

15.0 Professional Engineering Services (for local authorities)

When a Disaster Financial Assistance (DFA) program is approved, all damaged municipal sites must be inspected by Manitoba Emergency Management Organization's (EMO) third-party engineering consultant.

- During the initial inspection, the inspector will identify which sites require an Engineer's Damage Report. The requirement for an engineer's report will be 'checked off' on the Individual Site Damage Report (ISDR).
- An engineer will visit the damaged site with the municipal representative and will prepare the report, which Manitoba EMO will send to the municipality. The report will identify repairs required to return the infrastructure to its pre-disaster condition. The report may also specify that a preliminary engineering study is required. If a study is required, the municipality should:

Select a project engineer and proceed with the preliminary engineering study.

Review the design options and tender specifications drafted by the project engineer.

Forward the preliminary engineering study to Manitoba EMO. Manitoba EMO also needs information from the municipality about the design option they have selected.

Be aware of any heritage, environmental and regulatory licencing requirements related to your project. Your project engineer should be aware of these requirements and can advise you on the application process. Typical requirements for infrastructure projects include:

- Hydrologic studies, as required by provincial licence, are DFA eligible where infrastructure is considered unsafe or has completely washed away.
- Geotechnical reviews are DFA eligible where a damaged road or damaged infrastructure requires structural replacement or embankment stabilization.

Remember to include the following documents when submitting your claim:

- For hydrologic or geotechnical studies, a copy of the professional services agreement
- Hydrologic/geotechnical reports.
- Change orders required to the original design option selected by council.
- Documentation where quantity amounts exceed those specified in the design.
- Itemized invoices detailing services provided for each damaged site.
- Proof of payment.