



# Purchasing Summary

<b>EVENT #</b> 3923	<b>TITLE:</b> Debris Monitoring and Oversight Services	<b>ESTIMATED COST:</b> Total Cost Will Vary
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<b>TYPE OF PROCUREMENT:</b> RFP	<b>ANNUAL CONTRACT</b> <input checked="" type="checkbox"/> <b>ANNUAL MAINTENANCE AGREEMENT</b> <input type="checkbox"/>	<b>ONE TIME PURCHASE</b> <input type="checkbox"/>
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**CONTRACT TERM (IF APPLICABLE)**  
November 20, 2018 to November 19, 2019

**M/WBE (IF APPLICABLE)**  
No numerical MWBE goals were established for this project but proposers were encouraged to achieve the highest possible MWBE participation and were allotted a maximum of 10 points in the evaluation criteria if the firm submitted the participation of a combination of prime and sub-contractors. Proposers submitting less than the highest participation were then scored on a prorated scale based on the submitted percentage of participation compared to the highest percentage submitted. The recommended proposer submitted 5% WBE participation using Symbioscity.

**MATRIX (IF APPLICABLE)**

	Qualifications on similar sized projects (10 points)	Emergency Planning/Response Experience (20 points)	Key Staff Project Understanding & Approach (10 points)	Management Systems/Reporting Systems/Training Manual (20 points)	MWBE Participation (10 points)	Fees (25 points)	Local Vendor Participation (5 points)	Total (100 points)
Witt O'Brien's	10	20	10	20	1	22.8	0	83.8
Tetra Tech	10	17.6	9	15.4	6	23.4	0	81.4
Thompson Consulting Services	9.6	17.6	8.8	15	2	25	0	78

**NOTES**

Recommend approval to renew an annual contract for debris monitoring and oversight services with Witt O'Brien's. Total costs will vary due to the nature and severity of disaster events. Debris monitoring is critical for events receiving federal disaster declarations which provide for cost reimbursements under the Disaster Relief and Emergency Assistance Act, administered by FEMA's Public Assistance Grant Program. The monitors oversee the various phases of debris operations including debris removal, contracting and procurement, debris processing, demolition of structures, and waterborne debris removal, to ensure these are performed in accordance with eligibility criteria and are fully documented to support reimbursement claims.

The method used for this procurement was the request for proposal (RFP), which evaluates criteria in addition to cost. Proposals were evaluated on the basis of qualifications on similar sized projects, emergency planning/response experience, key staff project understanding and approach, management systems/reporting systems/training manual, cost proposal, local vendor participation, fees, local vendor participation, and MWBE participation goals.

Proposals were received on March 1, 2016. This contract was originally approved by Council on September 1, 2016.

Delivery: As needed. Terms: Net 30 days. The proposers were:

B.P.	Witt O'Brien's, LLC (Washington, DC) <sup>(D)</sup>	\$46.13*
	Tetra Tech, Inc. (Maitland, FL) <sup>(D)</sup>	\$44.88*
	Thompson Consulting Services (Lake Mary, FL) <sup>(D)</sup>	\$42.06*

Funds for these services will be made available through a FEMA reimbursement if an event occurs. A pre-proposal conference was not conducted as this is an annual contract renewal. (D) Indicates non-local, non-minority owned business. (\*) Indicates pricing based on an average hourly rate of possible services provided. Recommend approval.

Local Available: Yes

MWBE Available: Yes

Total Sent: 481

MWBE Sent: 72

Total Received: 3

MWBE Received: 0

Vendor federally debarred/suspended: No