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**COMMISSION MEETING
CITY OF ST. PETE BEACH**
155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, August 04, 2020
6:00 PM

***** VIRTUAL MEETING *****

**PURSUANT TO FLORIDA GOVERNOR
EXECUTIVE ORDER 20-69
“LOCAL GOVERNMENT PUBLIC
MEETINGS”**

TO PARTICIPATE:

Dial: US: +1 929-205-6099; use meeting ID: 836 3520 2583

OR USE ZOOM URL

<https://zoom.us/j/83635202583> ; meeting ID: 836 3520 2583

Call to Order
Pledge of Allegiance
Roll Call

SPECIAL MEETING

- 1. Changes to the Agenda** - Any agenda items to be added, moved, or deleted will be addressed at this time. Added items will be assigned agenda item numbers and moved items should remain with the same item numbers. Notation will be made that those items will be taken out of order. Consent items may be removed for discussion, changes, and/or anticipation of a non-unanimous vote and considered separately on the request of anyone on the Commission or by a majority vote of the City Commission upon request of an audience member.

**2. Audience Comments– THROUGH TELECONFERENCE, ZOOM URL or
EMAIL COMMENTS TO: cityclerk@stpetebeach.org**

3. Action Items

- a. Request approval of the unit rate Services Agreement with Rostan Solutions, LLC for Disaster Debris Monitoring & Management Services associated with federally declared disaster events.
- b. Request approval of the City Clerk employment contract.

4. Resolutions

- a. Resolution 2020-33: A Resolution of the City Commission of the City of St. Pete Beach, Florida, Authorizing and Confirming the Declaration Proclaiming a State of Local Emergency.

5. Adjournment

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

**The public is cordially invited to attend this virtual meeting.
All agenda material is available for review at www.stpetebeach.org.**

**St. Pete Beach City Commission
Agenda Report**

Issue Considered: Request approval of the unit rate Services Agreement with Rostan Solutions, LLC for Disaster Debris Monitoring & Management Services associated with federally declared disaster events.

Date: August 4, 2020

Prepared By: Mike Clarke, Public Works Director

Through: Vince Tenaglia, Assistant City Manager

Summary of Issue: The City issued a Request for Proposals (RFP) on June 3, 2020 for the City's Disaster Debris Monitoring & Management unit price contract. In response to this RFP, the City received three (3) submittals from qualified consultants. Upon review and ranking of these proposals by the evaluation committee, the proposal from Rostan Solutions, LLC is the top ranked proposal and has been determined to meet all the requirements outlined in the issued solicitation.

If the City of St. Pete Beach is impacted by a federally declared disaster event, this contract will allow the City to monitor the collection and disposal of debris generated by an event and assist with the reimbursement process from the Federal Emergency Management Agency (FEMA). This agreement will remain in effect for three years from the date of contract execution, with the option to renew for three additional years at the end of the initial term.

Funding: N/A

Requested Motion: "I move to approve the unit rate Services Agreement with Rostan Solutions, LLC for Disaster Debris Monitoring & Management Services associated with federally declared disaster events."

Attachment: Proposal Ranking
Services Agreement
Proposal from Rostan Solutions, LLC

**Reviewed by the
City Manager:** VT

10-Jul-20

	Debris Tech LLC	Rostan Solutions	Witt O'Brien LLC
Weighted Ranking	2.32	1.35	2.33

Proposal Package Review

<u>Items Required to Be Submitted with Proposal</u>	Debris Tech LLC	Rostan Solutions	Witt O'Brien LLC
Signed & Notarized Proposer's Contract Proposal	Yes	Yes	Yes
Completed Fee Schedule	Yes	Yes	Yes
Current proof of insurance certificate	Yes	Yes	Yes
Letter from Surety Company	Yes	Yes	Yes
List of references & minimum qualifications	Yes	Yes	Yes
Certificate of Insurance	Yes	Yes	Yes
Required copies of proposal package	Yes	Yes	Yes
Addendum Acknowledgment	Yes	Yes	Yes

CITY OF ST. PETE BEACH SERVICES AGREEMENT

Disaster Debris Monitoring & Management Services

This is an Agreement (the "Agreement") entered into by and between the City of St. Pete Beach (hereinafter "City") and Rostan Solutions, LLC (hereinafter "Contractor"). The City and Contractor together shall be referred to as the "Parties."

WHEREAS, the City properly issued a Request for Proposals, attached and incorporated hereto as Exhibit "A", and the City Commission authorized the selection of Contractor at its August 4, 2020 public hearing; and

WHEREAS, City desires to purchase from Contractor the services and/or goods described in this Agreement; and

WHEREAS, Contractor is in the business of providing the services described herein, and has submitted an appropriate proposal to the City to provide the same; and

WHEREAS, this Agreement has been properly approved by the appropriate authority of the City and the Contractor.

NOW, THEREFORE, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereto hereby agree to the following:

1. The foregoing recitals are true and correct, and incorporated herein by reference.
2. Public Records: Contractor shall abide by the legal requirements set forth in Florida Statutes, Section 119.0701 and incorporated herein as Exhibit "B". **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (City Clerk, City of St. Pete Beach, Florida, 727-363-9220, cityclerk@stpetebeach.org, 155 Corey Avenue, St. Pete Beach, Florida 33706).**
3. City hereby agrees to purchase, and Contractor hereby agrees to provide, the services described in the proposal attached hereto and incorporated herein as Exhibit "C".
4. Contractor shall provide the services, described herein no later than 3 years from the effective date ("completion date").
5. Time is of the essence in the performance of this Agreement. If the Contractor fails to report to work and begin the recovery monitoring process after seventy-two (72) hours from landfall

or the City's directive, there will be liquidated damages in the amount of One Thousand Dollars (\$1,000.00) per calendar day as consideration of the delayed to begin the recovery process. Contractor specifically acknowledges that the foregoing sum is reasonable and does not constitute a penalty.

6. Upon Contractor's full performance of the services, or in accordance with the payment schedule provided in the attached proposal, City shall pay Contractor as per the Lump Sum cost listed in the Fee Schedule, as full consideration for services provided in this Agreement and more specifically in Exhibit "C."
7. Contractor agrees to procure and maintain all permits and licenses which may be required by law in connection with the prosecution of the services contemplated hereunder, except for those permits obtained by the City. Notwithstanding the provisions above, the Contractor shall be responsible for non-compliance of all permit requirements, including all fines resulting from Contractor's non-compliance of said requirements.
8. Contractor agrees to permit any representative(s) of the City, at all reasonable times, to inspect the work in progress or any of the materials used or to be used in connection therewith, whether such work is located on or off the project site, and to furnish promptly, without additional charge, all reasonable facilities, labor and materials deemed necessary by the City's personnel, to conduct such inspections and tests as it may require.
9. Contractor fully warrants that all services provided herein have been provided in a good and workmanlike manner. Contractor guarantees said services for a period of 18 months from the date of final performance. Contractor shall provide all labor and materials necessary to repair any defective workmanship reported to Contractor within said guarantee period.
10. To the extent that this Agreement requires Contractor to provide any services of any kind, Contractor and all of Contractor's subcontractors shall maintain public liability insurance in a combined single limit for bodily injury and property damage in the amount of not less than \$1,000,000.00, satisfactory to the City Manager, naming the City as an additional insured and providing coverage up through and including the final performance of any services provided herein. Contractor and all of Contractor's subcontractors shall maintain in full force and effect a policy of worker's compensation insurance for all of Contractor's employees in accordance with applicable state and federal law. Said insurance coverage shall include employer's liability with a single limit of \$100,000.00 per accident or occurrence. Contractor shall present City with a certificate for all of the foregoing insurance, at the time of executing this Agreement and at such other times requested by the City. The Contractor waives all rights against the City, the City's consultants, separate contractors, if any, and any of its subcontractors, agents and employees, for any and all damages caused to the extent covered by insurance described herein and obtained pursuant to this Section or other property insurance applicable to the services and product provided under this Agreement. The City shall require of the Contractor, Contractor's consultants, separate contractors, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other Parties enumerated herein. The policies shall provide such waiver of subrogation by

endorsement otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

11. In consideration of the payment of ten dollars as part of the above purchase price, Contractor shall indemnify, defend and hold the City harmless for itself, its employees, agents and assigns, from and against any and all losses, claims, damages, suits, actions, or demands, including attorneys' fees and costs of litigation through all appellate proceedings, arising from the performance or non-performance of this Agreement, whether caused in part by the City or not.
12. This Agreement shall be binding upon the Parties, their successors, assigns, and legal representatives. Contractor shall not assign or otherwise transfer any of the rights or duties under this Agreement, without the express written consent of the City.
13. This document and exhibits embody the entire Agreement of the Parties. There are no promises, terms, conditions, or representations binding on either party hereto, other than those contained herein; and this Agreement shall supersede all previous communications, representations, solicitations and/or agreements between the Parties hereto, whether written or oral. This Agreement may be modified only in writing executed by all Parties. This Agreement shall be construed according to the laws of Florida, and venue for any action arising herefrom shall be held in a court of competent jurisdiction located in Pinellas County, Florida.
14. The following Exhibits shall be attached, incorporated and made a part of this Agreement:
 - a. Request for Proposals (Exhibit "A")
 - b. Florida public records law (Exhibit "B")
 - c. Contractor's Proposal (Exhibit "C")
15. The prevailing party in any action to enforce or interpret this Agreement shall be entitled to reasonable attorney fees incurred through all appellate proceedings.
16. Contractor hereby acknowledges that the person executing this Agreement on behalf of Contractor has the full authority to do so and to bind Contractor to the terms hereof.
17. Any and all notices sent pursuant to this Agreement shall be given in writing via certified mail or overnight courier and shall be delivered to the following addresses:

As to Contractor:

Travis Mays
Program Manager
Rostan Solutions, LLC
3433 Lithia Pinecrest Rd, Suite 287
Valrico, FL 33596

As to City:

City Manager
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

18. To the extent that any terms in the attached proposal conflict with the terms of this Agreement, the terms of this Agreement shall control and supersede such conflicting terms in the attached Exhibits, to the extent of such conflict.
19. This Agreement may be amended or modified only in writing signed by all Parties hereto. This Agreement shall not be modified by any oral statement, communication, agreement, course of conduct, or by anything other than a writing signed by the Parties.
20. This Agreement may be executed by the Parties in counterpart originals with the same force and effect as if fully and simultaneously executed as a single original document. The "Effective Date" of this Agreement shall be the date this Agreement has been executed by all Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year set forth below.

Rostan Solutions, LLC

City of St. Pete Beach:

Signature: _____

Signature: _____

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

ATTEST:

Andrew Dickman
City Attorney

Rebecca C. Haynes
City Clerk

EXHIBIT “A”

[Place City’s Request for Proposals behind this page]

EXHIBIT “B”

Florida Public Records Law

119.0701 Contracts; public records; request for contractor records; civil action. —

(1) **DEFINITIONS.** —For purposes of this section, the term:

(a) “Contractor” means an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency as provided under s. 119.011(2).

(b) “Public agency” means a state, county, district, authority, or municipal officer, or department, division, board, bureau, commission, or other separate unit of government created or established by law.

(2) **CONTRACT REQUIREMENTS.** —In addition to other contract requirements provided by law, each public agency contract for services entered into or amended on or after July 1, 2016, must include:

(a) The following statement, in substantially the following form, identifying the contact information of the public agency’s custodian of public records in at least 14-point boldfaced type:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

(b) A provision that requires the contractor to comply with public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency’s custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency’s custodian of public records, in a format that is compatible with the information technology systems of the public agency.

(3) REQUEST FOR RECORDS; NONCOMPLIANCE.

(a) A request to inspect or copy public records relating to a public agency’s contract for services must be made directly to the public agency. If the public agency does not possess the requested

records, the public agency shall immediately notify the contractor of the request, and the contractor must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.

(b) If a contractor does not comply with the public agency's request for records, the public agency shall enforce the contract provisions in accordance with the contract.

(c) A contractor who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under s. 119.10.

(4) CIVIL ACTION.

(a) If a civil action is filed against a contractor to compel production of public records relating to a public agency's contract for services, the court shall assess and award against the contractor the reasonable costs of enforcement, including reasonable attorney fees, if:

1. The court determines that the contractor unlawfully refused to comply with the public records request within a reasonable time; and

2. At least 8 business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the contractor has not complied with the request, to the public agency and to the contractor.

(b) A notice complies with subparagraph (a)2. if it is sent to the public agency's custodian of public records and to the contractor at the contractor's address listed on its contract with the public agency or to the contractor's registered agent. Such notices must be sent by common carrier delivery service or by registered, Global Express Guaranteed, or certified mail, with postage or shipping paid by the sender and with evidence of delivery, which may be in an electronic format.

(c) A contractor who complies with a public records request within 8 business days after the notice is sent is not liable for the reasonable costs of enforcement.

EXHIBIT “C”

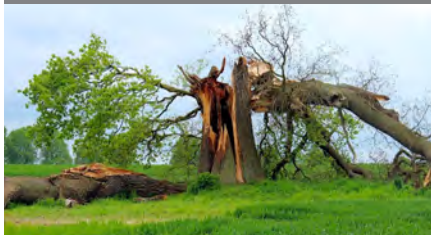
[Place Contractor’s Proposal behind this page]



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES



Request for Proposals | July 9, 2020



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES FOR THE CITY OF ST. PETE BEACH, FL



SUBMITTED BY

ROSTAN SOLUTIONS, LLC

3433 Lithia Pinecrest Road

Suite 287

Valrico, Florida 33596

Travis Mays, Program Manager

Office: 813.333.7042

Mobile: 713.823.2002

Fax: 813.333.7330

Email: tmays@rostan.com

Website: www.rostan.com

ROSTAN
SOLUTIONS



July 9, 2020

City of St. Pete Beach
Office of the City Clerk
155 Corey Ave.
St. Pete Beach, Florida 33706

Re: Request for Proposals —Disaster Debris Monitoring & Management Services

Dear Selection Committee Members,

It is with great pleasure that Rostan Solutions, LLC (hereinafter, Rostan) submits our proposal in response to the City of St. Pete Beach's (hereinafter, City) request for proposals for disaster debris monitoring and management services. Rostan has had the honor of serving as the City's on-call service provider since **2016** including a successful deployment following Hurricane Irma in 2017. Founded in 1999 in an old Cigar Factory in Ybor City our roots were planted in Florida long ago. To this day, and amidst growing competition, we maintain a strengthened business presence in the Sunshine State.

For more than 20 years, our focus has remained on one-thing — assisting clients prepare for and recover from disasters. ***Our mission is to promote and implement responsible solutions to ensure communities are better prepared to respond to, and expeditiously recover from, disaster events.*** We pride ourselves on being an industry-specific firm that is selective in its pursuits and has remained focused on the interests of our clients first and foremost. We cherish the longstanding relationships we develop with clients and believe that incubating quality relationships provides a better return than pursuing quantity. We maintain an extremely competent and dedicated work force that continues to grow enabling us to provide clients with timely, personalized service and a vast array of knowledge specific to the disaster lifecycle and applicable federal funding programs.

Rostan's core services are:

Disaster Debris Monitoring
Public Assistance and Long-term Recovery
Resiliency and Mitigation
Planning and Preparedness



In addition to our core services, Rostan is the sole purveyor of HaulPass®, the original and most trusted name in automated debris management. HaulPass® was born in 2006 and serves as our digital alternative to traditional paper-based load ticketing methods. HaulPass® has been deployed on more than 100 debris monitoring projects for federal, state-level, and local municipal clients. This includes on behalf of the City and more than 20 total clients in Florida following Hurricanes Irma and Michael in 2017 and 2018. ***Since HaulPass® was developed, we have never delayed a recovery effort, stopped work, or been forced to use another data collection method due to resource capacity, data integrity, or hardware issues.*** HaulPass® was responsible for changing the trajectory of the debris monitoring industry by moving data collection to secure digital platforms, resulting in administrative efficiencies, and ultimately driving costs down. In 2019 HaulPass® was overhauled to introduce a new operating platform and incorporate new technologies. We would be happy to provide the City with a demonstration.

I will serve as our primary contact person on this project. My contact information is provided below:

Name: Travis Mays
Title: Program Manager
Phone: 713-823-2002
Fax: 813-333-7330
E-mail: tmays@rostan.com

In closing, we firmly believe that our employees are the most dedicated in the industry. Through our efforts we have helped secure billions of dollars in grant funding opportunities for over 200 clients following more than 50 major disaster declarations in the past 20 years. We are an integrity-driven company with a workforce committed to continued support in benefit of the City. If you should have any questions or require any additional information, please do not hesitate to contact us. We appreciate your fair consideration and strongly desire to continue our working relationship with the City.

Very truly yours,



Travis Mays
Program Manager
Rostan Solutions, LLC



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II. CONTRACTOR'S PROPOSAL SUBMITTAL

The company that is submitting a proposal declares that it has extensive experience in disaster debris monitoring & management services.

The undersigned, as Proposer, hereby declares that the only person or persons interested in the Proposal as principal or principals are named herein, and that no other person than herein mentioned has any interest in the Proposal or in the Agreement to be entered into; that this Proposal or Agreement is made without connection with any other person, company, or parties making a Proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The Proposer further declares that they have examined the site of the work and informed themselves fully in regard to all conditions pertaining to the place where the work is to be done; that they have examined any Plans and Specifications for the work and Contract Documents relative thereto, and have read all special provisions furnished prior to the opening of proposals; and that they have satisfied themselves relative to the materials to be supplied and work to be performed.

The Proposer proposes and agrees, if the Proposal is accepted, to contract with the City of St. Pete Beach, Florida, in the form of an Agreement specified for "**Disaster Debris Monitoring & Management Services**" in St. Pete Beach, Florida, in full and complete accordance with the shown, noted, described, and reasonably intended requirements of any Plans, Specifications, and Contract Documents, to the full and entire satisfaction of the City of St. Pete Beach, Florida.

The successful Proposer shall be required to utilize the template Agreement in this Request for Proposals (RFP) and any questions regarding the Agreement must be addressed during the RFP process before submittal. The City reserves the right to respond or not respond to questions in the form of an addendum.

The Proposer proposes to furnish all materials, equipment, labor, and perform the work submitted in their fee schedule for the City of St. Pete Beach "**Disaster Debris Monitoring & Management Services**".

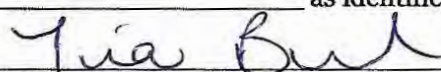
COMPANY: Rostan Solutions, LLC
3433 Lithia Pinecrest Road, Suite 287
ADDRESS: Valrico, FL 33596
PROPOSER: 
(SIGNATURE)

DATE: 7/2/2020
PHONE: 813-333-7042
NAME: Travis Mays, Program Manager
(PRINT NAME & TITLE)

STATE OF SOUTH CAROLINA
COUNTY OF Charleston

The foregoing instrument was sworn to (or affirmed), subscribed, and acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 2nd day of July, 2020, by Travis Mays, who is personally known to me or has produced _____ as identification.

(SEAL)


Notary Public – State of South Carolina

Tia Burden
(Print, Type, Stamp, or Commissioned
Name of Notary Public)

SUBMIT PROPOSAL TO:
OFFICE OF THE CITY CLERK, CITY OF ST. PETE BEACH
155 COREY AVENUE, ST. PETE BEACH, FLORIDA 33706

III. FEE SCHEDULE

Disaster Debris Monitoring & Management Services

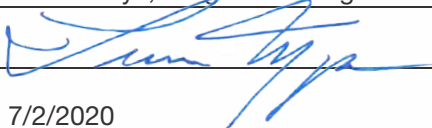
The following list of labor rates are to be fully burdened and all-inclusive of all taxes, benefits, fringe benefits, overhead and profits, insurance, hand tools, supervision, fuel, and any other incidental costs (excluding lodging, meals, and transportation) in hourly labor rates.

ITEM	DESCRIPTION	ESTIMATED QTY.	UNIT PRICE	PRICE
1	Project Manager	100 Hours	\$ 80.00	\$ 8,000.00
2	Debris Monitor Supervisor	250 Hours	\$ 44.00	\$ 11,000.00
3	Loading Site Monitor	500 Hours	\$ 34.00	\$ 17,000.00
4	Debris Management Site Monitor	100 Hours	\$ 36.00	\$ 3,600.00
5	Roving Debris Monitor	500 Hours	\$ 30.00	\$ 15,000.00
6	Debris Management Consultant	50 Hours	\$ 105.00	\$ 5,250.00
7	Clerical / Administrative Support	500 Hours	\$ 30.00	\$ 15,000.00
TOTAL (Items 1- 7):				\$ 74,850.00

The above hours are not intended to represent the actual contract amount but are an estimated amount for a 3-year performance period. These numbers will be used for evaluation purposes and accepted hourly rates will be incorporated into the resulting contract.

Company Name Rostan Solutions, LLC

Proposer Name/Title Travis Mays, Program Manager

Proposer Signature 

Date 7/2/2020

Comments regarding Fee Schedule:

Rostan exclusively uses the HaulPass® ADMS for all data collection efforts. Costs associated with the utilization and deployment of HaulPass® are included in the above listed rates.



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES



Request for Proposals | July 9, 2020



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES FOR THE CITY OF ST. PETE BEACH, FL

SECTION 3 – FIRM QUALIFICATIONS AND EXPERIENCE

- 3.1 Rostan Team Profile
- 3.2 Experience Overview
- 3.3 Past Project Experience
- 3.4 References

SUBMITTED BY

ROSTAN SOLUTIONS, LLC

3433 Lithia Pinecrest Road
Suite 287
Valrico, Florida 33596
Travis Mays, Program Manager
Office: 813.333.7042
Mobile: 713.823.2002
Fax: 813.333.7330
Email: tmays@rostan.com
Website: www.rostan.com



1.1 ROSTAN TEAM PROFILE

ROSTAN SOLUTIONS, LLC



Rostan Solutions, LLC (Rostan) is a Florida-based disaster recovery firm tracing its origins to Malcolm Pirnie, Inc. (Malcolm Pirnie). We are a client-focused firm that focuses solely on disaster response and recovery services. We currently employ more than 45 professional services personnel, all of whom maintain firsthand knowledge of federal and state-level policy, compliance, and disaster recovery programs. Our employees have extensive experience interacting with and working in coordination with Federal Emergency Management Agency (FEMA) and National Resources Conservation Service (NRCS), the two most relevant federal agencies responsible for disaster-generated debris collection efforts.

FIRM NAME		
Rostan Solutions, LLC		
FAX	WEBSITE	
813.333.7330	www.rostan.com	
ROSTAN OFFICE LOCATIONS		
3433 Lithia Pinecrest Road, Suite 287, Valrico, FL 33596		
8282 Goodwood Boulevard, Baton Rouge, LA 70806		
6 E 3rd Street, Suite C, Kenner, LA 70062		
4600 Goer Drive, Suite 200A, North Charleston, SC 29406		
2000 Kennedy Avenue, Suite 401, San Juan, PR 00920		
400 Mann Street, Suite 702, Corpus Christi, Texas 78401		
ROSTAN PRINCIPALS [Authorized Negotiators]		
Darius Stankunas, President 813.417.0106 dstankunas@rostan.com	Sam Rosania, Executive Vice President 813.505.1313 srosania@rostan.com	Travis Mays, Program Manager 713.823.2002 tmays@rostan.com <i>Authorized negotiator for this project.</i>
YEAR ESTABLISHED	DUNS	SYSTEM FOR AWARD MANAGEMENT [SAM] STATUS
2006	964990340	Active

Rostan has proven success in managing recovery programs and meeting complex documentation and records requirements for FEMA reimbursement for all relevant public assistance categories. Rostan employs disaster debris management personnel who have remained consistent throughout the years and together harness more than 150 years of experience in disaster recovery operations.



SUMMARY OF CAPABILITIES

Rostan offers our clients complete disaster preparedness, response and recovery capabilities incorporating client advocacy, timely responsiveness, operational flexibility, creativity, innovation and efficient solutions. Rostan's debris monitoring service offerings are outlined below.

PRE-EVENT SERVICES

DISASTER PREPAREDNESS PLANS

- Debris Management Plans (e.g., for hurricanes, floods, earthquakes, weapons of mass destruction [WMD], etc.)
- Mobilization Plan
- Needs Assessment
- Comprehensive Emergency Management Plans
- Continuity of Operations Plans
- Hazard Mitigation Planning and Annual Progress Reports
- Engineering Response
- Recovery Planning
- Geographic Information Systems (GIS) Capabilities Analysis
- Community Rating System – Flood Response Planning

DEBRIS MANAGEMENT SERVICES

- Available Sites Inventory Research / Permitting
- Debris Management Site (DMS) Baseline Investigations and Regulatory Support
- DMS Environmental Monitoring and Closure Reports

CONTRACTS ADMINISTRATION SUPPORT

- Debris Contractor Procurement Assistance
- Contracts Management
- Storm Debris Collections Contracts Review
- Federal Procurement ["2 CFR Part 200"] Review of Procurement Policy and Contracting Documents

ADDITIONAL SERVICES

- Community Relations for Debris Removal Programs
- Training Workshops and Table-Top Exercises
- Community Flood Insurance Coverage Assessments
- Community Rating System Assessments and Program Facilitation
- Community Resilience Planning and/or Ordinance Review
- Non-Disaster Grant Applications - FMA & PDM
- Vulnerability Assessment and Mitigation Project Identification
- "Pre-Event Audit" of Procurement Policy, Premium/Disaster Pay Provision, and Preparing for Emergency Expense Tracking

POST-EVENT SERVICES

DEBRIS CONTRACTOR MANAGEMENT AND MONITORING

- Contract Administration
- Operations Routing and Mapping
- Debris Contractor Vehicle Certification
- DMS Operations Monitoring
- Quality Assurance (QA) Monitoring (load site and tower QA monitors)
- Waterway Debris and Sediment Removal Monitoring
- Private Property Debris Removal (PPDR) Management
- Demolition Debris Removal Management
- PPDR and Demolition Documentation Management
- DMS Permitting and Close-out
- Data Management and Information Systems Support

PROGRAM MANAGEMENT

- Project Management and Scheduling
- GIS/GPS Interface Support
- Asset Management
- Database Management
- Contractor Invoice Reconciliation
- Property Owner & Construction Contractor Coordination

REGULATORY AND REIMBURSEMENT SUPPORT

- Federal Reimbursement Programs
- FEMA Coordination
- Grant Applications — 404, 406, CDBG
- Reporting and Permitting
- Compliance Monitoring - Federal, State, Local
- Appeals
- Facilitation of Request for Reimbursement from FEMA, State, or other agencies

ADDITIONAL SERVICES

- Damage Assessments of Public Infrastructure
- Substantial Damage Determinations for Public and Private Structures
- Community Rating System Flood Response Facilitation
- Homeowner Outreach/Education (mitigation activities and programs, flood insurance, disaster preparedness)
- Review of Ordinances for adoption of higher standards
- Benefit Cost Analysis
- Cost Share Assistance/Planning

SIZE OF STAFF

Rostan employs over 45 personnel located in Florida, Louisiana, South Carolina, North Carolina, and Virginia. Our staff are knowledgeable of FEMA requirements and Public Assistance program processes and fully proficient with NEMIS, EMMIE, and other grant management systems. The majority of our professionals previously worked for FEMA, state grantees, and local subrecipient agencies and have managed recovery operations and worked with FEMA's recovery programs from each of these various perspectives in addition to a comprehensive suite of program support roles as vendors. Unlike larger companies whose disaster recovery staff support other functions when not activated, every member of the Rostan team is dedicated to serving our clients' disaster recovery efforts.

ABILITY TO HANDLE SCOPE OF SERVICES

In 2017, following Hurricanes Harvey, Irma, and Maria, Rostan was engaged by more clients concurrently than we had ever been in the history of the company. While at times stressful, we found solace knowing that our pursuit approach would leave us with a workload capacity buffer even in the most extreme circumstances. Debris monitoring clients alone activated 32 contracts in South Carolina, Georgia, Florida, Texas, and Puerto Rico. We were able to respond to every client, within the time-frame requested, and with the resources necessary to administer the projects to closeout. Since that time, the number of Rostan employees has nearly doubled. As our workload capacity has increased, we have continued to pursue standby opportunities while remaining mindful of the capacity buffer that was so critical to the success of our projects during the 2017, 2018, and 2019 hurricane seasons.

We currently employ more than 45 disaster recovery industry professionals with both private and public-sector experience. Our employees have worked for FEMA, managed state and local mitigation programs, worked as municipal employees, and have years of experience in the private sector serving municipal clients. While many competitors claim to have hundreds, or even thousands of personnel, a very small percentage of these employees are focused on disaster-specific disciplines year-round.

Rostan has committed a veteran team to the City in support of services that may be required as part of this solicitation. Should additional resources be required, they will be engaged as project tasks dictate. These team members have worked together on various projects for more than a decade and maintain the working knowledge and cohesiveness necessary to implement a successful debris monitoring project. All key personnel resources are full-time employees of Rostan and have extensive experience working in the disaster recovery arena.

We have identified resources to handle every major component of this project, including administrative and data support functions, operations management, project management, and grant management services. We are highly adept at integrating all components into a seamless operation and can take on as much or as little programmatic responsibility as the City may need. In addition to post-event responsibilities, we have skilled planning and preparedness professionals that will review City plans and provide education and training support as needed.

Though this pursuit is geared towards post-disaster recovery services, it is necessary to establish that Rostan is a full-service disaster consulting firm. In addition to debris monitoring services, we offer a full range of preparedness and planning services, post-disaster recovery services, resiliency and mitigation services, and specialized technical services pertinent to our core business units. There isn't a single component of the scope of work that we are not positioned to handle well.

REIMBURSEMENT PROGRAMS EXPERIENCE



Over the years, we have sought and secured more than \$5 billion dollars in grant funding for our clients. This includes funding through FEMA's PA and HMGP programs, FHWA, HUD CDBG grants, and NRCS.

We take great care to ensure that our data collection and documentation efforts are secure, complete, and done in accordance with the guidance and policies of the appropriate funding agency. This includes continuing education efforts and ensuring that our decision-making personnel are up to speed with disaster-specific policies and guidance. For example, FEMA is using a new PA grants portal in an effort to expedite funding obligations by creating a

web-based, standardized project formulation tool that is accessible to subgrantees. Rostan used this tool for a client in Georgia following Hurricane Matthew before it was rolled out nationally during the 2017 hurricane season. We are currently utilizing it to assist many of our debris monitoring clients pursue reimbursement funding for their debris collection and other force account emergency expenditures.

We are not aware of any completed reimbursement pursuits that did not result in our client recovering appropriate reimbursement funding for projects completed under our direction or authority. Additionally, we are not aware of any funds surrendered due to audit findings, lawsuits resulting from our actions, or disputes resulting from debris monitoring or reimbursement services provided to past or current clients.

REIMBURSEMENT PROGRAM EXAMPLES

The below table represents relevant projects which highlight Rostan's reimbursement programs experience:

CLIENT	PROJECT	DATE	DESCRIPTION	PROJECT COST
City of North Port, FL	Hurricane Irma FEMA DR-4337 Public Assistance, Grants Funding, and Debris Management Services	2017–Present	North Port, FL is a city of over 60,000 people and 100 square miles, located on the southeastern border of Sarasota County. Following Hurricane Irma, North Port was left with hundreds of damaged, hazardous trees and nearly 50,000 cubic yards of vegetative debris littering their roadways. Awarded the City's standby debris monitoring contract in 2014, Rostan, utilizing its proprietary HaulPass® Automated Debris Monitoring System ("ADMS"), served as the debris monitoring firm for the City—coordinating daily with both the hauling contractor and key City personnel to complete debris cleanup in 73 days. Following the cessation of debris operations, Rostan supported the City through the organization and submission project worksheets ("P.W.s") for both "emergency" and "permanent" work under FEMA's Public Assistance ("P.A.") program. In addition, though outside the scope of Rostan's engagement with the City, Rostan staff provided no-cost support to the City in helping it secure an \$800,000.00 Hazard Mitigation Grant Program ("HMGP") grant to purchase and install a backup emergency generator at its City Hall/Emergency Operations Center.	\$800,000
Group Health Cooperative of South Central Wisconsin	Severe Storms, Tornadoes, Straight-Line Winds, Flooding & Landslides FEMA DR-4402 Public Assistance and Related FEMA Program Support	2018–Present	The Group Health Cooperative of South Central Wisconsin ("GHC-SCW") operates a six-facility medical care cooperative in the Madison/Dane County, Wisconsin area. In August of 2018, heavy rain and thunderstorms caused flooding that severely damaged one of GHC-SCW's medical facilities, completely inundating the lowest floor of the building and resulting in the loss of all equipment, supplies, and infrastructure in that area. Rostan's team coordinated closely with GHC-SCW's Compliance Department and leadership to organize an approach to submitting GHC-SCW's damage and costs to FEMA's Public Assistance ("P.A.") program that resulted in the construction of a new, above-ground wing of the facility and the mitigation of several key mechanical, electrical, and other critical functions. Rostan also drafted several justification packages to successfully advocate for nearly \$2,000,000.00 in replacement and upgraded medical equipment as well as the reimbursement of over \$750,000.00 in emergency remediation costs initially deemed ineligible for FEMA funding. The final administrative aspects of the project are slated to be completed by July of 2020.	\$8,900,000



CLIENT	PROJECT	DATE	DESCRIPTION	PROJECT COST
Texas City Independent School District, Texas City, TX	Hurricane Harvey FEMA-DR-4332 Public Assistance, Grants Funding, and Related FEMA Program Support	2017 – Present	Texas City Independent School District has 14 schools and nearly 9,000 students in 78.31 square miles of La Marque and Texas City. In August 2017, Texas sustained hurricane-force winds and heavy rains for a record number of days. Hurricane Harvey made landfall, causing coastal storm surge, flooding rivers and destroying homes, businesses, public and critical infrastructure as well as roads and bridges across central and southern Texas. Engaged by TCISD, Rostan monitored the remediation contractor to facilitate the emergency protective measures required for stabilization of the three LaMarque schools flooded during the Hurricane impacts. Rostan is providing expert guidance relating to the FEMA Public Assistance (PA) program and the FEMA 404 Hazard Mitigation Grant Program (HMGP). Rostan is also providing grant accounting and administrative support with regard to disaster grants pursuits and reimbursement. Rostan works closely with the TCISD Public Adjuster to ensure that FEMA and Insurance claims are coordinated, and appropriate funding is obtained for eligible costs.	\$23,000,000
City of Brenham, TX	Severe Storms and Flooding FEMA DR-4269, FEMA DR-4272 Hurricane Harvey FEMA DR-4332 Public Assistance, Hazard Mitigation, and FEMA Appeal Support	2018 – 2019	Rostan was procured by the City of Brenham, Texas to assist with three open Stafford Act Declarations where over 25 individual projects were stalled with little to no momentum. Rostan's Technical Services team quickly and efficiently immersed themselves in the City's Public Assistance ("P.A.") project workseets ("P.W.s") and developed a plan of action for the City to review and provide comment. Following City approval, Rostan's team strategically categorized the City's P.W.s in a triage-based approach to resolution. Working together, the City and Rostan negotiated with FEMA to initially achieve incremental gains, and ultimately, favorable resolutions for several critical City P.W.s across multiple disaster declarations. Rostan and the City successfully utilized the FEMA P.A. Appeals Process to recover funds on multiple projects, and where P.A. funding wasn't achievable, Rostan's team rehabilitated Benefit-Cost Analyses ("BCAs") for three different projects diverted to the Hazard Mitigation Grant Program ("HMGP"), securing over \$1.2 million in federal disaster recovery funds for waste water and flood control hazard mitigation. The City and Rostan continue to engage and collaborate with FEMA and the Texas Division of Emergency Management ("TDEM") on over \$2.5 million dollars in pending funding requests.	\$3,500,000

CLAMIS, DISPUTES, AND LITIGATION

Neither Rostan nor its principals is involved in any unresolved or ongoing claims in excess of \$500,000. Additionally, neither Rostan nor its principals have been involved in any litigation within the past five (5) years.

STATEMENT OF ASSURANCE

Rostan is not presently in violation of any statutes or regulatory rules that might have an impact on the firm's operations. All applicable laws and regulations of the State of Florida and ordinances and regulations of the City of St. Pete Beach will apply.

PAST 5 YEARS CLIENTS WITH SIMILAR SERVICES

Per Florida Statutes 812.081(1)(c)(4) and 815.045, Rostan Solutions, LLC considers this information to be a trade secret, proprietary, and confidential in nature. Rostan's client listing has been provided to the City under separate, confidential cover.

FINANCIAL/BONDING INFORMATION

Per Florida Statutes 812.081(1)(c)(4) and 815.045, Rostan Solutions, LLC considers this information to be a trade secret, proprietary, and confidential in nature. We assure the City of our financial stability, including the ability to perform the functions required by this RFP and to provide the services represented by Rostan in our response. Rostan's financial statements and bonding information have been provided to the City under separate, confidential cover. Rostan has not had any claims made against any of its previous bonds over the last five (5) years.

State of Florida

Department of State

I certify from the records of this office that ROSTAN SOLUTIONS, LLC is a limited liability company organized under the laws of the State of Florida, filed on October 30, 2014, effective November 1, 2014.

The document number of this limited liability company is L14000169270.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020 and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of February, 2020*



Randy A. Levine
Secretary of State

Tracking Number: 8127047554CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

RICK SCOTT, GOVERNOR



JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

ROSTAN SOLUTIONS, LLC

3433 LITHIA PINECREST ROAD
SUITE 287
VALRICO FL 33596

LICENSE NUMBER: CA30927

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/27/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lassiter-Ware Insurance of Tampa Bay 1300 N. Westshore Blvd. Suite 110 Tampa FL 33607	CONTACT NAME: Wendy Tyree PHONE (A/C, No, Ext): (800) 845-8437 FAX (A/C, No): (888) 883-8680 E-MAIL ADDRESS: wendyt@lassiterware.com																					
INSURED Rostan Solutions, LLC 3433 Lithia Pinecrest Road Suite 287 Valrico FL 33596	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Crum & Forster Specialty Insurance Co</td><td>44520</td></tr><tr><td>INSURER B:</td><td>Progressive Express Ins Co</td><td>10193</td></tr><tr><td>INSURER C:</td><td>Crum & Forster Specialty Insurance Co</td><td>44520</td></tr><tr><td>INSURER D:</td><td>Travelers Casualty & Surety Co</td><td>19038</td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Crum & Forster Specialty Insurance Co	44520	INSURER B:	Progressive Express Ins Co	10193	INSURER C:	Crum & Forster Specialty Insurance Co	44520	INSURER D:	Travelers Casualty & Surety Co	19038	INSURER E:			INSURER F:		
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INSURER D:	Travelers Casualty & Surety Co	19038																				
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 19-20 Cert**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractors Pollution Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			EPK128285	09/29/2019	09/29/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			011688900	09/29/2019	09/29/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000
C	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			EFX113491	09/29/2019	09/29/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N		N/A	UB5J8648191947G	09/29/2019	09/29/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability (Claims-Made) Limits included with General Liability			EPK128285	09/29/2019	09/29/2020	Each Claim \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**CERTIFICATE HOLDER****CANCELLATION**

~Evidence of Insurance c/o Rostan Solutions, LLC 3433 Lithia Pinecrest Road Suite 287 Valrico FL 33596	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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3.2 EXPERIENCE OVERVIEW

Rostan has a proven track record of providing disaster debris management services throughout the United States. The projects depicted below, all of which have been completed successfully, summarize our team's experience performing similar services since 2008.

2019		2016	
HURRICANE DORIAN		FLOODING	
SOUTH CAROLINA	FEMA DR-4464	LOUISIANA	FEMA DR-4277
Charleston County		Iberia Parish	
TORNADO		TORNADO	
TEXAS		VIRGINIA	
City of Richardson		Essex County	
2018		2015	
HURRICANE FLORENCE		FLOODING	
NORTH CAROLINA	FEMA DR-4393	SOUTH CAROLINA	FEMA DR-4241
City of Lumberton	Town of Carolina Beach	Charleston County	
HURRICANE MICHAEL		ICE STORM	
FLORIDA	FEMA DR-4399	TENNESSEE	FEMA DR-4211
Liberty County		Cumberland County	White County
2017		2014	
HURRICANE HARVEY		ICE STORM	
TEXAS	FEMA DR-4332	GEORGIA	FEMA DR-4165
City of Kountze	City of Sour Lake	Jenkins County	
City of Lumberton	Hardin County		
City of Orange	City of Piney Point Village		
City of Rose Hill Acres			
HURRICANE IRMA		2012	
FLORIDA	FEMA DR-4337	HURRICANE SANDY	
Broward County Public Schools	Coral Springs Improvement District	NEW YORK	FEMA DR-4085
City of Belleair Beach	Martin County	USACE NY District/ECC – City of New York	
City of Belleair Bluffs	New College of Florida	USACE NY District/ECC – Fire Island	
City of Coconut Creek	Sunshine Water Control District	NEW JERSEY	FEMA DR-4086
City of Coral Springs	Town of Indian Shores	Borough of Bay Head	Borough of Sea Girt
City of Dania Beach	Town of Palm Beach	Borough of Bernardsville	Borough of Tinton Falls
City of Madeira Beach	Town of Redington Shores	Borough of Highlands	NJDEP – Waterway Debris Monitoring
City of North Port	Town of Sewall's Point	Borough of Keansburg	Township of Brick
City of Port St. Lucie	Town of Windermere	Borough of Little Silver	Township of Hillside
City of St. Pete Beach	Village of Estero	Borough of Manasquan	Township of Hopewell
City of Winter Springs		Borough of Ocean Gate	Township of Middletown
		Borough of Point Pleasant Beach	Township of Old Bridge
		Borough of Red Bank	Township of Readington
		Borough of Roselle	
GEORGIA	FEMA DR-4338	2011	
City of Garden City	City of Tybee Island	HURRICANE IRENE	
SOUTH CAROLINA	FEMA DR-4346	VIRGINIA	
Charleston County		City of Williamsburg	York County
		James City County	
HURRICANE MARIA		EF-5 TORNADO	
COMMONWEALTH OF PUERTO RICO	FEMA DR-4339	MISSOURI	
USACE Jacksonville District/Xpert's Inc.		USACE KC District – City of Joplin	FEMA DR-1980
Puerto Rico Department of Transportation and Public Works (DTOP)		EF-5 TORNADO	
Municipality of Camuy, Puerto Rico		ALABAMA	
		City of Birmingham	FEMA DR-1971
2016		2008	
HURRICANE MATTHEW		HURRICANE IKE	
FLORIDA	FEMA DR-4283	TEXAS	
City of Port St. Lucie	Town of Sewall's Point	City of Humble	City of Piney Point Village
Martin County		City of Nassau Bay	USACE Ft. Worth District – TxDOT
GEORGIA	FEMA DR-4284	LOUISIANA	
City of Garden City		USACE New Orleans District – Cameron Parish	FEMA DR-1792
SOUTH CAROLINA	FEMA DR-4286	USACE New Orleans District – Vermillion Parish	
Berkeley County	Charleston County		

3.3 PAST PROJECT EXPERIENCE

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | MULTIPLE PROJECTS CHARLESTON COUNTY, SC | 2015 – ONGOING



HURRICANE DORIAN | FEMA DR-4464 | 615,000 CY • 40,000 TONS | COST: \$1.5 MILLION

Once again, Charleston County suffered the devastating effects of weather. Following Hurricane Dorian in September 2019, disaster debris recovery efforts were underway. The Rostan team was on the ground prior to storm impact to implement the County's disaster debris management plan as soon as possible.

HURRICANE IRMA | FEMA DR-4346 | 15,800 CY | COST: \$230,000

For the third consecutive year, Charleston County fell victim to the damaging effects of weather. After Hurricane Irma hit in September 2017, disaster debris recovery efforts were underway yet again. The Rostan team was on the ground mere hours after the storm hit to begin implementing the County's disaster debris management plan.

HURRICANE MATTHEW | FEMA DR-4286 | 425,000 CY | COST: \$1.4 MILLION

While still recovering from the impacts of the 2015 late-season floods, Charleston County was the unfortunate recipient of Hurricane Matthew's initial landfall. Hurricane Matthew profiled the east coast of Florida and Georgia before coming inland in Charleston County near the town of McClellanville. Fortunately for the County, tide sequences welcomed the Hurricane at or near low tide, minimizing the flooding impact. This did not spare the County from dramatic vegetative damage and resulted in the collection of more than 400,000 CY by private contractor, as well as an estimated 100,000 CY collected by municipal and County entities. In addition, Matthew resulted in the removal of more than 18,000 hazardous hanging limbs and trees from major arteries and more densely populated areas. Debris collection, processing, and final haul-out efforts concluded after 112 days. Rostan was activated by the County to provide debris monitoring management services augmented by HaulPass®, our proprietary ADMS system. More than 80 employees were used to collect field data and monitor hauling operations. Debris was processed at three primary DMS sites, all staffed by Rostan personnel. Additionally, five final disposal sites, some more than 75 miles away, were utilized.



FLOODING 2015 | FEMA DR-4241 | 31,500 CY | COST: \$2.3 MILLION

Following the historic flooding event during October 2015 throughout South Carolina, Rostan was activated by the County to assist in management of debris recovery efforts. Rostan was responsible for managing and monitoring the removal of C&D, white goods, and vegetative debris from the Right-of-Way (ROW) throughout the County. Optimized by our HaulPass® automated debris management system, Rostan provided rapid reconciliation of debris contractor invoices. Along with our team of debris management experts, local personnel were interviewed, trained and hired to enhance economic recovery of the affected area. In total, more than 30,000 cubic yards of debris was removed during a 30-day period.

In addition, Charleston County was faced with the daunting task of restoring and repairing an extensive network of roads and drainage channels. Charleston County maintains hundreds of miles of drainage canals, stormwater ditches, and unpaved roadways, including canals and roads that are listed on the national register of historic places. Charleston County's initial damage survey found that 222 unpaved roads and 219 drainage structures sustained damages. Rostan was tasked with managing the County's disaster recovery efforts and coordinating these efforts with the Federal Emergency Management Agency (FEMA) and South Carolina's Emergency Management Division (SCEMD). This included preparation of required documentation for project worksheets for Category A — Debris Management, Category B — Emergency Protective Measures, Category C — Roads and Bridges, and Category D — Water Control Facilities. To support these efforts, Rostan reconciled multiple County departments' force account expenditures for Public Assistance (PA) emergency work categories.

Client Contact: Chris Wannamaker, P.E., Stormwater Program Manager, Department of Public Works–Stormwater Division, 4045 Bridge View Drive, Suite A301, North Charleston, SC 29405, 843-202-7635, cwannamaker@charlestoncounty.org

DEBRIS MONITORING SERVICES | 2019 TORNADOS
CITY OF RICHARDSON, TEXAS | 71,000 CY | COST: \$100,000



In September of 2019, a series of tornados impacted the Dallas/Fort Worth area causing significant destruction. The event was the most devastating natural disaster to impact the Dallas/Fort-Worth area in recent record. A substantial portion of the City of Richardson, Texas was severely impacted by the tornados. Entire houses were destroyed in multiple neighborhoods and municipal forces were overwhelmed with debris.



Rostan was contracted to provide debris monitoring services for the City of Richardson, Texas. The City of Richardson is in an affluent area of the Dallas metroplex, and is comprised of over 28 square miles with a population of over 120,000 residents. The affected area was located primarily in the southwestern portion of the city. A total of 918 truckloads of debris amounting to over 59,000 cubic yards was collected and hauled to disposal facilities. Additionally, 145 truckloads of reduced vegetative debris totaling over 11,000 cubic yards was hauled to disposal facilities.

Client Contact: Travis Switzer, Assistant Director, Public Services Department, 1260 Columbia Drive, Richardson, TX 75081, 972-744-4402, Travis.Switzer@cor.gov

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MICHAEL
FEMA DR-4399 | LIBERTY COUNTY, FL | 525,000 CY | 2018-2019 | COST: \$2 MILLION



Liberty County, located in the Florida Panhandle and comprised of more than 840 square miles, is the least densely populated county in the State with slightly more than 8,000 residents. This, coupled with an extensive road network of nearly 1000 center-line miles, created a unique set of challenges. Within days of Hurricane Michael Rostan's management team was on the ground hiring monitors and certifying haul trucks. Nearly 100 local monitors were hired and trained, more than 525,000 cubic yards of debris collected, and more than 32,000 hazardous trees and limbs removed.



Client Contact: Rhonda Lewis, Emergency Management Director, Liberty County Emergency Management, 10979 NW Spring Street, Bristol, FL 32321, 850-643-2339, Lcem@gtcom.net

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE
FEMA DR-4393 | CITY OF LUMBERTON, NC | 45,000 CY • 4,300 TONS | 2018-2019 | COST \$185,000



The City of Lumberton is located within the state's Coastal Plains on the Lumber River in Robeson County, North Carolina. The City serves as the Seat of the County and sits in the heart of the Lumber River State Park system. The Lumber River is part of the Pee Dee River watershed and serves as water drainage upstream of Lumberton for four other North Carolina Counties. The City has a total area of 15.8 square miles, of which 15.7 square miles are land and 0.1 square mile is water. The City fell victim to extreme local rainfall and to the Lumber River swelling resulting in extensive flooding during Hurricane Matthew and unfortunately once again during Hurricane Florence. Furthermore, much of the city suffered from significant tree damage as



a result of Hurricane Florence's sustained winds. As a result of massive waterflow and winds the interior waterway systems of the City acquired significant debris snags and blockages further endangering the local populous and properties. Within 24 hours of the City requesting Rostan's assistance, multiple of Rostan's senior level personnel converged on the city to render aid. Within 36 hours local team members had begun training, trucks had been certified and ROW debris removal operations commenced. Over 45,000 CY of vegetative and reduced vegetative material was removed from the City ROW's and Public Property including an extensive public park system and public waterways. Furthermore, over 1,000 tons of C&D were removed from these locations. Over 450 public trees were removed and/or mitigated as a public safety hazard.

Client Contact: Robert Armstrong, Director, Public Works Department, 215 S Cedar St, Lumberton, NC 28358, 910-671-3851, rrarmstrong@ci.lumberton.nc.us

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE | FEMA DR-4393 | TOWN OF CAROLINA BEACH, NC | 29,000 CY | 2018 – 2019 | COST: \$100,000



Carolina Beach, NC is a town with of over 6,000 people and 2.2 square miles of land area. The town is an island beach community located on the east border of New Hanover County. In September of 2018 Hurricane Florence threatened the Carolina coast as a category 4 major hurricane. Thankfully, wind shear caused the storm to gradually deteriorate and drop down to a category 1 storm before making landfall. Unfortunately, the storm stalled as it emerged on the coast causing long periods of sustained hurricane winds and historic rainfall resulting in extensive wind and flooding damage throughout the Town of Carolina Beach. Rostan was activated by the Town to assist in management of debris recovery efforts. Rostan was responsible for managing and monitoring the removal of C&D and vegetative debris from the Right-of-Way (ROW) throughout the Town. Optimized by our HaulPass® automated debris management system, Rostan provided rapid reconciliation of debris contractor invoices. Along with our team of debris management experts, local personnel were interviewed, trained and hired to enhance economic recovery of the affected area. In total, more than 29,000 cubic yards of debris was removed during a 60-day period. Following the completion of all debris-related activities, rostan also assisted the Town with the documentation of the project worksheet for FEMA's Public Assistance ("P.A.") program. In addition, the Town requested that Rostan assist with several programmatically-complex tasks including the review and editing of a procurement package for debris hauling, a comprehensive review of the Town's "Disaster" Pay Policy, and to provide as-needed technical support on the Town's P.A. Alternative Procedures Pilot Program ["428"] project to improve the municipal marina.

Client Contact: Brian Stanberry, Director, Public Works Department, 1121 N. Lake Park Blvd., Carolina Beach, NC 28428, Phone: 910-458-8291, Fax: 910-458-2997, brian.stanberry@carolinabeach.org

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MARIA | FEMA DR-4339 DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS (DTOP), PUERTO RICO 2018–2019 | 215,000 CM | COST: \$625,000



In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. Maria was the most devastating natural disaster to impact the island in recent record. The entire island was left without power, traditional communications were limited, and available water resources were scarce. Rostan was contracted to provide debris monitoring services for the Department of Transportation and Public Works (DTOP) Puerto Rico in a partnership with Xpert's, Inc. Rostan was tasked with overseeing debris monitoring operations for 19 different prime contractors operating simultaneously in 24 subregions across the island of Puerto Rico. More than 600 equipment certifications were completed, and more than 13,000 truckloads totaling over 215,000 cubic meters of landslide debris was collected and hauled to more



than 20 temporary and final disposal facilities. Rostan also individually tracked and photographed the reduction and removal of over 2,300 hazardous boulders created by landslides. Rostan and Xpert's successfully trained and managed more than 150 debris monitors with Rostan's proprietary HaulPass® ADMS equipment.

Client Contact: Alberto J. Gonzalez, President, Xpert's Inc., Suite # 213 Mai Center 2000 Kennedy Ave. San Juan PR 00920, 787-273-0303, alberto@xpertsinc.com

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MARIA | FEMA DR-4339 | MUNICIPIO DE CAMUY, PUERTO RICO | 2018 | 12,600 CY | COST: \$5,000



In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. Maria was the most devastating natural disaster to impact the island in recent record. Rostan was contracted to provide debris monitoring services for the Municipality of Camuy, Puerto Rico in a partnership with Xpert's, Inc. The Municipality of Camuy is subdivided into 13 main districts comprising over 61 square miles with a population of over 35,000 residents. More than 600 truckloads totaling over 12,000 cubic yards of debris was collected and hauled to disposal facilities.



Client Contact: Alberto J. Gonzalez, President, Xpert's Inc., Suite # 213 Mai Center 2000 Kennedy Ave. San Juan PR 00920, 787-273-0303, alberto@xpertsinc.com

**AUTOMATED DEBRIS MANAGEMENT SYSTEM | HURRICANE MARIA | FEMA DR-4339
XPRT'S INC./US ARMY CORPS OF ENGINEERS | 5.9 MILLION CY | 2017-2018 | COST: \$6.7 MILLION**



In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. Maria was the most devastating natural disaster to impact the island in recent record. The entire island was left without power, traditional communications were limited, and available water resources were scarce. Rostan deployed a lead team and essential gear mere days after impact. Rostan was contracted to provide ADMS services on behalf of Xpert's Inc. following their mission assignment by USACE. On October 12, 2017 debris removal operations were officially underway. Rostan fully deployed HaulPass® on day one of operations. More than 1,695 equipment certifications were completed and more than 5.9 million cubic yards of debris was collected. Rostan supported Xpert's efforts to receive debris at more than 60 temporary and final disposal facilities, and to equip more than 250 field QCs with ADMS equipment.

Client Contact: John G. Fogarty, P.E., Debris SME/Resident Engineer, U.S. Army Corps of Engineers, 7400 Leake Avenue, New Orleans, LA 70118, 504-628-5054, John.G.Fogarty@usace.army.mil

**DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE IRMA | FEMA DR-4337
MULTIPLE COMMUNITIES THROUGHOUT FLORIDA | 2017-2019**

Hurricane Irma made landfall as a Category 4 hurricane at Cudjoe Key on September 10, 2017. It then proceeded north over the State of Florida causing severe damage throughout the state. As a result, Rostan was activated by 21 municipalities and governmental entities throughout Florida; some that had been long standing clients and others that engaged us in the immediate aftermath of the storm. We are proud to say that we met every existing contractual commitment and also responded to every call we received. As a result, we were able to provide debris monitoring services to a number of new clients, at a time when our competitors were failing to meet contractual

obligations. Rostan provided a wide array of debris management services including truck certifications, debris contractor monitoring and documentation of ROW debris removal, tree, limb, and stump removal monitoring, debris reduction monitoring and management, debris management site (DMS) oversight and closure supervision, daily operations reporting, and hauler invoice reconciliation. Rostan was been responsible for managing and monitoring the removal of over 1,000,000 cubic yards of disaster generated debris from Rights-of-Way throughout the state. The Rostan team monitored debris operations by many of the leading debris hauling firms in the United States. As we do for every debris project we are engaged on, we implemented HaulPass®, our automated debris management system (ADMS) to track each load of debris collected during an event. We are proud to say that the data we gathered was 100% secure – not a single lost data point throughout our work in Florida. In addition, our team of debris management experts always relies on locally hired personnel to serve as debris monitors. We interviewed, trained and hired over 200 local staff. This approach provides an economic benefit to the community and to the many people that had jobs displaced as a result of Hurricane Irma. Additionally, many of our clients also required assistance seeking FEMA reimbursement, a particularly challenging undertaking given FEMA’s recent rollout of their new Grants Portal. Rostan provided debris management site summary reports documenting the closure of the sites and consolidating the records necessary for FEMA reimbursement.



HIGHLIGHTED HURRICANE IRMA PROJECTS

The following projects were highlighted to display the diverse debris monitoring experience that Rostan brings to the table. In our experience, every project is unique and presents a varied set of challenges.

CITY OF CORAL SPRINGS, FL | COST: \$1 MILLION



Our work with the City of Coral Springs is representative of the services we provided to our clients throughout the state following Hurricane Irma. Coral Springs is an affluent community that covers an area of approximately 24 square miles with a population of 121,000 people. It is located in Broward County just on the edge of the Everglades. Rostan has served as the City’s on-call debris monitor since 2007. Rostan was in communication with the City’s Department of Public Works before Hurricane Irma had made landfall in the Keys. Our staff was on the ground the day the storm hit and we began debris monitoring activities on September 12, just two days after the storm had passed. Rostan hired over 85 local staff to serve as debris monitors. Debris monitoring efforts were completed in 66 days and a total of 301,000 cubic yards of storm generated debris was collected. Over 13,000 hazardous limbs and 111 damaged or uprooted trees were also removed. Coral Springs also engaged Rostan to provide a Debris Call Center to receive and respond to citizen concerns. The information gathered by the Call Center was used to create a daily hotspot checklist that was given to the contractor at the start of each work day. The Call Center removed a significant burden from the DPW staff that were inundated by calls immediately after the storm. Over the course of a three-week period, Rostan fielded more than 1,000 calls from concerned residents.



Client Contact: Rich Michaud, Director, Public Works Administration, 9500 W. Sample Rd., Coral Springs, FL 33065, 954-344-1165, rmichaud@coralsprings.org

BROWARD COUNTY SCHOOL BOARD | COST: \$165,000

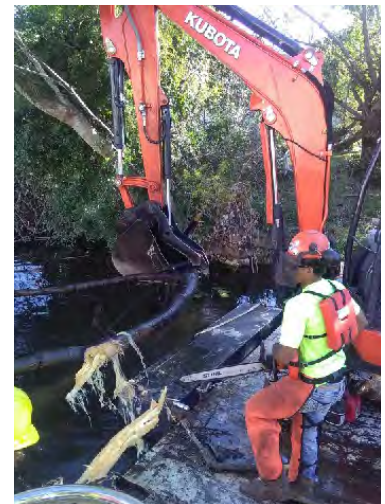


Rostan was part of a team that provided debris monitoring services to the Broward County School Board. The Broward County School District (District) is the sixth largest school district in the country and has 234 separate schools and centers, nearly all of which were affected by Hurricane Irma. Following Irma, the District was left with thousands of damaged trees that were either uprooted or had broken limbs that posed a significant risk to school children. The Broward County School Board was tireless in their effort to reopen the schools as quickly as possible to enable families to return to normalcy. Rostan responded immediately and provided debris monitors and HaulPass®, our automated debris management system (ADMS), to track and manage the work performed by the District's contractor. Rostan monitored the removal of damaged limbs from over 6700 trees (hangers) and the removal of 934 uprooted or severely damaged trees (leaners).

Client Contact: Josh Norman, Resilience & Recovery Manager, GP Strategies Corp., 70 Corporate Center, 11000 Broken Land Parkway, Suite 200, Columbia, MD 21044, 972-978-0949, jnorman@gpstrategies.com

SUNSHINE WATER CONTROL DISTRICT | COST: \$520,000

Rostan provided debris monitoring and FEMA reimbursement assistance to both Sunshine Water Control District and Coral Springs Improvement District. These projects, located immediately adjacent to each other, offered a set of unique challenges. Mobilization of the debris hauler was delayed as both districts sought a determination from the National Resources Conversation Service. NRCS indicated that they were unable to fund debris collection. At this point, FEMA was consulted and debris collection was able to begin. Vegetative debris along the canal Rights-of-Way (ROWs) posed a serious safety concern, but removing this material was complicated given that access to the canal banks was extremely restricted. To address this issue, the District's debris hauler performed all debris collection from the canal itself using a combination of boats and aquatic equipment. Given the technical challenges and costs associated with this work, it was critical that all debris be identified such that collection could be accomplished in one initial pass. To optimize the debris hauler's effectiveness, Rostan catalogued all ROW debris, including hazardous leaners and hangers, prior to the hauler mobilizing his crew. Locations were catalogued using an iPad based application that photo-documented debris and tracked associated GPS. Completed work was documented by flying a drone over each canal to create a record of the finished canal. This documentation was critical given the difficulty associated with remobilizing to perform a second pass if residents were to move debris into the ROW after collection had been completed. Debris collection concluded in the 2nd quarter of 2018.



Client Contact: Corey Selchan, District Superintendent, 10300 NW 11th Manor, Coral Springs, FL 33071, 954-796-6619, corys@fladistricts.com

PUBLIC ASSISTANCE, GRANTS FUNDING, AND DEBRIS MANAGEMENT SERVICES | HURRICANE IRMA FEMA DR-4337 | CITY OF NORTH PORT, FL | 48,000 CY | 2017 – ONGOING | COST: \$470,000



North Port, FL is a city of over 60,000 people and 100 square miles, located on the southeastern border of Sarasota County. Following Hurricane Irma, North Port was left with hundreds of damaged, hazardous trees and nearly 50,000 cubic yards of vegetative debris littering their roadways. Awarded the City's standby debris monitoring contract in 2014, Rostan, utilizing its proprietary HaulPass® Automated Debris Monitoring System ("ADMS"), served as the debris monitoring firm for the City—coordinating daily with both the hauling contractor and key City personnel to complete debris cleanup in 73 days. Following the cessation of debris operations, Rostan supported the City through the organization and submission of project worksheets ("P.W.s") for both "emergency" and "permanent" work under FEMA's Public Assistance ("P.A.") program. In addition, though outside the scope of Rostan's engagement with the City, Rostan staff provided no-cost support to the City to help it secure an \$800,000.00 Hazard Mitigation Grant Program ("HMGP") grant to purchase and install a backup emergency generator at its City Hall/Emergency Operations Center.

Client Contact: Monica Bramble, Assistant Director, Department of Public Works, 1100 N. Chamberlain Blvd., North Port, FL 34286, 941-240-8060, mbramble@cityofnorthport.com

DEBRIS MANAGEMENT AND MONITORING OPERATIONS | MULTIPLE PROJECTS MARTIN COUNTY, FL | 2016–2017



HURRICANE IRMA | FEMA DR-4337 | 175,000 CY | COST: \$700,000

For the second year in a row, Martin County, FL suffered substantial damages from a hurricane when Hurricane Irma made landfall in September of 2017. Rostan deployed equipment and personnel immediately following the County's request to support debris removal operations. In total, more than 175,000 cubic yards of debris were collected from eligible ROWs.

HURRICANE MATTHEW | FEMA DR-4283 | 155,000 CY | COST: \$550,000

Following Hurricane Matthew in October of 2016 Rostan was activated to provide an array of debris management services including truck certification, debris contractor monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris management site oversight and daily operations reporting. Rostan was responsible for managing and monitoring the removal of 155,000 cubic yards of vegetative debris from the ROW in Martin County. Operations covered approximately 543 square miles of public ROW's. Rostan personnel were assigned to monitor and document work performed by contracted services at Hobe Sound DMS, as well as to verify final disposition of mulch at the Mike Marburger Recycling Facility and the Citrus Grove site in St. Lucie County.

Optimized by HaulPass®, our automated debris management system, Rostan also provided timely reconciliation of contractor invoices. Rostan also provided Public Assistance program guidance consultations related to eligible reimbursements for the debris recovery operation. In addition, Rostan provided debris management site summary reports documenting the closure of the sites and consolidating the records necessary for FEMA reimbursement.



Client Contact: James Gorton, Deputy Director, Public Works Department, 2151 SE Aviation Way, Stuart, FL 34996, 772-219-4905, jgorton@martin.fl.us

DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE HARVEY | FEMA DR-4332 MULTIPLE MUNICIPALITIES THROUGHOUT TEXAS | 2017–2018

Hurricane Harvey made initial landfall as a Category 4 hurricane at San José Island, Texas on August 25, 2018. Harvey was downgraded to a tropical storm as it stalled near the coastline of the state, dropping torrential and unprecedented amounts of rainfall. In a 4-day period, many areas received more than 40 inches of rain as the system slowly crossed over eastern Texas, ultimately dissipating as it made its final landfall near the Texas-Louisiana border. As a result, Rostan was activated by 7 clients in the State of Texas:

City of Kountze Cost: \$8,000	Hardin County Cost: \$250,000
City of Lumberton Cost: \$45,000	Village of Piney Point Cost: \$30,000
City of Orange Cost: \$510,000	Village of Rose Hill Acres Cost: \$35,000
City of Sour Lake Cost: \$20,000	

Rostan provided a wide array of debris management services including truck certification, debris contractor monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris management site (DMS) oversight, daily operations reporting and hauler invoice reconciliation. Rostan was responsible for managing and monitoring the removal of over 550,000 cubic yards of construction and demolition (C&D) debris from Rights-of-Way (ROWs) throughout the state. As we do for every debris project we are engaged on, we implemented HaulPass®, our automated debris management system (ADMS) to track each load of debris collected during the event. We are proud to say that the data we gathered was 100% secure – not a single



lost data point throughout our work in Texas. In addition, our team of debris management experts always relies on locally hired personnel to serve as debris monitors. We interviewed, trained and hired over 75 local staff. This approach provides an economic benefit to many people that had jobs displaced as a result of Hurricane Harvey.

For Hardin County, our services included monitoring and tracking collection of C&D and white goods. For the Cities of Kountze, Lumberton, Rose Hill Acres, Piney Point. and Sour Lake, monitoring was limited to C&D. For the City of Orange, we also tracked collection of household hazardous waste.

City of Orange Client Contact: Lee Anne Brown, Deputy Fire Chief/EMC, City of Orange Fire Department, 501 N. 7th Street, Orange, TX 77630, 409-988-7359, lbrown@orangefd.com

DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE MATTHEW | FEMA DR-4284 | 23,700 CY THE CITY OF GARDEN CITY, GA | 2016–2018 | COST: \$180,000



Rostan was hired by Garden City, GA in October 2016 following the significant impact of Hurricane Matthew along the Georgia coast. Garden City, though small in geographic area, suffered sizable damages. Rostan was tasked initially with providing debris monitoring and field support services. Over the course of 30 days, more than 23,000 cubic yards of debris was collected within the 14.3 square mile municipal boundary. Debris volumes were further amplified considering a sizeable portion of the City was dedicated to commercial establishments, therefore not requiring debris collection efforts. The City contains slightly less than 4,000 households, meaning there was roughly 6 CY of debris generated per household. Rostan utilized its proprietary ADMS HaulPass® to track all debris removal efforts, expediting contractor invoice reconciliation and requests for reimbursement.



Rostan was additionally tasked with assisting the City with all public assistance (PA) efforts including identifying damages to City infrastructure and pursuing reimbursement for restoration measures and mitigation alternatives. Rostan has been integral in developing multiple HMGP pre-applications.

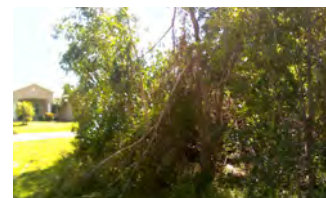
Client Contact: Ronald Feldner, City Manager, 100 Central Avenue, Garden City, GA 31405, 912-966-7777, rfeldner@gardencity-ga.gov

DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE MATTHEW | FEMA DR-4283 | 110,000 CY THE CITY OF PORT ST. LUCIE, FL | 2016–2017 | COST: \$320,000



Rostan / CapTec was the secondary Stand-by Debris Monitoring firm for the City of Port St. Lucie. Following Hurricane Matthew in October of 2016, Rostan / CapTec was activated to provide monitoring services because the primary firm did not mobilize to assist the City. Upon activation Rostan immediately deployed a management and monitoring team to come to the aid of the City.

Rostan was responsible for managing and monitoring the removal of 110,000 cubic yards of vegetative debris from the right-of-way, parks and City drainage systems. Monitoring operations also involved the removal of over 5,000 hanging limbs and 475 hazardous leaning trees, as well as oversight of debris reduction operation at the debris a management site and the haul out of mulch to final disposition. Rostan monitoring tasks included but were not limited to truck certification, debris contractor monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris



management site oversight, daily operations reporting and debris contractor invoice reconciliation utilizing our HaulPass® automated debris management system.

Client Contact: Gary Jones, P.E., CapTec Engineering, Inc., 301 NW Flagler Avenue, Stuart, FL 34994, 772-692-4344, gjones@gocaptec.com

**DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MATTHEW
FEMA DR-4286 | 58,000 CY | BERKELEY COUNTY, SC | 2016 | COST: \$347,000**



In October, 2016, while still recovering from the impacts of the severe flooding that occurred in late 2015 (FEMA 4241), Berkeley County was hit by Hurricane Matthew. Hurricane Matthew skirted the southeastern coast of the United States before coming inland in Charleston County near the town of McClellanville, SC less than ten miles from the Berkeley County border. While Berkeley County did not experience the damages that some coastal communities felt, the County was still buffeted by winds in excess of 75 mph and vegetative damage occurred throughout the county and resulted in the collection of more than 58,000 CY of vegetative debris by private contractor and County forces. In addition, more than 1,800 hazardous hanging limbs and trees were removed from major arteries and more densely populated areas. Debris collection, processing, and final haul-out efforts concluded after 61 days. Rostan was activated by the County to provide debris monitoring management services augmented by HaulPass®, our proprietary ADMS system. More than 30 Rostan employees, many of whom were local hires that reside in Berkeley County, were used to collect field data and monitor hauling operations. Debris was processed at the County's debris management site located at the Berkeley County Landfill which was staffed by Rostan personnel.



Client Contact: Josh Norman, Resilience & Recovery Manager, GP Strategies Corp., 70 Corporate Center, 11000 Broken Land Parkway, Suite 200, Columbia, MD 21044, 972-978-0949, jnorman@gpstrategies.com

**DEBRIS MONITORING AND MANAGEMENT SERVICES | TORNADO
ESSEX COUNTY, VA | 7,400 CY | 2016 | COST: \$25,000**



Subsequent to a series of devastating tornadoes which impacted multiple counties across central Virginia on February 24, 2016, Rostan provided a range of debris removal monitoring services including truck certification, monitoring and documentation of ROW debris removal, debris management site (DMS) oversight, daily operations informational summaries, and DMS and project closeout reporting. In addition, we successfully provided guidance to the County related to obtaining reimbursements from state and federal agencies, including the Federal Emergency Management Agency (FEMA), relating to the eligible costs arising from the disaster recovery effort.



Rostan was responsible for managing and monitoring the removal of over 7,400 cubic yards of debris hauled to two DMS locations. The operation was further streamlined through the use of the HaulPass® automated debris management system, which provided near real-time reporting regarding debris removal field operations.

Client Contact: Stephen Geissler, Executive Director, VPPSA [Virginia Peninsulas Public Service Authority], 475 McLaws Circle, Suite 3B, Williamsburg, Virginia 23185, 757-800-3535, Fax: 757-259-9855, SbGeissler@vppsa.org

**DEBRIS MANAGEMENT AND MONITORING OPERATIONS | ICE STORM | FEMA DR-4211 | 700,000 CY
CUMBERLAND COUNTY, TN | 2015–2016 | COST: \$1.3 MILLION**



After the severe ice storms which occurred across the State of Tennessee in February 2015, Cumberland County was among 45 Tennessee Counties to receive a major disaster declaration. Rostan was responsible for managing and monitoring the removal of 700,000 cubic yards of vegetative debris from the Right-of-Way (ROW) throughout the County. Operations covered approximately 685 square miles of public ROW. Rostan also provided oversight of debris reduction grinding and chipping, as well as the haul-out of reduced vegetative debris to final disposition. Optimized by our HaulPass® automated debris management system, Rostan provided unprecedented rapid reconciliation of debris contractor invoices. As is common in Rostan's approach to disaster response and recovery services, local personnel were interviewed, trained and hired to enhance economic recovery of the affected area.



Rostan provided an array of post-disaster debris management services including truck certification, ROW debris removal monitoring and documentation, debris reduction monitoring and management, debris management site (DMS) oversight, daily operations informational summaries, as well as DMS and project closeout reporting. Rostan provided assistance to the County in its reimbursement efforts from the state and federal agencies, including the Federal Emergency Management Agency (FEMA), relating to the eligible costs arising from the disaster recovery effort.

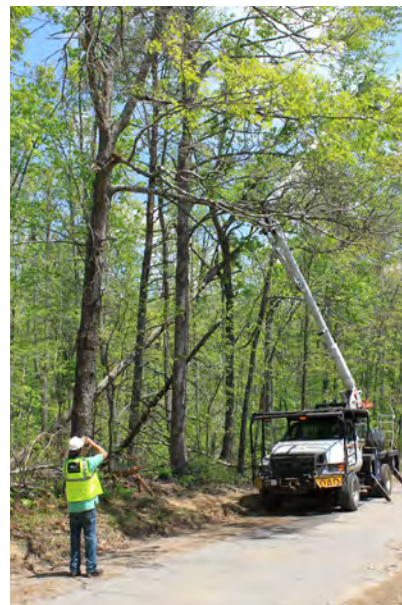
Client Contact: B. Nathan Brock, Finance Director, 2 North Main Street, Suite 303, Crossville, TN 38555, 931-484-8212, finance@cumberlandcountyttn.gov

**DEBRIS MANAGEMENT AND MONITORING OPERATIONS | ICE STORM | FEMA DR-4211 | 135,000 CY
WHITE COUNTY, TN | 2015 | COST: \$325,000**



Subsequent to the severe ice storms which impacted the State of Tennessee in February 2015, White County was among 45 Tennessee Counties to receive a major disaster declaration. Rostan was responsible for managing and monitoring the removal of 135,000 cubic yards of vegetative debris from the ROW in White County. Operations covered approximately 377 square miles of public ROW. Monitoring operations also involved oversight of debris reduction by open burning, as well as grinding and chipping, and the haul out of reduced vegetative debris to final disposition. Optimized by our HaulPass® automated debris management system, Rostan also provided unprecedented rapid reconciliation of debris contractor invoices. As is common in Rostan's approach to disaster response and recovery services, local personnel were interviewed, hired and trained to enhance economic recovery of the affected area.

Rostan provided an array of debris management services including truck certification, monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris management site (DMS) oversight, daily operations informational summaries, and DMS and project closeout reporting. In addition, we successfully provided guidance to the County related to obtaining reimbursements from state and federal agencies, including FEMA, relating to the eligible costs arising from the disaster recovery effort.



Client Contact: Denny Wayne Robinson, County Executive, 1 East Bockman Way, Room 205, Sparta, TN 38583, 931-836-3203, executive@whitecountyttn.gov

3.4 REFERENCES

The Rostan team has extensive experience providing disaster recovery consulting services to federal, state and local governments. We believe in remaining involved with our clients until the recovery process is complete. We have many long-term client relationships, and we are humbled by and proud of our references. Provided below are references for relevant projects.

TOWN OF WINDERMERE, FLORIDA



HURRICANE IRMA – FEMA DR-4337

PROJECT TYPE	Debris Management and Public Assistance Support Services
PROJECT DATE	2017
DEBRIS TYPES TRACKED	Vegetative
QUANTITY MONITORED	16,351.90 CY
PROJECT COST	\$40,000.00
CONTRACT STATUS	Active
CONTACT	Scott Brown, Public Works Director Tel: 407-876-2563 x5325 Fax: 407-876-0103 Email: sbrown@town.windermere.fl.us 614 Main Street, Windermere, FL 34786

CITY OF NORTH PORT, FLORIDA



HURRICANE IRMA – FEMA DR-4337

PROJECT TYPE	Public Assistance, Grants Funding, and Debris Management Services
PROJECT DATE	2017–Present
DEBRIS TYPES TRACKED	Vegetative, Leaners, Hangers, Mulch
QUANTITY MONITORED	1,726.00 CY / 6 Leaners / 675 Hangers
PROJECT COST	\$470,000.00
CONTRACT STATUS	Active
CONTACT	Monica Bramble, Assistant Public Works Director Tel: 941-240-8060 Fax: 941-240-8063 Email: mbramble@cityofnorthport.com 1100 N. Chamberlain Blvd., North Port, FL 34286

VILLAGE OF ESTERO, FLORIDA



HURRICANE IRMA – FEMA DR-4337

PROJECT TYPE	Debris Management and Public Assistance Support Services
PROJECT DATE	2017–2018
DEBRIS TYPES TRACKED	Vegetative
QUANTITY MONITORED	1,600.00 CY
PROJECT COST	\$5,000.00
CONTRACT STATUS	Active
CONTACT	Randall Broderson, Public Works Contract Administrator Tel: 239-319-2841 Email: broderson@estero-fl.gov 9401 Corkscrew Palms Circle, Estero, FL 33914



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES



Request for Proposals | July 9, 2020



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES FOR THE CITY OF ST. PETE BEACH, FL

SECTION 4 — STAFF QUALIFICATIONS AND EXPERIENCE

- 4.1 Firm and Project Organizational Structure
- 4.2 Key Personnel
- 4.3 Current and Projected Workload / Schedule
- 4.4 Rostan Team Resumes

SUBMITTED BY

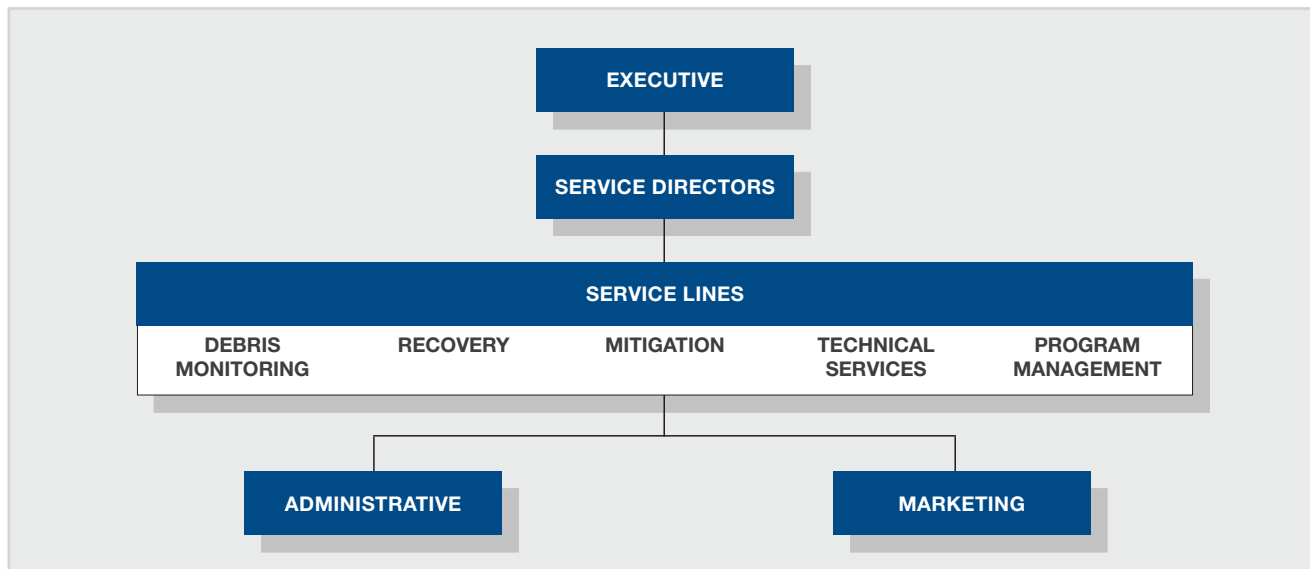
ROSTAN SOLUTIONS, LLC

3433 Lithia Pinecrest Road
Suite 287
Valrico, Florida 33596
Travis Mays, Program Manager
Office: 813.333.7042
Mobile: 713.823.2002
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Email: tmays@rostan.com
Website: www.rostan.com



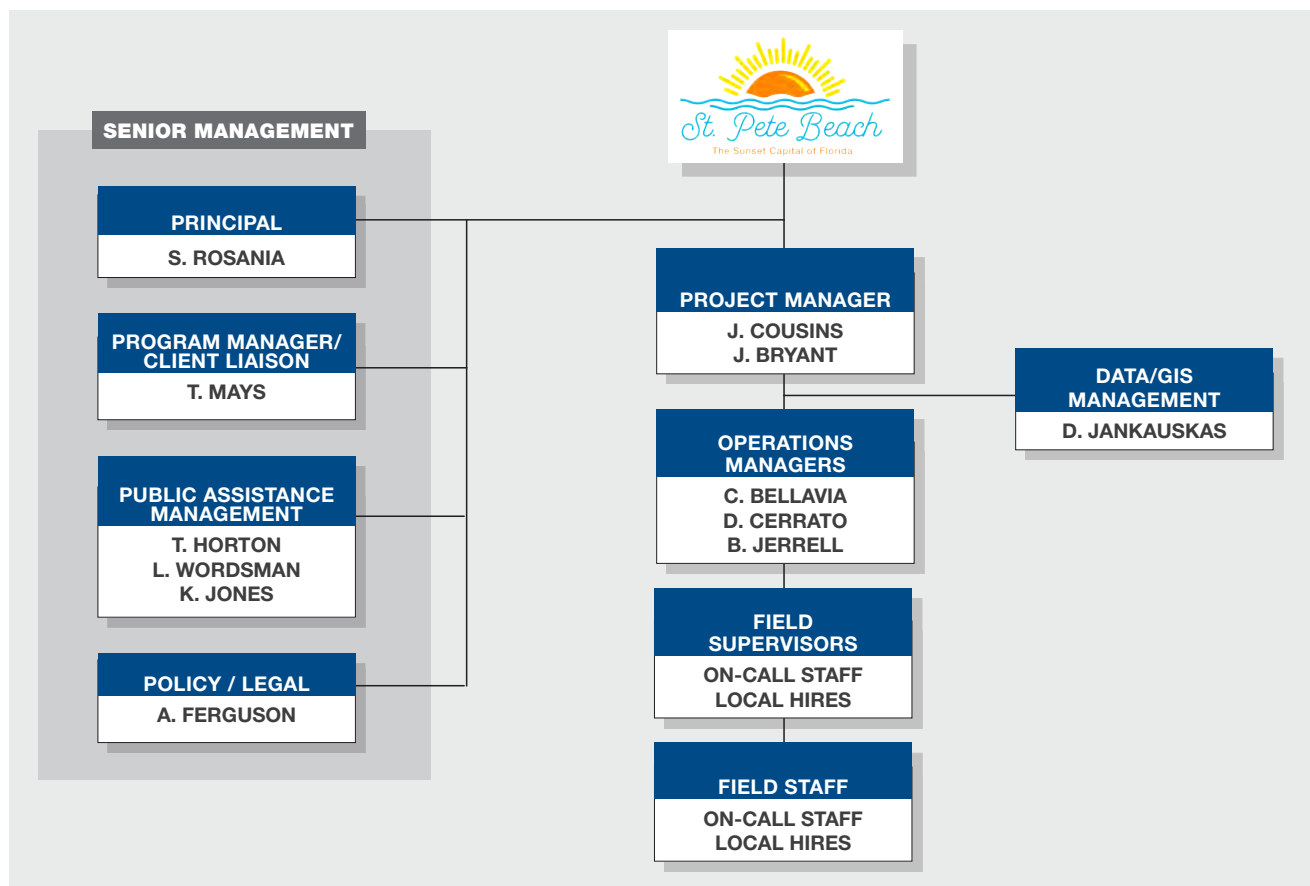
4.1 FIRM AND PROJECT ORGANIZATIONAL STRUCTURE

FIRM ORGANIZATIONAL STRUCTURE



PROJECT ORGANIZATIONAL STRUCTURE

The Rostan team is organized to perform as a unified team to create a seamless and transparent approach to projects. As shown in the following organizational chart, we have assembled a team of experts with the qualifications and experience needed for this project. This organizational structure provides the City with a defined leadership and communication structure.



4.2 KEY PERSONNEL



Rostan has reviewed the scope of services for this project and assembled a project team consisting of highly competent professional staff with the experience and technical capabilities necessary to implement a project of this scope and manage it to successful completion. Our experience is that the key to an expeditious recovery includes careful planning and the ability to adapt to changing circumstances and conditions on a frequent basis. We strive to anticipate problems before they arise and resolve them by relying on our past experiences, best-practices, and our understanding of current regulations.

Rostan believes that maintaining close communications with the City, contractors, and state/federal stakeholders provides for efficient recovery management. We also believe that utilizing local personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, and local culture. Our team has been organized to best meet the needs of the City, so that we can quickly, efficiently, and cost effectively execute the project tasks that the City requires. All key personnel assigned to this project are full-time Rostan staff and have

considerable experience managing and supporting large-scale debris collection operations. Some of these projects are mentioned briefly below.

SAM ROSANIA: PRINCIPAL • EXECUTIVE VICE PRESIDENT

Mr. Rosania will serve the City as Rostan's Project Principal. He is the Executive Vice President of Rostan and has more than 35 years of experience working for the public and the private sector. Mr. Rosania's areas of expertise include disaster management and recovery, integrated solid waste management, and hazardous waste management. He is a co-founder of Rostan and has fulfilled an advisory and support role on every debris monitoring project since Rostan was founded.

TRAVIS MAYS: PROGRAM MANAGER • CLIENT LIAISON

Mr. Mays serves as Rostan's Debris Programs Manager and will serve as liaison between Rostan and the City. He has 12 years of experience and has personally led the management of some of Rostan's largest debris removal monitoring projects including multiple USACE projects and has had an oversight role on every debris monitoring project since 2011. He has been on staff with Rostan since 2008.

JEFF COUSINS: PROJECT MANAGER

Mr. Cousins has 16 years of experience managing debris monitoring and disaster recovery projects for clients at the local, state, and federal level. He serves as Rostan's Director of Monitoring Operations and is intimately familiar with the scope of services anticipated for this project. In addition to numerous other clients, he has managed large-scale projects for clients including New Jersey Department of Environmental Protection, Cumberland County, TN, and Liberty County, FL. Mr. Cousins has an array of experience managing ROW debris removal; leaner, hanger, and hazardous stump removal; waterways debris removal, demolition and PPDR operations from startup to closeout. He has been on staff with Rostan since 2004.

JORDAN BRYANT: PROJECT MANAGER

Mr. Bryant has 14 years of disaster recovery management experience. He has specialized in debris management since early 2006. Mr. Bryant is an expert in multiple aspects of disaster recovery including waterborne- and land-based debris removal efforts, private property demolition, hiring, training and staff management, and project data management. He has experience working within large-scale projects including our USACE/Xpert's mission in Puerto Rico, Puerto Rico Department of Public Works and Transportation (DTOP), Cumberland County, TN, New Jersey Department of Environmental Protection, and Township of Brick, NJ. Mr. Bryant has extensive experience in debris monitoring, ADMS system support, and FEMA reimbursement support. He has been on staff with Rostan since 2006.

CHRIS BELLAVIA: OPERATIONS MANAGER

Mr. Bellavia has 8 years of experience and has served as Operations Manager supporting disaster recovery efforts throughout the country. He led kick-off of debris monitoring and management operations for the City of North Port following Hurricane Irma. Additionally, he served as Technical Services Manager for the 5.9 million cubic yard debris monitoring project for the U.S. Army Corps mission throughout Puerto Rico following Hurricane Maria. Mr. Bellavia has been involved in additional large-scale projects including Liberty County, FL, Charleston County, SC, Township of Brick, NJ, and New Jersey Department of Environmental Protection. He has been on staff with Rostan since 2012.

DEVIN CERRATO: OPERATIONS MANAGER

Mr. Cerrato has a degree in business administration and has served as operations manager for Rostan on multiple projects including for USACE, Puerto Rico Department of Transportation, Liberty County, FL, and most recently Charleston County, SC. He is technically advanced and serves as one of our leading HaulPass® technicians. Mr. Cerrato is in his third year of service with Rostan.

BRANDON JERRELL: OPERATIONS MANAGER

Mr. Jerrell joined the Rostan Team following the aftermath of Hurricane Harvey. He immediately earned the rank of Operations Manager and went on to work as an integral part of our technical support team during our USACE mission in Puerto Rico in the wake of Hurricane Maria. Most recently, Mr. Jerrell led operations management in Carolina Beach and Lumberton, NC following Hurricane Florence, spearheading the waterways debris removal phase in Lumberton. He has been on staff with Rostan since 2017.

ADAM FERGUSON: SENIOR CONSULTANT | POLICY

Mr. Ferguson has over 12 years of experience in disaster recovery, mitigation, and grants management. He acts as a Senior Programmatic Specialist and Project Manager for Disaster Recovery Operations supporting states, local governments, and utilities in the identification, pursuit, and securing of state and federal aid. He is skilled in providing technical guidance and assistance in demonstrating programmatic eligibility. Mr. Ferguson also directs programmatic and administrative appeals processes for clients facing adverse agency determinations. He has been on staff with Rostan since 2017.

TOMMY HORTON: FEMA PROJECT CONSULTANT

Mr. Horton has 27 years of experience as a disaster recovery consultant. He works with municipalities to identify hazards and vulnerabilities in order to identify recovery strategies. Mr. Horton is a recognized expert in FEMA, HUD, FHWA, and DHS programs. He has been on staff with Rostan since 2008.

LEE WORDSMAN: FEMA PROJECT CONSULTANT

Mr. Wordsman has nearly 30 years of experience related to regulatory compliance and permitting, debris removal monitoring, and public assistance support. He has been with Rostan since 2012 and is currently overseeing Public Assistance Policy compliance for our Hurricane Irma, Maria, Florence, and Michael clients, including Coral Springs.

DENISE JANKAUSKAS: DATA MANAGER

Ms. Jankauskas has worked for Rostan since 2012 and has 8 years of experience managing data collection and quality control of data elements for debris monitoring projects. Her background in graphics and design enables her project teams to meet all project reporting requirements in a timely manner while maintaining the highest data integrity standards. She has been involved in the data management of ROW debris removal involving special waste such as HHW and ACM; leaner, hanger, and stump removal; waterways debris removal; demolition and PPDR programs. Ms. Jankauskas has performed data management and reporting functions for large-scale clients including New Jersey Department of Environmental Protection, Township of Brick, NJ, Cumberland County, TN, Charleston County, SC, USACE/Xpert's in Puerto Rico, and Liberty County, FL, as well as numerous additional clients. She has been on staff with Rostan since 2012.

For more detailed information, resumes of these key individuals, as well as others anticipated to serve the City can be found in Section 4.4.

4.3 CURRENT AND PROJECTED WORKLOAD/SCHEDULE

On the debris monitoring services front we are currently operating well below our capacity. This is somewhat to be expected due to the time of year and our approach to contract pursuits following Hurricane Dorian.

Workload projections for standby contracts are hard to quantify because the scale of services required, and project start date is undefined. Our current workload shows all of our recent debris monitoring projects are completed. Our operations management team is available for the 2020 hurricane season.

Our entire project team will be fully committed to providing the City with post-disaster debris management services at 100 percent. Again, we are very geographically selective when pursuing this type of work to ensure that our clients receive our utmost attention when they need it most—following a disaster event. We do not over-commit resources in any one area so that we are able to maintain the highest levels of quality, delivering an efficient, safe, and expeditious recovery process.

CURRENT COMMITMENTS: GRAPHIC REPRESENTATION

The chart below illustrates the current and projected hourly commitments available per month for key project personnel. All persons identified in our project organizational chart are included in this chart. The data is based on a 160 hour per month basis accounting for 4 total 40-hour work weeks. As shown, Rostan staff have the availability to meet the anticipated project workload. As these are just projections, this data is subject to change as new projects begin and current projects end. Rostan is highly familiar with and understands that disaster recovery operations generally demand longer than normal working hours. Our staff has regularly performed work weeks in excess of 80 hours when the need arose and is conditioned to meet the demand required to fulfill its obligation to facilitate a safe and expeditious recovery effort.

AVAILABLE HOURS												
STAFF	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	JUL 2021
S. Rosania	80	80	80	80	80	80	80	80	80	80	80	80
T. Mays	100	80	60	60	60	80	80	100	100	100	100	100
J. Cousins	120	100	80	80	80	80	80	100	120	120	120	120
J. Bryant	120	100	80	80	80	80	80	100	120	120	120	120
T. Horton	20	20	20	20	20	40	40	40	40	40	40	40
K. Jones	40	40	40	40	40	40	40	40	40	40	40	40
J. Cousins	120	100	80	80	80	80	80	100	120	120	120	120
L. Wordsman	20	20	40	40	40	40	60	60	60	80	80	80
A. Ferguson	20	20	20	20	20	20	20	20	20	20	20	20
C. Bellavia	120	100	80	80	80	80	80	100	120	120	120	120
D. Cerrato	120	100	80	80	80	80	80	100	120	120	120	120
B. Jerrell	20	20	80	80	120	120	120	160	160	160	160	160
D. Jancauskas	120	100	80	80	80	80	80	100	120	120	120	120
T. Burden	120	100	80	80	80	80	80	100	120	120	120	120

ADDITIONAL PERSONNEL

Our goal in any disaster recovery effort is to hire locally to the greatest practical extent. We believe that maximizing the use of locally hired personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, and local culture. Rostan utilizes modern mediums of outreach such as social media and internet job posting sites, while also employing “old fashioned” techniques, such as “word of mouth”, and accessing potential local candidates through military veterans organizations, religious organizations, and local labor surplus offices. We generally refrain from using paid, third-party employment agencies. Our experience leads us to believe that these agencies are not properly invested in the well-being of the candidates nor the community.

4.4 ROSTAN TEAM RESUMES

SAMUEL M. ROSANIA

PRINCIPAL | EXECUTIVE VICE PRESIDENT



EDUCATION

University of Tennessee 1979
Graduate studies
Agricultural Biology
University of Florida 1978
Bachelor of Science
Plant Pathology

YEARS OF EXPERIENCE

38

LICENSES & CERTIFICATIONS

- IS-100: Introduction to Incident Command Systems
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-700: National Incident Management System (NIMS) An Introduction

RECOVERY EVENTS

2019 Tornado, TX
2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Irma
2017 Hurricane Harvey
2016 Hurricane Matthew
2016 Flooding, LA
2016 Tornado, VA
2015 Flooding, SC
2015 Avian Flu Response, IA
2015 Ice Storm, TN
2012 Hurricane Sandy
2011 Hurricane Irene
2011 Tornado, MO
2011 Tornado, AL
2010 Earthquake, Haiti
2010 Earthquake, Chile
2008 Hurricane Ike
2006 Ice Storm, NY
2005 Hurricane Rita
2005 Hurricane Katrina
2005 Hurricane Wilma
2004 Hurricane Jeanne
2004 Hurricane Frances
2001 Tropical Storm Gabrielle

Mr. Rosania has more than 38 years of experience working for the public and the private sector related to disaster management and recovery, Public Assistance funding, emergency management, public health, integrated solid waste management and hazardous waste management. Mr. Rosania has been extensively involved with hazard mitigation, emergency management and disaster management and recovery operations since 1998. He is recognized as an expert in Integrated Solid Waste Management Planning and pre- and post- incident disaster planning and recovery. Mr. Rosania has managed numerous disaster recovery projects both at the regional and local level. He is very familiar with local, state and federal regulations associated with disaster management and mitigation, solid and hazardous waste management, including the Stafford Act and applicable FEMA regulations.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE MICHAEL | FEMA DR-4399 | 2018 – ONGOING

Mr. Rosania serves as the Client Liaison for all debris monitoring and Public Assistance support projects in the State of Florida following Hurricane Michael. Rostan is currently providing our services to 12 clients located in the Florida Panhandle, including Liberty County, Calhoun County, and the cities of Bristol, Chattahoochee, and Quincy.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE FLORENCE | FEMA DR-4393 | 2018 – ONGOING

Mr. Rosania serves as the Project Principal for the debris monitoring and Public Assistance support projects in the State of North Carolina following Hurricane Florence. Rostan provided debris removal monitoring services to The Town of Carolina Beach and the City of Lumberton which was severely impacted by flooding. The Lumberton work to be completed includes waterway debris monitoring and Public Assistance support.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE HARVEY | FEMA DR-4332 | 2017 – ONGOING

Mr. Rosania serves as the Project Principal for all debris monitoring projects in the State of Texas following Hurricane Harvey. In total Rostan provided debris removal monitoring services to 7 clients including some of the most hard-hit/heavily flooded areas of east Texas including the City of Orange and Hardin County, TX.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE IRMA | FEMA DR-4337 | 2017 – ONGOING

Mr. Rosania serves as the Client Liaison for all debris monitoring projects in the State of Florida following Hurricane Irma. In total Rostan provided debris removal monitoring services to more than 20 clients throughout the state.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015 – ONGOING

Client Liaison responsible for Rostan providing professional disaster recovery services to Charleston County SC as a result of severe storms and flooding from October 1-23, 2015 (FEMA DR-4241). Services include debris monitoring and management, FEMA Public Assistance program and other funding program assistance related to County owned and/or maintained public infrastructure, procurement assistance and construction / post construction support.

SAMUEL M. ROSANIA

PRINCIPAL | EXECUTIVE VICE PRESIDENT



DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

CHARLESTON COUNTY, SC FEMA DR-4286 | 2016–2017

Client Liaison providing stand-by debris operations management support to Charleston County, SC for more than 11 years. In October 2016 following Hurricane Matthew, he was responsible for providing overall project quality assurance, FEMA reimbursement support, and serving as client liaison with the County and SCEMD.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

MARTIN COUNTY, FL | FEMA DR-4283 | 2016–2017

Project Principal for debris recovery effort in Martin County, FL following Hurricane Matthew in October 2016. Responsible for overall project coordination and quality assurance. Rostan provided FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 40 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 70 days, 155,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

THE CITY OF PORT ST. LUCIE, FL | FEMA DR-4283 | 2016–2017

Project Principal for debris recovery effort following hurricane Matthew in October 2016. Responsible for overall project coordination and quality assurance. Rostan provided debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 50 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 120 days, 110,000 cubic yards of vegetative debris, over 5,000 hazardous hanging limbs and 475 hazardous leaning trees were documented, removed, processed and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA

FEMA DR-4284 | 2016

Program Manager for the Garden City, GA project following Hurricane Matthew in October 2016. He was responsible for providing overall project quality assurance and FEMA reimbursement support. He also provided recommendations and guidance regarding all Public Assistance categories (A-G), as well as, 406 and 404 Mitigation opportunities associated with the City's damaged infrastructure.

HAZARD MITIGATION GRANT PROGRAM PROJECT APPLICATION | DRAINAGE IMPROVEMENT PROJECT

TOWN OF SULLIVAN'S ISLAND, SC | FEMA DR-4241 | 2016–PRESENT

Project Principal responsible for Rostan preparing the Hazard Mitigation Grant Program (HMGP) Project Application (the "Application") for the Sullivan's Island Drainage Improvement Project. Rostan provided services to complete the HMGP application and develop a technically feasible and eligible project submission, as well as, assist with correspondence with South Carolina Emergency Management Division (SCEMD) and FEMA. Rostan provided subject matter experts with the expertise and qualifications needed to provide hazard mitigation program management and administration services. Our established team of experts developed tools to assist with property owner outreach and engagement, project scoping and cost estimating, benefit-cost analysis (BCA), post-disaster loss avoidance reporting, economic impact analysis, standard operating procedures, and quality assurance and control measures.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | TOWNSHIP OF BRICK, NJ

FEMA DR-4086 | 2012–2014

Project Principal responsible for all aspects of the Township's post-Hurricane Sandy disaster recovery program including disaster debris management, private property debris removal/demolition program, public assistance funding, and hazard mitigation planning.

TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON

ROSTAN

EDUCATION

BA Marketing,
University of Houston, 2006

YEARS OF EXPERIENCE

12

CERTIFICATIONS & TRAINING

- Construction Quality Management (CQM) – USACE/NAVFAC
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- IS-100: Introduction to Incident Command Systems

RECOVERY EVENTS

2019 Tornado, TX
2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Irma
2017 Hurricane Harvey
2016 Hurricane Matthew
2016 Flooding, LA
2015 Flooding, SC
2015 Avian Flu Response, IA
2015 Ice Storm, TN
2014 Ice Storm, GA
2012 Hurricane Sandy
2011 Hurricane Irene
2011 Tornado, MO
2011 Tornado, AL
2010 Earthquake, Haiti
2008 Hurricane Ike

Mr. Mays joined the Rostan team in 2008 following a brief stint in the insurance industry after graduating from the University of Houston. He currently serves as Rostan's Program Manager for Debris Monitoring. Mr. Mays prefers a hands-on approach to debris monitoring projects and is regularly involved in the day-to-day activities of Rostan projects large and small. He often serves as the project manager or a technical advisor to the project manager on Rostan's most critical projects. In his 12 years of experience he has served in every operational debris monitoring role and utilizes this knowledge to inform his team's continued development. He also serves as the business development lead for debris monitoring pursuits and recently led the re-development of HaulPass®, Rostan's exclusive ADMS.

In addition to emergency programs, Mr. Mays maintains considerable knowledge of FEMA's permanent work and mitigation programs.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

CHARLESTON COUNTY, SC | HURRICANE DORIAN | FEMA DR-4464 | 2019–PRESENT

For the fourth in five years Charleston County, SC activated Rostan to provide debris monitoring services to oversee debris collection services countywide. The largest of the five deployments, Rostan hired more than 100 local employees to serve as debris monitors and field supervisors. As a senior consultant and Rostan's Debris Programs Manager, Mr. Mays was involved integrally in the day-to-day operations on this project. He represented Rostan in all County meetings, coordinated the deployment of HaulPass®, and managed the quality control program for all project data. He is currently supporting the County's reimbursement effort.

DEBRIS MONITORING MANAGEMENT | CITY OF RICHARDSON, TX | TORNADO | 2019

Program Manager served as a technical advisor to the Project Manager. Coordinated with the Project Manager to ensure project was meeting the client's goals. Responsible for final review of project data and administering Rostan's quality control procedures.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | HURRICANE MICHAEL | FEMA DR-4399 | 2018- 2019

Program Manager responsible for oversight and quality assurance of daily monitoring tasks. Served as a technical advisor to the Project Manager. Also served as the primary point of contact for Florida DOT and Florida DEM. ROW debris collection involved the hiring, training, and deployment of more than 100 local staff. Over 500,000 cubic yards of storm generated debris was removed and processed, and more than 34,000 hazardous trees and limbs were removed. Though isolated to the Florida Panhandle and some parts of Georgia, Hurricane Michael was an extremely intense storm that causes significant damage to those areas in relation to its path, especially near the Gulf Coast.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF LUMBERTON, NC | HURRICANE FLORENCE | FEMA DR-4393 | 2018- 2019

Program Manager responsible for oversight and quality assurance of daily monitoring tasks. Served as a technical advisor to the Project Manager. This project consisted of two phases, standard ROW collection and waterways debris collection. ROW collection was completed in January 2019 and waterways debris collection in July 2019. Lumberton has had historical issues with the Lumber River flooding significant parts of the City.

TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON



DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | PUERTO RICO, DEPARTAMENTO DE TRANSPORTACION DE OBRAS PUBLICAS (DTOP) | HURRICANE MARIA | FEMA DR-4339 | 2018–2019

Partnered with Xpert's Inc., Mr. Mays serves as the technical lead for all data collection efforts on this project. Mr. Mays, through coordination with the project team is responsible for quality assurance of all project-related data tracked using HaulPass®. This data is used to reconcile invoices for 19 prime contractors and for reimbursement requests to FEMA.

AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE JACKSONVILLE DISTRICT / XPERT'S INC. | HURRICANE MARIA | FEMA DR-4339 | 2017 – 2019

Served as the technical lead for HaulPass® deployment in support of Xpert's Inc./USACE debris removal efforts in Puerto Rico following Hurricane Maria. HaulPass® tracked more than 250,000 loads of debris totaling more than 5.9 million cubic yards from six regions and 58 municipalities on this project. In addition, nearly 1,700 hauling trucks were certified, and more than 60 disposal sites were utilized island-wide. Over 250 QC Monitors were trained to use HaulPass®. All project data was reconciled nightly and an operations report was issued to USACE daily. This project was one of the industry's largest data collection projects ever completed using an ADMS.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE HARVEY | FEMA DR-4332 | 2017–2018

Mr. Mays served as the Program Manager for all debris monitoring projects in the State of Texas following Hurricane Harvey. In total Rostan provided debris removal monitoring services to 7 clients including some of the most hard-hit/heavily flooded areas of east Texas near including the City of Orange and Hardin County, TX.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE IRMA | FEMA DR-4337 | 2017 – 2018

As a Senior Consultant, Mr. Mays was responsible for providing compliance and technical guidance to many Florida clients including the City of North Port, Town of Windermere, and City of Winter Springs. Rostan provided debris removal monitoring and PA support services to more than 20 clients in Florida following Hurricane Irma.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015–PRESENT

Project Manager. Debris operations duties included managing the County's post-event debris removal project, including the utilization of HaulPass® to track the removal of more than 30,000 cubic yards of C&D, vegetative, and white goods debris. Additional responsibilities include reconciliation of multiple County departments' force account expenditures for Public Assistance (PA) emergency work categories A and B. Additionally responsible for managing a multidisciplinary team of personnel responsible for providing disaster recovery services.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC | FEMA DR-4286 | 2016–2017

Program Manager. Served following Hurricane Matthew in October 2016. Field operations were conducted over a period of 112 days and included the collection of more than 400,000 CY of debris and the removal of more than 18,000 hazardous limbs and trees. Responsible for daily, site, and project closeout reports, client operations meetings, invoice reconciliation and contractor compliance, staff and contractor scheduling, quality control of all data, personnel management and assignments, project cost allocations, and reimbursement requests.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA | FEMA DR-4284 | 2016

Program Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff. Assisted field personnel with technical guidance and recommendations.

TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON



DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

CUMBERLAND COUNTY, TN | FEMA DR-4210 | 2015–2016

Project Manager. Served as part of the project management team in Cumberland County, TN following ice storms of February 2015. Responsible for proposal development, invoicing, FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 75 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. 700,000 cubic yards of vegetative debris was, processed and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

WHITE COUNTY, TN | FEMA DR-4210 | 2015

Project Manager. Served in White County, TN following ice storms of February 2015. Responsible for proposal development, invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 25 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 75 days, 135,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT

JENKINS COUNTY, GA | FEMA DR-4165 | 2014

Served as Project Manager following the ice storms that struck the Southeastern US in late winter/early spring 2014. Responsible for overall project management including proposal development, staffing, invoicing, client coordination, debris removal monitoring, DMS site monitoring and the deployment of up to 12 locally hired staff. To date, the HaulPass® Automated Debris Management System has been utilized to track the removal of more than 45,000 cubic yards of debris from the Right-of-Way (ROW) to its final disposal.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT

TOWNSHIP OF BRICK, NJ | FEMA DR-4086 | 2012–2014

Project Manager. Responsible for final pass of ROW debris removal and the implementation of private property debris removal and demolition efforts. Responsibilities included managing all field personnel, scheduling, permit approval and verification, Right-of-Entry (ROE) development, compliance with public and federal notification procedures, insurance recovery and fund collection, contractor invoice reconciliation, and Project Worksheet (PW) development and revisions. Mr. Mays was the primary contact in Brick for multiple local, state and federal officials, including FEMA, NJDOL, NJDEP, and USEPA.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014

Project Manager. Responsible for all reporting and data collection efforts during Phase II of the Waterway debris removal efforts including data collection and management and documenting debris field conditions pre and post removal, debris collection efforts, and final site conditions. Documentation procedures included the use of GPS enabled cameras to locate and map debris locations and HaulPass® to track the recovery and ultimate disposal of removed material.

US ARMY CORPS OF ENGINEERS (USACE) NEW YORK DISTRICT

AUTOMATED DEBRIS MANAGEMENT SYSTEM | FEMA DR-4085 | 2012 – 2013

Responsible for the management and coordination of all field operations and the deployment of HaulPass® in New York City. Managed more than 20 locally hired staff in a coordinated effort to provide 24-hour certification services to the client for 63 consecutive days during the project term. Responsible for managing and coordinating personnel scheduling at more than 13 locations during the project. The HaulPass® system captured more than 32,000 loads of debris disposed of at more than 22 facilities across Pennsylvania, New York, and New Jersey. Provided technical assistance and training to more than 200 field personnel and supervisors along with providing technical expertise that spearheaded the tracking and reconciliation of more than \$120,000,000 in debris removal contracts.

OTHER RELEVANT EXPERIENCE

AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015

DISASTER DEBRIS MANAGEMENT SERVICES DEBRIS MANAGEMENT PLAN | HILLSBOROUGH COUNTY, FL | 2015

TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT

ROSTAN

EDUCATION

B.S., Business Administration
Florida State University
1994

YEARS OF EXPERIENCE

27

CERTIFICATIONS & TRAINING

FEMA Emergency Management
Institute
Advanced Professional Series

SKILLS

Emergency Management
Homeland Security
Hazard Mitigation
Public Infrastructure
Critical Infrastructure
Program Management
Project Planning
Water / Waste-water
Infrastructure
Management Consulting
Disaster Response
Risk Assessment
Government Training

Mr. Horton specializes in incident management. As an executive consultant, he works with critical infrastructure, state agencies, local communities, and industry. He provides solutions to identify all-hazards vulnerabilities, risks, consequences, and capacity to respond to and recover from natural and man-made incidents. Mr. Horton supports clients in ensuring efficient use of resources, incident management, operational resiliency and business /operational continuity. He is an expert in FEMA, HUD, FHWA, and DHS programs.

Mr. Horton has been working on Federal Assistance Programs for long term recovery and mitigation since 1991. He was a member of the Florida SERT and engaged in the administration of FEMA, Mitigation, and Disaster Recovery grants all the way back to Hurricane Andrew. Since leaving the State of FL in 2002, Mr. Horton has built a national practice and team of experts that have been involved in the pursuit, administration and reimbursement of more than \$3 billion of Federal Assistance and Mitigation from FEMA, HUD/CDBG, FHWA, and USDEP. His team has developed some of the largest and most effective solutions funded by FEMA and HUD. This includes funding obtained through the Alternative Procedures initiated by the Hurricane Sandy Improvement Act.

PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS | EXECUTIVE DIRECTOR, DISASTER RECOVERY & MITIGATION | 2006–PRESENT | NATIONAL PRACTICE

Leading a team of incident management experts to provide consulting services for clients following disasters. Developing recovery and mitigation strategies, during every phase of response and recovery; stabilization, construction management, restoration, mitigation, and preparedness. Specialist in critical infrastructure. Represents both private and public clients and experienced with complicated claims associated with property insurance, business interruption, risk management, FEMA Public Assistance, FHWA-ER, CDBG-DR, and long-term mitigation implementation. Expert in FEMA Debris Operations, Public Infrastructure, and Mitigation Programs.

Rostan Solutions has been assisting clients in recovering from major disasters for more than 10 years, offering the most effective and comprehensive services for Federal Aid pursuits and full recovery.

ARCADIS, INC./MALCOLM PIRNIE, INC. | MARKET SECTOR LEADER, EMERGENCY MANAGEMENT | 2007–2016 | NATIONAL PRACTICE, TALLAHASSEE, FLORIDA

Emergency Management and Homeland Security practice working for private sector and government agencies at the federal, state and local levels. Infrastructure security; implementation of preventative measures; comprehensive pre-disaster planning and training, and post-event response and recovery. Malcolm Pirnie is the Water Division of Arcadis, Inc. Rostan Solutions LLC–Post Incident consequence management for local and state jurisdictions. Post Incident debris management for local jurisdictions.

INGENUITY LLC | OWNER/CONSULTANT, EMERGENCY MANAGEMENT | 2002–2007 | FLORIDA STATE-WIDE PRACTICE, TALLAHASSEE, FL

Emergency Management and Homeland Security Services for local and state government agencies. Provided technological and physical security consulting services. Company sold to Malcolm Pirnie, Inc. in 2007.

TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT

FLORIDA ARMY NATIONAL GUARD | INFANTRY/COMMUNICATIONS NCO | 1991 – 2004

Emergency Management Specialist for FL TAG EOC and State EOC

August 1992 to February 1995

Communications NCO for A CO 3/124 INF 11B MOS

Operation Enduring Freedom 2001 – 2002

Operation Iraqi Freedom 2002 – 2003

FLORIDA DIVISION OF EMERGENCY MANAGEMENT | SENIOR MANAGEMENT CONSULTANT |

1995–2002–TALLAHASSEE, FLORIDA AREA

Special Assistant to the Director of EM. Management Consulting for Recovery and Mitigation Programs.

CAREER HIGHLIGHTS

RECOVERY & MITIGATION PROGRAM MANAGER | TEXAS HURRICANE HARVEY | FEMA-4332-DR-TX

Oversight and management of clients impacted by Hurricane Harvey in Aug/Sep 2017. Providing consultation and management of the FEMA process. Coordination with public adjusters and contractors conducting remediation to the school facilities. Pursuit of federal funding for recovery and mitigation. Clients: Texas City Independent School District, Huffman Independent School District, Little Cypress-Mauriceville Consolidated Independent School District, Corpus Christi Independent School District, Community Christian School, & United Christian Academy.

CITY OF BAKER SCHOOL SYSTEM | BAKER, LA | RECOVERY PROGRAM MANAGER

LOUISIANA SEVERE STORMS AND FLOODING | FEMA-4277-DR-LA

In August 2016, the City of Baker was severely impacted by flood which inundated the Baker High School. Providing consultation and management of contractors and school district staff to remediate the school facilities and rebuild the school. Pursuit of FEMA funding for recovery and mitigation.

CHARLESTON COUNTY, SC | FEMA PROGRAMS EXECUTIVE CONSULTANT | RECOVERY AND MITIGATION SERVICES

FEMA-4241-DR-SC

Following the historic flooding event during October 2015 throughout South Carolina, Charleston County was faced with the daunting task of restoring and repairing an extensive network of roads and drainage channels. Provided consultation on the pursuit of FEMA disaster recovery assistance for restoration and mitigation.

KANAWHA COUNTY SCHOOLS | CHARLESTON, WV | PROJECT MANAGER FOR RESPONSE & RECOVERY

WEST VIRGINIA SEVERE STORMS, FLOODING, LANDSLIDES, AND MUDSLIDES | FEMA-4273-DR-WV

In June 2016, severe storms and flooding impacted Kanawha County School District causing damage to four schools and destroying two. Provided executive consultation, and strategy for the Superintendent and staff leadership. Worked with Kanawha Schools to pursue recovery and mitigation funding from FEMA and manage the cleanup and remediation of the flooded schools.

SAINT JOSEPH ABBEY AND SEMINARY COLLEGE | SAINT BENEDICT, LA | (\$30M) | PROJECT MANAGER FOR

RESPONSE & RECOVERY | LOUISIANA SEVERE STORMS AND FLOODING | FEMA-4263-DR-LA

On Friday, March 11, 2016, floodwaters from the Bogue Falaya River inundated Saint Joseph Abbey and Seminary College with nearly two feet of water. 31 buildings were damaged, and total losses exceeded \$30 million. Services including management of flood/mold remediation for campus and recovery strategies.

STATE OF FLORIDA | PROJECT MANAGER/PRINCIPAL-IN-CHARGE

SUPPORT SERVICES TO THE FLORIDA MITIGATION PROGRAMS

Services included business transformation, technical field inspections, mitigation and long term recovery planning, FEMA, HUD, and NRCS grants administration, Disaster grants finance, post disaster coordination, post disaster loss avoidance and assessments. Aided the State of Florida in obtaining the FEMA “Enhanced Mitigation” status in 2008 and renewal in 2010.

TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT



NEW YORK CITY HEALTH AND HOSPITALS CORPORATION (\$1.7B), NEW YORK, NY

PRINCIPAL FEMA RECOVERY & MITIGATION CONSULTANT

Principal Mitigation Consultant to NYCHHC for development of 406 Mitigation Proposals, HMA Grants, and Long-term Mitigation Plan for the impacted facilities in NYC. This includes more than \$1.7B in FEMA Public Assistance for 5 medical facilities. The process included the implementation of the Alternative Procedures Pilot Program from the Hurricane Sandy Improvement Act.

HURRICANE SANDY | STATEWIDE IN NEW JERSEY AND NEW YORK (\$300M) | SENIOR FEMA CONSULTANT

Providing technical assistance to infrastructure and local community clients in New York and New Jersey during the Recovery and Mitigation process; Services include post incident damage assessments; Long-term recovery and mitigation strategy planning; CDBG, FHWA, and FEMA funding assistance; Community Relations, and Disaster Recovery Centers operations.

COLORADO FLOOD RECOVERY FOR WELD COUNTY (\$30M) | WELD COUNTY, CO | PROJECT MANAGER

Provided executive consultation, and strategy for Weld County leadership. Worked with Weld County in the pursuit of more than \$30M in road and bridge recovery and mitigation funding from CDBG-DR, FEMA and FHWA. Providing assistance for long-term mitigation planning and funding pursuits with FEMA and CDBG.

NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS (\$180M) | NASSAU COUNTY, NY

PRINCIPAL FEMA MITIGATION CONSULTANT

Principal Mitigation Consultant responsible for leading the Mitigation technical and programmatic team. The process included the implementation of the Alternative Procedures Pilot Program from the Hurricane Sandy Improvement Act. The ARCADIS Team worked with FEMA and CDBG to implement a long-term recovery and mitigation plan that includes \$810M in Public Assistance funding obtained through the Alternative Procedures.

NASHVILLE, TN, METRO WATER SERVICES. (\$25M) | PROJECT MANAGER

Developed FEMA funded post-disaster mitigation projects for Water Treatment Facilities. (FEMA-1909-DR 2010 Flooding)

CITY OF BIRMINGHAM, AL (\$24M) | PROJECT MANAGER

Debris Management Operations and Community Outreach to residential/individual impacts, for post incident, FEMA PA and IA; April 2011 tornadoes. (FEMA-1971-DR)

ARCADIS/MALCOLM PIRNIE: | FLORIDA LOCAL COUNTIES (\$30M) | PROJECT MANAGER

Support services to Liberty, Calhoun, and Columbia Counties. Services included in post impact activities during four presidentially declared incidents; FEMA Program Management; Public and Individual Assistance.

FLORIDA ARMY NATIONAL GUARD | TALLAHASSEE AND ST. AUGUSTINE, FL

Adjutant General Emergency Operations Staff & State EOC ESF 13

Worked in TAG EOC and State EOC for Emergency Support Function 13. 1990 – 1997

Deployed to Iraq for Operation Iraqi Freedom in 2002 – 2003.

PUBLICATIONS

Horton, Tommy B., "Resiliency, Mitigation, Sustainability... What's the difference?", presented at the International Disaster Conference & Expo (IDCE) held at the New Orleans Ernest N. Morial Convention Center, New Orleans, LA, February 2015

Horton, T.B., "Hazard Mitigation Planning For Utilities: Forming Partnerships for Leveraging Resources and Funding Opportunities", presented at the Water Environment Federation's Annual Technical Exhibition and Conference held at the New Orleans Morial Convention Center, New Orleans, LA, October 2012

Horton, T.B., "Effective Strategies for Disaster Preparedness, Response and Recovery: Coordinating Debris Management and Removal," presented at the Texas Hurricane Conference on Preparedness, Loss Mitigation, Rapid Recovery and Lessons Learned, sponsored by the Texas Hurricane Center for Innovative Technology and the Department of Civil and Environmental Engineering, University of Houston, Houston TX, August 7, 2009.

JEFF COUSINS

PROJECT MANAGER

ROSTAN

YEARS OF EXPERIENCE

16

LICENSES AND CERTIFICATIONS

- IS-5.a: Introduction to Hazardous Materials
- IS-100: Introduction to Incident Command System
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-300: Intermediate ICS
- IS-400: Advanced ICS
- IS-700: National Incident Management System (NIMS)
- IS-800: National Response Framework
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- OSHA Disaster Training

RECOVERY EVENTS

2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Irma
2017 Hurricane Harvey
2016 Hurricane Matthew
2016 Flooding, LA
2016 Tornado, VA
2015 Flooding, SC
2015 Ice Storm, TN
2014 Ice Storm, GA
2012 Hurricane Sandy
2011 Hurricane Irene
2011 Tornado, MO
2011 Tornado, AL
2010 Earthquake, Haiti
2008 Hurricane Ike
2006 Ice Storm, NY
2005 Hurricane Rita
2005 Hurricane Katrina
2005 Hurricane Wilma
2004 Hurricane Jeanne
2004 Hurricane Frances

Mr. Cousins has 16 years of experience specific to debris management and disaster recovery operations. He specializes in disaster management and recovery and has served as Project Manager supporting disaster recovery and reimbursement projects following some of the world's most devastating disasters. He was responsible for the deployment of over 450 quality assurance monitors deployed in 11 counties and 5 cities in Mississippi for the USACE Task Force Hope mission following Hurricane Katrina. He served as Operations Manager for the deployment of the HaulPass® System in Haiti following the devastating 2010 earthquake. Following Hurricane Sandy, He served as Project Manager responsible for the disaster response and recovery team supporting debris management services for 17 municipalities in New Jersey. He has experience in logistics and operations coordination, project planning and formulation, project, procurement assistance, debris management plan development, debris monitoring and ADMS system support, and reimbursement support.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE DORIAN | FEMA DR-4464 | CHARLESTON COUNTY, SC | 2019–2020

Mr Cousins served as Project Manager and was responsible for overseeing all aspects of Rostan's services for Charleston County. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, contractor coordination, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over 100 local monitors were hired and trained, more than 655,000 cubic yards of debris was collected and processed, and more than 5,200 hazardous trees and limbs were removed.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | FEMA DR-4399 | 2018–2019

Mr. Cousins served as Rostan's Project Manager for our work in Liberty County following Hurricane Michael in October 2018. He was responsible for debris removal monitoring, client coordination, DMS monitoring, hauler invoice reconciliation and the hiring, training, and deployment of more than 100 local staff. In addition, he was responsible for the successful deployment of the HaulPass® Automated Debris Management System. Over 522,000 cubic yards of storm-generated debris was removed and processed, and more than 34,000 hazardous trees and limbs were been removed and disposed.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CAROLINA BEACH, NC | FEMA DR-4393 | 2018

Served as Project Manager in Carolina Beach, NC following Hurricane Florence in September of 2018. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of field staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CORAL SPRINGS, FL | FEMA DR-4337 | 2017–2018

Project Manager for our work with the City of Coral Springs following Hurricane Irma in September 2017. Mr. Cousins was responsible for debris removal monitoring, client coordination, DMS monitoring and closeout, and hauler invoice reconciliation. In addition, he was responsible for the successful deployment of the HaulPass® Automated Debris Management System. Over the course of 66 days, 300,000 cubic yards of storm generated debris was removed, processed and taken to final disposal. Over 13,000 hazardous limbs and 111 damaged or uprooted trees were also removed.

JEFF COUSINS

PROJECT MANAGER

ROSTAN

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

DANIA BEACH, FL | FEMA DR-4337 | 2017–2018

Served as project manager for Rostan's deployment for Dania Beach, FL following Hurricane Irma in September 2017. Responsible for debris removal monitoring, client coordination, DMS monitoring, hauler invoice reconciliation, FEMA reimbursement assistance, and the hiring, training, and deployment of more than 30 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 45 days, over 60,000 cubic yards of C&D and vegetative debris was removed, processed and taken to final disposal. Over 3,700 hazardous limbs and 220 damaged or uprooted trees were also removed.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

MULTIPLE MUNICIPALITIES, FLORIDA | FEMA DR-4337 | 2017–2018

As Program Manager, Mr. Cousins directed all of Rostan's resources serving 21 municipalities throughout the State of Florida. He was directly responsible for ensuring that our debris monitoring teams provided the highest level of client service. Our debris monitoring clients included:

Broward County School District	City of North Port	Sunshine Water Control District
City of Belleair Beach	City of Port St. Lucie	Town of Indian Shores
City of Belleair Bluffs	City of St. Pete Beach	Town of Palm Beach
City of Coconut Creek	City of Winter Springs	Town of Redington Shores
City of Coral Springs	Coral Springs Improvement District	Town of Sewalls Point
City of Dania Beach	Martin County	Town of Windermere
City of Madeira Beach	New College Of Florida	Village Of Estero

Our services were customized to each client's needs, but typically included debris collection monitoring, client coordination, truck certification, DMS monitoring, hauler invoice reconciliation, and FEMA reimbursement assistance. HaulPass®, Rostan's Automated Debris Management system was deployed for every one of our clients. Under Mr. Cousins' guidance, Rostan staff monitored the collection and disposal of over 1,000,000 cubic yards of storm generated debris throughout the State of Florida.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT

CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015–ONGOING

Consultant. Responsible for management of the Public Assistance (PA) program for Charleston County, South Carolina. Duties included managing the County's post-event debris removal project, including the utilization of HaulPass® to track the removal of more than 30,000 cubic yards of C&D, vegetative, and white goods debris. Additionally, served as a member of Rostan's field assessment team tasked with assessing and quantifying flood related damages to 222 unpaved roads and 33 drainage canals associated with the severe storms and flooding.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MARTIN COUNTY, FL | FEMA DR-4283 | 2016–2017

Project Manager. Served in Martin County, FL following Hurricane Matthew in October of 2016. Responsible for invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 40 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 70 days, 155,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF PORT ST. LUCIE, FL FEMA DR-4283 | 2016–2017

Project Manager. Served in The City of Port St Lucie, FL following Hurricane Matthew in October of 2016. Responsible for FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 50 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system.

JEFF COUSINS

PROJECT MANAGER

ROSTAN

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | IBERIA PARISH, LA | FEMA DR-4277 | 2016

Served as Project Manager in Iberia Parish, LA following the severe flooding in August of 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of field staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN FEMA DR-4210 | 2015–2016

Project Manager. Served in Cumberland County, TN following ice storms of February 2015. Responsible for invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 75 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 100 days, 700,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

CITY OF ST. PETERSBURG, FL | PROGRAM MANAGER | SHORE ACRES MITIGATION RECONSTRUCTION PROJECT AND SHORE ACRES ELEVATION PROJECT | 2015–PRESENT

Manage, administer and monitor the Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance Grant Program in the Shore Acres neighborhood of St. Petersburg. Responsibilities consist of confirming adherence to all HMAP guidelines, ensuring project stays on budget, verifying project receipts, submitting quarterly reports, and completing and submitting project close out reports.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN FEMA DR-4210 | 2015

Served as part of project management team in White County, TN following ice storms of February 2015. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 25 local staff. 135,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014

Served as Project Manager for seventeen municipalities in New Jersey following Hurricane Sandy. Mr. Cousins was responsible for all field operations in the state including the deployment of over 150 monitors spread between the seventeen municipalities.

USACE KANSAS CITY DISTRICT–JOPLIN, MO | HAULPASS® SYSTEM | FEMA DR-1980 | 2011

Project Manager responsible for deployment of the HaulPass® Automated Debris Management System. The USACE was assigned a mission to oversee debris recovery operations following the devastating tornado that impacted the Joplin, MO area in April 2011. The USACE selected the HaulPass® System for tracking all debris removal field data to streamline its recovery efforts. The HaulPass® System was successfully utilized to track the removal of debris from public Rights-of-Way (ROW) and private property throughout the area. We also hired, trained and deployed over 60 local staff to operate the System in the field and to assist the USACE with contractor oversight.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | JAMES CITY COUNTY, VA | FEMA DR-4024 | 2011

Project Manager responsible for deployment and management of disaster response and recovery team in support of debris management services for James City County, VA following Hurricane Irene. Provided oversight of ROW debris collection, removal of hazardous leaning trees and hanging limbs, and stumps utilizing the HaulPass® System

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF BIRMINGHAM, AL | FEMA DR-1971 | 2011

Project Manager responsible for deployment and management of disaster response and recovery team in support of debris management services for the City of Birmingham, AL following severe storms of April 2011. Provided oversight of ROW debris collection, removal of hazardous leaning trees and hanging limbs, stumps, demolitions and private property debris removal utilizing the HaulPass® System.

JORDAN BRYANT

PROJECT MANAGER



YEARS OF EXPERIENCE

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CERTIFICATIONS & TRAINING

- IS-100: Introduction to the Incident Command System
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-700: National Incident Management System (NIMS)
- First Aid/ Cardio Pulmonary Resuscitation (CPR)
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- OSHA Disaster Training

RECOVERY EVENTS

2019 Tornado, TX
2019 Hurricane Dorian
2017 Hurricane Maria
2017 Hurricane Irma
2017 Hurricane Harvey
2016 Tornado, VA
2016 Hurricane Matthew
2016 Flooding, LA
2015 Flooding, SC
2015 Avian Flu Response, IA
2015 Ice Storm, TN
2014 Ice Storm, GA
2012 Hurricane Sandy
2011 Hurricane Irene
2011 Tornado, MO
2011 Tornado, AL
2010 Earthquake, Haiti
2008 Hurricane Ike
2006 Ice Storm, NY
2006 Hurricane Katrina

Mr. Bryant has 14 years of disaster recovery management experience. He has specialized in debris management since early 2006. Mr. Bryant is a project manager for debris monitoring and HaulPass® services. Mr. Bryant began in Mississippi working alongside the US Army Corps of Engineers (USACE) in their Task Force Hope mission following Hurricane Katrina. He served as a staff manager in Erie County, NY and in Buffalo, NY concurrently in 2006 in response to a large ice storm. He helped facilitate the deployment and operations of five debris removal monitoring projects in the Houston, Texas area following Hurricane Ike in 2008. Mr. Bryant served as Field Manager for HaulPass® throughout the USACE response to Hurricane Ike in Cameron and Vermillion Parishes, Louisiana and in Galveston, Texas. He was Field Manager, technical lead, and HaulPass® trainer for Haitian staff in Port Au Prince, Haiti following the devastating 2010 earthquake. He served as lead Field Manager during the USACE response to the EF-5 tornado that devastated Joplin, Missouri. In 2011 he assisted in facilitating debris removal efforts, staff training, and field management following a deadly hurricane in Birmingham, Alabama. Later in 2011, he took lead field management roles in York and in James City Counties in Virginia following Hurricane Irene. Mr. Bryant oversaw monitoring operations for 17 municipalities throughout the state of New Jersey following Hurricane Sandy. He also served as project manager overseeing all waterway debris removal efforts throughout most of New Jersey on behalf of the New Jersey Department of Environmental Protection. In 2017, following Hurricane Irma, Mr. Bryant oversaw debris monitoring operations in multiple municipalities in Florida. Immediately after Hurricane Maria struck Puerto Rico, Mr. Bryant oversaw debris tracking operations for the United States Army Corps of Engineers (U.S.A.C.E.) across most of the island. Mr. Bryant continued his work in Puerto Rico overseeing all debris monitoring efforts on behalf of Puerto Rico's department of transportation (D.T.O.P.) as well as for the municipality of Camuy. In 2019, Mr. Bryant oversaw debris monitoring operations in Charleston, South Carolina following Hurricane Dorian. Later in 2019, Mr. Bryant responded to tornados that struck the Dallas, Texas area, overseeing all debris monitoring operations for the City of Richardson, Texas.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF RICHARDSON, TX | TORNADO | 2019

Project manager in charge of overseeing debris cleanup throughout the City of Richardson following a series of tornados. Mr. Bryant has been responsible for overseeing the monitoring and tracking of over 900 truckloads totaling almost 60,000 cubic yards of storm debris which was removed from the Right-of-Way (ROW).

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC | HURRICANE DORIAN | FEMA DR-4464 | 2019-PRESENT

Project Manager assisting in overseeing debris cleanup throughout Charleston County following Hurricane Dorian. Mr. Bryant was responsible for overseeing the monitoring and tracking of over 11,750 truckloads totaling over 615,000 cubic yards of storm debris which was removed from the Right-of-Way (ROW). Mr. Bryant was responsible for overseeing the removal of over 5,200 hazardous trees and limbs damaged by Hurricane Dorian.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MUNICIPIO DE CAMUY | HURRICANE MARIA | FEMA DR-4339 | 2018-PRESENT

Project manager in charge of overseeing debris cleanup throughout the Municipio de Camuy following Hurricane Maria. Mr. Bryant was responsible for overseeing the monitoring and tracking

JORDAN BRYANT

PROJECT MANAGER

ROSTAN

of over 450 truckloads totaling over 9,000 cubic yards to date of storm debris which was removed from the Right-of-Way (ROW).

AUTOMATED DEBRIS MANAGEMENT SYSTEM | HURRICANE MARIA | FEMA DR-4339 XPRT'S INC./US ARMY CORPS OF ENGINEERS | 5.9 MILLION CY | 2017–2019

In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. The entire island was left without power, traditional communications were limited, and available water resources were scarce. Rostan was contracted to provide ADMS services on behalf of Xpert's, Inc. following their mission assignment by USACE. Mr. Bryant was responsible for overseeing all aspects of Rostan's services including 1,695 equipment certifications and more than 5.9 million cubic yards of debris disposed at more than 60 temporary and final disposal facilities. Mr. Bryant was also responsible for overseeing the training and management of more than 250 field QCs with ADMS equipment.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | PUERTO RICO DEPARTMENT OF PUBLIC TRANSPORTATION (DTOP) | HURRICANE MARIA | FEMA DR-4339 | 2018–2019

Project manager in charge of overseeing debris cleanup throughout Puerto Rico on behalf of Puerto Rico's department of transportation (D.T.O.P.) following Hurricane Maria. Mr. Bryant was responsible for overseeing the monitoring and tracking of over 12,900 truckloads totaling over 208,000 cubic meters to date of storm debris which was removed from the Right-of-Way (ROW). He serves as the lead debris removal consultant, and was responsible for staff training and management, data management, and reporting.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | COCONUT CREEK, FL FEMA DR-4337 | 2017–2018

As Project Manager, Mr. Bryant was responsible for overseeing all aspects of Rostan's services for Coconut Creek, FL. This included hiring, training, and deploying a team of more than 25 debris and DMS monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 45 days, more than 97,000 cubic yards of disaster-generated debris was collected and taken to final disposal.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015–ONGOING

Consultant serving as a member of Rostan's field assessment team tasked with assessing and quantifying flood related damages to 222 unpaved roads and 33 drainage canals associated with the severe storms and flooding. Assisted in the development of scope of services and cost estimates for PA categories C and D PWs, as well as developing long-term projects and strategies for Mitigation improvements.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | ESSEX COUNTY, VA | TORNADO | 2016

Project manager in charge of overseeing debris cleanup throughout Essex County following the devastating tornado that occurred in 2016. Mr. Bryant was responsible for overseeing the monitoring and tracking of over 160 truckloads totaling over 7,400 cubic yards of storm debris which was removed from the Right-of-Way (ROW). He served as the lead debris removal consultant, and was responsible for staff management, contractor coordination, and data management and reporting.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN FEMA DR-4211 | 2015–2016

Operations Manager. Served as Operations Manager in Cumberland County, TN following ice storms of February 2015. Responsible for debris removal monitoring, DMS monitoring and the oversight of more than 75 local staff.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN FEMA DR-4211 | 2015

Operations Manager. Responsible for debris removal monitoring, DMS monitoring, vehicle and equipment certification, and the oversight of more than 25 local staff.

JORDAN BRYANT

PROJECT MANAGER



AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015

Served as an area supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each. Responsible for the deployment and management of Rostan staff to remote geographic locations in the Midwest.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014

Operations Manager. Operations manager in charge of overseeing debris cleanup in 17 municipalities throughout the state of New Jersey. Mr. Bryant served as the lead operations manager throughout New Jersey, responsible for managing multiple projects concurrently. He supported all field operations throughout the state, typically taking on a direct project management role on most of the larger projects. He was responsible for overseeing the monitoring and tracking of over 33 thousand truckloads of Hurricane Sandy debris totaling 1.3 million cubic yards, and additionally over 2,400 truckloads totaling over 55 thousand tons of debris that was tracked by weight.

Additionally, served as Operations Manager overseeing the debris cleanup of all state waterways in the central region of New Jersey. Mr. Bryant was responsible for training and managing a staff of over 30 people spread across a large geographic region. He oversaw all monitoring efforts for the removal of over 80,000 cubic yards of water generated debris, including submerged vehicles and vessels tracked in coordination with the state police. Mr. Bryant was also in charge of overseeing the monitoring of all dredging operations throughout the central region of New Jersey. His team successfully monitored and tracked the removal and disposal of over 450,000 cubic yards of dredged material.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT JENKINS COUNTY, GEORGIA | FEMA DR-4165 | 2014

Served as Operations Manager following the ice storms that struck the Southeastern US in late winter/early spring 2014. Responsible for staff training and management, client coordination, debris removal monitoring, DMS site monitoring. Mr. Bryant oversaw the removal of more than 45,000 cubic yards of debris from the Right-of-Way (ROW) to its final disposal.

OTHER RELATED EXPERIENCE

- 2011 AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE KANSAS CITY DISTRICT | JOPLIN, MO | TORNADO
- 2011 DISASTER DEBRIS MANAGEMENT | CITY OF BIRMINGHAM, AL | FEMA DR-1971 | TORNADO
- 2011 DISASTER DEBRIS MANAGEMENT | JAMES CITY COUNTY, VA, YORK COUNTY, VA | HURRICANE IRENE
- 2010 AUTOMATED DEBRIS MANAGEMENT SYSTEM | PORT AU PRINCE, HAITI | EARTHQUAKE
- 2008 AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE FORT WORTH DISTRICT | GALVESTON AND CHAMBERS COUNTIES, TX | FEMA DR-1791 | HURRICAN IKE
- 2006 DISASTER DEBRIS MANAGEMENT | CITY OF BUFFALO, NY, ERIE COUNTY NY | ICE STORM
- 2006 DISASTER DEBRIS MANAGEMENT | USACE VICKSBURG DISTRICT | HURRICANE KATRINA

CHRISTOPHER BELLAVIA

OPERATIONS MANAGER

ROSTAN

YEARS OF EXPERIENCE

8

CERTIFICATIONS & TRAINING

- IS-100: Introduction to Incident Command System
- IS-200 ICS: for Single Resource and Initial Action Incidents
- IS-632: Introduction to Debris Operations
- IS-634: Introduction to FEMA's Public Assistance Program
- IS-700: National Incident Management System (NIMS)
- CQM-C 784: Construction Quality Management for Contractors

RECOVERY EVENTS

2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Irma
2016 Hurricane Matthew
2016 Flooding, LA
2015 Flooding, SC
2015 Avian Flu Response, IA
2012 Hurricane Sandy

Mr. Bellavia has 8 years of experience specific to public and individual assistance. He began in New Jersey following Hurricane Sandy where he served as an operations manager responsible for overseeing all aspects of debris removal and disposal monitoring throughout 12 municipalities. Since then he has assisted numerous clients with post-disaster recovery efforts. Mr. Bellavia is well-versed in disaster recovery and specializes primarily in debris removal monitoring management and long-term recovery/public assistance support. He has experience in logistics, planning and reporting, data collection, and staff training and management.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE DORIAN | FEMA DR-4464 | CHARLESTON COUNTY, SC | 2019–PRESENT

As Operations Manager, Mr. Bellavia was responsible for overseeing many aspects of Rostan's services for Charleston County. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, contractor coordination, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over 100 local monitors were hired and trained, more than 655,000 cubic yards of debris was collected and processed, and more than 5,200 hazardous trees and limbs were removed.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MICHAEL | FEMA DR-4399 | LIBERTY COUNTY, FL | 2018 – 2019

As Operations Manager, Mr. Bellavia was responsible for overseeing many aspects of Rostan's services for Liberty County. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, contractor coordination, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Nearly 100 local monitors were hired and trained, more than 522,000 cubic yards of debris was collected and processed, and more than 34,650 hazardous trees, stumps and limbs were removed.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE | FEMA DR-4393 | CITY OF LUMBERTON, NC | 2018 – 2019

Serving as Project Manager, Mr. Bellavia was part of the initial deployment responsible for overseeing all aspects of Rostan's services for the City of Lumberton. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Haulpass® has currently tracked the removal of over 450 hazardous trees/limbs and a combination of over 999 tons and 38,000 cubic yards of disaster-generated debris.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE | FEMA DR-4393 | TOWN OF CAROLINA BEACH, NC | 2018

Serving as Project Manager, Mr. Bellavia was part of the initial deployment responsible for overseeing all aspects of Rostan's services for the Town of Carolina Beach. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 41 days, 400 tons and 30,000 cubic yards of disaster-generated debris was collected and taken to final disposal.

CHRISTOPHER BELLAVIA

OPERATIONS MANAGER

ROSTAN

USACE JACKSONVILLE DISTRICT – AUTOMATED DEBRIS MANAGEMENT SYSTEM

HURRICANE MARIA | FEMA DR-4339 | 2017 - 2019

Serving as a technical project lead for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in the Commonwealth of Puerto Rico following Hurricane Maria. HaulPass has tracked more than 250,000 loads of debris totaling more than 5.9 million cubic yards on this project. Upon completion it is anticipated that nearly 260,000 loads and 6 million cubic yards of debris will have been tracked using HaulPass®.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

CITY OF NORTH PORT, FL | FEMA DR-4337 | 2017-2018

As Project Manager, Mr. Bellavia was responsible for overseeing all aspects of Rostan's services for the City of North Port. This included hiring, training, and deploying a team of more than 19 debris and DMS monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 77 days, over 47,000 cubic yards of disaster-generated debris was collected and taken to final disposal. 675 hazardous limbs and 6 damaged or uprooted trees were also removed.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC FEMA DR-4241 | 2015-ONGOING

Operations Manager. Managed the County's post-event debris removal project, including the utilization of HaulPass® to track debris removal. Responsible for daily operations and coordination efforts to co-develop strategies with the client. Additional responsibilities include reconciliation of multiple departments' force account expenditures for PA emergency work categories A and B, conducting FEMA site visits and development of scope of services and cost estimates for PA categories C and D PWs, as well as developing long-term projects and strategies for Mitigation improvements.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC | FEMA DR-4286 | 2016-2017

Operations Manager following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 90 local staff. In addition, responsible for the successful deployment of the HaulPass® system. Over the course of 114 days, 18,434 hangers, 410 leaners and 415,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC | FEMA DR-4286 | 2016

Project Coordinator following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and hiring, training, and deployment of more than 30 local staff. Additionally, responsible for the successful deployment of the HaulPass® system. Over the course of 61 days, 1,800 hangers, 90 leaners and 60,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES THE CITY OF GARDEN CITY, GA | FEMA DR-4284 | 2016

Project Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff.

AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015

Served as a site administrator and Area Supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each.

CHRISTOPHER BELLAVIA

OPERATIONS MANAGER



DISASTER DEBRIS MANAGEMENT | BOROUGH OF KEANSBURG, NJ | FEMA DR-4086 | 2013–2014

Operations Manager responsible for leading documentation and data collection efforts during Phases I and II of the residential demolition program following Hurricane Sandy. Data collection efforts included the implementation and utilization of HaulPass® ADMS. Responsibilities included scheduling and coordinating field personnel as well as reporting all daily field activities, load categories and quantities to Rostan's Project Manager.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | TOWNSHIP OF BRICK, NJ FEMA DR-4086 | 2012–2014

Operations Manager. Responsible for tracking all aspects of debris removal and disposal monitoring following Hurricane Sandy including Right-of-Way (ROW) debris removal, private property debris removal and demolition efforts. Duties included supervision and training of field staff, scheduling, permit approval and verification, Right-of-Entry (ROE) development, compliance with public and federal notification procedures and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014

Operations Manager. Responsible for tracking all aspects of debris removal and disposal monitoring across 10 New Jersey municipalities following Hurricane Sandy. Duties included supervision and training of field staff and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | POINT PLEASANT BEACH, NJ | FEMA DR-4086 | 2012–2013

Following Hurricane Sandy, Operations Manager responsible for tracking all aspects of debris removal and disposal monitoring from waterways throughout the central region of coastal New Jersey. Duties included supervision and training of field staff and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

KYLE A. JONES, CEM

EXECUTIVE DIRECTOR

EDUCATION

BA, Business Administration,
Louisiana State University, 2007

YEARS OF EXPERIENCE

17

PROFESSIONAL REGISTRATIONS

Certified Emergency Manager
(CEM)

QUALIFICATIONS

- FEMA Professional Development Series
- IS-139: Exercise Design
- IS-230 b: Fundamentals of Emergency Management
- IS-235 b: Emergency Planning
- IS-240 a: Leadership & Influence
- IS-241 a: Decision Making & Problem Solving
- IS-242 a: Effective Communication
- IS-244 a: Developing & Managing Volunteers
- FEMA Multi-Hazard Emergency Planning for Schools – Train the Trainer
- HS/TEEX Threat & Risk Assessment Course
- IS-00001: Emergency Program Manager
- IS-07: A Citizen's Guide to Disaster Assistance
- IS-26: Guide to Points of Distribution
- IS-100: Intro to ICS
- IS-100.SCa: Intro to ICS for Schools
- IS-200: ICS for Single Resources & Initial Action Incidents
- IS-212: Intro to Unified Hazard Mitigation Assistance

Mr. Jones is a Certified Emergency Manager with a tenured background in emergency management and federal programs. Mr. Jones is regarded as a subject matter expert in the FEMA Hazard Mitigation Assistance and Public Assistance Programs and specializes in maximizing funding sources for clients and applying the federal regulations and/or policies correctly to projects. Mr. Jones also specializes in FEMA Appeals, Code of Federal Regulation analysis, and mitigation project types for reconstruction, floodproofing, and retrofitting impacted or vulnerable facilities. Mr. Jones also has extensive programmatic knowledge of the 404 and 406 mitigation programs and has nearly two decades of hands-on experience in managing HMGP/HMA and Public Assistance Programs, major federal disaster declarations, and incorporating National Incident Management System components on behalf of clients.

PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS | EXECUTIVE DIRECTOR | BATON ROUGE, LA | 2018 – PRESENT

ARCADIS NORTH AMERICA | DIRECTOR, DISASTER PROGRAMS | BATON ROUGE, LA 2014–2018

EAST BATON ROUGE PARISH | DEPUTY DIRECTOR | BATON ROUGE, LA | 2007–2014

STATE OF LOUISIANA OFFICE OF EMERGENCY PREPAREDNESS – MILITARY DEPARTMENT | OPERATIONS SUPPORT & MANAGEMENT | BATON ROUGE, LA 2003–2007

PROJECT AND PROGRAMS EXPERIENCE

PUBLIC ASSISTANCE PROGRAM MANAGEMENT | LOCAL GOVERNMENTS, SCHOOLS, STATE AGENCY, PRIVATE-NON-PROFITS (PNP), HOUSES OF WORSHIP (HOW), AND HOUSING AUTHORITIES | 2014–2020

Serves as the Program Management Lead and Subject Matter Expert for Public Assistance Programs on behalf of clients that are impacted by a disaster. Responsible for managing projects and representing client interests from the initial scoping meeting through closeout and subsequent appeals across numerous sectors of Applicants. Local Government recovery experience includes assistance provided to West Feliciana, St. James Parish, City of Bossier-LA and City of Gretna-LA. School recovery experience includes assistance provided to Texas City ISD-TX, Little Cypress ISD-TX, Huffman ISD-TX, Corpus Christi ISD-TX and Polk County Schools-FL. State Agency recovery experience includes assistance provided to Louisiana Department of Corrections and Florida State Hospitals. Private-Non-Profits (PNP) recovery experience includes assistance provided to Group Health Cooperative-South Central Wisconsin and Early Education and Care, Inc-FL, United Christian Academy-TX, Community Christian School-TX. House of Worship recovery experience includes assistance provided to Apostolic Christian Church-LA and First Baptist Church of Denham Springs-LA. Housing Authority Recovery experience includes assistance provided to Dushon Housing Authority, New Iberia Housing Authority, and Eunice Housing Authority.

HAZARD MITIGATION ASSISTANCE (HMA) PROJECT MANAGEMENT | 2014–2020

Project Manager for various hazard mitigation projects in Louisiana at Louisiana State Penitentiary, West Feliciana, St. James and Iberville Parish. Responsible for coordinating the project activities and serving as liaison among the client, subcontracting companies involved in primary basic

KYLE A. JONES, CEM

EXECUTIVE DIRECTOR

ROSTAN

engineering tasks including the hydraulic and hydrologic study. Additional responsibilities include data collection and dissemination for all tasks involved in the project as well as reporting to the state of Louisiana for record keeping, including state-required requests for reimbursement and quarterly reporting.

EMERGENCY PLANNING | 2007–2014

Developed East Baton Rouge Parish, Pointe Coupee Parish, Vermilion Parish and Evangeline Parish Emergency Operations Plan (EOP). Developed East Baton Rouge Parish, Pointe Coupee Parish, Vermilion Parish and Evangeline Parish Continuity of Operations Plan (COOP). Developed the first Point of Distribution (POD) Plan for the City of Baton Rouge, Parish of East Baton Rouge and managed and maintained database of all Critical Infrastructure / Key Resource facilities parish wide. Responsible for managing the EOC during activations and streamlining resource requests during activations, facilitated briefings during EOC activation for the Mayor-President.

PUBLIC ASSISTANCE, HAZARD MITIGATION AND PROGRAM ADMINISTRATION | 2007–2014

Managed the Public Assistance and Hazard Mitigation Programs for East Baton Rouge Parish totaling more than \$300 million in federal funding. Managed preliminary damage assessments (PDA) and streamlined reporting processes for the Parish. Served as the City-Parish Authorized Representative for FEMA Public Assistance & Hazard Mitigation Programs and Appeals, Department of Homeland Security Office of Inspector General (OIG) Audits, and Louisiana Legislative Auditor (LLA) Site Visits. City-Parish Homeland Security & Emergency Preparedness Liaison to the East Baton Rouge Parish School System & Voluntary Organizations Active in Disasters (VOAD) for all engagements. Directly managed and oversaw the entire East Baton Rouge Parish Hazard Mitigation Assistance (HMA) program with \$26MM of funding being granted to East Baton Rouge Parish during tenure. Projects included: FMA Acquisition of 8 Structures, HMGP-DR 1786 Acquisition of 24 Structures, HMGP-DR 4080 Wind Hardening Project, HMGP-DR 1786 Wind Retrofit & Floodproofing, SRL Acquisition of 8 Structures, HMGP-DR 1603 Acquisition of 8 Structures, HMGP-DR 1603 Critical Infrastructure Generator Installation.

DISASTER RECOVERY AND RESPONSE COORDINATION | EOC ACTIVATION, SPACE SHUTTLE COLUMBIA DISASTER, FLOODING, HURRICANE RESPONSE | 2003–2006

Assisted Disaster Recovery Division with FEMA Public Assistance Windshield Surveys and Funding Implementation on behalf of Parishes for DR-1521 and DR-1668 (Flooding) and Hurricane Ivan Response Efforts (DR-1548). Coordinated State response efforts with the Operations Division and managed state and local resource requests during Space Shuttle Columbia Crash for DR-3172 and coordinated crash site coordinates with the Louisiana Air National Guard inside State Emergency Operations Center (EOC).

LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT

ROSTAN

EDUCATION

BS Environmental Science
California State University at
Hayward, 1986

YEARS OF EXPERIENCE

32

CERTIFICATIONS & TRAINING

- IS-632.a: Intro to Debris Operations
- IS-634: Intro to FEMA Public Assistance Program
- IS-700: National Incident Management System (NIMS), an Introduction
- IS-230: Principals of Emergency Management
- IS-631: Public Assistance Operations

RECOVERY EVENTS

2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Irma
2017 Hurricane Harvey
2016 Hurricane Matthew
2015 Flooding, SC
2015 Avian Flu Response, IA
2012 Hurricane Sandy

Mr. Wordsman is a senior member of our disaster response team and is currently providing disaster recovery services to clients in the United States Virgin Islands, Charleston County, SC, and throughout the state of Florida. He recently completed Grants Portal documentation for Coral Springs Improvement District and Sunshine Water Control Districts' Hurricane Irma debris collection and recovery efforts. He is managing the Diocese of St. Thomas, USVI's recovery efforts following the devastating effects of Hurricane's Irma and Maria. The Diocese has three critical facilities that will be the subject of comprehensive Section 428 programs including upgrades related to the Bipartisan Budget Act (BBA) that allows critical facilities to upgrade to accepted industry standards. Following the severe storms and flooding that occurred in 2015 (FEMA DR 4241) and Hurricane Matthew in 2016 (FEMA DR 4286). Mr. Wordsman worked closely with FEMA and with Charleston County to process project worksheets for over \$15 million dollars in permanent repair work for unpaved roads and drainage canals damaged during the two recent disaster events. As resource manager, Mr. Wordsman has been responsible for hiring, training, and deployment of more than 300 local staff that made up our debris management team for Hurricanes Sandy, Matthew, Harvey and Irma. He also worked closely with Rostan's project managers to successfully deploy the HaulPass® Automated Debris Management System in each of these events. He managed staff supporting Brick Township, New Jersey in applying for over \$17 million in public assistance for permanent repairs. In addition to his disaster experience, Mr. Wordsman is also a regulatory compliance specialist that has provided regulatory guidance, program management, and impact assessment services for permitting projects throughout the Northeast. Mr. Wordsman managed the preparation of over 50 environmental assessments and impact statements. These assessments included detailed characterization of natural and historic resources; air, noise, and traffic impacts; as well as temporary construction effects.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES MULTIPLE MUNICIPALITIES, FLORIDA | FEMA DR-4337 | 2017-2018

As Resource / Reimbursement Manager, Mr. Wordsman was responsible for the hiring, training, and deployment of over 200 local staff for 21 municipalities throughout the State of Florida. He was directly responsible for ensuring that our debris removal monitoring teams fully understood FEMA's rules and regulations regarding debris collection and eligibility, and were able to use HaulPass®, Rostan's Automated Debris Management system to document every load of debris collected. Our debris monitoring clients included:

Broward County School District	Coral Springs Improvement District
City of Belleair Beach	Martin County
City of Belleair Bluffs	New College Of Florida
City of Coconut Creek	Sunshine Water Control District
City of Coral Springs	Town of Indian Shores
City of Dania Beach	Town of Palm Beach
City of Madeira Beach	Town of Redington Shores
City of North Port	Town of Sewalls Point
City of Port St. Lucie	Town of Windermere
City of St. Pete Beach	Village Of Estero
City of Winter Springs	

Mr. Wordsman is also managing our work guiding our clients through the FEMA reimbursement process. This effort is particularly important following Hurricane Irma as FEMA has rolled out their new Public Assistance process using the FEMA Grants Manager/Portal. As a result of Hurricane

LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT

ROSTAN

Irma, most of our clients are pursuing FEMA reimbursement under Category A—Debris Management, and Category B—Emergency Protective Measures. Sunshine Water Control District and Coral Springs Improvement District are also pursuing Category D—Water Control Facilities, and Category E—Buildings reimbursement.

PUBLIC ASSISTANCE SUPPORT SERVICES | DIOCESE OF ST. THOMAS IN THE VIRGIN ISLANDS

FEMA DR-4335 • DR-4340 | 2017–2019

As Project Manager, Mr. Wordsman is leading Rostan's work with the Diocese to help them recover from damages sustained when Hurricanes Irma and Maria both impacted the Virgin Islands. The Diocese sustained a range of damages to houses of worship and to three parochial schools. The schools, identified as critical facilities by FEMA are eligible substantial codes and standards upgrades and upgrades to comply with accepted industry standards, as a result of the passage of the Bipartisan Budget Act of 2017. In addition to the damages to schools, the diocese sustained significant damages associated with roof failures, wind driven rain and flooding at six historic houses of worship and three homeless shelters located on St. Thomas and St. Croix.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CORAL SPRINGS, FL

FEMA DR-4337 | 2017-2018

Mr. Wordsman served as Rostan's resource manager for our work with the City of Coral Springs, FL following Hurricane Irma in September 2017. Mr. Wordsman was directly responsible for the hiring, training, and deployment of more than 75 local staff to serve as debris and DMS monitors. Mr. Wordsman also managed the Coral Springs Debris Call Center. The information gathered by the Call Center was used to create a daily hotspot checklist that was given to the Contractor at the start of each work day. The Call Center removed a significant burden from the DPW staff that were inundated by calls immediately after the storm. Over the course of a three-week period, Rostan fielded more than 1,000 calls.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC

FEMA DR-4241 | 2015 – ONGOING

As the senior member of Rostan's multidisciplinary team of personnel providing disaster recovery services to Charleston County, SC as a result of severe storms and flooding from October 1-23, 2015, Mr. Wordsman developed and oversaw the application of detailed assessment methodologies for establishing pre-storm conditions, capturing flood related damages to unpaved roadways and drainage canals, and developing cost estimates to return facilities to pre-storm conditions (including application of codes and standards) and mitigation costs. Rostan is currently working with the County and FEMA to resolve outstanding issues associated with PW obligations that have resulted in a number of appeal submittals to the State of South Carolina.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC

FEMA DR-4286 | 2016 – 2017

Assistant Project Manager. Served in Charleston County, SC following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 90 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 114 days, 18,434 hangers, 410 leaners and 415,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC

FEMA DR-4286 | 2016

Project Manager. Served in Berkeley County, SC following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 30 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 61 days, 1,800 hangers, 90 leaners and 60,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT

ROSTAN

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA

FEMA DR-4284 | 2016

Project Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff.

AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015

Served as an area supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each. Responsible for the deployment and management of Rostan staff to remote geographic locations in the Midwest.

PUBLIC ASSISTANCE MANAGEMENT • PPDR AND DEMO • HOUSE RAISING | BOROUGH OF HIGHLANDS, NJ

FEMA DR-4086 | 2013 – 2016

The Borough of Highlands, NJ was particularly hard hit by Hurricane Sandy. The Borough's Administrative Offices, Police Headquarters, Municipal Courts and Community Center were all destroyed by the storm. Mr. Wordsman assisted the Borough with the development and submission of Project Worksheets and Requests for Reimbursement (RFRs) to recover over \$3 Million in costs expended to maintain Borough operations and protect human health and safety. The Borough of Highlands, NJ was awarded over \$1 million in FEMA HMGP grant monies to elevate homes that were identified as being at risk for future damage as a result of Hurricane Irene. The Borough engaged Rostan to manage the overall grant and associated construction project. Mr. Wordsman is serving as program manager for this project and is working in close coordination with the Borough Administrator and Construction Official.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | TOWNSHIP OF BRICK, NJ

FEMA DR-4086 | 2012 – 2014

Public Assistance Grants Manager. Responsible for managing Rostan's public assistance team working with Brick Township to recover costs associated with damages from Hurricane Sandy and associated mitigation measures to prevent future damages. Rostan's services included development of Project Worksheets and Requests for Reimbursement for over \$17 million dollars in FEMA reimbursable storm related expenditures.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012 – 2014

Resource Manager. Mr. Wordsman was responsible for recruiting, training and hiring over 125 local employees to participate in Rostan's recovery efforts in 20 different New Jersey municipalities during Hurricane Sandy.

HURRICANE SANDY | STATEWIDE IN NEW JERSEY AND NEW YORK | BERGEN COUNTY UTILITY AUTHORITY • WESTCHESTER COUNTY, NY • BRICK, NJ • NYCDEP • USACE • NASSAU COUNTY, NY

Provided technical assistance to infrastructure and local community clients in New York in New Jersey during the Recovery and Mitigation process; Services include post incident damage assessments; Long-term recovery and mitigation strategy planning; CDBG, FHWA, and FEMA funding assistance; Community Relations, and Disaster Recovery Centers operations.

VARIOUS ENVIRONMENTAL COMPLIANCE PROJECTS

Mr. Wordsman has managed and supported a wide variety of environmental compliance and permitting projects throughout the United States. These projects include preparation of all permits and an environmental impact statement for a 2M ton per year cement manufacturing plant, a NEPA EIS for the Oneida Indians Lands Into Trust Application, numerous EAS/EISs/Permit applications for wastewater treatment plants and resource recovery facilities in New York, New Jersey, and Puerto Rico.

ADAM T. FERGUSON

SENIOR CONSULTANT | POLICY

ROSTAN

EDUCATION

University of Miami School of Law, J.D., 2012

University of North Carolina at Wilmington, M.P.A., 2004

University of North Carolina at Wilmington, B.A., 2002

YEARS OF EXPERIENCE

14

LICENSES & CERTIFICATIONS

Member – Florida Bar
#0100223

Certified Floodplain Manager
– ASFPM #23214

Ferguson leads Rostan's Technical Service Department with the Recovery and Mitigation Division. He has served prominent roles in FEMA Disaster Declarations dating from Hurricane Katrina in 2005 through to the 2017 Hurricane Season. He overseas and provide direct support with benefit-cost Analysis, programmatic appeals, and complex regulatory compliance issues.

PROFESSIONAL EXPERIENCE

**ROSTAN SOLUTIONS | DIRECTOR - RECOVERY AND MITIGATION | FLORIDA
2018 – PRESENT**

MONROE COUNTY, FL | FLOODPLAIN MANAGER | FLORIDA | 2017 – 2018

**WITT O'BRIEN ASSOCIATES | HAZARD MITIGATION ADVISOR | WASHINGTON, DC
2013 – 2017**

**FEDERAL EMERGENCY MANAGEMENT AGENCY | HAZARD MITIGATION PROGRAM
SPECIALIST R IV | ATLANTA, GA | 2005 - 2009**

PROJECT AND PROGRAMS EXPERIENCE

SENIOR HAZARD MITIGATION ADVISOR | FLORIDA | 2017 – PRESENT

Following 2017 Hurricane Season, worked with multiple applicants to FEMA's HMGP and 406 Mitigation programs to identify eligible activities, develop and document compliant applications, organize and construct Benefit-Cost Analyses, and coordinate with FEMA and State of Florida to secure federal funding. Provided as-needed programmatic and technical support regarding 406 Mitigation applicants on demonstrating cost-effectiveness and ensuring programmatic compliance.

SENIOR APPEALS MANAGER | CHARLESTON COUNTY, SC | 2018 – PRESENT

Responsible for organizing and implementing County response to 17 FEMA Adverse Determinations received within 90 days. Developed operational framework for intake, review, diagnosing issues, and drafting responses within short time frames. Coordinate local, state, and federal stakeholders to find consensus and reduce items at issue.

FEMA SUBJECT MATTER EXPERT | CITY OF BRENHAM, TX | 2018 – PRESENT

Tasked with overseeing comprehensive review of the City of Brenham, Texas' Public Assistance projects from DR-4272-TX declaration. Triageed projects and developed strategic approach to resolution that weighed expected effort, likelihood of favorable results, and potential return on investment. Interacted with FEMA and facilitated working meetings aimed at narrowing issues and reducing future administrative effort.

SENIOR HAZARD MITIGATION ADVISOR | NEW JERSEY | 2013 – 2017

Served as Senior Hazard Mitigation Advisor to the State of New Jersey's State Hazard Mitigation Office ("SHMO") and staff for the HMGP following Superstorm/Hurricane Sandy. Responsible for training state staff, developing and conducting public briefings, providing quality control and oversight of contractor work product, and provide technical support for benefit-cost analysis and programmatic appeals.

ADAM T. FERGUSON

SENIOR CONSULTANT | POLICY



HAZARD MITIGATION [FEMA] DISASTER ASSISTANCE EMPLOYEE | FEMA REGION IV | 2005–2009

Tasked as a Hazard Mitigation Specialist following Hurricane Katrina, responsible for HMGP outreach and program delivery, training of state and local staff, and HMGP application review and development. Later designated as a Subject Matter Expert, responsible for instructing benefit-cost analysis course and developing training program for new FEMA Hazard Mitigation Disaster Assistance Employees.

DEVIN CERRATO

OPERATIONS MANAGER



EDUCATION

BA, Business,
Covenant College, 2018

YEARS OF EXPERIENCE

2

CERTIFICATIONS & TRAINING

- IS-100.c: Introduction to Incident Command System
- IS-200.c: Basic Incident Command System for Initial Response
- IS-700.b: Introduction to National Incident Management System (NIMS)

RECOVERY EVENTS

2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria

Mr. Cerrato joined the Rostan team in 2018 upon graduation. He has 2 years of post-disaster experience, including both debris removal monitoring operations and public assistance support. He has experience in logistics and operations coordination, debris monitoring and ADMS system support, reimbursement support, project planning and formulation, and vehicle, container and equipment certification.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC | HURRICANE DORIAN | FEMA DR-4464 | 2019

Operations Manager. Following Hurricane Dorian, responsible for the management and coordination of all field operations and the deployment of HaulPass® in Charleston County. Managed more than 60 locally hired staff in a coordinated effort to provide a quick and efficient clean up of the county. Assisted in the hiring of all local staff and trained new employees with learning HaulPass®. Played an integral role in the certification process and was on site to assist in any field issues. This project totaled over 600,000 cubic yards and over 5,000 hazardous and limbs and tree removal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | HURRICANE MICHAEL | FEMA DR-4399 | 2018-2019

Operations Manager. Following Hurricane Michael, Mr. Cerrato was responsible for the management and coordination of all field operations and the deployment of HaulPass® in Liberty County. Managed more than 75 locally hired staff in a coordinated effort to provide quick and efficient clean-up of the county. Responsible for managing and coordinating personnel scheduling. Provided HaulPass® technical support and assistance to field personnel as well as an integral part of certification team coordination. To date, more than 400,000 cubic yards have been picked up and over 30,000 hazardous limbs and trees have been removed.

PUBLIC ASSISTANCE SUPPORT SERVICES CHARLESTON COUNTY, SC | FEMA DR-4286 | 2017 - ONGOING

Serving as a consultant, Mr. Cerrato assisted in the long-term recovery of funding for the county of Charleston. Responsibilities include reconciliation of County departments' force account expenditures for Public Assistance (PA) emergency work categories A and B.

PUERTO RICO DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS (DTOP) COMMONWEALTH OF PUERTO RICO | FEMA DR-4339 | 2018

Serving as a consultant in for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in Puerto Rico following Hurricane. Assisted in the certification of different equipment and vehicles used in the clean up efforts. To date, HaulPass has tracked more than 12,000 loads of debris totaling more than 200,000 cubic meters on this project.

USACE JACKSONVILLE DISTRICT – AUTOMATED DEBRIS MANAGEMENT SYSTEM HURRICANE MARIA | FEMA DR-4339 | 2017 – 2018

Serving as a consultant in for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in Puerto Rico following Hurricane. To date, HaulPass has tracked more than 250,000 loads of debris totaling more than 5.9 million cubic yards on this project. Upon completion it is anticipated that nearly 260,000 loads and 6 million cubic yards of debris will have been tracked using HaulPass®.

BRANDON JERRELL

OPERATIONS MANAGER



EDUCATION

Business Management,
University of Louisiana at
Lafayette

YEARS OF EXPERIENCE

3

CERTIFICATIONS AND TRAINING

- IS-00700.a: Introduction to National Incident Management System (NIMS)
- IS-00632.a: Introduction to Debris Operations
- IS-00200.c: Basic Incident Command for Initial Response
- IS-00800.c: National Response Framework

RECOVERY EVENTS

2018 Flooding, LA
2019 Hurricane Dorian
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Harvey
2016 Flooding, LA

Mr. Jerrell joined the Rostan team in 2017 after Hurricane Harvey's devastating impact to the State of Texas. He is an Eagle Scout, that brings leadership, integrity and resourcefulness to render aid and advisement in every aspect of a client's disaster recovery effort. He specializes in client coordination, potential reimbursable item identification, logistics, human resources, project planning and execution. Specific areas of expertise also include budget planning, debris monitoring, ADMS system support, and operations oversight.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE DORIAN | CHARLESTON COUNTY, SC | FEMA DR-4393 | 2019

Served as the Operations Manager for the northern third of Charleston County including the City of Mount Pleasant. Mr. Jerrell provided staffing and consulting support to the entire county debris collection project as well as providing ADMS system administration for 30+ team members.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE FLORENCE | CITY OF LUMBERTON, NC | FEMA DR-4393 | 2018 – 2019

Project Manager. Accounting for all project management duties including staffing, contractor invoicing approval, data collection, client coordination, scheduling, vendor debris removal monitoring, DMS site monitoring and the deployment of up to 12 locally hired staff. Mr. Jerrell was also charged with devising and budgeting a waterway debris removal plan and executing this plan while maintaining compliance with State and Federal standards and permitting. He has on multiple occasions rendered advisement to the client, directly and during meetings regarding Public Assistance and Eligibility requirements. During this project, the HaulPass® Automated Debris Management System was utilized to track the removal and transport of more than 45,000 cubic yards and 1,400 Tons of debris as well as over 450 hazardous trees from the Right-of-Way (ROW), Public Properties and Waterways for disposal.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE FLORENCE | TOWN OF CAROLINA BEACH, NC | FEMA DR-4393 | 2018

Project Manager. Conducted all reporting and data collection efforts during final pass of ROW debris removal and final disposition operations. Charged with HaulPass® deployment and FEMA compliance as well as client coordination.

DEPARTMENT OF TRANSPORTATION

PUERTO RICO – AUTOMATED DEBRIS MANAGEMENT SYSTEM

HURRICANE MARIA | FEMA DR-4339 | 2018

Serving as a direct-action field administrator for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in Puerto Rico following Hurricane. Mr. Jerrell assisted with the tracking of landslide material as well as on site boulder reduction data.

USACE JACKSONVILLE DISTRICT – AUTOMATED DEBRIS MANAGEMENT SYSTEM

HURRICANE MARIA | FEMA DR-4339 | 2017 – 2018

Serving as an island wide technical support operator for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in Puerto Rico following Hurricane. HaulPass tracked more than 250,000 loads of debris totaling more than 5.9 million cubic yards on this project.

BRANDON JERRELL

OPERATIONS MANAGER



DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

HURRICANE HARVEY | FEMA DR-4332 | 2017

Mr. Jerrell served as the Operations Manager for all debris monitoring projects in the State of Texas following Hurricane Harvey. Mr. Jerrell handled managing and orchestrating all field operations including hiring, training and debris removal tracking for 40+ Locally hired team members. Texas debris removal operations included C&D, vegetative, household hazardous waste and white goods debris including freon recovery. In total Rostan provided debris removal monitoring services to 7 clients including some of the most hard-hit/heavily flooded areas of east Texas including the City of Orange and Hardin County, TX.

DENISE JANKAUSKAS

DATA MANAGER



EDUCATION

BFA, The Cooper Union for the Advancement of Science & Art, 1995

YEARS OF EXPERIENCE

8

CERTIFICATIONS & TRAINING

- IS-100.c: Introduction to Incident Command System
- IS-0632.a: Introduction to Debris Operations

SOFTWARE PROFICIENCIES

- HaulPass®
- Adobe InDesign
- Adobe Photoshop
- Adobe Illustrator
- Adobe Acrobat
- Microsoft Office Suite

RECOVERY EVENTS

2019 Tornado, TX
2019 Hurricane Dorian
2018 Hurricane Michael
2018 Hurricane Florence
2017 Hurricane Maria
2017 Hurricane Irma
2016 Hurricane Matthew
2015 Flooding, SC
2015 Ice Storm, TN
2012 Hurricane Sandy

Ms. Jankauskas has 8 years of post-disaster experience, joining the Rostan team after the devastation sustained by Hurricane Sandy throughout New York and New Jersey. She specializes in multiple aspects of disaster recovery including project data management; vehicle, container and equipment certification, waterborne and land-based Right-of-Way debris removal efforts; private property demolition, and debris removal. Ms. Jankauskas has experience in logistics, planning, reporting, and tracking project and reimbursement efforts.

RECENT PROFESSIONAL EXPERIENCE

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC | FEMA DR-4464 | 2019–PRESENT

Data Manager. Served during debris removal operations following Hurricane Dorian. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client as well as strict data quality control. Additionally responsible for DMS closeout report compilation.

DEBRIS MANAGEMENT SERVICES | CITY OF RICHARDSON, TX | TORNADO | 2019

Data Manager. In addition to proposal development, responsible for data quality control oversight.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | FEMA DR-4399 | 2018–2019

Data Manager. Served during debris removal operations following Hurricane Michael. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client and strict data quality control.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF LUMBERTON, NC | FEMA DR-4393 | 2018–2019

Data Manager. Served during debris removal operations following Hurricane Florence. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client and data quality control.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | TOWN OF CAROLINA BEACH, NC | FEMA DR-4393 | 2018

Data Manager. Served during debris removal operations following Hurricane Florence. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files.

DEBRIS MANAGEMENT DATA SERVICES | PUERTO RICO DEPT. OF TRANSPORTATION (DTOP) | COMMONWEALTH OF PUERTO RICO | FEMA DR-4339 | 2018

Data Manager. Served for DTOP debris clean-up following Hurricane Maria. Responsible for dissemination of operational data and visual documentation into cohesive and concise nightly operational reports for the client while maintaining strict data quality control.

DENISE JANKAUSKAS

DATA MANAGER

ROSTAN

DEBRIS MANAGEMENT DATA SERVICES | USACE – JACKSONVILLE DISTRICT

COMMONWEALTH OF PUERTO RICO | FEMA DR-4339 | 2017 - 2018

Data Manager. Served USACE/Xpert's, Inc. for the Commonwealth of Puerto Rico debris clean-up following Hurricane Maria. Responsible for dissemination of operational data and visual documentation into cohesive and concise daily and weekly operational reports for the client while maintaining strict data quality control. Reporting breakdowns included 11 debris streams, 57 participating municipalities, 6 debris zones, and over 90 state agencies

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

VARIOUS CLIENTS, FL | FEMA DR-4337 | 2017

Data Manager. Served for Florida debris clean-up following Hurricane Irma. In addition to proposal development for standby clients, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, as well as documentation and preparation of project closeout reports. Clients included:

City of Belleair Beach	City of North Port	New College Of Florida
City of Belleair Bluffs	City of Port St. Lucie	Town of Indian Shores
City of Coconut Creek	City of St. Pete Beach	Town of Palm Beach
City of Coral Springs	City of Winter Springs	Town of Redington Shores
City of Dania Beach	Coral Springs Improvement District	Town of Windermere
City of Madeira Beach	Martin County	

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC

FEMA DR-4286 • FEMA DR-4346 | 2016–2018

Data Manager. Served the County during post-Hurricane Matthew and post-Hurricane Irma debris-removal efforts. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, and maintenance and organization of all digital files.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MARTIN COUNTY, FL

FEMA DR-4283 • FEMA DR-4337 | 2016–2017

Data Manager. Served for Martin County, Florida debris clean-up following Hurricane Matthew and Hurricane Irma. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of project closeout reports.

PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC |

FEMA DR-4241 | 2015–PRESENT

Data Manager. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, and maintenance and organization of all digital files following the flooding which occurred in October 2015. Additionally, responsible for proposal development, invoicing, organization and implementation of Flood Insurance Rate Maps, photo documentation, drainage mapping, as well as development of client progress reports and presentations.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC

FEMA DR-4286 | 2016

Data Manager. Served for Berkeley County, South Carolina debris clean-up following Hurricane Matthew. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of project closeout report.

DENISE JANKAUSKAS

DATA MANAGER

ROSTAN

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA

FEMA DR-4284 | 2016

Data Manager. Served during debris removal operations following Hurricane Matthew. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of DMS closeout report.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN

FEMA DR-4210 | 2015–2016

Data Manager. Following the February 2015 ice storm, responsible for proposal development, gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, weekly contractor cost comparison data compilation and visualization, data quality control, maintenance and organization of all digital files, and documentation and preparation of DMS closeout reports.

DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN | FEMA DR-4210 | 2015

Project Manager following the February 2015 ice storm, responsible for proposal development, invoicing, debris contractor invoice reconciliation, FEMA reimbursement assistance, debris removal monitoring, DMS monitoring, vehicle and equipment certification, and the scheduling of more than 25 local staff. In addition, responsible for the gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, as well as data quality control, maintenance and organization of all digital files, and documentation and preparation of DMS closeout reports.

OTHER RELATED EXPERIENCE

2013–2014	HAULPASS® DATA COLLECTION FOR RESIDENTIAL DEMOLITION PROJECT BOROUGH OF KEANSBURG, NJ FEMA DR-4086
2012–2014	PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT TOWNSHIP OF BRICK, NJ FEMA DR-4086
2012–2014	DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FEMA DR-4086
2012–2013	USACE–NEW YORK DISTRICT FEMA DR-4085



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES



Request for Proposals | July 9, 2020



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES FOR THE CITY OF ST. PETE BEACH, FL



SECTION 5 – OPERATIONS PLAN

- 5.1 Understanding the City of St. Pete Beach, Florida
- 5.2 Rostan Strategy and Approach
- 5.3 Debris Collection, Management, and Disposal Plan
- 5.4 Automated Debris Management System [ADMS]
- 5.5 Additional Related Services

SUBMITTED BY

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5.1 UNDERSTANDING THE CITY OF ST. PETE BEACH, FLORIDA

UNDERSTANDING THE CLIENT

The City of St. Pete Beach occupies the entire space of Long Key, a barrier island protecting mainland Pinellas County from the Gulf of Mexico. Three bridges lead into the City, connecting it to Treasure Island, South Pasadena, and the Bayway Isles area of St. Petersburg. This geographic isolation can pose significant challenges following a disaster event, isolating the City from readily accessible support from first responders, utility providers, and other recovery and response support.

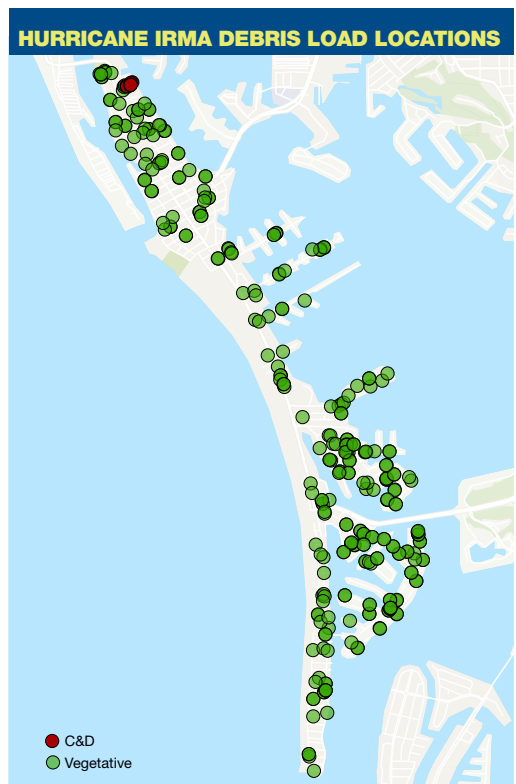
In addition, low elevations throughout the City pose a challenge when it comes to stormwater management—frequent street flooding along side streets as well as along sections of Gulf Boulevard can hinder evacuation and recovery efforts. The same challenges would be exacerbated during storm surge events.

Rostan is intimately familiar with the geography and neighborhoods within the City, as well as the numerous commercial establishments that exist in support of the tourism industry. We are also familiar with the City's government and the employees that are responsible for ensuring a successful recovery effort. In 2017 we had the distinct pleasure of providing recovery services to the City in response to Hurricane Irma. We believe the services provided to the City were indicative of the quality the City can continue to expect from Rostan and are excited about the prospect of continuing our working relationship with the City.

ST. PETE BEACH DEBRIS SNAPSHOT: HURRICANE IRMA



UNDERSTANDING THE RFP



Rostan understands that the purpose of the City's RFP is to secure services necessary to augment the City's internal efforts should a disaster occur. Based on the RFP and the provided scope of services we anticipate the scope of work to include, but not be limited to the following:

Annual Planning and Training
Project/Operations Management
Debris Evaluations/Assessments
Permitting Support for DMS locations
Coordination with the Debris Removal Contractor and City Representatives
Debris Removal Vehicle Certification
Right-of-Way Debris Collection Monitoring
Debris Management Site and Disposal Site Monitoring
Private Property and Demolition Program Management and Monitoring
Providing an Automated Debris Management System
Data Compilation, Processing, and Document Management
Administrative Support Services
Contractor Payment Monitoring and Reconciliation
Cost Recovery and Grant Management Services
Compliance and Coordination with State and Federal Agencies

It is anticipated that Rostan employees will perform their dedicated functions on behalf of and at the direction of the City. Tasks will be delineated through task orders and required work will be performed within negotiated not to exceed budgets.

PROBABLE DEBRIS QUANTITIES

The following estimate was developed using the USACE model for probable debris generation following a hurricane event. The formula for determining the amount of debris is as follows: $Q=H(C)(V)(B)(S)$ where Q represents the quantity of debris generated, H represents the average number of persons per household, (C) is a standard that represents storm category in cubic yards generated per household, (V) represents the vegetative characteristic multiplier, (B) represents the commercial/business/industrial use multiplier, and (S) represents the storm precipitation character. The model provides a baseline that is modified following the storm through visual inspection and sampling.

Based on the most recently available census and geographic data and estimates, it assumed there is an average of 1.88 persons per household, the vegetation factor is 1.3 (high), commercial density is 1.3 (heavy), and the precipitation factor is 1.3 (medium to heavy). The results of the model are included in the table below.



ST. PETE BEACH, FL USACE DEBRIS ESTIMATION MODEL					
	STORM CATEGORIES				
	CATEGORY 1	CATEGORY 2	CATEGORY 3	CATEGORY 4	CATEGORY 5
Wind Speeds	74-95 MPH	96-110 MPH	111-130 MPH	131-155 MPH	155+ MPH
ESTIMATED DEBRIS QUANTITIES					
Population (H)	9,649	5,132	5,132	5,132	5,132
Category Factor (C)	2	8	26	50	80
Vegetation (V)	1.3	1.3	1.3	1.3	1.3
Commercial Density (B)	1.3	1.3	1.3	1.3	1.3
Precipitation (S)	1.3	1.3	1.3	1.3	1.3
Q= H(C)(V)(B)(S)	22,552 Cubic Yards	90,208 Cubic Yards	293,176 Cubic Yards	563,799 Cubic Yards	902,079 Cubic Yards
TEMPORARY DEBRIS MANAGEMENT SITE REQUIREMENTS					
Debris Cubic Yards	22,552	90,208	293,176	563,799	902,079
Acres Required*	2	6	19	35	56
* 1 Acre = 4,840 Cubic Yards 10 Foot Stack Height = 3.3 Cubic Yards Total Volume Per Acre = 16,147 Cubic Yards					

Disclaimer: The USACE model has a predicted accuracy of +/- 30%. Model results are confirmed following a disaster through field evaluations, door-to-door surveys, and aerial reconnaissance. Post-disaster confirmation is used to perform the recovery operation.

CAPACITY

As a nimble, client-focused firm, Rostan understands the importance of resource management. We never over-commit our resources ensuring our clients always have timely access to the valued expertise and support they would expect. Our strategy is to selectively pursue, develop, and maintain client relationships that we believe to be beneficial to both parties. We have always limited the number of pursuits we undertake by both geography and population served while considering our current standby obligations in those areas. Considering our other regional obligations, we firmly believe we maintain the resources necessary to ensure a technically skilled and seasoned team will always be available to the City without compromise.

RESPONSE GUARANTEE

Rostan confirms our commitment to the City that we are able and willing to respond following a disaster event within 24 hours of issuance of notice to proceed. This includes appropriate personnel and equipment necessary to implement an equipment certification

site, conduct a preliminary damage assessment, and debris monitors to properly document the debris collection effort. Rostan can ensure that complete resource needs will be met to facilitate the operation to completion within 72 hours of activation.

TASK	GUARANTEED RESPONSE TIME
Pre-Landfall Coordination and Planning	96 Hours prior to event
Remote Staging of Equipment and Personnel	48 Hours prior to event
**Deploy Management Team to City	12 Hours after the event
Mobilize Project Resources to Begin Operations	24 Hours after the event
Fully Operational	72 Hours after the event

***In the case of an unpredictable event, our guaranteed response time is within 24 hours of notification.*

KNOWLEDGE OF MANAGEMENT AND STAFF

Rostan's entire staff is dedicated year-round to the disaster consulting services discipline. This singular focus coupled with our team's experience with disaster debris management and recovery projects provides assurance that we maintain the expertise necessary to support the City throughout all phases of the disaster lifecycle. Rostan's management team members have more than 150 years of combined experience in disaster debris management operations and Public Assistance support services.

Our team is intimately familiar with the policies and procedures of the Federal Emergency Management Administration (FEMA), National Resource Conservation Service (NRCS), Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Florida Department of Emergency Management (FDEM), U.S. Department of Housing and Urban Development (HUD), and the Federal Highway Administration (FHWA). Rostan's team has hands-on experience dealing with these agencies' policies, procedures, and disaster specific requirements.



5.2 ROSTAN STRATEGY AND APPROACH

Over the past 20 years Rostan has developed what is now a tried and true method for managing and implementing debris monitoring projects. Keeping on the forefront of technology we have integrated with digital hiring platforms to expedite and ease the temporary hiring process, created extensive training documentation for rapid deployment of local hires, and developed proprietary, user-friendly software that digitizes data collection functions while providing for better management and visibility of the debris removal effort. We are always pushing the envelope with new technologies backed by a management philosophy that prioritizes providing quality services over profits. This allows us to focus on what is most important following a disaster. We have worked hand-in-hand with all of the industry's major debris collection firms and are able to ensure the City that having Rostan as their debris monitoring services provider will enable a cohesive and efficient debris removal mission.

Our project management approach is centered on 5 key principles. These principles have been paramount to the success we have had helping our clients recover from major disaster events.

Placing the public's safety and wellbeing first
Utilization of locally hired residents, resources and businesses
Listening to you and understanding your unique situation
Responding with a sense of urgency and focus
Maximizing your reimbursement funding

A proper management plan cannot be implemented until the impacts have been identified. This is where we listen to you and understand the City's unique situation. Every disaster is different, just like every client is unique. We have had the great fortune of serving more than 75 clients in disaster recovery scenarios during the past 5 years and that experience allows us to develop solutions that better suit the City's unique situation.

As a specialized firm, we are partial to small businesses and prefer to utilize locally hired residents and other resources to the greatest extent possible. We believe in investing in the community and have found over the years that there is no substitute for local knowledge after a devastating event. With that in mind, it is completely understandable that the wellbeing and safety of the public is the first of the 5 key principles which we build upon our management plan.

At the end of the day we wouldn't be in this business if we didn't understand that reimbursement funding is a key component to a successful recovery operation. We proudly stand by our experience and knowledge of state and federal regulations and can ensure you that every effort will be made to maximize the value of each dollar spent.

STAFF RESERVES



Rostan staff reserves consist of cadres of veteran disaster debris monitoring specialists identified and assembled over years of disaster events and categorized by specialty, such as DMS tower monitor, supervisor, HaulPass® technician, public assistance coordinator, time and materials monitoring specialist, etc. These staff reserves allow us to supplement our deployment efforts while engaging and training locally hired staff. Rostan staff reserves fill the gaps until such time we can provide properly trained and experienced local staff to fulfill the requirements of debris recovery efforts. Rostan staff reserves are well versed in FEMA regulations and guidelines, such as *FEMA 325, 327, 329, and Public Assistance Program & Policy Guide FP-104-009-2 / June 2020*.

RECRUITING

Our goal in any disaster recovery effort is to hire locally to the greatest extent practical. We believe that maximizing the use of locally hired personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, and local culture. Rostan utilizes modern mediums of outreach such as social media and internet job

posting sites, while also employing old-fashioned techniques, such as word of mouth, and accessing potential local candidates through military veterans organizations, religious organizations, and local labor surplus offices. We generally refrain from using paid, third-party employment agencies. Our experience leads us to believe that these agencies are not properly invested in the well-being of the candidates nor the community.

HEALTH AND SAFETY/MONITOR TRAINING

Rostan’s health and safety approach is based upon our lessons learned, near misses, industry best practices, applicable federal, state, local regulations, and contractual requirements. Rostan will designate a health and safety officer for the duration of the debris recovery mission to support the project manager, operations manager and supervisors with respect to health and safety protocols and procedures established in the Health and Safety Plan (HASP). Rostan will develop a HASP that addresses health and safety procedures for the overall debris monitoring field operation, each DMS, each citizen drop-off site, and final disposal sites. During the COVID-19 pandemic, Rostan will use best practices and follow CDC and local guidelines with respect to all staff and project participants.

TYPICAL ROSTAN PERSONAL PROTECTIVE EQUIPMENT (PPE) CONSISTS OF:



SAFETY HAT



SAFETY GLASSES



SAFETY VEST



**STEEL-TOE WORK
BOOTS**



MOBILE PHONE



EAR PLUGS

Additional PPE is available as operational parameters may dictate, e.g., life vests, dust masks, sun screen, insect repellent, work gloves, etc.

QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC)

Rostan personnel at all levels are aware of the importance of providing a quality work product. We will provide a designated QA/QC officer to oversee Rostan’s operational performance and support the project manager, operations manager and field supervisors in implementing our QA/QC protocols and procedures.

QA/QC TASKS GENERALLY INCLUDE BUT ARE NOT LIMITED TO:
Daily review of HaulPass® ticket data, scale receipts and other manifests
DMS permit application review and approvals
Reconnaissance of current debris zones for daily progress
Random re-certifications of debris contractor vehicles
Random health and safety inspections and audits
ADDITIONALLY, THE HAULPASS® SYSTEM PROVIDES SIGNIFICANT QA/QC FUNCTIONS FOR:
ROW monitor location tracking and performance measurement
Damage resolutions
GIS-based debris collection progress mapping
DMS monitor performance measurement and audits
Debris contractor performance measurement and resource allocation
Debris contractor invoice reconciliation
Reimbursement support documentation audit

4.3 DEBRIS COLLECTION, MANAGEMENT, AND DISPOSAL PLAN

The debris monitoring plan below is a typical plan formulated for a hurricane or other predicted event. Upon award, Rostan is available to assist the City with the development of a customized debris monitoring plan.

Rostan's strategy and approach for managing disaster debris collection and disposal is consistent and compliant with FEMA guidance documents (e.g., *Public Assistance Program & Policy Guide FP-104-009-2 / June 2020*, and supplementals). We place an emphasis on health and safety and sound training techniques.

PRELIMINARY DEBRIS MONITORING PLAN

DEBRIS MONITORING TASKS	ACTION ITEM	TIMELINE
PRE-EVENT TASKS		
PLANNING AND COORDINATION	Summarize operational and communications plan, DMS locations, and logistics and staging areas	During off-season and 72 hours prior to landfall
INITIAL PRE-LANDFALL COORDINATION	Telecommunications and/or in-person contact with client	72 hours prior to landfall
DEBRIS CONTRACTOR COORDINATION	Place debris contractor on stand-by	72 hours prior to landfall
OEM AND FEMA COMMUNICATION	Coordinate OEM and FEMA client public assistance conference calls	As requested
LOGISTICS AND OPERATIONS COORDINATION	Implement preliminary mobilization of Rostan reserves	72 hours prior to landfall
	Preliminary staging of field kits	72 hours prior to landfall
	Initiate Event Manager/HaulPass® data and GIS database	72 hours prior to landfall
PRE-LANDFALL COMMUNICATION	Prior to hurricane landfall the project manager and/or City liaison will participate in conference call to discuss event status with staff and contractors	Occurs daily morning and afternoon within 72 hour landfall window
	Prior to hurricane landfall the project manager and/or City liaison will report to the EOC or other designated forward staging area	Report as requested
DEBRIS MONITOR MOBILIZATION	Mobilization of Rostan reserves	Landfall is imminent
	Implement Rostan staff recruiting plan	72 hours prior to landfall
	Remote staging of equipment and personnel	72 hours prior to landfall
POST-EVENT TASKS		
ADMINISTRATIVE TASKS	Obtain presidential disaster declaration	6 to 48 hours after landfall
	Obtain notice-to-proceed/issue certificate of insurance	Landfall to 48 hours after
	Continue with staffing plan implementation and training	6 hours after landfall and until the end of the debris mission
OPERATIONS MANAGEMENT TASKS	Perform preliminary damage and debris assessments	2 to 48 hours after landfall
	Evaluate Debris Management Sites (DMS)	2 to 48 hours after landfall
	Perform preliminary debris cost estimate	2 to 48 hours after landfall
	Update GIS map with debris zones	2 to 48 hours after landfall
	Compile and issue daily report	Daily beginning 2nd day after landfall
	Obtain permit or appropriate approvals for DMS locations	6 hours after landfall until all necessary DMS locations are operational
MONITOR DEBRIS CONTRACTOR FIRST PUSH	Monitor equipment and labor hours of debris contractor equipment that is mobilized utilizing T&M daily log forms	70-hour T&M period

PRELIMINARY DEBRIS MONITORING PLAN [CONTINUED]

DEBRIS MONITORING TASKS	ACTION ITEM	TIMELINE
POST-EVENT TASKS [CONTINUED]		
MONITOR RIGHT-OF-WAY DEBRIS COLLECTION	1st Pass — Monitor debris contractor crews collecting eligible disaster debris from public ROWs and public property	Week 1 through Week 6
	2nd Pass — Monitor debris contractor crews collecting eligible disaster debris from public ROWs and public property	Week 7 through Week 10
	3rd Pass — Monitor debris contractor crews collecting eligible disaster debris from public ROWs and public property	Week 11 through Week 12
MONITOR SPECIAL WASTE COLLECTION	Monitor debris contractor crews collecting eligible special waste disaster debris such as appliances, stumps, leaning trees, hanging limbs, and HHW etc. from public ROWs	Week 3 through Week 10
DMS OVERSIGHT AND MONITORING	Document pre-DMS conditions with photographs and other means as required by regulatory agencies	1st week until debris mission complete
	Observe debris contractor operations at the site to assure environmental compliance	1st week until debris mission complete
	Perform “load calls” of debris contractor debris loads	Throughout mission
	Monitor debris contractor upon exit of DMS	Throughout mission
	Document post-DMS conditions with photographs and other means as required by regulatory agencies and that site is restored to original condition	Following completion of debris removal activities
MONITOR CITIZEN DROP-OFF SITES	Document pre-DMS conditions with photographs and other means as required by regulatory agencies	Prior to opening DMS locations
	Document and record residents and debris drop-off	Throughout mission
	Observe debris contractor operations at the site to assure environmental compliance. Document amount of debris processed	Throughout mission
	Document post-DMS conditions with photographs and other means as required by regulatory agencies and that site is restored to original condition	Following completion of debris removal activities
MONITOR FINAL DISPOSAL	Obtain documentation that final disposal location is permitted and approved for the debris material	1st week until debris mission complete
	Monitor final disposal of debris contractor and obtain scale record or load manifest	Throughout mission
DATA MANAGEMENT/ HAULPASS EVENT MANAGER	Manage and facilitate roll-based access and use of dynamic HaulPass Event Manager website for mission progress reports, data transfer, and an ensemble of data reports	Throughout mission
	Perform debris contractor invoice reconciliation	As invoices are submitted by debris contractor
	Issue applications for payment of debris contractor invoices	As invoices are submitted by debris contractor
	Coordinate and facilitate data transfers request from debris contractor, state and federal personnel	Throughout mission
CALL CENTER	Operate and staff call center in coordination with CIC	Throughout mission
WATERWAY DEBRIS REMOVAL MONITORING	Monitor debris collection crews collecting eligible debris from area waterways	If needed
MONITOR PRIVATE PROPERTY DEBRIS REMOVAL	Manage PPDR program	If needed
DEMOLITION OF STRUCTURES ON PRIVATE PROPERTY	Manage demolition program	If needed
PROJECT CLOSEOUT	Provide electronic and hard-copy files	Mission completion

A synopsis of Rostan's monitoring tasks are discussed below.

PRELIMINARY DEBRIS ASSESSMENTS

Debris estimation is critical to determining the type and size of a debris recovery operation. In coordination with the City, we will evaluate the potential impact area prior to an event and develop a disaster debris estimate utilizing industry standard modeling software. Following the impact, we will perform preliminary debris estimates based upon aerial, topographical, and visual reconnaissance of the affected area compared to pre-event conditions. Within 24-48 hours of activation, we will provide debris estimates as well as develop a monitoring staffing plan in coordination with the City and the debris contractor.

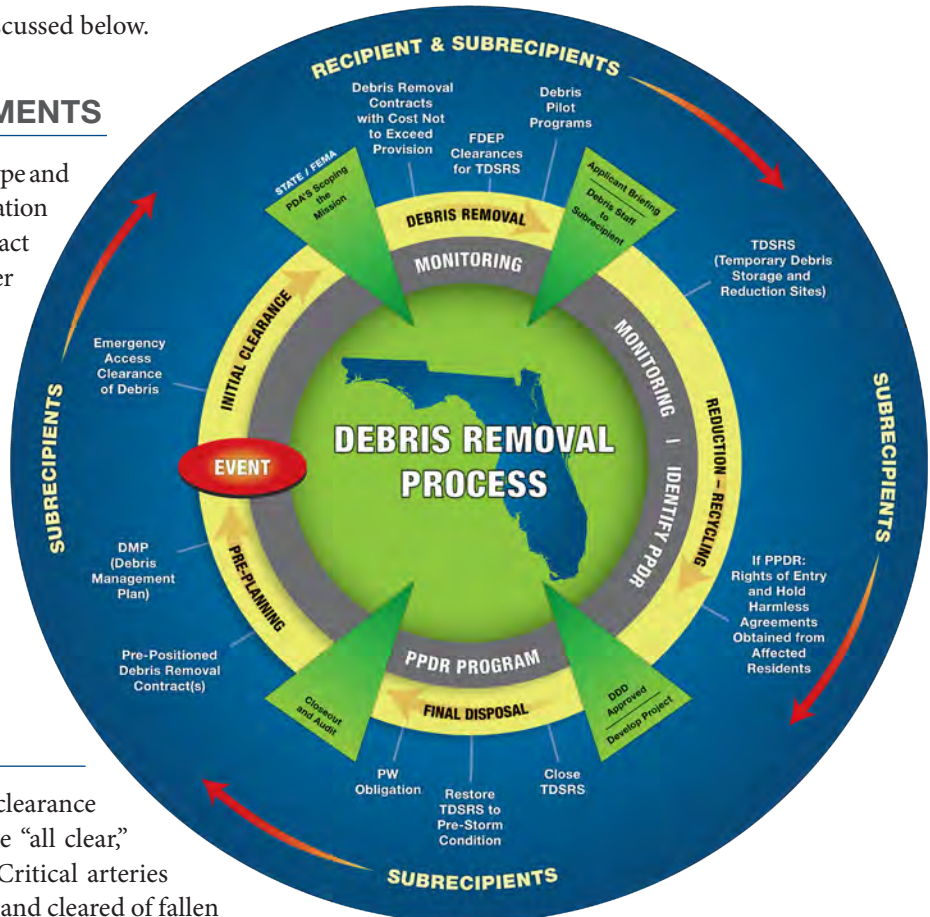
MONITORING FIRST PUSH/CUT AND TOSS

Following an event, the “initial push” or debris clearance phase begins as soon as possible following the “all clear,” typically issued by the incident commander. Critical arteries and emergency response routes are prioritized and cleared of fallen trees, limbs, and other disaster debris by teams of debris contractors, electric company crews, local client crews and Rostan monitors. The debris clearance phase may go beyond the FEMA 70-hour allowable time and materials window under certain scenarios.

If requested, Rostan will provide quality assurance monitors to document and record time and materials efforts during the debris clearance phase. Rostan utilizes customized time and materials forms as well as the HaulPass® system to document and monitor debris clearance operations. Rostan can and will facilitate the administration and management of the information to be provided in support of project worksheet development for Category B reimbursement from FEMA.

Rostan will perform the following tasks during the debris clearance phase:

Certify and placard equipment and vehicles
Assist with documenting and prioritizing roads for immediate clearance
Capture time and materials efforts by City personnel, contractor staff crews, and volunteers
Manage the time and materials information collected daily
Issue a daily report of roads cleared, road status and schedule, and other salient data
Review and reconcile contractor and supplier invoices
Compile and provide information for all Category A and B PWs



DEBRIS MANAGEMENT OPERATIONS AND REPORTING



Rostan will communicate and coordinate with the City with respect to its Operations Command Center from which we will coordinate field operations. Field monitors are deployed with debris contractor crews to monitor the loading of trucks and to issue load tickets. We provide area field supervisors that are responsible for a defined geographic area in support of monitoring efforts. Our supervisors will work closely with the City recovery manager and field service representatives to anticipate and address changing field conditions, manage communications, deploy field staff, and make adjustments as necessary to efficiently manage debris collection operations. Our HaulPass® system provides timely data from the field in terms of trucks deployed, volume of materials received at each DMS, and GPS mapping of debris removal efforts.

In addition, we will coordinate with City personnel to respond to any potential property damage claims resulting from the debris removal process and establish a call center for claims reporting and management of claims resolution. This call center will be located at the Operations Command Center. During previous debris recovery efforts, we have utilized our proprietary disaster debris damage complaint tracking system to track complaints from residents, document evaluations of damaged property, capture images, and ensure that each complaint was tracked from inception to final resolution.

Rostan staff will coordinate and communicate with the City regarding overall debris recovery status, debris contractor performance and daily debris recovery operations. Rostan provides daily reporting to document each day's activities and the HaulPass® Event Manager is accessible via a web interface to view real-time operational information such as:

Debris volumes collected by debris type
Debris volumes hauled by type
Debris quantities by DMS
Equipment certification totals

A daily report will be provided the morning of the following day, and weekly reports can be provided if requested. The daily report format shall be approved by the City.

ROW DISASTER DEBRIS COLLECTION MONITORING

Our Right-of-Way (ROW) load site quality assurance monitors (ROW monitors) are trained with respect to FEMA *Public Assistance Program and Policy Guide* (PAPPG) *FP-104-009-2, June 2020* guidance. Our training also includes health and safety components, eligibility requirements specific to the local, state, and federal regulations, and debris contractor monitoring. Rostan's operations manager and supervisors work closely with the City and debris contractor personnel to provide ROW monitors for each debris crew mobilized by the debris contractor. Rostan's operations manager and supervisors are responsible for ROW monitor training, scheduling, deployment, QA/QC, as well as reacting to daily changes associated with debris contractor crews, monitor issues and FEMA inquiries.

Each Rostan ROW Monitor will be equipped with a HaulPass® handheld unit as well as all necessary field equipment and required health & safety personal protective equipment (PPE). Rostan ROW monitors are capable of performing any of the tasks listed below:

Monitor eligible disaster debris collection from ROW and public property
Initiate a HaulPass® load ticket for each eligible load of disaster debris
Monitor debris contractor activities
Report health & safety concerns
Report and document property damage or accidents
Monitor collection of special waste such as appliances, HHW, etc.
Mobilize and de-mobilize daily

SPECIAL WASTE MONITORING

Special waste is considered to be disaster debris material that is typically collected separately from vegetative and C&D storm debris. The most common special wastes include:



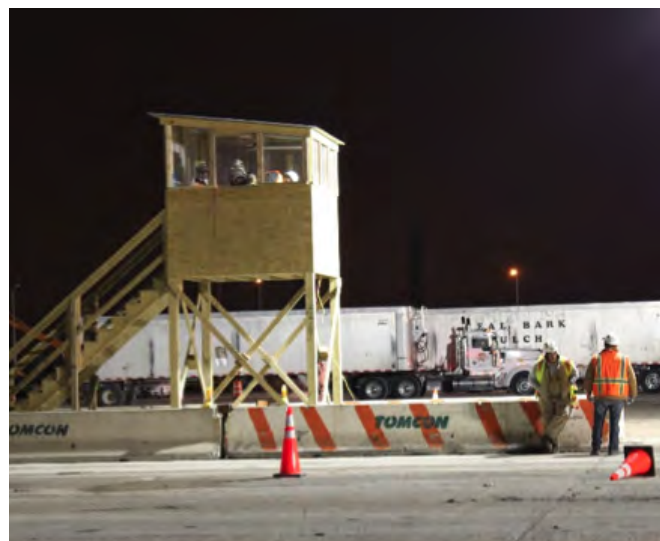
White Goods
Household Hazardous Waste (HHW)
Hazardous Stumps
Hanging Limbs
Leaning Trees
Abandoned Vehicles
Derelict Boats

Rostan special waste monitors are experienced ROW monitors that have received additional training and experience monitoring special wastes. Rostan assigns a monitor to each debris contractor special waste crew. Rostan's operations manager coordinates closely with the debris contractor to facilitate a safe and efficient operation. Rostan monitors use HaulPass® to document each eligible debris item (e.g., hazardous stump, refrigerator, etc.) with photographs tagged with GPS coordinates and any footnotes.

DEBRIS MANAGEMENT SITE (DMS) SELECTION AND APPROVALS

Effective debris management begins with the identification of potential DMS locations. We will assist the City in obtaining necessary approvals and permits from local, state and federal agencies for each site. Initially, our project team coordinates with the City to obtain relevant information such as current site ownership, current site use, right-of-entry considerations for privately owned sites, planned reduction methodologies for each site, and City-specific objectives for each site. We then collect baseline data on the designated DMS consistent with federal, state and local requirements and in general accordance with FEMA guidelines. Baseline data collection and monitoring activities are focused on achieving successful and timely site closure. Information obtained for each site is compiled into a baseline DMS report, as well as a closure report that we prepare after all debris has been removed from the site. If requested, we conduct both base-line and closure groundwater and soil sampling to document conditions prior to and after debris management activities and establish whether the DMS was adversely affected by these activities.





MONITORING DMS OPERATIONS

We conduct frequent observations throughout the debris management process as debris is stored, reduced, and removed from various sites, and until site restoration to pre-disaster condition is complete. We evaluate the debris contractor's procedures for proper storage, management, and disposal of all debris types and advise the City of any potential issues that could affect reimbursement funding. We also can arrange for aerial photography to document overall site activities during debris management operations.

Following debris operations, our project team will prepare a DMS closure report documenting the site conditions upon closure. This report compares baseline and closure environmental conditions that typically includes a comparison of analytical data collected as well as photographic documentation for visual comparison. Rostan DMS-related monitoring tasks may include:

DMS selection and approval assistance

Development of criteria for management of a DMS

Inventory of all sites handling debris (such as DMS locations, landfills, staging areas, citizen drop-off sites, etc.)

Permitting and coordination needs for DMS locations, including communications with state and local regulatory agencies

Performance of baseline data collection including photos and/or video of each DMS, current site layout sketch, documentation of physical features, current land use, current structures, use or storage of chemicals (past or current) on-site, and other relevant information

Development of a sampling plan for each DMS including sampling locations, specific media, and analytical parameters, if required

Performance of baseline soil and groundwater sampling, if required

Ongoing DMS monitoring

DMS closure

Preparation of a DMS baseline and closure report for each site

TOWER MONITORING AND LOAD CALLS

Rostan provides tower monitors that have extensive experience in DMS monitoring activities and have worked with us on previous disaster recovery events. Rostan tower monitors understand debris site management and equipment. It has been observed by others that Rostan tower monitors are among the most professional and technically competent in the industry. Our monitors are trained to verify the truck volume, identify truck modifications, accurately make the load call, document daily volumes managed, and observe contractor activities.

EQUIPMENT AND VEHICLE CERTIFICATION

Rostan has experienced, fully-dedicated, and equipped certification teams prepared to deploy immediately following an event in order to identify potential equipment certification site(s), establish the certification site(s), oversee certification operations, certify equipment, and provide accurate record keeping to maximize reimbursement. We have established an electronic data capture protocol for equipment certification operations utilizing our HaulPass® System.

Rostan staff understand the importance of equipment and vehicle certifications. Rostan utilizes the HaulPass® system for digitally recording, storing and managing the information associated with each piece of equipment. Certifications can be provided for cubic yardage and/or tonnage. Rostan certification teams are experienced with volumetric measurement and calculations for all types of debris contractor vehicles and equipment used in the industry. Our certification staff follow Rostan's standard operating procedures which are consistent with FEMA *Public Assistance Program and Policy Guide* (PAPPG) FP-104-009-2, June 2020 and contain some of the following components:



HaulPass® system equipment/vehicle certification form

HaulPass® smartcard and placard Issued for each vehicle or piece of equipment

Debris contractor safety checklist verified

Random QA/QC re-Certifications — conduct random audits of contractor equipment to ensure the volume is consistent with the original placard

Rostan certification teams can certify 24 hours per day, 7 days per week if required.

CANALS AND WATERWAYS DEBRIS MONITORING

Removal and monitoring of debris from canals and waterways increases the complexity and potential danger of a typical ROW debris management event and requires a specialized approach. Rostan has extensive experience monitoring debris removal from navigable and non-navigable waterways. For example, we monitored debris removal operations for both the Sunshine Water Improvement District and the Coral Springs Improvement Districts in Broward County, FL as part of the Hurricane Irma recovery. These projects were performed from the water, as access to each district's canals is extremely restricted. Given the cost associated with this type of debris removal, it was imperative that debris, along with hazardous limbs and trees, be completed on the first pass. To accommodate that, Rostan performed a comprehensive survey of each canal to catalogue debris piles and leaners/hangers. This was accomplished using tablets to photodocument areas of concern. Photodocumentation included capturing GPS for each area. This information was shared with our clients and with their debris contractor. Collection of this type of information allows critical preplanning to occur prior to mobilization. Once completed a drone was used to capture a video record of the completed work. This information was useful in dealing with concerned residents whose properties abut the canals. In New Jersey following Hurricane Sandy, Rostan provided extensive waterways debris monitoring that included documenting canal, channel and embayment dredging of storm related materials. Rostan will coordinate monitoring operations with the debris contractor and City to ensure a safe and efficient collection and disposal of eligible storm debris. It is our policy to provide an experienced monitor for each debris collection crew.



TYPES OF DEBRIS FIELDS INCLUDE:

Storm drains, catch basins and flood control ditches
Canals, streams, rivers and inland waterways
Bays, beaches and channels

TYPES OF DEBRIS MAY INCLUDE:

Displaced damaged structures such as buildings, docks, pillars, etc
Derelict vessels and vehicles
Vegetative storm debris such as tree trunks, limbs, etc
C&D debris
Displaced sand and soil
Dredge spoils

Rostan understands the importance of taking additional safety precautions when performing debris monitoring in waterways.

PRIVATE PROPERTY DEBRIS REMOVAL AND DEMOLITION MONITORING

Typically, FEMA does not provide federal support for work conducted on private property. In certain instances, eligible applicants can apply for federal support for this type of work if the damage is extensive, and deemed harmful to a community at-large. Private property debris removal (PPDR) and structural demolition work in accordance with federal, state, and local requirements can require extensive logistical coordination, detailed record keeping, and operational aptitude. Rostan is highly adept at providing and managing all three of these aspects.

Since 2011, Rostan has had the opportunity to serve multiple clients in this capacity, most recently the Army Corps of Engineers in New York City and two municipal clients in New Jersey following Hurricane Sandy in 2014.

This continued experience has allowed us to adopt and refine our approach to PPDR/demolition projects. Initial focus is placed on determining the areas of impact and conducting site evaluations to determine the extent of damages and formulate site specific management plans. Historically, these site evaluations have involved FEMA and other governmental agencies such as the Florida Department of Environmental Protection (FDEP).

Once properties are identified they are placed into a queue that generally follows the FEMA 19-point checklist. This checklist includes processes that must be followed to remain eligible for reimbursement funding and conduct a safe debris removal effort. Some of these processes are lengthy and can consume considerable amounts of time, therefore it is critical to understand project management tools and coordinate processes simultaneously. For example, the checklist includes obtaining utility disconnect notices. This requires a letter from a service provider confirming utilities have been disconnected from an identified structure. In some instances, it may take 2-3 weeks before a service provider can disconnect a utility and issue a letter of disconnect. When 4-5 service providers are involved for one structure this process alone can burden the management process and slow the recovery effort. Rostan understands these challenges and is experienced in managing multiple processes simultaneously to expedite recovery efforts.

At the same time, a Right-of-Entry (ROE) agreement signed by the owner or the owner's authorized agent is required for each project site on private property. Without this document municipalities and their representatives do not have legal authority to access the property. At times, these are easy to obtain and residents voluntarily submit them. In other times, residents have been displaced or even worse deceased, due the disaster. In instances where volunteered authority is not an option it is critical to have a consultant with experience in these matters. Rostan has this experience and has assisted in tracking down displaced residents and next of kin and developed paths forward whether it's through code enforcement and condemnation procedures or other alternatives.

Rostan has developed comprehensive project management solutions tailored specifically to past clients to help manage PPDR/demolition programs and is committed to providing nothing less to the City. We can provide web-based tools that grant user-based access allowing for an efficient management PPDR/Demolition program.

Some of the highlights from our PPDR/Demolition Module are as follows:



USER-BASED LOGIN ACCESS

Access to data collected is restricted due to document sensitivity and privacy concerns. This data will be collected on behalf of the City and will be shared with verified stakeholders only upon approval by City officials. Furthermore, user roles can be restricted to read only disabling the ability of a user to change data.

DATA INTEGRATION

Rostan can integrate external data sets into its database. In this example, the client provided us with access to their parcel data. This enabled us to search their data set for property records through our interface. Field investigations confirmed whether work was required on the parcel and we were then able to create a record in our Module using the parcel data as the record base. This measure, though simple on the surface, saved countless hours of record searches and increased project efficiency.

SITE PROFILES

Field evaluations are responsible for identifying sites or potential sites that may require PPDR/demolition work. When field data is collected, it is brought to a data manager or logistics coordinator and a profile for that site is created in our Module. The creation of a site profile creates a unique ID number and initiates a system of checkpoints. A checkpoint might be obtaining an ROE or uploading "before work" site photos. These profiles are regularly updated and trigger subsequent steps in the process. Once all pre-work requirements have been met the site profile will produce a "ready to proceed" indicator. When the physical PPDR/demolition work is complete, the site profile will be updated to include additional elements and provide as site closeout checklist. Site profiles are the blueprint for each site and are integral to the recovery operation.

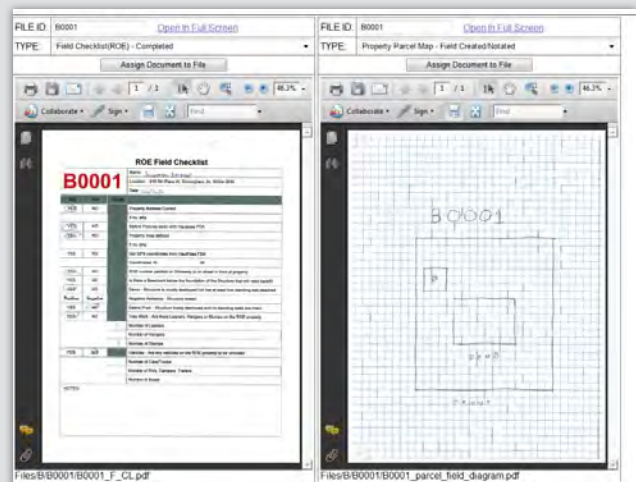
TASKING

Tasking allows users, such as the City, to assign a task to a Rostan representative. A task might be simple like "Mr. Johnson has her insurance certificate but is unable to mail it. Can you send someone to retrieve it from 1324 West Apple Street please?" This feature allows users in-module communication and reduces the use of external emails and other forms of communication resulting in increased operational continuity.

Record	Task Date	Task	Creator	Update Note	Update/Close
C0647	11/03/2011 12:41 PM	ROW Debris Pile in front of 845 Nelmis St. Please clean up asap.	Edwin Revell		☐ Submit
C0896	11/03/2011 11:21 AM	Need ROW Debris picked up at this property as soon as possible.	Edwin Revell		☐ Submit

DIGITAL RECORD KEEPING/FILE MANAGEMENT

Though paper records are necessary, we digitize as many aspects of the PPDR/demolition process as possible. This means creating a digital record for each site and managing associated documents. Site specific digital records may include photographs, maps, load tickets, ROE forms, utility letters, occupancy notices, etc. These digital records are updated daily and mirror the field folder. In fact, we generally advise against using original documents in the field where possible. Should a hard copy need to be available at a given work location we recommend creating a duplicate paper record for field use only. Digitizing records allows multiple users to access the same file simultaneously and increases operational and logistical efficiency. At the end of the project Rostan will turn over all original documents and a digital record of each site to the City.



EXPORTS/REPORTS

All data collected can be queried to provide reports and meet reporting requirements of the City. Typically, we generate a broad project status report and provide .CSV or Excel files for download. Experience has taught us that these data files are generally of the most use.

Right of Entry / Nuisance Abatement				
PROJECT STATUS REPORT				
November, 8 2011 11:06 AM				
Project Total		Total	B#	C# D#
Total Properties:		1108	525	559 24
Properties Entering Program (1)		Total	B#	C# D#
Property Detail Received:		1	1	0 0
Property Evaluation:		0	0	0 0
Site Photos Requested:		0	0	0 0
Site Photos Completed:		0	0	0 0
Site Photos Available:		0	0	0 0
Properties Starting/Started Work (8)		Total	B#	C# D#
Approval to Proceed		0	0	0 0
Work Started:		0	0	0 0
Hold Work:		8	5	3 0
Properties Ready to Close (943)		Total	B#	C# D#
Work Completed:		36	32	4 0
After Photos Available:		0	0	0 0
Demo Hold:		139	60	55 24
Property in File Review:		768	166	301 0
Properties Closed (0)		Total	B#	C# D#
Property Closed:		0	0	0 0
Properties Currently Ineligible, Withdrawn or Outside NGIA (457)		Total	B#	C# D#
Property Ineligible/Withdrawn:		307	111	196 0
Property Outside NGIA Grid:		150	150	0 0

CONFIGURABILITY

Our PPDR/Demolition Module can be tailored to meet specific City needs. Whether it is added functionality like user configurable reports or a change as simple as where a link is on a page, we will make every effort to accommodate these requests.

5.4 AUTOMATED DEBRIS MANAGEMENT SYSTEM [ADMS]

HAULPASS®: OUR UNIQUE DISASTER DEBRIS MANAGEMENT APPROACH



HaulPass® completely eliminates the need for paper (manual) load tickets during a debris removal mission. HaulPass® is the most tested, proven, paperless, and reimbursed ADMS in the industry. Through the use of mobile data capture technology and encrypted Smart cards, HaulPass® establishes a secure data environment for collection and management of critical information that can be adapted to meet a variety of contract parameters. Data collected using HaulPass® is made available to stakeholders through a role-based secure web portal.

HaulPass® was validated by the US Army Corps of Engineers (USACE) in June 2008 and again in 2015 in response to ADMS requirements in USACE Advance Contract Initiative (ACI) Solicitations. HaulPass® was the only system to have been offered by respondents in all 11 Regions under the ACI program and the only ADMS to be validated by the USACE in 2008.

Rostan is the exclusive provider of our proprietary HaulPass® ADMS – the most proven system in the industry. HaulPass® is so reliable and easy to use that Rostan has not utilized paper load tickets since 2008 – for any client, period.

HaulPass® was developed with a primary focus on security and to combat the inefficiencies that plague a paper-based ticketing operation. With a focus on securely automating many of the necessary data collection aspects surrounding debris removal missions, HaulPass® was able to reduce errors and omissions, prevent fraudulent activity through a role-based modular application, and increase operational, reporting, and reimbursement efficiencies.

HaulPass® is modular data collection software that, when paired with properly specified hardware, enables end users to efficiently collect pertinent information necessary to support Project Worksheet (PW) development and ultimately enable reimbursement to occur expeditiously.

In general, HaulPass® performs in the following manner:

THE HAULPASS® PROCESS

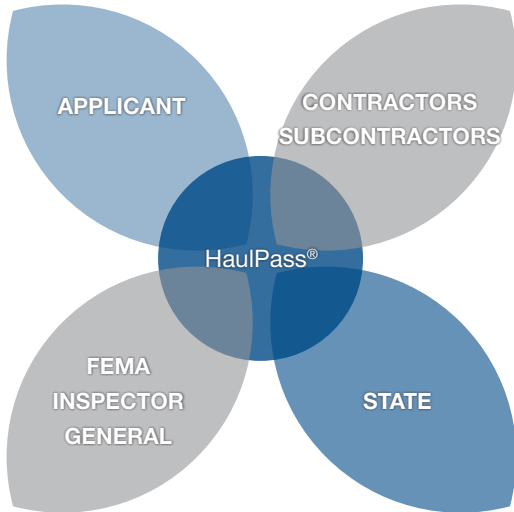
The certification process includes the certification of personnel authorized to operate the HaulPass® system and the certification of hauling or debris removal equipment. The certification process enables the system to perform two primary ticketing functions. These functions are known as hauling tickets (e.g., ROW tickets) and task specific tickets (e.g., hazardous stumps, white goods, HHW, etc.). In each case, the certification process results in the issuance of encrypted smart cards that serve as the medium through which data is digitally collected and processed.

In the case of personnel certification, the smart cards are role-based, providing the user with access to only a specific module within the software application. This role-based access prohibits users from accessing modules that they are not properly trained to operate and reduces the opportunity for unscrupulous activity. The majority of users will be certified to conduct right-of-way and DMS monitoring activities since these are the two most common roles utilized in debris removal operations.

Data contained in these digital tickets is ultimately synchronized from the field through cellular networks or via satellite uplink if cellular networks are not available and stored on secure data servers where it can be accessed by all stakeholders. The overall system does not, however, rely on cellular coverage to operate.

We would be glad to conduct a demonstration for the City upon request.

DATA ACCESSIBILITY



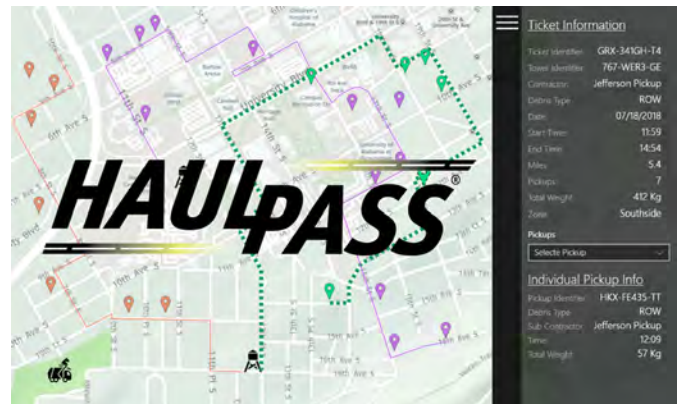
The HaulPass® Event Manager database is available via a secure internet portal (website) to all parties involved in the debris recovery process via role-based security to provide concise and accurate presentation of the data collected in the field. This data repository allows the stakeholder to utilize a central and consistent data set that increases the efficiency of reporting, invoice reconciliation, and supports PW development.

The HaulPass® Event Manager website is monitored and supported 24/7 by a development and database management team and is guaranteed by the hosting company to have 99.99% availability. Our database management team is responsible for the quality control (QC) of all data that is collected. The data also can be exported easily in various formats to provide compatibility with other systems for various purposes. In addition, a lead data manager will be assigned for each event response.

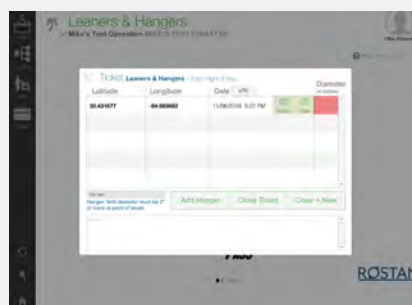
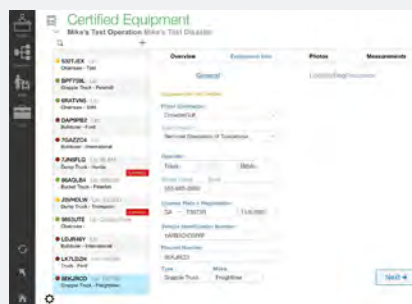
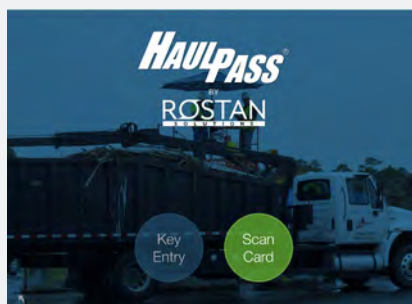
Role-based access can be provided at the discretion of the City. For example, the data can be administered in a way that allows contractors, the City, and FEMA to have different levels of access to data collected.

MAPPING AND PHOTOS

HaulPass® can capture photo documentation and provide illustrative mapping of debris collection. Some photo documentation is required by FEMA to support reimbursement requests for certain types of debris collection, but additional photos may be captured to document the operation and develop progress reports. Photos are tied to debris collection locations and hauling tickets. Combined with typical data collection elements, we can depict the progress of a debris removal operation in near real-time by displaying it on a web-accessible map. When extrapolated out across an entire debris removal arena, users can instantly see visible progress of the collection effort.



HAULPASS® INTERFACE



HAULPASS® EQUIPMENT CERTIFICATION

The screenshots show the Haulpass mobile app interface. The top screen displays a list of equipment under the heading 'Certified Equipment Charleston County, SC 2019 - HURRICANE DORIAN - SC'. The second screen shows a detailed view of a specific unit, SKASAEH, including its placard, license plate, and registration information. The third screen shows a printed certification document for the same unit, including the contractor's name, monitor ID, and load coordinates.

HAULPASS® RECEIPTS

Charleston County... 2019 - Hurricane Dorian -	TICKET ID 8KPHPUF
Contractor Information	
Certification ID	724XEQE
Prime	AshBritt Environmental
Sub	Beeghly Tree, LLC
Load Information	
Monitor ID	6J293F4
Ticket Type	Right of Way (ROW)
Load Coordinates	32.741163, -80.241524
Load Time (UTC)	9/11/2019 14:52
Disposal Information	
Monitor ID	3ZRBVAX
Site Name	Hyde Park Road DMS
Tower Coordinates	32.816010, -80.258294
Disposal Time (UTC)	9/11/2019 15:21
Debris Type	VEG
Certified Capacity	72.4 CY
Load Call	70%
Calculated Quantity	50.7 CY
TICKET COPY	
A ROSTAN SOLUTIONS PRODUCT WWW.HAULPASS.COM WWW.ROSTAN.COM	

Charleston County... 2019 - Hurricane Dorian -	TICKET ID 48H2XWC
Contractor Information	
Certification ID	7DX4FJE
Prime	AshBritt Environmental
Sub	Tri-Rivers
Ticket Information	
Monitor ID	3KDFRM6
Ticket Type	Hanger
Load Coordinates	32.745113, -79.935474
Load Time (UTC)	9/28/2019 21:11
Unit Quantity	1.0
Notes	
TICKET COPY	
A ROSTAN SOLUTIONS PRODUCT WWW.HAULPASS.COM WWW.ROSTAN.COM	

Charleston County... 2019 - Hurricane Dorian -	TICKET ID 7YG89V9
Contractor Information	
Certification ID	6Z7SHY7
Prime	AshBritt Environmental
Sub	Beeghly Tree, LLC
Ticket Information	
Monitor ID	FVFFX96
Ticket Type	Leander
Load Coordinates	32.751299, -80.077336
Load Time (UTC)	10/5/2019 14:41
Unit Quantity	1.0
Unit Diameter	17.1 in
Notes	
TICKET COPY	
A ROSTAN SOLUTIONS PRODUCT WWW.HAULPASS.COM WWW.ROSTAN.COM	

A PROVEN PRODUCT

The HaulPass® system is supported in the field by a tested and proven debris management team and has proven successful in multiple deployments:

EVENT TYPE	YEAR	LOCATION	PROJECT
Hurricane Katrina	2006	Hancock County, MS	USACE — Debris Removal
Ice Storm	2006	Erie County, NY	Stump Removal
Post Hurricane Katrina	2007	Cocodrie and Lafayette, LA	Waterway Debris Removal
Hurricane Ike	2008	Galveston, TX	USACE/TXDOT — Debris Removal
	2008	Humble, TX	Debris Removal
	2008	Piney Point, TX	Debris Removal
	2008	Nassau Bay, TX	Debris Removal
	2008	Vermillion Parrish	USACE — Debris Removal
	2008	Cameron Parrish	USACE — Debris Removal
Earthquake	2010	Port-au-Prince, Haiti	Demolition and Debris Removal
Tornado	2011	Birmingham, AL	Demolition and Debris Removal
Tornado	2011	Joplin, MO	USACE — Demolition and Debris Removal
Hurricane Irene	2011	James City County, VA	Debris Removal
	2011	York County, VA	Debris Removal
	2011	Williamsburg, VA	Debris Removal
Hurricane Sandy	2012	New York, NY	USACE — Demolition and Debris Removal
	2012	State of New Jersey	NJDEP — Waterway Debris Removal
	2012	Brick Township, NJ	Demolition, PPDR, and Debris Removal
	2012	20 municipalities in NJ	Debris Removal
Ice Storm	2014	Jenkins County, GA	Debris Removal
Ice Storm	2015	White County, TN	Debris Removal
	2015	Cumberland County, TN	Debris Removal
Flooding	2015	Charleston County, SC	Debris Removal
Tornado	2016	Essex County, VA	Debris Removal
Flooding	2016	Iberia Parish, LA	Debris Removal
Hurricane Matthew	2016	Charleston County, SC	Debris Removal
	2016	Berkeley County, SC	Debris Removal
	2016	Martin County, FL	Debris Removal
	2016	Garden City, GA	Debris Removal
	2016	Port St. Lucie, FL	Debris Removal
	2016	Town of Sewall's Point, FL	Debris Removal
Hurricane Harvey	2017	City of Kountze, TX	Debris Removal
	2017	City of Lumberton, TX	Debris Removal
	2017	City of Orange, TX	Debris Removal
	2017	City of Sour Lake, TX	Debris Removal
	2017	Hardin County, TX	Debris Removal
	2017	Village of Piney Point, TX	Debris Removal
	2017	Village of Rose Hill Acres, TX	Debris Removal
Hurricane Irma	2017	City of Belleair Beach, FL	Debris Removal
	2017	City of Belleair Bluffs, FL	Debris Removal
	2017	Broward County Public Schools, FL	Debris Removal
	2017	City of Coconut Creek, FL	Debris Removal
	2017	City of Coral Springs, FL	Debris Removal
	2017	Coral Springs Improvement District, FL	Debris Removal
	2017	City of Dania Beach, FL	Debris Removal
	2017	Village of Estero, FL	Debris Removal
	2017	New College of Florida, FL	Debris Removal
	2017	Town of Indian Shores, FL	Debris Removal
	2017	City of Madeira Beach, FL	Debris Removal
	2017	Martin County, FL	Debris Removal
	2017	City of North Port, FL	Debris Removal
	2017	Town of Palm Beach, FL	Debris Removal
	2017	City of Port St. Lucie, FL	Debris Removal
	2017	Town of Redington Shores, FL	Debris Removal
	2017	City of St. Pete Beach, FL	Debris Removal
	2017	Town of Sewall's Point, FL	Debris Removal
	2017	Sunshine Water Control District, FL	Debris Removal
	2017	Town of Windermere, FL	Debris Removal
	2017	City of Winter Springs, FL	Debris Removal
	2017	Tybee Island, GA	Debris Removal
	2017	Charleston County, SC	Debris Removal
Hurricane Maria	2017	Puerto Rico	USACE — Debris Removal
	2017	DTOP—Puerto Rico	Debris Removal
Hurricane Florence	2018	City of Lumberton, NC	Debris Removal
	2018	Town of Carolina Beach, NC	Debris Removal
Hurricane Michael	2018	Liberty County, FL	Debris Removal
Hurricane Dorian	2019	Charleston County, SC	Debris Removal
Tornado	2019	City of Richardson, TX	Debris Removal

EQUIPMENT

In 2018 HaulPass® was renovated and the requirements to implement and manage the system were reduced considerably. What used to encompass loading a truck and a trailer has been replaced with an airline ticket and a couple of checked bags.

HARDWARE

Rostan has on-hand, and in a ready state, enough equipment to supply 250 field personnel with HaulPass® equipment. While we anticipate this to be enough equipment to service our standby agreements following a catastrophic event in Florida, we recognize that other events may occur at the same time. We maintain strong vendor relationships with our major hardware providers and can secure additional hardware in less than 48 hours. We do not believe equipment shortages will be an issue at any point.



CONSUMABLES

Smart cards are the backbone of HaulPass® ability to run in a non-connected environment. We source our smart cards, which are now contactless, factory direct. We purchase them 10,000 at a time. This quantity generally lasts several years before requiring replenishment.

HaulPass® also utilizes thermal paper to produce receipts for load tickets. While not necessary for the system to operate, we keep on-hand enough paper to produce 100,000 load tickets with more available with a 5-7 day notice. HaulPass® can run completely paperless, a mode which we prefer. Instead of producing paper receipts, we have integrated an email function into the system whereby emails are sent to contractors containing PDFs of the receipts.

5.5 ADDITIONAL RELATED SERVICES

ACCOUNTING AND DOCUMENT MANAGEMENT

Rostan shall review, validate and reconcile debris management contractor(s) invoices prior to submission to the City for processing. Rostan shall conduct a meeting at the beginning of the debris management operation to fully explain the process to the City and debris contractor(s) representatives. All invoices from the debris contractor(s) shall be directed to Rostan. Within seven (7) calendar days of receipt, invoices shall be reviewed by Rostan to be accepted or rejected. Rostan shall issue in writing to the City and the debris contractor the acceptance or rejection of the invoices and a payment recommendation. If the invoice is rejected, Rostan shall clearly state the reasons for rejection and work with the debris contractor to resolve immediately.

Rostan will collect, audit for completeness and accuracy, tabulate, and organize debris monitoring information and data, vehicle certifications, project records, photos, manifests, and other pertinent project information, to support FEMA, state and local reimbursements, and in support of subsequent audits.

Rostan will provide regular status updates to the City, to include creating, updating and maintaining a database that contains all information on debris removal and disposal, including number of loads and types, vehicle certification, stump, hanger and leaner information and images. All electronic reporting will be provided in a format acceptable to the City and the City shall have access to the database to perform queries and produce reports. Rostan shall provide our reports in a timely manner as may be requested by the City. Following is sample documentation:

ROSTAN FIELD LOGS

The image displays five sample forms used for debris removal documentation:

- ROSTAN DEBRIS REMOVAL DAILY TOWER LOG:** A form for Charleston County, SC, Hurricane Dorian - 2019. It includes fields for DATE, LOCATION, MONITOR NAME, and SIGNATURE. The main table has columns for HaulPass Ticket ID, PLACARD ID, LOAD CALL, CALC. CY / TONS, and TIME IN, with rows numbered 1 through 25.
- ROSTAN DEBRIS REMOVAL DAILY MONITOR LOG:** A form for Charleston County, SC, Hurricane Dorian - 2019. It includes fields for DATE, LOCATION, MONITOR NAME, SIGNATURE, FIELD ARRIVAL, FIELD DEPARTURE, and CREW NAME/PHONE. It also has sections for ROADS / AREAS WORKED, SUMMARY OF DAILY ACTIVITIES, NOTES OF SIGNIFICANCE, and INCIDENTS.
- HAULPASS REQUEST FOR DATA CORRECTION FORM:** A form for Charleston County, SC, Hurricane Dorian - 2019. It includes fields for DATE, REQUESTED BY, HaulPass Ticket Number, and REASON FOR CHANGE. It also has a table for tracking corrections with columns for DATE, TIME, LOCATION, MATERIAL, QUANTITY, LOAD CALL, MONITOR, and OTHER. The bottom section includes fields for CONTRACTOR REPRESENTATIVE, APPLICANT REPRESENTATIVE, and HaulPass Administrator, each with NAME, PHONE, and SIGNATURE fields.
- HAULPASS HaulPass Log:** A form for Charleston County, SC, Hurricane Dorian - 2019. It includes fields for SUPERVISOR, DATE, and PAGE. The main table has columns for PDA #, RW 420 #, EMPLOYEE NAME, EMPLOYEE SIGNATURE, TIME OUT, TIME IN, and INITIAL RETURNED, with rows numbered 1 through 20.
- ROSTAN Daily Activity Log:** A form for Charleston County, SC, Hurricane Dorian - 2019. It includes fields for SUPERVISOR, DATE, and PAGE. The main table has columns for NAME, SIGNATURE, TIME IN, TIME OUT, COUNTY, CITY, LOCATION, TOTAL, and ROLE (with a sub-column for CHARGE). The bottom section includes a NOTES field and a SUPERVISOR SIGNATURE field.

DAILY OPERATIONAL REPORT



CHARLESTON COUNTY, SC Debris Management Daily Report

OCTOBER 9, 2019

HURRICANE DORIAN | FEMA DR-4464

73° F



TODAY'S WEATHER

10,588.9 CY

TODAY'S VOLUME

202

TODAY'S LOADS

30

DAY OF OPERATIONS

DAILY ACTIVITY SUMMARY

Hurricane Dorian Debris Removal Operations commenced provided 42 certified trucks and/or trailers throughout the Way (ROWs), as well as remove leaning trees and hanging representative ensuring that debris was removed from eligible ROWs.

There were no incidents to report.

HAULER CREWS

AshBritt utilized 42 certified trucks and/or trailers to remove vegetative debris removal. Additionally, there were 4 tree eligible ROWs.

MONITORING

Rostan personnel were assigned to monitor and document Hyde Park Road DMS, Pine Landing Road DMS, and Walpole included field monitors, leaner/hanger monitors, tower monitors.

AREAS WORKED

AshBritt crews cleared hurricane debris from along:

AD1 : ADAMS RUN	
OLD MILITARY RD	
AD2 : ADAMS RUN	
HIGHWAY 162	
AD3 : ADAMS RUN	
HIGHWAY 162	
E4 : MT PLEASANT	
WHITE FLAT RD	
E5 : MT PLEASANT	
W SHIPYARD RD	
ED1 : EDISTO	
EDINGSVILLE BEACH RD	
ED2 : EDISTO	
LOUIS BERRY LN	MARY SEABROOK RD
ED4 : EDISTO	
MIDDLETON POINT LN	
AD23 : JOHN ISLAND	
HICKORY KNL	HICKORY LANE DR

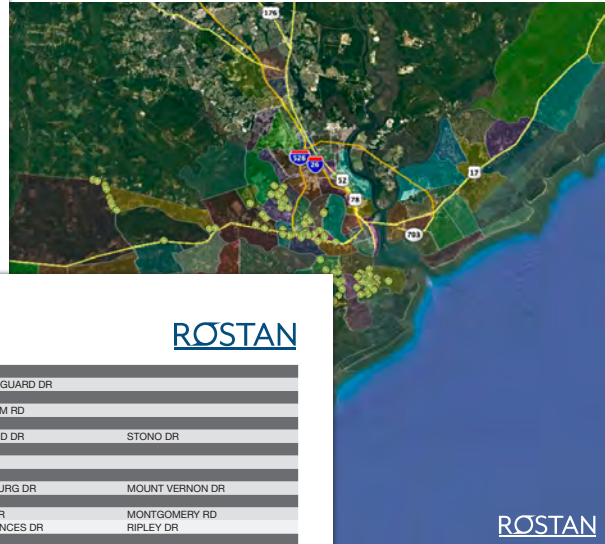


***All data represented in this summary is subject to audit.

J03 : JOHN ISLAND	COLONEL HARRISON DR	GEORGIA GUARD DR
BATTLE TRAIL DR		
J06 : JOHN ISLAND	SHADOW POND RD	WILD PLUM RD
CAMP CARE RD		
J1 : JAMES ISLAND	JAMES DR	RIVERLAND DR
HOLLYBERRY RD		STONO DR
J2 : JAMES ISLAND		
FORT JOHNSON RD		
J3 : JAMES ISLAND		
ARTHUR DR	CAMP RD	GETTYSBURG DR
		MOUNT VERNON DR
J4 : JAMES ISLAND	DARWIN ST	GREGG DR
AFFIRMATION BLVD		MONTGOMERY RD
CONDON DR	FORT SUMTER DR	LAKE FRANCES DR
		RIPLEY DR
J5 : JAMES ISLAND		
ANCHOR RD	BREAKWATER CT	REGATTA RD
BLOCKADE LN		STILLWATER DR
J6 : JAMES ISLAND	MIKELL DR	SEAFARER WAY
CLEARVIEW DR		THREE TREES RD
J7 : JAMES ISLAND	LANCASHIRE ST	ROBERT E LEE BLVD
ASHWORTH LN		
CORNISH AV		
K1 : KIRKMAN		
SUMMER DUCK WAY		
OS1 : OSBORN		
COUNTY LINE RD	HYDE PARK RD	
RA1 : RAVENEL		
DAVISON RD		
RA4 : RAVENEL		
MESSERVY RD		
RA5 : RAVENEL		
ERNEST HILTON LN		
W0 : WEST ASHLEY		
ASHLEY RIVER RD	DOGWOOD RD	
BANBURY RD	FOREST LAKES BLVD	
BEECHWOOD RD	GAMMON ST	
CHANCELLORY LN	HOLLIDAY ST	
W1 : WEST ASHLEY		
CHURCH CREEK DR	RICE POND RD	
W11 : WEST ASHLEY		
ASHLEY GARDENS BLVD	GAZANIA WAY	
W2 : WEST ASHLEY		
BOLTON RD	MARGINAL RD	
BUNKHOUSE DR	MCCLEOD RD	
BUTTE ST	PARKLAWN DR	
CORRAL DR	PKLEY ST	
W3 : WEST ASHLEY		
ARLINGTON DR	CHEROKEE HALL LN	
W4 : WEST ASHLEY		
2ND DR	KENYON ST	
CHELSEA CT	N WOODMERE DR	
W5 : WEST ASHLEY		
LANGO AV	WINSTON ST	
W6 : WEST ASHLEY		
5TH AV	RIVERDALE DR	
W7 : WEST ASHLEY		
ASHDALE DR	KIPLING RD	
BOSSIS DR	LONGFELLOW RD	
BROWNING DR	MARTIN LUTHER KING	
ENDO DR	N SHERWOOD DR	
W8 : WEST ASHLEY		
BOEING AV	CULVER AV	
CESSNA AV	HALO LN	
WAD2 : WADMALAW		
ALLANDALE PLANTATION RD	BRIGGER HILL RD	



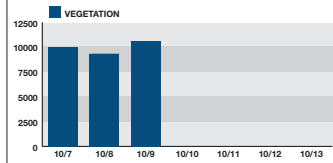
***All data represented in this summary is subject to audit.



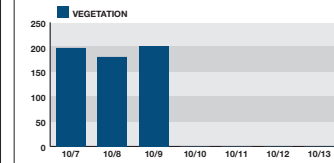
OCTOBER 10, 2019 - OPERATIONS PLAN

Debris Removal Operations will commence at approximately 0700 and conclude at or near 1900. It is anticipated that AshBritt will provide up to 60 trucks and/or trailers for collection and hauling. AshBritt crews will muster with Rostan personnel prior to departing for the field.

CUBIC YARDS DAILY TOTALS | WEEK OF OCTOBER 7, 2019



LOADS DAILY TOTALS | WEEK OF OCTOBER 7, 2019



DEBRIS REMOVAL SUMMARY: LEANERS / HANGERS

DEBRIS TYPE	TODAY	TOTAL
HANGERS	219	4,400
LEANERS	13	60
PROJECT TOTALS - LEANERS / HANGERS	232	4,460

DEBRIS REMOVAL SUMMARY: VEGETATIVE

DISPOSAL SITE	LOADS TODAY	TOTAL LOADS	DEBRIS ACCEPTED TODAY [CUBIC YARDS]	DEBRIS ACCEPTED TOTAL [CUBIC YARDS]
HYDE PARK ROAD DMS	109	4,036	5,515.20	202,055.50
PINE LANDING ROAD DMS	8	1,052	385.30	53,079.40
SEEWEE ROAD DMS	0	1,890	0.00	103,805.30
WALPOLE DMS	85	4,059	4,688.40	213,369.80
PROJECT TOTALS - VEGETATIVE	202	11,037	10,588.90	572,310.00

DEBRIS REMOVAL SUMMARY: LOADING LOCATION

MUNICIPALITY	LOADS TODAY	TOTAL LOADS	DEBRIS REMOVED TODAY [CUBIC YARDS]	DEBRIS REMOVED TOTAL [CUBIC YARDS]
CITY OF CHARLESTON	102	4,011	5,436.30	208,529.70
CITY OF FOLLY BEACH	0	80	0.00	4,229.10
CITY OF ISLE OF PALMS	0	200	0.00	10,275.50
COUNTY OF CHARLESTON	54	3,763	2,787.70	187,452.50
TOWN OF AWENDAW	0	36	0.00	1,901.10
TOWN OF HOLLYWOOD	2	319	94.90	16,663.60
TOWN OF JAMES ISLAND	40	857	2,051.70	46,075.30
TOWN OF MCCLELLANVILLE	0	21	0.00	1,189.50
TOWN OF MEGGETT	0	133	0.00	7,000.20
TOWN OF MT PLEASANT	0	1,473	0.00	81,704.10
TOWN OF RAVENEL	4	59	218.30	3,004.50
TOWN OF ROCKVILLE	0	24	0.00	1,214.60
TOWN OF SULLIVANS ISLAND	0	61	0.00	3,070.30
PROJECT TOTALS - LOADING LOCATION	202	11,037	10,588.90	572,310.00



All data represented in this summary is subject to audit of HaulPass® database, field logs, etc. and should be considered an operational summary only.

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Rostan's reports are customized based on each client's specific needs.

ROSTAN DMS CLOSURE REPORT



CHARLESTON COUNTY, SC Debris Management Site Report



HURRICANE DORIAN | FEMA DR-4464

HYDE PARK ROAD DMS

6381 Hyde Park Rd.
Adams Run, SC 29470

32.817028, -80.257787

1750000031

ADDRESS

GPS LOCATION

PARCEL IDENTIFICATION

HYDE PARK ROAD DMS ACTIVITY SUMMARY

A South Carolina Department of Health and Environmental Control (DHEC) approval letter was issued on September 9, 2019 allowing for the consolidation and temporary storage of vegetative debris resulting from Hurricane Dorian at Hyde Park Road DMS. Onsite operations commenced September 10, 2019. The final day of right-of-way debris hauling into Hyde Park Road DMS was October 28, 2019.

OPERATIONS SCHEDULE

In general, operations at Hyde Park Road DMS occurred on a 7-day per week schedule, 0700-1900 hours.

DEBRIS TOTALS

A grand total of 4,365 truckloads of vegetative debris were brought into Hyde Park Road DMS, totaling 218,711.80 cubic yards of debris.

FINAL DISPOSITION

Vegetative debris at Hyde Park Road DMS was reduced to mulch by grinding. The mulch reached final disposition at Spring Grove Landfill, Ladson, SC. A grand total of 727 loads of mulched vegetative debris totaling 20,444.43 tons was disposed of at the landfill.



Rostan Solutions, LLC



Charleston County, SC | DR-4464

dhec		Storm Debris Management Form	
Bureau of Land and Waste Management		(PLEASE PRINT ALL INFORMATION)	
1. GENERAL SITE INFORMATION			
Name of Site: Collins Tract		County: Charleston SC 29426	
Physical Address of Site: 6381 Hyde Park Road		City: Charleston	
City/Address: Run		State: South Carolina	
Site Telephone Number: (803) 553-2955		E-mail: dms@rostan.com	
Is this a new site? ☐ Yes ☒ No		If YES to either question, additional permits may be required.	
A map that clearly identifies the property boundaries (the layout of the site MUST BE INCLUDED with this form.			
The Map Number: 1750000031		Site of Property: 101	
Location: 32.817028		Location: -80.257787	
2. SITE ACTIVITY AND TYPES OF DEBRIS			
1. Previous Activity from the site: ☒ Debris ☐ Other		☐ Other	
2. Type(s) of Debris to be Managed (Select all that apply): ☒ Trees and Limbs ☐ Building Materials			
3. PROPERTY OWNER'S INFORMATION			
Name: Robert S. Collins		City: SC 29412	
Mailing Address: P.O. Box 284		State: SC 29412	
City: Barlow		E-mail: rscollins@rostan.com	
Telephone Number: (803) 152-2929		E-mail: rscollins@rostan.com	
4. REQUESTOR'S INFORMATION			
(The requestor MUST be a city, county or state government, or an official representative of a government entity.)			
Name: Rostan Logging		City: Charleston	
Mailing Address: 1344 Base Perry Road		State: SC 29414	
City: Charleston		E-mail: rlog@rostan.com	
Telephone Number: (843) 776-3838		E-mail: rlog@rostan.com	
5. PROPERTY OWNER'S SIGNATURE			
Signature: Robert S. Collins		Date: 9/19/19	
6. REQUESTOR'S SIGNATURE			
Signature: Rostan Logging		Date: September 10, 2019	
(THIS FORM IS REQUIRED FOR ALL STORM DEBRIS MANAGEMENT SITES)			

Rostan Solutions, LLC

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Exhibit B: Permits | Charleston County, SC | DR-4464



HYDE PARK ROAD DMS

0 262.5 525 1,050 ft
1 inch = 264 feet



Note: The Charleston County makes every effort to provide the most accurate information. The agency contained in the map is for informational purposes only. The Charleston County makes no warranty, express or implied, nor any guarantee as to the accuracy, reliability, or completeness of the information provided. The County neither endorses nor represents and is not responsible for any errors or omissions. The reader agrees to hold harmless the Charleston County for any cause of action and/or damages associated with any claims of action which may arise as a consequence of the County providing this information.

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Exhibit A: Property Parcel Map | Charleston County, SC | DR-4464



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Exhibit C: Cleared DMS Photos | Charleston County, SC | DR-4464



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Exhibit D: Cleared DMS Photos | Charleston County, SC | DR-4464

DAMAGE COMPLAINT TRACKING

During debris operations some property damage may occur while debris removal takes place. Rostan will coordinate with City personnel to respond to problems in the field associated with any property damage claims resulting from the debris removal process, and establish procedures for claims reporting and management of claims resolution. Rostan will establish contact with the resident and debris contractor to ensure timely resolution of these incidents.

We will visit and document the damaged property and populate a database for claims tracking which provides for documentation of the actions taken to resolve the claim. This database includes photographs with GPS coordinates, GIS mapping, photos, and digital logs of resident concerns. Rostan will follow up with the resident to make sure communications are clear between all parties. Rostan will also provide follow up phone calls or site inspections to confirm the claim has been resolved.

Rostan is pleased to provide our interactive online damage complaint tracking and resolution system which tracks all complaints, including details of damages and photos of damaged property and/or areas, to ensure that each complaint is resolved expeditiously.

[illegible]

PUBLIC ASSISTANCE (PA) FUNDING SUPPORT

As an integral part of disaster management consulting, Rostan provides financial consulting services to its clients as required to support the grant application and recovery process. Our proven experience with technical disaster recovery and strategy development and implementation is geared to maximize disaster funding assistance for clients. We understand the dynamics of disaster recovery financial planning, resource allocation, as well as the need for financial stability. We have extensive experience in representing clients' costs to grantee and federal agencies responsible for administering grant programs.

The scope of services contemplated by the City's RFP identifies considerable non-debris related services pertinent to the overall recovery of the City. Though the provided fee schedule does not include all applicable roles to facilitate assuming responsibility for these tasks, we have included our approach to providing these services to the City in the event that they are needed, and fees negotiated.

FEDERAL GRANT ASSISTANCE

Rostan has the capability and experience to support federal grant assistance in every disaster recovery and mitigation program currently administered by FEMA, HUD, FHWA, USDA, et al. Rostan prefers that the approach include building state stakeholder capacity, a client partnership can look like one or any mix of the following:

- **Responsibility.** Rostan can supply all elements of project and grants management for the City. Our team consists of former federal, state and local program managers, regulatory compliance staff, program experts, former state floodplain managers, NFIP and ICC experts, mitigation planners, and technical support staff in benefit-cost analysis, cost estimating,



hydrologic studies, project conceptual design, permitting support, environmental and engineering reviews, site visits / inspections, and program audits.

- **Shared Services.** Rostan can partner with the City to provide varying degrees of specific program tasks, working in concert with local staff to offer technical support and program capacity.
- **Mentoring.** Rostan can provide training, mentoring and support until City staff is prepared to operate the programs primarily on their own, retaining surge capacity to supplement the City in times of disaster or other need, and as growing programs demand new capabilities.

Rostan has developed a series of SOPs, guidance documents, and training materials for grants and project management of federal programs such as PA, HMGP and CDBG. Our approach is to provide an efficient and standardized system for the City to optimize the funding opportunities to its communities.

Most federal grant programs have a similar life cycle, as follows:

PRE-APPLICATION PHASE

Rostan staff will meet with the City to discuss proposed projects and communicate program requirements to the City. We have a dedicated funding team and will advise the City of other resources that may be available to leverage multiple sources of funding.

If necessary, Rostan will assist the City in the preparation of a pre-application, reviewing for program eligibility, national objective and whether the project sustained a direct impact from the storm. If not, a justification for economic revitalization will be prepared for the project. The team will verify that the City has adopted the latest flood elevations and appropriate building codes.

APPLICATION PHASE

Rostan will assist the City with the completion of the application and the citizen participation requirements. All necessary forms will be developed, such as the budget/cost summary form, supplemental information, program schedule, activity beneficiary form, target area and project maps, project description, cost estimates, other funds supplemental documentation, proofs of publication, statement of assurances, etc.

ELIGIBILITY

Federal grant applications submitted must be program eligible, cost effective, environmentally sound, and technically feasible. Rostan team reviewers include former PA, HMGP and CDBG-DR project managers, experienced technical staff (with BCA development, EHP review, and floodplain management expertise), and mitigation planners. Typical elements that must be satisfied:

Compliance with all requirements of federal grant eligibility – Damage, impacts, at risk.
Conformance with the current state hazard mitigation plan and any
Applicable local hazard mitigation plans
A beneficial impact upon the declared disaster area, and compliance
with any applicable state directives in the state program administrative plan for the specific disaster
Solution of a problem independently
Cost-effectiveness and evidence of substantial reduction of the future losses
Long-term and technically feasible
Conformance with all applicable environmental, historic, or cultural preservation requirements
Required non-federal match
Leveraging issues for multiple grant sources
Conformance with all applicable federal, state and local regulations
(e.g., NFIP regulations or state/ local building codes)
High level technical feasibility

Once the application is found to be complete and feasible, the team's in-depth technical review will begin to drill down into the details of the proposed project to confirm the benefit-cost analysis; apply any pertinent regulations; review cost estimates, site plans and architectural drawings; affirm thoroughness of the application; check that all documentation required for environmental and/or historic preservation is included; and if warranted, provide assistance with Requests for Information (RFI).

CONTRACT DEVELOPMENT

As with other parts of the grant management process, Rostan has developed contract management SOPs and best practices detailing every step of contract development, including approval and execution process and authorities. These SOPs have been developed in consideration of each federal program and its respective regulations and policies and will be coordinated with the state. During the contract development process, staff will develop a full scope of work using the information provided in both the original application and in the federal award letter. Additional input will be obtained from technical and environmental experts, as appropriate. The process for preparing the project scope differs between construction projects and non-construction (planning and initiative) projects.

Rostan will work with the City to include all relevant state & federal statute citations, executive orders and other guidance in the contract vehicle to be used to implement the projects funded by federal sources. Any various required attachments (e.g., maintenance agreements, vendor debarment, quarterly reports, reimbursement forms), will be included for compliance.

CORRESPONDENCE

Rostan has developed boilerplate copy for project monitoring correspondence, application review and contract development correspondence, and correspondence related to every phase of a project's life cycle. Correspondence or documents that are not template in nature can be quickly drafted upon request and sent to the City for review, approval and use. Ensuring clear communication has been and will continue to be a pillar for success with federal programs.

SUB-GRANTEE PROCUREMENT / PROGRAM MANAGEMENT

So that the City will know and understand procurement requirements relative to federal programs, Rostan will:

Compile all federal / state procurement requirements/references and develop information for distribution, such as procurement policies, anti-displacement plans, the 504 plan, disclosure reports, MBE reports, fair housing activities, procurement process FAQs, and other required documents

Ensure that contractual agreements and procurement documents contain necessary language and forms

Develop a multi-tiered QA/QC process to ensure that awards and contracts meet all regulations

Use quarterly reporting mechanisms to document progress, including any procurement activity

In coordination with the Grantee, perform regular desk monitoring through the review of Requests for Reimbursement

Provide checklists to be submitted with Requests for Reimbursement

Review bid documents, advertisements, addendums if applicable, wage rates, attend bid openings, pre-construction conferences, etc. to ensure compliance with state and federal laws.

Perform labor compliance reviews, as applicable.

All costs will be reviewed for eligibility and cost reasonableness (If the project is competitively bid, there will be no need for this review).

Assist the City / sub-grantee in developing RFP/RFQ materials for engineering, architectural or construction services to ensure all required items are included, such as proper wage rates, minority goals, etc.

If needed, Rostan will attend and provide assistance at preconstruction conferences, bid opening, tabulation and minutes, bid award and contractor eligibility. The contract will be reviewed for program compliance before execution.

Should issues arise relative to the bids received such as the lowest bid exceeds the budget, or rejected bids, Rostan will work through those issues with the City and advise

Assure that corrective action plans are developed, enforced, and implemented, as needed

Ensure compliance with Single Audit Act requirements, review audit reports, as necessary

Participate in resolution of audit findings

REIMBURSEMENT REQUESTS

The Rostan portfolio includes the submission of Requests for Reimbursement for many federal programs. Rostan can effectively manage eligible and ineligible items, provide appropriate and specific documentation of expenses, and direct allocation of costs to the appropriate funding source when match is required / multiple programs provide funding. The contract instrument, allocation of funding shares is delineated, and any prevailing limits or restrictions on specific funds are clearly outlined and structured.

Rostan correlates the implementation of the project scope with the grant funding scope to streamline the reimbursement process and decrease confusion with the Grantor and Grantee.

DOCUMENTATION

Federal and State documentation and records retention requirements will be reviewed and incorporated into all areas of project and program workflows. Project file checklists and regular file reviews will ensure file completion. Sub-grantees are required to maintain and submit specific documentation to the grantee to ensure complete and accurate documentation to demonstrate programmatic and financial compliance with all applicable regulations and guidance. Reimbursements will be unable to be processed unless all required documentation is complete and submitted.

Rostan will assist with the maintenance of all documentation in a format acceptable to the State and dovetail with program workflows and procedures, streamlined for review and auditing purposes. During project implementation, sub-grantees must submit quarterly reports, thoroughly documented requests for reimbursement, and maintain their project file. Rostan will ensure that these requirements are fulfilled for each grant / program.

COMPLIANCE

It is critical that federal aid programs comply with all Environmental, Historic, Public Health & Safety Requirements/ Legal Requirements. Rostan will work closely (training, outreach, SOPs, site visits, and desk review) with the City to ensure full compliance with all applicable laws, regulations, and other programmatic and financial requirements including all environmental, historic, and public health and safety requirements. The team will use all opportunities to monitor project and grant activities, including checklists, database records, quarterly reports, site visits and conference calls to assure that all legal requirements of both programs are satisfied.

CLOSEOUT

To minimize challenges with the project close-out process, Rostan begins the accounting for close-out on day one of implementation, ensuring details are not forgotten or documents misplaced by the time critical audit preparation efforts begin. File review and monitoring will take place throughout the project life to reduce any corrective actions at the end of a project. A critical part of project close-out is the development of a Close-out Checklist.

A project close-out process will be recommended to ensure that all contractual and programmatic requirements are satisfied. A final inspection or deliverables review is conducted after the project is 100% complete. A reconciliation of financial records is completed, and the eligibility, national objective and beneficiary data and characteristics of beneficiaries are included with each file.

AUDIT ASSISTANCE

Rostan will implement the following steps to ensure compliance with regulations, provide audit coordination and assist the City with responding to audit findings. Throughout grant administration, we use a QA/QC process to detect fraud, waste, and abuse by sub-grantees. This includes:



IMPLEMENTING A CONTROLLED ENVIRONMENT

Based on program requirements and guidance, there will be a set of clear expectations. A complete review of program policies and procedures will be completed prior to ramp-up activities.

ESTABLISHMENT OF RESPONSIBILITY

Training to identify suspected fraud, waste, and abuse will be conducted with appropriate staff and specific roles will be assigned.

REGULAR RISK ASSESSMENT

Throughout the grant cycle, specific personnel will be tasked with identifying and analyzing various factors that create risk for the projects and develop methodologies and procedures to minimize this risk.

DOCUMENTATION STANDARDS

Strict documentation standards will be required and will maximize the use of source documents that can be independently and objectively verified.

MONITORING

All internal policies, procedures, and other control mechanisms will be regularly monitored to ensure effectiveness. Monitoring touch points include: desk monitoring, site visits, and performance tracking and reporting.

TRANSPARENCY

Transparency will be encouraged throughout all program areas where possible. Findings of fraud, waste, and abuse will be anonymized and distributed to stakeholders to increase awareness and transparency of program operations.

The team will assist the City with audit finding resolutions. This will be accomplished by thorough involvement in the review of audit findings with applicable auditors. In addition, the team will be available to provide feedback on corrective action plan development. Once a corrective action plan is finalized, the team will assign staff resources to follow-up on all corrective action plan elements and timelines to ensure that audits are resolved in a timely fashion.

HAZARD MITIGATION

Hazard Mitigation, though often reactive as a result of a prior event, is part of the preparedness process in the disaster lifecycle. It involved identifying vulnerabilities and implementing solutions to reduce impacts to communities, facilities, and critical infrastructure.

404 AND 406 MITIGATION

The following outlines the systematic approach to be implemented by Rostan to facilitate the FEMA Mitigation Programs, a key component to long-term recovery and preparation for future events.

Determining effective mitigation projects and solutions that can be implemented through the FEMA Mitigation programs, is the primary goal of the following steps. This methodology is also utilized for other mitigation programs and modified in accordance with program objectives.

Characterize the Facility
Determine Hazard Risk
Identify the Level of Protection
Quantify Vulnerabilities
Mitigation Options Evaluation
Benefit-Cost Analysis
Develop PWs, Alternate Procedures, and HMPs

Rostan has provided both State level and local level support for the Hazard Mitigation Assistance (HMA) programs, including managing these programs for the State of Florida for many years. Our experience includes SOP development, performance measurement framework

development, monitoring plan development and implementation, loss avoidance reporting, project and program evaluation, financial reconciliation, program management, project tracking, and audit assistance.

NON-DISASTER MITIGATION GRANT PROGRAMS

Mitigation projects utilizing these federal post-disaster grant funds may include such activities as elevation of flood-prone structures, flood proofing, acquisition or demolition, localized drainage projects and some mitigation planning projects. Federally funded mitigation grant programs include the Pre-Disaster Mitigation Program, the Flood Mitigation Assistance Program (FMAP), the Repetitive Flood Claims Program and the Severe Repetitive Loss Program. The State also funds the Residential Construction Mitigation Program (RCMP) annually.

HUD COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR)

CDBG Action Plan & Program Development: At the City's request, Rostan will facilitate the development of a compliant Action Plan, and Action Plan Amendments must be prepared and approved by HUD which allows the City to receive a grant agreement and amendments from HUD. Rostan has extensive experience in drafting Disaster Recovery Action Plans, amendments, developing disaster related policies, procedures, reporting and tracking systems, and monitoring plans for infrastructure, economic development, and housing programs.

PLANNING AND PREPAREDNESS SERVICES

Rostan offers a variety of planning and preparedness services ranging from basic plan review and employee training to extensive multi-agency plan development. Some of our standard service offerings are highlighted below

Business Continuity Planning
Emergency Operations Planning
Continuity of Operations (COOP) Planning
Continuity of Government (COG) Planning
Capabilities Assessments
Crisis Management Planning
Emergency Communication Planning
Evacuation Planning
Incident Action Planning
Pre-Disaster Recovery Planning
Public Health and Medical Planning
Threat and Hazard Identification Risk Assessment
Emergency Management Program Compliance Analysis
Emergency Management Program Assessments and Gap Analysis



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES



Request for Proposals | July 9, 2020



DISASTER DEBRIS MONITORING & MANAGEMENT SERVICES FOR THE CITY OF ST. PETE BEACH, FL

SECTION 6 – REQUIRED FORMS

Equipment & Personnel

Public Entity Criminal Affidavit

Non-Collusion Affidavit

Addendum #1 Acknowledgement

SUBMITTED BY

ROSTAN SOLUTIONS, LLC

3433 Lithia Pinecrest Road

Suite 287

Valrico, Florida 33596

Travis Mays, Program Manager

Office: 813.333.7042

Mobile: 713.823.2002

Fax: 813.333.7330

Email: tmays@rostan.com

Website: www.rostan.com



IX. PUBLIC ENTITY CRIMINAL AFFIDAVIT

SWORN STATEMENT – PUBLIC ENTITY CRIMES

PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THE FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to: City of St. Pete Beach

by: Travis Mays, Program Manager
(Print individual's name and title)

for: Rostan Solutions, LLC
(Print name of entity submitting sworn statement)

at: 3433 Lithia Pinecrest Road, Suite 287, Valrico, FL 33596
(Business address)

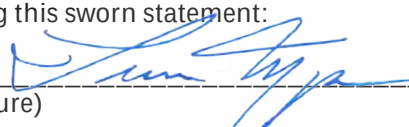
and (if applicable), its Federal Employer Identification Number (FEIN):

20-5425053
(FEIN)

or, if the entity has no FEIN, include the Social Security Number:

N/A
(SSN)

by the individual signing this sworn statement:


(Signature)

2. I understand that a "public entity crime" as defined in Section 287.133 (1)(g), Fla. Stat., means a violation of any State or Federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States including, but not limited to, any bid or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
2. I understand that "convicted" or "conviction" as defined in Section 287.133 (1)(b), Fla. Stat., means a finding of guilt or a conviction of public entity crime with or without an adjudication of guilt in any Federal or State trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Section 287.133 (1)(a), Fla. Stat., means:
- A predecessor or successor of a person convicted of a public entity crime or
 - An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under the Arm's Length Agreement, shall be a prima facie case that one (1) person controls another person. A

person who knowingly enters into a joint venture with a person who has been convicted of a public crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Section 287.133 (1)(e), Fla. Stat., means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the **statement which I have marked below is true** in relation to the entity submitting this sworn statement (indicate which statement applies).

☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Office of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THE PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLA. STAT., FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

STATE OF SOUTH CAROLINA
COUNTY OF Charleston

The foregoing instrument was sworn to (or affirmed), subscribed, and acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 2nd day of July, 2020, by Travis Mays, who is personally known to me or has produced _____ as identification.

(SEAL)



Tia Burden
Notary Public – State of South Carolina

Tia Burden
(Print, Type, Stamp, or Commissioned
Name of Notary Public)

X. NON-COLLUSION AFFADAVIT

STATE OF South Carolina
COUNTY OF Charleston

I state that I Travis Mays, Program Manager of Rostan Solutions, LLC,
(Name and Title) (Name of Firm)

am authorized to make this affidavit on behalf of my firm and its owner, directors and officers. I am the person responsible in my firm for the price(s) and amount(s) of this Response, and the preparation of the Response. I state that:

1. The price(s) and amount(s) of this Response have been arrived at independently and without consultation, communication or agreement with any other Provider, potential provider, Proposal, or potential Proposal.
2. Neither the price(s) nor the amount(s) of this Response, and neither the approximate price(s) nor approximate amount(s) of this Response, have been disclosed to any other firm or person who is a Provider, potential Provider, Proposal, or potential Proposal, and they will not be disclosed before Proposal opening.
3. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a Response for this contract, or to submit a price(s) higher than the prices in this Response, or to submit any intentionally high or noncompetitive price(s) or other form of complementary Response.
4. The Response of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Response.
5. Rostan Solutions, LLC, its affiliates, subsidiaries, officers, director, and employees (Name of Firm) are not currently under investigation, by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to Proposal, on any public contract, except as follows:

I state that I and the named firm understand and acknowledge that the above representations are material and important, and will be relied on by the State of Florida for which this Response is submitted. I understand and my firm understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the State of Florida of the true facts relating to the submission of responses for this contract.

Name of Organization: Rostan Solutions, LLC

Signed By: _____

Print Name: Travis Mays

The foregoing instrument was sworn to (or affirmed), subscribed, and acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 2nd day of July, 20 , by Travis Mays, who is personally known to me or has produced _____ as identification.

(SEAL)

Tia Burden
Notary Public – State of South Carolina

Tia Burden
(Print, Type, Stamp, or Commissioned
Name of Notary Public)

A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

a) Please see response to Question 8 above.

15) We are kindly requesting the City to waive the liquidated damages provision included on page 12 of the RFP, as it is not appropriate for a time and material effort and the nature of the work contemplated under the resulting debris monitoring contract. Liquidated damages are normally used in construction contracts where the obligations for faithful performance are tied to specific milestones and contract terms.

a) Please see response to Question 9 above.

Acknowledge receipt of this addendum by initialing and including this page with the submittal.

Initial 

CITY CLERK EMPLOYMENT CONTRACT

THIS CONTRACT (hereinafter “Contract”) is made and entered into on the 17th day of August, 2020 (“Effective Date”), by and between the City of St. Pete Beach, Florida, a Florida municipal corporation, (the “City”) and Amber LaRowe, an individual, (“Employee” or “City Clerk”) (“City” and “Employee” collectively are the “Parties”) pursuant to the following terms and conditions:

RECITALS

WHEREAS, the City desires to employ the services of Employee as City Clerk as provided by Sec. 3.09 and Article IV of St. Pete Beach City Charter (“City Charter”); and

WHEREAS, Sec. 4.05 of the City Charter gives the City Commission sole authority to hire the city clerk, and sole authority to discipline or discharge the city clerk; and

WHEREAS, Sec. 4.05 of the City Charter mandates that the city clerk shall keep and have the care and custody of the books, records, papers, legal documents and journals of proceedings of the city commission and shall carry out such additional duties as may be required by the commission; and

WHEREAS, Sec. 2-134 of the City Code of Ordinances establishes that the City Commission shall have the sole and exclusive authority to hire, to terminate and to discipline the city clerk; and

WHEREAS, the City desires to provide certain benefits and to establish certain conditions of Employee’s employment; and

WHEREAS, Employee desires to accept employment as City Clerk pursuant to the terms of this Contract.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

The above recitals are true and correct and are incorporated herein by reference. This Contract supersedes any previous Contract that may or may not exist between the Parties whether verbal, oral, implied or in writing.

ARTICLE I TERMS AND CONDITIONS - THE CITY

1.0 The City agrees as follows:

1.1 The City hereby appoints Employee as its City Clerk to exercise responsibilities and duties consistent with the terms, conditions and covenants of the Personnel Policies and Regulations (“PRR”), and the City Charter. Further, Employee shall be subject to the general direction, supervision and orders and the overall responsibility to the legislative, statutory duties and secretarial support needs of the City Commission. Employee agrees to accept appointment as City Clerk and agrees to exercise Employee’s best efforts in performing said duties.

1.2 The City will pay and compensate the Employee the base annual salary of **\$69,000.00**. The term of this Contract is for one year from the Effective Date. Each subsequent year for the term of this Contract, the City Commission shall complete review the Employee’s performance hereunder, no later than sixty (60) days prior to the Renewal Term expressed in section 3.0 herein. The City Commission may grant a salary increase that it deems appropriate, following the annual review. The compensation of the City Clerk shall be fixed by the Commission and shall not be reduced during her tenure, except as a part of a general salary cutback. Employee recognizes and acknowledges that she is an employee at will, and that this Contract provides any and all remedies available to Employee in the event it is terminated.

1.3 To provide Employee with the same benefits, as established by the City's PRR, and other management benefit plans for City Department Directors as may be amended from time to time by the City in its sole discretion.

1.4 To contribute an amount equivalent to 12% of Employee’s salary to a 401(a) Account for the Employee to be established through the City’s 401(a) Plan, or in an amount equal to the amount provided for other City Department Directors which is subject to change in the City’s sole discretion.

1.5 That the Employee is subject to paid time off (“PTO”) hours as expressed in the City’s PRR, and more specifically the equivalent of the Managerial, Administrative, Professional, Supervisory (“MAPS”) classification hours in the PRR dated and effective May 12, 2020, as depicted in the table below. Employee’s PTO shall not be reduced without prior mutual consent of the Parties.

Completed Continuous Months of Service	Bi-weekly Accrual	Annual Accrual	Max Accrual End of FY
0 to 59 Months	5.539 hours	144 hours/18 days	240 hours
60 to 119 Months	7.077 hours	184 hours/23 days	280 hours
120 + Months	8.616 hours	224 hours/28 days	320 hours

1.6 The City agrees to budget and pay for the reasonable professional dues, subscriptions and meetings/conferences to continue the professional development of Employee, including but not limited to International Institute of Municipal Clerks, Florida Association of City Clerks, Pinellas County Municipal Clerks Association, Certified Municipal Clerk designation, Master Municipal Clerk designation, Notary Public license.

1.7 Employee shall be evaluated annually by the City Commission based on written goals and objectives agreed upon by the Parties.

ARTICLE II TERMS AND CONDITIONS - CITY CLERK

2.0 The Employee agrees as follows:

2.1 To be employed by the City in the capacity of City Clerk of the City, subject to the overall direction, supervision and orders, and the overall responsibility to the legislative, administrative and statutory duties of the City Commission.

2.2 In addition to Employee's responsibilities referenced in Article 2.1 above, Employee agrees to fulfill the duties and responsibilities expressed in the City Charter and current 'City Clerk' job description, as amended from time to time by mutual consent of the Parties, maintained by the City's Human Resources office and other job duties reasonably assigned from time to time by the City Commission.

2.3 Employee shall fulfill the obligations and responsibilities that are customarily attributed to the position and title of City Clerk, shall perform all of the duties, work services and functions as set forth in the City position description for the position City Clerk and in this Contract. The Employee warrants that she possesses the requisite skills and background to perform as required hereunder.

2.4 The Employee shall coordinate and administer an adequate plan for the control and supervision of the City Clerk's office and shall serve as a Charter Officer and perform the customary duties of this office. Employee shall establish appropriate budgeting for the City Clerk's office and the City Commission. Employee shall have day-to-day supervision of the Clerk's Office and shall have the authority to hire and terminate staff of the City Clerk's office.

2.5 That the position of City Clerk is not and cannot be an hourly-type employment. This is an exempt position under the Fair Labor Standards Act. Hence, the Employee shall work all necessary hours and do all things necessary and required to be available to the City to attend various meetings of the City Commission and its various advisory, and charter established boards in addition to all other administrative and employment requirements. The City Commission shall provide a Deputy Clerk to assist the City Clerk in the performance of duties.

ARTICLE III TERM AND TERMINATION

3.0 Notwithstanding the authority granted to the City Commission by the City Charter, this Contract shall be automatically extended on the same terms and same conditions as herein provided for an additional period of one (1) year ("Renewal Term"). The Renewal Term of this Contract shall start on the first day on the annual anniversary of the Effective Date. Said Contract shall continue thereafter for periods of one (1) year unless either party hereto gives

written notice sixty (60) days prior to the expiration of the applicable Renewal Term. Upon mutual written agreement of both Parties, the length of the Renewal Term(s) may be modified.

3.1. In the event the Employee elects to voluntarily terminate this Contract prior to the expiration date, Employee shall provide the City with not less than sixty (60) days written notice to the City Commission indicating Employee's intention to discontinue employment.

3.2 In the event the City elects to terminate or not renew this Contract for any or no reason prior to the expiration hereof, the City shall pay to the Employee severance pay as expressed in the City's PRR, to wit "Section 4.04(B): Employees who have served in a position covered by Section 1.02(B) for more than three hundred sixty-five (365) consecutive days whose employment with the City is terminated will, subject to Subsections 4.04(C) and (D), be paid severance pay of one (1) week's pay for each year of continuous employment with the City but not less than eight (8) weeks nor more than twenty [20] weeks." Employee shall be entitled to accred PTO as set forth in the PRR. Employee must execute a release satisfactory to the City as set forth in Section 4.04(C).

However the City shall have no obligation to pay severance whatsoever, in the event the Employee tenders her resignation or Employee is terminated because of Employee's misconduct as defined in F.S. 443.036(29) (or as misconduct is defined in the law applicable at the time of termination) or because of dishonesty in connection with City business, for violation of the City drug-free workplace and alcohol policy, sexual and other illegal or improper misconduct, violation of the harassment policy, failure to fully or truthfully cooperate in an investigation conducted by or at the direction of the City or conviction of any illegal act. An "illegal act" for purposes of this Contract, shall mean felony or crime involving moral turpitude or dishonesty; upon a finding that Employee committed an ethical violation by a court, administrative proceeding, the State of Florida Ethics Commission, or other body or court of competent jurisdiction; or upon other actions constituting gross misfeasance, malfeasance, gross incompetence, or illegal act involving personal gain in conjunction with Employee's position as City Clerk.

3.3 In addition to the above, the Parties may terminate this Contract at any time and on any agreed basis by mutual consent of both Parties provided same is reduced to writing and filed amongst the public records of the City.

ARTICLE IV NOTICE

When any of the Parties' desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of the paragraph. For the present, the Parties designate the following as the respective places for giving notice:

CITY:

Mayor and City Commission
City Manager

City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

EMPLOYEE:

Amber LaRowe
City Clerk
155 Corey Avenue
St. Pete Beach, FL 33706

**ARTICLE V
MISCELLANEOUS**

5.0 The text herein shall constitute the entire Contract between the Parties. This Contract may only be amended in writing signed by both Parties.

5.1 Florida Law: This Contract is executed and is to be performed in the State of Florida and shall be governed by and construed with the laws of the State of Florida. Venue for any legal action shall be set in Pinellas County, Florida.

5.2 Litigation: In connection with any litigation arising out of this Contract including any administrative, trial level or appellate proceedings, the prevailing party shall be entitled to recover all costs incurred, including a reasonable attorney fees.

5.3 Severability/Integration: If any clause, section or other part or application of this Contract shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

5.4 This Contract may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, and it shall not be necessary in making proof of this Contract to produce or account for more than one such counterpart. In addition, facsimile or electronic mail copies shall be accepted in lieu of an original.

5.5 This Contract shall be terminated by the death of the Employee as of the date of death. In the event of the Employee's death, the City shall pay a designated beneficiary of the Employee or her estate all accrued compensation and benefits, including accrued PTO hours, due Employee under this Contract within ten (10) working days of the Employee's death. Employee's beneficiaries or estate shall not be entitled to Severance Pay. The City shall have no other liability to the Employee, her estate, heirs, or beneficiaries.

5.6 The employment provided for by this Contract shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the City and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute either interference with or a conflict of interest with his or her responsibilities under this Contract. Any and all outside activities must be approved by the City Commission.

5.7 Employee shall not without the expressed prior approval of the City Commission, individually, as a partner, joint venture, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the City, except for stock ownership in any company whose capital stock is publicly held and regularly traded.

[Signature page to follow]

DRAFT

IN WITNESS WHEREOF, we, the Parties, have hereunto set our hands and have executed this Contract on the Effective Date.

ATTEST:

CITY OF ST. PETE BEACH:

Alex Rey, City Manager

Mayor Al Johnson

EMPLOYEE:

Amber LaRowe

Approved as to form:

Andrew Dickman, City Attorney

RESOLUTION 2020-33

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING AND CONFIRMING THE DECLARATION PROCLAIMING A STATE OF LOCAL EMERGENCY IN ORDER TO PROTECT THE HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND PROPERTY, BOTH PUBLIC AND PRIVATE, FROM THE HAZARDS OF THE NOVEL CORONAVIRUS DISEASE 2019 (COVID-19).

WHEREAS, the COVID-19 has the potential for causing a serious public health risk to the citizens and visitors of the City of St. Pete Beach; and

WHEREAS, on March 9, 2020, Florida Governor, Ron DeSantis issued executive order 20-52 ("Emergency Management COVID-19 Public Health Emergency"), followed by numerous additional Executive Orders (collectively "Executive Orders") allowing in part for the suspension of formalities and procedures of political subdivisions of the state articulated under Chapter 252.38, Florida Statutes; and

WHEREAS, on March 13, 2020, Pinellas County commissioners unanimously approved a local state of emergency, followed by additional approvals ("County Declarations"), that delegates authority to the county administrator, allowing him to take measures to keep residents safe and help mitigate and contain the spread of COVID-19; and

WHEREAS, Chapter 252.38, Florida Statutes, and Article II, Sec. 34-38 of the City of St. Pete Beach Code of Ordinances authorized the proclamation declaring a state of local emergency which was initially executed by Mayor Alan Johnson on March 16, 2020, and thereafter has been renewed in seven (7) day increments in accordance with state law (Exhibit "A"); and

WHEREAS, in accordance with Chapter 252.38, Florida Statutes, and Article II, Sec. 34-38 of the City of St. Pete Beach Code of Ordinances, the City Commission desires to renew its confirmation of the Mayor's proclamation dated August 4, 2020 (Exhibit "B") declaring a state of local emergency, which shall remain in effect for seven (7) days from the date of the proclamation; and

WHEREAS, the City Commission desires to authorize the City Manager, through this resolution confirming the Mayor's renewed proclamation, to take any and all legal, appropriate and reasonable measures, described in more detail below, to protect the public health, safety and welfare of the citizens, city employees and visitors of the City of St. Pete Beach, Florida to help mitigate and contain the spread of COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Pete Beach, that:

Section One: The above recitals and attached exhibits are true and correct and are incorporated herein by reference.

Section Two: COVID-19 poses a serious threat to the residents of the City of St. Pete Beach and the Mayor's renewed proclamation declaring a State of Local Emergency executed on August 4, 2020 is necessary and is hereby confirmed and shall be in effect for all territory within the corporate boundaries of the City of St. Pete Beach for seven (7) days in accordance with state law and the City's code of ordinances.

Section Three: The City Commission authorizes the City Manager of the City of St. Pete Beach to take any and all legal, appropriate and reasonable measures ("Emergency Measures") to protect the public health, safety and welfare of the citizens, city employees and visitors of the City of St. Pete Beach, Florida to help mitigate and contain the spread of COVID-19, including but not limited to the actions listed in

- a) Sec. 34-38, St. Pete Beach Code of Ordinance;
- b) 252.38, Florida Statute; and
- c) Resolution 2020-13, as amended.

Section Four: Such Emergency Measures entrusted to the City Manager include the duties and responsibilities required of him by the City's charter, code, and other laws, policies, rules, and regulations.

BE IT FURTHER RESOLVED THAT the enforcement of the provisions of this Resolution and the associated proclamation shall be in effect until terminated or expiration in accordance with State law.

Passed this 4th day of August 2020 by the City Commission of the City of St. Pete Beach, Florida.

Alan Johnson, Mayor

ATTEST:

Rebecca C. Haynes, City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

Andrew Dickman, City Attorney



**RENEWED PROCLAMATION
DECLARING STATE OF LOCAL EMERGENCY
August 4, 2020**

WHEREAS, the COVID-19 has the potential for causing a serious public health risk to the citizens and visitors of the City of St. Pete Beach; and

WHEREAS, on March 9, 2020, Florida Governor, Ron DeSantis issued executive order 20-52 ("Emergency Management COVID-19 Public Health Emergency"), followed by numerous additional Executive Orders (collectively "Executive Orders") allowing in part for the suspension of formalities and procedures of political subdivisions of the state articulated under section 252.38, Florida Statutes; and

WHEREAS, on March 13, 2020, Pinellas County commissioners unanimously approved a local state of emergency, followed by additional approvals ("County Declarations"), that delegates authority to the county administrator, allowing him to take measures to keep residents safe and help mitigate and contain the spread of COVID-19; and

WHEREAS, Chapter 252.38, Florida Statutes, and Article II, Sec. 34-38 of the City of St. Pete Beach Code of Ordinances authorized the proclamation declaring a state of local emergency which was initially executed by the undersigned on March 16, 2020, was confirmed by the City Commission by Resolution Number 2020-07, and successively renewed as the State of Local Emergency every seven (7) days thereafter, and is in effect for seven (7) days in accordance with state law; and

WHEREAS, even though both the Governor of the State of Florida and the Pinellas Board of County Commissioners have issued orders and initiated Phase Two of a gradual reopening for normal activities; there remains a necessity for emergency directives in the city; and

WHEREAS, in accordance with Chapter 252.38, Florida Statutes, and Article II, Sec. 34-38 of the City of St. Pete Beach Code of Ordinances, I desire to renew the proclamation declaring a state of local emergency, which shall be submitted to the City Commission for confirmation.

NOW, THEREFORE, I, Alan Johnson, Mayor of the City of St. Pete Beach, Florida do hereby proclaim a State of Local Emergency shall be declared, effective immediately, for all territory within the corporate boundaries of the City of St. Pete Beach.

IT IS FURTHER PROCLAIMED THAT the City of St. Pete Beach hereby exercises its authority and waives the procedures and formalities required by law of a political subdivision as provided in Chapter 252.38(2), Florida Statutes.

IT IS FURTHER PROCLAIMED THAT the enforcement of the provisions of emergency ordinances, actions, policies, rules and procedures, pursuant to the City Code of Ordinances, Article II, Emergency Management, shall be in effect until the termination of the local State of Emergency or seven (7) calendar days from the date of this proclamation, whichever comes first. The City Manager is hereby ordered to take whatever lawful and prudent actions necessary to protect the health, safety, and welfare of the community, including but not limited to the actions listed in Sec. 34-38, St. Pete Beach Code of Ordinance, Sec. 252.38, Florida Statutes, and any other actions later expressed by the City Commission by resolution confirming this proclamation.

IN WITNESS WHEREOF, I have here unto set my hand and caused the great Seal of The City of St. Pete Beach, Florida to be affixed this 4th day of August 2020.

Alan Johnson, Mayor