



City of San Antonio

Agenda Memorandum

File Number:17-4717

Agenda Item Number: 26.

Agenda Date: 8/31/2017

In Control: City Council A Session

DEPARTMENT: Solid Waste Management Department

DEPARTMENT HEAD: David W. McCary

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

On-Call Debris Management and Monitoring Contract Renewal

SUMMARY:

An ordinance authorizing the one year renewal of the contract with DRC Emergency Services, LLC, for On-Call Debris Management services in amount not to exceed \$500,000.00, dependent on a Federal Emergency Management Administration (FEMA) declared disaster emergency. Services provided include on-call debris management, clean-up, demolition, removal, reduction and disposal of debris resulting from a natural or manmade disaster as directed by the City in order to eliminate immediate threats to the public health and safety. This renewal is the only renewal of the contract, under the same terms and conditions as the original contract, at the City's discretion.

BACKGROUND INFORMATION:

On September 5, 2013, the City entered into a contract with DRC Emergency Services through ordinance 2013-09-05-0611 for On-Call Debris Management. The Request for Proposals (RFP) for "On-Call Debris Management" (RFP 6100002581) was issued on March 1, 2013, with a submission deadline of April 5, 2013. This RFP was advertised in the San Antonio Express News, on the City's website and the City of San Antonio Electronic Procurement System (SAePS). Four proposal responses were received. DRC Emergency Services, LLC was selected, based on the City's standard RFP process.

This is an on-call contract, and shall be used as required. This action will exercise the one-year renewal option.

ISSUE:

In 2013, the City of San Antonio Solid Waste Management Department sought proposals from qualified contractors to enter into a pre-event debris management contract at no immediate cost to the City for services to include clean-up, demolition, removal, reduction and disposal of debris resulting from a natural or manmade disaster as directed by the City in order to eliminate immediate threats to the public health and safety. Also required is the elimination of immediate threats of significant damage to improved public or private property that is considered essential to ensure economic recovery of the affected community. These services must be performed in accordance with all applicable Federal, State and local laws, standards and regulations as well as in compliance with FEMA policies and guidelines. Contractors shall also provide disaster recovery technical program management assistance to City officials. Key personnel shall report to the City's Emergency Operations Center (EOC) prior to an event depending upon the magnitude of the event in order to allow sufficient time to prepare for commencement of operations.

For this contract, costs associated with the use of the award are dependent upon a FEMA declared disaster emergency. Therefore, expenses incurred due to such an event are to be reimbursed by FEMA.

ALTERNATIVES:

Should this contract not be renewed, SWMD would be required to enter in the procurement process to replace this contract. This would potentially delay action required during a FEMA disaster declaration. The department does not have the staff to perform these services in addition to day to day operational duties. In addition, the department lacks the expertise in FEMA related rules and regulations related to FEMA reimbursement and debris management monitoring.

FISCAL IMPACT:

This ordinance authorizes the execution of a one year contract renewal with DRC Emergency Services, LLC, not to exceed \$500,000.00 annually for On-Call Debris Management service. In the event that there is an emergency, the department can reallocate funds from their existing operating budget to cover the cost of the event. The City will make no minimum guarantee pertaining to the volume of work which may be expected from each contract.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the one year renewal of the contract with DRC Emergency Services, LLC for On-Call Debris Management Monitoring services.