three local community-based organizations or groups

b. Two community events the airport could attend in support of this project

c. What languages are spoken in those neighborhoods other than English

1. Develop a community engagement plan that includes different ways to reach community members for feedback on this project including flyers, surveys, social media, websites, translation materials, and other media outlets.
   1. This plan should also outline what material should be covered in the community outreach session, what format that session will be in, and how the community will be notified of the results of that meeting

**Task 100 Deliverables**

* Project Schedule
* Progress Reports including schedule updates
* Quality Management Plan
* Project Logs

### **TASK 200 – DATA COLLECTION AND CONDITION ASSESSMENT**

The Consultant shall collect data and assess the existing conditions of the site to support alternative analysis, which may include but not be limited to:

1. Previous project as-builts
2. Geotechnical and hydrogeologic information
3. Pavement condition assessments, inspection reports, analysis, and Aircraft loading calculations
4. Existing and Future Fleet Mix and Operations Assessment
5. Existing utility location and condition assessments (geotechnical reports, CCTV inspection of utilities, corrosion reports, etc.)
6. Above ground and underground utility information
7. Federal and local Code and FAA Advisory Circular compliance evaluation including descriptions of all applicable codes and FAA requirements.

**Task 200 Deliverables**

* Stormwater Quality System Design & Proposal
* Panel Evaluation presentation highlighting key points

### **TASK 300 - DESIGN**

1. Draft & finalize the design and documents setting forth the detailed engineering construction requirements for the Project.
2. Finalize alignment, profiles, sections, and details for the water quality system
3. Complete technical reports, including the Engineer’s Design Report, and analyses to meet jurisdictions’ requirements.
4. Develop a proposal for the system to present to KCIA Stakeholders

**Task 300 Deliverables**

* Stormwater Quality System Design & Proposal
* Panel Evaluation presentation highlighting key points

### **TASK 400 – SUSTAINABILITY, EQUITY, AND SOCIAL JUSTICE**

The Consultant shall review King County sustainability and equity and social justice legislation (listed below) to gain a general understanding of the County’s goals on energy conservation, sustainability, equity and social justice.

1. King County Code 18.17 Green Building and Sustainable Development Ordinance [17709 https://kingcounty.gov/council/legislation/kc\_code/21\_Title\_18.aspx](https://kingcounty.gov/council/legislation/kc_code/21_Title_18.aspx)
2. King County Code 2.93.060 for energy efficiency and greenhouse gas emissions reductions within capital improvement projects <https://www.kingcounty.gov/council/legislation/kc_code/05_Title_2.aspx>
3. King County Strategic Climate Action Plan
   1. [King County SCAP Full Plan](https://your.kingcounty.gov/dnrp/climate/documents/2015_King_County_SCAP-Full_Plan.pdf)
   2. [King County SCAP Executive Summary](https://your.kingcounty.gov/dnrp/climate/documents/scap-2020-approved/2020-scap-executive-summary.pdf)
4. Equity and Social Justice Strategic Plan
   1. [ESJSP Strategic plan - Complete Document](https://www.kingcounty.gov/elected/executive/equity-social-justice/strategic-plan.aspx)
   2. [ESJSP Highlights](https://aqua.kingcounty.gov/dnrp/library/dnrp-directors-office/equity-social-justice/201609-ESJ-SP-INT-ToC-Strat-VAL.pdf)
5. The Consultant shall develop and maintain an Equity and Social Justice Assessment and Action Plan. Based on your work in Task 100.3, determine what the potential harms and potential benefits to both the airport and the surrounding community are for this project. Determine how you would mitigate the harms identified.

**Task 400 Deliverables**

* Equity and Social Justice Assessment and Action Plan.
* Panel Evaluation presentation highlighting key points.

### **TASK 500 – GRAPHICS AND INFORMATIONAL MATERIAL SERVICES**

The Consultant shall perform graphics and informational materials services, which may include but are not limited to:

1. Prepare graphics to convey project plans and implementation methods.
2. Prepare graphics to summarize progress, status, and needed actions.

**Task 500 Deliverables**

* Graphics in native formats
* Informational materials, including but not limited to a one-page executive summary