

## **PROPOSED**

### **SCOPE OF WORK**

#### **LINCOLN COUNTY ALL-HAZARDS MITIGATION PLAN UPDATE 2020**

##### **North Central Wisconsin Regional Planning Commission**

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#### **NCWRPC RESPONSIBILITIES**

The work activities of the NCWRPC in completing the Lincoln County All-Hazards Mitigation Plan update will evolve around the following areas:

- Town Mitigation Issues Survey.
- Attendance at Working Meetings including:
  - Taskforce Meetings - approx. 5 to 6
  - Meet with City of Merrill for their involvement.
  - Meet with City of Tomahawk for their involvement.
  - Teleconference with adjacent counties to coordinate efforts.
  - Meet with agencies and interest groups.
- Preparation of Plan Report including:
  - Process w/ review of WEM recommended revisions from previous plan, data deficiencies and local progress to date.
  - Planning Area w/ updated statistics.
  - Risk Assessment w documentation of recent events and update of priority level
  - Special Section on Pandemic Impacts
  - Mitigation Strategy w/ status report and review and update of priorities.
  - Plan Adoption and Maintenance.
- Coordination of Public Involvement including:
  - Public Informational Meeting.
  - Public Hearing.
- Coordination of Review and Approval with County EM Staff including:
  - Revisions per Wisconsin Emergency Management and FEMA Review.
  - Presentation to County Board for Approval.
  - Submission to Local Units of Government for Consideration for Approval.
- Submission of quarterly progress reports to County EM Staff.

## COUNTY RESPONSIBILITIES

Lincoln County will maintain responsibility for attending and documenting meetings including notices, agendas, attendance and minutes, as necessary. The County will provide pertinent historical data and records that may be useful in risk assessment including necessary County GIS and land records information. The County will also be responsible for working with the local media as needed. Grant administration including record keeping, reporting, and required submissions will be the responsibility of the County. County Emergency Management Director will act as contact person for Lincoln County and work with the NCWRPC to ensure adequate grant administration.

## PROJECT TIMEFRAME

- Draft Countywide All-Hazards Mitigation Plan submitted by 18 months after grant award.
- Final Countywide All-Hazards Mitigation Plan submitted by 24 months after grant award. *Delivered final plan is subject to WEM/FEMA, county and local unit actions.*

## PROJECT DELIVERABLES

A County All-Hazards Mitigation Plan that meets the requirements of s.201.6 of the Disaster Mitigation Act of 2000 and applicable requirements contained within the Wisconsin Department of Emergency Management local pre-disaster mitigation assistance program agreement according to the *Resource Guide to All-Hazards Mitigation Planning in Wisconsin* published by WEM.

- Report Distribution to Lincoln:
  - 1) Quarterly Progress Reports
  - 2) 10 Copies Draft Plan
  - 3) 15 Copies Final Plan
  - 4) Electronic Version Final (pdf)

## ESTIMATED PROJECT COSTS / SOURCE OF FUNDS

The estimated project cost for the NCWRPC to complete the above listed work tasks is \$42,000, with the proposed source of funds broken down as follows:

HMGP Planning Grant:	\$ 31,500
NCWRPC Local Planning Funds	\$ 10,500
Direct Cost to Lincoln County	<u>\$ 0</u>
Total Project:	\$ 42,000

The NCWRPC will allocate local planning funds to cover the required match for the federal mitigation grant on behalf of Lincoln County.