

 **City of Coral Gables**
CITY COMMISSION MEETING
February 23, 2010

ITEM TITLE:

Resolution accepting the recommendation of the Chief Procurement Officer to award a contract to O'Brien's Response Management, Inc., formerly known as Solid Resources, Inc. (SRI) pursuant to Section 2-828 of the Procurement Code and Request for Information (RFI) 2008.07.25 based on a piggyback contract to provide emergency management services during hurricanes and other potential disasters for an initial two (2) year period with two (2) additional two (2) year renewal options; with contract cost potentially exceeding the \$600,000.00 threshold thereby requiring approval from the Commission, and are reimbursable to the City in accordance with FEMA Disaster Assistance Policy 9525.9, Section 324, Management Costs and Direct Administrative Costs.

RECOMMENDATION OF THE CITY MANAGER:

Approval

BRIEF HISTORY:

The purpose of this contract is to obtain the services of an emergency management administration services contractor for the preparation of documentation needed to obtain Federal Emergency Management Agency (FEMA) reimbursement of all eligible City expenditures during and after hurricanes or other potential disasters. The emergency management administration services contractor will allow for a thorough and timely reimbursement of all eligible expenses from FEMA, so that the City receives all the reimbursements that it is entitled to as a result of its emergency, relief and clean-up activities responding to a hurricane or other potential disaster event.

On August 5, 2008, the Procurement Division of Finance formally advertised, issued and distributed the Emergency Management Administration Services Request for Information (RFI) 2008.07.25. Two (2) vendors requested RFI packages. On August 21, 2008, those two (2) vendors, O'Brien's Response Management Inc. formerly known as Solid Resources, Inc. (SRI) and Metric Engineering, submitted responses to the RFI. The RFI requested from those firms responding, any contracts that they have entered into with other governmental entities to provide emergency management and administrative services based on a competitive solicitation that the City could piggyback. An evaluation committee selected O'Brien's Response Management, Inc. who has an available piggyback contract with the City of Cooper City, FL over the response from Metric Engineering.

The cost of the services provided by O'Brien's Response Management, Inc. will depend on the size of the hurricane or other potential disaster event and the City's response to such an event. However, in the event that O'Brien's Resource Management, Inc. is activated to provide such services, the cost of these services will be eligible for FEMA reimbursement in accordance with FEMA Disaster Assistance Policy 9525.9, Section 324, Management Costs and Direct Administrative Costs.

FINANCIAL INFORMATION: (If Applicable)

No.	Amount	Account No.	Source of Funds
1.	See Brief History	100-7000-509-31-90	FEMA Disaster Asst. Policy 9525.9, Section 324
Total:		APPROVED BY:	<i>Donald A. Miller</i>

APPROVED BY:

Department Director	City Attorney (If Applicable)	City Manager
<i>Donald A. Miller</i>	<i>City Attorney</i>	<i>City Manager</i>

ATTACHMENT(S):

1. Draft Resolution
2. O'Brien Response Management, Inc. RFI Response
3. FEMA Disaster Asst. Policy 9525.9, Section 324