



Commission Meeting

Meeting Date: October 28, 2025

Tetra Tech Services for FEMA Public Assistance – Change Order #2

Department:	Fire
Presenter:	Antonio Burden, Fire Chief/EMA Director
Caption:	Motion to approve Change Order #2 with a not-to-exceed amount of \$300,000 to Task Order #1 for Hurricane Helene Cost Recovery Services through Tetra Tech. RFP 24-917
Background:	At its December 3, 2024 meeting, the Augusta Commission approved award of RFP 24-917 for Comprehensive Disaster Recovery and Cost Recovery Professional Services to Tetra Tech. Task Order #1 for FEMA Public Assistance Services was approved by the Commission on February 18, 2025, and amended by Change Order #1 on May 6, 2025. Task Order #1 will expire on December 19, 2025.
Analysis:	Tetra Tech continues to work closely with Augusta departments to close out reimbursement documentation for FEMA and GEMA. Tetra Tech's initial estimate for Helene cost recovery services was \$1.9 million. The proposed Change Order #2 extends the period of performance to June 19, 2026, and adds an additional \$300,000, bringing the authorized total to \$1,300,000. Roughly 95% of Augusta's costs have been submitted to FEMA so far, and FEMA has obligated more than \$47 million in project reimbursements to Augusta. FEMA has also obligated an additional \$1.7 million for management costs (Category Z), which includes Tetra Tech's services.
Financial Impact:	These services will be funded from General Fund balance, with the expectation that they will be 100% reimbursed through obligated FEMA Public Assistance (Category Z).
Alternatives:	N/A
Recommendation:	To approve Change Order #2 with a not-to-exceed amount of \$300,000 to Task Order #1 for Hurricane Helene Cost Recovery Services through Tetra Tech. RFP 24-917
Funds are available in the following accounts:	General Fund fund balance

REVIEWED AND
APPROVED BY: