



## Commission Meeting

Meeting Date: May 6, 2025

Tetra Tech Services for FEMA Public Assistance – Change Order #1

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<b>Department:</b>	Fire
<b>Presenter:</b>	Antonio Burden, Fire Chief/EMA Director
<b>Caption:</b>	Motion to approve Change Order #1 with a not-to-exceed amount of \$500,000 to Task Order #1 for Hurricane Helene Cost Recovery Services through Tetra Tech. RFP 24-917
<b>Background:</b>	<p>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. The contract stipulates that task orders with specific not-to-exceed amounts will be issued for each engagement under the contract. Task Order #1 for FEMA Public Assistance Services was approved by the Commission on February 18, 2025.</p>
<b>Analysis:</b>	<p>Tetra Tech continues to work closely with City departments to prepare reimbursement project documentation for submission to FEMA. Their initial estimate for the total scope of cost recovery services was \$1.9 million. The initial Task Order #1 is for \$500,000 and will be depleted in May 2025. The proposed Change Order #1 adds an additional \$500,000, bringing the current authorized total to \$1,000,000.</p> <p>To date, FEMA has obligated \$34.6 million in reimbursements to Augusta. An additional \$1.7 million is now available for management (Category Z) cost reimbursements. Augusta is in the process of drawing down these funds, which can be used toward the cost of Tetra Tech's assistance.</p>
<b>Financial Impact:</b>	These services will be funded from General Fund balance, with the expectation that they will be reimbursable through FEMA Public Assistance (Category Z).
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	To approve Change Order #1 with a not-to-exceed amount of \$500,000 to Task Order #1 for Hurricane Helene Cost Recovery Services through Tetra Tech. RFP 24-917
<b>Funds are available in the following accounts:</b>	General Fund fund balance

**REVIEWED AND**  
**APPROVED BY:**

