

To: Steve Rapson

From: Ted L. Burgess *TB*

Through: Colette Cobb *CC*

Date: December 9, 2024

**Subject: Contract #2467-P: Hazard Mitigation Plan Update - 2025**

Fayette County and participating municipalities must update their multi-jurisdictional Hazard Mitigation Plan to meet DMA2K five-year update requirements of FEMA. The planning process implemented through this grant must comply with the Local Hazard Mitigation Planning requirements contained in 44 CFR 201. The plan must be adopted by the governing body of all participating jurisdictions within six months of the initial FEMA final approval. Fayette County will include all HAZUS Level II analysis provided by GEMA/HS in their risk assessment and utilize the information to update their goals, objectives and actions steps. Fayette County must have a FEMA approved plan in place in order to be eligible to receive federal disaster reimbursement funds. The current plan expires in January 2026.

This Request for Proposals (RFP) #2467-P is to contract with a company to update Fayette County Hazard Mitigation Plan Update - 2025, meeting all FEMA and GEMA grant requirements. Notice of the opportunity was emailed to 6 companies. Another 1,093 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity codes 91890 (Strategic Planning and Consulting), 92645 (Hazardous Material and Waste Services, Including Emergency Response and Nuclear Wastes), 92678 (Remediation Services, Environmental, Including Rehabilitation Services Hazardous Waste etc.), and 92672 (Planning and Advisory Services, Environmental). The offer was also advertised through Fayette News, Georgia Local Government Access Marketplace and the county website. In compliance with Federal procurement rules, the Purchasing Department notified eight (8) companies from the Small Business Administration database.

Three (3) companies submitted proposals. (Attachment 1). An Evaluation Committee, composed of staff from Emergency Management, Fayetteville Fire Department, Peachtree City Fire Department and the City of Tyrone scored the proposals using the evaluation criteria in the RFP. The criteria included (1) Project Understanding and Approach, (2) Company's Background and Experience, (3) the Project Team, and (4) Proposed Schedule.

The Fire Department recommends iParametrics, LLC. iParametrics, LLC does not have a previous contract with the county, so a Contractor Performance Evaluation is not supplied. References were checked and the results were favorable.

The Board of Commissioners approved to accept the Hazard Mitigation Grant Program Award from the Federal Emergency Management Agency (FEMA) through Georgia Emergency Management Agency (GEMA) on June 27, 2024. The total approved cost is \$24,000 with a federal share of \$18,000 and a local share of \$6,000.

This will be a cost-reimbursement federal grant. County general funds will initially pay expenditures, and FEMA will reimburse 75% of expenditures up to \$24,000 total project cost. The funding will be included in the mid-year budget adjustment.

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	2467-P: Hazard Mitigation Plan Update – 2025	
<b>Contractor</b>	iParametrics, LLC	
<b>Contract Amount</b>	\$24,000.00	
<b>Budget:</b>		
Org Code	10030930	Emergency Management
Object	521316	Technical Services
Project	G810D	Hazard Mitigation Plan
Available	\$24,000.00	After Mid-Year Adjustment

Approved by: \_\_\_\_\_  


Date: 12/10/24