



April 16, 2025

Kevin Sneed, CFM  
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**SUBJECT:** Invoice for COMS Task A: Global Outreach Services between 10/1/2024 to 3/31/2025 for WV Flood Tool; FY24 CTP Community Outreach and Mitigation Strategies (COMS) Grant.

Dear Kevin,

In accordance with the FY24 CTP Service Agreement, this first invoice in the amount of **\$56,000.00** is for Global Outreach Services (Task A) for the WV Flood Tool ([www.mapwv.gov/Flood](http://www.mapwv.gov/Flood)). See the scope of work as outlined the 2024-25 (FY24) CTP Statement of Work Plan dated September 2024, and authorized under a WV-48 service agreement between the WVEMD and WV GIS Technical Center, West Virginia University. Refer to the FY24 COMS [Statement of Work](#) documents for more details about the specific tasks.

Invoice #	Services Rendered	Amount
04162025	<b>TASK A: [GLOBAL OUTREACH SERVICES FOR WV FLOOD TOOL]</b> Provide statewide global outreach services that process and integrate new flood and reference GIS layers, tool enhancements, flood risk information, etc. for the WV Flood Tool ( <a href="http://www.mapwv.gov/Flood">www.mapwv.gov/Flood</a> ). Services include computer programming, geo-processing, customized mapping, public awareness/outreach, training, and Community Rating System credits for communities.	\$56,000
<b>Time Period</b> 10/1/2024 to 3/31/2025 (6 months)	<b>ACTIVITIES SUMMARY:</b> <b>Global outreach services performed for the six-month period from October 1, 2024 to March 30, 2025. TASKS COMPLETED.</b> New effective and advisory flood layers (flood zones, depth/WSEL grids, cross-sections, BFE lines, LOMAs/LOMRs, flood profiles, panel index, FEMA map and HEC-RAS model downloadable links, etc.) were updated to the WV Flood Tool ( <a href="http://www.mapwv.gov/flood">www.mapwv.gov/flood</a> ). Upgraded flood zone query programming logic and cartography to support floodplain management, risk assessment, and mitigation mapping layers. Updated elevation certificates and buyout properties on the WV Flood Tool. Updated reference layers (parcels, addresses, leaf-off imagery, legal boundaries, etc.) on the WV Flood Tool. Updated technical documentation associated with the WV Flood Tool. Updated the contact listing of all the local floodplain managers on the WV Flood Tool. Updated Freeboard and CRS ratings for Query Panel of WV Flood Tool. Maintained the WV Flood tool at a high level of performance and availability to include periodic system administrative and cyber security updates. Provided outreach and technical support services for the WV Flood Tool, including	
<b>Task A</b>		

training by Kurt Donaldson to professional surveyors in April 2025 in Rowlesburg, WV.

**Desktop Version:** <https://www.mapwv.gov/flood>

**Mobile Version:** <https://www.mapwv.gov/flood/mmap>

**Property Search and Report:** <https://www.mapwv.gov/property>

**Table COMS-A.1.** New flood studies updated to the WV Flood Tool. Studies include Effective, Draft/Preliminary National Flood Hazard Layers submitted for 5 study areas.

DRAFT NFHL	PRELIMINARY NFHL	EFFECTIVE NFHL
Berkeley County	Jefferson County	Monroe County
Big Sandy Watershed		Summers County

**Table COMS-A.2.** Elevation certificates updated to the WV Flood Tool for the communities listed below. The WV Risk Explorer's Building-Level Tool lists primary structures with elevation certificates located in the Special Flood Hazard Area.

Community	Link to RE	Updated
Buckhannon Incorporated	<a href="#">Buckhannon</a>	13
Charleston Incorporated	<a href="#">Charleston</a>	4
Doddridge County	<a href="#">Doddridge</a>	5
Greenbrier Unincorporated	<a href="#">Greenbrier</a>	8
Kanawha Unincorporated	<a href="#">Kanawha</a>	3
Lincoln County	<a href="#">Lincoln</a>	49
Marlinton Incorporated	<a href="#">Marlinton</a>	1
Mingo County	<a href="#">Mingo</a>	1
Preston County	<a href="#">Preston</a>	1
Wayne County	<a href="#">Wayne</a>	1

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View [statewide graphic](#) of Elevation Certificates published to the WV Flood Tool.

Task A

**Total invoice amount:**

**\$56,000**

Please use the following information for paying electronically:

**Payment Transfer Information:**

**OASIS:** 4187 111 1463 1463 6909 H514

**WVU Acct:** 11. 110530213. 11303179. 4108501. 999. 99999999

If you have any questions, or need clarifications, please do not hesitate to call.

Sincerely,

A handwritten signature in cursive script that reads "Kurt Donaldson".

Kurt Donaldson  
Project Manager  
WV GIS Technical Center, WVU  
e-mail: [kdonalds@wvu.edu](mailto:kdonalds@wvu.edu)

CC: WVU Revenue Services - [RevenueServices@mail.wvu.edu](mailto:RevenueServices@mail.wvu.edu)