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EXPERIENCE:

Vermont Agency of Natural Resources – Department of Environmental Conservation,
 Watershed Management Division, Rivers Program, Montpelier, Vermont,
 September 2007 – September 2010, November 2011 - Present
River Corridor and Floodplain Protection Program Manager

- Supervise the River Corridor and Floodplain Protection Section of the Vermont Rivers Program: provide leadership and direction to eight staff members on meeting the program's annual goals and grant commitments; conduct annual performance evaluations; authorize timesheets, leave requests, and travel authorizations/expense reports; execute and manage sub-grant agreements;
- Administer the state Flood Hazard Area and River Corridor Rule, including technical assistance, application review, and issuing permit decisions;
- Support local and state regulatory programs including technical reviews of municipal floodplain development proposals and review and comment on Act 250 and Public Service Board proceedings under Criterion 1D-Floodways;
- Serve as State Floodplain Manager/National Flood Insurance Program (NFIP) Coordinator responsible for oversight and coordination of all FEMA Community Assistance Program and Risk MAP activities within the state;
- Prepare and manage FEMA CAP and CTP annual grant budgets, quarterly and annual performance reports, work plan updates, and other required and assigned products and activities;
- Conduct education and outreach to diverse stakeholders on river corridor and floodplain management, mapping, and insurance;
- Monitor and assist community compliance with NFIP regulations, including follow-up negotiations and resolution of contentious and politically sensitive issues and projects;
- Encourage progressive and innovative community approaches to enhanced river corridor and floodplain protection including the identification, mapping and management of river corridors and floodplains;
- Serve as a member of the State Hazard Mitigation Committee and the Project Selection Subcommittee;

Department of Homeland Security, Federal Emergency Management Agency,
 Mitigation Division, Floodplain Management & Insurance Branch, Boston, MA,
 October 2010 – November 2011
Natural Hazards Program Specialist (GS-12)

- Responsible for the Floodplain Management and Insurance (FM&I) Branch's compliance program: Establish and monitor Community Assistance Visits and Community Assistance Contacts conducted by FEMA and State staff;
- Ensure consistency, timely completion, adequate documentation and follow-up to make sure that communities are meeting the flood loss reduction goals of the National Flood Insurance Program (NFIP) by adequately administering and enforcing their floodplain management regulations;

- Provide NFIP and floodplain management technical assistance to stakeholders in Region I through training, meetings, site visits, and phone calls; specifically, state and federal agencies, municipal officials, engineers, surveyors, developers, homeowners, non-governmental organizations and congressional staff;
- Serve as the FM&I Branch's technical expert on riverine hydrology, hydraulics, fluvial geomorphology, and Geographic Information Systems (GIS);
- Serve as a Geographic Information System Specialist in the Geospatial Intelligence Unit during Emergency Assignment activation at the Regional Response Coordination Center;
- Served as the Floodplain Management Group Supervisor at the Burlington Joint Field Office for federally declared disasters 1995, 4001, and 4006.

Wyoming Department of Environmental Quality, Cheyenne, Wyoming,
January 2005 – August 2007:

Abandoned Mine Land Division
May 2006-August 2007
Project Manager/Hydrologist

- Reviewed engineering designs and hydrologic, hydraulic, and geomorphic calculations to ensure adequate watershed restoration of abandoned mine sites; coordinate technical reviews of designs with Abandoned Mine Land Division (AML) discipline specialists;
- Managed multiple AML reclamation projects, including consulting engineers and construction contractors; with wide latitude provided by the division Administrator; independently responsible for successful completion of each project;
- Provided contract administration by tracking budgets, authorizing requests for payment, processing amendments/change orders, issuing task and field orders, and maintaining communication between design engineers, construction contractors, accountants, procurement staff, the Assistant Attorney General, and outside state and federal agencies as necessary;
- Responsible for 7.4 million dollars in design and construction contracts;
- Served as chair and member of selection committees for engineering services contracts including reviews statements of interest, technical/cost proposals, conducting interviews, final selection, and contract negotiation;
- Represented AML as the software liaison for the Federal Office of Surface Mining's Technical Innovation and Professional Services (TIPS) program; as one of the expert contacts listed on the TIPS website, provide technical guidance in response to western region inquiries regarding the SEDCAD, HEC-RAS, and RUSLE hydrology/hydraulics/sedimentology software programs

Land Quality Division
January 2005 – May 2006 (promoted to position in AML Division above)
District 1 Surface Water Hydrologist

- Provided surface water expertise for District 1 which encompasses 8 counties in southeastern Wyoming
- Reviewed surface coal and non-coal mine permits and related documents to ensure technical adequacy and regulatory compliance with respect to baseline hydrologic/hydraulic characterization, determination of probable hydrologic consequences, mine hydrology, and post-mine hydrologic restoration.
- Reviewed hydrologic and hydraulic models/calculations, including stormwater management plans, flood analysis, sediment pond and channel designs, wetlands delineations/mitigation

plans, alluvial valley floor assessments, erosion and sediment control plans, water quantity and quality monitoring plans and data, and soil loss/delivery calculations

Johnson Controls, Inc. - on-site contractor to the U.S. Geological Survey
Fort Collins, Colorado, January 2004 - December 2004 (temporary contract position)
Hydrologist/Data Manager

- Managed hydrologic and riparian data collected from 475 sites in 17 western states;
- Performed retrieval, cleaning, and Bulletin 17B flood frequency analysis of stream flow data;
- Assisted USGS scientists in conducting research on the hydrologic factors influencing river susceptibility to invasion by exotic riparian trees such as tamarisk including literature searches, field work and GIS mapping and analysis;

National Park Service (Colorado State University Cooperative), Water Resources Division,
Water Operations Branch
Fort Collins, Colorado. June 2002 – April 2003
Water Quality Data Analyst, Student Position

- Analyzed and compiled water quality data for the generation of service-wide baseline inventory and analysis reports for park units with significant water resources;
- Performed miscellaneous research related to water quality parameters and the EPA's STORET national water quality database;

Loudoun County Department of Building & Development, Engineering Division,
Water Resources Section
Leesburg, Virginia. November 1999 – June 2000 (left due to family illness)
Engineer II

- Reviewed hydraulic and hydrologic analyses to ensure that development was in compliance with the county's storm water and floodplain management ordinances;
- Reviewed grading-permit applications to ensure that the state and county erosion and sediment control design criteria were met;
- Provided overall project management for land development applications;

Dewberry & Davis. LLC - Technical Evaluation Contractor to the Federal Emergency
Management Agency (FEMA)
Fairfax, VA. January 1996 – November 1999
Section Leader/ Technical Support Specialist

- Managed and led a staff of 8-10 analysts and engineers that prepared amendments and revisions to FEMA's floodplain maps under the National Flood Insurance Program (NFIP) in accordance with Parts 60, 65 and 70 of the NFIP regulations;
- Performed and reviewed hydrologic calculations/modeling for 100-year frequency discharges utilizing the Rational Method, USGS rural and urban Regression Equations, hydrologic software, including the generation of inflow volume hydrographs, Intensity-Duration-Frequency curves, stage-storage curves and hydrograph routing, and flood frequency analysis of USGS gage records;
- Performed and reviewed open channel hydraulic calculations/modeling (including bridge and culvert analyses) for developing 100-year frequency flood elevations using the hydraulic software listed below;
- Prepared and concurred on official FEMA correspondence including special and congressional responses and final letters of map revision and amendment;

- Coordinated with FEMA Project Engineers, private sector engineers/surveyors, homeowners, developers, and state and local government officials;
- Taught in-house courses on base flood elevation development for unstudied flooding sources and on NFIP map amendment/revision processing and regulations. Taught NFIP amendments/revisions processing at FEMA's Emergency Management Institute

EDUCATION: MS in Watershed Science, August 2004
Colorado State University, Fort Collins, Colorado

Thesis: Surface Coal Mining in Watering Trough Gulch; Determination and Mitigation of Probable Hydrologic Consequences (83 pages + appendices)

BS in Environmental Science, May 1995
Mary Washington College, Fredericksburg, Virginia

PROFESSIONAL REGISTRATION:

Certified Floodplain Manager, #US-08-03261 (Association of State Floodplain Managers)

SKILLS:

Hardware

- PCs, Trimble GeoXT/XM GPS

Software

- Microsoft Word, Excel, PowerPoint, Project, some Access, ArcGIS 9.3, Trimble Pathfinder Office,
- Hydrologic and Hydraulic Modeling: NRCS TR55, HEC-1, HEC-HMS, HEC-2, HEC-RAS, SEDCAD4, HEC-FFA and PeakFQ (Bulletin 17B procedures), Quick-2, WinXSPRO, and HY8

ACTIVITIES AND AFFILIATIONS:

- Member; Association of State Floodplain Managers
- Member; Golden Key International Honour Society