

**Programs, Projects & Operations
Subcommittee Meeting
July 6, 2010
6:30 p.m.
Agenda**

Programs, Projects & Operations:

John Conley, Chairman
Rich Tesar, Vice-Chairman
David Klug
Rick Kolowski

Alternate Members: Fred Conley
Tim Fowler

Staff Liaison: Gerry Bowen
Martin Cleveland
Amanda Grint
Ralph Puls
Dick Sklenar *

1. Meeting Called to Order – Chairperson John Conley
2. Notification of Open Meetings Act Posting and Announcement of Meeting Procedure – Chairperson John Conley
3. Quorum Call
4. Adoption of Agenda
5. Proof of Publication of Meeting Notice
6. Review and Recommendation on FEMA Coordinated Needs Management Strategy Assessment Contract with AMEC – Lori Laster and Alicia Williams, AMEC
7. Review and Recommendation on Amendment to Interlocal Agreement with Omaha on Keystone East Trail – Gerry Bowen and Dennis Bryers, City of Omaha
8. Discussion of NRC Office Renovation – John Winkler, Marlin Petermann, Jean Tait and Michael Alley and Erin Trofholz, Alley Poyner Macchietto
9. Review and Recommendation on Elkhorn River Bank Stabilization Emergency Watershed Protection Project – Gerry Bowen
10. Adjourn

Memorandum

To: Programs, Projects and Operations Subcommittee

Re: FEMA Coordinated Needs Management Strategy Assessment

Date: June 29, 2010

From: Lori Ann Laster, Stormwater Management Engineer

As a Cooperating Technical Partner (CTP) for FEMA, the District will receive funding to perform a Coordinated Needs Management Strategy (CNMS) assessment on currently mapped streams within the District.

The CNMS assessment will validate current effective floodplains along detailed streams in the District. FEMA defines validation as the confirmation of an adequate level of flood hazard risk identification on a community's Flood Insurance Rate Map (FIRM), based on its supporting engineering analysis for a flooding source with respect to physical, climate, and engineering methodology changes since the date of the effective analysis. The assessment will become part of a database FEMA will use to determine priority ranking for future map updates.

AMEC Earth and Environmental has performed the CNMS assessment for many counties throughout FEMA Region VII. As stated in the attached proposal, AMEC will complete the assessment for \$23,730. FEMA Region VII has indicated that the District will receive \$23,930 to complete the assessment.

Staff recommends that the District's consultant selection procedure be waived in this case. Should the consultant selection process be followed per District Policy 15.2, it is likely that AMEC would be selected due to their experience with the CNMS program. The District is required to have all work completed and accepted by FEMA prior to December 31, 2010. Waiving the consultant selection process will ensure that we meet the deadline for completion.

- **Recommendation that the General Manager be authorized to execute for and on behalf of the District the attached contract with AMEC Earth and Environmental to complete work for the Coordinated Needs Management Strategy Assessment as required by FEMA not to exceed \$23,730, subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel.**

Memorandum

To: Programs, Projects and Operations Subcommittee

Subject: Keystone East Trail – Interlocal Agreement with Omaha

Date: June 28, 2010

From: Gerry Bowen

In February, 2009, the District entered into an agreement with the City of Omaha for the design, construction, and future operation and maintenance of the Keystone East Trail connecting the Keystone East Trail at Karen Park and the Field Club Trail.

The agreement covered the segments of the trail into two sections; Karen Park to 45th & D Streets and 45th & D Streets to the Field Club Trail. The City is responsible for the right of way acquisition on the western portion of the trail and the District has this responsibility for the eastern portion. The City also is responsible for consultant design services and construction of the trail. The agreement called for the City to pay for the design and construction of the western portion of the trail and for the District to pay for these items on the eastern portion of the trail.

The City was approved for TE funding on the western portion of the trail. Because of delays and increased costs associated with TE Funding and the Federal Highway Administrations inability to approve projects in a timely and reasonable manner, the eastern portion of the trail is proposed for all District funding.

In order to expedite trail construction and to keep the responsibilities of the City and the District as close as possible on both trail segments, it is proposed that the City acquire all rights-of-way for the entire project. The District would reimburse the City for these costs. Appraisals of the properties involved are currently underway.

The draft amendment is attached for your review.

- **It is recommended that the Subcommittee recommend to the Board that the amendment to the Keystone East Interlocal Agreement with the City of Omaha be approved subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel.**

MEMORANDUM

TO: Programs, Projects and Operations Subcommittee

SUBJ: Discussion of NRC Office Renovation

DATE: July 1, 2010

FROM: Jean Friends Tait, Purchasing Agent

In October of 2009, I was tasked to get pricing for a possible office renovation. The tasking was based on the following issues. The first was that the District Auditors, Bland and Associates, had identified for the past several years the need for our Accounting Office to be moved into a secured office location. The second was the District's limited office space. The District has expanded its staff by five individuals (4 full-time, 1 part-time) in the past 8 years; all located in the west end of the NRC building; and with that said, issues such as privacy, noise, phones calls, general office conversations, etc. has made it difficult for some staff members to concentrate on their work.

In October 2009, Jean Tait and Trent Heiser coordinated a renovation project with Sheppard's Business Interiors (SBI). The project included moving the Accounting Office into the space currently being used as the Library and replacing the existing systems furniture and reconfiguring the open cubical areas to allow for additional space for growth, adding two additional work spaces. Estimated price for furniture replacement under GSA Contract was \$61,000, not including painting for the ceilings and walls or replacing the carpet. Staff estimated the total cost of the reconfiguration at \$80,000.

Upon briefing management with the SBI proposal, it was recommended that an architectural firm be hired under an RFP for their recommendations; after interviewing HDR and Alley-Poyner Macchietto Architecture, Alley-Poyner Macchietto was selected. On May 6, 2010, a Town Hall meeting was conducted. It included all staff members that would be affected by the renovation and identified the individual and section needs and requirements to operate effectively and efficiently in the current space made available. After that meeting, Alley-Poyner Macchietto prepared three office layouts that would best meet the District's needs to Jean Tait, John Winkler and Marlin Petermann. It was decided by Management to get pricing for option #1 of the floor plan that added 2 additional work spaces, 2 private offices and 2 hoteling offices. The estimated cost of the renovation is estimated at \$341,180.35.

Memorandum

To: Programs, Projects and Operations Subcommittee

Subject: Elkhorn River Emergency Watershed Protection Project

Date: July 6, 2010

From: Gerry Bowen

Recent flooding along the Elkhorn River (see attached) has resulted in severe bank erosion in Sarpy County near the Douglas County line. The streambank has moved upwards of 300 feet in places and threatened three residences in the area (Dave Gilmore, Aaron Graham, and Chris Kelsay).

The Natural Resources Conservation Service (NRCS) has reviewed the area and the possibility exists that the project may be eligible for Emergency Watershed Protection (EWP) funding through NRCS. EWP requires a local sponsor and pays up to 75% of project costs, including engineering. The local sponsor may need to provide the engineering services through a consultant. Although, a detailed cost estimate is not yet available, it is anticipated that repairs would cost about \$500,000, with the local match approximately \$125,000, some of which could be in-kind services.

The District was also the sponsor of a similar project at this location in 1993. The recent streambank erosion has flanked some of those protection measures. Easements acquired in 1993 still apply, although some of the easement areas will need to be expanded due to the erosion.

It is proposed that the District sponsor this emergency project and provide the local matching funds. It is further proposed that the General Manager be authorized to retain a consultant for this emergency work, if necessary.

- **It is recommended that the Subcommittee recommend to the Board that the General Manager be authorized to provide necessary professional engineering services and execute a local sponsorship agreement with the Natural Resources Conservation Service for an Emergency Watershed Protection Project on the Elkhorn River near the Douglas-Sarpy County line, subject to changes deemed necessary by the General Manager, and approved as to form by District Legal Counsel.**