

**Iowa Department of Natural Resources
Environmental Protection Commission**

ITEM

11

DECISION

TOPIC

Contract — Flood Plain Management Database Design

Recommendation:

The Department requests Commission approval of a contract not to exceed \$41,600 for a Business Analyst for a period of time not to exceed 16 weeks. Final contract negotiation is still underway. A contractor will be named before the November 17, 2009 EPC meeting.

Funding Source:

This project will be funded through Iowa Infrastructure Fund dollars.

Background:

Iowa statute provides that approval of the Department of Natural Resources is required for the construction, use or maintenance of a structure, dam, obstruction, deposit or excavation in or on any floodway or flood plain. [§455B.275] The DNR Flood Plain Management and Dam Safety Program reviews close to 1500 projects per year regarding development in the flood plain. The current database structure is not adequate to provide up-to-date data and process tracking.

Purpose:

The purpose of this contract is to design a new database application to comprehensively manage the flood plain permitting and project review process. A Business Analyst will analyze the database systems in place and new functions that need to be carried out and design a new database structure.

Business Analyst Selection Process:

An RFP was posted on October 21, 2009. Business Analyst interviews were concluded on November 5, 2009. Contract negotiations are still underway but will conclude before the November 17, 2009 EPC meeting.

Scope of Work:

The result of the scope analysis and detail design effort by a business analyst will result in the following documents:

- Estimate of the effort to develop the application
- Page Mockups
- Detail Design
- Data Dictionary

The current permitting and compliance process includes 7 MS Access applications

- 1) Permits
- 2) Backlog (manages workflow for permit project managers and complaints)
- 3) National Flood Plain Insurance Program (NFIP) Status
- 4) National Flood Plain Insurance Program Contacts
- 5) Emergency coordinator contacts
- 6) Map status
- 7) Dam Inventory (FEMA application)

The Business Analyst will design the new database system keeping in mind that the new application will need to share data with the One Stop (EPA reporting) and Field Office Compliance applications. The new application may need to share data with the Sovereign Lands application.

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