



## AGENDA ITEM SUMMARY FORM

---

**MEETING DATE:** October 8, 2024

**PREPARED BY:** Jamie Praslicka, EMC

**AGENDA CONTENT:** Discussion and possible action to extend the current contract with Tetra Tech Debris.

**AGENDA ITEM SECTION:** Consent Agenda

---

**BUDGETED AMOUNT:** N/A

**FUNDS REQUESTED:** N/A

**FUND:** N/A

### EXECUTIVE SUMMARY:

#### Purpose:

To approve the extension of the existing contract with Tetra Tech, Inc. for continued debris monitoring services related to disaster recovery efforts. This extension is critical to ensure seamless management of debris removal operations in the aftermath of natural disasters, including hurricanes, storms, and other emergencies.

#### Background:

The City originally entered into a contract with Tetra Tech, Inc. for debris monitoring services on October 8, 2019 with two additional twelve month period options. Tetra Tech has been responsible for monitoring and documenting the removal of disaster-related debris to ensure compliance with FEMA requirements, proper waste management, and public safety. The City is proposing to extend the contract by six months, until April 31, 2025.

Tetra Tech, Inc. has provided professional and reliable services during Hurricane Beryl, and the extension will allow for continuity in operations without the need for a new procurement process during hurricane season or other disaster-prone periods.

#### Scope of Work:

The scope of the contract extension includes, but is not limited to:

- Field monitoring of debris removal operations.
- Ensuring proper documentation and reporting in line with FEMA and state requirements.
- Providing oversight of debris collection contractors to prevent fraudulent activities.
- Assisting with environmental and safety compliance.
- Supporting the City in preparing for potential FEMA reimbursements.

**Justification:**

1. **Continuity of Services:** Tetra Tech's familiarity with the City's processes, existing workflows, and past performance ensures that debris monitoring will continue without interruption.
2. **Regulatory Compliance:** Tetra Tech's experience with FEMA guidelines will help the City remain in compliance with federal reimbursement procedures with ongoing debris management.
3. **Proven Performance:** Tetra Tech has consistently delivered high-quality services throughout current debris management, demonstrating their capability in large-scale debris monitoring.

**RECOMMENDATION:**

It is recommended that the City Council approve the extension of the debris monitoring contract with Tetra Tech, Inc. for a period of 6 months, ending on April 31, 2025. This extension will ensure continued compliance with federal and state disaster recovery regulations and provide the necessary resources to manage debris removal effectively.