THE CITY OF KEY WEST

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KEY WEST FIRE DEPARTMENT

To: Jim Scholl, City Manager
From: Kenneth Wardlow Jr., Division Chief of EM, KWFD
Date: February 7, 2019
Reference: City of Key West Emergency Management Consulting Agreement

Action Statement:

This resolution will allow the City Manager to negotiate and execute a one year extension to an agreement with Tidal Basin for the purpose of Emergency Management Consulting Services.

Background:

The City requested proposals from any prospective contactors. The RFP #001-18 was issued on December 23, 2017 and all proposals were accepted by January 10, 2018. The City received proposals from four (4) contractors;

1. Tidal Basin
2. CDR McGuire
3. Witt O'Brien's, LLC
4. IEM

An agreement was executed on February 28th 2018 between Tidal Basin and the City as authorized by the city commission. Article 11.2 allows for a one year extension.

Financial Impact:

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

Recommendation:

Allow the City Manager to execute a one year extension to the agreement with Tidal Basin.

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

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