



**Contractor:** Beck Disaster Recovery, Inc. (BDR)  
**Client:** Hidalgo County (COUNTY)  
**Project:** Public Assistance/Cost Recovery Services  
**Effective Date:** August \_\_\_\_\_, 2010

*The services to be provided under this Task Order shall be in accordance with the terms and conditions of the Cooperative Purchasing Agreement between BDR and COUNTY, dated June 29, 2010.*

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**Scope of Work:**

The COUNTY and BDR agree BDR shall provide services associated with Grant Administration and Management Services as described in the Scope of Work attached as Exhibit A.

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**Compensation:**

The fee for the services under this Task Order will be based on the actual hours of services furnished multiplied by BDR's Billing Rates plus reasonable non-labor expenses as set forth in Exhibit B of the Cooperative Purchasing Agreement.

***BDR anticipates utilizing the following positions with an initial not-to-exceed amount of \$100,000.00:***

<b>Positions</b>	<b>Hourly Rates</b>
Principal Contractor/Planner/Engineer/Scientist/Assessor/Analyst	\$210.00
Project/Program Manager	\$175.00
Public Assistance/Grant Management Contractor	\$150.00
Assistant Planner/Engineer/Scientist/Assessor/Analyst	\$95.00
Engineer/Analytical Aide	\$75.00

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Approved by:

**BECK DISASTER RECOVERY, INC.**

Signature: \_\_\_\_\_  
Name: Betty Kamara  
Title: Contract Administrator  
Date: \_\_\_\_\_

**HIDALGO COUNTY**

Signature: \_\_\_\_\_  
Name: René A. Ramirez  
Title: Hidalgo County Judge  
Date: \_\_\_\_\_

## **SCOPE OF SERVICES**

### **Public Assistance/Cost Recovery Services**

BDR will develop a comprehensive County-wide recovery strategy and plan following Hurricane Alex. BDR will identify funding sources available to the County as it pursues its long-term financial recovery. During this engagement BDR will assist the County in damage assessment and developing FEMA Public Assistance grant applications for Category A and B emergency work. Funding sources to be reviewed for funding eligibility include, but may not be limited to, the following:

- FEMA Public Assistance Program (FEMA-PA) – standard, alternate, improved, and mitigated projects
- FEMA 406 and 404 Hazard Mitigation Grant Programs (HMGP)
- Other Funding Sources

Upon activation of this task order, BDR will work with the County to identify damages eligible for grant funding, and prepare FEMA PA Project Worksheets for emergency work, monitor project and funding status, and prepare all applications for audit.

BDR is prepared to assist the County in whatever capacity is required to ensure comprehensive grant funding and maximized financial recovery. The tasks below focus on BDR's methodology regarding consultation with FEMA-PA as well as HMGP, and other programs.

BDR's team of financial recovery experts will help maximize the benefits and incentives of the identified grant programs. BDR will assist the County with a variety of financial recovery services including, but not limited to:

- Damage assessment
- Reconstruction & long-term infrastructure planning
- Eligibility consultation
- Project ranking
- Financial advisory
- Cash flow management
- Procurement assistance
- Benefit cost analysis
- Feasibility & effectiveness studies
- Site survey & legal description review
- Appraisal & valuation services
- Public outreach program
- Public meeting facilitation
- Negotiations
- Data management
- Document management
- Grant application development
- Project scoping
- Insurance adjusting/subrogation
- Contractor invoice reconciliation
- Regulatory compliance monitoring
- Compliance reporting
- Field documentation
- Interim and final inspections
- Eligibility appeals
- Grant closeout
- Staff augmentation
- Other financial management & cost recovery services as needed