



Interoffice Memorandum

April 29, 2024

To: Mayor Jerry L. Demings
-AND-
County Commissioners

From: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

Contact: Ralphetta Aker, Manager II, Fiscal and Operational Support Division
407-836-8011

Subject: Selection of Firm, Request for Proposals Y24-147-JA, Disaster Debris Monitoring Recovery Services

RECOMMENDATION:

Selection of one firm and two ranked alternates to provide Disaster Debris Monitoring and Recovery Services, Request for Proposals Y24-147-JA, from the following firms listed alphabetically:

- DebrisTech, LLC
- Tetra Tech, Inc.
- Thompson Consulting Services, LLC

Request Board authorization for the Procurement Division to negotiate and execute a three-year contract. Further request Board authorization for the Procurement Division to renew the contract for two additional one-year terms. Further request Board authorization for the Procurement Division to formally terminate negotiations with the top ranked firm, if we are unable to come to a favorable negotiated agreement, and commence negotiations with the next ranked alternate, until a successful negotiation is reached.

PROCUREMENT:

This contract will provide a range of services including debris monitoring, oversight and management of disaster recovery and debris removal contractors, damage assessment, training, emergency planning, and other services as needed. To provide professional technical services in the preparedness, response, recovery, and mitigation phases of any natural or manmade disaster or emergency situation, as required by the County.

FUNDING:

Orange County would receive federal funding through the state and Federal Emergency Management Agency (FEMA) for the services solicited in the Request for Proposals (RFP).

DISCUSSION:

The item was evaluated by the Procurement Committee on April 23, 2024. Commissioner Mayra Uribe was assigned to the Procurement Committee.

In the event of a disaster, the county may issue a local state of emergency declaration. This declaration enables the county to request assistance from the state. If the county determines that it lacks the ability to effectively respond to the emergency, a state of emergency can be declared by the Governor, activating the emergency response, recovery, and mitigation efforts of the state.

The state and FEMA will initiate joint assessment with the county to verify the severity of the damage and the need to request federal assistance. If federal assistance is necessary, the Governor will seek a Presidential Disaster Declaration through FEMA.

The consultant may also be required to facilitate communications with FEMA, the Federal Highway Administration, other federal agencies, and the state of Florida. The county will be eligible for reimbursement of up to 75% of eligible costs for these services in the event a state and/or national emergency is declared. Also, the reimbursement may be increased to 90% of eligible costs if the state and federal governments make such a determination.

Due to the unknown nature of the costs that may result from a natural or other disaster, it is not possible to establish a realistic amount for this contract. Therefore, due to the nature of this contract, a contract amount is not established and amendments and change orders will be excluded from the need for future Board approval.

Five written proposals were received in response to this RFP. Keaton Bros Transportation LLC was deemed non-responsive for failure to submit the fee schedule and failure to submit several proposal package documents required for evaluation. The Procurement Committee, in accordance with the criteria set forth in the RFP, evaluated four written proposals. CDR Maguire, Inc. scored too low for the Board's consideration.

The consensus scores of the Procurement Committee's evaluation are attached.

**Procurement Committee Meeting - April 23, 2024
Y24-147-JA, Disaster Debris Monitoring and Recovery**

CRITERIA	Qual. of Staff	Qual of Firm	Technical Approach	Fee Proposal	Total Weighted Points
Weighted Value	20	25	20	35	100
TETRA TECH, INC.	80.00	125.00	80.00	172.11	457.11
THOMPSON CONSULTING SERVICES, LLC	40.00	75.00	60.00	173.17	348.17
DEBRISTECH, LLC	60.00	50.00	60.00	175.00	345.00



Interoffice Memorandum

April 22, 2023

To: Jenna Allen, Contracting Agent
Procurement Division

FROM: Sheena Ferguson, Manager *S. F.*
Business Development Division

SUBJECT: Y24-147-JA, Disaster Debris Monitoring Recovery

Orange County would receive federal funding through the Federal Emergency Management Administration (FEMA) the services solicited in the Request For Proposal. Accordingly, Orange County's M/WBE ordinance and program do not apply to this solicitation.

Orange County shall participate in the federal requirements 2 CFR 200.321 (or 45 C. F. R. 75.330 for Health and Human Services funds) to ensure small and minority-owned firms, women-owned business enterprises, and labor surplus area firms have been afforded subcontracting opportunities.

The Business Development Division evaluated the four bids to denote whether an executed and notarized "Affidavit of Compliance Requirements" form submitted with the proposal was compliant with the federal requirements. CDR Maguire, Inc.; DebrisTech, LLC; Tetra Tech, Inc. and Thompson Consulting Services, LLC provided the executed and notarized federal compliance forms.

Listed below are respondents to the subject RFP with their small and minority-owned firms, women-owned business enterprises, and labor surplus area firms' utilization:

Prime Contractor	Firms listed	Type of Work	Percentage of Subcontract
CDR Maguire, Inc.	Not Applicable		
	Total Federal M/WBE Participation %		0%

Prime Contractor	Firm(s) listed	Type of Work	Percentage of Subcontract
DebrisTech, LLC	N/A		
	Total Federal M/WBE Participation %		0%

Prime Contractor	Firm(s) listed	Type of Work	Percentage of Subcontract
Tetra Tech, Inc.	Barnes, Ferland and Associates, Inc	Provide trained staff to support with emergency debris monitoring services	TBD
	Total Federal M/WBE Participation %		TBD%

** Unable to confirm as a federal Small Business, but certified as an Orange County certified firm

Prime Contractor	Firm(s) listed	Type of Work	Percentage of Subcontract
Thompson Consulting Services, LLC	Not Applicable		
	Total Federal M/WBE Participation %		0%