

City of Burien, Washington City Hall Contract Routing Sheet

Name of Contracting Party: Department of Ecology

Project Name/Description: QSWCAP-BuriPW-0040-Stormwater Capacity Grant Amend # 1

Contract Amount: \$ \$50,000 - Amendment #1 -\$25,000 = \$25,000 total
Rev.

Type of Contract: (Includes Agreements, Grants, Interlocals, Leases, MOUs, etc.)

<input type="checkbox"/> Architectural/Engineering <input type="checkbox"/> From MSRC Engineering Roster <input type="checkbox"/> RFQ Process Done	<input type="checkbox"/> Construction/Public Works <input type="checkbox"/> Informal Bidding Process Done-3 bids (less than \$35,000) <input type="checkbox"/> From MRSC Small Works Roster (\$35,000 to \$300,000) <input type="checkbox"/> Competitive/Advertised Bidding Done (Over \$300,000) <input type="checkbox"/> Other: Sole Source - Emergency	<input checked="" type="checkbox"/> Grant <input type="checkbox"/> Lease <input type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Contract Amendment to Contract No. <u>4526</u>
<input type="checkbox"/> Consulting/Services (Non-Engineering)		
<input type="checkbox"/> Human Svcs/Arts&Culture		

Is this contract authorized in the current year's budget? Yes No

If budgeted, list Fund/Dept.: SWM Fund

Page # in Budget: 3-7 Budget line item amount: _____

BARS Account Number: 104-00-334-03-10-001

CONTRACT ROUTING INSTRUCTIONS:

Contract Manager Directions/Review: [Signature] Date: 1/6/17

- Draft contract, get contract file checklist items
- Prepare Contract Package (Contract Routing Sheet, contract, and checklist items)
- Obtain Dept. Director Approval [Signature] Date: 1/17/17

Legal Dept. Directions/Review: [Signature] Date: 1/18/17

- Review insurance
- Review of City Attorney (non-routine contracts)

Finance Dept. Directions/Review: [Signature] Date: 1-19-17

- Review contract budget/administrative review.

City Manager Review if over \$25,000: _____ Date: _____

- Return Contract Package to Finance Dept.

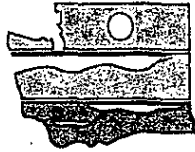
Contract Manager Directions:

- Obtain signatures on contract.
- Provide fully signed copy of contract to other party.
- Make copy of contract for own files, if desired.
- Return original Contract Package to Finance Dept.

Finance Dept. Directions:

- Assign contract number.
- Provide contract number to Contract Manager.
- Provide Contract Package to Scanner.

Contract File Checklist:	
<input type="checkbox"/>	W-9 Taxpayer ID Form
<input type="checkbox"/>	Burien Business License# _____
<input type="checkbox"/>	Insurance Certificate
<input type="checkbox"/>	Bids, if applicable <input type="checkbox"/> N/A
<input checked="" type="checkbox"/>	Contract Fully Signed



DEPARTMENT OF
ECOLOGY
State of Washington

**AMENDMENT NO. 1
TO AGREEMENT NO. WQSWCAP-1517-BuriPW-00040
BETWEEN
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND
CITY OF BURIEN**

PURPOSE: To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and City of Burien (RECIPIENT) for the 2015-2017 Biennial Stormwater Capacity Grants (PROJECT).

The purpose of this amendment is to reduce total funding from \$50,000, to \$25,000. There are no changes to the effective dates or scope of work.

The FY2015-17 Biennial Municipal Stormwater Capacity- Building Grant (Capacity Grant), funded via the Model Toxics Control Act (MTCA) account, has been significantly reduced due to decreased oil tax revenues. In order to address this significant decline, ECOLOGY was directed in the enacted 2015-17 Operating Budget to reduce the funding amount of the Capacity Grant.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Total Cost:

Original: 50,000.00 Amended: 25,000.00

Total Eligible Cost:

Original: 50,000.00 Amended: 25,000.00

CHANGES TO SCOPE OF WORK

Task Number: 1 Task Cost: \$500.00

Task Title: Project Administration/Management

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; and a recipient closeout report (including photos).

B. The RECIPIENT shall maintain documentation demonstrating compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

C. The RECIPIENT shall manage the project. Efforts include, but are not limited to: conducting, coordinating, and

scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; ECOLOGY; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant or loan administrative requirements.

Task Expected Outcome:

- * Timely and complete submittal of requests for reimbursement, quarterly progress reports, and RECIPIENT closeout report.
- * Properly maintained project documentation

Recipient Task Coordinator: Dan OBrien

Deliverables

Number	Description	Due Date
1.1	Quarterly Progress Reports	
1.2	Recipient Closeout Report	
1.3	Project Outcome Summary Report	
2.1	Documentation of tasks completed	

CHANGES TO SCOPE OF WORK

Task Number: 2 Task Cost: \$24,500.00

Task Title: Project Administration/Management

Task Description:

Conduct work related to implementation of municipal stormwater National Pollutant Discharge Elimination System (NPDES) permit requirements. If the RECIPIENT is out of compliance with the municipal stormwater National Pollutant Discharge Elimination System (NPDES) permit, the RECIPIENT will ensure funds are used to attain compliance where applicable.

RECIPIENT may conduct work related to implementation of additional activities required by the municipal stormwater NPDES permits. The following is a list of elements RECIPIENT's project may include.

- 1) Public education and outreach activities, including stewardship activities.
- 2) Public involvement and participation activities.
- 3) Illicit discharge detection and elimination (IDDE) program activities, including:
 - a) Mapping or geographic information systems of municipal separate storm sewer systems (MS4s).
 - b) Staff training.

- c) Activities to identify and remove illicit stormwater discharges.
 - d) Field screening procedures.
 - e) Complaint hotline database or tracking system improvements.
- 4) Activities to support programs to control runoff from new development, redevelopment, and construction sites, including:
- a) Development of an ordinance and associated technical manual or update of applicable codes.
 - b) Inspections before, during, and upon completion of construction, or for post-construction long-term maintenance.
 - c) Training for plan review and/or inspection staff.
 - d) Participation in applicable watershed planning effort.
- 5) Pollution prevention, good housekeeping, and operation and maintenance program activities, such as:
- a) Inspecting and/or maintaining the MS4 infrastructure.
 - b) Developing and/or implementing policies, procedures, or stormwater pollution prevention plans at municipal properties or facilities.
- 6) Annual reporting activities.
- 7) Establishing and refining stormwater utilities, including stable rate structures.
- 8) Water quality monitoring to implement permit requirements for a Water Cleanup Plan (TMDL). Note that any monitoring funded by this program requires submittal of a Quality Assurance Project Plan (QAPP) that the DEPARTMENT approves prior to awarding funding for monitoring.
- Monitoring, including:
- a) Development of applicable QAPPs.
 - b) Monitoring activities, in accordance with a DEPARTMENT- approved QAPP, to meet Phase I/II permit requirements.
- 9) Structural stormwater controls program activities (Phase I permit requirement)
- 10) Source control for existing development (Phase I permit requirement), including:
- a) Inventory and inspection program.
 - b) Technical assistance and enforcement.
 - c) Staff training.
- 11) Equipment purchases that result directly in improved compliance with permit requirements. Allowed costs for equipment purchases must be specific to implementing a permit requirement (such as a vactor truck) rather than general use (such as a general use pick-up truck). Qualified equipment purchases include but are not limited to:
- a) Illicit discharge testing equipment and materials.
 - b) Vactor truck or sweeper truck or MS4 maintenance activities.
 - c) Electronic devices dedicated to mapping of MS4 facilities and attributes.
 - d) Software dedicated to tracking permit implementation activities.

As a deliverable, documentation of all tasks completed is required. Documentation includes but is not limited to: maps, field reports, dates and number of inspections conducted, dates of trainings held and participant lists, number of illicit discharges investigated and removed, summaries of planning, stormwater utility or procedural updates, annual reports, copies of approved QAPPs, summaries of structural or source control activities, summaries of how equipment purchases have increased or improved permit compliance.

Task Goal Statement:

This task will improve water quality in the State of Washington by reducing the pollutants delivered by stormwater to lakes, streams, and the Puget Sound by implementing measures required by Phase I and II NPDES permits.

Task Expected Outcome:

RECIPIENTS will implement measures required by Phase I and II NPDES permits.

Deliverables

Number	Description	Due Date
1.1	Quarterly Progress Reports	
1.2	Recipient Closeout Report	
1.3	Project Outcome Summary Report	
2.1	Documentation of tasks completed	

CHANGES TO THE BUDGET

Funding Distribution EG160325

Funding Title: Capacity Grant FY17

Funding Type: Grant

Funding Effective Date: 07/01/2016

Funding Expiration Date: 03/31/2017

Funding Source:

Title: ELSA: Environmental Legacy Stewardship Account

Type: State

Funding Source %: 100%

Description: MTCA

Approved Indirect Costs Rate: Approved State Indirect: 25%

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Capacity Grant FY17	Task Total
Permit Implementation	\$ 0.00
Project Administration/Management	\$ 0.00

Total: \$ 0.00

State of Washington Department of Ecology
City of Burien
2015-2017 Biennial Stormwater Capacity Grants Project
Agreement No. WQSWCAP-1517-BuriPW-00040
Amendment No. I

Page 5 of 7

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
Capacity Grant FY16	0 %	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Capacity Grant FY17	0 %	\$ 0.00	\$ 0.00	\$ 0.00
Total		\$ 0.00	\$ 25,000.00	\$ 25,000.00

AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 07/01/2015.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State
Department of Ecology

City of Burien

By: Donald A. Sathy 03/01/2017
Date
Heather R. Bartlett
Water Quality
Program Manager

By: Maiya I. Andrews 1/23/17
Date
Maiya I. Andrews
Public Works Director

Template Approved to Form by
Attorney General's Office