

AGENDA ITEM SUMMARY SHEET
VILLAGE COUNCIL MEETING
July 3, 2024

Agenda Item:

Disaster Debris Monitoring Services ITB 100124

Approve award of Invitation to Bid 100124, Disaster Debris Monitoring Services for the Village of Estero to the apparent low bidder, Disaster Program Operations, Inc. to provide on-call disaster debris monitoring services as provided in the contract for a one-year period, at the rates submitted on their bid, authorize the Village Manager to execute contract documents on behalf of the Village of Estero Council. Grant the Village Manager the authority to renegotiate and execute the renewal of this contract for three (3) additional one (1) year terms under the same terms and conditions, if doing so is in the best interest of the Village of Estero.

Background:

This service was last bid in 2020 with a one-year original term and three one-year extensions were exercised and expiring in July 2024. This was the first online bid the Village performed using the new IONWAVE bidding system the Village recently purchased and was demonstrated to Council.

Description:

As part of its disaster preparedness program and to ensure FEMA reimbursement, the Village of Estero contracts with a professional firm which specializes in the monitoring of the collection and disposal of disaster-related debris. The Village has competitively bid these services to private contractors under ITB 100124.

The awarded vendor will provide debris monitoring activities such as on-site monitoring and assistance in obtaining FEMA reimbursement on an on-call/as-needed basis. Bids were received on June 24, 2024. The Village received three bids.

The action requested approves the award of the bid to the lowest responsive and responsible bidder and authorizes the Village Manager to execute a final contract with the vendor. Time constraints prevented execution of the final contract but when completed, the contract will be brought back to the Council for approval when sessions resume.

Action Requested:

Approve award of Invitation to Bid 100124, Disaster Debris Monitoring Services for the Village of Estero to the apparent low bidder, Disaster Program Operations, Inc. to provide on-call disaster debris monitoring services as provided in the contract for a one-year period, at the rates submitted on their bid, authorize the Village Manager to execute contract documents on behalf of the Village of Estero Council. Grant the Village Manager the authority to renegotiate and execute the renewal of this contract for three (3) additional one (1) year terms under the same terms and conditions, if doing so is in the best interest of the Village of Estero.

Process and Timeline:

Execute contract with apparent low bidder and return to Council for approval.

Financial Impact:

Services for this contract will be provided on an as needed basis. Funding level to be determined by disaster severity and level of services required at the time of an event.

Prepared by: Steve Gillette

Attachments:

1. Supplier Response (Disaster Program Operations)
2. Bid Tabulation Sheet