



HISTORIC  
FRANKLIN  
TENNESSEE

ITEM #25  
BOMA 01/12/10

## MEMORANDUM

---

December 2, 2009

**TO:** Board of Mayor and Aldermen

**FROM:** David Parker, City Engineer/CIP Executive  
Eric Stuckey, City Administrator *ESS*

**SUBJECT:** **CDM Request for Additional Fees**  
**FEMA LOMR for Dry Branch**

### **Purpose**

The purpose of this memorandum is to present to the Board of Mayor and Aldermen (BOMA) to acquisition of additional services to provide additional data for the City's request for a Letter of Map Revision for the Dry Branch.

### **Background**

The City received requests from the Federal Emergency Management Agency (FEMA) for additional data to be incorporated into the City's request for a Letter of map Revision (LOMR) for Dry Branch. The City's consultant, CDM, has been assigned the task of developing application information for submission to FEMA. CDM has exceeded their approved fee amount and has requested an additional fee payment. The circumstances and background information for CDM's request is presented in the attached letter from Chris Provost, CDM Vice President.

### **Financial Impact**

The request for additional fees is for the amount of \$17,000. If approved, the additional fee will be paid out of the Stormwater Reserve Funds which presently stands in excess of \$5 million.

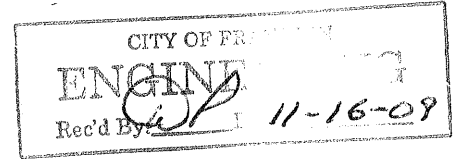
### **Recommendation**

Due to the amount of extra work and time required of CDM to complete the approval process for the LOMR with FEMA and since this was not in staff's opinion a result of a lack of diligence in the preparation of the application to FEMA by CDM, staff recommends approval of the additional fee in the amount of \$17,000. This amount appears to be appropriate for the additional work required.





Parkview Towers, 210 25th Avenue North  
Suite 1102  
Nashville, Tennessee 37203  
tel: 615 320-3161  
fax: 615 320-6560



November 5, 2009

Mr. David Parker  
Director of Engineering  
City of Franklin  
109 Third Avenue South  
P. O. Box 305  
Franklin, Tennessee 37064

Subject: FEMA Letter of Map Revision for Dry Branch  
Request for Additional Engineering Fees

Dear David:

After two years of working through the FEMA review process, the notification of the Letter of Map Revision (LOMR) for Dry Branch was finally received from FEMA on September 22, 2009. As you are aware, following the initial submittal in October of 2007, six Requests for Additional Information (RAI) were received from FEMA. These requests were primarily the result of multiple changes in project staff reviewers within FEMA which caused the review to essentially restart with each new staff change. Due to the lack of experience each FEMA reviewer had with analyzing the output from the SWMM5 software, additional time and effort was spent by CDM explaining the model results and responding to the data requests.

In addition to the formal RAI's, CDM addressed numerous requests that were made either by email or phone by the reviewers. We also conducted several conference calls with FEMA supervisors in order to ensure the review process continued to move forward despite the lack of experience of the FEMA staff.

As outlined in our scope of services, CDM had originally budgeted to respond to one FEMA RAI. Due to the additional work outlined above driven by FEMA's extensive request for information, we respectfully request that the City consider the payment of the required additional engineering fees that have resulted from the numerous RAI's and requests. An additional \$17,000 has been incurred in addressing these numerous requests for information and securing the LOMR approval from FEMA.

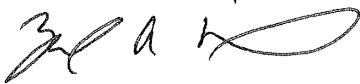




Mr. David Parker  
November 5, 2009  
Page 2

Thanks again for the opportunity to assist the City with this project and please do not hesitate to contact me or Judy Alford if you have questions.

Sincerely,

 for Chris A. Provost

Christopher Provost, P.E., BCEE  
Vice President  
Camp Dresser & McKee Inc.