

EXECUTIVE SUMMARY

Recommendation for Additional Spending Authority 17-142R– Debris Monitoring Services for Natural Disasters

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve additional spending authority for the Request for Proposal (RFP) 17-142R – Debris Monitoring Services for Natural Disasters. The RFP was approved by the School Board on June 13, 2017, Agenda item EE-26, with an authorized spending authority of \$538,000. The term of this Bid is July 1, 2017 through May 31, 2020. Risk Management Department utilizes this RFP for debris, monitoring, and the Federal Emergency Management Agency (FEMA) Consulting Services.

The additional spending authority requested is \$85,000. The new spending authority will be \$623,000.

Goods/Services Description

Responsible: Risk Management (RM)

Services provided under this Agreement entails Debris Monitoring and FEMA Consulting Services for natural disasters. This Agreement has been utilized to complete debris monitoring and FEMA consulting to maximize potential disaster funding recovery through FEMA.

To date, the District has spent \$185,285 with Witt O'Brien on debris monitoring and invoice reconciliation services. This work took place from September 2017 through March 2018. Monies spent (\$185,285) on debris monitoring are recoverable under Category A at ninety-five (95) percent from the Federal Government and the State of Florida.

Expenses incurred for FEMA consulting services currently amounts to \$391,040. FEMA grant management activities began on September 2018 with a projected end date of June 2020. Fees expensed under grant management activities are recoverable from FEMA under Category Z, Direct Administrative Cost, at ninety-five (95) percent from the Federal Government and the State of Florida. Potential recovery for Direct Administrative Cost could amount to \$591,850.

Additional spending amounting to \$38,475 was also incurred for past disaster appeals on Hurricane Katrina (2005), Wilma (2005), and Matthew (2016). The appeals process led to a recovery of \$1,700,000 in funds, which were initially denied by FEMA. As of this date, the State of Florida has not released funds of (\$1,700,000) approved through FEMA.

To date, thirty-seven (37) project worksheets have been submitted to FEMA and are in various stages of payment, processing, and review. The District has begun receiving FEMA reimbursement payments for Category A (Debris Removal), Category B (Emergency Measures), and Category E (Permanent Repairs). Total FEMA funding received to date totals **\$1,415,658**.

Risk Management has completed debris monitoring services for Hurricane Irma. The submission of FEMA project worksheets has also been completed. The District will continue to submit supporting documentation to FEMA representatives to support documented project worksheet submissions.

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Procurement Method
Responsible: PWS

The solicitation for this RFP ran from January 23, 2017 through March 9, 2017, where seven hundred and fifty-five (755) vendors were notified, and twenty-six (26) vendors downloaded the RFP documentation. Procurement & Warehousing Services (PWS) received three (3) responses. The bid was awarded to a primary and two (2) alternate vendors who met all specifications, terms, and conditions of the RFP. A new solicitation will be released in order to continue uninterrupted services when the current bid expires.

Financial Impact
Responsible: PWS and RM

The District is requesting an additional \$85,000 to cover the remaining months of the term, as demonstrated in the breakdown below:

Average monthly expenditure	\$	17,694
Number of months left in current contract	x	7
Forecasted spending	=	123,858
Minus (-)		
Unused authorized spending	\$	42,568
Additional spending authority for current term	\$	81,290
Recommended additional spending authority (rounded)	\$	85,000

PWS is responsible for the management of the District contracts' spending authority. This action is performed through the unique Bid ID issued per solicitation, which only has a new number assigned when a new solicitation is awarded. In a renewal, the original Bid ID assigned to the contract does not change, therefore spending authority analysis is performed in its totality.

The District anticipates additional work to close out FEMA recovery through June 2020. An additional \$85,000 is being requested to complete this work. This work entails responding to requests for additional information and clarification from FEMA and the State of Florida. The District will work with the consultant to complete grant management activities related to request for payment/processing for all project worksheets, submittal of request for project closeout along with following up on miscellaneous requests from FEMA and the State of Florida. The District will also continue to submit backup documentation on material invoices for justification of payments.

The District submitted a total of \$10,391,370 in project worksheets for Hurricane Irma funding. FEMA obligated \$7,300,000 of the \$10,391,370 in project worksheet submissions. To date, the District has collected \$1,500,000 in actual funding. The State of Florida is currently auditing \$5,800,000 of the \$7,300,000 obligated by FEMA. As of this date, the remaining \$3,091,370 of the \$10,391.370 is under review by FEMA with an undetermined release date.

The financial impact amount represents an estimated contract value; however, expenditures for this contract will not exceed the contract award amount.