



THE CITY OF KEY WEST

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To: Jim Scholl, City Manager
From: Kenneth Wardlow Jr., Division Chief of EM, KWFD
Date: November 13, 2018
Reference: City of Key West Emergency Management Debris Staging Area

Action Statement:

This resolution will allow the City Manager to negotiate and execute an agreement with a contractor based on the proposal and the evaluation committee for the purpose of Emergency Management Debris Staging Area.

Background:

The City requested proposals from any prospective contactors. The RFP #002-19 was issued on September 21, 2018 and all proposals were accepted by October 10, 2018. The City received a proposal from one (1) contractor;

1. Toppino and Sons, INC.

The proposals were ranked by the following evaluating committee;

1. Alan Averette, KWFD
2. Mike Turner, Public Works
3. Steve McAlearney, Engineering

The ranking committee met on November 1, 2018 and found the one proposal to be responsible, responsive, and cost-efficient.

Financial Impact:

In the event of a Federally Declared storm or other disaster and the service of an emergency management consulting contractor is needed, typically the City would pay 12.5% of the total cost of services if a declaration of emergency is signed by the Governor of the State of Florida. The remainder of costs would be reimbursed by FEMA at 75% and the State of Florida at 12.5%. In the event of a storm or disaster that does not rise to the level of being Federally declared then the City would be responsible for 100 percent of the cost of removal and/or monitoring. Under either scenario the City's funding responsibility would be from the General Fund's operating contingency.

Recommendation:

Allow the City Manager to negotiate and execute an agreement with a contractor based on the proposal.

Kenneth Wardlow Jr., Division Chief of Emergency Management
Key West Fire Department

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