



Small Project Assistance Program for UMC

For Flood Control Capital Projects

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Flood Control District of Maricopa County, 2801 West Durango Street, Phoenix, Arizona 85009 (602) 506-1501

Small Project Assistance Program for Unincorporated Maricopa County (SPAPUMC)

Purpose of the Program

In accordance with Flood Control District of Maricopa County (District) Resolution 2009R003B, the District prioritizes and funds potential local flood control capital projects through its annual SPAPUMC. Resolution 2009R003 authorizes the program.

The SPAPUMC has three purposes:

- Facilitate the mitigation of flood hazards that are local in nature but pose a risk to the citizens and property of located in unincorporated Maricopa County;
- Using consistent, published criteria, objectively evaluate submitted local flood control capital projects identified in unincorporated Maricopa County by the District or by non-municipalities or agencies;
 - Non-municipalities or agencies are defined as; Home Owner Associations, incorporated governing boards, or other such entities that can legally enter into binding agreements.
- Allow for the rapid implementation of recommended local flood control capital projects with minimal administrative delay.

Scope of the Program

The following general limitations exist on District assistance offered under this program:

- The terms of the District's standard SPAPUMC Intergovernmental Agreement (generally reported below) are mandatory;
- Annual District contributions for all projects submitted under this program is based on Capital Improvement Program funding availability;
- The District will participate in this program with Non-Municipalities/Agencies in accordance with the section titled "Agreement Terms for Projects Submitted by Non-Municipalities/Agencies";
- The District will participate in this program for District submitted projects in accordance with the following funding criteria:
 - Total project cost (design, ROW, utilities, and construction) less than or equal to \$500,000
 - Total project cost (design, ROW, utilities, and construction) between \$500,000 and not to exceed \$1,000,000; only if outside grant funding can be obtained

Projects may alternately be submitted to the District's Capital Improvement Program Prioritization Procedure that allows for additional implementation flexibility such as District submitted projects that rely on outside grant funding.

The program though intended to primarily address actual structure flooding problems, will allow for consideration of projects that will resolve "potential" structure flooding problems in addition to actual past structure flooding problems. The standard SPAP IGA will be utilized for both types of projects. The Scoring Matrix scoring will be handled in the same way for both actual past structure flooding projects and "potential" structure flooding projects. However, SPAP project submittals that address actual past structure flooding problems will be funded first. SPAP project submittals that only address "potential" structure flooding will be implemented based on availability of District funding. "Potential" structure flooding projects may be placed in a "backlog que" of projects until such time as District funding becomes available. In the Scoring Matrix questions number one and two, the appropriate box must be checked if the proposed project only addresses "potential" structure flooding problems.

The program will recognize opportunities for Water Conservation, Alternative Stormwater Management, and third party Grant Funding opportunities. The Scoring Matrix question number four provides for inclusion and earning of such related points.

Implementation of projects that rely on third party Grant Funding, and if such funding will not be available in the submitted program fiscal year, can be placed in the "backlog que" for implementation in a future program fiscal year when both District and the grant funding becomes available. Such grant funded projects that resolve actual structure flooding problems will move ahead of other projects in the "backlog que".

Structure flooding issues that occur in the unincorporated county generally will be identified by District staff. Such issues could be identified through the ADMS process as we interact with residents in the study area who might mention such a structure flooding issue that could be addressed with a smaller project rather than a more costly regional project.

Additional interaction with the public through storm event response teams, floodplain regulation inspections, or O&M staff in the field observing an issue or talking with folks could also result in the identification of other potential SPAP type projects. Whenever such an opportunity presents itself, the District staff should make note of the structure flooding issue that may be observed, or of a specific complaint heard from a citizen. That observation or verbal complaint will be passed along from the District staff person to the Planning Branch for their follow up. The merit or lack thereof of the situation will be left to the Planning Branch to "investigate". A further investigation by the Planning Branch may then identify that there is or is not a potential project for further consideration. These issues as captured by all staff will be entered into the FMS database for a rolling accumulation of problems and locations. A specific report and associated map will be generated annually by the PPC Branch for Planning Branch staff to assess issues and project opportunities.

Procedure

No later than the 1st Friday of each October, the District and other non-municipalities/agencies will identify and recommend projects for consideration in the following fiscal year. Proposals

are accomplished through a web application located at www.fcd.maricopa.gov/spap, which requires submitters (Outside non-municipalities/agencies or District staff) to answer objective questions.

Each proposal must include supporting documentation of structural flooding to residential and/or commercial properties. Provide photos, copies of flooding complaints and a list of properties that have experienced structural flooding including the address, parcel number and the date(s) of flooding.

Each proposal that only resolves "potential" structure flooding problems must include hydraulic model evidence indicating the flood event level that could "potentially" cause the structure flooding as well as the number of "potentially" flooded structures.

Each proposal must produce an independent solution to mitigate a local drainage problem that has historically caused or "potentially" would cause flooding to structures. Projects shall not duplicate or have overlapping benefits of recently completed or current projects.

Proposals shall not be split into multiple submittals within the same or across multiple fiscal years. District funding is meant to be applied to a single project that resolves a specific flooding issue.

Each proposal must include a location map or design plans detailing project elements.

Proposals will be objectively scored in accordance with a scoring matrix approved by the District's Flood Control Advisory Board, and scored submittals will be ranked.

No set score threshold exists for the approval of projects; rather, an approval threshold is established each year based on available funding. This approval threshold will be no less than 40 points.

Projects scoring above the set approval threshold are reviewed by the District's Chief Engineer and General Manager, who may determine that a project would more appropriately be evaluated under the District's Capital Improvement Program Prioritization Procedure.

District staff prepares draft Intergovernmental Agreements for approved projects, as appropriate, and presents these draft Agreements to submitting non-municipalities/agencies approval. Approvals for these Intergovernmental Agreements must be provided within 45 days of receipt. These Agreements are subsequently forwarded to the District's Board of Directors for District approval.

Recommended and approved projects will be completed over the course of the fiscal year for which the projects were submitted. This requirement will not be applied if the submitted project relies in part on third party Grant Funding, in which case the project would be placed in the "backlog que" and implemented as indicated above.

Refer to the attached process flow chart for the approval and subsequent implementation process for a project.

Agreement Terms for Projects Submitted by Non-Municipalities/Agencies

The District's SPAPUMC Standard Intergovernmental Agreement (IGA) is a component of this program. Among its terms, the Agreement stipulates that:

- Costs associated with design, rights-of-way acquisition, utility relocation, permitting, construction management, materials testing, survey work, non-flood control features operations and maintenance are the responsibility of the requesting agency;
- The requesting non-municipality/agency acts as lead agency for all activities;
- The District will be given an opportunity to review and comment on project plans and specifications, and District comments will be incorporated where feasible;
- District contributions to project costs are limited to seventy-five percent (75%) of the project construction cost, or \$250,000, whichever is less;
- The District pays fifty percent (50%) of its cost share contribution upon award of a construction contract for approved projects, and its cost share contribution for remaining construction costs incurred upon completion of construction or prior to the end of the fiscal year for which the project is approved, whichever is first to occur;
- District contributions are limited to project construction costs incurred during the fiscal year for which the project was submitted – subsequent and prior costs are the sole responsibility of the requesting municipality;
 - This requirement will not be applied as described if the submitted project relies on third party Grant Funding, in which case the project would be placed in the "backlog que" and implemented as previously described. District contributions would then be applied as indicated above, but within the program fiscal year in which the project was removed from the "backlog que" and construction initiated.
- The requesting municipality is responsible for all operations and maintenance and related costs associated with a completed project – District staff will not be available to assist with these efforts.

This standard agreement is mandatory for all projects submitted by non-municipalities/agencies approved under this procedure; a copy will be provided upon request.

Terms for Projects Submitted by the District

The above terms as described for projects submitted by non-municipalities/agencies, with the exception of preparation/execution of an IGA, will become the sole responsibility of the District to execute and fund in total. District projects are subject to ratification and approval of the Flood Control District Board of Directors through Resolution.

Points of Contact

Planning and Project Management Division Manager: Don Rerick, P.E., 602-506-4878

Capital Improvement Program Supervisor: Kim Belt, CPM, 602-506-3639
Project Management Branch Manager: Tim Murphy, P.E., 602-506-4605

Fiscal Year SPAPUMC Schedule

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| October | Project Proposals Due |
| October | Proposals Administratively Reviewed and Ranked |
| October | District Budget Evaluated for Funding Availability |
| October – January | Agreements for Non-Municipalities/Agencies Drafted and Presented for Approval |
| Program Fiscal Year | Approved Projects Constructed by District or Submitting Non-Municipalities/agencies |
| June 30 | Cutoff Date for District Reimbursement in program fiscal year |