



**City of Coral Gables
CITY COMMISSION MEETING
May 14, 2019**

ITEM TITLE:

A Resolution accepting the recommendation of the Procurement Officer to award the Disaster Debris Monitoring Services (Additional Levels of Service) contract to Witt O'Brien's, LLC., the sole responsive-responsible proposer, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposals (RFP) 2019-008; further authorizing the City Manager to negotiate and execute a Professional Services Agreement.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this RFP is to engage additional levels of service by awarding a contract to a Secondary proposer if the Primary contracted firm Tetra Tech, Inc., (under RFP 2018-001) cannot respond in a timely manner or cannot fulfill its contractual obligations or when the workload warrants. The Secondary proposer will be required to provide debris monitors and debris monitoring services to assist the City with the monitoring operations of the disaster debris removal and disposal contractor(s). The debris monitoring services to be provided are contract compliance supervision and inspection, not professional engineering services.

On January 30th, 2019, the Procurement Division of Finance formally advertised, issued, and distributed Disaster Debris Monitoring Services (Additional Levels of Service), Request for Proposals (RFP) 2019-008. Forty-four (44) prospective proposers downloaded the RFP package from Public Purchase, the City's web based e-Procurement service.

On March 11, 2019, one (1) firm submitted a proposal in response to the RFP: Witt O'Brien's LLC. Thereafter, on April 4, 2019, the Evaluation Committee convened to evaluate the sole responsive proposal and recommended Witt O'Brien's LLC., for award of the RFP and negotiations of a Professional Services Agreement.

The City of Coral of Coral Gables conducted RFP 2019-008 in full and open competition in accordance with the Procurement Standards of Title 2 C.F.R. § 200.319 - 200.326.

The City's original due date for responses to the RFP was Thursday, March 4, 2019. However, to allow additional time for potential proposers to respond, the City extended the due date to Monday, March 11, 2019. This provided a total of thirty-nine (39) calendar days for potential proposers to respond.

The Procurement Officer recommends accepting the Evaluation Committee's recommendation to award Witt O'Brien's, LLC., RFP 2019-008 Disaster Debris Monitoring Services (Additional Levels of Service), subject to negotiation and execution of a Professional Services Agreement between the City and the sole responsive-responsible proposer.

The Professional Services Agreement shall run conterminously with the term of the agreement entered into pursuant to RFP 2018-001 for Disaster Debris Monitoring Services, effective May 23, 2018 for an initial period of three (3) years, expiring on May 22, 2021, with the option to renew for two (2) additional two (2) year periods ("Primary Agreement"); should negotiations fail with the sole responsive-responsible proposer, City staff, after consultation with the City Attorney's office and outside FEMA counsel, shall seek an alternate contract source in compliance with FEMA requirements.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	TBD	100-7000-519-31-90	Hurricane Fund
Total:	TBD		

ATTACHMENT(S):

1. Resolution