

AGENDA NOTE - HRPDC ANNUAL COMMISSION MEETING

ITEM #10I: REGIONAL CATASTROPHIC PLANNING GRANT TASK ORDER

SUBJECT:

Acceptance of a task order from the Virginia Department of Emergency Management (VDEM).

BACKGROUND:

The Hampton Roads Regional Catastrophic Planning Grant Program, administered by VDEM, intends to hire a planner. The HRPDC's administration of the contract would allow the region to have more ownership of the position and work product. The planner would have occasional use of an office and meeting rooms. The HRPDC will receive up to 2 percent or \$2,362.00 in M&A funding to support this effort.

Contract Amount:	\$115,760
Period of Performance:	November 2012 – December 2013
General Scope of Work:	Provide contract support for the Regional Catastrophic Planning Grant Program, focusing on the sheltering component.

RECOMMENDED ACTION:

Authorize the Executive Director to accept and manage the task order and execute the contract with CRA, Inc. to implement this project.