

THE CITY OF KEY WEST

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

To: Patti McLaughlin, City Manager

From: Greg Barroso, Emergency Manager

Date: 10/31/2022

Reference: City of Key West Emergency Management Consulting Services Agreement – Second Amendment

Action Statement:

This resolution will allow the City Manager to amend the base Agreement signed on March 20, 2020, to furnish Emergency Management Consulting Services (“Amendment”) between the City of Key West (“Client”) and Tidal Basin Government Consulting, LLC (“Consultant”).

Background:

Request for Proposal #002-20, for Emergency Management Consulting Services, was issued on November 11, 2019. The City received 6 responses to this RFP. Responses were received from:

1. Tidal basin
2. CDR McGuire Inc.
3. AG Witt LLC
4. Hagerty Consultants
5. Thomas Howell Ferguson PA
6. Kinne Assoc. LLC

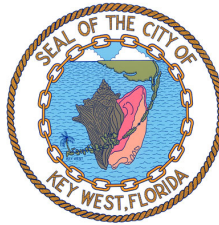
On January 30, 2020, an evaluation committee met and calculated rankings for the 6 responses received. These rankings determined that Tidal Basin, the City’s current Emergency Management Consultant, was ranked the highest.

A resolution was drafted requesting the City to enter a contract with Tidal Basin for a 3-year term with an option to renew for an additional 2 years. This resolution was placed on the City Commission agenda for approval at the March 17, 2020, City Commission meeting. Due to Governor’s Executive Order 20-91, the March 17, 2020, City Commission meeting was rescheduled to be held on March 24, 2020. The rescheduled City Commission meeting was also canceled due to CDC guidelines on meeting size limits.

On March 18, 2020, the City Manager signed an Emergency Declaration allowing for the negotiation and execution of an agreement with Tidal Basin in response to RFP #002-20 due to the declared public health

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emergency and immediate need for COVID-19 public assistance support and pursuant to City of Key West ordinance 2-797 (2). This agreement was signed by the City Manager on March 19, 2020, as a 1-year agreement which was then ratified via Resolution 20-068 at the April 22, 2020, City Commission meeting. On March 21, 2021, the City Commission authorized a one-year renewal via Resolution 21-029.

On January 19, 2022, through Resolution 22-029, the City Commission authorized an Amendment to the Agreement to Furnish Emergency Management Consulting Services which extended the terms of said agreement to the terms specified the original RFP of 3-years with an option to renew for an additional (2) year term.

Financial Impact:

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

Recommendation:

Staff recommends that the City approve the Second Amendment to the Agreement to Furnish Emergency Management Consulting Services pursuant to Article 11.2 and extend the term of March 20, 2023, to March 20, 2025.

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