



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 3/08/2022

REQUESTER: Jason Murphy, Stormwater Program Manager

PRESENTER: Shawn O'Leary, Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A HAZARD MITIGATION ASSISTANCE GRANT FROM THE OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY IN THE AMOUNT OF \$150,000 TO BE USED FOR THE MIDWAY DRIVE STORMWATER PROJECT SCOPING, CONTRACT K-2122-102, AND BUDGET APPROPRIATIONS AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

Several houses along Midway Drive have experienced repeated instances of flooding during rain events. Consequently, this area has been identified as a repetitive loss area. In November of 2020, with approval from the City Manager, the City applied for a Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) grant through the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS). These grants are designed for pre-disaster mitigation and are competitively awarded. In February 2022, ODEMHS notified the City of the approval to award funds for the FEMA BRIC Grant for the City of Norman Midway Drive Project Scoping.

DISCUSSION:

Federal funding for this project is a \$112,500 (75%) reimbursement with a local match requirement of \$37,500 (25%) as part of the FEMA BRIC Grant. This grant is to conduct a comprehensive hydraulic and hydrologic study of the drainage basin around Midway Drive to identify the source of the stormwater causing the flooding and provide design alternatives for the infrastructure necessary to address the repetitive flooding losses occurring in this area due to localized flooding. Alternatives may include property acquisition or infrastructure enhancements/additions. The project will also involve the preparation of preliminary and final construction plans, specifications, and bid documents in accordance with the requirements of the City for the selected infrastructure improvements. This project, once completed (and recommended construction or acquisition is completed), will mitigate a repetitive loss area.

If approved, the City would create a Request For Proposals (RFP) by mid-April. The selection process for the award recipient of the RFP would be completed by the end of July, at which

point, a contract proposal would be brought before Council for approval. Following Council approval of the contract, the project would have an estimated completion time of 3-5 months.

In addition to accepting the above award, a Hazard Mitigation Assistance Grant State and Local Agreement (SLA) in the form of Contract K-2122-102 needs to be approved, obligating the City to comply with the outlined rules for grant administration and federal regulations with regards to purchasing and expending federal funds. The City's obligations under this agreement are to submit Quarterly Project Reports (QPRs) until this project is closed out as well as completing any final reports and requests for reimbursement. Additionally, the City is required to follow current federal procurement standards. The City's existing purchasing rules meet or exceed the standards outlined within the SLA.

RECOMMENDATION 1:

Staff recommends acceptance of the FEMA EMT-2020-BR-014-0004 BRIC award grant through the ODEMHS in the amount of \$150,000.

RECOMMENDATION 2:

Staff further recommends approval of Contract K-2122-102 between the City of Norman and the ODEMHS.

RECOMMENDATION 3:

Staff requests approval for a budget appropriation in the amount of \$112,500 from the Special Grants Fund Balance (Account 22-29000), to Midway Drive Stormwater Drainage, Design (Account 22592214-46201; Project DR022) for the federal share of the grant. Staff further requests approval of budget appropriation in the amount of \$37,500 from Capital Fund Balance (Account 50-29000), to Midway Drive Stormwater Drainage, Design (Account 50592214-46201; Project DR022) for the local match portion of the grant. All reimbursed funds will be placed in the Special Revenue Fund, Revenue Account (225-333322).