



LEGISLATIVE MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Suzanne Sherman, City Manager
THRU:	George Barber, Chief Procurement Officer
DATE:	April 18, 2024
RE:	Award of Proposal: Disaster Debris Monitoring Services – RFP 25-0-2023 – Procurement Department (Thompsons Consulting Services, LLC (second highest ranked proposer)).

SUMMARY:

At the May 1, 2023 Regular Council Meeting, Council approved the award of Disaster Debris Monitoring Services contract to Witt O'Brien's with Consent Agenda Item No. 4, in accordance with RFP 25-0-2023. The services for the contract included: Field monitors for debris collection, monitoring removal of fallen trees, monitoring trimming of limbs/leaners, monitoring disposal of debris from the Temporary Debris Storage/& Removal Sites (TDSRS), as well as data reporting and other related services per latest Federal Emergency Management Administration (FEMA) Public Assistance (PA) requirements. The awarded Proposer is responsible for monitoring the recovery efforts of the City's Debris Removal Contractor (DRC) in the field in accordance with the Stafford Act and FEMA PA Programs and Policy Guide.

The City executed an agreement with the highest ranked firm, Witt O' Brien' s, LLC on May 31, 2023. The term of the agreement began June 1, 2023, and expires on May 31, 2024. On March 1, 2023, Witt O' Brien' s, LLC informed the City that upon their company's acquisition, debris monitoring service will no longer be offered by their Firm.

Due to the need for this essential service during hurricane season, Staff is requesting to enter into an agreement with the second highest ranked Firm, Thompson Consulting Services, LLC out of Maitland, FL, in accordance with RFP 25-0-2023/NC. Typically, this service would have been resolicited; however, with hurricane season approaching, we are seeking immediate contractual approval. Thompson Consulting Services, LLC previously served as the incumbent vendor for this contract prior to it be resolicited.

The term of this agreement would be effective immediately upon execution by both parties and end on May 31, 2025, and have three (3) remaining one-year renewal periods.

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REQUESTING DEPARTMENTS:

Procurement, Public Works

FISCAL IMPACT:

This is not a budgeted expenditure. The contract will be implemented only in the event of an "emergency" situation.

STAFF RECOMMENDATION:

Motion to execute an agreement with the second highest ranked proposer, Thompsons Consulting Services, LLC out of Maitland, FL, for Disaster Debris Monitoring in accordance with RFP 25-0-2023.

ATTACHMENTS:

1. Scoring Ranking Form