



AGENDA MEMORANDUM

Future Item for the City Council Meeting of November 14, 2017
Action Item for the City Council Meeting of December 12, 2017

DATE: October 30, 2017

TO: Margie C. Rose, City Manager

THRU: Mark Van Vleck, Assistant City Manager
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FROM: Lawrence Mikolajczyk, Director of Solid Waste Operations
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<u>Disaster Debris Monitoring Services Task Orders Nos. 1 and 2</u>
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CAPTION:

Motion ratifying a notice to proceed issued to Tetra Tech, Inc. (formerly, Science Applications International Corporation), of Maitland, Florida, for services related to Hurricane Harvey; authorizing payment by the City Manager, or designee, for Task Order No. 1 in an amount not to exceed \$1,570,041 and for Task Order No. 2 in an amount not to exceed \$90,427 issued pursuant to the contingency service agreement for disaster debris monitoring and recovery services for a total amount not to exceed \$1,660,468; and to execute all necessary documents with Tetra Tech.

PURPOSE:

The purpose of this Agenda Item is to authorized payment for Task Order Nos. 1 and 2 for services associated with disaster preparedness and emergency response and recovery services to hurricane Harvey.

BACKGROUND AND FINDINGS:

On August 25, 2011, the City entered into a contractual agreement with Science Application International Corporation (SAIC) to provide professional planning and consulting services in accordance with the Houston-Galveston Area Council (H-GAC) Invitation to Bid No. EN06-10. On September 30, 2013, SAIC changed names to Leidos and on August 23, 2014, Tetra Tech, Inc. acquired the assets of Leidos, Inc.

Task Order No. 1 is for disaster debris monitoring services, Tetra Tech will provide debris monitoring personnel who are trained in eligibility, monitor operations in accordance with the contract requirements, and provide all monitoring documents as required in the monitoring contract. Task Order No. 2 is for staff augmentation to assist the City with their Federal Emergency Management Agency (FEMA) Public Assistance.

Funding will be provided from the Fund Balance for Major Contingencies in the General Fund, and the

City anticipates a 92% reimbursement from FEMA at a later date.

ALTERNATIVES:

None

OTHER CONSIDERATIONS:

Tetra Tech, Inc. is the disaster debris monitoring recovery operation services company that was selected in accordance with H-GAC Invitation to Bid No. EN06-10.

CONFORMITY TO CITY POLICY:

This Professional Planning and Consulting Service Agreement conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Not applicable

DEPARTMENTAL CLEARANCES:

Solid Waste Department

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year 2017-2018	Current Year	Future Years	TOTALS
Budget	\$9,069,836.99		\$9,069,836.99
Encumbered / Expended Amount	0		0
This item	\$1,660,468		\$1,660,468
Future Anticipated Expenditures This Project	\$6,182,971.07		\$6,182,971.07
BALANCE	\$1,226,397.92		\$1,226,397.92

Fund(s):

Comments: Funding will be provided from General Fund Reserves

RECOMMENDATION:

City staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Tetra Tech – Notice to Proceed
Task Order No. 1
Task Order No. 2