

Draft Chehalis Basin Floodplain Management Analysis Scope of Work

Task 1: Floodplain Management Analysis Report

Under this Task, the selected consultant will prepare a Floodplain Management Analysis Report for jurisdictions in the Chehalis Basin. This report will include the following:

- Summary of interviews with local jurisdiction staff involved in floodplain management efforts;
- Analysis of floodplain management policy and practice and other land use regulations across local jurisdictions;
- Identification of enhancements to local land use policies that can help ensure new development and other land management activities do not increase the risk of additional flood-related damages and, to the extent possible, reduce damages and costs to existing development affected by flooding; and,
- Review of current CRS status for all jurisdictions in the Basin and analysis of the overall utility of CRS participation in the context of flood-hazard mitigation.

Deliverables

- Floodplain Management Analysis Report for the Chehalis Basin

Task 2: Technical Assistance

Under this task, the selected consultant will provide technical assistance to explore potential regional cooperative efforts that allow jurisdictions to improve local floodplain management. This task will require convening local floodplain management staff and identifying strategies that help determine how jurisdictions in the Basin can engage in close coordination with each other at a Basin-wide scale, as appropriate, to provide improved floodplain management and mitigate the effects of flood-related disasters. Each jurisdiction has unique land use regulations, CAOs, building codes, and flood hazard mitigation objectives that must be taken into account. The selected consultant also is expected to encourage the use of effective floodplain management principles and practices through education, outreach, and training.

Deliverables

- Summary report describing post-Floodplain Management Analysis Report technical assistance efforts.
- PowerPoint presentation on content contained in Floodplain Management Analysis Report.

Task 3: Development of a Strategic Approach to Address Repetitive Loss Properties

The selected consultant will work with the local governments in the Basin to develop a strategic approach for buyouts, elevating structures, and other techniques to address repetitive loss properties. Actions may include reviewing past flood-damage reports and payments and documenting previous actions by local jurisdictions to address repetitive loss properties. The strategic approach identified should identify the factors contributing to success and challenges.

Deliverables

- Memorandum describing strategic approach to address repetitive loss properties.

Task 4: Project Management

Provide overall project management for this work order, including but not limited to project coordination, work scheduling, product review and certification, budget and expenditure management, invoicing and issue resolution.

Deliverables

- Bi-monthly progress reports.

Sample Qualifications

- Proven track-record of providing technical assistance, education, outreach, and training to local jurisdictions working to improve local floodplain management.
- Prior experience with and knowledge of Washington State land use regulations, CAOs, building codes, and flood hazard mitigation objectives.
- Prior experience with and knowledge of FEMA's National Flood Insurance Program (NFIP) and Community Rating System (CRS).
- Prior experience with and knowledge of strategic approaches to address repetitive loss properties.
- Proven ability to explain floodplain management practices and approaches to elected officials, community leaders, state agency staff, and the general public as requested.