



## Legislation Text

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**File #:** 2020-1338, **Version:** 1

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**To:** Board of Directors, Sonoma Valley County Sanitation District  
**Department or Agency Name(s):** Sonoma County Water Agency  
**Staff Name and Phone Number:** Parastou Hooshialsadat 547-1961  
**Vote Requirement:** Majority  
**Supervisory District(s):** First

**Title:**

Agreement for Local Hazard Mitigation Plan Update

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager, on behalf of Sonoma Valley County Sanitation District, to negotiate and execute an agreement in an amount not-to-exceed \$200,000 and up to a two-year term, in a form approved by County Counsel, for consulting services to update the Local Hazard Mitigation Plan. (First District)

**Executive Summary:**

To comply with the Disaster Mitigation Act of 2000, Sonoma Valley County Sanitation District (District) must update its Local Hazard Mitigation Plan (LHMP) every five years in order to remain eligible to receive certain federal disaster mitigation grant awards. The District's current LHMP will expire September 12, 2021. Authorization for executing an agreement for consultant services is requested to provide adequate time to prepare and submit the update for Federal Emergency Management Agency (FEMA) review prior to the expiration date.

**Discussion:**

HISTORY OF ITEM/BACKGROUND

On December 15, 2015, District's Board of Directors adopted the Sonoma Valley County Sanitation District LHMP in accordance with the Disaster Mitigation Act of 2000. On September 13, 2016, FEMA approved District's LHMP. To meet the requirements of the Disaster Mitigation Act of 2000, District must update its LHMP every five years to remain eligible to receive new disaster mitigation grant awards through FEMA. The District's current LHMP will expire September 12, 2021.

In October 2019, District applied for grant funds through FEMA's Hazard Mitigation Grant Program to update the LHMP. District was awarded the grant, and a portion of the funds is allocated toward hiring a qualified engineering consultant that will provide support in assessing vulnerabilities, update the natural hazard reliability assessment, if needed, and participate in scoping and planning the LHMP Update.

While the 2016 LHMP contains a multi-hazard vulnerability analysis, the LHMP Update will expand the vulnerability analysis of flooding and fire hazards, while also providing an overall update of hazards that may

pose a risk to the District's infrastructure, including earthquake, flood, geologic, fire, drought, tornado, hurricane, tsunami, and climate change hazards. The LHMP Update will identify mitigation measures that enhance the District's ability to provide service without interruption and minimize negative effects to the community of Sonoma Valley and the risk of injury and loss of life to District staff and the public.

District's planning team will update the 2016 LHMP in accordance with FEMA requirements and seeks professional engineering services to support District's technical efforts for updating Chapters 4 - Natural Hazard Reliability Assessment and 5 - Mitigation Goals, Objectives, and Actions.

#### SELECTION PROCESS

On November 9, 2020, District issued a Request for Proposals (RFP) to 33 firms. The RFP was also posted on the Sonoma County Water Agency and County of Sonoma Purchasing Department websites as well as the Small Business Administration and Minority Business Development Agency websites.

Proposals were received from three firms: GHD, Santa Rosa, California; Innovative Emergency Management, Inc., Morrisville, North Carolina; and InfraTerra, Inc., San Francisco, California. Proposals were evaluated based on the following criteria: 1) professional qualifications and demonstrated ability to perform the work, 2) responsiveness to the work requirements, 3) exceptions to standard terms in the sample agreement, and 4) thoroughness of proposal.

InfraTerra, Inc. (Consultant) was selected to perform the work because of the demonstrated qualifications, the strengths and the technical expertise of the respective team, and familiarity and experience with Local Hazard Mitigation Plans.

District may seek to amend or enter into subsequent agreement(s) with Board approval if required, relying upon this competitive selection process, after the preliminary or initial work is completed.

#### SERVICES TO BE PERFORMED

Under the proposed agreement, Consultant will update and enhance District's 2016 assessment of its wastewater collection, treatment, and disposal/reuse systems' vulnerabilities to natural hazards; gather, review, and assess necessary documents and data; conduct limited inspection and investigation of District facilities; evaluate and enhance the development and prioritization of mitigation actions/projects to reduce risk to District's infrastructure; evaluate and enhance goals, strategies, and policies to mitigate natural hazard events; develop preliminary (order of magnitude) cost estimates for implementation of identified mitigation actions; and provide edited updates to applicable sections of District's LHMP, based on work completed; and participate in District-coordinated meetings, public outreach, and document review and updating processes.

The cost of services will not exceed \$200,000; the term end date will not exceed two years.

The agreement will include two options for District to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

**Prior Board Actions:**

- 06/09/2020: Adopted a resolution authorizing the General Manager, on behalf of the District, to apply for and accept hazard mitigation funds and enter into grant agreements with California Governor's Office of Emergency Services for a period of three years from the resolution date.
- 12/15/2015: 1) Approved a resolution adopting the Sonoma Valley County Sanitation District's Local Hazard Mitigation Plan. 2) Authorized the Sonoma Valley County Sanitation District's General Manager to incorporate any California Governor's Office of Emergency Services and/or Federal Emergency Management Agency required changes to the Local Hazard Mitigation Plan.
- 06/04/2013: Approved agreement between District and GHD, Inc., for Natural Hazard Reliability Assessment for Sonoma Valley CSD. Cost \$205,000.00; term end June 30, 2015.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	\$200,000		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$200,000</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$200,000		
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$200,000</b>		

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$200,000 is available from FY 2020/2021 appropriations for the Sonoma Valley County Sanitation District Operations Fund. No additional appropriation is required.

**Staffing Impacts:**

<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

None

**Related Items "On File" with the Clerk of the Board:**

None