



THE CITY OF KEY WEST

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

To: Greg Veliz, City Manager

From: Kenneth Wardlow Jr., Division Chief of EM, KWFD

Date: February 4, 2020

Reference: City of Key West Emergency Management Consulting Agreement

Action Statement:

The City of Key West City Commission is respectfully requested to ratify the City Manager's Emergency Declaration of March 18, 2020. In the declaration, the City Manager executed an agreement with Tidal Basin based on the proposals submitted and the ranking of those proposals by the evaluation committee for the purpose of Emergency Management Consulting Services.

Background:

The City requested proposals from prospective contactors for Emergency Management Consulting Services; specifically, to provide training, policy and procedure support in advance and during an EOC activation as well as provide public assistance support post EOC activation in the form of assisting Staff in the pursuit of any and all federal, state and local financial recovery opportunities. RFP #002-20 was issued on November 11, 2019 and all proposals were accepted by December 18, 2019. The City received proposals from 6 (6) contractors;

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

The proposals were ranked by the following evaluating committee;

1. Alan Averette, Operations Chief KWFD
2. Todd Stoughton, Risk Management
3. Steve McAlearney, Director of Engineering
4. Michael Turner, Deputy Director of Community Services

The ranking committee met on January 30, 2020 and presented ranks; all rankings were calculated with the final scores provided below, best to worst;

- | | |
|----------------|-----|
| 1. Tidal Basin | 323 |
| 2. CDR McGuire | 294 |

Serving the Southernmost City, ISO Rating "1"

LW3ML7H4R3D303R3E L53M2 H3X

