



Agenda Item Summary Sheet

Item No: **D-7**
Meeting Date: **June 17, 2020**

Item Title: Consideration of storm debris removal/monitoring contracts

Item Summary:

Debris Removal Services: On May 13, 2020 Town staff issued Requests for Proposals (RFP's) to provide disaster debris management/removal services for the period from July 2, 2020 through June 30, 2021. An evaluation of the proposals submitted was conducted to determine the proposal deemed to be the most advantageous to the Town.

Attached, please find a memorandum discussing the Request for Proposals submissions, subsequent evaluation and recommendations for disaster debris management/removal services. The proposed staff recommendation is to proceed with an agreement with Santee Modular Homes, Inc. (Santee, SC), the vendor with the lowest submitted cost proposal.

The proposed contract term shall be for the initial one-year period with an option to renew the contract for up to three (3) additional (1) year periods at the same terms, conditions and rates. These contracts will only activate once a "Notice to Proceed" has been issued by the Town.

Debris Monitoring Services: The Town has an active agreement with Tetra Tech, Inc of Maitland, FL. Under the agreement, staff requests to extend Tetra Tech Inc monitoring services for FY 20-21.

Number of Attachments: 6

Specific Action Requested:

Request Board action authorizing the Town Manager to execute two separate agreements: One with Santee Modular Homes, Inc for disaster debris removal and one with Tetra Tech, Inc for disaster debris monitoring.

Submitted By: David Ryan, Administration

Date: June 12, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller

Date: June 12, 2020

Town Attorney Comment:

N/A

Signature: John Leidy

Date: June 12, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn

Date: June 12, 2020