

## Exhibit A

## Scope of Work

Task Title: Chesapeake Beach and North Beach Flood and Sea Level Rise Action Plan Framework – Phase I

Funding:	Federal:	\$ 36,890.82
	Non-Federal:	\$ 00.00
	Total:	\$ 36,890.82

Project Term: November 1, 2020 – April 30, 2021

Funding Recipient: University of Maryland: Environmental Finance Center

Background: The Towns of Chesapeake Beach and North Beach (Towns) would like to enhance their capacity to understand, plan and implement projects that mitigate current and future flood impacts. The two Towns are neighboring communities in Calvert County situated directly on the Chesapeake Bay. Their proximity to the Chesapeake Bay, Fishing Creek and tidal wetland/marshes in conjunction with a high water table and shoreline erosion make them susceptible to tidal flooding, while the topography of the area can also make areas of the Towns susceptible to stormwater flooding during weather events. Given that the Towns have a common boundary, and face similar flood related challenges, it makes sense for both municipalities to collaboratively establish a framework that will guide the development of specific action plans to address each Town’s individual and current flood impacts and coordinate strategies and approaches where applicable. This will build on recent efforts in Chesapeake Beach to map the impacts of sea level rise and ongoing nuisance flood and stormwater initiatives in each Town.

The Environmental Finance Center (EFC), in partnership with the Towns, will facilitate Phase I of a multi-year project that will result in each Town developing its own a flood and sea level rise action plan. In Phase I, EFC will work across the two Towns to create the framework for each Town’s Flood and Sea Level Rise Action Plan to be developed under Phase II of the project. A core working group of representatives from each Town will be assembled and EFC will employ both virtual and in-person (if allowable) site visits and meetings to complete the Framework. In Phase I, data availability and gaps will be assessed; historic information quantified and consistent and differing methodologies and approaches will be determined.

In Phase II (beginning in Spring/Summer 2021 and pursuant to a separate scope of work and additional funding), each Town will produce an action plan that will identify and characterize both tidal and stormwater flooding using the best available science; assess the vulnerability of specific geographic areas in the community; recommend mitigation and adaptation options tailored to each area to address sea level rise impacts including flooding; and prepare implementation strategies. Phase II of the project is outside the scope of this task.

Program Change: This task will result in a framework for the development of an individual Flood and Sea Level Rise Action Plan for both Chesapeake Beach and North Beach. This

framework must be approved by a Town's Council before funding will be provided to the Town for Phase II. Phase II will result in a Flood and Sea Level Rise Action Plan for each Town.

## **Task Outcomes**

### **Task 1. Framework for Flood and Sea Level Rise Action Plan**

#### Project management:

Lay out an overall structure for the project that works for the Towns, Calvert County, and the State, and prepare for a mainly virtual Phase I.

- Assemble a core work group that consists of representatives from each Town, County and select State agency staff.
- Identify technical assistance needs that may require external consultants.
- Facilitate and participate in meetings, to include:
  - Regularly scheduled conference or video calls to plan, check-in, and update on progress with deliverables throughout the agreement period.
  - Other in-person or video/phone meetings, as needed/possible.
  - Establish a shared document platform to enable an efficient workflow for the workgroup members.

#### Action plan framework development:

Creation of a framework tailored to the needs and objectives of the Towns that can also be used more broadly by communities throughout the State to develop similar locally relevant Action Plans.

- Review other flood/SLR and climate adaptation planning frameworks and plans to help inform and build the Towns Action Plan framework.
- Determine how to align the Framework with other State and Federal program requirements to ensure consistency, especially for future funding requests, and avoid duplication of efforts.
- Review existing plans and maps from the Towns and select components to incorporate into new Action Plans.
- Review Town budgets, CIPs, past grant histories to identify existing or planned projects of relevant to addressing climate resilience needs.
- Collect and outline priorities for elements to address in plans.
- Choose planning time horizons/scenario timelines, review available scientific data and models, and come to consensus on which data and models will be used by both Towns.
- Coordinate with Towns to assess current conditions; determine what data, knowledge, and resources already exist; and, identify any additional information or actions needed in preparation for Phase II and the pathways for obtaining that information or take those actions.
- Complete a first round of interviews with Town leaders and staff and Calvert County contacts to quantify existing community knowledge for use in Phase II.
- Work with the Towns to develop an understanding of the location and nature of vulnerable areas and ongoing mitigation/adaptation efforts.

- Determine common and differing methodologies or approaches each Town utilizes to mitigate flood impacts.

Community outreach, engagement, and education planning:

Develop a community engagement process to be implemented in Phase II that includes and engages, among others, the residents and businesses most impacted by sea level rise and stormwater flooding in both Towns.

- Collaborate with each Town to outline a community engagement plan and begin identifying key stakeholders.
- Review previous public input from existing plans, etc...
- Identify strategies to foster local ownership of Action Plans, especially among elected officials.
- Recommend best practices for future community engagement and input to the planning process, particularly practices that ensure the participation of vulnerable populations in Action Plan development.

Deliverable: Action Plan Framework that is mutually agreed upon by both Chesapeake and North Beach

Outcome End Date: April 30, 2021