

AGENDA REQUEST FORM

**Return completed form and complete agenda item to the Clerk of the Board
Yakima County Commissioners' Office, Room 232**

Prepared by:
Jack Wells

Department: Public Services

Requested Agenda Date: 2/9/2021

Presenting: David Haws

Document Title:

Yakima Effectiveness Study- Data Collection- Amendment 2

Board of County Commissioners Record Assigned
BOCC Agreement

027 - 2021

Yakima County, WA

APPROVED FOR AGENDA:

Consent Regular
Board of County Commissioners Determined

Action Requested: *Check Applicable Box*

PASS RESOLUTION EXECUTE or AMEND **AGREEMENT** CONTRACT or GRANT
 ISSUE PROCLAMATION PASS ORDINANCE OTHER _____

Describe Fiscal Impact:

No fiscal impact. These scope revisions result changes to distribution of Task's 100 and 200 fees, however there is no change in overall contact fees.

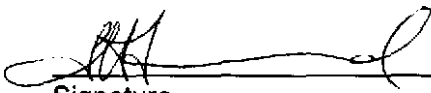
Background Information:

Effectiveness studies are a condition of the NPDES permit issued by Washington State Department of Ecology. Yakima County, as the Lead Agency, contracted Osborn Consulting to develop a Ecology approved Effectiveness Study on Inspection and Maintenance on Privately Owned Structural BMP's. This amendment extends the time of the contract with Osborn to January 2022.

Summary & Recommendation:

Motion:

Department Head/ Elected Official



Signature

AGREEMENT Attached Is Approved as to Form
Corporate Counsel Initial



Late Agenda Requests Require BOCC Chairman Signature:

BOCC Agreement

027-2021

Yakima County, WA

DATE JANUARY 8, 2021
TO DAVID HAWS, PE, ENVIRONMENTAL SERVICES DIRECTOR
YAKIMA COUNTY PUBLIC SERVICES
FROM AIMEE NAVICKIS-BRASCH, PHD, PE, PROJECT MANAGER
TAYLOR HOFFMAN-BALLARD, PE, PROJECT ENGINEER
OSBORN CONSULTING, INC. (OCI)
SUBJECT YAKIMA EFFECTIVENESS STUDY – DATA COLLECTION – AMENDMENT 2

The original consultant services contract for the above referenced agreement is amended to extend the expiration date to January 31, 2022. Additional amendments to the contract are described in the subsequent section. These scope revisions result in changes to Task 100 and Task 200 fees, however there is no change to the overall contract fees as shown in Table 1. Fees to cover the additional work will be moved from fees assigned to develop the TER. A separate amendment will be written later to add fees needed to complete the TER.

Task 100 Project Management. The following items are added (Additional Fees: \$1,952):

- **Amendment Setup** – 12 additional hours are budgeted to develop the amendment, update the project schedule, and setup the amended project.

Deliverables:

- There are no new deliverables for this task.

Task 200 Effectiveness Study Technical Assistance.

The following items are added (Additional Fees: \$2,356):

- **QAPP Revisions** – Osborn Consulting, Inc. will revise the existing Quality Assurance Project Plan (QAPP) which is expected to include: update the project schedule through the end of the study, update the Distribution List and Key Project Team Members and Roles to reflect changes in personnel, add a summary of revisions to Appendix F, and collect signatures needed for the revised QAPP. We have budgeted 5 hours for this task.
- **QA/QC** – Osborn Consulting, Inc. will perform an internal review of the QAPP prior to submittal to Yakima County. We have budgeted 2 hours for this task.
- **Coordination with Ecology** – Osborn Consulting, Inc. will coordinate with Ecology after the County has submitted the revised QAPP to Ecology. Coordination will include any additional revisions needed for Ecology approval of the revised QAPP. We have budgeted 8 hours for this task.

Client Responsibilities:

- The County is responsible for submitting documents to Ecology.

Deliverables:

- Revised Quality Assurance Project Plan

The following items are revised (Reduced Fees: \$4,308):

- **Technical Report** – OCI will provide support for the annual report as well develop a Technical Evaluation Report (TER) and fact sheet following data collection for the study to meet Yakima County’s permit requirements for Stormwater Effectiveness Studies (S8.B1c of the 2019 Permit).
 - **TER** - Develop a TER summarizing the study results and recommendations for future actions based on the findings of the study. The TER will contain the contents outlined in the study QAPP which is expected to include: a cover letter, executive summary, introduction, description of the operation & maintenance program, data collection procedures, data summaries and analysis, discussion, conclusions, future action recommendations, and appendices. The appendices will include the raw data collected and results from the survey and interview.

Table 1. Breakdown of Amended 1 Fees by Task

Task	Previous Cost to Complete	Amendment Fees	Revised Fees
Task 100 Project Management	\$6,175	+\$1,952	\$8,127
Task 200 Effectiveness Study Technical Assistance	\$38,824	+\$2,356 -\$4,308	\$36,873
Total	\$45,000	\$0	\$45,000

Please sign and date in the space below to acknowledge your agreement to extend the contract expiration as noted above.

Owner: Yakima County

Consultant: Osborn Consulting, Inc.

By _____
Signature Date

By Laura Ruppert 1/08/2021
Signature Date

Print or Type Name

Laura Ruppert
Print or Type Name

Title

Vice President
Title

**BOARD OF YAKIMA COUNTY COMMISSIONERS
AGREEMENT**

Agreement Number

BOCC Agreement

027 - 2021

Yakima County, WA

BOARD OF COUNTY COMMISSIONERS

Ron Anderson, Chairman

Amanda McKinney, Commissioner

LaDon Linde, Commissioner

DATED FEB 09 2021

Attest:

Julie Lawrence, Clerk of the Board *or*
Linda Kay O'Hara, Deputy Clerk of the Board

Approved as to Form:



Deputy Prosecuting Attorney