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Equal Opportunity Employer

**DEPARTMENT OF
ADMINISTRATIVE SERVICES
PURCHASING**

Issue Date: July 1, 2014

**COUNTY OF MERCED
REQUEST FOR PROPOSAL
NUMBER 7062
FOR
CONSULTING SERVICES FOR DEVELOPMENT
OF A REGIONAL FLOOD MANAGEMENT PLAN**

Notice is hereby given that proposals will be received at the Merced County Department of Administrative Services-Purchasing Division for performing all work necessary in accordance with the "SCOPE OF WORK" and other related documents provided herein. Please carefully read and follow the instructions.

Proposals shall be clearly marked with the Proposal Number and the Proposal Submittal Deadline Date on the outside and forwarded to:

County of Merced
Department of Administrative Services-Purchasing Division
2222 "M" Street Merced, California 95340
Attn: Kim Nausin
Email: knausin@co.merced.ca.us
Phone: (209) 385-7513

Any Proposer who wishes their proposal to be considered, is responsible for making certain that their proposal is received in the Merced County Department of Administrative Services-Purchasing Division Office by the closing date.

PROPOSALS RECEIVED AFTER THE DEADLINE WILL BE REJECTED AND WILL BE RETURNED TO THE PROPOSER UNOPENED.

CLOSING DEADLINE DATE: 4:00 P.M., Wednesday, July 23, 2014

PROPOSALS WILL BE CONSIDERED LATE WHEN THE OFFICIAL DEPARTMENT OF ADMINISTRATIVE SERVICES-PURCHASING DIVISION TIME CLOCK READS 4:01 P.M.

STRIVING FOR EXCELLENCE

All prospective Proposers must comply with the [Terms and Conditions](#) listed on Merced County Web Site. Attachment A of Request For Proposal (RFP) will require written certification that the RFP is being submitted in compliance with the [Terms and Conditions](#) as stated on Merced County web page at 4:00 P.M. on date of close of RFP.

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SUBMITTAL CHECKLIST

All items are required. This checklist is provided to assist you in ensuring you submit a complete proposal.

1. _____ Acknowledgement of Amendment(s) (If any)
2. _____ Cover Letter
3. _____ Table of Contents
4. _____ Executive Summary
5. _____ Exceptions
6. _____ Bidder's Qualifications
7. _____ Approach
8. _____ Cost Proposal
9. _____ Sample Agreement (review for exceptions)
10. _____ Signature Sheet (Attachment A)
11. _____ References (Attachment B)
12. _____ Subcontractor List (Attachment C)

SECTION 1

INTENT OF THE REQUEST FOR PROPOSAL

A. INTRODUCTION

The Merced County Operation Area (MOA) does not currently have a Regional Flood Management Plan. The MOA is looking to retain an experienced, qualified consultant to assist with the creation of the MOA's Regional Flood Management Plan.

Merced County was awarded Department of Water Resources (DWR) Flood preparedness grant to support this project.

B. BACKGROUND INFORMATION

To date, two key administrative actions have been taken to address the flood response planning deficiency. The detailed plan template described in this Guide is consistent with these mandates.

The passage of AB156 in 2008 established a new section in the California Water Code (Sec. 9650-51) which requires levee maintaining agencies (LMA) that oversee project levees protecting 1,000 or more residents to develop a local flood safety plan. The statute identifies general required plan content and requires preparation and adoption of the plan within two years by the LMA and those jurisdictions whose residents are protected by the LMA levee.

C. CONTRACT TERM

The Contract term shall be for a period of one (1) year.

An Agreement is included as an attachment to this proposal. This agreement will become part of the final agreement with successful Proposer awarded the proposal. Any exceptions to the terms and conditions as stated herein and in the attached Sample Contract (Exhibit B) must be identified separately. The County will execute the Agreement upon final selection of successful Proposer with the approval of the County's Board of Supervisors.

D. SCHEDULED ACTIVITIES

To the extent achievable, the following schedule shall govern the review, evaluation and award of the proposal. The County reserves the right to modify the dates below in accordance with its review process.

Activity Estimated Schedule Date:

- | | | |
|--|--|---------------|
| a. | Availability of the Request for Proposal | July 1, 2014 |
| b. | Deadline for Submission of Interpretation and/or Written Questions in relationship to the Request for Proposal (Note: Questions submitted after this date may not be answered in sufficient time to be included by closing date. The closing date will not be extended for questions submitted after this date.) | July 15, 2014 |
| c. | Closing Date for the Request for Proposal | July 23, 2014 |
| NOTE: A list of respondents will be posted to the web at close of RFP | | |
| e. | Commencement of review of Request for Proposal by the Evaluation Committee | July 25, 2014 |
| f. | Contract Performance to Commence | TBD |

SECTION 2

REQUIREMENTS

A. PROJECT DESCRIPTION

The project description for the grant application submitted to DWR is provided in Exhibit A and summarized as follows:

The County of Merced and cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced are currently leading the preparation of a Merced County Regional Flood Emergency Response Plan project. Recent studies have identified flood management emergency response issues and the need for a Regional Flood Emergency Response Plan that will mobilize local and State resources in an effort to effectively mitigate a flood event within the operational area.

Merced County and cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced are seeking funding assistance through the California Department of Water Resources, Flood Emergency Response Projects (FERP) – Statewide Grant Program to hire a suitable consultant to develop a comprehensive regional flood emergency response plan.

The proposed FERP must identify:

- Flood event history
- Clearly defined hazards directly related to flood emergency within the Merced County Region
- How to initiate and maintain a flood recovery effort in compliance with SEMS/NIMS
- Type, quantity, and location of available emergency response resources for rescue and flood fighting efforts
- Evacuation and access routes
- Care and shelter support facilities
- Policies and procedures that will provide public notification in the event of an emergency
- A list of Mitigation Measures with Implementation Strategies for future flood events
- A specific flood threat Emergency Action Plan (EAP) that will satisfy California Water Code 9650 and Assembly Bill 156

B. REQUIRED TASKS

The County is required to complete the following tasks, of which the Proposer will be responsible for Tasks 2-5.

Task 1: Complete a Request for Proposal (RFP) and select a consultant whom will complete the Flood Emergency Response Plan (FERP) for the Merced County Office of Emergency Services (OES).

Task 2: This task will be completed by the Consultant over the span of the entire contract period. The Consultant will host a total of five (5) planning meetings spaced out at the discretion of both Merced County OES and the Consultant. The intended goal is to keep the information flow constantly active and to give the stakeholders timely updates and an opportunity to express their comments, concerns, or suggestions.

Task 3: Consultant will perform research and develop the individual components for the Regional Flood Emergency Response Plan.

Task 4: Consultant will complete and assemble the Draft Flood Emergency Response Plan and distribute to all stakeholders.

Task 5: Consultant will gather all of the comments, suggestions, and ideas from the dissemination of the Draft Plan and implement them into the Final Plan.

SECTION 3

PROPOSED SOLUTION

A. SUBMITTAL REQUIREMENTS

The Proposer must be organized for the purpose of providing consulting services, and must have previous experience with proven effectiveness in writing a Regional Flood Management Plan. The Proposer will provide the following:

1. A narrative description of how the Proposer will deliver the requested services. The narrative will address the requirements in Section 2 by item.
2. A narrative description on what the Proposer will need from the Operation Area to complete the project.
3. Provide specific information concerning the Proposer's experience in the services specified in the RFP, preferably within the State of California. Examples of completed projects, as current as possible, should be submitted, as appropriate.
4. Names and qualifications of personnel to be assigned to this project.
5. Qualifications of consultants or subcontractors, if appropriate.
6. Proposer will provide time frame necessary to complete the plan review once the contract is awarded.
7. Line item cost for the project.
8. List any exceptions to the requirements listed in RFP or in the attached Sample Agreement (Exhibit B).

B. SUBMITTAL FORMAT

One (1) copy of proposal clearly marked "**ORIGINAL**" and signed in blue ink and **four (4) copies** clearly marked "COPY".

1. Forms to be included in your response are listed below:
 - a. Attachment A – Signature Page
 - b. Attachment B – References
 - c. Attachment C – Subcontractors
 - d. Licenses / Certifications as required

2. Proposal pricing shall be valid for a minimum of 90 days from opening of RFP. All costs must be clearly defined and tied to a requirement.
3. Costs of preparation of proposals will be borne by Proposer.
4. Selection of qualified Proposer will be by an approved County procedure for awarding professional contracts.
5. This request does not constitute an offer of employment or to contract for services.
6. County reserves the option to retain all proposals, wholly or in part, received by reason of this request.
7. County reserves the right to award the contract to the Proposer, who presents the proposal which in the judgment of the County best accomplishes the desired results, and shall include, but not be limited to a consideration of the professional services fee.

SECTION 4

BASIS OF AWARD, SELECTION PROCESS AND EVALUATION CRITERIA

A. BASIS OF AWARD

Award will be made to the Proposer whose proposal demonstrates to be the most qualified, responsive and advantageous to the County. The County shall not be obligated to accept the lowest cost proposal, but will make an award in the best interests of the County after all factors have been evaluated.

THE COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS OR ANY PART THEREOF, TO WAIVE ANY INFORMALITIES IN THE PROPOSAL AND MINOR IRREGULARITIES, TECHNICAL DEFECT OR CLERICAL ERRORS, TO MAKE AN AWARD ON THE BASIS OF SUITABILITY, QUALITY OF SERVICE(S) TO BE SUPPLIED, THEIR CONFORMITY WITH THE SPECIFICATIONS AND FOR THE PURPOSES FOR WHICH THEY ARE REQUIRED, AND NOT BE CONFINED TO COST ALONE. False, incomplete, or non-responsive statements in connection with the proposal may be deemed sufficient cause for rejection. The County shall be the sole judge in making such determination.

The County reserves the right to cancel or discontinue with the proposal process and reject any or all proposals in the event it determines that there is no longer a requirement for the furnishing of such items, materials, equipment and/or services, funding is no longer available for this proposal, or it is otherwise in the County's best interest to cancel the proposal process.

B. SELECTION OF REQUEST FOR PROPOSAL

An Evaluation Committee consisting of selected personnel will be established to evaluate the proposals. It is the intent of the Evaluation Committee to select an apparent successful Proposer with a recommendation to initiate contract negotiations. Selection will not be made on cost alone, but will be based upon the most responsive proposal.

C. EVALUATION CRITERIA

Each proposal shall be evaluated to determine responsiveness to the County's needs as described in this RFP.

During the evaluation and selection process, the Evaluation Committee may wish to interview a competitor for clarification only. Proposals cannot be changed by the bidder after the time and date designated for receipt.

1. EVALUATION AND SELECTION

- a. After the period has closed for receipt of proposals, each proposal is examined by County staff to determine compliance with the RFP format requirements and grounds for rejection. This is not a public review. The pricing is not revealed at this point.
- b. Proposals that meet the format requirements are submitted to the Evaluation Committee, which evaluates each proposal and assigns points.
- c. Interviews may be requested for clarification of proposals. The Committee may conduct interviews and then re-score the proposals.
- d. All Proposers are notified of the results.
- e. Contract award is heard and formally approved at a Board of Supervisors meeting.
- f. Contents of materials that will be scored are listed below. These materials are requested in the order of the scoring criteria.

2. SCORING POINTS

- a. Financial offer – 30 POINTS
- b. Project understanding – 30 POINTS
- c. Proposed approach / staffing – 20 POINTS
- d. Past experience for the last two years – 20 POINTS

Grand Total: 100 points

DEFINITIONS

Bidder - A person, partnership, firm, corporation, or joint venture submitting a bid proposal for the purpose of obtaining a County Contract.

Bonds –

Fidelity Bond - Also referred to as a Dishonesty Bond. A fidelity bond is a form of protection that covers the County for losses as a result of fraudulent acts by the Contractor.

Proposal Security Bond – Also referred to as Bid Security. A bond that is submitted with Bidder's proposal to compensate the County for damages it might suffer if successful bidder refuses to execute the contract that may be derived from their proposal. Generally, it is 10% of the amount of Bidder's bid as bid security.

Performance Bond – A bond to ensure completion of the project as requested under the "Scope of Work". The Performance Bond is backed by a surety who guarantees the project will be completed in accordance with the specifications of the proposal.

Payment Bond – This bond is to protect sub-contractors and suppliers. It ensures that the surety backing the bond will pay the sub-contractors and suppliers if the general contractor does not.

Closing Date/Time - The day and time the Request for Proposal must be received in the office of the Department of Administrative Services-Purchasing Division for acceptance.

Contract - Comprises the Request for Proposal (RFP), any addenda thereto, the bid proposal, and the purchase order if appropriate. The Contract constitutes the entire agreement between the County and the awarded Bidder.

Contractor - The Bidder or Vendor awarded the Contract derived from this Bid or RFP.

County - The County of Merced, a political subdivision of the State of California.

Deliverable - The physical evidence such as documentation, certification of completion, hardware/software delivery, etc. which shows that a specific work has been completed as specified in the Scope of Work.

Discount - A percentage amount allowed off invoices for prompt payment.

Evaluation Committee - A committee established to review and evaluate proposals to determine the Contract award. The committee includes representatives of the department seeking the goods or services and staff from the Department of Administrative Services-Purchasing Division.

Formal Date of Award - Effective date the Board of Supervisors take formal action to award the subject RFP to the most responsive Bidder.

Goals/Tasks - A discrete unit of work to be performed.

Joint Ventures - Two or more corporations or entities that form a temporary union for the purpose of the RFP.

May – Indicates something that is not mandatory but permissible.

Must/Shall – Indicates a mandatory requirement. A proposal that fails to meet a mandatory requirement will be deemed non-responsive and not be considered for award.

Notice of Intent to Award - Letter sent by County to all participating Bidders advising them of the date the County Board of Supervisors will hear and possibly take action in awarding the Contract to the apparent successful Bidder as recommended by the Evaluation Committee.

Objectives/Sub-Tasks - Detailed activities that comprise the actual performance of the Goal/Task. The total of all Goals/Tasks and Objectives/Sub-Tasks makes up the "Scope of Work".

Prime Contractor - The Bidder who is awarded the Contract and designated as the legal entity. The Prime Contractor will hereafter also be known as the Contractor. Any subcontracting, Joint Ventures, or other legal arrangements made by the Contractor during this project are the sole responsibility of the Contractor.

Proposal Deadline - The closing date associated with this proposal.

Proprietary – The information provided that is considered exempt from public disclosure defined as Trade Secrets under Civil Code Section 3426.1, pursuant to Public Records Act.

Scope of Work - The mutually agreed to document which describe tasks, dependencies, the sequence and timing of events, deliverables, and responsible parties associated with the various phases of the proposal.

Subcontractors - Any person, entity or organization, to which Contractor or County has delegated any of its obligations hereunder.

Tasks – A discrete unit of work to be done

ATTACHMENT A

**SIGNATURE PAGE
(BIDDER TO COMPLETE AND PLACE IN FRONT OF PROPOSAL)**

INDIVIDUAL/COMPANY _____

ADDRESS _____
(P.O. Box/Street) (City) (State) (Zip)

CONTACT PERSON: _____

TITLE: _____

TELEPHONE NO. _____ FAX NO. _____

E-MAIL ADDRESS _____

The undersigned hereby certifies that he/she is a duly authorized official of their organization and has the authority to sign on behalf of the organization and assures that all statements made in the proposal are true, agrees to furnish the item(s) and/or service(s) stipulated in this Request for Proposal at the price stated herein, and will comply with all terms and conditions set forth, unless otherwise stipulated.

“I certify that I have read the Terms and Conditions pursuant to the submittal of a Request For Proposal (RFP) as detailed on Merced County web site and will comply with said Terms and Conditions, unless otherwise noted by exception herein, as of the date and time of close of this proposal”.

Authorized Representative - Name Title

Signature Date

Business License No.: (Merced City) _____

(Merced County) _____

Professional License No.: _____

Taxpayer Identification No.: _____

ATTACHMENT B

REFERENCE LIST

(BIDDER TO COMPLETE AND RETURN WITH PROPOSAL)

LIST FIVE (5) REFERENCE WHERE THE SAME OR SIMILAR SCOPE OF WORK WERE PROVIDED

REFERENCE NO. 1 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 2 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 3 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 4 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 5 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

ATTACHMENT C

SUBCONTRACTOR LIST

(BIDDER TO COMPLETE AND RETURN WITH PROPOSAL)

SUBCONTRACTOR NO. 1 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO. 2 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO. 3 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO. 4 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO. 5 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

EXHIBIT A

Flood Emergency Response Projects Grant Exhibit A - Project Scope of Work and Tasks

1. Introduction

The County of Merced and cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced are currently leading the preparation of a Merced County Regional Flood Emergency Response Plan project. Recent studies have identified flood management emergency response issues and the need for a Regional Flood Emergency Response Plan that will mobilize local and State resources in an effort to effectively mitigate a flood event within the operational area.

Merced County and cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced are seeking funding assistance through the California Department of Water Resources, Flood Emergency Response Projects – Statewide Grant Program to hire a suitable consultant to develop a comprehensive regional flood emergency response plan.

2. Background

Merced County is often referred to as the “Gateway to Yosemite” and is located in the middle of the San Joaquin Valley of California. The County includes tens of thousands (10,000s) acres of prime farm land and are some of the world’s most productive agricultural area with milk being the number one commodity; this is according to the 2011 Gross Production Value of \$2,352,475,000. Merced County is also home to the newest campus in the University of California system, UC Merced.

The California Aqueduct Water Delivery System is the largest canal in the State and is used to distribute potable water collected from the Sierra Nevada Mountains and valleys of Northern and Central California to Southern California. This system includes two pumped-storage hydroelectric plants, one of which resides in Merced County. The Gianelli Plant is at the base of the San Luis Dam, which forms the San Luis Reservoir, and is the largest off stream reservoir in the United States.

Major Railways include Amtrak, Burlington Northern Santa Fe and Union Pacific. These railways run North and South through the county, carrying a wide variety of commodities and hazardous materials. There are up to thirty- two (32) freight and eight (8) passenger trains daily. There are seven (7) major highways, two (2) of which are major north/south arteries in California, State Route (SR) Highway 99 and Interstate 5. SR 59 and SR 165 highways receive heavier than normal traffic during the spring through the fall months as farming operations ramp up and vacation travelers transition between I-5, Hwy 99, and Hwy 140 routes.

University of California, Merced campus is located six (6) miles east of the City of Merced and supports a student population exceeding 5,760, based on fall 2012 enrollment, and a support staff of that equal. UC Merced is projected over the next ten

(10) years to have a build out of 50,000 students, instruction and support staff. In addition, one of the Country's largest underground petroleum delivery systems is positioned in the center of Merced County with pipelines extending to the north and south of the State.

The San Joaquin River or Upper San Joaquin Region, as defined by the California Department of Water Resources (DWR), dynamically influences potential flooding events thereby causing Merced County and neighboring communities to focus on the need for flood emergency response preparedness and flood management planning.

Flooding events in the San Joaquin River region are normally categorized by irregular winter storms, snowmelt runoff and infrequent microburst occurring from the East Sierra foothills impacting the Merced County Stream Group (MSG.)

The Merced County Stream Group (MSG), approved through the Flood Control Act of 1944, intended to deliver flood control as part of extensive flood management plans for the Sacramento and San Joaquin Rivers. Various other projects have also been undertaken to address the problem of regional flooding and have lost traction because of the lack of funding.

Recent flood events occurred in the region in 1997, 1998, 2000, 2001, 2002, 2005, 2006, and 2007. The frequency of flooding events illustrates the fact that many areas in the County are prone to flooding from storm events less severe than a 100-year event. According to FEMA, approximately 380,000 acres in Merced County are located within a 100-year floodplain.

3. Description of the Proposed Project

Merced County Office of Emergency Services is requesting funding from the California Department of Water Resources, Flood Emergency Response Projects – Statewide Grant Program to hire a suitable consultant to develop a Regional Flood Emergency Response Plan.

The proposed Merced County Regional Flood Emergency Response Plan (FERP) will encompass the County of Merced and cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced. If awarded, Merced OES is confident the FERP will be fully completed within the two-year grant performance period.

The proposed FERP will identify:

- Flood event history
- Clearly defined hazards directly related to flood emergency within the Merced County Region
- How to initiate and maintain a flood recovery effort in compliance with SEMS/NIMS

- Type, quantity, and location of available emergency response resources for rescue and flood fighting efforts
- Evacuation and access routes
- Care and shelter support facilities
- Policies and procedures that will provide public notification in the event of an emergency
- A list of Mitigation Measures with Implementation Strategies for future flood events
- A specific flood threat Emergency Action Plan (EAP) that will satisfy California Water Code 9650 and Assembly Bill 156

The proposed FERP will be consistent with the County's Emergency Operations Plan, AFN, COOP/COG, State and local government emergency response plans.

The proposed FERP will utilize the California Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) in applying these emergency management principles to the Merced County Emergency Operation Plan, Merced County Pre-Disaster Hazard Mitigation Plan (under development), and the California Emergency Plan, along with other local governments, special districts, and State agency's emergency response plans.

4. Description of the Project Tasks

Task 1: Complete a Request for Proposal (RFP) and select a consultant whom will complete the Flood Emergency Response Plan (FERP) for the Merced County Office of Emergency Services. **Deliverable: Provide a copy of the signed Proposal from selected consultant to DWR.**

Task 2: This task will be completed by the Consultant over the span of the entire contract period. The Consultant will host a total of five (5) planning meetings spaced out at the discretion of both Merced County OES and the Consultant. The intended goal is to keep the information flow constantly active and to give the stakeholders timely updates and an opportunity to express their comments, concerns, or suggestions.

Subtasks 2.1-2.5: Conduct Planning Meetings #1-5. **Deliverables 2.1-2.5: Provide documentation as proof that the meetings occurred. Documentation could be a copy of the agenda, sign-in sheet(s), notes on significant action items addressed, or notes on items that were discussed.**

Task 3: Consultant will perform research and develop the individual components for the Regional Flood Emergency Response Plan.

Subtask 3.1: Identify Merced County Region's flood event history with relevant physical damage and associated costs. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.2: Develop a list of clearly defined hazards directly related to flood emergency within the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.3: Identify how to initiate and maintain the recovery effort, in compliance with SEMS/NIMS, in order to mitigate a flood event and support the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.4: Identify type, quantity, and location of available emergency response resources for rescue and flood fighting efforts within the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.5: Develop Evacuation Plan with egress and access routes all throughout the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.6: Identify Care and Shelter support facilities within the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.7: Establish policies and procedures on public notification within the Merced County Region in the event of a flood emergency. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.8: Develop a list of mitigation measures with implementation strategies for future flood events within the Merced County Region. **Deliverable: Submit draft copy of results to DWR for review and comment.**

Subtask 3.9: Develop an Emergency Action Plan (EAP) specific to the threat on the levee flood control system in Merced County due to a Chowchilla and Eastside Bypass levee failure or due to overtopping from excessive reservoir releases upstream. EAP will satisfy California Water Code 9650 and Assembly Bill 156. **Deliverable: Draft copy of the Emergency Action Plan delivered to DWR Flood Operation Center for review and comment.**

Task 4: Consultant will complete and assemble the Draft Flood Emergency Response Plan and distribute to all stakeholders. **Deliverable: Draft Flood Emergency Response Plan submitted to DWR for review and comment.**

Task 5: Consultant will gather all of the comments, suggestions, and ideas from the dissemination of the Draft Plan and implement them into the Final Plan. **Deliverable: Final Flood Emergency Response Plan submitted to DWR for review and approval.**

5. Project Total Costs

Cost for the Plan is based on a best estimate for contracting a consultant to prepare the study.

6. Commitment Letters

Merced County OES has received letters of commitment from the cities of Atwater, Dos Palos, Gustine, Livingston, Los Banos, and Merced by pledging their support in the participation of attending meetings and workshops, providing available existing information from their agency, producing and/or reviewing deliverables to support the plan development, and implementation of the Merced County Regional Flood Emergency Response Plan Project.