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Request For Proposals
Montgomery County, Illinois
Update the 2016 County Natural Hazard Mitigation Plan

Montgomery County is seeking proposals for professional services from qualified firms or individuals, to update the multi-jurisdictional Montgomery County Natural Hazards Mitigation Plan (NHMP). The firm or individuals awarded a contract will be required to prepare an updated Plan and conduct all necessary work needed to receive approval by the Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA).

Proposal Content & Evaluation

Each proposal should describe how FEMA requirements will be fulfilled to update the Plan. All proposals must include the following components:

- *Organization overview* which includes the name(s) of all individuals who will conduct the work to research and update the NHMP including their office location, and a summary of their experience with preparing these types of Plans
- *Scope of Work* which describes each task recommended to produce an updated, approved Plan
- *Recommended Approach for Updating the Plan*
- *Schedule* showing milestone activities to complete the Plan update
- *Cost estimate*
- *Three references*

Applicants who have success in obtaining FEMA approval of these Plans, and knowledge of weather, hydrology, topography and other technical information about Central Illinois are preferred.

Award & Length of Contract

Award of this contract is contingent upon Montgomery County receiving grant money to fund the Plan update. Updating the existing Plan is anticipated to take between twelve and eighteen months.

Submissions

Proposals must be submitted to Kevin Schott, Montgomery County Emergency Management Agency, 120 N Main, Hillsboro, Illinois (kevin@montgomeryco.com) no later than 10-10-2021. Electronic submissions are encouraged, but paper submissions are also acceptable.