



Agenda Item

City Council

Item #: 3.4.

1/28/2025

File #: 25-0020

TO: Honorable Mayor and Members of the City Council

THRU: Thomas C. Kisela, City Manager

FROM: Sean deMetropolis, Fire Chief

1. SUBJECT

Agreement with Tandem Solutions, LLC to prepare the Local Hazard Mitigation Plan update for the City of Orange.

2. SUMMARY

A Request for Proposal, RFP 24-25.07, was released to update the Local Hazard Mitigation Plan to enhance the City's resilience to disasters and comply with Federal Emergency Management Agency's requirements. Seven responses were received, and Tandem Solutions, LLC was identified as the highest-ranking proposal.

3. RECOMMENDED ACTION

Approve the agreement with Tandem Solutions, LLC in the amount of \$56,000 to update the Local Hazard Mitigation Plan; and authorize the Mayor and City Clerk to execute on behalf of the City.

4. FISCAL IMPACT

The expense for this agreement is \$56,000 and will be funded through Reimbursable Capital Projects (550):

550.0000.45150.30248 LHMP

5. STRATEGIC PLAN GOALS

Goal 1.5 Develop plans, policies, and procedures consistent with national standards.

6. DISCUSSION AND BACKGROUND

The City of Orange's Local Hazard Mitigation Plan (LHMP) requires an update every five years to maintain eligibility for federal disaster assistance under Federal Emergency Management Agency (FEMA) standards (44 CFR Part 201). In response, staff issued RFP 24-25.07 in October to select a consultancy for this critical update. Proposals were evaluated based on experience with FEMA hazard mitigation planning, stakeholder engagement, and cost efficiency. Below is the ranking of the proposals based on this evaluation.

1. Tandem Solutions

2. Jacob Green and Associates
3. Witt O'Briens
4. Michael Baker
5. Risk Management
6. Chloeta
7. A-Tech

Staff is recommending the selection of Tandem Solutions due to the strength of their proposal, which offered a compelling scope of services at the best value to the City with a not-to-exceed amount of \$56,000. Their proposal not only topped the rankings but also demonstrated a commitment to ensuring the safety and resilience of Orange. Tandem Solutions also has extensive experience working with Orange County cities including Huntington Beach, Irvine, and Laguna Beach.

If selected, Tandem Solutions is dedicated to delivering the LHMP update on schedule for FEMA approval, thus maintaining our eligibility for critical federal assistance, and reflecting our commitment to responsible governance and proactive community protection.

7. ATTACHMENTS

- Professional Services Agreement
- Tandem Solutions Cost Proposal