

Meeting Date: November 14, 2017



Agenda Item #: 8B

# CITY COUNCIL AGENDA ITEM

Contact Information:			
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<b>Contact Number:</b>	775-5432	<b>City Manager:</b>	Dale Arrington <i>Dale Arrington</i>

Type of Item:					
<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Ordinance First Reading	<input type="checkbox"/>	Public Hearing
<input checked="" type="checkbox"/>	Council Approval	<input type="checkbox"/>	Ordinance Second Reading	<input type="checkbox"/>	Resolution
<input checked="" type="checkbox"/>	Discussion & Action	<input type="checkbox"/>	Presentation	<input type="checkbox"/>	Workshop

**SUBJECT:** Approve Payment to Thompson Consulting Services for Hurricane Matthew

**BACKGROUND:**

On October 11, 2016, in response to Hurricane Matthew, staff issued a Purchase Order to Thompson Consulting Services for disaster cost recovery and FEMA related assistance. The Purchase Order totaling \$9,000 was issued in accordance with the terms and conditions of Volusia County contract RSQ 11-SQ-114BB. Thompson Consulting attended several FEMA meetings with City staff, provided guidance and assistance with data collection, coordinated with state and federal agencies, and prepared Project Worksheets for submission. The efforts of Thompson Consulting and staff resulted in the submission of eligible disaster costs totaling \$232,160.42.

On July 17, 2017, Thompson Consulting began submitting invoices for services rendered since October 11, 2016. The cost of services, which exceeded the amount of the Purchase Order, totaled \$28,305.30. Staff immediately contacted Thompson Consulting regarding the billing overage and subsequently held a meeting with their Program Manager on August 30, 2017. Thompson Consulting’s representative advised that billings exceeded the original authorized amount due to various setbacks in the reimbursement process. The effort required to complete the Project Worksheets exceeded the original expectations due to numerous staffing and operational changes at both FEMA and the State. As a result, the City, like most other applicants, was required to take on an increased roll in administering projects and coordinating with state and federal agencies. Because staff was not aware of the overage until after work was complete, Thompson Consulting provided a credit to the City totaling \$3,538.53.

The total fee for Thompson Consulting's administrative support is \$24,766.77, which is approximately 10% of the net eligible FEMA expenditures totaling \$256,927.19. The City anticipates reimbursement totaling approximately \$226,780, which includes \$17,346 for direct administrative costs. The anticipated City share for administrative expenditures should be \$7,420.56.

On August 31, 2017, Thompson Consulting submitted the administrative costs to FEMA. On October 5, 2017, Thompson received an email advising that FEMA failed to append the administrative costs to the Project Worksheets. As a result, the City must resubmit the administrative costs totaling \$24,766.77 during the closeout process with the State.

As of November 2, 2017, eligible expenditures totaling \$158,271.09 have been obligated by FEMA and are under review by the State for payment. The remaining expenditures totaling \$73,889.33 are still with FEMA in the final review phase.

**COUNCIL DISTRICT:**

City Wide

**RECOMMENDATIONS:**

Council authorize the payment of \$24,766.77 to Thompson Consulting Services for services rendered in response to Hurricane Matthew.

**ATTACHMENTS:**

None.

**FINANCIAL IMPACT:**

Funds are available in the FY 2016/17 General Government budget, with anticipated reimbursement from FEMA totaling \$17,346. The net cost to the City is anticipated to be \$7,420.56.

**STRATEGIC PLAN:**

This action supports the City's Priorities and Goals; Strengthen Quality of Life, Promote Public Safety