

Staff Report

Subject: Approval of Task Order #1: Stormwater Culvert Sizing and FEMA Grant Assistance

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Department: Public Works

Meeting Date: December 3, 2024

Item Description: Consideration to approve Task Order #1 under Master Services Contract No. 24-001 with Thomas & Hutton Engineering Co. for professional consulting services, including stormwater culvert sizing and FEMA grant assistance.

Summary Recommendation: Staff recommends approval of Task Order #1 with Thomas & Hutton Engineering Co.

Executive Summary/Background:

Task Order #1 encompasses culvert sizing at eight locations and FEMA Hazard Mitigation Grant Program (HMGP) assistance for potential reimbursement related to Tropical Storm Debbie repairs. This task order also supports Building Resilient Infrastructure and Communities (BRIC) grant submissions.

The scope includes field reconnaissance, culvert sizing using GDOT standards, and coordination with FEMA for grant management and project development. The services aim to ensure compliance with hydrological standards while maximizing grant reimbursement opportunities.

Key project deliverables include:

- Culvert sizing summaries for eight locations.
- FEMA-compliant documentation for grant applications and post-award management.
- Consulting for potential BRIC and other hazard mitigation grants.

The total project fee is \$55,000, including fixed costs for culvert analysis, grant support, and reimbursable expenses.

Alternatives for Commission to Consider

1. Approve Task Order #1 with Thomas & Hutton Engineering Co.
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Manager, County Engineer

Funding Source:

Attachments: Task Order #1 – Stormwater Culvert Sizing and FEMA Grant Assistance