

Public Safety Committee
Warren County Office of Emergency Services
AGENDA
April 19, 2021

Committee Members: DIAMOND, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request to award bid and establish a new contract with Contingency Management Consulting Group LLC for the provision of assistance in emergency planning, training and exercise (WC 17-21). *Attachment #1*
Rationale: The term would commence on June 19, 2021 and terminate on December 31, 2021 with the possibility of four (4) additional one (1) calendar year terms.
 2. **Request:** Resolution request to award bid and establish a new contract with DebrisTech LLC for the provision of assistance in emergency response, debris monitoring services and cost recovery (WC 18-21). *Attachment #2*
Rationale: The term would commence on June 19, 2021 and terminate on December 31, 2021 with the possibility of four (4) additional one (1) calendar year terms.
- IV. Information for Discussion/Review
- V. Referrals and Pending Items
- VI. Privilege of the Floor and Public Comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments

#1 Request for New Contract

#2 Request for New Contract

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: April 19, 2021

- (a) Is this a Result of a Bid or Request for Proposal?
Yes WC 17-21
- (b) Purpose of Contract:
To provide assistance in emergency planning, training and exercise on an as-needed basis.
- (c) Name of Contractor:
Contingency Management Consulting Group LLC
- (d) Address of Contractor: **1602 Walnut Bottom Road
Newville, PA 17241**
- (e) Contractor's Contact Person and Telephone Number:
Mr. Robert T. Bradshaw 717-458-8134 robert.bradshaw@cmcgllc.com
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
June 19, 2021
- (h) Termination Date of Contract:
December 31, 2021 with the possibility of four (4) one calendar-year extensions
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount **Per staff cost proposal**
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

Various OES budget codes

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 17-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Emergency Preparedness Solutions, LLC Attn: Robin Riecker 11037 Cosby Manor Road Utica, NY 13502 Ph: 518-649-6492 Fx: N/a	Contingency Management Consulting Group, LLC Attn: Robert Bradshaw 1602 Walnut Bottom Road Newville, PA 17241 Ph: 717-458-8134 Fx: N/a	Foit-Albert Associates, Architecture, P.C. Attn: John Robson 425 New Karner Road Albany, NY 12205 Ph: 518-452-1037 Fx: 716-856-3961	Meridian Strategic Services, Inc. Attn: Seamus Leary PO Box 158 Esopus, NY 12429 Ph: 845-332-5599 Fx: N/a	Spin Global, LLC Attn: Joel Thomas 2334 Belleview Ave Cheverly, MD 20785 Ph: 202-731-8018 Fx: N/a	OPH Consulting Services Attn: Paul Luciano 112 W. Beach Drive Hilton, NY 14468 Ph: 802-881-1654 Fx: N/a	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988

BID AWARDED TO:	TERM: JUNE 19, 2021 THROUGH DECEMBER 31, 2021
√ JULIE A. BUTLER, PURCHASING AGENT	RESOLUTION NO.: XX OF 2021

PROPOSED STAFF TITLES	HOURLY RATES						
Project Manager	\$120.00						
Senior Planner	\$100.00						
Senior Exercise Planner	\$100.00						
Senior Trainer	\$100.00						
Subject Matter Expert	\$100.00						
Consultant II	\$80.00						
Consultant I	\$60.00						
Senior Management		\$155.00					
Project Manager/Senior Consultant		\$135.00					
Senior Consultant		\$135.00					
Associate EP Consultant		\$115.00					
Junior EP Consultant		\$75.00					
Administrative/Graphics Support		\$75.00					

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 17-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Emergency Preparedness Solutions, LLC Attn: Robin Riecker 11037 Cosby Manor Road Utica, NY 13502 Ph: 518-649-6492 Fx: N/a	Contingency Management Consulting Group, LLC Attn: Robert Bradshaw 1602 Walnut Bottom Road Newville, PA 17241 Ph: 717-458-8134 Fx: N/a	Foit-Albert Associates, Architecture, Engineering, P.C. Attn: John Robson 425 New Karner Road Albany, NY 12205 Ph: 518-452-1037 Fx: 716-856-3961	Meridian Strategic Services, Inc. Attn: Seamus Leary PO Box 158 Esopus, NY 12429 Ph: 845-332-5599 Fx: N/a	Spin Global, LLC Attn: Joel Thomas 2334 Belleview Ave Cheverly, MD 20785 Ph: 202-731-8018 Fx: N/a	OPH Consulting Services Attn: Paul Luciano 112 W. Beach Drive Hilton, NY 14468 Ph: 802-881-1654 Fx: N/a	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988
PROPOSED STAFF TITLES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES
Technician			\$105.00				
Sr. Technician			\$115.00				
Sr. Emergency Planner			\$120.00				
Sr. Project Manager			\$175.00				
Principal-in-Charge			\$225.00				
Principal				\$200.00			
Senior Advisor				\$175.00			
Project Manager				\$135.00			
Subject Matter Expert				\$200.00			
Emergency Management Consultant I				\$120.00			
Emergency Management Consultant II				\$110.00			
Emergency Management Consultant III				\$75.00			
Emergency Management Analyst I				\$120.00			
Emergency Management Analyst II				\$110.00			

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 17-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Emergency Preparedness Solutions, LLC Attn: Robin Riecker 11037 Cosby Manor Road Utica, NY 13502 Ph: 518-649-6492 Fx: N/a	Contingency Management Consulting Group, LLC Attn: Robert Bradshaw 1602 Walnut Bottom Road Newville, PA 17241 Ph: 717-458-8134 Fx: N/a	Foit-Albert Associates, Architecture, Engineering, P.C. Attn: John Robson 425 New Karner Road Albany, NY 12205 Ph: 518-452-1037 Fx: 716-856-3961	Meridian Strategic Services, Inc. Attn: Seamus Leary PO Box 158 Esopus, NY 12429 Ph: 845-332-5599 Fx: N/a	Spin Global, LLC Attn: Joel Thomas 2334 Belleview Ave Cheverly, MD 20785 Ph: 202-731-8018 Fx: N/a	OPH Consulting Services Attn: Paul Luciano 112 W. Beach Drive Hilton, NY 14468 Ph: 802-881-1654 Fx: N/a	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988
PROPOSED STAFF TITLES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES	HOURLY RATES
Administrative Assistant				\$50.00			
Grant Administrator				\$120.00			
Accountant				\$150.00			
Project Executive					\$170.00		
Project Manager					\$125.00		
Subject Matter Expert					\$150.00		
HSEM Specialist II					\$90.00		
HSEM Specialist I					\$75.00		
Administrative Specialist					\$65.00		
Project Manager						\$145.00	
Comments	Complete Proposal	Complete Proposal	-Missing Non-Collusive Certification -Reimbursable expenses at cost -Mileage at IRS rate -No markup	-Missing Addendums -Did Not Include Copy	-Missing Addendums -Other Direct Costs as ordered plus 10% fee	-Missing Addendum #3 -Missing Corporate Resolution	-Missing Cost Proposal

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: April 19, 2021

- (a) Is this a Result of a Bid or Request for Proposal?
Yes WC 18-21
- (b) Purpose of Contract:
To provide assistance in emergency response, debris monitoring and cost recovery on an as-needed basis.
- (c) Name of Contractor:
DebrisTech LLC
- (d) Address of Contractor: **925 Goodyear Blvd
Picayune, MS 39466**
- (e) Contractor's Contact Person and Telephone Number:
Brooks Wallace 601-916-1113 brooks@debristech.com
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
June 19, 2021
- (h) Termination Date of Contract:
December 31, 2021 with the possibility of four (4) one calendar-year extensions
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount **Per staff cost proposal**
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount:

Various OES budget codes

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 18-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988	DebrisTech, LLC Attn: Debra McCormick 925 Goodyear Blvd. Picayune, MS 36466 Ph: 601-658-9598 Fx: 601-658-9656	Chloeta Attn: Emily Cochran 2501 Liberty Pkway, Suite 176 Midwest City, OK 73110 Ph: 877-245-6382 Fx: 405-212-5040

BID AWARDED TO:

√
JULIE A. BUTLER, PURCHASING AGENT

PROPOSED STAFF TITLES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES
Field Project Manager	\$78.00	\$78.00				
Deputy Field Project Manager/Technical Support	\$68.00	\$68.00				
Operations Manager	\$62.00	\$62.00				
Health and Safety Officer	\$62.00	\$62.00				
Data Manager	\$58.00	\$58.00				
Billing/Invoice Manager	\$52.00	\$52.00				
GIS Operator	\$52.00	\$52.00				
Field Supervisor	\$45.00	\$45.00				
Billing/Invoice Analyst	\$42.00	\$42.00				
Disposal Site Monitor	\$36.00	\$36.00				
Collection Monitor	\$36.00	\$36.00				
Citizen Drop-Off Site Monitor	\$36.00	\$36.00				
Project Coordinator	\$37.00	\$37.00				
Load Ticket Data Entry Clerk	\$35.00	\$35.00				
Call Center Staff	\$35.00	\$35.00				

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 18-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER	
	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988		DebrisTech, LLC Attn: Debra McCormick 925 Goodyear Blvd. Picayune, MS 36466 Ph: 601-658-9598 Fx: 601-658-9656		Chloeta Attn: Emily Cochran 2501 Liberty Pkway, Suite 176 Midwest City, OK 73110 Ph: 877-245-6382 Fx: 405-212-5040	
PROPOSED STAFF TITLES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES
Project Manager			\$115.00	\$172.50		
Operations Manager			\$95.00	\$142.50		
Field Supervisor			\$89.00	\$133.50		
Debris Monitor			\$65.00	\$97.50		
Project Manager					\$68.68	\$68.68
Program Manager					\$79.50	\$79.50
Incident Commander					\$101.47	\$101.47
Safety Officer					\$84.72	\$84.72
Liaison Officer					\$84.72	\$84.72
Public Information Officer					\$69.96	\$69.96
Operations Section Chief					\$77.14	\$77.14
Logistics Section Chief					\$77.14	\$77.14
Planning Section Chief					\$77.14	\$77.14
Finance/Admin Section Chief					\$77.14	\$77.14
Strike Team Leader					\$63.35	\$63.35
Task Force Leader					\$63.35	\$63.35
Single Resource Boss					\$51.84	\$51.84
Laborer					\$26.78	\$40.17
Subject Matter Expert I					\$50.43	\$50.43

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 18-21 ITEM(S): RFP TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY DATE: MARCH 11, 2021 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER	
	Tetra Tech, Inc. Attn: Andrew Mazzeo 240 Continental Drive Suite 200 Dewark, DE 19713 Ph: 302-283-2233 Fx: 302-454-5988		DebrisTech, LLC Attn: Debra McCormick 925 Goodyear Blvd. Picayune, MS 36466 Ph: 601-658-9598 Fx: 601-658-9656		Chloeta Attn: Emily Cochran 2501 Liberty Pkway, Suite 176 Midwest City, OK 73110 Ph: 877-245-6382 Fx: 405-212-5040	
PROPOSED STAFF TITLES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES	HOURLY RATES	OVERTIME RATES
Subject Matter Expert II					\$81.03	\$81.03
Subject Matter Expert III					\$118.85	\$118.85
Administrative Support					\$48.62	\$72.92
Technical Writer I					\$51.73	\$77.60
Technical Writer II					\$67.02	\$100.53
Comments	Complete Proposal		Complete Proposal		Complete Proposal	