



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 10/13/2015

ALL

Item Creation Date: 10/7/2015

E25588 - Emergency Hazard Preparedness, Planning Consulting and Financial Recovery Services - MOTION

Agenda Item#: 18.

**Background:**

**S12-E25588 - Spending Authority for Citywide Emergency Hazard Preparedness, Planning Consulting and Financial Recovery Services through the Houston-Galveston Area Council (H-GAC) for a total amount not to exceed \$300,000.00 for the Finance Department.**

**Specific Explanation:**

The Director of the Finance Department and the City Purchasing Agent recommend that City Council approve emergency spending authority in an amount not to exceed **\$300,000.00** for citywide hazard preparedness and disaster assessment, emergency planning and related funding recovery consulting services and that authorization be given to issue automated (SAP) purchase orders and allow progress payments without further Council action to the H-GAC contractor, **Witt O'Brien & Associates**.

On May 25, 2015, the City experienced severe weather, aka the 2015 Memorial Day Flood Disaster, resulting in flooding and flood related damage citywide. As the City immediately began recovery and public safety efforts, Witt O'Brien & Associates was contacted to assist in properly managing and administering the City's funding recovery responsibilities as it related to the FEMA Public Assistance and the FEMA Hazard Mitigation Programs. In addition to providing FEMA policy and programmatic guidance to department officials, Witt O'Brien & Associates compile applicable flood damage documents, prepare Project Worksheets (PWs) for damages and related costs, and declare the City's intent to seek reimbursement from FEMA and all other eligible sources for related expenditures to the extent possible. The Strategic Procurement Division issued an emergency purchase order on May 26, 2015 to address this emergency.

The scope of work required the contractor to immediately mobilize and provide necessary staff, equipment, materials, supervision, management, guidance and technical assistance necessary to assist the City's flood related damage assessments, financial and accounting support services and ongoing financial recovery efforts.

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (2) of the Texas Local Government Code for exempted procurements.

Calvin D. Wells, City Purchasing Agent  
Finance/Strategic Procurement Division

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Department Approval Authority Signature

**Amount of Funding:**

**\$300,000.00** – 2015 Flood and Disaster Fund (5303)

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