



Legislation Text

File #: 19-0511, **Version:** 1

TO: Honorable Mayor & Members of the North Port Commission

FROM: Peter D. Lear, CPA, CGMA, City Manager

TITLE: Agreement No. 2019-49 between the City of North Port and Rostan Solutions, LLC (primary vendor) and Tetra Tech, Inc. (secondary vendor) for disaster debris monitoring services and financial recovery management

Recommended Action

Approve Agreement No. 2019-49 between the City of North Port and Rostan Solutions, LLC (primary vendor) and Tetra Tech, Inc. (secondary vendor) for disaster debris monitoring services and financial recovery management and authorize the City Manager to approve any future renewals at the same prices, terms and conditions by mutual consent.

Background Information

The City of North Port (City) issued Request for Proposal No. 2019-49 for disaster debris monitoring services and financial recovery management, and seven (7) responses were received. After review by the Professional Service Selection Committee, Rostan Solutions, LLC was selected as the primary vendor, and Tetra Tech, Inc. as the secondary vendor. The City reserves the right to activate multiple contractors at the same time dependent upon the severity of the disaster and the availability of the contractors. The vendors will support the City in the oversight of debris recovery activities in the event of natural or man-made disasters.

The scope of services includes:

- Provide trained personnel to observe, direct, and document the activities of the debris recovery contractors as directed by the City.
- Assist the City in coordinating the work assignments for the debris recovery contractors.
- Provide field monitors to ensure proper management of emergency debris.
- Ensure proper paperwork is completed for reimbursement.
- Conduct periodic safety inspections of debris recovery contractors to ensure compliance with safety regulations such as utilizing spotters, traffic control, and wearing proper safety uniform.

All work will be performed to obtain maximum Federal Emergency Management Agency (FEMA) reimbursement, as well as reimbursement from any other applicable agencies.

The Agreements are for a three-year period with extensions subject to approval of both parties.

The City Attorney has reviewed Agreement No. 2019-49 for legal form.

Strategic Plan

Health & Public Safety
Infrastructure

Financial Impact

There is no financial impact to the City unless a natural disaster occurs. In the event a natural disaster takes place, funds

will be transferred from account number 107-5000-541.34-00, Other Contractual Services.

Procurement

Debris monitoring services and financial recovery management services in the City of North Port were procured utilizing the competitive sealed request for proposal process pursuant to Section 2-405 of the City of North Port Procurement Code.

Rostan Solutions, LLC
3433 Lithia Pinecrest Road
Suite 287
Valrico, FL 33596
813-333-7042

Tetra Tech, Inc.
2301 Lucien Way, Suite 120
Maitland, FL 32751
321-441-8518

Attachments:

1. Agreement No. 2019-49 (Rostan)
2. Agreement No. 2019-49 (Tetra Tech)
3. RFP 2019-49 Notice of Intent to Award
4. RFP 2019-49 Proposal Ranking
5. RFP 2019-49 Proposal Tabulation
6. RFP 2019-49 Submittal by Rostan
7. RFP 2019-49 Submittal by Tetra Tech
8. RFP 2019-49 and Addenda
9. Florida Division of Corporations Document (Rostan)
10. Florida Division of Corporations Document (Tetra Tech)

Prepared by: Monica Bramble, Assistant Public Works Director

Department Director: Juliana B. Bellia