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THE CITY OF KEY WEST

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To: Patti McLauchlin, City Manager
From: Kenneth Wardlow, Division Chief of EM, KWFD
Date: April 14, 2021
Reference: City of Key West Debris Removal Monitoring Service Contract

Action Statement:

This resolution will allow the City Manager to enter into a contract with the only Debris Removal Monitoring service to respond with a proposal to RFP#003-21.

Background:

The existing Debris Removal Monitoring contracts have expired. The City requested proposals from any prospective contactors. The RFP #003-21 was issued on March 24, 2021 and all proposals were accepted by April 9, 2021. The City received 1 proposal from:

1. Tetra Tech, Inc.

Financial Impact:

In the event of a Federally Declared storm or other disaster and the service of a debris removal monitoring 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 enter into contract with Tetra Tech Inc. as they were the previous Debris Removal Monitoring Services contractors used by the city and the only responder of the RFP 003-21.

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

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