

To: Steve Rapson

From: Ted L. Burgess

Date: June 24, 2021

**Subject: RFP #1932-P: Debris Clearing, Removal, & Disposal**

The federal Robert T. Stafford Disaster Relief and Emergency Assistance Act provides legal authority for the federal government to provide assistance during major disasters and emergencies. It authorizes the Federal Emergency Management Agency (FEMA) to provide financial assistance for removing debris from roads, rights-of-way and other areas. FEMA encourages state and local governments to proactively determine how to manage large-scale debris clearance, removal, and disposal as part of their overall emergency management plan.

The county has the authority to conduct debris clearing, removal and disposal operations in the manner it deems appropriate. However, the federal government will provide financial assistance only for costs that they have determined to be eligible. This makes it important that the county partner with firms that have a clear understanding of federal rules and regulations, as well as that are competent in rapid deployment and debris removal and disposal.

Request for Proposals (RFP) #1932-P was issued to contract with a firm that would provide the following services, as defined by federal regulations, if and when needed:

1. **Debris clearing:** For the first 70 hours after a natural or man-made disaster, the contractor would clear debris from the roads, so that emergency services can continue.
2. **Debris removal:** After the first 70 hours, FEMA will provide funds to help pay the costs of loading debris onto trucks, hauling it to staging areas, and reducing it (e.g. burning or chipping trees).
3. **Debris disposal:** All debris must be properly disposed of. For example, white goods (e.g. refrigerators or air conditioners) must be drained of hazardous materials.

The RFP was direct-mailed to 110 vendors. Another 1,665 were contacted through the web-based Georgia Procurement Registry, who were registered under Commodity Codes 91219 (Clearing & Grubbing Services), 91240 (Demolition Services), 96239 (Hauling Services), 96888 (Tree & Shrub Removal), 98887 (Tree trimming & Pruning, Utility Lines), 98888 (Tree Trimming & Pruning), 99029 (Disaster Preparedness & Emergency Planning), and 99030 (Disaster Relief). In compliance with Federal procurement rules, the Purchasing Department notified six companies that were listed on the Small Business Administration database. Ads were placed in the Fayette News on 4/8/2021 and 5/5/2021. Notices were placed on the county website, Georgia Local Government Access Marketplace ([www.glga.org](http://www.glga.org)), and Channel 23.

Nine firms submitted proposals. An Evaluation Committee, composed of staff from Emergency Management, Public Works, the City of Peachtree City, the City of Fayetteville, and the Town of Tyrone scored the proposals using the evaluation criteria in the RFP.

The RFP states, "It is intended that this joint procurement will result in a single contract which includes other jurisdictions within the county." Staff from the municipalities participated in the RFP development process as well as evaluation.

This will be a "pre-positioned" contract, so there will be no cost to the county unless and until a natural or man-made disaster occurs, and a Notice of Activation is issued to the contractor. At that time, the county would request performance and payment bonds, and establish a not-to-exceed amount based on the nature and extent of the damage.

The multi-jurisdictional Evaluation Committee recommends Ceres Environmental Services, Inc. for the contract for debris clearing, removal, and disposal (Attachment 1). While Ceres Environmental was awarded the previous contract, they were not activated. A Contractor Performance Evaluation is attached for the services Ceres provided other than actual disaster response, such as consultation and planning (Attachment 2).

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	1932-P: Debris Clearing, Removal & Disposal
<b>Type of Contract</b>	Pre-Positioned Contingency Contract
<b>Vendor</b>	Ceres Environmental Services, Inc.
<b>Contract Term:</b>	
Initial Term	Terminates June 30, 2022
Renewal Terms	Two 12-month renewal terms
<b>Contract Amount</b>	Established upon activation, if needed

**PROPOSAL #1932-P: Debris Clearing, Removal and Disposal  
EVALUATION SCORING SHEET**

**Attachment 1**

**Summary**

		MAX PTS	Ceres Environ- mental Svcs, Inc.	Crowder Gulf, LLC	Custom Tree Care, Inc.	D&J Ente- prises, Inc.	DRC Emergency Svcs, LLC	Graham County Land Co, LLC	KDF Enter- prises, LLC	Southern Disaster Recovery, LLC	TFR Enter- prises, Inc.
1	Proj. Understanding & Solution	25	24.4	20.0	15.2	19.0	22.0	18.0	20.6	21.8	18.0
2	Co. background & experience	15	14.4	14.0	8.8	11.4	13.2	10.0	13.0	12.6	11.8
3	The project team	15	14.2	13.6	8.0	12.0	14.2	12.0	10.6	13.2	13.4
4	Mobilization & Response Time	15	14.6	14.0	12.0	14.4	14.6	13.2	11.6	11.6	11.2
<b>Total Technical Merit</b>		<b>70</b>	<b>67.6</b>	<b>61.6</b>	<b>44.0</b>	<b>56.8</b>	<b>64.0</b>	<b>53.2</b>	<b>55.8</b>	<b>59.2</b>	<b>54.4</b>

Proposed Price (Normalized)	2,357,151	2,546,745	2,432,545	2,377,725	2,594,355	2,335,481	3,120,375	2,843,088	2,385,575
-----------------------------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

Technical Merit Score	70%	67.6	61.6	44.0	56.8	64.0	53.2	55.8	59.2	54.4
Price Score	30%	29.7	27.3	28.8	29.5	26.7	30.0	19.9	23.5	29.4
Total Score		97.3	88.9	72.8	86.3	90.7	83.2	75.7	82.7	83.8

<b>FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION</b>		Page 1			
1. Use this form to record contractor performance for any contract of \$50,000 or above. 2. The person who serves as project manager or account manager is the designated party to complete the evaluation. 3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.					
<b>VENDOR INFORMATION</b>		<b>COMPLETE ALL APPLICABLE INFORMATION</b>			
Company Name: Ceres Environmental Services, Inc.		Contract Number: 1440-P			
Mailing Address: 6968 Professional Parkway East		Contract Description or Title: Debris Clearing, Removal & Disposal			
City, St, Zip Code: Sarasota, FL 34240		Contract Term (Dates) From: 9/27/2018-Present			
Phone Number: 800-218-4424		Task Order Number: n/a			
Cell Number: N/A		Other Reference: For award of 1932-P			
E-Mail Address: <a href="mailto:dawn.brown@ceresenv.com">dawn.brown@ceresenv.com</a>					
<b>DEFINITIONS</b>					
<b>OUTSTANDING</b> – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.					
<b>EXCELLENT (Exc)</b> - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.					
<b>SATISFACTORY (Sat)</b> - Vendor met minimum contractual requirements or performance expectations of the products/services.					
<b>UNSATISFACTORY (UnSat)</b> - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements					
<b>EVALUATIONS (Place "X" in appropriate box for each criterion.)</b>					
Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule					X
2. Condition of delivered products					X
3. Quality of work					X
4. Adherence to specifications or scope of work					X
5. Timely, appropriate, & satisfactory problem or complaint resolution					X
6. Timeliness and accuracy of invoicing					X
7. Working relationship / interfacing with county staff and citizens		X			
8. Service Call (On-Call) response time					X
9. Adherence to contract budget and schedule					X
10. Other (specify):					X
11. Overall evaluation of contractor performance		X			
<b>EVALUATED BY</b>					
Signature: <i>Michael D. Singleton</i>		Date of Evaluation: 06/02/2021			
Print Name: Michael D. Singleton		Department/Division: Emergency Management			
Title: Director		Telephone No: 770-305-5169			