



20-0936

**TITLE:** Consider/Discuss/Act on a Resolution Authorizing the City Manager to Execute a Contract with Witt O'Brien's, LLC of Houston, Texas as the Primary Contractor and Thompson Consulting Services, LLC of Lake Mary, Florida as the Secondary Contractor for Disaster and Debris Monitoring Services

**COUNCIL GOAL:** Operational Excellence  
(2B: Balance available resources to accommodate the growth and maintenance needs of the city)

**MEETING DATE:** November 3, 2020

**DEPARTMENT:** Fire - Office of Emergency Management  
Procurement Services

**CONTACT:** Danny Kistner, Fire Chief  
Lisa Littrell, CPPO, CPPB, Procurement Services Manager

**RECOMMENDED CITY COUNCIL ACTION:**

- Approval of Resolution

**ITEM SUMMARY:**

- This resolution authorizes a primary and secondary contract for Disaster and Debris Monitoring Services on an as needed basis to assist the City with reporting to FEMA during a disaster.

**BACKGROUND INFORMATION:**

- The City issued Request for Proposals (20-02RFP) for Disaster and Debris Monitoring Services on July 19, 2020.
  - Advertised in the McKinney Courier Gazette
  - Posted on McKinney TV
  - 319 matching eBid Supplier Notifications
- Out of 319 supplier notifications, five (5) proposals were received on August 13, 2020.
- The proposals were reviewed by Procurement Services and Office of Emergency

Management staff for compliance.

- From the five (5) firms that submitted proposals, the two (2) top ranking firms were Witt O'Brien's, LLC and Thompson Consulting Services, LLC. Witt O'Brien's, LLC was the highest ranking making them the primary contractor.
- Both Witt O'Brien's and Thompson Consulting Services, LLC displayed the ability to provide the City with Disaster and Debris Monitoring Services therefore both firms are being recommended for award. Cost and hours will be determined based on the disaster and need by the City.

**FINANCIAL SUMMARY:**

- No funds are obligated to this agreement, funds will only be necessary in the event of a disaster or as the City deems necessary. Appropriations would be made available through Operating Contingency or a Budget Amendment if the contract is engaged.

**BOARD OR COMMISSION RECOMMENDATION:**

- N/A

**SUPPORTING MATERIALS:**

[Resolution](#)

[Evaluation Summary](#)