



# Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

[www.southernshores-nc.gov](http://www.southernshores-nc.gov)

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Meeting ID: 929 2956 6855 / Passcode: 576193

or dial +1 646 558 8656 enter meeting ID followed by the pound sign (#)

AUGUST 4, 2020

COUNCIL MEETING-5:30 P.M.-PITTS CENTER

1. Opening

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Moment of Silence
- D. Amendments to / Approval of Agenda
- E. Consent Agenda
  - i. Council Meeting Minutes (Reg. Mtg. 7/7 & Workshops 6/16 & 5/19) **drafts emailed to council**

2. Staff Reports

- A. Deputy Town Manager/Planning Director
- B. Police Chief
- C. Fire Chief, Southern Shores Volunteer Fire Department
- D. Town Manager's Report
- E. Town Attorney's Report

3. General Public Comment (Limit: 3 minutes per speaker.)

**(Note: All matters heard or considered by the Council are subject to possible action by the Council.)**

4. Old Business

- A. Recycle Contract Update & Possible Budget Amendment **TAB 1**
- B. Annual Monitoring and Initial Permitting Task #2 Approval with Budget Amendment **TAB 2**

5. New Business

- A. Debris Monitoring Contract Renewal- Thompson **TAB 3**
- B. Outer Banks Hazard Mitigation Plan **TAB 4**

6. General Public Comment (Limit: 3 minutes per speaker.)

7. Other Business

- A. Mayor's Comments & Responses
- B. Council Member's Comments & Responses

8. Adjourn



**Agenda Item Summary Sheet**

**Date:** 7-29-2020

**Item #:** 4A

**Item Title: Recycle Contract Update & Possible Budget Amendment**

**Item Summary:** Town Staff has been working with the Town Attorney to draft an amendment to the Town's current contract with Bay Disposal for recycling. The draft amended contract establishes that our recyclable materials are to be taken to the RDS facility in Portsmouth, or another recycling facility if RDS should become unavailable. If other recycling facilities are unavailable, the materials are to be taken to a waste-to-energy facility. Bay Disposal is currently reviewing the draft amended contract and we are waiting on confirmation of acceptance. Town approval of the draft amended contract will enable the Town Manager to execute it if/when it is accepted by Bay Disposal. The proposed budget amendment would cover the difference in the cost of Bay Disposal's service as established in the draft amended contract.

**Staff Recommendation:** Town Staff recommends approval of the draft amended contract and authorization for the Town Manager to execute the amended contract following acceptance by Bay Disposal. Town Staff also recommends approval of the proposed budget amendment.

**Requested Action:** Should Council wish to move forward with sending our recyclable materials to RDS, a motion to approve the draft amended contract, authorizing the Town Manager to execute the amended contract, with a subsequent second and vote of approval, will be required. A motion to approve the proposed budget amendment, with a subsequent second and vote of approval, will be also required.

**Attachments:** Draft amended contract and proposed budget amendment.

**Town of Southern Shores  
Budget Amendment Number # 9**

**Sanitation  
Increases**

**Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	<b><u>Revenues</u></b>				
40-39909	Unassigned Fund Balance	\$ 5,701			
	<b><u>Expenditures</u></b>				
52-50205	Recycling Pickup	\$ 5,701			

Explanation: The additional cost to have items recycled versus going to Wheelabrator.

Recommended By:

Approved By:

\_\_\_\_\_  
Cliff Ogburn, Town Manager

\_\_\_\_\_  
Tom Bennett, Mayor

\_\_\_\_\_  
Date

FIRST AMENDED AND RESTATED CONTRACT

THIS FIRST AMENDED AND RESTATED CONTRACT (the "Contract") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between Bay Disposal, LLC, a Virginia limited liability company ("BD"); and the TOWN OF SOUTHERN SHORES, a North Carolina municipal corporation (the "Town") (BD and the Town may be referred to individually as a "Party and collectively as the "Parties"):

WITNESSETH:

WHEREAS, the Town and BD (who was previously known as Bay Disposal and Recycling, LLC) entered into a contract dated June 15, 2018 pursuant to which BD has been collecting and removing recycling materials from the Town (the "Original Contract");

WHEREAS, the Original Contract was amended on or about the \_\_\_\_ day of \_\_\_\_\_, 2020, pursuant to a document entitled "Amendment to Recycling Agreement By and Between Town of Southern Shores and Bay Disposal and Recycling, LLC" (the "First Amendment") (the Contract, as amended by the First Amendment, may be referred to as the "Existing Contract");

WHEREAS, the Existing Contract provides for BD to deliver recyclables to a qualified recycling facility, such as the Tide Water Fiber recycling facility, but the parties desired to have the recyclables delivered to a different facility, as set forth below;

WHEREAS, the parties desire to make certain other changes to the Existing Contract, which other changes are included as part of this Contract;

WHEREAS, to effectuate the above changes, the parties desired to amend and restate the Existing Contract in its entirety as set forth in this this Contract.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Services Generally.**

(a) BD shall collect and remove recycling materials from all residential, commercial, business, municipal, and governmental premises within the corporate limits of the Town of Southern Shores, North Carolina, subject to the terms and conditions set forth in this Contract. BD shall acquire title to the recycling material that it collects pursuant to this Contract when BD takes possession of such material by loading it into its truck. The consideration paid by the Town to BD pursuant to this Contract is for BD (i) to collect and remove the recycling materials from the Town ; and (ii) perform such other services as are set forth in this Contract (collectively the "Services").



(b)

(i) (A) BD shall deliver all non-contaminated recyclable materials (defined below) to RDS of Virginia, LLC, a Virginia limited liability company, with principal offices located at 623 N Witchduck Rd, Suite 108, Virginia Beach, Virginia ("RDS"), so long as RDS shall "recycle" such materials by placing them into the recycling stream, or, if RDS is not available to receive and recycle the recyclable materials, to some other recycling facility that will recycle the materials by placing them into the recycling stream, if available. If such a recycling facility is available, but BD will incur more than 10% additional cost per ton of materials to use such recycling facility, then BD shall provide the Town with sufficient information and an opportunity to decide if the Town desires for BD to use the proposed recycling facility at an additional cost per unit per month to the Town. If the cost for BD to dispose of recyclable materials decreases by more than 10% per ton, then BD shall adjust the base rate charged to the Town accordingly and make the Town aware of the change.

(B) BD shall provide the Town with at least 30-days written notice of any proposed increase in the costs to BD for the disposal of recyclable materials in a manner consistent with this Contract for which BD expects to request an increase in the base rate charged to the Town. The Town shall not be required to accept any proposed increase in the base rate.

(ii) If no recycling facility is available, as set forth in the above Section 1(b)(i), then BD may deliver the non-contaminated recycling materials to a duly permitted waste-to-energy facility, such as the Wheelabrator facility.

(iii) BD shall not dispose of any non-contaminated recyclable materials in a landfill.

(iv) For the purposes of this Contract:

(1) "Non-contaminated recycling materials" shall mean recycling materials that are sufficiently free from contamination so as to be accepted for recycling by RDS or such other recycling facility to whom BD is delivering the said materials.

(c) BD shall furnish all personnel, labor, equipment and supervision necessary to fulfill its duties under this Contract. BD shall use only personnel qualified to perform its duties under this Contract and shall see that all work is performed in an efficient and workmanlike manner. BD shall require each employee to be courteous at all times, to work quietly and shall not allow the use of loud or profane language. BD shall require each employee to work in a

diligent manner. BD shall immediately investigate any notice of employee misbehavior and take prompt and appropriate action. Any official or employee of BD who is under the influence of alcohol or drugs or demands pay from any resident of the Town for services rendered, or verbally or physically abuses any resident of a dwelling unit or an employee or agent of the Town, shall be immediately removed from work under this Contract and shall provide no other service to the Town.

(d) BD shall be responsible for payment of any and all fees, costs, or taxes imposed on the disposal of recycling materials that are collected by BD from the Town pursuant to this Contract. BD shall be entitled to retain any payments received for recycling materials collected pursuant to this Contract from RDS or such other entity to whom BD may deliver the recycling materials pursuant to the terms of this Contract.

2. **Term.** The term of the Contract shall commence when executed and shall continue until midnight on June 30, 2021. Thereafter, the term of this Contract may be renewed by mutual agreement of the parties for consecutive additional one (1) year periods.

3. **Scheduling of Recycling Collection and Bulk Pickup.**

(a) During the term of this Contract, collection and removal of all recycling materials shall be made between the hours of 3:00 a.m. and 6:00 p.m. on Wednesday, year-round. If any collection day falls on a legal holiday, then such collection shall be made the next business working day. Legal holidays for the purpose of this Contract are Memorial Day, Independence Day, Labor Day, New Year's Day, Thanksgiving Day, and Christmas Day. BD will advise the Town at least four weeks in advance that collection will not occur on a day observed as a legal holiday and on which date collection will occur. The Town Manager and Public Works Director shall be notified immediately in the event that scheduled collection cannot be met due to mechanical or other unforeseen delays. BD agrees that in the event of equipment breakdown, strike or any other occurrence which would delay or prevent timely performance of its obligations under this Contract, that it shall take all actions reasonably necessary, including but not limited to, replacement of equipment and personnel in order to assure restoration of normal service within twenty-four (24) hours from the time of occurrence.

(b) BD will perform bulk item pickup on behalf of the Town twice per year, once in the Spring and once in the Fall. Exact dates of bulk item pickup are to be scheduled with input from Town officials at a minimum of one month ahead of schedule so that the Town has adequate time to notify residents of the impending event. Items included in bulk item pickup are furniture, mattresses, appliances that do NOT contain CFCs, exercise equipment, hot tub covers, and yard and vegetative debris bagged in clear or brown paper bags. Items not included in bulk item pickup include recycling materials, basketball goal posts, televisions, construction and demolition debris including paint, gasoline, oil and other chemicals, tires, soil, rocks, concrete, and tree stumps. BD will make every attempt to complete large item pickup in one business day,



but may return to complete it on a second day immediately following the first scheduled day if it is not possible to complete the event in one day due to volume. The Town will post rules and regulations instructing residents and business owners on what is eligible for bulk item pickup.

4. **Consideration.** The consideration to be paid by the Town for the Services, other than the bulk item pickup services, provided by BD under this contract, shall be: (a) **\$5.21** per month per residential or commercial unit/location located within the Town's corporate boundaries; plus (b) **\$23.80** per ton of recyclable material collected. The consideration to be paid by the Town for each of bulk item pickup conducted pursuant to Section 3(b) shall be \$3,500 per bulk item pickup conducted throughout the Town. The cost of the bulk pickup will be reevaluated based on tonnage from the two collections made in 2018-2019, and the compensation to be paid by the Town for each bulk item pickup conducted after the execution of this Contract may be altered by agreement of the parties, provided however, the price for each bulk item pickup shall not exceed \$10,258. The foregoing pricing is based on 2,395 total estimated units/locations that are providing recycle materials within the Town's corporate boundaries to be collected by BD. Either party may request that a unit/location count be performed at any time during the term of this Contract and if such revised unit/location count reflects more or fewer units, all billing for the following fiscal year shall be adjusted to apply the new total number of units/locations. BD shall invoice the Town on a monthly basis for the Services provided during the prior month. Once the Town approves each such invoice, it shall pay said invoice.

5. **Recycling Receptacles.**

(a) Residential, heavy duty, two-wheeled 95 gallon lidded recycling receptacles shall be provided by BD to residents of the Town upon request for a flat fee of \$90.00 per receptacle. BD will provide a list of property owners who have purchased receptacles to the Town upon request, including street address, name and date of purchase, and quantity of cans purchased. Extra recycling receptacles may be purchased at a cost of \$90.00 each.

(b) Any recycling receptacles provided by BD to residents under this Contract will become the property of the residents who purchase the receptacles.

(c) All recycling will be placed in proper receptacles owned by the property owners with lids securely closed and placed in the right-of-way adjacent to the premises of the owner or occupant, at the edge or curb of the street at a reasonably accessible location for collection.

(d) BD will not be required to dispose of non-recycling materials except during times of bulk item pickup.

(e) The Town shall publish rules and regulations governing the manner in which owners or occupants of residences and businesses within the Town shall store and place recycling for pickup pursuant to this Contract.

(f) Recycling receptacles shall not be thrown or handled in a rough or careless manner during collection, but shall be used and handled with care, usual wear and tear excepted, and BD shall be liable for negligent and unnecessary damages caused to such receptacles.

(g) Where receptacles containers are rusted or otherwise so badly damaged as to be unsanitary or unsafe for handling, or not placed properly for pickup, a warning notice shall be given to the owner or occupant of the premises by the attaching of an appropriate notice to the receptacle, and that if correction of the said condition is not made within seven (7) days by the owner or occupant, then the container and the contents will not be picked up; *provided, however*, if the container is so badly damaged so as to be too unsafe to be serviced, said warning notice may be provided and then the container may be omitted from pick up until such unsafe condition is corrected.

**6. Office Hours; Complaints; Refusal or Failure to Collect:**

(a) BD shall maintain an office at which a responsible person can be reached by telephone during regular working hours of 8:00 a.m. to 4:30 p.m. to answer questions about recycling pick-up service with personnel sufficient to receive and handle complaints and to receive communication from the Town Manager or Public Works Director. BD shall supply an emergency telephone number for use in the event of after-hour emergencies.

(b) In the event of a complaint to BD that a receptacle has not been collected or has been missed, it shall be the duty of BD to address such complaints. BD shall then take whatever steps may be necessary to remedy the complaint and steps to remedy the complaint must be taken on or before 9:30a.m. on the next business day after the complaint has been received. BD will maintain a complaint log form, and a copy of this completed form and corrective actions taken will be submitted to the Town upon request. BD office personnel answering the phone will receive call and record appropriate information from each resident (name, date, phone number, address, time, comments). The person taking the message will immediately contact the driver and receive the driver's input. BD's Operations Manager will also be notified by the office, and he or she will either return the phone call or go to the site of the complaint and address the complaint the same service day.

(c) When service is refused at any eligible dwelling unit, information shall be provided to that dwelling unit by BD describing the reasons for the refusal, included as provide in Section 5(g), and the appropriate remedial action which must be taken in order to have the bin collected in the future. BD shall also contact the Town by the end of the day when services have been refused and provide the Town the reasons for the refusal. This notice may be by fax, electronic mail or other written communication. BD may telephone the Town and follow the oral notice with written communication provided the oral and written notices are made on the same day as the refusal.

**7. Weighing Material; Records; Scales.**



(a) BD shall be responsible for operating and maintaining in good condition its truck scales and associated equipment.

(b) BD shall maintain accurate weigh scales records for the purposes of determining the total weight of recycling material leaving the Town and shall keep detailed daily records of the same. BD shall provide a copy of this record each month to Town for billing purposes and shall provide a copy of this record to the RDS or such other entity to whom BD is delivering recycling materials pursuant to this Contract.

#### **8. Trucks, Routes, and Dumpsters.**

(a) BD shall make the recycling collection in enclosed trucks or vehicles. The vehicles shall be in good working order, shall be cleaned regularly in accordance with any applicable Health Department regulations (at sites suitable, appropriate and approved for cleaning said trucks or vehicles), shall have a presentable appearance, and shall be marked with recycling signage for identification purposes.

(b) Collection routes within the Town may include private streets which may be too narrow for a side loading vehicle to collect and empty recycling receptacles. In addition, the available turning radius may not accommodate standard collection vehicles. BD shall collect recyclables from the said private streets as part of the Services provided pursuant to this Contract. BD will be responsible for determining an acceptable method of collection for these private streets and arranging for any special accommodations that may be necessary to collect recyclables in these areas.

(c) Collection routes may also include locations that currently receive garbage collection services via dumpster due to neighborhood configuration. BD shall collect recyclables from the residences identified in this paragraph as part of the Services provided pursuant to this Contract. BD will be responsible for determining an acceptable method of collection and arranging for any special accommodations that may be necessary to collect recyclables in these areas.

#### **9. Compliance with Laws, Spillage.**

(a) BD shall remove and dispose of all recycling materials pursuant to this Contract only in such manner as is permitted and authorized by law, and shall comply with all rules, regulations, and laws applicable to the collection and removal of recycling materials.

(b) BD is responsible for picking up and removing any materials that have blown out or dropped from trucks or the collection receptacles for any reason, even if a return trip is required. Leaks and spills shall be handled quickly and appropriately based on the type and amount and according to State and Federal spill response guidelines. Equipment shall be well

maintained so as not to allow liquid or solid waste to leak or blow out of the collection equipment.

10. **Public Information Program.** BD shall design and implement a program for the purpose of informing those who will be receiving curbside recycling services concerning the proper method for preparing recyclable materials, use of the recycling container, role of curbside recycling, date and time of program initiation. This program will include distribution of informational brochures to eligible dwelling units. The cost for this program shall be borne by BD and all proposed activities, brochures, mailings, advertisements, etc. shall be approved by the Town prior to use. BD will deliver brochures or such other information on residential curbside recycling, which is produced by the Town on request by the Town.

11. **Change in Service Area and Equipment.**

(a) Should the current boundaries of the Town change during the term of this Contract, then this Contract shall be adjusted accordingly to reflect any increase or decrease in the residential, commercial, and business premises receiving recycling collection services under this Contract.

(b) Changes to the type, size, and amount of recycling receptacles, the type of frequency of service, and corresponding adjustments to the rates, may be made by mutual written agreement of the Parties. This Contract shall continue in effect for the term provided herein and shall apply to changes of and new service units or locations within the area in which BD provides the collection services under this Contract.

12. **Independent Contractor and Indemnity.**

(a) BD shall be deemed an independent contractor and shall assume all liability and responsibility for any and all damages to persons and/or property resulting from the performance of its duties under this Contract.

(b) To the extent allowed by applicable law, BD shall indemnify, defend and hold harmless the Town and its officers, employees, and agents from and against all liability, claims, suits, losses, damages, costs and demands on account of any personal injury, including death of any person, or property damage, sustained by any person or entity, arising out of or connected with the performance by BD of its duties under this Contract where such injury, death or damage is caused in whole or in part or alleged to have been caused, in whole or in part, by the negligent acts or omissions of BD or its officers, employees, agents or subcontractors.

13. **Insurance.** BD shall carry the following insurance which shall be with a reputable company duly licensed to do business in North Carolina:

(a) Workmen's Compensation of all employees who may be involved in any way in the performance of this Contract or in the Services in connection therewith.



(b) Commercial general liability insurance in the amount of \$1,000,000.00 combined single limit.

(c) Vehicle fleet liability (business automobile coverage) in the amount of \$1,000,000.00 combines single limit.

14. **Breach and Termination.**

(a) If, during the term of this Contract, either Party shall be in breach of any provision of this Contract, the other Party may suspend or terminate its performance hereunder until such breach has been corrected; provided, however, that no such suspension or termination shall occur unless and until the complaining Party has given written notice of such breach to the other Party and the other Party has failed to cure such breach within at least ten (10) days thereafter. In the event any such breach remains uncured for a period of ten (10) days following the provision of such notice, the complaining Party may then suspend or terminate this Agreement by giving the other Party written notice of such suspension or termination; which shall become effective upon receipt of such notice. Any such suspension shall cease when the breach which led to such suspension is cured and the complaining Party is provided with evidence of such cure.

(b) Either Party may voluntarily terminate this Contract by providing 60-days' notice in writing to the other Party. If either Party desires to terminate this Contract due to costs or pricing, that Party must request in writing to the other Party that negotiations occur regarding costs and pricing. Upon the failure of negotiations to reach a resolution satisfying both Parties or upon the expiration of fifteen (15) days or such other amount of time agreed upon by the Parties from the date of the request, the Party desiring to terminate may terminate the Contract upon 30-days written notice to the other Party.

15. **Binding Effect.** This Contract shall be binding upon the Parties hereto, their successors and assigns. This Contract may not be assigned by BD without prior written approval of the Town.

16. **Force Majeure.** Neither Party hereto shall be liable for its failure to perform or delay in performance hereunder due to contingencies beyond its reasonable control including, but not limited to, strikes, riots, compliance with laws or governmental order, fires, severe weather events, and acts of God and such failure shall not constitute a default under this Contract.

17. **Amendment and Restatement of Existing Contract.** This Contract shall amend and restate the Existing Contract in its entirety; thus, upon the execution of this Contract, the terms and conditions of this Contract shall govern and replace the Existing Contract in its entirety.

18. **E-Verification.** BD represents and warrants that it has ensured and will ensure for itself and each subcontractor that it uses to perform obligations under this Contract, that either:

(a) BD or subcontractor employs less than 25 employees who are employed for 9 months or more during a 12-consecutive-month period; or

(2) BD or subcontractor: (a) employs 25 or more employees who are employed for 9 months or more during a 12-consecutive-month period; and (b) has used the E-Verify program, which program is operated by the United States Department of Homeland Security and is defined in N.C. Gen. Stat. § 64-25(5), to verify the work authorization of each employee.

19. **Governing Law.** This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this Contract shall be brought in the General Court of Justice of the State of North Carolina or in the Federal District Court for the Eastern District of North Carolina, and the parties hereby submit to venue in and the personal jurisdiction of the said Courts.

20. **Miscellaneous.**

(a) This document constitutes the entire contract between the Parties and may only be modified by a written mutual agreement signed by the Parties.

(b) The provisions of this Contract are separate and divisible. In the event that any provision of this Contract shall be held invalid, the remaining provisions shall be construed and shall be valid as if the invalid provisions were not a part of this Contract.

(c) This Contract shall not become effective, nor should it be considered binding, until it has been preaudited as evidenced by the finance officer's signature on the preaudit certificate.

SIGNATURE PAGE TO FOLLOW



Both the Town of Southern Shores and Bay Disposal, LLC agree to the above contract.

Bay Disposal, LLC, a Virginia limited liability company

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Town of Southern Shores, a North Carolina municipal corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

“This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.”

\_\_\_\_\_

Finance Officer



**Agenda Item Summary Sheet**

**Date:** August 4, 2020

**Item #: 4B**

**Item Title:** Beach Profile/Survey Approval – Task # 2

**Item Summary:** At its May 5, 2020 meeting, Council was presented a proposal submitted by CPE-NC for professional services associated with annual monitoring of the beach for the year 2020. At that meeting, Council decided to delay initiation of task 2 until the current fiscal year when the work would be performed.

The tasks associated with this proposal included:

TASK	DESCRIPTION	Cost
1	2020 Annual Beach Profile Data Acquisition	\$17,357.00
2	Annual 2020 Beach Profile Data Analysis and Report	\$18,039.00
3	Inter-Agency Coordination /BOEM G&G Permitting	\$12,202.50
<b>TOTAL:</b>		<b>\$47,598.50</b>

Task 2 is the report derived from the data collection taken from Task 1. Task 2 was labeled as "optional" to consider delaying the task until the current fiscal year, and reads:

**TASK 2 - ANNUAL 2020 BEACH PROFILE DATA ANALYSIS AND REPORT**

CPE-NC will conduct both shoreline and volume change analysis to evaluate volumetric and shoreline trends along the Town's oceanfront. Furthermore, the data collected will be used to evaluate project performance along the southern 2,500 feet of the Town's oceanfront, which was part of the 2017 project. Analysis will focus on the total shoreline and volume change that has occurred since the initial beach profile data acquisition conducted by CPE-NC in December 2017 as well as short-term changes that have occurred since May 2019.

Results of the analysis will be included in the 2020 Monitoring report. Deliverables include two (2) hardcopies of the report with CD or USB drive, which will include digital versions of the report, appendices, and data. In addition to the report, one (1) in-person meeting is included to present

The cost of task 1, \$17,357, was covered by the funds remaining in the Beach Profile Study line item. However, task 1 was not completed at fiscal year end and \$5,208 is included in the attached budget amendment to cover the remaining cost in this year's budget. Funds were approved via budget amendment for task 3 which resulted in the addition of a new line item in the budget called Beach Nourishment Permitting. The Council approved this action by a vote of 5-0.

As a reminder, at its last workshop meeting, Council voted to approve a separate proposal for Design and Environmental Permitting for the anticipated 2022 nourishment project in the amount of \$437,675.75.

**Staff Recommendation:** Staff is requesting the Council to approve a motion to authorize the town manager to approve and initiate task 2 via letter of authorization to proceed to CPE-NC and to approve the associated budget amendment in the amount of \$23,247 (\$5,208 to complete remaining task 1 work and \$18,039 to complete task 2).

Attachments:

- 1- 2020 Annual Monitoring and Initial Permitting Contract
- 2- 2020 Annual Monitoring June Invoice
- 3- CPE Project Update Letter – dated July 22, 2020
- 4- minutes taken of this item at May 5, 2020 Council meeting

**Town of Southern Shores  
Budget Amendment Number # 8**

**Streets, Beaches, Canals  
Increases**

**Police  
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	<b><u>Revenues</u></b>				
40-39909	Unassigned Fund Balance	\$ 23,247			
	<b><u>Expenditures</u></b>				
57-50135	Beach Profile Study	\$ 23,247			

Explanation: To finish Task #1 from FY 19-20 and new funding for Task #2

Recommended By:

\_\_\_\_\_  
Cliff Ogburn, Town Manager

Approved By:

\_\_\_\_\_  
Tom Bennett, Mayor

\_\_\_\_\_  
Date





COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC  
4038 MASONBORO LOOP ROAD  
WILMINGTON, NC 28409  
910-399-1905

April 29, 2020

Wes Haskett  
Interim Town Manager/Planning Director  
Town of Southern Shores  
5375 N. Virginia Dare Trail  
Southern Shores, NC 27949

Re: **Proposal: Town of Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination**

Dear Mr. Haskett:

Coastal Protection Engineering of North Carolina, Inc. (CPE-NC) is pleased to provide this proposal for professional services to the Town of Southern Shores (TOWN), associated with the 2020 Annual Monitoring. This proposal also includes initial regulatory/resource agency coordination and coordination with the Bureau of Ocean Energy Management (BOEM) to obtain Geophysical and Geological (G&G) permits for offshore investigations. CPE-NC has a special preferred relationship with Coastal Protection Engineering LLC (CPE), and through that relationship, CPE-NC will utilize personnel, resources, and assets of CPE to perform the proposed services. Furthermore, CPE-NC will sub-contract portions of the data acquisition and BOEM G&G permitting work to Aptim Environmental & Infrastructure LLC.

The Scope of Professional Services (the Services) is attached to this proposal as Exhibit A. The Work included under Tasks 1 and 3 will be performed for a lump sum fee of \$29,559.50. If the TOWN approves optional Task 2, those Services will be performed for a lump sum fee of \$18,039.00.

**Breakdown of Costs and Schedule of Deliverables:**

Exhibit B includes a breakdown of costs by Task. Barring any unforeseen circumstances, CPE-NC anticipates the 2020 data acquisition to be completed by June 30, 2020. Draft reports will be provided within 120 days of the conclusion of data acquisition.

Exhibit C provides a list of deliverables, which includes the following:

- Monthly Progress Reports
- Annual Beach Monitoring Report
- Beach Profile Data Appendix and
- Meeting Minutes from Inter-Agency Meeting; and
- BOEM Permit Applications

CPE-NC's performance of the proposed Services is conditioned upon negotiation of mutually acceptable contract terms and conditions. In that regard, attached to this proposal is our standard Services



Agreement for your consideration as the terms and conditions that will govern our performance of the proposed Services.

If this proposal is acceptable to you, please have the attached Services Agreement signed, and return it to me. CPE-NC will then sign the Services Agreement and return a fully executed copy to you for your records.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Willson', is written over a faint, larger version of the signature.

Ken Willson

Senior Program Manager

Coastal Protection Engineering of North Carolina, Inc

Office: 910-399-1905

Mobile: 910-443-4471

[kwillson@coastalprotectioneng.com](mailto:kwillson@coastalprotectioneng.com)

**COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC.**  
**SERVICES AGREEMENT**  
**FIXED PRICE BASIS**

All in accordance with the following terms and conditions.

1. **SCOPE OF SERVICES:** **COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC.** ("CPE-NC") agrees to perform for the undersigned CLIENT, engineering and consulting ("Services") described in the attached Proposal and/or as follows:

2020 Annual Monitoring and Initial Permitting Coordination, Town of Southern Shores, North Carolina

2. **FEES, INVOICES AND PAYMENTS:** Tasks 1 and 3 of The Services will be performed for a lump sum fee of \$29,559.50 (Twenty-nine thousand, five hundred fifty-nine dollars and fifty cents). If the CLIENT approves optional Tasks 2, those Services will be performed for a lump sum fee of \$18,039.00 (Eighteen thousand, thirty-nine dollars and zero cents).

Invoices will be submitted by CPE-NC no more frequently than every month, with payment due upon CLIENT'S receipt of invoice. Payment shall be in U.S. Dollars. CLIENT shall be responsible for payments (without deduction or offset from the total invoice amount) of any and all sales, use, value added, gross receipts, franchise and like taxes, tariffs and duties levied against CPE-NC or its employees by any government or taxing authority. A service charge equal to one-half percent (1/2 %) per month, or the maximum rate permitted by law, whichever is less, will be added to all accounts which remain unpaid for more than thirty (30) calendar days beyond the date of the invoice. Should there be any dispute as payments to be made on a percent complete basis to any portion of an invoice, the undisputed portion shall be promptly paid.

3. **CLIENTS COOPERATION:** To assist CPE-NC in performing the Services, CLIENT shall (i)

provide CPE-NC with relevant material, data, and information in its possession pertaining to the specific project or activity, (ii) consult with CPE-NC when requested, (iii) permit CPE-NC reasonable access to relevant project sites, (iv) ensure reasonable cooperation of CLIENT's employees in CPE-NC's activities, and (v) notify and report to all regulatory agencies as required by such agencies.

4. **CONFIDENTIALITY:** In the course of performing Services, to the extent that CLIENT discloses to CPE-NC, business or technical information that CLIENT clearly marks in writing as confidential or proprietary, CPE-NC will exercise reasonable efforts to avoid the disclosure of such information to others. Likewise, to the extent that CPE-NC discloses to CLIENT, business or technical information that CPE-NC clearly marks in writing as confidential or proprietary, CLIENT will exercise reasonable efforts to avoid the disclosure of such information to others.

Nothing herein is meant to prevent nor shall be interpreted as preventing either party from disclosing and/or using any information or data (i) when the information or data are actually known to the receiving party before being obtained or derived from the transmitting party, (ii) when information or data are generally available to the public without the receiving party's fault at any time before or after it is acquired from the transmitting party; (iii) where the information or data are obtained or acquired in good faith at any time by the receiving party from a third party who has the same in good faith and who is not under any obligation to the transmitting party in respect thereto; (iv) where a written release is obtained by the receiving party from the transmitting party; (v) three (3) years from the date of receipt of such information; or (vi) when required by process of



law; or by North Carolina Public Records Law; provided, however, upon service of such process, the recipient thereof shall use reasonable efforts to notify the other party and afford it an opportunity to resist such process.

**5. DELAYS AND CHANGES IN CONDITIONS:**

If CPE-NC is delayed or otherwise in any way hindered or impacted at any time in performing the Services by (i) an act, failure to act or neglect of CLIENT or CLIENT's employees or any third parties; (ii) changes in the scope of the work; (iii) unforeseen, differing or changed circumstances or conditions including differing site conditions, acts of force majeure (such as fires, floods, riots, and strikes); (iv) changes in government acts or regulations; (v) delay authorized by CLIENT and agreed to by CPE-NC; or (vi) any other cause beyond the reasonable control of CPE-NC, then 1) the time for completion of the Services shall be extended based upon the impact of the delay, and 2) CPE-NC shall receive an equitable compensation adjustment. Any such equitable adjustment shall be based on CPE-NC's then current Time and Material Rates, as may be provided in a Rate sheet attached hereto.

**6. INSURANCE:** CPE-NC is presently protected by Worker's Compensation Insurance as required by applicable law and by General Liability and Automobile Liability Insurance (in the amount of \$1,000,000 combined single limit) for bodily injury and property damage. Insurance certificates will be furnished to CLIENT on request. If the CLIENT requires further insurance coverage, CPE-NC will endeavor to obtain said coverage, and CLIENT shall pay any extra costs therefor.

**7. INDEMNITIES:** CPE-NC shall defend, indemnify and hold harmless CLIENT and its officers and employees from and against loss or damage to tangible property, or injury to persons, to the extent arising from the negligent acts or omissions or willful misconduct of CPE-NC, its borrowed servants and their employer and its subcontractors, and their respective employees

and agents acting in the course and scope of their employment. CLIENT shall defend, indemnify and save harmless CPE-NC (including its borrowed servants and their employers and its officers, and employees) from and against, any loss or damage to tangible property, or injury to persons, to the extent arising from the negligent acts or omissions or willful misconduct of CLIENT, its officers and employees.

**8. LIMITATIONS OF LIABILITY:**

a. GENERAL LIMITATION - CLIENT'S SOLE AND EXCLUSIVE REMEDY FOR ANY ALLEGED BREACH OF WARRANTY BY CPE-NC SHALL BE TO REQUIRE CPE-NC TO RE-PERFORM ANY DEFECTIVE SERVICES. CPE-NC'S LIABILITY AND CLIENT'S REMEDIES FOR ALL CAUSES OF ACTION ARISING HEREUNDER WHETHER BASED IN CONTRACT, WARRANTY, NEGLIGENCE, , OR ANY OTHER CAUSE OF ACTION, SHALL NOT EXCEED EXCEPT FOR THE MUTUAL INDEMNIFICATIONS SET FORTH IN SECTION 7 ABOVE. IN THE CUMULATIVE AGGREGATE (INCLUDING ANY INSURANCE PROCEEDS) WITH RESPECT TO ALL CLAIMS ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHATEVER MINIMUM AMOUNT MAY BE REQUIRED BY LAW OR, IF NONE, THE AMOUNT OF COMPENSATION FOR SUCH SERVICES,

b. CONSEQUENTIAL DAMAGES: FURTHER AND REGARDLESS OF ANY OTHER PROVISION HEREIN, CPE-NC SHALL NOT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES (INCLUDING LOSS OF PROFITS, DECLINE IN PROPERTY VALUE, REGULATORY AGENCY FINES, LOST PRODUCTION OR LOSS OF USE) INCURRED BY CLIENT OR FOR WHICH CLIENT MAY BE LIABLE TO ANY THIRD PARTY OCCASIONED BY THE SERVICES OR BY APPLICATION OR USE OF REPORTS OR OTHER WORK PERFORMED HEREUNDER.

CPE-NC  CLIENT 



9. **GOVERNING LAWS:** This Agreement shall be governed and construed in accordance with the laws of the State of North Carolina.

10. **TERMINATION:** Either party may terminate this Agreement with or without cause upon forty five (45) days' written notice to the other party. Upon such termination, CLIENT shall pay CPE-NC for all Services performed hereunder up to the date of such termination. In addition, if CLIENT terminates, CLIENT shall pay CPE-NC all reasonable costs and expenses incurred by CPE-NC in effecting the termination, including, but not limited to non-cancelable commitments and demobilization costs.

11. **ASSIGNMENT:** Neither CPE-NC nor CLIENT shall assign any right or delegate any duty under this Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, CPE-NC may, upon notice to CLIENT, assign, pledge or otherwise hypothecate the cash proceeds and accounts receivable resulting from the performance of any Services or sale of any goods pursuant to this Agreement.

12. **MISCELLANEOUS:**

a. **ENTIRE AGREEMENT, PRECEDENCE, ACCEPTANCE MODIFICATIONS:** The terms and conditions set forth herein constitute the entire understanding of the Parties relating to the provisions of the Services by CPE-NC to the CLIENT. All previous proposals, offers, and other communications relative to the provisions of these Services by CPE-NC, oral or written, are hereby superseded, except to the extent that they have been expressly incorporated by reference herein. In the event of conflict, the three pages of this Agreement shall govern. CLIENT may accept these terms and conditions by execution of this Agreement or by authorizing CPE-NC to begin work. Any modifications or revision of any provisions hereof or any additional provisions contained in any purchase order,

acknowledgement or other document issued by the CLIENT is hereby expressly objected to by CPE-NC and shall not operate to modify the Agreement.

b. **DISPUTES, ATTORNEY FEES** – Any dispute regarding this Agreement or the Services shall be resolved first by exchange of documents by senior management of the parties, who may be assisted by counsel. Any thereafter unresolved disputes shall be litigated in the state whose law governs under Section 9 hereunder. In any litigation, the Prevailing Party shall be entitled to receive, as part of any award or judgment, eighty percent (80%) of its reasonable attorneys' fees and costs incurred in handling the dispute. For these purposes, the "Prevailing Party" shall be the party who obtains a litigation result more favorable to it than its last formal written offer (made at least twenty calendar days prior to the formal trial) to settle such litigation.

c. **WAIVER OF TERMS AND CONDITIONS** - The failure of CPE-NC or CLIENT in any one or more instances to enforce one or more of the terms or conditions of this Agreement or to exercise any right or privilege in the Agreement or the waiver by CPE-NC or CLIENT of any breach of the terms or conditions of this Agreement shall not be construed as thereafter waiving any such terms, conditions, rights, or privileges, and the same shall continue and remain in force and effect as if no such failure to enforce had occurred.

d. **NOTICES** – Any notices required hereunder may be sent by orally confirmed US Mail, courier service (e.g. FedEx), orally confirmed telecopy (fax) or orally confirmed email (further confirmed by US Mail) to the addresses set forth below.

e. **SEVERABILITY AND SURVIVAL** - Each provision of this Agreement is severable from the others. Should any provision of this Agreement be found invalid or unenforceable, such provision shall be ineffective only to the extent required by law, without invalidating the remainder of such provision or the remainder of this Agreement.

Further, to the extent permitted by law, any provision found invalid or unenforceable shall be deemed automatically redrawn to the extent necessary to render it valid and enforceable consistent with the parties' intent. The terms and conditions set forth herein shall survive the termination of this Agreement.

CLIENT and CPE-NC agree to the foregoing (INCLUDING THE LIMITATIONS ON LIABILITY IN SECTIONS herein) and have caused this Agreement to be executed by their duly authorized representatives as of the date set forth below.

Executed on May 7, 2020

**COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC.**

By (Sign): [Signature]

Print Name: Kenneth Willson

Title: President

Address: 4038 Masonboro Loop Rd

Wilmington, NC 28409

Phone: 910-399-1905

Fax: N/A

E-mail: Kwillson@CoastalProtectioneng.com

**TOWN OF SOUTHERN SHORES, NORTH CAROLINA**

By (Sign): [Signature]

Print Name: Wes Haskett

Title: Interim Town Manager

Address: 5375 N. Virginia Dare Trl

Southern Shores, NC 27949

Phone: 252-261-2394

Fax: 252-255-0876

E-mail: whaskett@southernshores-nc.gov

- Approval of tasks 1 + 3 only at this time. [Signature]

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act.

[Signature]  
Finance Officer

Date: 5/6/20



**EXHIBIT "A"**  
**SCOPE OF PROFESSIONAL SERVICES**  
**TOWN OF SOUTHERN SHORES, NORTH CAROLINA**  
**2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

Coastal Protection Engineering of North Carolina, Inc. (hereinafter "CPE-NC") proposes to provide professional services to the Town of Southern Shores (hereinafter the "TOWN"), associated with 2020 annual monitoring of the TOWN's beach; and initial regulatory/resource agency coordination and coordination with the Bureau of Ocean Energy Management (BOEM) to obtain Geophysical and Geological (G&G) permits for offshore investigations. CPE-NC will sub-contract portions of the data acquisition and BOEM G&G permitting work to Aptim Environmental & Infrastructure LLC (APTIM) as a sub-contractor.

Each task is described in detail in the following sections.

**TASK 1 – 2020 ANNUAL BEACH PROFILE DATA ACQUISITION**

2020 beach profile data acquisition will be conducted along the TOWN to evaluate volume and shoreline change trends as well as performance of the portion of the TOWN's beach constructed in 2017. Furthermore, these data will be used to design the proposed 2022 beach project should the Town decide to move forward with such a project. The 2020 beach profile data acquisition will be conducted prior to June 30, 2020. Topographic data will be collected along each beach profile to include the dune, berm, and foreshore section of the beach, while bathymetric data will be collected along the offshore portion of the profile. Beach profile data acquisition will be conducted along twenty (20) profiles spaced approximately 1,000 feet apart. These twenty (20) profiles are from approximately baseline station -10+00 (located near Sea Bass Circle) to baseline station 187+14 (near 11<sup>th</sup> Avenue) within the Town of Southern Shores. Data for the beach profile located at the border of Southern Shores and Kitty Hawk (baseline station 0+00) and at the border of Southern Shores and Duck (baseline station -197+12) by the Town's of Kitty Hawk and Duck, respectively.

Costs for mobilization of equipment and personnel to and from the project area will be costs shared with the Towns of Duck, Kitty Hawk, and Kill Devil Hills as data acquisition will be conducted concurrently. Additional mobilization costs will be required if monitoring data acquisition is conducted independently of the Towns of Duck, Kitty Hawk and Kill Devil Hills.

Beach profiles will extend landward from their respective baseline station until a structure is encountered or a range of 25 feet beyond the dune is reached, whichever is seaward. Elevation measurements will also be taken seaward along the profile to a range of 3,000 feet beyond the shoreline or to the -30 NAVD88 contour, whichever is more landward.

Land-based or "upland" data collection will include all grade breaks and changes in topography to provide a representative description of the conditions at the time of the work. The maximum spacing between data points along individual profiles will be 25 feet. The upland work will extend into wading depths sufficiently to provide a minimum



**EXHIBIT "A"**  
**SCOPE OF PROFESSIONAL SERVICES**  
**TOWN OF SOUTHERN SHORES, NORTH CAROLINA**  
**2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

50-foot overlap with the offshore data. This overlap between the topographic and bathymetric data acquisition provides quality control and quality assurance.

The hydrographic work or "offshore" portions of the beach profiles will be conducted with industry standard depth sounding equipment and real-time kinematic (RTK) global navigation satellite system (GNSS). Tide corrections will be obtained redundantly with RTK GNSS and a local tide gauge verified to meet the requirements for the specific work. Offshore data points shall also be collected with a maximum spacing of 25 feet.

Horizontal and vertical positioning checks will be conducted at the beginning and end of each day of data acquisition to confirm that control is undisturbed and meets the accuracy standards of this project with a horizontal limit of 0.66 feet and a vertical limit of 0.16 ft. for all electronic equipment. Vertical positioning checks for depth measuring equipment will be conducted at 5 ft. increments between -5 ft. and at least -25 ft. NAVD88. Sound velocity casts will be conducted at the project site at the start and end of each day of data acquisition to calibrate the sounding equipment.

As an appendix to the 2020 monitoring report described under Task 2, CPE-NC will provide the TOWN with a beach profile data appendix. This appendix will include methodology, field notes for the data acquisition, control information, profile plots, cross sections, and digital XYZ data.

**TASK 2 – ANNUAL 2020 BEACH PROFILE DATA ANALYSIS AND REPORT (OPTIONAL)**

CPE-NC will conduct both shoreline and volume change analysis to evaluate volumetric and shoreline trends along the Town's oceanfront. Furthermore, the data collected will be used to evaluate project performance along the southern 2,500 feet of the Town's oceanfront, which was part of the 2017 project. Analysis will focus on the total shoreline and volume change that has occurred since the initial beach profile data acquisition conducted by CPE-NC in December 2017 as well as short-term changes that have occurred since May 2019.

Results of the analysis will be included in the 2020 Monitoring report. Deliverables include two (2) hardcopies of the report with CD or USB drive, which will include digital versions of the report, appendices, and data. In addition to the report, one (1) in-person meeting is included to present the findings of the monitoring report to the TOWN.

**TASK 3 – INTER-AGENCY COORDINATION / BOEM G&G PERMITTING**

In order to expedite the design and permitting of both the scheduled 2022 beach nourishment project and a potential Hurricane Dorian damage repair project, CPE-NC proposes to immediately engage federal and state agencies in two areas regarding permitting. The first involves the coordination, participation, and meeting documentation reporting associated with, an inter-agency scoping meeting with State and Federal

**EXHIBIT "A"**  
**SCOPE OF PROFESSIONAL SERVICES**  
**TOWN OF SOUTHERN SHORES, NORTH CAROLINA**  
**2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

regulatory and resource agencies. The second is coordination with BOEM regarding geophysical and geological (G&G) permits for offshore borrow area investigations.

With respect to services associated with an inter-agency scoping meeting with State and Federal regulatory and resource agencies, CPE-NC will coordinate with agencies to schedule the meeting. In preparation of the meeting, CPE-NC will produce a project description and presentation and distribute that to participants ahead of time. Both the CPE-NC project manager and senior marine biologist who will be in charge of developing the environmental documentation for the project, will both participate in the meeting. Following the meeting, CPE-NC will develop meeting minutes and distribute them to participants.

With respect to the coordination for BOEM G&G permits, CPE-NC and its sub-consultant APTIM will first update the previously conducted desktop analysis of historic data. We will then develop a reconnaissance-level and design-level survey plan and finally we will use this information to prepare and submit the necessary information to apply for G&G permits. Each of these tasks are described in greater detail below:

*Sand Search Desktop Study*

CPE-NC and our sub-consultant APTIM, will begin updating the geologic desktop study conducted in 2014 to further evaluate the potential presence/absence of sand resources offshore the Towns of Duck, Southern Shores, Kitty Hawk, and Kill Devil Hills. We will conduct the desktop study by reviewing historic geophysical (seismic-reflection, chirp sub-bottom, sidescan sonar, etc.) and geotechnical (borings, vibracores, surface samples, etc.) data compiled previously by CPE-NC and incorporating newly available information that falls within the area of interest, into our ArcGIS database. We will review scientific research for the survey area in question, and attempt to acquire any newly available or historic data from research and regulatory institutions, including University of North Carolina Wilmington, East Carolina University, Bureau of Ocean Energy Management, the United States Geological Survey, and the United States Army Corps of Engineers, etc.

*Reconnaissance-Level and Design-Level Survey Plan Development*

A Reconnaissance- and Design-Level Geophysical and Geological Survey Plan will be developed based off the results of the desktop study. The goal of the survey plan will be to design a survey that will attempt to identify sand sources located closer than existing Borrow Area A to the project sites. The successful development of a borrow area located closer to the projects sites may ultimately result in reduced construction costs.

*Sand Search Permitting*

After the desktop study and development of a Reconnaissance- and Design-Level Survey Plan, applications will be prepared and submitted for the required geological and geophysical (G&G) prospecting permits from BOEM. Our efforts are anticipated to focus on the offshore waters which are located seaward of the state waters, falling under the



**EXHIBIT "A"**  
**SCOPE OF PROFESSIONAL SERVICES**  
**TOWN OF SOUTHERN SHORES, NORTH CAROLINA**  
**2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

jurisdiction of BOEM. The offshore surveys (geophysical and geotechnical) will require authorization from BOEM. In addition to preparing and submitting the applications, we will respond to any requests for additional information. We will coordinate with BOEM and incorporate mitigation protocol necessary (as required by BOEM) to adhere to conditions of the authorizations in order to conduct the future surveys. Status updates and final deliverables will also be provided to BOEM as required in the authorizations. Note, no field work is included as part of this scope of work. All reconnaissance- and design-level investigations identified in the Survey Plan will need to be authorized under a separate agreement after the development of the Survey Plan.

The scope of work and cost associated with Task 3 has been developed under the assumption that these services will be cost shared between the 4 Towns of Duck, Southern Shores, Kitty Hawk, and Kill Devil Hills. Therefore, the cost associated with Task 3, reflected in Appendix B – Breakdown of Cost, is 25% of the total cost to complete Task 3. Should any of the 4 Towns decide not to proceed with these efforts, the scope and/or cost for the other 3 Towns may need to be re-adjusted.



**EXHIBIT B:  
 BREAKDOWN OF COSTS  
 TOWN OF SOUTHERN SHORES, NORTH CAROLINA  
 2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

Table 1. Breakdown of the total cost of the 2020 Annual Monitoring and Initial Permitting Coordination associated with the Town of Southern Shores Beach Management Program.

<b>TASK</b>	<b>DESCRIPTION</b>	<b>Cost</b>
1	2020 Annual Beach Profile Data Acquisition	\$17,357.00
2	Annual 2020 Beach Profile Data Analysis and Report ( <b>OPTIONAL</b> )	\$18,039.00
3	Inter-Agency Coordination / BOEM G&G Permitting	\$12,202.50
<b>TOTAL:</b>		<b>\$47,598.50</b>

Tasks 1 and 3 will be performed for a lump sum fee of \$29,559.50. If the TOWN approves optional Task 2, those Services will be performed for a lump sum fee of \$18,039.00.

**EXHIBIT C:  
LIST OF DELIVERABLES  
TOWN OF SOUTHERN SHORES, NORTH CAROLINA  
2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

The following items have been identified by Coastal Protection Engineering of North Carolina, Inc. (hereinafter "CPE-NC") as deliverables to the Town of Southern Shores (hereinafter "TOWN") for the completion of this scope of work.

- Monthly Progress Reports;
- Annual Beach Monitoring Report;
- Beach Profile Data Appendix;
- Meeting Minutes from Inter-Agency Meeting; and
- BOEM Permit Applications.

A detailed description and an individual schedule for each deliverable are provided below.

Monthly Progress Reports: CPE-NC will provide a one (1) page summary of the project status via e-mail approximately every 30 days during the anticipated 5-month contract period. The letter will describe activities completed throughout the month and update the anticipated schedule of milestones as appropriate.

Beach Monitoring Report: Upon completion of the beach profile data acquisition described in Task 1 of the Scope of Services, CPE-NC will provide a draft beach monitoring analysis report to the TOWN. The monitoring report will include description of methodology and results of the shoreline change and volume change analysis. Barring any unforeseen circumstances, a draft report will be provided within 120 days following completion data acquisition operations. Within two weeks following receipt of comments by the Town on the draft report, CPE-NC will prepare a Final report and provide to the TOWN two hardcopies of the report with CD's/USB drives, which will include digital versions of the report, appendices, and data. In addition to the report, one in-person meeting is included to present the findings of the monitoring report to the TOWN.

Beach Profile Data Appendix: Upon completion of the beach profile data acquisition described under Task 1, CPE-NC will provide a record of the methodology used to acquire the data as well as data acquisition notes, control information, profile plots, cross sections, and digital XYZ data. Barring any unforeseen circumstances, a draft of this appendix will be provided within 90 days following completion of data acquisition operations. The final appendix will be provided in both hard copy and digital copy along with the Beach Monitoring Report.

Meeting Minutes from Inter-Agency Meeting: Following the inter-agency meeting described under Task 3, CPE-NC will develop meeting minutes and distribute them to participants. These minutes will also become part of the record for the environmental documentation required for the

**EXHIBIT C:  
LIST OF DELIVERABLES  
TOWN OF SOUTHERN SHORES, NORTH CAROLINA  
2020 ANNUAL MONITORING AND INITIAL PERMITTING COORDINATION**

project permitting. Barring any unforeseen circumstances, draft meeting minutes will be provided within 14 days of following the meeting.

BOEM Permit Applications: Applications will be prepared and submitted for the required geological and geophysical (G&G) prospecting permits from BOEM. CPE-NC will provide the Town a copy of the complete permit application package as a deliverable to this proposal. Barring any unforeseen circumstances, draft meeting minutes will be provided within 45 days of receiving written notice to proceed.







Coastal Protection Engineering  
of North Carolina Inc.  
4038 Masonboro Loop Road  
Wilmington, NC, 28409  
Tel: 910-399-1905

Town of Southern Shores  
5375 N. Virginia Dare Trail  
Southern Shores, NC, 27949

July 20, 2020  
Invoice #358  
Due Upon Receipt

Consultants Project #2020033  
Billing Period: Through 6/30/2020

Professional Engineering Services Invoice For:  
**Town of Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Task 1 – Annual Beach Profile Data Acquisition	17,357.00	70%	\$0.00	\$12,149.90	\$12,149.90
Task 2 – Annual Data Analysis and Report *	18,039.00	0%	\$0.00	\$0.00	\$0.00
Task 3 – Inter-Agency Coordination / BOEM G&G Permitting	12,202.50	95%	\$6,101.00	\$11,592.13	\$5,491.13
Sub-Total	47,598.50		\$6,101.00	\$23,742.03	\$17,641.03

AMOUNT DUE \$17,641.03

\* Task 2 has not been authorized at this time.

Please remit to:  
5301 N. Federal Highway, Suite 335  
Boca Raton, FL, 33487







**COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC**  
4038 MASONBORO LOOP ROAD  
WILMINGTON, NC 28409  
910-399-1905

July 22, 2020

Cliff Ogburn  
Town Manager  
Town of Southern Shores  
5375 N. Virginia Dare Trail  
Southern Shores, NC 27949

**Re: Invoice for June 2020 and Project Update**

Dear Mr. Ogburn:

This letter serves as an update to you and your staff on our progress with regards to task orders on which Coastal Protection Engineering of North Carolina, Inc. (CPE) is currently providing services to the Town of Southern Shores. Along with this update letter, please find attached the following Invoice:

**Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination**

- **Invoice 358 – July 20, 2020**

Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination:

This work is associated with the agreement executed on May 7, 2020 between CPE and the Town of Southern Shores. Invoice 358 reflects services completed through June 30, 2020. Task 1 services are associated with data acquisition for the 2020 annual monitoring surveys. On June 8, CPE and APTIM field crews mobilized to Dare County and began data acquisition. By June 15, all the beach profile data had been collected. By early July, data had been processed and data analysis had begun. At present, staff are working on the draft data acquisition report.

Task 2, which includes data analysis and the annual monitoring report, has not been authorized by the Town at this time.

Task 3 services include inter-agency coordination with regulatory agencies regarding the proposed 2022 project, as well as coordination with the Bureau of Ocean Energy Management (BOEM) to secure G&G permits for offshore sand resource investigation. As previously reported, CPE coordinated and lead a meeting of regulatory and resource agencies in late April and provided meeting minutes for that meeting on May 14.

With regards to the second part of Task 3, CPE worked with our sub-contractor APTIM, to conduct a desktop study of the offshore area to determine potential investigation areas for future sand resources. The report, which details the desktop study, was completed on May 29, 2020. BOEM Geophysical and Geotechnical (G&G) permit applications were developed and submitted to BOEM on June 5, 2020. After coordinating with



BOEM and making some updates to the application, a final package was submitted on June 17. At this point, we anticipate beginning the sand source investigations in August under the agreement between CPE and the Town executed July 13, 2020 for permitting and design.

Design and Environmental Permitting Services, 2022 Beach Nourishment Project:

This work is associated with the agreement executed on July 13, 2020 between CPE and the Town of Southern Shores and therefore, no invoice for this work is included with this letter. However, I do want to provide you an update on our progress. At present, we have begun developing environmental documentation associated with Task 1 and data collection associated with the modeling component of Task 2. During the beach monitoring data acquisition operations, CPE staff conducted the native beach sampling described in Task 4 and the rock clast surveys described in Task 5, of the scope of services.

At present, staff continues to work on the development of environmental documents for the project. Data gathering and formatting is currently taking place in preparation for the setup of the regional flow and wave numerical model. As far as Task 3, we have begun planning operations and expect mobilization of field crews in late August. We are still waiting on BOEM permits for the Geophysical and Geotechnical (G&G) investigations to be issued.

Please let me know if you have questions or comments on the invoice or project status.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Willson", written over a horizontal line.

Ken Willson  
Senior Program Manager  
Coastal Protection Engineering of North Carolina, Inc.

Office: 910-399-1905

Mobile: 910-443-4471

[kwillson@coastalprotectioneng.com](mailto:kwillson@coastalprotectioneng.com)





Town of Southern Shores Regular Council Meeting Exert from May 5, 2020 Minutes

BEACH PROFILE/SURVEY FUNDING APPROVAL- POSSIBLE BUDGET AMENDMENT-Interim Town Manager Wes Haskett.

Mr. Haskett reported the proposal submitted by Ken Willson consists of three tasks: Annual Beach Profile Data Acquisition at a cost of \$17,357, Annual 2020 Beach Profile Data Analysis and Report at a cost of \$18,039, and Inter-Agency Coordination / BOEM Geological and Geophysical Permitting at a cost of \$12,202.50.

I spoke with Ken Willson again today and confirmed that the data analysis and report task would not be undertaken prior to June 30th so we are withdrawing that part of the budget amendment request.

The beach profile data acquisition will be done by June 30th and the \$17,357 can be covered by the funds remaining in the Beach Profile Study line item. \$45,000 was budgeted this current fiscal year and \$26,000 has been spent which covered the beach profile monitoring analysis and report conducted last fall as well as the change order to cover the update to the Town's Beach Management Plan to update the goals and project options that include the entire beach.

The inter-agency coordination/BOEM Geological and Geophysical Permitting cost is our share (25%) of the total cost for CPE-NC to move forward with initial permitting for a 2022 beach nourishment project with Duck, Kitty Hawk, and Kill Devil Hills. A scoping meeting was held on April 29th with CPE-NC, representatives from the three Towns, Dare County, and numerous representatives from State and Federal agencies. Should Council wish to move forward with the inter-agency coordination and permitting, we recommend a budget amendment for the \$12,203 to be added to a new line item in the budget called Beach Nourishment Permitting.

**MOTION:** Councilman Connors moved to approve the Budget Amendment in the amount of \$12,203.00 and a new line item "beach nourishment permitting" created. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).



## **Agenda Item Summary Sheet**

**Date:** August 4, 2020

**Item #** 5A

**Item Title:** Debris Monitoring Contract Renewal

**Item Summary:** Attached is the Town's version of the debris monitoring contract, which mirrors the contract Dare County entered with the low bidder, Thompson Consulting. The request for proposals and contract were written by Dare County to allow for use by all towns. To streamline the contract for use and for alignment with FEMA guidance, an interlocal agreement for your consideration is also attached which should be approved before authorizing the contract. If executed, the interlocal agreement will then be considered for approval by the Dare County Board of Commissioners. The third attachment contains the County contract, the RFP and proposal submitted by Thompson Consulting.

In order to maintain eligibility for FEMA reimbursement for debris removal, the Town must monitor its debris removal operations and document eligible quantities and reasonable expenses to ensure that the work is eligible for grant funding. Monitoring debris removal operations requires comprehensive observation and documentation of debris removal work performed from the point of debris collection to final disposal. Failure to properly monitor debris removal operations may jeopardize funding.

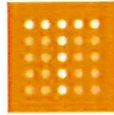
A similar Interlocal Agreement allows the Town to join the County contract for debris removal. The Interlocal Agreements are written to satisfy the requirements for FEMA reimbursement in the event of a Presidential declared event.

**Staff Recommendation and Requested Action:** Staff recommends approval of a motion to execute the interlocal agreement and associated Debris Monitoring contract.

### **Attachments:**

- 1- Thompson Consulting Services, LLC - Southern Shores Contract
- 2- Thompson Consulting Services, LLC - Dare County Contract, RFP and Thompson Proposal
- 3- Debris Removal Monitoring Contract Use Interlocal Agreement





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CONSULTING SERVICES

## Cooperative Purchasing Professional Services Agreement General Terms and Conditions

This Cooperative Purchasing Professional Services Agreement ("Agreement") is by and between **Thompson Consulting Services, LLC** (hereinafter referenced as "Consultant"), with offices at 1135 Townpark Avenue, Suite 2101, Lake Mary, FL 32746 and the **Town of Southern Shores, North Carolina** (hereinafter referenced as "Client" or "End User"), a political subdivision of the State of North Carolina, with offices at 5375 N. Virginia Dare Trail, Southern Shores, NC 27949;

Whereas, Consultant has entered into an agreement for Disaster Management, Recovery and Consulting Services effective as of June 17, 2020 with Dare County, North Carolina (hereinafter referred to as "County Contract" and attached as **Exhibit A**);

Whereas, the County Contract acknowledges that the End User may enter into an agreement with the Consultant through the County Contract;

Whereas, Client desires to be an End User under the County Contract;

Whereas, both parties hereby agree to be bound to the terms and conditions of the County Contract;

Now therefore, in consideration of the mutual covenants to be performed by the parties pursuant to this Agreement, each party hereby represents, warrants, and agrees as follows:

### 1. TERM & APPLICABILITY

The term of this Agreement shall commence on the Effective Date and shall expire on the same date set forth in the County Contract. The term of this Agreement shall be dependent upon any renewals of the County Contract. Any exercised renewal of the County Contract shall automatically renew the term of this Agreement for the same period of the County Contract, unless Client or Consultant notifies the other party in writing prior to the expiration of the then current term of its intent not to renew this Agreement. This Agreement shall apply to all work performed at the request of the Client or for the benefit of the Client during the term hereof (the "Work") unless both parties agree in writing that the terms and conditions hereof shall not apply.

### 2. SCOPE OF WORK

Consultant shall perform such Work as the Client may direct from time to time during the term hereof following the issuance of a Notice to Proceed and in accordance with **Exhibit A** attached hereto.

### 3. STANDARD OF CARE

Consultant will perform services under this Agreement with the degree of skill and diligence normally practiced by professional consultants performing the same or similar services. No other warranty or guarantee, expressed or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed.

### 4. CHANGES/AMENDMENTS

This Agreement and its exhibits constitute the entire agreement between the Parties and together with its exhibits supersede any prior

written or oral agreements. This Agreement may not be changed except by written amendment signed by both Parties.

### 5. FEE FOR SERVICES

The fee for the services under this Agreement will be based on the actual hours of services furnished multiplied by Consultant's Billing Rates as set forth in the County Contract.

### 6. PAYMENT

Client shall pay Consultant for services furnished under this Agreement upon submission of monthly invoices. Client shall pay Consultant within thirty (30) days of receipt of invoices less any disputed amounts. If Client disputes any portion of the invoice, the undisputed portion will be paid and Consultant will be notified in writing, within ten (10) days of receipt of the invoice of the exceptions taken. Consultant and Client will attempt to resolve the payment dispute within sixty (60) days or the matter may be submitted to arbitration as provided herein. Additional charges for interest shall become due and payable at a rate of one and one-half percent (1-1/2%) per month (or the maximum percentage allowed by law) on the unpaid, undisputed invoiced amounts. Any interest charges due from Client on past due invoices are outside any amounts otherwise due under this Agreement. If Client fails to pay undisputed invoiced amounts within sixty (60) days after delivery of invoice, Consultant, at its sole discretion, may suspend services hereunder or may initiate collections proceedings, without incurring any liability or waiving any right established hereunder or by law.

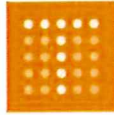
### 7. WORK PRODUCT

Consultant shall retain ownership of its trade secrets, and other proprietary and confidential information, including the Thompson Data Management System "TDMS System" and all Work Products (hereinafter defined) Client agrees to preserve the confidentiality of any trade secrets, confidential or propriety information; however, Client shall have the unrestricted right to use the documents, analyses and other data prepared by Consultant under this Agreement ("Work Products"); provided, however Client shall not rely on or use the Work Products for any purpose other than the purposes under this Agreement and the Work Products shall not be changed without the prior written approval of Consultant. If Client releases the Work Products to a third party without Consultant's prior written consent, or changes or uses the Work Products other than as intended hereunder, (a) Client does so at its sole risk and discretion, (b) Consultant shall not be liable for any claims or damages resulting from the change or use or connected with the release or any third party's use of the Work Products and (c) Client shall indemnify, defend and hold Consultant harmless from any and all claims or damages related to the release, change or reuse of any of the Work Products.

### 8. INFORMATION PROVIDED BY OTHERS

Client shall provide to Consultant in a timely manner any information Consultant indicates is needed to perform the services hereunder. Consultant may rely on the accuracy of information provided by Client and its representatives.





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CONSULTING SERVICES

## Cooperative Purchasing Professional Services Agreement General Terms and Conditions

### 9. SAFETY AND SECURITY

Consultant has established and maintains programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Consultant specifically disclaims any authority or responsibility for job site safety (including, but not limited to, any supervision of operations of others, training, audit or observation of safety programs of others) and safety of persons other than Consultant's employees. Client acknowledges that Consultant has no responsibility under this Agreement related to site security or the assessment, evaluation, review, testing, maintenance, operation or safety practices or procedures related to security or safety.

### 10. TERMINATION

Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. Client shall pay Consultant for all services rendered to the date of termination plus reasonable expenses for winding down the services. If either party defaults in its obligations hereunder, the non-defaulting party, after giving thirty (30) days written notice of its intention to terminate or suspend performance under this Agreement, may, if cure of the default is not commenced and diligently continued, terminate this Agreement or suspend performance under this Agreement. Upon termination, the terms and conditions found in this Agreement concerning ongoing or future obligations and contractual responsibilities and interpretation thereof shall survive its termination.

### 11. ASSIGNMENT

This Agreement is binding upon and will inure to the benefit of Client and Consultant and their respective successors and assigns. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.

### 12. NOTICES

Any notice required or permitted by this Agreement to be given shall be deemed to have been duly given if in writing and delivered five (5) days after mailing by first-class, registered, or certified mail, return receipt requested, postage prepaid and addressed as follows:

Client: Town of Southern Shores

Attention: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Consultant: Thompson Consulting Services

Attention: Jon Hoyle

Address: 1135 Townpark Avenue

Suite 2101

Lake Mary, FL 32746

### 13. MISCELLANEOUS

A. If any provision of this Agreement is invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect and the provision declared invalid or unenforceable shall continue as to other circumstances.

B. This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original instrument, but all of which taken together shall constitute one instrument.



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CONSULTING SERVICES

## End User Professional Services Agreement General Terms and Conditions

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives.

Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Town of Southern Shores, North Carolina

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Dare County, North Carolina

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

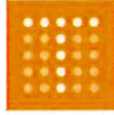
\_\_\_\_\_  
Thompson Consulting Services, LLC

Name: Jon Hoyle

Title: President

Date: \_\_\_\_\_

Please return executed copy of these terms and conditions to the attention of:  
Lydia Pena  
LPena@thompsoncs.net  
(407) 792-0018 – Phone

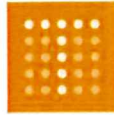


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CONSULTING SERVICES

**Cooperative Purchasing Professional Services Agreement  
General Terms and Conditions**

**EXHIBIT A**





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CONSULTING SERVICES

## Cooperative Purchasing Professional Services Agreement General Terms and Conditions

This Cooperative Purchasing Professional Services Agreement ("Agreement") is by and between **Thompson Consulting Services, LLC** (hereinafter referenced as "Consultant"), with offices at 1135 Townpark Avenue, Suite 2101, Lake Mary, FL 32746 and the **Town of Southern Shores, North Carolina** (hereinafter referenced as "Client" or "End User"), a political subdivision of the State of North Carolina, with offices at 5375 N. Virginia Dare Trail, Southern Shores, NC 27949;

Whereas, Consultant has entered into an agreement for Disaster Management, Recovery and Consulting Services effective as of June 17, 2020 with Dare County, North Carolina (hereinafter referred to as "County Contract" and attached as **Exhibit A**);

Whereas, the County Contract acknowledges that the End User may enter into an agreement with the Consultant through the County Contract;

Whereas, Client desires to be an End User under the County Contract;

Whereas, both parties hereby agree to be bound to the terms and conditions of the County Contract;

Now therefore, in consideration of the mutual covenants to be performed by the parties pursuant to this Agreement, each party hereby represents, warrants, and agrees as follows:

### 1. TERM & APPLICABILITY

The term of this Agreement shall commence on the Effective Date and shall expire on the same date set forth in the County Contract. The term of this Agreement shall be dependent upon any renewals of the County Contract. Any exercised renewal of the County Contract shall automatically renew the term of this Agreement for the same period of the County Contract, unless Client or Consultant notifies the other party in writing prior to the expiration of the then current term of its intent not to renew this Agreement. This Agreement shall apply to all work performed at the request of the Client or for the benefit of the Client during the term hereof (the "Work") unless both parties agree in writing that the terms and conditions hereof shall not apply.

### 2. SCOPE OF WORK

Consultant shall perform such Work as the Client may direct from time to time during the term hereof following the issuance of a Notice to Proceed and in accordance with **Exhibit A** attached hereto.

### 3. STANDARD OF CARE

Consultant will perform services under this Agreement with the degree of skill and diligence normally practiced by professional consultants performing the same or similar services. No other warranty or guarantee, expressed or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed.

### 4. CHANGES/AMENDMENTS

This Agreement and its exhibits constitute the entire agreement between the Parties and together with its exhibits supersede any prior

written or oral agreements. This Agreement may not be changed except by written amendment signed by both Parties.

### 5. FEE FOR SERVICES

The fee for the services under this Agreement will be based on the actual hours of services furnished multiplied by Consultant's Billing Rates as set forth in the County Contract.

### 6. PAYMENT

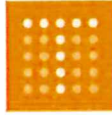
Client shall pay Consultant for services furnished under this Agreement upon submission of monthly invoices. Client shall pay Consultant within thirty (30) days of receipt of invoices less any disputed amounts. If Client disputes any portion of the invoice, the undisputed portion will be paid and Consultant will be notified in writing, within ten (10) days of receipt of the invoice of the exceptions taken. Consultant and Client will attempt to resolve the payment dispute within sixty (60) days or the matter may be submitted to arbitration as provided herein. Additional charges for interest shall become due and payable at a rate of one and one-half percent (1-1/2%) per month (or the maximum percentage allowed by law) on the unpaid, undisputed invoiced amounts. Any interest charges due from Client on past due invoices are outside any amounts otherwise due under this Agreement. If Client fails to pay undisputed invoiced amounts within sixty (60) days after delivery of invoice, Consultant, at its sole discretion, may suspend services hereunder or may initiate collections proceedings, without incurring any liability or waiving any right established hereunder or by law.

### 7. WORK PRODUCT

Consultant shall retain ownership of its trade secrets, and other proprietary and confidential information, including the Thompson Data Management System "TDMS System" and all Work Products (hereinafter defined) Client agrees to preserve the confidentiality of any trade secrets, confidential or propriety information; however, Client shall have the unrestricted right to use the documents, analyses and other data prepared by Consultant under this Agreement ("Work Products"); provided, however Client shall not rely on or use the Work Products for any purpose other than the purposes under this Agreement and the Work Products shall not be changed without the prior written approval of Consultant. If Client releases the Work Products to a third party without Consultant's prior written consent, or changes or uses the Work Products other than as intended hereunder, (a) Client does so at its sole risk and discretion, (b) Consultant shall not be liable for any claims or damages resulting from the change or use or connected with the release or any third party's use of the Work Products and (c) Client shall indemnify, defend and hold Consultant harmless from any and all claims or damages related to the release, change or reuse of any of the Work Products.

### 8. INFORMATION PROVIDED BY OTHERS

Client shall provide to Consultant in a timely manner any information Consultant indicates is needed to perform the services hereunder. Consultant may rely on the accuracy of information provided by Client and its representatives.



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CONSULTING SERVICES

## Cooperative Purchasing Professional Services Agreement General Terms and Conditions

### 9. SAFETY AND SECURITY

Consultant has established and maintains programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Consultant specifically disclaims any authority or responsibility for job site safety (including, but not limited to, any supervision of operations of others, training, audit or observation of safety programs of others) and safety of persons other than Consultant's employees. Client acknowledges that Consultant has no responsibility under this Agreement related to site security or the assessment, evaluation, review, testing, maintenance, operation or safety practices or procedures related to security or safety.

### 10. TERMINATION

Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. Client shall pay Consultant for all services rendered to the date of termination plus reasonable expenses for winding down the services. If either party defaults in its obligations hereunder, the non-defaulting party, after giving thirty (30) days written notice of its intention to terminate or suspend performance under this Agreement, may, if cure of the default is not commenced and diligently continued, terminate this Agreement or suspend performance under this Agreement. Upon termination, the terms and conditions found in this Agreement concerning ongoing or future obligations and contractual responsibilities and interpretation thereof shall survive its termination.

### 11. ASSIGNMENT

This Agreement is binding upon and will inure to the benefit of Client and Consultant and their respective successors and assigns. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.

### 12. NOTICES

Any notice required or permitted by this Agreement to be given shall be deemed to have been duly given if in writing and delivered five (5) days after mailing by first-class, registered, or certified mail, return receipt requested, postage prepaid and addressed as follows:

Client: Town of Southern Shores

Attention: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Consultant: Thompson Consulting Services

Attention: Jon Hoyle

Address: 1135 Townpark Avenue

Suite 2101

Lake Mary, FL 32746

### 13. MISCELLANEOUS

A. If any provision of this Agreement is invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect and the provision declared invalid or unenforceable shall continue as to other circumstances.

B. This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original instrument, but all of which taken together shall constitute one instrument.



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CONSULTING SERVICES

## End User Professional Services Agreement General Terms and Conditions

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives.

Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Town of Southern Shores, North Carolina

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Dare County, North Carolina

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Thompson Consulting Services, LLC

Name: Jon Hoyle

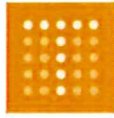
Title: President

Date: \_\_\_\_\_

Please return executed copy of these terms and conditions to the attention of:

Lydia Pena  
LPena@thompsoncs.net  
(407) 792-0018 – Phone





thompson  
CONSULTING SERVICES

**Cooperative Purchasing Professional Services Agreement  
General Terms and Conditions**

**EXHIBIT A**





Thompson Consulting Services, LLC

## Professional Services Agreement General Terms and Conditions

This Professional Services Agreement ("Agreement") is by and between Thompson Consulting Services, LLC ("Consultant"), with offices at 1135 Townpark Avenue, Suite 2101, Lake Mary, FL 32746 and Dare County, North Carolina ("Client"). In consideration of the mutual covenants to be performed by the parties pursuant to this Agreement, each party hereby represents, warrants, and agrees as follows:

### 1. TERM & APPLICABILITY

The term of this Agreement shall be for three (3) years from the effective date with the option to extend the Agreement for two (2) additional one (1) year periods upon mutual agreement of Consultant and Client. This Agreement shall apply to all work performed at the request of the Client or for the benefit of the Client during the term hereof (the "Work") unless both parties agree in writing that the terms and conditions hereof shall not apply.

### 2. SCOPE OF WORK

Consultant shall perform such Work as the Client may direct from time to time during the term hereof and in accordance with Exhibit A, Request for Proposals and Exhibit B, Consultant Proposal Response to Client Request for Proposal attached hereto. This Agreement is on an "as needed" basis and no Work shall result from this Agreement without a Notice to Proceed from the Client to the Consultant.

### 3. INDEPENDENT CONTRACTOR

Consultant is an independent contractor and is not an employee of Client. Services performed by Consultant under this Agreement are solely for the benefit of Client. Nothing contained in this Agreement creates any duties on the part of Consultant toward any person not a party to this Agreement.

### 4. STANDARD OF CARE

Consultant will perform services under this Agreement with the degree of skill and diligence normally practiced by professional consultants performing the same or similar services. No other warranty or guarantee, expressed or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed.

### 5. CHANGES/AMENDMENTS

This Agreement and its exhibits constitute the entire agreement between the Parties and together with its exhibits supersede any prior written or oral agreements. This Agreement may not be changed except by written amendment signed by both Parties. The estimate of the level of effort and schedule required to complete any services directed by the Client will be determined following a Notice to Proceed. Consultant shall promptly notify Client if the Work following a Notice to Proceed affect the schedule, level of effort, or payment to Consultant and the schedule and payment shall be equitably adjusted.

### 6. FEE FOR SERVICES

The fee for the services under this Agreement will be based on the actual hours of services furnished multiplied by Consultant's Billing Rates as set forth in Exhibit B. Consultant's rates will be adjusted for option year awards using a % equal to the % change (+/-) in the

Consumer Price Index as published by the U. S. Department of Labor, Bureau of Labor Statistics.

### 7. PAYMENT

Client shall pay Consultant for services furnished under this Agreement upon submission of invoices in an amount equal to actual hours of services furnished multiplied by the billing rates set forth in Exhibit B. Client shall pay Consultant within thirty (30) days of receipt of invoices less any disputed amounts. If Client disputes any portion of the invoice, the undisputed portion will be paid and Consultant will be notified in writing, within ten (10) days of receipt of the invoice of the exceptions taken. Consultant and Client will attempt to resolve the payment dispute within sixty (60) days or the matter may be submitted to litigation as provided herein. Additional charges for interest shall become due and payable at a rate of one and one-half percent (1-1/2%) per month (or the maximum percentage allowed by law) on the unpaid, undisputed invoiced amounts. Any interest charges due from Client on past due invoices are outside any amounts otherwise due under this Agreement. If Client fails to pay undisputed invoiced amounts within sixty (60) days after delivery of invoice, Consultant, at its sole discretion, may suspend services hereunder or may initiate collections proceedings, without incurring any liability or waiving any right established hereunder or by law.

### 8. INSURANCE

Consultant shall maintain insurance as set forth in Exhibit A.

### 9. WORK PRODUCT

Consultant shall retain ownership of its trade secrets, and other proprietary and confidential information, including the Thompson Data Management System "TDMS System" and all Work Products (hereinafter defined) Client agrees to preserve the confidentiality of any trade secrets, confidential or propriety information; however, Client shall have the unrestricted right to use the documents, analyses and other data prepared by Consultant under this Agreement ("Work Products"); provided, however Client shall not rely on or use the Work Products for any purpose other than the purposes under this Agreement and the Work Products shall not be changed without the prior written approval of Consultant. If Client releases the Work Products to a third party without Consultant's prior written consent, or changes or uses the Work Products other than as intended hereunder, (a) Client does so at its sole risk and discretion, and (b) Consultant shall not be liable for any claims or damages resulting from the change or use or connected with the release or any third party's use of the Work Products.

### 10. RESERVED

### 11. RESERVED

### 12. INFORMATION PROVIDED BY OTHERS

Client shall provide to Consultant in a timely manner any information Consultant indicates is needed to perform the services hereunder. Consultant may rely on the accuracy of information provided by Client and its representatives.





## Professional Services Agreement General Terms and Conditions

### 13. SAFETY AND SECURITY

Consultant has established and maintains programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Consultant specifically disclaims any authority or responsibility for job site safety and safety of persons other than Consultant's employees. Consultant shall not provide any such services and disclaims any responsibility under this Agreement related to site security or the assessment, evaluation, review, testing, maintenance, operation or safety practices or procedures related to security.

### 14. TERMINATION

Either party may terminate this Agreement upon fifteen (15) days prior written notice to the other party. Client shall pay Consultant for all services rendered to the date of termination plus reasonable expenses for winding down the services. If either party defaults in its obligations hereunder, the non-defaulting party, after giving seven (7) days written notice of its intention to terminate or suspend performance under this Agreement, may, if cure of the default is not commenced and diligently continued, terminate this Agreement or suspend performance under this Agreement. Upon termination, the terms and conditions found in this Agreement shall survive its termination, including but not limited to the language in sections 4, 7, 9, 10, 11, 12, 15, 16

### 15. GOVERNING LAW AND CHOICE OF FORUM

This Agreement shall be governed by the laws of the State of North Carolina and any suit brought by either party shall be brought in a court of competent jurisdiction in the State where the Work is performed.

### 16. DISPUTE RESOLUTION

Consultant and Client shall attempt to resolve conflicts or disputes under this Agreement in a fair and reasonable manner and agree that if resolution cannot be made to attempt to mediate the conflict by a professional mediator. If mediation does not settle any dispute or action which arises under this Agreement or which relates in any way to this Agreement or the subject matter of this Agreement within ninety (90) days after either requests mediation, the matter will be litigated as provided in the above paragraph 15.

### 17. COOPERATIVE PURCHASING

It is the intent of Client to allow other governments and other governmental agencies to utilize this contract by entering into a Cooperative Purchasing Agreement to the extent permissible by local and state law. The Cooperative Purchasing Agreement will stipulate that any modifications or changes to this document and resulting contract(s) including but not limited to Consultant requirements, scope, or price shall be submitted to Client in writing for acceptance and approval as the originator of the contract.

### 18. ASSIGNMENT

This Agreement is binding upon and will inure to the benefit of Client and Consultant and their respective successors and assigns. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.

### 19. NOTICES

Any notice required or permitted by this Agreement to be given shall be deemed to have been duly given if in writing and delivered personally or five (5) days after mailing by first-class, registered, or certified mail, return receipt requested, postage prepaid and addressed as follows:

Client: Dare County  
Attention: David Clawson  
Address: PO Box 1000  
Manteo, NC 27954

Consultant: Thompson Consulting Services, LLC  
Attention: Jon Hoyle, President  
Address: 1135 Townpark Avenue  
Suite 2101  
Lake Mary, FL 32746

With a copy to:

Attention: Chad Brown, Chief Legal Officer  
Address: 2970 Cottage Hill Road  
Suite 190  
Mobile, AL 36606

### 20. MISCELLANEOUS

A. Client expressly agrees that all provisions of the Agreement, including the clause limiting the liability of Consultant, were mutually negotiated and that but for the inclusion of the limitation of liability clause in the Agreement, Consultant's compensation for services would otherwise be greater and/or Consultant would not have entered into the Agreement.

B. If any provision of this Agreement is invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect and the provision declared invalid or unenforceable shall continue as to other circumstances.

C. Consultant shall maintain adequate records of all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion of the contract. The Client shall have access to all records, documents and information collected and/or maintained by others in the course of the administration of the Agreement. This information shall be made accessible at the Client's place of business for purposes of inspection, reproduction and audit without restriction.

D. Notwithstanding any statute to the contrary, the Parties agree that any action to enforce or interpret this Agreement shall be initiated within two (2) years from the time the party knew or should have known of the fact giving rise to its action, and shall not in any case be initiated later than five (5) years after Consultant completes its Scope of Services under this Agreement, or such shorter period for filing action in accordance with the governing law.



Thompson Consulting Services, LLC

### Professional Services Agreement General Terms and Conditions

E. This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original instrument, but all of which taken together shall constitute one instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives.

Effective Date: 6/17/2020

Robert L. Outten, County Manager  
Dare County, North Carolina

Name: [Signature]

Title: Co. Manager

Date: 6/17/2020

[Signature]  
Thompson Consulting Services, LLC

Name: Jon Hoyle

Title: President

Date: 6/17/2020

Please return executed copy of these terms and conditions to the attention of:

Lydia Pena  
[lpna@thompsons.net](mailto:lpna@thompsons.net)  
(407) 792-0018 - Phone

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Sally DeFosse 06/11/2020



RE: Request for Proposals  
Disaster Management, Recovery and Consulting Services

To Whom It May Concern:

The Dare County, North Carolina, Board of County Commissioners is seeking qualified firms to provide disaster management, recovery and consulting services for the County of Dare in the event of a natural or man-made disaster.

Attached you will find a "Request for Proposal" which identifies the project to be undertaken.

In order to be considered, all Requests for Proposals must be submitted in writing no later than 2:00 pm, Tuesday, May 12, 2020 to Room 216 in the Administration Building in Manteo, NC, located at 954 Marshall C Collins Drive. Firms mailing proposals should allow for delivery time to ensure receipt of the proposal. The responsibility for getting the proposal to the Dare County Purchasing Agent on or before the specified time and date is solely and strictly the responsibility of the proposing firm. Bids will be opened in room 168 at 2:00pm on May 12th at the address listed above. No contract award will be made until each proposal is evaluated at a later date. Dare County will in no way be responsible for delays caused by any occurrence. Proposals may be hand delivered or mailed to:

DARE COUNTY PURCHASING DEPARTMENT  
Attention: Dustin Peele, Purchasing Agent  
954 Marshall C. Collins Drive  
PO Box 1000  
Manteo, N.C. 27954  
Hours of Operation: 8:30 a.m. to 5:00 p.m. (EST)  
Monday through Friday  
Telephone: 252-475-5891  
Email: [dustin.peele@darenc.com](mailto:dustin.peele@darenc.com)



Firms providing proposals shall be responsible for complying with all North Carolina Laws and local ordinances.

The Dare County Board of Commissioners reserves the right to waive any formalities, to reject any and all Requests for Proposals, and to accept any request which, in its opinion, may be in the best interest of Dare County.

No Request for Proposal will be received or accepted after 2:00 pm on Tuesday, May 12, 2020. Late Requests for Proposals will be deemed invalid and returned unopened to the submitting firm.

Thank you,

Dustin Peele  
Purchasing Agent

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## COUNTY OF DARE REQUEST FOR PROPOSAL

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### **Purpose and General Information**

The County of Dare is requesting proposals from qualified firms to provide disaster management, recovery and consulting services in the event of a natural disaster or man-made event. The County is seeking to enter into a contractual agreement with a firm to provide the services contained in this RFP.

The contract to be awarded under this RFP will be a contract that will be activated only upon declaration of an emergency declared by the Dare County Board of Commissioners. As such, no compensation will be accrued to the Contractor unless and until the contract is activated either in anticipation of a natural disaster or immediately after such disaster or man-made event.

Dare County is located in the northeastern coastal region of North Carolina and is primarily a resort destination to 6 million people a year. The population of Dare County is approximately 35,000. The county consists of 800 square miles of area with 40,000 parcels of land.

While cost may be one of a number of considerations used in selecting a firm for the project, the qualifications and competence of the firm will be the paramount consideration in the selection process. Proposer will be required to submit an hourly rate schedule for key personnel used in management of services.

### **Scope of Services**

The County requires disaster management, recovery and consulting services to support the oversight and management of debris recovery contractors. As such, the consultant should be capable of providing a range of related services including damage assessment, training, emergency planning, infrastructure restoration, logistics planning, GIS operations and other services as needed and ordered by the County. Additional services may include, but not limited to, facilitating communication with FEMA, the State of North Carolina and other state and federal agencies, pre-event planning, post event review, grant writing and reimbursement services.

#### A. Disaster Debris Monitoring Services

The selected firm will be expected to provide disaster debris monitoring services to include debris generated from the public rights-of-way, private property, and drainage areas/canals, waterways and other public, eligible, or designated areas. Specific services may include:

1. Coordinating daily briefings, work progress, staffing and other key items with the County.
2. Selection and permitting of Temporary Debris Storage and Reduction Sites (TDSRS) and any other permitting/regulatory issues as required.



3. Scheduling work for all team members and contractors on a daily basis.
4. Hiring, scheduling and managing field staff.
5. Monitoring recovery/debris contractor operations and making/implementing recommendations to improve efficiency and speed recovery.
6. Assisting the County with responding to public concerns and comments.
7. Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring and FEMA guidelines.
8. Ensuring safety practices are in compliance with local, state and federal guidelines.
9. Entering load tickets into a database application that is available to County.
10. Digitization of source documentation.
11. Developing daily operational reports on work progress.
12. Development of maps, GIS applications and work zones, as necessary.
13. Comprehensive review, reconciliation and validation of debris removal contractor(s) invoices, prior to submission to County for processing.
14. Project Worksheet Generation and Review and other pertinent report reimbursement by FEMA and any other agency for disaster recovery efforts by County staff and designated debris removal contractors.
15. FEMA Cat. C-G site inspections, damage assessment, identification of, justification of, and application for immediate needs funding.
16. Identification of, justification of, and application for immediate needs funding.
17. Daily prioritizing recovery workload.
18. Provide loss measurement and categorization.
19. Insurance evaluation, documentation adjusting and settlement services.
20. Staff augmentation with experienced Public Assistance Coordinators and project officers.
21. Final report and appeal preparation and assistance in any appeal process.

#### B. Emergency Management Planning and Training

1. Interim inspections, final inspections, supplemental review of County debris plan.
2. Provide assistance in reconstruction and long-term infrastructure planning.
3. Provide final review of all emergency and permanent work performed.
4. Procurement assistance for debris removal contractors and other services as requested.
5. Technical support and assistance in developing public information.
6. Other training and assistance as requested by the County.

#### C. Damage Assessment and Reconstruction Services

If requested, the Consultant shall provide post-disaster damage assessment and reconstruction services to include assessment, planning, engineering and construction management services. Specific areas where services may be requested include County facilities, utility systems, transportation systems and other sectors as requested. As well as the requirements now needed to satisfy FEMA, such as tree removal, non-system roads and gated communities.

## **Desired Timetable**

The Emergency Management Director will notify the Debris Manager who will contact and notify the contractor to place them on alert status to be prepared to move into the Dare County area within 24 hours after receipt of a Notice to Proceed and the first Task Order from the County.

## **Submission of Requirements**

The Contractor's proposal shall be tabbed to identify the required information. Failure to submit this information may render the proposal non-responsive.

### A. Introduction: Company Information and Executive Summary

Each respondent shall provide the following company information:

1. Firm's name and business address, including telephone and fax numbers, e-mail address and WEB site address.
2. The type of firm (individual, partnership, corporation) and list the names of all partners, principles, etc.
3. Year established. Include former firm name(s) and year(s) established, if applicable.
4. The name, title, addresses and telephone number of the firm's authorized negotiator for this project. The person identified must be empowered to make binding commitments for the firm and its subcontractors.
5. A general discussion of the proposing firm's technical approach to the project to include startup procedures/requirements, debris estimate methodology, analysis of debris recovery operations and management of the debris recovery contractors, billing/invoices reporting procedures to FEMA and the County.
6. Dare County reserves the privilege of auditing a vendor's records as such records relate to purchases between Dare County and said vendor. Records should be maintained three (3) years from the date of final payment.

The purpose of the introduction is to provide information about the proposing firm, as well as the firm's approach to the project. Specifically, the executive summary should be written in non-technical language that can be clearly understood by the non-technical county officials. The section should be concise and should present only information that is relevant to this project.

## B. Qualifications of the Firm

1. Provide a description and history of the firm focusing on previous governmental experience.
  - a. Recent experience demonstrating current capacity and current expertise in debris removal, solid waste and hazardous waste management and disposal.
  - b. Documented knowledge and experience of Federal, State and Local emergency agencies, state and federal programs, funding Sources and reimbursement processes.
  - c. Recent experience managing coastal disaster recovery operations including, but not limited to: sand recovery beach remediation, Right-of-Entry debris removal, and C&D debris separation and removal.
2. Provide five references for which the firm has performed services within the past four (4) years that are similar to the requirements in the Scope of Services. Two of the references shall be from governmental entities for hurricane debris monitoring experience involving a minimum of 150,000 cubic yards of debris. Provide the reference contact name, address, e-mail address, telephone contact numbers and the date of the contract and the amount of the contract.

## C. Qualifications of Staff

Provide an organizational chart, resumes and summary of staff qualifications. Key project staff (management staff including, but not limited to: project manager, collection and disposal managers, FEMA reimbursement specialist and data manager) must be full time employees of the proposing firm and have experience in the following:

1. Experience demonstrating current capacity and current expertise in debris removal, solid waste and hazardous waste management and disposal. The proposer must demonstrate experience managing hurricane debris monitoring for a minimum of 150,000 cubic yards of debris.
2. Documented knowledge and experience of Federal, State and local emergency agencies, state and federal programs, funding sources and reimbursement processes.
3. Experience with special disaster recovery program management services including private property/right-of-entry work, waterways clean-up and reimbursement, FEMA appeals processing, hauler invoice reconciliation and contracting.
4. Provide insight on Staff's knowledge and implementation of FEMA's Public Assistance Program & Policy Guide FP 104-009-2/January 2016 and FEMA's Damage Assessment Operations Manual dated April 5, 2016. This must include discussion on how staff will ensure the County meets all Public Assistance applicant requirements



to include but not limited to procurement procedures outlined in Public Assistance Program & Policy Guide as well as how Staff will conduct damage assessment as outlined in the Damage Assessment Operations Manual.

#### D. Technical Approach/Other Requirements

1. Provide a time line detailing the pre-event planning (based on hours/days) after contract award.
2. Information concerning any current violations and any ongoing litigation which may cause conflicts or affect the ability of the proposer to provide services.
3. Responsibility for Proposal Costs: The Contractor shall be responsible for all costs incurred in the preparation and submission of their proposal.
4. Any Exceptions/deviations to specifications shall be included on a separate page.

#### **Licenses, Permits and Certificates**

All licenses, permits and certificates required for and in connection with any and all parts of the work to be performed under the provisions of the Contract Documents shall be secured by the Contractor entirely at his/her expense.

#### **Laws and Ordinances**

The contract will be governed by North Carolina law. The Contractor shall obtain all necessary licenses and permits and keep necessary licenses up-to-date and provide necessary records as required.

#### **Independent Contractor**

The relationship of the Contractor to the County shall be that of an independent Contractor.

#### **Binding**

The Contractor shall be bound by their proposal for a term of ninety (90) calendar days from the due date of the proposals. A firm may withdraw a proposal by written request prior to the date and time of the proposal opening.

#### **Assignment and Subcontracting**

The Contractor shall not assign or subcontract the work, or any part thereof, without the previous consent of Dare County, nor shall he/she assign, by power of attorney or otherwise, any of the money payable under the Contract unless written consent of the County has been obtained.

If the Contractor is proposing any subcontracted work in the project, the subcontractor and the activity in this project are to be identified in the proposal. All subcontractors must be approved by the County and must conform to the same standards and specifications applicable to the contracting firm.

The Contractor shall be fully responsible and accountable to the County for the acts and omissions of its subcontractors, and of persons directly or indirectly employed by him.

### **Submission of Proposals**

- A. Please submit one (1) original, five (5) copies and one (1) thumb drive (pdf) of proposal. All proposals shall be sealed and marked RFP Disaster Management, Recovery, and Consulting Services. Sealed proposals will be received no later than 2:00 pm on Tuesday, May 12, 2020 in Room 216, at the Dare County Administration Building, 954 Marshall C. Collins Drive, Manteo, NC, 27954.
- B. Proposals will not be accepted via fax machine or internet e-mail.
- C. Mark outside of the envelop with proposal subject, RFP Disaster Management, Recovery and Consulting Services.
- D. Time is of the essence and any proposal or addenda pertaining thereto received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. It is the sole responsibility of the firm for ensuring that their proposal is received by the Purchasing Department personnel before the deadline indicated above. There is nothing in this RFP that precludes the County from requesting additional information at any time during the procurement process from any firm.
- E. Nothing herein is intended to exclude any responsibilities or in any way restrain or restrict competition. On the contrary, all responsible firms/individuals are encouraged to submit proposals. The County of Dare reserves the right to waive any formalities, to reject any and/or all proposals, and to accept any proposal which, in its opinion, may be in the best interest of Dare County.
- F. Any proposal submitted MUST include the proposer's bid certification form, contained within, which has been signed by an individual authorized to bind the offer. All proposals submitted without such signature may be deemed non-responsive.
- G. RFP Process: Firms are to submit written proposals which present the firms qualifications and understanding of the Work to be performed. The firm's proposal should be prepared simply and economically and should provide all the information which it considers pertinent to its proposal and qualifications for the project. Emphasis should be placed on completeness of services offered and clarity of content. The response should be limited to no more than fifty (50) pages.
- H. Propriety Information: Trade secrets or propriety information submitted by a bidder or contractor in connection with a procurement transaction shall not be subject to the public disclosure under the Freedom of Information Act. However, the bidder or contractor must invoke the protection of this section prior to or upon submission of the date or materials and must identify the data on the other materials to be protected and state the reason why protection is necessary.
- I. Minority Bidders: The County of Dare encourages all businesses, including minority, and women owned businesses to respond to all RFP's, IFB's and RFQ's. Should you be interested, please contact this office at 252-475-5891 and request an application.

- J. Incurring Cost: Dare County is not liable for any cost incurred prior to the execution of the contract.
- K. Termination: Dare County may terminate the contract without cause upon a fifteen (15) day written notice.

### **Disqualifications**

Dare County reserves the right to disqualify any firm upon convincing evidence of collusion with intent to defraud or to commit any other illegal practices on the part of the firm. Failure to comply with applicable state laws concerning insurance or bonding may also be grounds for disqualification. Dare County reserve the right to reject any and/or all proposals.

### **Inquiries**

Questions concerning this RFP should be directed to:

Dustin Peele  
Dare County Purchasing Agent  
954 Marshall C. Collins Drive  
Manteo, NC 27954  
Telephone: 252-475-5891  
Fax: 252-473-3108  
E-mail: [dustin.peele@darenc.com](mailto:dustin.peele@darenc.com)

All questions pertaining to this RFP must be submitted, in writing, no later than Tuesday, May 5th, 2020 by 2:00pm.

Only written questions will be considered formal. Any information given by telephone will be considered informal. Any questions that the County feels are pertinent to all proposers will be mailed as an addendum to the RFP. E-mail messages will be treated as written questions.

### **Insurance**

The Contractor to whom this contract is awarded shall secure and maintain during the duration of the Contract, at his/her sole expense, the following types and limits of insurance described below:

- A. Workers' Compensation: The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than \$1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the County and its agents, employees and officials.
- B. Commercial General Liability: The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and Personal Injury. The limits shall be not less than \$2,000,000.00 per occurrence, with a \$4,000,000.00 aggregate.
- C. Business Automobile Liability: The vendor shall provide coverage for all owned, non-

owned and hired vehicles with limits of not less than \$1,000,000.00 per occurrence, Combined Single Limits (CSL), or its equivalent.

- D. Professional Liability (Errors & Omissions): The vendor shall provide coverage for all claims arising out of the services performed with limits not less than \$2,000,000.00 per claim. The aggregate limit shall either apply separately to this contract or shall be at least twice the required per claim limit.

Insurance policies, except Workers' Compensation, shall be endorsed (1) to show Dare County as an additional insured, as their interests may appear, and (2) to amend cancellation notice to 45 days, pursuant to North Carolina Law.

Copies or originals of correspondence, certificates, endorsements, or other items pertaining to insurance shall be sent to: Dustin Peele, Dare County Purchasing Agent, PO Box 1000, Manteo, NC, 27954.

### **Hold Harmless**

The successful proposal shall agree to defend, indemnify and hold harmless Dare County from all loss, liability, claims, actions, damages or expenses (including reasonable attorney's fees) arising from bodily injury, including death or property damage, to any person or persons caused in whole or in part by the negligence or willful misconduct of the Contractor; any suits brought against the County for or on account of the use of patented appliances, products or processes or the infringement of any patent, trademark, copyright or alleged negligence on the part of the Contractor.

### **Taxes**

State tax: Dare County is liable for North Carolina sales and use taxes.

### **Payment Schedules**

Payments will be allowed for work in progress. The firm must show that the portion of work included in the invoice is completed. Five percent (5%) retainage may be held on each invoice until that phase of the contract is complete.

Final payment shall be made within 30 days after, in the judgment of the County representatives, the Contractor has completely delivered all materials or performed all services in accordance with the specifications and the terms of the contract.

### **Appropriation of Funds**

It is the intention of the parties that contractual performances by either party beyond the first fiscal year after the execution of this agreement be contingent upon the continued funding by the County's governing Board. Therefore, the parties agree that services provided and payment



due under this agreement will be provided upon a year-to-year basis contingent upon continued funding. The fiscal year for Dare County begins on July 1 and ends on June 30.

### **Liquidated Damages/Retainage**

- A. Liquidated damages: Upon contract award, should the Contractor fail to meet the requirements of the contract, a liquidated damage of five hundred dollars per calendar day (\$500.00/calendar day) will be imposed until delivery is made.
- B. Retainage: A retainage of five percent (5%) may be withheld from each invoice until the successful completion of that phase of the project.

### **Signing Proposals**

The County will prepare contracts for the successful Contractor using the name exactly as it appears in the proposal. Therefore, it is absolutely necessary that the proposer sign the proposal using the correct and complete legal name.

### **Award of Contract**

Pursuant to Section 143-129 of the North Carolina General Statutes, the award will be made to the Contractor who submits the proposal which is in the best interest of Dare County. Such evaluations will include the relevant experience of the Contractor, the capability of the Contractor, the cost of the fees and other factors deemed by Dare County to be in their best interest.

Dare County reserves the right to reject any and all proposals at its sole discretion or to waive any specific irregularities or formalities in order to accept a proposal deemed to be in the best interest of the County.

Dare County reserves the right, and the Finance Department has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the County.

Dare County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

Dare County shall have a period of ninety (90) days after the opening of the proposals in which to award the contract.

### **Contract Term**

It is the intent of the County to enter into a three (3) year contract with the option to extend the contract for two (2) additional one (1) year periods upon mutual agreement of both parties.

Pricing will be adjusted for option year awards using a % equal to the % change (+/-) in the Consumer Price Index as published by the U. S. Department of Labor, Bureau of Labor Statistics.

The Consultant awarded this contract shall maintain adequate records to justify all charges, expenses and costs incurred in estimating and performing the work for at least three (3) years after completion of the contract resulting from this RFP. The County shall have access to all records, documents and information collected and/or maintained by others in the course of the administration of the agreement. This information shall be made accessible at the awardees place of business to the County, including the Comptroller's Office and/or its designees, for purposes of inspection and audit without restriction.

This contract may be utilized by other municipalities located within Dare County.

**Selection Process**

The selection process will be based on the responses to this Request for Proposal and any proposal review sessions. A committee comprised of county personnel will evaluate each proposer's response based on the following criteria and weight:

Price	80%
Technical Approach	5%
Firm Qualification	5%
Staff Qualification	5%
Other	5%

**NON-COLLUSION AFFIDAVIT**

State of North Carolina  
County of Dare

\_\_\_\_\_, being first duly sworn, deposes and says  
that:

1. He/She is the \_\_\_\_\_ of \_\_\_\_\_,  
the proposer that has submitted the attached proposal;
2. He/She is fully informed respecting the preparation and contents of the  
attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said proposer nor any of its officers, partners, owners, agents,  
representatives, employees or parties in interest, including this affiant, has in  
any way colluded, conspired, connived or agreed, directly or indirectly, with  
any other proposer firm or Person to submit a collusive or sham proposal in  
connection with the contract for which the attached proposal has been  
submitted or to refrain from proposing in connection with such contract, or  
has in any manner, directly or indirectly sought by agreement or collusion of  
communication or conference with any other proposer, firm or person to fix  
the price or prices in the attached proposal or of any other proposers, or to fix  
any overhead, profit or cost element of the proposal price of the proposal of  
any other proposer or to secure through collusion, conspiracy, connivance or  
unlawful agreement any advantage against the County of Dare or any person  
interested in the proposal contract; and
5. The price or prices quoted in the attached proposal are fair and proper and are  
not tainted by any collusion, conspiracy, connivance or unlawful agreement on  
the part of the proposer or any of its agents, representatives, owners, employees,  
or parties in interest, including this affiant.

\_\_\_\_\_(Seal)

\_\_\_\_\_(Title)

SUBSCRIBED AND SWORN TO BEFORE ME,  
This \_\_\_\_\_ Day of \_\_\_\_\_, 2016  
NOTARY PUBLIC \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**PROPOSERS'S HOURLY RATE FORM**

All rates shall be all-inclusive and include Overhead, Profit, Travel Costs, Lodging, Per Diem, and all other operational expenses.

POSITIONS	\$ HOURLY RATES	Number of Hours	Cost
Operations Manager	\$ _____	70	\$ _____
Field Supervisors	\$ _____	120	\$ _____
Debris Site/Tower Monitors	\$ _____	240	\$ _____
Billing/Invoice Analysts	\$ _____	10	\$ _____
Administrative Assistants	\$ _____	20	\$ _____
Field Coordinators (Crew Monitors)	\$ _____	600	\$ _____
Total Cost			\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____



- Proposer may include OTHER positions, with hourly rates, as needed. However, these rates will not be evaluated in total cost.
- Number of hours is for estimating purposes only. Hours are based on past storm events.
- **Field Coordinators** hours based on 10 monitors working (5) five 12 hour days = 600 hours.
- **Admin Assistant** hours based on 4 hours per day for 5 days = 20 hours.
- **Billing/Invoice Analysts** hours based on 2 hours per day for 5 days = 10 hours.
- **Debris Site/Tower Monitor** hours based on running two sites with 4 monitors total working 12 hours per day for 5 days = 240 hours.
- **Field Supervisor** hours based on (2) two supervisors. (1) On the northern beaches and (1) on Hatteras Island. 12 hours per day for 5 days = 120 hours.
- **Operations Manager** hours based on 14 hours per day for a 5 day event = 70 hours.

**BID CERTIFICATION FORM**

WITNESS

1 \_\_\_\_\_

2 \_\_\_\_\_

PRINCIPAL:

BY: \_\_\_\_\_

SIGNATURE

(SEAL)

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Name of Vendor or Bidder: \_\_\_\_\_

**DARE COUNTY**  
**PROPOSER/VENDOR CERTIFICATION FORMS**  
**Required Contract Provisions for Non-Federal Entity Contracts**  
**Under Federal Awards – Appendix II to 2 CFR Part 200**

**The following provisions are required and apply when federal funds are expended by DARE COUNTY for any contract resulting from this procurement process.**

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when federal funds are expended by DARE COUNTY, DARE COUNTY reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)  
Pursuant to Federal Rule (B) above, when federal funds are expended by DARE COUNTY, DARE COUNTY reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor, in the event vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. DARE COUNTY also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if DARE COUNTY believes, in its sole discretion that it is in the best interest of DARE COUNTY to do so. The vendor will be compensated for work performed and accepted and goods accepted by DARE COUNTY as of the termination date if the contract is terminated for convenience of DARE COUNTY. Any award under this procurement process is not exclusive and DARE COUNTY reserves the right to purchase goods and services from other vendors when it is in the best interest of DARE COUNTY.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60,

“Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

Pursuant to Federal Rule (C) above, when federal funds are expended by DARE COUNTY on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**Does vendor agree to abide by the above?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when federal funds are expended by DARE COUNTY, during the term of an award for all contracts and subgrants for construction or repair, the vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in



surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (I) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term and after the awarded term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

(1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Record Retention Requirements for Contracts Paid for with Federal Funds –  
2 CFR § 200.333**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process, the vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The vendor further certifies that vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Certification of Compliance with EPA Regulations  
Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts  
in excess of \$100,000 of Federal Funds**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process in excess of \$100,000, the vendor certifies that the vendor is in compliance with all applicable standards, orders, regulations, and/or requirements issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Certification of Compliance with the Energy Policy and Conservation Act**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process, the vendor certifies that the vendor will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Certification of Compliance with Buy America Provisions**

Vendor certifies that vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Certification of Non-Collusion Statement**

Vendor certifies under penalty of perjury that its response to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joint venture, partnership, corporation or other business or legal entity.

**Does vendor agree?**

**YES \_\_\_\_\_ Initials of Authorized Representative of vendor**

**Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.**

\_\_\_\_\_  
**Vendor's Name/Company Name**

\_\_\_\_\_  
**Address, City, State, and Zip Code**

\_\_\_\_\_  
**Phone Number Fax Number**

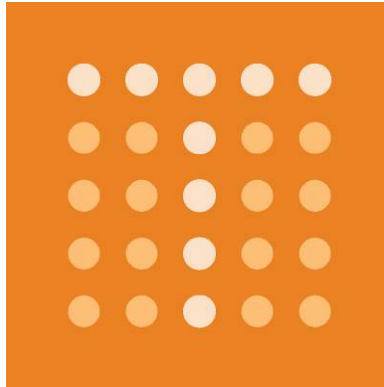
\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Signature of Authorized Representative Date**

\_\_\_\_\_  
**Printed Name and Title of Authorized Representative**



Copy



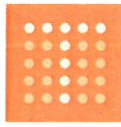
# Dare County, North Carolina

Request for Proposal

DISASTER MANAGEMENT, RECOVERY AND  
CONSULTING SERVICES

Due Date/Time: May 12, 2020 | 2:00 P.M.

thompson  
CONSULTING SERVICES



thompson  
CONSULTING SERVICES

May 12, 2020

Dare County Purchasing Department  
Attn: Dustin Peele, Purchasing Agent  
954 Marshall C. Collins Drive  
Manteo, North Carolina 27954

**Re: Request for Proposals for Disaster Management, Recovery and Consulting Services**

Dear Members of the Selection Committee,

Thompson Consulting Service, LLC (Thompson) is pleased to submit the enclosed proposal to provide Dare County, North Carolina (County) with professional disaster debris removal monitoring services. Thompson is a full service emergency planning, response, disaster recovery and grant management consultancy. Our consultants have over 50 years of combined experience in supporting local and state agencies in response to tornadoes, hurricanes, floods, wildfires, earthquakes, ice storms, rock slides, oil spills and other natural disasters. Our approach to providing disaster response and recovery services maintains a primary focus on the efficient and effective utilization of resources while assisting our clients with navigating the funding channels of the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) program as well as other post-disaster grant programs. We believe Thompson continues to be best suited to assist the County with disaster management, recovery and consulting services for the following reasons:

**PRIOR DISASTER RESPONSE EXPERIENCE WITH THE COUNTY:** Thompson has served as a standby debris monitoring contractor for the County since 2012. We have consistently participated in the County's disaster preparedness efforts over the years and provided disaster debris removal monitoring services following Hurricane Matthew in 2016 and Hurricane Dorian in 2019. We understand the unique challenges the County will face following a future disaster, specifically related limited access points and bridges to the barrier islands. Thompson is prepared to establish independent and simultaneous operations throughout the County to best address these challenges. Thompson has a proven understanding of the County's expectations following a disaster and is prepared to serve the County as needed in the future.

**POST-DISASTER DEBRIS REMOVAL MANAGEMENT AND FEMA FUNDING EXPERIENCE:** Thompson's experience with post-disaster debris removal monitoring and management services spans three decades and accounts for the administration of more than \$3.5 billion of debris removal funding on behalf of more than 250 local and state government agencies. Our staff's experience is unparalleled in the industry and provides assurance to the County that its disaster reimbursement is in the hands of the industries most qualified professionals and we will stand by our work from project inception to regulatory closeout and audit.

**DELIVERY EFFICIENCY AND AUTOMATED DEBRIS MANAGEMENT SYSTEM:** Thompson's debris removal monitoring experience includes the documentation of over 85 million cubic yards of debris. We have consistently demonstrated Thompson's delivery efficiency through the use of our automated debris management system (ADMS), the Thompson Data Management Suite (TDMS). TDMS is used to

1135 Townpark Avenue, Suite 2101  
Lake Mary, Florida 32746  
407.792.0018 ph. / 407.878.7858 fax  
www.thompsoncs.net



electronically capture data, such as employee credentialing, equipment barcoding, GPS coordinate, digital photography, etc. in the field. TDMS significantly reduces the quantity of hours required to perform equivalent services by competitors with “lower” hourly rates. TDMS has been routinely deployed on FEMA reimbursed projects and meets the process requirements for the U.S. Army Corps of Engineers (USACE) Advanced Contracting Initiative (ACI).

**VERSATILITY OF OUR TEAM:** While many firms can offer experience and personnel in certain aspects of the County’s needs, Thompson provides the County with professional engineers and consultants that have experience with developing programs to address any of the following disaster recovery programs:

- Right-of-way (ROW) debris removal
- Right-of-way leaning tree and hanging limb removal (leaner/hanger)
- Parks cleanup
- Private property debris removal (PPDR)
- Right-of-entry (ROE) administration
- Demolition program management
- Inland/non-navigable and navigable waterway debris removal
- Vehicle/vessel recovery
- White goods removal and decommissioning
- Solid waste management consultation

**ABILITY TO QUICKLY RESPOND:** Thompson has personnel and resources on stand-by should a debris generating incident occur. With our corporate office in Lake Mary, Florida and branch office in Raleigh, North Carolina, we will be able to deploy staff and resources within 24 hours of receiving a notice to proceed from the County. Thompson is set-up to quickly adapt to the uncertain and changing needs of the County. During times of emergency, this ability to rapidly respond to the needs of the County is of paramount importance.

**A LOCAL PREFERENCE FOR HIRING DEBRIS MONITORS:** It is Thompson’s intent to fill temporary debris monitoring positions with skilled and experienced County residents in need of work. Thompson will provide qualified residents with safety training, drug screening, and on the job training with experienced debris monitoring supervisors. We will make sure that all local hires are thoroughly and properly trained prior to being deployed to monitor a debris removal crew. This effort will help residents participate in the County’s recovery efforts with a meaningful impact and earn a competitive hourly wage.

**COMMITMENT TO SAFETY AND QUALITY:** Thompson is the only debris monitoring firm that performs drug screening and motor vehicle operating record reviews for its temporary employees. This practice results in a team of monitors that is both safe and committed to quality. In addition, Thompson deploys a quality assurance team to each of its projects to ensure that certain quality standards are being upheld, regardless of the operating conditions and climate.

Thompson has the experience and resources necessary to be extremely responsive to the County’s needs in preparing for and responding to a disaster incident. We would be honored to continue to serve as your disaster management, recovery and consulting services provider and stand prepared to exceed the service expectations that the County has established.

Best regards,

**THOMPSON CONSULTING SERVICES, LLC**



Jon Hoyle, President

**AUTHORIZED POINTS OF CONTACT:**

Jon Hoyle, President  
O: 407.792.0018 | C: 321.303.2543 | F: 407.878.7858  
E-mail: jhoyle@thompsoncs.net

Nate Counsell, Executive Vice President  
O: 407.792.0018 | C: 407.619.2781 | F: 407.878.7858  
E-mail: ncounsell@thompsoncs.net

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Dare County, North Carolina

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Disaster Management, Recovery and Consulting Services<sup>1</sup>

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<sup>1</sup> This proposal has been limited to (50) pages excluding the County Required Forms and Exhibits.



# SECTION A

## INTRODUCTION

### Company Information

Thompson Consulting Services is a full service emergency response, disaster recovery and grant management consultancy, organized as a subsidiary of Thompson Holdings, Inc. (Thompson) which also includes our sister companies Thompson Engineering and Watermark Design.

*Our staff has monitored the federally reimbursed removal of over 85 million cubic yards of debris on behalf of over 250 different local and state government agencies across the United States.*

Thompson has provided disaster response and recovery services since 1979 following Hurricane Frederic. Since then, our staff has supported over 250 federal, state and local government entities plan for and respond to a variety of disaster incidents, such as, tornadoes, hurricanes, floods, earthquakes, ice storms, oil spills and other natural disasters. Our emergency response and disaster recovery consultants have over 50 years of combined experience and have responded to some of the most devastating incidents to impact the United States in

the last two decades. This work has resulted in the documentation of over 85 million cubic yards of debris and our clients successfully applying for and retaining more than \$3.5 billion of federal grant funding for debris removal.

Thompson Consulting Services is organized as a Limited Liability Company (LLC) under the laws of the State of Delaware.

### Firm Profile

<b>Firm Name:</b>	Thompson Consulting Services, LLC	
<b>Address:</b>	1135 Townpark Avenue, Suite 2101 Lake Mary, Florida 32746	
<b>Telephone:</b>	(407) 792-0018	
<b>Fax:</b>	(407) 878-7858	
<b>Email:</b>	<a href="mailto:info@thompsoncs.net">info@thompsoncs.net</a>	
<b>Website:</b>	<a href="http://www.thompsoncs.net">www.thompsoncs.net</a>	
<b>Company / Ownership Type:</b>	Limited Liability Company	
<b>Year Established:</b>	2011	
<b>Former Name:</b>	Thompson Engineering	
<b>Year Est.:</b>	1953	
<b>Sate of Formation:</b>	Delaware	
<b>Officers/Board of Managers:</b>	Jon Hoyle, President Nate Counsell, Vice President Chad Brown, BOM	John H. Baker, III, BOM Michael Manning, BOM

## Authorized Agents of the Firm

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Should the County have any questions regarding our proposal the following individuals are available to assist in any clarification necessary and are authorized agents of the Firm.

Jon Hoyle, President

O: 407.792.0018 | C: 321.303.2543 | F: 407.878.7858

E-mail: jhoyle@thompsoncs.net

Nate Counsell, Executive Vice President

O: 407.792.0018 | C: 407.619.2781 | F: 407.878.7858

E-mail: ncounsell@thompsoncs.net

## Technical Approach

### Executive Summary

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Having served Dare County (County) since 2012, Thompson is uniquely qualified and prepared to support the County during future disaster events. Thompson's approach to providing disaster response and recovery services to the County maintains a primary focus on the efficient and effective utilization of available resources while assisting the County in navigating the funding and compliance channels of the North Carolina Division of Emergency Management (NCDDEM) and the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program.

The Technical Approach provided below has been organized by task predicated on the various debris streams and programs that can be expected by the County based on our experience monitoring and documenting large scale debris removal operations. Thompson will tailor our approach to the County's debris recovery effort based on the unique challenges of the County's specific future disaster. Our tasks and task approach can be modified and scalable to address both large and small scale events and our mobilization times can be either compressed or extended based on the needs of the County and the public.

### Project Understanding

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The County is located along the northeastern coastal region of North Carolina, making it highly vulnerable to the debris generating impacts of a hurricane or tropical storm. The County encompasses a land area of over 800 square miles and serves as a tourist destination for millions of visitors each year. The County's reliance on tourism revenue makes it imperative to have qualified contractors on call to quickly and efficiently remove debris following a tropical event. As such, the County maintains a constant, high level of readiness to respond to a variety of hazards that may impact its citizens and consequently, is seeking proposals from qualified consultants to provide debris monitoring support and assist the County in navigating the funding and compliance channels of the North Carolina Division of Emergency Management (NCDDEM) and the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program.

Thompson has served as the County's standby debris monitoring contractor since 2012. We have consistently participated in the County's disaster preparedness efforts over the years and provided disaster debris removal monitoring services following Hurricane Matthew in 2016 and Hurricane Dorian in 2019. We understand the unique challenges the County will face following a future disaster, specifically related to limited access points and bridges to the barrier islands. Thompson is prepared to establish independent and simultaneous operations throughout the County to best address these challenges. Furthermore, Thompson's understanding of the County's previous recovery efforts and ongoing planning and preparedness measures means that Thompson understands the challenges the County may face following a future disaster incident, including:

- Coordination with Municipalities utilizing the County contract
- County management of DMS and haul out operations

- Unique geographical challenges due to location and size of the County
- 70-hour push priorities
- Clearance of critical NCDOT routes, including bridges to Roanoke Island and Outer Banks
- Limited Debris Management Site (DMS) capacity
- Gated communities and private property
- Debris Removal effects on tourism industry
- Sand reclamation and beach restoration

**Coordination with Municipalities utilizing the County contract:** Thompson has an established relationship with the many municipalities which have utilized our existing contract over the past eight years. Through previous planning efforts, the County has established a model which maximizes the efficiency of contracted monitoring and hauling resources, while ensuring all residents and jurisdictions in the County receive quality service. Thompson will continue to work with the County and municipalities to ensure this plan is implemented to its full potential, while providing all contract users with live mapping, reporting, and contractor invoicing at the individual 'client' level.

**County management of debris management site (DMS) and haul out operations:** Thompson understands the County plans to take responsibility for all debris, including that collected by municipalities and brought to the County DMS locations. As such, Thompson will coordinate with the contracted debris hauler to ensure site management, reduction (grinding/burning), and that haul out and disposal costs are invoiced directly to the County. Additionally, Thompson will provide the County with a report of incoming debris totals by municipality, so that DMS and disposal costs can be accurately allocated should the County ever wish to charge municipalities for their appropriate share or the non-federal share of FEMA PA funding received for these activities.

**Unique geographical challenges due to location and size of the County:** Dare County's greatest appeal may be its location and unique geography, though this poses special challenges when dealing with disaster debris removal operations. The haul distances to final disposal locations such as the East Carolina Regional Landfill (Bertie County) and Centerville (Virginia Beach) require haul distances in excess of 100 miles. Thompson is familiar with these and other facilities the County and its contractors have utilized in the past and is prepared to manage the documentation required to confirm final disposal. *Additionally, given the size and length of the County, Thompson is prepared to conduct two self-sustaining operations with dedicated management and supervisor staff to be based on Hatteras Island along with all required equipment and hardware should the area be impacted.*

**Immediate, well-orchestrated, and well documented force account and contractor response during the 70-hour push:** Following a disaster incident, the County has the responsibility to ensure that County-maintained roadways are cleared and accessible as quickly and efficiently as possible. It is imperative that the County implement a coordinated response between force account and contracted resources. Thompson will ensure that all hours and activities are well documented to substantiate FEMA reimbursement. Thompson will also work with the County and its debris removal contractors to expedite 70-hour push activities, focusing on the pre-determined list of priority roadways, while ensuring that the period of performance adheres to FEMA's eligibility standards and all labor and equipment time is tracked and documented.

**Close coordination with NCDOT to remove debris and restore functionality to critical transportation routes including bridges to Roanoke Island and the Outer Banks:** County mainland, Roanoke Island, and

the northern beaches of the Outer Banks are separated by the Albemarle, Roanoke, and Croatan Sounds. Access routes to the island and beachside of the County are limited to state and federally maintained bridges, including the William B. Umstead Bridge and the Virginia Dare Memorial Bridge. Functionality of these bridges following a potentially catastrophic event is critical in order to allow first responders to enter the beachside of the County to perform search and rescue and restore essential infrastructure. Following a federally declared debris generating disaster, the Emergency Push and First Pass of debris removal are funded by the FHWA ER Program administered by the North Carolina Department of Transportation (NCDOT). Thompson will continue to work with the County to develop a cooperative plan, including any necessary Memoranda of Understanding, in order to quickly and efficiently remove storm deposited debris, vessels, and vehicles from all affected bridges and perform any necessary emergency repairs to restore ingress/egress routes and allow for safe passage of response crews and essential County personnel.

**Limited availability of debris management sites (DMS), particularly on the Outer Banks:** Thompson is familiar with the DMS locations utilized by the County and its contractors in past events, having provided monitoring of operations at both the Dare County Landfill (Stumpy Point) and Old Coast Guard Station (Buxton) sites as recently as Hurricane Dorian in 2019. However, we realize additional capacity would likely be required should the County experience a catastrophic event. With continued development and environmental sensitivities, it will be more challenging than ever for the County to identify and permit land to serve as a new or additional Debris Management Site, particularly near flood zones, high velocity zones, and environmentally sensitive ecosystems. The County has identified beachside land to serve as TDRS sites in order to expedite and streamline debris removal operations in both mainland and coastal Dare County. However, previously identified debris sites include major recreational facilities and parks that would likely generate public opposition if selected for a DMS. Thompson maintains a strong working relationship with all of the major debris management firms, having worked with them on some of the largest debris removal initiatives in the last decade. Our strong level of operational coordination and communication will allow for strong pre-event planning initiatives focused on identifying viable land to use as DMS and also recognizing recycling alternatives.

**Service Issues with gated communities/private property:** As mentioned above, and experienced by the County during past events, unincorporated Dare County includes many large, gated community developments. It is anticipated that these communities will expect the County to provide debris removal services following a disaster event. Over the last several years, the County has worked to develop an ordinance that would grant the County legal authority to perform private property debris removal following a major debris generating event. Due to our unique understanding of the issues, Thompson is prepared to assist the County with critical tasks associated with managing debris removal efforts within the County's private communities including:

- Damage assessment and cost estimation for County executives to consider in the event a private property debris removal program is not approved by FEMA
- Participation in HOA meetings to explain the process and obtain necessary documentation
- Assistance in managing the Right of Entry (ROE) process including the segregation of data as required by FEMA.

**Effects of debris removal on tourism:** The County draws millions of tourists annually. Visitors from around the world flock to Roanoke and the northern beaches for its historic legacy, sandy coastline, and abundance of activities including dining, shopping, and water sports. Crisis management and disaster recovery could create an economic hardship to the County. To the extent necessary, Thompson will work with the County to tailor recovery programs, such as right-of-way (ROW) debris removal, sand reclamation



and screening operations, private property debris removal (PPDR), and waterway debris removal to minimize a disaster's impact on tourism activities. Thompson will also coordinate with the County, municipalities, essential local enterprises, US Fish and Wildlife, USACE and FEMA to schedule debris removal operations in consideration of high density tourist seasons.

**Coordinating sand removal from County, City, and NCDOT maintained property, processing the sand at designated screening locations, and returning clean sand to County beaches:** A hurricane and associated storm surge have the potential to displace large quantities of beach sand. Reclamation of beach sand from a variety of physical and jurisdictional environments will require considerable multi-agency coordination. In addition, scraping, stockpiling, screening, placement and shaping require careful operation management with tight quality assurance and quality control measures. Because the operation involves as many as five (5) independent processes, the County's consultant must be vigilant with its adherence to standard operating procedures. Thompson's consultants will rely on decades of combined experience with beach restoration projects to ensure that the County's operation is compliant and efficient.

### Thompson's Automated Debris Management System (ADMS)

Thompson has invested considerable resources in technologies to support more efficient debris removal monitoring. Among these technologies is our best-in-class ADMS solution, the Thompson Data Management Suite (TDMS). TDMS is a collection of hardware, software and communications infrastructure for the management of data and documents related to disaster recovery. The suite provides near real time debris collection data to applicants, grantees, FEMA, FHWA, debris removal contractors, and others without disrupting the speed of the recovery. TDMS has also been evaluated and proven to meet the process requirements for the U.S. Army Corps of Engineers (USACE) Advanced Contracting Initiative (ACI).

***Thompson owns and maintains TDMS and does not lease any part of our ADMS solution from an alternate provider.***

TDMS has been field proven on multiple large scale recovery operations. In 2017, when Hurricane Harvey and Hurricane Irma made landfall within two weeks of each other, Thompson simultaneously ran project operations in Texas and Florida, covering over 53 client activations. In 2016, when a massive flooding event devastated the greater Baton Rouge area of Louisiana and Hurricane Matthew struck the Atlantic Seaboard of the United States, Thompson was simultaneously activated by twenty five (25) county and city governments in Louisiana, Florida, Georgia, South Carolina, North Carolina, and Virginia. In addition, the Georgia Department of Transportation activated Thompson in eleven (11) counties, and the South Carolina Department of Transportation activated Thompson in seven (7) counties. At our peak operating period in the fall of 2016, Thompson was actively monitoring debris removal operations by ten contractors working in a forty three (43) county/parish area across six (6) states.

TDMS has been deployed by Thompson on nearly every FEMA eligible disaster debris removal monitoring project we have performed since 2012. The following list includes the disaster incident and the number of handheld units deployed.

- 2012 Hurricane Isaac – 12 units deployed
- 2012 Hurricane Sandy – 100 units deployed
- 2014 Winter Storm Pax – 475 units deployed
- 2015 SC Flooding – 180 units deployed
- 2016 LA Flooding – 330 units deployed
- 2016 Hurricane Matthew – 876 units deployed
- 2017 Hurricane Harvey – 400 units deployed

- 2017 Hurricane Irma – 1,200 units deployed
- 2017 Hurricane Maria – 375 units deployed
- 2018 Hurricane Florence – 235 units deployed
- 2018 Hurricane Michael – 1,300 units deployed

Thompson maintains over 1,300 TDMS*mobile* units on hand and has access to additional units within 24 hours of notification when necessary. Thompson's TDMS*mobile* devices have been deployed successfully over the last eight (8) years, and from day one of debris removal operations, Thompson will be able to provide the County with paperless ticketing.

## Project Execution Utilizing TDMS

Each major TDMS component is described below:

### TDMS*mobile*

TDMS*mobile* is Thompson's ADMS hardware solution that provides clients the option to manage and monitor debris recovery missions electronically in the field utilizing our handheld device and hip printer. Figures 1 - 4 provide graphical depictions of the TDMS*mobile* solution and its components.

FIGURE 1



Motorola ES400 running TDMS*mobile*.

FIGURE 2



Employee badges utilize QR coding for identification ticket development.

FIGURE 3



Paper tickets are created with encrypted QR code to transmit information/data.

FIGURE 4



RW 220 hip belt printer uses direct thermal laser technology

TDMS*mobile* provides enhanced quality control through geocoding and location verification. The handheld device and system have configurable security settings to protect use and data. Specified locations, such as debris pickup and disposal sites, are captured by the GPS capabilities of the handheld and verified in the web-based system. This enhanced level of accuracy and corroboration increases the efficiency and production of debris removal operations. To date we have observed cost savings to our clients ranging from 20 – 30 percent with the use of our ADMS solution.

TDMS*mobile* can be utilized for a variety of programs and activities, including but not limited to:

- Truck Certification
- Right-of-Way (ROW) Collection
- Hazardous Tree Work (L/H/S)
- Private Property Debris Removal (PPDR)
- Demolitions
- Haul Out/Disposal
- Project and Data Administration
- Monitor Role and Time Management

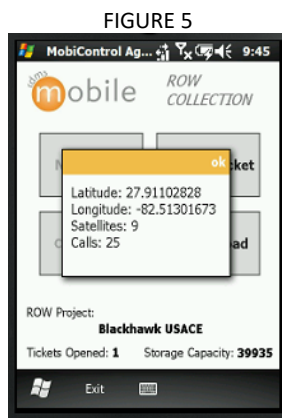
*In addition, TDMS*mobile* has a disconnected architecture and is fully operational in a post storm environment where cellular networks are destroyed or compromised.* This capability has been routinely field tested, most significantly during Thompson's response to Hurricane Maria in Puerto Rico. Given the geographic nature of the island and lack of reliable cellular connectivity, Thompson was still able to

successfully document and capture debris collection and disposal data substantiating over 600,000 cubic yards of debris on behalf of the Puerto Rico Department of Transportation and Public Works.

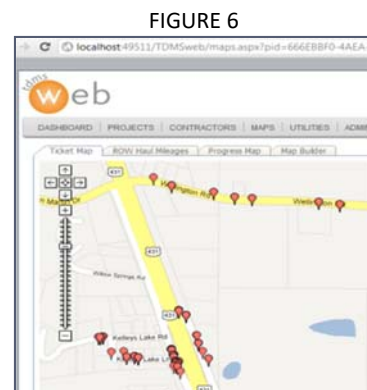
**TDMSweb**

TDMSweb is a web based application that serves as the backbone of the TDMS for storage and data management. TDMSweb provides access to viewing, querying, sorting, reporting, mapping and managing project related data and documents including electronic tickets, contractor invoices, text message updates, reports, and FEMA data and image exports. In addition, Thompson is able to control access to TDMSweb and what permissions (read, read/write, etc.) users have through credentialing.

Figures 5 and 6 provide an example of the interface between TDMSmobile and TDMSweb. GPS and collection or disposal data is captured in the field via TDMSmobile, in near-real time the field data is accessible via TDMSweb for viewing and reporting.

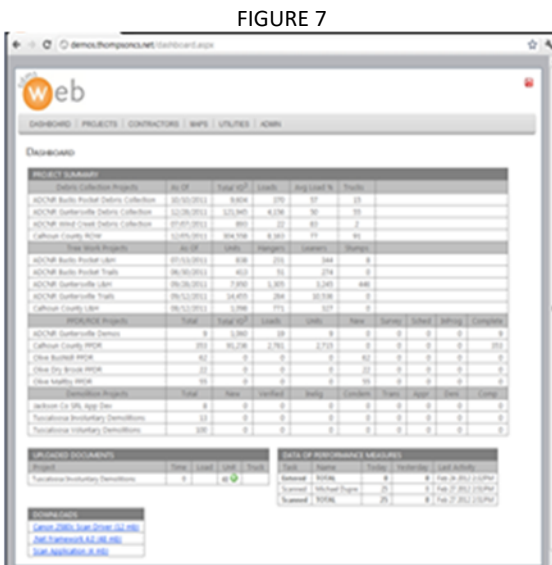


Handheld device GPS location capture and verification

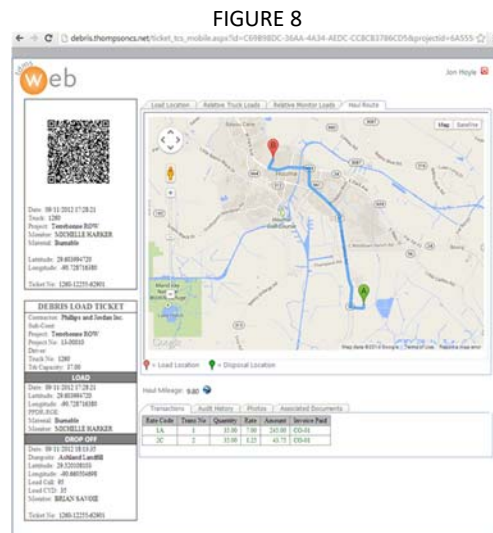


Mapping interface provides users with Google maps functionality for point-and-click data access

The following figures (7 to 10) provide graphical highlights and depictions of TDMSweb and its components.

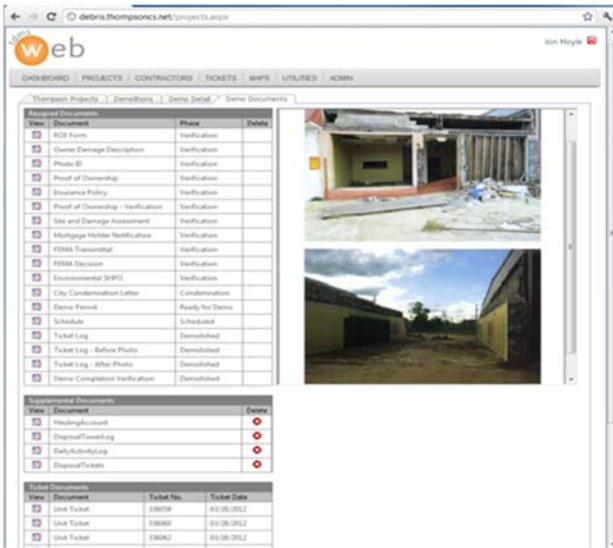


TDMSweb dashboard displays summary project statistics online with the ability to drill down to varying levels of detail.



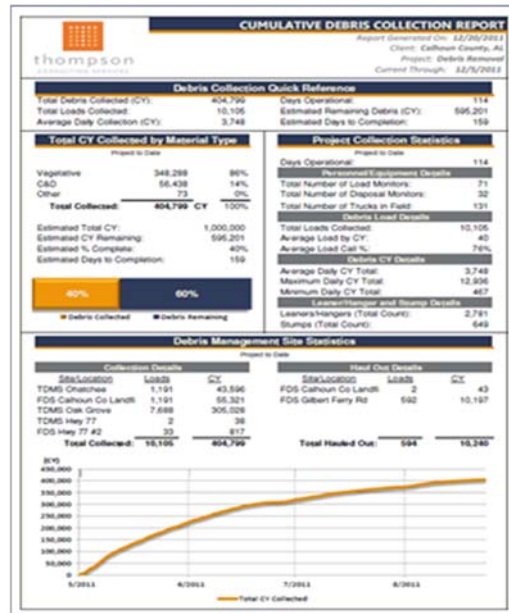
Accurate and efficient collection of field data provides for near real time data analysis and review. Financial encumbrances and project progress can now be tracked via the Internet.

FIGURE 9



TDMSweb system allows Thompson to electronically manage a variety of client debris removal programs such as, ROW, ROE, blue roof and demolition, including photographs, field forms, logs, transmittals, etc.

FIGURE 10



TDMSweb generates a various project reporting documents, such as daily reports and financial summary logs.

## TDMSmaps

TDMSmaps is a web based GIS application that integrates geospatial and relational data to enhance management and public information capabilities. Thompson’s clients have full access to live maps, progress maps and query maps which will allow the client and project managers to evaluate progress, assign or re-assign crews, and make general debris management decisions. Thompson has the ability to tailor progress and real-time operation mapping to meet the needs of the County. *During routine debris meetings, the County, Thompson, and the County’s contractors can utilize the mapping tools to evaluate progress, assign or re-assign crews, and make general debris management decisions.* Figures 11 and 12 below provide examples of some of the mapping capabilities that may be utilized for right of way (ROW) debris removal and special debris removal programs.

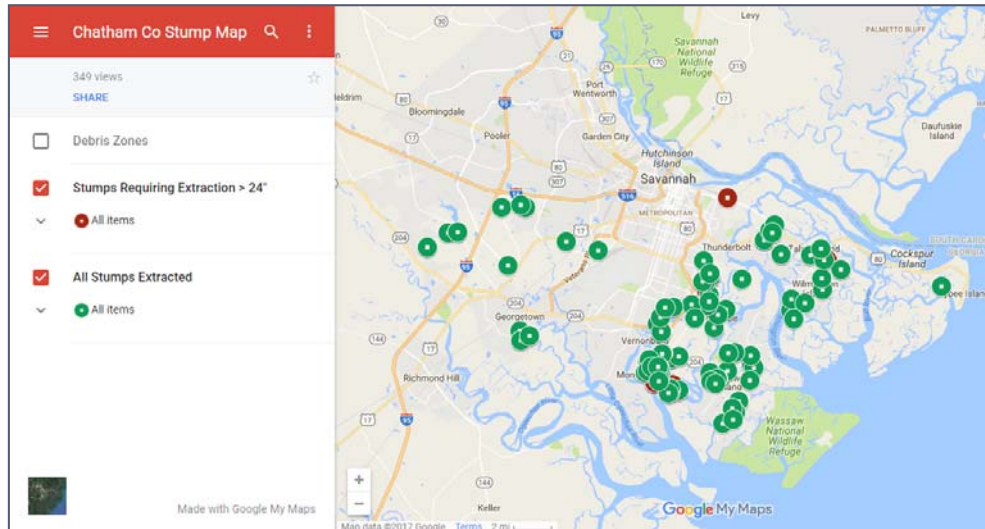
FIGURE 11



Debris Load and Tree Work Heat Maps that illustrate the concentration of damage with the ability to drill down within each cluster and access individual transaction data.



FIGURE 12

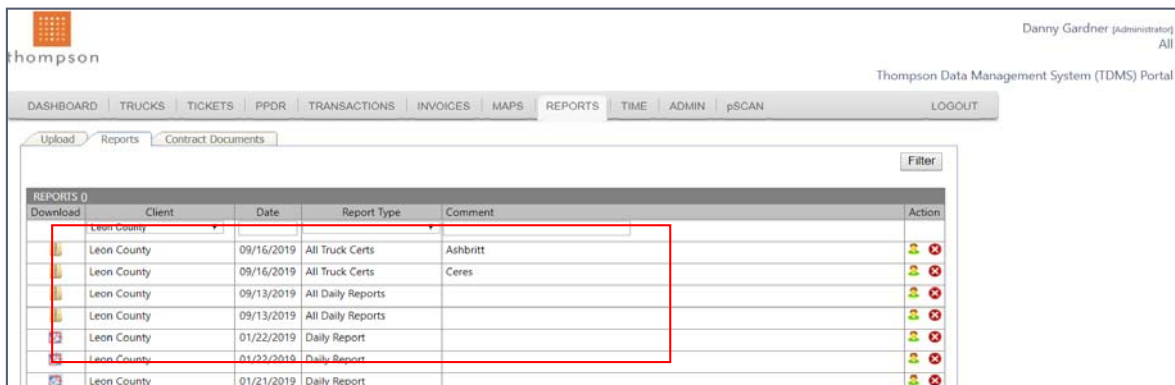


*Hazardous Stump Map provides color-coded stump locations to allow increased operational efficiencies and real-time situational reporting for project stakeholders.*

### TDMSportal

TDMSportal is a web based portal that serves as the client and contractor information center for project costs, electronic tickets, accounting transactions and invoices. TDMSportal provides access to viewing, querying, sorting, reporting, mapping and managing project related data and documents. The portal eliminates email for document sharing and transfer and ultimately increases visibility between the County, Thompson, and the debris contractor. Figure 13 displays a document tree for organizing and sharing project related data.

FIGURE 13



*Document tree organizing project related documents including truck certifications, daily reports, and invoices.*

### Enhanced GIS Technology and Capabilities

Thompson continues to expand our geographic information system (GIS) resources and capabilities to better support debris removal management. This includes enhanced gathering, managing, and analyzing data to provide spatial location information such as project boundaries and roadway maintenance responsibility designations (i.e. local vs. state roadways). Thompson employs ArcGIS Pro, ESRI’s latest desktop GIS application, which allows for seamless integration with our company’s ArcGIS Online and

Enterprise platforms. Additionally, we are able to integrate data collected through ESRI’s Survey123 and Collector for ArcGIS applications.

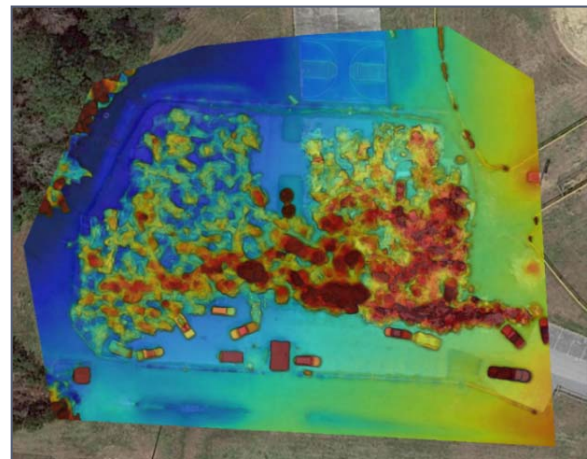
Thompson has also implemented the utilization of drone technologies to enhance debris removal and monitoring operations. This includes conducting qualitative damage assessments with drones to provide a means for identifying areas that have been compromised which may be isolated without means of conventional travel due to debris, flooding, or otherwise inaccessible terrain. Drone data can also improve the management of debris management sites (DMS). Through photogrammetric volume calculations, different debris types can be quantified and reported to provide quick, actionable data to local government officials. For example, this information can indicate when a site has reached maximum capacity and needs to be shut down or if additional sites should be opened. Figures 14 and 15 below provide examples of some of the volumetric measurement capabilities that may be utilized for DMS piles.

FIGURE 14



*Aerial drone footage illustrating the volume of debris at Resident Drop-Off Site*

FIGURE 15



*Debris pile heat maps that illustrate the density of debris*

## Technical Approach

Thompson has functionally organized its technical approach by task predicated on the various debris streams and programs that can be expected based on our experience monitoring and documenting large scale debris removal operations. Thompson will tailor our approach to the County’s debris recovery effort based on the unique challenges of the County’s specific future disaster. Our tasks and task approach can be modified and scalable to address both large and small scale events and our mobilization times can be either compressed or extended based on the needs of the County and the public.

Table A-1: Mobilization Method and Approach

Task / Mobilization Time	Description
<b>1. Debris Program Implementation</b>	
Within two (2) hours from notification date	Program Management Team will report to the County 48 hours prior to known disaster events and within 2 hours passage of no-notice disaster events. Thompson will implement a program based on the specific needs of the County, feedback from debris removal contractors, and debris estimates developed through the preliminary damage assessment.
<b>2. Onboarding and Training of Employees</b>	
Within twenty-four (24) hours from notification date	Thompson performs Motor Vehicle Reports (MVR’s) and drug testing on all field staff.

Task / Mobilization Time	Description
<b>3. Health and Safety Plan Implementation</b>	
Within twenty-four (24) hours from notification date	Health and Safety Plan will be periodically reviewed and updated to address any disaster specific hazards. Thompson's safety program is focused on the safety of Thompson monitors and field personnel.
<b>4. Measure and Certify Trucks by FEMA PAPPG Standards</b>	
Within twenty-four (24) hours from notification date	Thompson will certify contractor equipment once a contractor crew schedule is reviewed and approved by the County.
<b>5. Deploy Loading Site Collection Monitors</b>	
Within twenty-four (24) hours from notification date	Thompson will deploy a collection monitor to each debris removal crew. Based on our planning assumption, we expect many of the crews to be tandem, self-loading trucks or two to three trucks paired with a single loading device.
<b>6. Monitor the Removal of Leaning Trees, Hanging Limbs, and Hazardous Stumps</b>	
Within forty-eight (48) hours from notification date	Thompson will document the removal of hazardous trees and limbs to meet all requirements outlined in FEMA Publication FP-104-009-2 Public Assistance Program and Policy Guide (PAPPG).
<b>7. Deploy Debris Management Site Monitors</b>	
Within twenty-four (24) hours from notification date	Thompson will coordinate with the Debris Contractor to ensure that the County Debris Management Sites (DMS) meet all NCDEQ requirements.
<b>8. Deploy Field Supervisors / Field Supervisors</b>	
Within twenty-four (24) hours from notification date	Thompson will deploy one (1) Field Supervisor for every ten (10) collection monitors to appropriately supervise collection operations. The 1:10 supervisor to monitor ration is encouraged by FEMA.
<b>9. Damage Complaint Tracking</b>	
Concurrent with field operations	Thompson will assign a unique work order to each damage complaint and track the actions taken, responsible sub-contractor, and satisfactory/unsatisfactory resolution in a report, by Service Area that may be tracked through GIS.
<b>10. FEMA Consultation</b>	
Within seventy-two (72) hours from federal declaration	Thompson has recent experience with FEMA's new delivery model using Grants Portal and, at the direction of the County, is prepared to participate in project scoping meetings with FEMA.
<b>11. Ordinance Review to Determine Best Method to Perform Private Property Debris Removal (PPDR)</b>	
2-3 weeks after debris operations begin (subject to need)	Thompson management staff has experience analyzing and designing PPDR programs based on Voluntary/Right-of Entry, Imminent Danger of Collapse, and Public Nuisance Programs.
<b>12. Private Property Debris Removal Monitoring</b>	
TBD, based on input from NCDEM and FEMA	PPDR programs may include vegetative and C&D debris, as well as leaners, hangers, stumps, and structural demolitions.
<b>13. Specialized Debris Removal Monitoring</b>	
TBD, based on input from County, NCDEM, and FEMA	Thompson management staff has experience with the operational methods to properly document special debris removal programs such as removal of debris from waterways and lakes, vessel and vehicle removal, and the removal of debris and sediment from storm drains, catch basins and other public facilities.
<b>14. Monitor Beach Scraping, Stockpiling, Screening, Placement and Shaping</b>	
TBD, based on input from the County, NCDEM, and FEMA	Thompson will work with the County to provide a cost and quality analysis of various sand sources and recovery methods. Thompson will also work with the

Task / Mobilization Time	Description
	County and the County’s contractor to design and implement a plan for removing debris laden sand and restoring its beaches to pre-storm condition.
<b>15. Accumulate Daily Field Data</b>	
Immediately following the start of ROW and hazardous tree programs	Thompson will maintain field data for all debris recovery programs monitored. Debris removal data will be organized by debris type, road type, and program
<b>16. Reconcile Contractor Invoices</b>	
Weekly following the start of ROW and tree programs	Thompson will comply with the invoicing and payment term in the debris removal contract.



### Debris Program Implementation

Thompson will assist the County in overseeing the debris management operations, obtaining proper approvals for special debris removal programs, and providing in-depth working knowledge of a variety of recovery operations, USACE debris management guidelines, and FEMA eligibility and reimbursement guidelines. Thompson will work with the County to develop a project management plan to ensure that contracted debris removal is properly documented to substantiate FEMA PA, FHWA ER, and NRCS funding. Some of

the initial considerations will include, but not be limited to:

- Single/multiple debris removal contractors
- Debris removal contractor rates and specifications
- Debris estimates, by collection zone
- Debris removal from gated communities
- Crew/Monitor Estimates, by collection zone
- Onboarding and safety training locations and procedures
- Operations Manager/Supervisor Assignments
- Progress reporting distribution lists and protocols

### Estimation Methodology

For purposes of pre-event planning and understanding resource requirements, Thompson utilizes the US Army Corps of Engineers (USACE) debris estimating model for developing debris estimates. The USACE developed this model based on debris generated by Hurricanes Frederic, Hugo and Andrew. The model contemplates the number of households in an urban/suburban area, as well as the category of storm, vegetative characteristics, commercial density and precipitation. The estimated quantities produced by the model have a predicted accuracy of ± 30%.

Because of the margin of error in the model, Thompson validates the modeled result via windshield surveying and aerial drone flyover assessments in a post-disaster scenario. Windshield surveys provide debris removal professionals the opportunity to estimate the quantity of debris per parcel surveyed, which can be extrapolated to include the number of parcels within jurisdictional limits of the community. Aerial drone flyover assessments are important because they provide Thompson with the ability to gage the consistency of the damage across the jurisdiction and provide a means for identifying areas that have been compromised which may be isolated without means of conventional travel due to debris or flooding.

### Forecasted Debris Types and Resource Estimates

Debris types from disaster events may include items such as vegetative debris, construction and demolition debris, household appliances, household furnishings, sediment, sand, household hazardous wastes, and



vehicles. This debris may have to be removed from a variety of physical environments, including on and near roadways, underwater in canals and lakes, or even hanging in large trees. Debris types, volumes and locations can require many different removal and disposal techniques.

The total amount of debris generated by any particular disaster will depend on the location and type of event experienced, as well as its severity, duration, and intensity. Thompson understands that the crew numbers and subsequent monitor requirements are subject to change based on the actual incident. We have developed this estimate to demonstrate to the County that we have the capacity and experience to develop a flexible, scalable staffing plan that addresses the County's needs. For planning purposes, the table below summarizes the impacts that various hurricane categories could have on the County:

Table A-2: Disaster Impact and Resource Estimates

Description	Category 1	Category 2	Category 3
Total Debris	120,161 CY	480,645 CY	1,562,095 CY
Avg Daily ROW Crew/Monitor/ADMS Requirement	6	11	23
Avg Daily DMS Monitor/ADMS Requirement	2-4	4	6
Required Land Area for DMS	5 Acres	18 Acres	57 Acres
Est Time to Complete Debris Removal	60 Days	90 Days	120 Days
Load Transactions	3,004	12,016	39,052
Unit Rate Transactions	2,403	9,613	31,242

#### Single/Multiple Debris Removal Contractor Coordination

Thompson recognizes that each disaster situation is going to be different and therefore promotes a collaborative working relationship with the County and its debris removal contractors. As soon as the County is within the cone of certainty for a tropical system or immediately following passage of a no-notice event, Thompson will begin coordinating with the County and County contractors to synchronize mobilization and response activities. These activities may include:

- **Identification/confirmation of equipment staging area:** If a staging location is identified during planning sessions and the site is compromised/unavailable due to the event, Thompson will work with the contractor to identify an area outside of the impacted zone to stage equipment and begin equipment certification.
- **Damage assessment:** Thompson will perform damage assessments with the County and County contractors to determine the scope of the damage, identify the need for special debris programs such as leaner/hanger/stump removal, and develop crew configurations and assignments. This information will allow Thompson and the County contractor(s) to develop budget estimates to be used for task orders and Project Worksheet development.
- **Emergency push:** Thompson will work with the County and contractor(s) to ensure that all hours and activities are well documented to substantiate FEMA reimbursement. Thompson will also work to expedite 70-hour push activities, focusing on the County's list of priority roadways, while ensuring that the period of performance adheres to FEMA's eligibility standards and all labor and equipment time is tracked and documented.
- **Zone assignment to contractors and subcontractors:** Thompson will work with the debris removal contractors to coordinate and schedule the appropriate number of crews for each pass. Zone parameters will be entered into TDMS to generate detailed reports by zone, contractor, debris type, etc.

- **Discrete field management:** ADMS will be configured to discretely document and manage multiple contractors and the type of debris that has been approved for collection. For example, if a contractor is tasked only with the collection of vegetative debris, the ADMS devices will only be configured to that specific debris type. A monitor will not be able to issue a ticket for C&D debris if the hauler has only been approved to collect vegetative debris.
- **DMS permitting:** Thompson will ensure that each contractor obtains environmental authorization and/or permits for DMS sites. Thompson will also work with each contractor to obtain copies of permits for final disposal locations.

If the County decides to activate multiple contractors, Thompson will assign a field operations manager for each contractor activated to streamline communications and ensure quality control.

### Damage Assessment

At the request of the County, Thompson will coordinate aerial drone flyover assessments to facilitate debris estimation and collect post-disaster photographs and geographical data. At the direction of the County, Thompson will also assist with preliminary damage assessments in accordance with the FEMA Damage Assessment Operations Manual. Damage assessment assistance may include, and is not limited to, participation in one or more of the following tasks:

Table A-3: Damage Assessment Tasks and Descriptions

Task	Description
Identifying Damaged Facilities	Thompson will assist with documenting the location of all damaged sites using GPS and annotated maps. Thompson will work with County to collect all necessary documentation to substantiate legal responsibility, maintenance, lease/rental agreements, and improvement plans.
Documenting Damage	Thompson will document the damage to each facility by taking photographs and developing maps and diagrams to outline the specific location and extent of the damage. The diagrams and associated photographs will capture damage dimensions, materials, and the size or capacity of the damaged elements.
Documenting Work and Cost	Information describing work and cost will be broken down by Category of Work (A-G). Thompson will prepare work and cost estimates by gathering documentation associated with Force Account Labor, Equipment, Leased Equipment, Supplies, Contract Labor, and Materials. Thompson will also document any mutual aid received by the County.
Other Considerations	Thompson will help the County navigate other PA program considerations including codes and standards, repair vs. replacement, hazard mitigation, as well as unique considerations for each category of work.

### Proposed Meetings

Thompson is prepared to meet with the County Debris Manager, County Stakeholders, and representatives from FEMA, NCDM, NCDEQ, and other agencies on a daily basis at a time and location specified by the County. To the extent necessary, Thompson will help the County secure a meeting location. Thompson recommends that project stakeholders conduct a daily briefing while the EOC is fully operational and re-evaluate the frequency of meetings after the first 14 days of project operations. Thompson will provide minutes of all meetings within 3 business days after the meeting occurs.

### Methods for communicating with County Emergency Staff and Teamwork Assignments

Throughout the project, the Thompson Project Manager will identify critical path functions that will require close coordination between the County and Thompson. These may include:

- Public Information
- Private Property Issues
- Special Needs Assistance
- Information on FEMA
- Damage reports and resolution

Thompson will identify a lead for each function to serve as a direct interface with the appropriate County staff on each issue. The Thompson team member will be available in person, by phone, or email to communicate with the County and project stakeholders. To the extent that cellular connectivity is not available, Thompson will secure alternative communications methods (radios, satellite, etc.).

**Response Time by Task**

In most cases, Thompson will deploy our project team in anticipation of receipt a notice to proceed so that we can be responsive to the County’s needs and effectively manage the deployment of personnel and resources. For example, if the County is within a cone of certainty for severe weather, Thompson will deploy a representative to meet with the County 48 to 72 hours prior to the anticipated event. Thompson’s response times by task are summarized in Table A-4.

**Table A-4: Thompson Task Response Times**

Response Time	Task Description
<b>Immediately</b> after notification	Thompson will report to the County’s EOC
<b>No more than 24</b> hours after notification	Thompson ready to assist the County with truck certification
<b>No more than 24</b> hours after notification	Thompson ready to staff public drop-off sites and other County locations
<b>No more than 24</b> hours after notification	Thompson to have monitors ready for ROW debris removal operations
<b>No more than 48</b> hours after notification	Thompson to have monitors ready for hazardous tree removal operations

Prior to known events, Thompson will stage personnel and equipment at our headquarters in Lake Mary, Florida. Upon receipt of a Notice-to-Proceed, Thompson will deploy the following project initiation teams to the County responsible for the County’s contract deliverables:

- Debris Management Consultant
- Project Quality Assurance Team
- Project Administrative Team

The Project Quality Assurance Team will consist of the Project Manager and six to ten Field Supervisors, based on the severity of the event. In addition to providing surge support to the County, the Project Quality Assurance Team will serve as the field project management team. The Project Quality Team will be deployed with equipment kits to accommodate all Field Staff.

The Project Administrative Team will consist of administrative/human resource employees. The Project Administrative Team will be temporarily deployed to the County to support the monitor on-boarding process, including:

- Employee application reviews
- Drug testing and Department of Motor Vehicle records checks
- Health and Safety Plan Implementation
- Debris Monitor Training

## Onboarding and Training of Employees

Following an event, Thompson will establish several local field offices throughout the County from which to perform recruiting, onboarding, and training. These activities will be coordinated and supported from our headquarters in Lake Mary, Florida. Thompson will also make every effort to hire residents from within the County to serve as debris monitors. This effort will help skilled residents participate in the County's recovery efforts with a meaningful impact and earn a competitive hourly wage.

In accordance with FEMA FP-104-009-2, Thompson will train debris monitors, County employees, and other project stakeholders to have a complete understanding of the roles and responsibilities of the debris manager, including:

- Accurate and objective debris estimating techniques
- Process for determining debris eligibility: (1) threat to public health/safety, (2) direct result of the disaster event, and (3) existing in the public right-of-way
- A comprehensive understanding of all phases of debris management operations, including loading sites, Debris Management Site's (DMS), and final disposal locations
- The ability to differentiate between debris types
- Understanding of Collection Site and DMS safety procedure
- Understanding of the Thompson Field Health and Safety Plan
- Understanding of the terms, conditions, and scope of the debris removal contract and other disaster specific guidance provided by the County, NCDDEM, NCDEQ, and FEMA

### Ability to Onboard and Train within 24 Hours

Thompson has made a tremendous investment in our personnel, resources, technology, and tools to have the flexibility and scalability necessary to be an industry leader in debris monitoring. Part of this investment is in a proven process to identify, train, and equip local hires in a safe manner in extremely short periods of time. Thompson begins the process of recruiting and on-boarding immediately upon contract award, not reactively following a notice to proceed. Thompson will issue contingent job postings through a variety of outlets to pre-identify a pool of existing candidates to serve as field monitors.

Table A-5 below outlines Thompson's local hire tasks and timelines to ensure that we deploy trained, safe, drug-free local hires within 24 hours of a notice-to-proceed and fully staff the project within 72 hours of receipt of notice to proceed.

Table A-5: Local Hire Task Summary

Task	Timeframe (to meet or exceed)	Comments
Local Hiring Recruiting (non-event)	Year-round	When no task order is imminent, Thompson pro-actively develops a pool of local hire candidates.
Local Hiring Recruiting (activation known)	12 to 48 hours	Once activated, Thompson Project Administrative team can recruit and onboard 100 local hires per day. Thompson initiates on-boarding 72 to 96 hours prior to known disaster events.
Drug-testing	12 to 48 hours	Thompson requirement for employment
Driver Motor Vehicle Record Check	12 to 48 hours	Thompson requirement for employment
Safety Training	12 to 48 hours	Thompson requirement for employment
Continued on the Job Safety Training	48 to 72 hours	Thompson requirement for employment



Task	Timeframe (to meet or exceed)	Comments
Debris Monitor Training	12 to 48 hours	Thompson requirement for employment
Automated Debris Management System Training	12 to 48 hours	Contract specific requirement
Issuance of Personal Protective Equipment	24 hours	Issued by Project Administration team upon completion of Safety Training
Project is fully staffed	<72 hours	Project will be fully staffed within 72 hours of notice to proceed

### Health and Safety Plan Implementation



Thompson is the only debris monitoring firm that performs drug screening and motor vehicle operating record reviews for our employees, including temporary field staff. This practice results in a team of monitors that is both safe and committed to quality. In addition, Thompson deploys a quality assurance team to each of its projects to ensure that certain quality standards are being upheld, regardless of the operating conditions and climate.

At project initiation, Thompson will implement a Health and Safety Plan (HASP) that outlines site-specific precautions to be taken to avoid and mitigate the risk of hazards associated with work performed in the elements, around heavy equipment, near tree work, and close to vehicle traffic. The HASP will outline that work performed on the project shall comply with all applicable OSHA, State of North Carolina, and all other safety requirements provided by FEMA and its authorized contractors. Thompson will also provide the following personal protective equipment to collection monitors, debris management site monitors and field supervisors:

- Hard hat
- Reflective vest
- Safety glasses
- Hearing protection

In addition, Thompson will ensure that all collection monitors, debris management site monitors and field supervisors report to work with the following personal protective equipment and communication equipment:

- Cell phone
- Protective shoes
- Long pants
- Hot, cold, and/or wet weather gear
- Sunscreen and supply of bottled water

Thompson’s safety program is focused on Thompson monitors and field personnel. The safety of debris removal crews is the responsibility of the debris removal contractor(s).

### Measure and Certify Trucks by FEMA PAPPG Standards

Thompson will complete equipment check-in and certification of trucks and other equipment mobilized by the Contractor so that debris removal operations can be recorded and substantiated in accordance with the terms, conditions and unit rates in the County’s debris removal contract. In order to comply with these standards, Thompson has observed and recorded the following information during truck certifications:

- Valid driver's license of truck operator
- Valid truck registration and insurance
- Volumetric capacity of the inside of the loading container
- Calculated deductions of volumetric capacity for dog boxes, round container bottoms, and other volumetric capacity reductions
- Brief physical description of the truck
- Photographs of the truck and container



Thompson will assign a unique identification number to each truck and a placard with the truck number will be affixed to each side of the debris removal truck.

### Deploy Loading Site Collection Monitors

Thompson will deploy a debris removal collection monitor for each mechanized piece of loading equipment deployed by the Contractor unless multiple debris loading operations can be safely and substantially observed and documented by a single monitor. The Collection Monitor's primary responsibility is to observe, document, and substantiate the removal of eligible storm debris from County ROW and other collection zones identified and approved by the County. The Thompson collection monitor will be responsible for:

- Ensuring that only eligible, disaster related debris is removed for loading and hauling from approved public areas
- Ensuring that debris collected is in accordance with the regulations, safety considerations, and contract terms of the specific waste stream (i.e. hazardous waste is not loaded into container of clean vegetative debris, etc.)
- Recording the time, date, disaster number, truck number, and loading location using ADMS
- Issuing load ticket to driver when loading container is fully loaded
- Ensuring that debris loads are contained properly in the loading container prior to the departure of the truck from the loading location to the DMS
- Checking for safety considerations and areas of potential problems (school zone, utility meters, power lines, mailboxes, etc.) and reporting potential issues the Thompson Field Supervisor
- Recording and reporting any damages caused to streets, curbs, utility meters, mailboxes and other public property as a result of debris removal operations including photos, owner information, and circumstances of the damage
- Ensuring all white goods and Freon containing appliances are sorted and ready for Freon removal on site or separate transport for Freon removal before final disposal
- Certifying household hazardous wastes are segregated, handled, loaded and hauled in accordance with environmental laws and local, state, and federal regulations. HHW must be handled by specialists licensed by NCDEQ
- Ensuring work area is clear of debris to the specified level before equipment moves to a new loading area
- Other duties as directed by the debris management project manager or designated County personnel



### Monitor the Removal of Leaning Trees, Hanging Limbs, and Hazardous Stumps

Thompson anticipates beginning hazardous tree removal operations prior to or concurrent with Right-of-Way debris collection. By getting the bucket trucks out ahead of the debris removal trucks with hazardous tree and limb removal, the overall collection operation will be more efficient. Thompson will ensure that hazardous stumps are pre-approved by FEMA and that the stump removal process is documented to include before and after photographs and GPS

coordinates. The Thompson leaner, hanger, and stump monitor will be responsible for:

- Ensuring that only eligible leaners, hangers, and stumps are removed as defined by FEMA PAPPG from approved public areas
- Recording the date, GPS location, physical address, and time that the work was performed
- Measuring the eligible tree work in accordance with the County's contract
- Photo documenting the work performed to facilitate an audit ready paper trail for FEMA review

### Deploy Debris Management Site Monitors

Thompson will work with the County and its contractor to establish the appropriate number of Debris Management Site (DMS) and staff it with a DMS Monitor. DMS Monitors are responsible for completing the load transactions and recording debris volumes for loads that have been transported to the DMS for processing and storage or final disposal. DMS Monitors are responsible for observing and recording the following information:

- Debris classification
- Debris load call/volume estimation
- Truck unloading time and date
- Spot check photographs of loads before and after unloading as a Quality Assurance measure for load call methodology and to insure that trucks are completely unloaded at the DMS
- Ensure white goods and Freon containing appliances are sorted and ready for Freon removal
- Document that white goods are cleaned and processed to remove putrescent debris inside and remove all oils, solvents, and refrigerants
- Ensure hazardous and household hazardous wastes are segregated, handled, stored, and disposed in accordance with environmental laws and local, state, and federal regulations
- Document and immediately report any improper segregation of hazardous waste debris
- Ensure site safety and security



### Residential Drop-Off Sites

Thompson will work with the County to establish residential drop-off sites that can accommodate residents eager to remove debris from their property. Thompson will work with the County and the debris management contractor to establish site security, published hours of operation, and closure dates to prevent illegal dumping and manage public expectations. Thompson will provide a monitor at each County residential drop-off site to capture all documentation to substantiate residential drop-off site operations in

accordance with FEMA policy. Drop-off site Monitors are responsible for observing and recording the following information:

- Ensuring that only County residents are using the site by validating identification and address via driver's license, property tax statement, utility billing, or other method approved by the County
- Recording the address of the eligible site users
- Recording the type and quantity of debris brought to the site
- Recording and providing a copy of the completed load ticket using ADMS
- Photographing debris, as directed by the County, to verify the source and debris type
- Assisting with communicating to residents the proper handling and disposal practices
- Distributing debris information via flyers and other methods approved by the County

### Debris Disposal Diversion

Thompson will work with the County and NCDEQ to develop a recycling/debris diversion plan that minimizes the amount of potentially recyclable debris that is disposed of at landfills. White goods, e-waste, metals, vegetative and other types of debris may be processed and recycled. Thompson will ensure that salvage operations are documented separately to substantiate retainage of salvage proceeds in accordance with the current FEMA guidance and policy.

### Deploy Field Supervisors

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Thompson will deploy Field Supervisors at a 10 monitor: 1 supervisor ratio to efficiently and effectively oversee, document, and substantiate debris removal efforts. Thompson Field Supervisors will:

- Be prepared to operate a minimum of 12-14 hours per day, 7 days per week
- Verify that only eligible debris is being removed from designated public ROW and public property within assigned collection zones
- Maintain regular communication with and ensure that collection monitors are authorizing the collection and removal of eligible debris from approved public areas
- Confirm the completeness and accuracy of load tickets and field documentation generated by Thompson field staff to substantiate debris removal operations

### Damage Complaint Tracking

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Thompson field supervisors will have the primary responsibility for damage report tracking and resolution. Thompson will assign a unique Work Order number to each damage complaint and will track the Work Order by the GPS coordinate of the complaint. A map will be maintained of all damage related Work Orders. Thompson will maintain the following information for each damage complaint Work Order and organize Work Orders by Precinct:

- Work Order point of contact
- Responsible contractor/sub-contractor
- Photographs of damage
- Description of actions taken by the responsible party
- Photographs/other evidence of repair
- Cost summary, if available



## FEMA Consultation

To the extent that it is required by the County, Thompson will serve as a liaison between the County, NCDEM and FEMA to document and demonstrate that debris removal, response and recovery activities are eligible, allowable, and in compliance and in compliance with FEMA Publication FP-104-009-2 Public Assistance Program and Policy Guide.

Thompson will work with the County, NCDEM, FEMA Region 4, and FEMA Headquarters to facilitate a transparent, well documented partnership throughout the recovery effort. This will allow Thompson to integrate Disaster Specific Guidance (DSG) issued from FEMA into the County's debris removal efforts, and pro-actively create a positive working relationship with participating stakeholder regulatory agencies.

To the extent necessary, Thompson will provide the County with first and second appeal support for unfunded or de-obligated disaster related projects or initiatives that the County and Thompson mutually agree may be determined eligible by FEMA based on a re-review of existing project documentation or other review of new information presented to substantiate the eligibility of the project.

## Ordinance Review to Determine the Best Method to Perform Private Property Debris Removal

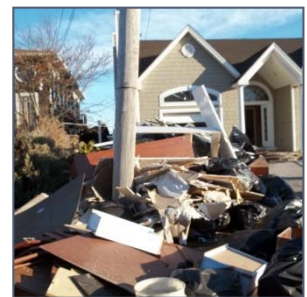
Thompson's proposed management team has previous experience with reviewing local ordinances and designing a private property debris removal (PPDR) program that demonstrates and documents that local governments have the legal authority (and FEMA eligibility) to perform a variety of debris removal programs on private property. We have performed comprehensive PPDR ordinance feasibility reviews and PPDR program implementation in Alabama, Mississippi, Louisiana, and Florida. In order to ensure that the PPDR program is successful, Thompson will have the following objectives during ordinance review:

- Identify an ordinance that clearly grants the County with the authority to enter private property to remove and dispose of debris, such as a nuisance abatement or public nuisance ordinance. This is critical in order to establish legal authority and FEMA eligibility.
- Establish a multi-step process to ensure that all proper notifications are made to property owners.
- Develop a public outreach plan to ensure that County residents in need are able to participate in the program.

## Private Property Debris Removal Monitoring

Upon review and approval of a proposed PPDR program by NCDEM and FEMA, Thompson will implement and document the program to maximize available reimbursement. PPDR programs may include:

- Vegetative, construction and demolition (C&D), and mixed waste debris removal
- Residential and commercial structural demolitions
- Leaner, hanger, and stump removal



In managing, monitoring, and documenting PPDR programs, Thompson will develop a property identification number for each property. Each property will have a PPDR "packet" that documents the following information:

- Ordinance granting legal authority under which the private property debris removal work was performed
- FEMA Historic Preservation (HP) review and approval

- Documentation of all necessary actions taken to satisfy the requirements of the ordinance
- Notification to property owner
- Posting on property
- Executed Right-of Entry Agreement
- FEMA/NCDEM Approval
- Documentation of asbestos abatement (if necessary)
- Documentation of utility disconnections (if necessary)
- Field documents and site schematic documenting eligible work performed
- Before/after photographs
- Property close-out documentation

### Special Debris Removal Monitoring

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The damage caused by hurricanes often necessitate the need for special debris removal programs which include, among others:

- Waterway debris removal
- Debris removal from drainage ditches/canals
- Parks debris removal
- Abandoned vehicle/vessel removal

To the extent necessary, Thompson management staff will review existing maintenance records to establish the pre-disaster conditions and ensure compliance with FEMA policy and work with the County's contractors, FEMA, NCDEQ, NRCS and other regulatory agencies to expeditiously remove storm generated debris from affected public facilities.

Special debris program monitors will be responsible for:

- Demonstrating that the debris/sediment/vehicle presents a hazard or immediate threat to public health and safety
- Ensuring that only eligible debris is removed as defined by FEMA PAPPG from approved public areas
- Ensuring that contaminated debris/soil is handled, processed, and disposed in accordance with the type of contaminant
- Verifying that any contaminated disaster-related debris is addressed by the specialist from NCDEQ and/or EPA and managed appropriately in the designated areas
- Recording the date, GPS location, physical address, and time that the work was performed
- Measure the eligible debris removal in accordance with the County's contract (i.e. linear foot)
- Ensuring vehicles or vessels are abandoned, e.g. the vehicle or vessel is not the owner's property and ownership is undetermined
- Verifying and documenting the chain of custody, transport and disposal of the vehicle or vessel
- Photo documenting the work performed to facilitate an audit ready paper trail for FEMA review

### Monitor Beach Scraping, Stockpiling, Screening, Placement and Shaping

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Thompson will assist in the development of a beach restoration program which will include cost and quality analysis of various sand sources and recovery methods. Debris removal from beaches involves a multitude of environmental, operational and funding challenges. Central to the matter is the fact that the removal of debris from beaches may involve as many as five (5) independent processes as summarized below:

1. **Beach Scraping:** process of recovering sand to a pre-determined depth for screening. Thompson will verify depth via transom readings at determined intervals.
2. **Stockpiling of Debris Laden Sand:** screened sand will be staged at locations along the beach. Thompson will account for debris laden sand in order to prevent double-counting.
3. **Power-screening of Debris Laden Sand:** stockpiled debris laden sand will be power-screened to level of granular acceptance. Thompson will perform QA/QC testing on the sand to ensure it meets minimum standards.
4. **Screened Sand Placement:** screened sand will be returned to scrape locations along the beach. Thompson will work with the debris contractor to manage quantities and locations for distribution.
5. **Scraping of Placed Sand:** placed sand will be shaped to its pre-storm configuration. Thompson will assist the County with ensuring that shaping meets minimum QA/QC standards established by the County.

Other means for beach debris removal such as raking may be implemented. To the extent that erosion can be demonstrated and appropriate maintenance records are maintained, Thompson may also assist the County with dredge and pumping operation to re-nourish its beaches.

### Accumulate Daily Field Data

Thompson uploads daily debris collection and disposal information from our ADMS system into a secure electronic disaster debris data management system that summarizes debris quantities to include collection and disposal information by date, debris type, collection zone, and collections and disposal location.

Thompson will plot daily collection totals using GIS software and provide the County with a map of daily collection operations and cumulative debris removal to date. Thompson's graphical reporting tools can provide the County with the collection information needed to make critical decisions and report progress to the public.

In addition, the Thompson data management system will serve as an electronic clearinghouse for photographs, electronic "ticket" transaction images, and other field reports developed to document the debris removal operation.

The following information further outlines Thompson's data management operations and capabilities. Our scalable approach has been developed to accommodate both small and large scale activations and multiple debris removal contractors.

### Data Management, Project Tracking, and Computer Accountability Programs

Thompson utilizes technology as integral part of its approach to providing debris removal monitoring services for purposes of quality assurance/quality control (QA/QC), contractor invoice reconciliation, and reporting. Each day Thompson queries and reviews truck certifications, load transactions, and unit rate transactions. This data is then used for the following purposes.

The screenshot displays a web-based interface for debris management. It features a map showing a route and a location pin. A 'DEBRIS LOAD TICKET' form is visible, containing the following information:

- Date: 09 11 2012 17:28:21
- Truck: 1260
- Project: Terebina ROW
- Site: SACHELLE HARPER
- Site: Brumale
- Latitude: 29.80984720
- Longitude: -90.72814880
- Ticket No: 1260-12251-42901

Below the form is a table with the following data:

Rate Code	Truss No	Quantity	Rate	Amount	Service Paid
1A	1	10.00	7.00	243.00	CO-01
2C	2	10.00	1.25	43.75	CO-01

### Quality Assurance/Quality Control

A critical component of the debris removal monitoring firm's responsibilities is to identify and correct any impropriety that may occur in the debris removal process. To do this, Thompson leverages its data management system to provide QA/QC through standard data queries. Such queries and parameters include:

- Count of loads by collection truck
- Trip time per load
- Trip distance
- Average load call by truck
- Average load call by disposal monitor
- Count of loads by collection location

Thompson cross references real-time data with boundary GIS mapping provided by the County. Any outliers are provided to the County and Contractor for review and resolution.

### Reporting

The final tool employed by Thompson through its data and document management system allows us to timely report progress of debris removal to the County. This reporting tool is flexible and can be tailored to report debris removal by any number of parameters. In the past we have reported debris removal according to the following:

- Percent of total estimate complete
- By GIS grid
- By Service Area
- By voting precinct
- By County political district (council districts, commission district, etc.)
- FEMA eligible versus state aid eligible
- Quantity by DMS
- By material type (vegetative, C&D, white goods, etc.)

Thompson will review the QA/QC reports each day to identify anomalies. In most cases these anomalies are explained through investigations of circumstances surrounding the irregularity. Our experience has shown that the mere fact that debris removal contractors and monitors are aware that such metrics are being monitored deters impropriety.

In addition to the cumulative debris collection and financial report, Thompson will coordinate with the contractor to provide morning summaries that will address the following:

- Number of crews deployed
- Types and quantities of equipment deployed
- Equipment/crew/monitor assignments (area/zone)
- Status of DMS operations
- Changes in operational status or problems encountered since previous report

### Reconcile Contractor Invoices

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Thompson will perform a thorough review and reconciliation of contractor invoices submitted to the County. In order for contractor payments to be verified as accurate and correct, Thompson verifies truck certification, load transactions and unit rate transactions with its database. The reconciliation will include a



review of the collection date, time, and location, as well as the debris volume, disposal time and location submitted by the Contractor against the data maintained by Thompson on behalf of the County. Upon completing the verification of each record being claimed for payment, Thompson will render a payment recommendation to the County. Thompson's payment recommendation will include the following:

- A copy of the contractor invoice
- Invoice back-up organized by program, date, service type, contract line item, and location
- A summary of discrepancies identified
- A payment recommendation report
- A cover letter summarizing the reconciliation findings and payment recommendation

### Timekeeping QA/QC

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After operations conclude each evening, Thompson will perform QA/QC on all clock in/clock out times to ensure that electronic time stamps are captured in TDMS. Time entries will be finalized on a nightly basis. Following each work week, individual monitor time logs are distributed in the field for employee review and approval. Any discrepancies in time are reviewed and reconciled by management before the monitor signs their timesheet.

# SECTION B

## QUALIFICATIONS OF THE FIRM

### History of the Firm

Thompson Consulting Services, LLC is a full service emergency response, disaster recovery and grant management consultancy, organized as a subsidiary of Thompson Holdings, Inc. (Thompson) which also includes our sister companies Thompson Engineering and Watermark Design. What began as a small company doing basic soils and materials testing in Mobile, Alabama has since grown into a national corporation with thirteen branch offices throughout five states in the southeastern United States. Our ongoing success, strong growth, consistent project delivery and commitment to 100 percent client satisfaction can be traced back to 1953 when our founder, Vester J. Thompson, established the high standards that lay the foundation of our work ethic. These standards are still upheld today and summarized as follows:

- Excellence in workmanship
- Innovative solutions
- Timely, responsive service
- Cost effectiveness

With more than 325 personnel spanning the consulting, engineering and architecture disciplines, commitment to these standards ensures a universal threshold for project quality. Our staff has a vested interest in providing safe, quality driven, successful projects that are completed on time and within budget.

The corporate organizational chart below graphically depicts the relationship between the Thompson Family of Companies and provides a brief summary of each company's service offerings. Thompson Consulting Services will serve as the contracting entity for the services requested by Dare County, North Carolina (County).



Prior to the inception of Thompson Consulting Services in 2011, disaster debris monitoring and program management services have been provided by Thompson Engineering since 1979 following Hurricane Frederic. Since then our organization has supported various local, state, and federal entities, including the United States Army Corps of Engineers (USACE), throughout the Nation respond to and recover from a variety of natural disasters. *Thompson Consulting Services was founded to focus solely on disaster preparedness, response and recovery service offerings.*

## Disaster Debris Removal Monitoring Experience Summary

*Our staff has monitored the federally reimbursed removal of over 85 million cubic yards of debris on behalf of over 250 different local and state government agencies across the United States.*

Thompson has provided disaster response and recovery services since **1979** following Hurricane Frederic. Since then, our staff has supported over **250** federal, state and local government entities plan for and respond to a variety of disaster incidents, such as, tornadoes, hurricanes, floods, earthquakes, ice storms, oil spills and other natural disasters. Our emergency response and disaster recovery consultants have over **50** years of combined experience and have responded to some of the most devastating incidents to

impact the United States in the last two decades. This work has resulted in the documentation of over **85** million cubic yards of debris and our clients successfully applying for and retaining more than **\$3.5** billion of federal grant funding for debris removal.

*Our approach to providing disaster response and recovery services to the County maintains a primary focus on the efficient and effective utilization of available resources while assisting the County in navigating the funding and compliance channels of the North Carolina Emergency Management (NCEM) and the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program.*

Thompson’s consultants have performed debris monitoring and grant administration services for over **45** Federal Emergency Management Agency (FEMA) and Federal Highway Administration (FHWA) reimbursable federally declared disasters and emergencies. A summary of our experience over the last decade is provided in the table below and a comprehensive staff experience matrix is included in Exhibit B-1.

Table B-1: Grant Programs and Funding Administered by Disaster

Disaster	Year	Clients	Grant Funds Administered	Grant Programs
Hurricane Michael (FEMA DR-4399, 4400)	2018	10	TBD	FEMA PA
Hurricane Florence (FEMA DR-4393, 4394)	2018	11	TBD	FEMA PA
Hurricane Maria (FEMA DR-4339)	2017	1	TBD	FEMA PA
Hurricane Irma (FEMA DR-4337, 4338)	2017	47	\$100,000,000	FEMA PA
Hurricane Harvey (FEMA DR-4332)	2017	6	\$20,000,000	FEMA PA
Hurricane Matthew (FEMA DR-4283-86, 4291)	2016	17	\$100,000,000	FEMA PA, FEMA HMGP
Louisiana Severe Flooding (FEMA DR-4277)	2015	2	\$65,000,000	FEMA PA, FEMA HMGP
South Carolina Severe Flooding (FEMA DR-4241)	2015	1	\$35,000,000	FEMA PA, FEMA HMGP
Winter Storm Pandora (FEMA DR-4211)	2015	3	\$750,000	FEMA PA
Alabama Severe Storms (FEMA DR-4176)	2014	4	\$2,000,000	FEMA PA
Winter Storm Pax (FEMA DR-4166)	2014	6	\$200,000,000	FEMA PA, FHWA ER, FEMA HMGP
Hurricane Sandy (FEMA DR-4085-4086)	2012	7	\$250,000,000	FEMA PA, FHWA ER, FEMA HMGP
Hurricane Isaac (FEMA DR-4080-4081)	2012	4	\$2,000,000	FEMA PA, FHWA ER
Indiana Tornadoes (FEMA DR-4058)	2012	1	\$2,500,000	FEMA PA, FHWA ER
Hurricane Irene (FEMA DR-4024)	2011	1	\$4,500,000	FEMA PA, FHWA ER
Alabama Tornadoes (FEMA DR-1971)	2011	3	\$25,000,000	FEMA PA, FEMA HMGP, FHWA ER, CDBG DR, DOE
Iowa Flooding (FEMA DR-1763)	2010	2	\$1,640,325	FEMA PA, FEMA HMGP FHWA ER
Massachusetts Snow Storm (FEMA \DR-1813)	2009	2	\$896,475	FEMA PA, FHWA ER
Hurricane Ike (FEMA DR-1791)	2008	12	\$445,504,160	FEMA PA, FEMA SRL, FHWA ER, CDBG DR

Disaster	Year	Clients	Grant Funds Administered	Grant Programs
Hurricane Gustav (FEMA DR-1786)	2008	6	\$19,374,540	FEMA PA, FEMA SRL, FEMA HMGP, FHWA ER
Hurricane Dolly (FEMA DR-1780)	2008	2	\$17,241,000	FEMA PA, FHWA ER
Oklahoma/Missouri Ice Storm (FEMA DR-1735)	2007	2	\$12,375,000	FEMA PA, FHWA ER
Missouri Ice Storm (FEMA DR-1676)	2007	3	\$31,523,000	FEMA PA, FHWA ER
New York Winter Storm (FEMA DR-1665)	2006	7	\$20,700,000	FEMA PA, FHWA ER, NRCS
Hurricane Wilma (FEMA DR-1609)	2005	15	\$214,491,000	FEMA PA, FEMA HMGP, FHWA ER, NRCS
Hurricane Rita (FEMA DR 1606)	2005	2	\$96,000,000	FEMA PA, FHWA ER
Hurricane Katrina (FEMA DR 1602-1604)	2005	30	\$914,304,040	FEMA PA, FEMA HMGP, FHWA ER, NRCS
Hurricane Dennis (FEMA DR-1595)	2005	3	\$90,000,000	FEMA PA, FHWA ER
Hurricane Ivan (FEMA DR-1551)	2004	3	\$243,332,500	FEMA PA, FEMA HMGP, FHWA ER, NRCS
Hurricane Frances (FEMA DR-1545)	2004	1	\$5,000,000	FEMA PA, FHWA ER
Hurricane Charley (FEMA DR-1539)	2004	3	\$97,085,850	FEMA PA, FHWA ER

Thompson’s clients benefit from our long and consistent history in providing disaster response and recovery services through the incorporation of program management best practices gained over the years, and understanding of current federal disaster recovery guidelines and procedures.

### Project Experience Summary

#### Prior Experience with Dare County

Thompson has served as a standby debris monitoring contractor for the County since 2012. We have consistently participated in the County’s disaster preparedness efforts over the years and provided disaster debris removal monitoring services following Hurricane Matthew in 2016 and Hurricane Dorian in 2019.

Following Hurricane Matthew, Thompson immediately responded to the County and established debris removal monitoring operations. In addition, through cooperative procurement with the County, Thompson also provided debris removal monitoring services to the following municipalities within the County.

- Town of Kill Devil Hills
- Town of Kitty Hawk
- Town of Manteo
- Town of Nags Head
- Town of Southern Shores

Over all, Thompson substantiated 91,867 cubic yards of vegetative and C&D debris removal as well as the removal of 473 hazardous leaning trees and 403 hazardous hanging limbs.

Dare County activated Thompson to perform disaster debris removal monitoring service again in 2019 following Hurricane Dorian. The Towns of Duck and Kitty Hawk also activated Thompson through the County’s contract. Thompson responded to all communities and provided personnel and equipment to document the collection of over 100,000 cubic yards of debris.

We understand many of the unique challenges the County will face following a future disaster, including:

- Limited access points and bridges to the barrier islands



- Limited availability of debris management sites (DMS), particularly on the Outer banks
- Effects of debris removal on tourism
- Coordination with state agencies and local communities

Record of Prior Successful Experience

Thompson has an exceptional record of performance on our previous and existing contracts. The following select project examples highlight our experience and capabilities performing similar services to the scope of work requested by the County and include several recent examples that demonstrate our experience and ability to guide local governments to meet the FEMA Public Assistance Program eligibility requirements for debris removal and monitoring.

In addition, many of these projects provide evidence of our ability to perform damage assessment, right-of-way monitoring, sand recovery and beach remediation, waterway and marine debris removal, hazardous leaner/hanger removal, disposal site monitoring, solid and hazardous waste management and FEMA reimbursement.

Carteret County, North Carolina Sept 2018 – Feb 2019  
 Hurricane Florence Debris Removal Monitoring Debris Quantity: 1,400,000 CY

**Summary:** Hurricane Florence was a powerful hurricane that caused catastrophic damage in the Carolinas in September 2018. Following the safe passage of the storm Thompson immediately responded to Carteret County to begin coordinating with the County on establishing and implementing monitoring debris disposal operations at temporary debris management site locations as well a citizen drop-off sites. Overall, Thompson provided debris disposal monitoring at 15 sites throughout the County and documented the disposal of over 1,150,000 cubic yards of vegetative debris and 180,000 cubic yards of construction and demolition (C&D) debris. Thompson also monitored grinding and compacting activities resulting in over 280,000 cubic yards of mulch and 170,000 cubic yards of compacted C&D.

City of Jacksonville, North Carolina Sept 2018 – Feb 2019  
 Hurricane Florence Debris Removal Monitoring Debris Quantity: 350,000 CY



**Summary:** As the standby debris removal monitor for the City of Jacksonville, Thompson was prepared and ready to immediately initiate debris removal monitoring activities following the safe passage of Hurricane Florence. Thompson began hiring and training local residents to serve as debris removal monitors and coordinated closely with the City and their debris hauler to identify crew configurations and assignments. Thompson monitored debris removal from the City’s right-of-way, resulting in the collection of nearly 270,000 cubic yards of vegetative debris and over 3,000 tons of construction and demolition debris removal. In addition the City conducted a hazardous tree and limb removal program resulting in the removal of 423 hazardous trees and over 2,500 hazardous tree limbs.

North Carolina Department of Transportation, Sampson County October 2018 – March 2019  
 Hurricane Florence Debris Removal Monitoring Debris Quantity: 14,000 Tons

**Summary:** Thompson assisted NCDOT as a prime contractor following Hurricane Florence. Activated in Division 3, District 2, Thompson monitored the removal of over 14,000 tons of vegetative and construction and demolition (C&D) debris from state-maintained rights-of-way within Sampson County. Thompson coordinated with the District Engineer and Assistant District Engineer to successfully ensure the debris removal contractor was responsive to NCDOT requests. Through Thompson’s TDMS live portal, NCDOT was provided live debris removal mapping, collection data, daily reports, cost estimates, contractor invoices and audit-ready documentation to

substantiate NCDOT’s claims for FEMA reimbursement.

Gadsden County, Florida

October 2018 – February 2019

Disaster Debris Removal Monitoring

Debris Quantity: 1,800,000 CY



**Hurricane Michael:** After the passage of Hurricane Michael through the panhandle of Florida, Gadsden County emerged from a devastating storm that left the economically disadvantaged County impassable. After the County mobilized their debris contractors, they found themselves without a debris monitoring firm under contract. Within hours of a phone call from the County, Thompson’s contract for debris removal monitoring services was signed with a representative on site, and Thompson deployed a response team to the County immediately.

Four days after the storm caused historic damage to Gadsden County, the Florida Department of Transportation (“FDOT”) assumed the legal responsibility of the

Gadsden County debris contracts, including Thompson’s contract. This contract assumption created a secondary client relationship, both with Gadsden County and FDOT, for the duration of the mission. In addition to County roadways, six municipalities entered into inter-local agreements to have the County assume responsibility for the debris mission. Thompson worked closely with the County, FDOT and FDEM to ensure all contracting was in accordance with FEMA eligibility.

Ultimately, over 235 residents were hired as debris removal collection and /or disposal monitors, and Thompson documented the removal of over 1.8 million cubic yards of debris from County right-of-way (ROW). Thomson also monitored the removal of over 69,000 hazardous limbs, and 17,000 trees throughout the County.

City of Fort Lauderdale, Florida

September – December 2017

Hurricane Irma Disaster Debris Removal Monitoring / PPDR

Debris Quantity: 460,000 CY



**Summary:** Thompson has maintained a stand-by debris monitoring contract with the City of Fort Lauderdale (City) for over five years prior to being activated following Hurricane Irma in September of 2017. During that time, Thompson performed annual debris training and disaster response process reviews with the City in order to maintain a high level of operational readiness should our debris monitoring team ever be needed to respond.

In advance of Hurricane Irma, the City activated Thompson’s contract, and Thompson deployed a response team to the City immediately following passage of Hurricane Irma. Thompson began debris operations immediately with over 75 field staff ready

due to our pre-deployment of resources. Thompson monitored the removal of over 460,000 cubic yards of vegetative and construction and demolition debris, as well as the removal of hazardous limbs from 12,000 trees and the complete removal of over 400 hazardous leaning trees. Thompson also worked closely with the City and its stakeholders to obtain approval for, and implement a FEMA approved private property debris removal program that has resulted in the removal of debris from private property and gated communities.

Furthermore, high wind and storm surge displaced nearly 60,000 cubic yards of beach sand onto A1A, City sidewalks, City parking lots, and other facilities including picnic areas and volleyball courts. The sand on A1A was pushed back to the beach entrances and onto the sidewalks during the emergency push, leaving massive 10 foot piles of sand covering the iconic the Fort Lauderdale Beach wave wall. Within hours of a notice to proceed, Thompson began coordinating with the City, County, FDEP and FEMA to begin emergency sand recovery and screening to remove the large piles and return the sand to the beach. Thompson coordinated with the Contractor to ensure project completion within an expedited debris removal schedule that allowed the City to quickly recover from the costly environmental and economic impacts of Hurricane Irma.

City of Daytona Beach, Florida

October 2016 – March 2017

Debris Removal Monitoring & FEMA Grant Management Support

Debris Quantity: 330,000 CY



**Hurricane Irma:** Following Hurricane Irma, the City once again activated Thompson to provide disaster debris removal monitoring and FEMA PA services. Thompson immediately began coordinating with the City's debris removal contractor to determine crew configurations and onboarding local residents for debris removal monitor positions. Thompson monitored and documented the removal of over 117,077 cubic yards of debris, completing debris removal operations in less than three months.

**Hurricane Matthew:** As the City's debris monitor and FEMA Public Assistance grant management consultant, Thompson is assisting the City of Daytona Beach with their debris removal operations and FEMA PA activities following the devastating impacts of Hurricane Matthew. Thompson immediately responded to the City following passing of Hurricane Matthew to begin on-boarding and training local residents as debris removal monitors. Overall, Thompson monitored, documented, and substantiated reimbursement for the removal of 330,000 cubic yards of debris. In addition, Thompson has assisted the City with the identification of eligible projects, provided FEMA policy and process guidance, and continues to provide hands-on support to prepare and review the City's documentation and FEMA project worksheets. Thompson's FEMA PA consultants have a seven-year history of performance with Daytona Beach.

**DDMP Update:** In 2015 the City Public Works Department contracted Thompson to assist in updating their existing Disaster Debris Management Plan to meet current FEMA guidelines. The updated DDMP defines debris management roles and responsibilities and policies and procedures the City will refer to following a debris generating incident. Thompson also conducted validity assessments of the City's pre-identified temporary debris management site locations.

Lee County, Florida

September 2017 – March 2018

Hurricane Irma Disaster Debris Removal Monitoring

Debris Quantity: 2,319,784 CY



**Summary:** As Lee County braced for the potential impact of Hurricane Irma, the strongest Atlantic basin hurricane ever recorded, they activated Thompson's contract for debris removal monitoring services, and Thompson prepared to deploy a response team to the County immediately following the passage of Hurricane Irma. Hurricane Irma made a secondary U.S. landfall just South of Lee County, however still passed through the County as a strong devastating storm. Hurricane Irma left property damage, flooding from rainfall, and downed trees and power lines throughout the County.

Thompson began operations immediately upon receiving a notice to proceed and working closely with the County's debris removal contractor to quickly begin debris removal operations. Thompson monitored the removal of over 2 million cubic yard of debris from County ROW, and performed special debris removal programs including a commercial, parks, and utilities ROW removal monitoring. Thomson also monitored the removal of over 70,000 hazardous limbs, and 4,000 trees throughout the County. In addition, Thompson substantiated the removal of nearly 10,000 CY of vegetation from County waterways.

Chatham County, Georgia

October 2016 – April 2017

Hurricane Matthew Disaster Debris Removal Monitoring / PPDR

Debris Quantity: 1,600,000 CY

**Hurricane Irma:** Following Hurricane Irma in 2017, Chatham County again activated Thompson to provide disaster debris removal monitoring and disaster recovery services. Thompson mobilized within 24 hours of receiving a notice to proceed. Nearly 200,000 cubic yards of debris was collected and documented from County roadways.

**Hurricane Matthew:** Thompson has maintained a stand-by debris monitoring contract with Chatham County, GA (County) for over four years prior to being activated following Hurricane Matthew in October of 2016. During that

time, Thompson performed annual debris training and disaster response process reviews with the County in order to maintain a high level of operational readiness should our debris monitoring team ever be needed to respond to a, historically and, statistically rare direct hurricane impact to the coast of Georgia.



While Hurricane Matthew worked its way up the Atlantic Coast, Thompson deployed a response team to the County 72 hours prior to receiving a notice to proceed in anticipation of a contract activation. In the aftermath of the hurricane, the County activated Thompson’s contract, and we began debris operations immediately with over 75 field staff ready due to our diligent planning and pre-deployment of resources. Thompson monitored the removal of over 1,600,000 cubic yards of vegetative debris, as well as the removal of hazardous limbs from 16,000 trees and the complete removal of over 900 hazardous leaning trees. In addition, Thompson has worked closely with the County and its stakeholders to obtain approval for, and

implement a FEMA approved private property debris removal program that has resulted in the removal of over 200,000 cubic yards.

Volusia County, Florida

September – December 2017

Disaster Debris Removal Monitoring & Contractor Procurement

Debris Quantity: 858,138 CY

**Hurricane Irma:** Thompson provided debris monitoring and public assistance consulting services to Volusia County following Hurricane Irma. In total, Thompson monitored the removal of over 850,000 cubic yards of debris and over 12,000 hazardous leaning trees, hanging limbs and stumps. This project included coordination with two different debris contractors and required monitoring at four debris management sites and three disposal sites. Thompson also provided FEMA Public Assistance Consulting services and expects the City to recover approximately \$30 million in reimbursement for Hurricane Irma related costs.

**Debris Management Contract Procurement:** Thompson assisted the County in preparing procurement documents for disaster debris removal and disposal services. Thompson has aided in reviewing scope of work requirements as well as pricing configurations for the request of proposal package/solicitation. Following open solicitation, Thompson assisted the County in reviewing each proposal response and providing the County with an "apples to apples" comparison of the submissions.

**Disaster Debris Management Plan (DDMP) Update:** Following Hurricane Irma, the County selected Thompson to perform an update to their existing DDMP. Thompson provided the County with an updated plan in accordance with current FEMA Public Assistance Policy and Procedures guidance. This also included revamping the County’s debris collection and removal strategy and documentation on debris management sites (DMS).

South Carolina Department of Transportation (SCDOT)

Feb 2014 – Mar 2017

Debris Removal Monitoring and Public Assistance Consulting

Debris Quantity: 2,275,000 CY



**Hurricane Matthew 2016:** Following Hurricane Matthew, the SCDOT again activated Thompson to provide disaster debris removal monitoring and disaster recovery services in seven counties, including Colleton, Darlington, Florence, Horry, Orangeburg, Sumter and Williamsburg. Thompson mobilized within 24 hours of receiving a notice to proceed. Over 956,000 cubic yards of vegetative debris was collected from state-maintained roadways.

**Severe Flooding 2015:** South Carolina experienced severe storms and heavy rainfall which left multiple counties throughout the State flooded and in need of disaster assistance. Homeowners began removing damaged household items and piling debris along the right-of-way. SCDOT activated Thompson to guide and assist with response and recovery efforts. Thompson worked with the SCDOT to quickly establish debris removal operations along State maintained roadways and assisted in the development of a Mutual Aid Agreement for SCDOT to provide debris removal and monitoring services to participating counties along municipal roadways as well. Thompson performed monitoring



services in 11 counties throughout the State and documented over 111,500 cubic yards of C&D debris, as well as 39.89 tons of unregulated E-Waste, 1,480 units of regulated E-Waste, 48.4 tons of HHW and 486 units of white goods. In addition, hundreds of roadways and bridges throughout the State were compromised from the flood waters and SCDOT has again sought the services of Thompson's FEMA Public Assistance professionals to assist in development of project worksheets.

**Winter Storm Pax 2014:** Winter Storm Pax coated an 18 county area in South Carolina with up to 1.5" of ice and generated widespread vegetative debris. The SCDOT activated its pre-event contract with Thompson to monitor a six county area in the eastern part of the state including, Horry, Georgetown, Williamsburg, Florence, Dillon, and Marion Counties. Thompson monitored, documented, and substantiated reimbursement for the removal of 1,200,000 cubic yards of debris and the removal of hazardous limbs from 175,000 hazardous trees by three debris removal contractors. Thompson also supported the SCDOT by providing Federal Emergency Management Agency (FEMA) Public Assistance, Category A and B consulting services, overseeing the preparation of more than 115 large Project Worksheets on behalf of SCDOT and recovering more than \$155,000,000 in funding.

### References

The following references attest to the versatility of Thompson and the capabilities that we maintain in debris monitoring and disaster related services. We believe the highest praise a consultancy can receive is that of a recommendation from a previous or current client.

Carteret County, North Carolina	Sept 2018 – Feb 2019
<p>Disaster Debris Disposal Monitoring</p> <p>Eugene Foxworth, Planning Director 252-728-8545 eugene.foxworth@carteretcountync.gov</p>	<p>Debris Quantity: 1,400,000 CY</p> <p>302 Court House Square Beaufort, NC 28516</p>
City of Jacksonville, North Carolina	Sept 2018 – Feb 2019
<p>Disaster Debris Removal Monitoring</p> <p>Wally Hansen, Public Services Director 910-938-5233 whansen@jacksonvillenc.gov</p>	<p>Debris Quantity: 350,000 CY</p> <p>P.O. Box 128 Jacksonville, NC 28541</p>
North Carolina Department of Transportation, Sampson Co.	Oct 2018 – March 2019
<p>Disaster Debris Removal Monitoring</p> <p>Keith Eason, PE, District Engineer 910-682-5100 dkeason@ncdot.gov</p>	<p>Debris Quantity: 14,000 Tons</p> <p>220 North Boulevard Clinton, North Carolina 28328</p>
Chatham County, Georgia	October 2016 – March 2017
<p>Disaster Debris Removal Monitoring / PPDR</p> <p>Robert Drewry, Public Works and Park Services Director (912) 661-1352 RWDrewry@chathamcounty.org</p>	<p>Debris Quantity: 1,400,000 CY</p> <p>7226 Varnedoe Drive Savannah, GA 31406</p>
Volusia County, Florida	September – December 2017
<p>Disaster Debris Removal Monitoring</p> <p>John Anguili, Director (386) 736-5965 janguilli@volusia.org</p>	<p>Debris Quantity: 858,138 CY</p> <p>123. W. Indiana Avenue DeLand, FL 32720</p>



## Experience & Knowledge of Federal, State & Local Emergency Management

Our recent disaster recovery and debris monitoring experience in Texas, Georgia, Florida, North Carolina, South Carolina, Virginia, Louisiana, Mississippi, and Alabama demonstrates Thompson's ability to comply with application requirements of the FEMA Public Assistance Alternative Procedures Pilot Program for Debris Removal as well as other guidance documents and eligibility requirements issued by FEMA. Thompson closely monitors changes to FEMA policy and guidance so that we can make the appropriate changes to our own practices and procedures in order to best protect the clients we serve. For instance, our team is thoroughly versed and ready to implement the Public Assistance Program and Policy Guide (PAPPG) (updated April 2018) which incorporates and supersedes language from other PA Program publications including FEMA 325, 327 and the 9500 Series.

Thompson's consultants are well versed in federal program compliance regulations and policy for FEMA and other federal agencies. Although the guidance listed below is not exhaustive in nature, it is a sample of specific material which may shape the County's recovery. Our consultants understand the material contained in these documents and will use this to aid in the recovery and reimbursement of all eligible debris and other related project costs in conjunction with local regulations and existing agreements. Thompson's goal is to promote an effective recovery in the most efficient amount of time while focusing on the end product of reimbursement though compliance with all applicable federal, state and local regulations.

- Local/state government debris management plan/standard operating procedures
- Local/state government purchasing guidelines and manuals
- Local government code of ordinances
- Local memorandums of understanding or mutual aid agreements
- FEMA Public Assistance Program and Policy Guide (FEMA PAPPG)
- FEMA Damage Assessment Operations Manual (April 5, 2016)
- OMB Circular A-87 – Cost Principles for State, Local and Indian Tribal Governments
- OMB Circular A-133 – Audits of States, Local Governments and Non-Profit Organizations
- 44 CFR Part 13 – Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

***Thompson's approach to providing disaster debris monitoring services begins with the desired outcome at the forefront of what we do: document debris removal in a manner to ensure maximum grant reimbursement to our clients.*** Through past experience and lessons learned, we have been able to develop a fine tuned and tested approach to efficiently and effectively meet or exceed the FEMA compliance regulation standards for maximum reimbursement to our clients. When dealing with disaster recovery and compliance with FEMA and other federal agency regulations, not many things can take the place of first-hand experience. Our debris monitoring and reimbursement procedures, tools and training methods are the results of a unique blend of theoretical and applied implementation strategies on real recovery projects. The County receives the benefits of past client successes which have been retained and included in our program knowledge base. By the same token, we have been able to actively morph our tools based on the ever changing environment of debris monitoring and reimbursement assistance.

# EXHIBIT B-1

## STAFF EXPERIENCE MATRIX

# Thompson Consulting Services

## Staff Experience Matrix

Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaner/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEMA Category A&B Reimbursement Support
<b>TROPICAL STORM IMELDA 2019 – PRESENT</b>																
EVENT TOTAL CUBIC YARDS – TBD																
City of Beaumont, TX	4466	3,850	◆		◆		◆						◆			
City of Liberty, TX	4466	TBD	◆		◆		◆						◆			
<b>HURRICANE DORIAN 2019 – PRESENT</b>																
EVENT TOTAL CUBIC YARDS – TBD																
Currituck County, NC	4465	TBD	◆		◆		◆	◆					◆			
Dare County, NC	4465	TBD	◆		◆		◆	◆					◆			
<b>HURRICANE BARRY 2019</b>																
EVENT TOTAL CUBIC YARDS – 87,359																
Terrebonne Parish, LA	4458	50,790	◆		◆		◆						◆			
City-Parish East Baton Rouge, LA	4458	36,569	◆		◆		◆						◆			
<b>HURRICANE MICHAEL 2018 -2019</b>																
EVENT TOTAL CUBIC YARDS – TBD																
Leon County, FL	4399	1,043,757	◆		◆		◆	◆					◆			
City of Tallahassee, FL	4399	427,650	◆		◆		◆	◆					◆			
Gadsden County, FL	4399	1,524,442	◆		◆	◆	◆	◆					◆			
Jackson County, FL	4399	122,956	◆		◆	◆	◆	◆					◆			
Tyndall Air Force Base, FL	4399	57,466					◆						◆			
Georgia Department of Transportation	4400	184,527	◆		◆		◆						◆			
Thomas County, GA	4400	45,031	◆		◆		◆	◆					◆			
<b>HURRICANE FLORENCE 2018 – 2019</b>																
EVENT TOTAL CUBIC YARDS – TBD																
Town of Bogue, NC	4393	8,915	◆		◆		◆						◆			
Carteret County, NC	4393	1,507,059	◆		◆	◆	◆						◆			
Cumberland County, NC	4393	1,319	◆		◆		◆						◆			
City of Jacksonville, NC	4393	269,383	◆		◆		◆	◆					◆			
Dept. of Transportation, NC	4393	14,153	◆		◆		◆	◆					◆			
Town of Swansboro, NC	4393	30,816	◆		◆		◆	◆					◆			
<b>HURRICANE MARIA 2017 - 2019</b>																
EVENT TOTAL CUBIC YARDS – 460,000																
Dept. of Transportation, PR	4339	1,275,612	◆		◆		◆	◆					◆			
<b>HURRICANE IRMA 2017 – 2018</b>																
EVENT TOTAL CUBIC YARDS – 12,000,000																
City of Altamonte Springs, FL	4336	68,144	◆		◆		◆	◆					◆			
City of Bonita Springs, FL	4336	536,487	◆		◆	◆	◆	◆					◆			
City of Casselberry, FL	4336	31,317	◆		◆		◆	◆					◆			
Citrus County, FL	4336	173,920	◆		◆		◆						◆			
Hendry County, FL	4336	300,110	◆		◆		◆	◆					◆			
City of Cooper City, FL	4336	153,376	◆		◆		◆	◆					◆			
City of Crystal River, FL	4336	3,142	◆		◆		◆						◆			
City of Daytona Beach, FL	4336	117,077	◆		◆		◆						◆			
City of Deland, FL	4336	129,377	◆		◆		◆	◆					◆	◆		
City of Delray Beach, FL	4336	173,674	◆		◆		◆	◆					◆			
City of Flagler Beach, FL	4336	27,515	◆		◆		◆						◆			
City of Ft Lauderdale, FL	4336	647,519	◆		◆	◆	◆	◆	◆				◆			◆
City of Ft Myers, FL	4336	331,986	◆		◆		◆	◆					◆			
Town of Ft Myers Beach, FL	4336	24,783	◆		◆		◆						◆			
Glades County, FL	4336	40,827	◆		◆		◆						◆			
Hernando County, FL	4336	118,699	◆		◆		◆	◆					◆			
City of Hialeah, FL	4336	211,704	◆		◆		◆	◆					◆			

# Thompson Consulting Services

## Staff Experience Matrix

Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaner/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEIMA Category A&B Reimbursement Support
City of Inverness, FL	4336	10,238	◆		◆		◆						◆			
City of Lake Mary, FL	4336	55,826	◆		◆		◆	◆					◆			
City of Lakeland, FL	4336	260,084	◆		◆		◆	◆					◆			
City of Largo, FL	4336	54,992	◆		◆		◆						◆			
Lee County, FL	4336	2,319,785	◆		◆	◆	◆	◆				◆	◆			
City of Leesburg, FL	4336	27,118	◆		◆		◆	◆					◆			
Leon County, FL	4336	37,619	◆		◆		◆						◆			
City of Maitland, FL	4336	36,443	◆		◆		◆	◆					◆			
Manatee County, FL	4336	560,188			◆		◆	◆			◆		◆			
City of Margate, FL	4336	94,506	◆		◆		◆	◆					◆			◆
City of Miami Springs, FL	4336	165,755	◆		◆		◆	◆					◆			
City of Oak Hill, FL	4336	6,124	◆		◆		◆						◆			
City of Orange City, FL	4336	47,722	◆		◆	◆	◆	◆					◆			
City of Orlando, FL	4336	216,508	◆		◆		◆	◆					◆			
City of Ormond Beach, FL	4336	157,371	◆		◆		◆	◆					◆			
City of Oviedo, FL	4336	39,208	◆		◆		◆						◆			
City of Palm Bay, FL	4336	253,867	◆		◆		◆						◆			
City of Stuart, FL	4336	17,851	◆		◆		◆	◆					◆			
Sumter County, FL	4336	116,322	◆		◆		◆	◆					◆			
Solid Waste Authority Palm Beach Co	4336	3,035,786	◆		◆		◆	◆			◆		◆			◆
City of Venice, FL	4336	12,817	◆		◆		◆	◆					◆			
City of Vero Beach, FL	4336	69,897	◆		◆		◆						◆			
Volusia County, FL	4336	858,138	◆		◆	◆	◆	◆			◆		◆	◆		◆
Chatham County, GA	4338	100,889	◆		◆		◆	◆					◆			
Georgia Department of Transportation	4338	27,559	◆		◆		◆						◆			
<b>HURRICANE HARVEY 2017 – PRESENT</b>																
EVENT TOTAL CUBIC YARDS – 3,000,000																
Aransas County, TX	4332	2,775,000	◆		◆	◆	◆	◆			◆		◆			
City of Beaumont, TX	4332	70,857	◆		◆		◆						◆			
City of Lake Jackson, TX	4332	4,281	◆		◆		◆						◆			
Newton County, TX	4332	8,859	◆		◆		◆						◆			
City of Santa Fe, TX	4332	22,690	◆		◆		◆						◆			
City of Texas City, TX	4332	22,400	◆		◆		◆						◆			
<b>TENNESSEE WILDFIRES 2016 – 2018</b>																
EVENT TOTAL CUBIC YARDS – 676t																
City of Gatlinburg, TN	4293	404t	◆	◆							◆		◆	◆	◆	
Sevier County, TN	4293	272t	◆	◆							◆		◆	◆	◆	
<b>HURRICANE MATTHEW – 2016-2017</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – TBD																
City of Norfolk, VA	4291	29,000	◆		◆		◆	◆					◆			
City of Southern Shores, NC	4285	20,000	◆		◆		◆	◆					◆			
Dare County, NC	4285	96,000	◆		◆		◆	◆				◆	◆			
City of Lumberton, NC	4285	26,000	◆		◆		◆	◆					◆			
SC Department of Transportation	4286	960,000	◆		◆		◆	◆					◆			◆
Chatham County, GA	4284	1,400,000	◆		◆	◆	◆	◆			◆		◆			
City of Effingham, GA	4284	11,000	◆		◆		◆	◆					◆			
City of Pooler, GA	4284	17,000	◆		◆		◆	◆					◆			
Georgia Department of Transportation	4284	180,000	◆		◆		◆	◆					◆			
City of St. Augustine, FL	4283	83,000	◆		◆		◆	◆					◆			◆
City of Orange City, FL	4283	13,000	◆		◆		◆	◆					◆			
City of Ormond Beach, FL	4283	170,000	◆		◆		◆	◆					◆			◆
City of Deland, FL	4283	57,000	◆		◆		◆	◆					◆			

# Thompson Consulting Services

## Staff Experience Matrix

Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaner/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEMA Category A&B Reimbursement Support
City of Daytona Beach, FL	4283	330,000	◆		◆		◆	◆					◆			◆
City of Palm Bay, FL	4283	99,000	◆		◆		◆	◆								
Solid Waste Authority Palm Beach Co.	4283	14,000	◆		◆		◆	◆					◆			
City of Vero Beach, FL	4283	27,000	◆		◆		◆	◆					◆			
<b>SEVERE STORMS &amp; FLOODING – 2016</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – TBD (Projects Ongoing)																
City-Parish of East Baton Rouge, LA	4277	1,800,000	◆		◆		◆		◆		◆		◆	◆		◆
City of Denham Springs, LA	4277	250,000	◆		◆		◆				◆			◆		◆
<b>SEVERE STORMS &amp; FLOODING – 2016</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 44,736																
Vernon Parish, LA	4263	7,706	◆		◆		◆						◆			◆
Newton County, TX	4266	37,030	◆		◆		◆						◆			◆
<b>SEVERE STORMS &amp; FLOODING – 2015</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 120,000																
SC Department of Transportation	4241	120,000	◆	◆	◆		◆						◆			◆
<b>SEVERE WINTER STORM PANDORA – 2015</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 271,000																
Putnam County, TN	4211	140,000	◆		◆		◆	◆					◆			◆
Fentress County, TN	4211	77,000	◆		◆		◆	◆					◆			◆
Overton County, TN	4211	54,000	◆		◆		◆	◆					◆			◆
<b>TORNADOES – 2014</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 144,000																
City of Adamsville, AL	4176	22,000	◆		◆		◆	◆					◆			◆
City of Graysville, AL	4176	80,000	◆		◆		◆	◆					◆			◆
City of Kimberly, AL	4176	20,000	◆		◆		◆	◆					◆			◆
Lee County, AL	4176	22,000	◆		◆		◆	◆					◆			◆
<b>SEVERE WINTER STORM PAX – 2014</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 2,930,000																
South Carolina DOT	4166	1,200,000	◆		◆		◆	◆	◆				◆			◆
Georgetown County, SC	4166	105,000	◆		◆	◆	◆	◆					◆	◆		◆
Marion County, SC	4166	25,000	◆		◆		◆	◆					◆			
Williamsburg County, SC	4166	40,000	◆		◆	◆	◆	◆					◆			
Aiken County, SC	4166	1,500,000	◆		◆	◆	◆	◆				◆	◆			◆
Allendale County, SC	4166	60,000	◆		◆		◆	◆					◆			
<b>HURRICANE ISAAC – 2013</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 950																
Iberville Parish, LA (Waterways)	4080	950	◆				◆					◆	◆			◆
<b>HURRICANE ISAAC – 2013</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 1,000																
AL Port Authority (Wetlands)	4082	1,000	◆									◆	◆			
<b>HURRICANE SANDY – 2012</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 125,000																
City of Hoboken, NJ	4086	25,000	◆	◆	◆								◆			◆
Town of Babylon, NY	4085	100,000	◆		◆								◆			
<b>HURRICANE ISAAC – 2012</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 92,000																
Terrebonne Parish, LA	4080	56,000	◆		◆	◆	◆	◆					◆			◆
Denham Spring, LA	4080	9,000	◆		◆	◆	◆	◆					◆			◆
Hancock County, MS	4081	23,000			◆		◆		◆				◆			
Jackson County, MS	4081	4,000			◆		◆			◆						◆
<b>HURRICANE IRENE – 2011</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 465,000																



# Thompson Consulting Services

## Staff Experience Matrix

Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaner/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEIMA Category A&B Reimbursement Support
Saluda Residency, Virginia DOT	4024	100,000			♦		♦	♦								
Petersburg Residency, Virginia DOT	4024	75,000			♦		♦	♦								
Ashland Residency, Virginia DOT	4024	200,000			♦		♦	♦								
Chesterfield Residency, Virginia DOT	4024	15,000			♦		♦	♦								
City of Portsmouth, Virginia	4024	50,000			♦		♦	♦								
Brunswick County, Virginia	4024	25,000			♦		♦	♦								
<b>TORNADOES – 2011</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 450,000																
City of Tuscaloosa, AL	1971	N/A		♦							♦		♦	♦	♦	♦
Calhoun County, AL	1971	350,000	♦		♦		♦	♦	♦		♦		♦		♦	♦
Alabama DCNR	1971	100,000	♦		♦	♦	♦	♦	♦				♦		♦	
<b>TORNADOES – 2010</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 18,944																
City of Norman, OK <sup>[1]</sup>	1926	18,944	♦		♦		♦	♦	♦				♦			♦
<b>FLOODING – 2010</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 348,895																
City of Nashville, TN <sup>[2]</sup>	1909	275,540			♦		♦		♦				♦			
City of Cedar Rapids, IA <sup>[2]</sup>	1763	109,355	♦												♦	
<b>ROCK SLIDES – 2009</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 60,000																
City of Chattanooga, TN	N/A	60,000	♦		♦	♦										
<b>SNOW STORMS – 2009</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 59,765																
Town of Spencer, MA <sup>[1]</sup>	1813	10,930	♦		♦		♦	♦	♦				♦			♦
Town of Sterling, MA <sup>[1]</sup>	1813	48,835	♦		♦		♦	♦	♦				♦			♦
<b>HURRICANE IKE – 2008</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 12,275,208																
City of Houston, TX <sup>[1]</sup>	1791	4,500,000	♦	♦	♦	♦	♦	♦	♦				♦	♦		♦
Harris County, TX <sup>[1]</sup>	1791	2,500,000	♦	♦	♦	♦	♦	♦	♦				♦	♦		♦
Galveston County, TX <sup>[3]</sup>	1791	1,400,000	♦		♦	♦	♦	♦	♦		♦		♦	♦		♦
City of Baytown, TX <sup>[1]</sup>	1791	1,000,000	♦		♦	♦	♦	♦	♦			♦	♦	♦		♦
Montgomery County, TX <sup>[1]</sup>	1791	871,452	♦		♦		♦	♦	♦				♦			♦
Fort Bend County, TX <sup>[1]</sup>	1791	415,000	♦		♦	♦	♦	♦	♦				♦			♦
Town of Dauphin Island, AL <sup>[1]</sup>	1797	50,000	♦		♦	♦			♦	♦	♦		♦			♦
Hardin County, TX <sup>[1]</sup>	1791	200,000	♦		♦		♦	♦	♦				♦			♦
City of Sugarland, TX <sup>[1]</sup>	1791	125,000	♦		♦	♦	♦	♦	♦				♦			♦
City of Missouri City, TX <sup>[1]</sup>	1791	97,238	♦		♦	♦	♦	♦	♦				♦			♦
<b>HURRICANE GUSTAV – 2008</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 968,727																
Terrebonne Parish, LA <sup>[2]</sup>	1786	296,039	♦		♦	♦	♦	♦	♦		♦	♦	♦		♦	♦
St. Landry Parish, LA <sup>[2]</sup>	1786	225,000	♦		♦	♦	♦	♦	♦		♦		♦			♦
Iberville Parish, LA <sup>[2]</sup>	1786	179,185	♦		♦	♦	♦	♦	♦				♦			♦
City of New Orleans, LA <sup>[2]</sup>	1786	136,559	♦		♦	♦	♦	♦	♦				♦			♦
City of Thibodaux, LA <sup>[4]</sup>	1786	78,820	♦		♦	♦	♦	♦	♦				♦			♦
St John the Baptist Parish, LA <sup>[1]</sup>	1786	53,124	♦		♦	♦	♦	♦	♦				♦			♦
<b>HURRICANE DOLLY – 2008</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 612,050																
Hidalgo County, TX <sup>[1]</sup>	1780	310,585	♦	♦	♦	♦	♦	♦	♦				♦	♦		♦
Cameron County, TX <sup>[2]</sup>	1780	301,465	♦	♦	♦	♦	♦	♦	♦				♦	♦		♦
<b>IOWA FLOODING – 2008</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 200,000																
City of Waterloo, IA <sup>[1]</sup>	1763	200,000	♦		♦		♦		♦				♦			

# Thompson Consulting Services

## Staff Experience Matrix

Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaver/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEMA Category A&B Reimbursement Support
<b>MIDWEST ICE STORM – 2007</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 825,000																
City of Norman, OK <sup>[1]</sup>	1735	750,000	◆		◆	◆	◆	◆	◆		◆		◆		◆	◆
City of Webb City, MO <sup>[1]</sup>	1736	75,000	◆		◆		◆	◆	◆		◆		◆		◆	◆
<b>MIDWEST ICE STORM – 2007</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 2,101,539																
City of Springfield, MO <sup>[1]</sup>	1676	1,448,539	◆		◆	◆	◆	◆	◆		◆		◆		◆	◆
Greene County, MO <sup>[2]</sup>	1676	545,000	◆		◆	◆	◆	◆	◆		◆		◆		◆	◆
City of Lebanon, MO <sup>[2]</sup>	1676	108,000	◆		◆		◆	◆	◆		◆		◆		◆	◆
<b>BUFFALO SNOW STORM – 2006</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 1,386,000																
Town of Amherst, NY <sup>[2]</sup>	1655	800,000	◆		◆	◆	◆	◆	◆				◆			◆
Town of Tonawanda, NY <sup>[2]</sup>	1655	200,000	◆		◆	◆	◆	◆	◆				◆			◆
City of Lackawanna, NY <sup>[2]</sup>	1655	150,000						◆					◆			
City of North Tonawanda, NY <sup>[2]</sup>	1655	100,000	◆		◆	◆	◆	◆	◆				◆			◆
Genesee County, NY <sup>[2]</sup>	1655	80,000	◆		◆	◆	◆	◆	◆				◆			◆
Erie County, NY <sup>[4]</sup>	1655	50,000	◆										◆			
Town of Alden, NY <sup>[4]</sup>	1655	6,000	◆										◆			
<b>HURRICANE WILMA – 2005</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 8,579,640																
Miami-Dade County, FL <sup>[2]</sup>	1609	3,000,000	◆		◆		◆		◆				◆			◆
Collier County, FL <sup>[4]</sup>	1609	932,000	◆										◆			◆
City of Ft. Lauderdale, FL <sup>[2]</sup>	1609	901,000	◆		◆	◆	◆	◆	◆	◆		◆	◆	◆		◆
City of Hollywood, FL <sup>[2]</sup>	1609	600,000	◆		◆	◆	◆	◆	◆				◆			◆
Town of Davie, FL <sup>[4]</sup>	1609	593,789	◆										◆			◆
City of Boca Raton, FL <sup>[4]</sup>	1609	574,200	◆										◆			◆
City of Plantation, FL <sup>[4]</sup>	1609	366,551	◆										◆			◆
City of Parkland, FL <sup>[4]</sup>	1609	244,910	◆										◆			◆
City of Weston, FL <sup>[4]</sup>	1609	244,395	◆										◆			◆
City of Cooper City, FL <sup>[4]</sup>	1609	217,464	◆										◆			◆
City of Coral Gables, FL <sup>[4]</sup>	1609	213,947	◆										◆			◆
Broward County, FL <sup>[4]</sup>	1609	204,105	◆										◆			◆
City of Sunrise, FL <sup>[4]</sup>	1609	199,548	◆										◆			◆
City of Oakland Park, FL <sup>[4]</sup>	1609	151,906	◆										◆			◆
City of Miami Beach, FL <sup>[4]</sup>	1609	135,825	◆										◆			◆
<b>HURRICANE KATRINA – 2005</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 27,143,468																
Hancock County, MS <sup>[4]</sup>	1604	5,773,291	◆										◆			◆
Jackson County, MS <sup>[4]</sup>	1604	3,183,425	◆										◆			◆
City of Gulfport, MS <sup>[1]</sup>	1604	2,600,000	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Forrest County, MS <sup>[4]</sup>	1604	2,496,933	◆										◆			◆
Jones County, MS <sup>[4]</sup>	1604	1,961,427	◆										◆			◆
Harrison County, MS <sup>[1]</sup>	1604	1,850,000	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Lamar County, MS <sup>[4]</sup>	1604	1,533,579	◆										◆			◆
City of Pass Christian, MS <sup>[4]</sup>	1604	1,484,288	◆										◆			◆
City of Pascagoula, MS <sup>[4]</sup>	1604	1,236,646	◆										◆			◆
Mobile County, AL	1605	789,658	◆		◆		◆	◆								
City of Mobile, AL	1605	728,469	◆		◆		◆	◆								
George County, MS <sup>[4]</sup>	1604	651,359	◆										◆			◆
Perry County, MS <sup>[4]</sup>	1604	550,967	◆										◆			◆
Walthall County, MS <sup>[4]</sup>	1604	507,754	◆										◆			◆
City of New Orleans, LA <sup>[2]</sup>	1603	401,238	◆	◆	◆		◆		◆		◆		◆	◆	◆	◆

# Thompson Consulting Services

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Event/Client	FEMA-DR	Cubic Yardage/Tonnage	Disaster Debris Contract Management	Contract Procurement Assistance	ROW Debris Removal Monitoring	Parks Debris Removal Monitoring	DMS/Disposal Monitoring	Leaner/ Hangers/ Stumps Removal Monitoring	DMS Environmental Support	Beach Remediation/Restoration	Private Property Debris Removal (PPDR) Administration	Marine/Waterway Debris Removal	Data Collection/ Management/ Billing/ Invoicing	Customer Information/ Service Call Centers	Demolition Administration & Program Management	FEMA Category A&B Reimbursement Support
Jefferson Parish, LA [4]	1603	397,770	◆										◆			◆
City of Slidell, LA [4]	1603	153,165	◆										◆			◆
City of Covington, LA [4]	1603	143,919	◆										◆			◆
Lafourche Parish, LA [4]	1603	134,384	◆										◆			◆
Jasper County, MS	1604	131,251	◆		◆		◆	◆								
Town of Dauphin Island, AL	1605	94,037	◆		◆		◆	◆		◆		◆				
City of Prichard, AL	1605	70,445	◆		◆		◆	◆								
Clark County, MS	1604	90,134	◆		◆		◆	◆								
City of Citronelle, AL	1605	48,423	◆		◆		◆	◆								
City of Saraland, AL	1605	44,419	◆		◆		◆	◆								
City of Satsuma, AL	1605	29,404	◆		◆		◆	◆								
Choctaw County, AL	1605	26,409	◆		◆		◆	◆								
City of Bayou Le Batre, AL	1605	18,336	◆		◆		◆	◆								
City of Creola, AL	1605	7,719	◆		◆		◆	◆								
City of Mt. Vernon, AL	1605	4,619	◆		◆		◆	◆								
<b>HURRICANE RITA – 2005</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 4,800,000																
Jefferson County, TX [2]	1606	4,600,000	◆		◆		◆	◆	◆		◆		◆	◆		◆
Monroe County, FL [2]	1602	200,000	◆	◆	◆		◆		◆	◆		◆	◆			◆
<b>HURRICANE DENNIS – 2005</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 3,600,000																
Santa Rosa County, FL [1]	1595	2,000,000	◆		◆	◆	◆	◆	◆				◆	◆		◆
Escambia County, FL [1]	1595	1,200,000	◆		◆	◆	◆	◆	◆				◆	◆		◆
City of Pensacola, FL [1]	1595	400,000	◆		◆	◆	◆	◆	◆				◆	◆		◆
<b>HURRICANE IVAN – 2004</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 9,733,300																
Escambia County, FL [2]	1551	7,681,500	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		◆
City of Pensacola, FL [1]	1551	1,343,000	◆		◆	◆	◆	◆	◆		◆		◆	◆		◆
Florida Dept. of Transportation [1]	1551	708,800	◆		◆		◆		◆				◆			
<b>HURRICANE FRANCES – 2004</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 200,000																
City of Boca Raton, FL [1]	1545	200,000	◆		◆		◆						◆			◆
<b>HURRICANE CHARLEY – 2004</b>																
EVENT TOTAL CUBIC YARDS OF DEBRIS – 3,883,434																
Charlotte County, FL [4]	1539	1,870,669	◆										◆			◆
City of Orlando, FL [2]	1539	1,035,500	◆		◆	◆	◆	◆	◆				◆			
Orange County, FL [4]	1539	977,265	◆										◆			◆

[1] This work was completed by Beck Disaster Recovery's principal owners. Beck Disaster Recovery was acquired in 2009 and dissolved in 2011. Jon Hoyle, Thompson's President, served as the technical lead on this project.

[2] This work was completed by Beck Disaster Recovery's principal owners. Beck Disaster Recovery was acquired in 2009 and dissolved in 2011. Nate Counsell, Thompson's Vice President, served as the technical lead on this project.

[3] This work was completed by Beck Disaster Recovery. Beck Disaster Recovery was acquired in 2009 and dissolved in 2011. Nicole Counsell, Thompson's Grant Management Consultant, served as the technical lead on this project.

[4] This work was administered by Asevotech for Ashbritt Environmental. Wes Holden, Thompson's Director of Operations, served as the technical data administration lead on this project.

# SECTION C

## QUALIFICATIONS OF STAFF

### Staff Overview and Capacity

Thompson’s staff of consultants is amongst the most educated, qualified and dynamic in the industry. Our personnel are disaster recovery and response experts, business and financial consultants; registered professional engineers, geologists, and surveyors; scientists; and technical professionals in the following disciplines: civil, structural, environmental, geotechnical, hydraulic, mechanical, and electrical engineering. Thompson has over 325 multi-disciplined personnel on staff with diverse qualifications that can be drawn upon to address any project needs.

Thompson has provided the following list of personnel by discipline as evidence of our unique qualifications and credentials as well as our capacity to support projects of any size and scope.

#### *Personnel by Discipline*

Grant/Financial Consultants	10	Environmental Engineers	9
Debris Project Managers	25	Geologists	10
Debris Supervisors	50	Scientists/Environmental	20
On-call Debris Monitors	1000	Credentialed Inspectors	57
Construction Managers	26	Investigative / Roof Consultants	13
Architects	3	Professional Land Surveyors	9
Civil Engineers	30	LEED Accredited Professionals	5
Marine Engineers	4	Construction Engineering Inspectors	50
Structural Engineers	7	Construction Materials Techs	19
Geotechnical Engineers	14	C.P. - Stormwater Quality (CPSWQ)	1
Transportation Engineers	5	C.P. - Erosion & Sediment Control	5
Hydraulic Engineers	3	Safety Professionals	4

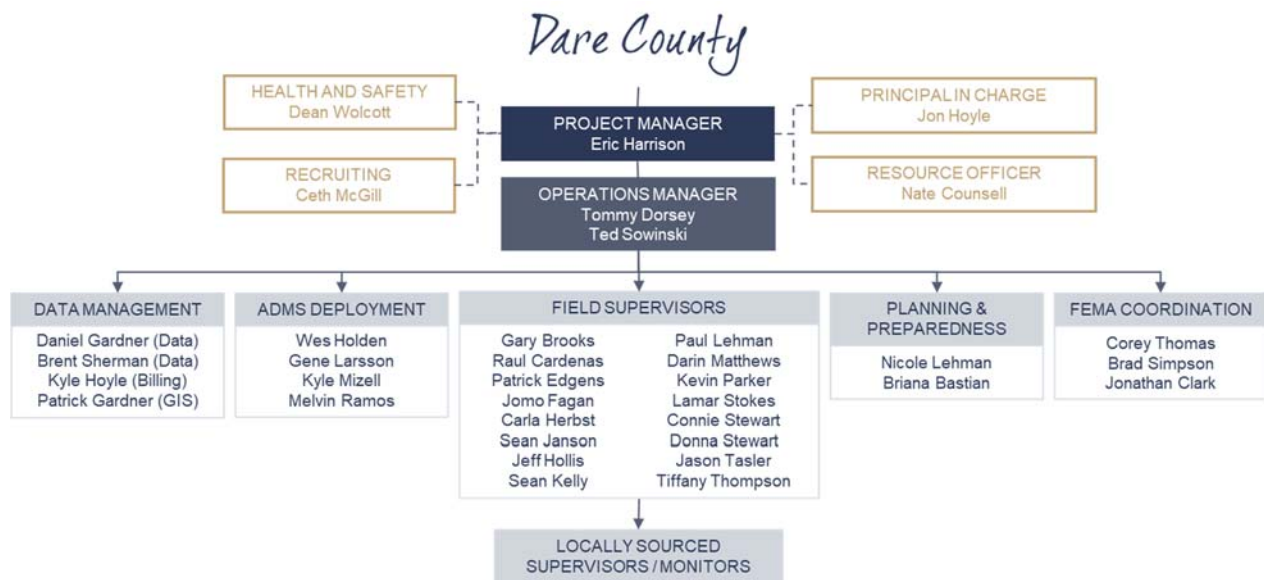
With advanced degrees in business, economics, finance, engineering, computer science and other disciplines we provide a well-rounded perspective and approach to problem solving in the emergency management and disaster recovery industry.

Thompson provides the County with access to a unique combination of experience, services, resources and personnel through our family of companies. With 24 corporate and branch offices scattered throughout the southeast, Thompson has the resources and capabilities to support the County’s disaster debris monitoring needs. In addition to our full-time roster, Thompson maintains a network of more than 150 on-call debris removal monitoring managers and supervisors and more than 1,000 inspectors.

### Proposed Project Organization, Management and Qualifications

Thompson is committed to staffing the County’s disaster debris monitoring project in accordance with the management staffing and key personnel proposed herein. Our technical approach is designed to be scalable in nature in order to effectively respond to both minor and catastrophic debris generating events. The organizational chart below depicts how Thompson proposes to support the County’s debris removal monitoring operation. Given the unique geography of the County and limited access points to barrier islands, Thompson has assigned two (2) experienced and qualified operations managers that can run simultaneous and independent projects within the County if needed.

Figure C-1: Organizational Chart



Because the County’s needs and Thompson’s staff obligations may change over time, Thompson will routinely update the County on the status and availability of the key personnel proposed.

Key Personnel Overview

**JON HOYLE** will serve as the Principal-in-Charge for the County and provide support as needed to ensure project operations are in accordance with the County’s expectations. Mr. Hoyle has over fourteen years of experience including ten years providing management and oversight for disaster response and recovery efforts and grant writing administration / program management throughout the United States. He has managed 75 projects under contracts that total over \$1.5 billion in grant administration and recovery efforts that required the mobilization of over 5,000 field and professional personnel over the past 10 years. His programmatic experience includes FEMA-PA, FHWA-ER, NRCS-EWP, HUD-CDBG, FEMA-HMGP, and others.

**ERIC HARRISON** will serve as a Project Manager for the County and ensure project operations are implemented in accordance with the contract and task order(s) issued by the County. Mr. Harrison has over thirteen years of experience providing debris monitoring program management support and oversight for disaster response and recovery efforts throughout the United States.

**TOMMY DORSEY** will serve as the on-site Operations Manager for the County to oversee day-to-day operations of the project as well as coordinate closely with the County’s debris hauler to coordinate crew requirements and scheduling. Mr. Dorsey has nine years of experience managing debris monitoring and data management operations throughout the Southeast following some of the largest debris generating natural disaster in recent history. In 2014 following a severe ice storm, Mr. Dorsey oversaw project operations in Aiken County, South Carolina which resulted in the removal of over 1 million cubic yards of debris. Mr. Dorsey more recently served as the project/operations manager for Swansboro County, North Carolina following Hurricane Florence in 2018.

**TED SOWINSKI** Mr. Sowinski will serve as an on-site Operations Manager for the County to oversee day-to-day operations of the project as well as work closely with the County’s debris hauler to coordinate crew requirements and scheduling. Mr. Sowinski has twelve years of experience managing debris



monitoring and data management operations throughout the Southeast. Recently, Mr. Sowinski served as the Operations Manager on behalf of Carteret County, North Carolina following Hurricane Florence.

**DANNY GARDNER** Mr. Gardner will serve as the Data Manager for the County. Mr. Gardner has served as a data manager, program manager and grant management consultant for multiple federally funded grant programs on projects totaling approximately \$250 million. His extensive understanding of the eligibility requirements, federal regulations and policies across many federal grant programs allows clients to maximize disaster recovery and mitigation reimbursement.

**NICOLE LEHMAN** will serve as the Planning and Preparedness lead for the County. Ms. Lehman has eleven years of disaster response and recovery experience. She is well versed in the programs, agencies, procedures and regulations involved in successfully running disaster debris management operations. Recently, Ms. Lehman served as the Project Manager for the City of Fort Lauderdale debris mission following Hurricane Irma. In addition, Ms. Lehman provides annual training to many of our clients regarding debris removal monitoring operations and FEMA policy guidance.

**COREY THOMAS** will serve as the FEMA Coordination / Cost Recovery Specialist and work directly with the County as needed to oversee the financial recovery of all eligible costs associated with FEMA PA and FHWA-ER activities. Since 2009, Mr. Thomas has worked with state and local agencies throughout the United States to recover millions of dollars of disaster expenditures. Mr. Thomas managed the FEMA PA reimbursement for multiple applicants in New York and New Jersey following Hurricane Sandy. He supported the South Carolina Department of Transportation recovery of over \$195,000,000 in FEMA funding following two disaster incidents, and recently assisted applicants in Florida and Georgia following Hurricanes Matthew, Irma and Michael.

**PATRICK GARDNER** Mr. Gardner will provide GIS and mapping support to the County. Mr. Gardner is also a Federal Aviation Administration Certified Remote Pilot for Small Unmanned Aircraft (drone) and will be able to assist the County in conducting damage assessments as well as visual progress inspections with aerial photography captured through drone footage.

**WES HOLDEN** Mr. Holden has thirteen years of experience providing data management and disaster recovery software application development for disaster response and recovery efforts throughout the United States for a broad range of local and state government clients.

The following table summarizes the background and experience of our key personnel managing and monitoring more than 1,000,000 cubic yards on behalf of local and state governments. *Resumes have also been included in Exhibit C-1 following this section.*

Table C-2: Summary of Project Team Experience

Name / Project Role / Background	Representative Experience/ Cubic Yards of Debris (as applicable)	Debris Program Experience
Jon M. Hoyle, Principal in Charge		
MBA – Finance/Management 14 Years of experience	<ul style="list-style-type: none"> <li>– Lee County, FL – 2,000,000 CY</li> <li>– Georgia DOT – 180,000 CY</li> <li>– South Carolina DOT – 3,000,000 CY</li> <li>– Aiken County, SC – 1,500,000 CY</li> <li>– Harris County, TX – 2,500,000 CY</li> <li>– Chambers County, TX – 500,000 CY</li> <li>– Norman, OK – 750,000 CY</li> <li>– Springfield, MO – 1,448,539 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> <li>– Leaners, Hangers, and Stumps</li> <li>– DMS Operations</li> <li>– Vessel/Vehicle Recovery</li> <li>– Waterways Debris Removal</li> <li>– Beach Restoration</li> <li>– Private Property Debris Removal</li> <li>– Demolition Management</li> <li>– Recycling (DMS site separation)</li> </ul>

Name / Project Role / Background	Representative Experience/ Cubic Yards of Debris (as applicable)	Debris Program Experience
<b>Eric Harrison, Project Manager</b>		
MS – Electronics Engineering 13 Years of experience	<ul style="list-style-type: none"> <li>– Aransas Co, TX – 2,000,000 CY</li> <li>– St. Augustine, FL – 83,000 CY</li> <li>– Baton Rouge, LA – 1,800,000 CY</li> <li>– Daytona Beach, FL – 330,000 CY</li> <li>– South Carolina DOT – 3,000,000 CY</li> <li>– Virginia DOT – 500,000 CY</li> <li>– New Orleans, LA – 1,000,000 CY</li> <li>– Pembroke Pines, FL – 800,000 CY</li> <li>– Tonawanda, NY – 200,000 CY</li> <li>– Greene County, MO – 545,000 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> <li>– Leaners, Hangers, and Stumps</li> <li>– DMS Operations</li> <li>– Vessel/Vehicle Recovery</li> <li>– Waterways Debris Removal</li> <li>– Beach Restoration</li> <li>– Private Property Debris Removal</li> <li>– Demolition Management</li> <li>– Recycling (DMS site separation)</li> <li>– White Goods (household appliances)</li> </ul>
<b>Tommy Dorsey, Operations Manager</b>		
9 Years of experience	<ul style="list-style-type: none"> <li>– City of Palm Bay , FL – 300,000 CY</li> <li>– City of Vero Beach – 24,000 CY</li> <li>– South Carolina DOT – 200,000 CY</li> <li>– Aiken County, SC – 1,500,000 CY</li> <li>– Putnam County – 140,000 CY</li> <li>– South Carolina DOT – 1,200,000 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> <li>– Leaners, Hangers, and Stumps</li> <li>– DMS Operations</li> <li>– Waterways Debris Removal</li> <li>– Private Property Debris Removal</li> <li>– Recycling (DMS site separation)</li> <li>– White Goods (household appliances)</li> </ul>
<b>Ted Sowinski, Operations Manager</b>		
12 Years of experience	<ul style="list-style-type: none"> <li>– Carteret County, NC – 1,400,000 CY</li> <li>– Puerto Rico DOT – 400,000 CY</li> <li>– Bonita Springs – 536,487 CY</li> <li>– Newton County, TX – 37,500 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> <li>– Leaners, Hangers, and Stumps</li> <li>– DMS Operations</li> <li>– Vessel/Vehicle Recovery</li> <li>– Private Property Debris Removal</li> <li>– Demolition Management</li> <li>– Recycling (DMS site separation)</li> </ul>
<b>Danny Gardner, Data Manager</b>		
MBA – Finance/Management 10 Years of experience	<ul style="list-style-type: none"> <li>– Chatham Co, GA – 1,400,000 CY</li> <li>– Baton Rouge, LA – 1,800,000 CY</li> <li>– South Carolina DOT – 3,000,000 CY</li> <li>– Aiken County, SC – 1,500,000 CY</li> <li>– Alabama Tornados – \$25,000,000</li> <li>– Hurricane Ike – \$445,000,000</li> <li>– Hurricane Gustav – \$19,374,540</li> <li>– Hurricane Dolly – \$12,241,000</li> <li>– Massachusetts Severe Storms – \$896,475</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– Demolitions/ROE Program Design</li> <li>– Debris Project Formulation</li> <li>– Debris Data Management</li> <li>– Debris Document Management</li> <li>– Debris Removal Invoice Management</li> <li>– Debris Closeout Audit Support</li> </ul>
<b>Nicole Lehman, Planning and Preparedness</b>		
BA – Psychology & Spanish 11 Years of experience	<ul style="list-style-type: none"> <li>– City of Ft. Lauderdale – 460,000 CY</li> <li>– St. Augustine, FL – 83,000 CY</li> <li>– Chatham Co, GA – 1,400,000 CY</li> <li>– Daytona Beach, FL - 330,000 CY</li> <li>– Georgetown County, SC – 100,000 CY</li> <li>– Virginia DOT – 500,000 CY</li> <li>– Galveston County, TX – 1,700,000 CY</li> <li>– City of Galveston, TX 1,700,000 CY</li> <li>– New Orleans, LA - 1,000,000 CY</li> <li>– Norman, OK – 750,000 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> <li>– Leaners, Hangers, and Stumps</li> <li>– DMS Operations</li> <li>– Vessel/Vehicle Recovery</li> <li>– Waterways Debris Removal</li> <li>– Beach Restoration</li> <li>– Private Property Debris Removal</li> <li>– Demolition Management</li> <li>– Recycling (DMS site separation)</li> <li>– White Goods (household appliances)</li> </ul>
<b>Corey Thomas, FEMA Coordination</b>		
MBA – Finance/Management	<ul style="list-style-type: none"> <li>– Baton Rouge, LA – 1,800,000 CY</li> <li>– Georgia DOT – 180,000 CY</li> </ul>	<ul style="list-style-type: none"> <li>– ADMS Implementation</li> <li>– ROW Debris Removal</li> </ul>

Name / Project Role / Background	Representative Experience/ Cubic Yards of Debris (as applicable)	Debris Program Experience
10 Years of experience	<ul style="list-style-type: none"> <li>- South Carolina DOT – \$195,000,000</li> <li>- Alabama Tornados – \$25,000,000</li> <li>- Iowa Flooding – \$1,640,325</li> <li>- South Dakota Winter Storms – \$60,000,000</li> <li>- Hurricane Alex – \$3,500,000</li> <li>- Hurricane Ike – \$445,000,000</li> </ul>	<ul style="list-style-type: none"> <li>- Leaners, Hangers, and Stumps</li> <li>- Private Property Debris Removal Demolitions/ROE Program Design</li> <li>- Debris Project Formulation</li> <li>- Debris Removal Invoice Management</li> <li>- Debris Closeout Audit Support</li> <li>- Debris Appeals Assistance</li> </ul>
<b>Wes Holden, ADMS Deployment</b>		
BS – Mgmt. Info. Systems 14 Years of experience	<ul style="list-style-type: none"> <li>- Chatham Co, GA – 1,400,000 CY</li> <li>- Baton Rouge, LA – 1,800,000 CY</li> <li>- South Carolina DOT – 3,000,000 CY</li> <li>- Houston , TX – 4,500,000 CY</li> <li>- New Orleans, LA – 1,000,000 CY</li> <li>- Harris County, TX – 2,500,000 CY</li> <li>- Baytown, TX – 1,000,000 CY</li> <li>- Charlotte County, FL – 1,870,669 CY</li> </ul>	<ul style="list-style-type: none"> <li>- ADMS Implementation</li> <li>- Private Property Debris Removal</li> <li>- Leaners, Hangers, and Stumps</li> <li>- Debris Data Management</li> <li>- Debris Document Management</li> <li>- Waterways Debris Removal</li> <li>- Hazardous Materials</li> <li>- Household Hazardous Waste</li> </ul>

Training / Certifications

Thompson believes it is critical to educate our staff and provide them with the credentials that are recognized by the federal, state and local emergency management community. Many of our staff members are credentialed with some combination of the certifications provided in the table below. Also, many of our project management consultants hold various Occupational Safety and Health Administration (OSHA) certifications for safety and other project related activities.

Table C-3: Staff Certifications & Training

Agency/Course	Certification Title
FEMA IS 1	Emergency Program Manager, an Orientation to the Position
FEMA IS 30	Mitigation eGrants System for the Subgrant Applicant
FEMA IS 31	Mitigation eGrants System for the Grant Applicant
FEMA IS 100a	Introduction to the Incident Command System
FEMA IS 120a	An Introduction to Exercises
FEMA IS 200b	ICS for Single Resources and Initial Action Incident
FEMA IS 208	State Disaster Management
FEMA IS 208a	State Disaster Management
FEMA IS 230	Principles of Emergency Management
FEMA IS 230a	Fundamentals of Emergency Management
FEMA IS 241	Decision Making and Problem Solving
FEMA IS 242	Effective Communication
FEMA IS 253	Coordinating Environmental and Historic Preservation Compliance
FEMA IS 292	Disaster Basics
FEMA IS 386	Introduction to Residential Coastal Construction
FEMA IS 393a	Introduction to Hazard Mitigation
FEMA IS 430	Introduction to Individual Assistance
FEMA IS 546	Continuity of Operations (COOP) Awareness
FEMA IS 547	Introduction to Continuity of Operations
FEMA IS 548	Continuity of Operations Manager
FEMA IS 630	Introduction to Public Assistance

Agency/Course	Certification Title
FEMA IS 631	Public Assistance Operations
FEMA IS 632	Introduction to Debris Operations in FEMA's PA Program
FEMA IS 634	Introduction to FEMA's Public Assistance Program
FEMA IS 700	National Incident Management System (NIMS) an Introduction
FEMA IS 901	Section 508 Awareness

This coursework and continuing education allows our employees to remain current with ever-changing policy while earning certifications that will provide them with credibility within the federal, state and local emergency management community.

### Debris Removal Monitor Labor Force Sourcing

Thompson’s proposed staffing plan is designed to be flexible and scalable so that we can effectively and efficiently respond to the County’s needs. We maintain a staff of full time and on-call disaster debris monitoring experts, consultants and supervisors that will be available to support the implementation and management of debris removal monitoring operations. In addition, Thompson maintains professional human resources and recruiting staff that have extensive experience in disaster response and recovery services available to assist in identifying and placing personnel.

It is Thompson’s intent to fill all temporary debris monitoring positions with the County’s qualified residents in need of work. Thompson will provide qualified residents with safety training, drug screening, and on the job training with experienced debris monitoring supervisors. Thompson is the only debris monitoring firm that performs drug screening and motor vehicle operating record reviews for its temporary employees. This practice results in a team of monitors that is both safe and committed to quality. We will make sure that all local hires are properly trained prior to being deployed to monitor a debris removal crew. In addition, this effort will help residents participate in the County’s recovery efforts with a meaningful impact and earn a competitive hourly wage.

## Program Experience and Qualifications

### Debris Removal Programs

Thompson’s proposed team of disaster response and recovery experts have responded to some the most devastating natural disasters to impact the United States in the last decade. Each team member has served in a variety of recovery operations roles and has real-world experience managing and supporting special disaster recovery programs to include right-of-way (ROW), private property/right-of-entry (ROE) work, waterways clean-up and reimbursement, leaning tree and hanging limb removal, hazardous material removal, vessel and vehicle recovery, asbestos abatement, data management and hauler invoice reconciliation and contracting, and FEMA appeals assistance. Thompson’s consultants have experience with all of the following disaster recovery programs.

#### Debris Removal Monitoring

- Debris hauling vehicle certification (volumetric)
- Right-of-Way debris collection
- Debris management site operations
- Leaning tree, hanging limb, and hazardous stump removal
- Private property debris removal
- Right-of-Entry (ROE) administration
- Contractor invoice reconciliation and payment recommendation
- Vessel and vehicle recovery
- Asbestos abatement
- Health and safety monitoring
- Multi-jurisdictional coordination/scheduling
- Damage claim resolution

- Waterways debris removal monitoring
- Beach and shoreline restoration
- Data management
- Document management
- Progress reporting
- Disaster recovery monitoring with handheld devices
- Hazardous material removal
- GIS reporting
- Cost recovery/grant applications

### Special Debris Removal Programs

Thompson’s consultants consider special debris removal programs such as private property/right of entry work, waterways clean-up, demolition management, vessel and vehicle recovery, etc. as service offerings that our clients expect following a disaster event. Thompson’s consultants have extensive and unique experience with private property debris removal and demolition housing initiatives, including the management of many of the largest multi-phase, multi-property demolition and housing initiatives in the United States over the past ten years. In addition, Thompson has extensive waterway/coastal recovery experience, including waterway, wetland and beach sand removal and restoration monitoring. A sample of Thompson’s extensive experience with special debris removal monitoring programs includes, but is not limited to:

- Puerto Rico Infrastructure Financing Authority: Private Property Debris Removal and Demolition
- City-Parish of East Baton Rouge: C&D, HHW, E-Waste, White Goods
- SC Department of Transportation: Leaning Trees/Hazardous Limbs
- New York City: Abandoned Vehicle Recovery
- Hancock County: Animal Carcasses
- Sevier County: Private Property Debris Removal
- City of Tuscaloosa: Structural Demolitions
- City of Gulfport: Food Waste
- City of Fort Lauderdale: Beach Sand Removal and Restoration
- Alabama State Port Authority: Wetland Debris Removal
- Aiken County, South Carolina: Waterway Debris Removal

### Experience and Knowledge of Environmental Requirements

In addition to our disaster related debris removal monitoring and grant administration experience, Thompson stands fully equipped and prepared to assist the County as needed with services related to permitting, solid waste management, hazardous waste management, asbestos abatement, lead based paint testing and other environmental and engineering inspection requirements. Our Environmental Group was established in 1982 and is comprised of 30+ environmental engineers, water/wastewater engineers, geologists, biologists, NEPA specialists, GIS specialists, soils scientists, hazardous materials managers, asbestos and lead-based paint specialists, storm water and erosion control experts, safety professionals, inspectors, and technicians. Our environmental experience extends back 29 years and a sampling of our solid and hazardous waste management project experience is shown below:

Table C-4: Solid and Hazardous Waste Management Experience

Project	Scope
Gulf Village Housing Project, Mobile Housing Board	Provided asbestos and lead-based paint inspections and abatement specifications for 200 housing units.
ExxonMobil Offshore Platform Decommissioning	Provided asbestos and lead-based paint surveys, naturally occurring radioactive material (NORM) survey, hazardous waste identification, and disposal coordination



Project	Scope
Alabama Dept. of Transportation, On-Call HAZMAT Services	Provided environmental assessments; and soil and groundwater sampling and remediation.
Alabama State Port Authority, Monitoring Well 8-S	Provided subsurface investigation, monitoring and sampling, environmental assessment, site development, geotechnical engineering, contouring/geo-statistics, risk assessment, data management, corrective action remediation, plans and specifications, and construction management to characterize areas of concern, define contamination sources and extent of contamination.
Kerr-McGee Waste Surface Impoundment Closure	Provided permitting, engineering design, GIS, regulatory certification and reporting, field investigations, remedial design, construction management, and construction engineering inspection that involved the closure of 29-acres of wastewater ponds, 61 monitoring wells and 5-60' deep recovery wells.

### Disaster Cost Recovery and Reimbursement Processes

Thompson’s consultants are well versed in federal program compliance regulations and policy for FEMA and other federal agencies. Our consultants thoroughly understand the programs, policies, and regulations related to disaster reimbursement and will use this knowledge to aid in the recovery and reimbursement of all eligible debris and other related project costs. Thompson’s goal is to promote an effective recovery in the most efficient amount of time while focusing on the end product of reimbursement though compliance with all applicable federal, state and local regulations.

#### Public Assistance Program Consulting Services

- Preliminary damage assessment (PDA) data management tool development (categories A-G)
- Collection and compilation of PDAs
- Applicant kickoff meeting facilitation
- Debris staging site consultation (environmental, logistical, etc.)
- Project worksheet development
- Housing inventory damage assessment
- Direct administrative cost (DAC) support
- Damage site surveying (photography, GPS, condition reports, cost estimation, etc.)
- Small/large project formulation and scoping
- Alternate / improved projects
- Section 406 mitigation consultation
- Procurement assistance
- Expenditure review/approval and reconciliation
- EMMIE monitoring/support
- FEMA appeals assistance

### Grant Application, Administration, and Management

Thompson’s experience in supporting recovery efforts for local and state governments spans three decades and accounts for the administration of more than \$3 billion in federal grant funding. Our consultants can draw upon their knowledge and experience in working with over eight different federal grant funding agencies and 15 grant programs, including the following:

- Federal Emergency Management Agency
  - Public Assistance (PA)
  - Hazard Mitigation Grant Program (HMGP)
  - Pre-disaster Mitigation (PDM)
  - Flood Mitigation Assistance (FMA)
- Federal Highway Administration (FHWA)
  - Emergency Relief (ER)
- Environmental Protection Agency (EPA)
- Department of Housing & Urban Development
  - Community Development Block Grant
  - HOME Investment Partnership Program
- Natural Resources Conservation Service (NRCS)
  - Emergency Watershed Protection (EWP)
- Small Business Administration (SBA)
- Department of Agriculture (USDA)

# EXHIBIT C-1

## KEY PERSONNEL RESUMES

# Jon M. Hoyle

## President

### FIRM

Thompson Consulting Services  
1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

### EDUCATION

BA: International Relations  
MBA: Management and Finance

### EXPERIENCE

14 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FEMA Hazard Mitigation Grant Program (404 and 406)
- FEMA Severe Repetitive Loss Program
- FHWA ER Program
- CDBD Disaster Recovery
- CDBG Housing

## Experience and Qualifications

Mr. Hoyle has fourteen years of experience providing management and oversight for disaster response and recovery efforts and grant writing administration / program management throughout the United States. He has managed 65 projects under contracts that total over \$1 Billion in grant administration and recovery efforts that required the mobilization of over 5,000 field and professional personnel.

## Project Experience

### **Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018 –**

Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Following the devastating impacts of the storm Mr. Hoyle worked with DTOP to ensure proper procurement measures were in place to solicit and begin disaster debris removal and monitoring services. Ultimately, Thompson began performing debris monitoring services in three DTOP zones. Mr. Hoyle oversaw the establishment of project operations and is responsible for contract obligations and cost controls.

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018 –** Mr. Hoyle served as principal-in-charge during Thompson's state-wide mobilization in response to Hurricane Irma. Thompson conducted

debris removal monitoring operations on behalf of 45 unique clients simultaneously. Mr. Hoyle was responsible for contract obligations and cost controls for all projects. Thompson provided debris monitoring and substantiation for more than 11.6M cubic yards of debris as a result of Hurricane Irma.

### **Hurricane Matthew, Disaster Recovery Operations, Multiple States, 2016 - 2017 –**

Mr. Hoyle served as principal-in-charge during Thompson's multi-state mobilization in response to Hurricane Matthew. Thompson conducted debris removal monitoring operations in five (5) states and 23 unique clients simultaneously. Mr. Hoyle was responsible for contract obligations, cost controls, and FEMA Category A&B reimbursement for all projects. Thompson provided debris monitoring and substantiation for more than 3.2M cubic yards of debris as a result of Hurricane Matthew.

### **South Carolina Department of Transportation, Severe Flooding, 2015 - 2016 –**

Mr. Hoyle again served on the Thompson management team during the SCDOT's response to statewide severe flooding. He was responsible for contract obligations, cost controls, and FEMA Category A&B reimbursement for all projects. Thompson provided debris monitoring services on behalf of the SCDOT in 11 counties as well as FEAM PA services to identify and document damages to approximately 600 sites and prepared and submitted both large and small project worksheets totaling over \$35,000,000 and including hazard mitigation measures.

### **Putnam, Fentress and Overton Counties, Tennessee, Severe Winter Storm, 2015 –**

Mr. Hoyle served as the Principal-in-Charge during for all projects following a regional ice storm that impacted Tennessee. He managed and ensured all contracts and task orders were processed and implemented.

### **South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014 –**

Winter Storm Pax impacted the State of South Carolina generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown, Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal monitoring services. Mr. Hoyle served on the Thompson management team responsible for contract obligations, cost controls, and FEMA Category A&B reimbursement for all projects. Thompson monitored, documented, and substantiated reimbursement for the removal of over 2,900,000 cubic



yards of debris and the removal of 400,000 hazardous limbs and trees.

**Louisiana and Mississippi, Hurricane Isaac Regional Response and Disaster Recovery, 2012** – In August 2012, Hurricane Isaac struck the Louisiana and Mississippi gulf coast with Category 1 strength winds and 24 hours of sustained rainfall. Mr. Hoyle served on the Thompson debris program team responsible for mobilizing and deploying project staff and resources to multiple jurisdictions along coastal Mississippi and Louisiana, including Jackson and Hancock County, MS, and Terrebonne Parish and Denham Springs, LA. In all, Thompson's field monitoring efforts documented and substantiated reimbursement for the removal of nearly 100,000 cubic yards of debris from roadways, canals, and beaches.

**Virginia Department of Transportation (VDOT), Multiple Locations, Hurricane Recovery Debris Monitoring, 2011** – In the wake of Hurricane Irene the VDOT called upon its pre-position contractors to assist it with collecting and disposing of debris strewn about its rights-of-way in the Central and Eastern regions of the State. Thompson was tasked with providing debris removal monitoring services in the Ashland, Chesterfield, Petersburg, South Hill, and Saluda Residencies, which included a territory of 23 Counties. Mr. Hoyle served as the Principal-In-Charge acting as the liaison officer between the VDOT's pre-positioned contractors and the field management team.

**Alabama Department of Conservation and Natural Resources (ADCNR), Disaster Management and Debris Monitoring, Alabama, 2011** – Mr. Hoyle served as the Project Manager for the disaster management and debris monitoring at Guntersville, Buck's Pocket, and Morgan's Cove State Parks following the crippling tornados of April 2011. The camp grounds were totally destroyed and massive amounts of debris were scattered in the roadways, trail systems, and fire lines. At peak, 90 crews were mobilized, managed, and monitored. Contract value totals \$1.5-million.

**Calhoun County, Alabama, Tornado Recovery Operations, 2011** – During April of 2011, north/central Alabama, eastern Mississippi, northwest Georgia, and southeast Tennessee, were struck with a record-breaking number of crippling, deadly tornados. Thompson Consulting Services (Thompson) was selected by Calhoun County (County) to provide disaster response and recovery consulting services including grant administration and debris removal monitoring. Mr. Hoyle served as the Principal-In-Charge while supporting the

field management team's efforts to aid the County in a swift recovery.

**Texas and Louisiana, Hurricane Ike Long Term Recovery, Infrastructure Repair and Grant Management Administration, 2008-2011** – Following the devastating impact that Hurricanes Ike made on the Texas and Louisiana coast, Mr. Hoyle implemented and managed over 15 large long term recovery, infrastructure repair, and grant administration programs in Texas and Louisiana and helping obtain over \$250 million FEMA PA, FHWA ER, and CDBG DR funds on behalf of local governments and agencies such as the Port of Galveston, City of Galveston, and Texas Department of Transportation.

**Escambia County, Florida, BP Deep-water Horizon Oil Spill Response, 2010** – As oil threatened the beaches and waterways of Escambia County (Pensacola), FL during the summer of 2010, Mr. Hoyle deployed a team responsible for documenting and accounting for over \$10 million of contracted efforts to contain the oil and mitigate the environmental impact the oil spill made on beaches, waterways, and tourism.

**Norman, Oklahoma, Ice Storm Deployment, 2008** – Following a crippling ice storm in Norman, Oklahoma in 2008, Mr. Hoyle served as the Principal in Charge for a program to document and account for contracted response, recovery, and debris removal operations initiated by the City. The effort documented and substantiated over \$3 million worth of eligible FEMA and FHWA funding.

**Florida and Mississippi, Hurricane Deployment, Hurricane Katrina, 2005-2007** – Mr. Hoyle deployed teams to simultaneously respond to multiple local governments in Florida and Mississippi to provide debris monitoring and grant administration assistance. The effort documented and substantiated the removal of over 5,000,000 cubic yards of debris, representing \$175 million of FEMA and FHWA reimbursement to local governments.

## Previous Employment Experience

**Science Applications International Corporation (SAIC), Maitland, FL, 2009-2011** – Mr. Hoyle served as the Director of the Financial Recovery Services Division.

**Beck Disaster Recovery (BDR), Maitland, FL, 2005-2009** – Mr. Hoyle was a company co-founder, owner and managing principal of the Response and Recovery Services division.



# Nathaniel T. Counsell

## Executive Vice President

### FIRM

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1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

### EDUCATION

BA: Economics  
MBA: International Business

### EXPERIENCE

14 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FEMA Hazard Mitigation Grant Program (404 and 406)
- FEMA Severe Repetitive Loss Program
- FHWA ER Program
- CDBD Disaster Recovery
- CDBG Housing

## Experience and Qualifications

Mr. Counsell has fourteen years of experience providing management and oversight for disaster response and recovery efforts throughout the United States. He has managed 80 projects under contracts that total over \$1.5 Billion in recovery efforts that required the mobilization of over 5,000 field and professional personnel.

## Project Experience

**Solid Waste Authority of Palm Beach County (SWA), Hurricane Irma, 2017 - 2018** – Mr. Counsell served as the principal-in-charge / program manager to coordinate debris monitoring and disposal operations throughout the county, this included performing monitoring services for 18 communities within the County and documenting all disposal loads brought to the SWA's landfills. Over all Thompson provided the substantiation for more than 3M cubic yards of debris as a result of Hurricane Irma.

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Counsell served as the principal-in-charge / corporate resource officer during Thompson's state-wide mobilization in response to Hurricane Irma. Thompson conducted debris removal

monitoring operations on behalf of 45 unique clients simultaneously. Mr. Counsell ensured all projects had the resources necessary to implement monitoring operations for all projects and programs. Thompson provided debris monitoring and substantiation for more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**Louisiana Severe Flooding, City of Baton Rouge, Parish of East Baton Rouge and Denham Springs, LA, 2016 - 2017** – Mr. Counsell served as the principal-in-charge / corporate resource officer for the City of Baton Rouge, Parish of East Baton Rouge and Denham Springs disaster recovery operations conducted by Thompson. Each of these communities were severely impacted by massive flooding and required specialized debris removal programs. Recovery operations in the City / Parish of East Baton Rouge resulted in the collection of over 1.9M cubic yards of construction and demolition debris, the largest C&D removal program since Hurricane Katrina. Over 90% of the City of Denham Springs was impacted by flooding resulting in 250,000 CY of debris collected. Both projects also required extended ROW debris removal and Thompson worked with each community to implement a private property debris removal (PPDR) program. Mr. Counsell ensured all projects had the resources necessary to implement monitoring operations for all programs. He also worked closely with the leadership of each community to address public information concerns and worked closely with the debris removal contractors to assist in organized debris removal operations.

**South Carolina Department of Transportation, Severe Flooding, 2015** – Mr. Counsell served as the corporate resource officer during the SCDOT's response to statewide severe flooding. Mr. Counsell ensured all projects had the resources necessary to implement debris removal monitoring in 11 counties throughout the State.

**South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014** – Winter Storm Pax impacted the State of South Carolina covering various regions of the State in up to 1.5" of ice which generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown,





Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal monitoring services. Mr. Counsell is serving on the Thompson management team responsible for contract obligations, cost controls, and FEMA Category A&B reimbursement for all projects. Thompson monitored, documented, and substantiated reimbursement for the removal of over 2,900,000 cubic yards of debris and the removal of 400,000 hazardous limbs and trees.

**Louisiana and Mississippi, Hurricane Isaac Regional Response and Disaster Recovery, 2012** – In August 2012, Hurricane Isaac struck the Louisiana and Mississippi gulf coast with Category 1 strength winds and 24 hours of sustained rainfall. Mr. Counsell served on the Thompson financial team responsible for contract cost controls and FEMA Category A&B reimbursement for multiple jurisdictions along coastal Mississippi and Louisiana, including Jackson and Hancock County, MS, and Terrebonne Parish and Denham Springs, LA. In all, Thompson's data and financial management efforts authorized nearly a \$1,000,000 of eligible contractor payments and substantiated reimbursement for the removal of nearly 100,000 cubic yards of debris from roadways, canals, and beaches.

**Virginia Department of Transportation (Multiple Locations), Hurricane Recovery and Debris Removal, 2011** – In the wake of Irene, the Virginia Department of Transportation (VDOT) called upon their pre-position contractors to assist it with collecting and disposing of debris strewn about its rights-of-way in the Central and Eastern regions of the State. Thompson was tasked with providing debris removal monitoring services in the Ashland, Chesterfield, Petersburg, South Hill, and Saluda Residencies, which included a territory of 23 Counties. Mr. Counsell served as Project Manager for this engagement and oversaw all debris monitoring operations.

**Calhoun County, Alabama, Tornado Disaster Debris Monitoring, 2011** – Mr. Counsell served as the Project Manager for disaster debris removal monitoring following the crippling tornados of April 2011. The project involved monitoring right-of-way collection of vegetative and construction and demolition (C&D) debris throughout the County and administering and monitoring contracted debris removal from private property through a right-of-entry (ROE) program as

part of Operation Clean Sweep administered by FEMA and AEMA. Contract value totals \$3-million.

**New Orleans, Louisiana, FEMA Funded Commercial and Residential Demolition Program, 2007-2009** – Between 2007 and 2009, Mr. Counsell served as the Program Manager of the City of New Orleans residential and commercial demolition program, helping the City design and implement a multi-phase process for the identification, historical review, decommissioning, demolition, and disposal of over 1,500 residential and commercial structures located throughout the City. The program required coordinated cost tacking to 5 large Project Worksheets totaling over \$50 million in FEMA Public Assistance Funding.

**Louisiana and Texas, Hurricane Deployment, Hurricanes Dolly, Gustav, and Ike, 2008-2010** – Following the devastating impact that Hurricanes Dolly, Gustav, and Ike made on the Texas and Louisiana coast, Mr. Counsell deployed, implemented, and executed 10 large scale debris monitoring and grant administration programs in Texas and Louisiana and helped obtain \$250 million FEMA PA, FHWA ER, and CDBG DR funds on behalf of local governments and agencies such as Terrebonne Parish, City of New Orleans, and City of Houston.

**South Florida, Hurricane Deployment, Hurricane Wilma, 2005-2006** – Mr. Counsell deployed teams to simultaneously respond to 17 local governments in Broward, Miami-Dade, and Monroe County, FL to provide debris monitoring and grant administration assistance. The effort documented and substantiated the removal of over 5,000,000 cubic yards of debris, representing \$175 million of FEMA and FHWA reimbursement to local governments.

## Previous Employment Experience

**Science Applications International Corporation (SAIC), Maitland, FL, 2009-2011** – Mr. Counsell served as the Director of the Response and Recovery Services Division.

**Beck Disaster Recovery (BDR), Maitland, FL, 2005-2009** – Mr. Counsell was a company co-founder, owner and managing principal of the Program Management Services division.



# Eric Harrison

Vice President | Field Operations

## FIRM

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1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

## EDUCATION

BS: Electronics Engineering Technology  
Graduate Certificate: Geographic Information Science

## EXPERIENCE

16 years

## PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B)
- FHWA ER Program
- Demolition Program Management
- Occupational Safety and Health Administration Implementation

## Experience and Qualifications

Mr. Harrison has sixteen years of experience assisting communities with disaster response and recovery efforts throughout the United States. He has lead and supported multiple debris operations through project management, mobilization of response teams, staging logistics, data management and permitting debris sites. Also, as a geographic information systems (GIS) specialist he has extensive experience in developing zone and routing maps for disaster recovery projects.

## Project Experience

**Hurricane Dorian, Disaster Recovery Operations, State of North Carolina - 2019** – Mr. Harrison serves as program manager during Thompson’s response to Hurricane Dorian which included activations in Currituck and Dare County. He ensures all projects are staffed appropriately and operating in accordance with federal, state and local requirements. Mr. Harrison manages operations across all projects and ensured each had the resources necessary to complete efficient and effective debris removal monitoring operations.

**Hurricane Michael, Disaster Recovery Operations, Florida and Georgia, - 2018** – Mr. Harrison serves as program manager during Thompson’s response to Hurricane Michael which included over 12 contract activations. Mr. Harrison assigned and managed

project and operations managers across all projects and ensured each had the resources necessary to complete efficient and effective debris removal monitoring operations.

**Hurricane Florence, Disaster Recovery Operations, North Carolina, 2018** – Mr. Harrison served a Program Manager for Thompson’s response missions following Hurricane Florence. Clients included the NCDOT, Carteret and Cumberland Counties and the City of Jacksonville. He ensured all projects were staffed appropriately and operating in accordance with federal, state and local requirements.

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018** – Mr. Harrison served as a program manager overseeing project operations for debris monitoring services in three DTOP designated zones. He was responsible for ensuring all projects were operating in accordance with federal, state and local requirements and that project managers were operating consistently across the DTOP zones.

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Harrison oversaw Thompson’s debris removal monitoring operations throughout the State of Florida. He assigned and managed project and operations managers across all projects and ensured each had the resources necessary to complete efficient and effective debris removal monitoring operations. Thompson provided debris monitoring and substantiation for more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**City of Hialeah, Hurricane Irma Recovery Operations, 2017** – Mr. Harrison served as onsite project manager overseeing disaster debris removal monitoring operations in the City of Hialeah following Hurricane Irma. The recovery efforts included the documentation, collection and removal of over 211,704 cubic yards of debris.

**Hurricane Matthew, Disaster Recovery Operations, Multiple States, 2016 - 2017** – Mr. Harrison oversaw Thompson’s debris removal monitoring operations in five (5) states and 23 unique clients simultaneously. He assigned and managed project and operations managers across all projects and ensured each had the resources necessary to complete efficient and effective debris removal monitoring operations. Thompson provided debris monitoring and



substantiation for more than 3.2M cubic yards of debris as a result of Hurricane Matthew.

**South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014** – Winter Storm Pax impacted the State of South Carolina which generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown, Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal monitoring services. Mr. Harrison served on the Thompson management team responsible overseeing operations, staffing and controls on all active projects. Thompson is scheduled to monitor, document, and substantiate reimbursement for the removal of 1,000,000 cubic yards of debris and the removal of hazardous limbs from 154,000 hazardous trees.

**Hurricane Deployment, Hurricane Sandy, New Jersey, New York, 2012** – Mr. Harrison deployed teams to respond to Hoboken, NJ and Babylon, New York following Hurricane Sandy to provide debris monitoring using ADMS and grant administration assistance. Mr. Harrison performed quality control of field supervisors and monitors utilizing ADMS to certify equipment, credential new monitors, and track debris removal. Concurrently, Mr. Harrison also deployed a field team skilled in ADMS and special programs to manage the extensive documentation associated with the identification, removal, and inventory management of flooded vehicles and vessels in New York City.

**Mississippi and Louisiana, Hurricane Deployment, Hurricane Isaac, 2012** – Mr. Harrison deployed teams to simultaneously respond to four local governments in Terrebonne Parish, LA, Denham Springs, LA, Hancock County, MS, and Jackson County, MS to provide debris monitoring and grant administration assistance. The effort documented and substantiated the removal of nearly 100,000 cubic yards of debris in less than 45 days.

**Virginia Department of Transportation (VDOT), Hurricane Irene Recovery Operations, 2011** – Mr. Harrison served as project manager overseeing disaster debris removal operations in the Richmond and Fredericksburg VDOT Districts which included six different residencies across the eastern part of state. The recovery efforts included the collection and removal of over 450,000 cubic yards of debris which was tracked and managed with TDMSweb.

**City of New Orleans, FEMA Funded Commercial and Residential Demolition Program, New Orleans, LA, 2007-2011** – Between 2007 and 2011, Mr. Harrison served as the Deputy Project Manager of the City of New Orleans Residential and Commercial Demolition Program. He was responsible for preparing applications for two historic review committees for demolition requests and for carrying out all required procedures set forth in City ordinances prior to committee review. Also, using GIS software Mr. Harrison mapped demolition progress and managed a demolition database of nearly 3,000 properties. The program required coordinated cost tacking to 5 large Project Worksheets totaling over \$50 million in FEMA Public Assistance Funding.

**Louisiana and Texas, Hurricane Deployment, Hurricanes, Gustav, and Ike, 2008-2010** – Following the devastating impact that Hurricanes Gustav and Ike made on the Louisiana and Texas coast, Mr. Harrison supported the debris monitoring operations in New Orleans as well as providing GIS support for multiple field operations in Texas.

**City of Waveland, Mississippi, Hurricane Deployment, Hurricane Katrina, 2005-2007** – Mr. Harrison served as GIS specialist and assisted the City of Waveland, MS with developing zone maps, conducting damage assessments and leaner and hanger debris removal programs following Hurricane Katrina.

**Pembroke Pines, Florida, Hurricane Deployment, Hurricane Wilma, 2005-2006** – Mr. Harrison served as the operations manager and assisted in the deployment of an immediate response team to provide storm debris cleanup and recovery planning on behalf of the City of Pembroke Pines, FL in response to Hurricane Wilma. He also assisted in the development of zone and routing maps for the City's recovery efforts.

## Training and Certifications

- Occupation Safety and Health Administration (OSHA) 7600 Disaster Site Worker
- Occupation Safety and Health Administration (OSHA) 10-hour Construction Safety
- Federal Emergency Management Agency (FEMA) IS-700a – NIMS An Introduction
- ArcGIS 9.x and ArcGIS Server 9.x
- ArcGIS Spatial and Network Analyst



# Corey Thomas

Vice President | Grants Management Services

## FIRM

Thompson Consulting Services  
1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

## EDUCATION

BS: Communication, Advertising, and Public Relations  
MBA: Finance and Management

## EXPERIENCE

10 years

## PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FEMA Hazard Mitigation Grant Program (404 and 406)
- FHWA ER Program
- HUD CDBG Disaster Recovery

## Experience and Qualifications

Mr. Thomas has ten years of project management and consulting experience assisting local and state governments in determining and claiming eligible costs under FEMA's Public Assistance program. He has assisted clients with developing project worksheets for all categories of work (A-G) and performed tasks associated with project formulation, scoping, cost estimating, 406 mitigation, project inspection, financial compliance, invoice and cost reconciliation, and appeals.

*Presenter:* **National Hurricane Conference, 2013 – Debris Monitoring and Contracting Training Workshop**

## Project Experience

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Thomas served on the Thompson management team responsible for contract obligations, cost controls, and FEMA Category A&B reimbursement for all projects during Thompson's state-wide mobilization in response to Hurricane Irma. Thompson conducted debris removal monitoring operations on behalf of 45 unique clients simultaneously. Mr. Thomas conducted project kickoff meetings and coordinated ensured projects had the necessary personnel and equipment to implement monitoring operations. Thompson provided debris

monitoring and substantiation for more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**Hurricane Matthew State of Florida FEMA PA Consulting 2016 – 2017** - Mr. Thomas provided subject matter expertise while overseeing a team of consultants responsible preparing project worksheets and supporting documentation to substantiate reimbursement of costs to perform eligible storm-related response and recovery work on behalf of seven Florida communities - Cities of Daytona Beach, St. Augustine, Ormond Beach, Deland, Deltona, Orange City and the Solid Waste Authority of Palm Beach County. In total, over 70 project worksheets substantiating more than \$12 million in FEMA Public Assistance reimbursement will be submitted. Additionally, Thompson developed Hazard Mitigation Grant Program projects and applications to improve public infrastructure for each of our clients.

**South Carolina Department of Transportation (SCDOT), Severe Flooding FEMA PA Consulting, 2015 – 2016** – Mr. Thomas provided subject matter expertise to SCDOT leadership while developing and implementing a financial recovery plan to recoup over \$35 million in FEMA Public Assistance (PA) funding. He successfully managed a team of consultants responsible for developing over 200 project worksheets for emergency and permanent work which included repair, replacement and/or mitigation of over 500 damaged roads throughout the state.

**South Carolina Department of Transportation (SCDOT), Winter Storm Pax FEMA PA Consulting, 2014 - 2015** – Winter Storm Pax impacted the State of South Carolina which generated widespread vegetative disaster debris. Thompson was activated by the SCDOT to provide FEMA PA consulting services related to the debris removal missions being performed throughout the State. Mr. Thomas assisted the SCDOT with the application of over \$250 million in FEMA Category A reimbursement using alternative procedures in accordance with the Sandy Recovery Improvement Act of 2013. The effort included the consolidation of debris removal and monitoring data from five debris removal contractors and three monitoring firms for work completed in an 18 county area in order to obtain an increased federal cost share on behalf of SCDOT for performing an accelerated debris removal mission.





**Town of Babylon, NY, FEMA Public Assistance Consulting, Hurricane Sandy, 2012-2013** – The Town of Babylon, suffered severe damage and large amounts of vegetative and C&D debris following Hurricane Sandy. Mr. Thomas was able to quickly and accurately prepare large project Category A PW's valued at \$5.5 million. All PWs were approved in their entirety, and funded as part of the State's first round of reimbursement for Sandy.

**Middlesex County Utilities Authority, NJ, FEMA Public Assistance Consulting, Hurricane Sandy, 2012-2013** – Mr. Thomas provided FEMA PA consulting services to MCUA to assist the Authority with development of PWs to capture costs associated with debris removal, emergency protective measures, and permanent work. The MCUA suffered damages to sewage pumping stations estimated at over \$200 million. Mr. Thomas continues to provide PA and HMA support to help the Authority properly navigate FEMA policy requirements and federal regulations.

**City of Fort Lauderdale, Florida, FEMA Public Assistance Consulting, Hurricane Wilma, 2012** – Following hurricanes Wilma and Katrina in 2005, The City of Fort Lauderdale sustained widespread damage generating large amounts of debris throughout the City, particularly in parks and along beaches. In 2012, following a federal OIG audit of the City's FEMA project worksheets, approximately \$10 million in funding for debris removal activities was de-obligated. Mr. Thomas assisted the City in collecting project documentation, preparing a formal appeal, and submitting to FDEM and FEMA Region IV. The State has supported the City's claims and FEMA approval of the \$10 million appeal is expected in early 2013.

**Clark County, Indiana, FEMA Public Assistance Consulting, Severe Storms and Tornadoes, 2012** – A massive EF-4 tornado caused widespread damage across a 20 mile long path in Clark County, IN on March, 2<sup>nd</sup> 2012, generating an estimated 1.2 million cubic yards of debris and over \$40 million in damage. Responding to the County and State Incident Command Centers just days after the storm, Mr. Thomas served as grant management consultant, participating in debris operations and long-term FEMA PA program administration including PW preparation and audit and close-out support.

**City of Tuscaloosa, Alabama, FEMA Hazard Mitigation Grant Program Consulting, Severe Storms and Tornadoes, 2011** – The City of Tuscaloosa was struck by one of the most deadly tornado outbreaks in recent

history in April, 2011. Mr. Thomas served as a grant management consultant, preparing applications for ten community safe rooms to be funded by the HMGP. The safe rooms will provide shelter to over 2,000 residents and City employees during future emergencies.

**City of Daytona Beach, Florida, FEMA Public Assistance Consulting, Severe Storms and Flooding, 2009** – The City of Daytona Beach was struck by severe storms and record rainfall during May, 2009. Thousands of labor and equipment hours associated with emergency response efforts, as well as costs associated with permanent repairs were incurred. Mr. Thomas assisted the City in identifying eligible costs and preparing PWs for Categories A-E and provided support throughout project implementation and closeout preparation.

**Port of Galveston, Texas, FEMA Public Assistance Consulting, Hurricane Ike, 2009-2011** – During Hurricane Ike, the Port of Galveston's infrastructure was inundated with floodwaters caused by record storm surge. While the Port experienced over \$100 million of damages as a result of the storm, not all damages were evident immediately following the event. Mr. Thomas identified additional eligible projects and prepared small and large project PWs to provide the Port with additional FEMA PA funding as well as prepare for grant closeout.

## Professional Training Courses

- FEMA IS-30: Mitigation eGrants System for the Subgrant Applicant
- FEMA IS-100a: Introduction to the Incident Command System
- FEMA IS-208a: State Disaster Management
- FEMA IS-230: Principles of Emergency Management
- FEMA IS-253: Coordinating Environmental and Historic Preservation Compliance
- FEMA IS-279: Retrofitting Flood Prone Residential Structures
- FEMA IS-393a: Introduction to Hazard Mitigation
- FEMA IS-630: Introduction to Public Assistance
- FEMA IS-631: Public Assistance Operations
- FEMA IS-632: Introduction to Debris Operations in FEMA's PA Program
- FEMA IS-634: Introduction to FEMA's Public Assistance Program
- FEMA IS-700a: National Incident Management System, An Introduction





# Daniel M. Gardner

Vice President | Data Operations

## FIRM

Thompson Consulting Services  
1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

## EDUCATION

BSBA: Management Information Systems  
MBA: Finance and Management

## EXPERIENCE

11 years

## PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FEMA Hazard Mitigation Grant Program (404 and 406)
- FEMA Severe Repetitive Loss Program
- CDBG Disaster Recovery
- CDBG Housing

## Experience and Qualifications

Mr. Gardner has served as a data manager and grant management consultant for multiple federally funded grant programs on projects totaling over \$1 billion. As the data operation lead, he is responsible for ticket review, contractor invoice reconciliation, project closeout and audit support for all disaster recovery operations. His extensive understanding of project development, eligibility requirements and federal regulations across many federal grant programs allows clients to maximize disaster recovery reimbursement and mitigation funding.

As a grant manager, Mr. Gardner provides oversight throughout grant and project implementation and is intimately familiar with such activities as application development, public outreach, environmental review, vendor procurement, project and process monitoring, fair housing and Davis Bacon compliance, project closeout and program audits.

## Project Experience

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018** – Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Following the devastating impacts of the storm DTOP selected

Thompson to perform debris monitoring services in three DTOP zones. Mr. Gardner served as Data Manager and is responsible for overseeing all daily ticket review, detailed road review and daily reporting. In addition, Mr. Gardner performs all contract review and invoice reconciliation.

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Gardner served as the lead Data Manager overseeing Thompson's state-wide mobilization in response to Hurricane Irma. Thompson conducted debris removal monitoring operations on behalf of 45 unique clients simultaneously within the State. Mr. Gardner was responsible for all QA/QC activities as well as contractor invoice reconciliation. Thompson substantiated more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**Hurricane Matthew, Data Management Operations, 2016 - 2017** – Mr. Gardner oversaw Thompson's data management operations, to include daily reporting, ticket/data review and invoice reconciliation for all projects activated as a result of Hurricane Mathew. Following the hurricane Thompson was activated in five (5) states and 23 unique clients simultaneously. Managing a team of data administrators, Mr. Gardner ensured each client received customized daily reporting within 24 hours of debris removal operations beginning. He also worked closely with eight (8) different debris contractors to review and reconcile debris removal invoices and provide payment recommendations to each client. Thompson provided debris monitoring and substantiation for more than 3.2M cubic yards of debris as a result of Hurricane Matthew.

**South Carolina Department of Transportation, Severe Flooding Statewide Response, 2015 - 2016** – The SCDOT activated Thompson to provide debris removal monitoring services in 11 counties throughout the State following severe storms and flooding. Mr. Gardner served on the on-site project kickoff team and managed the data reporting and invoice reconciliation tasks throughout the projects. He oversaw the daily review of data and produced reports for the Counties including a daily summary, cost estimation and contractor summary.

**Putnam, Fentress and Overton Counties, Tennessee, Sever Winter Storm, 2015** – Mr. Gardner served on the on-site project kickoff team and managed the data reporting and invoice reconciliation tasks throughout the projects. He oversaw the daily review of data and produced reports for the Counties including a daily summary, cost estimation and contractor summary.



Additionally, Mr. Gardner worked with the debris hauler to reconcile all project data for invoicing and provided payment recommendations to the Counties. All data was submitted to FEMA in a Project Worksheet ready package for immediate review and submission for reimbursement.

**South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014** – In February of 2014 Severe Winter Storm Pax impacted the State of South Carolina covering various regions of the State in up to 1.5” of ice which generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown, Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal monitoring services. Mr. Gardner managed the Thompson data management team responsible for validation and reporting of all project data. He was also responsible for data reconciliation and contractor invoicing. Thompson was scheduled to monitor, document, and substantiate reimbursement for the removal of 2,000,000 cubic yards of debris and the removal of 400,000 hazardous limbs and trees.

**City of Hoboken, NJ, Emergency Operations Planning, Debris Monitoring, and FEMA PA Consulting, Hurricane Sandy 2012- 2013** – The City of Hoboken was severely impacted by Hurricane Sandy, experiencing widespread flooding throughout the majority of the City. Mr. Gardner assisted with the oversight and coordination of debris removal operations immediately following the hurricane, and served as the Senior Grant Consultant during preparation the City’s FEMA Project Worksheets.

**Louisiana and Mississippi, Hurricane Isaac Regional Response and Disaster Recovery, 2012** – In August 2012, Hurricane Isaac struck the Louisiana and Mississippi gulf coast with Category 1 strength winds and 24 hours of sustained rainfall. Mr. Gardner served on the Thompson financial team responsible for contract cost controls and FEMA Category A&B reimbursement for multiple jurisdictions along coastal Mississippi and Louisiana, including Jackson and Hancock County, MS, and Terrebonne Parish and Denham Springs, LA. In all, Thompson’s data and financial management efforts authorized nearly a \$1,000,000 of eligible contractor payments and substantiated reimbursement for the removal of nearly 100,000 cubic yards of debris from roadways, canals, and beaches.

**City of Tuscaloosa, Alabama, Public Assistance and Long Term Recovery Grant Program, 2011** – The City of Tuscaloosa was impacted by multiple large and small

tornadoes in April, 2011. The largest tornado flattened a one mile by six mile swath of the City causing an estimated \$85M in damage. Critical infrastructure was damaged and hundreds of residents lost their homes and property during the event. Mr. Gardner aided the City in securing federal funding across several grant programs including CDBG, to assist with the rebuilding of lost public housing while focusing on the goal of energy efficiency and sustainability.

**City of Galveston, Texas, CDBG DR Round 1 and 2 Administration, 2009 - 2010** – The City of Galveston was the epicenter of Hurricane Ike’s landfall in September 2008 and suffered massive damage as a result. As program manager, Mr. Gardner managed the administration of approximately \$107 million in CDBG Disaster Recovery funding and assisted City staff coordinate all grant activities for infrastructure projects including a business economic recovery loan program and the reconstruction of the City’s Main Wastewater Treatment Plant (estimated at \$70 million). He was in charge of program design and oversight, as well as ensuring all day to day activities were carried out according to federal, state and local regulations.

### Training and Certifications

- Homeland Security Exercise and Evaluation Program (HSEEP)
- FEMA IS-31: Mitigation eGrants System for the Grant Applicant
- FEMA IS-100a: Introduction to the Incident Command System
- FEMA IS-208a: State Disaster Management
- FEMA IS-230: Principles of Emergency Management
- FEMA IS-253: Coordinating Environmental and Historic Preservation Compliance
- FEMA IS-279: Retrofitting Flood Prone Residential Structures
- FEMA IS-386: Introduction to Residential Coastal Construction
- FEMA IS-559: Local Damage Assessment
- FEMA IS-631: Public Assistance Operations
- FEMA IS-632: Introduction to Debris Operations in FEMA’s PA Program
- FEMA IS-634: Introduction to FEMA’s Public Assistance Program
- FEMA IS-700a: National Incident Management System (NIMS) An Introduction
- FEMA IS-922: Applications of GIS for Emergency Management



# Wesley Holden

Senior Vice President | ADMS Operations

## FIRM

Thompson Consulting Services  
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Lake Mary, FL 32746

## EDUCATION

BS: Management Information Systems

## EXPERIENCE

14 years

## TECHNOLOGY EXPERTISE

- Enterprise Web, Accounting and Document Management Applications
- ASP.Net, VB.Net, C#, Javascript, HTML, Visual Studio, Source Control
- SQL Server, T-SQL, Stored Procedures, Index Tuning, Performance Management

## Experience and Qualifications

Mr. Holden has fourteen years of experience providing data management and disaster recovery software application development for disaster response and recovery efforts throughout the United States for a broad range of local and state government clients.

## Project Experience

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Holden oversaw Thompson's ADMS deployment during Thompson's state-wide mobilization in response to Hurricane Irma. Thompson conducted debris removal monitoring operations on behalf of 45 unique clients simultaneously. Mr. Holden ensured all projects had the equipment and personnel necessary to perform monitoring operations utilizing Thompson's ADMS for all projects and programs. Thompson provided debris monitoring and substantiation for more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**Hurricane Matthew, Disaster Recovery Operations, Multiple States, 2016 - 2017** – Mr. Holden oversaw Thompson's ADMS deployment in five (5) states and 23 unique clients simultaneously as a result of Hurricane Matthew. He assigned and managed a team of ADMS operators across all projects. This effort included the setup, distribution and management of more than 500 ADMS handheld and hip printer units which enable real-time data collection of debris

monitoring operations. Overall, Thompson provided debris monitoring and substantiation for more than 3.2M cubic yards of debris as a result of Hurricane Matthew.

**Chatham County, Georgia, Hurricane Matthew Recovery Operations, 2016 – 2017** Mr. Holden served the project manager for debris removal monitoring services on behalf of Chatham County following Hurricane Matthew. He worked closely with the County and the debris removal contractor to ensure right-of-way (ROW), hazardous tree and limb, and private property debris removal (PPDR) programs were performed efficiently and in accordance with federal and state regulations. Thompson substantiated the removal of over 1,400,000 cubic yards of vegetative debris.

**South Carolina Department of Transportation, Severe Flooding, 2015** – Following severe statewide flooding in South Carolina, SCDOT contracted Thompson to provide debris removal monitoring services in 11 counties throughout the State. Mr. Holden provided oversight of the implementation of Thompson's automated debris management system (ADMS), the Thompson Data Management Suite, and our handheld field units, TDMS*mobile* across all projects throughout the State.

**Mississippi Department of Transportation, Road Sign Tracking Analysis, 2015** – The Mississippi Department of Transportation (MDOT) contracted Thompson to conduct an analysis of current roadway sign shop operations, systems integration of roadway sign shop operations, field maintenance operations, data gathering, and creation of standard operating procedures of roadway sign creation and maintenance. Mr. Holden served as Project Manager and ensured project deliverables were completed and presented to MDOT stakeholders in accordance with the project task order.

**South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014** – Winter Storm Pax impacted the State of South Carolina covering various regions of the State in up to 1.5" of ice which generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown, Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal monitoring services. Mr. Holden provided oversight of the implementation of



Thompson's automated debris management system (ADMS), the Thompson Data Management Suite, and our handheld field units, TDMS*mobile*. Overall Thompson deployed 450 units to documents and substantiate reimbursement for the removal of an over 2,900,000 cubic yards of debris and the removal of 400,000 hazardous limbs and trees throughout the State.

**Town of Babylon, New York, Hurricane Sandy Recovery Operations, 2012 -2013** – Following the devastating landfall of Hurricane Sandy, Mr. Holden provided oversight of the implementation of Thompson's automated debris management system (ADMS), TDMS*mobile*, which was utilized to track a number of different inventory metrics associated with the Town's debris removal program, including equipment deployed, trucks assigned to different work zones, debris types removed, debris collection locations, and recyclable material recovered.

**Louisiana and Mississippi, Hurricane Isaac Regional Response and Disaster Recovery, 2012** – In August 2012, Hurricane Isaac struck the Louisiana and Mississippi gulf coast with Category 1 strength winds and 24 hours of sustained rainfall. Mr. Holden served on the Thompson financial team responsible for contract cost controls and FEMA Category A&B reimbursement for multiple jurisdictions along coastal Mississippi and Louisiana, including Jackson and Hancock County, MS, and Terrebonne Parish and Denham Springs, LA. In all, Thompson's data and financial management efforts authorized nearly a \$1,000,000 of eligible contractor payments and substantiated reimbursement for the removal of nearly 100,000 cubic yards of debris from roadways, canals, and beaches.

**Clark County, Indiana, Tornado Recovery Operations, Data Management, 2012** – Mr. Holden managed a team tasked with supporting data entry, document scanning and data management to track and report debris removal operations for Clark County. He was also in charge of debris hauler invoice reconciliation and payment recommendations.

**Calhoun County, AL, Tornado Recovery Operations, 2011** – Mr. Holden served as the County's project manager during the disaster debris removal monitoring efforts following the April 2011 tornadoes. He was in charge of overseeing collection operations for the County to ensure that all debris removal and monitoring was within federal regulations.

**Alabama Tornadoes, Data Management, 2011** – Mr. Holden managed a data management operation responsible for scanning, inputting, mapping, tracking and reporting the quantities of debris removed and disposed by various contractors throughout the State of Alabama.

**Texas, Hurricane Ike Data Management, 2008-2009** – Following Hurricane Ike, Mr. Holden managed a team tasked with supporting data entry, document scanning, and data management to track and report debris removal operations for multiple municipalities and counties throughout Texas. At the peak of the engagement, Mr. Holden was tasked with managing the scanning and entry of over 250,000 documents and images per day.

**City of New Orleans, FEMA Funded Commercial and Residential Demolition Document Management, New Orleans, LA, 2007-2009** – Between 2007 and 2009, Mr. Holden helped design a software application to electronically store critical field documents that supported a multi-phase process for the identification, historical review, decommissioning, demolition, and disposal of over 1,500 residential and commercial structures located throughout the City of New Orleans.

**Mississippi, Hurricane Katrina, Data Management 2005-2007** – Following the devastating impact that Hurricanes Katrina made on the Mississippi coast, Mr. Holden managed a data management operation responsible for inputting, tracking, and reporting the quantities of debris removed and disposed of by the United States Army Corps of Engineers contractors throughout the State of Mississippi.

## Program Experience

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FEMA Hazard Mitigation Grant Program (404 and 406)



# Nicole Lehman

Director of Client Services | Program Manager

## FIRM

Thompson Consulting Services  
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Lake Mary, FL 32746

## EDUCATION

BA: Psychology and Spanish

## EXPERIENCE

11 years

## PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FHWA ER Program
- CDBG Disaster Recovery
- CDBG Housing

## Experience and Qualifications

Ms. Lehman has eleven years of experience providing grant and program management support and oversight for disaster response and recovery efforts throughout the United States. Following Hurricane Ike, she managed multiple projects for Galveston County and the City of Galveston, the most heavily impacted communities by the storm.

*Presenter: National Hurricane Conference, 2013 – Debris Monitoring and Contracting Training Workshop*

## Project Experience

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2019** – Ms. Lehman served as a program manager overseeing project operations for debris monitoring services in three DTOP designated zones. She was responsible for ensuring all projects were operating in accordance with federal, state and local requirements.

**Fort Lauderdale, Hurricane Irma, 2017** – Ms. Lehman served as program manager for Fort Lauderdale's recovery efforts following Hurricane Irma. Thompson monitored the removal of over 600,000 cubic yards of vegetative and construction and demolition debris, as well as the removal of hazardous limbs from 13,000 trees and the complete removal of over 450 hazardous leaning trees. In addition, Thompson implemented a sand recovery and screening operation to return the displaced sand to the public beaches. She coordinated

closely with the City and the debris removal contractors to implement and carry out debris removal programs.

**City of Daytona Beach, Florida, Disaster Debris Management Plan Update, 2015** – Ms. Lehman led a planning team in the update of the City's Disaster Debris Management Plan. The update included ensuring the plan met new FEMA policy and procedure guidance as well as a review and update of the City's debris management roles and responsibilities and the debris collection and monitoring strategies.

**Alabama Department of Transportation Southwest Region, Disaster Debris Management Plan, 2014 - 2015** – Ms. Lehman assisted in the development and preparation of a Disaster Debris Management Plan (DDMP) for the ALDOT Southwest Region. She worked closely with the Region to develop the debris collection and monitoring strategies included in the plan. In addition Ms. Lehman reviewed debris management site options throughout the Region.

**South Carolina Department of Transportation (SCDOT), Winter Storm Pax Recovery Operations, 2014** – Ms. Lehman is currently serving as operations manager for the SCDOT debris removal monitoring mission in Georgetown County. She is in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on SCDOT maintained roadways throughout the County.

**Georgetown County, South Carolina, Winter Storm Pax Recovery Operations, 2014** – Ms. Lehman is currently serving as operations manager for debris removal monitoring operations in Georgetown County. She is in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on County maintained roadways.

**City of Hoboken, NJ, Emergency Operations Planning, Debris Monitoring, and FEMA PA Consulting, Hurricane Sandy 2012- 2013** The City of Hoboken was severely impacted by Hurricane Sandy, experiencing widespread flooding throughout the majority of the City. Ms. Lehman has served as the City's Project Manager for debris operations immediately following the hurricane, and PA Consultant in preparing the





City's FEMA Project Worksheets. Additionally, Ms. Lehman assisted in the preparation of the City's Emergency Operations Plan, to help prepare the City and all department personnel to respond during future disaster events.

**Trinity Bay Conservation District, Texas, FEMA PA Project Worksheet Close-out and Audit Preparation, 2012** – Ms. Lehman served as Grant Management Specialist for the final reconciliation of expenditures to grant funds received for Hurricane Ike bridge and facility replacements. Ms. Lehman organized all supporting documentation for project worksheets and prepared projects for close-out and federal audit.

**Louisiana and Mississippi, Hurricane Isaac Regional Response and Disaster Recovery, 2012** – In August 2012, Hurricane Isaac struck the Louisiana and Mississippi gulf coast with Category 1 strength winds and 24 hours of sustained rainfall. Ms. Lehman served on the Thompson debris program team responsible for mobilizing and deploying project staff and resources to multiple jurisdictions along coastal Mississippi and Louisiana, including Jackson and Hancock County, MS, and Terrebonne Parish and Denham Springs, LA.

**Trinity Bay Conservation District, Texas, Disaster Debris Management Planning, 2012** – Ms. Lehman assisted in the development and preparation of a Disaster Debris Management Plan (DDMP) for the Trinity Bay Conservation District in Chambers County, Texas to ensure increased eligibility for federal PA cost-share in accordance with recent changes to FEMA's PA Pilot Program.

**City of Tuscaloosa, Alabama, Severe Storms, Tornadoes, Straight-line Winds, and Flooding, 2011** – Ms. Lehman served as project manager for the City of Tuscaloosa, Alabama and ran the FEMA Public Assistance (PA) and assisted the City with the design and implementation of Housing Demolition Programs following the April 2011 tornadoes that devastated the City and caused an estimated \$85M in damages.

**City of Galveston, Texas, Community Development Block Grant (CDBG) Administration, 2011** – Ms. Lehman served as Financial Recovery Specialist for the administration of \$106 million in Housing and Urban Development (HUD) non-housing CDBG funds for the City. At this capacity, Ms. Lehman coordinated with HUD, and the Texas Department of Rural Affairs and provided guidance to the City to ensure that the program was properly documented and administered in compliance with statutory regulations and program

guidelines. In addition, Ms. Lehman assisted the City with the development of contracts, procurement documentation, and comparison of data for federal reimbursement.

**Escambia County, Florida, BP Deepwater Horizon Oil Spill Response, 2010** – Ms. Lehman served as Program Manager of a program designed to minimize the impact that the BP oil spill made on Escambia County's (Pensacola area) beaches, waterways, and tourism. During this effort, over \$1.5 million in claims for oil containment and public outreach were documented and substantiated. Ms. Lehman coordinated and documented the efforts of participating local, state, federal, and private to substantiate the BP claims.

**City of Galveston, Texas, Standing Dead Tree Removal Program, Hurricane Ike, 2009-2010** – Following Hurricane Ike, Ms. Lehman monitored a contracted program to remove over 10,000 standing dead trees throughout the City that were killed as a result of saltwater inundation. The monitoring and documentation efforts substantiated over \$3.5 Million in FEMA PA funding. In addition, Ms. Lehman worked with Galveston County to monitor and document over \$62 million worth of debris removal programs including sand removal, vessel recovery, and private property debris removal.

**Galveston County/Bolivar, Texas, ROW Debris Removal and Specialized PPDR Programs Following Hurricane Ike, 2008-2009** – Ms. Lehman served as the Project Manager for Galveston County, including the Bolivar Peninsula and eleven cities within the County following Hurricane Ike. Ms. Lehman oversaw disaster debris removal programs and assisted the County with planning and implementing specialized voluntary and involuntary PPDR programs under which debris, sand, vessels, and hazardous materials were removed from over 1500 private properties on the Bolivar Peninsula and mainland Galveston County.

## Training and Certifications

- HAZWOPER 40 hour certification
- OSHA 30 hour certification
- ISO 9000
- Applying for Federal Grants and Cooperative Agreements Certificate
- Managing Federal Grants and Cooperative Agreements for Recipients Certificate
- FEMA IS 700.a – National Incident Management System (NIMS) An Introduction



# Patrick Gardner

## GIS Manager

### FIRM

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1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

### EDUCATION

BS: Marine Science  
MS: Fisheries and Aquatic Sciences

### EXPERIENCE

4 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance (Categories A-B)

## Experience and Qualifications

Mr. Gardner brings GIS and data management experience from the State University System of Florida. He oversaw data collection and processing for state and federally funded research projects. During this time, he worked both locally and internationally to complete grant deliverables. These deliverables included the creation of publication quality maps and figures which communicated complex spatial data into clear and coherent representations. Most recently, Mr. Gardner assists with data management, invoice reconciliation, and GIS analysis.

## Disaster Project Experience

**Hurricane Michael, Disaster Recovery Operations, Florida and Georgia, - 2018** – Mr. Gardner provided GIS and data management services during Thompson’s mobilization in response to Hurricane Michael which included over 12 contract activations. Mr. Gardner coordinated with each community to establish eligible roadway maps and was responsible for mapping data points through GIS and providing support to the QA/QC team.

**Hurricane Florence, Disaster Recovery Operations, North Carolina, 2018** – Mr. Gardner provided GIS support for all of Thompson’s projects following Hurricane Florence, including the NCDOT, Carteret and Cumberland Counties and the City of Jacksonville. Mr. Gardner also provided geospatial analysis utilizing Thompson’s drone capabilities to measure and substantiate disaster debris piles.

**Hurricane Irma, Disaster Recovery Operations, State of Florida, 2017 - 2018** – Mr. Gardner provided GIS and data management services during Thompson’s state-

wide mobilization in response to Hurricane Irma. Thompson conducted debris removal monitoring operations on behalf of 45 unique clients simultaneously within the State. Mr. Gardner was responsible for mapping data points through GIS and providing support to the QA/QC team. Thompson substantiated more than 11.6M cubic yards of debris as a result of Hurricane Irma.

**Sevier County, Tennessee, Chimney Tops 2 Wildfire, 2016 - 2018** – Mr. Gardner served as the onsite project manager overseeing debris monitoring services for right-of-way tree removal of standing dead trees as a result of the 2016 wildfires which burned over 17,000 acres and destroyed more than 2,400 properties. In addition, Mr. Gardner administered the private property debris removal program established to eliminate hazardous conditions located on private property.

**Dare County and included municipalities, North Carolina, Hurricane Matthew, 2016** - Dare County activated Thompson to provide debris removal monitoring services to the county and local municipalities following Hurricane Matthew. Mr. Gardner assisted with data management and invoice reconciliation.

**South Carolina Department of Transportation, Severe Flooding Statewide Response, 2015 - 2016** – The SCDOT activated Thompson to provide debris removal monitoring services in 11 counties throughout the State following severe storms and flooding. Mr. Gardner assisted with data reporting and invoice reconciliation tasks throughout the projects.

**Putnam, Fentress and Overton Counties, Tennessee, Severe Winter Storm, 2015** – Mr. Gardner assisted with data reporting and invoice reconciliation tasks throughout the projects. He oversaw the daily review of data for the Counties. All data was submitted to FEMA in a Project Worksheet ready package for immediate review and submission for reimbursement.

**South Carolina, Winter Storm Pax Regional Response and Disaster Recovery, 2014** – In February of 2014, Severe Winter Storm Pax impacted the State of South Carolina covering various regions of the State in up to 1.5” of ice which generated widespread vegetative disaster debris. Thompson was activated by the South Carolina Department of Transportation (SCDOT), Georgetown, Marion, Williamsburg, Aiken and Allendale Counties to provide debris removal



monitoring services. Mr. Gardner assisted with the data management and invoice reconciliation. Thompson monitored and substantiated reimbursement for the removal of approximately 2,000,000 cubic yards of debris and the removal of 400,000 hazardous limbs and trees.

#### **Brevard County, FL, Hurricane Sandy Beach**

**Renourishment, 2013 - 2014** – Federal funding following Hurricane Sandy provided funding for Beach renourishment on Florida's east coast. While working for Land and Sea Surveying Concepts Inc., Mr. Gardner acted as surveying technician using real-time kinematic GPS to produce 1000 m beach elevation transects before and after sand renourishment.

### Environmental Project Experience

**Exploration, Habitat Characterization, and Coral Health Assessment in Flower Garden Banks National Marine Sanctuary, 2015 -2016** – Mr. Gardner served as a Research Coordinator at Harbor Branch Oceanographic Institute at Florida Atlantic University. While assisting with this project in the lab, Mr. Gardner used transect photos to characterize habitat on shallow and mesophotic reefs. Field collections included technical diving to 170 fsw collect live coral tissue for RNA sequencing analyses.

**Development of Fisheries Independent, Habitat-Based indices of Abundance for Pre-Reproductive Gag Grouper in the Northeastern Gulf of Mexico, 2013 - 2015** – As a research assistant Mr. Gardner performed counts of gag grouper on artificial reefs using closed-circuit rebreathers. He interpreted and classified side scan SONAR data, constructed sampling regimes, validated and analyzed data for use by resource managers, and created publication quality maps in ArcGIS.

**Impact of invertebrate grazers on freshwater algae in Kings Bay, FL, 2013 - 2015** – As a research assistant, Mr. Gardner conducted fieldwork collecting freshwater invertebrate grazers and implemented lab studies to determine grazing rates on freshwater algae.

**Reproductive Biology of Invasive Lionfish (*Pterois volitans/miles* complex) from Little Cayman Island, 2013 - 2014** – Mr. Gardner developed, implemented, and published results determining spawning seasonality, frequency and batch fecundity of invasive lionfish. This project was completed in fulfillment of his master's degree at the University of Florida. (Peer reviewed publication: Gardner PG, Frazer TK, Jacoby CA, Yanong RPE. 2015. Reproductive biology of invasive

Lionfish (*Pterois volitans*) from Little Cayman. *Frontiers in Marine Science* 2:7).

**Assessing Organic Soil Amendments in Saltwater Marsh Restoration, 2007 - 2009** – While a student at **Eckerd College**, Mr. Gardner served as a research assistant working in the field to collect plant biomass, invertebrate, and water samples. In the lab, he performed sulfide analysis, prepared plant biomass for nitrogen analysis, and composed a research paper on the effects of sulfides on wetland plants. In a supervisory role, he trained volunteers and intern for various project tasks.

### Training and Certifications

- Federal Aviation Administration Certified Remote Pilot for Small Unmanned Aircraft Systems
- U.S. Environmental Protection Agency Scientific Diver
- NAUI SCUBA Instructor
- Department of the Interior Motorboat Operations Certification Course
- First Aid, CPR, Oxygen Delivery, and Blood Borne Pathogens
- GIS applications for Natural Resource Management, Florida Sea Grant



# Gary Brooks

## Project / Operations Manager

### FIRM

Thompson Consulting Services  
1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

### MILITARY EXPERIENCE

United States Marine Corps

### EXPERIENCE

15 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B)
- FHWA ER Program

## Experience and Qualifications

Mr. Brooks has fifteen years of experience managing debris monitoring operations throughout the United States. In addition to right-of-way (ROW) debris monitoring programs, Mr. Brooks has worked extensively on large scale debris reduction sites, including a temporary site in Pensacola Florida that reduced over 1,000,000 cubic yards of construction and demolition debris following Hurricane Ivan. Mr. Brooks also has extensive experience in leaner, hanger, and stump removal, vessel recovery and waterways debris removal monitoring programs.

## Project Experience

**Gadsden County, Florida, Hurricane Michael, 2018 - 2019** – Mr. Brooks served as operations manager for debris removal monitoring efforts in Gadsden County, Florida. He was in charge of overseeing day-to-day operations for all monitoring programs including right-of-way (ROW) debris removal and hazardous tree and stump removal on County maintained roadways. Overall, approximately 1.5 million cubic yards of debris have been collected.

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018** – Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Mr. Brooks served as the operations manager overseeing day-to-day debris removal monitoring operations from the North DTOP Zone.

**Solid Waste Authority of Palm Beach County (SWA), Hurricane Irma, 2017 - 2018** – Mr. Brooks served as

the project manager to coordinate debris monitoring and disposal operations throughout the County, this included performing monitoring services for 18 communities within the County and documenting all disposal loads brought to the SWA's landfills. Overall, Thompson provided the substantiation for more than 3 million cubic yards of debris as a result of Hurricane Irma.

**South Carolina Department of Transportation, Hurricane Matthew Recovery Operations, 2016 – 2017** – Mr. Brooks served as project manager for debris removal monitoring services on behalf of SCDOT following Hurricane Matthew. Mr. Brooks oversaw debris monitoring operations in seven counties, including Colleton, Darlington, Florence, Horry, Orangeburg, Sumter and Williamsburg. These operations substantiated the removal of over 956,000 cubic yards of vegetative debris.

**South Carolina Department of Transportation, Lexington and Richland Counties, South Carolina, Severe Flooding Recovery Operations, 2015** – Mr. Brooks served as operations manager for debris removal monitoring in Lexington and Richland Counties on behalf of SCDOT following a severe flooding event. He oversaw day-to-day operations for right-of-way collection on SCDOT maintained roadways throughout the Counties.

**Putnam County, Tennessee, Severe Winter Storm Recovery Operations, 2015** – Mr. Brooks served as the operations manager overseeing day-to-day debris removal monitoring operations throughout Putnam County. The County performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on County maintained roadways.

**South Carolina Department of Transportation (SCDOT), Winter Storm Pax Recovery Operations, 2014** – Mr. Brooks served as the operations manager for the SCDOT debris removal monitoring mission in Williamsburg County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on SCDOT maintained roadways throughout the County.

**Williamsburg County, South Carolina, Winter Storm Pax Recovery Operations, 2014** – Mr. Brooks served as the operations manager for debris removal monitoring



operations in Williamsburg County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners, hangers on County maintained roadways.

**Iberville Parish, Louisiana, Hurricane Isaac Recovery, Waterway Debris Removal Monitoring, 2013** – Mr. Brooks served as operations manager and field supervisor overseeing the debris removal monitoring effort in various Parish waterways. The debris congestion in the waterways was remaining from the impacts of Hurricane Isaac.

**Alabama State Port Authority, Hurricane Isaac Recovery, Wetland Debris Removal Monitoring, 2013** – Mr. Brooks served as operations manager and field supervisor overseeing the debris removal monitoring effort in the ASPA Arlington Park wetlands in Mobile, AL. Debris impacting the 27-acre wetlands consisted of an up to four foot thick layer of logs and wood debris carried into the park by the storm surge in late August 2012. The FEMA-funded debris program involved specialized, low-impact debris removal techniques in accordance with the United States Corps of Engineers permit. A total of 771 cubic yards of debris was successfully removed, allowing for the recovery of the wetlands.

**Denham Springs, Louisiana, Hurricane Isaac Recovery Operations, 2012** – Mr. Brooks served as an operations manager for debris removal monitoring efforts on behalf of Denham Springs following the landfall of Hurricane Irene. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance and debris removal operations and right-of-way collection of over 9,300 CY of vegetative and construction and demolition (C&D) debris throughout the affected areas.

**Clark County, Indiana, Tornado Recovery Operations, 2012** – Mr. Brooks served as an operations manager for debris removal efforts following the devastating February severe weather incident which swept through the County and surrounding areas. He was in charge of overseeing day-to-day operations for all monitoring staff throughout the County.

**City of Portsmouth, Virginia, Hurricane Irene Recovery Operations, 2011** – Mr. Brooks served as field supervisor overseeing disaster debris removal operations for the City of Portsmouth, VA following Hurricane Irene. The recovery efforts included the

collection and removal of over 50,000 cubic yards of debris from the City.

**Alabama Department of Conservation and Natural Resources, Tornado Debris Removal Monitoring, 2011**– The devastating tornados in the spring of 2011 ripped through the State of Alabama and ravaged two of the state parks. Mr. Brooks served as the parks field supervisor to oversee field monitors tasked to monitor the removal and reduction of thousands of damaged trees in compliance with FEMA 325 and 327 guidelines.

**City of Baytown, Texas, Hurricane Debris Removal Monitoring, 2008** – In 2008, Mr. Brooks served as the field project manager on the City of Baytown debris monitoring effort. Mr. Brooks' monitoring team oversaw, monitored, and documented the removal of over 1,000,000 cubic yards of storm debris by two prime contractors. Mr. Brooks also coordinated with the City, State, and FEMA to monitor the removal of derelict vessels displaced by the Hurricane Ike storm surge onto public property.

**Town of Amherst, New York, Snow Storm Debris Removal Monitoring, 2006** – Following an unusual snow storm that collapsed the pre-fall vegetative canopy in Western New York in 2006, Mr. Brooks served as a field operations supervisor for the Town of Amherst's debris removal monitoring program. The effort monitored, documented, and secured FEMA funding for the removal of over 900,000 cubic yards of vegetative storm debris as well as damaged trees, and hanging limbs from the Town's right-of-way.

**Escambia County, Florida, Hurricane Debris Disposal Monitoring, 2004**– Following the devastating impact that Hurricane Ivan made on Escambia County, Mr. Brooks served as the Debris Management Site (DMS) manager for Bronson Field, a former U.S. Military base that served as the largest DMS to support Escambia County's debris removal program. County-wide, 3 prime contractors removed nearly 8 million cubic yards of vegetative and construction and demolition debris, nearly 30% of which was processed and reduced at Bronson Field.

## Training and Certifications

- LADOTD Traffic Control Supervisor Certificate
- OSHA Certifications
  - 40 Hour HAZWOPER
  - 10 Hour OSHA Construction Safety and Health
  - 30 Hour OSHA Construction Safety and Health





# Raul Cardenas

## Project / Operations Manager

### FIRM

Thompson Consulting Services  
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Lake Mary, FL 32746

### EXPERIENCE

13 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FHWA ER Program

## Experience and Qualifications

Mr. Cardenas has thirteen years of experience supporting and managing debris monitoring operations throughout the United States. He has worked extensively on private property debris removal programs as well as, right-of-way (ROW) debris monitoring, and leaner, hanger, and stump removal programs in some of the largest areas impacted by debris generating events in the last decade.

## Project Experience

**Aransas County, Texas, Hurricane Harvey Recovery Operations, 2017 – 2018** - Mr. Cardenas served as project operations manager for debris removal monitoring services on behalf of Aransas County following Hurricane Harvey. Mr. Cardenas oversaw day-to-day operations of the extensive right-of-way (ROW), parks, and private property debris removal (PPDR) programs. Thompson substantiated the removal of over 2.8 million cubic yards of vegetative debris.

**Chatham County, Georgia, Hurricane Matthew Recovery Operations, 2016 – 2017** - Mr. Cardenas served as senior operations manager for debris removal monitoring services on behalf of Chatham County following Hurricane Matthew. Mr. Cardenas oversaw day-to-day operations of the extensive right-of-way (ROW), hazardous tree and limb, and private property debris removal (PPDR) programs. Thompson substantiated the removal of over 1,400,000 cubic yards of vegetative debris.

**City/Parish of East Baton Rouge, Louisiana, Severe Flooding, ROW and PPDR Program Management, 2016 - 2017** – Mr. Cardenas served as a senior field supervisor for debris removal monitoring efforts on behalf of the City/Parish. He assisted in daily field operations for all monitoring programs including right-

of-way (ROW) debris removal and an extended ROW Private Property Debris Removal (PPDR) program. To date over 1.8 million cubic yard of construction and demolition debris have been collected and more than 1,450 applicants participated in the extended ROW PPDR program.

**South Carolina Department of Transportation, Dorchester and Berkeley Counties, South Carolina, Severe Flooding Recovery, 2015** – Mr. Cardenas served as operations manager for debris removal monitoring in Dorchester and Berkeley Counties on behalf of SCDOT following a severe flooding event. He oversaw day-to-day operations for right-of-way collection on SCDOT maintained roadways throughout the Counties.

**South Carolina Department of Transportation (SCDOT), Winter Storm Pax Recovery Operations, 2014** – Mr. Cardenas served as the operations manager for the SCDOT debris removal monitoring mission in Marion County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on SCDOT maintained roadways throughout the County. County-wide, nearly 500,000 cubic yards of vegetative debris was collected, temporarily disposed, and burned. In addition, nearly 45,500 hazardous trees were addressed.

**Marion County, South Carolina, Winter Storm Pax Recovery Operations, 2014** – Mr. Cardenas served as the operations manager for debris removal monitoring operations in Marion County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners, hangers on County maintained roadways.

**Virginia Department of Transportation (VDOT), Hurricane Irene Recovery Operations, 2011** – Mr. Cardenas served as field supervisor overseeing disaster debris removal operations in the Richmond and Fredericksburg VDOT Districts which included six different residencies across the eastern part of state. The recovery efforts included the collection and removal of over 450,000 cubic yards of debris.

**MEMA, Hurricane Deployment, Hurricane Katrina, 2005-2007** – Mr. Cardenas worked as part of a disaster recovery team contracted by MEMA following Hurricane Katrina. The team was responsible for conducting damage assessments, reviewing Right-off-



Way collection and disposal operations and the permitting of temporary debris sites. In addition, Mr. Cardenas would review leaner and hanger debris removal programs, private property debris removal programs, and other specialized debris removal programs performed by local governments and the United States Army Corps of Engineers to closely monitor compliance, eligibility, and proper documentation.

**South Florida, Hurricane Deployment, Hurricanes Charley, Frances and Jeanne, 2004-2005 – Mr.**

Cardenas was a part of a response team to provide immediate on-site assistance and a wide range of disaster recovery management and storm debris clean-up monitoring services to aid multiple South Florida communities in making a quick recovery. Mr. Cardenas was assigned to multiple municipalities in Broward County, where he oversaw collection and disposal operations performed at County Debris Management Sites. In addition, Mr. Cardenas provided Quality Assurance/Quality control over municipal debris being disposed of and reduced at County Temporary Debris Management Sites.

### Training and Certifications

- OSHA 29 CFR 1910.120 40-Hour HAZWOPER Training
- OSHA 29 CFR 1910.120 8-Hour Refresher Trainings
- National Safety Council Defensive Driving Training
- TSCA Title II 24-Hour Asbestos Inspection and Assessment Training
- FEMA IS 700a. – National Incident Management System, An Introduction



# Thomas "Tommy" Dorsey

Field Operations Manager / Supervisor

## FIRM

Thompson Consulting Services  
1135 Townpark Avenue  
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Lake Mary, FL 32746

## EDUCATION

BS: Emergency Management (In Progress)  
Manager of Environmental Safety and Health (MESH)

## EXPERIENCE

9 years

## PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B)
- FHWA ER Program

## Experience and Qualifications

Mr. Dorsey has nine years of experience managing debris monitoring and data management operations throughout the Southeast following some of the largest debris generating natural disaster in recent history. In addition to Right-of-Way (ROW) debris monitoring programs, Mr. Dorsey has worked extensively on Hazardous Leaker, Hanger, and Stump Removal programs. Mr. Dorsey has extensive knowledge in ADMS hardware, software, and communications infrastructure and has overseen day-to-day ADMS project operations and reporting in recent activations.

Mr. Dorsey also completed 40-Hour HAZWOPER – OSHA, 30-Hour OSHA Safety for the Construction Industry courses and over 50 FEMA EMI Courses.

## Project Experience

**City of Palm Bay, Florida, Hurricane Irma Recovery Operations, 2017** – Mr. Dorsey served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of Palm Bay following the devastating impacts of Hurricane Irma. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on City maintained roadways. Thompson documented the removal of over 253,867 cubic yards of debris.

## **City of Stuart, Florida, Hurricane Irma Recovery Operations, 2017**

– Mr. Dorsey served as the operations manager overseeing debris removal monitoring operations throughout the City of Stuart. Through the efficiencies managed by Mr. Dorsey, the City was able to complete debris removal operations in less than 30 days.

## **City of Vero Beach, Florida, Hurricane Matthew Recovery Operations, 2016**

– Mr. Dorsey served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of Vero Beach. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on City maintained roadways.

## **South Carolina Department of Transportation, Orangeburg, Bamberg and Clarendon Counties, South Carolina, Severe Flooding Recovery Operations, 2015**

– Mr. Dorsey served as operations manager and field supervisor for debris removal monitoring in multiple counties on behalf of SCDOT following a severe flooding event. He oversaw day-to-day operations for right-of-way collection on SCDOT maintained roadways throughout the Counties.

## **Putnam County, Tennessee, Severe Winter Storm Recovery Operations, 2015**

– Mr. Dorsey served as the field supervisor supporting daily debris removal monitoring operations throughout Putnam County. He was also responsible for managing and supporting debris removal monitors in the field. The County performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs.

## **Aiken County, South Carolina Winter Storm Pax Response and Disaster Recovery, 2014**

– In February of 2014 Severe Winter Storm Pax impacted the State of South Carolina covering various regions of the State in up to 1.5" of ice which generated widespread vegetative disaster debris. Thompson was activated by Aiken County to provide debris removal monitoring services. Mr. Dorsey served as the Operations Manager responsible for overseeing all of the Counties debris removal monitoring programs. The County performed ROW debris removal, hazardous trees and limb removal, and a waterway debris removal program throughout the historic Horse Creek Trail. Overall more than 1,400,000 cubic yards of debris was substantiated by Thompson in Aiken County.



### **Jefferson Parish, LA, Hurricane Recovery Operations**

**2012** – Mr. Dorsey served as an operations manager for debris removal monitoring efforts on behalf of Jefferson Parish following the landfall of Hurricane Isaac. He was in charge of overseeing day-to-day operations monitoring projects including truck certification, monitor training, emergency road clearance and debris removal operations and right-of-way collection.

### **Training and Certifications**

- HAZWOPER Supervisor - OSHA
- 40-Hour HAZWOPER - OSHA
- 30-Hour OSHA Safety for the Construction Industry
- Over 50 FEMA EMI Courses



# Ted Sowinski

## Field Operations Manager

### FIRM

Thompson Consulting Services  
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### MILITARY EXPERIENCE

United States Air Force

### EXPERIENCE

12 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FHWA ER Program

## Experience and Qualifications

Mr. Sowinski has over 12 years of experience managing debris monitoring and data management operations throughout the United States following some of the largest debris generating natural disasters in recent history. In addition to right-of-way (ROW) debris monitoring programs, Mr. Sowinski has worked extensively on hazardous leaner, hanger, and stump removal programs. Mr. Sowinski also has extensive knowledge in ADMS hardware, software, and communications infrastructure and has overseen day-to-day ADMS project operations and reporting in recent activations.

## Project Experience

**City of Beaumont, Texas, Tropical Storm Imelda Recovery Operations, 2019** – Mr. Sowinski recently served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of Beaumont following Tropical Storm Imelda. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on City maintained roadways.

**Jackson County, Florida, Hurricane Michael, 2018 - 2019** – Mr. Sowinski served as the field supervisor overseeing debris removal monitoring efforts on behalf of the County. He assisted in daily field operations for all monitoring programs including right-of-way (ROW) debris removal and leaner, hanger, and

stump removal. To date over 122,000 cubic yards of debris have been collected throughout the County.

**Carteret County, North Carolina, Hurricane Florence Recovery Operations, 2018 - 2019** – Mr. Sowinski served as the field supervisor overseeing debris removal monitoring efforts on behalf of the County. The County performed hazardous tree and limb removal as well as right-of-way (ROW) collection programs on County maintained roadways. Thompson documented the removal of over 1.5 million cubic yards of debris.

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018** – Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Mr. Sowinski served as the operations manager overseeing day-to-day debris removal monitoring operations from the West DTOP Zone.

**Lee County, Florida, Hurricane Irma Recovery Operations, 2017 - 2018** – Mr. Sowinski served as the field supervisor overseeing debris removal monitoring efforts on behalf of the County. The County performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on County maintained roadways. Overall, Thompson substantiated more than 2.4 million cubic yards of vegetative debris.

**Glades County, Florida, Hurricane Irma Recovery Operations, 2017 - 2018** – Mr. Sowinski served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the County following Hurricane Irma. The County performed hazardous tree and limb removal as well as right-of-way (ROW) collection programs on County maintained roadways. Thompson documented the removal of 40,827 cubic yards of debris.

**City of Bonita Springs, Florida, Hurricane Irma Recovery Operations, 2017 - 2018** – Mr. Sowinski served as the operations manager overseeing day-to-day debris removal monitoring operations throughout Bonita Springs. The City performed hazardous tree and limb removal, right-of-way (ROW) collection programs on City maintained roadways, and provided environmental support services. Overall, 536,487 cubic yards of debris was documented





**Newton County, Texas, Hurricane Harvey Recovery, 2017 - 2018** – Mr. Sowinski served as project operations manager for debris removal monitoring services on behalf of Newton County following Hurricane Harvey. Mr. Sowinski oversaw day-to-day operations of the extensive right-of-way (ROW) and disposal site monitoring. Thompson substantiated the removal of 8,859 yards of vegetative debris from the County.

**City of Beaumont, Texas, Hurricane Harvey Recovery, 2017 - 2019** – Mr. Sowinski served as project operations manager for debris removal monitoring services on behalf of the City of Beaumont following Hurricane Harvey. Mr. Sowinski oversaw day-to-day operations of the extensive right-of-way (ROW) of City maintained roadways and disposal site monitoring. Overall, Thompson substantiated the removal of 70,857 yards of vegetative debris.

**South Carolina Department of Transportation (SCDOT), Hurricane Matthew Recovery Operations, 2016 - 2017** – Mr. Sowinski served as operations manager for the SCDOT debris removal monitoring mission in Orangeburg County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on SCDOT maintained roadways throughout Orangeburg County.

## Training and Certifications

- LADOTD Traffic Control Supervisor Certification



# Connie Stewart

## Field Operations Supervisor

### FIRM

Thompson Consulting Services  
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Lake Mary, FL 32746

### EXPERIENCE

15 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FHWA ER Program

## Experience and Qualifications

Ms. Stewart has fifteen years of experience supporting and managing debris monitoring operations throughout the United States. She has worked extensively on private property debris removal programs as well as, right-of-way (ROW) debris monitoring, and leaner, hanger, and stump removal programs in some of the largest areas impacted by debris generating events in the last decade.

## Project Experience

### **Jackson County, Florida, Hurricane Michael, 2018 - 2019**

– Ms. Stewart served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the County following Hurricane Michael. The County performed right-of-way (ROW) debris removal programs, hazardous tree, limb and stump removal, and County parks debris removal projects. Thompson substantiated more than 120,000 cubic yards of debris.

### **Carteret County, North Carolina, Hurricane Florence, 2018 - 2019**

– Following the landfall of Hurricane Florence, Carteret County experienced pervasive damage and extensive flooding. Ms. Stewart served as operations manager overseeing debris removal monitoring operations including right-of-way (ROW) debris monitoring, and leaner, hanger, and stump removal throughout the County. Overall, approximately 1.5 million cubic yards of debris was removed from the County.

### **Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018**

– Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Ms. Stewart served as the project coordinator overseeing day-to-day personnel management for various debris programs.

### **Lee County, Florida, Hurricane Irma Recovery, 2017 - 2018**

– Ms. Stewart served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the Lee County, including the City of Fort Myers and the Town of Fort Myers Beach. The County performed both hazardous tree and limb removal, right-of-way (ROW) and waterway collection programs on County maintained roadways/waterways. Overall, Thompson substantiated more than 2.4 million cubic yards of vegetative debris.

### **City of Ormond Beach, Florida, Hurricane Matthew Recovery Operations, 2016 - 2017**

– Ms. Stewart served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of Ormond Beach following Hurricane Matthew. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on City maintained roadways.

### **Sumter County and City of Sumter, SC, Winter Storm Pax, 2014**

– Ms. Stewart served as a project manager and oversaw debris removal monitoring project operations from project inception to closing the local field office. Duties also included hiring, training and managing field supervisors and field monitors.

### **New York Department of Transportation, Hurricane Sandy, 2012 – 2013**

– Ms. Stewart served as a project data manager and disposal site supervisor. Her responsibilities included overseeing a crew of oil recovery technicians along the shoreline and barrier islands of the Mississippi coast line.

### **US Army Corp of Engineers, New Orleans, LA, Levee Restoration, 2010- 2011**

– Ms. Stewart operated heavy equipment, including trackhoes, dozers and off-road dump trucks in removing and stockpiling clay for the USACE Levee Restoration Mission. In addition, Ms. Stewart served as the site Safety Officer.

### **Decon Facility, Pascagoula, MS, BP Deep-water Horizon Oil Spill Response, 2010**

– Ms. Stewart served as a project manager overseeing a crew of oil recovery technicians along the shoreline and barrier islands of the Mississippi coast line.

### **Galveston County, TX, Hurricane Debris Removal Monitoring, 2008**

– In 2008, Ms. Stewart served as a field operation manager for the Galveston County debris monitoring effort. Ms. Stewart managed a field team responsible for monitoring the removal of debris from the Bolivar Peninsula off of Galveston County.



**St. Landry Parish, LA, Hurricane Debris Removal Monitoring, 2008** –Ms. Stewart served as a field operation manager for St. Landry Parish following Hurricane Gustav. Ms. Stewart was responsible for the hiring, training and management of field debris monitors overseeing right-of-way and leaner and hanger debris removal programs.

**Norman, Oklahoma, Ice Storm Deployment, 2007 - 2008** – Following a crippling ice storm in Norman, Oklahoma in 2008, Ms. Stewart served as a field supervisor overseeing daily activities of a group of debris removal monitors and ensured project compliance.

**Monroe County, Florida, Hurricane Wilma, Waterway Debris Removal 2006** – Ms. Stewart was responsible for hiring, training and managing field monitors to document waterway debris removal and derelict vessel removal programs throughout the Florida Keys. In addition, Ms. Stewart performed canal surveys identifying debris posing potential navigational hazards.

**City of Gulfport, MS, Hurricane Katrina, 2005-2006** – Ms. Stewart was responsible for hiring, training and managing field monitors to document a variety of debris removal programs including, right-of-way, salt water kill tree removal, private property debris removal, hazardous leaning tree and hanging limb removal, and abandoned storm damaged car and boat removal. She also oversaw a special program to provide temporary fencing around swimming pools.

- IS-00805 Emergency Support Function (ESF)#5 Emergency Management
- IS-00810 Emergency Support Function (ESF)#10 Oil and Hazardous Materials Response
- OSHA Certifications
  - 16 Hour OSHA Course # 7600 Disaster Site Worker
  - 40 Hour HAZWOPER + 8hr refresher to stay current
  - 10 Hour OSHA Construction Safety and Health
  - 30 Hour OSHA Construction Safety and Health
  - OSHA 510 – Construction Safety and Health
  - OSHA 500 – Authorized Construction Safety and Health Instructor
- TWIC Card
- Class D CDL

## Training and Certifications

- FEMA Emergency Management Institute
  - Professional Development Series (consists of 7 different courses)
  - IS-00005.A An Introduction to Hazardous Materials
  - IS-00100.B Introduction to Incident Command System ICS-100
  - IS-00340 Hazardous Materials Prevention
  - IS-631 Public Assistance Operations 1
  - IS-00632.A Introduction to Debris Operations
  - IS-00634 Introduction to FEMA’s Public Assistance Program
  - IS-00700.A National Incident Management System (NIMS) An Introduction
  - IS-00703.A NIMS Resource Management
  - IS-00704 NIMS Communications and Information Management
  - IS-00800.B Nation Response Framework, An Introduction



# Jeff Hollis

## Field Operations Supervisor

### FIRM

Thompson Consulting Services  
1135 Townpark Avenue, Suite 2101  
Lake Mary, FL 32746

### EXPERIENCE

13 years

### PROGRAM EXPERIENCE

- FEMA Public Assistance Emergency Work (Categories A-B) and Permanent Work (Categories C-G)
- FHWA ER Program

## Experience and Qualifications

Mr. Hollis has thirteen years of experience supporting and managing debris monitoring operations throughout the United States. He has worked extensively on private property debris removal programs as well as, right-of-way (ROW) debris monitoring, and leaner, hanger, and stump removal programs in some of the largest areas impacted by debris generating events in the last decade.

## Project Experience

**Puerto Rico Department of Transportation and Public Works (DTOP), Hurricane Maria, 2017 - 2018** – Hurricane Maria is regarded as the worst natural disaster on record to impact Puerto Rico. Mr. Hollis served as the operations manager overseeing day-to-day debris removal monitoring operations from the South DTOP Zone.

**City of Santa Fe, Texas, Hurricane Harvey Recovery, 2017 - 2018** – Mr. Hollis served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of Santa Fe. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on County maintained roadways.

**City of St. Augustine, Florida, Hurricane Matthew Recovery Operations, 2016 - 2017** – Mr. Hollis recently served as the operations manager overseeing day-to-day debris removal monitoring operations throughout the City of St. Augustine following Hurricane Matthew. The City performed both hazardous tree and limb removal as well as right-of-way (ROW) collection programs on City maintained roadways. Thompson documented over 83,000 cubic yards of vegetative debris.

**Lumberton, North Carolina, Hurricane Matthew, 2016 – 2017** - Mr. Hollis served as operations manager for

debris removal monitoring in Lumberton County, NC following Hurricane Matthew. He oversaw day-to-day operations including up to 35 debris removal monitors ADMS units for right-of-way collection on County maintained roadways. Overall, Thompson substantiated more than 26,000 cubic yards of vegetative debris.

**City/Parish of East Baton Rouge, Louisiana, Severe Flooding, ROW and PPDR Program Management, 2016 - 2017** – Mr. Hollis served as a senior field supervisor for debris removal monitoring efforts on behalf of the City/Parish. He assisted in daily field operations for all monitoring programs including right-of-way (ROW) debris removal and an extended ROW Private Property Debris Removal (PPDR) program. To date over 1.8 million cubic yard of construction and demolition debris have been collected and more than 1,450 applicants participated in the extended ROW PPDR program.

**South Carolina Department of Transportation, Horry and Georgetown Counties, South Carolina, Severe Flooding Recovery Operations, 2015** – Mr. Hollis served as operations manager for debris removal monitoring in Horry and Georgetown Counties on behalf of SCDOT following a severe flooding event. He oversaw day-to-day operations for right-of-way collection on SCDOT maintained roadways throughout the Counties.

**Allendale County, South Carolina, Winter Storm Pax Recovery Operations, 2014** – Mr. Hollis served as the operations manager for debris removal monitoring operations in Allendale County following Winter Storm Pax. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners, hangers on County maintained roadways. County-wide, nearly 30,000 cubic yards of vegetative debris was collected, temporarily disposed, and burned. In addition, over 6,000 hazardous trees were addressed.

**South Carolina Department of Transportation (SCDOT), Winter Storm Pax Recovery Operations, 2014** – Mr. Hollis served as operations manager for the SCDOT debris removal monitoring mission in Dillon County. He was in charge of overseeing day-to-day operations for all monitoring projects including emergency road clearance, right-of-way collection, and removal of hazardous leaners and hangers on SCDOT maintained roadways throughout the County. County-wide, nearly 200,000 cubic yards of vegetative debris was collected, temporarily disposed, and burned.



**Harris County, TX, Hurricane Debris Removal**

**Monitoring, 2008** – In 2008, Mr. Hollis served as a field operation manager for the Harris County debris monitoring effort. Mr. Hollis managed a field team responsible for monitoring the removal of over 2,500,000 cubic yards of debris.

**City of New Orleans, Louisiana, Demolition Field**

**Manager, 2007-2008** – Mr. Hollis served as a demolition field manager on the City of New Orleans residential demolition program in 2007 and 2008. Mr. Hollis was responsible for ensuring that each FEMA eligible property had been properly condemned, posted, and decommissioned prior to being demolished. In addition, Mr. Hollis was responsible for ensuring that properties containing Asbestos Containing Materials (ACM) were properly demolished and disposed of at Type I Disposal facilities.

**St. Landry Parish, Louisiana, Hurricane Gustav, 2008** –

Following the devastating impact that Hurricane Gustav, Mr. Hollis served as the field project manager for the Parish's debris removal monitoring program. Mr. Hollis's field team monitored and documented the removal of eligible storm debris and worked with the Parish, State, and FEMA to address many unique challenges. Parish-wide, nearly 225,000 cubic yards of vegetative and construction and demolition debris was collected.

**Escambia County, Florida, Hurricane Debris Disposal**

**Monitoring, 2004** – Mr. Hollis served a field supervisor responsible for overseeing field monitors and ensuring only eligible debris was collected. County-wide, nearly 8,000,000 cubic yards of vegetative and construction and demolition debris was collected.

## Training and Certifications

- OSHA 29 CFR 1910.120 40-Hour HAZWOPER Training





# SECTION D

## OTHER REQUIREMENTS

### Pre-Event Planning Timeline

Part of Thompson’s commitment to pre-positioned clients is providing planning and training services to the communities we serve. Our team is constantly expanding education, training, and field experience in the disaster debris monitoring, grant management, and emergency management fields and will share their knowledge with County leadership and staff. Following contract award, Thompson will coordinate training schedules with the County to provide departments and key staff members training which will address prioritized topics, as requested by the County.

The following table outlines our anticipated pre-event planning timeline.

Table D-1: Pre- Event Planning Timeline

Task	Timeframe (from contract award)	Planning Deliverable
1. Contract execution	48 Hours	Thompson will execute contract and provide all necessary support documents within 48 hours of notice of award.
2. Pre-season kick-off meeting	Within 15 days (subject to County availability)	Thompson will participate in a kick-off meeting with the County and County contractor to plan and coordinate for the upcoming hurricane season.
3. Data request	Within 15 days	Thompson will prepare a data request to include updated GIS parcel data, facility locations, County points of contact, Memorandum of Understanding, agreements with NCDOT and municipalities, and all other applicable files related to disaster recovery planning.
4. Review of previous Project Worksheet and disaster damage inspection reports	Within 30 days	Thompson will review reimbursement documentation from previous disaster declarations and provide technical support as necessary.
5. Procurement review	Within 15 days	Thompson will review and or provide procurement assistance for debris removal contractors and other services as requested. Thompson will ensure that all procurement is in accordance with FEMA Super Circular (2 C.F.R. Part 200).
6. Debris management plan review / update	Within 30 days	Thompson will review and can update the County’s debris management plan based on findings and action items resulting from Tasks 1-5.

### Emergency Management Planning and Training

Thompson can provide a variety of planning services, training programs, and tools and templates that can be utilized by the County in future disasters, or participate in exercises related to the County’s disaster preparedness, response, and recovery.

A listing of sample services that can be provided to the County is outlined in the following table.

Table D-2: Emergency Management Planning and Training Services

Service	Description
7. Mitigation Planning and Support	Develop hazard mitigation plans (HMP) to provide the County strategies to implementing long-term resiliency measures. Conduct or train County staff to prepare Benefit-Cost Analyzes, provide project management support, train County staff in environmental and historical requirements of mitigation programs, and augment County staff to complete mitigation applications and projects.
8. Comprehensive emergency management planning	Prepare, review, and revise Emergency Operations Plan (EOP), Continuity of Operations Plan (COOP), and/or additional plans to provide the County with written and exercised guidance to assist in future disasters and emergencies.
9. Disaster debris management plans (DDMP)	Provide hands-on guidance during the County's planning strategies. Manage DDMP development stages and prepare final plan. Update regularly to ensure accuracy.
10. FEMA Public Assistance (PA) training	Conduct training courses on the FEMA PA program with County officials and key departments expected to incur costs. Discuss eligibility and documentation requirements, as well as best-practices to help maximize likelihood of receiving reimbursement while minimizing the County's administrative burden.
11. Identification of debris management sites (DMS)	Identify and rank multiple potential DMS sites and submit to the County for approval and action.
12. Procurement assistance	Offer procurement assistance related to contracting with debris removal contractors, engineering or architectural firms, and additional contractors relevant to the County's response and recovery efforts. Thompson will ensure procurements are in compliance with the FEMA Super Circular (2 C.F.R. Part 200) as well as County, NCDEM, and FEMA requirements so that funding is not jeopardized due to improper procurement practices.
13. Project management	Provide long-term project management support for permanent work projects, mitigation activities, and other grant-funded projects. Management of task forces assigned to project, County stakeholders, and County contractors.
14. Executive guidance to county commissions, boards, and panels	Subject-matter and program management expertise to ensure County leadership is knowledgeable of the County's response and recovery status as well as involvement in federal programs.
15. Public information support	Provide technical support and assistance in the development and disbursement of public information notices. Conduct community outreach meetings, host telephone call centers, and provide general public relations support as requested.
16. Other training and assistance as requested by the County	Thompson is prepared to provide additional training or assistance requested by the County as related to debris removal and monitoring, grant management, emergency management, and additional County concerns that may arise.
17. Other reports and data as required by the County	Thompson utilizes numerous reports and data sources in our daily operations serving local governments. Thompson is prepared to deliver or prepare reports and data that may be required by the County.
18. Other emergency management consulting services	Should the need for additional services related to the County's emergency management practices be required, Thompson stands ready to assist the County.

### Grant Application, Administration & Management Services

Thompson consultants possess expertise in a variety of grant programs and are able to assist the County in maximizing grant funding, retaining obligated funds, and ensuring the County is prepared for audit and closeout. Committed to providing staff with real-life experience and success in managing grant programs including those of FEMA, FHWA and HUD, Thompson's staffing and approach will be adjusted based on the situational needs of the County.

The FEMA Public Assistance (PA) Grant Program is the most common grant program funding disaster response and recovery projects for local governments. Thompson consultants have successfully assisted local governments, states, and FEMA in applying for and administering FEMA PA funding. What sets Thompson apart from other firms is our ability to maximize federal funding through efficient management of the County's FEMA PA participation, while capitalizing on additional federal grant sources to provide the County a complete recovery including community development and mitigation opportunities. The following sections provide a brief overview of the types of services Thompson may provide to the County under the FEMA PA program and other long-term recovery grant programs.

### FEMA Public Assistance Consulting

Thompson will assist the County with developing Project Worksheets (PWs) and necessary documentation to substantiate cost claims to FEMA for the Public Assistance (PA) program. Thompson will deploy consultants to coordinate PA operations with NCDem and FEMA officials and prepare small and large project PWs to capture eligible costs incurred by the County. Throughout the PA process, Thompson carefully tracks all associated labor and expenses in accordance with FEMA DAP 9525.9, outlining eligibility requirements for reimbursement of Direct Administrative Costs (DAC), allowing the County to be reimbursed for the majority of Thompson's PA Consulting costs. Though some costs may remain ineligible for reimbursement by declaration in federal guidelines (i.e. indirect costs for FEMA PA), Thompson's emphasis on efficient performance and accurate cost tracking will ensure the County receives maximum reimbursement for Thompson's services.

Thompson applies a forward-thinking, collaborative, and cost-effective approach to FEMA PA consulting. Our tried and tested consultants are knowledgeable of PA program policy, requirements, and best-practices and draw upon experience to make certain PWs are efficiently and properly prepared, and whenever possible, are audit-ready at the time of submission. Through encouraging transparency between the County, NCDem, and FEMA, Thompson will seek to expedite the County's recovery process, maximize reimbursement, and limit the need for post-submittal administration including audit preparation and appeals support.

Thompson consultants have experience preparing and administering PWs in all categories of work (A-G). Thompson's primary tasks associated with FEMA PA application, management, and administration include the following:

Table D-3: FEMA Public Assistance Consulting Services and Approach

Service	Description
1. Preliminary Damage Assessment (PDA)	Assist the County with damage assessment immediately following a disaster event in order to accurately capture estimated damages and provide state and federal officials the information required to warrant a presidential disaster declaration, activating opportunities for federal funding. PDAs will be performed in accordance with FEMA PAPPG and the Damage Assessment Operations Manual.
2. Data Collection and Documentation Management	Establish and maintain a documentation management process to quickly and completely capture costs associated with response and recovery. Prepare supporting documentation to fulfill grant application, reporting, and audit requirements.
3. Site Visits	Conduct site visits to damaged facilities, document damages and dimensions, collect GPS location and photographs.
4. Project Description and Scope	Complete detailed damage descriptions and scopes of work to include as narrative in PWs. Fully and accurately capture all damages to ensure the

Service	Description
Development	County's applications are submitted for maximum reimbursement of all eligible costs.
5. Project Cost Estimation and Documentation	Prepare cost estimates and supporting documentation for incomplete projects and large projects. Include in PWs to obtain small project reimbursement and expedited payment of large projects.
6. Insurance Review and Subrogation	Identify insurance proceeds due to and/or received by the County for projects to be submitted for PA funding. Adjust County funding requests appropriately.
7. Small and Large Project PW Preparation and Development	Preparation of PWs, grant application development for projects in all categories of work (A-G). Maintain collaboration with the County, state, and federal officials throughout the process.
8. Alternate and Improved Project Funding Consultation	Prepare justification and requests for alternate and improved projects when appropriate.
9. Hazard Mitigation Funding Support (Section 406)	Identification of Section 406 hazard mitigation opportunities to reduce or eliminate the future threat of damages. Development of grant applications and grant/program management of mitigation project activities.
10. Special Consideration Assistance	Assist the County in addressing potential environmental, historical, insurance, and federal compliance concerns associated with grant funded projects.
11. Construction Inspection	Construction Engineering and Inspection (CE&I) services and contractor monitoring of construction projects.
12. Grant/Program Administration and Financial Reconciliation	Administrative support associated with program reporting requirements, payment requests, and financial management of grant expenditures and reimbursement funding.
13. Interim and Final Project Inspections	Perform interim and final inspections of large projects to ensure compliance with project schedules and grant program requirements.
14. Evaluate and Estimate Cost Under/Overruns	Review of PW estimates and actual project costs to identify discrepancies. Include in PW versions to ensure the County is fully and accurately reimbursed and prepared for audit.
15. Prepare PW Versions for Closeout	Prepare final PW versions incorporating any changes or alterations to projects prior to grant closeout. Coordinate with NCDEM and FEMA to complete and submit for final approval.
16. Grant Closeout Services	Final reconciliation of expenditures to grant funds and insurance proceeds received. Adjustments for cost over runs and under runs to provide applicant with complete recovery.
17. Audit Assistance/Defense	Prepare final documentation required for audit. Review audit findings and address any additional requests for clarification or adjustments.
18. Appeal Development	Develop and prepare appeals of denied reimbursement of perceived eligible costs. Submit appeals within mandated deadlines that best defend the County and seek to maximize recovery and reimbursement.
19. Direct Administrative Cost (DAC) Recovery	Accurately capture and document Thompson's eligible direct administrative costs and recover substantial portions of the costs associated with Thompson's services, and any eligible services performed by County staff, as provided in FEMA policy.

The tasks above will be conducted in order to develop and submit Project Worksheet form - FF 90-91 and required backup information to include: category of work, damage description, scope of work, cost figures and supporting schedules, photographs, GPS coordinates, and other substantiating information required by FEMA, as described in the Public Assistance Program and Policy Guide, FP 104-009-2 and the FEMA Damage Assessment Operations Manual.

## Long-Term Recovery and Grant Management Support

Successful recovery requires a comprehensive approach aimed at fulfilling long-term County goals that not only assist in an expedited emergency recovery process, but strengthen the County's infrastructure to reduce or eliminate damage during future events. Thompson's consulting team is composed of multi-faceted professionals possessing experience with a variety of long-term recovery grant programs. Each team member's detailed understanding of various grant programs makes Thompson uniquely qualified to maximize the County's federal funding opportunities and execute long-term recovery and mitigation strategies. In addition to PA and general grant management support, Thompson commits to seeking out additional grant funding and providing the County expertise in the following programs among others.

- FEMA Hazard Mitigation Grant Program (HMGP)
- FEMA Pre-Disaster Mitigation (PDM)
- FEMA Flood Mitigation Assistance (FMA)
- FHWA Emergency Relief Program (ER)
- HUD Community Development Block Grants (CDBG)
- NRCS Watershed Protection Program
- USDA Disaster Recovery Program
- FSA Disaster Recovery Program

Utilizing one or a combination of multiple of the grant programs listed above, among numerous other grant sources that may become available to the County, Thompson commits to proactively identifying opportunities to maximize federal funding. Many of these grant programs are available to the County outside of a presidential disaster declaration. Regardless of the County's active involvement in disaster response and recovery, should the opportunity to fulfill County goals through obtaining federal funds arise, Thompson stands ready to provide grant-related support. Please see the sample list of long-term recovery and grant management support services, below, that Thompson can provide to the County.

Table D-4: Long-Term Recovery and Grant Management Services

Service	Description
1. Project Identification and Ranking	Collaborate with client representatives to identify and rank projects contributing to the long-term recovery of communities.
2. Long-Term Recovery Planning	Assist officials in developing plans to execute priority projects.
3. Community Outreach	Facilitation and management of community call centers and public outreach meetings.
4. Benefit-Cost Analysis (BCA)	Utilize FEMA's established BCA software to demonstrate financial effectiveness and benefit of proposed projects.
5. Construction Inspection	Construction Engineering and Inspection (CE&I) services and contractor monitoring of construction projects.
6. Grant/Program Administration and Financial Reconciliation	Administrative support associated with program reporting requirements, payment requests, and financial management of grant expenditures and reimbursement funding.
7. Engineering, Design, and Administrative Cost Recovery	Monitor and track reimbursable engineering and administrative costs to minimize client's financial burden.
8. Interim and Final Project Inspections	Perform interim and final inspections of large projects to ensure compliance with project schedules and grant program requirements.
9. Grant Closeout Services	Final reconciliation of expenditures to grant funds and insurance proceeds received. Adjustments for cost over runs and under runs to provide applicant



Service	Description
	with complete recovery.

**Claims / Litigation History**

Thompson Consulting Services does not currently have, and has not had any settled or pending litigation or claims; nor has Thompson Consulting Services been a party to any lawsuit or arbitration with regard to a contract for services similar to those requested in the specifications. Furthermore, Thompson Consulting Services has not ever failed to complete a project or provide the goods for which it has been contracted.

**Proposal Costs**

Thompson Consulting Services understands we are responsible for all costs associated with the preparation and submission of our proposal response.

**Exceptions**

Thompson Consulting Services has reviewed the information provided in the request for proposal document and does not have any exceptions/deviation to the specifications to request of the County.

# SECTION E

## COST PROPOSAL

Thompson has completed and included the Proposer's Hourly Rate Form in the subsequent pages of this section.

**PROPOSERS'S HOURLY RATE FORM**

All rates shall be all-inclusive and include Overhead, Profit, Travel Costs, Lodging, Per Diem, and all other operational expenses.

POSITIONS	\$ HOURLY RATES	Number of Hours	Cost
Operations Manager	\$ <u>62.50</u>	70	\$ <u>4,375.00</u>
Field Supervisors	\$ <u>49.00</u>	120	\$ <u>5,880.00</u>
Debris Site/Tower Monitors	\$ <u>31.00</u>	240	\$ <u>7,440.00</u>
Billing/Invoice Analysts	\$ <u>45.00</u>	10	\$ <u>450.00</u>
Administrative Assistants**	\$ <u>0.00</u>	20	\$ <u>0.00</u>
Field Coordinators (Crew Monitors)	\$ <u>32.00</u>	600	\$ <u>19,200.00</u>
Total Cost			\$ <u>37,345.00</u>
Automated Debris OTHER Management System (ADMS)*	\$ <u>2.50</u>		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____
OTHER:	\$ _____		\$ _____

\*See scope of work for a description of ADMS.

\*\*Rates marked as \$ 0.00 are not required for the scope of work and therefore will not bill charged to the County.

- Proposer may include OTHER positions, with hourly rates, as needed. However, these rates will not be evaluated in total cost.
- Number of hours is for estimating purposes only. Hours are based on past storm events.
- **Field Coordinators** hours based on 10 monitors working (5) five 12 hour days = 600 hours.
- **Admin Assistant** hours based on 4 hours per day for 5 days = 20 hours.
- **Billing/Invoice Analysts** hours based on 2 hours per day for 5 days = 10 hours.
- **Debris Site/Tower Monitor** hours based on running two sites with 4 monitors total working 12 hours per day for 5 days = 240 hours.
- **Field Supervisor** hours based on (2) two supervisors. (1) On the northern beaches and (1) on Hatteras Island. 12 hours per day for 5 days = 120 hours.
- **Operations Manager** hours based on 14 hours per day for a 5 day event = 70 hours.

# SECTION F

## REQUIRED FORMS AND CERTIFICATIONS

Thompson has completed and included the following forms in the subsequent pages of this section.

- Non-Collusion Affidavit
- Bid Certification Form
- Proposer/Vendor Certification Forms




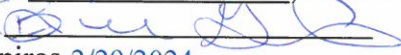
**NON-COLLUSION AFFIDAVIT**

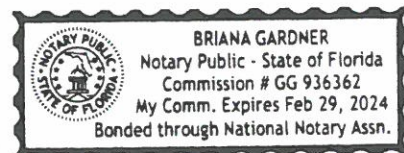
State of North Carolina  
County of Dare

Jon Hoyle, being first duly sworn, deposes and says that:

1. He/She is the President of Thompson Consulting Services, LLC the proposer that has submitted the attached proposal;
2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other proposer firm or Person to submit a collusive or sham proposal in connection with the contract for which the attached proposal has been submitted or to refrain from proposing in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other proposer, firm or person to fix the price or prices in the attached proposal or of any other proposers, or to fix any overhead, profit or cost element of the proposal price of the proposal of any other proposer or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Dare or any person interested in the proposal contract; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

  
\_\_\_\_\_(Seal)  
President (Title)

SUBSCRIBED AND SWORN TO BEFORE ME,  
This 7th Day of May, ~~2016~~ 2020  
NOTARY PUBLIC   
My Commission Expires 2/29/2024



**BID CERTIFICATION FORM**

WITNESS

1 *Myke McGill*

2 *HN*

PRINCIPAL:

BY: *[Signature]*  
SIGNATURE



NAME: Jon Hoyle

TITLE: President

ADDRESS: 1135 Townpark Avenue, Suite 2101

Lake Mary, FL 32746

TELEPHONE: 407-792-0018

EMAIL: jhoyle@thompsoncs.net

Name of Vendor or Bidder: Thompson Consulting Services, LLC

**DARE COUNTY**  
**PROPOSER/VENDOR CERTIFICATION FORMS**  
**Required Contract Provisions for Non-Federal Entity Contracts**  
**Under Federal Awards – Appendix II to 2 CFR Part 200**

**The following provisions are required and apply when federal funds are expended by DARE COUNTY for any contract resulting from this procurement process.**

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when federal funds are expended by DARE COUNTY, DARE COUNTY reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**Does vendor agree?**

**YES** SA **Initials of Authorized Representative of vendor**

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)  
Pursuant to Federal Rule (B) above, when federal funds are expended by DARE COUNTY, DARE COUNTY reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor, in the event vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. DARE COUNTY also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if DARE COUNTY believes, in its sole discretion that it is in the best interest of DARE COUNTY to do so. The vendor will be compensated for work performed and accepted and goods accepted by DARE COUNTY as of the termination date if the contract is terminated for convenience of DARE COUNTY. Any award under this procurement process is not exclusive and DARE COUNTY reserves the right to purchase goods and services from other vendors when it is in the best interest of DARE COUNTY.

**Does vendor agree?**

**YES** SA **Initials of Authorized Representative of vendor**

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60,



“Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

Pursuant to Federal Rule (C) above, when federal funds are expended by DARE COUNTY on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**Does vendor agree to abide by the above?**

YES JA **Initials of Authorized Representative of vendor**

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when federal funds are expended by DARE COUNTY, during the term of an award for all contracts and subgrants for construction or repair, the vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**Does vendor agree?**

YES JA **Initials of Authorized Representative of vendor**

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in

surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act.

**Does vendor agree?**

YES JA **Initials of Authorized Representative of vendor**

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

**Does vendor agree?**

YES JA **Initials of Authorized Representative of vendor**

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

**Does vendor agree?**

YES JA **Initials of Authorized Representative of vendor**



(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**Does vendor agree?**

YES JA **Initials of Authorized Representative of vendor**

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (I) above, when federal funds are expended by DARE COUNTY, the vendor certifies that during the term and after the awarded term of an award for all contracts by DARE COUNTY resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

(1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

**Does vendor agree?**

YES SA Initials of Authorized Representative of vendor

**Record Retention Requirements for Contracts Paid for with Federal Funds –  
2 CFR § 200.333**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process, the vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The vendor further certifies that vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

**Does vendor agree?**

YES SA Initials of Authorized Representative of vendor

**Certification of Compliance with EPA Regulations  
Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts  
in excess of \$100,000 of Federal Funds**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process in excess of \$100,000, the vendor certifies that the vendor is in compliance with all applicable standards, orders, regulations, and/or requirements issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15.

**Does vendor agree?**

YES SA Initials of Authorized Representative of vendor

**Certification of Compliance with the Energy Policy and Conservation Act**

When federal funds are expended by DARE COUNTY for any contract resulting from this procurement process, the vendor certifies that the vendor will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

**Does vendor agree?**

YES SA Initials of Authorized Representative of vendor



**Certification of Compliance with Buy America Provisions**

Vendor certifies that vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

**Does vendor agree?**

YES JA Initials of Authorized Representative of vendor

**Certification of Non-Collusion Statement**

Vendor certifies under penalty of perjury that its response to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joint venture, partnership, corporation or other business or legal entity.

**Does vendor agree?**

YES JA Initials of Authorized Representative of vendor

**Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.**

Thompson Consulting Services, LLC

**Vendor's Name/Company Name**

1135 Townpark Avenue, Suite 2101 Lake Mary, FL 32746

**Address, City, State, and Zip Code**

ph.407-792-0018 fax.407-878-7858

**Phone Number Fax Number**

jhoyle@thompsoncs.net

**Email Address**

 4/28/2020

**Signature of Authorized Representative Date**

Jon Hoyle, President

**Printed Name and Title of Authorized Representative**



thompson  
CONSULTING SERVICES





## **Debris Removal Monitoring Contract Use Interlocal Agreement**

This Agreement, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, by and between Dare County ("County"), a political subdivision organized and existing pursuant to the laws of the State of North Carolina, and \_\_\_\_\_ ("Municipality"), a municipal corporation organized and existing pursuant to the laws of the State of North Carolina.

### **RECITALS**

It is hereby determined and declared by the parties that:

A. In the event of a natural disaster, the President of the United States and/or the Governor of the State of North Carolina may declare Dare County a disaster area, making Dare County and the municipalities within Dare County eligible for Federal and/or state disaster relief, including grants under the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) program for debris removal.

B. FEMA encourages PA grant applicants to monitor debris removal operations and document eligible quantities and reasonable expenses to ensure that the work is eligible for PA grant funding. Monitoring debris removal operations requires the PA applicant's comprehensive observation and documentation of debris removal work performed from the point of debris collection to final disposal. Monitoring debris removal work involves constant observation of crews to ensure that workers are performing eligible work in accordance with PA guidelines and all applicable Federal, State, and local regulations. Failure to properly monitor debris removal operations may jeopardize PA funding.

C. In order to ensure proper monitoring of debris removal operations Dare County, through a 2 C.F.R. PART 200 (UNIFORM RULES) compliant competitive bid process, which included the possibility of debris monitor activity within the Town as well as unincorporated Dare County, has entered into contracts with debris removal monitoring companies ("Contractors") for FEMA compliant debris removal monitoring ("Contracts"), and the Town desires to utilize the County contract through this Agreement for debris removal monitoring within the Town.

D. The County and Town are authorized to enter into this Agreement pursuant to Article 20 of Chapter 160A of the North Carolina General Statutes, and desire to do so for the reasons stated above.

**NOW THEREFORE**, in consideration of the terms, conditions, and covenants expressed herein, the parties agree as follows:

1. In the event of a natural disaster, the County, upon activation of the Contracts, shall include the Town in debris removal discussion to include debris removal monitoring requirements;
2. Pursuant to this Agreement, the Town shall:

a. Identify personnel to coordinate with County and the Contractors for debris removal monitoring activities within the Town's jurisdiction.

b. Utilize debris removal monitoring contract services currently approved to do debris removal monitoring by the county.

c. Assume all responsibility for coordinating directly with the Contractors in seeking Federal and state disaster relief reimbursement of expenditures incurred from debris removal monitoring work performed by the Contractors pursuant to the Contracts.

d. Negotiate with the Contractors for any expenditure for debris removal monitoring reimbursement by Federal or state disaster relief assistance.

e. Cooperate in good faith with the Dare County and Contractors in the disaster recovery and cleanup process.

3. Pursuant to the Agreement, the County shall:

a. Coordinate debris removal monitoring efforts pursuant to the terms and conditions of the contracts.

b. Respond in a good faith effort to specific requests for assistance from the Town.

c. Maintain the Contracts in good standing unless cancelled pursuant to the terms and conditions of the Contracts, and, in the event that the Contracts are terminated or modified, immediately notify the Town of such termination or modification.

4. All terms and conditions of the Contracts entered into between the County and the Contractors shall apply equally to monitoring work performed by the Contractors within the Town's jurisdiction when the Contracts are activated by Dare County.

5. This Agreement shall be in effect for the same term as the Contracts, and shall renew under the same terms and conditions as the Contracts.

6. This Agreement may be terminated in whole or in part in writing by either party provided that no termination may be effected unless the other party is given not less than thirty (30) days prior written notice of intent to terminate.

7. This Agreement may be modified only by the prior written approval of both parties.

8. Any notice, acceptance, request, or approval from either party to the other party shall be in writing. Electronic mail is the preferred method.

9. Each party agrees to indemnify and hold harmless the other party for any claims of damage, loss, injury, or any other legal, judicial, or administrative claims arising out of or resulting from this Agreement and any work performed pursuant to the Contracts. All indemnifications and immunities from liability incorporated within the Contracts shall apply to this Agreement and are hereby incorporated by reference.

10. If any provisions of this Agreement are held, for any reason, to be unconstitutional, unenforceable, invalid, or illegal in any respect, such decision shall

not affect or impair any of the remaining provisions of this Agreement, and the parties shall, to the extent they deem to be necessary and appropriate, take such actions as are necessary to correct any such provisions.

11. This instrument contains the entire agreement between the parties, and cancels and supersedes all prior negotiations, representations, understandings, or agreements, either written or oral, between the parties with respect to the subject matter hereof.

12. This Agreement is governed by and construed in accordance with the laws of the State of North Carolina.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the date first written above.

**TOWN OF** \_\_\_\_\_

**COUNTY OF DARE**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chairman

ATTEST:

ATTEST:

\_\_\_\_\_  
Clerk to the Council

\_\_\_\_\_  
Clerk to the Board





**Agenda Item Summary Sheet**

**Date:** 7-28-2020

**Item #:** 5B

**Item Title:** Outer Banks Hazard Mitigation Plan

**Item Summary:** Local governments are required to have an adopted Hazard Mitigation Plan in order to be eligible for Federal and State grant funding and disaster assistance and they must be updated every five years. The main purpose of a Hazard Mitigation Plan is to reduce vulnerability to disasters. Hazard Mitigation Plans also enable local governments to gain points in the Community Rating System (CRS) program which results in lower flood insurance rates for property owners. The Town's currently adopted Hazard Mitigation Plan is the Albemarle Regional Hazard Mitigation Plan that was adopted on June 2, 2015.

In March, 2019, work began on The Outer Banks Regional Hazard Mitigation Plan for Currituck County, Dare County, and all of its municipalities with the assistance of the Wood LLC consulting firm. The Town was represented on the Hazard Mitigation Planning Committee by Planning Board Chairperson Andy Ward, Permit Officer Dabni Shelton, and Deputy Town Manager/Planning Director Wes Haskett. The Plan, meeting agendas, meeting minutes, and other project information can be found on the project website at <http://www.obx-hmp.com/> (link on Town website under Planning & Code Enforcement Dept., Hazard Mitigation).

**Staff Recommendation:** Adoption of the Outer Banks Hazard Mitigation Plan through Resolution 2020-08-01.

**Requested Action:** Should Council choose to adopt the Outer Banks Hazard Mitigation Plan, a motion to adopt Resolution 2020-08-01, with subsequent second and vote of approval, will be required.

**Attachments:** Resolution 2020-08-01



# Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

[www.southernshores-nc.gov](http://www.southernshores-nc.gov)

## Town of Southern Shores Resolution Adopting the Outer Banks Regional Hazard Mitigation Plan Resolution # 2020-08-01

WHEREAS, the Town of Southern Shores is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the Town of Southern Shores desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Southern Shores Town Council to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Town of Southern Shores to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Town of Southern Shores; and

WHEREAS, the Town of Southern Shores, in coordination with Dare County and Currituck County, and the Towns of Duck, Kitty Hawk, Kill Devil Hills, Nags Head, and Manteo has prepared a regional hazard mitigation plan with input from the appropriate local and state officials;

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency have reviewed the Outer Banks Regional Hazard Mitigation Plan for legislative compliance and has approved the plan pending the completion of local adoption procedures;

**NOW, THEREFORE, BE IT RESOLVED** that the Southern Shores Town Council hereby adopts the Outer Banks Regional Hazard Mitigation Plan and agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

\_\_\_\_\_  
Thomas G. Bennett, Mayor

\_\_\_\_\_  
Date:

SEAL:

\_\_\_\_\_  
Sheila Kane, Town Clerk