



Agenda Briefing

Date of Meeting: 03/03/2020

Responsible Department: Finance

Presenter: Michael Gibbs

Briefing Prepared By:

Strategic Focus Area: Well Maintained Infrastructure

General Information / Subject:

City requested proposals (RFP # 2018-301-06) from Environmental Consultants to perform an Environmental Assessment (EA) combined with Principle Requirements and Guidelines (PR&G) under National Environmental Policy Act (NEPA) for Wastewater System Infrastructure Retrofit. SWCA Environmental Consultants had sent the proposal and meets the necessary requirements for the completion of this project. This project is a part of Wastewater System Infrastructure Retrofit Project for the City of Seabrook.

Executive Summary / Background:

The environmental services requested by the City are to support FEMA's environmental review for compliance with the FEMA EHP requirements. To do this, SWCA will compile and review available published documentation, conduct primary surveys, and undertake assessments of environmental and socio-economic conditions in accordance with FEMA EHP requirements. SWCA Environmental Consultants have managed environmental services for various projects funded or seeking reimbursement under the Federal Emergency Management Agency (FEMA) Public Assistance and Hazard Mitigation Programs. The Project is federally funded by the Texas division of Emergency Management through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program. Authorization of FEMA grant funds are contingent on the Project's compliance with the Stafford Act, FEMA's National Environmental Policy Act (NEPA) regulations set forth in and 44 Code of Federal Regulations (CFR) 10, and other applicable Environmental and Historic Preservation (EHP) laws and executive orders.

To aid completion of the EA and PR&G Analysis, SWCA will undertake the following:

- Subapplicant meeting and initial site visit
- Comprehensive desktop analysis of publicly available data.
- Agency consultation (i.e. State Historic Preservation Office [SHPO]) (as requested, SWCA will not contact the tribes directly due to their preference to be consulted at the federal level).
- Environmental Field surveys include wetland and waters of the U.S. (WOTUS) delineations, Threatened and Endangered (T&E) habitat assessments, and a Phase I Environmental Site Assessment (if required, scope of work to perform these tasks is not included in this proposal).
- Cultural resources/archaeological desktop site file review and agency coordination.
- Perform an assessment under the NEPA.
- Perform analysis under the PR&G.

Funding / Fiscal Information:

Account Number: 29-290-5215

Amount Budgeted: 152,430.00

Amount Requested / Required: 48,750.00

Funding Source (if not budgeted):

FEMA/TDEM

Certificates of Obligation - 2016 in Special Project Fund 29 - WWTP Pine Gully.

This is a 25/75 Hazard Mitigation Grant Program (HMGP) Award for Phase 1 or 2 for the Retrofit of the Wastewater Treatment Plant.

Supporting Materials Attached:



Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

REVIEWED BY: (as appropriate)

City Manager

Deputy CM

Finance

HR

IT

PD

Emer Svcs

City Sec

EDC

Bldg

PW

Court

Visitor Relations

**APPROVED BY:
(as appropriate)**

Preparer or Department Director

Date

Building Official, if needed

Date

City Secretary, if needed

Date

Community and Visitor Relations Director
if needed

Date

Court Administrator, if needed

Date

DocuSigned by:
Sean Landis
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02-24-2020

Deputy City Manager, if needed

Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

EDC Director, if needed

Date

Emergency Services Director, if needed

Date

DocuSigned by:
Michael Gibbs
DAE0C09BB7004C9...

2/24/2020

Finance Director, if needed

Date

HR Director, if needed

Date

IT Director, if needed

Date

Police Chief, if needed

Date

DocuSigned by:
Kevin Padgett
2353935BF23740F...

02/24/2020

Public Works Director, if needed

Date

DocuSigned by:
[Signature]
B8CE768D777F40E...

2/24/2020

City Manager

Date