

Regional Stormwater Engineering Standards Training in Metro Kansas City

Definitions

MARC – Mid America Regional Council

APWA – American Public Works Association

Consultant – group of consulting firm technical experts in stormwater management responsible for creating project materials based on the new Manual standards. Consultant team includes the following:

- Burns and MacDonnell Engineering Company, Inc (consulting team lead)
- Black and Veatch
- Vireo
- Center for Watershed Protection

Manual – the updated and comprehensive APWA 5600 Stormwater Standards document includes detailed criteria and specifications for green stormwater infrastructure design, installation, and maintenance.

Background

Most local governments in the Kansas City metro area adopt APWA engineering standards, tailoring regional approaches to meet local needs and opportunities. After more than a year of work by the Sustainable Stormwater Task Force, the APWA-Kansas City Chapter Executive Committee voted in October 2021 to update regional standards based upon task force recommendations.

The task force and local community representatives agree that an update to regional standards is timely. Substantial evolutions in practice have occurred since the last major revision to area standards – with respect to technology, data, modeling practices and more. And, the context in which stormwater management takes place has shifted. Questions of resilience, sustainability and environmental justice are now centered, and help frame the need for new approaches.

This update process will be completed in July 2025 with an anticipated vote of adoption by the KC Chapter of the APWA. The Manual is intended to complement other regional and local efforts, including the Regional Climate Action Plan, the Regional Green Infrastructure Framework, Planning Sustainable Places, the regional transportation plan, Connected KC 2050, and new standards/approaches developed by the city of Kansas City, Missouri and the Unified Government of Wyandotte County and Kansas City, Kansas for their respective combined sewer systems.

Funding has been secured through to the completion of the update and work began in August 2023. A strong feedback process has informed the creation of the Manual to meet regional needs. Focus group meetings with government staff, developers and developer engineers, and environmental groups and non-profits gathered feedback on the components of the Manual needing change. Technical workgroups with regional and national experts provided a knowledgebase of alternatives to changing the current stormwater standards. Extensive resolution meetings with local stormwater professionals established common agreement on acceptable strategies. A draft Manual is currently under public review through spring 2025 prior to APWA adoption.

Proposal

After the adoption of the new Manual, MARC proposes to host a series of training programs for municipal and consulting stormwater engineers/planners. These programs will ensure that the community of practice is knowledgeable about the new regional approach to stormwater management, along with many proposed changes embedded in the document.

Goals

1. Support adoption of the newly updated Section 5600 Storm Drainage Systems & Facilities anticipated to be adopted by the KC Chapter of the APWA in July 2025
2. Develop, host, and evaluate trainings on the new standards for approximately 300 Kansas City regional stormwater professionals
3. Provide ongoing training support with permanently hosted reference materials

Grant Activities

| Activities | Description | Estimated Completion Date |
|---|--|---------------------------|
| Project Management and Administration | Delivery of timely reports to KDHE for the purposes of submittal to EPA for the Water Quality Management Grant – 604(b) | Ongoing through 2026 |
| Training development coordination | MARC will coordinate with consultant to develop curriculum for a series of 3 half-day trainings for an estimated 300 stormwater professionals (@100 participants/training). Curriculum will include presentations and hands-on design practice | Fall 2025 – spring 2026 |
| Training promotion | MARC will develop marketing materials and promote the training through our network of stakeholder professionals | Fall 2025 – spring 2026 |
| Host in-person trainings for stormwater professionals | Consultant and MARC staff will host in-person trainings for stormwater professionals, with sufficient time allotted to allow for preparation time and responding to feedback from participants | Fall 2025 – spring 2026 |
| Training evaluation coordination | MARC will develop a training evaluation survey for post-training delivery and analysis to inform further training and municipal adoption efforts | Fall 2025 -Spring 2026 |
| Host training materials | MARC will coordinate receiving and hosting training reference materials on marc.org for viewing and download by stormwater professionals | Spring 2026 |

Deliverables

The deliverables for this grant shall include:

- Training curriculum outline
- Training materials (presentation slides, reference documents, recordings)
- Three half-day training programs along with training attendance records
- Aggregated training evaluations

Budget

The budget allocates time for MARC staff to coordinate workshop preparation, delivery, evaluation and resource development. Contractual funds are allocated to the consultant to develop and deliver workshop curricula and supporting resource materials (see attached scope), and to MARC's Government Training Institute, for workshop logistical support (see attached scope).

| | |
|---------------------|--------------------|
| Personnel | \$11,710.97 |
| Fringe | \$6,283.09 |
| Contractual | \$35,000.00 |
| Other (rent) | \$585.56 |
| Total Direct | \$53,579.9 |
| Indirect | \$6,420.38 |
| Total | \$60,000.00 |

APWA 5600 Stormwater Management Training Series

Burns & McDonnell Scope of Work Proposal

Task Series 100 – Project Management and Administration

The purpose of Project Management and Administration will be to manage, direct and oversee each element of Basic Services identified herein and subcontractors employed by the Consultant in completion of the Work. The following management activities will be provided by Consultant.

Task 101 – Project Management Services

Provide project administration management services necessary throughout the project to successfully manage and complete this scope of work, including project correspondence and consultation with MARC Staff; managing subconsultants; supervision and coordination of services; scheduling and assignment of personnel resources; continuous monitoring of work progress; and maintenance of project controls. Consultant's Quality Control Program will be implemented on the project to provide an independent review of the work.

Task Series 200 – Training Materials

Task 201 – Training Curriculum

Consultant will develop curriculum for the training that will align with the updated version of the KC Metro Chapter of APWA Section 5600, Stormwater Management Design Criteria. The curriculum will define the training material needs, the project examples and exercises, and the format for the training workshops. The Consultant will develop an initial draft of the curriculum which will be provided to MARC. The Consultant will meet with MARC to review the draft curriculum, make revisions, and finalize the overall training curriculum. The Consultant will address all review comments from the meeting, update the curriculum, and provide a final version of the curriculum to MARC.

Task 202 – Training Materials

Consultant will develop the training materials based on the agreed to curriculum from Task 201. This will include presentation slides, training talking points, project examples, calculations, and practice projects. All training materials will align with Section 5600 and include section and subsection numbers that will directly align the training materials to the appropriate section. All training materials will be developed in different digital formats including PowerPoint, Excel, Word, and PDF for ease of sharing and posting to MARC's website.

Task Series 300 – Training Workshops and On-Line Training Materials

Task 301 – Training Workshop Series

The assumption is the training workshops will be developed as a three-part series that will cover the following general topics:

- Workshop 1: Stormwater Management Requirements, Site Layout, & Submittal Requirements
- Workshop 2: Designing Stormwater Management Practices
- Workshop 3: Implementation, Construction, and Operation & Maintenance

Each training workshop will be approximately 2-4 hours and include both formal presentations and hands-on design practice problems.

Task 302 – On-Line Training Materials

The training material developed for the training workshops will be posted to the MARC website. The training presentations will be recorded and also posted to the MARC website.

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Scope of Work for GTI Support of Transportation & Environment

GTI will provide meeting coordination and administrative support for the APWA training efforts, including 3 half day trainings to take place in 2025.

Contractual management

- Prepare and execute agreement between T&E and GTI.
- Identify and negotiate agreement with facility.
- Coordinator audio visual, room blocking, set up needs prior to each training.

Event and Administrative Management

- Create registrations for each training.
- Use GrowthZone for training invites and reminders.
- Create and collect evaluations if needed.
- Pay invoices for venue and any refreshments needed.
- Create name tags and run check in for trainings. (optional)
- Coordinate refreshments (optional)

As consideration for providing the Services, Transportation & Environment shall pay a lump sum of \$5000 that is inclusive of expenses. Costs will not exceed this amount unless substantial changes are made by Transportation & Environment to the scope of services outlined herein.

Payment shall be made via a journal entry to GTI – Special Events (92-8-90-55600-5564100-4912-00000), upon receipt of an invoice to document services.

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