4051 Veterans Memorial Blvd
Suite 408
Metairie, LA 70002
www.ctcdisaster.com

REDACTED

RFP 26-008 Services for Disaster Response

The City of Key West, FL

City Clerk Office, 1300 White Street,
Key West, FL 33040

Due: May 12, 2026

3:30pm

Pages 198-215 are makred confidential pursuant to Florida Statutes §§119.0715, 119.071(1)(c), Florida Constitution Article I, Section 24, and §119.07, Florida Statutes.

Point of Contact
Marc Watkins, Vice President of Operations
(251) 753-1864
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Point of Contact
Marc Watkins, Vice President of Operations
P: (251) 753-1864
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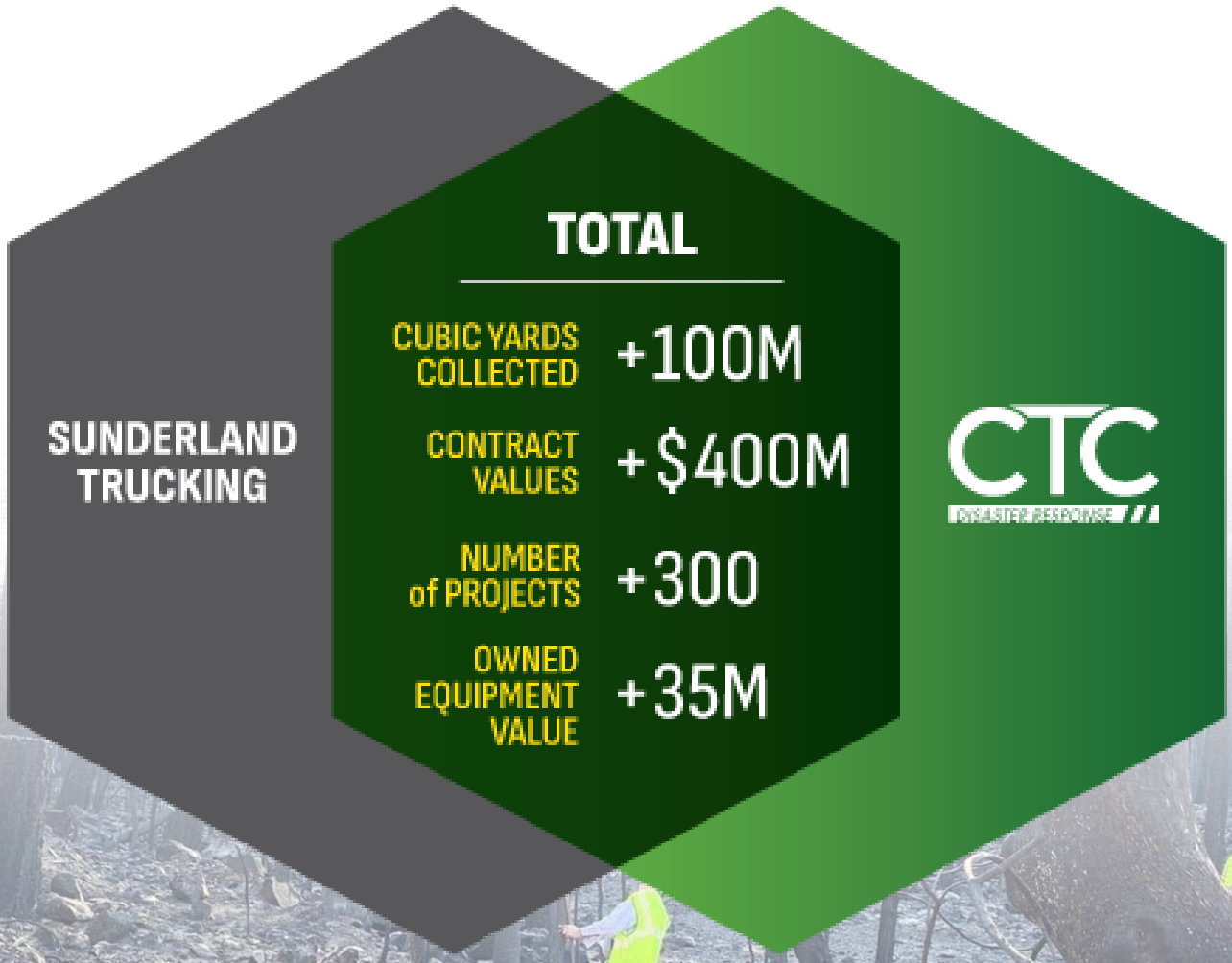


LETTER OF TRANSMITTAL

The City of Key West

CTC Disaster Response, Inc. (CTC) is pleased to submit this proposal in response to the RFP for RFP 26-008 Services for Disaster Response.

CTC is also pleased to announce a new chapter in our company's history. CTC Disaster Response, Inc. now shares the same ownership as Sunderland Trucking, LLC. This transition brings expanded operational capacity, deeper bench strength, and substantial self-performed resources to CTC's longstanding debris removal expertise. In addition to the trusted and experienced staff that CTC Disaster already has, the Sunderland acquisition brings additional strength by expanding the staff with industry experts who have decades of combined experience. Importantly, this change enhances our ability to deliver immediate, scalable, and accountable service while maintaining continuity in management, operational standards, and client commitment.

Sunderland Trucking has supported disaster debris removal operations nationwide for more than 24 years, serving as a trusted subcontractor that self-performs work using its own operators and vast collection of owned equipment. Over the past two years alone, Sunderland has removed more than 10.8 million cubic yards of disaster debris, including approximately 8.1 million cubic yards from rights-of-way in 2024 and an additional 2.27 million cubic yards from rights-of-way and 427,000 cubic yards from waterways in 2025. This self-performance model distinguishes our team from many competitors in the debris removal industry who rely heavily on leased assets or layered subcontracting. By owning and operating our equipment and staffing our projects with experienced Sunderland personnel, we maintain direct control over safety, productivity, scheduling, and quality of work in the field.

The authorized representative and point of contact for the County is Marc Watkins, Vice President of Operations. He can be reached at 251-753-1864 or Mwatkins@ctcdisaster.com

CTC, supported by Sunderland's resources, offers the City of Key West a contractor that combines prime-level contract management with proven, self-performed field execution. CTC is committed to delivering responsive service, protecting public and private infrastructure, and supporting the City of Key West's recovery efforts with professionalism and integrity.

This proposal is submitted in good faith and without collusion, and reflects our firm's genuine commitment to provide the services outlined herein in accordance with all applicable requirements. We appreciate your consideration of our proposal and look forward to the opportunity to serve the City of Key West.

Respectfully,

Olivia Marino

Olivia Marino
Program Compliance Manager

CTC DISASTER RESPONSE

4051 Veterans Memorial Blvd.
Suite 408, Metairie, LA 70006

MINIMUM QUALIFICATIONS COMPLIANCE

CTC Disaster Response, Inc. meets or exceeds all minimum qualifications identified in Section 2.2 of the solicitation. As demonstrated throughout the proposal, CTC has been in continuous operation since 2001 and has extensive experience providing disaster debris removal and emergency response services for municipalities, counties, state agencies, and other public entities throughout the United States. Information regarding the company's history, qualifications, and overall experience can be found throughout Tab 1 – Qualifications/Experience, including the sections titled "Firm Overview," "Past Performance," and "YOUR CTC Team – Key Personnel Resumes."

CTC also demonstrates extensive knowledge and experience related to FEMA Public Assistance eligibility, documentation, audit readiness, and reimbursement procedures. The proposal outlines CTC's approach to eligibility compliance, documentation controls, load ticket reconciliation, monitoring coordination, and audit support in sections such as "FEMA Experience and Knowledge of Reimbursement Process" in Tab 1 – Qualifications/Experience, as well as "Project Understanding," "FEMA Documentation, Ticketing, and QA/QC," and "Data Management, Tracking, and ADMS Integration" in Tab 2 – General Operations Plan.

The proposal further demonstrates CTC's experience performing work similar in scope and complexity for numerous jurisdictions throughout the country. Detailed examples of previous debris removal operations can be found in the "Past Performance" sections within Tab 1 – Qualifications/Experience and Tab 4 – Past Performance, including projects for Hernando County, FL; Lanier County, GA; McDuffie County, GA; Jefferson County, FL; Tyler County, TX; George County, MS; and many additional municipalities, counties, and public agencies impacted by federally declared disasters.

CTC's ability to support multiple jurisdictions and large-scale concurrent disaster operations is discussed extensively throughout Tab 2 – General Operations Plan, particularly within the sections titled "Resource Capacity" and "Experience with Simultaneous Activations." These sections describe CTC's experience managing overlapping debris removal operations across several states during major hurricane and storm events while maintaining dedicated staffing, equipment, and operational oversight for each jurisdiction.

The proposal also demonstrates CTC's ability to rapidly mobilize qualified personnel and equipment resources within required timeframes. Information regarding mobilization capability, staffing depth, equipment availability, and operational scalability can be found throughout Tab 2 – General Operations Plan, including the sections titled "Equipment Inventory and Availability," "Mobilization Timeline," "Staffing and Manpower Plan," "Emergency Mobilization and Operational Readiness," and "Sustained Operational Capability." These sections explain CTC's ability to begin mobilization within 24 hours and achieve full operational capacity within 48–72 hours while continuing to support other active disaster recovery operations.

Finally, the proposal demonstrates CTC's ability to perform the required services in a timely, organized, and compliant manner while supporting FEMA reimbursement objectives. This is addressed throughout Tab 2 – General Operations Plan, including the sections titled "General Work Plan," "Scopes of Work," "Temporary Debris Management Site (DMS) Operations," and "FEMA Documentation, Ticketing, and QA/QC," all of which outline CTC's operational procedures, debris management methodology, documentation controls, and project closeout processes designed to support efficient recovery and reimbursement eligibility.

CTC
DISASTER RESPONSE

TAB 1
QUALIFICATIONS/EXPERIENCE

TAB 1: QUALIFICATIONS/EXPERIENCE

Firm Overview

CTC Disaster Response, Inc. is experienced in all aspects of debris response, recovery, and management.

- Founded in 1999
- Incorporated in Kansas on May 21, 2001
- Principal Place of Business/Headquarters: 450 County Road 303, Fayette, Missouri 65248
- FEIN: 48-1245968
- DUNS: 141755772
- E-Verify: 588603
- SAM Unique Entity ID: FB3KDVEX57G4
- Cage Code: 30CP1
- Within the last 10 years CTC has not been involved in any litigation as a defendant pertaining to debris removal.
- CTC has had no license sanctions.
- CTC has not ever filed for bankruptcy.
- CTC is not currently, nor has ever been disbarred from debris removal operations.
- CTC has never defaulted on a contract, been terminated, or failed to complete any work awarded.

CTC Disaster Response, Inc. is a professional debris management contractor that has been in business since 2001 and provides year-round debris removal, hauling, reduction, and disposal services for local governments and public agencies. The company specializes in responding to natural disasters such as hurricanes, tornadoes, floods, and severe storms, and supports communities by restoring safe access to roads, neighborhoods, and public facilities following major events. CTC performs services such as right-of-way debris collection, vegetative and construction debris removal, hazardous tree removal, debris reduction, and management of temporary debris management sites. The company's approach focuses on rapid mobilization, organized collection operations, and clear communication with local officials to ensure debris is removed safely, efficiently, and in accordance with federal and state guidelines.

CTC has more than a decade of successful experience performing disaster debris management services and has consistently completed projects for municipalities, counties, and state agencies throughout the United States. The company has performed debris removal operations for numerous federally declared disasters, including hurricanes, tornadoes, floods, and severe weather events. Recent projects include debris removal operations for Hernando County, Florida following Hurricanes Debby, Milton, and Helene; Lanier County and McDuffie County, Georgia following Hurricane Helene; and multiple debris operations in Texas following Hurricane Beryl. These projects alone involved hundreds of thousands to over one million cubic yards of debris removal and contract values ranging from hundreds of thousands to more than $25 million.

CTC's operational approach emphasizes preparedness, safety, and accountability. The company maintains trained personnel, experienced field supervisors, and established procedures that allow it to quickly scale operations after a disaster. Debris collection routes are organized to maximize efficiency, equipment is deployed based on the type and volume of debris encountered, and materials are separated and transported to approved disposal or recycling facilities. Throughout operations, CTC works closely with local governments and monitoring teams to ensure all work is properly documented and eligible for reimbursement under applicable federal disaster programs.

Because disaster debris removal is CTC's primary line of business, the company maintains the personnel, experience, and operational systems necessary to support jurisdictions before, during, and after disaster events. CTC's long history of successful debris operations across multiple states demonstrates the company's ability to perform large-scale debris management services similar to those described in this solicitation, including projects performed under federally declared disaster events throughout the United States.

Trusted in crisis, proven in recovery — CTC delivers expertise when it matters most since 2001.

Planning and Training

CTC believes that strong preparedness begins with clear communication and shared understanding long before a storm makes landfall. Our planning and training approach is built around supporting the jurisdiction, strengthening its internal readiness, and ensuring that all parties feel confident about the roles, responsibilities, and decision-making processes that activate once debris operations begin.

We work alongside the jurisdiction to establish familiarity, reduce uncertainty, and create a collaborative environment where no one is meeting for the first time during a crisis. Through structured conversations, tabletop exercises, and pre-season coordination, we help outline what debris operations look like from the first push to final closeout. By doing so, we allow the jurisdiction to enter a disaster season with clarity, comfort, and a well-defined path forward.

Pre-Event Training We Provide

Foundational Preparedness Sessions Our foundational sessions give the jurisdiction a clear overview of how debris operations progress from activation through closeout. We introduce the key personnel involved, explain how communication flows during the project, and outline expectations for documentation, reporting, and daily coordination so that everyone understands the operational rhythm before work ever begins.

Tabletop Exercises with Jurisdiction Staff

Our tabletop exercises use simple, realistic scenarios to help jurisdiction staff walk through the early decision-making that follows a disaster. These conversations allow officials to practice identifying priorities, issuing directions, and coordinating with our team while also surfacing common questions and challenges that typically arise during debris operations.

Operational Walkthroughs

We provide straightforward operational walkthroughs that explain how debris is collected, transported, and processed from start to finish. These discussions outline what the jurisdiction can expect during each phase of the work, including the pace of operations and the daily interactions between our supervisors and local leadership.

Communication and Coordination Planning

Our communication planning ensures that both parties enter a disaster season with clearly defined channels and expectations. We confirm who receives updates, how frequently information is shared, and how operational changes are discussed, establishing a structure that supports timely and informed decision-making once debris operations begin.

Pre-Season Readiness Meetings

Before each hurricane season or high-risk period, we meet with the jurisdiction to review contact lists, staging considerations, meeting locations, and preferred reporting practices. These sessions offer an opportunity to refine internal processes, raise new considerations, and ensure both sides are fully aligned ahead of potential activation.

Partner Integration Support

We also assist the jurisdiction in coordinating internal staff, monitoring teams, and supporting partners so that everyone understands how their roles fit within the larger debris operation. This integration strengthens overall readiness and creates a unified approach once operations are underway.

Our Planning Philosophy

CTC treats planning and training as an ongoing relationship, not a one-time event. We believe the jurisdiction needs a clear picture of what to expect, who to call, and how the operation progresses day by day. Our goal is to strengthen confidence, reduce stress during activation, and ensure that when the time comes, debris operations move forward smoothly, predictably, and with full transparency.

FEMA Experience and Knowledge of Reimbursement Process

CTC understands that effective debris removal must be paired with complete, accurate, and FEMA-compliant documentation. Our team structures every phase of the project around the requirements of the Public Assistance Program, ensuring all work is eligible, traceable, verifiable, and prepared for federal review. We maintain a working knowledge of FEMA's eligibility rules, cost principles, documentation standards, and closeout expectations, and we apply them in real time during field operations. This approach helps the jurisdiction protect reimbursement and avoid common issues such as unsupported quantities, ineligible scope, or insufficient recordkeeping.

We coordinate daily with jurisdictional staff and monitoring firms to confirm that every load, labor hour, and equipment assignment can be defended throughout the reimbursement lifecycle—from simplified procedures to large-project reconciliation. CTC remains actively engaged after field operations conclude, providing complete documentation packages, responding to follow-up requests, and assisting with closeout to ensure the jurisdiction receives every eligible dollar.

Eligibility Safeguards

CTC validates eligibility before and during operations by confirming that all work is tied to the declared incident, performed within approved areas, and covered under the jurisdiction's legal responsibility. Our supervisors verify debris types, hazardous tree and stump criteria, loading practices, and right-of-way status to ensure compliance with FEMA definitions. We prevent duplicate loads, restrict work outside approved zones, and ensure no private-property activities occur without proper authorization. These safeguards protect the jurisdiction from eligibility challenges at closeout.

Cost-Reasonableness Procedures

We apply FEMA's cost-reasonableness principles to all labor, equipment, and subcontractor costs. Our project managers monitor production rates, equipment usage, haul distances, and debris types to confirm that costs align with industry norms and FEMA expectations. We use competitively procured resources, maintain clear rate documentation, and ensure that contract structures comply with FEMA's requirements. This proactive oversight helps avoid disallowances related to pricing or contract type.

CTC DISASTER RESPONSE

Documentation Controls

CTC maintains strict controls over all reimbursement-critical documentation. This includes certified truck capacities, load tickets, GPS data, photographs, stump and tree measurements, daily activity logs, subcontractor assignments, and DMS records. All documentation is verified at the field level before submission, ensuring accuracy and consistency. We organize data in a format that aligns with FEMA's preferred structure, minimizing administrative burden for the jurisdiction.

Audit-Readiness Measures

To support a clean and efficient audit process, CTC preserves complete, well-organized records for the life of the project. Our documentation is cross-referenced, time-stamped, and aligned with FEMA's eligibility components—applicant, facility, work, and cost. We work with the jurisdiction to resolve questions in real time, lowering the risk of late-stage disputes or deobligations. When federal or state reviewers request additional information,
CTC provides rapid and complete responses, helping ensure full reimbursement and timely project closeout.

Past Performance

STATE	CLIENT	CONTRACT	DISASTER	CY/ TONS	DATE	CONTRACT AMOUNT	CONTACT
MO	City of Poplar Bluff	Debris Removal	Tornado	127,785	4/8/25	$1,202,452	Lori Phelps 501 Vine Street Poplar Bluff, MO 63901 (573) 686-8620 lphelps@pbcity.org
GA	Lanier County	Disaster Debris Removal	Hurricane Helene	1,695,663	10/3/24	$25,476,562	Neil Ginty 56 W. Main St. Lakeland, GA 31635 (229) 482-2088 lanierboc@laniercountyboc.com
GA	McDuffie County	Disaster Debris Removal	Hurricane Helene	866,264	10/10/24	$16,171,922	John Waller 210 Railroad St. Thomson, GA 30824 (706) 699-6262 John.Waller@thomson-mcduffie.gov
FL	Hernando County	Disaster Debris Removal	Hurricanes Debby, Milton, Helene	570,478	2024	$15,442,274	Stephen Stack 1525 E. Jefferson St. Brooksville, FL 34601 (352) 667-1389 sstack@co.hernandofl.us
FL	Jefferson County-FLDOT	Debris Removal	Hurricane Debby	39,544	2024	$1,365,295	Shannon Metty 445 W. Palmer Mill Road Monticello, FL 32344 (850) 342-0223 smetty@jeffersoncountyfl.gov
FL	Jefferson County	Debris Removal	Hurricane Helene	480,345	2024	$5,688,998	Shannon Metty 445 W. Palmer Mill Road Monticello, FL 32344 (850) 342-0223 smetty@jeffersoncountyfl.gov
FL	Wakulla County	Debris Removal	Hurricane Helene	17,477	10/7/24	$184,903	Michelle Metcalf 3093 Crawfordville Highway Crawfordville, FL 32327 (850) 879-1392 mmetcalf@mywakulla.com
FL	City of Plant City	Disaster Debris Removal	Hurricanes Helene & Milton		10/3/24	$547,805	Jill Sessions 302 W. Reynolds St. Plant City, FL 33563 (813) 757-9208
NC	Town of Kure Beach	Debris Removal	PTC #8		9/16/24	$51,074	Town of Kure Beach 117 Settlers Way Kure Beach, NC 28449

NC	Town of Carolina Beach	Debris Removal	PTC #8	9/16/24	$51,507	Brian Stanberry 1121 N. Lake Blvd. Carolina Beach, NC 28428 (910) 443-1837 Brian.stanberry@carolinabeach.org
LA	City of Central	Disaster Debris Removal	Hurricane Francine	9/16/24	$57,541	Wayne Messina 13421 Hooper Rd., Ste 8 Central, LA 70818 (225) 505-7137
KS	City of Topeka	Disaster Debris Removal	Straight Line Winds	9/2/24	$461,492	Braxton Copely 620 SE Madison Topeka, KS 66607 (785) 368-3111 bcopley@topeka.org
NE	City of Omaha	Debris Removal/ Tree Trimming	Straight Line Winds	9/2/24	$1,220,880	Matt Kalcevich 5225 Dayton St. Omaha, NE 68117 (402) 444-5901 Matthew.kalcevich@cityofomaha.org
NE	City of Lincoln	Debris Removal/ Tree Trimming	Straight Line Winds	9/2/24	$729,546	Chris Myers 3131 O. St. Ste. 300 Lincoln, NE 68510 (402) 441-6051 cmyers@lincoln.ne.gov
NE	United States Forest Service	Tree Trimming		9/12/24	$21,700	Curtis Landreth 40637 River Loop Halsey, NE 69142 (308) 360-1211 Curtis.r.landreth@usda.gov
TX	Tyler County	Debris Removal	Hurricane Beryl	8/5/24	$279,787	John Settlocker 507 North Pine Street Woodville, TX 75979 (409) 338-4826
TX	City of Taylor Lake Village	Debris Removal	Hurricane Beryl	7/22/24	$809,227	Stacey Fields 500 Kirby Blvd. Taylor Lake Village, TX 77586 (281) 685-3998 City_secretary@tlv-tx.us
TX	Village of Jones Creek	Disaster Debris Removal	Hurricane Beryl	7/29/24	$1,521,892	Khristen New 7207 Stephen F. Austin Jones Creek, TX 77541 (979) 236-3747 knew@hmicac.org

AR	City of Briarcliff	Debris Removal	Tornado		7/4/24	$1,258,943	City of Briarcliff 945 Scenic Dr. Briarcliff, AR 72653 (870) 491-5762
AR	City of Garfield	Debris Removal	Tornado		6/23/24	$42,715	Gary Blackburn 14655 Wimpy Jones Rd. Garfield, AR 72732 (479) 330-0009
AR	City of Avoca	Debris Removal	Tornado		6/23/24	$75,310	Robert Whitehorn 222 Old Wire Rd. Avoca, AR 72711 (479) 366-4200
AR	City of Little Flock	Debris Removal	Tornado		6/16/24	$1,285,664	Jeff Van Sickler 1500 Little Flock Dr. Little Flock, AR 72756 (479) 636-2081 mayor@cityoflittleflock.com
MS	Lee County	Debris Removal	Tornado	143,987	9/12/23	$1,871,813	Lee Bowdry P.O. Box 1785 Tupelo, MS 38802 (662) 432-2950, lbowdry@co.lee.ms.us
MT	State of Montana	Debris Removal	Flood		9/4/23	$5,977,958	Jake Ganieany 1956 Mt.Majo Street Fort Harrison, MT 59636 (406) 417-9234 Jake.ganieany@mt.gov
OK	City of Tulsa	Hazardous Tree Trimming/ Removal	Straight Line Winds	NA	8/30/23	$3,612,164	Brett Wallgren 175 East 2nd Street Tulsa, OK 74103 (918) 284-9017 bwallgren@cityoftulsa.org
OK	City of Muskogee	Debris Removal	Straight Line Winds		9/17/23	$200,166.66	Mike Stewart 229 W. Okmulgee Ave. Muskogee, OK 74402 (918) 682-6602 mstewart@muskogeeonline.org
KS	City of Topeka	Disaster Debris Removal	Straight Line Winds		7/21/23	$177,146	Braxton Copely 620 SE Madison Topeka, KS 66607 (785) 368-3111 bcopley@topeka.org

GA	Jasper County	Debris Removal Tree Removal and Trimming	Tornado	126,593	7/9/23	1,054,409	Mike Benton 126 West Greene Street Monticello, GA 31064 (706) 468-4900 x310 mbenton@jaspercountyga.org
TX	City of Hutto	Debris Removal And Disposal, Tree Removal & Trimming	Ice Storm	13,592	5/11/23	163,790	Richard Rodriguez 500 W. Live oak Street Hutto, TX 78634 (512) 621-9936 richardrodriguez@huttotx.gov
IN	Board of Park Commissioners of City of Fort Wayne	152 Trees and Stump Removal	City Three Quadrant Tree and Stump Removal	NA	4/25/2023	161,922	Derek Veit 1900 N Clinton St. Fort Wayne, IN 46805 (260) 427-6400 Derek.veit@cityoffortwayne.org
TX	City of Taylor	Debris Removal	Ice Storm	765,717	3/25/2023	4,794,881	Jim Gray 1424 N Main St. Taylor, TX 76574 (512) 352-5818 Jim.gray@taylortx.gov
FL	Seminole County Public Schools	Vegetative Debris Removal and Disposal	Hurricane Ian		9/20/2022	$2,944,410	Chris Breeze 400 E Lake Mary Blvd. Sanford, FL 32773 (407) 320-7453 breexecz@scps.k12.fl.us
FL	FLDOT	Initial Road Push	Hurricane Ian and Nicole DR-4673 / D-4630		9/2/2022 11/20/2022	$341,715	Steven Kelly 801 N Broadway Ave. Bartow, FL 33803 (863)519-2762 stevenkelly@dot.st.fl.us
TN	Humphreys County	Flood Related Debris Removal	Flood	3,334 Tons	05/11/22	$296,753	Jessie Wallace 102 Thompson St. Waverly, TN 37185 (931) 296-7795 jwallace@humphreystn.com
TN	City of Waverly	Storm Debris Removal	Flood	17,000 Tons	05/05/22	$1,351,500	Corey Burket 210 Pearson Ave. Waverly, TN 66871 (931) 296-2101 csburket@yahoo.com

LA	New Orleans Park IMP. ASSN.	Debris Removal	Hurricane Ida DR-4611		09/19/21	$775,774	Keith Hemel 1 Palm Dr. New Orleans, LA 70124 (504) 483-9492 khemel@nocp.org
MS	Warren County	Debris Removal and Disposal	Sever Winter Storm	19,777 CY	04/12/21	$317,047	John Elfer 913 Jackson St. Vicksburg, MS 39183 (601) 636-1544 johne@co.warren.ms.us
MS	George County	Debris Removal	Hurricane Zeta		1/14/21	$6,276,265	Cammie Byrd 355 Cox Street Lucedale, MS 39452 (601) 947-4801
MS	City of Waveland	Emergency Debris Disposal	Hurricane Zeta DR-4576	216,689 CY	03/20/21	$1,864,747	Mickey Lagasse 301 Coleman Ave. Waveland, MS 39576 (228) 467-4134 mickey.lagasse1990@outlook.com
OK	City of Oklahoma City - Public Works	Emergency Street Access Tree & Debris Removal	Severe Winter Storm DR-4575	13,799 Tons	02/14/21	$1,220,524	Derek Johnson 1621 S Portland Ave. Oklahoma City, OK 73108 (405)297-1517 derek.johnson@okc.gov
OK	City of Oklahoma City - Utilities	Debris Removal	Severe Winter Storm DR-4575	56,827 Tons	02/13/21	$5,026,386	Don Maisch 420 W Main St. Ste. 5 Oklahoma City, OK 73102 (405)297-3140 don.maisch@okc.gov

OK	City of the Village	Debris Removal	Severe Winter Storm DR-4575	33,227 CY	12/15/20	$262,511	Bruce Stone 2304 Manchester Dr. The Village, OK 73120 (405)529-0000, bruce_stone@thevillageok.org
CO	City of Boulder	Post Disaster Debris Collection	September Snowstorm Non declared	52,331 CY	11/25/20	$752,659	Jeff Haley 1777 Broadway Boulder, CO 80302 (303) 413-7233 haleyj@bouldercolorado.gov
LA	New Orleans Park IMP. ASSN.	Debris Removal	Tropical Storm Zeta EM-3549		11/09/20	$208,768	Keith Hemel 1 Palm Dr. New Orleans, LA 70124 (504) 483-9492 khemel@nocp.org
FL	University of West Florida	Disaster Debris Removal	Hurricane Sally DR-4564	8,245 CY	10/26/20	$555,335	Phillip Etheridge 11000 University Pkwy. Pensacola, FL 32514 (850) 390-3935 petheridge@uwf.edu
IA	City of Bertram	Vegetative Debris Removal & Disposal	Derecho DR-4557	20,399 CY	10/20/20	$222,274	Dave Hunt (563) 920-2870 Dhunt2003@gamil.com
IA	City of Madrid	Debris Removal & Disposal	Derecho DR-4557	1,785 CY	10/17/20	$36,063	Tom Brown 304 S Water St. Madrid, IA 50156 (515) 795-3930, mayor@madridiowa.org
IA	Tama County Conservation Board	Debris Removal, Reduction & Disposal	Derecho DR-4557	2,565 CY	10/10/20	$109,804	Stephen Mayne 2283 Park Rd. Toledo, IA 52342 (641) 484-2231 tccb@tamacounty.org

IA	City of Toledo	Debris Removal, Reduction & Disposal	Derecho DR-4557	45,312 CY	10/04/20	$468,016	Brian Sokol 1007 S Prospect Dr. Toledo, IA 52342 (641) 484-2160 mayor@toledoiowa.gov
IA	City of Gladbrook	Debris Removal, Reduction & Disposal	Derecho DR-4557	15,521 CY	10/03/20	$185,571	319 2nd St. Gladbrook, IA 50635 (641) 473-2582
IA	City of Tama	Debris Removal, Reduction & Disposal	Derecho DR-4557	169,609 CY	09/29/20	$1,447,556	Alyssa Hoskey 305 Siegel St. Tama, IA 52339 (641) 484-3822
TX	Willacy County	Debris Removal	Hurricane Hanna EM-3530	2,006 CY	09/15/20	$13,641	Frank Tomes (956) 689-5456 willems@prontonet.net
TX	City of Raymondville	Debris Removal	Hurricane Hanna EM-3530	42,327 CY	09/15/20	$262,831	Gilbert Gonzales 142 S 7th St. Raymondville, TX 78580 (956) 689-2443 ext 1408 mayor@raymondvilletx.us
MS	City of Corinth	Storm Debris Removal & Disposal		181,461 CY	06/19/20	$1,955,762	Clayton Mills (662) 415-0855 cm_@bellsouth.net
MS	Lee County	Debris Removal	Tropical Storm Olga	138,770 CY	06/01/20	$2,850,608	Lee Bowdry P.O. Box 1785 Tupelo, MS 38802 (662) 432-2950, lbowdry@co.lee.ms.us

NC	Pamlico County	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	98,278 CY	02/25/19	$847,214	Tim Buck 302 Main St. Bayboro, NC 28515 (252) 745-3133 tim.buck@pamlicocounty.org
NC	Town of Hope Mills	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	8,479 CY	02/05/19	$65,288	Don Sisko 5770 Rockfish Rd. Hope Mills, NC 28348 (910) 429-3384 dsisko@townofhopemills.com
NC	Town of Belville	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	47,735 CY	12/11/18	$345,365	Athina Williams 63 River Rd. Belville, NC 28451 (910) 371-2456 townadministrator@townofbelville.com
FL	Broward County Schools	Debris Removal & Disposal			11/30/18	$1,491,665	Mary C Coker 600 SE Third Ave. Ft. Lauderdale, FL 33301 (754) 321-0505 mary.coker@browardschools.com
NC	Town of Cape Carteret	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	87,698 CY	11/19/18	$566,344	Zach Steffey 102 Dolphin St. Cape Carteret, NC 28584 (252) 393-8483 zsteffey@capecarteret.org
NC	Town of Carolina Beach	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	60,598 CY	11/15/18	$339,387	Brian Stanberry 1121 N Lake Park Blvd. Carolina Beach, NC 28428 (910) 458-8291 brian.stanberry@carolinabeach.org
NC	Wayne County	Debris Removal	Hurricane Florence DR-4393	49 CY	11/13/18	$3,624	Noelle Woods 224 E Walnut St. Goldsboro, NC 27530 (919) 705-1714 noelle.woods@waynegov.com

NC	Town of Beaufort	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	48,470 CY	11/05/18	$372,332	Mark Eakes 701 Front St. Beaufort, NC 28516 (252) 904-6477 m.eakes@beaufortnc.org
NC	Town of Cedar Point	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	46,007 CY	11/01/18	$287,926	Jayne Calhoun 427 Sherwood Ave. Cedar Point, NC 28584 (252) 393-7898 jcalhoun@cedarpointnc.org
NC	Town of Wrightsville Beach	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	9,895 CY	10/26/18	$121,579	Tim Owens 321 Causeway Dr. Wrightsville Beach, NC 28480 (910) 239-1700 towens@towb.org
TN	City of Memphis	Emergency Storm Debris Removal			06/30/18	$136,632	Barry Levine (901) 237-2805
FL	South Broward Drainage District	Debris Removal & Disposal	Hurricane Irma DR-4337	1,110 CY	03/15/18	$193,442	Kevin Hart 6591 SW 160 Ave. Southwest Ranches, FL 33331 (954) 680-3337 x208 kevin@sbdd.org
FL	Town of Bay Harbor Islands	Debris Removal & Disposal	Hurricane Irma DR-4337	7,769 CY	10/19/17	$167,467	Jordan Leonard 9665 Bay Harbor Islands Bay Harbor Islands, FL 33154 (305) 206-8497 jwlmiami@yahoo.com
FL	City of West Park	Debris Removal & Disposal	Hurricane Irma DR-4337	3,207 CY	09/16/17	$30,000	Dan Millien 1965 S State Rd. 7 West Park, FL 33023 (954) 964-0824 dmillien@cityofwestpark.org

NC	Wayne County	Debris Removal & Disposal	Hurricane Matthew DR-4285		11/14/16	$28,072	Noelle Woods 224 E Walnut St. Goldsboro, NC 27530 (919) 705-1714 noelle.woods@waynegov.com
KS	Shawnee County	Line Clearance, Tree Trimming, Stump Removal & Emergency Services			09/22/16	$225,439	Tom Hammer 200 SE 7th St. Topeka, KS 66603 (785) 251-2663
NC	City of Goldsboro	Vegetative Debris Removal	Hurricane Matthew DR-4285		08/04/16	$112,576	Tracy Barber (919) 580-4393
CO	City of Boulder	Emergency Tree & Debris Removal			05/31/16	$420,710	1777 Broadway Boulder, CO 80302 (303) 441-3230 purchasing@bouldercolorado.gov
IL	City of Quincy	Storm Damaged Tree Removal & Trimming			10/01/15	$275,400	Jon Vrandenburg 730 Maine St. Quincy, IL 62301 (217) 257-9380
TN	City of Cookeville	Grinding & Disposal of Vegetative Debris	Winter Storm Pandora DR-4211	45,000 CY	7/2015	$132,500	Greg Brown 1115 E. Spring St. Cookeville, TN 38501 (931) 520-5247
TN	White County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pandora DR-4211	135,000CY	5/2015	$1,500,000	Clay Parker 268 Medic Dr. Sparta, TN 38583 (931) 837-2110

TN	Fentress County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pandora DR-4211	85,000 CY	4/2015	$2,300,000	Michael J. Cross P.O. Box 1128 Jamestown, TN 38556 (931) 879-7713
GA	Jenkins County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pax DR-4165	54,000 CY	7/2014	$825,000	Grady Lane P.O. Box 797 Millen, GA 30442 (478) 982-2563
SC	DOT	Lean & Hanger Load & Haul Vegetative Debris Reduction by Grinding	Winter Storm Pax DR-4166	107,859 CY	2/2014	$1,050,000	Henry Scharber Carolina Contracting Solutions 1318 SC-61 Ridgeville, SC 29472 (843) 821-4496
SC	Dorchester County	Lean & Hanger Load & Haul Vegetative Debris	Winter Storm Pax DR-4166	7,200 Trees	2/2014	$275,000	Crowder Gulf 5436 Business Parkway Theodore, AL 36582 (800) 992-6207
SC	Barnwell County	Initial Push Road Clearance	Winter Storm Pax DR-4166	N/A	2/2014	$18,000	Curtis Hogg Public Works 48 Ammie Ave. Barnwell, SC 29812 (803) 541-1110
SC	Aiken County	Initial Push Road Clearance	Winter Storm Pax DR-4166	N/A	2/2014	$8,000	
OK	City of Moore	Load & Haul Vegetative & C&D Debris White Goods Segregation	Tornado DR-4117	14,059 Tons	5/2013		Steve Shaun Silverstar Construction 2401 S. Broadway St. Moore, OK 73160 (405) 793-1725

Reference Letters

BAY HARBOR ISLANDS

November 28, 2017

RE: Recommendation Letter for Custom Tree Care, Inc.

Town Council

Jordan W. Leonard
Mayor

Stephanie Bruder
Vice Mayor

Joshua D. Fuller
Council Member

Kelly Reid
Council Member

Isaac Salver
Council Member

Elizabeth Tricoche
Council Member

Robert Yolfe
Council Member

Town Officials

Ronald J. Wasson
Town Manager

Marlene M. Siegel
Town Clerk

Craig B. Sherman
Town Attorney

To whom it may concern:

It is with great pleasure that I write this letter of recommendation for Custom Tree Care, Inc. (CTC).

The Town contracted with CTC for Disaster Debris Management Services in June of this year at the beginning of Hurricane Season. Three months later, Hurricane Irma came through South Florida and the Town quickly called upon CTC for help. CTC arrived on site prior to the hurricane and remained on site until the cleanup was complete. Their crews began cutting up and cleaning up debris immediately following the storm and did not stop until the cleanup efforts were completed in less than 3 weeks. The debris was then grinded down and hauled off to the landfill, with the final load being hauled on October 17, 2017. Needless to say, CTC was remarkably responsive and thorough in completing post hurricane cleanup operations.

In addition to their incredible cleanup efforts, CTC and their staff are extremely knowledgeable with the FEMA guidelines and required documentation. They provided the Town will all of the documents required for federal assistance in a neat and orderly manner. During their first field visit, the FEMA representative received all of the information required and our request for reimbursement is currently being processed.

Greg and his crew at CTC are extremely professional, competent, courteous and are truly a pleasure to work with. Hiring CTC is, without question, the best decision that I have ever made.

If you need any additional information, please do not hesitate to contact me at 305-866-6241 or at jcjimenez@bayharborislands-fl.gov.

Sincerely,

J.C. Jimenez
Assistant Town Manager

MAYOR JOSEPH J. GARDNER GOVERNMENT CENTER

9665 Bay Harbor Terrace • Bay Harbor Islands, FL 33154 • Tel: (305) 866-6241 • Fax: (305) 866-4863 • www.bayharborislands-fl.gov

Reference Letters

SOUTH BROWARD DRAINAGE DISTRICT

March 19, 2018

To Whom It May Concern

RE: LETTER OF REFERENCE FOR CUSTOM TREE CARE, INC.

To Whom It May Concern:

Please be advised that Custom Tree Care, Inc. provided contract services to South Broward Drainage District (SBDD) for Hurricane Irma debris removal and disposal.

Custom Tree Care, Inc. assisted SBDD in the removal of Hurricane Irma debris (trees and vegetation) from within water bodies at approximately 100 locations throughout SBDD's jurisdictional boundaries. In addition, Custom Tree Care, Inc. loaded and hauled 1,110 Cubic Yards (CY) of stockpiled debris from SBDD's Disaster Debris Management Site (DDMS) to the Broward County landfill approximately 30 miles away.

Custom Tree Care, Inc. performed all of its work in accordance with the terms and conditions of the contract with SBDD.

I f you have any questions or require any additional information regarding this letter of reference, please call.

Sincerely,

SOUTH BROWARD DRAINAGE DISTRICT

Kevin M. Hart, P.E., CFM
District Director

6591 Southwest 160 Avenue • Southwest Ranches, Florida 33331 • Telephone: 954-680-3337 • Fax: 954-680-3339

Reference Letters

City of West Park
1965 South State Road 7
West Park, FL 33023
Phone: 954-989-2688
Fax: 954-989-2684

www.cityofwestpark.org

Eric H. Jones, Jr.
Mayor

Brian C. Johnson
Vice-Mayor

Felicia M. Brunson
Commissioner

Thomas W. Dorsett
Commissioner

Kristine Judcikis
Commissioner

W. Ajibola Balogun
Administrator

Alexandra Grant
Clerk

March 27, 2018

Subject: Custom Tree Care, Letter of Reference

To whom it may concern:

The subject vendor is currently one (1) of our contracted emergency debris collectors/haulers and played an instrumental part with our recovery during the Hurricane Irma event, here in Broward County, during fall of 2017. Their staff is responsive to our needs and professional while performing contracted duties. We hold no reservation as to recommending C.T.C. to fellow colleagues and plan to utilize their expertise in the near future.

If you have any question and/or concerns please contact me at 954-964-0284.

Sincerely,

Daniel Millien
Public Works Operations Manager

YOUR CTC Team

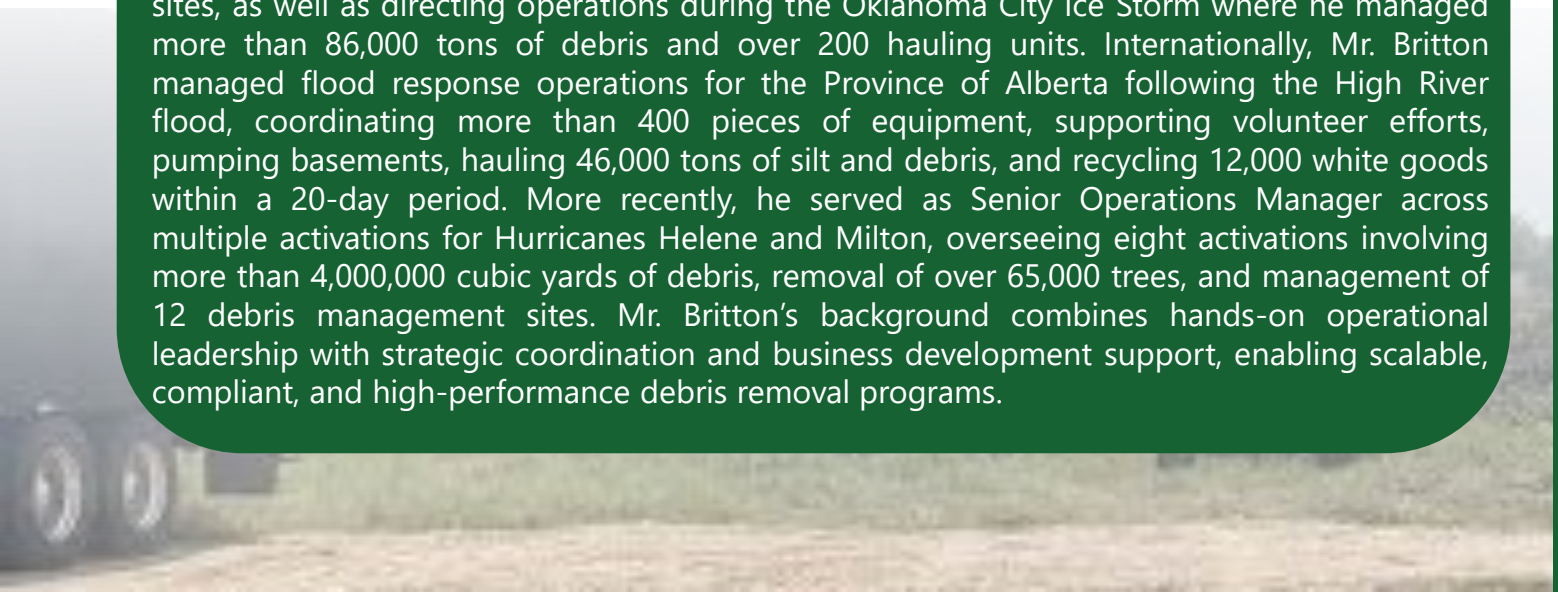
Key Personnel Resumes

Joe Sunderland, *CEO*

Joseph "Joe" Sunderland serves as Chief Executive Officer, bringing more than 24 years of hands-on experience rooted in the timber, logging, and heavy equipment industries that evolved into a nationally scalable disaster response and debris removal operation. Beginning his career working alongside his father in logging and sawmill operations, Mr. Sunderland developed a deep operational understanding of equipment, workforce management, and production from the ground up. In 2005, following the downturn of the timber industry and in response to Hurricane Katrina, he recognized the urgent need for reliable, rapidly deployable debris removal resources and mobilized his first crews and equipment to support recovery efforts along the Gulf Coast. What began as a two-truck operation grew through continuous improvement and field-driven innovation into a fleet of more than 60 purpose-built debris removal trucks supported by a diverse equipment lineup. In 2013, Mr. Sunderland identified a market gap in disaster-specific equipment and led the design and manufacturing of debris removal trucks and trailers, resulting in the formation of ST Sales and a dedicated production facility. Today, Mr. Sunderland leads the organization with a focus on accountability, operational readiness, and self-performance, guiding teams that deliver scalable, compliant, and dependable debris removal and emergency response services to communities nationwide.

Jeremy Britton, *Chief Operations Officer*

With more than 20 years of experience in large-scale debris management and disaster recovery operations, Mr. Britton has supervised field crews on more than 200 government contracts and has held senior operational leadership roles on complex, multi-jurisdictional responses. His experience includes overseeing 14 simultaneous projects during Hurricane Florence, managing approximately 600,000 cubic yards of debris and five debris management sites, as well as directing operations during the Oklahoma City Ice Storm where he managed more than 86,000 tons of debris and over 200 hauling units. Internationally, Mr. Britton managed flood response operations for the Province of Alberta following the High River flood, coordinating more than 400 pieces of equipment, supporting volunteer efforts, pumping basements, hauling 46,000 tons of silt and debris, and recycling 12,000 white goods within a 20-day period. More recently, he served as Senior Operations Manager across multiple activations for Hurricanes Helene and Milton, overseeing eight activations involving more than 4,000,000 cubic yards of debris, removal of over 65,000 trees, and management of 12 debris management sites. Mr. Britton's background combines hands-on operational leadership with strategic coordination and business development support, enabling scalable, compliant, and high-performance debris removal programs.



Marc Watkins, *VP of Operations*

Mr. Watkins provides executive oversight of daily field operations, workforce performance, budgeting, inventory control, and strategic partnerships with subcontractors and vendors, while ensuring full compliance with all regulatory and FEMA requirements. With over 30 years of experience, his career includes senior leadership roles on complex emergency response programs involving hurricanes, tornadoes, ice storms, environmental disasters, and infrastructure protection initiatives. Mr. Watkins has extensive experience guiding operations from initial damage assessment through debris management, monitoring coordination, site operations, and long-term recovery, with a proven ability to align operational execution, compliance oversight, and fiscal accountability to support efficient, safe, and auditable debris removal programs.

Dan Strode, *Operations Manager*

Mr. Strode brings more than twenty years of experience leading large-scale disaster response, debris removal, and recovery operations at the national and international levels. Mr. Strode has directed complex emergency programs valued at up to $250 million and managed workforces exceeding 4,000 personnel, overseeing debris removal, hazardous tree operations, demolition, waterway debris, and right-of-way clearance following hurricanes, wildfires, tornadoes, earthquakes, and other catastrophic events. His experience includes senior operational leadership and business development roles on federally funded, state, municipal, military, and international recovery projects, with responsibilities spanning operational planning, client coordination, compliance oversight, and strategic program execution. Mr. Strode's background combines hands-on field leadership with high-level program development, enabling him to support rapid mobilization, scalable operations, and long-term recovery planning while building and maintaining strong relationships with public-sector partners and stakeholders.

Ted Dillion, *Project Manager*

Since 2017, Mr. Dillion has managed complex storm recovery projects for municipalities and governing agencies, overseeing daily field operations, coordinating hauling units, and directing multi-disciplinary teams to ensure safe, efficient, and compliant debris removal. He acts as the primary point of contact with local officials and compliance personnel, adapting operational strategies to evolving site conditions while maintaining rigorous safety, reporting accuracy, and performance standards. Mr. Dillion is recognized for his strong leadership, communication skills, and ability to stabilize and execute operations under high-pressure emergency response conditions. In addition to his project management role, he brings valuable operational insight as the owner of a trucking company, with hands-on experience in equipment oversight, logistics, scheduling, and compliance, strengthening his ability to deliver coordinated and cost-effective debris management solutions.

Alex Martin, *Project Manager*

With more than two decades of disaster recovery experience, Mr. Martin has managed debris operations following hurricanes, tornadoes, floods, ice storms, droughts, and environmental emergencies, including major events such as Hurricanes Katrina, Ike, Gustav, Harvey, Irma, Maria, Michael, Ida, Ian, Idalia, Helene, and Beryl. His responsibilities include coordinating field operations, managing personnel and equipment, securing permits, ensuring compliance with FEMA eligibility requirements and environmental regulations, and maintaining close coordination with municipal, state, and federal officials to support full reimbursement and program compliance. Mr. Martin brings a strong operational background as a heavy equipment operator and field manager, paired with proven leadership in planning, scheduling, contractor coordination, and performance monitoring, making him a critical asset in delivering efficient, compliant, and community-focused debris removal programs.

Johnny Osborne, *Project Manager*

Mr. Osborne brings over 15 years of experience in the debris management and disaster recovery industry. He provides day-to-day oversight of debris removal operations, coordinating field activities, personnel, and resources to support safe, efficient, and compliant project execution. His background includes working closely with operational teams and public-sector partners to support debris collection, site operations, and reporting requirements throughout all phases of emergency response. Mr. Osborne holds a degree in Business Administration from the University of South Alabama and has completed South Carolina Law Enforcement Division SLED Levels 1, 2, and 3 training, providing a strong foundation in safety, operational discipline, and interagency coordination. His experience supports consistent performance, regulatory compliance, and effective delivery of debris management programs in dynamic emergency environments.

Stephen Moffit, *Sales*

Mr. Moffit serves in a sales and business development role, bringing extensive experience in sales, marketing, and strategic growth within complex, relationship-driven environments. He has a proven track record of building and maintaining strong client partnerships, leading negotiations, and supporting licensing and strategic agreements that drive positive business outcomes. His background includes collaborating with major organizations across multiple sectors, developing tailored engagement strategies, and leveraging strategic communications to effectively connect with diverse public- and private-sector audiences. Mr. Moffit is recognized for his ability to cultivate high-performing teams, facilitate clear and effective communication, and align business development efforts with organizational objectives, supporting sustainable growth and long-term partnerships in the emergency management and debris removal industry.

Florida Operational Footprint

CTC Disaster Response, Inc., supported by the resources of Sunderland Trucking, maintains an active operational presence throughout Florida, including multiple jurisdictions in close proximity to the City of Key West. Our teams have mobilized across South Florida to support debris clearance, right-of-way operations, and post-storm recovery efforts following hurricane and severe weather events.

This regional experience provides CTC with a strong understanding of Florida-specific emergency response logistics, FEMA documentation requirements, environmental regulations, and local coordination practices. As a result, CTC is well positioned to deploy resources efficiently, integrate with City operations, and deliver compliant, dependable debris management services when activated.

Proven Experience Supporting Florida Communities

Broward County Florida

Dania Beach — Sea it. Live it. Love it.

Established 1915 Broward County Public Schools

Florida Department of Environmental Protection

Doral Florida

Miami-Dade County Public Schools

Bay Harbor Islands

The City of West Park — Established 2005

The School District Palm Beach County

City of Lake Worth Florida

Local Roots, National Reach

CTC Disaster Response, Inc., supported by the resources of Sunderland Trucking, combines the responsiveness of a regional partner with the operational strength of a nationally supported debris response organization. With active experience across South Florida and surrounding jurisdictions, our team understands the local infrastructure, regulatory environment, and emergency management priorities that shape disaster recovery operations in communities such as the City of Key West.

This regional familiarity enables CTC to mobilize quickly, coordinate effectively with City leadership and monitoring personnel, and deliver debris management solutions that align with local recovery objectives. At the same time, the support of Sunderland Trucking's nationwide fleet, personnel network, and logistics capabilities provides the scalability required to manage debris operations resulting from events of any size or complexity.

By combining local operational insight with national resource depth, CTC delivers reliable, compliant, and efficient disaster debris management services designed to support rapid community stabilization and long-term recovery.

Self Performance and Use of Local Resources

CTC maintains the full capability, workforce, and equipment necessary to self-perform core debris removal, hauling, and debris management site operations. Our fleet, supervisory staff, and field personnel are always prepared to mobilize as a complete, stand-alone operational force capable of meeting the jurisdiction's needs without reliance on external subcontractors. This self-performance capacity ensures continuity, quality control, and rapid activation immediately following a disaster.

At the same time, we recognize the importance of supporting the communities we serve by incorporating local resources into every mission when feasible. While our company is equipped to execute the entire scope independently, upon request by the jurisdiction we actively seek opportunities to engage local subcontractors, labor pools, material suppliers, and service providers. This dual approach allows us to maintain operational reliability while promoting economic recovery within the impacted region.

Before an event, CTC maintains a registry of qualified local equipment owners, small businesses, and service providers that can be activated quickly once debris operations begin. When appropriate, we integrate these local partners into hauling routes, site support tasks, specialized services, and supplemental field labor positions. This not only accelerates operational scaling but also keeps recovery dollars circulating within the community at a time when economic reinforcement is most needed.

Local hiring is another core commitment. When the scope allows, we recruit residents for temporary debris-management roles, providing rapid onboarding and training to ensure safe and effective participation. This approach increases community ownership of the recovery process and supports families affected by the disaster.

By combining the strength of our self-performance capabilities with a deliberate effort to utilize local resources, CTC delivers a balanced, dependable, and community-focused recovery operation. Our model ensures that jurisdictions receive the consistency and reliability of an experienced prime contractor while benefiting from the economic and operational advantages of local engagement.

TAB 2
GENERAL OPERATIONS PLAN

TAB 2: GENERAL OPERATIONS PLAN

Having accumulated extensive expertise in responding to disaster debris-generating incidents nationwide, CTC Disaster Response has strategically crafted a comprehensive approach that includes both pre-event planning and post-event operations. This strategy is built upon the principle that critical thinking is most proficient on "blue sky days," when ample time allows us to thoroughly assess alternative scenarios. As a result, we can work together to develop a "Project Checklist" to effectively navigate the initial days following a catastrophic event, aptly referred to as the "black sky day."

Now operating with the resources of Sunderland, CTC enters each engagement with expanded capacity, broader geographic reach, and a unified operational framework.

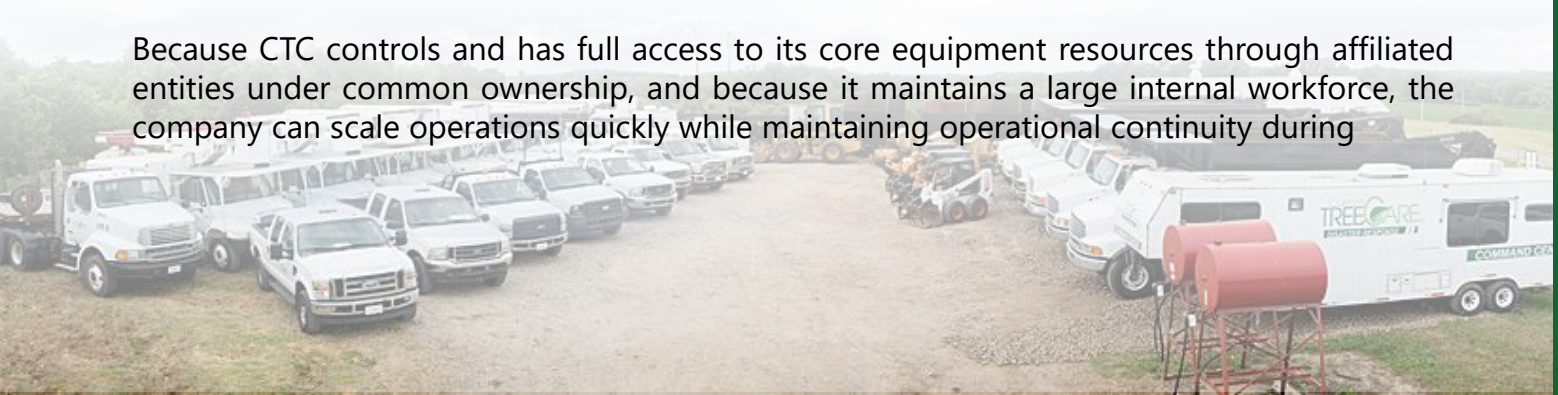
Capacity

Resource Capacity

CTC Disaster Response maintains a robust workforce and substantial company-controlled equipment fleet that enables the company to effectively manage multiple projects simultaneously while maintaining the capacity to respond to extended disaster activations. CTC currently maintains a standing workforce of over 60 experienced CDL operators/equipment operators and over 25 project managers and field supervisors strategically positioned across the Gulf Coast, allowing the company to rapidly mobilize resources to the City of Key West while continuing to support other active projects. This distributed staffing model ensures that CTC can deploy dedicated personnel to the City of Key West without negatively impacting ongoing operations elsewhere. Key leadership personnel bring decades of disaster response experience managing large-scale operations and multi-jurisdictional projects, ensuring strong operational oversight and scalable management during prolonged events.

In addition to its personnel resources, CTC maintains access to a substantial fleet of specialized debris removal and support equipment through its ownership structure. All equipment is owned by affiliated entities under common ownership, and CTC has full access to 100% of these resources to support self-performing operations without reliance on third-party equipment availability. Available equipment resources include self-loader grapple trucks, dump trucks, road tractors, debris trailers, excavators, loaders, grinders, forestry equipment, and support vehicles maintained in a ready condition for emergency deployment.

Because CTC controls and has full access to its core equipment resources through affiliated entities under common ownership, and because it maintains a large internal workforce, the company can scale operations quickly while maintaining operational continuity during



extended disaster recovery efforts. Resources can be shifted between projects as operational needs change, additional crews can be activated from CTC's regional workforce, and equipment can be staged or redeployed as required. This operational flexibility ensures that CTC has the personnel, equipment access, and management depth necessary to support the City of Key West while continuing to fulfill obligations on other contracts and sustain operations during prolonged disaster response activations.

Experience with Simultaneous Activations

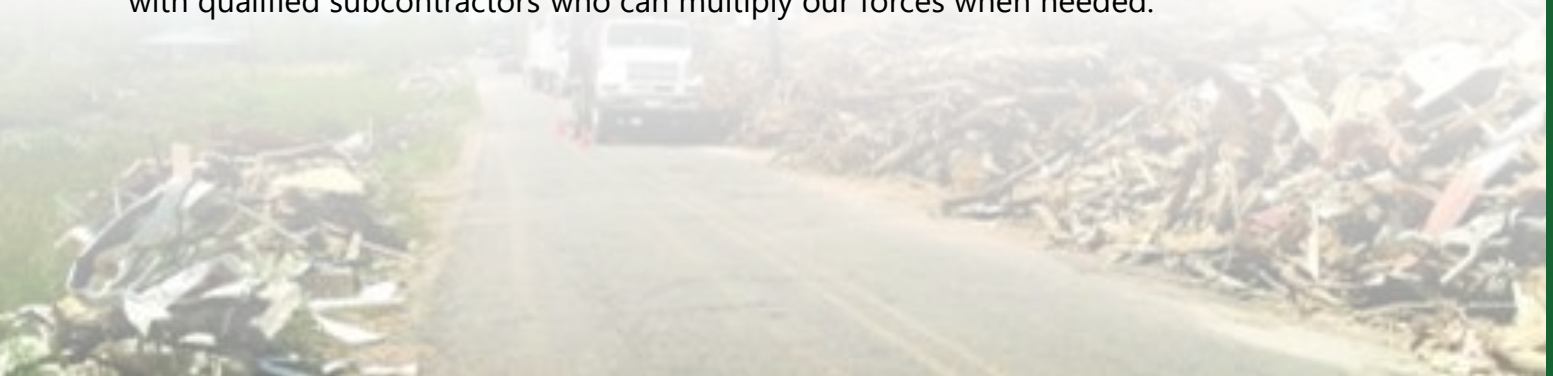
CTC Disaster Response has extensive experience successfully performing debris removal operations during multiple simultaneous disaster events across several states, demonstrating the company's ability to mobilize personnel, equipment, and management resources to support concurrent activations. The company's past performance reflects the ability to manage numerous projects occurring at the same time following major storm events, including hurricanes, tornadoes, floods, and severe winter storms.

For example, during the 2024 hurricane season, CTC performed debris removal services for several jurisdictions affected by Hurricanes Debby, Helene, and Milton simultaneously. These projects included large-scale operations for Lanier County, GA (approximately 1,716,674 cubic yards of debris), McDuffie County, GA (1,101,978 cubic yards), and Hernando County, FL (732,304 cubic yards) while also supporting additional activations for Jefferson County, Wakulla County, and the City of Plant City in Florida. These projects occurred within overlapping timeframes and required coordinated deployment of personnel, equipment, and operational management resources across multiple jurisdictions

CTC subcontracted this work to Sunderland Trucking in October 2024. In just a matter of months, the team removed more than 3.5 million cubic yards of debris and brought all three projects to full completion and closeout by early 2025—demonstrating exceptional production rates and the ability to execute large-scale operations on an accelerated timeline. Following Sunderland Trucking's acquisition of CTC in 2026, the combined organization now offers unparalleled capabilities, not only in executing debris operations, but in delivering them through experienced, in-house personnel and company-controlled equipment.

The ability to combine proven expertise, operational experience, and the capacity to mobilize in force and perform at scale is of the utmost importance to jurisdictions seeking effective emergency debris removal solutions. We believe we are the only debris contractor who can claim this level of self performance capabilities and can mobilize with in-house management, skilled operators and specialized equipment to perform.

In addition to our self-performing strength, we maintain strong, long-standing relationships with qualified subcontractors who can multiply our forces when needed.



CTC has also demonstrated the ability to manage simultaneous debris operations following other disaster events such as Hurricane Beryl in Texas, where work was performed for Tyler County, the City of Taylor Lake Village, and the Village of Jones Creek, as well as during widespread tornado and straight-line wind events where CTC supported multiple municipalities including Topeka, KS; Omaha, NE; Lincoln, NE; and several Arkansas jurisdictions at the same time.

These examples illustrate CTC's proven operational model for simultaneous activations, which includes deploying multiple project management teams, maintaining company-controlled equipment ready for rapid redeployment, and utilizing regional workforce resources to ensure each jurisdiction receives dedicated operational support. This approach allows CTC to scale operations quickly and effectively manage several debris removal programs concurrently while maintaining high performance, safety, and compliance standards for every client.

Equipment Inventory and Availability

CTC Disaster Response maintains access to a substantial, company-controlled fleet of debris removal and support equipment through its ownership structure. All equipment is owned by affiliated entities under common ownership, and CTC has full access to 100% of these resources to support self-performing operations without reliance on third-party availability.

When not actively deployed, primary equipment is staged at the company's headquarters in Fayette, Missouri, where it is maintained in a ready condition for rapid mobilization. Additional equipment may be positioned strategically across active project regions to support ongoing or anticipated operations.

Availability and Scalability

CTC's equipment fleet is maintained in a constant state of readiness and can be mobilized rapidly in accordance with contract requirements. Core assets are available for immediate deployment, with mobilization beginning within 24 hours of Notice to Proceed and full operational capacity achieved within 48–72 hours.

CTC maintains access to a substantial fleet of debris removal and support equipment through affiliated entities under common ownership, allowing for immediate deployment while maintaining full operational control. This structure supports CTC's self-performing model and ensures that critical path operations can be executed independently using internally controlled equipment and personnel.

CTC also maintains relationships with vetted subcontractors and supplemental equipment providers to scale operations as needed. This combined approach provides the reliability, flexibility, and capacity required to support large-scale debris removal operations.

Resources

Facilities

Headquarters: 450 County Road 303, Fayette, MO 65248

Administrative Office: 4051 Veterans Memorial Blvd, Suite 408, Metairie, LA 70002

Staffing Plan and Organizational Structure

Executive Leadership

Joe Sunderland – Chief Executive Officer
Role: Executive Oversight and Strategic Leadership

- Provides overall corporate leadership and strategic direction for disaster response operations
- Ensures adequate equipment, personnel, and financial resources are available to support project mobilization and sustained operations
- Oversees company-wide operational readiness and resource deployment
- Maintains accountability for performance, compliance, and client satisfaction

With more than 24 years of experience in equipment-intensive industries and disaster response operations, Mr. Sunderland has led the development of a nationally scalable debris removal organization with a fleet of purpose-built debris trucks and specialized equipment designed specifically for disaster recovery operations.

Jeremy Britton – Chief Operations Officer
Role: Enterprise Operations Leadership and Program Execution

- Provides executive leadership over all field operations, ensuring seamless coordination between corporate strategy and field execution
- Directs large-scale, multi-jurisdictional debris removal operations, including resource allocation, production targets, and operational scalability
- Oversees mobilization strategy, deployment planning, and real-time operational adjustments to maintain efficiency and performance
- Ensures alignment of all operations with FEMA requirements, regulatory compliance, and client expectations
- Supports business development and strategic growth initiatives through operational insight and execution capability

Mr. Britton brings more than 20 years of experience leading complex disaster response operations, including oversight of multi-million cubic yard debris removal programs, large-scale workforce deployment, and multi-site debris management operations.

Operations Leadership

Marc Watkins – Vice President of Operations
Role: Operational Strategy and Program Oversight

- Provides executive oversight of field operations and project execution
- Manages workforce performance, budgeting, equipment utilization, and subcontractor coordination
- Ensures operational compliance with FEMA requirements, environmental regulations, and safety standards
- Guides operational planning from initial disaster response through project completion and closeout

Mr. Watkins brings more than 30 years of experience managing complex emergency response programs and large-scale recovery operations, including environmental response initiatives and major federally funded projects.

Operational Management

Dan Strode – Operations Manager
Role: Field Operations Planning and Resource Coordination

- Directs operational planning and deployment of field personnel and equipment
- Coordinates debris management sites, hauling resources, and field supervision
- Oversees multi-jurisdictional debris removal operations and ensures efficient resource allocation
- Supports rapid mobilization and scaling of operations following disaster events

Mr. Strode brings extensive experience managing large-scale disaster response operations, including high-value programs and multi-thousand personnel deployments.

Project Management

Ted Dillion – Project Manager
Alex Martin – Project Manager
Johnny Osborne – Project Manager
Role: On-Site Project Management and Daily Operations

- Provide day-to-day management of debris removal operations within the City
- Coordinate hauling operations, equipment resources, and field crews
- Serve as the primary point of contact with County representatives and monitoring personnel
- Ensure compliance with FEMA eligibility requirements, reporting standards, and environmental regulations
- Monitor operational performance, safety practices, and documentation accuracy

These Project Managers collectively bring decades of experience managing debris operations for municipalities and government agencies following major disaster events including Hurricanes Katrina, Harvey, Ida, Ian, and numerous other federally declared disasters. Their backgrounds include heavy equipment operations, debris site management, contractor coordination, and large-scale field supervision.

Client Coordination and Strategic Support

Stephen Moffit – Business Development and Client Relations
Role: Client Engagement and Strategic Coordination

- Supports communication between project leadership and City stakeholders
- Maintains strong working relationships with public-sector partners
- Assists with contract coordination and program communication
- Supports long-term partnership development and operational alignment

Mr. Moffit's experience in strategic communication, negotiation, and relationship management supports effective collaboration with municipal partners and ensures responsive communication throughout the contract term.

Sub-Vendors

CTC maintains the full capability, workforce, and equipment necessary to self-perform core debris removal, hauling, and debris management site operations. Our fleet, supervisory staff, and field personnel are always prepared to mobilize as a complete, stand-alone operational force capable of meeting the jurisdiction's needs without reliance on external subcontractors. This self-performance capacity ensures continuity, quality control, and rapid activation immediately following a disaster. However, CTC understands and values the role subcontractors play in performing this work at scale and has relationships with subcontractors that can bring in additional resources when a project calls for it.

CTC DISASTER RESPONSE

Commonly Owned Equipment

YEAR	MAKE	MODEL	DESCRIPTION	VIN	PLATE
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7003KDKS8884	52KS3P
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7007KDKS8886	52KS5P
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7009KDKS8890	52KS8P
2020	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7001LDLW1189	52KS9P
2020	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7001LDLW1192	53KS2P
2020	FREIGHTLINER	CL120	FIRE!	3ALXA7002LDLW1198	53KS8P
2020	FREIGHTLINER	CL120	SERVICE TRUCK	1FVACXD20LHLX4845	38KJ6A
2017	WESTERN STAR		ROAD TRACTOR	5KKXAFCK6HPJF6570	90KS8P
2004	PETERBILT	379	ROAD TRACTOR SLEEPER	1XP5DB9X04D814670	46AS7M
2022	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X1NJ133515	74KS4U
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX4KD618893	74KS6U
2018	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40XXJJ203796	28AS9W
2018	KENWORTH	T880	HEAVY HAUL TRUCK	1XKZP4TX9JJ217498	54AT9A
2018	KENWORTH	T800WH	SELF LOADER GRAPPLE TRUCK	1NKDL40X9JR216678	60KS6U
2019	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX4KJ292408	32KR7W
2019	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKMAXDV6KLKL1465	35KR6C
2018	INTERNATIONAL	HX	SELF LOADER GRAPPLE TRUCK	3HTDTAPT5JN479784	68KR5C
2018	FREIGHTLINER - DUMP	122SD	DUMP TRUCK	3ALHGNDVXJDJZ6785	54KR0K
2018	FREIGHTLINER - DUMP	122SD	DUMP TRUCK	3ALHGNDV1JDJZ6786	54KR1K
2020	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX3LJ380173	26KR4M
2013	VOLVO	VNL	ROAD TRACTOR	4V4NC9EH0DN135380	47KR9S
2019	PETERBILT - DUMP	348	DUMP TRUCK	1NP3LJ0X9KD627663	11KR6U
2020	PETERBILT - DUMP	348	DUMP TRUCK	1NP3LJ0X2LD702804	11KR5U

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2006	PETERBILT	378	ROAD TRACTOR	1XPFDU9X46N630765	13KR8T
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV1JLJR1778	50KR6U
2017	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKXAFCK5HPJG9939	50KR7U
2017	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKXAFCK1HPJG9940	50KR8U
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV3JLJR1779	51KR9U
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV1JLJR1781	53KR7W
2020	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X8LJ418581	19KR5Y
2021	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX1MD752352	17KR2Z
2019	PETERBILT	367	SELF LOADER GRAPPLE TRUCK	1NPTX4TX6KD614628	84KS9A
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV3JLJR1782	85KS0A
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX4MJ466738	20KS2C
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX5MJ466554	77KS6G
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX0MJ466560	99KS9H
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX2MJ466561	00KS1J
2022	PETERBILT	348	WATER TRUCK	2NP3LJ0X9NM781269	14KS3J
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX9KD618890	79KS4J
2020	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK LOG	5KKHAVDV0LPLX8218	27KS3K
2020	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAED19LPLX8196	27KS4K
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX2KD918889	39KS6K
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX8KD618895	97KS2L
2022	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X4NJ133511	69KS5S
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX0KD618891	74KS5U
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA700XKDKS8882	79KS5U
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X9PJ258555	20KS5W

2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X9PJ268518	00KS5Y
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X7PJ268517	46KT7A
1997	PETERBILT	379	ROAD TRACTOR SLEEPER	1XP5DB8X1VD433722	75AS9P
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X3PJ260172	94KT3C
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X5PJ268516	94KT4C
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X0PJ258556	94KT5C
2018	PETERBILT	579	ROAD TRACTOR	1XPBDP9X9JD465617	74KT0F
2014	KENWORTH	T800WH	HEAVY HAUL TRUCK	1XKDP4TX3EJ970279	74KT5F
2016	WESTERN STAR	4700	DUMP TRUCK	5KKSAVDV0GLGY4678	67KT9G
2007	PETERBILT	378	DUMP TRUCK	1NPFXUEX57N671110	76KT1K
2017	WESTERN STAR	4700	DUMP TRUCK	5KKHAVDV3HPJF4749	58KT2M
2017	VOLVO		HEAVY HAUL TRUCK	4V4X99KL7HN987814	31KT0P
2019	PETERBILT	567	DUMP TRUCK	1NPCLPEX7KD609609	60KT5N
2007	PETERBILT	378	DUMP TRUCK	1NPALUEX17N671269	60KT6N
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV0SLVL9325	33KT2P
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX5SD753517	31KT1P
2022	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKPBWD16NLNM4148	54KT6P
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX9SD753519	69KT5P
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV7SLVP7005	16KT5R
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV2SLVL9326	16KT6R
2013	FREIGHTLINER		SELF LOADER GRAPPLE TRUCK	1FVHG3DV0DHBZ9975	16KT9R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX5SD753520	35KT1R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX4SD753525	27KT5R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX6SD753526	58KT5S
2024	PETERBILT	579	ROAD TRACTOR	1XPCDP9X4RD614273	11KT9S
2026	PETERBILT		HEAVY HAUL TRUCK SLEEPER	1XPEP4EX7TD794960	56KT6U
2026	KENWORTH	T880	DUMP TRUCK	1NKZXPEX1TJ203414	96KT7U
2023	FREIGHTLINER		DUMP TRUCK	1FVSG3FM4PHUC7306	52KT6W

2025	KENWORTH	T880	DUMP TRUCK	1XKZXPTX4SJ399009	54KT7S
2018	KENWORTH	T800	ROAD TRACTOR	1XKDD49X7JJ207160	53KT6W
2025	WESTERN STAR		DUMP TRUCK	5KKSBWDV3SLWB9831	54KT6W
2018	Yamaha		Boat Motor	63PX1199721	
2018	Yamaha		Boat Motor	64PX1021899	
2019	Yamaha		Boat Motor	6EKX1057015	
2023	AMFT		TRAILER	5WKBE2425P1078340	75L3WE
2017	BIG TEX		GOOSENECK FLATBED	16VGX2525H6051927	35L6NY
2019	KIDD		BARGE	LAZ13895J818	MO-1386-GH
2019	KIDD		BARGE	LAZ13896B919	MO-1387-GH
2016	CAT			3HTJLTKT1GN004034	
2023	DCRG		CARGO TRAILER	53NBE202XP1105287	78M5DN
2000	FORD		F550 Service	1FDAF57F8YEA41349	12J7MR
2014	FORD		F350 Platinum	1FT8W3BT2EEA72760	
2015	FORD		F350 Gas Work body	1FD8W3H68FED11551	14H5WN
2015	FORD		F350 DUALLY	1FT8W3DT2FEC33672	
2016	FORD		F350 No Bed	1FT8W3DT2GEA74590	
2016	FORD		F450 Alum Work Body	1FT8W4DTXGEC29196	68J1NK
2016	FORD			1FT8W3BTXGEB37566	13H2YZ
2017	FORD		F350	1FD8W3HT1HED10623	22J0NF
2018	FORD		F550 Service	1FD0X5HT6JEB75280	71J3NK
2019	FORD		F450	1FT8W4DT8KEF32065	
2019	FORD		F450	1FT8W4DT4KEE12165	
2019	FORD		F250 Bale Bed	1FT7X2BT3KEG56275	
2020	FORD		F550/SERVICE	1FDUF5HT0LDA13061	66J7NC
2020	FORD		F350 Flatbed	1FDRF3HT7LED02216	
2021	FORD		F150	1FTEW1EPXMKD55378	5KGH89
2021	FORD			1FT7W2BTXMEC45963	
2022	FORD		F550/SERVICE	1FD0W5HT7NEC14502	73J0ND
2022	FORD		F150	1FTFW1E50NKD39999	8HFR44
2022	FORD		F150	1FTFW1E56NFA52269	5KGH89
2022	FORD			1FT8W3DT7NEG12567	08J4LZ
2023	FORD		F150	1FTFW1E57PFC02909	3SGJ83
2023	FORD		F350 Deere Comp work body	1FT8W3DT5PEC24577	
2024	FORD		F350 Work body	1FT8W3DT5REF37325	22J0NM

2020	FREIGHTLINER			3ALACXFEXLDLH9026	
2004	INTERNATIONAL		BUCKET TRUCK	1HTMKAAR64H615533	69J5MA
2022	FREIGHTLINER		BUCKET TRUCK	1FVACWFD6NHNF0384	
2006	INTERNATIONAL		BUCKET TRUCK	1HTMMAAM16H287326	71J5NK
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2729LS589198	72L9TZ
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2723LS589178	23L9TN
2021	STSA		DEBRIS TRAILER	1STMFTRAILER00071	36L0NY
2020	STSA		DEBRIS TRAILER	1STMFTRAILER00056	99L4CN
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2720LSS89185	41L2RC
2019	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00029	44K7SB
2020	EDGEWOOD		DEBRIS TRAILER	1E9US2622LS589173	02L5VF
2018	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2725JS589065	41L3RC
2017	TIMPTE		HOPPER BOTTOM	1TDH43022HB155384	08K9VX
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2725LS589179	24L2TN
2024	KAUFFMAN		DETACH	1K9FR3629LB367120	20M1ED
2019	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2723KS589131	24L6TN
2017	MAGN		DEBRIS TRAILER	1M9ML2826H1435313	84F7EC
2020	STSA	27' SPRING	DEBRIS TRAILER	1STMFTRAILER00053	96L4CN
2020	STSA	27' SPRING	DEBRIS TRAILER	1STMFTRAILER00042	90L5CN
2018	STSA	27' MILD DOOR	DEBRIS TRAILER	STMFTRAILER00026	88K1CC
2021	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00081	36L2RC
2019	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2721KS589128	25L0TN
2019	STSA	27' SPRING	DEBRIS TRAILER	STMFTRAILER00030	44K8SB
2018	EDGEWOOD		DEBRIS TRAILER	1E155H7007	72L6TZ
2018	STSA		DEBRIS TRAILER	STMFTRAILER00018	43F9JU
2020	EDGEWOOD		DEBRIS TRAILER	1E9US2722LS589205	24L4TN
2022	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00090	58L0XJ
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00091	58L1XJ
2022	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00092	58L2XJ
2020	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00057	31L4DX
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00089	57L9XJ
2018	STSA	27'	DEBRIS TRAILER	STMFTRAILER00022	46F0JU
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00088	57L8XJ

2022	STSA		DEBRIS TRAILER	1STMFTRAILER00093	58L3XJ
2018	EDGEWOOD	27'	DEBRIS TRAILER	1E9US2720JS589068	24L7TN
1997	KENTUCKY	TIRES	DROP DECK VAN TRAILER	1KKVD5729VL109129	05L3VC
1999	KENTUCKY	LUBE	DROP DECK VAN TRAILER	1KKVD5726XL115117	05L5VC
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00095	05L6VC
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00096	06L1VC
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00098	64L1XJ
2019	LANDALL		HYDRAULIC TAIL TRAILER	1LH440WH9K1B27234	72L8TZ
2021	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00068	08L7NB
2021	STSA		DEBRIS TRAILER	1STMFTRAILER00080	50L2RW
2021	STSA	27' HO SPRING	DEBRIS TRAILER	1STMFTRAILER00067	08L8NB
2020	EDGEWOOD	27'	DEBRIS TRAILER	1E9US272XLS589176	23L8TN
2020	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00060	18L2HH
2023	STSA		DEBRIS TRAILER	1STMFTRAILER00103	09L4ZL
2022	STSA	29'HO SPRING	DEBRIS TRAILER	1STMFTRAILER00083	85L2SK
2023	STSA	29'HO AR	DEBRIS TRAILER	1STMFTRAILER00108	82MA5W
2023	STSA	29' HO AR	DEBRIS TRAILER	1STMKTRAILER00109	82MA4W
2023	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00113	78M7CA
2012	UTILITY		STEPDECK TRAILER	1UYFS2482DA586203	
2021	DORS		STEPDECK TRAILER DOVE TAIL RAMPS	7KYDC5324MED30263	94L3ZX
2006	TRANSCRAFT		48' FLATBED	1TTF4820962016421	
2006	FONTAINE		FLATBED	13N14830261537809	
2021	FONTAINE		60TON RGN	57JE52300M35A0384	
2021	FONTAINE		TAG AXLE	57JM051601M35P2147	
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00132	13M3FF
2019	LOAD KING			5LKL55350	
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00134	01M4JJ
2024	STSA		DEBRIS TRAILER	1STMFTRAILER00139	04M0JJ
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00140	04M1JJ
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00142	05M8GM
2024	STSA	28' HO	DEBRIS TRAILER	1STMFTRAILER00143	05M7GM
2024	HMDE	30' MILD AR	DEBRIS TRAILER	DRXMVB000376006MO	09M5JJ
2024	HMDE	30' MILD AR	DEBRIS TRAILER	DRXMVB000353302MO	03M5GM

2025	MAXX		GOOSENECK FLATBED	5R8GF3426SM120304	87M5JR
2025	MAC		WALKING FLOOR	5MAMN5329SW080226	03M7JJ
2023	WILSON		HOPPER BOTTOM	1W1K44124P6633828	36M4PT
2015	UTILITY		STEPDECK TRAILER	1UYFS248XFA196307	
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	5HABE081XSN137044	25M8KS
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	5HABE0810SN136257	65M3LD
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	4K1PT4C15RK012835	25M7KS
2025	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00155	
2017	WILSON		HOPPER BOTTOM	4WW4412A5H7713091	59E9VE
2019	LOAD KING		55 TON RGN	5LKL53350K1030511	72F6FY
2011	THUNDER CREEK		BUMPER HITCH FUEL TRAILER	1L9BU1420BP414401	81M8DN
2024	MXYT		FLATBED	5R8GF3223RM116174	31M1HR
2020	EDGEWOOD		TRAILER	1E9U52728LS589189	02L6VF
1993	FORD			1FDZY90R9PVA28231	
1995	FORD		ROAD TRACTOR	1FTZA90X3SVA76548	
1998	FREIGHTLINER		ROAD TRACTOR	1FUYDDZD0WP980146	
1996	INTERNATIONAL		ROAD TRACTOR	2HSFHASRXTC013623	
1999	INTERNATIONAL		ROAD TRACTOR	2HSFBASR2XC077162	
1978	KENWORTH		ROAD TRACTOR	163824S	
2005	KENWORTH			1NKDLB0X55J085144	
1992	PETERBILT			1XP5DB9X8NN313523	
2004	PETERBILT			1XP5DB9X74D817212	
2003	STERLING			2FZHAZAS93AK67055	
2003	STERLING			2FZJAZAV93AK90394	
1997	WESTERN STAR			2WKEDDCJ1VK947318	
1999	WESTERN STAR			2WKEDDCJ7XK958195	
2018	WESTERN STAR			5KKHAXDVXJLJR1794	
2021	KENWORTH			1NKZX4EX1MJ466891	
2006	TRAILBOSS		TRAILER	4S0DK462361002045	
2003	AMERICAN		2 WHEEL	1A9SZ022631383233	
2006	AMERICAN		2 WHEEL	5L5SC144861000161	
2007	AMERICAN		2 WHEEL	5L5TH144471000066	
1978	BIRM		BOX TRAILER	T11312	
1992	BLES		TRAILER	16F01825N1023139	
1979	BUDD		FRUEHAUFF TRAILER	180263M	PT8911

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2017	COMP		5TH WHEEL PARTS TRAILER	1C9SS50247H473634	10L5NB
2013	DOOLITTLE		TRAILER	1DGRS1827DM004158	
1997	DORS		FLATBED TRAILER	1DTP10W27VG050677	
2018	ELITE		TRAVEL TRAILER	4T9LX4238J1171147	41L1RC
2006	FONTAINE		FLATBED TRAILER	13N148302615378096	94L7ZX
2021	FONTAINE			57JM051601M35P2147	90L4ZX
2021	FONTAINE			57JE52300M35A0384	90L5ZX
2019	GATOR		GOOSENECK	4Z1GF4021KS003578	
1983	GREAT		TRAILER	1GRBA9026DB067715	
2020	HAULMARK		TRAILER	7K51E2424LH002486	02L7VF
1979	HOMEMADE		BOAT TRAILER	DRX000142334MO	
1996	HOMEMADE		TRAILER	DRXMVB000201620MO	
2007	HOMEMADE		LOG TRAILER	MOHMTRAILER014805	
2009	HOMEMADE		BOX TRAILER	MOHMTRAILER017489	
2016	HOMEMADE		BOX TRAILER	MOHMTRAILER024135	
2017	HOMEMADE		BOX TRAILER	MOHMTRAILER024141	
2017	HOMEMADE		BOX TRAILER	MOHMTRAILER024155	67F7CC
2002	HPAM		CON TRAILER	1NNC040232M348278	6657PA
2002	HPAM		CON TRAILER	1NNC040252M348279	
2002	HPAM		CON TRAILER	1NNC040232M348281	
2008	INTL		TRAILER	1JKDLA4019M010120	
1997	JERR		TRAILER	4BXUL1217BS002228	97D7YA
2022	KBAR		TRAILER	4K1PT4C14NK011119	06L3ZL
1995	KENTUCKY		PARTS TRAILER	1KKVE4822SL101486	42F7JU
1999	KENTUCKY		VAN TRAILER	1KKVE5321XL115965	8904PE
2005	LLRT		PILGRIM CAMPER	1L9BF202X5A247137	70F8CC
2017	LDTL		TRAILER	4ZECH2029H1131738	73K0CC
2023	LOAD		TRAILER	4ZEGL3025P1290728	06L4ZL
2018	LOADKING		FLIP AXLE TRAILER	5LKF0511XJ1030537	
2019	LDTL		TRAILER	5LKL53350K1030511	72F6FY
2004			LOWBOY	1JKLBG5055M005884	
2004	MAGN		TRAILER	1M9MH222741435311	60E3WS
2017	MAGN		TRAILER	1M9ML2828H1435314	84F8EC
2017	HOMEMADE		TRAILER	MOHMTRAILER024138	09E6XK
2008	PITTS		TRAILER	5JYTA20288P080177	
2009	PITTS		DETACH TRAILER	5JYLB52339P090472	3900HP
2020	PJ		TRAILER	4P5LD3225L1323689	41K1SB

2022	PONSSE	BUFFALO	8 WHEELED FORWARDER	A081592	
2025	TIMBER PRO	830D	8 WHEELED FORWARDER		
2022	FAE	PT475	TRACKED FORESTRY MULCHER	FAE00791	
2013	FECON	FTX100-LCP	TRACKED FORESTRY MULCHER	170713	
	JARRAFF			WH162J0273	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMEPF456546	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456401	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456530	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456303	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMVPF456542	
2024	JOHN DEERE	333P	TRACK LOADER	1T0333PAHRFE01668	
2024	JOHN DEERE	335P	TRACK LOADER	1T0335PAERFF02433	
2024	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFD06584	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAASFB24446	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAVSFB13980	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFB13674	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFB24447	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAVSFB13932	
	JOHN DEERE	333G	TRACK LOADER		
2021	JOHN DEERE	724P	WHEEL LOADER	1DW724PAAMLZ11591	
2021	JOHN DEERE	204L	WHEEL LOADER	1LU204LXJZB058344	
2023	JOHN DEERE	204G	WHEEL LOADER	1LU204GAHZB072452	
2018	JOHN DEERE	204L	WHEEL LOADER	1LU204LXVZB047573	
2023	JOHN DEERE	244L	WHEEL LOADER	1LU244LXKZB071985	
2014	CATERPILLAR	IT28G	WHEEL LOADER	CATIT28GKDBT01429	
2023	JOHN DEERE	244P	WHEEL LOADER	1LU244PALZB077153	
	JOHN DEERE	204L	WHEEL LOADER		
2022	SANY	SW405K	WHEEL LOADER	SW4054CC00028	
2024	JOHN DEERE	244P	WHEEL LOADER	1LU244PACZB085247	
2021	JOHN DEERE	204L	WHEEL LOADER	1LU204EXVZB062994	
2024	JOHN DEERE	244P	WHEEL LOADER	1LU244PAKZB082605	
2021	JOHN DEERE	85G	Track Excavator Thumb/Mulcher	1FF085GXKMJ022937	
2021	JOHN DEERE	85G	Track Excavator Thumb	1FF085GXTMJ022403	
2021	JOHN DEERE	245G-LC	Track Excavator Thumb	1FF245GXPLF801826	

2013	HITACHI		WHEEL EXCAVATOR SPLITTER	FFCHB0002577	
2024	KUBOTA	KXD80-5R3A	RUBBER TRACK EXCAVATOR GRAPPLE SAW	KBCDZ85CTR3E11198	
2021	JOHN DEERE	380G	TRACK EXCAVATOR THUMB	1FF380GXAMF900475	
2025	JOHN DEERE	210P	TRACK EXCAVATOR GRAPPLE SAW	1FF210PAHPF001148	
2024	JOHN DEERE	300P	TRACK EXCAVATOR GRAPPLE	1FF300PAKRF000549	
2004	VOLVO	EW180B	WHEEL EXCAVATOR THUMB		
	DOOSAN	DX225-LL-5	TRACK EXCAVATOR THUMB	DWGCEBCMCJ1010132	
2023	TERAN	LR8DSDX225	LONG REACH BOOM & 48'' BUCKET		
2017	DOOSAN	DX140LCR-5	TRACK EXCAVATOR THUMB	DHKCEBBSVF0001069	
	TEXER		STUMP SCREW CBI	33062	
2016	KOMATSU	290	TRACK EXCAVATOR	A27888	
	ROTOBEC GRAPPLE		SAW HEAD W/GROUSER TRACKS	142668-1-1-4	
2019	KIDDER		BARGE	LAZ13900C919	
2019	BARKO		80 LOADER GRAPPLE		
2021	SUZUKI		BOAT MOTOR	DF250ATXW4	
2019	KIDDER		BARGE	LAZ13899C919	
2019	BARKO		80 LOADER GRAPPLE		
2004	CUSTOMCRAFT		BOAT 18'	LOA11340F404	
	YAMAHA		BOAT MOTOR	115	
2006	XPRESS		BOAT 18'	IJBC61635A606	
	YAMAHA		BOAT MOTOR	115	
2021	TELEHANDLER		TREE MECH SAW	ZF1RT30D1D003106	
2020	BANDIT 4680T		TRACKED GRINDER		
2020	BANDIT 4680T		TRACKED GRINDER		
	BANDIT 3680T		TRACKED GRINDER		
	BANDIT 6420T		TRACKED GRINDER		
2018	DIAMOND Z		WHEELED GRINDER	1R9FX4631JC722053	
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		

2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
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2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2022	AM/JENKINS		ROOT GRAPPLE		
2022	AM/JENKINS		ROOT GRAPPLE		
2019	BOBCAT		ROOT GRAPPLE		
2019	CAT		GRAPPLE BUCKET		
2019	PALADIN		GRAPPLE BUCKET		
2019	HOMEMADE		ROOT GRAPPLE		
2018	HOMEMADE		ROOT GRAPPLE		
2017	HOMEMADE		ROOT GRAPPLE		
2017	HOMEMADE		ROOT GRAPPLE		
			STREET SWEEPER		
			TREE PULLER		
	JOHN DEERE		MULCHING HEAD		
	FAE		MULCHING HEAD		
			SKID STUMP SPLITTER		

			SKID STUMP SPLITTER		
			SKID STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
2023	JENKINS		BUSH HOG		
2025	HARLEMAN		BUSH HOG		
2019	BOBCAT		BUSH HOG		
	JOHN DEERE		BREAKER		
	HARLEMAN		POST DRIVER		
	HARLEMAN		AUGER		
2013	BARKO	659MH	TRACK MATERIAL HANDLER MAGNET	11369523633	
2024	ST SALES	SEACON	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
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2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
	MAGNUM	MLT3060M	PORTABLE LIGHT PLANT	1113342	
2024	MCPHERSON	M30F	AIR CURTAIN INCINERATOR		
2020	AIR BURNERS	T33	AIR CURTAIN INCINERATOR		
	AIR BURNERS		FIREBOX INCINERATOR		

Project Understanding

CTC Disaster Response understands that the City of Key West requires a highly responsive, well-coordinated disaster response contractor capable of operating in a complex island environment with constrained access, high population fluctuations, and significant reliance on tourism-driven infrastructure. The City is seeking a qualified partner to provide comprehensive disaster response services on an as-needed basis, including debris removal, reduction, hauling, disposal, and related emergency support services, all performed in full compliance with applicable federal, state, and local regulations.

Key West presents unique operational challenges that directly influence debris management strategy. As an island community with limited ingress and egress routes, restricted staging space, and disposal sites located off-island, debris operations must be carefully planned to ensure efficient routing, minimized congestion, and continuous flow of material. The requirement to haul debris to approved Temporary Debris Management Sites (TDMS) within the City, followed by long-distance transport to final disposal locations, requires a contractor with strong logistical coordination, equipment capacity, and the ability to maintain uninterrupted operations.

CTC recognizes that the City's primary objective is to ensure the timely removal of disaster-generated debris in a manner that maximizes FEMA reimbursement eligibility. This requires strict adherence to FEMA Public Assistance Program requirements, including 2 CFR Part 200, proper documentation practices, load ticket validation, debris eligibility compliance, and coordination with monitoring personnel. Our approach is built around executing field operations in a way that supports accurate, auditable documentation while maintaining production efficiency.

The scope of work includes a full range of disaster response services, beginning with emergency push and roadway clearance within the first operational period, followed by systematic debris collection from public rights-of-way and public property, and extending through debris reduction, TDMS operations, final disposal, and site restoration. Additional services such as hazardous materials handling, white goods processing, demolition of unsafe structures, waterway and canal debris removal, and emergency support services (including temporary facilities, power, and communications) may be required depending on event conditions.

CTC also understands the importance of operational flexibility and scalability in supporting the City. Disaster events impacting Key West may vary significantly in size and complexity, requiring rapid mobilization, the ability to scale resources quickly, and coordination with multiple agencies and contractors. The City may issue work through task orders, assign multiple contractors, and direct priorities based on evolving conditions, requiring a contractor that can integrate seamlessly into the City's command structure and adapt in real time.

Finally, CTC recognizes that debris operations will occur within active residential and commercial areas, requiring careful attention to public safety, traffic control, environmental protection, and community impact. Maintaining clear communication with City staff, adhering to approved work zones, and executing operations in a professional and respectful manner are critical to successful project delivery.

Overall, CTC's understanding of the City's needs is centered on delivering a rapid, compliant, and logistically efficient debris management operation that addresses the unique constraints of an island jurisdiction while supporting the City's goal of safe, timely recovery and maximum reimbursement eligibility.

Key West Scenario (Category 2 Hurricane)

CTC Disaster Response, Inc. provides a comprehensive, scalable, and safety-driven disaster debris management plan for the City of Key West. This plan assumes a Category 2 hurricane impact generating approximately 200,000 cubic yards of debris, consisting of 146,000 cubic yards of vegetative debris, 48,000 cubic yards of construction and demolition debris, 6,000 cubic yards of mixed debris, 1,000 white goods, and 1,000 pounds of household hazardous waste. The plan also assumes that portions of the City are without electricity and water and that City government is operating with an emergency workforce of approximately 150 personnel.

CTC's objective is to rapidly restore emergency access, protect public health and safety, remove eligible disaster-generated debris, manage Temporary Debris Management Sites ("TDMS"), support FEMA Public Assistance documentation, and return all sites to acceptable pre-use or better condition. CTC will operate under City direction, written Work Authorization, applicable FEMA Public Assistance Program and Policy Guide requirements, 2 CFR Part 200, OSHA standards, MUTCD/FDOT traffic control requirements, FDEP requirements, and all applicable federal, state, and local laws.

Operational Command, Meetings, and Coordination

Upon contract execution, CTC will designate a Project Manager with full authority to act on behalf of the company and coordinate directly with the City's authorized representative. CTC will submit and finalize its site-specific operations plan within the required timeframe and will participate in pre-event planning meetings, tabletop exercises, TDMS walkthroughs, route planning, and coordination meetings with City staff, emergency management personnel, public works, utilities, law enforcement, fire/rescue, the City's debris monitoring contractor, and applicable regulatory agencies.

Before an event, CTC will coordinate with the City to confirm priority roadways, critical facilities, emergency routes, staging areas, TDMS locations, final disposal facilities, communication protocols, debris zones, public messaging needs, and reporting requirements. When a storm threat is identified, CTC will conduct readiness calls with City representatives and place management personnel, operators, equipment, subcontractors, fuel vendors, mechanics, and logistics support on standby.

After the event and once conditions are safe, CTC will participate in an initial operational briefing with the City. This meeting will confirm the Notice to Proceed, emergency roadway clearance priorities, TDMS activation, monitor coordination, truck certification procedures, debris eligibility rules, collection zones, traffic control requirements, work hours, communication channels, and daily reporting expectations. During active operations, CTC will conduct daily coordination meetings with City representatives and monitoring personnel to review safety issues, production, debris quantities, route progress, staffing, equipment needs, citizen concerns, damage claims, and operational adjustments.

Mobilization Timeline

CTC will mobilize immediately upon written Notice to Proceed or other authorization from the City, subject to safe access conditions and City direction. If notice is issued in advance of an event, CTC will make all necessary arrangements to mobilize at least 50% of required resources within 24 hours and 100% of required resources within 48 hours. Prior to landfall, CTC will place key management personnel, equipment operators, hauling resources, subcontractors, fuel support, mechanics, communications resources, and logistics personnel on standby and, when directed by the City, pre-stage resources outside the projected impact area.

Following the City's all-clear, CTC will coordinate with the City, emergency management personnel, public works, utilities, law enforcement, fire/rescue, and the City's debris monitoring contractor to confirm priority routes, TDMS activation, truck certification procedures, debris eligibility requirements, collection zones, work hours, documentation protocols, and communication channels. Initial operations will focus on emergency roadway clearance and critical access restoration, with debris collection, hauling, TDMS processing, reduction, final disposal, demobilization, and closeout activities scaling as conditions stabilize.

Key operational milestones include:

- **First 70 hours following activation:** CTC will prioritize emergency roadway clearance and emergency push operations to restore access for emergency responders, utilities, critical facilities, and public safety routes, as directed by the City.
- **Following initial clearance operations:** CTC will continue scaling debris collection, hauling, TDMS operations, debris reduction, final disposal, and documentation activities based on City priorities, debris volumes, and operational conditions until final completion and closeout.
- **Within 24 hours of Notice to Proceed:** CTC will mobilize a minimum of 50% of required personnel, equipment, and operational resources in accordance with the RFP requirements.
- **Within 48 hours of Notice to Proceed:** CTC will mobilize 100% of required personnel, equipment, and operational resources necessary to support full debris management operations.

Staffing and Manpower Plan

For the 200,000 cubic yard planning scenario, CTC anticipates a scalable peak deployment of approximately 50–75 personnel, depending on City priorities, public access, debris set-out rates, available TDMS capacity, traffic conditions, and disposal logistics. Staffing may be increased or decreased as conditions warrant.

The project team will include executive oversight, an on-site Project Manager, Operations Manager, Safety Officer, Documentation Manager, Logistics/Fleet Manager, TDMS Manager, route supervisors, field supervisors, equipment operators, CDL drivers, mechanics, administrative support, and specialized subcontractor personnel as needed. CTC's core leadership team will provide oversight for operational strategy, FEMA compliance, documentation, safety, subcontractor coordination, client communication, and project closeout.

CTC maintains the capability to self-perform core debris collection, hauling, reduction, and TDMS operations using company-controlled personnel and equipment resources. CTC may also utilize vetted local subcontractors, South Florida suppliers, specialty contractors, hazardous waste vendors, CFC recovery vendors, traffic control support, fuel providers, sanitation vendors, and disposal facilities when requested by the City or when operational conditions require supplemental capacity.

Equipment to be Mobilized

CTC will mobilize the equipment necessary to perform emergency roadway clearance, right-of-way debris collection, hauling, temporary debris management site operations, debris reduction, final disposal, and specialized debris handling for the 200,000 cubic yard planning scenario. Equipment will be scaled based on City priorities, debris composition, TDMS capacity, roadway access, traffic conditions, and disposal logistics. CTC anticipates using company-controlled debris removal and support equipment, including grapple trucks, dump trucks, debris trailers, tractors, loaders, excavators, grinders, skid steers, dozers, support vehicles, service trucks, water trucks, generators, light towers, fuel support, communications equipment, inspection towers, and traffic control devices. CTC has 100% access to its core equipment resources through its acquisition and commonly owned affiliated entities, allowing the company to self-perform specialized debris collection, removal, reduction, and disposal operations without reliance on third-party equipment availability. When operational conditions require additional capacity, CTC may also rent supplemental equipment from regional South Florida suppliers or utilize vetted subcontractor resources, while maintaining direct project management, safety oversight, documentation controls, and operational accountability.

Emergency Road Clearance / Initial Push

The first operational priority will be emergency road clearance to restore access for emergency responders, hospitals, fire stations, police facilities, utility restoration crews, shelters, EOC functions, public works facilities, potable water/sewer infrastructure, airports, ports, bridges, and other critical facilities identified by the City.

Emergency push crews will cut, toss, move, or push debris from designated routes to allow safe passage. Work will be documented by location, crew, equipment, labor, time, and photographs where practical. CTC will coordinate closely with the City and monitoring personnel to ensure the emergency push remains limited to authorized emergency clearance activities and transitions into full debris removal once the City directs.

Right-of-Way Debris Collection Plan

Following the emergency push, CTC will begin systematic debris collection from public rights-of-way and other City-authorized locations. Collection will be organized by zones, routes, and passes approved by the City. CTC will coordinate with the City's monitoring contractor to ensure each crew has appropriate monitoring coverage and that all debris loads are documented from point of origin to TDMS or final disposal.

Debris will be collected in separated streams to the greatest extent practical. Vegetative debris will be collected separately from construction and demolition debris, mixed debris, white goods, household hazardous waste, electronics, and other regulated materials. CTC will support the City's public messaging by reinforcing proper debris placement and separation requirements through field coordination and approved communication channels.

CTC will conduct multiple debris passes as directed by the City. The first pass will prioritize major ROW debris, critical access routes, and high-volume areas. Subsequent passes will collect additional eligible debris placed by residents and businesses in accordance with City direction. Final passes will focus on cleanup, remaining piles, public facilities, parks, parking areas, and other City-designated locations.

CTC will operate under a "clean as you go" approach. Crews will make reasonable efforts to minimize loose debris left in roadways, prevent debris from entering storm drains, secure loads before transport, and maintain safe access for residents, businesses, pedestrians, emergency vehicles, and utility crews.

TDMS Operations and Site Management

CTC acknowledges the City's listed primary and secondary TDMS locations and will manage each site according to its designated use, available acreage, operational constraints, and City direction. Primary debris storage and reduction sites may include Truman Waterfront Property, 5701 College Road, and Rockland Operations LLC on Rockland Key. Secondary storage-only sites may be used for surge storage, temporary collection support, or transfer operations as directed by the City.

Before site use, CTC will document pre-use conditions through photographs and video. If required by the City, CTC will support Phase I environmental review, baseline soil/water sampling, site layout planning, access planning, and regulatory coordination. CTC will prepare each TDMS with appropriate ingress/egress controls, traffic patterns, signage, inspection towers, debris separation areas, fire lanes, dust control, stormwater controls, silt fencing, litter control, spill response materials, security measures, portable sanitation, and staff support areas.

Each TDMS will include clearly defined operational zones, as site conditions allow:

1. Inbound load inspection and ticket verification
2. Vegetative debris stockpile area
3. C&D debris area
4. Mixed debris sorting area
5. White goods staging area
6. HHW containment area
7. Unauthorized/ineligible debris hold area
8. Reduction/processing area
9. Outbound reduced debris or final disposal loading area
10. Equipment fueling and maintenance area with containment controls

Only City-authorized eligible debris will be accepted. Loads containing ineligible, hazardous, or unauthorized material will be isolated and addressed in coordination with the City and monitoring personnel. Vegetative debris will be reduced by grinding, compaction, burning, or other approved method only when authorized by the City and applicable regulatory agencies. C&D and mixed debris will be segregated and transported to properly permitted disposal or recycling facilities. White goods and metals will be staged for CFC recovery and recycling/disposal. Household hazardous waste will be segregated and handled by properly licensed personnel or subcontractors.

Special Debris Streams

White goods will be collected, segregated, documented, and staged separately. Refrigerators, freezers, air conditioning units, and other CFC-containing appliances will be managed in accordance with applicable requirements, and refrigerants will be removed by qualified personnel before recycling or disposal.

Household hazardous waste will be identified, separated, secured, and staged in a designated containment area. Materials may include paint, oils, batteries, pesticides, propane cylinders, chemicals, aerosols, cleaners, and similar regulated materials. HHW will not be mixed with vegetative or C&D debris and will be transported only to approved facilities using qualified personnel or subcontractors.

Mixed debris will be handled carefully to separate recoverable, recyclable, hazardous, and disposal material to the greatest extent practical. CTC will coordinate with the City before handling vessels, vehicles, animal carcasses, waterway debris, private property debris, demolition debris, or other specialized debris streams requiring additional authorization, permits, right-of-entry documentation, or regulatory review.

Support Services for Power and Water Outages

Because the scenario assumes portions of the City are without electricity and water, CTC is prepared to provide or coordinate supplemental support services when ordered by the City. These services may include mobile fueling, generators, light towers, satellite communications, mobile high-speed internet, portable toilets, handwashing stations, showers, laundry, mobile kitchen/feeding support, potable water, ice, dewatering pumps, catch basin cleaning, and other emergency support equipment.

These services will be provided only when authorized by the City and will be priced in accordance with the applicable unit prices included in Attachment O and the controlling Cost Proposal Form.

FEMA Documentation, Ticketing, and QA/QC

CTC understands that documentation is critical to FEMA reimbursement. All operations will be structured to support eligibility, traceability, cost reasonableness, audit readiness, and closeout. CTC will coordinate daily with the City and its debris monitoring contractor to confirm that debris removal activities are tied to the declared event, performed within approved areas, authorized by the City, and properly documented.

Before hauling begins, trucks and trailers will be certified for capacity. Each vehicle will be measured, photographed, documented, assigned a unique identification number, and placarded as required. Drivers will maintain required licenses, insurance, and operational documentation.

CTC will use standardized load tickets or an approved electronic debris management system. Each load ticket will document the truck number, driver, debris type, collection location, load call/percentage, date, time, monitor information, disposal or TDMS location, and other information required by the City. Load tickets will be reconciled against TDMS records, disposal tickets, truck certifications, GPS data, daily reports, and invoices.

CTC will provide daily reports summarizing collection areas, debris quantities by type, number of crews, equipment used, TDMS activity, safety incidents, property damage claims, operational concerns, and anticipated next-day activities. Weekly summaries and reconciliations will be provided in the format requested by the City. Discrepancies will be reviewed and resolved promptly with the City and monitoring contractor.

CTC will maintain an organized electronic project file containing load tickets, disposal tickets, truck certifications, TDMS records, photographs, daily logs, safety records, equipment records, subcontractor records, invoices, regulatory documentation, and closeout materials. Records will be retained for the period required by the Contract, FEMA, state law, and applicable audit requirements.

Safety Plan

Safety is the foundation of CTC's operations. CTC will develop and enforce a site-specific safety plan for the City of Key West response. The Safety Officer will have stop-work authority and will coordinate with the Project Manager, Operations Manager, field supervisors, TDMS supervisors, and City representatives to ensure safe operations.

All personnel will receive a project safety briefing before beginning work. Daily tailgate safety meetings will be conducted and documented. Topics will include heat stress, hydration, downed power lines, unstable trees, hanging limbs, sharp debris, hazardous materials, traffic exposure, heavy equipment operations, spotter requirements, backing procedures, load securement, pedestrian safety, storm drain protection, and incident reporting.

Required PPE will include hard hats, high-visibility vests or shirts, gloves, eye protection, hearing protection, safety footwear, and task-specific PPE such as chainsaw chaps, respiratory protection, face shields, fall protection, or personal flotation devices when required. Chainsaw and hazardous tree operations will be performed only by trained personnel using exclusion zones and spotters.

Traffic control will comply with applicable MUTCD, FDOT, and City requirements. CTC will use cones, signs, flaggers, barricades, arrow boards, and temporary lane controls as needed. Crews will avoid blocking emergency routes and will coordinate with the City when work may affect schools, hospitals, fire stations, public facilities, neighborhoods, tourism corridors, or major intersections.

Equipment operators will conduct daily inspections. Equipment will be operated only by trained and qualified personnel. Seat belts, backup alarms, mirrors, lights, brakes, horns, and safety systems will be maintained in working order. Loads will be trimmed, secured, and covered as required before transport. Spotters will be used in congested areas, TDMS locations, and backing operations.

TDMS safety measures will include controlled ingress/egress, fire lanes, pile separation, dust control, water trucks, fire extinguishers, spill kits, equipment separation, pedestrian exclusion areas, lighting as needed, sanitation facilities, and daily housekeeping. Vegetative debris piles will be monitored for heat, smoke, and fire risk. Fueling and maintenance will occur in designated areas with spill prevention and response measures.

HHW and unknown materials will be isolated immediately. Personnel will not handle unknown hazardous substances without proper identification, PPE, containment, and City authorization. Qualified hazardous waste subcontractors will be used when required.

CTC will maintain incident reporting procedures for injuries, near misses, equipment damage, property damage, spills, traffic incidents, and unsafe conditions. Corrective actions will be implemented promptly and documented. CTC will also monitor weather conditions and suspend operations during lightning, high winds, flooding, unsafe visibility, or other hazardous conditions.

Training Documentation

CTC will provide documentation of required training for assigned personnel with the Proposal and will update training documentation annually. Training records may include OSHA/safety orientation, equipment qualification, CDL documentation, traffic control/MOT certifications, debris eligibility procedures, load ticket procedures, hazard recognition, PPE requirements, incident reporting, NIMS/ICS awareness, TDMS procedures, and specialized certifications applicable to assigned work.

Subcontractor personnel will be required to meet the same project safety, operational, documentation, and training requirements applicable to their scope of work. CTC will conduct project-specific onboarding before any subcontractor begins work.

Demobilization, Site Remediation, and Closeout

Demobilization will begin only after City direction and confirmation that debris collection, reduction, hauling, and disposal activities are complete. CTC will complete final debris passes, remove remaining eligible debris, haul out all materials from TDMS locations, remove temporary controls and equipment, and restore operational areas as required.

TDMS closeout activities may include post-use documentation, final grading, removal of reduction by-products, site restoration, and any required environmental testing in accordance with City direction and regulatory requirements. CTC will coordinate with the City and applicable agencies to ensure each TDMS is restored to acceptable pre-use condition.

CTC will also provide final project closeout documentation, including debris quantity summaries, load ticket reconciliations, disposal documentation, safety records, invoices, and other records necessary to support FEMA reimbursement and project closeout.

General Work Plan

Work Plan for Emergency Debris Removal Operations

CTC Disaster Response, Inc. (CTC) provides comprehensive disaster debris management services designed to support the City of Key West during declared emergencies. Our work plan reflects extensive experience managing large-scale disaster recovery operations nationwide and demonstrates our ability to rapidly mobilize resources, coordinate with government agencies, and adapt to evolving recovery conditions. Our operational approach integrates pre-event preparation, rapid mobilization, efficient debris removal operations, robust data management systems, and transparent reporting practices that support FEMA reimbursement requirements.

CTC's operational philosophy is based on proactive planning, strong communication with local officials, and scalable resource deployment. By combining experienced personnel, established subcontractor networks, and advanced documentation systems, CTC ensures the City can quickly transition from emergency response to full debris removal operations while maintaining compliance with federal, state, and local regulations.

Emergency Mobilization and Operational Readiness

CTC maintains the personnel, equipment, and logistical systems necessary to begin operations immediately following issuance of a Notice to Proceed. Upon activation, CTC initiates a coordinated mobilization process that includes deployment of project management staff, staging of equipment and hauling resources, and establishment of operational command and communication systems.

CTC can mobilize initial crews and supervisory staff within 24 hours, with full operational capability achieved within 48 hours, depending on the services requested and accessibility conditions. Personnel, equipment, and subcontractor resources are staged strategically to ensure rapid deployment into affected areas.

Initial operations focus on emergency roadway clearance to restore access for emergency services and critical infrastructure. As operations transition to full debris removal, CTC deploys additional hauling crews, heavy equipment, and supervisory personnel to manage debris collection, transport, reduction, and disposal operations in coordination with the City and monitoring personnel.

CTC maintains the ability to scale operations based on storm severity and debris volume estimates. Resources are continuously evaluated and adjusted throughout the project to maintain efficient operations and meet recovery timelines.

Scopes of Work

Emergency Road Clearance (Initial Push)

CTC will provide immediate response services to clear debris from designated roadways to restore access for emergency services and critical infrastructure. Initial clearance operations will be performed on a time-and-materials basis for the limited emergency push period and will include documentation of labor, equipment utilization, and work locations.

Right-of-Way Debris Removal

CTC will collect, load, and transport eligible vegetative debris and construction and demolition debris located within public rights-of-way or other approved areas. Operations will be conducted systematically by designated zones and in coordination with City monitoring personnel. Traffic control measures and right-of-entry procedures will be implemented as required.

Vegetative Debris

Vegetative debris will be loaded from the public rights-of-way, hauled to the TDS where volume reduction will be accomplished by mulching/grinding and/or burning/incineration. By-products from the reduction process may be used by the Your, gated communities, golf courses, or general recreation areas for landscape purposes, sold to an area paper products company or general manufacturing plant for use as boiler or “hog” fuel, or as the last resort sent to a lawfully permitted local landfill for use as daily cover.

Construction and Demolition (C&D) Debris

C&D debris will be segregated as much as practicable at the pick-up point, prior to loading for hauling to the appropriately licensed landfill for final disposal.

Demolition

Demolition activities are performed only upon written authorization from the Jurisdiction for disaster-damaged structures identified as posing a threat to public health, safety, or welfare. Prior to demolition, each structure is documented, assessed for site conditions and hazards, and coordinated for access and sequencing. Demolition is executed using appropriate heavy equipment by trained personnel, with controls in place to protect adjacent properties, utilities, workers, and the public. Resulting debris is segregated by material type to the maximum extent practicable and loaded into certified hauling equipment for transport to approved debris management, recycling, or disposal facilities. All demolition, hauling, and disposal activities are fully documented, including photographs and load records, and sites are cleared and stabilized upon completion to support project closeout and reimbursement eligibility.

Hazardous Trees, Limbs, and Stump Removal

CTC will remove eligible hazardous leaning trees, hanging limbs, and uprooted stumps that pose an immediate threat to public safety. Work will include cutting, loading, hauling, and restoration activities such as backfilling stump voids.

Temporary Debris Management Site (TDMS) Operations and Reduction

When directed, CTC will establish, manage, and operate TDMS locations, including site preparation, debris segregation, grinding or reduction activities, environmental controls, traffic management, site security, and final site remediation. All TDMS operations will comply with applicable environmental, safety, and regulatory standards.

Additional Services Offered

White goods

White goods will be segregated from other debris and taken to a staging area at the TDS, where they will be first inspected for the presence of Freon or other coolants, gases, oils and putrefied foods. These potentially hazardous materials will be recovered by an appropriately licensed subcontractor prior to disposal at a recycling facility.

Household hazardous wastes (HHW) Debris

HHW will be segregated at the pick-up point prior to removal by a separate crew. This waste will then be disposed of at an appropriately licensed landfill. A separate, bermed, lined and covered temporary staging area will be constructed at each TDSRS for segregation of HHW that is inadvertently delivered. Removal and disposal will be on an as-needed basis.

Public Property, Parks, and Facility Debris Removal

CTC will remove eligible disaster debris from City parks, public facilities, and other improved public property upon written authorization. Services will include collection, hauling, and disposal in accordance with regulatory requirements.

Waterway and Canal Debris Removal

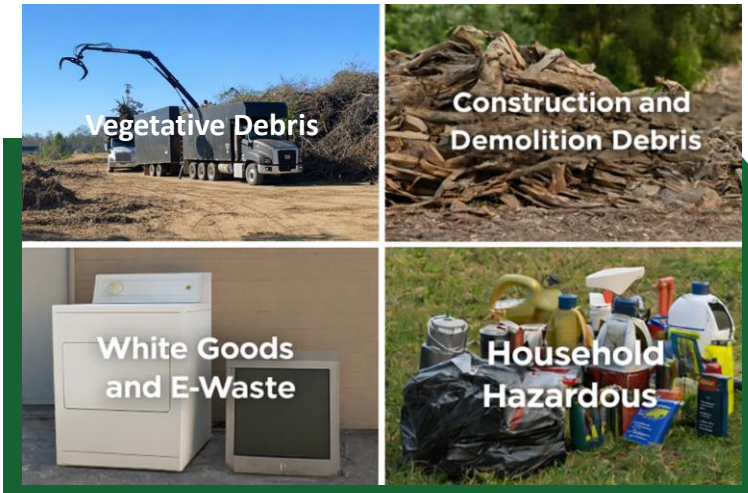
CTC will provide specialized equipment and trained crews to remove eligible debris from canals, drainage systems, and waterways where debris obstructs water flow or threatens infrastructure or public safety. Operations will be coordinated with the County and conducted using approved access points and documentation procedures.

Hazardous and Special Debris Removal

CTC has extensive experience handling specialized debris streams that require additional safety, environmental, or regulatory considerations. Operations include the identification, segregation, and proper handling of hazardous or regulated debris types.

Examples include:

- Household hazardous waste (HHW)
- White goods containing refrigerants
- Electronic waste
- Abandoned vehicles and vessels
- Hazardous trees and hanging limbs
- Animal Carcasses



Specialized debris is separated at the point of collection whenever possible and managed using dedicated crews and licensed subcontractors when required. Hazardous materials are transported and disposed of at properly permitted facilities in accordance with federal, state, and local regulations. These procedures ensure that debris removal operations remain safe, environmentally responsible, and compliant with FEMA eligibility requirements.

Documentation

Documentation of debris removal, reduction, recycling, and disposal operations will be primarily by load tickets and based on the cubic yard method of measurement. Daily, cumulative, and summary reports will be made to you. Additional reports detailing completion of passes; numbers of vehicles and/or vessels removed; numbers of white goods managed; and numbers of leaning trees removed, hanging hazardous limbs cut, hazardous stumps removed; and volume of household hazardous waste removed will be generated and provided as you request.

Final Haul-Out and Disposal

CTC will transport reduced or unreduced debris to City-approved disposal facilities and coordinate required documentation, scale verification, and disposal reporting. Only facilities authorized by the City will be utilized.

Temporary Debris Management Site (DMS) Operations

CTC has extensive experience establishing, operating, and remediating Debris Management Sites (DMS) in compliance with federal and state environmental regulations. When required, CTC works with the City to evaluate potential DMS locations and develop site-specific operational plans.

Each DMS is designed to ensure safe, efficient handling of debris while protecting surrounding environmental resources. Site development includes clearing and grading of the site, establishment of erosion and runoff controls, construction of stabilized ingress and egress routes, and implementation of traffic management plans to safely manage hauling vehicles.

Debris delivered to the site is segregated into appropriate waste streams including vegetative debris, construction and demolition debris, white goods, and household hazardous waste. Proper segregation ensures that debris can be processed, recycled, or disposed of in accordance with regulatory requirements. Environmental protection measures include baseline soil sampling, groundwater monitoring where required, and operational controls designed to prevent impacts to nearby water resources.

At the completion of operations, CTC implements a comprehensive site closure process which includes removal of equipment and debris reduction by-products, restoration of site features, and environmental verification sampling to ensure the site is returned to its original condition or better.

CTC DISASTER RESPONSE, INC

Cubic Yard Load Ticket

Recovery Contract ID: _____

Site Zone/Staging Area: _____

Ticket No.: _____

Agency Initials	Operational Sector	Mileage

Load Timestamp (Date/Time): _____

Assigned Crew ID: _____ **Pick-Up Location:** _____

Cubic Yard Total: _____

Vehicle #: _____ **Max Cubic Yard Capacity:** _____

Debris Type (check one): ☐ Vegetative ☐ C&D ☐ White Goods ☐ Other

Distance Traveled (check one): ☐ 0–15 Miles ☐ 16–30 Miles ☐ 31–50 Miles

Comments:

Signatures: _____

CTC Disaster Response. Inc: _____

Representative Name

CTC DISASTER RESPONSE

Debris Site Tower Specifications

Inspection towers are provided as per contract guidelines. The cost of these towers is a part of our proposal and costs to be absorbed by the company. Towers are built and provided at the various selected temporary debris sites/locations designated by the Site-Specific Management Plan (SSSP).

Tower construction is as follows:

The frame and body of the inspection tower is constructed with pressure treated wood.

The floor is an 8"x 8" area, elevated 10 feet above a leveled ground area.

All towers are constructed of 2"x 8" joists, 16" O.C. with ¾ inch plywood supported by 6"x 6" posts. A 4-foot-high wall constructed of 2"x 4" studs, and ½ inch plywood protects the perimeter of the floor area.

The floor shall be covered with a solid roof. The roof will provide 7 feet of headroom below the support beams. The tower will be adequately anchored and wooden steps with handrails will be constructed to provide access.

A worktable, 4' x 2 ½ x ¾ inch plywood supported at all four corners will also be built.

A temporary mechanical lift may be used until a fixed inspection tower is constructed.

CTC DISASTER RESPONSE

Data Management, Tracking, and ADMS Integration

Accurate documentation and reporting are essential components of disaster debris operations. CTC utilizes a secure cloud-based data management system to collect, manage, and reconcile operational and financial data throughout the project lifecycle.

The system integrates operational information including load tickets, equipment usage, labor records, debris quantities, and disposal documentation into a centralized platform that provides near real-time reporting to the City. GPS-enabled truck tracking, digital load ticket reconciliation, and time-stamped data entries ensure complete traceability of debris from collection through final disposal.

This system supports integration with debris monitoring systems such as Automated Debris Management Systems (ADMS) and allows data sharing with monitoring contractors and jurisdiction representatives. The platform can also interface with external accounting and documentation systems utilized by the City or its monitoring contractor.

Key system capabilities include:

- GPS-enabled truck tracking and digital ticket reconciliation
- Real-time dashboards displaying debris volumes by type and zone
- Secure access for jurisdiction representatives and auditors
- Time-stamped documentation supporting FEMA reimbursement
- All records are maintained for a minimum of ten years to ensure compliance with FEMA Public Assistance documentation and audit requirements.
- Communication Systems and Coordination

Effective communication is critical during disaster recovery operations. CTC establishes multiple communication channels to ensure coordination between field crews, City representatives, monitoring personnel, and emergency management agencies.

Communication tools include mobile command centers, satellite communications, cellular devices, and two-way radios that allow operations to continue even when local communication infrastructure has been damaged. The mobile command center can be deployed to serve as the operational hub for coordination meetings, operational briefings, and reporting activities.

CTC maintains daily coordination with the City's designated representatives and debris monitoring contractor to review operational progress, adjust priorities, and address emerging conditions. Daily operational reports provide detailed information on debris volumes, crew assignments, equipment utilization, and safety observations.

Community Relations and Public Outreach

CTC recognizes that debris removal operations occur within active residential communities and require clear communication with the public. Our team works closely with the City's Public Information Office to provide accurate and timely information to residents regarding debris separation requirements, collection schedules, and safety considerations.

Public outreach may include:

- Participation in community meetings and public briefings
- Development of informational materials explaining debris separation requirements
- Coordination with media outlets and public information platforms
- Support for public information campaigns through social media or municipal communication channels

Providing clear information to residents reduces confusion, improves compliance with debris separation guidelines, and helps accelerate overall debris removal progress.

Sustained Operational Capability

CTC maintains the personnel and logistical capacity to sustain long-term debris removal operations following a major disaster. Operations are typically conducted a minimum of 12 hours per day, seven days per week, with the ability to expand work hours as conditions and safety considerations allow.

Operations are organized into zones and sectors to maximize efficiency and ensure systematic debris removal throughout the community. Crews typically complete multiple passes within each zone to ensure all eligible debris is collected.

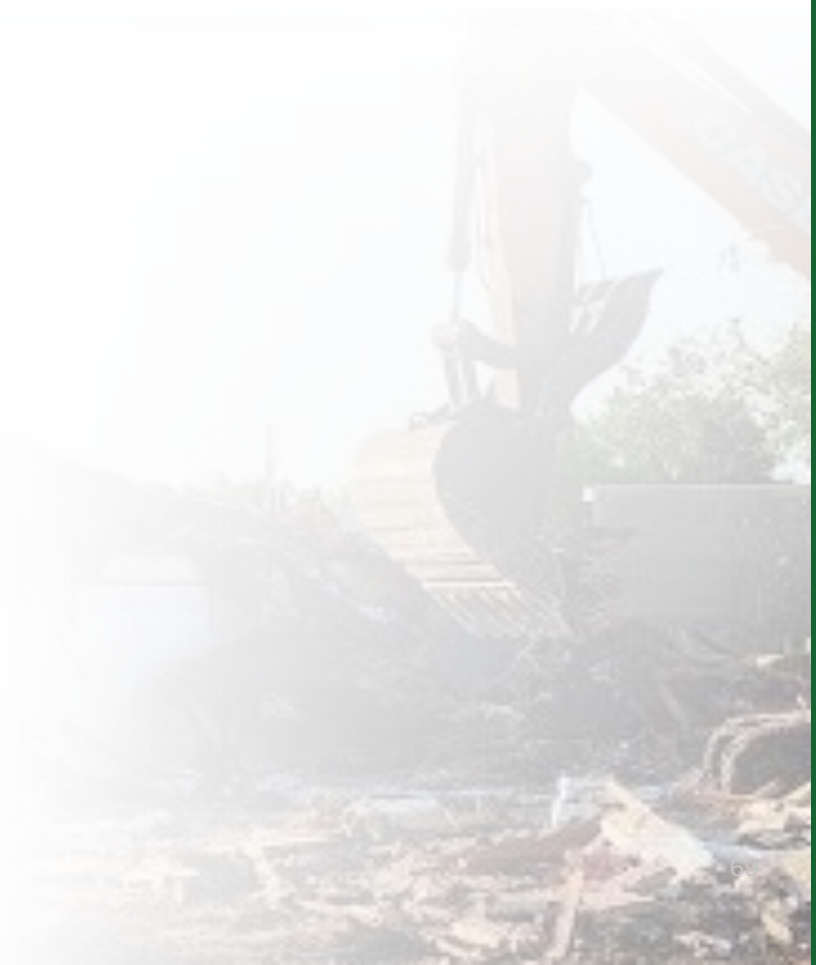
CTC maintains experienced supervisory staff, project managers, and operational support personnel who oversee daily operations, safety compliance, and quality control. Continuous monitoring of operational performance allows CTC to adjust resource levels and operational strategies as recovery conditions evolve.

Sub-Vendor and Third-Party Services

While CTC can perform the entirety of operational activities using its own personnel and equipment, specialized services may be performed by qualified subcontractors. These services may include hazardous waste management, recycling services, specialized equipment operations, or additional hauling resources during large-scale events.

CTC maintains an established network of vetted subcontractors who have previously supported disaster recovery operations and are familiar with FEMA documentation requirements. Subcontractors are required to meet all safety, regulatory, and insurance requirements and operate under the direction and supervision of the CTC project management team.

At the City's request, CTC will prioritize the utilization of qualified local subcontractors and vendors to support local economic recovery while expanding operational capacity.



TAB 3
FINANCIAL STABILITY

Financial Strength, Capacity, and Ability to Perform Simultaneous Operations

CTC Disaster Response, Inc. demonstrates strong financial stability and the proven capacity to successfully provide, implement, and sustain the services required under this Contract, including during periods of concurrent disaster response operations. CTC Disaster Response, Inc. has been in continuous operation since 2001. Over the course of its history, the company has expanded into a nationally recognized provider of disaster debris removal and emergency response services. In addition, CTC's leadership and operational management team collectively brings decades of specialized experience managing large-scale, federally reimbursable debris removal operations throughout the United States.

The company maintains an established banking relationship and is in good financial standing, with access to a line of credit facility of up to $20,000,000 to support operational cash flow and large-scale project execution. In addition, CTC maintains bonding capacity of up to $20,000,000 and is strongly supported by its surety based on its financial condition, experience, and performance history.

CTC's financial strength is further demonstrated through its ability to successfully manage and execute multiple large-scale debris removal contracts simultaneously. As reflected in the Past Performance documentation, CTC concurrently performed numerous high-value projects across multiple states during major disaster events. Within the past five (5) years, CTC has successfully completed projects ranging from several hundred thousand dollars to contracts exceeding $25 million in value. For example, during the 2024 hurricane season, CTC executed debris removal operations for multiple jurisdictions including Lanier County, GA ($25,476,562), McDuffie County, GA ($16,171,922), Hernando County, FL ($15,442,274), and multiple additional contracts in Florida, Texas, and North Carolina within the same operational period. These overlapping projects, many initiated within days of each other, demonstrate CTC's ability to deploy sufficient financial resources, personnel, and equipment to sustain simultaneous operations without degradation in performance.

CTC's operational model is specifically structured to support concurrent events, with sufficient liquidity, access to capital, and internal financial controls to manage multiple active contracts, vendor payments, payroll, and logistics simultaneously. This ensures uninterrupted operations across all assignments, even during peak disaster response periods.

CTC's financial strength is further reinforced by its corporate history. Within the past ten (10) years, CTC has not been involved in any litigation as a defendant related to debris removal services, has had no license sanctions, and has never filed for bankruptcy. The company is not currently, nor has it ever been, disbarred from debris removal operations. Additionally, CTC has never defaulted on a contract, been terminated for cause, or failed to complete any awarded work.

CTC confirms that there are no known financial conditions or issues that would impair its ability to provide, implement, or maintain the proposed services for the full term of the Contract. The company is not involved in any bankruptcy, reorganization, liquidation, or dissolution proceedings, and no trustee or receiver has been appointed over any portion of its assets. Financial Statements can be found under Attachment Z.

Surety Letter

FINANCIAL SURETY UNDERWRITERS, LLC

January 3,2023

To Whom It May Concern

RE: CTC Disaster Response, Inc..

CTC Disaster Response, Inc. (CTC) has current potential bonding capacity with surety Atlantic Specialty Insurance Company (Atlantic Specialty) of up to $20,000,000. Atlantic Specialty strongly recommends CTC for any project based on its knowledge of and experience with the company. This surety is rated A+ by A.M. Best. Bonding support for all Atlantic Specialty clients is conditioned on acceptable terms and conditions of contracts and bond forms and those clients continuing to meet annual underwriting parameters. Any arrangement for bonding is ultimately a matter between the Atlantic Specialty and CTC and we assume no liability to third parties if for any reason any bonds are not executed.

Sincerely,

Mike Gardner
Account Executive/Licensed Agent

4956 SUGAR PIKE ROAD
CANTON, GA 30115
678-297-5566 FAX 678-297-0179

Bank Letter

Exchange Bank of Missouri

3/10/2026

CTC Disaster Response, Inc
4051 Veterans Memorial Blvd
Suite 408
Metairie, LA 70002

To Whom It May Concern:

At the request of our client, CTC Disaster Response, Inc., this letter is provided to confirm that the company maintains a banking relationship with our institution and is considered to be in good financial standing.

CTC Disaster Response, Inc. maintains sufficient financial resources to support a line of credit facility with a capacity of up to Twenty Million Dollars ($20,000,000) and large-scale operational activities. Based on our experience with the company, CTC Disaster Response, Inc. has demonstrated the financial capability necessary to undertake and successfully perform projects involving significant operational and financial commitments.

This letter is issued at the request of our client for informational purposes only. The information contained herein is provided in confidence and should not be construed as a guarantee, commitment, or assumption of liability by this institution regarding the performance of CTC Disaster Response, Inc. under any contract or agreement.

Should you require additional information, please feel free to contact our office.

Sincerely,

Jonathan P. Haas
Executive Vice President
Exchange Bank of Missouri
101 S. Church Street Fayette, MO 65248
660-248-3388
Jonathan.haas@ebmo.com

Fayette New Franklin Fulton
Slater Marshall Hallsville

MEMBER FEDERAL DEPOSIT INSURANCE CORPORATION

CTC
DISASTER RESPONSE

TAB 4
PAST PERFORMANCE

References

Client/Contract	Point of Contact
McDuffie County, GA **10/10/24 – 4/24/25** **1,101,978 CY** **$16,171,922** **Hurricane Helene Debris Removal**	John Waller 210 Railroad St. Thomson, GA 30824 (706) 699-6262 John.Waller@thomson-mcduffie.gov
Lanier County, GA **10/3/24 – 1/31/25** **1,716,674 CY** **$25,476,562** **Hurricane Helene Debris Removal**	Tony Galardo 56 W. Main St. Lakeland, GA 31635 (229) 569-0344 lanierema@laniercountyboc.com
Hernando County, FL **10/1/24 – 3/10/25** **732,304 CY** **$15,442,274** **Hurricanes Debby, Milton, and Helene Debris Removal**	Stephen Stack 1525 E. Jefferson St. Brooksville, FL 34601 (352) 667-1389 sstack@hernandocounty.us
George County, MS **1/14/21-7/31/21** **540,000 CY** **$6,276,265** **Hurricane Zeta Debris Removal**	Cammie Byrd 355 Cox Street Lucedale, MS 39452 (601) 947-4801 cbyrd@georgecountyms.gov

CTC has handled approximately 12 Million cubic yards of debris in the last five years. CTC is not aware of any rejected reimbursements.

CTC DISASTER RESPONSE

TAB 5
COST PROPOSAL POINTS

ATTACHMENT A - ANTI-KICKBACK AFFIDAVIT

STATE OF Louisiana)

: SS

PARISH
~~COUNTY~~ OF Jefferson)

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein Proposal will be paid to any employees of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: Olivia Marino
Olivia Marino, Program Compliance Manager

Sworn and subscribed before me this 30th day of April 2026.

Meredith E. Chehardy
NOTARY PUBLIC, State of ~~Florida at Large~~ Louisiana

My Commission Expires: ~~At death~~

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT B - SWORN STATEMENT UNDER SECTION 287.133(3)(A) FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Proposal or Proposal for City of Key West, FL

   RFP 26-008 Services for Disaster Response

2. This sworn statement is submitted by CTC Disaster Response, Inc.
   (name of entity submitting sworn statement)
   whose business address is 4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002

   and (if applicable) its Federal Employer Identification Number (FEIN) is

   48-1245968

   (If the entity has no FEIN, include the Social Security Number of the individual

   signing this sworn statement N/A

3. My name is Olivia Marino
   (please print name of individual signing)

   and my relationship to the entity named above is Program Compliance Manager

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any Proposal or contract for goods or services to be provided to any public or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means

   1. A predecessor or successor of a person convicted of a public entity crime; or

   2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposals or applies to Proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

   ✓ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

   _____ There has been a proceeding concerning the conviction before a hearing of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

   _____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined

that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

✓ The person or affiliate has not been put on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

Olivia Marino

(signature) Olivia Marino, Program Compliance Manager

4/30/26

(date)

STATE OF Louisiana

PARISH
~~COUNTY~~ OF Jefferson

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

Olivia Marino who, after first being sworn by me, affixed his/her
(name of individual signing)

signature in the space provided above on this 30th day of April, 2026.

My commission expires: ~~Etc~~ At death

Meredith E. Chehardy
NOTARY PUBLIC

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT C - CITY OF KEY WEST INDEMNIFICATION FORM

To the fullest extent permitted by law, the Contractor expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents and employees *(herein called the "indemnitees") from liabilities, damages, losses and costs, including but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor, its Subcontractors or persons employed or utilized by them in the performance of the Contract. Claims by indemnitees for indemnification shall be limited to the amount of Contractor's insurance or $1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the Contract and it is part of the project specifications or the Proposal documents, if any.

The indemnification obligations under the Contract shall not be restricted in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under Workers' Compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the Contractor or of any third party to whom Contractor may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of the work.

CONTRACTOR: 4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002 SEAL:
Address

Olivia Marino
Signature

Olivia Marino
Print Name

Program Compliance Manager
Title

DATE: 4/30/26

ATTACHMENT D - EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Louisiana)

: SS

PARISH
~~COUNTY~~ OF Jefferson)

I, the undersigned hereby duly sworn, depose and say that the firm of _____

CTC Disaster Response, Inc.

provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-799.

By: Olivia Marino
Olivia Marino, Program Compliance Manager

Sworn and subscribed before me this 30th day of April 20 26.

Meredith E. Chehardy
NOTARY PUBLIC, State of ~~Florida at Large~~ Louisiana

My Commission Expires: At death

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT E - CONE OF SILENCE AFFIDAVIT

STATE OF Louisiana)

: SS

PARISH
~~COUNTY~~ OF Jefferson)

I, the undersigned hereby duly sworn, depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of CTC Disaster Response, Inc. have read and understand the limitations and procedures regarding communications concerning City of Key West Code of Ordinances Sec. 2-773 Cone of Silence.

By: Olivia Marino
Olivia Marino, Program Compliance Manager

Sworn and subscribed before me this

30th day of April 20 26.

Meredith E. Chehardy

NOTARY PUBLIC, State of Louisiana ~~at Large~~

My Commission Expires: At death

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT F - NON-COLLUSION AFFIDAVIT

STATE OF ~~FLORIDA~~ LOUISIANA)

:

SS ~~COUNTY~~ PARISH OF ~~MONROE~~ JEFFERSON)

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

By: Olivia Marino
Olivia Marino, Program Compliance Manager

Sworn and subscribed before me this

30th day of April, 2026

Meredith E. Chehardy
NOTARY PUBLIC, State of ~~Florida at Large~~ Louisiana

My Commission Expires: At death

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT G - THE CITY OF KEY WEST E-VERIFY AFFIDAVIT

Beginning January 1, 2021, Florida law requires all Contractors doing business with The City of Key West to register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. The City of Key West requires all vendors who are awarded contracts with the City to verify employee eligibility using the E-Verify System. As before, vendors are also required to maintain all I-9 Forms of their employees for the duration of the contract term. To enroll in the E-Verify System, vendors should visit the E-Verify Website located at www.e-verify.gov.

In accordance with Florida Statute § 448.095, **it is the responsibility of the Awarded Vendor to ensure compliance with all applicable E-Verify requirements.**

By executing this affidavit, the undersigned Contractor verifies it compliance with Florida Statute § 448.095, stating affirmatively that the individual, firm, or corporation which is engaged in the performance of services on behalf of the City of Key West, has registered with, is authorized to use, and uses the U.S. Department of Homeland Security's E-Verify system.

Furthermore, the undersigned Contractor agrees that it will continue to use E-Verify throughout the contract period, and should it employ or contract with any Subcontractor(s) in connection with the performance of services pursuant to this Agreement with The City of Key West, Contractor will secure from such Subcontractor(s) similar verification of compliance with Florida Statute § 448.095, by requiring the Subcontractor(s) to provide an affidavit attesting that the Subcontractor does not employ, or subcontract with, an unauthorized alien. Contractor further agrees to maintain records of such compliance during the duration of the Agreement and provide a copy of each such verification to The City of Key West within five (5) business days of receipt.

Failure to comply with this provision is a material breach of the Agreement and shall result in immediate termination of the Agreement without penalty to the City of Key West. Contractor shall be liable for all costs incurred by the City of Key West to secure replacement Agreement, including but not limited to, any increased costs for the same services, and costs due to delay, and proposal costs, if applicable.

4/30/26
Date

Olivia Marino
(Signature of Authorized Representative)
Olivia Marino, Program Compliance Manager

State of Louisiana,
~~County~~ Parish of Jefferson,

Personally Appeared Before Me, the undersigned authority, Olivia Marino who, ☑ being personally know or ☐ having produced his/her signature in the space provided above on this 30th day of April, 2026.

Meredith E. Chehardy
Signature, Notary Public

At death
Commission Expires

Stamp/Seal:

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

ATTACHMENT H - AFFIDAVIT ATTESTING TO NONCOERCIVE CONDUCT FOR LABOR OR SERVICES

Entity/Vendor Name: CTC Disaster Response, Inc.
Vendor FEIN: 48-1245968
Vendor's Authorized Representative: Olivia Marino, Program Compliance Manager
(Name and Title)
Address: 4051 Veterans Memorial Blvd., Ste. 408
City: Metairie State: LA Zip: 70002
Phone Number: (660) 248-2454
Email Address: mwatkins@ctcdisaster.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, Vendor is required to provide an affidavit under penalty of perjury attesting that Vendor does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threating to use physical force against any person;
2. Restraining, isolating, or confining or threating to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threating to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of Vendor, I certify under penalties of perjury that Vendor does not use coercion for labor or services in accordance with Section 787.06. Additionally, Vendor has reviewed Section 787.06, Florida Statutes, and agrees to a Proposal by same.

Certified By: Olivia Marino, who is authorized to sign on behalf of the above referenced company.

Authorized Signature: Olivia Marino
Print Name: Olivia Marino
Title: Program Compliance Manager

ATTACHMENT I - VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: CTC Disaster Response, Inc.

Vendor FEIN: 48-1245968

Vendor's Authorized Representative Name and Title: Olivia Marino, Program Compliance Manager

Address: 4051 Veterans Memorial Blvd., Ste. 408

City: Metairie State: LA Zip: 70002

Phone Number: (660) 248-2454

Email Address: mwatkins@ctcdisaster.com

Section 287.135(2)(a), Florida Statutes, prohibits a company from proposing on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if, at the time of contracting or renewal, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel. Section 287.135(2)(b), Florida Statutes, further prohibits a company from Proposing on, submitting a proposal for, or entering into or renewing a contract for goods or services over one million dollars ($1,000,000) if, at the time of contracting or renewal, the company is on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, both created pursuant to section 215.473, Florida Statutes, or the company is engaged in business operations in Cuba or Syria.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject such company to civil penalties, attorney's fees, and/or costs and termination of the contract at the option of the awarding governmental entity.

Certified By:

Olivia Marino, Program Compliance Manager,

Print Name *Print Title*

who is authorized to sign on behalf of the above referenced company.

Authorized Signature: Olivia Marino.

ATTACHMENT J - CONFLICT OF INTREST STATEMENT

Respondent shall disclose any actual or potential conflict of interest known to Respondent under Chapter 112, Part III, Florida Statutes, and any material relationship between Respondent and any current City officer, employee, elected official, appointed official, or evaluation committee member that could reasonably be perceived as affecting impartiality. If none, state "None."
Disclosure:

None

The undersigned certifies under penalty of perjury that the foregoing disclosure is true, complete, and current as of the date signed and that Respondent will supplement this disclosure promptly if circumstances change.

Respondent: CTC Disaster Response, Inc.
By: Olivia Marino
Printed Name / Title: Olivia Marino, Program Compliance Manager

Date: 4/30/26

ATTACHMENT K - ACKNOWLEDGEMENT OF CONFORMANCE WITH O.S.H.A. STANDARDS

TO: City of Key West

Contractor's Name: CTC Disaster Response, Inc, Hereby acknowledges and agrees that they have the sole responsibility for compliance with all requirements of the Federal Occupational Safety and Health Act of 1970, and all State and Local Safety and Health regulations, and agree to indemnify and hold harmless the City, its officers, employees, and Contractors against any and all legal liability or loss the City, its officers, Agents, employees, and Contractors may incur due to failure to comply with such act.

ATTEST Kristen Crawford

ATTEST Sarah Grunblatt

CTC Disaster Response, Inc.
Contractor's Name

By: Olivia Marino

Title: Olivia Marino, Program Compliance Manager

Date: 4/30/26

ATTACHMENT L –
COPY OF STATE OF FLORIDA CORPORATE FILINGS;
OR
ARTICLES OF INCORPORATION
AS REQUIRED;
THE SECRETARY OF STATE, FLORIDA
CITY OF KEY WEST BUSINESS TAX RECEIPT

State of Florida
Department of State

I certify from the records of this office that CTC DISASTER RESPONSE, INC. is a Kansas corporation authorized to transact business in the State of Florida, qualified on June 23, 2015.

The document number of this corporation is F15000002741.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 30, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the First day of April, 2024

Secretary of State

Tracking Number: 4118729280CU

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

Detail by Entity Name

Foreign Profit Corporation
CTC DISASTER RESPONSE, INC.

Filing Information

Document Number	F15000002741
FEI/EIN Number	48-1245968
Date Filed	06/23/2015
State	KS
Status	ACTIVE
Last Event	NAME CHANGE AMENDMENT
Event Date Filed	03/28/2023
Event Effective Date	NONE

Principal Address

450 COUNTY ROAD 303
FAYETTE, MO 65248

Changed: 04/28/2026

Mailing Address

4051 VETRANS MEMORIAL BLVD 408
METAIRIE, LA 70002

Changed: 04/28/2026

Registered Agent Name & Address

CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301

Name Changed: 08/27/2015

Address Changed: 08/27/2015

Officer/Director Detail

Name & Address

Title Director, President, Secretary, Treasurer

Gathers, Greg
3722 SW Spring Creek Ln.
Topeka, KS 66610

Title Director, VP

Gathers, Maura
3722 SW Spring Creek Ln.
Topeka, KS 66610

Annual Reports

Report Year	Filed Date
2023	04/07/2023
2024	01/30/2024
2025	01/02/2025

Document Images

01/02/2025 -- ANNUAL REPORT	View image in PDF format
01/30/2024 -- ANNUAL REPORT	View image in PDF format
04/07/2023 -- ANNUAL REPORT	View image in PDF format
03/28/2023 -- Name Change	View image in PDF format
04/21/2022 -- ANNUAL REPORT	View image in PDF format
04/18/2021 -- ANNUAL REPORT	View image in PDF format
01/23/2020 -- ANNUAL REPORT	View image in PDF format
01/17/2019 -- ANNUAL REPORT	View image in PDF format
01/25/2018 -- ANNUAL REPORT	View image in PDF format
04/10/2017 -- ANNUAL REPORT	View image in PDF format
04/19/2016 -- ANNUAL REPORT	View image in PDF format
08/27/2015 -- Reg. Agent Change	View image in PDF format
06/23/2015 -- Foreign Profit	View image in PDF format

Florida Department of State, Division of Corporations

ATTACHMENT M – COPY OF DRAFT CONTRACT DOCUMENTS

EXHIBIT "C"
FEMA CONTRACT PROVISIONS TEMPLATE

Draft Agreement – Contractors are not required to fill out this agreement until provided a Notice of Award (NOA).

This Agreement, is made and entered into by and between the City of Key West, a municipal corporation of the State of Florida, whose address is 1300 White Street, Key West, Florida 33040, hereinafter referred to as the "City" and _____ authorized to transact business in the State of Florida, whose address is _____, hereinafter referred to as the "Contractor". This agreement shall be effective on the date of execution of the last party to sign the Agreement.

Article 1 – Scope of Services

Contractor shall provide all expertise·, personnel, tools, materials, equipment, transportation, supervision and all other services and facilities of any nature necessary to execute, complete and deliver disaster response services as requested by the City including but not limited to the timely removal and lawful disposal of all eligible storm-generated debris. The City engages Consultant to perform those Services described in the City's Request for Proposals #26-008 and Consultant's Response to the said Request for Proposals, a copy of which is attached hereto, incorporated for reference, and more particularly described as Exhibit A.

These contracted services shall include all items· listed below and provide for the cost effective and efficient removal and lawful collection and disposal of debris on all public streets, roads, and other rights-of-way, including any other locally-owned facility or site as may be directed by the City, and in accordance with FEMA requirements. Contract services will only be performed when requested and as designated by the City Manager (or his designee) by approved Work Authorization issued in writing. Contractor shall load and haul the debris from within the legal boundaries of the City or city designated Temporary Debris Management Site(s), to a site(s) specified by the City as set out in Section 6.9 below.

The City reserves the right to assign work to various Contractors, at its sole discretion. The City also reserves the right to approve all Subcontractors hired by the Contractor and/or to require the Contractor to dismiss a Subcontractor upon request.

1.1 Emergency Push / Road Clearance:

Contractor shall accomplish the cutting, tossing and/or pushing of debris, hanging limbs, or leaning trees off transportation routes as identified by and directed by the City. The emergency push will normally be completed within the first 70 hours

following the activation of this contract, unless notified otherwise by the City. Time and material rate shall be applicable.

1.2 Debris Removal from Public Right-of-Way (ROW):

As directed by the City, Contractor shall load and haul all eligible debris to an approved and certified Temporary Debris Management Site (TOMS) or other disposal destination, as specified by the City. All collection and hauling will be consistent with Federal requirements applicable to the disaster event. The Contractor will ensure compliance with instructions from the City regarding the collection, hauling and disposal of hazardous wastes and/or other categories of debris.

1.3 Debris Clearance/Removal from Public Property:

As directed by the City, Contractor shall clear eligible debris from public property, load and haul all debris to a designated temporary debris management site (TOMS) or other disposal destination designated by the City. If necessary, the City will confirm the FEMA eligibility of the debris to be removed.

1.4 Demolition of Structures and Construction Debris Removal:

As directed by the City, Contractor shall demolish unsafe structures and remove debris that has been determined by the City to be a threat to the health and safety of the public. Contractor will exercise due diligence in demolishing and/or removing debris from private property. The City will direct actions to secure the Right of Entry (ROE) onto private property to allow demolition and removal. Contractor will ensure hazardous materials screening and utilities disconnection as appropriate. All applicable local, state and federal regulatory requirements regarding asbestos containing materials shall be adhered to unless waived by applicable regulatory authorities.

1.5 Private Property Waivers:

The City will direct all actions to secure necessary permissions, waivers and ROE agreements from real property owners and/or Homeowner Associations (HOA) as required for the lawful removal of debris and/or demolition of structures from real properties. All such actions will be consistent with Federal requirements applicable to the disaster event.

1.6 Debris Separation/Reduction and Temporary Debris Management Site (TOMS) Management:

Contractor shall operate and manage the TOMS to accept and process all event debris. All actions will be implemented by the Contractor only with the prior approval of the City. Actions by the Contractor will include, but are not limited to, the following:

1.6.1 Ensure that only debris authorized by the City's Contract Administrator will be allowed into the TOMS sites.

1.6.2 Provide to the City a video record of the pre- and post-use site conditions.

1.6.3 Conduct an onsite Phase 1 Environmental Audit, if required by the City. Contractor shall submit list of engineering firms that shall be engaged by Contractor to perform such Audit.

1.6.4 Prepare a plan of proposed site layout and review with the City prior to its implementation.

1.6.5 Prepare a plan for site security and traffic control for both on the site and adjacent roadways and review with the City prior to its implementation.

1.6.6 Provide adequate fire prevention/fighting equipment, including water truck and hoses, on site throughout the operational period of the TOMS.

1.6.7 Build and/or maintain roads as necessary for TOMS operation.

1.6.8 Provide and/or construct and maintain stabilized roofed inspection towers sufficient for a minimum of three Inspectors; Towers will be positioned at any entrance and any exit of the TOMS.

1.6.9 Comply with any applicable environmental requirements, to include litter control fencing, silt fencing, dust control, hazardous materials containment area, and/or water retention berms.

1.6.10 Confine hours of operation of the TOMS to those determined by the City.

1.6.11 Stage and process all debris in a manner in accordance with instructions from the City in a manner acceptable to FEMA.

1.6.12 Process debris by methods that may include, but not be limited to, reduction by grinding, air curtain incineration when approved, or other alternate methods of reduction, such as compaction.

1.6.13 Prior to reduction and 'to the extent practical, segregates debris between vegetative debris, construction and demolition debris, white goods, and hazardous waste.

1.6.14 Develop and implement, with the approval of the City, a procedure for management of the receipt of unauthorized and/or ineligible debris at the TOMS.

1.6.15 Provide the City with proper and acceptable documentation (including destination, tickets, volume/weight) for final disposal of debris accepted at the TOMS.

1.6.16 Upon the closure of the TOMS, restore the TOMS to its pre-use condition, meeting all regulatory requirements for the site closure; Survey the site to verify that it has been restored to pre-use elevation and condition.

1.6.17 As directed by the City, sod, hydro-s ed or sprig the TOMS property once all other site closure issues have been addressed and cleared by the appropriate environmental agency.

1.6.18 As directed by the City, conduct post use soil and water tests as required by FDEP.

1.6.19 Ensure debris from multiple disaster incidents is stored separately enough to distinguish the related costs per disaster.

1.6.20 TOMS should have a tent, chair, and portable toilet available for staff to use while monitoring and working at the site.

1.7 Designation and Management of Staging Areas:

City shall provide list of staging areas to Contractor. Contractor shall identify appropriate staging areas for approval by City that would accommodate activities such as truck/equipment certification; provision of temporary fueling or vehicle maintenance (as required), and other operational service functions related to debris removal efforts. The City shall apply for and maintain any FDEP permits required for the site(s).

Contractor shall provide temporary housing, sanitary and other appropriate conveniences necessary for the care and wellbeing of all Contractor and sub-Contractor personnel. The city will approve of the location(s), size, layout and services to be provided at any staging area established by the Contractor, who will ensure that each area is managed in accord with all applicable regulatory requirements and in a manner to minimize disruption to the surrounding neighborhoods

1.8 Management of Tree Debris:

Tree debris is herein defined as vegetation, stumps, hanging limbs, leaning trees, and similar materials resulting from trees damaged during the event. The City shall direct the Contractor regarding removal, collection, hauling and disposal of eligible tree debris, which will adhere to the most current FEMA Guidance Policy Disaster Specific Guidelines. Stumps within the public rights-of-way deemed by the City to be public safety hazards will be removed and disposed of by the Contractor. The Contractor is responsible for collection, hauling and disposal of all tree debris on the cost basis of the cubic yard rate for regular vegetative debris on the cost basis of the cubic yard rate for regular vegetative debris.

1.9 Management of Hazardous Materials:

The Contractor will provide collection, identification, separation, hauling and disposal services for any Hazardous Waste or Household Hazardous Waste generated by the event.

1.10 Management of White Goods:

The Contractor will provide for collection, processing, hauling and disposal services for all White Goods, including Chlorofluorocarbons (CFC) refrigerant containing devices. The Contractor will be responsible for removal all CFC gases from White

Goods prior to processing or shipping of White Goods for final disposal. The Contractor will be responsible for meeting all Federal and State requirements for the proper and safe handling of CFC containing devices. The cost basis will be the unit prices defined on Attachment O.

1.11 Disaster Recovery Technical Assistance:

The Contractor will provide Disaster Recovery Technical Assistance to the City to assist with guidance and consultation on all aspects of the recovery process. This assistance shall include documentation and management for the public assistance program, planning, training and exercise development, as well as attendance at the City's Emergency Operations Center (EOC) during activations of the EOC for exercise and actual emergency events as requested by the City Representative.

1.12 Post Event Support Equipment:

The Contractor will supply the City with post event support equipment as requested. Equipment may include but not limited to mobile satellite communications gear, mobile high-speed internet access, mobile radio communications gear, mobile cellular gear, mobile fueling gear, mobile kitchens, mobile housing, mobile laundry facilities etc.

1.13 Monitors:

The City will use trained City staff or hire contract employees and train them to perform as monitors. Each Contractor crew will be assigned a monitor at the City's expense.

1.14 Beach Cleaning:

In the event that the City's beaches have been damaged, the Contractor will provide all necessary equipment and manpower to remove debris from the City beaches, screen the beach sand as directed by the City and replace the screened sand on the beach as directed. The Contractor will be responsible for collection, hauling· and disposal of any debris generated in the process of beach cleaning. The cost basis will be the unit prices defined in Attachment O.

Article 2 – Compensation

The Contractor will be compensated for work completed by the Contractor in accordance with the Fee Schedule attached hereto and identified as Attachment O. The Contractor will submit proof of work in the form of load tickets, force labor tickets and or hourly time and materials tickets (first seventy-two hours). The Contractor will provide the City with Daily reports including copies of all load and disposal tickets. The Contractor will submit to the City with a weekly summary report and Invoice for services. The Invoice will have all load and disposal ticket numbers referenced for the prior week's work. The Contractor will remit to the City any monies collected from the recycling of White Goods or other metals collected under this contract.

This is an indefinite-quantity, as-needed contract. The City makes no representation or guarantee as to the volume, type, frequency, or dollar amount of work that may be assigned. Work shall be performed only when authorized by a written Task Order, Notice to Proceed, or purchase order issued by the City.

Article 3 – Invoicing and Payment

Contractor shall submit invoices and supporting documentation in accordance with Article 2 and the requirements of the applicable Task Order or purchase order. Unless the City approves another billing cycle in writing, invoices may be submitted weekly. The City shall pay approved invoices in accordance with Chapter 218, Part VII, Florida Statutes, as applicable to the services invoiced. **Article 4 – Performance Standards**

The Contractor agrees to perform contracted services in a professional and workmanlike manner and in compliance with all applicable laws, ordinances, rules, regulations, and permits. Only the highest quality workmanship will be acceptable by the City. Service equipment and workmanship not conforming to the intent of the agreement or meeting the approval of the City may be rejected. Replacements and/or re-work, as required, will be accomplished on a timely basis at no additional cost to the City.

Article 5 – Standards of Performance

5.1 Contractor Representative and General Operations Plan:

AGREEMENT

between

CITY OF KEY WEST

and

_____

For

SERVICES FOR DISASTER RESPONSE SERVICES

KEY WEST, FLORIDA

The Contractor shall have knowledgeable and responsible representative report to the City and provide a copy of the final Contractor's General Operations Plan within ten (10) days following the execution of the agreement. The City will approve the General Operations Plan prior to its implementation within the City. The Contractor's Representative shall have authority to implement all actions required to begin the performance of the contracted services as set forth in this agreement and further provided within the Contractor's General Operations Plan.

5.2 Mobilization

When a Notice to Proceed (NTP) in advance of an event has been received by the Contractor, he/she will make all necessary arrangements to mobilize a minimum of 50% of the required resources within 24 hours and 100% of the required resources within 48 hours to commence and conduct these contracted services. It is the City's discretion to require pre-event staging at a location designated by the City. The City may take such other actions as necessary to address the failure of the Contractor to mobilize resources on the schedule required by the city.

Article 6 – General Responsibilities

6.1 Other Agreements:

The City may be required to enter into agreements with Federal and/or State agencies for disaster relief. The Contractor shall be bound by the terms and conditions of such agreements, regardless of the additional burdens of compliance. The City will provide the Contractor with a copy of any applicable agreement.

6.2 The City Obligation:

The City shall furnish all information and documents necessary for the commencement of contracted services, including a written Mobilization Task Order.

6.3 Contractor's Conduct of Work:

The Contractor shall be responsible for planning and conducting all operations in a satisfactory and professional manner. All Contractor's personnel and Subcontractors shall be demonstrate and maintain a courteous and responsible demeanor toward all people.

6.4 Supervision by Contractor:

The Contractor will supervise and/or direct all contracted services performed by its employees, agents and Subcontractors. The Contractor is solely responsible for all means, methods, techniques, safety and other procedures. The Contractor will employ and maintain qualified Contractor Representative as a project manager at the work site(s) who shall have full authority to act on behalf of the Contractor. All communications given to the Contractor's Representative by the City shall be as binding as if given to the Contractor.

6.5 Self Sufficiency of Contractor and Subcontractors:

The Contractor shall ensure that its work force, including Subcontractors, maintain self-sufficiency related to fuel, vehicle repair/maintenance, housing, sanitation, food and related accommodations, in a manner that is consistent with local requirements and minimizing adverse effects on the community.

6.6 Damages by Contractor:

The Contractor shall be responsible for conducting all operations, whether contemplated by the Contract or later requested as specialized services, in such a manner as to cause the minimum damage possible to existing public, private and commercial property and/or infrastructure. The Contractor shall also be responsible for any damages due to negligence on the part of the Contractor, the City may either bill the Contractor for the damages, withhold funds due to the Contractor, or the Contractor may also repair all damages to the satisfaction of the City. The determination of whether "negligence" has occurred shall be made by the City in its sole discretion.

6.7 Contractor's Duty Regarding Other Contractor(s)

The Contractor acknowledges the presence of other Contractors involved in disaster response and recovery activities by the federal, state and local government and of any private utility, and shall not interfere with their work.

6.8 Contractor's Ownership of Debris:

All debris collected under this Contract shall be managed in accordance with applicable federal, state, and local requirements. The City shall retain control over the disposition of all debris collected under this Contract, including the designation of disposal and recycling locations.

The Contractor shall have no ownership interest in any debris unless expressly authorized in writing by the City.

To the extent any materials have salvage or recycling value, the Contractor shall document such materials and, as directed by the City, either remit all proceeds to the City or provide a corresponding credit against amounts due under the Contract.

The Contractor shall maintain accurate records of all debris collection, reduction, disposal, and salvage activities and shall provide such documentation to the City upon request.

The Contractor shall not retain or sell any debris or salvaged materials except as expressly authorized by the City in writing.

6.9 Contractor's Disposal of Debris:

Unless otherwise directed by the City, the Contractor shall be responsible for determining and executing the method and manner for processing and/or lawful disposal of all eligible debris as approved by the City. The locations of the TOMS shall be approved by the City. Final disposal sites shall be provided to the City in writing. Copies of receipts and disposal tickets shall be provided to the City when complete. Separate unit prices for delivery and disposal of debris to TOMS and final disposal may be allowed by the City. Upon request from the Contractor, other sites may be utilized as directed and/or approved by the City. All disposal sites must be permitted and/or otherwise authorized by the appropriate regulatory agency.

Article 7 – General Terms and Conditions

7.1 Multiple, Scheduled Passes:

The Contractor shall make scheduled passes and/or unscheduled passes of each area impacted by the event, at the direction of the City. The City shall direct the interval timing of all passes. Sufficient time shall be permitted between subsequent passes to accommodate reasonable recovery and additional debris placement at the ROW by the citizens and the City. The Contractor will document the completion of all passes based on the direction from the City and will provide this documentation to the City on the frequency requested by the City.

7.2 Clean as you go Policy:

The Contractor shall provide a "clean as you go" policy and supervise and enforce such policy during debris management operations. The Contractor should attempt to rake or sweep· debris piles to try to minimize the amount washing into storm drains.

7.3 Operation of Equipment:

The Contractor shall operate all trucks, trailers and all other equipment in compliance with any / all applicable federal, state and local rules and regulations. Equipment shall be in good Working condition. All loading equipment shall be operated from the road, street, or ROW using buckets and/or boom and grapple devices to collect and load debris. No equipment shall be allowed behind the curb or outside of the public ROW unless otherwise directed by the City. Should operation of equipment be required outside of the public ROW, the Contractor will ensure that a Right-of-E try agreement has been obtained prior to property entry.

7.4 Security of Debris During Hauling:

The Contractor shall be responsible for the security of debris on/in each vehicle or piece of equipment utilized to haul debris. Prior to leaving the loading sites, Contractor shall ensure that each load is secure and trimmed so that to the extent practical no debris extends horizontally beyond the bed of the equipment in any direction. All loose debris shall be reasonably compacted and secured during transport in accordance with FOOT guidelines. As required, Contractor will survey the primary routes used by Contractor for debris hauling as soon as possible after the transport and will recover fallen or blown debris-from the roadway(s).

7.5 Traffic Control:

Contractor shall mitigate impact on local traffic conditions to the greatest extent possible. Contractor is responsible for establishing and maintaining appropriate traffic control in accordance with the most current edition of the US Department of Transportation Manual or Uniform Traffic Control Devises (MUTCD). Contractor shall provide sufficient signage, flagging and barricading to ensure the safety of vehicular and pedestrian traffic at all debris removal, collection, reduction and/or disposal sites.

7.6 Workdays/Hours:

Workdays and/or work hours shall be as directed by the City following consultation and notification to Contractor. Working hours on holidays shall be at the discretion of the City.

7.7 Hazardous and Industrial Wastes:

Upon the authorization of the City, the Contractor shall set aside and reasonably protect all hazardous or industrial material encountered during debris removal operations for collection and disposal. Prior to such actions, the Contractor will prepare a Hazardous and Industrial Materials Cleanup and Disposal Plan, and this plan will be in accordance with all local, state and Federal requirements and will be approved by the City. In accord with this plan, the Contractor shall use the subcontracting services of a firm specializing in the management and disposal of such materials and waste, if and when directed to do so by the City.

7.8 Utilizing Local Resources:

Contractor shall, to every extent possible, give priority to utilizing labor and other resources originating within Monroe County.

7.9 Work Safety:

Contractor shall provide and enforce a safe work environment as prescribed in the Occupational Safety and Health Act of 1970, as amended. Contractor will provide such safety equipment, training and supervision as may be required by the City and/or other governmental regulations. Contractor shall ensure that its subcontracts contain an equivalent safety provision.

7.10 Inspection of Contractor Operations:

All debris shall be subject to inspection by the City and other public authorities to ensure compliance with the Contract, applicable federal, state• and local laws, and in accordance with generally accepted standards of emergency management professionals. The City will, at all times, have access to all work sites and disposal areas. In addition, authorized representatives and agents of the government shall be permitted to inspect all work, materials, invoices, and other relevant records and documentation.

7.11 Corrective Actions Required of Contractor:

When instructed by the City's Representative, the Contractor will immediately implement corrective actions to address health and safety issues and/or any other actions inconsistent with any of the terms of the Contract, as determined by the City in its sole discretion, and notify the City within 24 hours.

7.12 Ineligible Work:

The Contractor will not be paid for the removal, transportation, storage, reduction and/or disposal of any material when not previously instructed by the City that such actions are eligible for-state and/or Federal reimbursement.

7.12.1 **Eligibility Inspections:** A representative for the City shall inspect each load or shall inspect at some other frequency of the City's direction, to verify that the contents are in accordance with the accepted definition of eligible debris.

7.12.2 **Eligibility Determinations:** If any load is determined to contain material that does not conform to the definition of eligible debris, the load will be ordered to be deposited at another approved and certified receiving facility. No payment will be allowed for that load and the Contractor will not invoice the City for such loads. The City, through its authorized representative, will be the sole judge as to whether the material conforms to the definition of eligible debris.

7.12.3 **Other Agencies:** The term "government" as used in the Contract refers to those governmental agencies which may have a regulatory or funding interest in the Contract.

Article 8 – Reports, Certifications and Documentation

8.1 Reports:

The Contractor shall submit periodic, written reports in a format required by the City documenting the progress of Contractor’s activities.

8.1.1 Daily Reports: Daily reports may detail the locations where passes for debris removal were conducted, the quantity of debris (by type) removed and disposed of, the total number of

personnel crews engaged in debris management operations, and the number of grinders, chippers and mulching machines in operation. Contractor will also report damages to private property caused by the debris operation or damage claims made by citizens and such other information as may be required to completely describe the daily conduct of Contractor's operations within 24 hours.

8.1.2 Weekly Summaries: A summary of all information contained in the daily reports as described in Section 6.1.1, within two days of the close of the week. At the request of the City, the data making up the weekly summaries shall also be submitted in electronic format, utilizing Microsoft Excel or Access. The submitted electronic weekly data will include: Collection Contractor or sub-Contractor, load ticket number, load date, load location, truck yardage, percent full, calculated yardage (or weight if applicable) field monitor name / number, TOMS location, tower monitor/ name, debris materials categorization, and location of collection, e.g., ROW, FHWA, Canal, etc.

8.1.3 Report Delivery: The scheduling point of delivery and receiving personnel for the debris operations report will be directed by the City, in consultation with the Contractor.

8.1.4 Data Reconciliation: Reconciliation of data will be accomplished weekly between the Contractor and the City's Representative. All discrepancies will be resolved within five (5) days.

8.1.5 Online Data Storage/Access: Throughout debris removal operations, Contractor will maintain an ongoing updated online secured Internet database accessible by the City that stores data and true document images, separated by incident, of the following: equipment certifications, load tickets, tipping tickets and invoices. These online databases will remain available for five years following project closeout.

8.1.6 Final Project Closeout: Upon final inspection and/or closeout of the project by the City, Contractor shall prepare and submit a detailed description of all debris management activities in an

electronic spreadsheet, to include, but not limited to the total volume, by type of debris hauled, reduced and/or disposed of, final disposal locations and amounts of the debris managed by the Contractor, plus the total cost of the project invoiced to the City. The Contractor shall provide, upon request of the City and/or no later than project closeout, a release of liens demonstrating that all Subcontractors to the Contractor have been fully paid. The Contract will provide any other additional information as may be necessary to adequately document the conduct of the debris management operations for the City and/or government. Final project reconciliation must be approved by the City.

8.2 Certifications:

The Contractor will adhere to the process for certification of personnel and vehicles established by the Federal Emergency Management Agency, to include the following:

8.2.1 Certification of Vehicles and Load Capacity:

a. Contractor shall ensure that all equipment is certified in accordance with most current federal procedures.

b. After a disaster, the City, or its designated representative, will begin the equipment certification at a pre-designated site, or at staging areas established by the City.

c. All Contractor and Subcontractor trucks shall have valid registrations, insurance and meet basic operational criteria: tailgates or equivalent containment devices, tarps, etc., as well as all applicable motor vehicle safety requirements. Drivers shall possess valid licenses.

d. Truck body dimensions shall be measured, and information recorded on certification forms with calculated capacity noted. Each truck will receive two placards, which shall be affixed on opposite sides of the truck body. The placards will be at least 42" x 24" with 6" lettering. The truck driver will be provided up to two (2) copies of a vehicle certification sheet by the Contractor and also provide copies for Subcontractor's records.

e. Contractor may be required to provide a scale capable of weighing large trucks and equipment.

8.2.2 Certification of Personnel

The Contractor will certify to the City that all Contractor and Subcontractor personnel have received required and adequate training in relevant emergency response, disaster recovery, and debris management operations. Upon request of the City, the Contractor will provide documentation certifying the adequacy of the training, experience and capabilities of all Contractor and Subcontractor personnel, to include but not be limited to the following:

8.2.2.1 Senior management personnel of the Contractor assigned to implement work authorizations pursuant to the Contract will participate, upon request, in training and briefing sessions held by representatives of Monroe County and/or the City.

8.2.2.2 Senior, supervisory personnel of the Contractor and all Subcontractors thereto will have received training in debris management, the operational concepts established by the Monroe County Countywide Debris Management Plan, and the implementation of the National Incident Management System.

8.2.2.3 Personnel assigned by the Contractor as responsible for data management, invoicing and other documentation duties will be trained in the data management concepts and approaches to be used by the City.

8.2.2.4 Vehicle and equipment operators will be fully licensed and certified and insured, as required by applicable local, State and Federal statutes and regulations.

8.2.2.5 Upon their deployment for field operations, all Contractor and Subcontractor personnel will be briefed or trained appropriately in their duties, responsibilities, and the procedures to be utilized throughout the debris management process, including safety procedures, load ticket management procedures, and accident reporting procedures

8.3 Utilization of a Standardized "load ticket":

The Contractor and all Subcontractors will utilize a standardized "load ticket" for documenting each load of debris from its origin to the TOMS and/or final disposal location. The "load ticket" utilized will be identical to the sample provided by the Contractor in Attachment 8, unless improved and approved by the City.

8.4 Additional Supporting Documentation:

Contractor shall submit sufficient reports and/or documentation for debris loading, hauling, disposal, and load capacity measurements, and any other services provided by Contractor as may be required by the City and/or other governmental entity to support requests for debris project reimbursement from external funding sources.

8.5 Report Maintenance:

The Contractor will be subject to audit by federal, state and local agencies pursuant to the Contract. The Contractor will maintain all reports, records, debris reporting tickets and Contract correspondence for a period of not less than five (5) years in accordance with applicable state statutes.

Article 9 – Descriptions:

9.0 Description of Unit Price Proposal Items:

Table A - Unit Prices for Time and Materials: The Contractor will provide all services and expenses necessary for the emergency push, debris pickup and hauling, processing of debris at the temporary Debris management Site (TOMS}, and final disposal for a fixed unit price as a cost per cubic yard, as well as time and material for all related equipment regardless of debris type. As necessary, Contractor may be paid based on the hourly use of equipment.

Table B - The Contractor will provide all services and expenses necessary for the emergency push, debris pickup and hauling, processing of debris at the TOMS, and final disposal for a fixed unit price as a cost per cubic yard, for the debris types noted below, but excluding debris designated as hazardous wastes. This cost is inclusive of all related expenses including but not limited to, contract administration, technical assistance to the jurisdiction, personnel training and certification, TOMS management, services for security, safety and traffic management, and associated actions necessary

for implementation of debris management operations by the Contractor as defined in the Contract.

9.1 Cleaning and Restoration of Beaches:

The Contractor will remove and dispose of debris accumulated on the beaches located within the City by written request, and will collect, screen for debris removal, and re-deposit sand on the beach that has accumulated in adjacent areas up to 2,000 feet from the original land edge of the beach. Locations will be designated by the City's authorized representative. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.2 Debris Removal and Restoration of Canals:

The Contractor will remove debris resulting from the event that impedes the drainage and navigation of canals and adjacent banks, as directed by the City. Debris to be removed will be vegetative and/or construction and demolition debris affecting the canals but excludes removal of damaged and/or abandoned boats. The Contractor will also haul, process and dispose of the collected debris.

9.2.l The Contractor will restore, re-grade, and/or reseed the canal banks and slopes, as directed by the City. The Contractor will be reimbursed at a fixed rate for this service as established in Attachment O

9.3 Motor Vehicles:

The Contractor will remove motor vehicles damaged by the disaster event and/or abandoned by the owner due to the circumstances of the event. The City will identify the area(s) from which motor vehicles are to be removed. Motor vehicles will be processed by or for the Contractor in a manner that complies with all requirements for removal and processing of hazardous materials, e.g., gasoline, oils and other fluids. The Contractor will also ensure the proper final disposal of the removed vehicle. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O., inclusive of all towing, processing and disposal costs.

9.4 Boats:

Boats severely damaged by the disaster event, and abandoned in or on the canals, marinas, and beaches of the City will be collected by the Contractor, processed for

removal and disposal of hazardous materials in accord with applicable regulations, demolished and transported to a suitable location for final disposal. The City will determine the vessels to be removed, will establish that they have been legally abandoned by their owners, and will take other necessary steps as required by law before directing the Contractor to remove and dispose of the vessel. The Contractor is otherwise responsible for compliance with all regulations and requirements applicable to the removal and disposal process. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.5 Hazardous Waste and Contaminated Debris Management:

The Contractor will identify, separate, collect, transport and dispose of disaster-generated debris determined to be hazardous and/or contaminated, thereby requiring that it be separately managed from other debris. The Contractor will provide trained, experienced and equipped personnel to identify hazardous waste and contaminated debris at its point of origin, as well as to direct the Contractor personnel in the safe and proper handling and disposal of the material. All hazardous waste and contaminated debris will be collected, transported and disposed of by the Contractor as required by local, state and Federal regulations. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.6 Fire Suppression Support:

Under direction of the City Fire Chief or City Fire Marshall, in the event of water system failure in the City, the Contractor will provide filled water trucks of a minimum capacity of 1500 gallons, and equipped with outlet valves compatible with fire hose connections meeting national standards of the National Fire Protection Association, or as otherwise specified by the City. The City will direct the Contractor regarding the location(s) for the truck(s) to be positioned, and the City will provide a fully qualified and licensed driver. If the initial water supply is used, the City will be responsible for refilling the truck. The Contractor will be reimbursed at the. fixed rates for this service as established in Attachment O.

9.7 Emergency Potable Water:

The Contractor will provide the City with whole pallets of individually bottled water drinking water. The City will instruct the Contractor as to the number of pallets

needed, the location(s) for delivery, and the schedule for delivery. Multiple deliveries may be necessary. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.8 Emergency Delivery of Ice:

The Contractor will provide the City with whole pallets of cubed ice made from potable water in individually packaged sacks of between 5 and 10 pounds. The City will instruct the Contractor as to the number of pallets needed, the location(s) for delivery, and the schedule for delivery. Multiple deliveries may be necessary. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.9 Temporary Bathrooms, Showers, Kitchens and Feeding Stations:

The Contractor will provide the City with "comfort stations, e.g., modular units to provide for the comfort and support of disaster victims within or near impacted neighborhoods. The modular units will include tents, portable toilets, hand basins. shower units, a mobile kitchen, chairs and tables for food service, and all necessary personnel, food, equipment and supplies to operate the units for extended periods. Each comfort station must include equipment compliant with the Americans with Disabilities Act. The unit must be capable of serving three meals per day, one of which must be hot. The City will provide law enforcement and emergency medical services staff to compliment the work force provided by the Contractor. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.10 Temporary Satellite Communications:

The Contractor will provide satellite communications units capable of voice, text messaging, data transfer and Internet access for use by City personnel in the event of failure of other communications systems. The units will be rented / leased to the City and will be fully equipped, including AC/DC adapters (including automotive battery chargers), instructions and carrying cases. The units will be fully operational upon delivery to the City, without further action by the City. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.11 Emergency Power Generation:

The Contractor will provide mobile electric power generation units for facilities and locations located within the City. The City will define the size and fuel type of the mobile units, which will be leased to the City. The City may require generators ranging in from 25 kw through 500 kw, and the Contractor will deliver the units to the facilities or locations designated by the City and ensure connection of the unit to the existing electrical wiring by a licensed electrician. The Contractor will also ensure the unit is fueled, tested, and demonstrated to be operational prior to departure from the location. The Contractor will also provide fuel for the duration of the units use by the City and will have readily available technical support and repair or replacement services. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.12 Pumping and Water Relocation/Removal for Flood Control:

The Contractor will provide all personnel, trucks, pumps, hoses, fuel, and other necessary equipment for removal of standing water from low collection areas where localized flooding threatens public safety or continuing property damage, as directed by the City. Water removal may be both by pumping to adjacent storm sewers, if functional, to nearby stream or drainage canals, or into tanker trucks. The Contractor must comply with any applicable environmental requirements concerning discharge of the water once pumped. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.13 Sewer, Culvert and Catch Basin Cleaning:

The Contractor will provide all personnel, vehicles, equipment and supplies to clean disaster-related debris, including sand and mud, from storm sewers, culverts, catch basins and draining canals. The City will designate the storm water systems to be cleaned. This service will be provided on a linear foot and per structure basis.

9.13.1 The disposal fee shall also be provided by the ton and Contractor should identify potential locations for disposal, either a landfill or waste-to-energy facility.

9.14 Decontamination of Buildings and Facilities:

The Contractor will provide for chemical and/or biological decontamination of buildings, facilities or other structures as directed by the City. The Contractor is responsible for providing experienced, trained and equipped personnel, for all equipment and supplies, and for final disposal of all contaminated materials removed from the structure. All operations by the Contractor must be in full compliance with all health and safety standards, as well as environmental protection requirements applicable to the decontamination and disposal process. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.15 Mold Remediation:

The Contractor will provide all personnel, equipment, supplies and services necessary for the planning of mold remediation services, removal and disposal of mold contaminated materials, and other mold remediation measures necessary for affected public buildings belonging to the City. The Contractor will comply with all Federal guidelines on mold remediation, and ensure compliance with all applicable health, safety and environmental protection standards. The City will designate which buildings or other structures are to be remediated, will approve. the Contractor's mold remediation plan and will designate the disposal facility to be utilized for mold-contaminated materials removed by the Contractor. The Contractor will be reimbursed at the fixed rates for this service as established in Attachment O.

9.16 Reimbursement

The Contractor will ensure that all reimbursement requests are compliant with current agency-specific policies and procedures.

9.17 City Supervision of Applicant

Each section/subsection will be supervised by the appropriate City Department, providing for recovery and restoration of normal services.

Article 10 – General Legal Provisions:

10.1 Agreement Period:

The initial contract resulting from this solicitation shall have an initial term of three (3) years beginning on the effective date. The City may, in its sole discretion, renew the contract for one (1) additional term of up to two (2) years, for a maximum total term of five (5) years, upon written notice and approval in accordance with City requirements. Any renewal shall be on the same terms and conditions unless amended in writing by the parties and approved as required by the City.**10.2 Suspension, Delay, or Interruption:**

The City may suspend, delay, or interrupt the Contractor's services at its convenience. In the event of such suspension, delay, or interruption, or due to any act or omission of the City or its Subcontractors, the City shall compensate the Contractor for all services performed up to the date of such action.

In the event that project delays occur for any reason, both parties agree to take reasonable measures to mitigate the impacts of such delays.

10.3 Third Party Beneficiaries:

This Agreement gives no rights or benefits to anyone other than the City and Contractor and has no third-party beneficiaries. Contractor's services are defined solely by this proposed scope of services, and not by any other contract or agreement that may be associated with the services.

10.4 Indemnification:

To the fullest extent permitted by law, the Contractor expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents and employees *(herein called the "indemnitees-) from liabilities, damages. losses and costs, including but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, to the extent caused negligence, recklessness, or intentional wrongful misconduct of the Contractor, its Subcontractors or persons employed or utilized by them in the performance of the Contract. Claim by indemnitees for indemnification shall be limited to the amount of Contractor's insurance or $1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the

Contract and it is part of the project specifications or the Proposal documents, if any. The indemnification obligations under the Contract shall not be restricted in any way by any limitation on the amount or type of damages, compensation, Or benefits payable by or for the Contractor under Workers' Compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the Contractor or of any third party to whom Contractor may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of the work.

10.5 Insurance/Evidence of Insurability:

1.0 **GENERAL INSURANCE REQUIREMENTS:**

1.01 During the Term of the Agreement, the Contractor shall provide, pay for, and maintain with insurance companies satisfactory to the City of Key West, Florida ("City"), the types of insurance described herein.

1.02 All insurance shall be from responsible insurance companies eligible to do business in the State of Florida. The required policies of insurance shall be performable in Monroe County, Florida, and shall be construed in accordance with the laws of the State of Florida.

1.03 The City shall be specifically included as an additional insured on the Contractor's Liability policies with the exception of the Contractor's Professional Liability policies (if required) and shall also provide the "Severability of Interest" provision (a/k/a "Separation of Insured's" provision). The City's additional insured status should be extended to all Completed Operations coverages.

1.04 The Contractor shall deliver to the City, prior to commencing work/activities under the Agreement, properly executed "Certificate(s) of Insurance" setting forth the insurance coverage and limits required herein. The Certificates must be signed by the authorized representative of the insurance company(s) shown on the Certificate of Insurance. In addition, certified, true, and exact copies of the insurance policies required herein shall be provided to the City, on a timely basis, if requested by the City.

1.05 If the Contractor fails to provide or maintain the insurance coverages required in this Agreement at any time during the Term of the Agreement and if the Contractor refuses or otherwise neglects to deliver the required Certificate(s) of Insurance signed by the authorized representative of the insurance company(s)

to the City, the City may, at the City's sole discretion, terminate or suspend this Agreement and seize the amount of Contractor's performance bond, letter of credit, or other security acceptable to the City).

1.06 The Contractor shall take immediate steps to make up any impairment to any Aggregate Policy Limit upon notification of the impairment. If at any time the City requests a written statement from the insurance company(s) as to any impairment to the Aggregate Limit, the Contractor shall promptly authorize and have delivered such statement to the City.

1.07 The Contractor authorizes the City and/or its insurance consultant to confirm all information furnished to the City, as to its compliance with its Bonds and Insurance Requirements, with the Contractor's insurance agents, brokers, surety, and insurance carriers.

1.08 All insurance coverage of the Contractor shall be primary to any insurance or self-insurance program carried by the City. The City's insurance or self-insurance programs or coverage shall not be contributory with any insurance required of the Contractor in this Agreement.

1.09 The acceptance of delivery to the City of any Certificate of Insurance evidencing the insurance coverage and limits required in the Agreement does not constitute approval or agreement by the City that the insurance requirements in the Agreement have been met or that the insurance policies shown in the Certificates of Insurance are in compliance with the Agreement requirements.

1.10 No work/activity under this Agreement shall commence or continue unless and until the required Certificate(s) of Insurance are in effect and the written Notice to Proceed is issued by the City.

1.11 The insurance coverage and limits required of the Contractor under this Agreement are designed to meet the minimum requirements of the City. They are not designed as a recommended insurance program for the Contractor. The Contractor alone shall be responsible for the sufficiency of its own insurance program. Should the Contractor have any question concerning its exposures to loss under this Agreement or the possible insurance coverage needed therefore, it should seek professional assistance.

1.12 During the Term of this Agreement, the City and its agents and contractors may continue to engage in necessary business activities during the operations of the

Contractor. No personal property owned by City used in connection with these business activities shall be considered by the Contractor's insurance company as being in the care, custody, or control of the Contractor.

1.13 Should any of the required insurances specified in this Agreement provide for a deductible, self-insured retention, self-insured amount, or any scheme other than a fully insured program, the Contractor shall be responsible for all deductibles and self-insured retentions.

1.14 All of the required insurance coverages shall be issued as required by law and shall be endorsed, where necessary, to comply with the minimum requirements contained herein.

1.15 The Contractor shall provide the City thirty (30) days advance written notice of any cancellation, intent not to renew any policy and/or any change that will reduce the insurance coverage required in this Agreement, except for the application of the Aggregate Limits Provisions.

1.16 Renewal Certificate(s) of Insurance shall be provided to the City at least twenty (20) days prior to expiration of current coverage so that there shall be no termination of the Agreement due to lack of proof of the insurance coverage required of the Contractor.

1.17 If the Contractor utilizes contractors or sub-contractors to perform any operations or activities governed by this Agreement, the Contractor will ensure all contractors and sub-contractors to maintain the same types and amounts of insurance required of the Contractor. In addition, the Contractor will ensure that the contractor and sub-contractor insurances comply with all of the Insurance Requirements specified for the Contractor contained within this Agreement. The Contractor shall obtain Certificates of Insurance comparable to those required of the Contractor from all contractors and sub-contractors. Such Certificates of Insurances shall be presented to the City upon request. Contractor's obligation to ensure that all contractor's and sub-contractor's insurance as provided herein shall not exculpate Contractor from the direct primary responsibility Contractor has to the City hereunder. The City will look directly to Contractor for any such liability hereunder and shall not be obligated to seek recovery from any contractor or subcontract or under such contractor's or sub-contractor's insurance coverages.

2.0 **SPECIFIC INSURANCE COVERAGES AND LIMITS:**

2.01 All requirements in this Insurance Section shall be complied with in full by the Contractor unless excused from compliance in writing by the City.

2.02 The amounts and types of insurance must conform to the following minimum requirements. Current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) policies, forms, and endorsements or broader shall be used where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the City.

Workers' Compensation and Employers' Liability Insurance shall be maintained in force during the Term of this Agreement for all employees engaged in this work under this Agreement, in accordance with the laws of the State of Florida. The minimum acceptable limits shall be:

Workers' Compensation	Florida Statutory Requirements
Employer's Liability	$100,000.00 Limit Each Accident
	$500,000.00 Limit Disease Aggregate
	$100,000.00 Limit Disease Each Employee

If the Contractor has less than four (4) employees and has elected not to purchase Workers' Compensation/Employers Liability coverage as permitted by *Florida Statutes*, the Contractor will be required to issue a formal letter (on the Contractor's letterhead) stating that it has less than four (4) employees and has elected not to purchase Workers' Compensation/Employers Liability coverage as permitted by *Florida Statutes*. This exception does **not** apply to firms engaged in construction activities.

Commercial General Liability Insurance shall be maintained by the Contractor on a Full Occurrence Form. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for this Agreement, Independent Contractors, and Products & Completed Operations Coverage. The limits of such coverage shall not be less than:

Bodily Injury & Property Damage Liability	$1,000,000.00 Combined Single Limit each Occurrence and Aggregate

Completed Operations Liability Coverage shall be maintained by the Contractor for a period of not less than four (4) years following expiration or termination of this Agreement.

The use of an Excess, Umbrella and/or Bumbershoot policy shall be acceptable if the level

of protection provided by the Excess, Umbrella and/or Bumbershoot policy is equal to or more comprehensive than the Primary Commercial General Liability policy.

Business Automobile Liability Insurance shall be maintained by the Contractor as to ownership, maintenance, use, loading and unloading of all owned, non-owned, leased, or hired vehicles with limits of such coverage of not less than:

Bodily Injury	$1,000,000.00 Limit Each Accident
Property Damage Liability	$1,000,000.00 Limit Each Accident

or

Bodily Injury & Property Damage Liability	$1,000,000.00 Combined Single Limit Each Accident

If the Contractor does not own any vehicles, this requirement can be satisfied by having the Contractor's Commercial General Liability policy endorsed with "Non-Owned and Hired Automobile" Liability coverage.

Pollution/Environmental Liability Insurance shall be maintained by the Contractor that will respond to the impairment of land, water, or air resulting from activities governed by this Agreement. The minimum acceptable limits of liability shall be $2,000,000. If the policy is structured on a "Claims Made" basis, the policy must contain a "Retroactive Date" of no later than the commencement date of the Agreement and will have an extended reporting period of four (4) years following expiration or termination of the Agreement.

Professional Liability Insurance shall be maintained by the Contractor which will respond to damages resulting from any claim arising out of the performance of professional services or any error or omission of the Contractor arising out of activities governed by this Agreement. The minimum acceptable limits of liability shall be $1,000,000 per Occurrence and $2,000,000 Annual Aggregate. If the policy is structured on a "Claims Made" basis, the policy must contain a "Retroactive Date" of no later than the commencement date of the Agreement and will have an extended reporting period of four (4) years following expiration or termination of the Agreement.

10.6 Assignment:

Contractor shall not assign all or any part of this Agreement without the prior consent of the City by Resolution of the Key West City Commission.

10.7 Jurisdiction:

The law of the state of Florida and Monroe County will govern the validity of this Agreement, its interpretation and performance, and any other claims related to it.

10.8 Severability and Survival:

If any of the provisions contained in this Agreement are held for any reason to be invalid, Illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability will affect any other provision, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

10.9 Dispute Resolution:

The parties will use their best efforts to resolve amicably any dispute, including the use of alternative dispute resolution options. Unless otherwise agreed in writing, the Contractor shall continue the work and maintain the approved schedules during any arbitration proceedings. If the Contractor continues to perform, City shall continue to make payments in accordance with this Agreement.

10.10 E-Verify:

Consultant shall comply with the requirements of section 448.095, Florida Statutes, including registering with and using the E-Verify system to verify the work authorization status of all newly hired employees. Contractor shall require each subcontractor performing work under this Agreement to register with and use the E-Verify system and shall obtain and maintain any subcontractor affidavit required by section 448.095, Florida Statutes, and provide such documentation to the City upon request. A material failure by Consultant or its subcontractors to comply with the requirements of this section shall constitute a material breach of this Agreement and may result in termination as provided by law.

10.11 Public Entity Crimes; Scrutinized Companies:

Contractor certifies that, as of the date of proposal and contract execution, Contractor is not ineligible under section 287.135, Florida Statutes. If this contract is for

goods or services of $100,000 or more, Contractor certifies it is not on the Scrutinized Companies or Other Entities that Boycott Israel List and is not engaged in a boycott of Israel. If this contract is for goods or services of $1,000,000 or more, Contractor further certifies it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List and is not engaged in business operations in Cuba or Syria. The Agreement may be terminated as required or permitted by section 287.135, Florida Statutes, if these certifications are false or if Contractor becomes ineligible." B. To the extent this Agreement would grant Contractor access to an individual's personal identifying information, Contractor shall comply with section 287.138, Florida Statutes, and, as a condition precedent to execution and any renewal or extension if required by law, shall provide the affidavit required by section 287.138(4), Florida Statutes."

10.12 Public Records Compliance

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

City Clerk
City of Key West
1300 White Street
Key West, FL 33040
Phone: (305) 809-3835
Email: cityclerk@cityofkeywest-fl.gov

The Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.

4. Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request, in a format that is compatible with the information technology systems of the City.

Article 11 – Federal Contract Clauses

11.1 Access to Records:

The Contractor agrees to provide the City, the Florida Department of Emergency Management, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representative's access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions. (2) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed. (3) The Contractor agrees to provide the FEMA Administrator or his authorized representatives' access to construction or other work sites pertaining to the work being completed under the contract. (4) In compliance with section 1225 of the Disaster Recovery Act of 2018, the City and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

11.2 Affirmative Socioeconomic Steps:

Affirmative Socioeconomic Steps If subcontracts are to be let, the prime Contractor is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

11.3 Changes:

To be allowable under a FEMA grant or cooperative agreement award, the cost of any contract change, modification, amendment, addendum, change order, or constructive change must be necessary, allowable, allocable, within the scope of the grant or cooperative agreement, reasonable for the scope of work, and otherwise allowable.

11.4 DHS Seal, Logo, and Flags:

The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre- approval. The Contractor shall include this provision in any subcontracts.

11.5 Domestic Preference for Procurements 200.322:

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award. For purposes of this section: ''Produced in the United States'' means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. ''Manufactured products'' means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

11.6 License and Delivery of Works Subject to Copyright and Data Rights:

The Contractor grants to the City, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Contractor will identify such data and grant to the City or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Contractor will deliver to the City data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the City.

11.7 No Obligation by Federal Government:

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, Contractor, or any other party pertaining to any matter resulting from the contract.

11.8 Prohibition on Covered Telecommunications Equipment or Services:

(a) Definitions. As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy, #405-143-1 Prohibitions on Expending FEMA Award Funds forcovered Telecommunications Equipment or Services As used in this clause –

(b) Prohibitions.

(1) Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative

agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.

(2) Unless an exception in paragraph (c) of this clause applies, the Contractor and its Subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:

(i) Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
(ii) Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
(iii) Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or
(iv) Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(c) Exceptions.

(1) This clause does not prohibit Contractors from providing — (i). A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or (ii). Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(2) By necessary implication and regulation, the prohibitions also do not apply to: (i). Covered telecommunications equipment or services that: i. Are not used as a substantial or essential component of any system; and ii. Are not used as critical technology of any system. (ii). Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

(d)Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a Subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause: (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended. (ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph(e), in all subcontracts and other contractual instruments.

11.9 Program Fraud and False or Fraudulent Statements or Related Acts:

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

11.10 Rights to Inventions Made Under a Contract or Agreement:

Exempt from FEMA Public Assistance Funding.

11.11 Suspension and Debarment:

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935). (2) The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. (3) This certification is a material representation of fact relied upon by the City. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. (4) The bidder or Contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

11.12 Procurement of Recovered Materials (§200.323) (Over $10,000):

In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA designated items unless the product cannot be acquired— Competitively within a timeframe providing for compliance with the contract performance schedule; Meeting contract performance requirements; or At a reasonable price. Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines webpage:

https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program

The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

11.13Termination for Cause and Convenience (over $10,000):

See Standard Purchase Order and/or Contract Terms and Conditions

11.14 Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352 (as amended) (over $100,000):

Contractors who apply or Proposal for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient."

Contractors must sign and submit a certification to the City with each Proposal or offer exceeding $100,000. See Certifications and Assurances and the end of this document.

11.15 Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) (over $100,000):

Where applicable, all contracts awarded by the solicitor in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5).

(1) Overtime requirements. No Contractor or Subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the Contractor and any Subcontractor responsible therefor shall be liable for the unpaid wages. In addition,

such Contractor and Subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of $27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The City or FEMA shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or Subcontractor under any such contract or any other Federal contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or Subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

(4) Subcontracts. The Contractor or Subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and a clause requiring the Subcontractors to include these clauses in any lower tier subcontracts. The prime Contractor shall be responsible for compliance by any Subcontractor or lower tier Subcontractor with the clauses set forth in paragraphs (1) through (4) of this section."

For contracts that are only subject to Contract Work Hours and Safety Standards Act and are not subject to the other statutes in 29 C.F.R. § 5.1

"Further Compliance with the Contract Work Hours and Safety Standards Act.

(1) The Contractor or Subcontractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of

wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid.

(2) Records to be maintained under this provision shall be made available by the Contractor or Subcontractor for inspection, copying, or transcription by authorized representatives of the Department of Homeland Security, the Federal Emergency Management Agency, and the Department of Labor, and the Contractor or Subcontractor will permit such representatives to interview employees during working hours on the job.

11.16 Clean Air Act (over $150,000):

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. 2. The Contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. 3. The Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

11.17 Federal Water Pollution Control Act (over $150,000):

The Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. 2. The Contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. 3. The Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

11.18 Administrative, Contractual, or Legal Remedies (over $250,000):

Unless otherwise provided in this contract, all claims, counter-claims, disputes and other matters in question between the local government and the Contractor, arising out

of or relating to this contract, or the breach of it, will be decided by arbitration, if the parties mutually agree, or in a Florida court of competent jurisdiction.

11.19 CONSTRUCTION ACTIVITIES

Equal Employment Opportunity Clause (§60-1.4): Except as otherwise provided under 41 C.F.R. Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60- 1.4.

During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not

otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

(4) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part an the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions,

including sanctions for noncompliance:

Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a Subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

11.20 Davis Bacon Act:

Exempt under FEMA Public Assistance Funding

11.21 Copeland Anti-Kickback Act:

Exempt under FEMA Public Assistance Funding

11.22 Applicable Laws:

The City and all its agents shall comply with all federal, state and local regulations, including, but not limited to, nondiscrimination, wages, social security, workers' compensation, licenses, and registration requirements. The City shall include this provision in all contracts issued.

11.24 Equal Employment Opportunity:

No person on the ground of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of, otherwise subjected to discrimination.

11.25 Inspector General Cooperation:

The Parties agree to comply with Section 20.055(5), Florida Statutes, for the inspector general to have access to any records, data and other information deemed necessary to carry out his or her duties and incorporate into all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.

11.26 Lobbying:

No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.

11.28 Physical Access and Inspection:

Grantor personnel shall be given access to and may observe and inspect work being performed under this Agreement, with reasonable notice and during normal business hours, including by any of the following methods:

(i) The City shall provide access to any location or facility on which City is performing work, or storing or staging equipment, materials or documents.
(ii) The City shall permit inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and,
(iii) The City shall allow and facilitate sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.

11.29 Record Retention:

The Contractor shall maintain and retain sufficient records demonstrating its compliance with the terms of the Agreement for a period of at least five (5) years after final payment is made and shall allow the City, the State, or its authorized representatives access to such records for audit purposes upon request.

11.30 Statutory Notices Relating to Unauthorized Employment:

The City shall consider the employment by any Contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the Contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.

11.31 Statutory Notices Relating to Subcontracts:

Pursuant to Sections 287.133 and 287.134, F.S., the following restrictions apply to persons placed on the convicted vendor list or the discriminatory vendor list:

(i) **Public Entity Crime.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may

not submit a Proposal, Proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a Proposal, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, Subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S., for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

(ii) **Discriminatory Vendors.** An entity or affiliate who has been placed on the discriminatory vendor list may not submit a Proposal, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a Proposal, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Contractor, supplier, Subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

(iii) **Notification.** The Grantee shall notify Department if it or any of its suppliers, Subcontractors, or consultants have been placed on the convicted vendor list or the discriminatory vendor list during the life of the Agreement. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and posts the list on its website. Questions regarding the discriminatory vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850) 487-0915.

11.15 NO FEDERAL OBLIGATION

The Federal Government is not a party to this Contract and is not subject to any obligations or liabilities arising from it.

11.16 FLOW-DOWN REQUIREMENT (CRITICAL ADDITION)

The Contractor shall include all applicable FEMA-required provisions in any subcontracts and shall be responsible for compliance by all Subcontractors.

11.17 Task Order FEMA-Compliance

All applicable federal contract provisions required by 2 CFR Part 200, Appendix II, as set forth in Article 11 – Federal Contract Clauses, are hereby incorporated into each City-approved Task Order and shall be deemed fully included in, and binding upon, each such Task Order as if set forth therein in their entirety.

Article 12 – Schedules, and Signatures

This Agreement, including its Schedules, constitutes the entire agreement, supersedes all prior written or oral understanding, and may only be changed by a written amendment executed by both parties

Article 13 - Exhibits

The following Exhibits are attached to and made part of this Contract:

"Exhibit A" – "Proposal as Submitted by the Respondent and Accepted by City; Price Proposal From, Insurance and Indemnification"

"Exhibit B" – "Original Request for Proposal as Issued by City, including all Addenda"

"Exhibit C" – FEMA Contract Provision Template

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.

CITY OF KEY WEST, FLORIDA:

KERI O'BRIEN, CITY CLERK

_____ day of _____, 20_____

BRIAN BAROSSO, CITY MANAGER

_____ day of _____, 20_____

WITNESSES:

_____

(Signature)

_____

(Signature)

CONSULTANT

_____

_____

(Signature)

_____

(Printed Name and Title)

_____ day of _____, 20_____

Approved as to Form and Correctness:

_____

CITY ATTORNEY

ATTACHMENT N – ACKNOWLEDGEMENT OF CONFORMANCE WITH FEMA/NIMS STANDARDS

TO: City of Key West

Contractor's Name: CTC Disaster Response, Inc., Hereby acknowledges and agrees that We/I have the sole responsibility for compliance with all requirements of the Federal Emergency Management Agency and the National Incident Management System and all State regulations, and agree to indemnify and hold harmless the City, its officers, agents, employees, and Contractors against any and all legal liability or loss the City, its officers, agents, employees, and Contractors may incur due to the failure to comply with such Act.

ATTEST Kristen Crawford

ATTEST Sarah Grunblatt

CTC Disaster Response, Inc.
Contractor's Name

By: Olivia Marino

Title: Olivia Marino, Program Compliance Manager

Date: 4/30/26

ATTACHMENT O – UNIT PROPOSAL FORM

Proposal costs are inclusive of all related expenses including, but not limited to, contract administration, technical assistance to the City, personnel training and certification, TOMS management, services for security, safety and traffic management, and associated actions necessary for implementation of debris management operations by the Contractor as defined in the Contract.

From (Company Name): CTC Disaster Response, Inc.

Address (Principal Address): 4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002

Phone: (660) 248-2454

Email: mwatkins@ctcdisaster.com

Contractor to furnish all materials, equipment and labor and to perform all work in accordance with the Contract Documents for: Disaster Response Services, Provider RFP No.26-008, located at various locations within the City of Key West, Florida.

To: **City of Key West**
ATTN: City Clerk
1300 White Street
Key West, FL 33040

1.0 The undersigned Contractor proposes and agrees, if this Proposal is accepted, to enter into a Contract with City in substantially the form as the Sample Contract included in the RFP Documents to perform all Work and any Additional Services as specified or indicated in the RFP Documents at the unit prices and within the times indicated in this Proposal and in accordance with the other terms and conditions of the RFP Documents.

2.0 Contractor accepts all of the terms and conditions of the RFP and Instructions to Contractors, including without limitation those dealing with the disposition of RFP security. The Proposal will remain subject to acceptance for 90 days after the RFP opening, or for such longer period of time that Contractor may agree to in writing upon request of City.

3.0 In submitting this Proposal, Contractor represents, as set forth in the Contract, that:

A. Contractor has examined and carefully studied the RFP Documents, the other related data identified in the RFP Documents, and the following Addenda, receipt of all, which is hereby acknowledged.

Addendum No: Addendum Date:

Addendum No. 1	04/24/2026
Addendum No. 2	05/01/2026
Addendum No. 3	05/04/2026

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.

D. Contractor has correlated the information known to Contractor, including location of City in relation to any proposed final disposal sites, information and observations for City's Debris Separation/Reduction and Temporary Debris Management Sites obtained from visits to the Site, any reports and drawings identified in the RFP Documents, and all additional examinations, investigations, and data provided with the RFP Documents.

E. Contractor has given the City written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the RFP Documents, and the written resolution thereof by the City is acceptable to Contractor.

F. The RFP Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this RFP is submitted.

4.0 Contractor further represents that this Proposal is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Contractor has not directly or indirectly induced or solicited any other Contractor to submit a false proposal; Contractor has not solicited or induced any individual or entity to refrain from proposing; and Contractor has not sought by collusion to obtain for itself any advantage over any other Contractor or over City.

5.0 Contractor acknowledges that there are no quantities guaranteed, and Unit Cost information is solely for the purpose of comparison of Proposals, and final payment for all Unit Price Proposal items will be based on actual services provided, determined as provided in the Contract Documents.

6.0 Contractor acknowledges that all unit costs include any necessary insurance and bonds.

7.0 The Contractor accepts all liability for improper disposal of solid waste, including debris, construction and demolition debris, hazardous waste, chipping or mulching, infectious waste, white goods disposal, and recycling.

TABLE A – TIME AND MATERIALS

Heavy Equipment	Size or Type	U/M	Unit Price
Skid Steer Loader	Bobcat	Hour	$288.00
Backhoe	Cat 416	Hour	$264.00
Wheel Loaders	Cat950	Hour	$296.00
Wheel Loaders	Cat 966	Hour	$328.00
Wheel Loaders	Cat 980	Hour	$344.00
Tracked Loaders	Cat 955	Hour	$296.00
Towed Loader w/ Tractor	Prentice 210	Hour	$432.00
Self-Loading Knuckle boom Truck	25-35 CY Body	Hour	$432.00
Self-Loading Knuckle boom Truck	35-45 CY Body	Hour	$440.00
Dozer	Cat D4	Hour	$240.00
Dozer	Cat D5	Hour	$400.00
Dozer	Cat D6	Hour	$560.00
Dozer	Cat D7	Hour	$720.00
Dozer	Cat D8	Hour	$800.00
Excavators	Cat 320	Hour	$272.00
Excavators	Cat 325	Hour	$288.00
Excavators	Cat330	Hour	$304.00
Tractor w/ Box Blade	80 Hp	Hour	$192.00
Motor Grader	Cat 120G	Hour	$456.00
Crane	30 Ton	Hour	$472.00
Bucket Truck	Up to 50' reach	Hour	$472.00
Bucket Truck	50' to 75' reach	Hour	$632.00
Trash Transfer Trailer w/ Tractor	110 yard	Hour	$344.00
Street Sweeper	Vacuum Type	Hour	$296.00
Water Truck	2000 gallon	Hour	$192.00
Stump Grinder	Vermeer 252	Hour	$472.00
Chipper w/ 2 man crew	Morbark Storm	Hour	$584.00
12-Foot Tub Grinder	Morbark 1200	Hour	$1,080.00
13-Foot Tub Grinder	Morbark 1300	Hour	$1,160.00
Equipment Transport w/ Tractor	50 Ton	Hour	$272.00
Personnel	Size or Type	U/M	Unit Price

Superintendent w/ Pickup Truck	Individual	Hour	$95.00
Supervisor w/ Pickup Truck	Individual	Hour	$85.00
Safety or QC Manager w/ Pickup Truck	Individual	Hour	$125.00
Mechanic w/ Truck and Tools	Individual	Hour	$125.00
Climber w/ Gear	Individual	Hour	$125.00
Operator w/ Chainsaw	Individual	Hour	$65.00
Laborer w/ Tools	Individual	Hour	$65.00
Traffic Control Personnel	Individual	Hour	$65.00
Ticket Writers	Individual	Hour	$40.00
Clerical	Individual	Hour	$40.00
Administrative Assistants	Individual	Hour	$40.00

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TABLE B – DEBRIS COLLECTION AND REDUCTION SERVICES

The Contractor will provide all services and expenses necessary for debris pickup and hauling, processing of debris at the TOMS, and final disposal for a fixed unit price as identified below. This cost is inclusive of all related expenses including contract administration, technical assistance to the City, personnel training and certification, TOMS management, services for security, safety and traffic management, and associated actions necessary for implementation of disaster response services and operations by the Contractor as defined in the Contract.

Hauling for final disposal shall be unit price for the total cost of moving the debris from the TOMS to the final disposal site. The closest landfill that normally accepts C&D and Mixed materials is in Miami Dade County approximately 130 miles North of Key West, Florida.
Contractors should assume a 200-mile haul in their unit price proposal. All Key West City, and FDEP approved TOMS sites are within 10 miles of any location inside of Key West.

Disposal cost (tipping fees) will be the responsibility of the Contractor. The Contractor will pass though the Disposal Cost to the City with no mark up or charge for services. Contractor may be required to set up temporary certified scales to weigh outbound waste. Weight tickets must be reconciled to disposal weight tickets.

TABLE B – DEBRIS COLLECTION AND REDUCTION SERVICES PROVIDED ON THE NEXT PAGE

TABLE B – DEBRIS COLLECTION AND REDUCTION SERVICES PRICE FORM

DESCRIPTION OF SERVICES	U/M	Unit Price $
Collection and Processing		
Vegetative Debris Collection	Per Cubic Yard	$7.25
Vegetative Debris Collection – Seaweed	Per Cubic Yard	$19.75
Construction and Demolition Debris Collection	Per Cubic Yard	$9.25
White Goods Collection	Each	$30.00
Mixed Debris Collection	Per Cubic Yard	$9.25
TDMS Management, Processing and Loading	Per Cubic Yard	$0.50
Sand Screening and Placement	Per Cubic Yard	$32.25
CFC Removal from Compressors	Each	$65.00
Hazardous Waste Collection and Disposal	55 Gallon Drum	$1,250.00
Hauling for Final Disposal		
Hauling from TDMS to Final Disposal Site <200 Miles	Per Cubic Yard	$17.50
Dead Animal Carcass Hauling and Disposal	Per Pound	$17.50
Tree Debris Removal		
Hangers Removal	Per Tree	$125.00
Hazardous Tree Removal (Leaners)	Per Tree	$400.00
<12" to 24"	Per Tree	$400.00
>25" to 48"	Per Tree	$400.00
>49" to 72"	Per Tree	$600.00
> 72"	Per Tree	$600.00
Hazardous Stump Removal (Ground Not Less Than 8" Below Grade)		
<6" to 12"	Per Stump	$300.00
>13" to 24"	Per Stump	$500.00
>25" to 48"	Per Stump	$700.00

>49" to 72"	Per Stump	$900.00
> 72"	Per Stump	$1,100.00
Stump Backfill	Per Hole	$125.00
Hazardous Stump Removal– Total Stump Removal Including Root Ball	Per Stump	$950.00
Miscellaneous Services		
Demolition of Structures Wood Structures	Per Square Foot	$7.50
Demolition of Concrete Structures	Per Square Foot	$7.95
Demolition of a RACM Structure	Per Square Foot	$22.50
Demolition of a Non-RACM Structure	Per Square Foot	$9.50
Video Record of pre-and post-TDMS site	Each	$1,500.00
Phase I Environmental Audit	Each	$4,500.00
TDMS Site Restoration Grading	Per Square Yard	$1.50
Topsoil TDMS Site Restoration	Per Cubic Yard	$65.00
Sod TDMS Site Restoration	Per Square Yard	$16.50
Land Based Debris Removal from Canals and Waterways	Per Cubic Yard	$95.00
Water Based Debris Removal from Canals and Waterways	Per Cubic Yard	$130.00
- Restoration of Canal Banks and Slopes	Per Liner Foot	$34.50
Sod Restoration of Canal banks and Slopes	Per Square Yard	$22.50
Fire Suppression Support	Each Unit	$3,500.00
Motor Vehicles Removal Towing right of way) including to TDMS	Each	$500.00
Motor Vehicles Removal (from canal) Including Towing to TDMS	Each	$900.00
Boat Removal (from right-of-way) Including Towing to TDMS	Linear Foot	$185.00

Emergency Potable Bottled Water (Pallet of .5 Litter 24/Cases)	Cost Per Case	$25.00
Emergency Delivery of Ice (Full Truck Load 10 lbs Bags)	Cost Per Truck Load	$30,970.59
Mobile Kitchen Facility to provide 10-100 meals per day	Each Unit	$8,264.71
Mobile Kitchen Facility to provide 101-200 meals per day	Each Unit	$8,264.71
Mobile Kitchen Facility to provide 201-300 meals per day	Each Unit	$10,647.06
Mobile Kitchen Facility to provide 301-400 meals per day	Each Unit	$10,647.06
Mobile Laundry Facility	Each Unit	$5,876.47
Mobile Restroom/Shower Facility	Each Unit	$8,705.88 ***(Combined Rate for Both)***
Mobile Fueling Facility	Each Unit	Cost Plus 22%
Mobile Satellite Communications Facility	Each Unit	$300.00/Phone + $2.95/Minute
Mobile Automated Ticket Issue and Tracking System (Hail Pass or Equivalent)	Each Unit	$0.22
Debris Reduction – Compaction	Per Cubic Yard	$6.50
Debris Reduction - Grinding	Per Cubic Yard	$7.50
Debris Reduction - Burning	Per Cubic Yard	$6.25
Emergency Portable Power Generators		
>25KW	Each Unit Per Day	$1,200.00
>50 KW	Each Unit Per Day	$1,600.00
>100KW	Each Unit Per Day	$1,800.00
>250KW	Each Unit Per Day	$4,500.00
>500KW	Each Unit Per Day	$9,000.00
Portable Dewater Pump 6"	Each Unit Per Day	$1,200.00
Manhole and Catch Basin Cleaning	Each Catch Basin	$1,200.00
Storm Drain Piping Cleaning	Per Linear Foot	$42.75

CTC Disaster Response, Inc.
Name of Contractor

Olivia Marino
Signature of Contractor

Olivia Marino, Program Compliance Manager
Title

An Individual:
Name (Typed or Printed): _____

By: _____(SEAL)
(Individual's Signature)

Doing Business As: _____

Business Address: _____

Phone number: _____

A Partnership:
Partnership Name (Typed or Printed): _____(SEAL)

By: _____
(Signature of general partner- attach evidence of signature authority to sign)

Name (Typed or Printed): _____

Business Address: _____

Phone Number: _____

A Corporation:
Corporation Name: CTC Disaster Response, Inc. (SEAL)

State of Incorporation: Kansas

Type: (General Business, Professional, Services, Limited Liability): Professional Services

By: Olivia Marino
(Signature - attach evidence of signature authority to sign)

Name (Typed or Printed): Olivia Marino

Title: Program Compliance Manager

(CORPORATE SEAL)

Attest: Kristen Crawford
(Signature of ~~Corporate Secretary~~ Proposal Writer)

Business Address: 4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002
Phone Number: (660) 248-2454

CONSENT IN LIEU OF MEETING OF THE BOARD OF DIRECTORS
CTC DISASTER RESPONSE, INC.
BY UNANIMOUS WRITTEN CONSENT

The undersigned, being and constituting all of the board of directors of CTC DISASTER RESPONSE, INC., a Kansas corporation (the "Company"), do hereby adopt the following corporate resolution by unanimous agreement, approving the following actions taken by the Company, to wit:

WHEREAS, the Topeka Tree Care, Inc. was created under Kansas law by filing with the Kansas Secretary of State Articles of Incorporation (the "Articles") on May 22, 2001; and

WHEREAS, the Articles were amended on January 4, 2002, to change the name of Topeka Tree Care, Inc. to Custom Tree Care, Inc.; and

WHEREAS, the Articles were amended on February 26 2002 to appoint Greg Gathers President of the Company; and

WHEREAS, the Articles were amended on December 2, 2022, to change the name of Custom Tree Care, Inc. to the current name of CTC Disaster Response, Inc.; and

WHEREAS, on January 16, 2026, Greg Gathers and Maura Gathers executed a Stock Purchase Agreement to convey all rights, title, and interest in 1,000 shares of common stock, which constitutes 100% of the shares of the Company, to ST Disaster Holdings, LLC; and

WHEREAS, the Articles were amended on January 28, 2026, to remove Greg Gathers and Maura Gathers as officers and shareholders and add Joe Sunderland as President of the Company; and

WHEREAS, the board of directors authorize and empower certain Company personnel to sign documents for the submission of bids, proposals, offers, responses, and other related documents on behalf of the Company; and

WHEREAS, the board of directors further authorizes the President and Secretary to establish a bank account and make other financial decisions that are in the best interests of the shareholders and the Company.

NOW THEREFORE, BE IT HEREBY RESOLVED AND RATIFIED, that the undersigned board of directors unanimously agree that Joe Sunderland is hereby confirmed and ratified as President and Leah Sunderland is hereby confirmed and ratified as Secretary; and

BE IT FURTHER RESOLVED that Joe Sunderland as President of the Company, and Leah Sunderland as Secretary of the Company are authorized and directed to execute such applications, documents, and instruments on behalf of the Company as they deem appropriate to open and operate financial accounts, including but not limited to bank, investment, and other financial accounts they deem appropriate; and

BE IT FURTHER RESOLVED that the following persons are authorized and empowered for the express limited purpose of signing documents for the submission of bids, proposals, offers, responses and other related documents to any federal, state or local government, including any governmental entity, organization, body, agency, department or political subdivision, for the transaction of business by or on behalf of the Company: Joe Sunderland as President, Leah Sunderland as Secretary, Jeremy Britton as Chief Operations Officer, Olivia Marino as Program Compliance Manager, Marc Watkins as Vice President of Operations, Whitley Sunderland as Chief Financial Officer, and Courtney Renner as Office Manager. Those listed are authorized and directed on behalf of the Company to execute and deliver such agreements and instruments,

make such filing and give such notices, and take any such other actions and to do or cause to be done, such acts as may deem necessary or advisable to accomplish or otherwise implement the purposes of the foregoing resolutions or to cause the Company to perform its obligations; and

BE IT FURTHER RESOLVED, that all actions taken on or before the date hereof in reliance on these resolutions are hereby ratified and approved as the acts and deeds of the Company; and

BE IT FURTHER RESOLVED, the officers of the Company be, and each of them is authorized, directed, and empowered to do all such other acts and things and to execute and deliver all such certificates or other documents and to take such other action as they deem necessary or desirable to carry out the purposes and intent, but within the limitations, of the above resolutions; and

BE IT FURTHER RESOLVED that this Resolution may be executed in counterparts (including facsimile or electronic [PDF] counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

NOW THEREFORE, the undersigned, being all the board of directors, have voted in favor of this Resolution.

Dated effective as of January 29, 2026.

By: _____
Joe Sunderland, President
Date: January 29, 2026

By: _____
Leah Sunderland, Secretary
Date: January 29, 2026

ATTACHMENT P – SAMPLE LOAD TICKET

CONTRACTOR TO PROVIDE SAMPLE

Sample Load Ticket

CTC DISASTER RESPONSE, INC

Cubic Yard Load Ticket

Recovery Contract ID: _____

Site Zone/Staging Area: _____

Ticket No.: _____

Agency Initials	Operational Sector	Mileage

Load Timestamp (Date/Time): _____

Assigned Crew ID: _____ **Pick-Up Location:** _____

Cubic Yard Total: _____

Vehicle #: _____ **Max Cubic Yard Capacity:** _____

Debris Type (check one): ☐ Vegetative ☐ C&D ☐ White Goods ☐ Other

Distance Traveled (check one): ☐ 0–15 Miles ☐ 16–30 Miles ☐ 31–50 Miles

Comments:

Signatures: _____

CTC Disaster Response. Inc: _____

Representative Name

CTC DISASTER RESPONSE

ATTACHMENT Q – LIST OF CONTRACTOR'S EQUIPMENT AND FACILITIES (INCLUDING LOCATION) (List may also be attached)

QUANTITY	EQUIPMENT	TYPE
Please see attached		

List of Equipment and Facilities

Facilities

Headquarters: 450 County Road 303, Fayette, MO 65248

Administrative Office: 4051 Veterans Memorial Blvd, Suite 408, Metairie, LA 70002

Equipment Inventory and Availability

CTC Disaster Response maintains access to a substantial, company-controlled fleet of debris removal and support equipment through its ownership structure. All equipment is owned by affiliated entities under common ownership, and CTC has full access to 100% of these resources to support self-performing operations without reliance on third-party availability.

When not actively deployed, primary equipment is staged at the company's headquarters in Fayette, Missouri, where it is maintained in a ready condition for rapid mobilization. Additional equipment may be positioned strategically across active project regions to support ongoing or anticipated operations.

Availability and Scalability

CTC's equipment fleet is maintained in a constant state of readiness and can be mobilized rapidly in accordance with contract requirements. Core assets are available for immediate deployment, with mobilization beginning within 24 hours of Notice to Proceed and full operational capacity achieved within 48–72 hours.

CTC maintains access to a substantial fleet of debris removal and support equipment through affiliated entities under common ownership, allowing for immediate deployment while maintaining full operational control. This structure supports CTC's self-performing model and ensures that critical path operations can be executed independently using internally controlled equipment and personnel.

CTC also maintains relationships with vetted subcontractors and supplemental equipment providers to scale operations as needed. This combined approach provides the reliability, flexibility, and capacity required to support large-scale debris removal operations.

Commonly Owned Equipment

YEAR	MAKE	MODEL	DESCRIPTION	VIN	PLATE
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7003KDKS8884	52KS3P
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7007KDKS8886	52KS5P
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7009KDKS8890	52KS8P
2020	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7001LDLW1189	52KS9P
2020	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA7001LDLW1192	53KS2P
2020	FREIGHTLINER	CL120	FIRE!	3ALXA7002LDLW1198	53KS8P
2020	FREIGHTLINER	CL120	SERVICE TRUCK	1FVACXD20LHLX4845	38KJ6A
2017	WESTERN STAR		ROAD TRACTOR	5KKXAFCK6HPJF6570	90KS8P
2004	PETERBILT	379	ROAD TRACTOR SLEEPER	1XP5DB9X04D814670	46AS7M
2022	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X1NJ133515	74KS4U
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX4KD618893	74KS6U
2018	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40XXJJ203796	28AS9W
2018	KENWORTH	T880	HEAVY HAUL TRUCK	1XKZP4TX9JJ217498	54AT9A
2018	KENWORTH	T800WH	SELF LOADER GRAPPLE TRUCK	1NKDL40X9JR216678	60KS6U
2019	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX4KJ292408	32KR7W
2019	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKMAXDV6KLKL1465	35KR6C
2018	INTERNATIONAL	HX	SELF LOADER GRAPPLE TRUCK	3HTDTAPT5JN479784	68KR5C
2018	FREIGHTLINER - DUMP	122SD	DUMP TRUCK	3ALHGNDVXJDJZ6785	54KR0K
2018	FREIGHTLINER - DUMP	122SD	DUMP TRUCK	3ALHGNDV1JDJZ6786	54KR1K
2020	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX3LJ380173	26KR4M
2013	VOLVO	VNL	ROAD TRACTOR	4V4NC9EH0DN135380	47KR9S
2019	PETERBILT - DUMP	348	DUMP TRUCK	1NP3LJ0X9KD627663	11KR6U
2020	PETERBILT - DUMP	348	DUMP TRUCK	1NP3LJ0X2LD702804	11KR5U

2006	PETERBILT	378	ROAD TRACTOR	1XPFDU9X46N630765	13KR8T
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV1JLJR1778	50KR6U
2017	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKXAFCK5HPJG9939	50KR7U
2017	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKXAFCK1HPJG9940	50KR8U
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV3JLJR1779	51KR9U
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV1JLJR1781	53KR7W
2020	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X8LJ418581	19KR5Y
2021	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX1MD752352	17KR2Z
2019	PETERBILT	367	SELF LOADER GRAPPLE TRUCK	1NPTX4TX6KD614628	84KS9A
2018	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAXDV3JLJR1782	85KS0A
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX4MJ466738	20KS2C
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX5MJ466554	77KS6G
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX0MJ466560	99KS9H
2021	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZX4EX2MJ466561	00KS1J
2022	PETERBILT	348	WATER TRUCK	2NP3LJ0X9NM781269	14KS3J
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX9KD618890	79KS4J
2020	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK LOG	5KKHAVDV0LPLX8218	27KS3K
2020	WESTERN STAR	4700	SELF LOADER GRAPPLE TRUCK	5KKHAED19LPLX8196	27KS4K
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX2KD918889	39KS6K
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX8KD618895	97KS2L
2022	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X4NJ133511	69KS5S
2019	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1XPCP4TX0KD618891	74KS5U
2019	FREIGHTLINER	CL120	SELF LOADER GRAPPLE TRUCK	3ALXA700XKDKS8882	79KS5U
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X9PJ258555	20KS5W

2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X9PJ268518	00KS5Y
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X7PJ268517	46KT7A
1997	PETERBILT	379	ROAD TRACTOR SLEEPER	1XP5DB8X1VD433722	75AS9P
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X3PJ260172	94KT3C
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X5PJ268516	94KT4C
2023	KENWORTH	T880	SELF LOADER GRAPPLE TRUCK	1NKZL40X0PJ258556	94KT5C
2018	PETERBILT	579	ROAD TRACTOR	1XPBDP9X9JD465617	74KT0F
2014	KENWORTH	T800WH	HEAVY HAUL TRUCK	1XKDP4TX3EJ970279	74KT5F
2016	WESTERN STAR	4700	DUMP TRUCK	5KKSAVDV0GLGY4678	67KT9G
2007	PETERBILT	378	DUMP TRUCK	1NPFXUEX57N671110	76KT1K
2017	WESTERN STAR	4700	DUMP TRUCK	5KKHAVDV3HPJF4749	58KT2M
2017	VOLVO		HEAVY HAUL TRUCK	4V4X99KL7HN987814	31KT0P
2019	PETERBILT	567	DUMP TRUCK	1NPCLPEX7KD609609	60KT5N
2007	PETERBILT	378	DUMP TRUCK	1NPALUEX17N671269	60KT6N
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV0SLVL9325	33KT2P
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX5SD753517	31KT1P
2022	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKPBWD16NLNM4148	54KT6P
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX9SD753519	69KT5P
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV7SLVP7005	16KT5R
2025	WESTERN STAR		SELF LOADER GRAPPLE TRUCK	5KKMBPDV2SLVL9326	16KT6R
2013	FREIGHTLINER		SELF LOADER GRAPPLE TRUCK	1FVHG3DV0DHBZ9975	16KT9R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX5SD753520	35KT1R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX4SD753525	27KT5R
2025	PETERBILT	567	SELF LOADER GRAPPLE TRUCK	1NPCX4EX6SD753526	58KT5S
2024	PETERBILT	579	ROAD TRACTOR	1XPCDP9X4RD614273	11KT9S
2026	PETERBILT		HEAVY HAUL TRUCK SLEEPER	1XPEP4EX7TD794960	56KT6U
2026	KENWORTH	T880	DUMP TRUCK	1NKZXPEX1TJ203414	96KT7U
2023	FREIGHTLINER		DUMP TRUCK	1FVSG3FM4PHUC7306	52KT6W

2025	KENWORTH	T880	DUMP TRUCK	1XKZXPTX4SJ399009	54KT7S
2018	KENWORTH	T800	ROAD TRACTOR	1XKDD49X7JJ207160	53KT6W
2025	WESTERN STAR		DUMP TRUCK	5KKSBWDV3SLWB9831	54KT6W
2018	Yamaha		Boat Motor	63PX1199721	
2018	Yamaha		Boat Motor	64PX1021899	
2019	Yamaha		Boat Motor	6EKX1057015	
2023	AMFT		TRAILER	5WKBE2425P1078340	75L3WE
2017	BIG TEX		GOOSENECK FLATBED	16VGX2525H6051927	35L6NY
2019	KIDD		BARGE	LAZ13895J818	MO-1386-GH
2019	KIDD		BARGE	LAZ13896B919	MO-1387-GH
2016	CAT			3HTJLTKT1GN004034	
2023	DCRG		CARGO TRAILER	53NBE202XP1105287	78M5DN
2000	FORD		F550 Service	1FDAF57F8YEA41349	12J7MR
			F350 Plati	1FT8W3BT2EEA72760	

2020	FREIGHTLINER			3ALACXFEXLDLH9026	
2004	INTERNATIONAL		BUCKET TRUCK	1HTMKAAR64H615533	69J5MA
2022	FREIGHTLINER		BUCKET TRUCK	1FVACWFD6NHNF0384	
2006	INTERNATIONAL		BUCKET TRUCK	1HTMMAAM16H287326	71J5NK
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2729LS589198	72L9TZ
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2723LS589178	23L9TN
2021	STSA		DEBRIS TRAILER	1STMFTRAILER00071	36L0NY
2020	STSA		DEBRIS TRAILER	1STMFTRAILER00056	99L4CN
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2720LSS89185	41L2RC
2019	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00029	44K7SB
2020	EDGEWOOD		DEBRIS TRAILER	1E9US2622LS589173	02L5VF
2018	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2725JS589065	41L3RC
2017	TIMPTE		HOPPER BOTTOM	1TDH43022HB155384	08K9VX
2020	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2725LS589179	24L2TN
2024	KAUFFMAN		DETACH	1K9FR3629LB367120	20M1ED
2019	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2723KS589131	24L6TN
2017	MAGN		DEBRIS TRAILER	1M9ML2826H1435313	84F7EC
2020	STSA	27' SPRING	DEBRIS TRAILER	1STMFTRAILER00053	96L4CN
2020	STSA	27' SPRING	DEBRIS TRAILER	1STMFTRAILER00042	90L5CN
2018	STSA	27' MILD DOOR	DEBRIS TRAILER	STMFTRAILER00026	88K1CC
2021	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00081	36L2RC
2019	EDGEWOOD	27' HO AR	DEBRIS TRAILER	1E9US2721KS589128	25L0TN
2019	STSA	27' SPRING	DEBRIS TRAILER	STMFTRAILER00030	44K8SB
2018	EDGEWOOD		DEBRIS TRAILER	1E155H7007	72L6TZ
2018	STSA		DEBRIS TRAILER	STMFTRAILER00018	43F9JU
2020	EDGEWOOD		DEBRIS TRAILER	1E9US2722LS589205	24L4TN
2022	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00090	58L0XJ
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00091	58L1XJ
2022	STSA	29' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00092	58L2XJ
2020	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00057	31L4DX
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00089	57L9XJ
2018	STSA	27'	DEBRIS TRAILER	STMFTRAILER00022	46F0JU
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00088	57L8XJ

2022	STSA		DEBRIS TRAILER	1STMFTRAILER00093	58L3XJ
2018	EDGEWOOD	27'	DEBRIS TRAILER	1E9US2720JS589068	24L7TN
1997	KENTUCKY	TIRES	DROP DECK VAN TRAILER	1KKVD5729VL109129	05L3VC
1999	KENTUCKY	LUBE	DROP DECK VAN TRAILER	1KKVD5726XL115117	05L5VC
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00095	05L6VC
2022	STSA		DEBRIS TRAILER	1STMFTRAILER00096	06L1VC
2022	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00098	64L1XJ
2019	LANDALL		HYDRAULIC TAIL TRAILER	1LH440WH9K1B27234	72L8TZ
2021	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00068	08L7NB
2021	STSA		DEBRIS TRAILER	1STMFTRAILER00080	50L2RW
2021	STSA	27' HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00067	08L8NB
2020	EDGEWOOD	27'	DEBRIS TRAILER	1E9US272XLS589176	23L8TN
2020	STSA	27'	DEBRIS TRAILER	1STMFTRAILER00060	18L2HH
2023	STSA		DEBRIS TRAILER	1STMFTRAILER00103	09L4ZL
2022	STSA	29'HO SPRIN G	DEBRIS TRAILER	1STMFTRAILER00083	85L2SK
2023	STSA	29'HO AR	DEBRIS TRAILER	1STMFTRAILER00108	82MA5W
2023	STSA	29' HO AR	DEBRIS TRAILER	1STMKTRAILER00109	82MA4W
2023	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00113	78M7CA
2012	UTILITY		STEPDECK TRAILER	1UYFS2482DA586203	
2021	DORS		STEPDECK TRAILER DOVE TAIL RAMPS	7KYDC5324MED30263	94L3ZX
2006	TRANSCRAFT		48' FLATBED	1TTF4820962016421	
2006	FONTAINE		FLATBED	13N14830261537809	
2021	FONTAINE		60TON RGN	57JE52300M35A0384	
2021	FONTAINE		TAG AXLE	57JM051601M35P2147	
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00132	13M3FF
2019	LOAD KING			5LKL55350	
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00134	01M4JJ
2024	STSA		DEBRIS TRAILER	1STMFTRAILER00139	04M0JJ
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00140	04M1JJ
2024	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00142	05M8GM
2024	STSA	28' HO	DEBRIS TRAILER	1STMFTRAILER00143	05M7GM
2024	HMDE	30' MILD AR	DEBRIS TRAILER	DRXMVB000376006MO	09M5JJ
2024	HMDE	30' MILD AR	DEBRIS TRAILER	DRXMVB000353302MO	03M5GM

2025	MAXX		GOOSENECK FLATBED	5R8GF3426SM120304	87M5JR
2025	MAC		WALKING FLOOR	5MAMN5329SW080226	03M7JJ
2023	WILSON		HOPPER BOTTOM	1W1K44124P6633828	36M4PT
2015	UTILITY		STEPDECK TRAILER	1UYFS248XFA196307	
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	5HABE081XSN137044	25M8KS
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	5HABE0810SN136257	65M3LD
2025	HOMESTEADER	508C	5X8 UTILITY CARGO TRAILER	4K1PT4C15RK012835	25M7KS
2025	STSA	29' HO AR	DEBRIS TRAILER	1STMFTRAILER00155	
2017	WILSON		HOPPER BOTTOM	4WW4412A5H7713091	59E9VE
2019	LOAD KING		55 TON RGN	5LKL53350K1030511	72F6FY
2011	THUNDER CREEK		BUMPER HITCH FUEL TRAILER	1L9BU1420BP414401	81M8DN
2024	MXYT		FLATBED	5R8GF3223RM116174	31M1HR
2020	EDGEWOOD		TRAILER	1E9U52728LS589189	02L6VF
1993	FORD			1FDZY90R9PVA28231	
1995	FORD		ROAD TRACTOR	1FTZA90X3SVA76548	
1998	FREIGHTLINER		ROAD TRACTOR	1FUYDDZD0WP980146	
1996	INTERNATIONAL		ROAD TRACTOR	2HSFHASRXTC013623	
1999	INTERNATIONAL		ROAD TRACTOR	2HSFBASR2XC077162	
1978	KENWORTH		ROAD TRACTOR	163824S	
2005	KENWORTH			1NKDLB0X55J085144	
1992	PETERBILT			1XP5DB9X8NN313523	
2004	PETERBILT			1XP5DB9X74D817212	
2003	STERLING			2FZHAZAS93AK67055	
2003	STERLING			2FZJAZAV93AK90394	
1997	WESTERN STAR			2WKEDDCJ1VK947318	
1999	WESTERN STAR			2WKEDDCJ7XK958195	
2018	WESTERN STAR			5KKHAXDVXJLJR1794	
2021	KENWORTH			1NKZX4EX1MJ466891	
2006	TRAILBOSS		TRAILER	4S0DK462361002045	
2003	AMERICAN		2 WHEEL	1A9SZ022631383233	
2006	AMERICAN		2 WHEEL	5L5SC144861000161	
2007	AMERICAN		2 WHEEL	5L5TH144471000066	
1978	BIRM		BOX TRAILER	T11312	
1992	BLES		TRAILER	16F01825N1023139	
1979	BUDD		FRUEHAUFF TRAILER	180263M	PT8911

2017	COMP		5TH WHEEL PARTS TRAILER	1C9SS50247H473634	10L5NB
2013	DOOLITTLE		TRAILER	1DGRS1827DM004158	
1997	DORS		FLATBED TRAILER	1DTP10W27VG050677	
2018	ELITE		TRAVEL TRAILER	4T9LX4238J1171147	41L1RC
2006	FONTAINE		FLATBED TRAILER	13N148302615378096	94L7ZX
2021	FONTAINE			57JM051601M35P2147	90L4ZX
2021	FONTAINE			57JE52300M35A0384	90L5ZX
2019	GATOR		GOOSENECK	4Z1GF4021KS003578	
1983	GREAT		TRAILER	1GRBA9026DB067715	
2020	HAULMARK		TRAILER	7K51E2424LH002486	02L7VF
1979	HOMEMADE		BOAT TRAILER	DRX000142334MO	
1996	HOMEMADE		TRAILER	DRXMVB000201620MO	
2007	HOMEMADE		LOG TRAILER	MOHMTRAILER014805	
2009	HOMEMADE		BOX TRAILER	MOHMTRAILER017489	
2016	HOMEMADE		BOX TRAILER	MOHMTRAILER024135	
2017	HOMEMADE		BOX TRAILER	MOHMTRAILER024141	
2017	HOMEMADE		BOX TRAILER	MOHMTRAILER024155	67F7CC
2002	HPAM		CON TRAILER	1NNC040232M348278	6657PA
2002	HPAM		CON TRAILER	1NNC040252M348279	
2002	HPAM		CON TRAILER	1NNC040232M348281	
2008	INTL		TRAILER	1JKDLA4019M010120	
1997	JERR		TRAILER	4BXUL1217BS002228	97D7YA
2022	KBAR		TRAILER	4K1PT4C14NK011119	06L3ZL
1995	KENTUCKY		PARTS TRAILER	1KKVE4822SL101486	42F7JU
1999	KENTUCKY		VAN TRAILER	1KKVE5321XL115965	8904PE
2005	LLRT		PILGRIM CAMPER	1L9BF202X5A247137	70F8CC
2017	LDTL		TRAILER	4ZECH2029H1131738	73K0CC
2023	LOAD		TRAILER	4ZEGL3025P1290728	06L4ZL
2018	LOADKING		FLIP AXLE TRAILER	5LKF0511XJ1030537	
2019	LDTL		TRAILER	5LKL53350K1030511	72F6FY
2004			LOWBOY	1JKLBG5055M005884	
2004	MAGN		TRAILER	1M9MH222741435311	60E3WS
2017	MAGN		TRAILER	1M9ML2828H1435314	84F8EC
2017	HOMEMADE		TRAILER	MOHMTRAILER024138	09E6XK
2008	PITTS		TRAILER	5JYTA20288P080177	
2009	PITTS		DETACH TRAILER	5JYLB52339P090472	3900HP
2020	PJ		TRAILER	4P5LD3225L1323689	41K1SB

2022	PONSSE	BUFFALO	8 WHEELED FORWARDER	A081592	
2025	TIMBER PRO	830D	8 WHEELED FORWARDER		
2022	FAE	PT475	TRACKED FORESTRY MULCHER	FAE00791	
2013	FECON	FTX100-LCP	TRACKED FORESTRY MULCHER	170713	
	JARRAFF			WH162J0273	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMEPF456546	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456401	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456530	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMLPF456303	
2023	JOHN DEERE	333G	TRACK LOADER	1T0333GMVPF456542	
2024	JOHN DEERE	333P	TRACK LOADER	1T0333PAHRFE01668	
2024	JOHN DEERE	335P	TRACK LOADER	1T0335PAERFF02433	
2024	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFD06584	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAASFB24446	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAVSFB13980	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFB13674	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PALSFB24447	
2025	JOHN DEERE	331P	TRACK LOADER	1T0331PAVSFB13932	
	JOHN DEERE	333G	TRACK LOADER		
2021	JOHN DEERE	724P	WHEEL LOADER	1DW724PAAMLZ11591	
2021	JOHN DEERE	204L	WHEEL LOADER	1LU204LXJZB058344	
2023	JOHN DEERE	204G	WHEEL LOADER	1LU204GAHZB072452	
2018	JOHN DEERE	204L	WHEEL LOADER	1LU204LXVZB047573	
2023	JOHN DEERE	244L	WHEEL LOADER	1LU244LXKZB071985	
2014	CATERPILLAR	IT28G	WHEEL LOADER	CATIT28GKDBT01429	
2023	JOHN DEERE	244P	WHEEL LOADER	1LU244PALZB077153	
	JOHN DEERE	204L	WHEEL LOADER		
2022	SANY	SW405K	WHEEL LOADER	SW4054CC00028	
2024	JOHN DEERE	244P	WHEEL LOADER	1LU244PACZB085247	
2021	JOHN DEERE	204L	WHEEL LOADER	1LU204EXVZB062994	
2024	JOHN DEERE	244P	WHEEL LOADER	1LU244PAKZB082605	
2021	JOHN DEERE	85G	Track Excavator Thumb/Mulcher	1FF085GXKMJ022937	
2021	JOHN DEERE	85G	Track Excavator Thumb	1FF085GXTMJ022403	
2021	JOHN DEERE	245G-LC	Track Excavator Thumb	1FF245GXPLF801826	

2013	HITACHI		WHEEL EXCAVATOR SPLITTER	FFCHB0002577	
2024	KUBOTA	KXD80-5R3A	RUBBER TRACK EXCAVATOR GRAPPLE SAW	KBCDZ85CTR3E11198	
2021	JOHN DEERE	380G	TRACK EXCAVATOR THUMB	1FF380GXAMF900475	
2025	JOHN DEERE	210P	TRACK EXCAVATOR GRAPPLE SAW	1FF210PAHPF001148	
2024	JOHN DEERE	300P	TRACK EXCAVATOR GRAPPLE	1FF300PAKRF000549	
2004	VOLVO	EW180B	WHEEL EXCAVATOR THUMB		
	DOOSAN	DX225-LL-5	TRACK EXCAVATOR THUMB	DWGCEBCMCJ1010132	
2023	TERAN	LR8DSDX225	LONG REACH BOOM & 48'' BUCKET		
2017	DOOSAN	DX140LCR-5	TRACK EXCAVATOR THUMB	DHKCEBBSVF0001069	
	TEXER		STUMP SCREW CBI	33062	
2016	KOMATSU	290	TRACK EXCAVATOR	A27888	
	ROTOBEC GRAPPLE		SAW HEAD W/GROUSER TRACKS	142668-1-1-4	
2019	KIDDER		BARGE	LAZ13900C919	
2019	BARKO		80 LOADER GRAPPLE		
2021	SUZUKI		BOAT MOTOR	DF250ATXW4	
2019	KIDDER		BARGE	LAZ13899C919	
2019	BARKO		80 LOADER GRAPPLE		
2004	CUSTOMCRAFT		BOAT 18'	LOA11340F404	
	YAMAHA		BOAT MOTOR	115	
2006	XPRESS		BOAT 18'	IJBC61635A606	
	YAMAHA		BOAT MOTOR	115	
2021	TELEHANDLER		TREE MECH SAW	ZF1RT30D1D003106	
2020	BANDIT 4680T		TRACKED GRINDER		
2020	BANDIT 4680T		TRACKED GRINDER		
	BANDIT 3680T		TRACKED GRINDER		
	BANDIT 6420T		TRACKED GRINDER		
2018	DIAMOND Z		WHEELED GRINDER	1R9FX4631JC722053	
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		

2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2024	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2023	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2022	JOHN DEERE	GR84B	ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2025	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2024	HARLEMAN		ROOT GRAPPLE		
2022	AM/JENKINS		ROOT GRAPPLE		
2022	AM/JENKINS		ROOT GRAPPLE		
2019	BOBCAT		ROOT GRAPPLE		
2019	CAT		GRAPPLE BUCKET		
2019	PALADIN		GRAPPLE BUCKET		
2019	HOMEMADE		ROOT GRAPPLE		
2018	HOMEMADE		ROOT GRAPPLE		
2017	HOMEMADE		ROOT GRAPPLE		
2017	HOMEMADE		ROOT GRAPPLE		
			STREET SWEEPER		
			TREE PULLER		
	JOHN DEERE		MULCHING HEAD		
	FAE		MULCHING HEAD		
			SKID STUMP SPLITTER		

			SKID STUMP SPLITTER		
			SKID STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
			EXCAVATOR STUMP SPLITTER		
2023	JENKINS		BUSH HOG		
2025	HARLEMAN		BUSH HOG		
2019	BOBCAT		BUSH HOG		
	JOHN DEERE		BREAKER		
	HARLEMAN		POST DRIVER		
	HARLEMAN		AUGER		
2013	BARKO	659MH	TRACK MATERIAL HANDLER MAGNET	11369523633	
2024	ST SALES	SEACON	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
2024		SCAFFOLD	MONITOR TOWER		
	MAGNUM	MLT3060M	PORTABLE LIGHT PLANT	1113342	
2024	MCPHERSON	M30F	AIR CURTAIN INCINERATOR		
2020	AIR BURNERS	T33	AIR CURTAIN INCINERATOR		
	AIR BURNERS		FIREBOX INCINERATOR		

ATTACHMENT R – CONTRACTOR'S QUALIFICATIONS STATEMENT

THIS FORM MUST BE SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.
The undersigned guarantees the truth and accuracy of all statements and answers contained herein.

1. Please describe your company in detail:

CTC Disaster Response, Inc. is a full-service disaster debris removal and emergency response contractor specializing in large-scale debris management, hauling, reduction, and recovery operations for local, state, and federal agencies. With more than 25 years of industry experience through its leadership team, CTC provides rapid mobilization, self-performing operations, experienced personnel, and company-controlled equipment resources to support efficient, compliant, and scalable disaster recovery efforts nationwide.

2. The address of the principal place of business is:

4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002

3. Company telephone number, FAX number, and Email addresses:

Tel.: (660) 248-2454

Fax: N/A

Email: mwatkins@ctcdisaster.com

4. Number of employees:

52

5. Number of employees or Subcontractors to be assigned to this project (per event) and what capacity:

CTC Disaster Response maintains a standing workforce of over 60 experienced CDL operators/equipment operators and more than 25 project managers and field supervisors available for deployment per event. CTC's standard project team includes approximately eight (8) key personnel assigned in executive oversight, operations management, project management, safety/compliance, and client coordination roles, supported by field crews, equipment operators, and compliance/documentation staff. Additional vetted subcontractor resources may be utilized as needed to scale operations based on event size and duration.

6. Company Identification numbers for the Internal Revenue Services:

48-1245968

7. Provide Occupational License Number (and County), if applicable, and expiration date:

#249 Howard County, MO Expiration: December 31, 2026

Please see attached.

8. How many years has your organization been in business? Does your organization have a specialty?

24 years

9. What is the last project of this nature or magnitude that you have completed? Please provide project description, references, and cost of work completed:

CTC is currently closing out our project in the City of Iuka, MS. CTC removed and disposed of 30,000 cubic yards of debris in response to Winter Storm Fern for a contract value of approximately $552,000

Kenny Carson, Mayor, (662) 423-3781, iuka@iukams.com

10. Have you ever failed to complete any work awarded to you? If so, where and why?

CTC has not failed to complete awarded work.

11. Please provide name, addresses and telephone numbers of three individuals, corporations, agencies, or institutions for which you have previously performed work. List of all disaster response contracts performed in the last five (5) years, including customer name, total contract value and weight (yards) removed. Use a separate tab is necessary:

11.1:

Name: John Waller (McDuffie County, GA - Hurricane Helene 2024)

Address: 210 Railroad St. Thomson, GA 30824

Telephone Number: (706) 699-6262

1,101,978 CY $16,171,922

11.2:

Name: Tony Galardo (Lanier County, GA - Hurricane Helene 2024)

Address: 56 W. Main St. Lakeland, GA 31635

Telephone Number: (229) 569-0344

1,716,674 CY $25,476,562

11.3:

Name: Stephen Stack (Hernando County, FL- Hurricane Helene 2024)

Address: 1525 E. Jefferson St. Brooksville, FL 34601

Telephone Number: (352) 667-1389

732,304 CY $15,442,274

12. List the following information concerning all contracts in progress as of the date of submission of this Proposal. (In event of co-venture, list the information for all co-ventures).

Name of Project	Owner	Value	Contract Completion Date	% of Completion to Date
Please see current	workload attached			

13. Has the Contractor inspected the proposed project site and does the Contractors have a complete plan for performance of disaster response services?

CTC's leadership team has reviewed the proposed project requirements and inspected the project site. CTC possesses a comprehensive operational plan for the performance of disaster response services, including mobilization, debris collection and hauling, temporary debris management site operations, safety and environmental compliance, documentation, and coordination with the Owner and monitoring personnel.

14. Provide a list of all Subcontractor(s), the work to be performed and also a list of major materials suppliers for this project: *The forgoing list of Subcontractor(s) may not be amended*

after award of the contract without the prior written approval of the City Manager.

CTC Disaster Response maintains the personnel, management staff, and equipment resources necessary to substantially self-perform the requested services. At this time, no specific subcontractors or major material suppliers are proposed; however, CTC may utilize vetted local subcontractors, hauling providers, fuel vendors, disposal facilities, or support suppliers upon request of the City

15. What equipment do you own that is available for work, provided list in ATTACHMENT C. CTC has 100% access to the equipment listed in Attachment C through its acquisition and ownership structure. All equipment listed is owned by commonly owned affiliated entities and available for immediate deployment.
16. What equipment will you purchase for the project/work?

CTC intends to utilize company-controlled equipment resources for specialized debris collection, removal, reduction, and disposal services. Additional equipment may be purchased/rented from regional South Florida suppliers or supplemented through qualified subcontractors as operational conditions warrant.

17. What equipment will you rent for the proposed work?

CTC intends to utilize company-controlled equipment resources for specialized debris collection, removal, reduction, and disposal services. Additional equipment may be purchased/rented from regional South Florida suppliers or supplemented through qualified subcontractors as operational conditions warrant.

18. State the name of your proposed Project Manager and give details of their qualifications and experience in managing similar work? (Separate sheet can be attached, if needed).

Alex Martin is proposed as Project Manager. Mr. Martin brings more than 20 years of disaster recovery experience managing debris operations following major hurricanes, floods, tornadoes, and severe weather events including Hurricanes Katrina, Harvey, Irma, Ida, Ian, Helene, and Beryl. His experience includes field operations management, personnel and equipment coordination, FEMA compliance oversight, permitting, scheduling, and contractor management for large-scale debris removal operations.

19. State the true, exact, correct and complete name of the partnership, corporation or trade name under which you will conduct business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who conduct business under the trade name).

CTC Disaster Response, Inc. - Corporation

4051 Veterans Memorial Blvd., Ste. 408, Metairie, LA 70002

Joe Sunderland, President and Leah Sunderland, Secretary

19.1 The correct name of the Contractor is:

CTC Disaster Response, Inc.

19.2 The business is a (Sole Proprietorship) (Partnership) (Corporation):

Corporation

19.3 The name of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:

Joe Sunderland, President

Jeremy Britton, Chief Operations Officer

Marc Watkins, Vice President of Operations

SIGNATURE REQUIRED BELOW

SUBMITTED BY:

Contractor/Company Name: CTC Disaster Response, Inc.

Authorized Signature: Olivia Marino

Printed Name and Title: Olivia Marino, Program Compliance Manager

Date: 5/7/26

STATE OF ~~FLORIDA~~ LOUISIANA

~~COUNTY~~ OF PARISH Jefferson

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization this 7th day of May, 20 26, by Olivia Marino, who is personally known to me or who has produced driver's license as identification and who ☑ did / ☐ did not take an oath.

WITNESS my hand and official seal this 7th day of May, 2026.

Notary Public, State of ~~Florida~~ Louisiana

Signature of Notary: Meredith E. Chehardy

Printed Name of Notary: Meredith E. Chehardy

My Commission Expires: At death

(NOTARY SEAL)

MEREDITH E. CHEHARDY
Notary Public
State of Louisiana
Jefferson Parish
Notary ID # 152396
My Commission is for Life

No 249

Jinger Felten - Howard Collector

MERCHANT'S LICENSE

STATE OF MISSOURI
County of Howard } ss

The State of Missouri to all who shall see these presents - GREETINGS:

KNOW YE, That **CTC DISASTER RESPONSE INC.**
having on the 1st day of January, 2026, given bond as required by law of Missouri as a dealer of Goods, Wares and Merchandise, for the payment of all lawful taxes due upon Howard Merchant's License. Therefore the said **CTC DISASTER RESPONSE INC.** is hereby authorized to vend Goods, Wares and Merchandise at any place within said County FOR TWELVE MONTHS, ending the thirty first day of December, 2026

IN TESTIMONY WHEREOF, Shelly R. Howell, Clerk of the County Court of the County Howard, State of Missouri, have Affixed the seal of said
Court this 1st day of January, 2026

Granted this 1st day of January, 2026

HOWARD COUNTY COMMISSION
HOWARD COUNTY, MO

County Clerk
Shelly R. Howell

Collector of Revenue
Jinger Felten

Current Workload

Name of Project	Owner	Estimated Values	Estimated Completion Date	% Complete
Winter Storm Fern Debris Removal	Tishomingo County, MS	$12,500,000 500,000 CY	June 1, 2026	85%
Winter Storm Fern Debris Removal	City of Iuka, MS	$552,000 30,000 CY	May 15, 2026	95%
Winter Storm Fern Debris Removal	City of Ripley, MS	$1,392,500 80,000 CY	May 15, 2026	95%
Winter Storm Fern Debris Removal	Pontotoc County, MS	$4,750,000 250,000 CY	June 1, 2026	80%
Winter Storm Fern Debris Removal	Wilson County, TN	$3,900,000 162,754 CY	April 1, 2026	100%
Winter Storm Fern Debris Removal	Hardin County, TN	$23,000,000 1,500,000 CY	July 1, 2026	85%
Winter Storm Fern Debris Removal	MDOT – District 1	$15,000,000 500,000 CY	August 15, 2026	0%
Winter Storm Fern Debris Removal	MDOT – District 2	$25,000,000 1,000,000 CY	August 15, 2026	0%

ATTACHMENT S – TRENCH SAFETY ACT FORM

This form must be completed and signed by the Contractor. Failure to complete this form may result in the proposal being declared non-responsive.

Contractor acknowledges that the Florida Trench Safety Act, Section 553.60 et. Seq., which became effective October 1, 1990, shall be in effect during the period following execution of the Contract Documents. The Contractor by signing and submitting the proposal is, in writing, assuring that it will perform any trench excavation in accordance with applicable trench safety standards.

Contractor herein acknowledges that the cost for compliance to the Florida Trench Safety Act is included in the applicable items of this Proposal.

The Contractor is, and the City is not, responsible to review or assess Contractor 's safety precautions, programs of costs, of the means, methods, techniques or technique adequacy, reasonableness of cost, sequences of procedures of any safety precaution, program or cost, including but not limited to, compliance with any and all requirements of Florida Statute Section 553.60 et. Seq. cited the Trench Safety Act". Contractor is, and the City are not, responsible to determine, if any safety or safety-related standards apply to the project, including but not limited to, the 'Trench Safety Act'.

Kristen Crawford
Witness Name

Scott C. Huff
Witness Name

Signature

CTC Disaster Response, Inc.
Contractor Name

Olivia Marino, Program Compliance Manager
Title

5/6/26
Date

ATTACHMENT T – ACKNOWLEDGEMENT OF CONFORMANCE WITH O.S.H.A STANDARDS

TO: CITY OF KEY WEST

Contractor's Name: , hereby acknowledge and agree that I/We have the sole responsibility for compliance with all requirements of the Federal Occupational Safety and Health Act of 1970, and all State and Local Safety and Health regulations, and agree to indemnify and hold harmless the CITY, its officers, agents, employees, and consultants against any and all legal liability or loss the CITY, its officers, agents, employees, and consultants may incur due to failure to comply with such act.

_____

_____

ATTEST Contractor Name

_____

_____

Attest By:

_____

_

Title

_____

_

Date

Per Addendum 2, please see the executed Attachment K within this proposal.

ATTACHMENT U – COPY OF LICENSES FOR PERSONNEL CERTIFIED TO PERFORM ADVANCED MAINTENANCE OF TRAFFIC OPERATIONS OR STATEMENT THAT A LICENSED INDIVIDUAL SHALL BE EMPLOYED BY CONTRACTOR IF CONTRACTOR IS AWARDED CONTRACT.

EMPLOYEES MUST BE CERTIFIED UNDER PART IV OF THE M.U.T.C.D., TORT LAW, And THE FL. R.T.D.S. 600 SERIES INDEX.

CTC Disaster Response acknowledges the requirements of Attachment U and confirms that properly licensed and certified personnel meeting the requirements of Part IV of the M.U.T.C.D., applicable tort law requirements, and the Florida R.T.D.S. 600 Series Index will be employed and assigned to the project if awarded the Contract.

ATTACHMENT V – CONTRACTOR'S GENERAL OPERATIONS PLAN FOR DEBRIS MANAGEMENT/DISASTER RESPONSE SERVICE OPERATIONS.

A detailed description of how the Contractor would respond to a Hurricane or other event. In the Plan, assume that Key West has been hit with a Category 2 Hurricane that generated the amount of debris described below. Contractor's Operations Plan should be very detailed describing meetings, timeline, equipment to be mobilized, manpower needed, collections and TMDS operations, demobilization, and site remediation if needed and close out. Contractor should include a detailed Safety Plan. Documentation of training for each crew member must be submitted with the Proposal and updated annually.

Vegetative Debris	146,000	Cubic Yards
Construction and Demolition Debris	48,000	Cubic Yards
Mixed Debris	6,000	Cubic Yards
White Goods	1,000	Units
Household Hazardous Waste	1,000	Pounds
Total Yards:	200,000	

This scenario is based on the assumption that many segments of the City are without electricity and water, and that the City government has an approximate emergency workforce of 150. Therefore, please include all equipment or services that might be necessary along with the Contractor's proposed costs for each.

Key West Scenario (Category 2 Hurricane)

CTC Disaster Response, Inc. provides a comprehensive, scalable, and safety-driven disaster debris management plan for the City of Key West. This plan assumes a Category 2 hurricane impact generating approximately 200,000 cubic yards of debris, consisting of 146,000 cubic yards of vegetative debris, 48,000 cubic yards of construction and demolition debris, 6,000 cubic yards of mixed debris, 1,000 white goods, and 1,000 pounds of household hazardous waste. The plan also assumes that portions of the City are without electricity and water and that City government is operating with an emergency workforce of approximately 150 personnel.

CTC's objective is to rapidly restore emergency access, protect public health and safety, remove eligible disaster-generated debris, manage Temporary Debris Management Sites ("TDMS"), support FEMA Public Assistance documentation, and return all sites to acceptable pre-use or better condition. CTC will operate under City direction, written Work Authorization, applicable FEMA Public Assistance Program and Policy Guide requirements, 2 CFR Part 200, OSHA standards, MUTCD/FDOT traffic control requirements, FDEP requirements, and all applicable federal, state, and local laws.

Operational Command, Meetings, and Coordination

Upon contract execution, CTC will designate a Project Manager with full authority to act on behalf of the company and coordinate directly with the City's authorized representative. CTC will submit and finalize its site-specific operations plan within the required timeframe and will participate in pre-event planning meetings, tabletop exercises, TDMS walkthroughs, route planning, and coordination meetings with City staff, emergency management personnel, public works, utilities, law enforcement, fire/rescue, the City's debris monitoring contractor, and applicable regulatory agencies.

Before an event, CTC will coordinate with the City to confirm priority roadways, critical facilities, emergency routes, staging areas, TDMS locations, final disposal facilities, communication protocols, debris zones, public messaging needs, and reporting requirements. When a storm threat is identified, CTC will conduct readiness calls with City representatives and place management personnel, operators, equipment, subcontractors, fuel vendors, mechanics, and logistics support on standby.

After the event and once conditions are safe, CTC will participate in an initial operational briefing with the City. This meeting will confirm the Notice to Proceed, emergency roadway clearance priorities, TDMS activation, monitor coordination, truck certification procedures, debris eligibility rules, collection zones, traffic control requirements, work hours, communication channels, and daily reporting expectations. During active operations, CTC will conduct daily coordination meetings with City representatives and monitoring personnel to review safety issues, production, debris quantities, route progress, staffing, equipment needs, citizen concerns, damage claims, and operational adjustments.

Mobilization Timeline

CTC will mobilize immediately upon written Notice to Proceed or other authorization from the City, subject to safe access conditions and City direction. If notice is issued in advance of an event, CTC will make all necessary arrangements to mobilize at least 50% of required resources within 24 hours and 100% of required resources within 48 hours. Prior to landfall, CTC will place key management personnel, equipment operators, hauling resources, subcontractors, fuel support, mechanics, communications resources, and logistics personnel on standby and, when directed by the City, pre-stage resources outside the projected impact area.

Following the City's all-clear, CTC will coordinate with the City, emergency management personnel, public works, utilities, law enforcement, fire/rescue, and the City's debris monitoring contractor to confirm priority routes, TDMS activation, truck certification procedures, debris eligibility requirements, collection zones, work hours, documentation protocols, and communication channels. Initial operations will focus on emergency roadway clearance and critical access restoration, with debris collection, hauling, TDMS processing, reduction, final disposal, demobilization, and closeout activities scaling as conditions stabilize.

Key operational milestones include:

- **First 70 hours following activation:** CTC will prioritize emergency roadway clearance and emergency push operations to restore access for emergency responders, utilities, critical facilities, and public safety routes, as directed by the City.
- **Following initial clearance operations:** CTC will continue scaling debris collection, hauling, TDMS operations, debris reduction, final disposal, and documentation activities based on City priorities, debris volumes, and operational conditions until final completion and closeout.
- **Within 24 hours of Notice to Proceed:** CTC will mobilize a minimum of 50% of required personnel, equipment, and operational resources in accordance with the RFP requirements.
- **Within 48 hours of Notice to Proceed:** CTC will mobilize 100% of required personnel, equipment, and operational resources necessary to support full debris management operations.

Staffing and Manpower Plan

For the 200,000 cubic yard planning scenario, CTC anticipates a scalable peak deployment of approximately 50–75 personnel, depending on City priorities, public access, debris set-out rates, available TDMS capacity, traffic conditions, and disposal logistics. Staffing may be increased or decreased as conditions warrant.

The project team will include executive oversight, an on-site Project Manager, Operations Manager, Safety Officer, Documentation Manager, Logistics/Fleet Manager, TDMS Manager, route supervisors, field supervisors, equipment operators, CDL drivers, mechanics, administrative support, and specialized subcontractor personnel as needed. CTC's core leadership team will provide oversight for operational strategy, FEMA compliance, documentation, safety, subcontractor coordination, client communication, and project closeout.

CTC maintains the capability to self-perform core debris collection, hauling, reduction, and TDMS operations using company-controlled personnel and equipment resources. CTC may also utilize vetted local subcontractors, South Florida suppliers, specialty contractors, hazardous waste vendors, CFC recovery vendors, traffic control support, fuel providers, sanitation vendors, and disposal facilities when requested by the City or when operational conditions require supplemental capacity.

Equipment to be Mobilized

CTC will mobilize the equipment necessary to perform emergency roadway clearance, right-of-way debris collection, hauling, temporary debris management site operations, debris reduction, final disposal, and specialized debris handling for the 200,000 cubic yard planning scenario. Equipment will be scaled based on City priorities, debris composition, TDMS capacity, roadway access, traffic conditions, and disposal logistics. CTC anticipates using company-controlled debris removal and support equipment, including grapple trucks, dump trucks, debris trailers, tractors, loaders, excavators, grinders, skid steers, dozers, support vehicles, service trucks, water trucks, generators, light towers, fuel support, communications equipment, inspection towers, and traffic control devices. CTC has 100% access to its core equipment resources through its acquisition and commonly owned affiliated entities, allowing the company to self-perform specialized debris collection, removal, reduction, and disposal operations without reliance on third-party equipment availability. When operational conditions require additional capacity, CTC may also rent supplemental equipment from regional South Florida suppliers or utilize vetted subcontractor resources, while maintaining direct project management, safety oversight, documentation controls, and operational accountability.

Emergency Road Clearance / Initial Push

The first operational priority will be emergency road clearance to restore access for emergency responders, hospitals, fire stations, police facilities, utility restoration crews, shelters, EOC functions, public works facilities, potable water/sewer infrastructure, airports, ports, bridges, and other critical facilities identified by the City.

Emergency push crews will cut, toss, move, or push debris from designated routes to allow safe passage. Work will be documented by location, crew, equipment, labor, time, and photographs where practical. CTC will coordinate closely with the City and monitoring personnel to ensure the emergency push remains limited to authorized emergency clearance activities and transitions into full debris removal once the City directs.

Right-of-Way Debris Collection Plan

Following the emergency push, CTC will begin systematic debris collection from public rights-of-way and other City-authorized locations. Collection will be organized by zones, routes, and passes approved by the City. CTC will coordinate with the City's monitoring contractor to ensure each crew has appropriate monitoring coverage and that all debris loads are documented from point of origin to TDMS or final disposal.

Debris will be collected in separated streams to the greatest extent practical. Vegetative debris will be collected separately from construction and demolition debris, mixed debris, white goods, household hazardous waste, electronics, and other regulated materials. CTC will support the City's public messaging by reinforcing proper debris placement and separation requirements through field coordination and approved communication channels.

CTC will conduct multiple debris passes as directed by the City. The first pass will prioritize major ROW debris, critical access routes, and high-volume areas. Subsequent passes will collect additional eligible debris placed by residents and businesses in accordance with City direction. Final passes will focus on cleanup, remaining piles, public facilities, parks, parking areas, and other City-designated locations.

CTC will operate under a "clean as you go" approach. Crews will make reasonable efforts to minimize loose debris left in roadways, prevent debris from entering storm drains, secure loads before transport, and maintain safe access for residents, businesses, pedestrians, emergency vehicles, and utility crews.

TDMS Operations and Site Management

CTC acknowledges the City's listed primary and secondary TDMS locations and will manage each site according to its designated use, available acreage, operational constraints, and City direction. Primary debris storage and reduction sites may include Truman Waterfront Property, 5701 College Road, and Rockland Operations LLC on Rockland Key. Secondary storage-only sites may be used for surge storage, temporary collection support, or transfer operations as directed by the City.

Before site use, CTC will document pre-use conditions through photographs and video. If required by the City, CTC will support Phase I environmental review, baseline soil/water sampling, site layout planning, access planning, and regulatory coordination. CTC will prepare each TDMS with appropriate ingress/egress controls, traffic patterns, signage, inspection towers, debris separation areas, fire lanes, dust control, stormwater controls, silt fencing, litter control, spill response materials, security measures, portable sanitation, and staff support areas.

Each TDMS will include clearly defined operational zones, as site conditions allow:

1. Inbound load inspection and ticket verification
2. Vegetative debris stockpile area
3. C&D debris area
4. Mixed debris sorting area
5. White goods staging area
6. HHW containment area
7. Unauthorized/ineligible debris hold area
8. Reduction/processing area
9. Outbound reduced debris or final disposal loading area
10. Equipment fueling and maintenance area with containment controls

Only City-authorized eligible debris will be accepted. Loads containing ineligible, hazardous, or unauthorized material will be isolated and addressed in coordination with the City and monitoring personnel. Vegetative debris will be reduced by grinding, compaction, burning, or other approved method only when authorized by the City and applicable regulatory agencies. C&D and mixed debris will be segregated and transported to properly permitted disposal or recycling facilities. White goods and metals will be staged for CFC recovery and recycling/disposal. Household hazardous waste will be segregated and handled by properly licensed personnel or subcontractors.

Special Debris Streams

White goods will be collected, segregated, documented, and staged separately. Refrigerators, freezers, air conditioning units, and other CFC-containing appliances will be managed in accordance with applicable requirements, and refrigerants will be removed by qualified personnel before recycling or disposal.

Household hazardous waste will be identified, separated, secured, and staged in a designated containment area. Materials may include paint, oils, batteries, pesticides, propane cylinders, chemicals, aerosols, cleaners, and similar regulated materials. HHW will not be mixed with vegetative or C&D debris and will be transported only to approved facilities using qualified personnel or subcontractors.

Mixed debris will be handled carefully to separate recoverable, recyclable, hazardous, and disposal material to the greatest extent practical. CTC will coordinate with the City before handling vessels, vehicles, animal carcasses, waterway debris, private property debris, demolition debris, or other specialized debris streams requiring additional authorization, permits, right-of-entry documentation, or regulatory review.

Support Services for Power and Water Outages

Because the scenario assumes portions of the City are without electricity and water, CTC is prepared to provide or coordinate supplemental support services when ordered by the City. These services may include mobile fueling, generators, light towers, satellite communications, mobile high-speed internet, portable toilets, handwashing stations, showers, laundry, mobile kitchen/feeding support, potable water, ice, dewatering pumps, catch basin cleaning, and other emergency support equipment.

These services will be provided only when authorized by the City and will be priced in accordance with the applicable unit prices included in Attachment O and the controlling Cost Proposal Form.

FEMA Documentation, Ticketing, and QA/QC

CTC understands that documentation is critical to FEMA reimbursement. All operations will be structured to support eligibility, traceability, cost reasonableness, audit readiness, and closeout. CTC will coordinate daily with the City and its debris monitoring contractor to confirm that debris removal activities are tied to the declared event, performed within approved areas, authorized by the City, and properly documented.

Before hauling begins, trucks and trailers will be certified for capacity. Each vehicle will be measured, photographed, documented, assigned a unique identification number, and placarded as required. Drivers will maintain required licenses, insurance, and operational documentation.

CTC will use standardized load tickets or an approved electronic debris management system. Each load ticket will document the truck number, driver, debris type, collection location, load call/percentage, date, time, monitor information, disposal or TDMS location, and other information required by the City. Load tickets will be reconciled against TDMS records, disposal tickets, truck certifications, GPS data, daily reports, and invoices.

CTC will provide daily reports summarizing collection areas, debris quantities by type, number of crews, equipment used, TDMS activity, safety incidents, property damage claims, operational concerns, and anticipated next-day activities. Weekly summaries and reconciliations will be provided in the format requested by the City. Discrepancies will be reviewed and resolved promptly with the City and monitoring contractor.

CTC will maintain an organized electronic project file containing load tickets, disposal tickets, truck certifications, TDMS records, photographs, daily logs, safety records, equipment records, subcontractor records, invoices, regulatory documentation, and closeout materials. Records will be retained for the period required by the Contract, FEMA, state law, and applicable audit requirements.

Safety Plan

Safety is the foundation of CTC's operations. CTC will develop and enforce a site-specific safety plan for the City of Key West response. The Safety Officer will have stop-work authority and will coordinate with the Project Manager, Operations Manager, field supervisors, TDMS supervisors, and City representatives to ensure safe operations.

All personnel will receive a project safety briefing before beginning work. Daily tailgate safety meetings will be conducted and documented. Topics will include heat stress, hydration, downed power lines, unstable trees, hanging limbs, sharp debris, hazardous materials, traffic exposure, heavy equipment operations, spotter requirements, backing procedures, load securement, pedestrian safety, storm drain protection, and incident reporting.

Required PPE will include hard hats, high-visibility vests or shirts, gloves, eye protection, hearing protection, safety footwear, and task-specific PPE such as chainsaw chaps, respiratory protection, face shields, fall protection, or personal flotation devices when required. Chainsaw and hazardous tree operations will be performed only by trained personnel using exclusion zones and spotters.

Traffic control will comply with applicable MUTCD, FDOT, and City requirements. CTC will use cones, signs, flaggers, barricades, arrow boards, and temporary lane controls as needed. Crews will avoid blocking emergency routes and will coordinate with the City when work may affect schools, hospitals, fire stations, public facilities, neighborhoods, tourism corridors, or major intersections.

Equipment operators will conduct daily inspections. Equipment will be operated only by trained and qualified personnel. Seat belts, backup alarms, mirrors, lights, brakes, horns, and safety systems will be maintained in working order. Loads will be trimmed, secured, and covered as required before transport. Spotters will be used in congested areas, TDMS locations, and backing operations.

TDMS safety measures will include controlled ingress/egress, fire lanes, pile separation, dust control, water trucks, fire extinguishers, spill kits, equipment separation, pedestrian exclusion areas, lighting as needed, sanitation facilities, and daily housekeeping. Vegetative debris piles will be monitored for heat, smoke, and fire risk. Fueling and maintenance will occur in designated areas with spill prevention and response measures.

HHW and unknown materials will be isolated immediately. Personnel will not handle unknown hazardous substances without proper identification, PPE, containment, and City authorization. Qualified hazardous waste subcontractors will be used when required.

CTC will maintain incident reporting procedures for injuries, near misses, equipment damage, property damage, spills, traffic incidents, and unsafe conditions. Corrective actions will be implemented promptly and documented. CTC will also monitor weather conditions and suspend operations during lightning, high winds, flooding, unsafe visibility, or other hazardous conditions.

Training Documentation

CTC will provide documentation of required training for assigned personnel with the Proposal and will update training documentation annually. Training records may include OSHA/safety orientation, equipment qualification, CDL documentation, traffic control/MOT certifications, debris eligibility procedures, load ticket procedures, hazard recognition, PPE requirements, incident reporting, NIMS/ICS awareness, TDMS procedures, and specialized certifications applicable to assigned work.

Subcontractor personnel will be required to meet the same project safety, operational, documentation, and training requirements applicable to their scope of work. CTC will conduct project-specific onboarding before any subcontractor begins work.

Demobilization, Site Remediation, and Closeout

Demobilization will begin only after City direction and confirmation that debris collection, reduction, hauling, and disposal activities are complete. CTC will complete final debris passes, remove remaining eligible debris, haul out all materials from TDMS locations, remove temporary controls and equipment, and restore operational areas as required.

TDMS closeout activities may include post-use documentation, final grading, removal of reduction by-products, site restoration, and any required environmental testing in accordance with City direction and regulatory requirements. CTC will coordinate with the City and applicable agencies to ensure each TDMS is restored to acceptable pre-use condition.

CTC will also provide final project closeout documentation, including debris quantity summaries, load ticket reconciliations, disposal documentation, safety records, invoices, and other records necessary to support FEMA reimbursement and project closeout.

ATTACHMENT W – VERIFICATION LETTER THAT CONTRACTOR IS FAMILIAR WITH CITY'S TEMPORARY DEBRIS MANAGEMENT SITES. LIST OF APPROVED SITES PROVIDED BY CITY

SUMMARY OF LOCATIONS FOR TEMPORARY DEBRIS STORAGE AND REDUCTION SITES

All Sites are +/- a acre.

Primary Sites (debris storage and reduction):

1. Truman Waterfront Property – Approximately 5 acres
2. 5701 College Road – Approximately 4 acres
3. Rockland Operations LLC. Rockland Key – 10 acres

Secondary Sites (debris storage only):

1. Trumbo Road Property – Approximately 2 acres
2. 918 Fort Street Parking Lot – Approximately .25 acres
3. 631 Green Street Parking Lot – Approximately .50 acres
4. 800 Caroline Street Parking Lot – Approximately 1 acres
5. Fire Station #2 – Approximately .75 acres
6. Indigenous Park – Approximately 1 acre
7. South Roosevelt Boulevard Bridle Path – Approximately 4 acres
8. 1809 Bertha Street – Approximately .50 acres
9. 1903 South Roosevelt Boulevard Parking Lot – Approximately 1 acres
10. Boog Powell Court Parking Lot – Approximately .50 acres
11. Wickers Fields Parking Lot – Approximately 1 acres

NOTE: Additional sites may be added or removed as necessary. The Contractor will receive no additional charges for any site within 15 miles of the City of Key West.

CTC Disaster Response, Inc
4051 Veterans Memorial Blvd, Suite 408
Metairie, LA 70002
www.ctcdisaster.com

May 6, 2026

RE: Verification of Familiarity with Temporary Debris Management Sites

To Whom It May Concern:

CTC Disaster Response hereby acknowledges receipt of the City of Key West's list of approved Temporary Debris Management Sites (TDMS) identified in Attachment W and confirms that our team is familiar with the listed primary and secondary debris storage and reduction locations.

CTC understands the designated use, approximate acreage, and operational purpose of each identified site and is prepared to utilize and manage the sites in accordance with City direction, applicable environmental regulations, and FEMA debris management requirements. CTC further acknowledges that additional sites may be added or removed as necessary and understands that no additional charges will apply for any site located within 15 miles of the City of Key West.

Respectfully,

Olivia Marino
Program Compliance Manager
CTC Disaster Response, Inc.

ATTACHMENT X – DISASTER RESPONSE SERVICES PROVIDER DRAFT CONTRACT DOCUMENTS

TERMS AND CONDITIONS WILL BE NEGOTIATED UPON SELECTION

Per Addendum 2, please see Draft Contract under Attachment M within this proposal.

ATTACHMENT Y – LETTER REGARDING EXPERIENCE

Contractor must provide the following documentation:

1. At least five years of experience in conducting disaster recovery logistical support and debris removal operations.

2. Knowledge and experience in FEMA public assistance reimbursement procedures; and

3. Contractor Has provided services similar to those required to at least one jurisdiction with a population of 30,000.

CTC Disaster Response, Inc
4051 Veterans Memorial Blvd, Suite 408
Metairie, LA 70002
www.ctcdisaster.com

May 6, 2026

RE: Contractor Experience and Qualifications

To Whom It May Concern:

CTC Disaster Response, Inc. respectfully submits this letter to demonstrate our experience and qualifications related to disaster recovery logistical support and debris removal operations.

CTC has been continuously operating since 2001 and has more than five years of experience performing large-scale disaster debris removal, hauling, reduction, disposal, temporary debris management site operations, and logistical support services for municipalities, counties, and public agencies throughout the United States. Our leadership team collectively brings decades of experience managing federally declared disaster events involving hurricanes, tornadoes, floods, severe storms, and other emergency response operations.

CTC possesses extensive knowledge and experience related to FEMA Public Assistance reimbursement procedures and structures all operations to support reimbursement eligibility and audit readiness. Our team maintains experience with FEMA-compliant documentation practices including load ticket reconciliation, GPS tracking, debris monitoring coordination, eligibility documentation, debris management site operations, environmental compliance, and record retention. CTC regularly coordinates with jurisdictions and monitoring contractors to ensure debris operations are performed in accordance with applicable FEMA guidance and reimbursement requirements.

CTC has successfully provided services similar to those requested for numerous jurisdictions with populations exceeding 30,000 residents. Relevant experience includes Hernando County, Florida (population approximately 225,000), Lee County, Mississippi (population approximately 83,000), and Carteret County, North Carolina (population approximately 70,000), in addition to numerous other municipalities and counties across Florida, Georgia, Texas, Tennessee, Mississippi, and North Carolina following federally declared disasters. These projects involved the management of hundreds of thousands to millions of cubic yards of debris and required coordinated deployment of personnel, equipment, debris management sites, and FEMA-compliant documentation systems.

CTC appreciates the opportunity to submit our qualifications and remains committed to providing safe, responsive, scalable, and compliant disaster recovery services.

CTC Disaster Response, Inc
4051 Veterans Memorial Blvd, Suite 408
Metairie, LA 70002
www.ctcdisaster.com

Respectfully,

Olivia Marino

Olivia Marino
Program Compliance Manager
CTC Disaster Response, Inc.

ATTACHMENT Z – CONTRACTOR'S MOST CURRENT FINANCIAL STATEMENT

These documents are marked confidential pursuant to Florida Statutes §§119.0715, 119.071(1)(c), Florida Constitution Article I, Section 24, and §119.07, Florida Statutes.

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ATTACHMENT AA – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements
The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The Respondent, CTC Disaster Response, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Respondent understands and agrees that the provisions of 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Olivia Marino

Signature of Authorized Official

Olivia Marino, Program Compliance Manager

Name and Title

4/30/26

Date

Contract Provisions Guide

Navigating Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contract Under Federal Awards

Procurement Under Grants Division

Version 2, Effective October 1, 2024

(FI-207-21-0001)

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Introduction

Recipients and subrecipients of grant funding from the Federal Emergency Management Agency (FEMA) will often use contractors to help them carry out work under their awards. These contracts are only between the recipients and subrecipients and their contractor. FEMA has no contractual relationship with the recipient's or subrecipient's contractors.

Although FEMA is not a party to those contracts, if a recipient or subrecipient is using federal funding to pay for the contract, the recipient or subrecipient must comply with applicable federal laws, including the federal procurement standards. Title 2 of the Code of Federal Regulations (C.F.R.), Part 200, sections 200.317 – 200.327. 2 C.F.R. § 200.327 describes the federal procurement standards that recipients and subrecipients must follow. Most important for this guide, 2 C.F.R. 200.327 states that "recipient's or subrecipient's contracts *must contain the applicable provisions* described in Appendix II of this part" (emphasis added).

Prior to purchasing goods and services under a FEMA award, recipients and subrecipients must first determine the applicable federal procurement standards. The federal award or the disaster declaration date determines the applicable federal procurement standards including the required contract provisions in 2 C.F.R. Part 200 because the Office of Management and Budget (OMB) revises the standards periodically. This document applies to all FEMA awards made or disasters declared on or after October 1, 2024, and includes OMB Revisions to the federal procurement standards effective on October 1, 2024.

Additionally, recipient and subrecipient must consider if their contracts are subject the Build America, Buy America Act (BABAA). For certain FEMA award recipients' and subrecipients' infrastructure projects made on or after October 23, 2023, that are subject to BABAA, those contracts must include a BABAA contract provision.

For FEMA awards made or disasters declared between November 12, 2020, through September 30, 2024, please refer to the Contract Provisions Guide dated June 2021 for the required federal contract provisions. For FEMA awards made or disasters declared *before* November 12, 2020, please refer to the Contract Provisions Template for required federal contract provisions. For questions regarding applicable federal procurement standards including the required contract provisions, please contact the FEMA Procurement Under Grants Division.

FEMA designed this document to help FEMA recipients and subrecipients navigate Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. This document:

- Describes contract clauses where 2 C.F.R. Part 200 requires clauses to be included.
- Provides suggested language or references to find suggested language for some of the federally required clauses.

- Provides required language for clauses that require recipient and subrecipient contracts to include specific language.
- Provides *recommended* contract clauses that are pursuant to FEMA's authorities.
- Provides sample language for some of the federally recommended clauses.

This document does *not*:

- Mandate specific language.
- Provide sample language for certain federally required or recommended clauses that must be drafted in accordance with the recipient's or subrecipient's applicable laws, rules, and procedures.
- Provide contract provisions required by applicable state, tribal, or local laws or rules separate from the federal procurement standards.

Many of the provisions described in this document only apply when certain circumstances are present, such as the type of work being procured, the dollar amount, or the date when it is procured. Each section will describe the applicable requirements. *See* Table A for applicability of required contract provisions and Table B for *recommended* contract provisions by FEMA.

Finally, **FEMA does not recommend incorporating the contract provisions by reference in your contracts.** FEMA recommends including the name of the recipient or subrecipient conducting the purchase under a FEMA award in the blank sections when using sample language from this Guide.

NOTE: The recipient or subrecipient is solely responsible for ensuring that all language included in its contracts meets the requirements of 2 C.F.R. Part 200, including 2 C.F.R. § 200.327 and Appendix II. Additionally, the required language noted below is current as of the date of the publication of this document and it is the recipient's and subrecipient's responsibility to ensure the required language used in the contract is consistent with applicable statutes. While the Contract Provisions Guide provides general guidance, recipients or subrecipients should reach out to their applicable FEMA grant program representative(s) if they have specific questions on the applicability of the contract provisions to a particular FEMA grant program.

Contract Provisions Quick Reference Guide

Table A and Table B help FEMA recipients and subrecipients quickly check the applicability of a specific contract provision and if sample contract language is in this Guide.

The Tables are divided between the required contract provisions in 2 C.F.R. Part 200 and Appendix II and those provisions that FEMA recommends .

Table A: Required Contract Provisions

	Provision (Appendix II Section)	Applicability	Sample Contract Language Included	Grant Program Applicability
1	Legal/contractual /administrative remedies for breach of contract (A)	Contract is greater than the Federal simplified acquisition threshold (SAT), currently $250,000.	No. Based on the recipient's or subrecipient's procedures.	All. **NOTE:** AFG must include a penalty clause in all contracts for any AFG-funded vehicle.
2	Termination for cause and convenience (B)	Contract is greater than $10,000.	No. Based on the recipient's or subrecipient's procedures.	All
3	Davis-Bacon Act (D)	Contracts and subcontracts for construction work over $2,000; required language at 29 C.F.R. § 5.5(a).	Yes, via reference to required language at 29 C.F.R. § 5.5(a).	Required for EMPG, HSGP, NSGP, THSGP, PSGP, TSGP, IPR, and HHPD.
4	Copeland "Anti-Kickback" Act (D)	Contracts and subcontracts for construction work over $2,000.	Yes	Required for EMPG, HSGP, NSGP, THSGP, PSGP, TSGP, IPR, and HHPD.
5	Contract Work Hours and Safety Standards Act (E)	Contracts and subcontracts over $100,000 and if for mechanics or laborers; exact language required from 29 C.F.R. § 5.5(b).	Yes. Exact language required from 29 C.F.R. § 5.5(b).	All

	Provision (Appendix II Section)	Applicability	Sample Contract Language Included	Grant Program Applicability
6	Rights to inventions made under a contract or agreement (F)	Funding agreement.	Yes	This clause is **not** required under the PA, HMGP, FMA, PDM, FMAG, HMGP Post Fire, CCP, DCM, IHP-ONA, or Safeguarding Tomorrow RLF programs, as FEMA Awards under these programs do not meet the definition of "funding agreement".
7	Clean Air Act and federal Water Pollution Control Act (G)	Contracts and subcontracts greater than $150,000.	Yes	All
8	Debarment and Suspension (H)	Contracts and subcontracts greater than $25,000 or more.	Yes	All
9	Byrd Anti-Lobbying Amendment (I)	Contracts and subcontracts greater than $100,000. Clause and certification required.	Yes. Clause and certification.	All
10	Procurement of Recovered Materials (J)	Only applies if a recipient or subrecipient is a state or political subdivision of a state; work involves the use of materials, and the contract is for more than $10,000. **NOTE:** Not applicable for Indian Tribes and nonprofits.	Yes	All
11	Prohibition on Contracting for Covered Telecommunications Equipment or Services (K)	Contracts and subcontracts under FEMA declaration or grant award issued on or after November 12, 2020.	Yes	All

	Provision (Appendix II Section)	Applicability	Sample Contract Language Included	Grant Program Applicability
12	Domestic Preferences for Procurements (L)	Contracts under FEMA declaration or grant award issued on or after November 12, 2020.	Yes	All
13	Build America, Buy America Act (BABAA) (M)	Infrastructure projects under applicable grant awards issued on or after January 2, 2023.	Yes	FEMA financial assistance programs subject to BABBA.

Table B: Recommended Contract Provisions

	Provision	Applicability	Sample Contract Language Included
1	Access to Records	All	Yes
2	Contract Changes or Modifications	All	No. It depends on nature of contract and end-item procured.
3	DHS Seal, Logo, and Flags	All	Yes
4	Compliance with Federal Law, Regulations, and Executive Orders	All	Yes
5	No Obligation by Federal Government	All	Yes
6	Program Fraud and False or Fraudulent Statements or Related Acts	All	Yes
7	Copyright	All procurements that may involve creation of copyrightable material.	Yes
8	Build America, Buy America Act (BABAA) for Architectural and/or Engineering Contracts	FEMA financial assistance programs subject to BABAA.	Yes

Required Contract Provisions

1. Remedies

Contracts must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms and must provide for sanctions and penalties as appropriate.[1]

1.1 Applicability

This contract provision is required for contracts over the SAT,[2] currently set at $250,000 for procurements made on or after June 20, 2018.[3] For all other contracts at or below the SAT under FEMA programs, FEMA suggests including a remedies provision, but this is not required.

1.2 Additional Considerations

For FEMA's Assistance to Firefighters Grant Program (AFG), recipients must include a penalty clause in all contracts for any AFG-funded vehicle, regardless of dollar amount.[4] This clause must state that if a vendor fails to deliver the vehicle by the contract date or otherwise fails to perform, a penalty of at least $100 per day applies. This penalty continues until the recipient accepts the vehicle, compliant with the terms of the contract.[5] The penalty clause should excuse delays caused by *force majeure* or acts of God. AFG recipients should refer to the applicable year's Notice of Funding Opportunity (NOFO) for additional information.

2. Termination for Cause and Convenience

Contracts must address termination for cause and for convenience by the recipient or subrecipient, including the manner by which termination will occur and the basis for settlement.[6]

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[1] 2 C.F.R. Part 200, Appendix II, § A.
[2] FEMA Grant Programs Directorate Information Bulletin No. 434, Increases and Changes to the Micro-Purchase and Simplified Acquisition Thresholds (Aug. 28, 2018), https://www.fema.gov/sites/default/files/2020-08/ib_434_changes_micro_purch_simp_acquisition_thresholds.pdf. For procurements subject to 2 C.F.R. Part 200 that were made before June 20, 2018, the SAT was $150,000.
[3] 2 C.F.R. Part 200, Appendix II, § A.
[4] *E.g.*, Fiscal Year 2023 Assistance to Firefighters Grant Program Notice of Funding Opportunity, available at https://www.grants.gov/search-results-detail/351954.
[5] *Id.*
[6] 2 C.F.R. Part 200, Appendix II, § B.

2.1 Applicability

This contract provision is required for contracts and purchase orders exceeding $10,000.[7] For contracts at or below $10,000, FEMA suggests including a termination for cause provision, but this is not required.

2.2 Additional Considerations

FEMA recommends that termination clauses be actionable and specific. For example, a termination clause that allows for 60-day notice of termination for a contract with a 30-day duration may not be actionable. Additionally, if a contract allows for due oral or written notice of termination, it should specify what is considered due oral or written notice.

3. Davis-Bacon Act

The Davis-Bacon Act requires that contractors must pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in the Secretary of Labor's wage determination.[8] Further, contractors are required to pay wages at least once per week.[9] Additional requirements are listed below, and relevant definitions are found at 29 C.F.R. § 5.2. Recipients and subrecipients should refer to the applicable NOFO or other program guidance or contact their applicable FEMA grant representative for additional information on how to implement this requirement.[10]

3.1 Applicability

When required by the federal program legislation, all prime construction contracts over $2,000 awarded by recipients or subrecipients must include a provision for compliance with the Davis-Bacon Act.[11]

The Davis-Bacon Act does not apply to all FEMA financial assistance programs. Recipients and subrecipients should refer to applicable NOFO or other program guidance or contact their applicable FEMA grant representative to determine if this provision is required for the procurement. However, the Davis-Bacon Act clause is not required for procurements under FEMA's Public Assistance (PA) or Hazard Mitigation Assistance (HMA) Programs.

3.2 Additional Requirements

If applicable, the recipient or subrecipient must also do the following:

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[7] *Id.*
[8] 40 U.S.C. § 3141-3144 and 3146-3148.
[9] 40 U.S.C. § 3142.
[10] The Davis-Bacon Act is supplemented by Department of Labor regulations at 29 C.F.R. Part 5 (Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction).
[11] 2 C.F.R. Part 200, Appendix II, § D.

- The recipient or subrecipient must place a copy of the Department of Labor's current prevailing wage determination in each solicitation. Contracts or subcontracts must be awarded on the condition that the prevailing wage determination is accepted. The recipient or subrecipient must report all suspected or reported violations to the federal agency.[12]

- Contracts subject to the Davis-Bacon Act, must also include a provision for compliance with the Copeland "Anti-Kickback" Act.[13] See Required Contract Provisions, Section 5. Copeland Anti-Kickback Act in this document for additional information. According to 29 C.F.R. § 5.5(a)(5), the regulatory requirements for the Copeland "Anti-Kickback" Act are incorporated by reference into the required contract provision, so a separate contract provision is not necessary. However, the recipient or subrecipient may include a separate contract provision specific to the Copeland "Anti-Kickback" Act.

- Per Department of Labor's implementing regulations for the Davis-Bacon Act, the recipient's or subrecipient's contractor and any subcontractors are required to insert, or incorporate by reference, the clauses contained at 29 C.F.R. § 5.5(a)(1)-(11)[14] into any subcontracts.

- Follow the other requirements of the Davis-Bacon Act and implementing regulations.[15]

3.3 Required Language[16]

If applicable per the standard described above, the recipient or subrecipient must include the entire provisions at 29 C.F.R. § 5.5(a)(1)-(11) into all applicable contracts, and all applicable contractors must include these provisions in full in any subcontracts.[17]

4. Copeland "Anti-Kickback" Act

The Copeland "Anti-Kickback" Act prohibits workers on construction contracts from giving up wages that they are owed.[18] Additional requirements are listed below, and relevant definitions are found at 29 C.F.R. § 3.2. The regulations help enforce the Davis-Bacon Act's minimum wage provisions and similar statutes with minimum wage provisions for federally assisted construction.[19]

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[12] 2 C.F.R. Part 200, Appendix II, § D.
[13] *Id.*
[14] 29 C.F.R. § 5.5(a)(6).
[15] 40 U.S.C. §§ 3141-3144, 3146-3148; 29 C.F.R. § Part 5.
[16] 29 C.F.R. § 5.5(a).
[17] 29 C.F.R. § 5.5(a)(6).
[18] 40 U.S.C. § 3145. The Copeland "Anti-Kickback" Act is supplemented by Department of Labor regulations at 29 C.F.R. Part 3 (Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States).
[19] 29 C.F.R. § 3.1.

4.1 Applicability

For all prime construction contracts above $2,000 and when the Davis-Bacon Act also applies,[20] recipients or subrecipients must include a provision in contracts and subcontracts for compliance with the Copeland "Anti-Kickback" Act.[21] The Copeland "Anti-Kickback" Act does not apply to all FEMA financial assistance programs. Recipients or subrecipients should refer to applicable NOFO or other program guidance or contact their applicable FEMA grant representative to determine if this provision is required for the procurement. However, the Copeland "Anti-Kickback" Act clause is not federally required for procurements under FEMA's PA or HMA Programs.

4.2 Additional Requirements

If applicable, the recipient or subrecipient must do the following:

- Include a provision for compliance with the Copeland "Anti-Kickback" Act.[22] According to the implementing regulations for the Davis-Bacon Act, the regulatory requirements for the Copeland "Anti-Kickback" Act are incorporated by reference into the required contract provision for the Davis-Bacon Act. Therefore, a separate contract provision is not necessary. However, the recipient or subrecipient may include a separate contract provision specific to the Copeland "Anti-Kickback" Act with language suggested below.

- The Copeland "Anti-Kickback Act" prohibits each contractor or subcontractor from any form of persuading a person employed in construction, completion, or repair of public work to give up any part of their rightful compensation. The recipient or subrecipient must report all suspected or reported violations of the Copeland "Anti-Kickback Act" to FEMA.[23]

- Each contractor and subcontractor must provide weekly reports of the wages paid during the prior week's payroll period to each employee covered by the "Copeland Anti-Kickback" Act and the Davis-Bacon Act.[24] The reports must be delivered to a representative of a federal or state agency in charge at the building or work site by the contractor or subcontractor within seven days of the payroll period's payment date.[25]

- Follow the other requirements of the Copeland "Anti-Kickback" Act and implementing regulations.[26]

4.3 Suggested Language

The following provides a sample contract clause:

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[20] 2 C.F.R. Part 200, Appendix II, § D; 29 C.F.R. §§ 3.1, 3.3(c).
[21] 2 C.F.R. Part 200, Appendix II, § D.
[22] *Id.*
[23] *Id.*
[24] 29 C.F.R. § 3.3(b).
[25] 29 C.F.R. § 3.4(a).
[26] 40 U.S.C. § 3145; 29 C.F.R. Part 3.

"Compliance with the Copeland "Anti-Kickback" Act.

Contractor. The Contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. Part 3 as may be applicable, which are incorporated by reference into this contract.

Subcontracts. The Contractor or Subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA may by appropriate instructions require, and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The Prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all these contract clauses.

Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12."

5. Contract Work Hours and Safety Standards Act

Where applicable,[27] contracts must include a provision for compliance with statutory requirements on work hours and safety standards.[28] Under 40 U.S.C. § 3702, each contractor must base wages for every mechanic and laborer on a standard 40-hour work week. Work over 40 hours is allowed, so long as the worker is paid at least one and a half times the base pay rate for all hours worked over 40 in the work week. Additionally, for construction work, under 40 U.S.C. § 3704, work surroundings and conditions for laborers and mechanics must not be unsanitary or unsafe. Relevant definitions are at 40 U.S.C. § 3701 and 29 C.F.R. § 5.2.

5.1 Applicability

This required contract provision applies to all procurements over $100,000 that involve the employment of mechanics, laborers, and construction work.[29] These requirements do not apply to the purchase of supplies, materials, or articles ordinarily available on the open market. These requirements also do not apply to contracts for transportation or transmission of intelligence.[30]

5.2 Additional Requirements

If applicable per the standard described above, the recipient or subrecipient must include the provisions at 29 C.F.R. § 5.5(b)(1)-(5), verbatim, into all applicable contracts. All applicable contractors must include these provisions, in full, into any subcontracts.[31]

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[27] 40 U.S.C. §§ 3701-3708.
[28] 40 U.S.C. §§ 3702, 3704. The Contract Work Hours and Safety Standards Act is supplemented by Department of Labor regulations at 29 C.F.R. Part 5, 2 C.F.R. Part 200, Appendix II, §E.
[29] 2 C.F.R. Part 200, Appendix II, § E.
[30] *Id.*
[31] 29 C.F.R. § 5.5(b)(1), (4).

In addition to the required language from 29 C.F.R. § 5.5(b)(1)-(5), the recipient or subrecipient must also insert a clause meeting the requirements of 29 C.F.R. § 5.5(c) in any contract subject only to the Contract Work Hours and Safety Standards Act and not to any other statutes cited in 29 C.F.R. § 5.1. Specific language is not required, but FEMA has provided suggested language below.

5.3 Required Language

For the required contract provision, the language from 29 C.F.R. § 5.5(b)(1)-(5) is provided below for ease of reference. The language provided is current as of the date of publication of the Contract Provisions Guide. Because 29 C.F.R. § 5 may be updated periodically, recipients and subrecipients are encouraged to reference the regulations for the most current language.

"**Compliance with the Contract Work Hours and Safety Standards Act.**

(1) *Overtime requirements.* No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) *Violation; liability for unpaid wages; liquidated damages.* In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages and interest from the date of the underpayment. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchpersons and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of $32 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1).

(3) *Withholding for unpaid wages and liquidated damages—*

(i) *Withholding Process.* The **(insert name of recipient or subrecipient)** may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for any unpaid wages; monetary relief, including interest; and liquidated damages required by the clauses set forth in this paragraph (b) on this contract, any other federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the

contractor under this contract, any other federal contract with the same prime contractor, or any other federally assisted contract that is subject to the Contract Work Hours and Safety Standards Act and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld.

(ii) *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with paragraph (a)(2)(i) or (b)(3)(i) of this section, or both, over claims to those funds by:

(A) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;

(B) A contracting agency for its reprocurement costs;

(C) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;

(D) A contractor's assignee(s);

(E) A contractor's successor(s); or

(F) A claim asserted under the Prompt Payment Act, 31 U.S.C. 3901-3907.

(4) *Subcontracts.* The contractor or subcontractor must insert in any subcontracts the clauses set forth in paragraphs (b)(1) through (5) of this section and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor is responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (5). In the event of any violations of these clauses, the prime contractor, and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and associated liquidated damages and may be subject to debarment, as appropriate.

(5) *Anti-retaliation.* It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

(i) Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the Contract Work Hours and Safety Standards Act (CWHSSA) or its implementing regulations in this part;

(ii) Filing any complaint, initiating, or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under CWHSSA or this part;

(iii) Cooperating in any investigation or other compliance action, or testifying in any proceeding under CWHSSA or this part; or

(iv) Informing any other person about their rights under CWHSSA or this part."

5.4 Suggested Language

For contracts covered only by the Contract Work Hours and Safety Standards Act and not other laws listed in 29 C.F.R. § 5.1 requiring a contract clause, FEMA suggests including the following language:

"**Further Compliance with the Contract Work Hours and Safety Standards Act.**

(1) The contractor or subcontractor must maintain regular payrolls and other basic records during the course of the work and must preserve them for a period of three years after all the work on the prime contract is completed for all laborers and mechanics, including guards and watchpersons, working on the contract. Such records must contain the name; last known address, telephone number, and email address; and social security number of each such worker; each worker's correct classification(s) of work performed; hourly rates of wages paid; daily and weekly number of hours actually worked; deductions made; and actual wages paid.

(2) Records to be maintained under this provision must be made available by the contractor or subcontractor for inspection, copying, or transcription by authorized representatives of the Department of Homeland Security, the Federal Emergency Management Agency, and the Department of Labor, and the contractor or subcontractor will permit such representatives to interview workers during working hours on the job."

6. Rights to Inventions Made Under a Contract or Agreement

This contract provision outlines the rules governing the ownership of inventions created using federal funds. If the FEMA award meets the definition of funding agreement[32] and the recipient or subrecipient enters any contract with a small business firm or nonprofit organization involving substitution of parties, assignment, or performance of experimental, developmental, or research work under that funding agreement, then the recipient or subrecipient must comply with the requirements of 37 C.F.R. Part 401 and any implementing regulations issued by FEMA.

[32] Funding agreement definition found under 37 C.F.R. § 401.2(a).

6.1 Applicability

This provision does not apply to all FEMA financial assistance programs. Recipients and subrecipients should refer to applicable NOFO or other program guidance or contact their applicable FEMA grant representative to determine if this provision is required for the procurement. However, the Rights to Inventions Made Under a Contract or Agreement clause is not required for procurements under FEMA's PA Program.

6.2 Key Definitions

Funding Agreements*:* The regulation at 37 C.F.R. § 401.2(a) defines funding agreement as "any contract, grant, or cooperative agreement entered into between any federal agency, other than the Tennessee Valley Authority, and any contractor for the performance of experimental, developmental, or research work funded in whole or in part by the Federal Government. This term also includes any assignment, substitution of parties, or subcontract of any type entered into for the performance of experimental, developmental, or research work under a funding agreement as defined in the first sentence of this paragraph."

7. Clean Air Act and Federal Water Pollution Control Act

Contracts must contain a provision requiring contractors to comply with the Clean Air Act[33] and the Federal Water Pollution Control Act.[34] Violations must be reported to FEMA and the Regional Office of the Environmental Protection Agency.[35]

7.1 Applicability

This contract provision is required for all procurements over $150,000.

7.2 Suggested Language

The following provides a sample contract clause:

> **"Clean Air Act.**
>
> The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.*
>
> The contractor agrees to report each violation to the (**name of recipient or subrecipient entering the contract**) and understands and agrees that the (**name of the recipient or subrecipient entering the contract**) will, in turn, report each violation as required to assure notification to the

[33] 42 U.S.C. §§ 7401-7671q. This also includes all applicable standards, orders, or regulations issued pursuant to the Clean Air Act.
[34] 33 U.S.C. §§ 1251-1387, as amended.
[35] 2 C.F.R. Part 200, Appendix II, § G.

Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance provided by FEMA.

Federal Water Pollution Control Act

The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 *et seq.*

The contractor agrees to report each violation to the (**name of the recipient or subrecipient entering the contract**) and understands and agrees that the (**name of the recipient or subrecipient entering into the contract**) will, in turn, report each violation as required to assure notification to the (**name of the pass-through entity, if applicable**), Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance provided by FEMA."

8. Suspension and Debarment

Recipients, subrecipients, contractors, and subcontractors are subject to suspension and debarment regulations.[36] Applicable contracts and subcontracts must include a provision requiring compliance with suspension and debarment regulations.[37]

8.1 Applicability

All contracts and subcontracts must include the suspension and debarment clause in contracts of $25,000 or more, all contracts that require the consent of an official of a federal agency, and all contracts for federally required audit services.[38]

Local governments and nonprofits, even for procurements under $25,000, must also comply with the regulation requiring local governments and nonprofits to only award contracts to responsible vendors.[39]

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[36] 2 C.F.R. Part 180 (implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989)); 2 C.F.R. Part 3000 (Department of Homeland Security regulations for Nonprocurement Debarment and Suspension, implementing 2 C.F.R. Part 180).
[37] 2 C.F.R. § 180; 2 C.F.R. Part 200, Appendix II, § H; 2 C.F.R. § 3000.332.
[38] 2 C.F.R. § 180.220(b); 2 C.F.R. § 3000.220.
[39] 2 C.F.R. § 200.318(h). For contracts and subcontracts under $25,000, a contract provision is only required if those contracts or subcontracts are for federally required audit services or require the consent of a federal agency. However, even where a contract provision is not required, local governments and nonprofits must still ensure they are only awarding contracts to responsible vendors.

8.2 Additional Requirements

The suspension and debarment regulations restrict awards, subawards, contracts, and subcontracts with parties that are suspended, debarred, or otherwise excluded, or declared ineligible for participation in federal assistance programs and activities.[40]

If applicable, a contract or subcontract must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM). SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties that are suspended, debarred, or otherwise excluded, or declared ineligible under statutory or regulatory authority other than Executive Order 12549.[41] SAM Exclusions can be accessed at www.SAM.gov.[42]

In general, an "excluded" party cannot receive a federal grant award or a contract considered to be a "covered transaction," which includes parties that receive federal funding indirectly such as subawards and subcontracts. The key to the exclusion is whether there is a covered transaction. A covered transaction is a nonprocurement transaction at either a primary or secondary tier.[43]

Specifically, a covered transaction includes the following contracts for goods or services under FEMA financial assistance programs:

- The contract is at least $25,000;
- The contract requires the approval of FEMA, regardless of amount;
- The contract is for federally required audit services regardless of amount; or,
- It is a subcontract for $25,000 or more.[44]

8.3 Suggested Language

The following provides a suspension and debarment clause. It also incorporates an optional method of verifying that contractors are not excluded or disqualified: [45]

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[40] 2 C.F.R. Part 200, Appendix II, § H; 2 C.F.R. § 200.213; 2 C.F.R. Parts 180, 3000.
[41] 2 C.F.R. Part 200, Appendix II, § H.
[42] 2 C.F.R. § 180.530.
[43] The regulations at 2 C.F.R. Parts 180 and 3000 are titled "nonprocurement" because they do not apply to procurements by the Federal Government but rather to federal financial assistance. There are separate debarment and suspension regulations covering procurements by the Federal Government. However, although the term "covered transactions" under 2 C.F.R. Parts 180 and 3000 does not include contracts awarded by the Federal Government, it does include some contracts awarded by recipients and subrecipients.
[44] 2 C.F.R. §§ 180.220, 3000.220.
[45] Per 2 C.F.R. § 180.300, a recipient or subrecipient about to enter an applicable contract, or a contractor about to entire into an applicable subcontract, must verify that the contractor or subcontractor is not excluded or disqualified by doing one of three things: 1) check SAM Exclusions; 2) collect a certification from the contractor or subcontractor; or 3) add a clause or condition to the contract or subcontract. The additional suggested language in this sample clause is for purposes of this requirement.

"Suspension and Debarment

This contract is a covered transaction for purposes of 2 C.F.R. Part 180 and 2 C.F.R. Part 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

The contractor must comply with 2 C.F.R. Part 180, subpart C and2 C.F.R. Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters.

This certification is a material representation of fact relied upon by **(insert name of recipient/subrecipient)**. If it is later determined that the contractor did not comply with 2 C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C, in addition to remedies available to **(insert name of recipient/subrecipient)**, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

The bidder or proposer agrees to comply with the requirements of 2C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions."

9. Byrd Anti-Lobbying Amendment

Recipients or subrecipients who intend to award contracts of more than $100,000, and their contractors who intend to award subcontracts of more than $100,000, must include a contract provision prohibiting the use of federal appropriated funds to influence officers or employees of the Federal Government.[46] Contractors that apply or bid for a contract for more than $100,000 must also file the required certification regarding lobbying.[47]

Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an employee of a federal agency, a Member of Congress, an employee of Congress, or an employee of a Member of Congress in connection with receiving any federal contract, grant, or other award covered by 31 U.S.C. § 1352.

[46] 31 U.S.C. §1352(a), (b), (d)(1)(c)(2).
[47] 2 C.F.R. Part 200, Appendix II, § I (citing 31 U.S.C. § 1352); 44 C.F.R. § 18.110.

The required certification form is found in FEMA regulations.[48] Each tier must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal funding. These disclosures are forwarded from tier to tier, all the way up to the federal agency.[49]

9.1 Applicability

The Byrd Anti-Lobbying Amendment clause and certification are required for contracts and subcontracts of more than $100,000.

9.2 Suggested Language

The following provides a sample contract clause:

> **"Byrd Anti-Lobbying Amendment, as amended, 31 U.S.C. § 1352.**
>
> Contractors who apply or bid for an award of more than $100,000 shall file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the federal agency."

9.3 Required Certification

9.3.1 REQUIRED CERTIFICATION LANGUAGE

Contractors must sign and submit the following certification to the recipient or subrecipient with each bid or offer exceeding $100,000:

> **"APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING.**
>
> Certification for Contracts, Grants, Loans, and Cooperative Agreements
>
> The undersigned certifies, to the best of his or her knowledge and belief, that:
>
> No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a

[48] 44 C.F.R. §§ 18.100, 18.110; 44 C.F.R. Part 18, Appendix A. FEMA's regulations at 44 C.F.R. Part 18 implement the requirements of 31 U.S.C. § 1352 and provides, in Appendix A to Part 18, a copy of the certification that is required to be completed by each entity as described in 31 U.S.C. § 1352.
[49] 44 C.F.R. §§ 18.100, 18.110; 44 C.F.R. Part 18, Appendix B. The specific form for disclosures is referenced in Appendix B to 44 C.F.R. Part 18 and is SF-LLL, also available at https://apply07.grants.gov/apply/forms/readonly/SFLLL_2_0-V2.0.pdf.

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure."

9.4 Recommended Signature Line:

At the end of the certification language, FEMA recommends including the following signature line:

"The Contractor, CTC Disaster Response, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any."

Olivia Marino
Signature of Contractor's Authorized Official

Olivia Marino, Program Compliance Manager
Name and Title of Contractor's Authorized Official

4/30/26
Date

10. Procurement of Recovered Materials

Applicable recipients or subrecipients must comply with Section 6002 of the Solid Waste Disposal Act[50] and include a contract provision requiring compliance with this requirement.[51] Additional requirements are listed below.

10.1 Applicability

This required contract provision applies to all procurements made by a state agency or political subdivision of a state and its contractors for certain items, as designated by the Environmental Protection Agency, with a purchase price greater than $10,000.[52] **NOTE:** Indian Tribes and nonprofits are not subject to these requirements.

10.2 Additional Requirements

The requirements include:

- Procuring only items designated in EPA guidelines[53] that contain the highest practical percentage of recovered materials consistent with maintaining competition, where the purchase price of the item is greater than $10,000, or the value of the amount of items purchased in the preceding fiscal year was greater than $10,000;
- Procuring solid waste management services in a way that maximizes energy and resource recovery; and
- Establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.[54]

10.3 Suggested Language

The following provides a sample contract clause:

> "In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—
>
> a) Competitively within a timeframe providing for compliance with the contract performance schedule;

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[50] Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962). 2 C.F.R. § 200.323.
[51] 2 C.F.R. Part 200, Appendix II, § J (citing 2 C.F.R. § 200.323).
[52] 2 C.F.R. Part 200, Appendix II, § J; 2 C.F.R. § 200.323; 40 C.F.R. Part 147.
[53] 40 C.F.R. Part 247.
[54] 42 U.S.C. § 6962; 2 C.F.R. § 200.323.

b) Meeting contract performance requirements; or

c) At a reasonable price.

Information about this requirement, along with the list of EPA-designated items, is available at Comprehensive Procurement Guideline (CPG) Program | US EPA. The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act."

11. Prohibition on Contracting for Covered Telecommunications Equipment or Services

Section 889(b)(1) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA) and 2 C.F.R. § 200.216, as implemented by FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services, prohibit the obligation or expending of federal award funds on certain telecommunication products or from certain entities for national security reasons. Effective August 13, 2020, FEMA recipients and subrecipients, as well as their contractors and subcontractors, may not obligate or expend any FEMA award funds to:

a. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

b. Enter, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or

c. Enter, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

11.1 Applicability

As of November 12, 2020, all FEMA recipients and subrecipients, and their contractors and subcontractors, are required to include this contract provision in all FEMA-funded contracts and subcontracts, including any purchase orders.[55]

11.2 Suggested Language

The following provides a sample contract clause:

"Prohibition on Contracting for Covered Telecommunications Equipment or Services.

[55] 2 C.F.R. Part 200, Appendix II, § K (citing 2 C.F.R. § 200.216).

(a) *Definitions.* As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services, as used in this clause—

(b) *Prohibitions.*

1) Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.

2) Unless an exception in paragraph (c) of this clause applies, the contractor and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:

i. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

ii. Enter, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

iii. Enter, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or

iv. Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(c) *Exceptions.*

1) This clause does not prohibit contractors from providing—

i. A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

ii. Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

2) By necessary implication and regulation, the prohibitions also do not apply to:

i. Covered telecommunications equipment or services that:

a. Are not used as a substantial or essential component of any system; and

b. Are not used as critical technology of any system.

ii. Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

(d) *Reporting requirement.*

1) In the event the contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information in paragraph (d)(2) of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.

2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause:

i. Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

ii. Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) *Subcontracts.* The Contractor shall insert the substance of this clause, including this paragraph (e), in all subcontracts and other contractual instruments."

12. Domestic Preferences for Procurements

The recipient or subrecipient should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to, iron, aluminum, steel, cement, and other manufactured products.[56]

12.1 Applicability

For procurements made under grant awards or declarations issued on or after November 12, 2020, all FEMA recipients and subrecipients are required to include in all contracts and purchase orders for work or products a contract provision encouraging domestic preference for procurements.[57] Programs receiving federal financial assistance for infrastructure projects may also be subject to the Build America, Buy America Act preferences set forth in 2 C.F.R. Part 184.

12.2 Suggested Language

The following provides a sample contract clause:

> **"Domestic Preference for Procurements.**
>
> The Contractor should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to, iron, aluminum, steel, cement, and other manufactured products.
>
> For purposes of this clause:
>
> *Produced in the United States* means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States."

13. Build America, Buy America Act

The Build America, Buy America Act (BABAA) requires all federal agencies, including FEMA, to ensure that no federal financial assistance for "infrastructure" projects is provided unless all the iron, steel, manufactured products, and construction materials used in the project are produced in the United States.[58]

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[56] 2 C.F.R. § 200.322.
[57] 2 C.F.R. Part 200, Appendix II, § L (citing 2 C.F.R. § 200.322). The requirements of 2 C.F.R. § 200.322 must also be included in all subawards.
[58] 2 C.F.R. § 184.1(b).

13.1 Applicability

The BABAA domestic preference requirements are applicable to infrastructure projects funded under subject FEMA financial assistance program awards issued on or after Jan. 2, 2023, as well as new funding FEMA obligates to existing awards or through renewal awards where the new funding is obligated on or after Jan. 2, 2023.[59]

The BABAA contract provision and self-certification are required for contracts and subcontracts for infrastructure projects that are subject to the BABAA requirements unless the requirement is waived.[60] For additional information on types of BABAA waivers, please refer to FEMA's website at "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov.

13.2 Suggested Language

The following provides a sample contract clause:

> **"Build America, Buy America Act (BABAA).**
>
> Contractors and their subcontractors who apply or bid for an award for an infrastructure project subject to the domestic preference requirement in the Build America, Buy America Act shall file the required certification to **(insert name of recipient/subrecipient)** with each bid or offer for an infrastructure project, unless a domestic preference requirement is waived by FEMA. Contractors and subcontractors certify that no federal financial assistance funding for infrastructure projects will be provided unless all the iron, steel, manufactured projects, and construction materials used in the project are produced in the United States. BABAA, Pub. L. No. 117-58, §§ 70901-52. Contractors and subcontractors shall also disclose any use of federal financial assistance for infrastructure projects that does not ensure compliance with BABAA domestic preference requirements. Such disclosures shall be forwarded to the recipient who, in turn, will forward the disclosures to FEMA, the federal agency; subrecipients will forward disclosures to the pass-through entity, who will, in turn, forward the disclosures to FEMA."

13.3 Required Self-Certification

For FEMA financial assistance programs subject to BABAA, contractors and subcontractors must sign and submit the following certification to the next tier (e.g., subcontractors submit to the contractor; contractors submit to the recipient or subrecipient) for each bid or offer for an infrastructure project that has not been waived by a BABAA waiver:[61]

> "The undersigned certifies, to the best of their knowledge and belief, that:

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[59] FEMA Policy: *Buy America Preference in FEMA Financial Assistance Programs for Infrastructure*, April 25, 2024, *available at* https://www.fema.gov/sites/default/files/documents/fema_gpd-babaa-policy_042024.pdf.
[60] 2 C.F.R. § 184.4(b).
[61] *Id.*

The Build America, Buy America Act (BABAA) requires that no federal financial assistance for "infrastructure" projects is provided "unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States." Section 70914 of Public Law No. 117-58, §§ 70901-52.

The undersigned certifies that for the (**insert name of project**) that the iron, steel, manufactured products, and construction materials used in this contract are in full compliance with the BABAA requirements including:

1. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2. All manufactured products purchased with FEMA financial assistance must be produced in the United States. For a manufactured product to be considered produced in the United States, the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55% of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

   The (**insert name of contractor or subcontractor**), certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the (**insert name of contractor or subcontractor**) understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any."

Olivia Marino
CTC Disaster Response, Inc.
Signature of (**insert name of contractor or subcontractor**) Authorized Official

Olivia Marino, Program Compliance Manager
Name and Title of (**insert name of contractor or subcontractor**) Authorized Official
CTC Disaster Response, Inc.

4/30/26
Date

FEMA Recommended Contract Provisions

The federal procurement standards authorize FEMA to require or recommend additional provisions for recipient and subrecipient contracts. Therefore, FEMA recommends the following:

1. Access to Records

A recipient or subrecipient and its contractors and subcontractors must give the Department of Homeland Security and FEMA access to records associated with their awards during the required record retention period and as long as the records are retained.[62] All parties agree to comply with the DHS provisions about accessing people, places, and things related to the federal financial award as necessary or as required by DHS regulations or other applicable laws and policies.[63] Additionally, for contracts entered into after August 1, 2017, FEMA is prohibited from funding any contracts that prevent audits or internal reviews by the FEMA Administrator or Comptroller General under a major disaster or emergency declaration under Titles IV or V of the Robert T. Stafford Disaster Relief Act[64]

1.1 Suggested Language for All Procurements

The following provides a sample contract clause:

> "The Contractor agrees to provide (**insert recipient or subrecipient**), (**insert name of pass-through entity, if applicable**), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
>
> The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
>
> The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract."

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[62] 2 C.F.R. §§ 200.334, 200.337.
[63] DHS Standard Terms and Conditions, *available at* https://www.dhs.gov/publication/dhs-standard-terms-and-conditions.
[64] Sections 1202 and 1225 of the Disaster Recovery Reform Act of 2018, Pub. L. No. 115-254.

1.2 Additional Suggested Language Applicable to Contracts Entered into After August 1, 2017, Under a Major Disaster or Emergency Declaration

The following provides a sample contract clause:

> "In compliance with section 1225 of the Disaster Recovery Reform Act of 2018, the **(insert name of the recipient or subrecipient)** and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States."

2. Changes

To be allowable under a FEMA grant or cooperative agreement award, the cost of any contract change, modification, amendment, addendum, change order, or constructive change must be necessary, allocable, within the scope of the grant or cooperative agreement, reasonable for the scope of work, and otherwise allowable.[65] FEMA recommends that all contracts include a changes clause that describes how, if at all, changes can be made by either party to alter the method, price, or schedule of the work without breaching the contract. The language of the clause may depend on the nature of the contract and the procured item(s) or service(s). The recipient or subrecipient should also consult their servicing legal counsel to determine whether and how contract changes are permissible under applicable state, local, or tribal laws or regulations.

3. DHS Seal, Logo, and Flags

All recipients and subrecipients and their contractors and subcontractors must obtain permission before using the DHS seal(s), logos, crests, reproductions of flags, or likenesses of DHS agency officials.[66]

3.1 Suggested Language

The following provides a sample contract clause:

> "(**Insert name of the recipient or subrecipient**) must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials."

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[65] 2 C.F.R. § 200.403.

[66] DHS Standard Terms and Conditions, *availalble at* https://www.dhs.gov/publication/dhs-standard-terms-and-conditions.

4. Compliance with Federal Law, Regulations, and Executive Orders and Acknowledgement of Federal Funding

The recipient or subrecipient and its contractors are required to comply with all applicable federal laws, regulations, and executive orders. Additionally, recipients and subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.[67] FEMA recommends that all recipients and subrecipients include a statement acknowledging that FEMA funding will be used in the contract, as well as a requirement that contractors will comply with all applicable federal law, regulations, executive orders, and FEMA policies, procedures, and directives.

4.1 Suggested Language

The following provides a sample contract clause:

> "This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives."

5. No Obligation by Federal Government

FEMA is not a party to any transaction between a recipient or subrecipient and its contractor. Therefore, FEMA is not subject to any obligations or liable to any party for any matter relating to the contract between a recipient or subrecipient and its contractor.[68] FEMA recommends that the recipient or subrecipient include a statement in its contract that the Federal Government is not a party to the contract and, thus, is not subject to any obligations or liabilities to any party resulting from the contract.

5.1 Suggested Language

The following provides a sample contract clause:

> "The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the recipient or subrecipient, contractor, or any other party pertaining to any matter resulting from the contract."

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[67] DHS Standard Terms and Conditions, *available at* https://www.dhs.gov/publication/dhs-standard-terms-and-conditions.

[68] *E.g.*, 2 C.F.R. § 200.318(k) (stating that the recipient or subrecipient alone is responsible for the settlement of all contractual and administrative issues arising out of procurements).

6. Program Fraud and False or Fraudulent Statements or Related Acts

Recipients and subrecipients must comply with the requirements of the False Claims Act, which prohibits submitting false or fraudulent claims for payment to the Federal Government.[69] Contractors working under an agreement with a recipient or subrecipient must acknowledge that 31 U.S.C. Chap. 38, which covers administrative remedies for false claims and statements, applies to their actions under their contract.[70] FEMA recommends including a provision that prohibits making false or fraudulent claims to the Federal Government.

6.1 Suggested Language

The following provides a sample contract clause:

> "The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract."

7. Copyright

Regarding intangible property, 2 C.F.R. § 200.315 requires that a recipient or subrecipient provide certain licenses with respect to copyright to the federal agency. 2 C.F.R. § 200.315(b) provides to the federal agency "a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use (any work that is subject to copyright) for federal purposes and to authorize others to do so." This includes the right to require recipients and subrecipients to make such works available through agency-designated public access repositories. 2 C.F.R. § 200.315(d) provides to the Federal Government the rights to "obtain, reproduce, publish, or otherwise use" data produced under a federal award and to authorize others to do the same.

7.1 Applicability

When a recipient or subrecipient enters a contract requiring a contractor or subcontractor to produce copyrightable subject matter for the recipient or subrecipient under the award, the recipient or subrecipient should include appropriate copyright licenses to meet its obligations under 2 C.F.R. § 200.315(b) and (d). Work that is subject to copyright, or copyrightable subject matter, includes any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works.[71]

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[69] 31 U.S.C. §§ 3729-3733.
[70] DHS Standard Terms and Conditions, *available at* https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions.
[71] 17 U.S.C. § 102.

7.2 Suggested Language

The following provides a sample contract clause:

> **"License and Delivery of Works Subject to Copyright.**
>
> The Contractor grants to the (**insert name of the recipient or subrecipient**), a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Contractor will identify such data and grant to the (**insert name of the recipient or subrecipient**) or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Contractor will deliver to the (**insert name of the recipient or subrecipient**) data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the (**insert name of the recipient or subrecipient**)."

8. Build America, Buy America Act (BABAA) for Architectural and/or Engineering Contracts

In accordance with BABAA, FEMA must ensure that no federal financial assistance for infrastructure projects is awarded unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States.[72] Although architectural and/or engineering (A/E) professional services are not considered infrastructure, FEMA recommends that A/E contracts under FEMA grants that are subject to BABAA include a statement requiring contractors and subcontractors to implement a Buy America Preference in their planning and design of an infrastructure project.

8.1 Applicability

For FEMA grants subject to BABAA, FEMA recommends that recipients and subrecipients include a Buy America Preference clause in A/E contracts.

8.2 Suggested Language

The following provides a sample contract clause:

[72] Section 70914 of Pub. L. 117-58 §§ 70901-52; 2 C.F.R. § 200.322(c); 2 C.F.R. Part 184.1(b).

"Build America, Buy America Act Preference.

Contractors and subcontractors agree to incorporate the Buy America Preference into planning and design when providing architectural and/or engineering professional services for infrastructure projects. Consistent with the Build America, Buy America Act (BABAA) Pub. L. 117-58 §§ 70901-52, no federal financial assistance funding for infrastructure projects will be used unless all the iron, steel, manufactured projects, and construction materials used in the project are produced in the United States."

Acronyms

AFG: Assistance to Firefighter Grants

BABAA: Build America Buy America Act

CAGE: Commercial and Government Entity

CCP: Crisis Counseling Assistance & Training Program

CFR: Code of Federal Regulations

CWHSSA: Contract Work Hours and Safety Standards Act

DCM: Disaster Case Management

DHS: U.S. Department of Homeland Security

DRRA: Disaster Recovery and Reform Act of 2018

EMPG: Emergency Management Performance Grant

EPA: U.S. Environmental Protection Agency

FAR: Federal Acquisition Regulation

FEMA: Federal Emergency Management Agency

FMAG: Fire Management Assistance Grant Program

HHPD: High Hazard Potential Dam Grant Program

HMA: Hazard Mitigation Assistance

HMGP: Hazard Mitigation Grant Program

HSGP: Homeland Security Grant Program

IHE: Institution of Higher Education

IHP-ONA: Individuals and Households Program – Other Needs Assistance

IPR: Intercity Passenger Rail Program

IRA: Inflation Reduction Act

JFO: Joint Field Office

NDAA: National Defense Authorization Act

NOFO: Notice of Funding Opportunity

NSGP: Nonprofit Security Grant Program

OMB: Office of Management and Budget

PA: Public Assistance Program

PSGP: Port Security Grant Program

RLF: Revolving Loan Fund

SAM: System for Award Management

SAT: Simplified Acquisition Threshold

THSGP: Tribal Homeland Security Grant Program

TSGP: Transit Security Grant Program

USC: United States Code

Definitions

- **Contract:** A legal instrument by which a FEMA award recipient or subrecipient purchases property or services needed to carry out the project or program under a federal award.[73] A contract, for the purposes of this Guide, does not mean a federal award or subaward.

- **Contractor:** An entity that receives a contract.[74]

- **Cooperative agreement:** A legal instrument of financial assistance between a federal agency and a recipient or between a pass-through entity and subrecipient, consistent with 31 U.S.C. 6302-6305:

    - Is used to enter into a relationship the principal purpose of which is to transfer anything of value to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. 6101(3)); and not to acquire property or services for the federal government or pass-through entity's direct benefit or use;

    - Is distinguished from a grant in that it provides for substantial involvement of the federal agency or pass-through entity in carrying out the activity contemplated by the federal award.

The term does not include:

    - A cooperative research and development agreement as defined in 15 U.S.C. 3710a; or

An agreement that provides only:

    - Direct United States Government cash assistance to an individual;

    - A subsidy;

    - A loan;

    - A loan guarantee; or

    - Insurance.[75]

- **Federal agency:** An "agency" as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f). The term generally refers to the agency that provides a federal award directly to a recipient unless the context indicates otherwise. See also definitions of federal award and recipient.[76] The federal agency discussed in this Guide is FEMA.

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[73] 2 C.F.R. § 200.1 *Contract.*
[74] 2 C.F.R. § 200.1 *Contractor.*
[75] 2 C.F.R. § 200.1 *Cooperative agreement.*
[76] 2 C.F.R. § 200.1 *Federal agency.*

- **Federal award:** In this Guide, the term is used interchangeably with "FEMA Award", means the federal financial assistance that a recipient receives directly from a federal agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101.[77]

- **Federal Emergency Management Agency (FEMA):** *FEMA's* statutory mission is to reduce the loss of life and property and protect the Nation from all hazards, including natural disasters, acts of terrorism, and other man-made disasters, by leading and supporting the Nation in a risk-based, comprehensive emergency management system of preparedness, protection, response, recovery, and mitigation.[78] Among other things:

    - FEMA administers its programs and carries out its activities through its headquarters offices in Washington, D.C.; 10 Regional Offices; Area Offices for the Pacific, Caribbean, and Alaska; various Recovery Offices; and temporary Joint Field Offices (JFO).

    - FEMA administers numerous assistance programs annually on a regular basis to increase the Nation's preparedness, readiness, and resilience to all hazards. These assistance programs are typically available to recipients or subrecipients, including, but not limited to, states, local governments, Indian Tribes, universities, hospitals, and certain private nonprofit organizations.

    - Each program is governed by the applicable federal law, regulations, executive orders, and FEMA program-specific policies. As the federal agency for these programs, FEMA is responsible for the proper management and administration of these programs as otherwise required by law and enforcing the terms of the agreements it enters with recipients or subrecipients that receive FEMA financial assistance, consistent with the requirements at 2 C.F.R. Part 200.

- **Grant agreement or grant:** A legal instrument of financial assistance between a federal agency and a recipient or between a pass-through entity and a subrecipient, consistent with 31 U.S.C. §§ 6302, 6304: Is used to transfer anything of value from the federal agency or pass-through entity to the recipient or subrecipient to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. § 6101(3)); and does not include an agreement that provides only:

    - Direct United States government cash assistance to an individual;
    - A subsidy;
    - A loan;
    - A loan guarantee; or
    - Insurance.[79]

[77] 2 C.F.R. § 200.1 *Federal award.*
[78] Homeland Security Act of 2002, Pub. L. No. 107-296, § 503 (2002) (codified as amended at 6 U.S.C. § 313).
[79] 2 C.F.R. § 200.1 *Grant agreement or grant.*

- **Indian Tribe (or "federally recognized Indian tribe"):** Any Indian Tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. Chapter 33), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. See 25 U.S.C. 5304(e). This includes any Indian Tribe identified in the annually published Bureau of Indian Affairs list of "Indian Entities Recognized and Eligible to Receive Services" and other entities that qualify as an Alaska Native village or regional village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act. [80]

- **Local government:** Any unit of government within a state, including a:
  - County
  - Borough
  - Municipality
  - City
  - Town
  - Township
  - Parish
  - Special district
  - School District
  - Intrastate district
  - Council of governments, whether incorporated or not as a nonprofit corporation under state law
  - Local public authority, including any public housing agency under the United States Housing Act of 1937
  - Any other agency or instrumentality of a multi-, regional, intra-state or local government.[81]

- **Nonprofit:** Any organization that:

[80] 2 C.F.R. § 200.1 *Indian Tribe.*
[81] 2 C.F.R. § 200.1 *Local government.*

- Is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest;
- Is not organized primarily for profit;
- Uses net proceeds to maintain, improve, or expand the organization's operations; and
- Is not an IHE.[82]

- **Pass-through entity:** A recipient or subrecipient that provides a subaward to a subrecipient (including lower tier subrecipients) to carry out part of a federal program. The authority of the pass-through entity under this part flows through the subaward agreement between the pass-through entity and subrecipient. [83] Pass-through entities are responsible for processing subawards to subrecipients and ensuring subrecipient compliance with the terms and conditions of the FEMA award agreement.

- **Political Subdivision:** The unit of government that the State determines to have met the State's legislative definition of a political subdivision.[84]

- **Recipient:** An entity that receives a federal award directly from a federal agency to carry out an activity under a federal program. The term recipient does not include subrecipients or individuals that are participants or beneficiaries of the award.[85] A recipient is responsible for administering the federal award in accordance with applicable federal laws. Examples of recipients include state, local, tribal, and territorial governments.

- **Simplified Acquisition Threshold (SAT):** The dollar amount below which a recipient or subrecipient may purchase property or services using small purchase methods (see 2 C.F.R. § 200.320). Recipients and subrecipients adopt small purchase procedures to expedite the purchase of items at or below the simplified acquisition threshold. The SAT set in the FAR at 48 C.F.R. part 2, subpart 2.1 is used in this part as the simplified acquisition threshold for secondary procurement activities administered under federal awards. The recipient or subrecipient is responsible for determining an appropriate simplified acquisition threshold, which is less than or equal to the dollar value established in the FAR, based on internal controls, an evaluation of risk, and its documented procurement procedures. Recipients and subrecipients should also determine if local government purchasing laws apply. This threshold must never exceed the dollar value established in the FAR. [86] Presently and as of June 2018, the federal SAT is $250,000, [87] but is periodically adjusted for inflation.

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[82] 2 C.F.R. § 200.1 *Nonprofit organization.*
[83] 2 C.F.R. § 200.1 *Pass-through entity.*
[84] 40 C.F.R. § 35.6015(a) *Political subdivision.*
[85] 2 C.F.R. § 200.1 *Recipient.*
[86] 2 C.F.R. § 200.1 *Simplified acquisition threshold.*
[87] Pub. L. No. 115-91 § 805, codified at 41 U.S.C. § 134; OMB Memo (M-18-18), *available at* https://www.whitehouse.gov/wp-content/uploads/2018/06/M-18-18.pdf.

- **State**: Any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any agency or instrumentality thereof exclusive of local governments.[88] In this Guide, state is used interchangeably with "state entity".

- **Subaward:** An award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any legal agreement consistent with criteria in 2 C.F.R. § 200.331, including an agreement the pass-through entity considers a contract. [89] In this Guide, the term is used interchangeably with "subgrant."

- **Subrecipient:** An entity that receives a subaward from a pass-through entity to carry out part of a federal award. The term subrecipient does not include a beneficiary or participant. A subrecipient may also be a recipient of other federal awards directly from a federal agency.[90]

[88] 2 C.F.R. § 200.1 *State.* Some hospitals and IHEs as defined by 2 C.F.R. § 200.1 *Hospitals* and 2 C.F.R. § 200.1 *Institutions of Higher Education*, respectively, may meet the definition of a State.
[89] 2 C.F.R. § 200.1 *Subaward.*
[90] 2 C.F.R. § 200.1 *Subrecipient.*

ADDENDUM NO. 1
Services for Disaster Response
RFP 26-008

This addendum is issued as supplemental information to the Request for Proposal package for clarification of certain matters of both a general and a technical nature. The referenced Request for Proposal package is hereby amended in accordance with the following items:

1. **Clarification:** [No Changes]
2. **Changes to Submission Requirements:** [No Changes]
3. **Updates to Project Timeline:** [No Changes]
4. **Responses to Questions:**

   1) I am currently preparing the bid for the emergency response project and would like to clarify the acceptable methods for delivering the bid package.

   Could you please confirm the preferred way to submit the bid package?

   Answer: Proposal packages are to be enclosed in sealed envelopes, clearly marked on the outside "Sealed Proposals for RFP No. 26-008 Services for Disaster Response" addressed and delivered to the City Clerk Office at 1300 White Street, Key West, Florida 33040.

5. **Additional Resources:** [No Changes]

Olivia Marino, Program Compliance Manager
Olivia Marino
Signature

CTC Disaster Response, Inc.
Name of Business

ADDENDUM NO. 2
Services for Disaster Response
RFP 26-008

This addendum is issued as supplemental information to the Request for Proposal package for clarification of certain matters of both a general and a technical nature. The referenced Request for Proposal package is hereby amended in accordance with the following items:

1. **Clarification:** [No Changes]
2. **Changes to Submission Requirements:** [No Changes]
3. **Updates to Project Timeline:** [No Changes]
4. **Responses to Questions:**

1) Can the City confirm that the cost proposal will be evaluated solely using the 200,000 cubic yard scenario pricing, and that no other line items will be independently scored or evaluated?

1. Confirmed. For purposes of assigning the Cost Proposal score, the City will use the total price submitted for the 200,000 cubic yard pricing scenario identified in the RFP.

2) Would the City consider revising the cost proposal weighting from 40% to a range more consistent with current Florida practice, such as 15–30%?

1. No. The City is not modifying the evaluation criteria at this time. The Cost Proposal shall remain weighted at 40 points, as stated in the RFP.

3) The acronym “TOMS” is referenced throughout the RFP document. Please clarify whether the intended acronym is “TDMS” for Temporary Debris Management Site.

1. Confirmed. Any reference in the RFP to “TDMS” is intended to mean “TDMS,” or Temporary Debris Management Site. All such references shall be read and interpreted as “TDMS.

4) Page 47 lists both Attachment M and Attachment X with a requirement to include draft contract documents. Page 98 includes Exhibit C, FEMA Contract Provisions Template, which appears to contain draft contract documents. Considering Exhibit C appears to contain the draft contract provisions, what are proposers required to submit with Attachments M and X?
    1. Attachment M and Attachment X are duplicative references to the City's draft/sample contract documents. For purposes of proposal submission, Attachment X is removed from the list of required proposal submittals.

       Proposers shall include the draft contract documents provided in Exhibit C within their response under Attachment M. Proposers are not required to submit their own draft contract documents or create a separate contract form.
5) The means and methods of collecting, processing, and disposing of seaweed may differ from other types of vegetative debris. Table B currently includes seaweed under the vegetative debris collection line item. Will the City separate seaweed into its own bid line item?
    1. No. The City is not revising the pricing form at this time. Proposers shall price seaweed in accordance with Table B and the applicable vegetative debris line item provided in the RFP.

6) Table B states, "Hazardous Stump Removal (Ground Not Less Than 8″ Below Grade)." Please clarify whether the City is requesting eligible total stump removal or stump grinding only under this bid line item.
    1. The City of Key West has added this line item to Table-B provided below.
7) The means and methods of collecting, processing, and disposing of seaweed may differ from other types of vegetative debris. Table B currently includes seaweed under the vegetative debris collection line item. Will the City separate seaweed into its own bid line item?
    1. The City of Key West has added this line item to Table-B provided below.
8) Table B states, "Hazardous Stump Removal (Ground Not Less Than 8″ Below Grade)." Please clarify whether the City is requesting eligible total stump removal or stump grinding only under this bid line item.
    1. The City of Key West has added this line item to Table-B provided below.

9) Table B states, “Debris Removal from Canals and Waterways,” but does not specify whether the work is to be performed using land-based or water-based operations. Will the City separate this item into land-based and water-based operations?

1. The City of Key West has added this line item to Table-B provided below.

10) There is a substantial cost difference between demolition of RACM structures and non-RACM structures. Will the City add separate line items for RACM and non-RACM demolition, or should proposers base demolition pricing on non-RACM demolition only?

1. The City of Key West has added this line item to Table-B provided below.

11) There are no separate line items for debris reduction. Should debris reduction be priced as part of TDMS management? If so, what reduction method should proposers assume?

1. The City of Key West has added this line item to Table-B provided below.

12) Waterway debris removal may vary significantly in cost depending on whether land-based or marine-based equipment is required. Will the City separate these two operations, or should proposers assume all waterway debris removal will be performed using land-based equipment?

1. The City of Key West has added this line item to Table-B provided below.

Revised Table B included in this Addendum replaces the prior Table B in the RFP. Proposers shall use the revised Table B when submitting their cost proposal.

TABLE B – DEBRIS COLLECTION AND REDUCTION SERVICES PRICE FORM

DESCRIPTION OF SERVICES	U/M	Unit Price $
Collection and Processing		
Vegetative Debris Collection	Per Cubic Yard	
Vegetative Debris Collection – Seaweed	Per Cubic Yard	
Construction and Demolition Debris Collection	Per Cubic Yard	
White Goods Collection	Each	
Mixed Debris Collection	Per Cubic Yard	
TDMS Management, Processing and Loading	Per Cubic Yard	
Sand Screening and Placement	Per Cubic Yard	
CFC Removal from Compressors	Each	
Hazardous Waste Collection and Disposal	55 Gallon Drum	
Hauling for Final Disposal		
Hauling from TDMS to Final Disposal Site <200 Miles	Per Cubic Yard	
Dead Animal Carcass Hauling and Disposal	Per Pound	
Tree Debris Removal		
Hangers Removal	Per Tree	
Hazardous Tree Removal (Leaners)	Per Tree	
<12" to 24"	Per Tree	
>25" to 48"	Per Tree	
>49" to 72"	Per Tree	
> 72"	Per Tree	
Hazardous Stump Removal (Ground Not Less Than 8" Below Grade)		
<6" to 12"	Per Stump	
>13" to 24"	Per Stump	
>25" to 48"	Per Stump	

>49" to 72"	Per Stump	
> 72"	Per Stump	
Stump Backfill	Per Hole	
Hazardous Stump Removal– Total Stump Removal Including Root Ball	Per Stump	
Miscellaneous Services		
Demolition of Structures Wood Structures	Per Square Foot	
Demolition of Concrete Structures	Per Square Foot	
Demolition of a RACM Structure	Per Square Foot	
Demolition of a Non-RACM Structure	Per Square Foot	
Video Record of pre-and post-TDMS site	Each	
Phase I Environmental Audit	Each	
TDMS Site Restoration Grading	Per Square Yard	
Topsoil TDMS Site Restoration	Per Cubic Yard	
Sod TDMS Site Restoration	Per Square Yard	
Land Based Debris Removal	Per Cubic Yard	
Water Based Debris Removal – Including Canals and Waterways	Per Cubic Yard	
- Restoration of Canal Banks and Slopes	Per Liner Foot	
Sod Restoration of Canal banks and Slopes	Per Square Yard	
Fire Suppression Support	Each Unit	
Motor Vehicles Removal Towing right of way) including to TDMS	(from	Each
Motor Vehicles Removal (from canal) Including Towing to TDMS	Each	
Boat Removal (from right-of-way) Including Towing to TDMS	Linear Foot	
Emergency Potable Bottled	Cost Per Case	

Water (Pallet of .5 Litter 24/Cases)		
Emergency Delivery of Ice (Full Truck Load 10 lbs Bags)	Cost Per Truck Load	
Mobile Kitchen Facility to provide 10-100 meals per day	Each Unit	
Mobile Kitchen Facility to provide 101-200 meals per day	Each Unit	
Mobile Kitchen Facility to provide 201-300 meals per day	Each Unit	
Mobile Kitchen Facility to provide 301-400 meals per day	Each Unit	
Mobile Laundry Facility	Each Unit	
Mobile Restroom/Shower Facility	Each Unit	
Mobile Fueling Facility	Each Unit	
Mobile Satellite Communications Facility	Each Unit	
Mobile Automated Ticket Issue and Tracking System (Hail Pass or Equivalent)	Each Unit	
Debris Reduction – Compaction	Per Cubic Yard	
Debris Reduction - Grinding	Per Cubic Yard	
Debris Reduction - Burning	Per Cubic Yard	
Emergency Portable Power Generators		
>25KW	Each Unit	
>50 KW	Each Unit	
>100KW	Each Unit	
>250KW	Each Unit	
>500KW	Each Unit	
Portable Dewater Pump 6"	Each Unit	
Manhole and Catch Basin Cleaning	Each Catch Basin	
Storm Drain Piping Cleaning	Per Linear Foot	

_____ _____

Name of Contractor **Signature of Contractor**

_____

Title

13) Will the City consider annual contract price increases based on Consumer Price Index data issued by the U.S. Bureau of Labor Statistics at the time of renewal?

1. No. The City will not include an automatic annual CPI adjustment in the contract.

14) The RFP includes references to tasks that may be considered debris monitoring under FEMA guidance. Can the City confirm that the debris removal contractor will not serve as the City's independent debris monitoring contractor or perform FEMA reimbursement validation functions?

1. Confirmed. The debris removal contractor shall not serve as the City's independent debris monitoring contractor, these services are fulfilled through an alternative City Contract for Debris Moniroting Services.

15) It is unclear how proposers should demonstrate compliance with the Minimum Requirements listed in Section 2.2. Attachment Y addresses some minimum qualifications but not all. Will the City update Attachment Y to include the entire scope of Section 2.2 Minimum Requirements?

1. Please include all the following documentation in regard to Attachment Y – Letter Regarding Experience:
    1. At least five years of experience in conducting disaster recovery logistical support and debris removal operations.
    2. Knowledge and experience in FEMA public assistance reimbursement procedures; and
    3. Contractor Has provided services similar to those required to at least one jurisdiction with a population of 30,000.
    4. Proposer confirms that it has a minimum of five years of experience providing disaster response and/or disaster recovery services for municipal, county, state, or other governmental entities.
    5. Proposer confirms that it has demonstrated knowledge and experience with FEMA and State Public Assistance eligibility, documentation, reimbursement procedures, and related compliance requirements.

6. Proposer confirms that it has provided services similar in scope to those required under this solicitation for a minimum of five jurisdictions of similar size and complexity to the City. Provide Jurisdiction / Client, Population / Size Complexity, Services Provided, Disaster / Event, Dates of Services, Contact Information (Name, Title, Phone Number.

16) The "Acknowledgement of OSHA Standards" form appears to be included as both Attachment K and Attachment T. Will the City remove one of these attachments from the proposal requirements to reduce redundancy?

1. Confirmed. Attachment K and Attachment T are duplicative.

   Proposers are only required to submit one completed Acknowledgement of Conformance with O.S.H.A. Standards form. For purposes of proposal submission, submission of Attachment K shall satisfy this requirement.

17) The RFP states that proposers must provide one original and two flash drives. Please confirm that no additional proposal copies are required.

1. Confirmed. Proposers shall submit one original hard copy and two flash drives.

18) Please confirm whether proposers are required to complete and submit the FEMA contract provisions with their proposal.

1. Proposers are not required to complete, rewrite, or separately submit the FEMA contract provisions template with their proposal.

19) The RFP includes evaluation criteria and a forms listing. Is there a required proposal format? Are proposers expected to satisfy the evaluation criteria through the forms alone, or through narrative sections in addition to the required forms?

1. Proposers shall organize their proposal in a manner that clearly addresses each evaluation criterion stated in the RFP, including qualifications and experience, operations plan, financial stability, past performance, cost proposal, and any other stated evaluation categories.

   The required forms, affidavits, certifications, pricing forms, and attachments must also be completed and included with the proposal.

20) What method of reduction will be used for vegetative debris, such as compaction, grinding, or burning?

1. The method of reduction for vegetative debris will be determined by the City based on event-specific conditions, available TDMS capacity, regulatory approvals, environmental requirements, air quality requirements, site conditions, safety considerations, operational needs, and FEMA eligibility requirements.

5. Additional Resources: [No Changes]

Olivia Marino, Program Compliance Manager

Olivia Marino

Signature

CTC Disaster Response, Inc.

Name of Business

LIMITED/NARROW ADDENDUM NO. 3
Services for Disaster Response
RFP 26-008

Addendum No. 3 is issued for the limited purpose of providing a corrected **Cost Proposal Form for Table B**. This Addendum does not reopen the Request for Information period and does not otherwise modify the solicitation except as expressly stated herein.

This Addendum is issued as supplemental information to the Request for Proposal package to clarify and correct certain matters related to the Cost Proposal Form for Table B. The referenced Request for Proposal package is hereby amended only as provided below:

1. **Clarification:** [No Changes]
2. **Changes to Submission Requirements:**

1) Following issuance of Addendum No. 2, the City reviewed the solicitation documents and Addendum #2 and determined that a corrected version of Table B should be issued to ensure consistency in cost proposal submissions. Addendum No. 3 is issued solely for that limited purpose.

Proposers shall use and submit the Cost Proposal Form issued with Addendum No. 3 as the controlling version of Table B. For ease of reference, the corrected Cost Proposal Form is included with Addendum No. 3 and has also been uploaded to DemandStar as a separate standalone attachment for all Proposers to reference. Proposers may complete Table B either within Addendum No. 3 or by submitting the standalone Cost Proposal Form; however, in either case, the version issued with Addendum No. 3 shall control.

The Cost Proposal Form issued with Addendum No. 3 supersedes and replaces any prior version of Table B, including the version previously issued with Addendum No. 2. Proposers are advised that the Table B form included with Addendum No. 2 contained typographical errors and/or

formatting inconsistencies. Proposers shall not use any prior version of Table B when preparing their proposal.

Except as expressly modified by Addendum No. 3, all other terms, conditions, requirements, deadlines, evaluation criteria, forms, and provisions of the solicitation remain unchanged.

3. **Updates to Project Timeline:** [No Changes]
4. **Responses to Questions:** [No Changes]
5. **Additional Resources:**

TABLE B – DEBRIS COLLECTION AND REDUCTION SERVICES PRICE FORM

DESCRIPTION OF SERVICES	U/M	Unit Price $
Collection and Processing		
Vegetative Debris Collection	Per Cubic Yard	
Vegetative Debris Collection – Seaweed	Per Cubic Yard	
Construction and Demolition Debris Collection	Per Cubic Yard	
White Goods Collection	Each	
Mixed Debris Collection	Per Cubic Yard	
TDMS Management, Processing and Loading	Per Cubic Yard	
Sand Screening and Placement	Per Cubic Yard	
CFC Removal from Compressors	Each	
Hazardous Waste Collection and Disposal	55 Gallon Drum	
Hauling for Final Disposal		
Hauling from TDMS to Final Disposal Site <200 Miles	Per Cubic Yard	
Dead Animal Carcass Hauling and Disposal	Per Pound	
Tree Debris Removal		
Hangers Removal	Per Tree	
Hazardous Tree Removal	Per Tree	

(Leaners)		
<12" to 24"	Per Tree	
>25" to 48"	Per Tree	
>49" to 72"	Per Tree	
> 72"	Per Tree	
Hazardous Stump Removal (Ground Not Less Than 8" Below Grade)		
<6" to 12"	Per Stump	
>13" to 24"	Per Stump	
>25" to 48"	Per Stump	
>49" to 72"	Per Stump	
> 72"	Per Stump	
Stump Backfill	Per Hole	
Hazardous Stump Removal– Total Stump Removal Including Root Ball	Per Stump	
Miscellaneous Services		
Demolition of Structures Wood Structures	Per Square Foot	
Demolition of Concrete Structures	Per Square Foot	
Demolition of a RACM Structure	Per Square Foot	
Demolition of a Non-RACM Structure	Per Square Foot	
Video Record of pre-and post-TDMS site	Each	
Phase I Environmental Audit	Each	
TDMS Site Restoration Grading	Per Square Yard	
Topsoil TDMS Site Restoration	Per Cubic Yard	
Sod TDMS Site Restoration	Per Square Yard	
Land Based Debris Removal from Canals and Waterways	Per Cubic Yard	
Water Based Debris Removal from Canals and Waterways	Per Cubic Yard	
- Restoration of Canal Banks and Slopes	Per Liner Foot	
Sod Restoration of Canal banks and Slopes	Per Square Yard	

Fire Suppression Support	Each Unit	
Motor Vehicles Removal Towing right of way) including to TDMS	Each	
Motor Vehicles Removal (from canal) Including Towing to TDMS	Each	
Boat Removal (from right-of-way) Including Towing to TDMS	Linear Foot	
Emergency Potable Bottled Water (Pallet of .5 Litter 24/Cases)	Cost Per Case	
Emergency Delivery of Ice (Full Truck Load 10 lbs Bags)	Cost Per Truck Load	
Mobile Kitchen Facility to provide 10-100 meals per day	Each Unit	
Mobile Kitchen Facility to provide 101-200 meals per day	Each Unit	
Mobile Kitchen Facility to provide 201-300 meals per day	Each Unit	
Mobile Kitchen Facility to provide 301-400 meals per day	Each Unit	
Mobile Laundry Facility	Each Unit	
Mobile Restroom/Shower Facility	Each Unit	
Mobile Fueling Facility	Each Unit	
Mobile Satellite Communications Facility	Each Unit	
Mobile Automated Ticket Issue and Tracking System (Hail Pass or Equivalent)	Each Unit	
Debris Reduction – Compaction	Per Cubic Yard	
Debris Reduction - Grinding	Per Cubic Yard	
Debris Reduction - Burning	Per Cubic Yard	
Emergency Portable Power Generators		
>25KW	Each Unit Per Day	
>50 KW	Each Unit Per Day	

>100KW	Each Unit Per Day	
>250KW	Each Unit Per Day	
>500KW	Each Unit Per Day	
Portable Dewater Pump 6"	Each Unit Per Day	
Manhole and Catch Basin Cleaning	Each Catch Basin	
Storm Drain Piping Cleaning	Per Linear Foot	

Name of Contractor

Signature of Contractor

Title

Olivia Marino, Program Compliance Manager

Signature

CTC Disaster Response, Inc.

Name of Business