

TO: JAMES L. APP, CITY MANAGER
FROM: BOB LATA, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: LOCAL HAZARD MITIGATION PLAN: APPROVAL OF CONSULTANT
DATE: MAY 18, 2004

Needs: For the City Council to:

- a. Authorize staff to negotiate with URS Corp. for a consultant services agreement for the preparation of a Local Hazard Mitigation Plan (LHMP).
- b. Appoint an ad hoc committee to assist with contract negotiations and preparation of the LHMP.

Facts:

1. Federal regulations governing assistance from the Federal Emergency Management Agency (FEMA) provide that beginning November 1, 2004, local jurisdictions must have a FEMA-approved LHMP in order to apply for Hazard Mitigation Grants.
2. An LHMP is a plan by which the City would take proactive steps to mitigate impacts from a comprehensive list of possible future disasters, including, but not limited to, earthquakes, flooding, landslides, wildland fires, and hazardous material incidents. Attached is a brief summary of LHMP requirements.
3. Conceptually, there is some overlap between an LHMP and the Safety Element of the General Plan. However, federal regulations do prescribe that an LHMP must include more detail and depth of analysis of hazards and mitigation measures than the state requires for Safety Elements.
4. Hazard Mitigation Grants are a class of FEMA funds separate from the public assistance funding the City is working to receive for earthquake damage to its public facilities. Hazard Mitigation Grants are competitive on a statewide basis.
5. The City presently has two applications for Hazard Mitigation Grants pending: \$82,500 for 75% of the expected cost of preparing an LHMP, and \$969,000 for 75% of the expected cost of retrofitting and making related repairs to the Carnegie Library. The Carnegie grant was filed as a backup measure in the event that FEMA does not provide sufficient public assistance funding for that effort.
6. On March 8, the City solicited statements of qualifications (SOQ's) to prepare an LHMP from 13 firms; on April 5 the City received SOQ's from 3 firms; on April 30 the City received price proposals from the same three firms. Attached is an evaluation of the SOQ's and proposals.

Analysis and
Conclusion:

The requirement for local jurisdictions to prepare an LHMP (if they are to be eligible to apply for FEMA Hazard Mitigation Grants after November 1, 2004) was adopted by Congress as part of the Disaster Mitigation Act of 2000. As of the date of this report, only a six LHMP's have been submitted to the California Office of Emergency Services for review.

The FEMA Hazard Mitigation Grant funds that are at stake should the City decide not to prepare an LHMP are not the “public assistance” funds to repair damaged public facilities, but rather competitive funds that would be used to prepare an LHMP and/or to construct improvements that would mitigate future damage to public facilities. For example, the City applied for \$969,000 in Hazard Mitigation Grant funds to retrofit the Carnegie Library in addition to applying for public assistance funds for the same work. That application was filed to cover the contingency that FEMA might only approve an amount of public assistance funds to repair the damage to the Carnegie Library, but not to retrofit the building.

Solicitation of SOQ’s and proposals was initiated by the City based on the assumption that the Council wishes to preserve the ability to apply for Hazard Mitigation Grant funds so as to maximize its options for financial assistance in the event of future disasters. This included an effort to meet the November 1 deadline.

If, by November 1, FEMA has not received and approved an LHMP for the City, the City would be ineligible to apply for Hazard Mitigation Grant funds until such time that FEMA does receive and approve an LHMP for the City. Should another disaster occur within that window of time, the City would still be eligible for public assistance funds, but not for Hazard Mitigation Grant funds.

The City does not expect to learn if it will receive a Hazard Mitigation Grant to assist in the costs of preparing an LHMP until July 2004 at the earliest. If the hiring of a consultant is postponed until such time that the City receives notice about the grant, it would not be possible to meet the November 1 deadline.

Therefore, if the City Council wishes to proceed with preparation of an LHMP at this time, either in order to meet the November 1 deadline or to minimize the period of ineligibility, and if the Council is willing to risk having to fund the entire cost of LHMP preparation from the General Fund, then the City should proceed to hire a consultant.

Attached is a brief evaluation of the SOQ’s and proposals. The table below offers a summary of that evaluation.

Firm (location)	Qualification Status	Price
URS (Oakland)	Most qualified	\$64,911
Tobin Group (Mill Valley)	Second-most qualified	\$76,798
James Thernes (Glendale)	Third-most qualified	\$79,800

In their SOQ, URS stated that it is possible to prepare an LHMP in time to meet the November 1 deadline. However, that is dependent upon the timing of the City’s consultant selection process and the degree of detail and public participation to be negotiated with the consultant.

It is suggested that the Council appoint an ad hoc committee for the LHMP. The ad hoc committee would assist staff in negotiating with URS to refine the schedule and public review process for preparation of the LHMP. The committee would also participate in the preparation and review of the draft LHMP by meeting with staff and the consultant. It is anticipated that the ad hoc committee may be needed through September 2004.

Policy

Reference: Federal regulations governing FEMA assistance.

Fiscal

Impact: If the City is successful in obtaining a Hazard Mitigation Grant from FEMA, the City must provide a 25% match, which may include in-kind staff time and overhead expenses. If the City is not successful in obtaining a Hazard Mitigation Grant from FEMA, the full cost of preparing an LHMP, which would include the consultant's fee as well as staff time and overhead expenses, would be borne by General Fund.

- Options:
- a. (1) Adopt Resolution No. 04-xx authorizing the City Manager to negotiate a contract and sign a consultant services agreement with URS Corporation.
 - (2) Appoint two (2) Council members to an ad hoc committee to work with staff to negotiate with a consultant and participate in the preparation and review of the draft Local Hazard Mitigation Plan.
 - b. Amend, modify or reject the foregoing option.

Prepared by:

Ed Gallagher
Housing Programs Manager

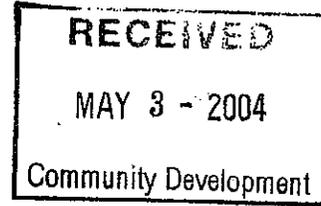
Attachments:

1. Resolution Authorizing the City Manager to Negotiate a Contract and Sign a Consultant Services Agreement with URS Corp.
2. URS' Statement of Qualifications and Proposal
3. Consultant Services Agreement
4. Local Hazard Mitigation Plan Requirements
5. Evaluation of Statements of Qualifications and Proposals



April 30, 2004

Mr. Ed Gallagher, Housing Programs Manager
City of Paso Robles
1000 Spring Street
Paso Robles, CA 93446



Subject: Request for Fee Proposals – Local Hazard Mitigation Plan (LHMP)
URS Reference No. 03011295

Dear Mr. Gallagher:

URS Corporation (URS) is pleased to submit this Fee Proposal for the provision of professional services to prepare the Local Hazard Mitigation Plan (Plan) for the City of Paso Robles (City). This Fee Proposal conforms to our Statement of Qualifications (SOQ) submitted on April 5, 2004, with minor refinements to the proposed Project Approach – Detailed Work Plan in order to increase task/budget detail.

As detailed in our Statement of Qualifications, URS is uniquely positioned to assist the City of Paso Robles because of the following:

- ✓ Excellent URS project team.
- ✓ Familiarity with the Disaster Mitigation Act of 2000 (DMA 2000) and associated resources.
- ✓ Long-standing working relationship with FEMA.
- ✓ Extensive resources enabling completion of the project on schedule.
- ✓ Expertise with hazards and disasters affecting the Paso Robles area, including seismic, flooding, dam/tank failure, wildfire, landslides, hazardous materials incidents, and more.
- ✓ Relevant current experience in preparing hazard mitigation plans for jurisdictions similar to the City of Paso Robles.
- ✓ Past and on-going work for the City of Paso Robles.

Attached is a summary of the proposed budget and related cost assumptions. These are followed by detailed task hours/budget information as well as personnel hourly rates and direct costs.

This fee proposal is based on the Request for Qualifications, the minimum requirements for a Local Hazard Mitigation Plan under the Disaster Mitigation Act of 2000, and the November 1, 2004 deadline. Note that URS is open, however, to discussions about the division of responsibilities and the associated budget. Thank you again for the opportunity to submit this proposal and we look forward to assisting you with this exciting project.

Sincerely,

URS CORPORATION

Brian Sands, AICP
Project Manager

Louis Armstrong
Vice President and
Principal-in-Charge

Mr. Ed Gallagher, Housing Programs Manager
City of Paso Robles
April 30, 2004
Page 2

Proposal Restrictions - This proposal includes data that is not to be disclosed outside the government of the City of Paso Robles and is not to be duplicated, used or disclosed – in whole or in part – for any purpose other than to evaluate this proposal. If, however, a contract is awarded as a result of – or in connection with – the submission of these data, the City shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the City's right to use information or data contained in this proposal if it is obtained from another source without restriction. The data subject to this restriction includes all sheets contained in this bound document and/or attached to this letter.



Project Information:

Owner: City of Paso Robles
 Client: City of Paso Robles
 Project: Local Hazard Mitigation Plan
 Location: Paso Robles
 Prop. No.: 3011295
 Est. By: BDS
 Checked By: CB
 Date: 30-Apr-04

Scope of Work:			Estimated Costs	Estimated Hours
Phase 1	Organize Resources		\$6,164	62
Phase 2	Assess Risks		\$24,128	306
Phase 3	Mitigation Strategy		\$16,552	166
Phase 4	Prepare Plan		\$12,104	126
	Other Direct Costs		\$5,963	0
Total:			\$64,911	660

Markups:	Percent
Communication Fee (on Labor)	0%
Handling Charge (on Expenses)	0%
Handling Charge (on Subcontracts)	0%

Cost Assumptions	
(A) The basis of payment shall be Time and Materials with a Not to Exceed Fee, and shall cover all costs to perform services under the agreement, including salary, fringe benefits, overhead, and profit.	
(B) URS has past/on-going contracts with the City and expects that similar contract terms/conditions will be negotiated for this project.	
(C) The City of Paso Robles is primarily responsible for collecting, cleaning, and relating Geographic Information System (GIS) datasets/shapefiles and supplying these to URS for the hazard identification and vulnerability assessment.	
(D) Two members of the management team will attend staff meeting #1 and the public meeting; one member of the management team will attend the remaining meetings. Where appropriate, efforts will be made to schedule Staff Meetings and HMP Team meetings on the same or adjacent days.	
(E) Additional Services will be compensated on the basis of the hourly rates of all personnel engaged on the project plus expenses. The following services are Additional Services:	
	(1) Attendance at additional meetings beyond those identified in the Scope of Services.
	(2) Providing any other Services not expressly included in this Agreement or not customarily furnished in accordance with generally accepted practices in the industry.
	(3) Making revisions to documents when such revisions are inconsistent with approvals or instructions previously given, or are due to causes not solely within the control of URS.
	(4) Providing additional rounds of document review beyond those specified in the Scope of Services.



City of Paso Robles - Local Hazard Mitigation Plan - Detailed Estimated Budget

Phase	Task No.	Phase / Task Description	Labor Hours											ODCs			Total	
			Principal	Project Manager	Deputy PM / Sr. Eng./Sci.	Engineer / Scientist	GIS Coordinator	Drafter/ GIS Tech.	Word Proc.	Sr. Clerk	Task Hours	Unit	Rate (\$)	Estimated Quantity	Cost Type	URS Labor Total	Grand Total	
One		Hourly Rate	\$164	\$119	\$96	\$83	\$72	\$49	\$42	\$38								
		Organize Resources																
	1.1	Project Initiation / Staff Meeting #1	4	4	8	4	4				2				\$2,264	\$2,264		
	1.2	Meetings with City Officials		4	4										\$860	\$860		
	1.3	Involve Other Agencies		4	4										\$384	\$384		
	1.4	Develop Public Outreach Strategy		4	8										\$1,244	\$1,244		
1.5	Team Meeting #1		4	8						4				\$1,412	\$1,412			
		Subtotal	4	16	32	4	4	4	4	2	62				\$6,164	\$6,164		
Two		Assess Risks																
	2.1	Staff Meeting #2	4	8	8	4	8	4	2						\$2,168	\$2,168		
	2.2	Hazard Identification and Screening	4	4	16										\$2,012	\$2,012		
	2.3	Hazard Profiles	4	4	24	8	24								\$4,532	\$4,532		
	2.4	Inventory Assesls	4	4	16	8	24								\$3,764	\$3,764		
	2.5	Estimate Losses	8	8	16	16	8	24							\$5,568	\$5,568		
	2.6	Team Meeting #2	4	4	8	4	8	4	4						\$2,092	\$2,092		
	2.7	Administrative Draft Risk Assessment	4	8	16	4	8	4	4						\$3,992	\$3,992		
	Subtotal	4	36	104	16	35	96	12	2	306				\$24,128	\$24,128			
Three		Mitigation Strategy																
	3.1	Staff Meeting #3	4	4	8					2					\$1,976	\$1,976		
	3.2	Capability Assessment	4	4	24										\$2,780	\$2,780		
	3.3	Goals and Objectives	4	4	8										\$1,244	\$1,244		
	3.4	Alternative Mitigation Actions	4	4	16	8									\$2,676	\$2,676		
	3.5	Recommended Mitigation Actions	4	4	8	8									\$1,908	\$1,908		
	3.6	Implementation Strategy	4	4	8										\$1,244	\$1,244		
	3.7	Team Meeting #3	4	4	8					4					\$1,412	\$1,412		
3.8	Administrative Draft Mitigation Strategy	4	8	16					4					\$3,312	\$3,312			
	Subtotal	8	36	96	16	8	8	2	166					\$16,552	\$16,552			
Four		Prepare Plan																
	4.1	Staff Meeting #4	4	4	8					2					\$1,976	\$1,976		
	4.2	Preliminary Draft Plan	8	8	16	4	8	8							\$4,816	\$4,816		
	4.3	Public Input / Public Meeting	8	8	16					4					\$2,656	\$2,656		
4.4	Prepare Final Plan / Adoption Hearing	8	8	16					4					\$2,656	\$2,656			
	Subtotal	12	28	56	4	8	16	2	126					\$12,104	\$12,104			
Other Direct Costs																		
		Subtotal	28	116	288	32	44	104	40	8	660			\$58,948	\$58,948			
		Total												\$64,911	\$64,911			



April 5, 2004

Mr. Ed Gallagher, Housing Programs Manager
City of Paso Robles
1000 Spring Street
Paso Robles, CA 93446

Subject: Request for Qualifications (RFQ) – Local Hazard Mitigation Plan (LHMP)
URS Reference No. 03011295

Dear Mr. Gallagher:

URS Corporation (URS) is pleased to present this Statement of Qualifications (SOQ) for the provision of professional services to prepare the Local Hazard Mitigation Plan (Plan) for the City of Paso Robles (City). We have compiled a team with outstanding qualifications to facilitate the development of the Plan on an aggressive schedule.

URS' land use planning, risk assessment and mitigation expertise, including significant experience with the Federal Emergency Management Agency (FEMA), gives us a unique advantage to assist the City of Paso Robles in successfully completing this project. We are particularly well qualified for this assignment because of our:

- ✓ familiarity with the Disaster Mitigation Act of 2000 (DMA 2000),
- ✓ extensive resources that are more than sufficient to complete this project on schedule,
- ✓ relevant current experience in preparing hazard mitigation plans for jurisdictions similar to the City of Paso Robles
- ✓ expertise with hazards affecting California communities, including seismic, flooding, dam/tank failure, wildfire, landslides, hazardous materials incidents, and more.

EXPERTISE AND SUBSTANTIAL RESOURCES

URS has the right mix of creative energy and practical know-how to provide superior results to the City. URS brings a tremendous depth of experience, including the following:

- **Disaster response, recovery, and mitigation assistance**, including mobilization of hundreds of engineers, scientists, and planners for post-disaster mitigation activities under contract with FEMA. URS has experience with more than 100 declared disasters over the last 10 years for a full range of hazards – natural and human-caused – in all U.S. states and territories, including California and the Los Angeles area. URS' experience with natural disasters in California – including floods, earthquakes, and firestorms – is complemented by our experience with terrorism in the aftermath of September 11, including assisting the U.S. Postal Service in developing procedures and methods for dealing with anthrax-contaminated mail.
- **Pre-disaster mitigation planning**, including development of guidance such as the how-to guides to support FEMA's implementation of the mitigation planning elements of the Disaster Mitigation Act of 2000. URS also has ongoing and recently completed work to develop DMA 2000-compliant vulnerability and risk assessments, mitigation plans, and management programs directly under contract with states, territories, local communities, and private institutions.

Mr. Ed Gallagher, Housing Programs Manager
City of Paso Robles
April 5, 2004
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- **Paso Robles and area familiarity**, including recent completion of the 13th Street Bridge widening project over the Salinas River as well as the Salinas Reservoir Expansion Project EIR. URS will be able to hit the ground running, possessing many of the necessary documents, databases, etc. necessary to complete this plan in a timely manner.

SUPERIOR PROJECT TEAM

URS, a national leader in providing comprehensive emergency management planning services to federal, state, and local agencies, has long been committed to serving the needs of California communities like Paso Robles. URS also has a long history of pooling resources and working together on large multidisciplinary projects with almost 2,500 professionals in California and over 25,000 employees worldwide. URS is eager to provide our national perspective and local expertise in helping the City continue its efforts to become disaster-resistant and to help meet Federal requirements for completing this plan.

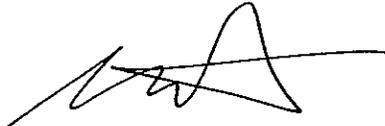
We appreciate the opportunity to submit this proposal and look forward to assisting you with this exciting project.

Sincerely,

URS CORPORATION



Brian Sands, AICP
Project Manager



Louis Armstrong
Vice President and
Principal-in-Charge

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APPENDIX A – RESUMES



Note: Use or disclosure of the data contained on this sheet is subject to restrictions identified in the Letter of Transmittal.

City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

April 5, 2004

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URS Corporation was founded in 1904 and has continued to expand through internal growth and numerous strategic acquisitions that broadened its engineering, architectural, and environmental practices. In the 1990s, the company continued a program of focused growth with the acquisition of Greiner Engineering in 1996, Woodward-Clyde Group in 1997, the Dames & Moore Group in 1999 and EG&G in 2002. Today, URS is a full-service organization providing engineering, architecture, and applied science, meeting the needs of literally hundreds of government agencies and private industrial and commercial companies worldwide. The company has more than 25,000 employees in a network of offices in 30 countries. Here in the State of California, URS has approximately 2,500 professional planners, engineers, scientists and support staff including over 150 local employees in our central California offices.

URS is in the forefront for preparing the Disaster Mitigation Act of 2000 (DMA 2000) Hazard Mitigation Plans. In fact, URS was one of the first companies to prepare one of these documents in California, with the preparation of the Multi-Jurisdictional San Diego County Plan. Additionally, under contract with the Federal Emergency Management Agency (FEMA), URS wrote the How-To-Guidebooks for preparing the DMA 2000 Hazard Mitigation Plans. In addition, URS is under contract with FEMA to review these plans on a national level. The URS team includes staff that helped write the How-to-Guidebooks, staff that prepares DMA 2000 plans, and staff that are qualified DMA 2000 reviewers. URS has completed plans on a statewide, county-wide, and city-wide basis and thus can offer true insight to how the City of Paso Robles plan will integrate into the overall DMA 2000 goals.

In addition to working with FEMA and the California Office of Emergency Services (CALOES) on these Hazard Mitigation Planning efforts, URS team members have vast disaster-related planning, response and recovery experience including working with FEMA in response to the recent 2003 Southern California firestorms and San Simeon Earthquake, responding to the Northridge Earthquake in 1994, responding to the 1995 floods, and responding to the 1998 El Niño event.

URS has an unequalled wealth of demonstrated comprehensive emergency management planning experience with FEMA, state emergency management agencies, local governments and private institutions. Having a huge breadth of staff, the company can draw upon its broader nationwide cadre of highly skilled and qualified professionals with relevant experience in natural, technological and manmade disaster-related planning at any time.

In addition, URS recognizes the importance of this work to the residents of the City and the need to pull together a team of professionals that can respond with meaningful results in a tight timeframe. For example, during the October 2003 firestorms, FEMA asked URS to respond quickly by assessing and mapping over 770,000 acres-worth of burned watersheds in five affected Southern California counties to show increased risk of flooding. URS coordinated twelve offices of to field review, model, and map over 400 stream miles of flood-prone areas in a 10-day period. As a part of this effort, over 100 maps were created and uploaded onto FEMA's website in a record 2 days.

We also recognize the importance of developing a sound and comprehensive vulnerability and risk assessment as the foundation for the entire planning process.



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

April 5, 2004

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SECTION A - PROJECT UNDERSTANDING

This Section of this proposal describes URS' project understanding. This discussion first briefly covers three broad topics:

- Hazard Mitigation Planning
- Hazard Identification and Risk Assessment
- Mitigation Strategy

Then, a more detailed work plan is described, including specific milestones. Deliverables are described in the final section.

HAZARD MITIGATION PLANNING

URS is currently working in several different communities across the country on Hazard Mitigation Plans (Plans) that are compliant with the Disaster Mitigation Act of 2000 (DMA 2000). Our proposal is based on a process we have used successfully in other communities that we believe will also be effective for the City. We recommend that Paso Robles form a Hazard Mitigation Planning Team (Team) that will include representation from City staff, consultants, community representatives, local business leaders, local school districts and special districts. URS can offer unique experienced support to help the City organize their resources to undertake this effort.

The early stages of the project will include a kickoff meeting with the Team, as well as three additional Team meetings to be held throughout the development of the Plan. Input from the Team will help set overall direction for the project and determine priorities for mitigation actions to include in the final recommendations. Working with the City, URS will develop a city-wide Hazard Identification and Risk Assessment, including relevant elements of a demographic profile (e.g., locations of sensitive populations such as nursing homes or hospitals, economic activity, population density, etc.). The information will be mapped and tabulated for the region. Additionally, appropriate mitigation actions will be identified that benefit the City. In this manner, the risk assessment will comply with the requirements of the RFQ, the State of California Office of Emergency Services (CALOES), and the DMA 2000 using best available data for the region.

HAZARD IDENTIFICATION AND RISK ASSESSMENT

In a planning process, the purpose of hazard identification and risk assessment is to help the City focus on the assets within the region most at risk. The State and Local Mitigation Planning "How-To" Guide #2 – Understanding Your Risks (FEMA 386-2), which was prepared with assistance from URS, provides an outline for assessing the potential risks in the City and neighboring areas. Paso Robles can be subject to a full array of risks, including seismic (earthquake, liquefaction), flooding, dam/tank failure, wildfire, landslides, hazardous materials incidents, and more. Because there are limited resources to implement mitigation projects and the time horizon for the plan is prescribed by federal law as 5 years, it makes sense to efficiently seek out the areas where the greatest risk occurs and the greatest benefit from mitigation could result.

URS uses procedures to "screen" risk assessment results to do just that. The following pages provide excerpts from planning efforts for two different types of hazards: landslides and wildfires. Both are hazards we know to be prevalent in the Paso Robles area. Both projects show how we use commonly available information to focus attention on a discrete prioritized selection of assets within a community. This is the approach that we propose for the Paso Robles project.



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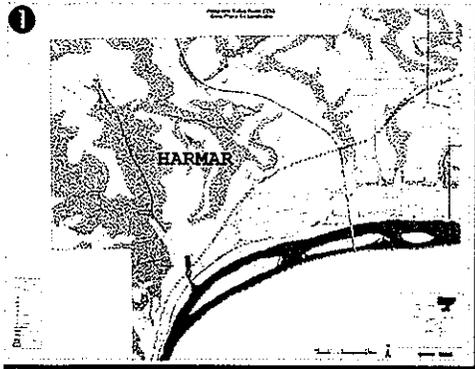
City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

April 5, 2004

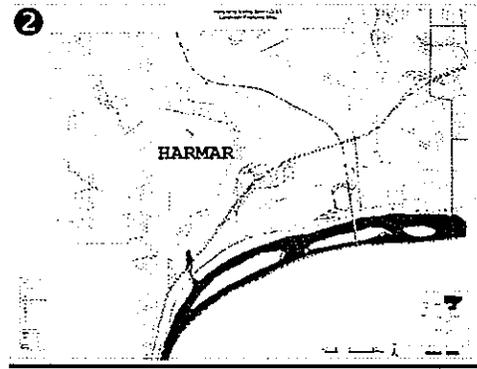
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SECTION A - PROJECT UNDERSTANDING

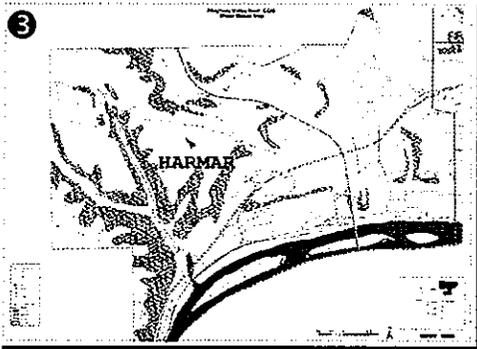
In Allegheny County, Pennsylvania, which includes the City of Pittsburgh, an assessment of the vulnerability to landslides was developed via the following sequence of inventories and analyses:



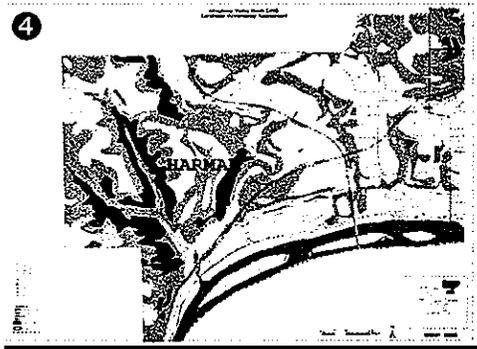
Using readily available US Soil Conservation Survey information, URS selected specific soil types in Allegheny County more prone to landslides.



(Then, URS developed an overlay of areas having increased susceptibility to landslides based on field observations.



URS developed a third overlay based on steep slope designations created by the Allegheny County GIS Department.

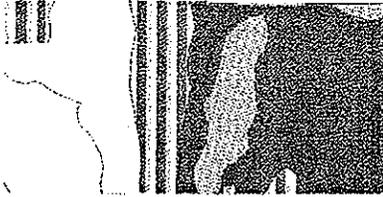


As a final step, URS overlaid the results of the previous three inventories to determine the relative vulnerability to landslides. Areas having all three elements have the highest relative risk (shown in red).

As a result of this assessment, URS was able to quickly and effectively focus the initial attention of the County's planning team members on roughly 5,000 structures with the highest vulnerability, approximately 1 percent of nearly 500,000 structures in the County.

SECTION A - PROJECT UNDERSTANDING

In Sandoval County, New Mexico, an assessment of the vulnerability to wildfires was developed via a similar sequence of inventories and analyses:



The National Fire Danger Rating System's Fuel Model was used to identify areas of light, medium and heavy fuel on the Sandoval County vegetative land cover map as shown at left



Digital elevation models (DEMs) were used to identify areas within Sandoval County with slopes less than 40 percent, between 41 and 60 percent and greater than 61 percent corresponding to low, moderate and steep slopes.



URS overlaid the fuel classification and the percent slope layers. Areas with medium or heavy fuel loads in steep slope areas were classified as "extreme" risk (shown in red). Areas with light fuel loads and over 61 percent slopes were classified as high risk (shown in orange).

As a result of this assessment, URS was able to efficiently focus the attention of this County's planning team members on 2,230 structures (with an estimated affected population of 6,134) with the highest vulnerability to wildfires out of nearly 35,000 structures (and a population of almost 90,000) in Sandoval County.

In the case of Allegheny County, there are 130 different municipal government units covered by the planning effort including the City of Pittsburgh, Pennsylvania. Sandoval County encompasses suburban areas north of Albuquerque, New Mexico but also includes significant open and undeveloped lands in the process.

With the preceding type of GIS-driven analyses, when property value information is available (either through detailed parcel data or through aggregated data sources like the US Census), we can use the resulting designations of relative vulnerability to provide comparative estimates of losses for further ranking and prioritization of efforts for both mitigation and emergency response and recovery actions. The deliverable for these analyses would include mapping and tabular information of these efforts.

After public input, the Team will review the Risk Assessment findings in order to identify appropriate City-level goals, objectives, and mitigation action items. This important next step of the Plan is described below.



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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One of the key elements of DMA 2000 is the paradigm shift from response and recovery to pre-hazard mitigation. FEMA realized that defining specific mitigation actions that could be put into place *before* a hazard occurs could help minimize hazard damages and losses of life and property *afterwards*. Response and recovery costs, therefore, would also be minimized.

One of the most important steps in the Plan is developing a realistic list of goals, objectives, and mitigation action items based soundly on the risk assessment findings. URS is uniquely familiar with working with local jurisdictions to help define these goals, objectives, and subsequent action items to conform with DMA 2000 requirements.

Mitigation goals are defined as general guidelines explaining what each jurisdiction wants to achieve in terms of hazard and loss prevention. Goal statements are typically long-range, policy-oriented statements representing jurisdiction-wide visions. Objectives are statements that detail how each jurisdiction's goals will be achieved, and typically define strategies or implementation steps to attain identified goals.

Other important inputs to the development of jurisdiction-level goals and objectives include performing reviews of existing local plans, policy documents, and regulations for consistency and complementary goals, as well as soliciting input from the public. URS will work with the Team to conduct a capabilities assessment, reviewing existing local plans, policies, regulations for any other capabilities relevant to hazard mitigation planning. An analysis of Paso Robles' capabilities requires an inventory of the City's legal, administrative, fiscal and technical capacities to support hazard mitigation planning.

After completion of the capabilities assessment, mitigation actions that address the goals and objectives as well as the City's capabilities will then be identified, evaluated, and prioritized. These actions will form the core of the mitigation strategy of the Plan. URS will help the City evaluate and prioritize these proposed mitigations. URS uses a proven method, considering the social, technical, administrative, political, legal, economic, and environmental opportunities and constraints of implementing a particular mitigation action. This unique step results in a list of acceptable and realistic actions that address the hazards identified by the City.

As a final step to the Mitigation Strategy portion of the Plan, URS will help the City identify and prioritize actions with the highest short to medium term priorities. An implementation, schedule, funding source and coordinating individual or agency will then be identified for each prioritized action item to be compliant with FEMA's standards.

In terms of a more detailed work plan, the following corresponds to the Request for Qualifications (RFQ), DMA 2000, and reflects the typical approach URS uses in developing a comprehensive Hazard Mitigation Plan:

Key planning staff from URS included on this project team have worked with FEMA to develop and produce FEMA 386. URS has also worked with numerous municipalities in the application of the elements of FEMA 386 to develop a Hazard Mitigation Planning Team.

PHASE ONE – ORGANIZE RESOURCES

- 1.1 **Project Initiation Meeting:** After receipt of the Notice to Proceed, URS will prepare for and attend a project initiation meeting with City representatives to confirm the work scope, project schedule and to gather available information. Before the meeting, URS will provide a list of information and documents that would be useful for the study if available from the City and other agencies/organizations.
- 1.2 **Local Government Support Obtained:** At the initiation meeting, a main topic will be to identify the selection process for members of the Team. A focus will be put on including government officials (e.g., planning, fire, police, public works, economic development) to help gain local government support for the project.
- 1.3 **Diverse Core Group Formed:** URS understands that ideally the Team chosen will include City staff, consultants, community representatives, local business leaders, local school districts and special districts. URS can describe Team selection criteria used in similar city-wide DMA 2000 projects. It is our experience that this selection process varies significantly from jurisdiction to jurisdiction and URS will work with Paso Robles to develop a process that is appropriate for the City and acceptable to CALOES and FEMA.
- 1.4 **People Involved in the Plan Identified:** As presented in the Organization Chart in Section 2.1, URS has identified in-house staff to work with the Team to address all aspects of the Plan production. URS will oversee all aspects of Plan production and will also act as a neutral plan facilitator.
- 1.5 **Firm Timeline Established:** URS understands that Federal requirements mandate Plans be submitted by November 1, 2004. Having helped several municipalities meet this deadline, URS recommends a slightly more compressed timeline. In addition to the compressed timeline, URS will work with the City's Project Coordinator to schedule, prepare for and attend four two-hour Team meetings. The purpose of each meeting will be identified during the Project Initiation Meeting and can be adjusted as needed to respond to the flow of the project.
- 1.6 **Other Agencies Involved:** URS is aware that CALOES and other agencies will have an interest in the plan development. URS will facilitate the coordination with these agencies throughout the development of the Plan, but will begin with notice to those identified by City staff immediately following the kickoff meeting. URS will also work with the City's Project Coordinator to prepare for and meet with elected and appointed officials to familiarize them with the project, and to help identify candidates for "membership" on the Team.
- 1.7 **Planning Model Chosen:** URS is well versed on the stages necessary to complete the Plan and recommends that a schedule and milestones be established and followed. As part of this process, URS will assist in identifying specific tasks for Team members to complete to keep the project on track and on schedule.
- 1.8 **Public Outreach/Strategy Developed:** It is URS' experience that public involvement is crucial to the development of a comprehensive Plan. Involving the public from the start, by publishing a public notice announcing the first set Team meeting will help establish a clear vision that the public's input and involvement is



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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important to the City. URS will also coordinate with the City's Project Coordinator regularly to help facilitate project coordination and completion.

All work under Phase Two will be conducted in conformance with FEMA Publication Number 386-2 (the first of the how-tos on which URS assisted FEMA since that time). URS has the opportunity to use these procedures with many local communities and as part of numerous PMA 2004 plans.

PHASE TWO: ASSESS RISKS

- 2.1 **Hazard Identification:** Using available information regarding recent disasters and other existing resources, URS will conduct research to identify all relevant hazards that may affect the City's plan including identifying natural hazards (such as earthquakes, wildfires, floods, and landslides) and identifying explanations for hazards excluded. This will include a review of the City's General Plan Safety Element, Emergency Services Growth Plan, and other relevant background information.
- 2.2 **Profile Hazards:** URS will compile information regarding historical occurrences, and characterize the hazards in as much detail as feasible, including: the geographical extent of the hazard; duration and intensity of the hazard events; the probability or likelihood that the hazard event would affect various areas of the community.
- 2.3 **Community Profile:** Using GIS, and other available information sources, URS will quantify assets including an inventory of residential/commercial buildings, critical facilities and infrastructure, at-risk populations, as well as future development trends for the community.
- 2.4 **Vulnerability Analysis and Loss Estimation:** Types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas, including losses/potential exposure tabulations for each hazard will be compiled. Risk area maps will be developed for each hazard. Where possible, URS will incorporate estimates of the probability of various levels of damage to provide local decision makers with a more complete understanding of the range of natural hazards that the City faces; potential casualties, damages and economic losses from different scenario events; and the likelihood that these events will occur.
- 2.5 **Administrative Preliminary Draft Risk Assessment:** URS will prepare this document presenting background information and the findings from the above hazard assessment sub-tasks in draft text, tabular and graphic format. URS will submit the strategy to the City's Project Coordinator for review and to be distributed for review and comment by the Team/staff.

With an understanding of what the issues are (Phase Two Risk Assessment) coupled with what you are able to accomplish (Task 2.1 - Capability Assessment), the next step is to identify optimal choices for specific mitigation actions. It is worth noting that URS has assisted FEMA with FEMA Publication Number 386-3: Developing the Mitigation Plan to FEMA and that document will be available for use during this

PHASE THREE: PREPARE MITIGATION STRATEGY

- 3.1 **Capability Assessment:** URS will work with the City to collect and review municipal/county/state government development plans, ordinances, and regulations (including building codes, subdivision regulations, etc.), and relevant local programs. Additionally, URS will review the impact of past hazard mitigation efforts within the planning area, identifying their benefits and potential enhancements. Finally, URS will identify the technological, informational, financial, and human resources available to the City.
- 3.2 **Goals and Objectives:** URS will work with the Team to develop a series of goals and objectives in response to the results of the previous tasks and in compliance with federal and state guidelines. The goals and objectives form the basis for researching alternatives and developing evaluation criteria.
- 3.3 **Research of Alternative Mitigation Actions:** URS will research appropriate mitigation actions, identify their advantages and disadvantages, and develop a list of criteria by



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SECTION B - PROJECT APPROACH

phase of the project and will help guide the efforts for all participants.

which the City will be able to evaluate the actions (including costs, benefits and other practical considerations). To develop the alternative mitigation actions, URS will use the expertise of our geologists, hydrologists, civil and structural engineers, environmental scientists, and other specialists. To evaluate the alternative mitigation actions, URS uses a proven method, considering the social, technical, administrative, political, legal, economic, and environmental opportunities and constraints of implementing a particular mitigation action. This unique step results in a list of acceptable and realistic actions for inclusion in the Plan.

- 3.4 **Recommended Mitigation Actions:** URS will work with City to develop a prioritized list of recommended hazard mitigation actions based on the evaluation of alternatives, including descriptions of proposed action, risk-reduction objectives, and responsible entities. Subject to budget and schedule limitations, preliminary cost estimates and benefit-cost analyses may be provided for recommended mitigation actions.
- 3.5 **Implementation Strategy:** URS will work with the Team and the City to develop a detailed implementation schedule of the hazard mitigation actions to be completed including short, medium, and long-range priorities and identifying projects that could be implemented within a short time frame and be visible to the public. URS will describe in the strategy the responsible agency or individuals, potential funding mechanisms, and a methodology for measuring progress and updating the plan.
- 3.6 **Administrative Preliminary Draft Mitigation Strategy:** URS will prepare this document presenting background information and the findings from the above mitigation strategy sub-tasks in draft text, tabular and graphic format for review by the City's Project Coordinator to be distributed for review and comment by the Team/staff.

URS has also assisted FEMA to complete FEMA 86-1 Planning the Plan for the which will also be available for use in this project especially for Task 4.5 Implement, Monitor and Adjust the Plan.

It is assumed that California OES and FEMA Region V staff will be invited to several interim progress meetings and will also be asked to review work products for the eventual submittal of the plan to Region IX for approval under the requirements of DMA 2000.

It is also assumed that City of Paso Robles officials will take responsibility at the end of the project for updates, future evaluations, and

PHASE FOUR: PREPARE DRAFT/FINAL PLAN

- 4.1 **Prepare Draft Plan:** Because URS has developed numerous Plans and is assisting FEMA with reviewing these Plans, we have the knowledge and understanding to know how to draft the City's Plan to meet Federal requirements. URS will complete a Draft Plan based on the preceding tasks that will include: a plan description/purpose of the plan, a community description, a description of the Team formation, names and roles of Team members, and a complete list of planning process milestones. Major portions of the plan will include the Hazard Assessment (hazard identification, hazard profiles, community profile, vulnerability assessment, and loss estimations) as well as the Mitigation Strategy (including the capability assessment, goals, objectives, and action items, prioritization, and implementation plan). URS will also identify all sources, data limitations, references and sources used in plan development. A complete list of public meetings, Team meetings, agendas, sign-in sheets and public notices will also be included in the plan as required by FEMA.

As specified in the RFQ, URS will first prepare a Preliminary Draft Plan (incorporating comments to the Administrative Preliminary Draft documents) to be submitted to the City's Project Coordinator (to be distributed for public review and comment).

- 4.2 **Public Input/Review:** URS will coordinate with CALOES and FEMA to ensure that the Plan is in compliance with the required standards. URS will also work with the City to enable the public to review the Preliminary Draft Plan in both hard and electronic formats. URS will conduct one noticed public workshop (probably at a



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SECTION B - PROJECT APPROACH

Implementation of the Plan

regularly scheduled Planning Commission meeting) to present and receive comments on the Preliminary Draft Plan.

- 4.3 **Prepare/Adopt Final Plan:** URS will incorporate review comments into a final document, and then present the Public Hearing Draft to City elected and appointed officials, the public, and other interested parties. A signed resolution of adoption will be included in the Final Draft Plan prior to submission to FEMA.

DELIVERABLES

Deliverables associated with the project requirements including the Hazard Mitigation Plan, Public Hearing Draft, Final Draft, and CD-ROM.

- **Administrative Preliminary Draft Hazard Assessment:** Under Phase Two, URS will provide sufficient hard copies for each Team member to review, revise and update this information.
- **Administrative Preliminary Draft Mitigation Strategy:** Under Phase Three, URS will provide sufficient hard copies for each Team member to review, revise and update proposed goals, objectives and action items developed by the City.
- **Preliminary Draft Hazard Mitigation Plan:** Under Phase Four, URS will provide hard copies of the Preliminary Draft Hazard Mitigation Plan to each Team member for review as part of Phase Four. If requested, URS will provide one electronic version of the document for upload to the City's website.
- **Public Hearing Draft Hazard Mitigation Plan:** Also under Phase Four, URS will provide five (5) hard copies of the Public Hearing Draft Hazard Mitigation Plan. If requested, URS will provide one electronic version of the document for upload to the City's website.
- **Final Draft Hazard Mitigation Plan:** In addition, URS will provide five (5) hard copies of the Final Draft Hazard Mitigation Plan. If requested, URS will provide one electronic version of the document for upload to the City's website.
- **CD-ROM:** URS will provide the document including tables and maps on CD-ROM in PDF format upon delivery of the final document. If requested, GIS files will also be provided on CD-ROM with associated metadata.



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SECTION C - RELEVANT PROJECTS

Below is a matrix that provides an overview of projects completed by URS that are similar or related to those the City is undertaking. A complete description of each project and associated details are shown on the following pages.

	Baselins Assessment	HMA 2000 Planning	State/EMA Experience	GIS/HAZUS Experience	Regional/Local Projects
Hazard Mitigation Technical Assistance Program (HMTAP) for FEMA	✓	✓	✓	✓	✓
Multi-Jurisdictional All-Hazard Mitigation Plan, San Diego County, CA	✓	✓		✓	✓
Local Hazard Mitigation Plan Xenia, Ohio	✓	✓		✓	
City-Wide Hazard Mitigation Plans (27) Maricopa County, AZ	✓	✓		✓	✓
State-Wide Hazard Mitigation Plan Arizona	✓	✓	✓	✓	✓
County-Wide Hazard Mitigation Plan Allegheny County, PA	✓	✓		✓	
Hazard Mitigation Planning, Cerro Grande Fire of 2000 State of New Mexico	✓	✓		✓	
Seismic Vulnerability Analysis State of South Carolina	✓		✓	✓	
Nationwide Standby Technical Assistance for Response and Recovery Contract – FEMA	✓		✓	✓	✓
13 th Street Bridge Widening over Salinas River, Paso Robles					✓



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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HAZARD MITIGATION TECHNICAL ASSISTANCE PROGRAM FOR FEMA

Client/Organization Name, Address and Phone Number:
 Federal Emergency Management Agency
 500 C Street, SW
 Washington, DC 20472

Contact Information:
 Carrie Ouellette, Project Officer
 Tel: 202.646.2609
 Fax: 202.646.3104

Contract Value and Term:
 \$100,000,000
 over a 10-year period
 ending in 2004

Current Status:
 Fifth year of a five year contract cycle.

Relationship with Client/Organization:

URS, as prime contractor leading the efforts of a multiple-firm team, has won two successive contracts with the Federal Emergency Management Agency to provide a wide range of pre- and post-disaster technical support for implementation of mitigation projects.

Applicable Work Provided to Client/Organization

URS has been issued more than 400 Task Orders under the contract and has provided support on nearly 100 disaster declarations in more than 40 states and within 5 U.S. Territories. Timeliness of response has been key to delivery of service to FEMA on this contract. URS has mobilized staff in less than 48 hours, more than 80 different times to meet FEMA's needs. URS has not had one occurrence where the rapid staffing needs of FEMA could not be met.

URS institutes a client feedback program rating our performance on every Task Order under this contract. URS has been rated as exceeding FEMA's expectations on 71 percent of the completed Task Orders. Additionally, cost control has been a key component of URS' management performance under this contract. On completed Task Orders, URS has finished all work an average of 12 percent under budget. This has resulted in \$1.78 Million in savings to FEMA.

Three efforts in particular are relevant to the work for the City:

- ✓ **DMA 2000 Training, Workshops and Plan Reviews.** URS has been working in support of FEMA for the last 2 years to develop plan review criteria and related training for federal, state, and local governments regarding the plan review process for DMA 2000 compliance. For the last six months, URS has also been reviewing state and local plans for FEMA to determine compliance with the requirements of the Act.

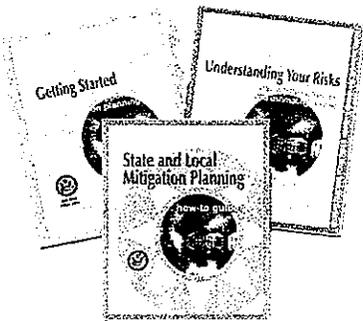
- ✓ **State and Local Mitigation Planning How-to Guides.** URS has also been working with FEMA to develop and produce these guides, which lay out a planning process that is consistent with DMA 2000 and other FEMA programs such as CRS and FMA. To date, three volumes of a planned nine have been published, including:

- *Getting Started: Building Support for Mitigation Planning;*
- *Understanding Your Risks: Identifying Hazards & Estimating Losses; and*
- *Integrating Human-Caused Hazards into Mitigation Planning.*

URS is currently working on the completion of two additional volumes that should be available during this project, including:

- *Developing a Mitigation Plan: Identifying Mitigation Actions; and*
- *Bringing the Plan to Life: Ensuring the Success of the Hazard Mitigation Plan*

- ✓ **Technical Assistance for States and Communities in the Use of HAZUS-MH during Mitigation Planning** One tool FEMA is developing to assist in assessment of risks and losses from natural hazards is HAZUS-MH. URS is helping FEMA develop a process to offer technical assistance to communities or States that need help in using HAZUS-MH due to limitations in their software or hardware systems, or due to needed expertise in operating the higher levels of risk analysis that HAZUS-MH provides. As part of the technical assistance, URS is developing a set of typical scenarios and eligibility criteria under which a State or community would request HAZUS-MH technical assistance. This process will minimize delays in the planning process, and will assist States and communities in meeting the deadline for approval of State and local mitigation plans.



Client Comments:
 URS is one of our most responsive contractors. They exhibit innovative approaches to problem solving, continually exceed high standards of success, and they take great pride in client satisfaction. They also sometimes take the initiative to improve upon what we have asked for. They are quick to take action and implement process improvements. One of their greatest attributes is the quality of performance of their key staff. They are responsive, available, and work with FEMA in a true partnering sense.

Highly recommend URS

Linn Kwan, Project Officer for
 FEMA's Hazard Mitigation
 Technical Assistance Program
 (HMTAP) Contract



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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SECTION C - RELEVANT PROJECTS

**MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN
SAN DIEGO COUNTY, CALIFORNIA**

**Client/Organization Name,
Address and Phone Number:**
San Diego County Office of Emergency
Services
5555 Overland Ave.
Building 19
San Diego, CA 92123

Contact Information:
Herman Reddick
Tel: (858) 565-3490
Fax: (858) 565-3499

Contract Value and Term:
\$208,000
July 2003 through June 2004

Current Status:
Project is on schedule to meet FEMA's
deadline.

Relationship with Client/Organization:

URS is currently working with San Diego County to lead a multi-jurisdictional hazard mitigation planning effort that involves the County itself, as well as the 18 cities and towns communities within its boundaries.

Applicable Work Provided to Client/Organization

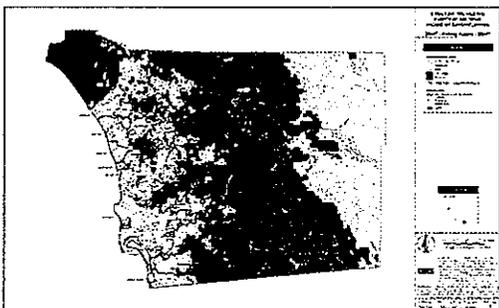
The County's All-Hazard Mitigation Plan will bring all 19 participating entities into compliance with the Disaster Mitigation Act of 2000 (DMA 2000). The process will include

- ✓ involvement of relevant local, state, and federal representatives;
- ✓ development of a vulnerability and risk assessment that focuses on the exposure of people and property to hazardous conditions; and
- ✓ development of feasible, prioritized mitigation measures.

The planning process is being overseen by a Hazard Mitigation Working Group (HMWG) that consists of representatives of all 19 jurisdictions involved in the project. Each member of the Planning Group is in turn working with a Local Planning Team from its respective jurisdiction. This approach will allow substantive involvement of those affected by the plans. Hazards that identified by the HMWG that are discussed in detail in the plan include: Coastal Storm/Coastal Erosion/Tsunami, Dam Failure, Earthquake, Liquefaction, Fire (structural and wildfires), Flood, Landslide, Human-caused Hazards (terrorism and hazardous materials releases).

The San Diego County Plan is being coordinated closely with the State Office of Emergency Services. This includes preparing all plans in a format that will conform with the State's model guidelines and online automated hazard mitigation planning system.

Relevance to the Work for the City of Paso Robles
DMA 2000 Mitigation Planning with FEMA Section 101
Similar hazard conditions to Paso Robles
Parameters to be incorporated into plans similar to the City of Paso Robles



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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SECTION C - RELEVANT PROJECTS

**LOCAL HAZARD MITIGATION PLAN
XENIA, OHIO**

Client/Organization Name, Address and Phone Number:
City of Xenia
Department of Community Development
101 N. Detroit Street, Xenia, OH 45385

Contact Information:
Joy Warner
Tel: (937) 376-7286

Contract Value and Term:
\$32,100
February 2003 through September 2003

Current Status:
Project is on schedule to meet FEMA's deadline.

URS recently completed working with the citizens and local Mitigation Planning Team in Xenia, Ohio to develop a hazard mitigation plan. Xenia is a community of around 24,000 people and is exposed to natural hazards like tornadoes, floods and severe winter storms.

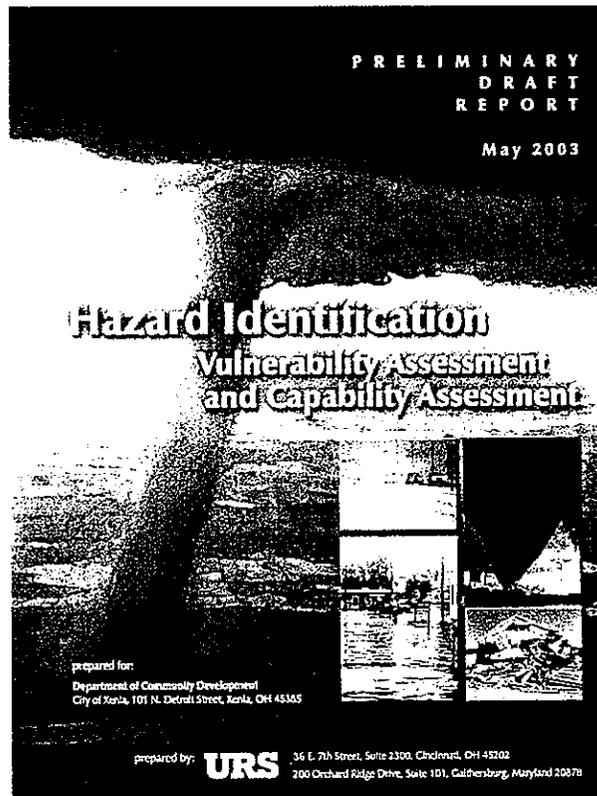
The planning process complies with the Disaster Mitigation Act of 2000, including ensuring that the process:

- ✓ is open to the public;
- ✓ involves relevant local, state, and federal representatives;
- ✓ develops a rigorous vulnerability assessment that follows accepted practices published in FEMA's how-to guide, Understanding Your Risks, focusing on the vulnerability of structures to hazards; and
- ✓ develops feasible, prioritized mitigation actions.

Working very closely with the Mitigation Planning Team, whose members represent important stakeholders of the community, e.g. the Chamber of Commerce, schools, industries, etc. and key City staff, URS planners have identified hazards, completed a vulnerability assessment, developed goals and actions, and prioritized actions.

The project has afforded an opportunity to work with the public and the City in a series of publicized meetings. The meetings allowed planners to introduce the concept of mitigation planning to citizens and to have their input on the plan.

Relevance of the work to the City of Paso Robles:
FEMA 2000 mitigation planning
Similar in size and scope



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan
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SECTION C - RELEVANT PROJECTS

**LOCAL HAZARD MITIGATION PLANS (27)
MARICOPA COUNTY, ARIZONA**

**Client/Organization Name,
Address and Phone Number:**
Maricopa County Department of
Emergency Management
2035 N. 52nd Street
Phoenix, AZ 85008

Contact Information:
Margaret Ayala, Emergency
Services Planner
Tel: 602. 273.1411
Fax: 602.275.1638

Contract Value and Term:
\$178,380
March 2003 through April 2006

Current Status:
Project is on schedule to meet FEMA's
deadline.

Relationship with Client/Organization:

URS is currently working with Maricopa County to lead hazard mitigation planning efforts that involve the County itself, as well as the 24 cities and towns and 2 tribal communities within its boundaries.

Applicable Work Provided to Client/Organization

With 3.3 million residents, Maricopa County, which encompasses the metropolitan areas around Phoenix, is the fourth largest county in the United States and the fastest growing among the nation's ten largest.

The County's All-Hazard Mitigation Plan will bring all 27 participating entities into compliance with the Disaster Mitigation Act of 2000 (DMA 2000). The process will include

- ✓ involvement of relevant local, state, and federal representatives;
- ✓ development of a vulnerability and risk assessment that focuses on the exposure of people and property to hazardous conditions; and
- ✓ development of feasible, prioritized mitigation measures.

The planning process is being overseen by a Mitigation Planning Group that consists of representatives of all 27 jurisdictions involved in the project. Each member of the Planning Group is in turn working with a Local Planning Team from its respective jurisdiction. This approach will allow substantive involvement of those affected by the plans.

The Maricopa County Plans are being coordinated closely with the State of Arizona's Statewide Hazard Mitigation Plan, which URS is also leading. This includes preparing all plans in a format that will conform with the State's model guidelines and online automated hazard mitigation planning system.

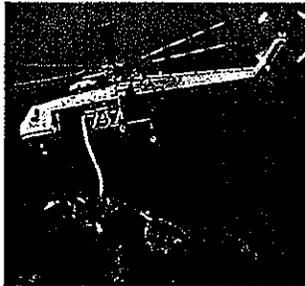
Relevance to the Work for the City of Paso Robles:

DMA 2000 mitigation planning with FEMA Region IV

Similar project conditions to the City of Paso Robles

Include: Risk assessment and plans similar to the City of Paso Robles

Day-to-day local management by Brian Sanders (proposed) Project Manager



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan
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SECTION C - RELEVANT PROJECTS

**STATE-WIDE HAZARD MITIGATION PLAN
ARIZONA**

Client Department/Division:

Arizona Department of
Emergency and Military Affairs
Division of Emergency Management
5636 E. McDowell Road
Phoenix, AZ 85008-3495

Contact Information:

Barbara Corsette
602.392.7518

Contract Value and Term:

\$225,000
November 2002 through December 2004

Contract Number:

MS-0017

Current Status:

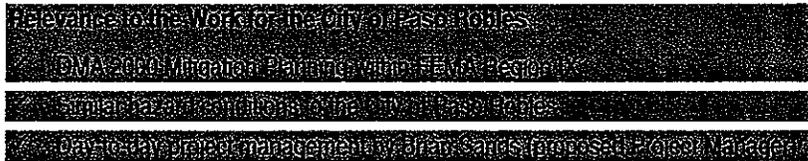
Project is on schedule to meet FEMA's
deadline.

Services Provided to the Client:

URS is assisting the State of Arizona in preparation of a statewide mitigation plan that addresses requirements of the Disaster Mitigation Act of 2000 (DMA 2000), including:

- ✓ characterization of all hazards affecting Arizona;
- ✓ assessment of vulnerability and risk that jeopardize the general health and sustainability of the state, and specific vulnerability of State-owned and operated critical facilities;
- ✓ articulation of clear goals, objectives, and priorities for use at the county and local government and tribal levels;
- ✓ development of a comprehensive, prioritized program of mitigation activities that will achieve the State's goals, objectives, and priorities; and
- ✓ integrating elements of state mitigation planning to the extent practicable with other State and/or regional planning initiatives.

The project is being guided by a 35-member Statewide Hazard Mitigation Planning Team (HMPT) that consists of representatives of all major State agencies along with representatives of key local and federal agencies.



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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SECTION C - RELEVANT PROJECTS

**COUNTY-WIDE HAZARD MITIGATION PLAN
ALLEGHENY COUNTY, PENNSYLVANIA**

Client Department/Division:

Allegheny County Dept. of Emergency Services
400 North Lexington Street, Suite 200
Pittsburgh, PA 15208-2521

Contact Information:

Susan Parker, Community Outreach Coordinator
412.473.2559

Contract Value and Term:

\$263,000
September 2002 through September 2004

Services Provided to the Client:

URS is currently working with the citizens and local elected officials of Allegheny County Pennsylvania, including the metropolitan Pittsburgh area to develop a hazard mitigation plan. The plan for Allegheny County is a Multi-Jurisdictional Plan that complies with DMA 2000 and incorporates the involvement of 130 individual municipalities through the use of nine Councils of Government.

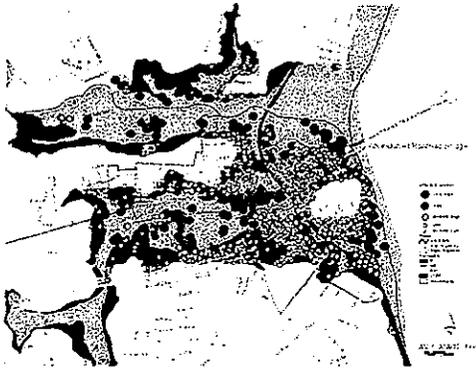
Working very closely with the county Steering Committee in monthly progress and coordination meetings, URS planners are developing a hazard mitigation planning process that enlists the focused efforts of the COGs and local communities to help develop a comprehensive vulnerability assessment and potential mitigation actions.

Contract Number:

1251-02

Current Status:

Contract is on schedule to meet FEMA's deadline.



Relevance to the Work of the City of Paso Robles
EMA 2000 Mitigation Planning
Use of FEMA's and other GIS software to determine vulnerability and loss estimates



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

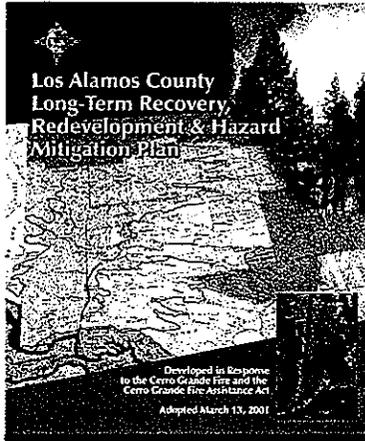
April 5, 2004

SECTION C - RELEVANT PROJECTS

HAZARD MITIGATION PLANNING CERRO GRANDE FIRE OF 2000 STATE OF NEW MEXICO

Client Department/Division:
New Mexico Office of Emergency Services
and Security
13 Bataan Boulevard
Santa Fe, New Mexico 87504]

Contact Information:
Susan Walker, Director, NMOESS
505.476.9640



Services Provided to the Client:

URS has been involved in preparing several Mitigation Plans for New Mexico communities and Tribes affected by the Cerro Grande Fire including Santa Fe City/County, Sandoval County, Rio Arriba County, Town of Espanola, and the Pueblos of San Juan and Pajoaque.

URS has been involved with all aspects of developing the long-term recovery and mitigation plans for these counties, which includes a number of multi-jurisdictional efforts in a range of situations from urban to rural. The work also has included multiple technical studies to identify potential projects in the fire-affected area, providing key information for development of future mitigation plans.

Contract Value and Term:

\$210,000
January 2002 through June 2003

Contract Number:

02-50-30

Relevance to the Work for the City of Paso Robles

HAZUS Mitigation Planning

Similar Hazard Mitigation for the City of Paso Robles

SEISMIC VULNERABILITY ANALYSIS STATE OF SOUTH CAROLINA

Client Department/Division:
SC Emergency Preparedness Division
1100 Fish Hatchery Road
West Columbia, South Carolina 29172

Contact Information:
Mr. John Knight
Tel: 803.737.8500
jknight@emd.state.sc.us

Contract Value and Term:
\$280,000
February through November 2001

Contract Number:
Solicitation Number 01-S3666

Services Provided to the Client:

The objective of this project was to utilize HAZUS to conduct a statewide seismic vulnerability analysis, and to train key state personnel in the use of HAZUS. The innovative features of this project include: 1) the statewide enhanced HAZUS inventory that was developed (a first in the nation on a statewide basis); 2) the multidisciplinary approach that was used, involving engineers, urban planners, emergency managers, researchers, and other groups; 3) the use of the results to support scenario development, identification of mitigation projects and priorities, and the subsequent decision by the SC Emergency Preparedness Division to use HAZUS as the basis for emergency operations planning (e.g., scoping mission requirements under the ESF approach to emergency operations planning). This project is a good example of how to use HAZUS as an "integrating tool" to bring key disciplines together in a focused approach to pre-disaster planning for risk assessment, mitigation, response, and recovery.

Relevance to the Work for the City of Paso Robles

Use of HAZUS for determination of vulnerability and loss estimates

Use of HAZUS results to influence both mitigation and emergency management programs



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NATIONWIDE STANDBY TECHNICAL ASSISTANCE
FOR RESPONSE AND RECOVERY CONTRACT**Client Department/Division: Services Provided to the Client:**

Federal Emergency
Management Agency
500 C Street, SW
Washington, DC 20472

Under URS' Nationwide Standby Technical Assistance for Response & Recovery (R&R) Contract with the R&R Directorate of FEMA [NISTAC], URS has been providing FEMA with post-disaster technical support services related to damage assessments and repair of public facilities. Assignments under this contract involve high-level program support including civil, geotechnical, mechanical, water resources, structural, transportation, and sanitary engineering, and engineering cost estimates for natural, technological and manmade hazards. This support includes completing site inspections of the damage, conceptual design of the repairs including applicable codes and standards, engineering cost estimate for the repairs, and evaluation of opportunities for hazard mitigation. Recent mobilizations in California under this contract include: response to the 2003 earthquake in Paso Robles, the 2003 Southern California firestorms, the landslides/flooding from the 1998 El Niño event, widespread flooding during the winter of 1995, and the 1994 Northridge earthquake. This contract also included the massive recovery efforts in New York City in the wake of the destruction of the World Trade Center.

Contact Information:

V. Denise Yandle
202.646.7064

Contract Value and Term:

Third consecutive contract:
\$100,000,000 over a 5-year period ending
in 2004; recently renewed for a new 5-year
period beginning 2005

Contract Number:

EMW-2003-CO-0001

The following summaries provide a more detailed look at the recent post-disaster technical support provided relevant to hazards in the Paso Robles area:

Southern California Wildfires, 2003

URS provided a wide range of technical services to FEMA in support of that agency's management of the recovery from the 2003 wildfires in southern California. The fires burned over 700,000 acres in five counties and resulted in a Presidential disaster declaration. Under the NISTAC contract to provide disaster support services, URS is assisting FEMA with damage assessment and program management. A key component was preparation for debris flows and other dangerous conditions that affected the burned areas during winter rains. As the lead Federal agency for disaster recovery, FEMA is coordinating efforts to provide grant funds for projects that would reduce or eliminate threats of additional damage from debris flows, as well as to prepare for a response if these events should occur.

San Simeon Earthquake, 2003

URS also provided a wide range of technical services to FEMA in support of the recovery from the San Simeon Earthquake. This was a magnitude 6.5 earthquake that caused damage throughout San Luis Obispo County and Santa Barbara County. Two lives were lost when a building collapsed in the City of Paso Robles and more than 50 injuries were reported. The earthquake severely affected the City of Paso Robles and other communities throughout the county. Technical assistance was provided to assess damages to water/sewer treatment plants and infrastructure, cosmetic and structural damage to buildings, and damage to bridges and roads owned by the counties. Typical earthquake damage included broken water and sewer pipes, damaged water tanks, cracked interior and exterior walls in buildings, cracked sidewalks, and sinkholes. There was a special focus on hazard mitigation in the response to the disaster, to identify mitigation projects eligible under FEMA's program to provide mitigation for damaged buildings.

Relevance to the Work for the City of Paso Robles

First-hand experience with the effects of hazards in the Paso Robles area.



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13TH STREET BRIDGE WIDENING OVER SALINAS RIVER, PASO ROBLES

Client/Organization Name, Address and Phone Number:
 City of Palo Robles, California
 Northern California

Relationship with Client/Organization:

URS is the prime consultant to the City of Paso Robles. The City is growing but is physically divided by three parallel features; the Salinas River, Route 101 and a UPRR mainline. This arterial realignment and widening project includes one of only two corridors that cross these three boundaries and is one of the most important congestion relief and service significant projects for the City of Paso Robles.

Contact Information:
 Ms. Ditas Esperanza
 City of Paso Robles
 Tel: (805) 237-3860

URS was responsible for the preliminary engineering/planning and the City public relations effort that led to the approval of concept and funding of this estimated \$13 million dollar project. URS is also responsible for the preparation of final design, environmental clearance, and cost estimating for the widening of the 13th Street Bridge over Salinas River and the realignment of approximately 1.6 km (1 mile) of arterial roadways. In addition, URS provided alternatives analysis, utility coordination and right of way acquisition support services.

Contract Value and Term:
 \$10M (est. construction), \$1.6M (design); 1999–2006

Current Status:
 Project Ongoing

The 5m widening on the west side of the bridge is approximately 150m long. The new widening structure is a five span cast-in-place box girder structure approximately 1.6m deep and is supported on seat type abutments and intermediate pier walls that are lined up with the existing piers. The foundation system consists of driven steel piles. Due to potential liquefaction at the north abutment, densification piles were used in the design as recommended by URS geotechnical engineers.

URS performed a field investigation of the existing bridge deck by chaining and sounding methods. The existing bridge deck will have methacrylate placed on it to increase its life. The widening design includes accommodating an existing sewer line (shown in photo above below the deck overhang) that will remain in this location even though the deck overhang will be removed and reconstructed.

The barrier on the east side of the bridge will be upgraded with new raised sidewalk and will accommodate ornamental picket railing and antique style electroliers.

Relevance to the Work for the City of Paso Robles
 URS successfully provided consulting services to the City of Paso Robles, planning and design of the widening of the 13th Street Bridge over Salinas River.



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

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SECTION D - TWO SEPARATE COPIES COMPLETED BY FIRM

We are providing two copies each of two separate projects completed by URS as requested in the RFQ as an attachment with this package for your review. These two projects are excellent samples of our work.

1. Multi-Jurisdictional All-Hazard Mitigation Plan, San Diego County, California
2. Local Hazard Mitigation Plan, Xenia, Ohio



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SECTION E - IDENTIFICATION OF PERSONS ASSIGNED TO THE PROJECT

ORGANIZATION CHART

Our project team was designed with clear lines of communication to maximize responsiveness. The ability to utilize in-house staff on this accelerated-schedule project simplifies lines of communication both internally, as well as for City of Paso Robles. Our proposed Project Manager, Brian Sands will be supported by our proposed Assistant Project Manager, James Diven. They will be responsible for team coordination, service delivery, project controls, maintaining the project schedule and budget, progress reporting, and deliverables and will serve as the central point of responsibility and communication with the City. Louis Armstrong will ensure adequate resources are committed for the duration of the project, quality assurance, client liaison, and contract negotiations.

PROJECT TEAM BIOS

Resumes for members of the project team are provided in Appendix A. The following highlights the URS key team members and shows why they are well suited for this project.

- **Louis Armstrong, Principal-in-Charge**, is the Director of Environmental Services for the URS Oakland office and as such can assure that the appropriate resources are mobilized for the project. Mr. Armstrong's relevant experience includes reparation of emergency response and preparedness plans including civil disturbance, fire, flood, earthquake, tsunami, and oil spills for four facilities in Hawaii.
- **Brian Sands, AICP, Project Manager**, is currently project manager on the Guam Hazard Mitigation Plan and serving as Deputy Project Manager on the State of Arizona Hazard Mitigation Plan and the Maricopa County Multi-Jurisdictional All-Hazard Mitigation Plan. Mr. Sands has also provided technical review on the San Diego County-Wide Plan.
- **James Diven, Assistant Project Manager**, has outstanding project management skills and he has managed several environmental projects in for Paso Robles and other Central Coast local agencies. His background community outreach, environmental assessment, and planning provides a unique set of skills ideal for this project.
- **Stuart Wallace, AICP, Senior Technical Advisor**, developed mitigation planning guidance and evaluated criteria for FEMA to be applied at the local and state level to comply with DMA 2000.
- **Chris Barkley, FEMA Region IX Liaison**, has extensive experience in California including disaster responses for the 2003 California firestorms, the 1994 Northridge earthquake, and the 1995 and 1998 floods. He is an expert in a broad range of mitigation, hazard identification, and disaster assistance programs, both in the private sector and as a former FEMA employee. He also has extensive experience with DMA 2000.
- **Jorge Aguilar, P.E., City/Infrastructure Liaison**, has provided oversight and leadership for the total project delivery process including infrastructure pipeline, roads, and bridges for many state and local agencies. Mr. Aguilar is adept at building project consensus and can comfortably speak to all aspects of transportation project development services to technical and public audiences. He is committed to providing excellent client service with integrity.
- **Autumn McKee, Community Outreach**, focuses on assistant project management, research, technical writing, permitting and field surveys for numerous NEPA and CEQA compliance-related projects. Recent project work includes the Caltrans Anti-Litter Public Education Research Study, Caltrans Storm Water Management Projects, two NPDES Storm Water Management Plan Projects for the Cities of Paso de Robles and Atascadero, Casitas Lake Resource Management Plan (RMP), Cachuma Lake RMP, Casitas Dam Project, a Bureau of Reclamation Safety of Dams Project for Lauro Reservoir, and several CEQA-



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SECTION E - IDENTIFICATION OF PERSONS ASSIGNED TO THE PROJECT

compliance facility improvement projects, including the 13th Street Bridge Project in Paso Robles.

- **Angela Johnson, GIS HAZUS-MH**, has more than 12 years experience in GIS analysis. Her expertise in hazard-related planning, analysis, and GIS services includes the San Diego County, Maricopa County, and Arizona State Hazard Mitigation Plans. Ms. Johnson also helped manage the San Diego County Plan. As a trained DMA-2000 plan reviewer, she has also helped review plans for FEMA across the nation. Additionally, she managed the mapping efforts for the Southern California 2003 Firestorm erosion control project.
- **Ivan Wong, Seismic**, is a nationally-known seismologist who specializes in the seismic hazard evaluation of important and critical facilities and in public outreach efforts in seismic hazard mitigation. He has been supported by a number of grants from the U.S. Geological Survey through the National Earthquake Hazards Reduction Program to develop urban hazard maps for earthquake ground shaking in the western U.S. Mr. Wong has been an instructor in the earthquake module of HAZUS and was the Project Director for a HAZUS evaluation for the State of South Carolina. He is currently being supported by FEMA to develop a NEHRP demonstration project involving the deployment of SHAKEMAP.
- **Phil Mineart, Flooding/Dam/Tank Failure**, has been a leader in developing more efficient methods for delineating floodplain boundaries. He has been the task leader of several projects where URS has developed procedures and methods that allow hydrology, hydraulics and floodplain delineation to occur within the GIS framework so that inputs and changes can be efficiently incorporated into the final product. Mr. Mineart has conducted several dam break analysis including several successful submittals to the Office of Emergency Services. He is also the co-author of a paper on determining dam-breach parameters for emergency response. He conducted a laboratory analysis of the impacts of catastrophic failure of large storage tanks.]
- **Sherry Crouch, Flooding**, has experience with FEMA in a number of arenas, including floodplain analysis and mapping, disaster response, and hazard mitigation. She recently worked on a team for FEMA Headquarters to review Hazard Mitigation Proposals from cities countrywide.
- **Vivian Lee, Dam/Tank Failure**, has extensive experience in hydrodynamic modeling utilizing various 1- and 2-dimensional computer models to conduct flood-related analyses in fluvial as well as coastal environment. She was involved in the preparation of emergency action plans by assessing flood inundation characteristics under hypothetical dam failure scenarios for a number of dams. She has also successfully integrated risk/ uncertainty assessment in hydraulic analyses to address the variability of inputs and outputs in numerical models.
- **Anne Wells, Wildfire**, has over 14 years of experience in all phases of environmental impact assessment, including land management, fire ecology, fuel management, watershed management, permit compliance, agency coordination, and impact assessment.
- **Mark Schmoll, CEG, Landslides**, has over 24 years experience in the field of engineering geology related to the identification and investigation of geologic hazards throughout the State of California. He has performed services on emergency response for Caltrans, FEMA and private clients for landslide, rockfall and erosion characterization and mitigation design as well as field observations during construction.
- **Dario Rosidi, PhD, G.E.**, has extensive experience and skills in seismic hazard identification and characterization and risk assessment. He has managed and been responsible for many complex projects and is familiar with various guidelines and requirements of local and federal agencies in characterizing earthquake hazards and in assessing risk.



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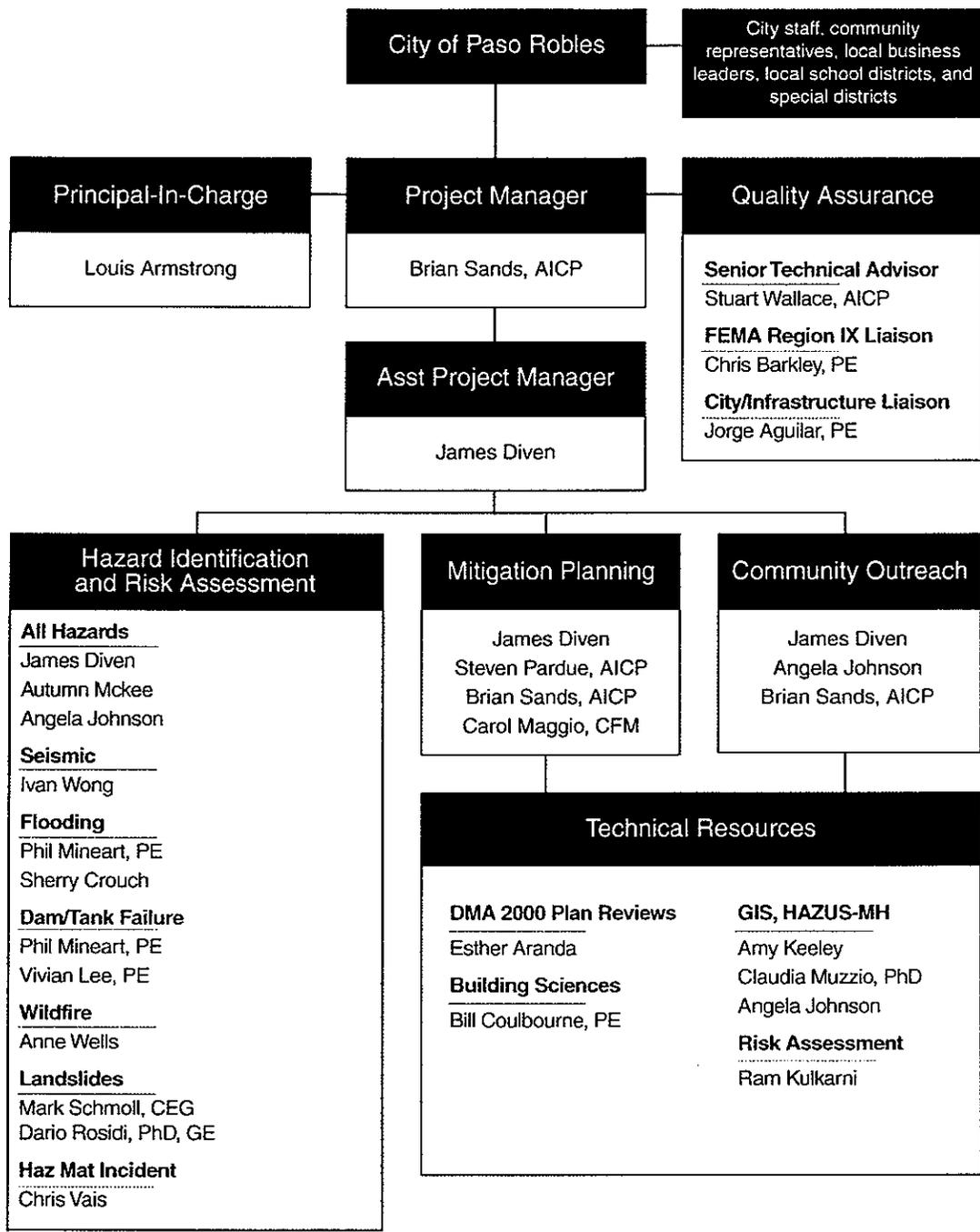
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SECTION E - IDENTIFICATION OF PERSONS ASSIGNED TO THE PROJECT

- **Chris Vais, Haz Mat Incident**, has outstanding professional experience in hazardous materials incident mitigation. He served as the Senior Regional On-Scene Coordinator for U.S. EPA Region IX where he was responsible for directing the Federal Government's response all manner of hazardous materials incidents. His concurrent service as a commissioned officer in the United States Coast Guard reserve included command responsibility for marine hazardous materials/oil spill response and training and explosives loading supervision.
- **Steven Pardue, AICP, Mitigation Planning**, is an expert risk assessment planner. As a former FEMA Program Analyst, he is performing and reviewing economic analyses for FEMA's Hazard Mitigation Grant Program.
- **Carol Maggio, CFM, Mitigation Planning**, is the primary author for one of the FEMA "how to" guides on hazard mitigation planning, and contributing author to the other guides. Ms. Maggio is also a DMA-2000 trained reviewer.
- **Esther Aranda, DMA 2000 Plan Reviews**, is the principal planner for the development of mitigation planning guidance to be applied by FEMA headquarters and regional offices at the local and state levels to promote compliance with the DMA 2000. Ms. Aranda provided QA/QC review of the San Diego County Plan
- **William Coulbourne, Building Sciences**, has 32 years of experience in building design (including hazard-related design). Mr. Coulbourne has provided professional expertise in more than 1,200 structural inspections and designed more than 100 repairs for structural failures. Mr. Coulbourne managed the building performance assessment team that investigated flood and wind damage to buildings across Puerto Rico after Hurricane Georges. He managed preparation of FEMA Publication #339 - Hurricane Georges in Puerto Rico.
- **Amy Keeley, GIS HAZUS-MH**, a GIS specialist who has worked for FEMA doing hazard mapping. She recently completed FEMA's new HAZUS-MH training. She is also working on the Guam hazard mitigation plan.
- **Claudia Muzzio, Ph.D, GIS HAZUS-MH**, has over five years experience in extensive research projects and over four years experience in application of GIS. She is proficient in the use of ArcView and ArcGIS , as well as AutoCAD Map. The use of programming languages (Visual Basic and Avenue) allows her to customize GIS applications and automate repetitive tasks for optimal efficiency.
- **Ram Kulkarni, Risk Assessment**, has 30 years of experience in performing quantitative risk analysis for such hazards as flooding, earthquakes, landslides, and terrorist threats. He has analyzed the risk to such facilities as buildings, dams and reservoirs, pipelines, petrochemical facilities, landfills, and transportation facilities. For many of these facilities, he has used formal decision analysis methods to evaluate alternative risk mitigation measures and to recommend cost-effective and reliable risk mitigation strategies. He has also developed multi-criteria prioritization models to evaluate the priority order for implementing the recommended strategies.

SECTION E - IDENTIFICATION OF PERSONS ASSIGNED TO THE PROJECT



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan
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SECTION F - PERSONNEL QUALIFICATIONS

The table below summarizes the qualifications of the project team. Resumes for each are provided in Appendix A.

Position	Name	Years of Experience	Highest Degree	Professional License	Program Management	Facilities Assessment	Mitigation Planning	Qualification Program Management	Specialized Experience
Project Management									
Principal-in-Charge	Louis Armstrong	15	MS	-	✓	✓	✓		
Project Manager	Brian Sands	12	MS	AICP	✓	✓	✓	✓	
Assistant Project Manager	James Diven	10	BS		✓	✓			✓
Senior Technical Advisor	Stuart Wallace	24	MS	AICP	✓	✓	✓	✓	
FEMA Region IX Liaison	Christopher Barkley	13	BS	PE	✓	✓	✓	✓	✓
City/Infrastructure Liaison	Jorge Aguilar	16	BS	PE	✓	✓			✓
Hazard Identification and Risk Assessment									
All Hazards	James Diven	10	BS		✓	✓			✓
All Hazards	Autumn McKee	9	BS		✓	✓			✓
All Hazards	Angela Johnson	12	MS		✓	✓	✓	✓	✓
Seismic	Ivan Wong	29	MS		✓	✓		✓	✓
Flooding and Dam/Tank Failure	Phil Mineart	25	MS	PE	✓	✓	✓	✓	✓
Flooding	Sherry Crouch	6	BS		✓	✓	✓		✓
Dam/Tank Failure	Vivian Lee	6	MS	PE	✓	✓			
Wildfires	Anne Wells	14	BA		✓	✓	✓	✓	✓
Landslides	Mark Schmoll	24	BS	CEG	✓	✓	✓	✓	
Landslides	Dario Rosidi	15	PhD	GE	✓	✓			✓
Haz Mat Incident	Chris Vais	33	BS		✓	✓		✓	✓
Mitigation Planning									
Mitigation Planning	James Diven	10	BS		✓	✓			✓
Mitigation Planning	Steven Pardue	15	MCP	AICP	✓	✓	✓	✓	
Mitigation Planning	Brian Sands	12	MS	AICP	✓	✓	✓	✓	
Mitigation Planning	Carol Maggio	6	MCP	CFM		✓	✓		
Community Outreach									
Community Outreach	James Diven	10	BS		✓	✓			✓
Community Outreach	Angela Johnson	12	MS			✓	✓		✓
Community Outreach	Brian Sands	12	MS	AICP	✓	✓	✓	✓	
Technical Resources									
DMA 000 Plan Reviews	Esther Aranda	10	MS				✓	✓	
Building Sciences	Bill Coulbourne	32	ME	PE		✓	✓		
GIS / HAZUS-MH	Amy Keeley	10	MA			✓			✓
GIS	Claudia Muzzio	5	PhD			✓			✓
GIS	Angela Johnson	12	MS		✓	✓	✓	✓	✓
Risk Assessment	Ram Kulkarni	30	PhD		✓	✓			✓



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SECTION G - IDENTIFICATION OF AVAILABLE SUPPORT RESOURCES

URS has approximately 500 personnel in its Oakland, Santa Barbara and Roseville offices that can be drawn upon to support the project. This includes numerous professionals in the areas of hazard mitigation and related fields as well as support staff in the areas of GIS/CADD, technical writing, and administration. Further details can be provided upon request.



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SECTION H - IDENTIFICATION OF ANY SUBCONTRACTORS

URS does not expect to use any subcontractors on this project.



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City of Paso Robles, RFQ for Preparation of Local Hazard Mitigation Plan

April 5, 2004

**CITY OF EL PASO DE ROBLES
COMMUNITY DEVELOPMENT DEPARTMENT
1000 Spring Street
Paso Robles, CA 93446**

AGREEMENT FOR SERVICES OF INDEPENDENT CONSULTANT

THIS AGREEMENT (hereinafter referred to as "Agreement") is made by and between the City of El Paso de Robles, a public body, corporate and politic, (herein "CITY") and _____, having a principal place of business at _____, (herein "Consultant"), wherein Consultant agrees to provide the City and City agrees to accept the services specified herein.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. CONTRACT ADMINISTRATOR. Ed Gallagher, Housing Programs Manager, at telephone number (805) 237-3970 will administer this Agreement on behalf of City (herein "Contract Administrator"). _____ at telephone number _____ is the authorized representative for Consultant. Changes in designated representatives shall be made only after advance written notices to the other party.

2. NOTICES. Any notice or consent required or permitted to be given under this Agreement shall be given to the respective parties in writing, by first-class mail, postage prepaid, or otherwise delivered as follows:

CITY: City of El Paso de Robles
Community Development Department
ATTN: Ed Gallagher, Housing Programs Manager
1000 Spring Street
Paso Robles, CA 93446
Facsimile: (805) 237-3904
e-mail: ed@prcity.com

CONSULTANT: _____

or at such other address or to such other person that the parties may from time to time designate. Notices and consents under this section, which are sent by mail, shall be deemed to be received five (5) days following their deposit in the U.S. mail.

3. EXHIBITS. Attached to this Agreement are the following Exhibits. Said Exhibits shall be initialed by Consultant. Said Exhibits are incorporated herein by reference:

Exhibit A. Description of Scope of Services (the Project) to be performed by Consultant, including a timeline for submittals and Project completion.

Exhibit B. A listing of hourly rates of Consultant's personnel, Consultant's agents and contractors applicable to providing services under this Agreement. A definition of reimbursable costs with a maximum limit for reimbursable costs, along with a contract budget for the services described in Exhibit "A".

4. SCOPE OF SERVICES.

A. Consultant shall provide the services, and make submittals to City in accordance with Exhibit "A", subject to the direction of the City Contract Administrator, as provided from time to time.

B. Consultant's services shall conform to City's original or mutually agreed upon revised schedule and budget for the Project.

5. TERM. Consultant shall commence performance within _____ days of City's Notice to Proceed, and end performance upon completion, as provided in Exhibit "A", unless otherwise directed by CITY or unless earlier terminated.

6. COMPENSATION OF CONSULTANT.

A. The Consultant will be paid for services provided to City on a time and material basis in accordance with the schedule set forth in Exhibit "B".

B. Payment of undisputed amounts are due within 60 days of receipt of invoices. Invoices shall reflect the phase to which the request for payment is being invoiced in accordance with the "Scope of Service" (Exhibit "A") and the percentage of completion of each phase.

C. The contract budget, as stated in Exhibit "B" shall not be exceeded without the written authorization of the City's Contract Administrator.

D. Consultant shall be reimbursed at cost for reimbursable costs as provided in Exhibit "B".

E. Payment to Consultant shall be considered as full compensation of all personnel, materials, supplies, and equipment used in carrying out the services as stated in Exhibit "A".

F. City's failure to discover or object to any unsatisfactory work or billing prior to payment will not constitute a waiver of City's right to:

1. Require Consultant to correct such work or billings; or
2. Seek any other legal remedy.

7. ADDITIONAL SERVICES. Should services be requested by Consultant which are considered to be beyond the Scope of Services (Exhibit "A"), the Consultant shall provide a written request for consideration of Additional Services to the City Contract Administrator. The City Contract Administrator will make due consideration of the request for Additional Services. Consultant shall not provide Additional Services until Consultant has received written approval from the City Contractor Administrator to perform same. Should the Consultant elect to proceed prior to receiving written approval by the City or Additional Services, the Consultant does so at Consultant's own risk.

8. INDEPENDENT CONTRACTOR. Consultant, its agents and contractors, are independent contractors, responsible for all methods and means used in performing the Consultant's services under this agreement, and are not employees, agents or partners of CITY.

9. PERFORMANCE STANDARDS.

A. Compliance with laws.

(1) Consultant shall (and shall cause its agents and contractors), at its sole cost and expense, to comply with all City, County, State and Federal ordinances, regulations and statutes now in force or which may hereafter be in force with regard to the Project and this Agreement. Any corrections to Consultant's instruments of professional service which become necessary as a result of the Consultant's failure to comply with these requirements shall be made at the Consultant's expense.

(2) Should the requirements referenced in subparagraph 1 above change after the date of design or drawing preparation, Consultant shall be responsible for notifying City of such change in requirements. Consultant will bring the instruments of professional service into conformance with the newly issued requirements at the written direction of City. Consultant's costs for providing services pursuant to this paragraph shall be submitted to City as Additional Services.

B. Standard of Performance. Consultant represents that it has the skills, expertise, and licenses/permits necessary to perform the services required under this Agreement. Accordingly, Consultant shall perform all such services in the manner and according to the standards observed by a competent practitioner of the same profession in which Consultant is engaged. All products of whatsoever nature which Consultant delivers to City pursuant to this Agreement shall conform to the standards of quality normally observed by a person practicing in Consultant's profession. Consultant shall correct or revise any errors or omissions at the Contract Administrator's request without additional compensation. Permits and/or licenses shall be obtained and maintained by Consultant without additional compensation throughout the term of this Agreement.

C. Professional Seal. Consultant shall have documents stamped by registered professionals, at Consultant's cost, for the disciplines covered by Consultant's instruments of

professional service when required by prevailing law, usual and customary professional practice, by City, or by any governmental agency having jurisdiction over the Project.

10. TAXES. Consultant shall pay all taxes, assessments and premiums under the federal Social Security Act, any applicable unemployment insurance contributions, Workers Compensation insurance premiums, sales taxes, use taxes, personal property taxes, or other taxes or assessments now or hereafter in effect and payable by reason of or in connection with the services to be performed by Consultant

11. CONFLICT OF INTEREST. Consultant covenants that neither it, nor any officer or principal of its firm, has, or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of the Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the City Contract Administrator. Consultant agrees to at all times avoid conflicts of interest, or the appearance of any conflicts of interest, with the interests of the City in the performance of this Agreement.

12. RESPONSIBILITIES OF CITY. City shall provide all information requested by Consultant that is necessary in performing the services provided herein.

13. OWNERSHIP OF DOCUMENTS. All drawings, specifications, data, and other instruments of professional service prepared by Consultant during the performance of this Agreement shall become the property of City. However, Consultant shall not be liable for City's use of documents and instruments of professional service if used for other than the Project or Scope of Services contemplated by this Agreement.

14. PREVAILING WAGE. Consultant and Consultant's sub-Consultants, to the extent required by the California Labor Code, must at least meet the latest prevailing wage rates in payments to workmen and other professionals as determined by the Director of Industrial Relations of the State of California pursuant to California Labor Code, Part 7, Chapter 1, Article 2. Copies are on file at the City's Public Works Department office.

15. RECORDS, AUDIT AND REVIEW. Consultant shall keep such business records pursuant to this Agreement as would be kept by a reasonably prudent practitioner of Consultant's profession and shall maintain such records for at least four (4) years following the termination of this Agreement. All accounting records shall be kept in accordance with generally accepted accounting practices. City shall have the right to audit and review all such documents and records at any time during Consultant's regular business hours or upon reasonable notice.

16. INDEMNIFICATION. Except as otherwise provided in subparagraphs (b) and (c) below, Consultant shall defend, indemnify and save harmless the City, its officers and employees, from any and all claims, demands, damages, costs, expenses, judgements, attorney fees or any liability arising out of this contract or attempted performance of the provisions hereof predicated upon theories set forth below in subparagraph (a) below:

A. The theories referred to above are theories based on any of the following committed by the Consultant, or its agents, employees, or other independent Consultants directly responsible to Consultant;

1. Violation of statute, ordinance or regulation.
2. Professional malpractice.
3. Willful, intentional or other wrongful acts, or failures to act.
4. Negligence or recklessness.
5. Furnishing of defective or dangerous products.
6. Completed operations.
7. Prevailing Wage claims.
8. Employment of unauthorized aliens.
9. Premises liability.
10. Design defects.
11. Violation of civil rights.
12. Violation of any federal or state statute, regulation, or ruling resulting in a determination by the Internal Revenue Service, California Franchise Tax Board, or any other California public entity responsible for collecting payroll taxes, that the Consultant is not an independent contractor.

B. Nothing contained in the foregoing indemnity provision shall be construed to require indemnification for claims resulting from the sole or active negligence or willful misconduct of the City, provided however, this exception shall not apply to claims, demands, damages, costs, expenses, judgments, or attorney fees arising from any design defects.

C. Nothing contained in the foregoing indemnity provisions shall be construed to require Consultant to indemnify City, against any responsibility or liability in contravention of Civil Code 2782.

D. Neither termination of this Agreement or completion of the Project under this Agreement shall release Consultant from its obligation to indemnify, as to any claim, so long as the event upon which such claims is predicated shall have occurred prior to the effective date of any such termination or completion and arose out of or was in any way connected with performance or operations under this Agreement by Consultant, its employees, agents or consultants, or the employee, agent or consultant of any one of them.

E. Submission of insurance certificates or submission of other proof of compliance with the insurance requirements in this Agreement does not relieve Consultant from the obligations of this Section 16. The obligations of this Section 16 shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

17. INSURANCE.

A. Consultant shall procure and maintain, in insurance companies authorized to do business in the State of California and assigned an A.M. Best's rating of no less than A-(IX), the following insurance coverage, written on the ISO form shown below (or its equivalent) at the limits of liability specified for each:

Commercial General Liability Insurance (ISO Form CG 0001 11/85)	\$ 1 Million per occurrence \$ 2 Million in the aggregate
Commercial Automobile Liability Insurance (ISO Form CA 0001 12/90)	\$ 1 Million per accident
Workers' Compensation Insurance	Statutory
Employer's Liability Insurance	\$ 1 Million policy limit
Professional Liability Insurance	\$ 1 Million per claim \$ 1 Million in the aggregate

B. The Commercial General and Commercial Automobile liability policies shall be endorsed to include the following:

(1) City, its officers, directors, employees and agents shall be named as Additional Insureds under ISO Form CG 2010 11/85 or its equivalent; and

(2) The coverage afforded City shall be primary and non-contributing with any other insurance maintained by City.

(3) If not covered separately under a business automobile liability policy, the general liability policy shall also be endorsed to include non-owned and hired automobile liability.

C. Prior to commencing work under this Agreement, Consultant shall provide City with Certificates of Insurance evidencing compliance with the foregoing requirements, accompanied by copies of the required endorsements. Certificates of Insurance for automobile liability, workers' compensation/ employer's liability, and professional liability insurance shall specify that the insurer shall give City an unqualified thirty (30) days advance written notice by the insurer prior to any cancellation of the policy.

D. All insurance coverage required hereunder shall be kept in full force and effect for the term of this Agreement. Professional liability insurance shall be maintained for an additional, uninterrupted period of three (3) years after termination of this agreement, provided such insurance is commercially available at rates reasonably comparable to those currently in effect. Certificates of Insurance evidencing renewal of the required coverage shall be provided within ten (10) days of the expiration of any policy at any time during the period such policy is required to be maintained by Consultant hereunder. Any failure to comply with this requirement shall constitute a material breach of this Agreement.

18. PERSONNEL.

A. The Consultant represents that it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. All of the services required hereunder will be performed by the Consultant or under Consultant's supervision, and all personnel engaged in the work shall be qualified to perform such services.

B. Continuity: Consultant shall make every reasonable effort to maintain stability and continuity of Consultants Project Leaders assigned to perform the services required under this Agreement. Consultant shall provide City with a minimum twenty (20) days prior written notice of any changes in Consultant's Project Leader assigned to the Project.

19. NONEXCLUSIVE AGREEMENT. Consultant understands that this is not an exclusive Agreement and that City shall have the right to negotiate with and enter into contracts with others providing the same or similar services as those provided by Consultant as the City desires.

20. ASSIGNMENT. Consultant shall not assign any of its rights nor transfer any of its obligations under this Agreement without the prior written consent of CITY and any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination.

21. TEMPORARY SUSPENSION. The City's Contract Administrator shall have the authority to suspend this Agreement and the services contemplated herein, wholly or in part, for such period as he/she deems necessary due to unfavorable conditions or to the failure on the part of the Consultant to perform any provision of this Agreement. Consultant will be paid for services performed through the date of temporary suspension. In the event that Consultant's services hereunder are delayed for a period in excess of six (6) months due to causes beyond Consultant's reasonable control, Consultant's compensation shall be subject to renegotiation.

22. TERMINATION.

A. Right to terminate. City retains the right to terminate this Agreement for any reason by notifying Consultant in writing ten (10) days prior to termination. Upon receipt of such notice, Consultant shall promptly cease work and notify City as to the status of its performance. City shall pay Consultant for its reasonable costs and expenses through the date of termination. However, if this Agreement is terminated for fault of Consultant, then City shall be obligated to compensate Consultant only for that portion of Consultant services which are of benefit to City, up to and including the day Consultant receives notice of termination from City.

B. Return of materials. Upon such termination, Consultant shall immediately turn over to the City copies of studies, drawings, mylars, computations, computer models and other instruments of professional services, whether or not completed, prepared by Consultant, or given to Consultant in connection with this Agreement. Consultant, however, shall not be liable for City's use of incomplete materials or for City's use of complete documents if used for other than the Project or Scope of Services contemplated by this Agreement.

C. Should City fail to pay Consultant undisputed payments set forth in Section 6, above, Consultant may, at Consultant's options, suspend its services or terminate this agreement if such failure is not remedied by City within thirty (30) days of written notice to City of such late payment.

23. DISPUTE RESOLUTION. The following procedures apply only to disputes where the amount in controversy is less than \$50,000.00.

A. City and Consultant agree that disputes between them arising out of or relating to this Agreement where the amount in controversy is less than \$50,000.00 shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise. If the dispute is not settled by mediation, then the parties agree to submit the dispute to binding arbitration as provided in subsection B, below.

B. Either party may demand arbitration by filing a written demand with the other party within thirty (30) days from the date of final mediation, in accordance with the prevailing provisions of the California Arbitration Act at the time of written demand. The arbitration procedures are as follows:

(1) The parties may agree on one arbitrator. If they cannot agree on one arbitrator, there shall be three: one named in writing by each of the parties within five days after demand for arbitration is given, and a third chosen by the two appointed. Should either party refuse or neglect to join in the appointment of the arbitrator(s) or to furnish the arbitrator(s) with any papers or information demanded, the arbitrator(s) may proceed ex parte.

(2) A hearing on the matter to be arbitrated shall take place before the arbitrator(s) within the County of San Luis Obispo, state of California, at the time and place selected by the arbitrator(s). The arbitrator(s) shall select the time and place promptly and shall give each party written notice of the time and place at least sixty (60) days before the date selected. The procedures of the California Arbitration Act are incorporated herein by reference.

(3) If there is only one arbitrator, his or her decision shall be binding and conclusive on the parties, and if there are three arbitrators, the decision of the two shall be binding and conclusive. The submission of a dispute to the arbitrator(s) and the rendering of a decision by the arbitrator(s) shall be binding on the parties. A judgment confirming the award may be given by any Superior Court having jurisdiction, or that Court may vacate, modify, or correct the award in accordance with the prevailing provision of the California Arbitration Act.

(4) If three arbitrators are selected, but no two of the three are able to reach an agreement regarding the determination of the dispute, then the matter shall be decided by three new arbitrators who shall be appointed and shall proceed in the same manner, and the process shall be repeated until a decision is agreed on by two of the three arbitrators selected.

(5) The costs of the arbitration shall be borne by the losing party or shall be borne in such proportions as the arbitrator(s) determine(s).

24. CITY NOT OBLIGATED TO THIRD PARTIES. City shall not be obligated or liable for payment hereunder to any party other than the Consultant.

25. NON-DISCRIMINATION. Consultant shall not discriminate in any way against any person on the basis of race, color, religious creed, national origin, ancestry, sex, sexual orientation, age, physical handicap, medical condition or marital status in connection with, or related to, the performance of this Agreement.

26. UNAUTHORIZED ALIENS. Consultant hereby promises and agrees to comply with all the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. § 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

27. COSTS AND ATTORNEY'S FEES. The prevailing party in any action between the parties to this Agreement brought to enforce the terms of this Agreement or arising out of this Agreement may recover its reasonable costs and attorney's fees expended in connection with such an action from the other party.

28. SECTION HEADINGS. The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

29. SEVERABILITY. If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had not been contained herein.

30. REMEDIES NOT EXCLUSIVE. Except as provided in Sections 22 and 23, no remedy herein conferred upon or reserved to City is intended to be exclusive of any other remedy or remedies, and each and every such remedy, to the extent permitted by law, shall be cumulative and in addition to any other remedy given hereunder or now or hereafter existing at law or in equity or otherwise.

31. TIME IS OF THE ESSENCE. Time is of the essence in this Agreement and each covenant and term is a condition herein.

32. NO WAIVER OF DEFAULT. No delay or omission of CITY to exercise any right or power arising upon the occurrence of any event of default shall impair any such right or power or shall be construed to be a waiver of any such default or an acquiescence therein; and every power and remedy given by this Agreement to CITY shall be exercised from time to time and as often as may be deemed expedient in the sole discretion of CITY.

32. ENTIRE AGREEMENT AND AMENDMENT. In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.

33. SUCCESSORS AND ASSIGNS. All representations, covenants and warranties set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns.

34. CALIFORNIA LAW. This Agreement shall be governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of San Luis Obispo, if in state court, or in the federal court nearest to San Luis Obispo County, if in federal court.

35. EXECUTION OF COUNTERPARTS. This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

36. AUTHORITY. All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles, and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, Consultant hereby warrants that it shall not have breached the terms or conditions of any other contract or agreement to which Consultant is obligated, which breach would have a material effect hereon.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date executed by City.

CONSULTANT

By: _____

Name: _____

Title: _____

Date: _____

CITY OF EL PASO DE ROBLES

Date: _____

RESOLUTION NO. 04-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN
A CONSULTANT SERVICES AGREEMENT WITH URS CORPORATION FOR THE
PREPARATION OF A LOCAL HAZARD MITIGATION PLAN

WHEREAS, on December 22, 2003, several public facilities in the City of Paso Robles suffered extensive damage as a result of the San Simeon Earthquake; and

WHEREAS, the City of Paso Robles is vulnerable to future damage from a variety of natural and man-made hazards; and

WHEREAS, as a consequence of future disasters, it may be in the best interest of the City of Paso Robles to apply for Hazard Mitigation Grants offered by the Federal Emergency Management Agency; and

WHEREAS, pursuant to the Disaster Mitigation Act of 2000, Section 44 CFR 201.6 of federal regulations governing disaster assistance funds disbursed by FEMA require local jurisdictions to prepare and obtain FEMA approval of a Local Hazard Mitigation Plan in order to be eligible to apply for Hazard Mitigation Grant Funds after November 1, 2004; and

WHEREAS, in March and April 2004, the City solicited statements of qualifications and proposals for the preparation of a Local Hazard Mitigation Plan; and

WHEREAS, in response to said solicitations, the City received statements of qualifications and proposals from three consulting firms; and

WHEREAS, of the statements of qualifications received from the three consulting firms, that submitted by URS Corporation demonstrates that they have a complete understanding of the scope of work for the preparation of a Local Hazard Mitigation Plan and appear to be the best-qualified; and

WHEREAS, of the proposals received from the three consulting firms, that submitted by URS Corporation was the lowest price; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of El Paso de Robles as follows:

SECTION 1 To authorize the City Manager to negotiate with URS Corporation to refine the scope of work, particularly the schedule and details regarding public participation in the preparation of the Local Hazard Mitigation Plan with the objective of either obtaining FEMA approval of the City's Local Hazard Mitigation Plan by November 1, 2004 or in the shortest practical amount of time thereafter.

SECTION 2 To authorize the City Manager to sign a consultant services agreement with URS Corporation in the amount not-to-exceed \$65,000, on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 18th day of May, 2004
by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Frank R. Mecham, Mayor

ATTEST:

Sharilyn M. Ryan, Deputy City Clerk