

3. RFP No. F2024037 - Annual Contract for Disaster Debris Monitoring and Consulting Services - Emergency Management - Various Vendors - Per Contract Terms



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 04/02/2024

**SUBJECT: RFP NO. F2024037 - ANNUAL CONTRACT FOR DEBRIS
MONITORING AND CONSULTING SERVICES - EMERGENCY
MANAGEMENT - VARIOUS VENDORS - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2024037, Annual Contract for Debris Monitoring and Consulting Services, for Emergency Management, to the following vendors at the per contract terms:

Primary	Tetra Tech, Inc.
Secondary	Thompson Consulting Services, LLC
Alternate	Rostan Solutions LLC

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One hundred twenty-eight (128) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on January 9, 2024 was attended by four (4) vendors as well as representatives from Emergency Management, Budget and Risk Management, and Purchasing. Five (5) proposals and two (2) no-bids were received.

Witt O'Brien withdrew their proposal. DebrisTech, LLC declined an offer to become the alternate vendor.

Proposals were evaluated by Emergency Management, Transportation, Budget and Risk Management, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

Best and Final Offers were requested from the top four (4) scoring vendors. Based on estimated quantities needed, this resulted in potential savings of \$2,800.00 (4.6%) with Tectra Tech, Inc., \$1,512.00 (2.37%) with Thompson Consulting Services, LLC, and \$1,064.00 (1.4%) with Rostan Solutions, LLC.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	James Bocks, CPPB Chris Lax, CPSM, CPSD, CPCP
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The proposals received from the vendors listed above meet all specifications and are acceptable to Emergency Management.

The term of the contract is twelve (12) months, effective May 8, 2024, with two (2) options for renewal periods of twelve (12) months each.

This purchase of services relates to monitoring debris removal vendors during a disaster event. Monitoring services are required when seeking reimbursement from federal agencies for disaster debris removal costs.

Therefore, it is the joint recommendation of Emergency Management and Purchasing that RFP No. F2024037, Annual Contract for Debris Monitoring and Consulting Services, be awarded to the vendors listed above at the per contract terms.

FISCAL IMPACT

There were no expenses for last year. Funding is available in account 61500-2024 Self Insurance/1912000000 Self Insurance/569011 Professional Services.



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: _____ RFP No. F2024037 - Annual Contract for Debris
Monitoring and Consulting Services - Emergency Management - Various Vendors - Per
Contract Terms _____

County Department: _____ PURCHASING _____

Contact Person: _____ Melissa Lee, C.P.M., A.P.P. _____

Phone Number for Contact Person: _____ (817) 884-3245 _____

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in
Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline,
court resolution, or order.

**Note: The remainder of this Takings Impact Assessment Checklist should
be completed in consultation with the Criminal District Attorney's Office.**

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real
property?

Yes _____ No ✓ _____

2. Does the county action limit or restrict a real property right, even partially, or
temporarily?

Yes _____ No ✓ _____

If you answered yes to either question, go to Section III. If you answered no to both, STOP
HERE and circle SHORT TIA at the top of the form.

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		Primary		Secondary	Alternate
		Tetra Tech, Inc. Maitland, FL HUB - No		Thompson Consulting Services, LLC Maitland, FL HUB - No	Rostan Solutions, LLC Valrico, FL HUB - No
Evaluation Criteria	Max. Points	Score		Score	Score
Company Experience & Preparedness	10	<u>8.17</u>		7.67	8.67
Service Summary	20	<u>14.81</u>		8.81	10.56
Work Product Samples	15	<u>10.41</u>		10.41	10.41
Vendor Staffing Plan	15	<u>12.56</u>		11.44	4.41
Pricing	35	<u>28.83</u>		26.89	22.70
References	5	<u>3.90</u>		4.90	3.00
Total Score	100	<u>78.68</u>		70.12	59.75

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Evaluation Criteria		Max. Points	DebrisTech, LLC Picayune, MS HUB - No
Company Experience & Preparedness		10	7.58
Service Summary		20	5.44
Work Product Samples		15	6.94
Vendor Staffing Plan		15	5.16
Pricing		35	35.00
References		5	4.00
Total Score		100	64.12

Notes: Witt O'Brien's withdrew their RFP response. DebrisTech, LLC declined an offer to become the Alternate Vendor. No bid response were received from Green Planet, Inc. and Unipak Corp.