

COMMISSION AGENDA

Item No: 6D

Meeting: 8/20/20

DATE: August 5, 2020

TO: Port Commission

FROM: Eric D. Johnson, Executive Director
Sponsor: Jason Jordan, Director, Environmental and Planning Services
Project Manager: Deanna Seaman, Environmental Senior Project Manager

SUBJECT: Authorization to reauthorize Stormwater ILA with City of Tacoma

A. ACTION REQUESTED

As referenced in Resolution No. 2018-01-PT, Exhibit A, Delegation of Authority Master Policy, Paragraph IV.A.(1), states entering into an ILA with another public agency requires authorization from Port Commission.

Request authorization for the Executive Director or his delegate to sign a 2020 updated Stormwater Interlocal Agreement (ILA) with the City of Tacoma, for Mutual Cooperation & Support Regarding Agency Stormwater Management.

B. SYNOPSIS

The purpose of this ILA is to memorialize the cooperation between the City and Port for managing permit-driven coordination obligations under the Municipal Separate Storm Sewer System Permit (MS4) and address other related matters. The MS4 permit requires stormwater management activities to be undertaken by municipal entities who hold the permit; for the Port, these activities focus on maintaining stormwater infrastructure and educating the public and tenants who occupy Port properties. The current ILA expires September 23, 2020. Authorization is requested for the Executive Director to sign a 2020 ILA with a four-and one-half (4½) year term.

C. BACKGROUND

History of Original ILA. In 2009, the Port of Tacoma requested a review of surface water fees charged by City of Tacoma on Port of Tacoma properties. The requested review resulted in an increase of \$300,000 in “account changes”, which are the billing classifications assigned to port parcels for purposes of calculating the fees, billed to the Port of Tacoma. The Port appealed this review with the City of Tacoma’s Hearing Examiner. During this time, the Port and the City worked together to create a new rate structure for wetlands, correct billing for certain parcels (those under water, certain properties whose square footages were incorrect), and created a waterfront property rate for those parcels that do not drain to City owned

infrastructure. The new rate is 50% of the rate charged to parcels that drain to City owned infrastructure.

In 2013, the City and the Port entered into an ILA to memorialize the above work and establish a vehicle for cooperation on spill response, joint property inspections, use of the City water analytical lab, and related City services if needed. This new billing rate was also codified into Tacoma Municipal Code at TMC 12.08.500

Between 2013 and 2018, the most beneficial aspect of the ILA was the City's courtesy review of site development applications for properties that do not discharge to City infrastructure. This courtesy review has significantly improved the efficiency of site development permit review.

Past Annual ILA Extensions. In 2018 and 2019, City and Water Quality staff prepared annual extensions which were approved by Commission.

Currently Requested ILA. Staff is now seeking a 2020 ILA with a four-and-a-half (4½) year term. Because the beneficial surface water rate is now memorialized in City code, the ILA no longer needs to address that point. Other benefits of the ILA include continued City stormwater review of Port and tenant stormwater Projects, Port and City agreement on a standardized easement language when required as a result of Port/Tenant stormwater permits, and a process for annual review of the City's stormwater rates imposed on Port properties for accuracy. These benefits are addressed in more detail below.

D. PROJECT DETAILS

The 2020 ILA update memorializes cooperation in the following areas:

- Continues a process for a Port initiated courtesy City of Tacoma stormwater review in conjunction with other required project review for Port projects that discharge to Port-owned MS4 infrastructure.
- There are changes to the agreement language including reorganizing into one section the three areas of coordination. These include:
 - Annual review to determine accuracy of surface water rates as applied to Port properties and whether ordinance changes are warranted;
 - Annual maintenance schedule of City-owned infrastructure in the Tideflats including ditches, outfalls, and storm sewers; and
 - Joint property inspection schedule as required by the MS-4 permit.
- Other minor changes include:
 - a new labor and service rate schedule with an annual escalator; and
 - an agreement on access to infrastructure owned by the Port on City property and City infrastructure on Port property.
- For new development or redevelopment projects on port properties that do discharge to City stormwater infrastructure, the ILA includes an agreed Covenant and Easement (C&E) template.

- The City requires a C&E when a stormwater project is approved to allow City access to inspect and, if necessary, maintain on-site stormwater treatment infrastructure.
 - Agreement on a template avoids holding up individual projects to negotiate terms
 - For sites that discharge to Port infrastructure, the C&E will not be needed.
- Memorializes and reaffirms the Surface Water fee reduction for Port properties that do not discharge to or through the City storm sewer infrastructure.
- Spill response coordination.
- Site source control inspections where both parties have an interest in the property stormwater system because it discharges to one or both party's systems.
- Clarity around site access for the City personnel inspecting City assets on Port properties that discharge stormwater into the City infrastructure.
- Annual coordination with Municipal permit requirements where there is significant overlap in jurisdiction and responsibilities.

Justification for This Request:

- The City and the Port have negotiated language regarding access to properties via a standardized C&E updated rates for City services if the port chooses to use those City services, , reaffirms courtesy stormwater system review for new site development permits, and provides for annual review of the accuracy of city stormwater rates as applied to Port properties. All these items are of benefit to the Port.
- The term of this ILA aligns with the MS-4 permit term saving both City and Port staff from annual ILA negotiations
- The ILA terms for joint site inspections is more efficient for City and Port staff as well as less impactful on tenants whose operations may be impacted by a regulatory site visit.

E. FINANCIAL SUMMARY

Estimated Cost of ILA – None.

F. ECONOMIC INVESTMENT/JOB CREATION

This ILA will neither create nor eliminate jobs. The ILA clarifies the roles the Port and the City play in complying with the complex and ever-changing Municipal permit.

G. ENVIRONMENTAL IMPACTS/REVIEW

Permitting: On a site-specific basis, this ILA will continue the City's courtesy stormwater system review for site development permits which streamlines the permit process. Globally,

the ILA clarifies the roles the Port and the City play in complying with the complex and ever-changing Municipal permit.

Remediation: No impacts.

Water Quality: This agreement simplifies Water Quality (WQ) work with the City specifically where the two Municipal permits are adjacent. The negotiation process has increased awareness in both agencies about the work the other does to safeguard and improve water quality creating greater role clarity. Having this agreement in place for a longer term allows Port WQ to focus on other permit driven tasks including tenant education and improvements to Port processes.

Air Quality: No impacts.

H. ATTACHMENTS TO THIS REQUEST

- Executed copy of 2013 ILA 069777
- 2019 Executed second amendment to the ILA.
- 2020 proposed ILA for 4½ years with two extension terms.

OCT 10 2013

**INTERLOCAL AGREEMENT
BY AND BETWEEN THE PORT OF TACOMA and
THE CITY OF TACOMA**

Environmental Dept.

FOR

**Mutual Cooperation & Support Regarding Agency Storm Water
Management**

The Port of Tacoma, a port district organized under the laws of the State of Washington (hereafter, "Port") and the City of Tacoma, a municipal corporation (hereafter, "City"), collectively "the Parties" enter into this Interlocal Agreement ("Agreement") pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW).

RECITALS

WHEREAS the Parties have a common interest in the proper management of surface water runoff (stormwater) to protect the water quality of Commencement Bay, its waterways and other receiving waters in and around the City and Port.

WHEREAS the Port of Tacoma and the City each have a responsibility to comply with their respective requirements set forth in the NPDES Phase I Municipal Stormwater Permit (MS4 Permit), issued by the Department of Ecology.

WHEREAS the Parties recognize there is a mutual benefit in cooperating and coordinating the integration of certain MS4 permit program elements to ensure better water quality in Commencement Bay, its waterways and other receiving waters, and have a shared interest in exploring ways to create efficiencies and cost savings with regard to stormwater management.

NOW, THEREFORE, in consideration of the mutual promises, benefits and obligations hereinafter set forth, the Parties agree as follows:

TERMS OF AGREEMENT

A. PURPOSE

The purpose of this agreement is to provide a cooperative framework for coordination by the Parties to eliminate barriers to compliance with the terms of their respective Phase I stormwater permit, which is allowed under Special Condition S3.B. of the MS4 Permit, and is in the public interest. In accordance with Special Condition S3.B., each party remains responsible for their permit compliance, and this Agreement does not transfer such responsibility.

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Cooperation is mutually beneficial because each party benefits by a coordinated approach that targets the reduction of pollutants in municipal stormwater to the maximum extent practicable within two independently owned and operated municipal stormwater systems.

B. COORDINATION

The Port's Environmental Director and the City's Director or Interim Director of the Environmental Services Department will coordinate all activities included herein unless otherwise noted.

C. ROLES AND RESPONSIBILITIES

1. The Port will:

a. Fulfill all requirements, terms and conditions that are applicable in the Port's Phase I permit for the municipal separate storm sewers it owns and operates.

b. At no cost to the City, grant access to Port properties discharging to the City's storm-water system covered by its MS4 permit allowing City staff to map, provide spill/emergency response, and inspect, the City's storm water system in accordance with Port policies and Department of Homeland Security Rules and Regulations, including ensuring a TWIC-compliant escort is readily available for City personnel access.

c. Implement internal review for compliance with the Port's permit requirements for Port development/redevelopment projects that only discharge to Port-owned storm system covered under its MS4 Permit,. Upon request, the City's Environmental Services Department is available for consultation regarding applicable stormwater-related requirements for such projects in accordance with Section B.7 in Exhibit A, which is incorporated by reference into and made part of this Agreement.

d. Comply with the City of Tacoma Surface Water Management Manual and Tacoma Municipal Code 12.08 or as otherwise amended for Port development and redevelopment projects that discharge surface or stormwater to the City of Tacoma's MS4 storm sewers.

e. Compensate the City for certain storm water services as set forth in Exhibit A, when the Port has requested such services and the City has provided a written scope and cost estimate prior to performing work, provided however, the requirement for a written estimate is waived when imminent harm may occur to the environment without immediate response. In such cases, verbal authorization from the Port will suffice.

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f. Coordinate internal effort and assist City staff to ensure timely completion of the action elements in this Agreement.

2. The City will:

a. Implement the requirements that are applicable in the City's MS4 Permit for the separate municipal storm sewers it owns and operates.

b. Provide a courtesy stormwater review by Environmental Services, in conjunction with other required project reviews for Port projects that discharge to Port-owned MS4 infrastructure.

c. Implement the adopted Ordinance No. 13450, passed by the City Council on February 5, 2013, which added TMC 12.08.500 A.3, as may be amended by the City Council, which has the effect of reducing surface water fees for Port properties/tax parcels that do not flow through the City's municipal stormwater system but discharge directly through and from Port properties/tax parcels to receiving waters.

d. Implement Ordinance No. 13450, passed by the City Council on February 5, 2013, which added TMC 12.08.500 A.2, as may be amended by the City Council, which has the effect of reducing surface water fees for undeveloped Port-owned "open space" upland properties that are not planned for future development and can be demonstrated to provide a water quality benefit.

e. Meet annually with the Port to discuss maintenance of City-owned drainage ways (e.g., vegetation and sediment removal) and conveyance structures located within the Port District to assess whether such drainage ways or conveyance structures are causing property damage. Such review shall include identifying necessary infrastructure improvements and maintenance actions of the outfall structure and tidegate system for those parts of the drainage ways that are part of the City's storm-water system to address flooding of Port properties and portions of Milwaukee Avenue. (See, MS4 permit S5.C.9.e.) Infrastructure improvements and needed maintenance actions shall be subject to available funding, work prioritization by the City and, in the case of shared infrastructure, obtaining access and/or cost sharing agreements for such work.

f. At no cost to the Port, grant Port staff access to City infrastructure which discharges to the Port's storm-water system to map, provide spill/emergency response, inspect and perform other related activities in accordance with City policies.

g. Provide consultation regarding applicable stormwater-related requirements for Port projects and provide other stormwater-related services to the Port as set forth in Exhibit A.

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h. Meet annually or as otherwise requested by the Port and/or City to discuss stormwater ordinance modification proposals, if any, deemed necessary by either party to support their business objectives and the successful implementation of their respective MS4 permit programs.

D. GENERAL PROVISIONS

1. Effective Date. This Agreement shall be effective upon approval by both the Tacoma City Council and the Port Commission, and execution by all signatories below. The Agreement shall remain in effect for a period of five (5) years unless terminated sooner by either party for convenience.
2. No Real Property Transfers. No ownership of real property will transfer as a result of this Agreement.
3. Financial Obligations. Except for payment of stormwater-related services the City provides the Port upon Port request as set forth in Exhibit A, each Party is responsible to finance the obligations it agrees to undertake as a result of this Agreement.
4. Contacts. Each of the parties shall designate from its respective staff a contact person with responsibility for administration of the terms of this Agreement.
5. Limitation of Agreement. This Agreement does not relieve either party of any obligation or responsibility imposed upon it by law, including the obligations set forth in each Parties' respective MS4 Permit.
6. Timing. The requirements of this Agreement shall be carried out in a timely manner according to a schedule negotiated by the parties.
7. Incorporation Clause. This Agreement constitutes the complete and final agreement of the Parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made by the Parties on the subject matter, and may be modified only by a writing signed by the Parties hereto.
8. Filing/Posting. In accordance with Chapter 39.34 RCW, a copy of this Agreement shall be recorded in the Office of the Pierce County Auditor or posted by each Party on their web site.
9. Record Retention. All project records shall be retained in accordance with each party's document retention schedule and available for review or audit by the other party during the term of this Agreement.
10. Disputes. The designated representatives herein shall use their best efforts to resolve disputes between the Parties. If the designated representatives

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are unable to resolve a dispute, then the responsible Project Directors for each Party shall review the matter and attempt to resolve it. If the Project Directors are unable to resolve the dispute, the matter shall be reviewed by the Department Director or Chief Executive Officer of each Party or his or her designee. The Parties agree to exhaust each of these procedural steps before seeking to resolve disputes in a court of law or any other forum.

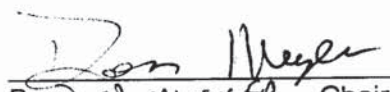
11. Indemnification. The City shall defend, indemnify and hold the Port, its officers, elected officials, employees and agents harmless from and against any and all costs, claims, demands, suits, actions, judgments, an/or awards of damages (collectively "Claims") resulting from this Agreement, which arise due to the Fault of the City, and persons acting on its behalf. This Agreement does not transfer to, or make the City responsible for any of the Port's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph.

The Port shall defend, indemnify and hold the City, its officers, elected officials, employees and agents harmless from and against any and all Claims resulting from this Agreement, which arise due to the Fault of the Port, and persons acting on its behalf, including any claims that arise due to the City's inability to perform because of access restrictions imposed by Port Security. This Agreement does not transfer to, or make the Port responsible for any of the City's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph. The term "Fault" as it is used in this Paragraph shall be defined according to RCW 4.22.015. This Indemnification section shall survive the termination of this Agreement.

APPROVED BY the Commissioners of the Port of Tacoma, State of Washington and signed in authentication thereof the 25th day of July 2013.

Signature authorized by the Tacoma City Council pursuant to Resolution No. 38724 on the 30th day of Sep., 2013

PORT OF TACOMA:


By Don Meyer, Chair,
Port of Tacoma Commissioners

ATTEST:

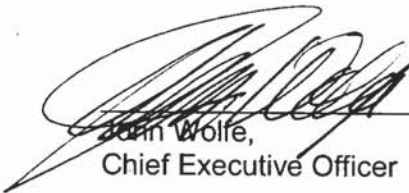
CITY OF TACOMA



T.C. Broadnax
City Manager

9/27/13
(Date)


Michael P. Slevin, III, P.E. (Date)
Director,
Environmental Services Department

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 7-26-13
John Wolfe, (Date)
Chief Executive Officer


Deborah Dahlstrom (Date)
Risk Manager

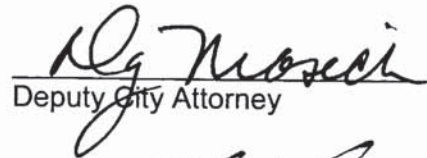
ATTEST:

 9-30-2013
Doris Sorum, City Clerk

APPROVED AS TO FORM:


Carolyn Lake, Port General Counsel

APPROVED AS TO FORM:


Deputy City Attorney

 9-23-2013
Andy Cherullo (Date)
Finance Director

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EXHIBIT A

The Port may request the City to provide the following stormwater-related services as set forth in this Exhibit A.

A. City Laboratory Services.

If requested by the Port, the City agrees to provide certain analytical services at its Environmental Services Department Laboratory ("City Laboratory") for the parameters listed and analytical costs quoted in the attached document titled "Laboratory Analytical Services Quotation." The City may periodically update this document either to add or delete parameters and/or to update cost quotes for analytical services, and provide the Port with a copy of the same, upon request. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. The Port's costs for City Laboratory services shall be in accordance with and equal to the City's "Laboratory Analytical Services Quotation" in effect at the time analytical services are requested by the Port.

1. The laboratory cost quotes are for samples provided by the Port to the City Laboratory in an "analysis ready" format. The term "analysis ready" means the samples have been collected, stored and managed in accordance with an approved Quality Assurance Project Plan (QAPP) by persons trained and qualified to perform such sampling activities. The Port shall make every effort to assure the samples delivered to the City Laboratory are in an "analysis ready" format.

2. The cost quotes in the "Laboratory Analytical Services Quotation" do not cover any costs the City may incur to make a sample "analysis ready", which shall be the Port's responsibility to pay. The City will provide the Port an estimate in writing of such costs before incurring any such costs and receive approval for the estimated costs in writing.

3. Prior to requesting City Laboratory services, the Port shall: (i) provide the City with a copy of its QAPP at no cost; and (ii) schedule a meeting between the City Laboratory staff and Port's sampling personnel to discuss the QAPP and expectations for the analytical work. Each party shall bear its own costs associated with the effort described in this paragraph.

B. Other City NPDES Stormwater Permit - Related Services.

1. Smoke Testing Pipe Infrastructure. Upon request, the City may "smoke-test" the Port's storm pipes (or sanitary pipes within the Port District) to detect illicit connections and illicit discharges to the Port's municipal stormwater system ("MS4 System"), per the cost schedule set forth in Section C below.

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2. GIS Database Information. City generated Geographic Information Services (GIS) information, and other stormwater-related records shall be made available to the Port upon request in accordance with the Public Records Act, Chapter 42.56 RCW. City-generated draft GIS mapping information of stormwater facilities and conveyance systems on properties within the Port district that discharge to the City's stormwater drainage system shall be provided to the Port for its review and comment prior to the City finalizing such information. If requested, the City may assist the Port with GIS mapping services for properties that drain to the Port's stormwater drainage system per the cost schedule set forth in Section C below. GIS layers depicting the Port's stormwater drainage system may be maintained and used by the City for mapping purposes subject to regulatory restrictions imposed by the United States Department of Homeland Security and Port policies implementing such regulations.

3. Source Control/Business Inspections. If requested, the City may assist the Port with stormwater source control inspections at businesses that drain to the Port's stormwater drainage system, per the cost schedule set forth in Section C below. Samples collected during such inspections shall be the Port's responsibility to manage and analyze in accordance with its QAPP.

4. Spill-Related Emergency Response. At the Port's written request, provide and/or assist the Port with spill-related emergency response services after regular business hours for spills and releases of oil or hazardous substances originating from Port properties in accordance with the cost schedule set forth in Section C below. Personnel costs shall be adjusted to be equal to the City's overtime rate for spill response assistance after 5 PM Monday through Friday, and anytime during a weekend or holiday. City assistance with spill coordination and cleanup activities shall continue until an authorized Port representative arrives or until the cleanup or response action is completed, whichever is earlier. The Port and City shall coordinate each agency's spill response process and procedures and work to achieve as much consistency as possible. The Port shall ensure that Port Security provides the City with timely access to Port properties for spill response purposes.

5. Use of City Decant Facility. (Tentative)¹

Upon request, and if authorized by the City's Conditional Solid Waste Handling Permit, the Port may use the City's Decant Facility to "off-load" its vector truck decant material at such time(s) as may be approved by the City. Such material shall conform to any material specifications imposed by the City, and the City reserves the right to reject loads for non-conformance with its specifications. The Port's cost to use the Decant Facility is set forth below in Section C. The Port

¹ This condition is marked "tentative" because the City's Conditional Solid Waste Handling Permit issued by the Tacoma - Pierce County Health Department currently authorizes the City to accept City-generated process educator and street sweeping wastes only.

shall maintain any generator responsibility it may have under federal and state laws for any decant material the Port off-loads at the City's Decant Facility.

6. Training Services.

The City will provide periodic notice to the Port about any scheduled "internal" stormwater management-related training provided by City staff. Port personnel may attend such training at the same cost charged for City employees. The Port may also request the City to provide separate training to Port staff regarding stormwater best management practices. The scope, timing, cost and duration of such training shall be determined by the City in coordination with the Port. If the City offers training provided by an outside consultant or other provider, then Port staff may attend such training at the same cost per attendee as the City pays, provided there is no objection by the training provider.

7. Development/Redevelopment Consultations.

Depending on the scope and extent of the development/redevelopment consultation undertaken in accordance with Section C.1.c. of this Agreement, the City may charge the Port for such consultation. Such charge shall be discussed with the Port in advance of the consultation. The City will provide a written estimate of charges for this activity and the Port will approve it in writing prior to any work being performed.

C. Costs for Non-Laboratory City Services.

Personnel Costs.

The non-overtime hourly rate for the City personnel providing the services described in Section B of this Exhibit is as follows:

	<u>Billing Rate</u>
• Senior Environmental Specialist:	\$71.66 per hour
• Senior Source Control Representative	\$61.70 per hour
• Source Control Representative	\$57.14 per hour
• Professional Engineer	Applicable Rate ²

Overtime work shall be charged at the City's overtime rate. The above-listed hourly rates may be periodically updated by the City to reflect City Council-authorized changes in compensation for each of the job classifications listed. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. For services referenced herein where the Port has agreed to pay City costs, the Port shall pay the non-overtime

² The term "Applicable Rate" means the hourly rate of the City-employed Professional Engineer providing the service requested by the Port.

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hourly (and overtime) rate in effect at the time a City service is provided to the Port. Provided however, if the work requested by the Port is of a non-emergent nature which is the type of work that typically can be completed during normal working hours, unlike a spill event, for example, then the City shall charge the Port the non-overtime hourly rate.

Loaned Equipment.

The City may lend the Port smoke-testing equipment, or other equipment at a cost agreed to by the parties, which shall be documented in writing prior to the equipment loan occurring.

Cost to Use City Decant Facility (*Tentative*)

The Port may use the City's Decant Facility on a "per load" basis at a cost that reimburses the City's labor and facility operation costs to manage and dispose of the Port's load of vector waste material. The Port's cost shall be quoted in writing at the time the Port requests use of the City's Decant Facility.

Other Costs and Expenses.

For services referenced herein where the Port has agreed to pay City costs, materials, fuel, and supplies used by the City to accomplish the services provided in Section B of this Exhibit A shall be charged at the City's cost. For those portions of services referenced herein where the Port has agreed to pay City costs, the City may also assess a charge for use of its vehicles and equipment to accomplish the work covered under this section to cover depreciation and "wear and tear" of such vehicles and equipment.

D. Payment.

Invoices shall be accompanied with supporting data showing:

- a) Written summary of work performed for the period of the invoice;
- b) Staff charges by name, discipline, date of service, description of task and hourly rate;
- c) Costs for equipment, supplies or other expenses;
- d) Any markups, overhead or other fees comprising the total cost;
- e) A copy of any consultant agreement and invoice will also be provided when applicable.

All invoices shall be mailed "Attention: Contracts Department". Invoices may be emailed to cpinvoices@portoftacoma.com. The email must include the required supporting documentation. Incomplete or improperly prepared invoices will be returned for correction without processing or payment.

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City agrees to submit timely invoices when the work is complete, unless a specific service requested by the Port takes longer than 60 days to complete, in which case the Port may ask the City to provide an invoice after the 60th day.

The Port agrees to pay all undisputed costs incurred for laboratory and non-laboratory services arising under this Exhibit A within thirty (30) calendar days of receiving a properly documented invoice from the City.

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**INTERLOCAL AGREEMENT
BY AND BETWEEN THE PORT OF
TACOMA and THE CITY OF TACOMA
FOR
Mutual Cooperation & Support Regarding Agency
Stormwater Management**

The Port of Tacoma, a port district organized under the laws of the State of Washington (hereafter, "Port") and the City of Tacoma, a municipal corporation (hereafter, "City"), collectively "the Parties" enter into this Interlocal Agreement ("Agreement") extension pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW).

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WHEREAS the Port of Tacoma and the City each have a responsibility to comply with their respective requirements set forth in the NPDES Phase I Municipal Stormwater Permit (MS4 Permit) issued by the Department of Ecology.

WHEREAS the Parties recognize there is a mutual benefit in cooperating and coordinating the integration of certain MS4 Permit program elements to ensure better water quality in Commencement Bay, its waterways and other receiving waters, and have a shared interest in exploring ways to create efficiencies and cost savings with regard to stormwater management.

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TERMS OF AGREEMENT

A. PURPOSE

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C. ROLES AND RESPONSIBILITIES

1. The Port will:

- a. Fulfill all requirements, terms and conditions that are applicable in the Port's MS4 Permit for the municipal separate storm sewers it owns and operates.
- b. At no cost to the City, grant access to Port properties discharging to the City's stormwater system covered by its MS4 Permit allowing City staff to map, provide spill/emergency response, and inspect, the City's stormwater system, stormwater facilities, and associated appurtenances in accordance with Port policies and Department of Homeland Security Rules and Regulations, including ensuring a TWIG-compliant escort is readily available for City personnel access.
- c. Implement internal review for compliance with the Port's MS4 Permit requirements for Port new development and redevelopment projects that only discharge to Port-owned MS4 stormwater system. Upon request, the City's Environmental Services and/or Planning and Development Services Department(s) are available for consultation regarding applicable stormwater-related requirements for such projects in accordance with Section 8.7 in Exhibit A, which is incorporated by reference into and made part of this Agreement.
- d. Comply with the City of Tacoma Stormwater Management Manual and Tacoma Municipal Code 12.08 or as otherwise amended for Port new development and redevelopment projects that discharge surface or stormwater to the City of Tacoma's MS4 stormwater system.
- e. Compensate the City for certain stormwater services as set forth in Exhibit A, when the Port has requested such services and the City has provided a written scope and cost estimate prior to performing work, provided however, the requirement for a written estimate is waived when imminent harm may occur to the environment without immediate response. In such cases, verbal authorization from the Port will suffice.

f. Coordinate internal effort and assist City staff to ensure timely completion of the action elements in this Agreement.

2. The City will:

a. Implement the requirements that are applicable in the City's MS4 Permit for the separate municipal storm sewers it owns and operates.

b. Provide a courtesy stormwater review by Environmental Services or Planning and Development Services, in conjunction with other required project reviews for Port projects that discharge to the Port-owned MS4.

c. Implement the adopted Ordinance No. 28182, passed by the City Council on February 12, 2013, which added TMC 12.08.500 A.3, as may be amended by the City Council, which has the effect of reducing surface water fees for Port properties/tax parcels that do not flow through the City's municipal stormwater system but discharge directly through and from Port properties/tax parcels to receiving waters.

d. Implement Ordinance No. 28182, passed by the City Council on February 12, 2013, which added TMC 12.08.500 A.2, as may be amended by the City Council, which has the effect of reducing surface water fees for undeveloped Port- owned "open space" upland properties that are not planned for future development and can be demonstrated to provide a water quality benefit.

e. Meet annually with the Port to discuss maintenance of City-owned drainage ways (e.g., vegetation and sediment removal) and conveyance structures located within the Port District to assess whether such drainage ways or conveyance structures are causing property damage. Such review shall include identifying necessary infrastructure improvements and maintenance actions of the outfall structure and tide gate system for those parts of the drainage ways that are part of the City's stormwater system to address flooding of Port properties and portions of Milwaukee Avenue. (See, MS4 permit S5.C.9.e.) Infrastructure improvements and needed maintenance actions shall be subject to available funding, work prioritization by the City and, in the case of shared infrastructure, obtaining access and/or cost sharing agreements for such work.

f. At no cost to the Port, grant Port staff access to City infrastructure which discharges to the Port's MS4 system to map, provide spill/emergency response, inspect and perform other related activities in accordance with City policies and the MS4 Permit.

g. Provide consultation regarding applicable stormwater-related requirements for Port projects and provide other stormwater-related services to the Port as set forth in Exhibit A.

h. Meet annually or as otherwise requested by the Port and/or City to discuss stormwater ordinance modification proposals, if any, deemed necessary by either party to support their business objectives and the successful implementation of their respective MS4 Permit obligations.

D. GENERAL PROVISIONS

1. Effective Date. This Agreement shall be effective upon approval by both the Tacoma City Council and the Port Commission, and execution by all signatories below. The Agreement shall remain in effect for a period of one (1) year unless terminated sooner by either party for convenience.

2. No Real Property Transfers. No ownership of real property will transfer as a result of this Agreement.

3. Financial Obligations. Except for payment of stormwater-related services the City provides the Port upon Port request as set forth in Exhibit A, each Party is responsible to finance the obligations it agrees to undertake as a result of this Agreement.

4. Contacts. Each of the parties shall designate from its respective staff a contact person with responsibility for administration of the terms of this Agreement.

5. Limitation of Agreement. This Agreement does not relieve either party of any obligation or responsibility imposed upon it by law, including the obligations set forth in each Parties' respective MS4 Permit.

6. Timing. The requirements of this Agreement shall be carried out in a timely manner according to a schedule negotiated by the parties.

7. Incorporation Clause. This Agreement constitutes the complete and final agreement of the Parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made by the Parties on the subject matter, and may be modified only by a writing signed by the Parties hereto.

8. Filing/Posting. In accordance with Chapter 39.34 RCW, a copy of this Agreement shall be recorded in the Office of the Pierce County Auditor or posted by each Party on their website.

9. Record Retention. All project records shall be retained in

ORIGINAL

accordance with each party's document retention schedule and available for review or audit by the other party during the term of this Agreement.

10. Disputes. The designated representatives herein shall use their best efforts to resolve disputes between the Parties. If the designated representatives are unable to resolve a dispute, then the responsible Project Directors for each Party shall review the matter and attempt to resolve it. If the Project Directors are unable to resolve the dispute, the matter shall be reviewed by the Department Director or Chief Executive Officer of each Party or his or her designee. The Parties agree to exhaust each of these procedural steps before seeking to resolve disputes in a court of law or any other forum.

11. Indemnification. The City shall defend, indemnify and hold the Port, its officers, elected officials, employees and agents harmless from and against any and all costs, claims, demands, suits, actions, judgments, and/or awards of damages (collectively "Claims") resulting from this Agreement, which arise due to the Fault of the City, and persons acting on its behalf. This Agreement does not transfer to, or make the City responsible for any of the Port's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph.

The Port shall defend, indemnify and hold the City, its officers, elected officials, employees and agents harmless from and against any and all Claims resulting from this Agreement, which arise due to the Fault of the Port, and persons acting on its behalf, including any claims that arise due to the City's inability to perform because of access restrictions imposed by Port Security. This Agreement does not transfer to or make the Port responsible for any of the City's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph. The term "Fault" as it is used in this Paragraph shall be defined according to RCW 4.22.015. This Indemnification section shall survive the termination of this Agreement.

APPROVED BY the Commissioners of the Port of Tacoma, State of Washington and signed in authentication thereof the _____ day of _____ 2019.

Signature authorized by the Tacoma City Council pursuant to Resolution No. 40430 on the 24th day of September, 2019.

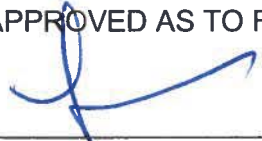
PORT OF TACOMA:


By: Clare Petrich, President,
Port of Tacoma Commission


ATTEST:



Eric D. Johnson, (Date)
Port of Tacoma Executive Director

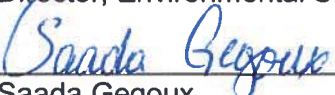
APPROVED AS TO FORM:


Carolyn Lake, Port General Counsel

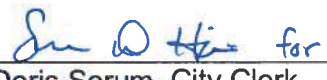
CITY OF TACOMA


Elizabeth Pauli (Date) 10/10/19
City Manager

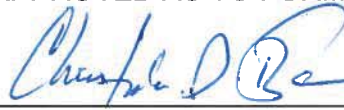

Michael P. Slevin, III, P.E. (Date)
Director, Environmental Services Department


Saada Gegoux (Date) 10/2/19
Risk Manager

ATTEST:


~~Doris Sorum~~, City Clerk
Acting

APPROVED AS TO FORM:


Deputy City Attorney (Date) 10/1/19
Chief

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EXHIBIT A

The Port may request the City to provide the following stormwater-related services as set forth in this Exhibit A.

A. City Laboratory Services.

If requested by the Port, the City agrees to provide certain analytical services at its Environmental Services Department Laboratory ("City Laboratory") for the parameters listed and analytical costs quoted in the last page of this document titled, "Laboratory Analytical Services Quotation." The City may periodically update this document either to add or delete parameters and/or to update cost quotes for analytical services, and provide the Port with a copy of the same, upon request. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. The Port's costs for City Laboratory services shall be in accordance with and equal to the City's "Laboratory Analytical Services Quotation" in effect at the time analytical services are requested by the Port.

1. The laboratory cost quotes are for samples provided by the Port to the City Laboratory in an "analysis ready" format. The term "analysis ready" means the samples have been collected, stored and managed in accordance with an approved Quality Assurance Project Plan (QAPP) by persons trained and qualified to perform such sampling activities. The Port shall make every effort to assure the samples delivered to the City Laboratory are in an "analysis ready" format.

2. The cost quotes in the "Laboratory Analytical Services Quotation" do not cover any costs the City may incur to make a sample "analysis ready", which shall be the Port's responsibility to pay. The City will provide the Port an estimate in writing of such costs before incurring any such costs and receive approval for the estimated costs in writing.

3. Prior to requesting City Laboratory services, the Port shall: (i) provide the City with a copy of its QAPP at no cost; and (ii) schedule a meeting between the City Laboratory staff and Port's sampling personnel to discuss the QAPP and expectations for the analytical work. Each party shall bear its own costs associated with the effort described in this paragraph.

B. Other City NPDES Stormwater Permit - Related Services.

1. Smoke Testing Pipe Infrastructure. Upon request, the City may "smoke-test" the Port's storm pipes (or sanitary pipes within the Port District) to detect illicit connections and illicit discharges to the

Port's municipal stormwater system ("MS4 System"), per the cost schedule set forth in Section C below.

2. GIS Database Information. City generated Geographic Information Services (GIS) information, and other stormwater-related records shall be made available to the Port upon request in accordance with the Public Records Act, Chapter 42.56 RCW. City-generated draft GIS mapping information of stormwater facilities and conveyance systems on properties within the Port district that discharge to the City's stormwater drainage system shall be provided to the Port for its review and comment prior to the City finalizing such information. If requested, the City may assist the Port with GIS mapping services for properties that drain to the Port's stormwater drainage system per the cost schedule set forth in Section C below. GIS layers depicting the Port's stormwater drainage system may be maintained and used by the City for mapping purposes subject to regulatory restrictions imposed by the United States Department of Homeland Security and Port policies implementing such regulations.

3. Source Control/Business Inspections. If requested, the City may assist the Port with stormwater source control inspections at businesses that drain to the Port's stormwater drainage system, per the cost schedule set forth in Section C below. Samples collected during such inspections shall be the Port's responsibility to manage and analyze in accordance with its QAPP.

4. Spill-Related Emergency Response. At the Port's written request, provide and/or assist the Port with spill-related emergency response services after regular business hours for spills and releases of oil or hazardous substances originating from Port properties in accordance with the cost schedule set forth in Section C below. Personnel costs shall be adjusted to be equal to the City's overtime rate for spill response assistance after 5 PM Monday through Friday, and anytime during a weekend or holiday. City assistance with spill coordination and cleanup activities shall continue until an authorized Port representative arrives or until the cleanup or response action is completed, whichever is earlier. The Port and City shall coordinate each agency's spill response process and procedures and work to achieve as much consistency as possible. The Port shall ensure that Port Security provides the City with timely access to Port properties for spill response purposes.

5. Training Services.

The City will provide periodic notice to the Port about any scheduled "internal" stormwater management-related training provided by City staff. Port personnel may attend such training at the same cost charged for City employees. The Port may also request the City to provide separate training to Port staff regarding stormwater best management practices.

ORIGINAL

The scope, timing, cost and duration of such training shall be determined by the City in coordination with the Port. If the City offers training provided by an outside consultant or other provider, then Port staff may attend such training at the same cost per attendee as the City pays, provided there is no objection by the training provider.

6. New Development and Redevelopment Consultations.

Depending on the scope and extent of the new development or/ redevelopment consultation undertaken in accordance with Section C.1.c. of this Agreement, the City may charge the Port for such consultation. Such charge shall be discussed with the Port in advance of the consultation. The City will provide a written estimate of charges for this activity and the Port will approve it in writing prior to any work being performed.

C. Costs for Non-Laboratory City Services.

Personnel Costs.

The non-overtime hourly rate for the City personnel providing the services described in Section B of this Exhibit is as follows:

Personnel Category	Billing Rate (Per Hour)
Environmental Specialist	\$68.05 or Applicable Rate
Senior Environmental Specialist	\$81.11 or Applicable Rate
Source Control Representative	\$65.37 or Applicable Rate
Senior Source Control Representative	\$72.60 or Applicable Rate
Professional Engineer	\$96.87 or Applicable Rate
Principal Engineer	\$108.14 or Applicable Rate or Applicable Rate
Collection System Worker	\$47.03 Straight-time (Cat A, overtime eligible)
Collection System Technician	\$50.94 Straight-time (Cat A, overtime eligible)
Engineer Technician III	\$66.45 Straight-time (Cat A, overtime eligible)

Overtime work shall be charged at the City's overtime rate. The above-listed hourly rates may be periodically updated by the City to reflect City Council-authorized changes in compensation for each of the job classifications listed. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. For services referenced herein where the Port has agreed to pay City costs, the Port shall pay the non-overtime, hourly (and overtime) rate in effect at the time a City service is provided to the Port. Provided however, if the work requested by the Port is of a

non-emergent nature which is the type of work that typically can be completed during normal working hours, unlike a spill event, for example, then the City shall charge the Port the non-overtime hourly rate.

Loaned Equipment.

The City may lend the Port smoke-testing equipment, or other equipment at a cost agreed to by the parties, which shall be documented in writing prior to the equipment loan occurring.

Other Costs and Expenses.

For services referenced herein where the Port has agreed to pay City costs, materials, fuel, and supplies used by the City to accomplish the services provided in Section B of this Exhibit A shall be charged at the City's cost. For those portions of services referenced herein where the Port has agreed to pay City costs, the City may also assess a charge for use of its vehicles and equipment to accomplish the work covered under this section to cover depreciation and "wear and tear" of such vehicles and equipment.

D. Payment.

Invoices shall be accompanied with supporting data showing:

- a) Written summary of work performed for the period of the invoice;
- b) Staff charges by name, personnel category, date of service, description of task and hourly rate;
- c) Costs for equipment, supplies or other expenses;
- d) Any markups, overhead or other fees comprising the total cost;
- e) A copy of any consultant agreement and invoice will also be provided when applicable.

All invoices shall be mailed "Attention: Contracts Department". Invoices may be emailed to cpinvoices@portoftacoma.com. The email must include the required supporting documentation. Incomplete or improperly prepared invoices will be returned for correction without processing or payment.

City agrees to submit timely invoices when the work is complete, unless a specific service requested by the Port takes longer than 60 days to complete, in which case the Port may ask the City to provide an invoice after the 60th day.

The Port agrees to pay all undisputed costs incurred for laboratory and non-laboratory services arising under this Exhibit A within thirty (30) calendar days of receiving a properly documented invoice from the City.

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Analytical Services Quotation

NPDES Stormwater 2019
Port of Tacoma

Prices Expire: 12/31/2019

Matrix	Parameters	Method	#	TAT (days)	Unit Price	Extended Price
Water	Anionic Surfactants	SM 5540 C-2011	1	21	\$75.00	\$75.00
Water	Chloride in water	SM 4500-Cl ⁻ E-20	1	21	\$25.00	\$30.00
Water	Nitrate/Nitrite	EPA 353.2_2_1993	1	21	\$25.00	\$25.00
Water	Nitrogen, Total Kjeldal	SM 4500-Norg B	1	21	\$40.00	\$40.00
Water	Ortho-Phosphate	EPA 365.1	1	21	\$30.00	\$30.00
Water	Phosphorus, Total	SM 4500-P F-2011	1	21	\$35.00	\$35.00
Water	Phosphorus, Total	EPA 365.4_1974	1	21	\$35.00	\$35.00
Water	Specific Conductivity	SM 2510 B-2011	1	21	\$20.00	\$20.00
Water	Total Biological Oxygen Demand	SM 5210 B-2011	1	21	\$55.00	\$55.00
Water	Total Nitrogen, Combustion and Chemiluminescence	COT-TN	1	21	\$40.00	\$40.00
Water	Total Organic Carbon	EPA 9060A	1	21	\$50.00	\$50.00
Water	TSS	SM 2540 D-2011	1	21	\$25.00	\$25.00
Water	Turbidity in Water	SM 2130 B-2011	1	21	\$20.00	\$20.00
Water	TVS	SM 2540 E-97	1	21	\$25.00	\$25.00
Water	Cadmium, Dissolved 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Cadmium, Total 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Copper, Dissolved 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Copper, Total 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Hardness, Calculated 200.8	SM 2340 B-2011	1	21	\$65.00	\$65.00
Water	Lead, Dissolved 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Lead, Total 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Mercury, Dissolved LR 245.7	EPA 245.7	1	21	\$75.00	\$75.00
Water	Mercury, Total 245.7	EPA 245.7	1	21	\$75.00	\$75.00
Water	Zinc, Dissolved 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	Zinc, Total 200.8	EPA 200.8_5.4_19	1	21	\$20.00	\$20.00
Water	NWTPH-G	NWTPH-Gx	1	21	\$65.00	\$65.00
Water	BNA_SIM	EPA 8270D	1	21	\$225.00	\$225.00
Water	NWTPH Diesel Extended	NWTPH-Dx	1	21	\$70.00	\$70.00
Water	PCBs as Aroclors	EPA 8270D	1	21	\$95.00	\$95.00
Item	Description	Item Type	Quantity	Price	Rate	Item Total
LineItem	QA/QC Charge	Percent	1	\$0.00	10	\$204.10
LineItem	Metals Prep Fee Water	Standard	1	\$18.00		\$18.00
						\$1,557.10

Lori A. Zboralski
Env. Lab Scientist III
Environmental Services Laboratory

**INTERLOCAL AGREEMENT
BY AND BETWEEN THE PORT OF TACOMA and THE CITY OF TACOMA
FOR
Mutual Cooperation & Support Regarding Agency Stormwater Management**

The Port of Tacoma, a public port district organized under the laws of the State of Washington (hereafter, "Port") and the City of Tacoma, a municipal corporation (hereafter, "City"), collectively "the Parties" enter into this Interlocal Agreement ("Agreement") pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW).

RECITALS

WHEREAS the Parties have a common interest in the proper management of surface water runoff (stormwater) to protect the water quality of Commencement Bay, its waterways and other receiving waters in and around the City and Port.

WHEREAS the Port of Tacoma and the City each have a responsibility to comply with their respective requirements set forth in the NPDES Phase I Municipal Stormwater Permit (MS4 Permit) issued by the Department of Ecology.

WHEREAS the Parties recognize there is a mutual benefit in cooperating and coordinating the integration of certain MS4 Permit program elements to ensure better water quality in Commencement Bay, its waterways and other receiving waters, and have a shared interest in exploring ways to create efficiencies and cost savings with regard to stormwater management.

NOW, THEREFORE, in consideration of the mutual promises, benefits and obligations hereinafter set forth, the Parties agree as follows:

TERMS OF AGREEMENT

A. PURPOSE

The purpose of this Agreement is to provide a cooperative framework for coordination by the Parties to eliminate barriers to compliance with the terms of their respective MS4 Permit, which is allowed under the Special Conditions of the MS4 Permit and is in the public interest. Each Party remains responsible for their permit compliance, and this Agreement does not transfer such responsibility.

Cooperation is mutually beneficial because each Party benefits by a coordinated approach that targets the reduction of pollutants in municipal stormwater to the maximum extent practicable within two independently owned and operated municipal stormwater systems.

B. COORDINATION

The Port's Environmental Director and the City's Director of the Environmental Services Department or their respective designees will coordinate all activities included herein unless otherwise noted.

1. Parties shall meet annually to review development categories for Port-owned parcels and related surface water rates and charges for potential errors. As a result of the review, if corrections are warranted, the City shall verify within 30 days that the rate has been adjusted in its billing system. Within 60 days thereafter, the Party owing payment or rebate of fees shall remit payment to the other Party. The Parties further agree to meet annually to review the City's rates, charges, and regulations applicable to the Port, and any other related topic of mutual interest.
2. Parties shall meet annually to discuss maintenance of City-owned drainage ways (e.g., vegetation and sediment removal) and conveyance structures located within the Port District to assess whether such drainage ways or conveyance structures are causing property damage. Such review shall include identifying necessary infrastructure improvements and maintenance actions of the outfall structure and tide gate system for those parts of the drainage ways that are part of the City's stormwater system to address flooding of Port properties and portions of Milwaukee Avenue. Infrastructure improvements and needed maintenance actions shall be subject to available funding, work prioritization by the City and, in the case of shared infrastructure, obtaining access and/or cost sharing agreements for such work.
3. Parties shall meet annually to set an inspection schedule for properties that drain to City of Tacoma MS4 infrastructure. The Port shall be responsible for notifying the tenant of the scheduled inspection date.
4. Parties shall meet annually or as otherwise requested by the Port and/or City to discuss stormwater ordinance modification proposals, and changes to properties affected by C&E requirements, if any, deemed necessary by either party to support their business objectives and the successful implementation of their respective MS4 Permit obligations.

C. ROLES AND RESPONSIBILITIES

1. The Port will:

a. Fulfill all requirements, terms and conditions that are applicable in the MS4 Permit for the municipal separate storm sewers it owns and operates.

b. At no cost to the City, and as required by the City as a condition of various development permit approvals ("Permit"), grant access to Port properties which contain private storm drainage collection systems approved by the City ("Private Storm Drainage System" or "System") which discharge to the City's stormwater system covered by its MS4 Permit or

receiving waters, and for which the Parties have executed the written Covenant and Easement, in the form attached hereto as **Attachment A** (“C&E”). The terms of the City’s access shall be as described in the C&E.

c. Continue its internal review for compliance with the Port's MS4 Permit requirements for Port new development and redevelopment projects that only discharge to Port-owned MS4 stormwater system. Upon request, the City's Environmental Services and/or Planning and Development Services Department(s) are available for consultation regarding applicable stormwater-related requirements for such projects in accordance with Section 6 of the Stormwater Services Cost Summary, attached as **Attachment B**, which is incorporated by reference into and made part of this Agreement.

d. Comply with the City of Tacoma Stormwater Management Manual and those portions of Tacoma Municipal Code 12.08 applicable to surface water and/or stormwater for Port new development and redevelopment projects that discharge surface or stormwater to the City of Tacoma’s MS4 stormwater system.

e. Compensate the City for certain stormwater services as set forth in the Stormwater Services Cost Summary **Attachment B**, when the Port has requested such services and the City has provided a written scope and cost estimate prior to performing work, provided however, the requirement for a written estimate is waived when imminent harm may occur to the environment without immediate response. In such cases, verbal authorization from the Port will suffice.

f. Coordinate internal efforts and assist City staff to ensure timely completion of the action elements in this Agreement.

2. **The City will:**

a. Implement the requirements that are applicable in the City’s MS4 Permit for the separate municipal storm sewers it owns and operates.

b. Provide a courtesy stormwater review by Environmental Services or Planning and Development Services, in conjunction with other required project reviews for Port projects that discharge to the Port-owned MS4 at no cost to the Port.

c. Implement Chapter 12.08. Tacoma Municipal Code (“TMC”) and specifically TMC 12.08.500 A.3, “*Surface water rates and charges*” as that section currently exists or as it may be amended by the City Council, to maintain reduced surface water fees for Port properties/tax parcels that do not flow through the City’s municipal stormwater system but discharge directly through and from Port properties/tax parcels to receiving waters.

d. Implement Chapter 12.08. TMC and specifically TMC 12.08.500 A.2, as “*Surface water rates and charges*” as that section currently exists or as it may be amended

by the City Council, to maintain the effect of reducing surface water fees for undeveloped Port- owned “open space” upland properties that are not planned for future development and can be demonstrated to provide a water quality benefit.

e. At no cost to the Port, grant Port staff access to City infrastructure which discharges to the Port’s MS4 system to map, provide spill/emergency response, inspect and perform other related activities in accordance with City policies and the MS4 Permit.

f. Provide consultation regarding applicable stormwater-related requirements for Port projects and provide other stormwater-related services to the Port as set forth in **Attachment B.**

D. GENERAL PROVISIONS

1. **Effective Date.** This Agreement shall be effective upon approval by both the Tacoma City Council and the Port Commission, and execution by all signatories below. The Agreement shall remain in effect through the date of February 28, 2025 a period of four and one-half years unless extended by mutual agreement or terminated sooner by either Party for convenience.

2. **No Real Property Transfers.** No ownership of real property will transfer as a result of this Agreement.

3. **Financial Obligations.** Except for the Port’s payment for stormwater-related services the City provides the Port upon Port request as set forth in **Attachment B.**, each Party is responsible to finance the obligations it agrees to undertake as a result of this Agreement.

4. **Contract Administrators.** Each of the Parties shall designate a contract administrator with responsibility for administration of the terms of this Agreement.

5. **Limitation of Agreement.** This Agreement does not relieve either Party of any obligation or responsibility imposed upon it by law, including the obligations set forth in each Parties’ respective MS4 Permit.

6. **Timing.** The requirements of this Agreement shall be carried out in a timely manner according to a schedule negotiated by the Parties.

7. **Incorporation Clause.** This Agreement constitutes the complete and final agreement of the Parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made by the Parties on the subject matter, and may be modified only by a writing signed by the Parties hereto.

8. Filing/Posting. In accordance with Chapter 39.34 RCW, a copy of this Agreement shall be recorded in the Office of the Pierce County Auditor or posted by each Party on their website.

9. Record Retention. All project records shall be retained in accordance with each Party's document retention schedule and available for review or audit by the other Party during the term of this Agreement.

10. Disputes. The Contract Administrators herein shall use their best efforts to resolve disputes between the Parties. If the Contract Administrators are unable to resolve a dispute, then the City's responsible Environmental Services Director and Port of Tacoma Environmental Programs and Planning Director shall review the matter and attempt to resolve it. If the Directors are unable to resolve the dispute, the matter shall be reviewed by the City Manager and Port Executive Director or their designees. The Parties agree to exhaust each of these procedural steps before seeking to resolve disputes in a court of law or any other forum.

11. Indemnification. The City shall defend, indemnify and hold the Port, its officers, elected officials, employees, agents, and tenants harmless from and against any and all costs, claims, demands, suits, actions, judgments, and/or awards of damages (collectively "Claims") resulting from this Agreement, which arise due to the Fault of the City, and persons acting on its behalf. This Agreement does not transfer to or make the City responsible for any of the Port's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph. The Port shall defend, indemnify and hold the City, its officers, elected officials, employees and agents harmless from and against any and all Claims resulting from this Agreement, which arise due to the Fault of the Port, and persons acting on its behalf, including any claims that arise due to the City's inability to perform because of access restrictions imposed by Port Security. This Agreement does not transfer to or make the Port responsible for any of the City's MS4 Permit compliance obligations, and any Claims based on such compliance obligations are not covered by this paragraph. The term "Fault" as it is used in this paragraph shall be defined according to RCW 4.22.015. The Indemnification obligations in this paragraph shall survive the termination of this Agreement.

SIGNATURES ARE ON NEXT PAGE

APPROVED BY the Commissioners of the Port of Tacoma, State of Washington
and signed in authentication thereof the ____ day of _____ 2020.

APPROVED BY and signature authorized by the Tacoma City Council pursuant to Resolution No.
_____ on the _____ day of _____, 2020.

PORT OF TACOMA:

CITY OF TACOMA

By: John McCarthy____ (Date)
Port of Tacoma Commission President

Elizabeth Pauli _____ (Date)
City Manager

Eric D. Johnson, (Date)

Michael P. Slevin, III, P.E. (Date)
Director,
Environmental Services Department

Saada Gegoux _____(Date)
Risk Manager

ATTEST:

Doris Sorum, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Carolyn Lake, Port General Counsel

Deputy City Attorney

Attachment A –
Covenant & Easement Agreement Template

When Recorded, Return To:

City of Tacoma
Planning and Development Services
747 Market Street Rm 620, Tacoma, WA 98402

DOCUMENT TITLE: MAINTENANCE COVENANT AND ACCESS EASEMENT
type project name or address here

GRANTOR:

Grantee:
CITY OF TACOMA, a Municipal Corporation

Legal Description (abbreviated):

*****EXAMPLE***Northeast Quarter of Section 27, Township 20 North , Range 3, Quarter 12**

See Page 9, Exhibit "A", for Complete Legal Description of Servient Property
See Page 10 Exhibit "B", for Graphic Depiction of Subject Property Private Stormwater System and Easement Area
See Page 11 Exhibit "C", for Description of the Easement Area

Reference Number(s):

City of Tacoma Short Plat No. **type short plat # here;**
City of Tacoma Work Order No. **type work order # here;**
City of Tacoma Building Permit No. **type building permit # here**
City of Tacoma Site Development Permit No. **type SDEV permit # here**

Assessor's Parcel Choose an item :

Insert parcel no. here

MAINTENANCE COVENANT AND ACCESS EASEMENT

type project name or address here

RECITALS

A. Grantor, _____ (name) (“**Grantor**”) is the owner of certain real property situated in the City of Tacoma, Pierce County, Washington, legally described on **Exhibit A** attached hereto and commonly known as

_____, (the
“**Property**”). (*Name of development and property address or tax parcel*)

B. As a condition of permit approval No. _____, (**Permit(s)**) the following private stormwater management system (“**Stormwater System**”) was constructed or will be constructed at the Property in accordance with City-approved construction plans and as further described below and depicted in the approved Permit and **Exhibit B** (Site Plan, showing and identifying Stormwater System):

(Note to reviewer: Written description of the Stormwater Systems goes into the area above here).

C. The City approved the Permit submitted by Grantor, or Grantor’s tenant, for the new development or redevelopment of the Property, including the Stormwater System. The Stormwater System is designed in accordance with City’s stormwater regulations and applicable Stormwater System Operation and Maintenance Manual (the “**O&M Manual**”).

D. Failure to inspect, maintain, repair, and replace the Stormwater System after it is constructed can result in an unacceptable impact to the public stormwater system or receiving waters. The City requires Grantor to enter into this Maintenance Covenant and Access easement (“**Agreement**”) as a condition of the City’s approval of the Permit(s) for the development or redevelopment of the Property. This Agreement confirms Grantor’s and Grantor’s successors and assigns’ obligation to inspect, maintain, repair, and replace the Stormwater System. The term “**Owner(s)**” is used herein to refer to the owner or owners of any part of the Property on which Stormwater System is located, including Grantor while Grantor owns any part of the Property on which Stormwater System is located.

E. In connection with new development or redevelopment of the Property, Grantor may divide the Property into individual lots (each a “**Lot**” and collectively the “**Lots**”). The Stormwater System for the Property will be maintained by the Owner(s). Therefore, although Grantor will be the sole owner responsible for constructing, inspecting, maintaining, repairing, and replacing

the Stormwater System while Grantor owns the entirety of the Property, upon Grantor's sale or transfer of ownership of any Lot, or part of the Property, those responsibilities will be transferred jointly and severally to the subsequent Owner(s).

F. "Emergency" shall mean and refer to any time that the Stormwater System, or a discharge into or therefrom, pose an imminent threat to the environment, human health, or public safety and immediate remedial action is required.

COVENANTS AND EASEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Grantor agree as follows:

1. Incorporation of Recitals and Exhibits. The Recitals and exhibits attached to this Agreement are incorporated into and made a part of this Agreement as though fully set forth herein.
2. Run with the Land. The City, Grantor and Owner(s)' ("**Parties**") rights, duties and obligations contained herein shall run with the land and shall be binding upon the Grantor and its successors and assigns (including, without limitation, the Owner(s) of the Lot(s) and any homeowner's association owning common areas in the Property). Those rights and obligations shall inure to the benefit of the City, as well as its successors and assigns and provide a public benefit.
3. Agreement to Maintain and Repair. The Owner(s) shall, at their sole expense, themselves or through qualified independent contractors or through Owners' tenants, at all times during their ownership of the Property, or any portion thereof, maintain the Stormwater System in good working order, condition and repair, clear of all debris, and in compliance with the Permit and all applicable state and local rules, regulations, and guidelines (including those adopted from time to time by the City and including the City's Stormwater regulations) and the O&M Manual. The O&M Manual shall be retained within reasonable access to the site of the Stormwater System and shall be transferred with the Property, or any portion thereof, to any new Owner(s).
4. Agreement to Inspect. The Owner(s) shall perform, at a minimum, regular inspections of all Stormwater System covered by this Agreement, in accordance with the O&M Manual and applicable stormwater regulations and guidelines. The regular inspection required by this Agreement shall identify work necessary to repair or maintain the Stormwater System in good working order. The Owner(s) shall maintain records of inspection, maintenance activities (including identification of the corrective actions taken in response to the regular inspection), monitoring activities and results (if applicable), and receipts for such activities when contracted for. Such records shall be maintained for six years and made available to the City for inspection and copying upon request.
5. Easement. Grantor hereby grants the City, its authorized employees, independent contractors and designees, a nonexclusive easement for ingress and egress over, across and under the Easement Area described in **Exhibit C** ("the **Easement Area**") which shall encompass the Stormwater System and ingress and egress over the Property to and from the Stormwater

System, pursuant to the conditions described herein, from time to time at the City's sole discretion to inspect, sample, and monitor components of the Stormwater System and discharges therefrom to ensure that the Stormwater System are being maintained and operated in accordance with the O&M Manual and applicable stormwater regulations and guidelines; provided that, except in the event of an Emergency, the City shall conduct regular compliance inspections of the Private Storm Drainage Facilities not more often than once a year. Grantor hereby grants to the City permission to undertake the actions described in Sections 7 and 8 of this Agreement. The City further agrees that:

(a) the City shall first provide not less than three (3) business days prior written notice of the intent to access, except in case of an Emergency, as that term is defined herein, requiring immediate action in which case the City shall provide as much prior notice as practicable under the circumstances,

(b) access shall occur only during normal business hours (8AM-4PM Monday-Friday and not on any holiday) except in an Emergency as defined herein,

(c) access shall be subject to ☐ Port of Tacoma and/or ☐ Port Tenant's policies and health, safety, and security rules, and/or ☐ Department of Homeland Security Rules and Regulations, as applicable, including ensuring a TWIC-compliant escort is readily available for City personnel access (check any that are applicable for this Property); provided that, such policies and rules shall not operate to prevent or unreasonably interfere with access to the Property's Easement Area for the purposes set forth herein, and provided that if applicable policies changes as a result of Property's use/ownership change, then Parties herein will execute an appropriate addendum; and

(d) the City, Grantor and Grantor's Tenant, if applicable, shall coordinate and cooperate with each other and other lawful occupants and users of the Property regarding any inspections or work to be performed by the City within the Property's Easement Area to facilitate the access as described herein and to minimize interference with the Grantor's or any Tenant's or other person's lawful use of the Property.

6. Improvements by Grantor. Owner(s) shall not place or construct any permanent structures or other improvements on the Easement Area that would restrict or interfere with the proper functioning of the Stormwater System or the City's access to perform the inspection, maintenance, or repair authorized under this Agreement. Permanent structures shall mean any concrete foundation, wall, building, or other site improvement that would unreasonably interfere with the ability to access the Stormwater System in said Easement Area. Permanent structures shall not mean normal landscaping that does not impede access, asphalt, paving (concrete or asphalt) firewood or chain-link or other fences that provide access to the Easement Area through gate or other means, or other similar site improvements.

7. Failure to Perform Agreement. If the City, in its sole and reasonable discretion, determines that the Owner(s) are not in compliance with the duties or obligations described in Sections 3 and 4 of this Agreement, the City or its designee shall provide the non-complying Owner(s) written notice to perform the maintenance and/or repair work specified in the notice. Provided, however, no prior written notice shall be required in the case of an Emergency, which

shall be governed by Section 8. If such work is not performed to the City's reasonable satisfaction within thirty (30) days after the date of such notice ("Cure Period"), or such other longer time as the City may in its sole discretion determine, exercise its rights under the Easement described in Section 5 of this Agreement to enter the Property's Easement Area, with all materials and construction equipment determined by the City to be reasonably necessary to perform any and all work required to bring the Stormwater System into compliance with this Agreement. The City may, in its sole discretion, extend said Cure Period upon receipt of Owner's written request for same, given good cause.

8. Emergency. If the City, in its sole discretion, determines that an Emergency exists on or about the Property with respect to the Stormwater System, the City, may immediately exercise its rights described in Section 5 of this Agreement to immediately enter the Property's Easement Area, with all material and reasonably necessary construction equipment determined to be necessary to perform any and all work required to bring the Stormwater System into compliance with this Agreement, and in such case the City shall use reasonable efforts to notify the affected Owner(s) prior to entering the Property's Easement Area. Owner(s) shall cooperate with the City, its authorized employees, independent contractors and designees, to ensure safe and secure access to the Stormwater System within the Property's Easement Area for the purposes set forth herein. Notwithstanding the above, the work performed may consist only of avoiding or mitigating the Emergency and/or cleaning and/or repairing the Stormwater System to its original condition and standards.

9. City under No Obligation. The City, as well as its authorized departments, employees, independent contractors and/or designees shall have no obligation to exercise its rights under this Agreement, including the right under Sections 7 and 8 of this Agreement, to perform the work required of the Owner(s), or to perform any other maintenance or repair of the Stormwater System. In addition, neither the City, nor any of its authorized departments, employees, independent contractors and/or designees shall have any liability to any Owner(s) in connection with the exercise or non-exercise of such rights, the maintenance or repair of the Stormwater System, or the failure to perform the same, except as described herein.

10. Grantor Obligations. Grantor and Owner(s) agree that, prior to sale of any portion of the Property, they will make specific references to this Agreement and the O&M Manual in a separate notice paragraph in any contract, deed, lease or other legal instrument by which any possessory or equitable interest in the Property is conveyed, which obligation is satisfied by reference to this recorded Agreement on the Property's title policy.

11. Reimbursement. If the City exercises its rights as described in Section 7 and Section 8, the Owner(s) shall reimburse the City for all its reasonable costs and expenses incurred in connection therewith within thirty (30) days after Owners' receipt of a written invoice. If the Property is owned by more than one Owner (i.e., multiple lot owners), for each Property or Lot where the City exercises its rights as described in Section 7 and Section 8, the Owner(s) shall be jointly and severally liable for reimbursing the City for all its reasonable costs and expenses incurred in connection therewith within. If any of the Owner(s) fail to pay the invoiced amount within such period, such amount shall thereafter accrue interest at the statutory rate. Such amount, together with interest, shall be a lien on the Property (and each of the Lots within the Property) that may be foreclosed in accordance with applicable law.

12. Enforcement. In the event of a breach of any of the terms, covenants, agreements and/or conditions of this Agreement, the Parties shall be entitled to any and all remedies available at law or in equity, including but not limited to the equitable remedies of specific performance or mandatory or prohibitory injunction issued by a court of appropriate jurisdiction. In the event it becomes necessary for any Party to defend or institute legal proceedings as a result of the failure of any Party to comply with the terms, covenants, agreements and/or conditions of this Agreement, the prevailing party in such litigation shall be entitled to be reimbursed for all costs incurred or expended in connection with such legal proceedings, including, but not limited to, reasonable attorneys' fees (including appellate fees) and court costs.

13. Modification or Termination. No change or modification of, or waiver under, this Agreement shall be valid unless it is in writing and signed by authorized representative of the City, Grantor and if applicable Owners. No waiver of a breach or violation of any term, covenant, agreement or condition contained in this Agreement shall be deemed to be a waiver of any subsequent breach or violation of the same or any other term, covenant, agreement or condition in this Agreement. The obligations contained herein shall terminate at such time as the maintenance of the Stormwater System is no longer subject to regulation under the Tacoma Municipal Code. In the event that the proposed development that triggered the obligation to construction and maintain the Stormwater System is not constructed, Grantor/Owners may seek a release of this Agreement from the City, which consent will not be unreasonably withheld or delayed.

14. All Writings Contained Herein. This Agreement, together with all exhibits, constitutes the complete and final agreement of the Parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made on the subject matter.

15. Assignment. The obligations of the City and Grantor under this Agreement shall run with the land and therefore shall bind the purchasers of the Property, in whole or in part, without the necessity of any separate agreement evidencing or confirming the assignment and the purchaser's assumption of the obligations.

16. Choice of Law; Venue; Severability. This Agreement shall be construed under the laws of the State of Washington and venue for any dispute related to this Agreement shall be in Pierce County, Washington. If any provision of this Agreement shall be determined to be invalid or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and every provision of this Agreement shall remain in full force and effect and enforceable to the fullest extent permitted by law. This Agreement shall be construed as covenants applicable to the Property and a violation hereof shall not be construed as causing a reversion of title.

17. Authority. If Grantor is an entity, the individual executing this Agreement on behalf of Grantor represents and warrants to the City that said individual the full power and authority to do so and that Grantor has full right and authority to enter into this Agreement and perform its obligations under this Agreement.

18. Indemnification and Hold Harmless.

18.1. To the maximum extent permitted by law, the City shall protect, defend,

indemnify, and hold harmless the Grantor, its officers, officials, employees, and agents from any and all costs, claims, demands, suits, actions, judgment, and/or awards of damages, including but not limited to reasonable attorney's fees, to the extent arising out of, or in any way resulting from the City's negligent or intentional acts or omissions in the performance of its obligations under this Agreement.

18.2. To the maximum extent permitted by law, the Port shall protect, defend, indemnify, and hold harmless the City, its officers, officials, employees, and agents from any and all costs, claims, demands, suits, actions, judgment, and/or awards of damages, including but not limited to reasonable attorney's fees, to the extent arising out of, or in any way resulting from the Port's negligent or intentional acts or omissions in the performance of its obligations under this Agreement.

18.3. The Parties agree that their respective obligations under this section extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, the Parties hereby waive, with respect to the other only, any immunity that would otherwise be available against such claims under the Industrial Insurance provision of Title 51 RCW to the extent necessary to provide indemnification as required under this Agreement.

18.4. The indemnification, hold harmless, and/or waiver obligations described in this Agreement in this Section 18 shall survive the termination of this Agreement.

19. Effective Date. This Agreement shall become effective after signatures by all Parties and on the date it is recorded by the Pierce County Auditor's Office.

IN WITNESS WHEREOF, the GRANTOR and CITY have executed this Agreement the _____ day of _____, 20_____.

GRANTOR

CITY OF TACOMA

By: _____

By: _____

Printed Name: _____

Printed Name: Corey Newton, P.E.
Environmental Services Division Manager,
PDS Site & Building Division

Title: _____

Title: _____

Date: _____

Date: _____

☐ Associated Tenant's Name: _____

☐ Date of Tenant's Agreement: _____

ACKNOWLEDGEMENT

STATE OF WASHINGTON)
) SS.
COUNTY OF PIERCE)

I, the undersigned, a Notary Public, do hereby certify that on this _____ day of _____, 20____, personally appeared before me _____ to me known to be the _____ (title of the Grantor or Grantor representative who executed the within instrument) and acknowledged that he/she/they signed and sealed the same on the Port's behalf, on oath stated that he/she/they was authorized to execute the instrument and acknowledged it as his/her/their free and voluntary act and deed for the uses and purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, 20____.

Notary Public in and for the State of Washington
residing at _____
My Commission expires _____

APPROVED AS TO FORM:

Port General Counsel _____

[illegible]

I, the undersigned, a Notary Public, do hereby certify that on this ____ day of _____, 20____, personally appeared before me _____ to me known to be the _____ (title) of the City of Tacoma and who executed the within instrument and acknowledged that he/she/they signed and sealed the same on the Port's behalf, on oath stated that he/she/they was authorized to execute the instrument and acknowledged it as his/her/their free and voluntary act and deed for the uses and purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, 20_____.

Notary Public in and for the State of Washington
residing at _____
My Commission expires _____

APPROVED AS TO FORM:

Deputy City Attorney

APPROVED LEGAL DESCRIPTION:

City Surveyor

(Note to preparer: City surveyor for figure and a special legal description for the easement area smaller than the entire parcel)

EXHIBIT A

SUBJECT PROPERTY LEGAL DESCRIPTION

This is always required

Insert complete legal description for the parcel here

With Tax Parcel No, , Situated in the City of Tacoma, County of Pierce, State of Washington.

EXHIBIT B

Graphic Depiction of Property Stormwater System and Easement Area

EXHIBIT C
DESCRIPTION OF THE EASEMENT AREA

That portion of the Property, Tax parcel ____ described as follows:

On, across and below a twenty-foot strip of land where the Stormwater System graphically depicted on Exhibit B forms the centerline, with ten feet either side.

Stormwater Services Cost Summary

ATTACHMENT B

The Port may request the City to provide the following stormwater-related services as set forth in this Attachment B.

A. City Laboratory Services.

If requested by the Port, the City agrees to provide certain analytical services at its Environmental Services Department Laboratory ("City Laboratory") for the parameters listed and analytical costs quoted in the attached document titled "Laboratory Analytical Services Quotation." The City may periodically update this document either to add or delete parameters and/or to update cost quotes for analytical services and provide the Port with a copy of the same, upon request. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. The Port's costs for City Laboratory services shall be in accordance with and equal to the City's "Laboratory Analytical Services Quotation" in effect at the time analytical services are requested by the Port.

1. The laboratory cost quotes are for samples provided by the Port to the City Laboratory in an "analysis ready" format. The term "analysis ready" means the samples have been collected, stored and managed in accordance with an approved Quality Assurance Project Plan (QAPP) by persons trained and qualified to perform such sampling activities. The Port shall make every effort to assure the samples delivered to the City Laboratory are in an "analysis ready" format.

2. The cost quotes in the "Laboratory Analytical Services Quotation" do not cover any costs the City may incur to make a sample "analysis ready", which shall be the Port's responsibility to pay. The City will provide the Port an estimate in writing of such costs before incurring any such costs and receive approval for the estimated costs in writing.

3. Prior to requesting City Laboratory services, the Port shall: (i) provide the City with a copy of its QAPP at no cost; and (ii) schedule a meeting between the City Laboratory staff and Port's sampling personnel to discuss the QAPP and expectations for the analytical work. Each party shall bear its own costs associated with the effort described in this paragraph.

B. Other City NPDES Stormwater Permit - Related Services.

1. Smoke Testing Pipe Infrastructure. Upon request, the City may "smoke-test" the Port's storm pipes (or sanitary pipes within the Port District) to detect illicit connections and illicit discharges to the Port's municipal stormwater system ("MS4 System"), per the cost schedule set forth in Section C below.

2. GIS Database Information. City generated Geographic Information Services (GIS) information, and other stormwater-related records shall be made available to the Port upon request in accordance with the Public Records Act, Chapter 42.56 RCW. City-generated draft GIS mapping information of stormwater facilities and conveyance systems on properties within the Port district that discharge to the City's stormwater drainage system shall be provided to the Port for its review and comment prior to the City finalizing such information. If requested, the City may assist the Port with GIS mapping services for properties that drain to the Port's stormwater drainage system per the cost schedule set forth in Section C below. GIS layers depicting the Port's stormwater drainage system may be maintained and used by the City for mapping purposes subject to regulatory restrictions imposed by the United States Department of Homeland Security and Port policies implementing such regulations.

3. Source Control/Business Inspections. If requested, the City may assist the Port with stormwater source control inspections at businesses that drain to the Port's stormwater drainage system, per the cost schedule set forth in Section C below. Samples collected during such inspections shall be the Port's responsibility to manage and analyze in accordance with its QAPP.

4. Spill-Related Emergency Response. At the Port's written request, provide and/or assist the Port with spill-related emergency response services after regular business hours for spills and releases of oil or hazardous substances originating from Port properties in accordance with the cost schedule set forth in Section C below. Personnel costs shall be adjusted to be equal to the City's overtime rate for spill response assistance after 5 PM Monday through Friday, and anytime during a weekend or holiday. City assistance with spill coordination and cleanup activities shall continue until an authorized Port representative arrives or until the cleanup or response action is completed, whichever is earlier. The Port and City shall coordinate each agency's spill response process and procedures and work to achieve as much consistency as possible. The Port shall ensure that Port Security provides the City with timely access to Port properties for spill response purposes.

5. Training Services.

The City will provide periodic notice to the Port about any scheduled "internal" stormwater management-related training provided by City staff. Port personnel may attend such training at the same cost charged for City employees. The Port may also request the City to provide separate training to Port staff regarding stormwater best management practices. The scope, timing, cost and duration of such training shall be determined by the City in coordination with the Port. If the City offers training provided by an outside consultant or other provider, then Port staff may attend such training at the same cost per attendee as the City pays, provided there is no objection by the training provider.

6. New Development and Redevelopment Consultations.

Depending on the scope and extent of the new development or redevelopment consultation undertaken in accordance with Section C.1.c. of this Agreement, the City may charge the Port for such consultation. Such charge shall be discussed with the Port in advance of the consultation. The City will provide a written estimate of charges for this activity and the Port will approve it in writing prior to any work being performed.

C. Costs for Non-Laboratory City Services.

Personnel Costs.

The non-overtime hourly rate for the City personnel providing the services described in Section B of this Exhibit is as follows:

Personnel Category	Billing Rate (Per Hour)
Environmental Specialist	\$69.86 or Applicable Rate
Senior Environmental Specialist	\$81.94 or Applicable Rate
Source Control Representative	\$66.21 or Applicable Rate
Senior Source Control Representative	\$70.01 or Applicable Rate
Professional Engineer	\$97.86 or Applicable Rate
Principal Engineer	\$109.25 or Applicable Rate or Applicable Rate
Collection System Worker	\$47.99 Straight-time (Cat A, overtime eligible)
Collection System Technician	\$51.464 Straight-time (Cat A, overtime eligible)
Engineer Technician III	\$67.46 Straight-time (Cat A, overtime eligible)

Overtime work shall be charged at the City's overtime rate. The above-listed hourly rates may be periodically updated by the City to reflect City Council authorized changes in compensation for each of the job classifications listed. The Port is responsible for requesting whether there are updated cost quotes at the time they seek analytical services from the City. For services referenced herein where the Port has agreed to pay City costs, the Port shall pay the non-overtime hourly (and overtime) rate in effect at the time a City service is provided to the Port. Provided however, if the work requested by the Port is of a non-emergent nature which is the type of work that typically can be completed during normal working hours, unlike a spill event, for example, then the City shall charge the Port the non-overtime hourly rate.

Loaned Equipment.

The City may lend the Port smoke-testing equipment, or other equipment at a cost agreed to by the parties, which shall be documented in writing prior to the equipment loan occurring.

Other Costs and Expenses.

For services referenced herein where the Port has agreed to pay City costs, materials, fuel, and supplies used by the City to accomplish the services provided in Section B of this Exhibit A shall be charged at the City's cost. For those portions of services referenced herein where the Port has agreed to pay City costs, the City may also assess a charge for use of its vehicles and equipment to accomplish the work covered under this section to cover depreciation and "wear and tear" of such vehicles and equipment.

D. Payment.

Invoices shall be accompanied with supporting data showing:

- a) Written summary of work performed for the period of the invoice;
- b) Staff charges by name, personnel category, date of service, description of task and hourly rate;
- c) Costs for equipment, supplies or other expenses;
- d) Any markups, overhead or other fees comprising the total cost;
- e) A copy of any consultant agreement and invoice will also be provided when applicable.

All invoices shall be mailed "Attention: Contracts Department". Invoices may be emailed to cpinvoices@portoftacoma.com. The email must include the required supporting documentation. Incomplete or improperly prepared invoices will be returned for correction without processing or payment.

City agrees to submit timely invoices when the work is complete, unless a specific service requested by the Port takes longer than 60 days to complete, in which case the Port may ask the City to provide an invoice after the 60th day.

The Port agrees to pay all undisputed costs incurred for laboratory and non- laboratory services arising under this Exhibit A within thirty (30) calendar days of receiving a properly documented invoice from the City.

###

Laboratory Analytical Services Quotation


NPDES Stormwater 2020

Port of Tacoma

Per Attachment B Prices are subject to change

Matrix	Parameters	Method	#	TAT (days)	Unit Price	Extended Price
Water	Anionic Surfactants	SM 5540 C-2011	1	21	\$75.00	\$75.00
Water	Chloride in water	SM 4500-Cl ⁻ E-2011	1	21	\$25.00	\$30.00
Water	Nitrate/Nitrite	EPA 353.2_2_1993	1	21	\$25.00	\$25.00
Water	Nitrogen, Total Khjeldal	SM 4500-Norg B	1	21	\$40.00	\$40.00
Water	Ortho-Phosphate	EPA 365.1	1	21	\$30.00	\$30.00
Water	Phosphorus, Total	SM 4500-P F-2011	1	21	\$35.00	\$35.00
Water	Phosphorus, Total	EPA 365.4_1974	1	21	\$35.00	\$35.00
Water	Specific Conductivity	SM 2510 B-2011	1	21	\$20.00	\$20.00
Water	Total Biological Oxygen Demand	SM 5210 B-2011	1	21	\$55.00	\$55.00
Water	Total Nitrogen, Combustion and Chemiluminescence	COT-TN	1	21	\$40.00	\$40.00
Water	Total Organic Carbon	EPA 9060A	1	21	\$50.00	\$50.00
Water	TSS	SM 2540 D-2011	1	21	\$25.00	\$25.00
Water	Turbidity in Water	SM 2130 B-2011	1	21	\$20.00	\$20.00
Water	TVS	SM 2540 E-97	1	21	\$25.00	\$25.00
Water	Cadmium, Dissolved 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Cadmium, Total 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Copper, Dissolved 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Copper, Total 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Hardness, Calculated 200.8	SM 2340 B-2011	1	21	\$65.00	\$65.00
Water	Lead, Dissolved 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Lead, Total 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Mercury, Dissolved LR 245.7	EPA 245.7	1	21	\$75.00	\$75.00
Water	Mercury, Total 245.7	EPA 245.7	1	21	\$75.00	\$75.00
Water	Zinc, Dissolved 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	Zinc, Total 200.8	EPA 200.8_5.4_1994	1	21	\$20.00	\$20.00
Water	NWTPH-G	NWTPH-Gx	1	21	\$65.00	\$65.00
Water	BNA_SIM	EPA 8270D	1	21	\$225.00	\$225.00
Water	NWTPH Diesel Extended	NWTPH-Dx	1	21	\$70.00	\$70.00
Water	PCBs as Aroclors	EPA 8270D	1	21	\$95.00	\$95.00
Item	Description	Item Type	Quantity	Price	Rate	Item Total
Line Item	QA/QC Charge	Percent	1	\$0.00	10	\$204.10
Line Item	Metals Prep Fee Water	Standard	1	\$18.00		\$18.00

\$1,557.10



Item No.: 6D
Date of Meeting: August 20, 2020

ILA 4½-Year Reauthorization: City of Tacoma / Port of Tacoma Mutual Cooperation & Support Agency Stormwater Management

Deanna Seaman
Water Quality Senior Project Manager



Signature Authorization Reauthorize ILA between COT / POT



As referenced in Resolution No. 2018-01-PT, Exhibit A, Delegation of Authority Master Policy, Paragraph IV.A.(1) states entering into an ILA with another public agency requires authorization from Port Commission.

Request authorization for the Executive Director or his delegate to reauthorize the updated Stormwater Interlocal Agreement (ILA) with the City of Tacoma, for Mutual Cooperation & Support Regarding Agency Stormwater Management.

Background Reauthorize ILA between COT / POT



- The City of Tacoma and the Port of Tacoma entered into this ILA in July 2013:
 - Direct result of an appeal of Surface Water Fees assessed to Port properties in 2009.
 - Designed to create cooperation between the two MS4 permit holders (POT, COT).
 - Lower surface water fee structure for
 - Wetlands and
 - Properties that do not use City infrastructure.

Background Reauthorize ILA between COT / POT



- 2013 ILA was for 5 years, expired July 2018.
- First extension expired September 2019.
- Second extension expires September 2020.
- This reauthorization request is for 4½ years, the term of the current Municipal permit.

Background Reauthorize ILA between COT / POT



- Benefits of the ILA include:
 - Joint inspections;
 - Joint spill response;
 - Access to City services including analytical laboratory; and
 - Courtesy review of Site Development Plans
 - Speeds up permit review for sites that don't discharge to City infrastructure.

Request Description and Details

Reauthorize ILA between COT / POT



- New Item in the ILA
 - Approves a Covenant and Easement (C&E) for Port properties that drain to City infrastructure; necessary to complete a project site development permit.
 - More focused easement than the standard City easement – centered on the stormwater treatment systems.
 - Site access by City has advance notice obligations.

Benefits

Reauthorize ILA between COT / POT



BENEFITS

- This ILA continues to grant the Port expedited project Site Development Permit review for certain projects. eg. New Auto Processing Facility.
- 4½ year agreement that runs for the permit duration.
- Standard, Port specific C&E minimizes legal review of development projects.
 - Only applies to sites that drain to City infrastructure.

Environmental Impacts/Review

Reauthorize ILA between COT / POT



Permitting: This will continue our rapid courtesy stormwater system review for site development permits.

Remediation: No impacts to remediation.

Air Quality: No impacts to Air Quality.

Environmental Impacts/Review Reauthorize ILA between COT / POT



Water Quality:

The negotiation process has increased awareness in both agencies about the work the other does to safeguard and improve water quality creating greater role clarity. This agreement allows Port Water Quality to focus on other permit required tasks, including tenant education and improvements to Port processes.

Conclusion

Reauthorize ILA between COT / POT



Request authorization for the Executive Director or his delegate to reauthorize the updated Stormwater Interlocal Agreement (ILA) with the City of Tacoma, for Mutual Cooperation & Support Regarding Agency Stormwater Management.

Municipal Permit Program Costs

Reauthorize ILA between COT / POT



Municipal Permit

- Programmatic Costs – \$450,000
 - Includes all staff time, consultants, legal assistance, tenant outreach and education.
- Maintenance – \$255,637
 - Inspections and repair staff time.