

3/12/2024

Levy County Board of County Commissioners
310 School Street
Bronson, FL 32621

Subject: Proposal for Resilience Value Chain Risk Assessment

Ms. Tretheway:

DRMP, Inc. (DRMP) is pleased to provide the Levy County Board of County Commissioners (the Client) the following proposal for professional services related to Resilience Assessment as part of a Resilience Value Chain program. The integration of our comprehensive suite of services to address all our client's pre and post disaster resilience needs will achieve three critical value outcomes:

1. Early identification of deficiencies in critical infrastructure and organizational capacity
2. Maximization of pre and post disaster funding opportunities to address deficiencies.
3. Significant increase in response time and decrease in recovery time following a disaster.

PROJECT DESCRIPTION

Levy County resilience plans and initiatives interface with many domains of our natural and built environments. The County is responsible to develop plans, identify funding, and integrate resilient and sustainable design across the infrastructure, ecosystem, and community resilience domains in addition to creating recovery programs that address housing, economy, infrastructure, education, and government services following disasters.

DRMP proposes an integrated service model that connects the entire life cycle of resilience across domains. This model will be customized for Levy County through the development of a Resilience Value Chain that addresses three iterative stages of resilience:

- Resilience Evaluation
- Risk Reduction
- Resilience Capacity

This proposal covers only the Resilience Evaluation and recommendations for remediation of identified gaps.

SCOPE OF SERVICES

TASK I – Resilience Evaluation

To establish a baseline of resilience capacity of our clients, we will provide a 2–4-hour gap analysis review and interview process that uses a risk-based approach to evaluate the following attributes addressed in 2 CFR 200.206(b) Risk Evaluation requirements for Federal awarding agencies:

- Financial Stability
- Management Systems & Standards
- History of Performance
- Audit reports and findings
- Ability to effectively implement requirements.



The brief analysis will include addressing seven critical questions related to the first two elements of 2 CFR 200.206(b).

- Does your organization have a Resilience and/or Sustainability plan that incorporates the National Disaster Recovery Framework?
- Have you performed annual condition and/or vulnerability assessments of your facilities and infrastructure?
- Does your organization have a Cost Recovery and Recovery Administration Plan?
- Are you properly insured in accordance with updated FEMA guidance on Insurance?
- What is your capacity to manage and administer one or more federally funded Grant Programs? Do you use technology to improve efficiency and compliance?
- Do you follow 2 CFR “Super Circular” requirements for procurement when Federal funding is involved?
- Do you have pre-event contracts in place for Debris Management, Damage Assessment, Engineering and Project Management Services?

This low engagement effort intended to create a baseline of capacity and to identify strengths and weaknesses in Resilience capacity. The evaluation is recommended to include key personnel in Emergency Management, Budget & Finance, Planning, and Public Works/Property Management, and Grants.

Lump Sum Fee for Task I – \$0.00

TASK II – Risk Reduction Recommendations

Based on identified gaps resulting from the Resilience Evaluation, DRMP will recommend a series of options to strengthen organizational resilience and establish a foundation to decrease the client’s risk quotient. To support remediation of risk findings in the Resilience Evaluation, a menu of planning services to address gaps are offered. Planning services will primarily support Risk Evaluation requirements of Management Systems & Standards and Ability to Effectively Implement requirements. Planning items may include:

- Grant Selection and Writing
- Plan Synchronization
- Project Prioritization and Grant Alignment
- Hazard and Vulnerability Assessment
- Resilient Design and Living Infrastructure Recommendations
- Cost Recovery Planning
- Asset Inventory and Conditional Baseline
- Insurance Policy Analysis
- Pre-Event Contract Procurement Services
- Hazard Mitigation Planning
- Debris Management Planning
- Emergency Response/Continuity Planning

Lump Sum Fee for Task II – \$0.00

SCHEDULE

DRMP can commence work on this project in March 2024, once NTP is issued by the Client. Furthermore, DRMP is proposing to complete all Task by April 30, 2024, based on Client availability to participate in Resilience Evaluation.

TERMS AND CONDITIONS

ADDITIONAL SERVICES (Not part of this contract)

This is a specific purpose proposal. Services not specifically mentioned in the scope will be considered an additional service would be subject to funding and additional procurement. The Client will be notified prior to additional services being performed.



SERVICES NOT INCLUDED

1. Plan Synchronization
2. Plan Review
3. Project Prioritization
4. Process or Policy Review

COMPENSATION SUMMARY AND TERMS

The following summarizes the fees and billing terms as proposed by DRMP for the Scope of Services as presented herein:

Task Description		Terms	Fee
I	Resilience Evaluation	Lump Sum	\$ 0.00
II	Risk Remediation Recommendations	Lump Sum	\$ 0.00
Total for Lump Sum Services			\$ 0.00

Additional services, other than described above, upon formal request of the Client will be invoiced hourly, consistent with Exhibit A of the continuing professional services contract RFQ_2020_001. Reimbursable expenses will be invoiced as direct costs. Vehicle travel will be invoiced at a rate consistent with the most current GSA/IRS rates.

ACCEPTANCE

Your acceptance of this proposal may be indicated by signing in the space provided at the end of the proposal. The authorized proposal will serve as the basis of your authorization and our contractual agreement to proceed with the scope of services outlined in this proposal. DRMP reserves the right to request additional compensation when the scope of the project significantly deviates from that which is stated in this contract.

We appreciate the opportunity to provide this proposal to you. Should you have any questions regarding the contents of this proposal or if we can be of further assistance in any way, please do not hesitate to contact us at your convenience.

Sincerely,
DRMP, Inc.



 Digitally signed by Josh Norman
 DN: cn=Josh Norman@drmp.com, ou=Josh Norman, ou=Panama City Users, ou=DRMP
 Reason: I attest to the accuracy and integrity of this document
 Date: 2024.03.15 15:05:03-05'00'

Name: Joshua Norman
Title: Practice Lead
Date: 3/15/2024