

**CITY OF GAUTIER  
MEMORANDUM**

**To:** Samantha Abell, City Manager  
**From:** Cindy Steen, Purchasing Agent  
**Through:** Teresa Montgomery, Interim City Clerk  
**Date:** August 30, 2012  
**Subject:** Agreement for Monitoring of Storm Debris Removal

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**REQUEST:**

City Council authorization is requested for the City of Gautier to enter into a service agreement with Arrington & Associates, LLC for Monitoring of Storm Debris Removal Services for debris caused by Hurricane Isaac, if a determination by the City of Gautier is made that these services are required.

**BACKGROUND:**

The Purchasing Department has received information concerning the monitoring services for debris removal from Arrington & Associates, LLC. This local firm has extensive experience working with emergency management and has submitted information for the monitoring of debris for the City.

**RECOMMENDATION:**

Based on the attached information, City staff recommends that City Council authorize entering into a service agreement with Arrington & Associates for the monitoring services, if City Council determines that such services are required.

The City Council may:

1. Authorize entering into a service agreement (if needed) with the selected contractor; or
2. Authorize entering into a service agreement (if needed) with a different contractor; or
3. Determine that monitoring of debris removal services is not required at this time.

**ATTACHMENT(S):**

Arrington & Associates, LLC Information

## Cindy Steen

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**From:** andy@arringtonassociates.net  
**Sent:** Thursday, August 30, 2012 10:21 PM  
**To:** csteen@gautier-ms.gov  
**Cc:** dreeves@gautier-ms.gov; sabell@gautier-ms.gov; sabell@gautier-ms.gov;  
phuffman@gautier-ms.gov  
**Subject:** FEMA: Additional Information

Cindy,

I wanted to give you some additional information that may be useful. Immediately after a storm the City will likely have to hire a contractor to complete essential work needed to eliminate or reduce immediate threat to life, public health, safety or hazards that threatens significant damage to improved public or private property. Examples can include roads or bridges that have been damaged or washed out and need immediate repairs.

Any work related to activities such as these will fall under the Category B – Emergency Protective Measures. Work eligible under this category has a typical window of 72 hours where FEMA will allow such items to be categorized as a Cat B. Usually the 72 hours begins the moment the City hires a contractor to do these types of work, they are a little flexible when determining the starting point. Everything is typically reimbursable such as regular time and materials needed to carry out this work. This is in addition to the overtime hours incurred from things such as officers manning barricades or intersections due to power outage.

FEMA likes to see the applicant address these issues up front, document them well, and then reimburse them after.

There are typically 2 phases after a disaster. The first phase being the Category B based work and the second phase being the non emergency type work like basic debris removal and addressing work that falls under the other categories.

Side note: FEMA does not reimburse for removal of debris from private property but once that debris has been brought the curb/ right-of-way then it does become eligible.

The important thing is to have proper documentation for everything that is done.

It may be in the Cities best interest to purchase a few digital cameras because FEMA loves pictures.

I strongly recommend scheduling a meeting with myself, Alton Arrington, and key individuals with the City such as yourself, Dennis Reeves, Samantha Abell, and Patty Huffman.

This meeting should take place as soon as possible. We would be available tomorrow (Fri. Aug 31<sup>st</sup>) anytime after 3:00 p.m. or anytime this weekend. Monday or Tuesday would work but I would hate to push it past then. We can assist the City in deciding what would be the best course of action to take first and how to properly execute those actions to help ensure complete reimbursement for all eligible work.

Again, please feel free to contact me anytime if you have questions.

Sincerely,

Andy Arrington