

MEETING DATE
June 16th, 2025

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: RFP-016-2025 Emergency Debris Management and Removal

DEPT / OFFICE: Procurement

Originator: Angel Bryant		
City Manager Don Rosenthal	Department Director Brenda Karr	Date 5/28/2025
Recommended Action: Establish a contract with the top ranked contractor for Emergency Debris Management and Removal Services.		
Summary Explanation & Background: RFP-016-2025 Emergency Debris Management and Removal solicitation was from March 21, 2025 to April 21, 2025. The evaluation committee meeting was held on May 28, 2025 in which they reviewed all proposals and ranked them based on the criteria. The committee members agreed with the final rankings and to move forward with the top firm. The top firm was Disaster Program & Operations, Inc.		
Alternatives: Not have a Emergency Debris Management and Removal Contractor.		
Source of Funds:		
Financial Impact:		
Exhibits Attached: RFP-016-2025 Emergency Debris Management and Removal Solicitation, Evaluation Committee Consensus Scorecard, Disaster Program & Operations, Inc. Response.		

REQUEST FOR PROPOSAL
016-2025
EMEGENCY DEBRIS MANAGEMENT AND REMOVAL

City of Lake City
205 N. Marion Ave.
Lake City, FL 32055

RELEASE DATE: March 21, 2025

DEADLINE FOR QUESTIONS: April 4, 2025

PROPOSAL SUBMISSION DEADLINE: April 21, 2025, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/lcfla>

City of Lake City
REQUEST FOR PROPOSAL
Emergency Debris Management and Removal

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1. The City of Lake City Florida

1.1. Request for Proposal

016-2025

Emergency Debris Management and Removal

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Monday, April 21, 2025. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

At the time of the proposal opening, only the names of the respondents will be read aloud.

Request for additional information or clarifications shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before the Friday, April 4, 2025 by 4:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal.

It will be the sole responsibility of the Proposer to contact the Procurement Department prior to submitting a response to determine if any addenda has been issued, obtain such addenda, and acknowledge that addenda must be accessed through OpenGov.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and city holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Department or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

The City of Lake City reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposals received, to re-advertise for proposals, or take any similar actions that may be deemed to be in the best interest of the City.

CITY OF LAKE CITY, FLORIDA

Don Rosenthal
City Manager

2. Introduction

2.1. Summary

A. **SCOPE OF SERVICES SUMMARY**

The City of Lake City, in accordance with Florida Statutes 287.055, is seeking to retain the services of qualified and experienced Contractors for Emergency Debris Management and Removal on an “as needed” basis, as specified in the Detailed Scope of Services and Requirements Section of this RFP document. The successful proposer shall prove by their qualifications, experience, and plan for the work, that they will best serve the overall needs of the City. The selection of the successful proposers shall be at the City’s discretion and shall be made in a prompt manner after receipt and evaluation of all responses. If you are interested in preparing a response to this RFP, please complete all the requirements set forth in this RFP document. Under the proposal process, the stipulations set forth herein are fully binding on the proposer to the extent that you confirm acceptance by your electronic signature on the Respondent’s Certification.

B. **PRE-RESPONSE CONFERENCE**

NO VALUE

C. **CONTRACT FOR SERVICES**

After selection of Contractors by the City, each Contractor will be required to negotiate and execute an Agreement with the City.

D. **MINIMUM BIDDER QUALIFICATIONS**

In order for a Proposal to be considered by the City, Proposers shall demonstrate, in their proposals, compliance with the following minimum requirements:

- The contractor must demonstrate qualifications and experience in providing professional disaster-related emergency debris removal services.
- Contractor licensed to do business in the State of Florida.

E. **FUND AVAILABILITY**

Any Contract resulting from this solicitation is deemed effective only to the extent that funds are available. The City of Lake City abides by the provisions set forth in Florida Statutes relative to appropriations of funds. The ability of the successful Proposer to maintain a sense of fiscal responsibility and budgetary awareness shall be favorably considered in the ranking and award of a contract. This disclosure is being made to assist all Proposers in the gauging of their desire to participate in this Proposal and in the planning and preparation of their written response. The City reserves the right to negotiate all Proposer fees, costs, and charges for any proposed services or appurtenant requirement.

F. PERSONNEL

The work shall be performed and directed by the key personnel identified in the submittal from the awarded firm or individual in response to this RFP. The awarded firm or individual shall not subcontract, assign or transfer any work under the agreement without the prior written consent of the City. Subcontractors must be identified in the submittal and shall be subject to the approval of the City. Any changes in the identified personnel shall be subject to the prior review and approval of the City. When directed by the City, subcontractors personnel whose performance or behavior is determined to be unsatisfactory shall be immediately removed. The awarded firm or individual shall provide a sufficient number of qualified personnel as necessary to effectively carry out its responsibilities under the agreement.

2.2. Background

The City of Lake City is approximately 12.4 square miles in size and serves a population of approximately 12,000. The City of Lake City is an urban city located in Columbia County, Florida, a rural community.

The legislative branch of the City is composed of an elected five-member City Council consisting of the Mayor and four council members. The City Council is governed by the City Charter and by state and local laws and regulations.

The City of Lake City operates under a City Council-City Manager form of government and provides a full range of municipal services including: general government administration, law enforcement and fire protection, community redevelopment, stormwater management, sanitation and solid waste, as well as construction and maintenance of infrastructure, recreational, and other cultural facilities. The City also operates a municipal airport.

2.3. Contact Information

Brown Steve

Executive Director of Utilities

590 SW Arlington

Lake City, FL 32055

Email: browns@lcfla.com

Phone: [\(386\) 758-5405](tel:(386)758-5405)

Department:

Procurement

2.4. Timeline

The following projected timetable should be used as a working guide for planning purposes only. The City reserves the right to adjust this timetable as required during the course of the RFP process.

Note: Dates are subject to change. TBD = to be determined. NLT = no later than.

Issue RFP Notice	March 21, 2025
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Last Date for Receipt of Written Questions	April 4, 2025, 4:00pm
Question Response Deadline	April 11, 2025, 4:00pm
Proposal Due Date	April 21, 2025, 2:00pm

3. Instruction to Proposers

3.1. Proposal Response

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Monday, April 21, 2025. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

3.2. Questions

All questions related to this RFP shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before, Friday, April 4, 2025 by 4:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal. Please include section referenced for each question in order to ensure that questions asked are responded to correctly.

3.3. Method of Source Selection

Each proposal will be reviewed to determine if the proposal is responsive to the RFP. Proposals deemed to be non-responsive will be rejected without being evaluated. A responsive proposal is one which has been signed and submitted by the specified Proposal deadline, and has provided the information required to be submitted with the Proposal. While poor formatting, poor documentation and/or incomplete or unclear information may not be cause to reject a proposal without evaluation, such substandard submissions may adversely impact the evaluation of a Proposal. Respondents who fail to comply with the required and/or desired elements of this RFP do so at their own risk.

The Evaluation Committee shall review all proposals for compliance with the specifications and select a vendor(s) for recommendation.

The City may, as it deems necessary, conduct discussions with responsible proposers determined to be in contention for being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. Contingent upon successful ranking of proposals and negotiation of contracts, nothing shall preclude the City from selecting a single, qualified firm to provide both services.

3.4. Pre-Proposal Conference

A pre-proposal conference is not applicable for this solicitation.

3.5. Proposal Due Date

Sealed Proposals must be received via the City's e-Procurement Portal, OpenGov , no later than 2:00 pm, Local Time, Monday, April 21, 2025. Proposals received after this date and time will not be considered.

3.6. [Public Opening](#)

There is no public opening of the proposals. Only the names of the respondents will be publicly read aloud.

3.7. [Public Record](#)

Pursuant to Chapter 119, Florida Statutes, proposals received in response to this Request for Proposal are exempt from disclosure under the provisions of the Public Records Law until such time as an award decision has been made known or within thirty (30) days after the Proposal opening, whichever is earlier.

4. Scope of Work

4.1. Scope of Work

The City of Lake City, Florida (hereinafter referred to as "CITY") is requesting proposals from qualified CONTRACTORS to enter into a pre-event contract for Debris Management and Removal, meeting the Scope of Services of this Request for Proposal (RFP). This statement of work describes and defines the services which are required for the execution of disaster-related emergency debris removal from the public and private roadways within the CITY limits. The CONTRACTOR shall provide all services described herein and any other services required to complete the project. Activities include, but are not limited to, tree trimming (cut and toss), field operations, debris pickup, debris hauling and removal, debris staging and reduction, temporary debris storage site management and debris management. All debris removal and disposal management services shall be in accordance with all applicable federal, state, and local laws, and environmental regulations. Proper documentation as required by Federal Highway Administration (FHWA), Federal Emergency Management Agency (FEMA) or any other federal natural disaster response agency shall be provided for all debris removal operations to ensure reimbursement to the CITY from the appropriate federal agency.

The CITY, at its sole discretion, may award one or more contracts based on the proposals received and the impact of natural disasters encountered. If more than one award is made, such award will be to the highest-ranked proposer, and then to the next highest-ranked proposer(s) based on availability of the proposers and the proposer's ability to satisfy the needs of the CITY at the time contacted.

4.2. SERVICES TO BE PROVIDED BY THE CONTRACTOR

1. Field Operations

The following listed services shall be performed by the CONTRACTOR in the presence of the CITY personnel or their designated representative:

- Provide equipment, labor, and materials necessary to perform tree trimming (cut and toss) for clearing of the pavement area of the roadways as directed. "Cut and toss" is defined as cutting and/or pushing the debris off of the roadway sufficiently to allow safe vehicular traffic on all lanes. The services include, but are not limited to, cutting and removing vegetative debris and other debris to a point two feet beyond the curb and gutter section or to a point two feet beyond the edge of pavement (i.e., 2 feet beyond the paved shoulder or edge of turn lane(s), whichever is further) and vertical clearance of 16 feet as needed. Each crew shall include rubber tire equipment - including operators, two chain saw operators with chain saws, superintendent with vehicle and cell phone. The work will begin upon written authorization by the CITY. Pay starts when Contractor's crew(s) arrive at site and start performing the operation. No guarantee of minimum or maximum amounts per proposal item is made by the CITY in any resulting contract.

- Provide equipment, labor, and materials necessary to perform the “first pass” and all subsequent passes directed by CITY personnel or their designated representative. “First pass” is defined as removing all debris on the affected roadways from within the rights-of-way as directed and authorized by the CITY, FHWA, FEMA and their authorized representatives. The work associated with “first pass” and subsequent passes, includes but is not limited to: cutting fallen vegetative debris; picking up and loading vegetative, construction and demolition (C&D), and hazardous materials; hauling materials to either a temporary debris staging and reduction site or to final legal disposal site; volume reduction at the temporary debris staging and reduction site; and final hauling and disposal at an appropriate landfill or “waste-to-energy” facility.
- The CONTRACTOR is required to process a minimum quantity of debris (cubic yards or tons) per calendar day, to be determined by the CITY after the disaster based on location and size of debris field. The minimum required reduction/disposal rate shall be achieved no later than the third calendar day after the first load of debris is accepted into the Temporary Debris Storage and Reduction (TDSR) site for processing. Liquidated damages shall be assessed at \$1,000 per calendar day for any day in which the minimum processing rate is not met, unless non-compliance is due to insufficient debris quantities being delivered to the site. The production rates for reduction will be determined during the initial seven (7) day planning stage following the disaster.
- Disaster-related debris shall be separated into clean vegetative, construction and demolition (C&D), white metal, or hazardous waste at the collection sites and hauled separately to the TDSR site to ensure a smooth flow of traffic at the TDSR site.
- All debris shall be mechanically loaded and reasonably compacted. “Hand loading” is not permitted under this contract without the approval of the CITY.
- Once road priorities are established by the CITY or its representative, crews shall be required to complete entire sectors and/or corridors prior to moving on to other areas. No streets should be bypassed based on quantity of debris alone.

- Provide labor, equipment, and materials necessary to remove all stumps authorized by the CITY, FHWA and FEMA. Stump removal operations shall be in accordance with FHWA and FEMA guidelines.
- Work shall include the removal and disposal of hazardous hanging limbs in public rights-of-way and/or on private property at the direction of the CITY. The CONTRACTOR shall provide all management, supervision, labor, machines, tools, and equipment necessary to safely perform the removal of hanging limbs.
- Coordinate with utility companies, as required, to permit safe removal of debris.
- Provide a means for the CITY or their designated representative to measure and certify all trucks. All TDSR sites shall be equipped with at least one tower from which monitors can safely view contents on each load and determine capacities of each load entering and exiting the TDSR.
- Provide traffic control (day and/or night). The CONTRACTOR shall be responsible for the control of pedestrian and vehicular traffic in the work area (Maintenance of Traffic - MOT). This includes the entrance and exit at any TDSR site. At a minimum, one flag person should be posted at each approach to the work area.
- Provide a means for securing all TDSR sites, throughout the life of the contract, to ensure no unauthorized or illegal dumping can occur at the site.
- Vacuum inlets and sweep curb and gutter sections.
- Damaged trees and exposed roots are to be removed to ground level.
- Remove leaning trees which are hazardous. Compensation will be per tree (Each).

- Remove leaning trees which are not an immediate hazard only when directed by the CITY or their designated representative. Compensation will be by stump removal (if applicable) and debris removal (cubic yard or ton).
- Remove hanging limbs which are hazardous. Compensation will be per limb (Each).
- Fill any holes left by removed trees. The cost of borrow required for fill will be included in the cost of proposal items.
- For trees, limbs, and stumps, provide services and documentation according to and in compliance with FEMA publication 9580.204.
- Ensure all contractor and subcontractor personnel have and utilize personal protective safety gear in accordance with OSHA requirements and company safety policies.

2. Staging/Reduction

- Secure the necessary permits for the TDSR sites or any non-City approved sites from the appropriate regulatory agencies, prepare and manage the TDSR sites, and when operations are complete, return all TDSR sites to their original condition to the satisfaction of the CITY and the regulatory agencies. Perform any testing required or requested by the regulatory agencies to ensure TDSR's have not been contaminated.
- The CONTRACTOR will be required to construct a containment area at the TDSR site to store hazardous and/or toxic waste materials. This containment area will consist of an earthen berm with a non-permeable soil liner. The containment area must be covered at all times with a non-permeable cover.
- The CITY has requested the hauling in the Proposal to be priced "per cubic yard" and "per ton." Should the CITY decide to use the "per ton" method of payment, the CONTRACTOR shall provide a temporary scale at the TDSR site and include the cost in the "per ton" unit price.

- Provide, operate, and maintain equipment for debris reduction.
- Maintain segregation of debris (vegetative vs. non-vegetative).
- Reduce and dispose of any vegetative debris hauled by the CITY crews to the TDSR's.
- White goods and hazardous household waste shall be recycled in accordance with all federal, state, and local rules, regulations, and laws. White goods and hazardous household waste include washing machines, clothes dryers, dehumidifiers, dishwashers, gas and electric stoves, televisions, computer monitors, refrigerators, freezers, window air conditioners, and water heaters or coolers.
- Remove and recover freon from any white goods and hazardous household waste, such as refrigerators, freezers, or air conditioners at the final disposal site in accordance with federal, state and local rules, regulations, and laws.
- Construction & Demolition debris shall be hauled directly to a licensed Florida Department of Environmental Protection (FDEP) and Environmental Protection Agency (EPA) disposal facility. Tipping fees shall be reimbursed at cost, no mark-up allowed.
- The contractor shall maintain the debris onsite until it is hauled offsite. The staging site maintenance shall include creating an onsite haul route, piling/stockpiling the debris, and grading the site to allow for vehicle access. The cost for this maintenance shall be paid only once per unit and the contractor will not be paid for the same cubic yards/tonnage multiple times if the debris is handled onsite multiple times.

3. Administration and Paperwork

- Within five (5) days after commencement of any services pursuant to this contract, and at all times during the term hereof, including renewals and extensions, the CONTRACTOR will supply to the CITY and keep in force payment and performance bonds (on forms provided by the CITY), payable to the order of the City of Lake City. Each performance and payment bond will be in the

amount of two hundred fifty thousand dollars (\$250,000.00), conditioned for the prompt payment of all persons furnishing labor, materials, equipment and supplies therefor.

- Five (5) part debris tickets will be provided by the CONTRACTOR. Tickets are to be pre-numbered and sequential to properly document work in accordance with the CITY, FHWA and FEMA requirements.
- The CONTRACTOR shall be responsible for the preparation of all invoices in a format acceptable to the CITY and in accordance with federal, state and local rules, regulations and laws. Invoices shall include original receipts and all backup necessary to support the quantities and amounts invoiced.
- Payment for completed work shall be invoiced on a monthly basis. Invoices shall be based on verified quantities from the daily reports submitted by the CONTRACTOR. No payment request will be approved without CITY Representative's signature. No adjustment to proposal prices will be considered due to increases or decreases in estimated quantities.

4.3. SERVICES TO BE PROVIDED BY THE CITY

1. Field Operations

- Identify and evaluate the scope of the post-disaster debris problem.
- Provide inspection for all contractor operations.
- Provide field inspectors in sufficient numbers to adequately monitor all field operations. Such work will not exceed limits defined by FHWA and/or FEMA eligibility criteria. The number of inspectors per crew shall vary based on need.
- CITY personnel or their designated representative shall give direction to the CONTRACTOR identifying the roads and limits the CONTRACTOR will be responsible for within the CITY. The CITY reserves the right to add or delete roadway segments at the direction of the personnel designated by the CITY at no additional cost to the CITY. The CITY, at its sole discretion, may elect to perform work with in-house forces or additional contract forces.

- Identify and prioritize removal from CITY roadways authorized by CITY personnel or its designated representative. Prioritization of debris removal will be based on a “sector approach” (as opposed to site to site). Once priorities are established, crews are required to complete entire sectors or corridors prior to moving on to other areas. No streets should be bypassed based on quantity of debris alone, unless directed by the CITY personnel or their designated representative:
- Ensure no pickup of unauthorized debris by the CONTRACTOR and his subcontractors unless directed by the CITY.

2. Staging/Reduction

- Identify potential staging areas for debris stockpiling and reduction. There is no guarantee as to availability or suitability.
- Provide one Quality Control Tower Monitor per tower to observe and record truck quantity estimates.
- Ensure that all field crew personnel have and utilize personal protective safety gear in accordance with OSHA requirements and CITY safety policies.

3. Administration and Paperwork

- Spreadsheet format for invoices will be provided to properly document the contract work in accordance with the CITY, FHWA and FEMA requirements.

4.4. PAYMENT

- Payment, less applicable retainage, will be made in accordance with the Fee Rates shown on the proposal form. Such payment will be full and complete payment for all work performed as required in the Scope of Services. Submittal prices shall include all direct costs for performing the work, as well as all indirect costs including, but not limited to, administrative costs and all overhead(s) and profit(s).

- The CITY will not provide price adjustments for cost increases or decreases in the price of fuel.
- A lump sum retainage of \$10,000 per TDSR (staging area) will be held from the total invoice of work performed at the staging areas until the staging area is restored to its original condition or as otherwise mutually agreed. The lump sum amount will be withheld from the first invoice submitted. The CONTRACTOR may post a bond in lieu of such retainage. However, the bond(s) must be posted prior to work beginning at the TDSR.
- The proposal items listed in the proposal form include compensation for all work required in the Scope of Services.

5. Format and Content

5.1. Preparation

Prepare your Proposal in a clear and concise manner. Ensure that the content of your Proposal submittal is complete. Special attention should be given to the specific information, instructions and requirements of the Request for Proposal document to ensure responsiveness. Proposals that are incomplete or lack key information may be rejected.

5.2. Incurred Expenses

The City is not responsible for any expenses which Proposers may incur in preparing or submitting proposals including presentations and any other expenses called for in this Request for Proposal.

5.3. Proprietary Information

- A. In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all Proposers should be aware the Request for Proposal and the responses thereto are in the public domain. Proposers are requested to identify specifically any information contained in their Proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.
A generic notation that information is "confidential" is not sufficient. Failure to provide the Procurement department with a detailed explanation and justification including statutory cites and specific reference to your Proposal detailing what provisions, if any, you believe are exempt from disclosure, may result in your entire Proposal being subject to disclosure in accordance with Chapter 119 of the Florida Statutes
- B. All Proposals received from Proposers in response to this Request for Proposal will become the property of the City of Lake City and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract will become the exclusive property of the City.

5.4. Requirements

- A. Proposals will be evaluated based on the information provided in the response. All documents should be 8 1/2 x 11 format and must not be more than 50 pages.
- B. A letter of interest or executive summary, not to exceed three (3) additional pages, may also be included in the proposal. Qualification documents that exceed this length will be considered non responsive and will not be evaluated.
- C. During this process, any intentional omissions, alterations, or false representations will be grounds for rejection of any proposal. Proposals must include a Table of Contents which provides clear identification of the material by section.

5.5. [Delivery of Proposals](#)

Proposals shall be submitted via the City's e-Procurement Portal. All Proposals submitted must be received in the Procurement Department by the time specified in this solicitation. It is the sole responsibility of the Proposer to ensure that Proposals are received by the due date and time. The City shall not be responsible for delays caused by any occurrence. Proposals received following the Proposal Due Date will not be considered.

5.6. [Evaluation Criteria](#)

An Evaluation Committee will be established to review all responsive Proposals. Proposers submitting Proposals deemed to be reasonably acceptable to be selected will be evaluated using the evaluation criteria set forth herein. The information that will be considered and relative scoring for each criterion is identified in the "[Evaluation Criteria](#)" section of the solicitation.

The scoring mechanism will be used by individual Evaluation Committee members to rank firms. Ranks from all Evaluation Committee members will then be summed for each Proposer in order to establish the overall rank order.

5.7. [Proposal Evaluation Committee and Evaluation Process](#)

A. Evaluation Committee

An Evaluation Committee (hereinafter referred to as "the Committee") consisting of at least three (3) members will be established to review, discuss, and evaluate all responsive Proposals submitted in response to this Request for Proposals (RFP). The Committee shall conduct a preliminary evaluation of all Proposals on the basis of the information provided and evaluation criteria as set forth in this Request for Proposal.

B. Presentations

The Committee reserves the right to require oral presentations from any or all responsive and responsible Proposers who submit Proposals determined to be reasonably acceptable of being selected for award. Discussions may be conducted for the purpose of clarification and to assure full understanding of, and responsiveness to, the solicitation requirements. The City will not be liable for any costs incurred by the Proposer in connection with such interviews, presentations, or negotiations (i.e., travel, accommodations, etc.).

C. Award without Presentations

The City may evaluate and award a Contract based on responses to this Request for Proposal without discussions or oral presentations. Therefore, each response to this RFP should contain the Proposer's best terms and conditions for consideration.

D. Ranking

The Committee will evaluate and rank the Proposers as set forth in the preceding section

entitled "Evaluation Criteria" and submit the proposed rank order to the Director of Procurement.

E. Authority to Award

Contracts negotiated as a result of this RFP will be presented to City Council for final award.

F. Reserved Rights

1. The City, at its sole and absolute discretion, reserves the right to reject any and all, or parts of any and all proposals, to re-advertise this solicitation, postpone or cancel, at any time, this solicitation process, or to waive minor irregularities and informalities in this RFP or in the proposals received as a result of this RFP.
2. The City does not guarantee the award of any Contract as a result of this solicitation process.

6. Evaluation Criteria

No.	Evaluation Criteria	Scoring Method	Weight (Points)
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1.	Qualifications and Experience	Points Based	40 (40% of Total)
	<p>A. Provide an overview of the firm’s history, capability and business ability relative to the City’s requirements demonstrating expertise in emergency debris management and removal services.</p> <p>B. Describe your firm’s qualifications in providing emergency debris management and removal services relative to the scope of services provided.</p> <p>C. Provide a comprehensive list of contracts (current and prior three years) represented by type of event, contract value, duration of contract, and interaction with FEMA and or FHWA (list on separate sheet and include with RFP submittal).</p> <p>D. Provide a minimum of three (3) references within the State of Florida of current and ongoing contracts similar in size and scope to the Scope of Work indicated in this RFP including, but not limited to, any experience providing the requested services to a public agency, for a minimum of twelve consecutive months (submit on “References” sheet provided in RFP).</p> <p>E. Indicate specifically the personnel who will have primary responsibility for the City’s contract. Also indicate all key individuals and their tasks and/or areas of expertise. Provide Team Organizational Chart and a comprehensive list of equipment available for use with this contract.</p> <p>F. Identify any subcontractors and the percentage of work to be completed by sub-contractors who are to participate in providing services. This must include the respective tasks or disciplines they are to perform and</p>		

	<p>evidence of their qualifications. The primary contractor is required to perform at least 30% of the work with its own forces. If subcontracts are to be let, Contractor will take "Five Affirmative Steps" per 2 CFR 200.321. Contractor agrees to ensure that DBE's have the opportunity to participate in the performance of the resulting agreement. Contractor shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that DBE's have the opportunity to compete for and perform contracts. The Contractor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts entered pursuant to this resulting agreement. Furthermore, Contractor agrees that each contract signed with a recipient subcontractor must include the following assurance: "Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Subcontractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the City deems appropriate."</p> <p>G. Proposers are required to submit a statement from a qualified Surety company indicating the bonding capacity of the Contractor to demonstrate their current financial condition and stability.</p> <p>H. Provide a copy of your current certificate of insurance. During the</p>		
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	<p>entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of St. Cloud as stipulated in the insurance attachment. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-. Proof of such insurance must be provided to the City prior to beginning contract performance.</p> <p>I. State that the business is licensed, permitted, and/or certified to do business in the State of Florida. All required federal, state, and local licenses and permits shall be kept in force during the term(s) of the contract. <u>Copies of all required licenses are to be provided with Consultant's submittal.</u></p> <p>J. Provide a statement as to whether the proposer has, in the last five years, been a party to a lawsuit of any kind related to, in any manner, the type of services requested in this RFP. If any such litigation exists, provide a statement as to legal style of the matter, the jurisdiction in which it was filed and the status.</p>		
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2.	Project Understanding and Proposed Approach A. Provide a description of the firm's general approach to the proposed scope of services to include team organization, staff assignments, schedules, quality assurance and accountability. B. Describe the firm's response and service if multiple cities and counties were in need.	Points Based	40 <i>(40% of Total)</i>
3.	Proposed Cost The Proposer shall complete the price proposal on the Proposal Pricing provided. The Contractor's proposal pricing shall include all costs that the Contractor may anticipate incurring during the performance of the disaster recovery work as described in this Request for Proposal for Emergency Debris Management and Removal. Costs for lodging, mileage, meals, permits, license(s), insurance, fees, or any other costs are the responsibility of the Contractor.	Points Based	20 <i>(20% of Total)</i>

7. Pricing Proposal

PHASE I: CUT, TOSS AND PUSH DEBRIS FROM ROADWAY (WORK PERFORMED DURING THE FIRST 70 HOURS OF ACTUAL WORK FOLLOWING A DISASTER. *PAY STARTS WHEN CONTRACTOR'S CREW(S) ARRIVE AT SITE.)

Line Item	Description	Unit of Measure	Unit Cost
1	Cut, toss, and push debris from roadway. (Crew includes: rubber-tired front-end loader (3-5 yard capacity), including operator, two (2) chain saw operators with chain saws, and superintendent with vehicle and cellular phone. *Pay starts when Contractor's crew(s) arrive at site. Proposal award will be based on the per crew hourly rate.	CREW/HOUR	

PHASE I: COLLECTION, HAULING TO STAGING SITE, REDUCTION

Line Item	Description	Unit of Measure	Unit Cost
2A	Loading and Hauling Vegetative Debris to a TDSR Site (0-15 miles)	CUBIC YARD	
2B	Loading and Hauling Vegetative Debris to a TDSR Site (0-15 miles)	PER TON	
3A	Reduction by Grinding at the TDSR Site	CUBIC YARD	
3B	Reduction by Grinding at the TDSR Site	PER TON	
4A	Reduction by Incineration at the TDSR Site	CUBIC YARD	
4B	Reduction by Incineration at the TDSR Site	PER TON	
5	< 24" Diameter Stump Removal	Included in Bid Items 2A and 2B	
6	24"-48" Diameter Stump Removal	PER STUMP	
7	> 48" Diameter Stump Removal	PER STUMP	
8	Sweeping Curb and Gutter	HOUR	
9	Vacuum Inlets	HOUR	

Line Item	Description	Unit of Measure	Unit Cost
10A	Removal of Hanging Limbs (>2" @ break)	PER LIMB	
10B	Removal of Hanging Limbs (<2" @ break)	PER LIMB	
11	Leaning Trees (>6" @ 4.5' above ground)	PER TREE	
12A	Loading and Hauling C&D debris to a TDSR Site (0-15 miles)	CUBIC YARD	
12B	Loading and Hauling C&D debris to a TDSR Site (0-15 miles)	PER TON	
13A	Loading and Hauling White Goods to a TDSR Site (0-15 miles)	CUBIC YARD	
13B	Loading and Hauling White Goods to a TDSR Site (0-15 miles)	PER TON	
14	Freon Recovery	EACH	
15A	Loading and Hauling Hazardous Debris to a TDSR (0-15 miles)	CUBIC YARD	
15B	Loading and Hauling Hazardous Debris to a TDSR (0-15 miles)	PER TON	

PHASE I: STAGING SITE MAINTENANCE

Line Item	Description	Unit of Measure	Unit Cost
16A	Staging Site Maintenance	Cubic Yard	
16B	Staging Site Maintenance	PER TON	

PHASE II: LOADING OF REDUCED MATERIAL, C&D DEBRIS, WHITE GOODS, HAZARDOUS MATERIALS, FINAL DISPOSAL

Line Item	Description	Unit of Measure	Unit Cost
17A	Loading and Hauling Reductions to Final Disposition Site (0-20 miles)	Cubic Yard	

Line Item	Description	Unit of Measure	Unit Cost
17B	Loading and Hauling Reductions to Final Disposition Site (0-20 miles)	PER TON	
18A	Loading and Hauling Reductions to Final Disposition Site (20.1-40 miles)	CUBIC YARD	
18B	Loading and Hauling Reductions to Final Disposition Site (20.1-40 miles)	PER TON	
19A	Loading and Hauling C&D Debris to Final Disposition Site (0-20 miles)	CUBIC YARD	
19B	Loading and Hauling C&D Debris to Final Disposition Site (0-20 miles)	PER TON	
20A	Loading and Hauling C&D Debris to Final Disposition Site (20.1-40 miles)	CUBIC YARD	
20B	Loading and Hauling C&D Debris to Final Disposition Site (20.1-40 miles)	PER TON	
21A	Loading and Hauling White Goods to Final Disposition Site (0-20 miles)	CUBIC YARD	
21B	Loading and Hauling White Goods to Final Disposition Site (0-20 miles)	PER TON	
22A	Loading and Hauling White Goods to Final Disposition Site (20.1-40 miles)	CUBIC YARD	
22B	Loading and Hauling White Goods to Final Disposition Site (20.1-40 miles)	PER TON	
23A	Loading and Hauling Hazardous Materials to Final Disposition Site (0-20 miles)	CUBIC YARD	
23B	Loading and Hauling Hazardous Materials to Final Disposition Site (0-20 miles)	PER TON	
24A	Loading and Hauling Hazardous Materials to Final Disposition Site (20.1-40 miles)	CUBIC YARD	
24B	Loading and Hauling Hazardous Materials to Final Disposition Site (20.1-40 miles)	PER TON	

Line Item	Description	Unit of Measure	Unit Cost
25	Disposal/Tipping Fees	ACTUAL COST	

8. Terms and Conditions

8.1. CDBG Guidelines

Procurement and contracting for all services shall conform to CDBG guidelines as well as the state and federal regulation including 2 CFR, Part 200. All records shall be maintained in accordance with state and federal CDBG requirements.

8.2. Contract Award

An award, if made, will be made to the best overall proposer(s) whose proposal is most advantageous to the City, taking into consideration the evaluation factors set forth in this RFP.

8.3. Questions Regarding the Solicitation or Proposal Process

To ensure fair consideration for all Proposers, the City prohibits communication to or with any officer, elected official (including the Mayor and City Council), department, division, office or employee of the City, and any Evaluation Committee members during the solicitation process from the date of issuance of the RFP through award, except as provided below.

All communications relating to this RFP between Proposer (or anyone on Proposer's behalf) and the City must be made through the Procurement Department. Any communications in violation of this provision may be grounds for disqualifying the offending Proposer from consideration for award of the Proposal and/or any future Proposal.

Any questions relative to interpretation of the solicitation or the Proposal process shall be submitted via the City's e-Procurement Portal. Questions must be received by the Procurement Department on or before the cut-off date for questions as specified in the Proposal Schedule. Questions received after the cut-off date as specified in the Proposal Schedule will not be considered.

Any interpretation made to prospective Proposers will be answered through the City's e-Procurement Portal or expressed in the form of an addendum to the solicitation which, if issued, will be conveyed in writing to all persons on record as following this RFP, no later than five (5) days prior to the date set for receipt of Proposals. Oral answers will not be authoritative.

It will be the responsibility of the Proposer to acknowledge and confirm receipt of all addenda in the City's e-Procurement Portal.

8.4. Additional Information

The City reserves the right to request that the Proposer provide additional information it deems necessary to evaluate, clarify, or substantiate any area contained in each submitted Proposal and to more fully meet the needs of the City.

8.5. Addendum to Request for Proposals

If it becomes necessary to revise or amend any part of this Request for Proposal before the Proposal due date, the Procurement Department will furnish the revision by written Addendum.

8.6. Execution of Contract

Unless such time is extended by the City, the successful Proposer shall, within ten (10) calendar days after Notice of Award is issued by the City of Lake City, Procurement Department, sign and enter into a Contract with the City, and shall simultaneously provide any required bonds, indemnities and insurance certificates.

Failure to comply with the established deadline for submittal of required documents may be grounds for cancellation of the award.

8.7. Proposer's Guarantee

By submitting a Proposal, a Proposer warrants that no one was paid a fee, commission, gift, or other consideration contingent upon receipt of an award for the services and/or supplies specified herein.

8.8. Indemnification

The Respondent agrees to indemnify and hold the City harmless for any and all claims, liability, losses and causes of action which may arise out of its fulfillment of the contract awarded pursuant to this RFP. It agrees to pay all claims and losses, including related court costs and reasonable attorneys' fees, and shall defend all suits filed due to the negligent acts, error or omissions or Respondent employees and/or agents. In the event the completion of a project awarded pursuant to this RFP (to include the work of others) is delayed or suspended as a result of the Respondent's failure to purchase or maintain the required insurance, the Respondent shall indemnify the City from any and all increased expenses resulting from such delay.

8.9. Insurance Requirements

The Proposer will be required to furnish evidence of the following insurance coverage by a licensed Florida Company.

- A. Without limiting Proposer's indemnification, it is agreed that the successful Proposer will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Proposer's policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy.
 - 1. Professional liability insurance to provide coverage of not less than one million dollars (\$1,000,000).

2. Workers' compensation insurance to apply for all employees of the contractor, sub-contractors and the contractor's architect and/or engineer meeting the "Workers' Compensation Law" of the State of Florida and all applicable federal laws.
 3. Commercial General Liability insurance to provide coverage of not less than one million dollars (\$1,000,000) combined single limit per occurrence and annual aggregates where generally applicable and must include premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
 4. Comprehensive Automobile Liability Insurance covering all owned, hired and non- owned vehicles with coverage limits not less than one hundred thousand dollars (\$100,000) per person, three hundred thousand dollars (\$300,000) per occurrence and one hundred thousand dollars (\$100,000) property damage.
- B. The official title of the owner is "City of Lake City". This official title will be used in all insurance documentation.

8.10. Proof of Insurance

The Proposer will furnish to the Procurement Department Certificates of Insurance or endorsements evidencing the insurance coverage specified above within seven (7) days after notification of an award. The required Certificates of Insurance or endorsements will not only name the types of policies continued, but will also refer specifically to this contract and will state that such insurance is as required by this contract. If the initial insurance expires before the completion of the work, renewal Certificates of Insurance will be furnished thirty (30) days before the date of their expiration. Notice of cancellation and/or restriction Policy(s) must be endorsed to give the City thirty (30) days' notice of cancellation and / or restriction.

8.11. FEDERAL REQUIREMENTS

8.11.1. CFR. Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

The Contractor shall comply with the Federal requirements per 2 Code of Federal Regulations (CFR) Part 200 Super Circular, titled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards", effective December 26, 2014, and any subsequent revisions and updates to 2 CFR. Part 200 "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards".

8.11.2. Federal Equal Opportunity Employer Requirement

- A. The Contractor is an Equal Opportunity Employer and will comply with all equal opportunity employment laws. The Contractor will further ensure that all subcontractors it utilizes in providing the services required hereunder will comply with all equal opportunity employment laws.

B. During the performance of this contract, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
3. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375, and by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

7. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs a) through f) in every subcontract or Purchase Order (PO) unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or PO as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

8.11.3. Compliance of Reporting Requirements

The Contractor hereby acknowledges that the City has the responsibility for providing required reporting, including financial information, program progress, and real property status, in accordance with 2 CFR. § 200.327, 2 CFR. § 200.328, and 2 CFR. § 200.329 on frequencies established by the Federal awarding agency.

8.11.4. Access to Records

The following access to records requirements apply to this contract in respect to federal financial assistance awards:

- A. The CONTRACTOR agrees to provide the City, the State of Florida, the Federal grantor agency, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
- B. The CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- C. The CONTRACTOR agrees to provide the Federal grantor agency administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

8.11.5. Retention of Records

- A. The City shall retain all records related to this project for three (3) years from the date of final expenditure report for projects funded by the FEMA PA program.
- B. The Contractor shall retain all records related to this Agreement for three (3) years after termination of this contract.

8.11.6. Compliance with the Contract Work Hours and Safety Standards Act

- A. Overtime requirements. No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty (40) hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- B. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth under 2 CFR. Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth under 2 CFR. Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in the sum of \$10 for each Day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth under 2 CFR. Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- C. Withholding for unpaid wages and liquidated damages. The City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any other Federal contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth under Federal Equal Opportunity Employer Requirement.
- D. Subcontracts. The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs 1 through 3 of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs A through C of this section.

8.11.7. Rights to Inventions Made Under a Contract Agreement (If Applicable)

Standard. If the FEMA award meets the definition of “funding agreement” under 37C.F.R. § 401.2(a) and the non-Federal entity wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the non Federal entity must comply

with the requirements of 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements), and any implementing regulations issued by FEMA. See 2 C.F.R. Part 200, Appendix II(F).

8.11.8. Clean Air Act and The Federal Water Pollution Control Act

1. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387).
2. The Contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the City, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

8.11.9. Suspension and Debarment

- A. This contract is a covered transaction for purposes of 2 CFR. Part 180 and 2 CFR. Part 3000. As such the Contractor is required to verify that none of the Contractor, its principals (defined at 2 CFR. § 180.995), or its affiliates (defined at 2 CFR. § 180.905) are excluded (defined at 2 CFR. § 180.940) or disqualified (defined at 2 CFR. § 180.935).
- B. The Contractor must comply with 2 CFR. Part 180, subpart C and 2 CFR. Part 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- C. This certification is a material representation of fact relied upon by the City of St. Cloud. If it is later determined that the Contractor did not comply with 2 CFR. Part 180, subpart C and 2 CFR. Part 3000, subpart C, in addition to remedies available to the Florida Department of Emergency Management (recipient) and the City of St. Cloud (sub-recipient), the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- D. The Proposer agrees to comply with the requirements of 2 CFR. Part 180, subpart C and 2 CFR. Part 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

8.11.10. Byrd Anti-Lobbying Amendment, 31 U.S. C. § 1352 (As Amended)

- A. Contractors who apply or propose for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress,

or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

- B. Federal Form 'C.1' titled "44 CFR. Part 18 – Certification Regarding Lobbying" is hereby attached and made a binding part hereof.

8.11.11. Procurement of Recovered Materials

- A. In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired:
 - 1. Competitively within a timeframe providing for compliance with the contract performance schedule;
 - 2. Meeting contract performance requirements; or
 - 3. At a reasonable price.
- B. Information about this requirement is available at EPA's Comprehensive Procurement Guidelines web site, <http://www.epa.gov/cpg/>. The list of EPA-designate items is available at <http://www.epa.gov/cpg/products.htm>.

8.11.12. Prohibition on Contracting for Covered Telecommunications Equipment or Services.

(a) Definitions. As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause—

(b) Prohibitions.

(1) Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.

(2) Unless an exception in paragraph (c) of this clause applies, the contractor and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:

(i) Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

(ii) Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

(iii) Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or

(iv) Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(c) Exceptions.

(1) This clause does not prohibit contractors from providing—

(i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(2) By necessary implication and regulation, the prohibitions also do not apply to: (i) Covered telecommunications equipment or services that:

i. Are not used as a substantial or essential component of any system; and ii. Are not used as critical technology of any system.

(ii) Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

(d) Reporting requirement.

(1) In the event the contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information in paragraph (d)(2) of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause:

(i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier

Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (e), in all subcontracts and other contractual instruments."

8.11.13. Domestic Preferences for Procurements

As appropriate, and to the extent consistent with law, the contractor should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause: Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber."

8.11.14. Department of Homeland Security (DHS) Seal, Logo and Flags

The Contractor shall not use the Department of Homeland Security (DHS) seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific pre-approval from the appropriate Federal agency.

8.11.15. Compliance with Federal Law, Regulations and Executive Orders

This is an acknowledgement that Federal and state financial assistance may be used to fund payment for services provided under this contract. The Contractor will comply with all applicable federal law, regulations, executive orders, as well as policies, procedures and directives of the respective funding Federal grantor agency.

8.11.16. No Obligation by the Federal Government

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the City, Contractor, or any other party pertaining to any matter resulting from the contract.

8.11.17. Fraud and False or Fraudulent or Related Acts

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

8.11.18. Affirmative Socioeconomic Steps

If subcontracts are to be let, the prime contractor is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

8.11.19. Copyright and Data Rights

The Contractor grants to the City of St. Cloud a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Contractor will identify 75 See 17 U.S.C. § 102. Contract Provisions Guide 35 such data and grant to the City of St. Cloud or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Contractor will deliver to the City of St. Cloud data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the City of St. Cloud.

8.11.20. Compliance with the "Davis-Bacon Act"

- A. In accordance with the requirements of the Davis-Bacon Act (40 U.S.C. §§ 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations at 29 C.F.R. Part 5 (Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction) as amended), all prime construction contracts in excess of \$2,000 must comply with the Davis-Bacon Act. CONTRACTORS are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, CONTRACTORS must pay wages not less than once a week.
- B. The CITY shall report all suspected or reported violations to the appropriate Federal agency in accordance with 2 C.F.R. Part 200, Appendix II, ¶ D

8.11.21. Compliance with the Copeland "Anti-Kickback Act"

- A. The CONTRACTOR hereby agrees to comply with the Copeland "Anti-Kickback" Act (40 U.S. C. 3145), as supplemented by the Department of Labor regulations (29 C.F.R. Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States").
- B. Each CONTRACTOR or SUBCONTRACTOR are hereby prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.
- C. The CONTRACTOR or subcontractor shall insert in any subcontracts the clause above and such other clauses as the FEMA may by appropriate instructions require, and also a clause requiring

the subcontractors to include these clauses in any lower tier subcontracts. The prime CONTRACTOR shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.

- D. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a CONTRACTOR and subcontractor as provided in 29 C.F.R. § 5.12.
- E. The CITY shall report all suspected or reported violations to the appropriate Federal agency in accordance with 2 C.F.R. Part 200, Appendix II, ¶ D

8.11.22. Hatch Act

The CONTRACTOR shall comply with the Hatch Act, 5 USC 1501 – 1508, and shall ensure that no funds provided, nor personnel employed under this agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

8.11.23. W. SMALL AND MINORITY BUSINESS ENTERPRISE (MBE), WOMEN BUSINESS ENTERPRISES (WBE), AND LABOR SURPLUS AREA FIRMS

A. Columbia County may be receiving federal funding through Federal Emergency Management Agency (FEMA) for the services solicited in the Request for Proposals (RFP). Accordingly, Columbia County's M/WBE ordinance and program do not apply to this solicitation.

B. Among the many federal funding requirements, 2 CFR §200.321 (or 45 C.F.R. §75.330 for Health and Human Services funds) mandates that the Prime Contractor partakes in five "affirmative steps" designed to ensure that small and minority- owned, women-owned business enterprises, and labor surplus area firms have been, and for the duration of the project continue to be, afforded subcontracting opportunities. These affirmative steps are:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration (SBA) and the Minority Business Development Agency of the Department of Commerce.

C. In order to adequately document that the proposer has fulfilled this requirement, the proposer shall complete the provided "Affidavit of Compliance with 2 CFR §200.321 (or 45 C.F.R. §75.330 for Health and Human Services funds) Requirements". The affidavit shall be notarized for this bid to be responsive.

D. The proposer shall also attach to the affidavit documentation evidencing that affirmative steps 1 – 3 above were taken in the preparation and submission of this bid. Such evidence shall include:

1. Copies of announcements/postings in newspapers, emails, web-postings, or other media for specific contracting/subcontracting opportunities that target small and minority businesses and women's business enterprises;
 2. Copies of announcements/postings of contracting/subcontracting opportunities in trade publications, minority, or women's media that target small and minority businesses and women's business enterprises.
 3. Documentation of sources used to identify potential small and minority businesses and women's business enterprises. A suggestion would be searching through the SBA's Dynamic Small Business directory at the following internet address: <http://dsbs.sba.gov> to search for registered minority and small businesses.
- E. Failure to submit an executed and notarized "Affidavit of Compliance with 2 CFR §200.321 (or 45 C.F.R. §75.330 for Health and Human Services funds) Requirements" and to attach the documents requested in subsection 3.D. to that affidavit may necessitate the bid being rejected as nonresponsive.
- F. The awarded contractor will be monitored by the County for continued compliance with 2 CFR §200.321 (or 45 C.F.R. §75.330 for Health and Human Services funds). The ability for that awarded contractor to be awarded federally funded contracts in the future may be jeopardized should that awarded contractor fail to comply with the intent and spirit of 2 CFR §200.321 (or 45 C.F.R. §75.330 for Health and Human Services funds).

9. Vendor Questionnaire

9.1. DBA**

*Response required

9.2. AUTHORIZED REPRESENTATIVE NAME/TITLE*

*Response required

9.3. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)**

Verified in Sunbiz

*Response required

9.4. PROPOSAL**

A. **TITLE PAGE**

1. The title page shall list the subject "RFP-016-2025 Emergency Debris Management and Removal" It shall also contain the proposing firm's full legal name, physical address, mailing address (if different than physical address), telephone number and e-mail address, as well as the name, address, telephone and/or cell phone number, and e-mail address of a contact person.

B. **TABLE OF CONTENTS**

1. The table of contents shall list all major topics with their corresponding section title or heading and beginning page number.

C. **INTRODUCTORY LETTER**

1. Describe information about your Firm and explain why your Firm is best suited to meet the services for this RFP.

D. **QUALIFICATIONS AND EXPERIENCE**

1. All firms that submit a proposal shall meet, but not be limited to, the following minimum qualifications:
 - a. Provide an overview of the firm's history, capability and business ability relative to the City's requirements demonstrating expertise in emergency debris management and removal services.
 - b. Describe your firm's qualifications in providing emergency debris management and removal services relative to the scope of services provided.
 - c. Provide a comprehensive list of contracts (current and prior three years) represented by type of event, contract value, duration of contract, and interaction with FEMA and or FHWA (list on separate sheet and include with RFP submittal).

- d. Provide a minimum of five (5) references within the State of Florida of current and ongoing contracts similar in size and scope to the Scope of Work indicated in this RFP including, but not limited to, any experience providing the requested services to a public agency, for a minimum of twelve consecutive months (submit on "References" sheet provided in RFP). Do not include the City of Lake City as a reference.
- e. Indicate specifically the personnel who will have primary responsibility for the City's contract. Also indicate all key individuals and their tasks and/or areas of expertise. Provide Team Organizational Chart and a comprehensive list of equipment available for use with this contract.
- f. Identify any subcontractors and the percentage of work to be completed by subcontractors who are to participate in providing services. This must include the respective tasks or disciplines they are to perform and evidence of their qualifications. The primary contractor is required to perform at least 30% of the work with its own forces. If subcontracts are to be let, Contractor will take "Five Affirmative Steps" per 2 CFR 200.321. Contractor agrees to ensure that DBE's have the opportunity to participate in the performance of the resulting agreement. Contractor shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that DBE's have the opportunity to compete for and perform contracts. The Contractor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts entered pursuant to this resulting agreement. Furthermore, Contractor agrees that each contract signed with a recipient subcontractor must include the following assurance: "Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Subcontractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the City deems appropriate".
- g. Proposers are required to submit a statement from a qualified Surety company indicating the bonding capacity of the Contractor to demonstrate their current financial condition and stability.
- h. Provide a copy of your current certificate of insurance. During the entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of Lake City as stipulated in the insurance attachment. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-.

Proof of such insurance must be provided to the City prior to beginning contract performance.

- i. State that the business is licensed, permitted, and/or certified to do business in the State of Florida. All required federal, state, and local licenses and permits shall be kept in force during the term(s) of the contract. Copies of all required licenses are to be provided with Consultant's submittal.
- j. Provide a statement as to whether the proposer has, in the last five years, been a party to a lawsuit of any kind related to, in any manner, the type of services requested in this RFP. If any such litigation exists, provide a statement as to legal style of the matter, the jurisdiction in which it was filed and the status.

E. PROJECT UNDERSTANDING AND PROPOSED APPROACH

1. Proposer a description of the firm's general approach to the proposed scope of services to include team organization, staff assignments, schedules, quality assurance and accountability.
2. Describe the firm's response and service if multiple cities and counties were in need.

*Response required

9.5. ADDITIONAL DATA TO SUPPORT PROPOSAL *

Provide a copy of your current certificate of insurance. During the entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of Lake City as stipulated in the Insurance Requirements Section. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-. Proof of such insurance must be provided to the City prior to beginning contract performance.

*Response required

9.6. PRICE PROPOSAL

☐ Please confirm

9.7. Acknowledgement*

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final. Respondent agrees to all terms and conditions contained in the Solicitation.

☐ Yes

☐ No

*Response required

9.8. [Documents Requiring Notarization*](#)

Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- [Public Entity Crimes Statem...](#)
- [Drug Free Workplace Certifi...](#)
- [Non-Collusion Affidavit.pdf](#)
- [Conflict of Interest Statem...](#)
- [Human Trafficking.pdf](#)

*Response required

9.9. [Americans with Disabilities Act \(ADA\) Disability Nondiscrimination Statement**](#)

I, being duly first sworn state: That the named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provision pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction. The Americans with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat327,42USC1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions. The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes: The Rehabilitation Act of 1973, 229 USC Section 794; The Federal Transit Act, as amended 49 USC Section 1612; The Fair Housing Act as amended 42USC Section 3601-3631.

☐ Please confirm

*Response required

9.10. [No Lobbying Affidavit**](#)

I confirm that I am an authorized representative, maker of the attached submittal made in response to a request for bid, proposals, qualifications and/or any other solicitation released by the City of Lake City, and swear that the bidder and any of its agents agrees to abide by the City of Lake City no lobbying restrictions in regard to this solicitation.

☐ Please confirm

*Response required

9.11. [Certification for Contracts, Grants, Loans, and Cooperative Agreements**](#)

The undersigned certifies, to the best of his or her knowledge, that: 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or

employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. 3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. The undersigned Contractor hereby certifies and attests to the accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

☐ Please confirm

*Response required

9.12. Scrutinized Companies Certification*

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

In addition, if this Solicitation is for a contract for goods or services where the total contract value is one million dollars (\$1,000,000) or more, I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority- owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473 of the Florida Statutes, or are engaged in business operations in Cuba or Syria as defined in said statute.

I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized

Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

- ☐ Yes
☐ No

*Response required

9.13. Disputes Disclosure Form*

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

Select all that apply

- ☐ Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?
- ☐ Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?
- ☐ Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?
- ☐ None of the Above

*Response required

9.14. E-Verify Affirmation Statement*

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

*Response required

9.15. System for Award Management (SAM) *

To participate in FEMA disaster bids in Florida, businesses must be registered in the System for Award Management (SAM) and have a valid registration.

- ☐ Please confirm

*Response required

9.16. Federal Requirements under Terms & Conditions (If Applicable)**

Please review and confirm the acceptance of the Federal Requirements.

☐ Please confirm

*Response required

9.17. General Terms and Conditions**

Please review and confirm the acceptance of the General Terms and Conditions.

☐ Please confirm

*Response required

9.18. Certification Regarding Debarment, Suspension, and Other Responsibility Matters**

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85,668,682), Department of Health and Human Services (45 CFR Part 76).

I, the prospective bidder certify to the best of its knowledge and belief that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- B. Have not within a three year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements , or receiving stolen property;
- C. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any offenses enumerated in paragraph (B) of this certification; and
- D. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. Any exceptions provided will not necessarily result in denial of award, but will be considered in determining bidder responsibility and whether or not the City will enter into contract with the party. For any exception noted, indicate on an attached sheet to whom it applies, initiating agency, and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

☐ Please confirm

*Response required



City of Lake City
Procurement

Brenda Karr, Procurement Director
205 N. Marion Ave., Lake City, FL 32055

[DISASTER PROGRAM & OPERATIONS INC.] RESPONSE DOCUMENT REPORT

RFP No. 016-2025

Emergency Debris Management and Removal

RESPONSE DEADLINE: April 21, 2025 at 2:00 pm

Report Generated: Wednesday, May 28, 2025

Disaster Program & Operations Inc. Response

CONTACT INFORMATION

Company:

Disaster Program & Operations Inc.

Email:

gbenigni@dpando.com

Contact:

Gabrielle Benigni

Address:

830-13 A1A North

#674

PONTE VEDRA, FL 32082-3557

Phone:

(561) 436-3383

Website:

www.dpando.com

Submission Date:

Apr 21, 2025 1:58 PM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1

Confirmed Apr 17, 2025 11:59 AM by Gabrielle Benigni

QUESTIONNAIRE

1. DBA**

Disaster Program & Operations, Inc.

2. AUTHORIZED REPRESENTATIVE NAME/TITLE*

Gabrielle Benigni/President

3. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)**

Verified in Sunbiz

473936181

4. PROPOSAL**

A. TITLE PAGE

1. The title page shall list the subject "RFP-016-2025 Emergency Debris Management and Removal" It shall also contain the proposing firm's full legal name, physical address, mailing address (if different than physical address), telephone number and e-mail address, as well as the name, address, telephone and/or cell phone number, and e-mail address of a contact person.

B. TABLE OF CONTENTS

1. The table of contents shall list all major topics with their corresponding section title or heading and beginning page number.

C. INTRODUCTORY LETTER

1. Describe information about your Firm and explain why your Firm is best suited to meet the services for this RFP.

D. QUALIFICATIONS AND EXPERIENCE

1. All firms that submit a proposal shall meet, but not be limited to, the following minimum qualifications:
 - a. Provide an overview of the firm's history, capability and business ability relative to the City's requirements demonstrating expertise in emergency debris management and removal services.
 - b. Describe your firm's qualifications in providing emergency debris management and removal services relative to the scope of services provided.
 - c. Provide a comprehensive list of contracts (current and prior three years) represented by type of event, contract value, duration of contract, and interaction with FEMA and or FHWA (list on separate sheet and include with RFP submittal).
 - d. Provide a minimum of five (5) references within the State of Florida of current and ongoing contracts similar in size and scope to the Scope of Work indicated in this RFP including, but not limited to, any experience providing the requested services to a public agency, for a minimum of twelve consecutive months (submit on "References" sheet provided in RFP). Do not include the City of Lake City as a reference.
 - e. Indicate specifically the personnel who will have primary responsibility for the City's contract. Also indicate all key individuals and their tasks and/or areas of expertise. Provide Team Organizational Chart and a comprehensive list of equipment available for use with this contract.
 - f. Identify any subcontractors and the percentage of work to be completed by sub-contractors who are to participate in providing services. This must include the respective tasks or disciplines they are to perform and evidence of their qualifications. The primary contractor is required to perform at least 30% of the work with its own forces. If subcontracts are to be let, Contractor will take "Five Affirmative Steps" per 2 CFR 200.321. Contractor agrees to ensure that DBE's have the opportunity to participate in the performance of the resulting agreement. Contractor shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that

DBE's have the opportunity to compete for and perform contracts. The Contractor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts entered pursuant to this resulting agreement. Furthermore, Contractor agrees that each contract signed with a recipient subcontractor must include the following assurance: "Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Subcontractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the City deems appropriate".

- g. Proposers are required to submit a statement from a qualified Surety company indicating the bonding capacity of the Contractor to demonstrate their current financial condition and stability.
- h. Provide a copy of your current certificate of insurance. During the entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of Lake City as stipulated in the insurance attachment. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-. Proof of such insurance must be provided to the City prior to beginning contract performance.
- i. State that the business is licensed, permitted, and/or certified to do business in the State of Florida. All required federal, state, and local licenses and permits shall be kept in force during the term(s) of the contract. Copies of all required licenses are to be provided with Consultant's submittal.
- j. Provide a statement as to whether the proposer has, in the last five years, been a party to a lawsuit of any kind related to, in any manner, the type of services requested in this RFP. If any such litigation exists, provide a statement as to legal style of the matter, the jurisdiction in which it was filed and the status.

E. PROJECT UNDERSTANDING AND PROPOSED APPROACH

- 1. Proposer a description of the firm's general approach to the proposed scope of services to include team organization, staff assignments, schedules, quality assurance and accountability.
- 2. Describe the firm's response and service if multiple cities and counties were in need.

Lake_City_-_DP&O_Proposal_-_Final.pdf

5. ADDITIONAL DATA TO SUPPORT PROPOSAL *

Provide a copy of your current certificate of insurance. During the entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of Lake City as stipulated in the Insurance Requirements Section. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-. Proof of such insurance must be provided to the City prior to beginning contract performance.

DPO_Proof_of_Coverage_8.19.24-8.19.25.pdf

6. PRICE PROPOSAL

Confirmed

7. Acknowledgement*

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final. Respondent agrees to all terms and conditions contained in the Solicitation.

Yes

8. Documents Requiring Notorization*

Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- [Public Entity Crimes Statem...](#)
- [Drug Free Workplace Certifi...](#)
- [Non-Collusion Affidavit.pdf](#)

- [Conflict of Interest Statem...](#)
- [Human Trafficking.pdf](#)

Human_Trafficking_signed.pdf
Public_Entity_Crimes_Statement_(1).pdf
Drug_Free_Workplace_Notarized.pdf
Non_Collusion_affidavit_notarized.pdf
Conflict_of_Interest_notarized.pdf

9. Americans with Disabilities Act (ADA) Disability Nondiscrimination Statement**

I, being duly first sworn state: That the named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provision pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction. The Americans with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat327,42USC1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions. The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes: The Rehabilitation Act of 1973, 229 USC Section 794; The Federal Transit Act, as amended 49 USC Section 1612; The Fair Housing Act as amended 42USC Section 3601-3631.

Confirmed

10. No Lobbying Affidavit**

I confirm that I am an authorized representative, maker of the attached submittal made in response to a request for bid, proposals, qualifications and/or any other solicitation released by the City of Lake City, and swear that the bidder and any of its agents agrees to abide by the City of Lake City no lobbying restrictions in regard to this solicitation.

Confirmed

11. Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge, that: 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. 3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. The undersigned Contractor hereby certifies and attests to the accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Confirmed

12. Scrutinized Companies Certification*

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the

Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

In addition, if this Solicitation is for a contract for goods or services where the total contract value is one million dollars (\$1,000,000) or more, I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority- owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473 of the Florida Statutes, or are engaged in business operations in Cuba or Syria as defined in said statute.

I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

Yes

13. Disputes Disclosure Form*

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

None of the Above

14. E-Verify Affirmation Statement*

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

E-VERIFY_AFFIRMATION_STATEMENT_complete.pdf

15. System for Award Management (SAM) *

To participate in FEMA disaster bids in Florida, businesses must be registered in the System for Award Management (SAM) and have a valid registration.

Confirmed

16. Federal Requirements under Terms & Conditions (If Applicable)**

Please review and confirm the acceptance of the Federal Requirements.

Confirmed

17. General Terms and Conditions**

Please review and confirm the acceptance of the General Terms and Conditions.

Confirmed

18. Certification Regarding Debarment, Suspension, and Other Responsibility Matters**

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85,668,682), Department of Health and Human Services (45 CFR Part 76).

I, the prospective bidder certify to the best of its knowledge and belief that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- B. Have not within a three year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission

of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements , or receiving stolen property;

- C. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any offenses enumerated in paragraph (B) of this certification; and
- D. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. Any exceptions provided will not necessarily result in denial of award, but will be considered in determining bidder responsibility and whether or not the City will enter into contract with the party. For any exception noted, indicate on an attached sheet to whom it applies, initiating agency, and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

Confirmed

PRICE TABLES

PHASE I: CUT, TOSS AND PUSH DEBRIS FROM ROADWAY (WORK PERFORMED DURING THE FIRST 70 HOURS OF ACTUAL WORK FOLLOWING A DISASTER. *PAY STARTS WHEN CONTRACTOR'S CREW(S) ARRIVE AT SITE.)

Line Item	Description	Unit of Measure	Unit Cost
1	Cut, toss, and push debris from roadway. (Crew includes: rubber-tired front-end loader (3-5 yard capacity), including operator, two (2) chain saw operators with chain saws, and superintendent with vehicle and cellular phone. *Pay starts when Contractor's crew(s) arrive at site. Proposal award will be based on the per crew hourly rate.	CREW/HOUR	\$330.00

PHASE I: COLLECTION, HAULING TO STAGING SITE, REDUCTION

[DISASTER PROGRAM & OPERATIONS INC.] RESPONSE DOCUMENT REPORT
RFP No. 016-2025
Emergency Debris Management and Removal

Line Item	Description	Unit of Measure	Unit Cost
2A	Loading and Hauling Vegetative Debris to a TDSR Site (0-15 miles)	CUBIC YARD	\$11.00
2B	Loading and Hauling Vegetative Debris to a TDSR Site (0-15 miles)	PER TON	\$19.00
3A	Reduction by Grinding at the TDSR Site	CUBIC YARD	\$6.75
3B	Reduction by Grinding at the TDSR Site	PER TON	\$11.00
4A	Reduction by Incineration at the TDSR Site	CUBIC YARD	\$10.00
4B	Reduction by Incineration at the TDSR Site	PER TON	\$15.00
5	< 24" Diameter Stump Removal	Included in Bid Items 2A and 2B	\$450.00
6	24"-48" Diameter Stump Removal	PER STUMP	\$700.00
7	> 48" Diameter Stump Removal	PER STUMP	\$1,500.00
8	Sweeping Curb and Gutter	HOUR	\$75.00
9	Vacuum Inlets	HOUR	\$150.00
10A	Removal of Hanging Limbs (>2" @ break)	PER LIMB	\$25.00
10B	Removal of Hanging Limbs (<2" @ break)	PER LIMB	\$10.00
11	Leaning Trees (>6" @ 4.5' above ground)	PER TREE	\$200.00
12A	Loading and Hauling C&D debris to a TDSR Site (0-15 miles)	CUBIC YARD	\$11.00
12B	Loading and Hauling C&D debris to a TDSR Site (0-15 miles)	PER TON	\$18.00

Line Item	Description	Unit of Measure	Unit Cost
13A	Loading and Hauling White Goods to a TDSR Site (0-15 miles)	CUBIC YARD	\$13.00
13B	Loading and Hauling White Goods to a TDSR Site (0-15 miles)	PER TON	\$19.00
14	Freon Recovery	EACH	\$55.00
15A	Loading and Hauling Hazardous Debris to a TDSR (0-15 miles)	CUBIC YARD	\$15.00
15B	Loading and Hauling Hazardous Debris to a TDSR (0-15 miles)	PER TON	\$20.00

PHASE I: STAGING SITE MAINTENACE

Line Item	Description	Unit of Measure	Unit Cost
16A	Staging Site Maintenance	Cubic Yard	\$1.50
16B	Staging Site Maintenance	PER TON	\$3.00

PHASE II: LOADING OF REDUCED MATERIAL, C&D DEBRIS, WHITE GOODS, HAZARDOUS MATERIALS, FINAL DISPOSAL

Line Item	Description	Unit of Measure	Unit Cost
17A	Loading and Hauling Reductions to Final Disposition Site (0-20 miles)	Cubic Yard	\$13.00
17B	Loading and Hauling Reductions to Final Disposition Site (0-20 miles)	PER TON	\$19.00
18A	Loading and Hauling Reductions to Final Disposition Site (20.1-40 miles)	CUBIC YARD	\$15.00
18B	Loading and Hauling Reductions to Final Disposition Site (20.1-40 miles)	PER TON	\$21.00
19A	Loading and Hauling C&D Debris to Final Disposition Site (0-20 miles)	CUBIC YARD	\$13.00

[DISASTER PROGRAM & OPERATIONS INC.] RESPONSE DOCUMENT REPORT
RFP No. 016-2025
Emergency Debris Management and Removal

Line Item	Description	Unit of Measure	Unit Cost
19B	Loading and Hauling C&D Debris to Final Disposition Site (0-20 miles)	PER TON	\$19.00
20A	Loading and Hauling C&D Debris to Final Disposition Site (20.1-40 miles)	CUBIC YARD	\$15.00
20B	Loading and Hauling C&D Debris to Final Disposition Site (20.1-40 miles)	PER TON	\$21.00
21A	Loading and Hauling White Goods to Final Disposition Site (0-20 miles)	CUBIC YARD	\$13.00
21B	Loading and Hauling White Goods to Final Disposition Site (0-20 miles)	PER TON	\$19.00
22A	Loading and Hauling White Goods to Final Disposition Site (20.1-40 miles)	CUBIC YARD	\$15.00
22B	Loading and Hauling White Goods to Final Disposition Site (20.1-40 miles)	PER TON	\$21.00
23A	Loading and Hauling Hazardous Materials to Final Disposition Site (0-20 miles)	CUBIC YARD	\$15.00
23B	Loading and Hauling Hazardous Materials to Final Disposition Site (0-20 miles)	PER TON	\$20.00
24A	Loading and Hauling Hazardous Materials to Final Disposition Site (20.1-40 miles)	CUBIC YARD	\$20.00
24B	Loading and Hauling Hazardous Materials to Final Disposition Site (20.1-40 miles)	PER TON	\$25.00
25	Disposal/Tipping Fees	ACTUAL COST	\$0.00

TAB A: TITLE PAGE

DISASTER PROGRAM & OPERATIONS, INC.

City of Lake City, Florida

**Request for Proposal for
Emergency Debris Management and Removal
RFP # 016-2025**

DUE: Monday, April 21st, 2025, at 2:00 PM

Proposer: Disaster Program & Operations Inc.

Address: 404 West Palm Drive, #101, Florida City, FL 33034

Authorized Contact: Gabrielle Benigni- President of DP&O

Phone Numbers: 561-436-3383

Email Address: Gbenigni@dpando.com



Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
12/16/2020 to 12/16/2022



**CERTIFIED MINORITY
WOMEN OWNED BUSINESS
47QSWA21D006N**

FEATURING WEB AND MOBILE APPS



FIRSTNET.

AT&T FirstNet Responder

Member ID M5763234



#1353845

830-13 A1A North, #674, Ponte Vedra Beach FL 32082
24/7 (305) 317-0831 www.DPando.com

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Disaster Program & Operations Inc.

April 21, 2025

**City of Lake City, FL
205 N. Marion Ave
Lake City, FL 32055**

Subject: Proposal Submittal: for RFP # 016-2025 for “Emergency Debris Management and Removal”

Disaster Program & Operations, Inc. (DP&O) is pleased to submit this proposal for “**Emergency Debris Management and Removal**” services for the City of Lake City, Florida (City). DP&O understands the City is seeking services of qualified and experienced Contractors for Emergency Debris Management and Removal on an “as needed” basis. DP&O is dedicated to delivering a proven and effective technical strategy for Debris Management. Our approach encompasses comprehensive planning, rapid response, and efficient mobilization. We have extensive experience handling environmentally sensitive areas and managing the removal and disposal of contaminated materials. Our team is well-versed in federal, state, and local regulations, and adheres to FEMA guidelines for debris staging, reduction, transport, processing, and disposal of mixed debris.

DP&O has provided decades of experience with rapid mobilization for disaster debris management and removal services including, but not limited to, clean-up, demolition, removal, reduction and disposal of Disaster generated debris and FEMA Debris removal and recovery reimbursement submittals.

DP&O is uniquely qualified to perform disaster removal services and meet all requirements outlined in the RFP. With a proven track record of rapid response, comprehensive service delivery, and strict adherence to safety and regulatory standards, DP&O stands out as a reliable and experienced partner in emergency response operations.

Our team brings decades of hands-on experience in disaster recovery, debris removal, and site restoration. We have successfully completed projects in response to hurricanes, floods, wildfires, and other natural disasters, consistently exceeding performance expectations for scope, quality, and timeline. Our fleet of equipment and highly trained personnel are ready to mobilize immediately to mitigate further risks, ensure public safety, and support community recovery.

DP&O takes pride in our transparent communication, detailed project management approach, and commitment to environmental sustainability throughout the removal process. We maintain all required licenses, certifications, and insurance, and we are fully compliant with FEMA regulations and other applicable federal, state, and local standards.

By choosing DP&O, you are selecting a partner who prioritizes integrity, reliability, and excellence under pressure. Our unmatched combination of experience, resources, and commitment ensures that we are not only capable of meeting the RFP’s requirements—but of surpassing them.

DP&O is Federal GSA Minority:

WOSB (Woman Owned Small Business) and minority certified with the Federal Department of Transportation (FDOT) for Disaster Debris Removal, Recovery, Environmental Services, IT and Demolition Services. DP&O, Inc. is a Florida Subchapter S Corporation registered with Federal FEIN # 47-3936181, Federal Cage Code: 82LX4, and DUNS Number 88882339.

830-13 A1A North, #674, Ponte Vedra Beach FL 32082
24/7 (305) 317-0831 www.DPandO.com

Office Locations:

DP&O Offices: Miami-Dade County, FL & St. Johns County, FL (Northeast FL)- Equipment Staging, Debris Management & Environmental Professionals

- 404 West Palm Drive, #100, Florida City, FL 33034
- 10033 Sawgrass Dr. W., Suite 121, Ponte Vedra, FL 32082 (Jacksonville).

DP&O's successful track record in managing complex disaster scenarios, coupled with our advanced documentation practices, positions us as the best choice for this Scope of Work. Our proactive approach and dedication to excellence ensure that our clients receive the highest level of service and support throughout the entire Disaster Recovery process.

Our key Management includes: **Gabrielle Benigni**, President (recognized industry leader for FEMA Policy and Disaster Debris Management, Expert Federal Disaster Claims Management and Hazard Mitigation Projects qualifying; **John Copenhagen**, CEO, former FEMA Region IV Director (applicant advocate, FEMA Region IV level); **John O'Dell**, CTO (Creator of WebEOC, used in 52 U.S. States including Florida and all Florida counties, and FEMA HQ). We are supported by Baker Donelson, Ernie Abott (Former National FEMA Council) and appeals expert. **Rob Russakoff**, Senior VP Recovery/ QAQC. **Liz Valdes**, VP Recovery Debris Management Expert/Project Manager. **Urban Hammarstedt** Operations Director and Product Manager.

Our team is flexible, nimble, and unwaveringly dedicated to the success of our clients' full financial recovery. We are committed to making our clients more resilient to future disasters, providing expertise and personalized services necessary to navigate the complexities of disaster recovery with confidence and efficiency.

DP&O's automated debris management system ADMS TRKR™ ensure that all FEMA required documentation for debris hazards removal is in compliance with FEMA Category A debris removal reimbursement criteria and includes mapping of each debris removal hazard locations, photos, auto generated e-tickets and equipment certifications.

Authorized Representative Contact Information:

Gabrielle Benigni, President, gbenigni@dpando.com

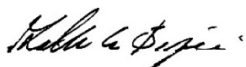
Phone: 24/7 (800)753-8563 or (561) 436-3383

Address: **404 West Palm Drive, #100, Florida City, FL 33034**

DP&O is an approved AT&T FirstNet Responder, Member ID M-5763234, registered with NPPGov. This allows DP&O and our clients priority access to cell and internet post disaster as a first responder with AT&T FirstNet. DP&O maintains over 150+ AT&T FirstNet cellphones.

We appreciate the opportunity to submit this proposal. In selecting our approach, processes, and staff, we have made selections that are progressive, flexible, innovative, and industry leading. We are excited to have this opportunity to support you and your business objectives and we look forward to the next steps in your decision-making process. If you have questions about any of the material contained in this response, please do not hesitate to contact us.

Sincerely,



Gabrielle E. Benigni, President DP&O
404 West Palm Drive, #100, Florida City, FL 33034
Cell: (561) 436-3383; 24/7 Phone (305) 317-0831
www.DPando.com

830-13 A1A North, #674, Ponte Vedra Beach FL 32082
24/7 (305) 317-0831 www.DPando.com

TAB D: QUALIFICATIONS

a. FIRM OVERVIEW, CAPABILITIES AND ABILITIES:

Disaster Program & Operations, Inc. (DP&O) has over two decades of client representation including Disaster Debris Removal, Disaster Planning, Response, and Recovery services for **Municipalities, Counties, Public Utilities, County Public Schools and State Universities with National Clients** from Florida, Alabama, Mississippi Tennessee, Texas, Oklahoma, California and Puerto Rico. Our total service area encompasses a broad geographic range, covering Southeastern United States, Oklahoma and Texas. We provide comprehensive services across various locations, including urban, suburban, and rural areas. Our service range is designed to ensure we can efficiently handle projects of varying scales and complexities, from local debris management to large-scale disaster response.

Since 2004, we have helped our clients obtain in excess of \$10 billion in disaster recovery funding from FEMA and multiple Federal sources. Our clients have relied on our expertise in preparing for, responding to, and recovering from some of the most significant disasters in our Nation's history, including severe weather (Hurricanes, EF 4 Tornadoes, Ice Storms), Major wildfires, and Environmental catastrophes (Oil Spills, Large Tank Spills). This work included: debris management and removal, damage assessments, project development, construction/remediation management and administration of Federal and State disaster recovery grant programs for some of the costliest and most devastating disasters in our nation's history.

DP&O's current operations and manner of scope of services in the last five years includes turnkey, premiere Debris Management and Removal, Disaster Planning, Response & Recovery Services, Monitoring and Disaster Debris Management Planning, FEMA Public Assistance Program Policy, Grant Management and Disaster Financial Recovery, Training and Exercises.

DP&O has the capacity to mobilize 150 plus on call Debris Management Professionals, 125 heavy construction equipment and specialized debris removal & reduction equipment crews.

With over two decades of proven experience in disaster debris removal and recovery services, our team is uniquely qualified to perform the work outlined in the Scope of Work. Our expertise spans across multiple disasters, including hurricanes, floods, and other natural emergencies, during which we have successfully partnered with federal, state, and local agencies to deliver efficient and compliant services.

Our comprehensive full-service Disaster Management programs, provide "All Hazards" preparedness and post-disaster financial recovery strategies to maintain federal /FEMA compliance for disaster reimbursement. Our priorities are designed to minimize recovery time, prevent FEMA obligation delays, maximize reimbursement, and qualify our clients for Hazard Mitigation 404 and 406 funds, while leveraging additional Federal Funding sources.

DP&O has a successful track record and experience with the entire disaster management, debris operations and disaster reimbursement administration process, from performing mobilizing to assist with damage assessment, documentation of emergency repair, emergency road clearing, donated resources management, documentation of debris management, all while maintaining FEMA compliance throughout the entire process. Our well-seasoned staff emphasize from day one audit ready documents and utilizing TRKR™ ADMS which exceeds the FEMA documentation requirements.

b. FIRM QUALIFICATIONS:

DP&O is a highly qualified provider of emergency debris management and removal services, offering a comprehensive and proven capability to respond swiftly and effectively to disaster events. With years of experience supporting municipalities, counties, and government agencies in post-disaster recovery efforts, DP&O brings the expertise, equipment, and personnel necessary to manage large-scale debris operations under the most challenging conditions.

Our team has managed emergency debris removal in the aftermath of hurricanes, tornadoes, floods, and other catastrophic events, successfully clearing roadways, restoring access routes, and supporting critical infrastructure recovery. We operate with a deep understanding of FEMA guidelines and local compliance standards, ensuring that every project meets regulatory requirements and qualifies for reimbursement.

DP&O has a successful track record and experience with the entire disaster management, debris operations and disaster reimbursement administration process, from performing mobilizing to assist with damage assessment, documentation of emergency repair, emergency road clearing, donated resources management, documentation of debris management, all while maintaining FEMA compliance throughout the entire process. Our well-seasoned staff emphasize from day one audit ready documents and utilizing TRKR™ ADMS which exceeds the FEMA documentation requirements.

All of DP&O's debris removal operations are conducted in accordance with applicable regulations of the Federal Emergency Management Agency (FEMA), Federal Highway Administration (FHWA), Florida Department of Transportation (FDOT), Florida Department of Health (FDH), Natural Resources Conservation Services (NRCS), and the Florida Department of Environmental Protection (FDEP). Our TRKR™ ADMS system ensures that all FEMA required documentation for debris hazards removal is in compliance with FEMA Category A debris removal reimbursement criteria and includes mapping of each debris removal hazard locations, photos, auto generated e tickets and equipment certifications.

DP&O's staff are highly experienced with preparation of the FEMA claims submittals (Project Worksheets), highly knowledge using the FEMA PA portal system and tracking FEMA's review and approval through successful project close out. Our team consist of Former EM Directors, and Nationally recognized experts with FEMA Policy, Emergency Management, Debris Management Specialists, and IT software specialist, FEMA Public Assistance Program Policy & Grant Management. DP&O is supported by seasoned Debris Management Specialists, Former EM Directors, Environmental Professionals, Utility Engineers and Nationally recognized experts with FEMA Policy, Emergency Management, and IT software specialist.

DP&O COMMITMENT

DP&O is committed to performing all debris removal operations in strict accordance with the applicable regulations of the Stafford Act, 2 CFR 200, the Federal Emergency Management Agency (FEMA) and all other relevant regulations, guidelines and operating policies.

DP&O has represented similar client Disaster Debris Removal and Management Services projects that are similar in scope and size such as: The City of Homestead, Florida City, Miami-Dade Colleges, Miami-Dade Public Schools, Homestead Public Utilities, Seminole County Public Schools and Florida Collage Consortium and we have worked in the States of Oklahoma, Mississippi, North Carolina, California and Puerto Rico. Our Debris removal & recovery contracts have ranged in size from under \$350,000 to \$5+ Million and we maintain adherence within the client's budget, scope and requirements/needs.

DP&O's Project experience below demonstrates an in-depth understanding of disaster debris management in accordance with State Environmental and FEMA Federal policies as follows:

- Recent experience demonstrating current capacity and current expertise in management of debris removal, solid waste and hazardous waste management and disposal.
- Documented knowledge and experience coordinating with Federal, State and local emergency agencies.
- Experience representing local governments with various state and federal funding sources and reimbursement processes, including FEMA, NRS, FHWA, FDOT FDEP and FFWC.
- Experience with special disaster recovery program management services including private property/right-of-entry (ROE) work, waterways clean-up and reimbursement, sand recovery and beach remediation, leaning tree and hanging limb removal, hazardous material removal, vessel and vehicle recovery, asbestos abatement, data management, and hauler invoice reconciliation and contracting, and FEMA appeals assistance.

DP&O uses our RecoveryEOC™ (**BOLTEOC™, TRKR™**) web and mobile app which provides Disaster Claims & Document Management system and maintains all supporting documents required per FEMA Category for each Project in audit ready format with all supporting documents to facilitate a quick project close out. This allows our clients to have 24/7 access to all project records and to view our work in progress. RecoveryEOC™ maintains projects in audit proof format and audits and prevents duplication of efforts and maintains data integrity and provides long term document storage. DP&O documents all FEMA PA Portal submittals via screenshot and prepares a summary spread-sheet per project, and maintains PW tracking progress of FEMA & State review, all FEMA RFI's and State VIR's.

DP&O maintains a dedicated fleet of specialized debris-handling equipment and has established rapid deployment protocols that allow us to begin operations immediately following a disaster declaration. We also have a network of trained, certified personnel—including project managers, safety officers, equipment operators, and labor crews—who are skilled in debris segregation, hazardous material identification, and efficient site clearance.

Our approach is grounded in safety, accountability, and environmental stewardship, with robust reporting systems and quality control measures built into every phase of the project. From initial assessment and mobilization to final site restoration, DP&O is committed to delivering dependable, professional service that helps communities recover quickly and safely.

Disaster Debris Management Projects

Experience dates (1998 Hurricane Georges)	Disaster Debris Management Logistics and Contractor Monitoring, 2M CY; 10 DMS Operations and contractors invoice reconciliations
2004 Hurricanes Charley, Jeanne, Frances	Disaster Debris Management Logistics and Contractor Monitoring; 10M CY; 15 DMS Operations and contractors invoice reconciliations, multiple cities and disposal sites
2005 Hurricane Katrina, Wilma	Disaster Debris Management Logistics and Contractor Monitoring; 5M CY; 3 DMS Operations and contractors invoice reconciliations, multiple cities and disposal sites
2008 Hurricane Ike	Disaster Debris Management Logistics and Contractor Monitoring; 900K CY; 1 DMS Operations and contractors invoice reconciliations
2012 Hurricane Sandy	Disaster Debris Management Logistics and Contractor Monitoring; 2.5M CY; 3 DMS Operations and contractors invoice reconciliations, multiple cities and disposal sites
Tornados: 2014 Tupelo MS EF4; 2016 Mississippi EF4	Disaster Debris Management Logistics and Contractor Monitoring; 300K CY; 1 DMS Operations and contractors invoice reconciliations
2017 Hurricane Irma	Disaster Debris Management Logistics and Contractor Monitoring; 500K CY; 3 DMS Operations and contractors invoice reconciliations, three cities and disposal sites
2018 Hurricane Michael	Disaster Debris Management Logistics and Contractor Monitoring; 2M CY; 2 DMS Operations and contractors invoice reconciliations
2019 Hurricane Olga	Disaster Debris Management Logistics and Contractor Monitoring; 300K CY utility line clearing; 25K Power Poles; 2 Disposal Sites
2022 Hurricane Ian	Disaster Debris Management Logistics and Contractor Monitoring; 650K CY; 2 DMS Operations and contractors invoice reconciliations, two cities and disposal sites
2024 Hurricane Milton, Helene	Disaster Debris Management Logistics and Contractor Monitoring; 400K CY; 6 DMS Operations and contractors invoice reconciliations, 4 schools and two cities and disposal sites

c. COMPREHNSIVE LIST OF CURRENT AND PRIOR CLIENTS:

CITY OF FLORIDA CITY, FL: Project Description: Pre-Disaster Planning; Disaster Response /Recovery services – Hurricane Dorian 2019 DR4468; Hurricane Irma DR4337 FEMA PA Program Management; Hazard Mitigation Grant Management/ COVID-19 FEMA Recovery; CARES ACT Recovery.

Contract Date: September 2016 to May 2028 **Contract Amt:** 1.7M

Cubic Yard: 200,000 CY **1500 hazard Trees & 2000 hazard limbs**

Client Contact: Eugene Leon, Project Exec Director - (C) 786-304-8230 email: proj-mngr@floridacityfl.gov

Jennifer Evelyn, City Clerk – (C) 305-242-8218 email: cityclerk@floridacity.gov

Address: 404 W Palm Drive, FL City, FL33034.

Performed City Wide Emergency Services support, Emergency Road Clearing; Backup Generators and Fuel Services, Debris Damage Assessments; Debris Management/Removal, DMS Site Permitting; Canal Water way cleanup; Parks Debris Removal (200,000 cy); City wide Leaner hanger stumps removal (1100 Hazard limbs; 500 Hazard trees; FEMA PA Program management & submittals; PW tracking through obligation & Request for Reimbursement payment.

DP&O Mobilized 15 crews for debris removal; 15 bucket truck crews for hazard limbs and trees removal; mobilized 5 right of entry labor/equipment crews for debris hazard removals; Located property for DMS site and negotiated lease for city; DMS site 24- hour operations; Performed Final haul out to disposal company. Provided Traffic Control for all debris removal operations. Used TRKR ADMS for Debris Damage Assessments and Hazard identifications.

Performed all Field and office administration, reconciled all Debris removal, debris reduction and final haul out tickets with disposal company. Provided all FEMA Required documentation to support invoices including ticket ledgers, tickets and photos of hazard tree removals.

Disposal reconciliation, and payment approval: DP&O reconciled all DMS Reduced Debris taken to final disposal at Waste Management facility and all Waste Management invoices with quantity or ticket discrepancies were corrected prior to Florida City Payment.

*Emergency Costs and Recovery costs records reconciliation, and final approval for PW submittal: DP&O worked close with the Florida City Project manager and Finance Director and ensured all emergency repairs and City contractors invoices, discrepancies were corrected before final approval with FEMA PW.

Current Work:

2024: Disaster Planning, and Training City Departments (Public Works, Police, Water /sewer, Finance Parks, City Clerk), including Disaster Debris Management Planning, and Critical FEMA requirements for Disaster reimbursement & Lessons Learned.

FDEM FROC – Assist City with preparing Disaster Readiness Assessment for FROC participation for 2024 - 2025 year

DP&O Staff Attended FDEM FROC training.

Pre- Disaster Annual Asset Inventory inspections of All City assets using DP&O Recovery EOC Web and mobile app BoltEOC; included (Parks, Buildings & Historic Buildings exterior and interior, Roofs, Water /Sewer lift stations ;Roads , sidewalks; Storm drains & Culverts; Fleet and Equipment .

of PW's Submittals/Obligated \$10,500,000.00: Category A (Debris Removal) - 2 (FEMA Accelerated PAAP); Category B - (Emergency Services) - 1; Category C (Roads) - 6; Category E (Buildings & Equipment) - 4; Category F (Utilities) – 3 with 85 separate locations; Category G (Parks) - 3; Florida Local Mitigation Strategy (LMS) approval and project application - 1

Federal Contract Compliance Reviews: Performed all disaster contractors and emergency vendors, contract reviewed for compliance for 2CFR200 compliance. Detailed issues and discrepancies and provided corrections to update contract amendments, change orders and task order to ensure disaster reimbursement. Reviewed mutual

aid contracts contractors and inter agency council contracts for federal compliance. Prepared suggestions for backup clarification of scope of services, notice to proceed and justified change orders.

ROE: Florida City had many residences where Hurricane damaged trees form Public Right of Way and fell into or on Residential properties. DP&O coordinated all properties with Florida City Project Manager and Mayor for “Right of Entry” (ROE) forms, and cleanup and final inspections. The ROE work was documented with Daily labor and equipment logs and maps of each crew location and Photos of the work performed. All records were maintained in our TRKR™ web and mobile app.

Category A Debris Removal Records Reconciliation: Per FEMA Accelerated Debris Removal Program dates of reimbursement DP&O reconciled daily the Debris Removal load haul tickets, and removal of hazard trees (leaners) and hazard limbs (hangers) including load haul tickets and truck certifications capacities. DP&O performed an in-depth audit of leaner/hanger tickets cross checking each photo with the ticket and ticket ledger for accuracy of GPS location, type of hazard, proof of hazard in the city right of way. All tickets were dropped into DP&O TRKR™ to verify each ticket was within the formal city boundaries.

Hurricane IRMA FEMA Program Assistance:

Category B: Emergency Costs and Recovery Costs records reconciliation, and final approval for PW submittal. DP&O worked close with the Florida City Project manager and Finance Director and ensured all emergency repairs and recovery contractor invoices, discrepancies were corrected before final approval with FEMA PW.

Post Irma the Recovery team coordinated with the City Engineer, Public Works and Water Control facilities Directors, all damage assessments; gathered and reconciled emergency services costs documentation work orders, force labor, payroll and equipment used, field logs and reconciled with payroll ledger. DP&O ensured all tasks were properly described and hours matched.

Disaster Materials Inventory: DP&O created the pre-disaster inventory for Several Departments (Water/Sewer and Public Works) from purchase records and reconciled all purchased Materials with receipts and inventory.

Donated Resources: DP&O maintained a donated resources list to include quantities, value, and volunteer staff for distribution, Police for inventory security. All inventory items distributed included support receipts for FEMA State credit to offset the Florida county share.

Category A: Debris Removal Records Reconciliation per FEMA Accelerated Debris Removal Program dates of reimbursement DP&O reconciled daily the Debris Removal load haul tickets, and removal of hazard trees (leaners) and hazard limbs (hangers) including load haul tickets, truck certifications certified no duplicate tickets; leaner/hanger tickets were reviewed for accuracy, readability, and GPS coordinates.

DP&O reconciled all Debris Removal contractor invoices and ensured invoice errors were corrected before approval for Florida County final payment. **DP&O reconciled all Reduced Debris taken to final disposal at Waste Management facility and all Waste Management invoices** with quantity corrected ticket discrepancies prior to submittal.

Category F: Water/Sewer & Lift Stations: DP&O performed damages validations, FEMA site inspections, on 28 Lift Stations and back up pumps. DP&O coordinated and tracked contractor emergency repairs and long-term recovery repairs for FEMA PA Portal.

BRIC Projects: DP&O has submitted 3 BRIC projects (\$30M):1. City Lift stations, back- up generators and pumps;2. City wide Flood Drainage; 3. City Facilities Back- up generators, which 2 are in 2nd Federal review approval.

Hazard Mitigation Grant Management/Local Mitigation Strategy: DP&O obtained DR 4337 LMS project approval for Storm drainage improvement system of \$1.2 Million dollars and prepared the submittal application with supporting documents for funding which included coordinating with engineer scope of work and reviewing estimate, gathering field and environmental compliance data, flood zone/ map data, and obtaining site specific details including photos, coordinates and special requirements (Right of Way Purchase).

FEMA COVID DR4486 AND CARES ACT SUBMITTALS: DP&O has performed all Covid disaster submittals.

Costs records reconciliation and submittals for both FEMA Covid 19 streamlined application submittal.

DP&O also managed all client submittals and performed client representation for **the Dade County Cares Act Portal**. DP&O submitted all Request for reimbursement and tracked all payments for Cares Act and submittals of Police Haz Pay. We have recently performed Project close out for Cares Act final payments.

Project Closeout: DP&O obtained obligation of all projects at 100%-dollar value of submitted cost.

CITY OF HOMESTEAD, FLORIDA: Project Description: *Pre-Disaster Planning; Disaster Response /Recovery services – Hurricane Dorian 2019 - Hurricane Irma DR4337 Debris Removal & Debris Management; Pre-Disaster Response and Recovery Planning; Disaster Recovery Consulting Services, FEMA PA Program Management; Hazard Mitigation Grant Management/ COVID-19 FEMA Recovery; CARES ACT Recovery.*

Contract Date: September 2018 to August 2027 **Contract Amt:** 1.5M

Cubic Yard: 350,000+; 900 Hazard Trees & 2500 hazard limbs.

Client Contact: Steve Taylor, EM Director – (C) 305-283-9241 email: staylor@cityofhomestead.com

Address: 100 Civic Ct., Homestead, FL 33030

of PWs by Category: A (Debris Removal) – 5; E (Building & Equipment) – 6; Category B (Emergency Services) – 4; Category F (Utilities) – 6; Category G (Parks) – 6

Federal Contract Compliance Reviews: Performed all disaster contractors and emergency vendors, contract reviewed for compliance for 2CFR200 compliance. Detailed issues and discrepancies and provided corrections to update contract amendments, change orders and task order to ensure disaster reimbursement. Reviewed mutual aid contracts contractors and inter agency council contracts for federal compliance. Prepared suggestions for back-up clarification of scope of services, notice to proceed and justified change orders.

DP&O performed all **Debris Removal for Homestead Public Right of Way, City Parks and Utilities and permitted and managed supervision of 2 Debris management sites; DP&O mobilized 25 crews** for debris removal; 25 bucket truck crews for hazard limbs and trees removal; mobilized 10 right of entry labor/equipment crews for debris hazard removals; Located property for DMS site and negotiated lease for city; DMS site 24- hour operations; Performed Final haul out to disposal company. Provided Traffic Control for all debris removal operations. Used TRKR ADMS for Debris Damage Assessments and Hazard identifications. **DP&O reconciled all debris removal data, and supporting documents as follows and input the data into TRKR™ ADMS system** for long term data storage and to facilitate reconciliation and mapping of all tickets to verify locations in city limits.

DP&O provided audit and record reconciliation services for all Hurricane Irma Recovery per FEMA compliance which included preparing Irma Homestead Document management system for each FEMA category per project, per department all cost records, reconciling the data and obtaining missing information.

The Audit included Contracts review and Invoice reconciliation with City daily logs; between invoices, contract rates, task orders, and daily logs; There were Multiple Departments Force labor, Equipment, (including Police and EOC) records review. Emphasis was placed on Category A (Debris Removal), Category B (Emergency Services) & Category E (Buildings/Equipment) Projects.

We have supported Homestead through all FEMA and FDEM RFI's for each FEMA Category and have obtained Category A, B, E and G (Buildings and Equipment obligations and Category F obligations. We submitted all FEMA documents utilizing the FEMA PA Portal. Each PW per FEMA Category is maintained both electronically, and manually in audit proof format with supporting documents in DP&O's XACT RECOVERY Disaster Claims/Document Management system, and TRKR™ ADMS to facilitate project close out and audits. All projects' financial supporting documents are 100% accurate and audit ready.

Performed all Field and office administration, reconciled all Debris removal, debris reduction and final haul out

tickets with disposal company. Provided all FEMA Required documentation to support invoices including ticket ledgers, tickets and photos of hazard tree removals.

Disposal reconciliation, and payment approval: DP&O reconciled all DMS Reduced Debris taken to final disposal at Waste Management facility and all Waste Management invoices with quantity or ticket discrepancies were corrected prior to Florida City Payment.

*Emergency Costs and Recovery costs records reconciliation, and final approval for PW submittal: DP&O worked close with the Florida City Project manager and Finance Director and ensured all emergency repairs and City contractors invoices, discrepancies were corrected before final approval with FEMA PW.

FEMA COVID DR4486 and CARES ACT SUBMITTALS: DP&O has performed all COVID disaster submittals and Costs records reconciliation and project closeout for FEMA and Covid 19 application submittal. DP&O also managed all client submittals for the **Dade County Cares Act Portal**. DP&O submitted all Request for reimbursement and tracked all payments for Cares Act and submittals of Police Haz Pay. We have recently performed Project close out for Cares Act final payments.

Project Closeout: DP&O obtained obligation of all projects at 100%-dollar value of submitted cost, a total of 15 Million dollars and successfully managed closeout with the state. DP&O performed project close out and submitted all request for reimbursement within 2.5 years of the disaster.

NEW COLLEGE OF FLORIDA, SARASOTA: Project Description: Ian DR 4673 Sept 2022; Debris Damage assessments & hazard identification; debris Removal -Hazard Limbs and hazard trees removal and disposal. FEMA PA representation, FEMA submittals; PW tracking through payment and project close out.

Contract Date: May 2021 - April 2026 **150 Hazard Trees and 1200 hazard limbs**

Contract Amt: 2.1M

Client Contract: Yosef Shapiro Email: yshapiro@ncf.eu; Phone: 941-487-4449; 305-790-5789

Address: 5800 Bay Shore Road, Sarasota, FL 34243

of PWs by Category: A (Debris Removal) – 2; Category B (Emergency Services) –1; Category Z (Administrative Services) – 1. Total PW's Submitted / Reimbursed: \$1.1 Million

Hurricane Ian 2022 - heavy wind driven rains caused massive flooding which exceeded the 500-year flood plain predictions. The Sarasota campus is located along the Bay. Most all of the Campus had extensive flood damage to historic property and massive amounts of hazard trees and limbs throughout the campus and debris washed up along the Bay shoreline. DP&O coordinated with NCF Emergency Services Manager Yosef Shapiro, the Debris Removal crews and equipment necessary to remove all the debris hazards and worked from September 2022 to December 23, 2022.

DP&O mobilized 4 Emergency Road Clearing crews within 24 hours of NCF request. We performed Debris hazards Identification and flagged and secured with barricades all hazard trees on campus. We mobilized 4 Bucket truck crews, and 3 back hoes and 2 skid steers with grapples to perform the debris hazards removal and staging to a secure area. We performed load haul to disposal facility operations. DP&O trained NCF staff on our TRKR ADMS for documenting all the tickets and hazard trees removal.

DP&O prepared all Category A Debris Removal FEMA submittals with all FEMA required back up.

DP&O prepared Category B emergency services submittals including : Force labor reconciling with time sheets and daily logs; Force equipment and emergency contractors invoices reconciliation.

DP&O performed all FEMA meetings and client representation though DR 4673 projects obligation and close out.

DP&O coordinated the disaster hazards identification team to work a day ahead of debris removal contractor identifying all disaster debris hazards that posed a threat to the health, safety and welfare of the campus, students,

faculty and community. During these inspections, DP&O identified critical safety hazards as well and coordinated removal of damaged trees near powerlines proximal or on school properties.

Additionally, DP&O identified buried beach debris which created a serious environmental impact to the sea turtle and protected birds. DP&O monitors staked /secured these areas and successfully tracked the hourly debris removal operations using TRKR™ ADMS including photos and maps of areas worked.

DP&O performed all Debris removal documentation using TRKR™ ADMS and submitted the FEMA Category A and B Disaster projects submittals to FEMA PA Portal. Most all of the schools had extensive flood damage in the parking lots, uplifted storm drains, culverts, slopes and embankments washed out, and many concrete sidewalks were washed away. The flood debris was deposited in several areas of the school's campus.

DP&O performs Disaster Recovery Planning Training per FEMA requirements for (Pre and Post disaster records for Emergency Repairs, Assets Inventory, Damage assessments, Long Term Recovery). DP&O met with each college departments and held webinars to provide Disaster Recovery Planning training and Disaster Cost Tracking process review.

We provided Debriefing report for the college with Disaster Recovery Cost templates and checklist to ensure FEMA Compliance for each Colleges Department.

ALCORN COUNTY ELECTRIC POWER ASSOCIATION (ACE), CORINTH MS: Project Description: R 4470 Sever storms, December 2019, straight line winds and tornadoes; Disaster Debris hazards removal and disposal operations; Utility line clearing. FEMA PA representation and FEMA Submittals.

Contract Date: December 2019 to December 2025

Debris Monitoring: 22,000 down power poles Cubic Yard: 500,000 Contract Amt: \$400,000.00

Client Contact: Sean McGrath, CFO – (O) 662-287-4402 email: smcgrath@ace-power.com

Marci Gurley, Finance Director – (O) 662-415-1085 email: mgurley@ace-power.com

Address: 1909 S Tate St, Corinth, MS 38834

PWs obligated and funds Recovered: ACE received all disaster costs reimbursement for 2 Category F PWs \$3 Million.

Debris Removal and Debris Management Logistics (500,000cy+): DP&O performed all debris management logistics including Emergency Road Clearing, Critical Hazard Tree identifications, Debris Removal to Disposal facility and hiring & training local monitors.

Project Description: DP&O mobilized 6 Emergency Road Clearing crews within 24 hours of request. We performed Utility line clearing of 800 miles and Right of way Debris hazards removal with 8 crews consisting of 8 Bucket trucks with 2 chain saw crews each; 8 skid steers and 8 dump trucks strategically placed to work with Electric Power Mutual Aid crews for Utility lines and power poles repairs. Vegetative debris was mixed with wire conductor and had to be separated; Damaged Transformers were also discovered and properly bagged and tagged for staging until transformer disposal company removed for proper disposal. Mixed debris piles were taken to DMS staging area where vegetative debris was separated and reduced. DP&O performed all load haul operations to disposal facility. DP&O prepared all FEMA PA submittals and submitted to FEMA PA Portal; WE performed any RFI replies and tracked project to obligations, payment and close out.

All debris removal operations and data were maintained per FEMA's Pilot program for Accelerated Debris removal. Hurricane Olga left large mixed debris piles and huge trees uprooted in the cities Right of Way onto houses, vehicles, and fences. DP&O coordinated and negotiated the debris management site (DMS), obtained DMS site permit and final closure. DP&O managed all DMS site operations, ensured the grinding operations were performed to optimize land space and reduce cubic yards to 1/3 for final haul out to a disposal facility. In addition

Disaster Recovery Services: Hurricane Olga Straight Line winds:

Federal Contract Compliance Reviews: Preformed all disaster contractors and emergency vendors, contract reviewed for compliance for 2CFR200 compliance. Detailed issues and discrepancies and provided corrections

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to update contract amendments, change orders and task order to ensure disaster reimbursement. Reviewed 50+ mutual aid contracts agreements for FEMA Federal Compliance. Identified issues and made corrections and to the mutual aid agreements which resulted in 100% of FEMA reimbursement for Mutual Contractors invoices. Prepared suggestions for back-up clarification of scope of services, notice to proceed and justified change orders.

Category F Utilities (\$3M Obligated): DP&O utilized our Utility /Asset Mobile app “BOLTEOC” to map/inventory and photograph all 25,000+ Damaged repaired power poles in 3 months. DP&O created the Damaged Power Pole inventory with equipment and RUS construction units for damaged items and costing submittal, with photos and mapping/GPS, and identified and reported daily Safety issues discovered on Power poles inspections. DP&O identified additional overlooked power poles and other costs that ACE did not include with original damages assessments.

Pre-Disaster Power pole Inventory: DP&O created the FEMA required Pre-Disaster Power pole inventory with GPS, mapping, and pole construction unit’s dollar value. FEMA required to validate the damaged repaired power poles.

Materials: Damaged and Repaired Power Poles were cross referenced with materials purchased and materials used in stock. DP&O reconciled all materials purchased, used in stock with vendor Pos, invoices and payments and prepared a detailed spreadsheet of the reconciled materials purchase and used in stock.

MAA Crew and Force Labor Reconciliation: DP&O prepared detailed spreadsheets summarizing MAA and Force labor Daily logs crew location per grid worked and cross referenced with Pole ID numbers per grid.

DP&O successfully supported the client with all FEMA PA Portal submittals and the Category F project is 100% complete and ACE received FEMA reimbursement payment of all submitted costs.

DP&O is utilizing DP&O’s Utility and Asset Mobile app “eXACT Recovery™ and “Bolt™” which allows all Utility Damaged Repaired poles to be inventoried, mapped and tracks equipment and maintenance updates.

Project Closeout: DP&O obtained obligation of all ACE Olga projects at 100%-dollar value of submitted cost. DP&O performed project close out and submitted all request for reimbursement within 1 year of the disaster.

MISSISSIPPI, TUPELO WATER & LIGHT (TWL): Project Description: EF 4 Tornado; Disaster Debris hazards removal and disposal operations; Utility line clearing. FEMA PA representation and FEMA Submittals.

Contract Date: April 28, 2014, to January 2024

Contract Amt: 3.2M

Client Contact: Johnny Timmons, TW&L Director; (C) 662-871-8350; (O) 662-841-6489

Email: J.Timmons@tupeloms.gov

Address: 320 N. Front St. Tupelo, MS 38804

DP&O’s services included the following:

Project Description: DP&O mobilized 6 Emergency Road Clearing crews within 24 hours of request. We performed Utility line clearing of 800 miles and Right of way Debris hazards removal with 8 crews consisting of 8 Bucket trucks with 2 chain saw crews each; 8 skid steers and 8 dump trucks strategically placed to work with Electric Power Mutual Aid crews for Utility lines and power poles repairs. Vegetative debris was mixed with wire conductor and had to be separated; Damaged Transformers were also discovered and properly bagged and tagged for staging until transformer disposal company removed for proper disposal. Mixed debris piles were taken to DMS staging area where vegetative debris was separated and reduced. DP&O performed all load haul operations to disposal facility. DP&O prepared all FEMA PA submittals and submitted to FEMA PA Portal; WE performed any RFI replies and tracked project to obligations, payment and close out.

PWs obligated and funds Recovered: TW&L received all disaster costs reimbursement for 2 Category A PWs \$2.5 Million; 1 Category B PW \$550,000.00; 1 Category C PW \$542,642.00; 3 Category F PWs \$5.5 Million, and, 1 Category D PW \$3.2 Million; 2 Category A PWs \$2.5 Million;

Contract Compliance: DP&O assisted TW&L with verbiage per FEMA/Federal Contracting requirements and performed review of recovery quotes and contracts for FEMA/Federal compliance prior to approval and or council award.

DP&O's services included the following:

PWs Obligated and funds Recovered: TW&L received all disaster costs reimbursement for 3 Category F PWs \$5.5 Million and received \$2.5 M in Hazard Mitigation.

Category F Utility Restoration + Hazard Mitigation: DP&O performed assimilation and reconciliation of costs documentation of Force Labor, Equipment, Materials Used and Purchased; Asplundh Debris Removal and 25+ Mutual Aid Contractors (MAA) Invoices, supporting documentation (daily logs, work orders etc.). DP&O utilized our Utility /Asset Mobile app BOLTEOC™ to document all 10,000 TW&L Damaged repaired power poles, with mapping GPS coordinates, and identified all RUS construction units and crossed referenced to emergency repairs and updated to an exported excel with images and maps for FEMA Submittal.

DP&O created the **Damaged Power Pole inventory using BOLTEOC™** which prepared the power pole database with equipment/RUS construction units for damaged items and costs, mapping and photos; All **materials used for damaged repaired power poles** were cross referenced with materials purchased and materials used in stock. DP&O reconciled all materials purchased, used in stock with vendor POs, invoices and payments and prepared a detailed spreadsheet of the reconciled materials purchase and used in stock. DP&O Also utilized RecoveryEOC™ BOLTEOC™ for documenting all power pole inventory with equipment and damaged repaired poles. This data exists on a secured database for HES to use for tracking daily maintenance of power poles.

Reconciliation – Pre-disaster materials Inventory: DP&O updated the TW&L pre-disaster inventory from purchase records and items in stock. This “Pre-Disaster Material Inventory” is FEMA required for reimbursement of Materials used or purchased. DP&O reconciled all purchased Materials with receipts and inventory.

Force Labor, Equipment was reconciled with daily logs and payroll ledgers and compliance with payroll policy. Mutual Aid contractors' invoices and - equipment was inventoried with GPS locations of Power Distribution and above ground power and water control facilities.

Emergency Costs and Recovery costs records reconciliation, and final approval for PW submittal: DP&O worked close with the Utility Finance Director and ensured all emergency repairs and recovery contractor invoices, discrepancies were corrected before final approval for payment and FEMA PW submittal.

All Labor/Equipment field logs, and Work Orders were reconciled with payroll ledgers and DP&O ensured all tasks were properly described and hours matched.

All debris removal operations and data were maintained per FEMA's Pilot program for Accelerated Debris removal. Hurricane Irma left large mixed debris piles and huge trees uprooted in the cities Right of Way onto houses, vehicles, and fences. DP&O coordinated and negotiated the debris management site (DMS), obtained DMS site permit and final closure. DP&O managed all DMS site operations, ensured the grinding operations were performed to optimize land space and reduce cubic yards to 1/3 for final haul out to a disposal facility. In addition, we provided Submittal of daily debris removal progress reports to Mayor; coordinated with the Mayor any special requests and performed a debris costs analysis for replanting of trees that the County requested to save.

HOLLY SPRINGS, MS UTILITY DEPARTMENT: Project Description: EF4 Tornado, DR 424816DR 4470 December 2019 Severe storms, straight line winds and tornadoes; HSUD 5 counties coverage Disaster Debris hazards removal and disposal operations; Utility line clearing. FEMA PA representation and FEMA Submittals

Contract Date: December 28, 2015, to September 15, 2016; July 2024 to present Disaster Recovery FEMA PA disaster prep services

Client Contact: Wayne Jones, current General Manager; 662-252-3434

Address: 128 E Van Dorn Ave, Holly Springs MS 38635

Project Description: DP&O mobilized 3 crews per HSUD county service area for Emergency Right of way clearing within 48 hours of request. We performed Utility line clearing of 1200 miles and Right of way Debris hazards removal with 3 crews each for 3 HSUD Mississippi counties and 2 HSUD Tennessee Counties. Each crew consisted of 1 Bucket trucks with 2 chain saw crews each; 1 skid steers and 1 dump truck with chipper strategically placed to work with Electric Power Mutual Aid crews for Utility lines and power poles repairs. Vegetative debris was mixed with wire conductor and had to be separated; Damaged Transformers were also discovered and properly bagged and tagged for staging until transformer disposal company removed for proper disposal. Mixed debris piles were taken to DMS staging area where vegetative debris was separated and reduced. DP&O performed all load haul operations to disposal facility. DP&O prepared all FEMA PA submittals and submitted to FEMA PA Portal; We performed any RFI replies and tracked project to obligations, payment and close out.

PWs Submitted/ Obligated: 2 Category A PWs DP&O submitted **Category A PWs** from March to May 2016, for the 0-30 day and 31-90 Days. 2 Category A PWs, Total **\$1,273,332.46**; **1 Category F Utilities PW, \$937,584.97.**

Scope of Work:

Emergency Costs and Recovery costs records reconciliation, and final approval for PW submittal: DP&O worked close with the Utility Director and Finance Director and ensured all emergency repairs and recovery contractor invoices, discrepancies were corrected before final approval for payment and FEMA PW submittal. All force Labor/Equipment field logs, and Work Orders were reconciled with payroll ledgers.

Category F Utilities recovery repairs reconciliation: - DP&O managed and reconciled all disaster field to office force labor, equipment, with time sheets and payroll; contractor permanent repairs with field logs and invoices and per contracts compliance. Force labor overtime was reconciled per internal payroll policy. DP&O assimilated and reconciled all Mutual Aid and Emergency Electric contractors' contracts, invoices and daily logs including hotels and other emergency provisions provided per Mutual Aid (fuel, safety supplies). DP&O inventoried donated resources; documented the HSUD call center DAC for administrative task, and reviewed time sheets and payroll; DP&O reconciled the HSUD pre-disaster warehouse inventory with purchased and used inventory.

All Mutual Aid contractors' labor/equipment daily logs were reconciled with Mutual Aid contractors' invoices for labor, equipment and materials installed were inventoried. DP&O ensured all tasks were properly described and hours matched labor and equipment between invoices and daily logs. All discrepancies were corrected before payment to Mutual Aid contractors.

Disaster Materials Inventory: DP&O had to update the HSUD pre-disaster inventory from purchase records and items in stock. This "Pre-Disaster Material Inventory" is FEMA required for reimbursement of Materials used or purchased. DP&O reconciled all purchased Materials with receipts and inventory.

(HSUD), 1,500 + Power Utilities and Water Control Facilities Devastated over Benton and Marshall Counties. DP&O was requested to mobilize December 28, 2016, by Tennessee Valley Public Power Authority (TVPPA) to assist the Mississippi Public Power Utilities for Emergency Services due to EF 4 tornado that traversed 50 + miles on ground with a 2-mile-wide path destroying HSUD power, and water service areas covering 2 counties (Marshall and Benton Counties). EF 4 Tornado destroyed >1500+ Power Utilities, resulted in over 8 million cubic yards in Marshall and Benton Counties and massive debris piles of mixed vegetative debris in the HSUD power service right of ways. DP&O's initial services included. Identifying the actual perimeter of tornado damages, identifying environmental hazards due to down transformers, preparing the Category A, B and F Damage Assessments for HSUD Right of way; Creating Pre-Disaster Power Pole inventory, and performing Debris Removal management logistics to support contractor and mutual aid emergency repair crews.

Emergency Debris Management Site permit/Final Haul/Disposal/ Transformers disposal: DP&O obtained an Emergency Debris Management Site permit (February to April 2016): HSUD emergency and recovery crews were bringing in damaged wire conductor, and transformers with mixed vegetative debris. DP&O Monitored the Debris Management Site, including inventory of damaged transformers and proper handling and

disposal of PCBs transformers and non-PCB transformers. DP&O monitored and documented the removal of damaged transformers, the proper bagging, tagging and secure storage of damaged transformers at the HSUD maintenance yard for final disposal at a permitted facility. DP&O monitored the final haul out and disposal of the reduced vegetative debris. HSUD used combined Force Equipment, Force Labor and contractors for final haul out.

STATE OF OKLAHOMA: Project Description: *Oklahoma OEM; FEMA Disasters, Debris Damage Assessments, Emergency Road Clearing, Debris Removal and documentation submittals per FEMA requirements various disasters (ice storms, floods & tornados); Disaster Debris Monitoring for Eufaula, Savannah & McIntosh County.*

Contract Date: December 2010 to December 2017

Client Contact: Kathleen Shingledecker, Retired, State Public Assistance Recovery Director; former Infrastructure Branch Director - (O) 256-206-554; Email: shingledeckeroem@gmail.com
Current Address: 24589 State Road, Elkmont, AL 35620

DP&O performed Statewide Debris Management Planning- Prepared State-Wide Debris Management Plan, including partner agencies; identified statewide debris management/reduction sites and negotiated disposal; identified Debris Removal assets and Resources, and assisted applicants with Debris Management planning.

DP&O performed Applicant Representation for Debris Damage Assessments, Emergency Road Clearing, Debris Removal and documentation submittals per FEMA requirements.

DP&O mobilized for various federal declared ice storms: 45 crews for emergency road clearing, debris removal; and hazard trees and limbs removal. Performed crew logistics and mobilizations. We also provided Traffic Control for all debris removal operations.

DP&O directed and managed all Field and office administration, reconciled all Debris removal, debris reduction and final haul out tickets with disposal company. Provided all FEMA Required documentation to support invoices including ticket ledgers, tickets and photos of hazard tree removals.

DP&O assisted with FEMA Disaster Debris Removal Program management emphasizing FEMA compliance for multiple disasters (Ice Storms, Tornados and Floods). DP&O performed Disaster Recovery services and FEMA PA assistance: **Category F Utilities;** DP&O performed documentation of over **8,000 Power poles damaged** by ice storm and Water Treatment Plant damages and recovery documentation: Documentation included Power pole inventory mapping, GPA and photos and dollar value; Mutual Aid Contractor cost and invoices reconciliation; Materials cost records reconciliation and FEMA PW project submittals; **Water Treatment plant :** DP&O coordinated with Engineers and emergency plant staff the documentation for emergency/permanent repairs, and identified Hazard Mitigation FEMA 406 approved with the project.

Debris Removal and Category A FEMA submittals: Eufaula, Savannah & McIntosh County with debris **totaling over 1.5 M cy.** Eufaula had sensitive environmental obstacles which included marine scattered debris along the Eufaula Lake shoreline and tributaries. DP&O obtained all permits and interfaced with the environmental agencies for project closeout for debris hazards. For Savannah & McIntosh County we managed DMS site, performed all truck certification and daily reconciliation with debris removal contractor's data and monitoring records. This included identification and review of FEMA required documentation for damages validation, Project eligibility, and reconciling disaster costs for: debris removal and emergency/recovery repairs, including validating and properly classifying/separating emergency costs versus permanent repairs, for contractors, invoices and supporting documents, force labor and equipment. DP&O prepared PWs with all supporting submittals documentation for Category A-G projects for multiple applicants.

Category A-G where FEMA was denying applicants reimbursement due to FEMA misinterpretation of Contract Policies, and Invoice submittals for multiple applicants. DP&O prepared justification analysis for eligibility of contracts with local and State ordinances/policies and common practices for emergency contracts; DP&O validated invoices with supporting records reconciliation and prepared detailed explanation of emergency repairs

and special debris removal costs in surface water areas maintained by the applicants. All appeals resulted in successful award of all appealed dollars and receipt of monies.

MIAMI- DADE COUNTY PUBLIC SCHOOLS (MDCPS), FLORIDA: *Project Description: Debris Monitoring & Debris Management; Disaster Financial Recovery Planning & Training; Debris Management Planning with Facilities; Risk Management.*

Contract Date: May 2018 to May 2026

Client Contact: William Wever, Director Risk Mgmt. (P) 480-921-3091 Email: bwever@dadeschools.net
Address: 1450 NE 2nd Ave, Miami, FL 33132

Federal Contract Compliance Reviews: Performed all disaster contractors and emergency vendors, contract reviewed for compliance for 2CFR200 compliance. Detailed issues and discrepancies and provided corrections to update contract amendments, change orders and task order to ensure disaster reimbursement. Reviewed mutual aid contracts contractors and inter agency council contracts for federal compliance. Prepared suggestions for back-up clarification of scope of services, notice to proceed and justified change orders.

MDCPS is the nation's 5th largest school district with over 584 facility locations divided between 4 maintenance centers and 3 geographic regions. DP&O has performed debris management planning and Disaster Planning meetings with MDCPS for Maintenance Service Centers (MSC) Supervisors, Director of facilities, Risk management, the Executive Director, and other key department to strategize the most time and cost effective process for streamlining the debris removal operations including debris damage assessments, infrastructure damage assessments and prioritizing debris hazards and monitoring/tracking all emergency repairs and debris removal operations, MDCPS brings unique challenges to monitoring debris removal process and ensuring that debris is picked up and removed only from MDCPS properties and facilities. DP&O utilizing TRKR™ ADMS mapping capabilities was able to establish the critical MDCPS boundaries for the 3 GEO zones 4 MSC and had to map each of the 585 facility boundaries. MDCPS school boundaries proximal park or have parcels that are not part of MDCPS. DP&O was tasked to reviewed MDCPS existing Draft Financial Recovery plan and held meetings with key departments to identify pre and post disaster documentation issues and gaps in the department process. As a follow up we provide Internal Recovery documentation process flow with templates and checklist to ensure all FEMA required cost documentation and backup is accounted for. We provide multiple planning meetings with key executive level stakeholders to discuss next steps in Department planning & training for Disaster cost recovery readiness. The Department training includes FEMA requirements for (Pre and Post disaster records for Emergency Repairs, Assets Inventory, Damage assessments, Long Term Recovery project cost documentation; documentation management, and gaps analysis; lessons learned discussion).

Hurricane Irma – Subject Matter Expert Assistance: DP&O/ Gabrielle Benigni, President, provided guidance to MDCPS post Hurricane Irma to resolve conflict between the Debris Removal Contractor and Monitoring company due to removing Disaster Debris from Dade County Parks that were not part of the MDCPS schools boundaries but were adjacent the schools where Disaster debris was located. Gabrielle strategized and coordinated a Mutual Aid agreement with Miami Dade county (Parks and Rec) to use MDCPS debris removal contractors and monitoring company to remove Parks debris which was eligible for FEMA disaster reimbursement and facilitated a successful reimbursement of Disaster debris removed from outside MDCPS school properties.

Hazard Mitigation Grant Planning (HMGP): DP&O is assisting MDCPS with the Federal (BRIC, FMA) and State LMS policy requirements guidance to identify and qualify projects for HMGP grants.

DP&O is Florida Schools Contractor Certified. All DP&O staff hold Florida School Contract badges allowing us to work at school properties.

d. REFERENCES:

As requested, please see below references for current and past clients with similar scope of service.

CITY OF HOMESTEAD	
Client Contact	<p>Contact Name: Steve Taylor, Emergency Management Director Contract Date: September 2018 to August 2027 Address: 100 Civic Ct, Homestead, Florida. 33030 Phone: (Cell): 305-283-9241 Email: Staylor@Cityofhomestead.com Additional Contact Name: Baldimar Fonseca Phone: (Cell): 786-303-3263 Email: Fonseca@Cityofhomestead.com</p> 
Description of Services	<p>Project Description: <i>Pre-Disaster Planning; Disaster Response /Recovery services – Hurricane Dorian 2019 - Hurricane Irma DR4337 Debris Removal & Debris Management; Pre-Disaster Response and Recovery Planning; Disaster Recovery Consulting Services, FEMA PA Program Management; Hazard Mitigation Grant Management/ COVID-19 FEMA Recovery; CARES ACT Recovery.</i></p>
HOMESTEAD ENERGY SERVICES	
Client Contact	<p>Contact Name: Billy Branch, Asst. Dir. Contract Date: September 2018 to August 2027 Address: 675 N Flagler Ave, Homestead, FL 33030 Phone: (Office): 305-224-4707 Email: wbranch@cityofhomestead.com</p> 
Description of Services	<p>Project Description: <i>Hurricane Irma DR4337 Hazard Mitigation Project qualifying, management, construction oversight; FEMA PW Submittal and Project Quarterly reports and Project Closeout; Disaster Recovery Consulting, FEMA PA submittals; Asset Inventory, Power Pole and Substation Inventory.</i></p>
ALCORN COUNTY ELECTRIC POWER ASSOCIATION	
Client Contact	<p>Contact Name: Sean McGrath, CFO Contract Date: December 2019 to December 2025 Address: 1909 S Tate St, Corinth, MS 38834 Phone: (Cell): 662-287-4402 Email: Smcgrath@ace-power.com</p> 
Description of Services	<p>Project Description: <i>D R 4470 Sever storms, December 2019, straight line winds and tornadoes; Disaster Debris hazards removal and disposal operations; Utility line clearing. FEMA PA representation and FEMA Submittals.</i></p>
CITY OF FLORIDA CITY	
Client Contact	<p>Contact Name: Eugene Leon, Project Manager Contract Date: September 2016 to May 2028 Time & Budget: Met Scheduled Timeline and within Budget Address: 404 West Palm Drive, Florida City, FL. 33034 Phone: (Cell) 786-304-8230 Email: Proj-mngr@floridacityfl.gov Additional Contact Name: Jennifer Evelyn Phone: (Cell): 305-247-8221 Email: Cityclerk@floridacityfl.gov</p> 
Description of Services	<p>Project Description: <i>Pre-Disaster Planning: Disaster Response /Recovery services – Hurricane Dorian 2019 DR4468; Hurricane Irma DR4337 FEMA PA Program Management; Hazard Mitigation Grant Management/ COVID-19 FEMA Recovery; CARES ACT Recovery.</i></p>

TUPELO WATER & LIGHT	
Client Contact	Contact Name: Johnny Timons Contract Date: January 2019 to January 2024 Time & Budget: Met Scheduled Timeline and within Budget Address: 320 North Front St. Tupelo MS, 38804 Phone: (Office): 662-841-6469; cell: 662-871-8350 Email: J.timmons@tupeloms.gov
Description of Services	Project Description: EF 4 Tornado; Disaster Debris hazards removal and disposal operations; Utility line clearing. FEMA PA representation and FEMA Submittals.
NEW COLLEGE OF FLORIDA - SARASOTA	
Client Contact	Client Name: Sarasota – NCF Contact Name: Yosef Shapiro, B.S, M.S, Environmental Science/Studies Director, Environmental Health and Safety and Emergency Management Contract Date: May 2022 – April 2026 Time & Budget: Met Scheduled Timeline and within Budge Address: 5800 Bay Shore Road, Sarasota, FL 34243 Phone: 941-487-4449
Description of Services	Project Description: Ian DR 4673 Sept 2022; Debris Damage assessments & hazard identification; debris Removal -Hazard Limbs and hazard trees removal and disposal. FEMA PA representation, FEMA submittals; PW tracking through payment and project close out.



e. PERSONNEL:

DP&O's staff and management are prepared for rapid mobilization to assist with Disaster Debris Removal and Management. Our well-seasoned staff emphasize from day one, audit ready documents to support smooth project closeout, and we maintain this audit readiness through the entire FEMA PA review and approval process including post disaster funds and payment tracking. Our technical approach demonstrates the highest level of in-depth understanding Disaster Management and Administrative Services in accordance with FEMA policies, OIG audit principals resulting in successful financial recovery for our clients from disasters.

The DP&O Team is Extremely Skilled, Highly Experienced, Well Prepared and Ready to Provide the Highest Quality Disaster Debris Removal Services & Support!

DP&O's extensive experience in managing various types of debris, combined with our HAZMAT Site Supervisor-certified staff, allows us to swiftly identify and address potential debris removal challenges and DP&O's extensive experience in managing various types of debris, combined with our HAZMAT Site Supervisor-certified staff, allows us to swiftly identify and address potential debris removal challenges.

DP&O personnel excels in scalability and flexibility, enabling us to effectively respond to disasters of varying magnitudes and adapt our services to meet specific needs and changing conditions

The Project Director and Project Manager hold the ultimate responsibility to the Institution for resourcing and approving support on-call staff, use of temporary staffing companies and other project needed items for example field office mobilization and other critical resources to support the field efforts.

For each project, DP&O has backup management, debris removal, and support staff to offer support as needed for Field operations or for recovery administrative services.

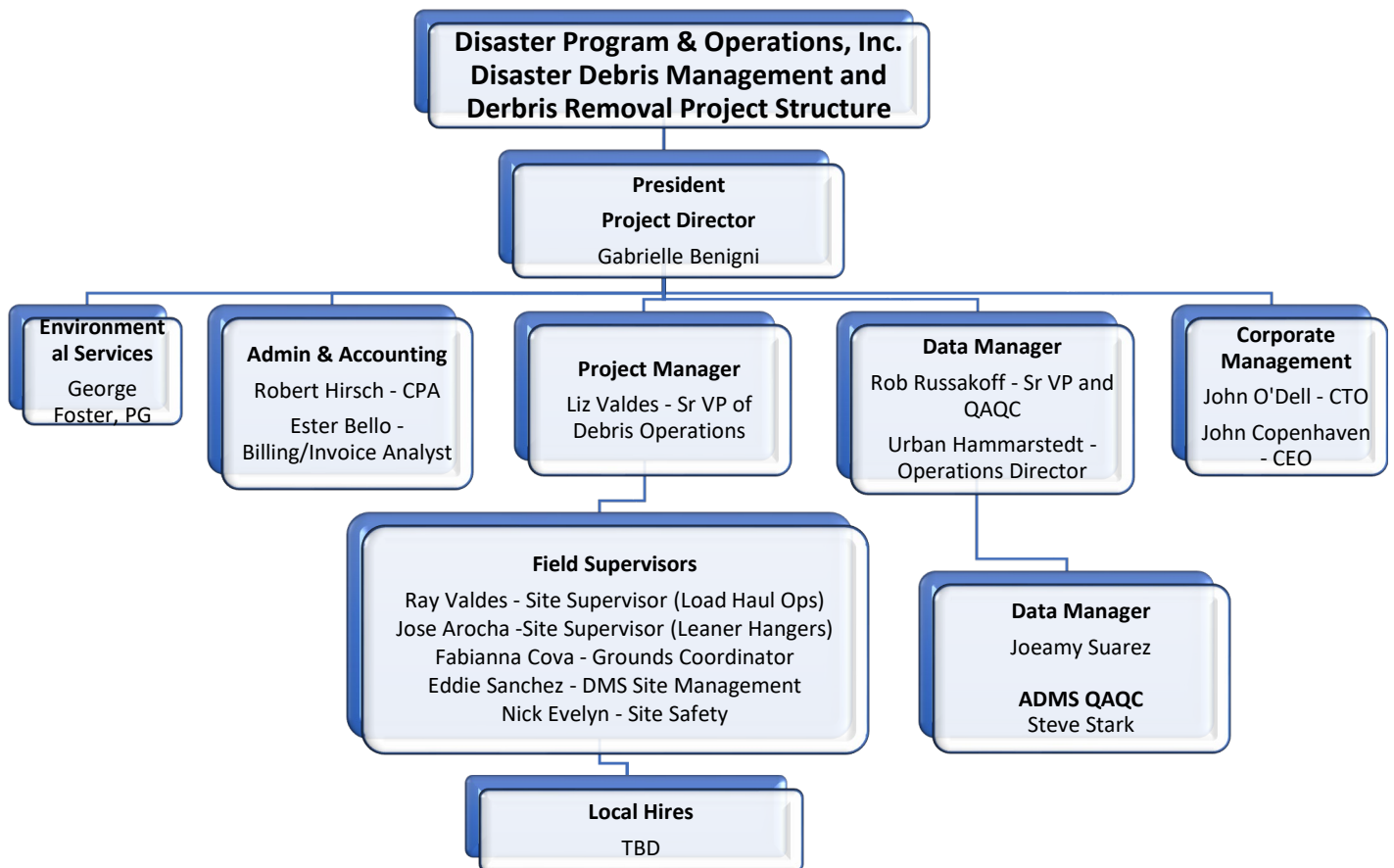
Based on the disaster event and severity, DP&O will mobilize the adequate number of project management and support staff. For this project we have a dedicated team which is presented in the organizational chart. We maintain 150 trained on call professional and debris removal staff ready to support the Institutions. We also maintain temporary staffing companies on contract who train annually with our group for debris removal operations and debris removal requirements.

All DP&O professional staff possess extensive knowledge of FEMA, FHWA, NRCS, FDOT, FDEP, FWC and other applicable Federal, State or local agency laws, regulations and policies. They hold FEMA certifications in advanced debris management planning and public assistance advisory services.

DP&O maintains a comprehensive training program, updated annually to reflect the latest FEMA requirements for disaster debris removal. As part of this program, we conduct annual disaster training for all staff, ensuring that everyone is well-prepared to respond effectively to emergencies. This training includes hands-on exercises, and updates on regulatory changes, fostering a culture of safety and preparedness across our organization.

All new employees undergo a comprehensive orientation that covers safety protocols, emergency procedures, and work quality standards.

Organizational Structure Of Business: Below is DP&O's organizational chart. We have the capability to ramp up our trained, on call support professional staff and scale up based on the severity of the disaster.



Resumes and Qualifications



Gabrielle Benigni, DP&O President, Project Director

Email: GBenigni@dpando.com

SUMMARY: Ms. Benigni more than 25 years of Emergency/Disaster Debris Management and Debris Removal Operations, Demolition, Environmental and Hazmat Projects and is an industry leader for FEMA Public Assistance (PA) program policy, State/ Federal Agency disaster reimbursement requirements, and OIG audits. As a degreed hydrogeologist she began her career directing Environmental Investigations, Contamination Assessments, contaminated site demolition and leveraged her expertise to perform Disaster Planning, Response and Recovery maintaining FEMA compliance for Public Utilities, Utility organizations, Cities, Colleges/Schools ensuring federal compliance and obtaining federal FEMA disaster reimbursement and qualifying projects for Hazard Mitigation.

As President of DP&O (Formerly DO&T), and EXACT Recovery she formed and developed the concept of “Recovery EOC™” web and mobile apps TRKR ADMS and Bolt EOC which centralizes all Assets, Resources (Labor, Equipment, Materials, Contractors) with supporting attachments for multilateral Uses: Disaster Debris and Infrastructure Damage Assessments, Disaster Project Cost Tracking, Asset Mapping, Debris Removal Monitoring data and documentation collection which exceeds the FEMA reimbursement requirements. Recovery EOC produces client specific reports and functions as a “Disaster Claims Management System” with all supporting documents and FEMA Required attachments. Recovery EOC auto populates federal disaster claims forms. Using a SQL database “Recovery EOC™” can interface with any existing software programs and is the only disaster recovery program to interface with WebEOC (DHS voted as nations Crisis Incident Management software) used Statewide nationally and in many large cities. Recovery EOC™ provides long term disaster document storage in audit proof format. It is the only response and recovery pro.

With DP&O she represents numerous Florida municipalities, Colleges, Public Schools, and out of state clients for Disaster Debris Management Planning and Post Disaster Debris Removal operations management, Logistics and monitoring. Gabrielle leveraging her environmental hazmat background has managed and coordinated the most difficult Disaster Debris obstacles for clients ensuring Federal and State compliance and protecting the community during the debris removal. Gabrielle assists with Waste Management as SME for Dade County Disaster Debris issues and when Waste Management clients have issues with Debris challenges and or FEMA inspections. Gabrielle is an industry leader with Pre -Disaster Training, Debris Management Planning and FEMA Public Assistance Disaster reimbursement and compliance for many large Utility Organizations (TVPPA, APPA, TMEPA) whose members struggle with Mixed Disaster debris containing conductor /wire and transformers.

She participates with IAEM (International Association of Emergency Managers) FEMA Caucus quarterly discussions of current FEMA trends and issues for applicant’s reimbursements and assists Waste Management with FEMA compliance and debris management issues for Miami-Dade County Cities.

She has represented cities in Oklahoma and assisted the Oklahoma Office of Emergency Management by preparing FEMA appeals for projects which, after the second appeals process, were each successfully awarded at 100% appealed amounts for 14 appeals.

During 2013 Gabrielle, for Super Storm Sandy as State Consultant with NY DHSES, assisted the Liaison to the

AREAS OF SPECIALIZATION

- **Disaster Response and Recovery-Damage assessments, Federal PA program Policy expert for: Public Utilities, State, County, Municipalities; Public Schools & colleges.**
- **Debris Management Planning-Debris Removal Operations; Emergency Road Clearing & TDSR operations.**
- **FEMA and USDA Disaster Claims Management; Federal Appeals.**
- **Earthwork/levee construction; Demolition; Asbestos Removal.**
- **Proposal Preparation /Bidding, Project /Contract Administration/Management.**
- **Hazardous Materials Emergency Response -Fuel Spills**

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Chief of Public Assistance and Deputy Commissioner. Her tasks included critical applicants support (including Wastewater Treatment Facilities, and Port Authority) for appeals justification and critical applicant status reports for the Governor's office. She represented the State at various levels for FEMA Projects (Project Worksheets (PW)) Review, and approval at the State/FEMA initial review, State/FEMA QAQC review, and the Final PW Grantee level review and approval.

SPECIFIC ACCOMPLISHMENTS

- Multiple Florida Cities, Hurricane IRMA DR 4337 Client representation, Response Resources including Mutual Aid coordination, Damage Assessments, FEMA PA submittals, documentation; Hazard Mitigation Projects qualification.
- Seminole County Public Schools, Hurricane Ian DR 4673 Sept 2022, Rapid mobilization of disaster debris management teams to identify critical debris hazards, coordinated infrastructure
- DA teams for 80+ facilities (200+ buildings) including roofs, interior and exterior. Implemented disaster recovery document management system and disaster recovery data reconciliation teams for FEMA RSM meeting, identification of eligible projects and HMGP qualification.
- City of Homestead, DR4337 Irma Sept 2017: Performed all FEMA eligible disaster projects data document management, coordinated disaster cost records reconciliation teams, directed and supervised FEMA PW submittals for 20 projects FEMA category A-G, qualified HMGP projects, managed all FEMA and FDEM project review and approvals (request for information replies, request for reimbursement submittals, PW tracking through successful project closeout).
- Homestead Utilities, DR 4337 Irma Sept 2017: 8500 Damaged Repaired Power Poles Assimilation, and Reconciliation of 50+ Mutual Aid Crews, materials, and transformers; Obtained Hazard Mitigation for Concrete Power poles, FEMA PA Projects obligation; Hazard Mitigation Project documentation and FEMA compliance.
- Hurricane Olga October 2019, Alcorn Electric Association: Pre – Disaster Asset Inventory with mapping and GPS; Performed Damage Assessments, 60,000+ Damaged Repaired Power Poles with equipment, Identified Poles with safety issues: FEMA PA representation thru FEMA obligation / payment.
- Oklahoma -State Debris Management Plan (DMP) preparation and Implementation, for State of Oklahoma, OEM and is FEMA approved. Implemented templates and guidelines for State DMP implementation. Assisted with HMP programs for various disasters.
- Disaster Services for Oklahoma - Performed ice-storm, and tornadoes response and recovery, damage assessments and FEMA PW submittals. Representing municipalities as Applicant's Agent with FEMA, wrote the appeals and assembled supporting documentation for Oklahoma Emergency Management, for 14 FEMA appeals in Region VI that were all awarded at 100%- dollar value.
- Disaster Response Dec 28, 2015, EF 4 Tornado: Public Utilities 2 counties, 30 miles of service area (Marshall and Benton Counties): Mobilized with Electric Engineer & Drones to perform Damage Assessments, Damaged Repaired Power Poles with equipment Inventory, and mapping; Obtained FAA Exemption for Drones; Debris Management; Emergency contractors and Mutual Aid crews reconciliation; FEMA PA representation, PW submittals, approvals and projects obligation.

EDUCATION: B.S., Geology & Hydrogeology, University of Florida, Gainesville

CERTIFICATIONS

- **2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED**
- Advanced Supervision of Asbestos Abatement Projects - Georgia Tech
- State of Florida Dept. of Natural Resources Oil Spill Prevention, Response and Cleanup
- FEMA Debris Management Planning and Public Assistance
- Advanced PADI Scuba Training
- NIMS/ICS 100-800; HIPAA Chapter 110 –Eligibility Criteria Specialist.

PRESENTATIONS/TRAININGS

- TVPPA, August 13, 2021, Hurricane Disaster Prep, IT Solutions for Disaster Recovery and Documentation 2 Case studies.
- TVPPA, 2022 Webinar Series, FEMA Critical Requirements for Disaster Reimbursement; Disaster prep, Lessons learned and IT solutions.
- TMEPA, July Annual Conference, Presentation, Pre and Post FEMA Disaster Critical Documentation Requirements
- TMEPA E and O, October Conference, 2022 Increase Resilience and Maximize FEMA Reimbursement

**Liz Valdes, Project Manager, Sr VP of Debris Management Expert****Email:** LValdes@dpando.com

SUMMARY: Liz has served for close to 20 years with DP&O (and former Disaster Operation & Training, Inc.) in several capacities- Liz is a Project Manager and Task manager for Municipalities as one of the head Project Operations Managers who oversee all the Debris Removal, Hiring and Training. She has also served and has experience as a Debris Management Specialist, including emergency road clearing crew placement, DMS site location, permitting, and operations, Debris removal crews logistics and records & data collection. and Disaster Debris SME for beaches, canals, and other sensitive environments. Liz also serves as FEMA PA recovery projects for Buildings (Category E), Utilities (Category F) and Parks (Cat G) With DP&O she is lead in hiring,

training, recovery technicians and debris removal staff including placement with debris removal crews. She works with clients to obtain Emergency Debris Management Site permits performing the baseline report and ensures all DMS Operations are in full compliance with local and State regulations. She has successfully, in large scale disasters managed over 10 DMS sites with successful site closure for over 10 million cubic yards. When not managing clients storm disaster debris projects she trains and supervises staff with DP&O's Disaster Claims and Document Management system, Recovery EOC and TRKR™ ADMS system used for monitoring /tracking all debris removal operations costs with FEMA required back up. She specializes in FEMA compliance/ policy and ensures all debris removal tasks are per FEMA Accelerated Debris Pilot Program and comply with the most current PAPPG and FEMA Grants Portal.

Liz also successfully managed 18 South Florida Cities, located (Palm Beach, Broward, Dade-City) for multiple disasters managing public municipalities Disaster Debris Removal projects and FEMA Program representation for site inspections. As Project Manager Liz directed Debris and Infrastructure Damage Assessment teams, qualified all Eligible Disaster projects, and worked closely with client departments to prepare the FEMA required Scope of Work (Completed and Work to Complete projects). Liz manages DP&O's Recovery specialist assigning /supervising disaster records gathering, records reconciliation. Prior to submitting to FEMA PA Portal, she ensures all FEMA submittals are audit ready. She utilizes DP&O's Recovery EOC disaster cost claims and document management system with Microsoft SQL reporting and provides all DP&O's clients Disaster Financial Recovery reports. Liz promptly prepares FEMA and State RFIs and performs all PW progress tracking for client's progress reporting. She identified and qualified 404 & 406 Hazard Mitigation projects.

CERTIFICATIONS**2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED**

FEMA CERTIFICATES: IS 10a Animals in Disaster: Awareness & Preparedness, IS 11a Animals in Disaster: Community Planning, IS 15a Special Events Contingency Planning for Public Safety Agencies, IS 100 Introduction to the Incident Command System, IS 200 ICS for Single Resources & Initial Action Incident, IS 200c Basic Incident Command System, /IS 230 Principles of Emergency Management, IS 244b Developing & Managing Volunteers, IS 275 Roles of the EOC in Community Preparedness, Response & Recovery, IS 321 Hurricane Mitigation Basic for Mitigation Staff, IS 556 Damage Assessment for public works, IS 558 Public Works & Disaster Recovery, IS 559 Local Damage Assessment, IS 630 Introduction to the Public Assistance Process, IS 631 Public Assistance Operations 1, IS 632 Intro to Debris Operations in FEMA's Public Assistance Program, IS 634 Introduction to FEMA's Public Assistance Program, IS 700 National Incident Management system NIMS an Introduction, IS 702 NIMS Public Information Systems, IS 703a NIMS Resource Management, IS 706 NIMS Intrastate Mutual Aid an Intro, IS 800a Nation Response Plan NRP an Introduction, IS 841.a NEMIS HMGP System. Overview & Setup, IS 842.b NEMIS HMGP System. Enter the HMGP Application, IS 1004 The FEMA Site Inspection Process, IS 1006 Documenting Disaster Damage & Dev Project Files, IS 1007 Detail Damage Description & dimensions, IS 1010 Emergency Protective Measures, IS 1018 Determination Memorandum & Appeals, IS 2002 Intro to FEMA Operational Planning, TS-R4 FEMA Reimbursement made easy, TS-11 Debris Management, TS-12 Evaluating Debris Management & Monitoring RFP's, TS-20 Emergency Pet Friendly Sheltering & Pets Act Reimbursement



Rob Russakoff, QAQC Auditor / FEMA Specialist, Sr VP of Recovery

Email: RRussakoff@dpando.com

SUMMARY: Rob has close to over 15 years of Disaster related experience and has served on over 15 large disasters with DP&O (and former Disaster Operation & Training, Inc.) in several capacities – He is Florida Certified Public Adjuster license, with 19 yrs. experience with disaster recovery cost accounting and audit experience and Public Agency financial analysis. He is DP&O's Sr QAQC Auditor and Snr Data Manager and FEMA Recovery Audit Specialist performing all FEMA eligible disaster projects data document management, coordinates disaster cost records reconciliation teams, directs and supervises all DP&O staff for FEMA PW submittals and assists with HMGP projects identification and qualifications, manages all FEMA and FDEM project review and approvals (prepares request for information replies and request for reimbursement submittals); Performs clients PW tracking through successful project closeout). He leads the FEMA and CARES Act Recovery team for reconciliation tasks and strategy for the most efficient turnaround of Covid 19 data given very tight deadlines. Rob is highly proficient with MS Office Suite, excel and database software and He utilizes DP&O's Recovery EOC disaster cost claims and document management system with Microsoft SQL reporting and provides all DP&O's clients Disaster Financial Recovery reports in abidance with FEMA Policy and requirements. He directs all clients' disaster cost audits for labor, equipment, materials, and contractors with backup documentation for FEMA project submittals. He excels with force labor records reconciliation and is skilled with the most difficult of payroll reporting programs used by public Agencies. He is very proficient with Mutual Aid Contractors' invoices and back up records reconciliation identifying and resolving data issues before FEMA Submittal. He is extremely proficient representing Public Agency clients with FEMA Policy and FEMA negotiations, and very skilled, FEMA PA and State Portal systems, including the FEMA Covid Streamlined application process and CARES ACT. Rob supports clients with FEMA and or State RFIs detailed replies and requests for reimbursements, PW progress tracking through closeout.

EDUCATION AND PROFESSIONAL ASSOCIATIONS:

- **University of Richmond - B.A. Business Management 1984**

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FEMA CERTIFICATE: Disaster Recovery, IS-559 Local Damage Assessment, IS 632a Introduction to Debris Operations, IS 633 Debris Management Plan Development, IS-660 Introduction to Public-Private Partnerships, IS-662 Improving Preparedness and Resilience through Public-Private Partnerships, IS-700.b An Introduction to the National Incident Management System, IS-703.b National Incident Management System Resource Management, IS-706 NIMS Intrastate Mutual Aid an Introduction, IS-800.d National Response Framework, Managing Project Tasks, IS-845.a NEMIS HMGP System: Oversight & Closeout, IS-860.c The National Infrastructure Protection Plan, An Intro, IS-1004 The FEMA Site Inspection Process, IS-1002 FEMA Grants Portal-Transparency at Every Step, IS-1006 Disaster Damage & Developing Project Files, IS-1007 Detail Damage Description and Dimensions, IS-1010 Emergency Protective Measures, IS-1012 Direct Administrative Costs, IS-1018 Determination Memorandums and Appeals

**Urban Hammarstedt, Operations Manager****Email:** UHammarstedt@dpando.com

SUMMARY: Urban has 10 years of Disaster Recovery, Debris Management and Records audits per FEMA and OIG audit requirements. He works with the client's finances and other key departments to ensure payroll records are verified with field operations and contractor invoices are reconciled with contractor's daily logs and task performed. He manages all DP&O's infrastructure utilities disaster and Hazard Mitigation Projects and works close with clients to identify and qualify their projects for Hazard Mitigation, Utilizing DP&O's Recovery EOC Mobile App he provides project financial tracking, logistics to support all projects cost tracking with details from mobilization, emergency repairs & recovery projects with cost details and project progress mapping. He reviews all client field data and Mutual aid contractor invoicing to ensure all costs are accurately captured and verified in DP&O's Disaster Claims and document management system. He excels with materials reconciliation (used in stock and purchased) with PO's and vendor's invoice. He supervises DP&O's Field Technicians for Damage Assessments, Debris Management, and tracking all clients Disaster Recovery and Hazard Mitigations Project cost with progress/status reports. He leads our team with training and utilization RecoveryEOC "BOLT" mobile cost & mapping system to record damaged assets, inventory infrastructure including power poles and grid systems for pre & post disaster FEMA requirements. He has served with DP&O in several capacities – Disaster Recovery audit services, Debris Management Specialist, Operations Manager of all field projects and Product Manager/lead trainer for DP&O's Recovery EOC Web & Mobile Software Solutions. Urban manages all Utilities/Infrastructure CAT E & CAT F, and G projects for damage assessments, emergency repairs, Mutual Aid Agreement (MAA) crews, records assimilation & reconciliation including utility materials inventory and reconciliation.

EDUCATION AND PROFESSIONAL ASSOCIATIONS:

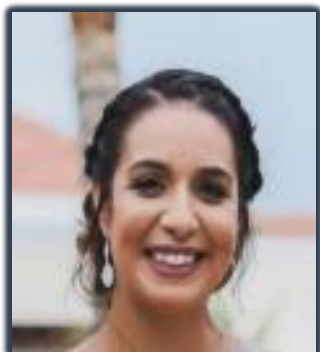
- **University of Memphis-Bachelor of Business Administration, Major in International Business – 91**
2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATES: FHWA Emergency Relief Pro Training for Local Agencies, IS-026 Guide to Points of Distribution, IS-075 Military Resources in Emergency Management, IS 100c Introduction to the Incident Command System, IS-101.c Preparing for Federal Disaster Operations, IS-102.c Preparing for Federal Disaster Operations: FEMA Response Partners, IS 200c Basic Incident Command System, IS-230.d Fundamentals of Emergency Management, IS-235.c Leadership and Influence Emergency Planning, IS-240.b Leadership & Influence, IS-241.b Decision Making and Problem Solving, IS-242.b Effective Communication, IS-244.b Developing and Managing Volunteers, IS- 245.b Intro to the Federal Priorities and Allocations, IS-276.a Benefit-Cost Analysis Fundamentals, IS-288.a The Role of Voluntary Agencies in Emergency Management, IS-315.a CERT and the Incident Command System (ICS), IS 317.a Introduction to Community Emergency Response Team, IS 318 Mitigation Planning for Local & Tribal Communities, IS-319.a Tornado Mitigation Basics for Mitigation Staff, IS-321 Hurricane Mitigation Basics for Mitigation Staff, IS-322 Flood Mitigation Basics for Mitigation Staff, IS-323 Earthquake Mitigation Basics for Mitigation Staff, IS-324.a Community Hurricane Preparedness, IS-325 Earthquake Basics Science Risk & Mitigation, IS-393.b Introduction to Hazard Mitigation, IS-395 FEMA Risk Assessment Database, IS-403 Intro to Individual Assistance, IS-552 The Public Works Role in Emergency Management, IS-554 Emergency Planning for Public Works, IS 556 Damage Assessment for Public Works, IS-558 Public Works and Disaster Recovery, IS-559 Local Damage Assessment, IS 632a Introduction to Debris Operations, IS 633 Debris Management Plan Development, IS-660 Introduction to Public-Private Partnerships, IS-662 Improving Preparedness and Resilience through Public-Private Partnerships, IS-700.b An Introduction to the National Incident Management System, IS-703.b National Incident Management System Resource Management, IS-706 NIMS Intrastate Mutual Aid an Introduction, IS-800.d National Response Framework, An Introduction, IS-815 ABC's of Temporary Emergency Power, IS-841.a NEMIS HMGP Systems Overview and Startup, IS-842.b NEMIS HMGP System Enter the HMGP Application, IS-843.a NEMIS HMGP System - Project Eligibility Determination, IS-844.a NEMIS HMGP System: Managing Project Tasks, IS-845.a NEMIS HMGP System: Oversight & Closeout, IS-860.c The National Infrastructure Protection Plan, An Intro, IS-1004 The FEMA Site Inspection Process, IS-1002 FEMA Grants Portal-Transparency at Every Step, IS-1006 Disaster Damage & Developing Project Files, IS-1007 Detail Damage Description and Dimensions, IS-1010 Emergency Protective Measures, IS-1012 Direct Administrative Costs, IS-1018 Determination Memorandums and Appeals, IS-1020 Public

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Assistance Donated Resources, IS-1100.a Increased Cost of Compliance, IS-1101.b Basic Agent Tutorial, IS-1113 Coastal Barrier Resources Act, IS-1170 Intro to the Interagency Security Committee, IS-1300 Introduction to Continuity of Operations, IS-2000 National Preparedness Goal & System Overview, IS-2002 Introduction to FEMA Operational Planning, IS-2200 Basic Emergency Operations Center Functions, IS-2500 National Prevention Framework, An Introduction, IS-2600 National Protection Framework, An Introduction, IS-2700 National Mitigation Framework, An Introduction, IS-2901 Intro to Community Lifelines



Joeamy Suarez, Recovery Specialist Technician

Email: JSuarez@dpando.com

SUMMARY: Joeamy has been with DP&O (and former Disaster Operation & Training, Inc. since 2005 and provided Records reconciliation and data entry of force labor and equipment records, QAQC of supporting daily logs, payroll, and time sheets. She also assists with debris operations task management, debris monitoring supervision, monitor training, and QAQC of leaner hanger debris removal records reconciliation. She has participated in over 8 disasters with multiple cities and over 10 million cubic yards. She is highly proficient with MS Office Suite, excel and database software and utilizes DP&O's Recovery EOC disaster cost claims and document management system with Microsoft SQL reporting and provides QAQC of completed FEMA PW templates prior to FEMA PA portal submittals. As Recovery specialist /Data manager she reviews all clients Force labor, equipment, rented equipment, contractors documents to identify discrepancies and resolved issues prior to FEMA submittal. She Additionally, assists with Debris Removal Operations costs records reconciliation and cross checking to ensure all GPS are accurate on tickets and within Public Agency boundaries. She excels with reconciliation of debris removal contractor and debris monitor records and resolving any discrepancies between the costs back up are corrected prior to FEMA submittal (including ticket ledgers, tickets, daily logs, invoices, payments, photos, and maps of areas worked). She assists with Debris Removal inspection and maintaining field logs. She is a trainer for DP&O's TRKR™ ADMS system assisting all monitors when needed and provides real-time supervision of monitor activities.

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATES: IS 100c Introduction to the Incident Command System, IS 200c Basic Incident Command System for initial Response , IS-00230.d Fundamentals of Emergency Management, IS-242.b Effective Communication, IS 244b Developing & Managing Volunteers, IS- 00318 Mitigation Planning for Local and Tribal Communities, IS-319.a Tornado Mitigation Basics for Mitigation Staff, IS-320 Wildfire Mitigation Basics for Mitigation staff, IS-00321 Hurricane Mitigation Basics for Mitigation Staff Certificate, IS-00393.b Introduction to Hazard Mitigation, IS 556 Damage Assessment for Public Works, IS 558 Public Works & Disaster Recovery, IS- 00559 Local Damage Assessment, IS 632a Introduction to Debris Operations , IS 633 Debris Management Plan Development, IS- 1002 FEMA Grant Portal-Transparency at every step, IS 1004 FEMA Site Inspection Process, IS-1006 Disaster Damage & Developing Project files, IS-1007 Detailed Damage Description & Dimensions, IS 1010 Emergency Protective Measures, IS-1018 Determination Memorandums and Appeals, IS-1020 Public Assistance Donated Resources, IS-2002 Introduction to FEMA Operational Planning.

Steve Stark, Recovery Specialist Technician

Email: SStark@dpando.com

SUMMARY: Since 2020 Steve has served with DP&O as PA Recovery specialist and Assistant Data manager he reviews all clients Force labor, equipment, rented equipment, contractors documents to identify discrepancies, or missing items, and resolved issues prior to FEMA submittal and ensure FEMA compliance. Prior to DP&O Steve assisted as FEMA Project specialist for 10 years on several State level contractor teams on 10 major federal declared disasters. With DP&O Steve additionally, assists with Debris Removal Operations costs records reconciliation and cross checking to ensure all debris removal tickets GPS are accurate on tickets and within Public Agency boundaries. He excels with reconciliation of debris removal contractor and debris records and resolving any discrepancies between the costs back up are corrected prior to FEMA submittal (including ticket

ledgers, tickets, daily logs, invoices, payments, photos, and maps of areas worked). Steve, using TRKR and Bolt EOC Web app, over sees and spot checks photos quality and descriptions to ensure images and data are precise and clear. Steve supports the DP&O Project managers as needed for field inspection teams assignments for damage repairs validations per FEMA requirements.

EDUCATION AND PROFESSIONAL ASSOCIATIONS:

Metropolitan Community College, Microbiology 1991, Business Management 2015-2016

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATES: Completed 141 ISP courses & all ICS courses; L-0201 Debris Technical Specialist L-0239 406 Hazard Mitigation; L-0382 PAC Crew Leader; L-0277 Basic Training for Community Relations Specialist; L-0282 Community Relations Deployment

Ester Bello, DP&O Accounting / Billing / Invoice Analyst



Email: EBello@dpando.com

SUMMARY: Ester Bello has over 20 years in a wide variety of accounting and experience with government administration and financial analysis. She has served with DP&O for 11 + years as DP&Os lead QAQC Data Manager for DP&O's Public agency Clients. She ensures data integrity from day 1 is audit ready and properly categorized, labeled per FEMA requirements for disaster claims submittals processing. She has served as DP&O's lead accountant and company administrator and oversees all DP&O's accounting staff 11 years coordinating invoicing and client DAC Submittals and ensures all DP&O's staff invoices are accurate per contract billing and client budget Pos and back up timesheets with project titles accurate and maintained. She performs all invoicing with timesheets per client's requirement and FEMA DAC and recovery documentation requirements.

EDUCATION AND PROFESSIONAL ASSOCIATIONS

- American Educational Institute/Continuing Education for Claims Law Year 03
- University of North Florida/Business/BA Year 1996
- FCCJ/AA Year 1993
- **2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED**



Eddie Sanchez, Field Supervisor / Damage Assessment Site Inspector

Email: Esanchez@dpando.com

SUMMARY: Eddie has been with DP&O since 2021 and is very hands on and has a large field presence as a Supervisor. He supervises other DA Technicians using Recovery EOC BoltEOC web and mobile app to ensure all Damages Descriptions are detailed and photos are clear and easy to view in addition to identifying overlooked damages. During Debris Removal operations he is responsible for crew, equipment placement and organization and maintaining safety compliance of emergency road cleaning, debris removal, and debris site management operations. He ensures all debris loads are segregated and are eligible for debris removal loads ensures that the debris management site operations have proper access and air quality is maintained and in compliance per federal and state required permits. He is also responsible for

documenting daily logs of crew activities and debris removal progress maps, and reporting to site supervisor and spot checking load tickets. He also performs reconciliation of Force labor, and equipment for FEMA CAT A submittal. He assists the project manager and operations and logistics with scheduling field monitor placement and needs.

EDUCATION AND PROFESSIONAL ASSOCIATIONS:

- Miami-Dade College, Kendall Campus, Miami, FL Associates of Arts in Mass Communication
- Miami-Dade College, Kendall Campus, Miami, FL Associates of Science Degree in Radio/TV

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATE: TS-6 Management of Spontaneous Volunteers in Disasters, TS-23 Volunteers and Donations



Nicholas Evelyn, Field Supervisor / Damage Assessment Site Inspector

Email: Nevelyn@dpando.com

SUMMARY: Nicholas has been with DP&O since 2015 and has experience in government administration or financial analysis. During Debris Removal operations he is responsible for crew, equipment placement and organization and maintaining safety compliance of emergency road cleaning, debris removal, and debris site management operations. He ensures all debris loads are segregated and are eligible for debris removal loads ensures that the debris management site operations have proper access and air quality is maintained and in compliance per federal and state required permits. He is also responsible for documenting daily logs of crew activities and debris removal progress maps, and reporting to site supervisor and spot checking load tickets..

Post disaster data gathering, review and records assimilation including DP&O's clients reconciliation of Force labor, and equipment for FEMA submittal. QAQC of debris removal records reconciliation with photos, GPS locations on tickets and ticket ledgers. He assists the project manager and operations and logistics and schedulers with identifying field obstacles and ramping up staff, crew placement and needs.

EDUCATION AND PROFESSIONAL ASSOCIATIONS:

- **Florida International University- B.S in Psychology Year 2020**

FEMA CERTIFICATES: IS -10a Animals in Disaster: Awareness & Preparedness, IS-11a Animals in Disaster: Community Planning, IS-100c Introduction to the Incident Command System, IS-200c Basic Incident Command System, IS-241b Decision Making & Problem Solving, IS-242b Effective Communication, IS-244b Developing & Managing Volunteers, IS-318 Mitigation Planning for Local & Tribal Communities, IS-319a Tornado Mitigation Basic for Mitigation Staff, IS-320 Wildfire Mitigation Basics for Mitigation Staff, IS-321 Hurricane Mitigation Basics for Mitigation Staff, IS-322.

CERTIFICATE

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED



Reinerio Valdes, Field Supervisor / Damage Assessment Site Inspector

Email: RValdes@dpando.com

SUMMARY: Ray has served with DP&O (and former Disaster Operation & Training, Inc.) since 2005 in several capacities- Debris Management Coordinator and field logistics for Debris operations and field management and Technical assisting with debris operations to ensure the most efficient utilization of contractor's equipment and crew placement. Ray also is highly skilled in debris damage assessments and maintaining field to office recovery data gathering. He is very hands-on and has a large field presence and coordinates field operations and daily activities. During Debris Removal operations he is responsible for crew, equipment placement and organization and maintaining safety compliance of emergency road cleaning, debris removal, and debris site management operations. He ensures all debris loads are segregated and are eligible for debris removal loads ensures that the debris management site operations

have proper access and air quality is maintained and in compliance per federal and state required permits. He is also responsible for documenting daily logs of crew activities and debris removal progress maps, and reporting to site supervisor and spot checking load tickets. He has participated in over 20 disasters with projects estimating over 5 million cubic yards and also utilizes DP&O's TRKR™ ADMS system assisting all monitors when needed and provides real-time supervision of monitor activities.

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATES: IS-100c Introduction to the Incident Command System, IS-200c Basic Incident Command System, IS-241b Decision Making & Problem Solving, IS-242b Effective Communication, IS-244b Developing & Managing Volunteers, IS-318 Mitigation Planning for Local & Tribal Communities, IS-319a Tornado Mitigation Basic for Mitigation Staff, IS-320 Wildfire Mitigation Basics for Mitigation Staff, IS-321 Hurricane Mitigation Basics for Mitigation Staff, IS-322 Flood Mitigation Basics for Mitigation Staff, IS-393b Intro to Hazard Mitigation, IS-556 Damage Assessment for Public Works, IS-558 Public Works & Disaster Recover, IS-559 Local Damage Assessment, IS-632a Introduction to Debris Operations, IS-633 Debris Management Plan Development , IS-700b Introduction to the National Incident Management System , IS-703a NIMS Resource Management, IS-706 NIMS Intrastate Mutual Aid an Intro, IS-800c Nation Response Framework an Introduction, IS-841a NEMIS HMGP System Overview & Setup, IS-842.b NEMIS

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HMGP System Enter the HMGP Application, IS-843.a NEMIS HMGP System: Project Eligibility Determination, IS-844.a NEMIS HMGP System: Managing Project Tasks, IS-1002 FEMA Grants Portal Transparency at every step, IS-1004 The FEMA Site Inspection Process, IS-1006 Documenting Disaster Damage & Development project file, IS-1007 Detailed Damage Description & Dimensions, IS-1010 Emergency Protective Measures, IS-1018 Determination Memos & Appeals, IS-1020 Public Assistance Donated Resources, IS-2002 Intro to FEMA Operational Planning, IS-2200 Basic Emergency Operations Center Function.



Jose Arocha, Field Supervisor / Damage Assessment Site Inspector

Email: Jarocha@dpando.com

SUMMARY: Jose has served with DP&O (and former Disaster Operation & Training, Inc.) since 2017 in several capacities- Utility Task Manager leading crews assigned to inventory and map damaged repaired power poles with equipment and providing daily progress and safety issues reports. He also performs Debris operations as field manager and Project Technical Specialist assisting with debris management plans, debris damage assessments, and maintaining field to office recovery data gathering. He is very hands on and has a large field presence and manages field operations including overseeing the Temporary Debris Management Site (TDMS) operations being performed by field crew.

He has participated in over 20 disasters with projects estimating over 5 million cubic yards and also utilizes DP&O's TRKR™ ADMS system assisting all monitors when needed and provides real-time supervision of monitor activities. He has assisted with client's insurance onsite damage inspections of buildings and facilities (interiors, exteriors and roofs) and has inventoried and mapped damaged storm drain systems.

CERTIFICATE

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED

FEMA CERTIFICATES: IS-633 Debris Management Plan Development; IS-632.A Introduction to Debris Operations



Fabiana Cova, Field Supervisor / Damage Assessment Site Inspector

Email: Fcova@dpando.com

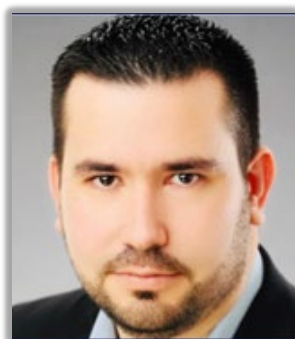
SUMMARY: Fabiana has served with DP&O since 2017 in several capacities- Supervisor for disaster debris removal crew, recovery specialist for client field to office data gathering and records reconciliation. She has assisted with client's insurance onsite damage inspections of buildings and facilities (interiors, exteriors and roofs) and has inventoried and mapped damaged storm drain systems. She performs Debris crew supervising and Debris Damage Assessments identifying all critical debris hazards and coordinating removal with debris removal contractors. She supervises debris field operations including Debris Management Site (DMS) operations, load haul to disposal,

and leaner hanger stump removal. She has participated in 5 disasters with projects estimating over 3 million cubic yards and utilizes DP&O's TRKR™ ADMS system assisting all monitors when needed.

FEMA CERTIFICATES: IS-633 Debris Management Plan Development; IS-632.A Introduction to Debris Operations

CERTIFICATE

2024 HAZWOPER SITE SUPERVISOR CERTIFIED/ CPR & FIRST AID CERTIFIED



Adrian Gomez, IT Manager

Email: adrian.gomez@dpando.com

SUMMARY: Adrian is DP&O's Software IT Manager providing IT services and custom software development services and leads our development team. He provides support to a variety of industries and is an extremely gifted software developer with over ten years of experience in software architecture, enterprise mobility, IT infrastructure, cybersecurity, and IT management. Also Founder of Wide Evolution Systems Corp. Mr. Gomez is a Honeywell ISV Gold Partner and also a Honeywell developer.

EDUCATION: University of Havana, Cuba Computer Science

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24/7 (305) 317-0831 www.DPando.com



BRIAN HUDSON, IT Support Technician

Email: Bhudson@exactrecovery.com

SUMMARY: Brian Hudson has 20 years of experience serving the Public Utility industry and serves as DP&O's Utilities Subject Matter Expert on disaster projects located in the Southeast United States. Since 2014, Brian has mobilized with DP&O on multiple disasters aiding the Public Utilities damages assessments, and emergency repairs validations Per FEMA requirements, including coordination of Mutual Aid Contractors, Material and Crew Logistics, and working with DP&O's TRKR™ and BoltEOC™ to confirm the damages boundaries, map debris hazard's location, and inventory /document damage repaired power poles with Construction RUS units, mapping, and identifying safety hazards. He also performs asset inventory inspections

and mapping of Water and Sewer facilities. He leads the identification of new features for BoltEOC™ Utility Asset Mobile App. Brian also assists DP&O's President Gabrielle with Utility Department Training for FEMA Disaster Reimbursement requirements.

EDUCATION: University of Mississippi Oxford, 2000 B.S.E.E Electric Engineering

GEORGE K. FOSTER, M.S., P.G, Senior Environmental Specialist

Email: Gfoster@dpando.com

SUMMARY: Experience in Geology, Rock and Mineral Prospecting, Reserves Analysis, Drilling and Coring, Clay Mineralogy, Industrial Mineralogy, Portland Cement Chemistry, and Mine Permitting

EDUCATION: MS in Geology, 1985, University of Florida. Master's research involved trace element analysis by x-ray fluorescence (XRF) of Portland cement and cement raw materials and a statistical analysis of the relationship between trace element concentrations and cement mortar strengths. Graduate BA in Geology, 1981, University of South Florida. Declared an honor student senior year (GPA 3.5/4.0). Member USF Rugby Club, 1980 season.

JAMES E. SHIRK, P.E. - Florida Professional Engineer, #046468, Engineer IV American Academy of Environmental Engineers

SUMMARY: Jim serves as DP&O's Senior Engineer Analyst for Environmental projects, and he has 30 + years Engineering experience including the following projects:

Property Evaluation and Assessment

- Performed over 20 initial evaluations for property transfers under the New Jersey Environmental Cleanup Responsibility Act (ECRA),
- Performed over 80 Phase I Environmental Site Assessments in New Jersey, Pennsylvania, Texas, and Florida for transfers of property used for asphalt batch mixing, retail and apartment construction, hotels and motels, and waste recycling.

Remedial Design for Contaminated Soils and Groundwater

- Designed systems and prepared remedial action plans to remediate soil and groundwater contaminated by hydrocarbons and solvents. System designs have included recovery using pneumatic pumps, collection, and treatment for discharge to municipal treatment works, air sparging, bio-sparging, soil vapor extraction, multi-phase extraction, and *in situ* bioremediation.

Geotechnical Investigations and Assessments

- Evaluated geotechnical investigations for sinkhole studies, prepared cost assessments and reviewed field operations for investigation for more than 20 residential properties.

Surface and Groundwater Resources

- Completed major stream surveys in New York, New Jersey, and Florida, including determining stream flows, developing stage-discharge relationships, predicting travel time and re-aeration data from physical stream configuration, and stream modeling for dissolved oxygen.
- Designed and implemented a stream survey in Florida to provide data to develop a detailed water budget.

EDUCATION: BS and MS in Civil Engineering, 1965, 1970, University of Arkansas.

EQUIPMENT AND PERSONNEL RESOURCES:

List of DP&O Equipment

DP&O maintains a comprehensive inventory of equipment to support all aspects of debris management, debris removal, and project oversight. Below is a list of key equipment owned by the company, which will be deployed as needed to fulfill the requirements outlined in this RFP:

DP&O is an approved AT&T FirstNet Responder, Member ID M-5763234, registered with NPPGov. This allows DP&O and our clients priority access to cell and internet post disaster as a first responder with AT&T FirstNet. DP&O maintains **175 FirstNet Android Sonim XP10 weather and shock proof cell phones and I-phones**.

Offices and Support Staff – Our offices are located in Miami, Jacksonville, Tampa areas, Mississippi and Louisiana. **For this Project we will be utilizing the Florida City office.** We can pull project support staff, equipment and supplies or utilize for off-site tasks back up support for data entry, payroll management, accounting, GIS and other logistics, printing, etc.

Emergency ID Badges for all Management and Field staff - for access across police blocked/controlled areas.

Mobile ADMS Printers - (90) ZQ52-BUE0000-00, PRINTER, ZQ520,4”, BT 4.0 which are Bluetooth capable for paperless load ticketing printouts.

DP&O has two (2) Mobile Command Posts, and multiple PODs portable field offices - located at Jacksonville, Florida Port area warehouse for easy mobilization to any State. DP&O maintains modified Portable PODS for field office easy mobilization and placement and that can easily field office, eating, sleeping quarters and or mobile bathrooms / showers. They are self-contained and have generator, computers, printers, communication equipment which allows our management team to deploy rapidly and to be self-sufficient for several days until local utility services have been restored to the disaster affected area.

Mobile Scissor Lift - with Tarps for coverage to facilitate DMS Site monitoring.

Field Supplies - measuring tapes, flagging, spray paints, plastic containers, batteries, coolers.

Safety Equipment - hard hats, safety vests, traffic flags, cones, first aid kits, sunscreen, hand wipes; cooling cloths and paper towels, Insect repellent. As needed, we ramp up during Hurricane season to ensure safety supplies are updated in our inventory.

Generators (5) - to power computers and recharge handheld devices.

Barge (1- 30 ft) - stored at Tampa Facility, waterway/canals monitoring.

Airboat (1) - stored at Tampa Facility; for waterway/canals monitoring.

Laptop (40+) - and Portable Servers and Printers ready to deploy.

Digital Cameras (50+) - with large capacity memory cards and GPS tagging capability.

Office Supplies - portable chairs and tables; clipboards, expanding folders legal size, file cabinets, plastic storage bins staplers, folders, pens.

Forms and Documents - Load tickets, truck certification forms, truck placards, timecards.

TRKR™ - DP&O utilizes and will implement an electronic documentation system (TRKR™, ADMS) to control, track, and document all debris removal work in full compliance with FEMA and state cost reimbursement requirements to ensure the applicant is reimbursed for all eligible disaster recovery costs. TRKR™ exceeds the USACE ADMS requirements. **TRKR™** is State of the Art, turnkey comprehensive “automated debris management system” (ADMS) which meets or exceeds the RFP requirements.

EQUIPMENT DESCRIPTION			
EQUIPMENT	YEAR	MAKE	MODEL
Grapple Truck	2021	Peter Built	567
Grapple Truck	2006	Sterling	LT9513
Grapple Truck	2006	Sterling	LT9513
Grapple Truck	2005	International	4300
Grapple Truck	2005	International	7300
Bucket Truck	2003	GMC	C7500
Bucket Truck	2003	GMC	C7500
Bucket Truck	2013	International	4300
Bucket Truck	2013	International	4300
Bucket Truck	2013	International	4300
Bucket Truck	2005	International	7400
Bucket Truck	2005	International	7400
Bucket Truck	2005	GMC	C7500
Bucket Truck	2005	GMC	C7500
Bucket Truck	2005	GMC	C7500
D6 Dozer	2018	Caterpillar	DGN LGP
D6 Dozer	2018	Caterpillar	DGN LGP
Excavator	2019	Caterpillar	313
Excavator	2015	Caterpillar	305
Loader/Skid steer	2012	Caterpillar	299C
Loader/Skid steer	2012	Caterpillar	299C
Loader/Skid steer	2022	CAT	299D3
Loader/Skid steer	2022	CAT	299D3
Transport	2005	Trail King	Lowboy Trailer
Transport	2005	Trail King	Lowboy Trailer
Transport	1998	Fontaine	Heavy Haul
Track Loader	2006	Caterpillar	257B
Tractor Alamo Mower	2007	New Holland	TS15A

EQUIPMENT DESCRIPTION			
EQUIPMENT	YEAR	MAKE	MODEL
Trailer (20' Container)	1996	Butler	B2421A
Trailer (20' Container)	1996	Alli	CB7SE
Trailer (12 Ton)	2004	All Pro	Imperial
Trailer (12 Ton)	2004	All Pro	Imperial
Chip Truck	2003	Ford	F550
Chip Truck	2005	International	4200
Chip Truck	2005	GMC	C5500
Chip Truck	2013	Ford	F550XL
Chipper 12"	2004	Morbark	12B
Chipper 12"	2004	Morbark	12B
Chipper 12"	2013	Vermeer	BC 100 XL
Chipper 12"	2013	Vermeer	BC 100 XL
Chipper 18"	2004	Morbark	2400 XL
Chipper 18"	2006	Morbark	2400 XL
Maintenance Truck	2012	Ford	F750
Maintenance Truck	2013	Dodge Ram	5500
Pickup Truck	2012	Ford	F250 XL
Pickup Truck	2008	Ford	F250 XL
Pickup Truck	2012	Chevrolet	Silverado 1500
Pickup Truck	2012	Chevrolet	Silverado 1500
Scissor Lift	2001	JLG	33RTS
Skytrim	2010	Kershaw	75-G2
Skytrim	2009	Kershaw	75-G2
Stump Grinder	2007	Morbark	D52SP
Stump Grinder	2007	Morbark	D52SP
Stump Grinder	2013	Rayco	RG100X
Stump Grinder	2013	Rayco	RG90

f. SUBCONTRACTORS:

DP&O maintains a network of carefully vetted subcontractors to support various aspects of debris removal operations. These subcontractors are selected based on their proven expertise, compliance history, and ability to perform under emergency response conditions. Each subcontractor is assigned specific tasks or disciplines aligned with their area of specialization to ensure the highest level of efficiency, safety, and quality.

DP&O has teamed with the aforementioned subcontractors for the following strategic placement of crews based on proximity of DP&O's and subcontractor offices:

- G7 Holdings Office: Miami, FL- Equipment Staging & Crews
- Darby LLC Office: Dade City, FL- Equipment Staging & Crews
- TNT Environmental Office: Tampa, FL- Equipment Staging & Crews, Environmental Staff

Typical subcontractor responsibilities may include, but are not limited to:

- **Debris Collection and Hauling:**
Use of dump trucks, grapple loaders, and roll-off containers to collect and transport vegetative, construction & demolition (C&D), and white goods debris to designated disposal or temporary staging sites.
- **Cut & Toss / Emergency Roadway Clearance:**
Immediate clearance of blocked roads and public right-of-ways to restore access for emergency services and the public.
- **Site Management Operations:**
Operation of Temporary Debris Storage and Reduction Sites (TDSRS), including site setup, traffic flow control, debris segregation, volume reduction (grinding/chipping), and site remediation.
- **Hazardous Tree and Limb Removal:**
Certified arborists and specialized crews for identification, trimming, and safe removal of dangerous trees and hanging limbs.
- **Special Waste Handling:**
Removal and handling of white goods, electronics, hazardous waste, and other regulated materials in compliance with environmental regulations.

All subcontractors are required to provide **evidence of the following prior to engagement:**

- Valid business licenses and applicable trade certifications
- Proof of insurance meeting or exceeding contract requirements
- Documentation of prior disaster response experience
- OSHA training certifications and safety compliance records
- Equipment inventories and operator qualifications

DP&O ensures that all subcontractor personnel are thoroughly briefed on project scope, safety protocols, and compliance requirements before deployment. We maintain direct oversight of all subcontracted work to ensure seamless coordination, consistent quality, and strict adherence to FEMA and local guidelines.

g. BONDING CAPACITY:

DP&O is licensed and insured to perform FEMA compliant debris removal services. DP&O possess the necessary bonding capabilities to meet the requirements of this project. Our bonding capacity is in full compliance with the specified obligations, ensuring financial security and commitment to project completion.

DP&O is a financially sound and stable organization with no outstanding loans or company debts. DP&O has the financial capacity to independently cash flow large-scale, regional mobilization for debris management and debris removal projects. DP&O has an impeccable track record, having never experienced a contract cancellation or received any negative findings against our company.

Please refer to the attached documents, which provided proof of licensing, insurance and bonding capacity.

h. PROOF OF INSURANCE:

DP&O maintains all required insurance coverage necessary to perform emergency debris removal services in full compliance with federal, state, and local regulations.

We understand the importance of protecting our clients, personnel, and the public throughout all phases of debris management operations. As such, DP&O ensures that all insurance policies meet or exceed the minimum requirements outlined in the RFP and applicable FEMA guidelines including General commercial liability, professional liability, auto insurance and workers compensation.

Proof of insurance, including certificates of coverage and endorsements, will be provided upon request and prior to contract execution.

i. BUSINESS LICENSE AND CERTIFICATION:

DP&O is fully licensed, permitted, and certified to conduct business in the State of Florida. We maintain all necessary federal, state, and local licenses and permits required to perform emergency debris management and removal services in compliance with applicable laws and regulations.

All required licenses and certifications will be kept current and in full force for the duration of the contract term(s). DP&O is committed to upholding all regulatory and contractual obligations throughout the life of the project.

Copies of all relevant licenses, permits, and certifications are included with this submittal for verification and record purposes.

j. LAWSUIT STATEMENT:

DP&O has never had any past or pending litigation, lawsuits, disputes, filing of or any pending bankruptcy proceedings, including the disposition of same, filed against the DP&O relating to the work described herein or within the last five (5) years.

MERCHANTS BONDING COMPANY™

March 16, 2025

RE: Principal: Disaster Program & Operations, Inc.
Current Bonding Limits: \$1,000,000 single, \$1,000,000 aggregate
Providing Surety Needs Since: 2023

We are pleased to write to you concerning the above principal. We would anticipate no problems providing the customary performance and payment bonds for their normal scope of work should they enter into a written contract.

The surety for this principal, Merchants Bonding Company is an AM Best rated "A IX" company and is an admitted surety in all states. Merchants Bonding Company also appears on the U.S. Treasury list of approved companies.

Although this principal has our highest recommendation, execution of any final bonds would be subject to a review of the contract terms and conditions, including any requested bond forms, and also their current financial standing at the time of the request.

This letter is written for no consideration and is not a legally binding document or commitment to provide future bonds.

Please contact us with any concerns or if we can be of further service.

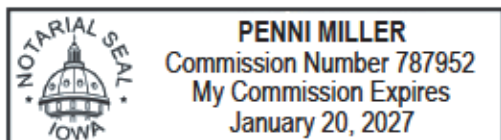


Jason Dettbarn, Attorney-in-Fact

ACKNOWLEDGMENT OF SURETY

State of Iowa)
County of Dallas)

On this 16th day of March, 2025, before me personally appeared Jason Dettbarn, of Merchants Bonding Company, who being sworn, stated that he/she is Attorney-In-Fact for the surety and that he/she signed this instrument for the surety.



Penni Miller, Notary Public

My commission expires: January 20, 2027

street
6700 Westown Parkway
West Des Moines, IA 50266-7754

mailing
P.O. Box 14498
Des Moines, IA 50306-3498

toll free 800.678.8171
local 515.243.8171
fax 515.243.3854

email info@merchantsbonding.com
website merchantsbonding.com

MERCHANTS
BONDING COMPANYTM
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Jason Dettbarn

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

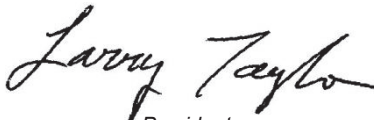
In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 16th day of March, 2025.

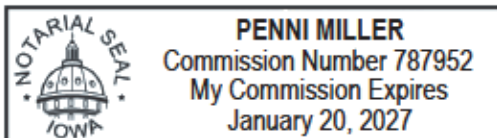


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By 
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 16th day of March, 2025, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.




Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 16th day of March, 2025.




Secretary

Bank

America's Most Convenient Bank ⁰

TD **Bank**, N.A.
16200 NW 57th Avenue
Miami Lakes, FL 33014
T: **305-817-9729** F: 305-817-9732
www.tdbank.com

Miami Lakes
16200 NW 57th Ave
Miami Lakes, FL 33014

April 15, 2025

To Whom It May Concern:

Our Customer, **Disaster Program and operations, Inc.** currently holds a Business Checking account with TD Bank, N.A.. The account information is as follows:

Account#: **4344953446**

Routing#: **067014822**

Please note **Disaster Program and operations, Inc.** has kept the account in good standing and is recognized as a valued Customer of TD Bank, N.A..

I may be contacted at the phone number below with any questions.

Sincerely,



Gabriel Garrastazu
Store Supervisor
TD Bank, America's Most Convenient Bank
16200 NW 57th Ave
Miami Lakes, FL 33014
Ph: 305-817-9729
Fax: 305-817-9732



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 501 Riverside Ave Suite 1000 Jacksonville FL 32202	CONTACT NAME: Cynthia Casanova PHONE (A/C, No, Ext): 813-367-5601 E-MAIL ADDRESS: cynthia_casanova@ajg.com	FAX (A/C, No): 904-634-1302
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Admiral Insurance Company		24856
INSURER B: Maxum Indemnity Company		26743
INSURER C: James River Insurance Company		12203
INSURER D: Travelers Indemnity Co of America		25666
INSURER E: Midvale Indemnity Company		27138
INSURER F:		

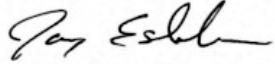
COVERAGES **CERTIFICATE NUMBER:** 48150966 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			BDG013876705	8/19/2024	8/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA00027820	8/19/2024	8/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			001227253	8/19/2024	8/19/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	UB0X5702422442G	8/19/2024	8/19/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Consultant Professional Liability Retroactive Date: 8/19/2016			EO00003472309	8/19/2024	8/19/2025	OCC/AGG Deductible per claim \$1,000,000 \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Proof of Coverage	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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State of Florida

Department of State

I certify from the records of this office that DISASTER PROGRAM & OPERATIONS, INC. is a corporation organized under the laws of the State of Florida, filed on May 4, 2015.

The document number of this corporation is P15000039932.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 5, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of February, 2025*




Secretary of State

Tracking Number: 0240229492CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
DISASTER PROGRAM & OPERATIONS, INC.

Filing Information

Document Number P15000039932
FEI/EIN Number 47-3936181
Date Filed 05/04/2015
State FL
Status ACTIVE
Last Event REINSTATEMENT
Event Date Filed 10/05/2016

Principal Address

404 WEST PALM DRIVE #100
FLORIDA CITY, FL 33034

Changed: 12/22/2020

Mailing Address

830-13 A1A North
674
PONTE VEDRA BEACH, FL 32082

Changed: 01/07/2022

Registered Agent Name & Address

Disaster Program & Operations, Inc.
10033 Sawgrass Dr. W
121
PONTE VEDRA BEACH, FL 32082

Name Changed: 10/05/2016

Address Changed: 03/02/2018

Officer/Director Detail

Name & Address

Title President

BENIGNI, GABRIELLE
10033 Sawgrass Dr. W
121
PONTE VEDRA BEACH, FL 32082

Title CEO

Copenhaver, John
10033 Sawgrass Dr. W
121
PONTE VEDRA BEACH, FL 32082

Title Chief Information Officer

Wood , Laurie
10033 Sawgrass Dr. W
121
PONTE VEDRA BEACH, FL 32082

Title Chief Technical Officer

O'Dell , John
10033 Sawgrass Dr. W
121
PONTE VEDRA BEACH, FL 32082

Annual Reports

Report Year	Filed Date
2022	01/07/2022
2023	01/23/2023
2024	02/05/2024

Document Images

02/05/2024 -- ANNUAL REPORT	View image in PDF format
01/23/2023 -- ANNUAL REPORT	View image in PDF format
01/07/2022 -- ANNUAL REPORT	View image in PDF format
03/01/2021 -- ANNUAL REPORT	View image in PDF format
01/20/2020 -- ANNUAL REPORT	View image in PDF format
02/13/2019 -- ANNUAL REPORT	View image in PDF format
03/02/2018 -- ANNUAL REPORT	View image in PDF format
05/01/2017 -- ANNUAL REPORT	View image in PDF format
10/05/2016 -- REINSTATEMENT	View image in PDF format
05/04/2015 -- Domestic Profit	View image in PDF format



GREATER ORLANDO
AVIATION AUTHORITY



JACKSONVILLE
TRANSPORTATION
AUTHORITY

Florida Unified Certification Program

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

CERTIFICATE OF ELIGIBILITY

DISASTER PROGRAM AND OPERATIONS INC

MEETS THE REQUIREMENTS OF 49 CFR, PART 26

APPROVED NAICS CODES:

541620, 562910, 624230



Samuel Febres

Samuel Febres (Sammy)

DBE & Small Business Development Manager

Florida Department of Transportation

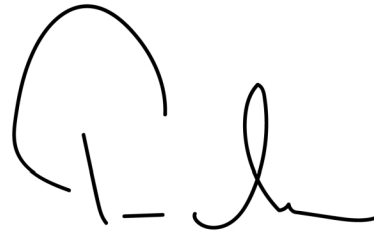


State of Florida

Woman Business Certification

Disaster Program and Operations, Inc

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
December 2, 2022 to December 2, 2025



J. Todd Inman
Florida Department of Management Services

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE 1 OF	
2. CONTRACT NO. Assigned After Award		3. AWARD/EFFECTIVE DATE Refer to 31		4. ORDER NUMBER		5. SOLICITATION NUMBER 47QSMD20R0001 -- REFRESH #6	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME GSA FAS 3QSAC				b. TELEPHONE NUMBER (No collect calls)	
9. ISSUED BY		CODE		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP	
15. DELIVER TO		CODE		16. ADMINISTERED BY		CODE	
ORDERING AGENCY				SEE BLOCK 9			
17a. CONTRACTOR/OFFEROR		CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY	
DISASTER PROGRAM & OPERATIONS, INC. 404 W PALM DR BLDG 2 STE 100 FLORIDA CITY, FL, 330343346 ,. DUNs Number : 088882339 TELEPHONE NO.						ORDERING AGENCY	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Multiple Award Schedule The contract summary associated with this award package is hereby incorporated and made a part of this contract (Use Reverse and/or Attach Additional Sheets as Necessary)						
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA						<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA						<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>N/A</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
DocuSigned by: Justin S Corbett				DocuSigned by: Sharon L Hair			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED	
Justin S Corbett		7/27/2021		Sharon L Hair		7/27/2021	

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY



7241645

RECEIPT NO.

NEW BUSINESS

7682022

BUSINESS NAME/LOCATION

DISASTER PROGRAM &

OPERATIONS INC

404 W PALM DR

FLORIDA CITY, FL 33034-3346



EXPIRES
SEPTEMBER 30, 2025

Must be displayed at place of business

Pursuant to County Code

Chapter 8A - Art. 9 & 10

OWNER

DISASTER PROGRAM &

OPERATIONS INC

C/O GARRIFI F BENIGNI PRFS

Employee(s) 15

SEC. TYPE OF BUSINESS

213

SERVICE BUSINESS

**PAYMENT RECEIVED
BY TAX COLLECTOR**

67.50 08/13/2024

INT-24-462862

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit www.miamidade.gov/taxcollector





SOUTH FLORIDA WATER MANAGEMENT DISTRICT

June 21, 2022

REGISTERED VENDOR NO.: 121959

Ms. Gabrielle Benigni, President
Disaster Program & Operations, Inc.
830-13 A1A North, Suite 674
Ponte Vedra Beach, FL 32082

CERTIFICATION EFFECTIVE DATE:
June 28, 2022

CERTIFICATION EXPIRATION DATE:
June 28, 2025

Dear Ms. Benigni:

Congratulations, the South Florida Water Management District (District) has recertified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may **only** be applied when business is conducted in the following area(s):

Environmental and Disaster Consulting; Demolition and Earthwork Services

Your submittal of bids or proposals to supply other products or services outside of the specialty area(s) noted above will not count toward SBE participation. If you require certification in other specialty areas, please contact the Procurement Bureau, SBE Section, for additional information.

Renewal is required every three (3) years and should be requested a minimum of 45 days prior to the above expiration date.

If any changes occur within your company during the certification period such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status, you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District's vendor database.

We look forward to a mutually beneficial working relationship.

Sincerely,

Jennifer Dollar
SBE Program Specialist
Procurement Bureau

JD

TAB E: PROJECT UNDERSTANDING AND PROPOSED APPROACH

1. PROJECT APPORACH:

The DP&O Project Team brings to the Client a wealth of understanding and experience in disaster and recovery projects. Storm debris removal, management, and reduction are critical aspects of disaster recovery that require strategic planning, regulatory compliance, and efficient execution. DP&O specializes in handling all phases of debris operations, ensuring communities recover swiftly and safely.

METHODOLOGY FOR FEMA COMPLAINT DEBRIS REMOVAL, SEGREGATION AND DISPOSAL

Prior to and during an event, effective communication with the Institution and field crews is essential for coordination and response. To facilitate this, we utilize our AT&T Frist Net Cell Phones which ensure us access to cell and internet services as a first responder and our cell phones have “push talk” functions. Additionally, we use our TRKR™ ADMS, which provides our clients with 24-hour access to real-time project data, crew locations, debris removal progress and operations for all Debris Removal Phases (Emergency Road Clearing, DMS site operations; Debris Removal (ROW to DMS, ROW to Disposal, DMS to Disposal, Leaners, Hangers and stumps removal) including daily totals and cost, and maps of work completed and in progress. We ensure clear and consistent communication with our clients adhering to the following procedures:

Pre-Event Briefings: DP&O will conduct pre-event meetings with the Institution and the Monitoring company to discuss preparedness plans, expectations, and specific roles during the response. DP&O will focus on developing or updating the clients Debris Management Plan (DMP) including; Identifying regional geographic critical areas and obstacles which can affect debris removal operations and mobilization and or removal of critical debris hazards. The DMP will address debris removal zones, priorities, critical facilities, roles and contacts, temporary debris management sites, waterway and beaches debris removal and debris management center (location for daily briefings and debriefings).

Planning and Training: DP&O continues its Pre-Event planning as we discuss with the client their internal resources and needs, and identify where we can support with staffing, safety supplies and equipment immediate post disaster in addition to our debris removal staff and crews. We offer training of the clients’ department staff which the client may want to utilize to work in unison with our debris removal crews creating a scalable plan of action based on Disaster size.

Storm monitoring: DP&O monitors the National Weather Service forecasts specific to our client’ area and maintains phone and email communications as needed with our client.

Pre -Storm Mobilization: Communications are maintained during the mobilization of crews for emergency road clearing and we hold 2 crew mandatory conference calls every morning and end of work day. Additionally we communicate with the assigned monitor leader to ensure monitors are scheduled and placed with each of the emergency crews.

Post Storm: Regular Updates: During the event, we will provide regular updates to the Institution through the following: Scheduled phone calls and emails to keep the institution informed of ongoing operations and any significant developments; daily status reports (unless otherwise specified) of the debris removal operations ensuring transparency and consistent communications; preparation of interim reports (as directed by the Client) summarizing key findings and updates throughout the process; as well as a final report of the debris removal operations.

Communication with Field Crews and Lead Monitor Project Manager: At the start of each workday, we hold daily briefings with field crews to outline objectives, safety protocols, resource allocations and coordinate with the debris monitors to be placed with each crew. These meetings ensure everyone is aligned and prepared for the day's tasks. At the end of day debriefing, we discuss the next day priorities and resolve any obstacles.

PROJECT MANAGEMENT AND COMMUNICATIONS

Successful Disaster Recovery Projects require experienced and proactive management to minimize risk, optimize resources, and assure the public that recovery efforts are progressing efficiently and in the local area's best interest. DP&O's ability to deliver cost-effective disaster recovery services is backed by a team of seasoned professionals with extensive experience in managing large-scale cleanups.

Our team consists of highly skilled technical personnel with a diverse background in construction, disaster recovery operations, and regulatory agency coordination, ensuring seamless project execution from response to final restoration.

DP&O's management strategy for each project is built on a structured and proven approach that ensures efficiency, compliance, and cost-effectiveness. Our strategy includes: **1.) Project Understanding and Kickoff Meetings, 2.) Pre-Event and Post-Event Project Planning, 3.) Communication, 4.) Project Quality Control, 5.) Project Cost Control.** This structured process has consistently delivered superior results, enabling successful project execution and client satisfaction.

Project Understanding and Kickoff Meeting: A collective project vision to include the scope of work, tracking of costs, organizational structure and schedule expectations that will serve as a common bond, keeping team players together.

Pre-event and Post-event Project Planning: Successful project planning relies on close collaboration between DP&O and the Client to ensure a comprehensive and effective disaster recovery strategy. The Disaster Recovery Operations Plan outlines both Pre-Event and Post-Event Planning, detailing the coordinated efforts between DP&O and Client staff to establish clear work assignments. DP&O will develop intermediate objectives and milestones, integrating them into the Client's specific Disaster Recovery Operations Plan, which will be continuously updated following a post-storm event.

DP&O will also focus on developing the following: Temporary Disposal Site Management Plan – Establishing and managing debris staging areas for efficient processing, Project Safety Plan – Ensuring compliance with Client regulations and prioritizing worker and public safety, Hazardous Material Containment Areas – Implementing specialized protocols for handling and disposing of hazardous debris, Logistics Coordination – Managing the collection, removal, hauling, reduction, and final disposal of debris, Final Site Cleanup & Restoration – Developing plans for site remediation and returning areas to their pre-event condition.

Communications: DP&O's Project Director and Project Manager will establish avenues of communication with the Client's Representative at the contract award. Documentation of all communications will be in the form of published meeting minutes, monthly progress reports, and/or telephone conversation records. The success of this project will be contingent upon maintaining a continuous line of communication and understanding amongst the Project Team (including subcontractors) and Client's representatives. We also recognize the importance of maintaining open communication with other Client contractors so that we can be sure our work processes are never in conflict. If a problem arises, we are always willing to do all we can to facilitate the success and timeliness of all parties involved.

Project Quality Control: The Disaster Debris Project Director and Project Manager hold the ultimate responsibility for quality control of the work performed by the project team and all subcontractors. Their final review and approval of all work products is the last step in a series of checks and balances that ensures refinement and review of the work as it progresses. As with any project, effective QA/QC starts with identification of project roles upon initiation, which is a key element to our standard QA/QC program.

Project Cost Control: At DP&O, cost control is a key facet of our success. We pride ourselves in our ability to complete projects within or below project budgets. We have a history of satisfied clients that have come to rely on our abilities to complete projects within an established budget. We can accomplish this with our established, computer-based, cost control system. All labor, other direct costs and subcontractor costs are input into the system via labor time sheets, expense reports and subcontractor invoices. Controlling costs begins with the initiation of each project at DP&O. At the beginning of a project, the Project Director and Project Manager and Finance Director provide each member of the Project Team with an agreed upon number of hours within which each task is expected to be completed. Daily project meetings provide each Project Manager with the required feedback to anticipate whether the expected labor expenditures will meet the project requirements.

DISASTER RECOVERY OPERATIONS PLAN

DP&O will prepare the Disaster Recovery Operations Plan to be specific to the Client, including communications, planning, resource review, updating Client information, and inventory files. This plan will include a pre-storm, post-storm event planning, and project close-out.

Pre-Storm Events

Before an event, we conduct thorough risk assessments to identify areas prone to inaccessibility due to flooding and other hazards. This allows us to develop targeted response plans. We map out alternative access routes in advance, including secondary roads and pathways that may be less impacted by disasters. This helps us navigate around inaccessible areas when necessary.

We utilize real-time monitoring technology, such as GIS mapping and weather tracking, to stay informed about changing conditions that may affect accessibility. This enables us to adjust our response plans accordingly.

We invest in specialized equipment, such as all-terrain vehicles and drones, to access hard-to-reach areas. Drones, in particular, can provide aerial assessments to inform our response strategy without requiring physical access.

DP&O will appoint a Project Manager to meet with the Client Representatives to establish the below chain of command and communications, planning, and training.

- Personnel staffing in the local area available for emergency operations.
- Pre-assigned Client equipment available
- Landfill/Transfer Station locations, hours of operation, and availability in the local area.
- Initial notification/contact of major subcontractors committed to DP&O in the local area.
- If needed, coordinate with Client SWA and review advisories concerning similar information on Client disposal sites, points of contacts etc.
- Coordinate with the Client available land for temporary Debris Staging.
- Identify streets with limited access- small width, dead end, proximal ditches.
- Project Administration/Accountability- Emergency Clearing (first 72 hr) Daily Inspector logs, Volume Based Crew loading/hauling/disposal logs and Pre printed Disposal Tickets.
- Payroll and Equipment Inventory Status updates for FEMA required submittals for reimbursement.
- The designated location to meet immediate Post-Storm event.

DP&O will assign and mobilize all resources as needed, to secure staging areas, based on storm movement and agreement with the Client officials.

Post Storm-Emergency Clearance Of Roads And Right-Of-Way

In the event of an approaching Hurricane the Project Director and Project Manager for each client will be in constant (daily) contact with their assigned Client to plan accordingly as the Client requires and to ensure efficient contract mobilization for debris removal contractor and for DP&O management and debris removal staff. We maintain Debris Management Implementation Checklist which we update daily to ensure all management, debris removal staff have the necessary safety supplies, Vests, Badges, Coolers, First Aid kits, and assign AT&T First net phones to on call staff being mobilized.

DP&O holds conference calls and or Webex with our dedicated Project Management, recovery team, support contractor and administrative services team who coordinate hotels, gas and other logistics to plan for mobilization of debris removal staff, including backup communication, and safety supplies. DP&O remains ready to mobilize for any sporadic disaster event (tornado, other natural or man-made disasters). All DP&O Management and staff are assigned and use daily AT&T first net cell phones, which we test frequently and allow DP&O access to Internet and cell towers as First Responder post disaster.

Mobilization

- After the event has passed, DP&O will immediately mobilize to the affected area. The Emergency Team will arrive at the designated Post-Storm meeting location, at the event's conclusion and initiate recovery activities as conditions permit.
- DP&O will perform the cutting, pushing, of debris from the primary transportation routes, right-of-ways, easements, streets, and roads identified and directed by the emergency officials and Client representative. Initial debris clearing activities will commence immediately utilizing ground crews and chainsaw operators who will prepare debris for clearance only.

Crews will be deployed from the pre-arranged staging areas to clear roads, bridges, and emergency vehicle paths.

- First priority will be given to main arterial roadways and access routes leading to health care facilities.
- Second priority will be given to streets and thoroughfares providing access to major utility systems and services, such as electric, water and gas.
- Third priority will be given to major highways and commercial streets, followed by residential streets and alleyways.

Under Category B - Emergency Protective measures FEMA provides reimbursement for measures taken before, during, and after a disaster to:

- Eliminate or reduce an immediate threat to life, public health, or safety; or
- Eliminate or reduce an immediate hazard that threatens significant damage to improved public or private property.

FEMA establishes a timeframe before and after the event of which these are reimbursed 75% (which may change). During this established timeframe the Client is allowed to choose the 72-hour timeframe of the items for which reimbursement is 100%.

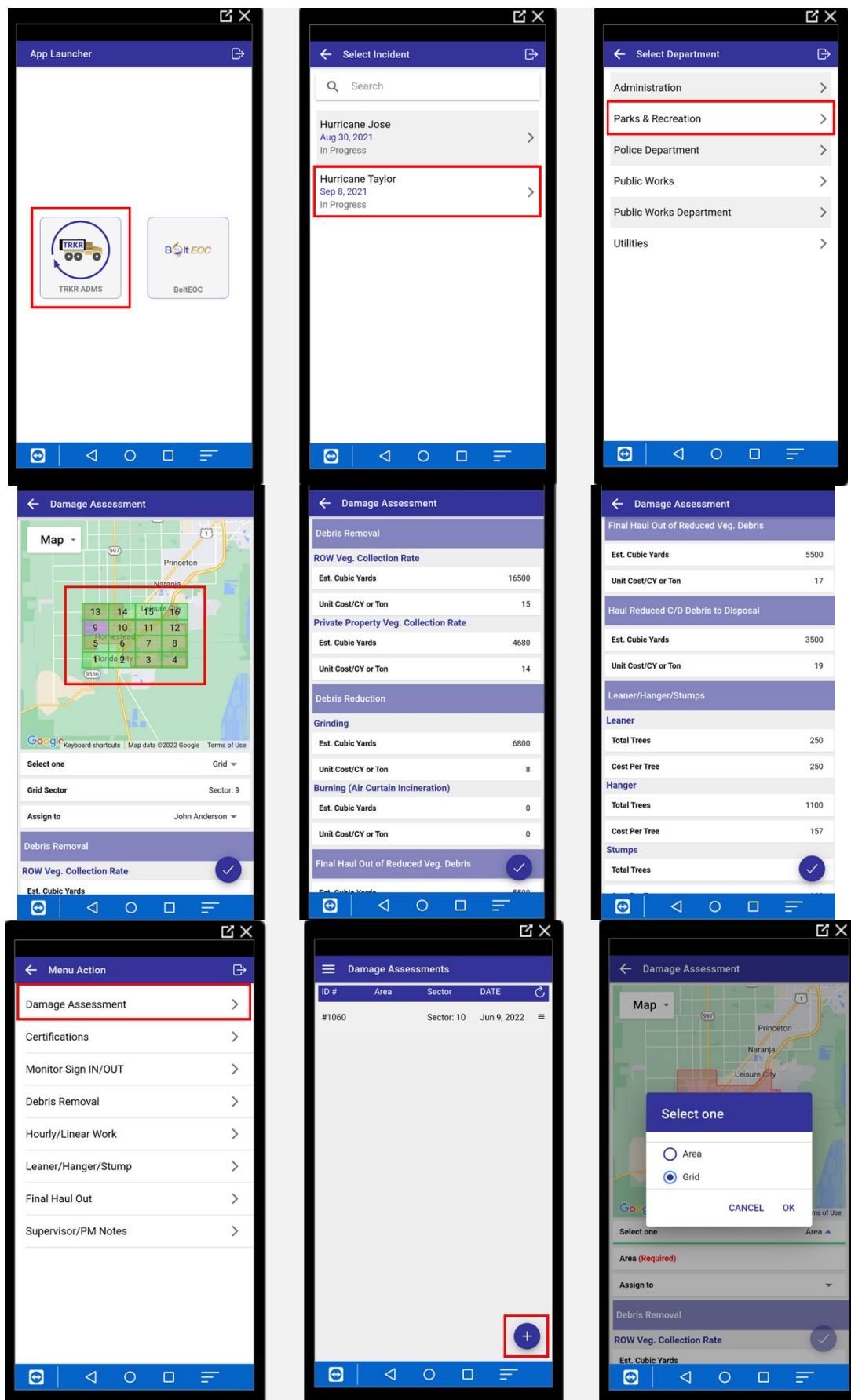
The emergency road clearing consists of 72 working hours and is reimbursed by FEMA based on contractor-documented costs. DP&O prior to deployment of crews and equipment will ensure compliance with data reporting monitoring and tracking requirements. DP&O will schedule crews and Category B tasks during the 72-hr. timeframe to ensure the highest percentage of FEMA reimbursement.

Damage Assessment

The most efficient Post Disaster Debris Removal operation begins with knowledge of the most critical areas, and location/identification and type of the most critical debris hazards which facilitates scheduling prompt removal or securing the area until removal.

- Damage Assessment/Estimate - This process includes windshield surveys and manual assessments, factoring in the total miles of Client streets, the number of homes eligible for right-of-entry debris removal operations, and the types of debris present.
- At this stage, DP&O will also assist in identifying expenditures eligible for reimbursement, including those related to Parks & Recreation, Utilities, Buildings & Equipment, Water Control Facilities, and more. This process will be conducted without impacting debris collection, removal, or disposal priorities.
- Once the damage assessment is complete, DP&O and the Client Representative will reconvene to discuss recovery operations, including priority areas, deployment of monitors, and required support crews to ensure an efficient and coordinated response.
- The affected area will be divided into quadrants. DP&O and Client Representative will conduct debris Estimating and Zone/Grid Assignments within six hours after the event's conclusion.
- Immediately following the damage assessment, DP&O's disaster response staff will deploy the necessary support crews and equipment to begin recovery operations. Depending on local demographics and site conditions, specialized equipment may be required to ensure efficient and effective debris removal.
- During the damage assessment, the need for a temporary staging and debris reduction area may be identified. If required, DP&O will locate and evaluate potential sites based on location, required size, and points of ingress and egress to ensure efficient operations.

DP&O's TRKR™'s Damage Assessment module allows the client and DP&O real time view in both the web and mobile based the mapped location with GPS, description and photo of debris damages and hazards.



830-13 A1A North, #674, Ponte Vedra Beach FL 32082
 24/7 (305) 317-0831 www.DPandO.com

Debris Removal Equipment

DP&O will conduct debris loading and hauling operations from public rights-of-way, private property (as requested by the Client), streets, and roads. All operations will adhere to proper safety protocols and traffic control standards in compliance with MOT (Maintenance of Traffic) requirements to ensure safe and efficient debris removal.

Equipment: The Equipment to be utilized will be determined during the project planning meetings and will be based on the streets, width, accessibility, and overhead utilities. DP&O will utilize and implement the following standards:

- **Loading Equipment:** All loading and moving equipment will be operated from the roadway, streets, alleys, or right-of-ways using clam shell loaders, booms, or grapple devices to collect and load debris into collection vehicles. No equipment will be operated behind the curb or outside the defined roadway shoulder/swale section or area that may endanger operators or work crews, unless specifically directed to do by Emergency officials.
- **Hauling Equipment:** All trucks and trailers utilized to haul debris will be capable of rapidly dumping loads without assistance of other equipment. Trucks will be equipped with a tarp, or net to secure loose materials during transport to the disposal facility or site. The tarp/net will not exceed the truck body/trailer measurements. The trucks will also be equipped with a tailgate to assist in containing the debris.
- **Truck Measurements and Signage:** DP&O will use the following procedures to ensure that all trucks used are measured accurately and fully documented. This inspection will be performed by the Client's representative and DP&O. Each inspection will be documented and signed by the Client. The dimensions will be measured on the inside of the trailer and the volume for the hydraulic ram will be deleted utilizing the standard 2% deduction. The truck specifications will be on file with the Client. Signage and vehicle numbers will be prepared and ready prior to deployment. Trucks and heavy equipment will be equipped with two magnetic or adhesive signs that can be affixed to each side of the truck.
- **Hours of Operation:** Debris removal operations that generate noise levels exceeding normal traffic flow will take place during daylight hours, 7 days a week. Adjustments to the hours of operation, based on working conditions and scope of work, may command a coordinated change with the approval of the Client's designated official.

Traffic Control & Safety Measures

DP&O prioritizes work zone safety and minimizing public disruption by implementing comprehensive traffic control measures throughout the disaster recovery process.

- **Traffic Control Implementation:** Deploy appropriate signage, barricades, and flagging personnel to ensure safe and efficient traffic flow around work zones.
- **Regulatory Compliance:** Adhere to all OSHA regulations and industry best practices to maintain a safe working environment.
- **Worker Safety:** Provide all necessary Personal Protective Equipment (PPE) to field personnel, ensuring compliance with safety standards and reducing workplace hazards.

Debris Collection and Transportation

Removal Activities: From the Grid/Zone Assignments - Areas are based on priority and accessibility. The zones will be equitably established to ensure timely progression throughout the affected area. The crew size and resources will be adjusted or modified as needed during removal phase.

Debris Segregation: Initial storm/event debris will be separated when feasible.

- Category I or II storms resulting in mostly cosmetic damage rather than structural will require little or no separation of debris.
- Category III or higher storms will require curb management and debris separation due to the increase in severity of damages.
- Crews will attempt to segregate materials, where feasible, into constituent piles for collection and disposal. Hazardous materials will be segregated and properly stored for future collection.
- Mixed debris will be collected as C/D.

Debris collection passes will continue until only light litter remains, which can be efficiently removed using raking and sweeping operations. The Client may opt to utilize the DP&O Disaster Recovery Load Ticket to document debris collected from rights-of-way and transported to the designated TDSR or disposal site. DP&O records 15 key data points as outlined in the FEMA Debris Management Guide. The seven-part load ticket ensures accurate documentation of all billable recovery activities.

Each week, load ticket data will be compiled into a spreadsheet and database, with both a hard copy and digital copy provided to the Client. The following information from each ticket is detailed on the report.

- Date
- A Preprinted ticket number
- Hauler's name
- Truck number
- Truck capacity in cubic yards
- Load percentage full, as assigned by the Client Representative in the tower
- Load amount in billable cubic yards
- Debris classification as burnable, non-burnable, mixed, other
- Point of origin for debris collected and time loaded
- Dumpsite location and time dumped.

Debris Reduction – TDSR Selection and Activation

DP&O will assist the Client in identifying suitable land and selecting the most cost-effective debris reduction method to ensure efficient processing. DP&O will establish and maintain a sufficient number of Temporary Debris Staging and Reduction Sites (TDSRS) to accommodate all eligible storm debris. This includes ongoing maintenance of entry and exit roads, ensuring safe and efficient access throughout the debris hauling period, including road stabilization with stone where necessary for ingress and egress.

- DP&O will provide covered inspection towers designed to accommodate up to three inspectors, ensuring efficient and accurate inspection of incoming loads.
- DP&O has the knowledge, experience, staff, and equipment to manage and operate as many sites as required to provide for efficient recovery operations.
- DP&O will process debris reduction in accordance with applicable State and Federal Laws, and Processing will include but not be limited to Tub Grinding and/or incineration.
- All debris will be properly segregated before reduction into distinct categories, including vegetative, construction and demolition (C&D), recyclable materials, white goods, and hazardous waste, ensuring compliance with regulatory standards and efficient processing.
- DP&O will fully restore the Temporary Debris Staging and Reduction (TDSR) site to its original pre-operations condition following the completion of debris reduction activities.

Disposal or Final Haul Out to Disposal

Disposal of all eligible debris, reduced debris, ash residue and other products of the debris management will be in accordance with all applicable State, Federal, and Local Laws.

Disposal is handled as Direct Costs to the Client.

DP&O will document Disposal in accordance with FEMA protocol utilizing the aforementioned Debris Collection/Disposal Ticket.

Tree Trimming, Removal of Leaners, Hangers and Stumps

DP&O will document the location of all leaners, hangers and stumps, for FEMA approval for removal. DP&O will perform all removal of the leaners, hangers, and stumps, and coordinate during the debris removal/disposal operations.

DP&O will perform the backfilling of any holes subsequent the stump removal.

Demolition, Removal, Disposal of Damaged or Condemned Structures

As required and directed by the Client, DP&O will demolish and remove condemned structures and buildings that pose a threat to public safety due to disaster impacts. This includes eliminating or reducing immediate threats to life, safety, and health on both private and publicly owned property. DP&O will handle the demolition, debris removal, and relocation of materials to the public right-of-way or an approved disposal facility, ensuring compliance with all safety and regulatory standards.

The cost for the demolition of structures will be provided on an as-need basis.

Documentation and Recovery Process

The cornerstone of our approach is the assignment of a highly skilled Project Manager who seamlessly integrates all required project disciplines. The Project Manager holds primary responsibility for performance, ensuring task continuity through active oversight and direct participation in all contract activities.

DP&O will prepare and submit operational reports throughout the duration of the debris removal operations.

DP&O's daily reports shall document the debris removal. Each daily report submitted will contain the following minimum information:

- Contractor Name
- Contract Number
- Reports and graphs to delineate production rates of crews and their equipment, progress by area and estimations of total quantities remaining, time to completion, and daily cumulative cubic yards of debris removed, processed, and hauled. This reporting is due no later than 10:00 a.m. the following business day or as requested.
- GIS mapping data updates and digitized reports
- All GIS layers required will be provided to the Contractor by the Client Public Works Department, prior to an event or as soon as possible to ensure up to date files and consistency in field structure. All GIS Data must be in an ESRI ArcGIS Desktop ArcMap 10.3 format or higher version.
- Data exports should be at least monthly and utilize Microsoft® Excel® or other formats acceptable to Client.
- Scanned documents should be at a minimum 300 dpi and in jpg, tiff, or Adobe® PDF® file format.

DP&O will review and validate debris removal contractor(s) invoices prior to submission to the Client for processing.

Database Reporting: DP&O shall be responsible for collecting, auditing for completeness and accuracy, tabulating and organizing all debris removal, Final Haul out and disposal data into required formats, which will follow all requirements of FEMA, FHWA, and all other applicable federal, state, and local agencies. DP&O utilizes our TRKR™ ADMS (Automated Debris Management System) to collect all debris removal data, tickets and document debris operations and is discussed below.

Reporting/Project Communication: DP&O will provide the following communication procedures to be employed throughout the contract term to maintain clear lines of communications with the Client Project Manager and Client Staff: daily status reports, unless otherwise specified, of the debris removal operations, preparation of interim reports (as directed by the Client), as well as a final report of the debris removal operations.

- A. The daily status report shall include at a minimum: the daily cubic yards/tons collected by material and by program (FHWA-ER First Pass, First Pass on non-Federal Aid roadways, second and subsequent passes on all roadways), cumulative totals in cubic yards/tons by debris type, number of debris removal crews and equipment operating, number of debris monitors in field, cubic yards/ton by debris type hauled to final disposal and location of final disposal, and total cubic yard/tons hauled to recycling or salvage facilities.
- B. A Weekly interim status report and final report covering the history of the operations, temporary debris sites used, site closure, any environmental reports and final disposal, recycling if any. The report may include Lessons Learned in operations and recommendations for future debris activities.

Sample Daily Log Report:

DISASTER PROGRAM and OPERATIONS DAILY LOG

SBSC Seminole County Public Schools SCHOOL Spring Lake ES DATE 1/3/2023

CREW STORM DRAIN 1




NAME	David Phelps	POSITION	Storm Drain 1 & 2 Working Forman	START	7:00:00 AM	END	6:00:00 PM	LUNCH	0.5	HOUR	10.5
NAME	Jacob Shofner	POSITION	Groundworker/Laborer	START	7:00:00 AM	END	6:00:00 PM	LUNCH	0.5	HOUR	10.5
NAME	Paul Holliday	POSITION	PressureWasher + Operator	START	7:00:00 AM	END	6:00:00 PM	LUNCH	0.5	HOUR	10.5
NAME	Holston Cook	POSITION	Groundworker/Laborer	START	7:00:00 AM	END	6:00:00 PM	LUNCH	0.5	HOURS	10.5
NAME		POSITION		START		END		LUNCH		HOURS	
NAME		POSITION		START		END		LUNCH		HOURS	

MONITOR Daryl Hart

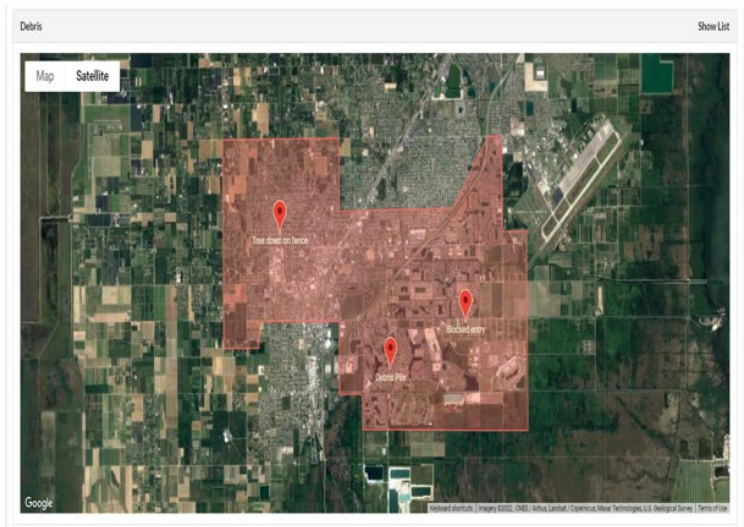
CREW TOTAL 42

COMMENTS 7 am Daily site debriefing with contractor. Sign in at School. Checked in equipment & Staff .Monitor Debris hazard clearing crew start in areas away from student drop off, parking lots, and entry point and recreation areas. Lunch time, Several stops occurred for different activity .End of Day demobilize After debris removal Crew and Equip is gone

Debris DA Reports

Description	Description	Description
Debris Pile	Blocked entry	Tree down on fence
Location	Location	Location
25.452401575579202; -	25.462051077445935; -	25.47999766175705; -8
Measurement/Quantity	Measurement/Quantity	Measurement/Quantity
Est. Cubic Yards	Quantity/Item	Unit Cost/CY or Ton
Value	Value	Value
1500	259	550
Comments	Comments	Comments
Debris next to road intersection SW 84th avenue.	Downed tree block entry	Tree down on fence - west side.
		

DA Hazards Map



Hourly/Linear Work #1054



Type: Emergency Road Clearing Project Name: Looks Great Services Project Location: 25.480830538265415; -80.4 Address: 3rd Street & Beach

Crew Name: TM101 Status: Pending Type: Hourly

Comment: Assign to: Joe worker

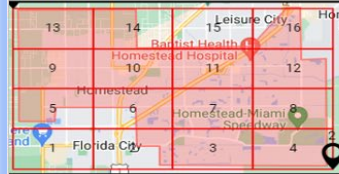
Date	Item Number	CREW #	Equipment #	Description	Time In	Time Out	Down Time	Hours Worked	Rate	Ext \$'s
9/14/2017	A20	MG7	1111	PROJECT MANAGER W/TRUCK	7:00	17:00	0:00	10.00	\$ 95.00	\$ 950.00
9/14/2017	A21	MG7	5460	FIELD SUPERVISOR W/TRUCK	7:00	17:00	0:00	10.00	\$ 85.00	\$ 850.00
9/14/2017	A26	TM101	3738	BOBCAT/SKIDSTEER W/GRAPPLE - TS300	9:50	17:50	0:00	8.00	\$ 95.00	\$ 760.00
9/14/2017	A26	TM101	0230	BOBCAT/SKIDSTEER W/GRAPPLE - TS300	9:50	17:50	0:00	8.00	\$ 95.00	\$ 760.00
9/14/2017	A7	TM101	2570	RUBBER TIRE BACKHOE	9:50	17:50	0:00	8.00	\$ 95.00	\$ 760.00
9/14/2017	A26	TM101	0923	BOBCAT/SKIDSTEER W/GRAPPLE - TS300	9:50	17:50	0:00	8.00	\$ 95.00	\$ 760.00
9/14/2017	A11	TM101	1610	25-MCY DUMP TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A11	TM101	1600	25-MCY DUMP TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A11	TM101	4511	25-MCY DUMP TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A3	TM101	6274	644 LOADER W/ GRAPPLE/ (2-2.5CY)	9:50	17:50	0:00	8.00	\$ 205.00	\$ 1,640.00
9/14/2017	A9	TM101	8740	MAINTENANCE TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A9	TM101	3511	MAINTENANCE TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A21	TM101	5943	FIELD SUPERVISOR W/TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A21	TM101	6458	FIELD SUPERVISOR W/TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A9	TM101	8004	MAINTENANCE TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A8	TM101	3604	TRANSPORT W/ LOBOY	9:50	17:50	0:00	8.00	\$ 125.00	\$ 1,000.00
9/14/2017	A9	TM201	1519	MAINTENANCE TRUCK	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A18	TM201	5583	CHAINSAW OPERATOR (WITH SAFETY GEAR)	9:50	17:50	0:00	8.00	\$ 85.00	\$ 680.00
9/14/2017	A19	TM201	2665	TRAFFIC CONTROL TECHNICIAN (WITH SAFETY GEAR) Laborer	9:50	17:50	0:00	8.00	\$ 65.00	\$ 520.00
9/14/2017	A19	TM201	1946	TRAFFIC CONTROL TECHNICIAN (WITH SAFETY GEAR) Laborer	9:50	17:50	0:00	8.00	\$ 65.00	\$ 520.00
9/14/2017	A19	TM201	6690	TRAFFIC CONTROL TECHNICIAN (WITH SAFETY GEAR) Laborer	9:50	17:50	0:00	8.00	\$ 65.00	\$ 520.00
Daily Total									\$ 15,840.00	

Total Pay: 048 Created By:

Progress Dashboard

Incidents: Hurricane Taylor Agency: City of Homestead Department: Parks & Recreation 6/17/2022, 12:00 AM 6/17/2022, 11:59 PM

GRID SELECTOR



RESET/ALL

DEBRIS REMOVAL



HAZARD TREES



Debris Removal	ROW to DMS	ROW to Disposal	DMS to Disposal	Total (CY)	CY (\$)	Disposal (Ton)	Disposal (\$)
Vegetative (CY)	132,396.54	124.34	498.54	132,396.54	\$860,577.51	622.88	\$38,001.91
C/D (CY)	1,393.85	38.47	176.85	1,393.85	\$9,060.03	215.32	\$13,136.67
Mixed (CY)	26.08	68.84	734.61	26.08	\$169.52	803.45	\$49,018.48
Other	0.00	0.00	0.00	0.00	\$0.00	0.00	\$0.00
Total	133,816.47	231.65	1,410.00		\$869,807.06		\$100,157.07
Debris Removal and Disposal Cost							\$969,964.12

Hazard Trees	Size (from - to)	Quantity (units)	Cost (\$)
Hanger	2" - up	1,148	\$200,900.00
	Total	1148	\$200,900.00
Leaner	6" - 23.99"	527	\$131,750.00
	24" - 35.99"	142	\$78,100.00
	36" - 47.99"	81	\$101,250.00
	48" - up	14	\$21,700.00
	Total		\$332,800.00
Stump	6" - 23.99"	24	\$7,080.00
	24" - 35.99"	8	\$3,960.00
	36" - 47.99"	2	\$1,590.00
	48" - up	0	\$0.00
	Total		\$12,630.00
Trees Cost			\$546,330.00

Debris Removal Dashboard

Performance Indicators



Operational Indicators



Debris Removal and Disposal Cost

Type	Total (CY)	CY (\$)	Disp (ton)	Disp (\$)
Vegetative	354.59	\$18,117.72	20.158	\$287.370
C/D	14.82	\$148.16	1.000	\$15.000
Mixed	49.76	\$434	500	\$0
White Goods	0	\$0	0	\$0
HHW	1.85	\$1.85	500	\$2,500
Other	23.15	\$115.75	700	\$1,000
		\$18,817.48		\$305,870
DR + Disposal:				\$324,687.48

Debris Taken To Landfill

In the event , during debris removal, it is determined that transporting eligible debris directly to a permitted landfill is cost-effective, field procedures will be implemented to ensure that each load ticket prepared at the loading site is accurately documented and properly manifested at the landfill. This process will confirm truck capacity and verify disposal details for compliance and record-keeping.

- Once a truck is loaded with debris at the work site, the site monitor will fill out a load ticket- one white original copy and six carbon copies (yellow, pink, purple, blue, green, gold). The load tickets issued by the monitors are the basis for debris contractor payment.
- White copy. The pickup site monitor will fill in the date, truck number, contractor and departure time and sign the ticket. The pickup site monitor will keep the white copy and gave the other copies to the driver.
- Yellow copy. The disposal site monitor will fill out the arrival time, estimate the amount of material on the truck in cubic yards and sign the ticket. The disposal site monitor keeps the yellow ticket, and one ticket goes to the disposal facility. Upon return at the loading location the driver will keep on ticket, and return the remaining tickets to the contractor crew leader.
- At the end of each day, all the tickets for the loading and disposal will be matched and compared. Remaining Copies will be separated and filed for DP&O, FEMA, and Extra copy. DP&O will maintain the originals for the Client.

Reduced Debris /Final Haul Out to Disposal Facility

The same procedure outlined above will be followed for debris transported to a Temporary Debris Staging and Reduction Site (TDSR).

However, during the final haul-out, a separate ticket will be issued to document key details, including haul-out time, cubic yards, disposal location, and final disposal time.

Tracking Documentation and Reimbursement

DP&O will utilize our **TRKR™** Automated Debris Management System (ADMS) to auto generate e-tickets, prepare detail load ticket input, check quantities, locations with mapping for all debris operations. (ROW to DMS, ROW to Disposal, Leaner/Hanger/Stumps, and other debris hazards) including certifying all equipment used. In the event manual tickets are requested by the client, DP&O will also provide a data entry/data manager to load tickets to track and document the removal and management of all Eligible Debris. DP&O ensures that all load tickets meet the requirements of FEMA and other Federal or State reimbursement agencies. In the event the client or debris removal contractor request ticket copies we have portable printers stationed at the DMS site to print tickets and or we can provide access to TRKR and or send daily tickets in pdf via email. Additionally, any other type of manual ticket (Debris Removal, Disposal Voucher number) is logged via TRKR™ as an alternate ticket number and photocopied with the corresponding load ticket. All Disposal tickets are also maintained in TRKR™ with the corresponding load ticket. DP&O will provide client access user log ins to TRKR™ to view Debris Operations or documents at any time.

FEMA PROGRAM ASSISTANCE

DP&O's Project Team offers the necessary personnel and systems to respond swiftly and efficiently to any level of storm, ensuring seamless assistance for the Client. The services outlined below are provided as technical support to ensure compliance with FEMA's Public Assistance Program, in the event that a Presidential Disaster Declaration is issued and the Client requires assistance.

The services below are included in the costs of this proposal:

- Initial Damage Assessment Survey- including the Project Worksheet (PW),
- Assist with identification of expenditures eligible for reimbursement,
- FEMA inspections,
- Review the PW for accurate scope of work and for accurate unit costs for each category,
- Design, Implement, and Maintain the Recovery Process Documentation,
- Detail and Track the force labor and contract labor accounts,
- Disaster Recovery Process Recommendations,
- Documentation Support-includes the training and meetings with Client's Staff.
- Documentation Support Review-for FEMA applicability and submittals,
- Review documentation for completeness, accuracy, dates, quantities and rates,
- Provide guidance with Federal and State reimbursement issues.

DP&O will verify technical expertise and guidance to support the Client during the disaster recovery effort including but not limited to:

- **Debris Management Plan (DMP):** DP&O will prepare an emergency DMP per FEMA guidelines that may allow the client an additional 5% for reimbursement of Debris Removal costs. DP&O has detailed many DMPS for clients in the United States and has many DMPs certified per FEMA and state requirements in the States that participate in the FEMA pilot program.
- Damage assessment includes plan development, procedure development, and staff training and staff augmentation.
- Critical facilities assessment, including facility inventory and facility assessments.
- Comprehensive mitigation program development, including mitigation plan, staff training, cost benefit analysis, project management, GIS mapping, environmental review and staff augmentation.
- Develop debris plan and Client compatible GIS mapping.
- Project management to include the formulation and management of permanent work projects, task force management and management services for the Client.
- Provide technical support and assistance in developing public information.

FEMA Program Assistance – Coordination

DP&O's FEMA Program Director will coordinate and provide all necessary meetings. The Program Director will meet with the Client to review and update existing information that may be required for FEMA reimbursement submittals, and detail item-checklists required for the each FEMA category.

DP&O's Program Assistance will include the following:

- Identification of expenditures eligible for reimbursement under FEMA categories A-G.
- Coordination with the Client for Submission of official request for State Assistance and FEMA inspection.
- Local government representation - Train and assist Client personnel with submittal forms-for force labor accounts, and equipment inventory data sheets.
- Review FEMA Project Worksheet (PW) for accurate scope of work and accurate unit costs.
- Recovery process documentation – Create Plan to process all daily logs, tickets from the field/contractor and perform documentation (data entry) of recovery process.
- Perform daily, weekly ticket reconciliation, and final reconciliation of debris removal ticket ledgers and disposal ledgers (TDSR to final disposal), per FEMA requirements and provide with FEMA category A submittals including final inspection reports.
- Review project documentation for consistency, compliance, completeness-perform submitting for payment.
- Individual project final inspection reports for reimbursement, project closeout.
- Recommendations to Municipality representatives for reimbursement tasks.
- Assist the Client with negotiations with Federal and State and verify completion of work task items for each FEMA Category A-G for contract closeout.

Post-Storm Recovery Process - Documentation

After the event has passed, DP&O will immediately mobilize to the affected area and the Emergency Team will arrive at the designated Post-Storm meeting location at the event's conclusion and initiate documentation.

Under Category B - Emergency Protective measures, FEMA provides reimbursement for measures taken before, during, and after a disaster to:

- Eliminate or reduce and immediate threat to life, public health, or safety, or
- Eliminate or reduce an immediate hazard that threatens significant damage to improved public or private property.

FEMA establishes a timeframe before and after the event of which these are reimbursed 75% (which may change). During this established timeframe, the Client is allowed to choose the 72 hour timeframe of the items for which reimbursement is 100% in which DP&O will assist the Client to choose this 72 hour timeframe.

Damage Assessment

Initial Damage Assessment Survey - Review and Preparing the Project Worksheets (PW)

DP&O will assist with the identification of expenditures eligible for reimbursement, interface for FEMA inspections, and coordinate for each category. DP&O will also prepare payroll and Equipment Inventory Status updates for FEMA, as needed.

Debris Removal Documentation

Daily, the Debris Collection Report/Load Tickets will be posted to a spreadsheet and/or database with a hard copy and disc provided to the Client to track the daily cubic yards removed by removal Contractor(s).

Daily, the previous day's work summary will be submitted to the Client's Contracting Officer in report format containing the following as minimum information:

- Contract Number
- Daily and cumulative hours for each piece of equipment and personnel
- By unit cost or Daily and Cumulative cubic yards removed.

DP&O will reconcile all units of work daily eliminating any erroneous or disputed information which may result later in the project, and commits to the following:

- Maintain documentation of recovery process.
- Provide written and oral status reports as requested by the Client.
- Review documentation for accuracy and quantity.
- Gather claim documentation daily as detailed in the FEMA Program Assistance Section.

Debris Taken To Landfill

In the event during debris removal the eligible debris is deemed cost effective to take directly to a permitted landfill for disposal field, procedures will be implemented to ensure that each loading ticket prepared at the loading area is properly manifested to the landfill for proper confirmation of truck capacity and disposal information.

Once a truck is loaded with debris at the work site, the site monitor will fill out a load ticket- one white original copy and six carbon copies (yellow, pink, purple, blue, green, gold). The load tickets issued by the monitors are the basis for FEMA reimbursement and debris contractor payment.

At the end of each day, all the tickets for the loading and disposal will be matched and compared. Remaining copies will be separated and filed for FEMA, and Client copy. DP&O will maintain the originals for the Client. DP&O can enter the tickets into a spreadsheet and/or database for tracking project quantities which is necessary for Contractor payments and FEMA reimbursement.

Debris Reduction/Removal/Demolition/Haul Out

DP&O will assist the Client in locating suitable land and selecting the most cost-effective debris reduction method. Additionally, DP&O will help the Client identify a sufficient number of Temporary Debris Staging and Reduction Sites (TDSRs) to accommodate and process all eligible storm debris.

DP&O will oversee the maintenance of entry and exit roads at the TDSRs throughout the debris hauling period, ensuring proper stabilization with stone for any roads requiring additional support for ingress and egress.

The procedures outlined earlier, in accordance with FEMA protocol, will be followed for debris taken to a TDSR. However, during the final haul-out, a separate ticket will be issued for debris transported to the final disposal site, documenting haul-out time, cubic yards, disposal location, and relevant details. This data will be entered daily and reconciled to ensure accuracy and compliance.

Documentation of Miscellaneous Items

DP&O will coordinate the tracking and documentation of the following:

- **Tree Trimming, Removal of Leaners, Hangers and Stumps**

The location of all leaners, hangers, and stumps will be documented by DP&O for FEMA approval and removal.

- **Demolition, Removal, Disposal of Damaged or Condemned Structures**

DP&O can assist the Client to direct the demolition and removal of condemned structures and buildings that pose a threat to the public safety resulting from a disaster. An immediate threat to life, safety, and health to the general public that is present on private property or publicly owned property will need to be eliminated or reduced.

2. APPROACH TO MULTIPLE CITIES AND COUNTIES:

DP&O is fully equipped and strategically organized to respond effectively in the event that multiple cities and counties require simultaneous emergency debris removal and disaster recovery services. Our operational model is built on scalability, resource redundancy, and strategic partnerships, enabling us to deploy multiple fully staffed and equipped response teams across affected areas without compromising service quality or speed.

We maintain a robust inventory of heavy equipment, vehicles, and support resources across various staging locations to ensure rapid mobilization to multiple sites as needed. Our experienced project management teams are trained in multi-jurisdictional coordination and work closely with local officials, emergency management agencies, and public works departments to prioritize needs, allocate resources efficiently, and maintain consistent communication.

DP&O's workforce includes a network of trained personnel and prequalified subcontractors that can be expanded quickly to meet high demand. Our logistics and planning team ensures each operation is fully supported with the manpower, materials, and oversight required to deliver safe, timely, and FEMA-compliant services.

Through clear communication, real-time reporting systems, and adherence to established emergency protocols, DP&O ensures each community receives focused, professional attention—no matter how many jurisdictions we are serving concurrently. Our goal is to restore safety, accessibility, and normalcy to all affected areas as quickly and efficiently as possible.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 501 Riverside Ave Suite 1000 Jacksonville FL 32202	CONTACT NAME: Cynthia Casanova PHONE (A/C, No, Ext): 813-367-5601 E-MAIL ADDRESS: cynthia_casanova@ajg.com	FAX (A/C, No): 904-634-1302
INSURED Disaster Program & Operations, Inc Xact Recovery 10033 Sawgrass Drive W. Ste. 121 Ponte Vedra FL 32082-2832		DISAOP-01
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Admiral Insurance Company		24856
INSURER B: Maxum Indemnity Company		26743
INSURER C: James River Insurance Company		12203
INSURER D: Travelers Indemnity Co of America		25666
INSURER E: Midvale Indemnity Company		27138
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 48150966**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			BDG013876705	8/19/2024	8/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA00027820	8/19/2024	8/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			001227253	8/19/2024	8/19/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	UB0X5702422442G	8/19/2024	8/19/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Consultant Professional Liability Retroactive Date: 8/19/2016			EO00003472309	8/19/2024	8/19/2025	OCC/AGG Deductible per claim \$1,000,000 \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Proof of Coverage

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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HUMAN TRAFFICKING AFFIDAVIT

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.
2. I currently serve as President (Role) of Disaster Program & Operations, Inc. (Company).
3. Disaster Program & Operations, Inc. (Company) does not use coercion for labor or services, as those terms are defined in Florida Statute 787.06.
4. This declaration is made pursuant to Florida Statute 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Gabrielle Benigni/President (Signatory Name and Title),
declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated in it are true.

Further Affiant sayeth naught.

COMPANY

Disaster Program & Operations, Inc.

NAME OF BUSINESS ENTITY

Gabrielle Benigni

SIGNATURE

Gabrielle Benigni/President

TYPE NAME AND TITLE

**SWORN STATEMENT UNDER SECTION
287.133(3)(n), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid No. 016-2025.
2. This sworn statement is submitted by Disaster Program & Operations, Inc. whose business address is 830-13 A1A North #674 Ponte Vedra Beach, FL 32082 and (if applicable) its Federal Identification No.(FEIN) is 47-3936181. If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____.
3. My name is Gabrielle Benigni and my relationship to the entity named above is President.
4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to, and directly related to, the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentations.
5. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair

market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have been charged with or convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with, and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies)

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services)

Signature: G Benigni

Date 4/21/2025

STATE OF Florida

COUNTY OF Miami Dade

Personally appeared before me, the undersigned authority, Gabrielle Benigni who
after first being sworn by me, affixed his/her signature in the space provided above on
this 21st day of April 2025.

E Valdes

Notary Public, State at large

My Commission Expires:

5/9/27



DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, Disaster Program & Operations, Inc. (print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

"As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein"

C. Benji
Authorized Signature

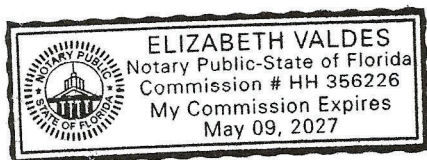
4/17/2025
Date Signed

State of Florida
County of Miami Dade

Sworn to and subscribed before me this 17th day of April 2025.

Personally known ✓ or Produced Identification herself
(Specify type of identification)

ELV
Signature of Notary
My Commission Expires: 5/9/27



NON-COLLUSION AFFIDAVIT

STATE OF Florida

COUNTY OF Miami Dade

Gabrielle Benigni, being duly sworn, deposes and says that:

1. He/She is President of Disaster Program & Operations, Inc. the Bidder
Title Company Name
that has submitted the attached proposal;

2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

3. Such Proposal is genuine and is not a collusive or sham proposal;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Lake City, Florida or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

SIGNED G Benigni

TITLE President

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17th DAY OF April, 2025.

Notary Public, State of Florida My Commission Expires: 5/9/27



CONFLICT OF INTEREST STATEMENT

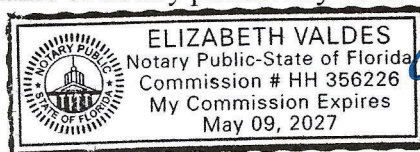
STATE OF FLORIDA, CITY OF Florida City

Before me, the undersigned authority, personally appeared Gabrielle Benigni, who was duly sworn deposes and states:

1. I am the President of Disaster Program & Operations, Inc. with a local office in Florida City and principal office in Ponte Vedra Beach, FL 32082 and principal office in N/A.
City & State City & State
2. The above named entity is submitting a Proposal for the City of Lake City **RFP-016-2025** described as **DISATER DEBRIS MANAGEMENT AND REMOVAL**.
3. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
4. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
5. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
6. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
7. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
8. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Lake City.
9. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of lake City.
10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Lake City. **DATED** this 17th day of April 2025.

Gabrielle Benigni
(Affiant)
Gabrielle Benigni/President
Typed Name and Title

Sworn to and subscribed before me this 17th day of
April 2025. Personally Known ☒ Or produced
identification . Identification
type: herself Notary Public-State of
Florida Printed, typed, or stamped
commissioned name of notary public. My commission expires 5/9/27.



E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No:

016-25

Project Description:

Emergency Debris Management & Removal

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name:

Disaster Program & Operations, Inc.

Authorized Company Person's Signature:

Gabrielle Benigni

Authorized Company Person's Title:

Gabrielle Benigni/President

Date: 4/21/2025

THIS FORM MUST BE INCLUDED WITH YOUR SUBMITTAL



EVALUATION TABULATION
RFP No. 016-2025
Emergency Debris Management and Removal
RESPONSE DEADLINE: April 21, 2025 at 2:00 pm
Report Generated: Wednesday, May 28, 2025

PHASE 1

EVALUATORS

Name	Title
Edward Bunnell	Airport Lineman Crew Leader
Gerald Butler	Chief of Police
Ret Tompkins	Assistant Chief

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Qualifications and Experience	Points Based	40 (40% of Total)

Description:

- Provide an overview of the firm's history, capability and business ability relative to the City's requirements demonstrating expertise in emergency debris management and removal services.
- Describe your firm's qualifications in providing emergency debris management and removal services relative to the scope of services provided.
- Provide a comprehensive list of contracts (current and prior three years) represented by type of event, contract value, duration of contract, and interaction with FEMA and or FHWA (list on separate sheet and include with RFP submittal).

- D. Provide a minimum of three (3) references within the State of Florida of current and ongoing contracts similar in size and scope to the Scope of Work indicated in this RFP including, but not limited to, any experience providing the requested services to a public agency, for a minimum of twelve consecutive months (submit on "References" sheet provided in RFP).
- E. Indicate specifically the personnel who will have primary responsibility for the City's contract. Also indicate all key individuals and their tasks and/or areas of expertise. Provide Team Organizational Chart and a comprehensive list of equipment available for use with this contract.
- F. Identify any subcontractors and the percentage of work to be completed by sub-contractors who are to participate in providing services. This must include the respective tasks or disciplines they are to perform and evidence of their qualifications. The primary contractor is required to perform at least 30% of the work with its own forces. If subcontracts are to be let, Contractor will take "Five Affirmative Steps" per 2 CFR 200.321. Contractor agrees to ensure that DBE's have the opportunity to participate in the performance of the resulting agreement. Contractor shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that DBE's have the opportunity to compete for and perform contracts. The Contractor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts entered pursuant to this resulting agreement. Furthermore, Contractor agrees that each contract signed with a recipient subcontractor must include the following assurance: "Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Subcontractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the City deems appropriate."
- G. Proposers are required to submit a statement from a qualified Surety company indicating the bonding capacity of the Contractor to demonstrate their current financial condition and stability.
- H. Provide a copy of your current certificate of insurance. During the entire period of performance of any contract resulting from this solicitation, the successful Proposer shall procure and maintain the minimum insurance coverage required by the City of St. Cloud as stipulated in the insurance attachment. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the company by the Department of Insurance of the State of Florida to conduct business in the State of Florida, with a minimum A.M. Best rating of VII/A-. Proof of such insurance must be provided to the City prior to beginning contract performance.

EVALUATION TABULATION

RFP No. 016-2025

Emergency Debris Management and Removal

- I. State that the business is licensed, permitted, and/or certified to do business in the State of Florida. All required federal, state, and local licenses and permits shall be kept in force during the term(s) of the contract. Copies of all required licenses are to be provided with Consultant's submittal.
- J. Provide a statement as to whether the proposer has, in the last five years, been a party to a lawsuit of any kind related to, in any manner, the type of services requested in this RFP. If any such litigation exists, provide a statement as to legal style of the matter, the jurisdiction in which it was filed and the status.

Criteria	Scoring Method	Weight (Points)
Project Understanding and Proposed Approach	Points Based	40 (40% of Total)

Description:

- A. Provide a description of the firm's general approach to the proposed scope of services to include team organization, staff assignments, schedules, quality assurance and accountability.
- B. Describe the firm's response and service if multiple cities and counties were in need.

Criteria	Scoring Method	Weight (Points)
Proposed Cost	Points Based	20 (20% of Total)

Description:

The Proposer shall complete the price proposal on the Proposal Pricing provided. The Contractor's proposal pricing shall include all costs that the Contractor may anticipate incurring during the performance of the disaster recovery work as described in this Request for Proposal for Emergency Debris Management and Removal. Costs for lodging, mileage, meals, permits, license(s), insurance, fees, or any other costs are the responsibility of the Contractor.

AGGREGATE SCORES SUMMARY

EVALUATION TABULATION

Request for Proposal - Emergency Debris Management and Removal

Page 3

EVALUATION TABULATION
RFP No. 016-2025
Emergency Debris Management and Removal

Vendor	Edward Bunnell	Gerald Butler	Ret Tompkins	Total Score (Max Score 100)
Disaster Program & Operations Inc.	85	96	88	89.67
DRC Emergency Services, LLC	96	83	72	83.67
Looks Great Services of MS, Inc.	94	92	63	83
Aftermath Disaster Recovery, Inc.	75	82	72	76.33
TFR Enterprises, Inc	55	95	61	70.33
CTC Disaster Response, Inc.	60	86	60	68.67

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Qualifications and Experience Points Based 40 Points (40%)	Project Understanding and Proposed Approach Points Based 40 Points (40%)	Proposed Cost Points Based 20 Points (20%)	Total Score (Max Score 100)
Disaster Program & Operations Inc.	35	38	16.7	89.67
DRC Emergency Services, LLC	32.7	37	14	83.67
Looks Great Services of MS, Inc.	33.7	31.3	18	83
Aftermath Disaster Recovery, Inc.	32.7	31.3	12.3	76.33
TFR Enterprises, Inc	26.7	28.3	15.3	70.33
CTC Disaster Response, Inc.	25	27	16.7	68.67

INDIVIDUAL PROPOSAL SCORES

Aftermath Disaster Recovery, Inc.

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 30

Gerald Butler: 33

Ret Tompkins: 35

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 30

Gerald Butler: 39

Ret Tompkins: 25

Proposed Cost | Points Based | 20 Points (20%)

Edward Bunnell: 15

Gerald Butler: 10

Ret Tompkins: 12

CTC Disaster Response, Inc.

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 25

Gerald Butler: 30

Ret Tompkins: 20

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 25

Gerald Butler: 36

Ret Tompkins: 20

Proposed Cost | Points Based | 20 Points (20%)

Edward Bunnell: 10

Gerald Butler: 20

Ret Tompkins: 20

Disaster Program & Operations Inc.

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 35

Gerald Butler: 40

Ret Tompkins: 30

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 35

Gerald Butler: 39

Ret Tompkins: 40

Proposed Cost | Points Based | 20 Points (20%)

Edward Bunnell: 15

Gerald Butler: 17

Ret Tompkins: 18

DRC Emergency Services, LLC

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 38

Gerald Butler: 35

Ret Tompkins: 25

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 38

Gerald Butler: 38

Ret Tompkins: 35

Proposed Cost | Points Based | 20 Points (20%)

Edward Bunnell: 20

Gerald Butler: 10

Ret Tompkins: 12

Looks Great Services of MS, Inc.

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 38

Gerald Butler: 38

Ret Tompkins: 25

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 38

Gerald Butler: 36

Ret Tompkins: 20

Proposed Cost | Points Based | 20 Points (20%)

Edward Bunnell: 18

Gerald Butler: 18

Ret Tompkins: 18

TFR Enterprises, Inc

Qualifications and Experience | Points Based | 40 Points (40%)

Edward Bunnell: 20

Gerald Butler: 40

Ret Tompkins: 20

Project Understanding and Proposed Approach | Points Based | 40 Points (40%)

Edward Bunnell: 20

Gerald Butler: 40

Ret Tompkins: 25
Proposed Cost Points Based 20 Points (20%)
Edward Bunnell: 15
Gerald Butler: 15
Ret Tompkins: 16