January 28, 2008

Ms. Assia Ivantcheva
Cognizant Technical Officer
USAID/Serbia and Montenegro
Kneza Milosa 50
11000 Serbia, Belgrade

DAI

Subject: Surge Completion Report for Vlasotince Flood Response during November – December, 2007

Reference: Contract No. DFD-I-00-05-00250-00, Task Order No. 01
Serbia Contingency Planning and Economic Security Program

Dear Ms. Ivantcheva:

In compliance with section A.6.D of the task order contract, please find below the completion report for Surge Response to the floods in the municipality of Vlasotince.

Background

Heavy rains on November 25 and 26, 2007, caused flash flooding in southern, southeastern and southwestern Serbia, affecting the municipalities of Babušnica, Bela Palanka, Dimitrovgrad, Doljevac, Lebane, Leskovac, Novi Pazar, Pirot, Tutin, and Vlasotince. The waters washed out bridges and roads, flooded homes and storage cellars and posed a serious threat to public health. Drinking water sources and waterworks systems were contaminated and, in most communities, raw sewage washed up into streets and homes. An extensive report on the situation on the ground for the most affected municipalities was provided to USAID on November 30, 2007 with the submission of SCOPES Crisis and Conflict Monitoring bulletin.

During the floods, the USAID Contingency Planning program team was on site in several municipalities, coordinating with local agencies to assess needs. The municipality of Vlasotince was assessed as the most severely affected by the floods. This part of Serbia is one of the poorest areas with a predominantly older population. The municipality of Vlasotince declared a state of emergency on November 26, 2007. More than 1,500 households were affected by flooding. Over 200 residents of the "Crni Marko" settlement, most of them members of the Roma national minority, had to be evacuated to the municipal sports center. Within three days, most had returned to their homes to start clean-up.

Surge Response

This natural disaster exceeded Vlasotince's capacity and resources to respond. On November 27, at the request of USAID, the SCOPES team started to monitor the situation and assess the effect of floods in each municipality. A number of Program Officers from the Preparedness and Planning component were dispatched to the most severely affected municipalities to assess the situation on the ground, and report to the Belgrade Office. In return, these reports were submitted as they came in (daily at first) to USAID. On November 28, SCOPES received a request for assistance from

the municipality of Vlasotince signed by Mr. Srdjan Susulic, President of the Municipality. It focused on the needs of 1,000 households affected by the flooding. Disinfection supplies were recommended by the local health center and public water company. The estimated cost of all items requested was $316,910.

The SCOPES then team focused on clarifying and refining real-time needs against those outlined in the request letter. The Red Cross of Serbia provided some of the items requested by the municipality on November 27 including hygienic parcels, blankets, rubber boots, food, and 5 drying machines for walls. Upon agreement with USAID, the SCOPES team asked the Red Cross to make a priority the assessment of Vlasotince for the purpose of giving SCOPES and USAID a definite list of items that could be used by the community to meet their immediate needs. The program team worked closely and quickly with USAID to process the administrative steps needed to execute the surge response. USAID was able to quickly authorize the surge activity for SCOPES to procure commodities in the amount of NTE $50,000 to respond to the needs of the municipality for clean up and disinfection.

From the day following the receipt of the Vlasotince appeal, it took only seven days for clean-up commodities to be procured and delivered. A detailed timeline can be found in the table below.

Activity	Dates
Based on the request letter from the municipality, budget projections were prepared.	November 29, 2007
Waiver request for flood relief commodities was prepared and sent to USAID.	November 30, 2007
Technical specifications of requested items were clarified with the municipality and were cross-checked with the Red Cross.	December 01- 02, 2007
Budget projection was revised, based on latest data from the Red Cross on what has been delivered or was planned to be delivered to the municipality.	
Final list of commodities was provided to USAID.	
Bid Matrix was prepared and checked by SCOPES team (Grants Manager, Director of Administration and COP/DCOP) and was confirmed with USAID.	December 03, 2007
Agreement on donation was prepared with the Red Cross.	December 03, 2007
Vendors were informed and selected pro-forma invoices submitted.	December 04-06, 2007
PPO PDV form for VAT exception was approved by Tax administration.	
Vendors were informed of VAT exemption approval; bank transfer was prepared and wired to vendors.	
Method and location of transport of commodities was confirmed with the Red Cross distributor.	December 05, 2007
Commodities were transported to Red Cross' warehouse in Mladenovac where they were checked by a SCOPES representative.	December 05, 2007
Official approval of the Waiver request for flood relief commodities was received.	December 06, 2007
Red Cross transported the equipment from the warehouse in Mladenovac to the Vlasotince Red Cross.	December 06, 2007
Red Cross officially informed DAI that the equipment was delivered.	December 06, 2007

The procurement was a mix of pumping equipment (that can now be used repeatedly by Red Cross units in flood emergencies throughout the region) and disinfection supplies that helped avert a public health crisis. On December 6, 2007, U.S. Embassy Deputy Chief of Mission, Ms. Jennifer Brush, presented the U.S. assistance to Vlasotince mayor, Mr. Srdjan Šušulić. The assistance was transported to the region and delivered to affected communities by the Red Cross and Serbian Ministry of Defense.

DAI

Detailed Budget

The table below details the commodities procured and distributed to the municipality of Vlasotince.

Item	Unit price [USD]	unit	quantity	Total Budgeted Costs [USD]	Total actual costs [RSD]	Total actual costs [USD]
1.Detergent	$1.93	1 kg	5,500	$10,614	605,000	$10,895
2.Disinfection products – for treatment of premises, Hygienic 3000	$10.96	1 kg	300	$3,289	187,500	$3,376
3.Product for disinfection of hands "Destrehan"	$11.93	1 kg	500	$5,964	340,000	$6,123
4.Mud pumps with inward and outward hoses – WT 30	$1,772.22	One set [a pump + inward and outward hose]	6	$10,333	992,843	$17,732
5. Mud pumps with inward and outward hoses – WT 20	$1,180.83	One set [a pump + inward and outward hose]	6	$7,085		
6. Disinfection pumps, on fuel, tank capacity 12 l	$603.95	piece	10	$6,039	344,250	$6,354
7.Disinfection pumps, manually pumped, tank capacity 12 l	$31,58	piece	50	$1,578	90,000	$1,637
8.Rubber gloves	$3.47	pair	20	$69	4,400	$81
Total				**44,974.63**	**2,563,994**	**46,200.81**

Budget notes:

- All cents in total columns have been truncated.
- The budget vs. actual variance is due to variation in exchange rates during the budget – purchase process and between progress payments.
- Notes on exchange rates:

1. Items 1, 2, 3 and 7 and 30 pieces of item 7 were procured from the same supplier (Madaba Export – Import). An advance payment in the amount of 889,875 RSD with the exchange rate of 55.99 was paid on December 4. The final installment of 296,625 RSD was paid on December 6 at an exchange rate of 54.18.
2. An additional 20 pieces of item no 7 was paid on December 6 at the exchange rate of 54.18.
3. Items 4 and 5 were procured from the same supplier (Gradjevinski Centar Bazis) and the payment was made on December 4, 2007 at an exchange rate of 55.99.
4. Item 6 was procured (Agrooprema) and paid for on December 6, 2007 at an exchange rate of 54.18.
5. Item 8 was procured (Gradjevinski Centar Bazis) and paid for on December 6, 2007 at an exchange rate of 54.18.

Please let me know if you have any questions about the subject Surge action or any of the details contained in this completion report.

Cordially,

Michael Pillsbury
Chief of Party