

MEMORANDUM

TO: Governing Board Members

FROM: George L. Horne, Deputy Executive Director, Operations & Maintenance

DATE: March 02, 2009

SUBJECT: Debris Clearing Services - Contractors Pre-qualification Pool

Background: To expedite award of emergency debris clearing services via purchase orders, the District issued a Request for Qualifications (RFQ) to pre-qualify contractors. The RFQ solicited qualifications, experience information and equipment lists from firms for emergency debris clearance services. Firms were categorized by ability to perform land based, water based or both land and water-based projects. The contractors responding to the Request for Qualifications were screened for license, equipment, capacity and capability to perform the specific debris clearing services.

By way of this memo, Operations & Maintenance is requesting approval to establish a pool of pre-qualified contractors. In the case of a storm event a purchase order can be executed quickly and the contractor will be able to start immediately.

How this helps meet the District's 10-Year Strategic Plan: The District requires options in the procurement process to award contracts in a solid, expedited manner. This Pre-qualification pool was requested by FEMA and is for emergency response only.

Funding Source: Funding is provided via Emergency Management funds during a storm event and reimbursed by FEMA on a percentage basis.

This Board item impacts what areas of the District, both resource areas and geography: The debris pre-qualification pool will be used for debris clearing services throughout the District. The contract will be managed by the Vegetation Management Division within the Operation & Maintenance Resources Area.

What concerns could this Board item raise? The pool will be enhanced periodically as the District solicits formal Request for Qualifications. Once qualified, a contractor may remain in the pool for a period of three years, provided they maintain their qualification criteria.

Why should the Governing Board approve this item? This pool shows promise of reducing the time to respond during and after a storm event. The 21 contractors pre-qualified and evaluated are capable of performing the work. The District does not have the capacity to provide this service.

GLH/jf

