



**MAYOR AND CITY COUNCIL OF LAUREL
OFFICE OF EMERGENCY MANAGEMENT**

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June 4, 2019

MEMORANDUM

TO: Mayor and City Council

VIA: William F. Goddard, III, City Administrator
LouAnn Crook, Deputy City Administrator
Michele Saylor, Director BAPS

FROM: Stephen E. Allen, Sr., Emergency Manager

SUBJECT: Recommendation for Hazard Mitigation Services

The Office of Emergency Management (OEM) requires an expert to provide consulting services for several projects related to the City's Hazard Mitigation Plan and Program. The type of services needed involve floodplain management issues, explicitly reviewing development and building projects slated for our designated particular flood hazard areas and expert guidance with FEMA's Community Rating System (CRS) that the City joined in late 2017.

Frank McColm, President & CEO of the F.C. McColm Consulting LLC, is currently providing these expert services through a current contract that expires in June 2019. Frank is a Certified Floodplain Manager (CFM) and has provided the City with a wide range of floodplain management reviews needed to conform to the City's Floodplain Ordinance. Frank's company has been successful in applying for and getting awarded a State grant to provide funding to support the City's efforts within FEMA's Community Rating System (CRS) program.

The City's CRS program is at the second phase of a three-phased program which will significantly benefit the flood insurance program and reduce the number of payments made by any person who has a flood insurance policy within City boundaries.

Mr. McColm and his staff are very knowledgeable and deeply involved in the City's Hazard Mitigation Plan. Frank's knowledge, skills, and abilities greatly enhance his insight and expertise needed to guide and direct us through these upcoming systems and projects.

The cost of this contract is not to exceed \$50,000 in any one year with funds that are within the current CIP budget. Frank McColm Consulting, LLC was one of the four hazard mitigation companies recommended and selected by OEM that was approved by the Mayor & City Council on April 8, 2019.

FUNDING:

Funding is available in the FY2020 CIP in Hazard Mitigation Program Project No. ES-4-001.

RECOMMENDATION:

It is recommended that the Mayor and City Council award a one year contract, with a two-year extension to the F.C. McColm Consulting LLC for hazard mitigation services needed to support the City's OEM program.