

**Multi Hazard Mitigation Plan
Ad Hoc Consultant Selection Subcommittee
June 9, 2009
6:30 p.m.
Agenda**

Multi Hazard Mitigation Plan Ad Hoc Consultant Selection Subcommittee:

Fred Conley, Chairperson
Larry Bradley
Dorothy Lanphier
John Schwope
Rich Tesar
Alternate – Dave Klug

Staff Liaison: Amanda Grint
Lori Laster

1. Meeting Called to Order – Chairperson Fred Conley
2. Notification of Open Meetings Act Posting and Announcement of Meeting Procedure – Chairperson Fred Conley
3. Quorum Call
4. Adoption of Agenda
5. Proof of Publication of Meeting Notice
6. Review and Recommendation on Contract with Olsson Associates to Provide Engineering Services to Draft an Updated Regional Multi Hazard Mitigation Plan – Amanda Grint
7. Adjourn

Memorandum

To: Multi Hazard Mitigation Plan Update Ad-Hoc Consultant Selection Subcommittee

Re: Contract for Engineering Services with Olsson Associates

Date: June 1, 2009

From: Lori Ann Laster, Stormwater Management Engineer

On April 30, 2009, the Subcommittee interviewed and selected Olsson Associates with which to negotiate a professional services contract to update the District's Multi Hazard Mitigation Plan. Since that time, District staff and representatives from Olsson Associates have worked together to prepare the enclosed agreement, detailed scope, and time and cost estimate for this project.

In summary, Olsson Associates will be responsible for providing project management, coordinating public and stakeholder participation, data collection and hazard assessment, data analysis and Hazards-U.S. (HAZUS) software modeling, detailed dam breach analysis and Emergency Action Plan (EAP) updates, and preparing priority projects. According to the schedule, the updated plan will be submitted to FEMA in June 2010. The total fee for this work was negotiated at \$362,700, and is broken down between different tasks in the attached agreement and scope. The detailed dam breach and EAP updates are beyond the scope of the original request for proposal. The cost to complete those tasks is approximately \$75,000.

In conclusion, services provided by Olsson Associates for updating the Multi Hazard Mitigation Plan would cost a total of \$362,700 and be completed by December 2010. A FEMA grant in the amount of \$225,000 has been secured for this project.

- **Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute a professional services contract with Olsson Associates to update the District's Multi Hazard Mitigation Plan for a maximum fee of \$362,700, subject to changes deemed necessary by the General Manager and approval as to form by District legal counsel.**