



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

EMERGENCY DECLARATION

To: Patti McLauchlin, City Manager
From: Greg Barroso, Emergency Manager
Date: November 17, 2022

Action Statement:

Request the City Manager, Patti McLauchlin, sign this emergency declaration allowing for the execution of an amendment to Task Order No. 2022-03-TBGC-PA titled City of Key West – FEMA Public Assistance Consulting Services – Hurricane Ian. The Amendment to the Task order increases the not to exceed amount from \$45,000 to \$100,000 and extends the period of performance from the original dates of October 10, 2022, through November 18, 2022, to October 10, 2022, through January 31, 2023.

City of Key West ordinance 2-797 (2) Emergency Procurement – “the City Manager may make emergency procurement of commodities or contractual services where the cost exceeds \$50,000 when there exists a clear and present threat to public health, property, welfare, safety and other substantial loss to the city...”

Background:

On or about October 4, 2022, pursuant to Section 2-772 of the City of Key West Code of Ordinances, the City Manager issued Task Order No. 2022-03-TBGC-PA titled, City of Key West – FEMA Public Assistance Consulting Services – Hurricane Ian, in the amount of \$45,000 to Tidal Basin. This task order was made part of and governed by the terms and provisions of the contract by and between Tidal Basin Government Consulting, LLC (“Tidal Basin”), and The City of Key West, FL. (“Client”) dated March 19th, 2020.

The project name in Task Order No. 2022-03-TBGC-PA was City of Key West FEMA Public Assistance Consulting Services. This task order was issued due to the need for consulting services in response to Hurricane Ian.

Task Order No. 2022-03-TBGC-PA was for a period of performance effective beginning October 10, 2022, through November 18, 2022, with the estimated cost of services not to exceed \$45,000.

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KEY WEST FIRE DEPT 33041-1409



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Justification:

Task Order No. 2022-03-TBGC-PA is set to expire on November 18, 2022, and the original task order amount of \$45,000 is set to be exhausted before the close out of the scope of work needed for Hurricane Ian. In order to respond to Hurricane Ian and work with FEMA as efficiently as possible, it is recommended that the City continue to work with Tidal Basin for the duration of the time needed to close out the event.

Financial Impact:

The original task order was issued with the estimated cost of services not to exceed \$45,000. To date, \$40,000 has been allocated to our FEMA Public Assistance Consulting and is forecasted that we will exceed the threshold of \$45,000 and will require Commission approval to allow an increase to not exceed \$100,000.

Recommendation:

Staff respectfully requests that City Manager Patti McLauchlin approve this emergency declaration allowing for an Amendment to Task Order No. 2022-03-TBGC-PA titled City of Key West – FEMA Public Assistance Consulting Services – Hurricane Ian to be executed. The amended task order will allow for an increase from \$45,000 to \$100,000 for the period of performance effective beginning October 10, 2022, through January 31, 2023.

Patti McLauchlin

City Manager, Patti McLauchlin

11/17/2022

Date

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