



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 11/14/2023

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 AMENDMENT NO. ONE TO CONTRACT K-2223-19: BY AND BETWEEN THE CITY OF NORMAN AND MESHEK AND ASSOCIATES, LLC, INCREASING THE AMOUNT BY \$7,500 FOR BRIC GRANT APPLICATION SERVICES FOR THE FLOOD WARNING SYSTEM SCOPING PROJECT FOR A REVISED AMOUNT OF \$107,500 AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The City of Norman experiences flood events on a regular basis, which lead to road closures. The current process to identify and barricade flooded roadways is a manual process, which can take a significant amount of time and puts both the emergency responders and traveling public at risk. In November of 2020, with approval from the City Manager, the City applied for a 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 Norman of the approval to award funds for the FEMA BRIC Grant for the City of Norman Flood Warning System Development Project.

On March 8, 2022 City Council approved the acceptance of the FEMA BRIC Grant for the Norman Flood Warning System Development Project. Federal funding for this project was a \$75,000 (75%) reimbursement with a local match requirement of \$25,000 (25%) as part of the FEMA BRIC Grant program. Acceptance of this grant was to design the framework for a flood warning system for the City modeled after the Charlotte-Mecklenburg Flood Information & Notification System. Working with personnel from Public Works, Police, Fire, IT, and public outreach, information on current processes and future needs was gathered. Subwatersheds citywide were analyzed to determine the best locations for installation of up to 25 stream and rain gages and cameras as well as the feasibility of incorporating ten existing monitoring locations used for Lake Thunderbird Total Maximum Daily Load (TMDL) compliance.

The Public Works Department Staff prepared a Request for Proposals (RFP) to solicit the services of a qualified firm to complete the Flood Warning System Project. Meshek & Associates, LLC was competitively selected for the Flood Warning Scoping Project in July 2022, and on

September 13, 2022, Council approved contract K-2223-19 in the amount of \$100,000. Meshek & Associates, LLC completed the scoping project and submitted the final report in July 2023.

DISCUSSION:

The report has identified locations for stream gages, rain gages, and cameras to facilitate a Flood Warning System. In addition to the installed equipment, software will be necessary to integrate with the City's GIS system and the new Emergency Operations Center. This process will need to include the creation of software and addition to the City's website for tracking. This software will provide a way for emergency responders and the general public to monitor water levels at each of these sites in real time. The final report also included the ways that this system can be incorporated to existing Police and Fire Department warning systems, as well as the City's proposed Traffic Management Center (TMC) to notify the public of flooded roadways in their area.

Council approved Resolution R-2324-65 on September 26, 2023, authorizing a grant application to FEMA's Building Resilient Infrastructure and Communities (BRIC) grant program to begin Phase 2 of the Flood Warning System in the amount of \$313,000, of which 75% (\$234,750) would qualify for reimbursement and 25% (\$78,250) would be the City's local match. It was noted in Resolution R-2324-65, that if the City is a successful applicant for the BRIC grant, acceptance of the grant and final approval of appropriations for the local match would be subject to Council approval. This amendment is for grant application services only.

In order to implement the recommendations of the scoping document for the Flood Warning Project, it is necessary to procure funding either through City appropriations or grant funding for an estimated amount of \$313,000. Staff recommends the amendment to Contract K-2223-19 with Meshek & Associates for grant application services necessary to prepare and submit grant documents for the FEMA BRIC grant. The BRIC grant application is due to the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS) in December 2023.

If the amendment is approved, staff recommends transferring funds in the amount of \$7,500 from Capital Fund, FY23 Misc. Annual Drainage (Design) (50599967-46201; Project DR0025) to Capital Fund, Flood Warning System (Grant Match) Design 2 (50592214-46201; Project DR0023) to cover the cost of grant application services.

RECOMMENDATION 1:

Staff recommends approval of Amendment No. 1 to Contract No. K-2223-19, between the City of Norman and Meshek and Associates for the Flood Warning Scoping Project in the amount of \$7,500 for grant application services and bringing the total amount to \$107,500.

RECOMMENDATION 2:

Staff recommends transferring funds in the amount of \$7,500 from Capital Fund, FY23 Misc. Annual Drainage (Design) (50599967-46201; Project DR0025) to Capital Fund, Flood Warning System (Grant Match) Design 2 (50592214-46201; Project DR0023).

Reviewed by: Jason Murphy, Stormwater Program Manager
Shawn O'Leary, Director of Public Works
Clint Mercer, Chief Accountant

Anthony Francisco, Director of Finance
Kathryn Walker, City Attorney
Darrel Pyle, City Manager