

## Terra Firma, Inc.

### August 28, 2014

### PROJECT MEMORANDUM

TO:	Ima Y. Student Summer Intern
FROM:	Vanessa Bateman Engineering Geology Section
PROJECT:	Homework Assignment #1
SUBJECT:	Summary Data for Neighboring City Engineer

Discussion:

Our company has been asked by the Neighboring City engineer to provide a technical opinion on some of the causes of the deaths of the 10 residents of La Conchita, California. Because Neighboring City is located in very similar geology and topography, the city engineer is very concerned with the 10 deaths and wishes to prevent fatalities as well as reduce city exposure. Please provide a "high level" summary to him in a 2 page project memo format in order to aid him in preparing for a hearing with the mayor and planning council.

As part of this summary, be sure to address the following points:

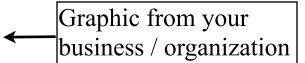
- Explain difference between 1995 slide and 2005 slide. Please include the name of the different types of landslide with a brief discussion of how each type of landslide fails.
- In your opinion, state the major contributing factors to the deaths of 10 people in the 2005 slide.
  - Please include the causes of the landslide.
  - Do you think irrigation was a contributing factor or a primary cause of either slide. Why?
- Discuss the mitigation taken by the City of La Conchita, the efficacy of those measures and additional measures that could have been taken.

- The following resource documents are provided. Additional resources may be used: http://pubs.usgs.gov/of/2005/1067/508of05-1067.html#conchita06 http://www.opl.ucsb.edu/grace/lc/index.html http://www.geog.ucsb.edu/~jeff/projects/la\_conchita/apcg2001\_article/ apcg2001\_article.html http://la-conchita-news.newslib.com/story/3263-3231694/
- What, in your opinion would be the best option for Ventura County (La Conchita's county) in order to prevent future deaths?

Vanessa C. Bateman Engineering Geology - 4040

# Basic Format of Project Memorandum.





### Terra Firma, Inc.

### [Date]

#### PROJECT MEMORANDUM

TO:	[First Name] [Last Name] [Title] [Organization]	Use 12 point type, single space - Times New Roman or any other serif font is acceptable.
FROM:	[Your name] (Title] [Organization]	Use a blank line between TO, FROM, PROJECT, SUBJECT and Discussion as shown to the left.
PROJECT:	[Name of Project]	Bullet Points should be offset from paragraphs for clarity.
SUBJECT:	[Subject of Particular Project Memorandum]	Signature Line should be included at the bottom.
Discussion:		

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[Your Name] [Title]