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City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Disaster Consultant Services

Requested Action and Justification:

Requesting approval to exercise the first of three (3) renewal options to the below pre-qualified suppliers for providing consulting services to assist with participation and qualification for FEMA Public Assistance Program for Disaster Recovery and Mitigation Services. The period of performance shall be from May 15, 2026 through May 14, 2027. No funding to be encumbered to date. This is a contingent contract with a set maximum indebtedness of $1,000,000.00 to each supplier.

CSRS, LLC
Dewberry Engineering Inc.
Ernst & Young, LLP
ICF Incorporated, LLC
Integrated Solution Consulting
Wheeler Emergency Management Consulting LLC
Witt O'Brien's, LLC.

Supplier:	Multiple	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	11/15/2024

POA #:	Multiple	**PO #:**	n/a	**Change Order #:**	n/a
Solicitation #:	RFQ 16024 24	**Contract #:**	Multiple	**Contract ADM #:**	1
Term:	1 year	**Options:**	3, 1 year	**Options Used:**	0

Federally Funded:	Yes	**JSEB Rec:**	N/A
Licenses Verified:	N/A	**JSEB %:**	N/A
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	10602	**Center:**	122001	**Acct:**	534100	**Proj:**	000000	**Activity:**	00000000	$ 0
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 7,000,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	FROD:OFFICE OF THE DIRECTOR		
Concurrence:	Signed by: Pearson, Daniel DF27FFBE29084F3...	**Title:**	JFRD PAYROLL AND PROCUREMENT MANAGER 5/8/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Wallace Cohen, Olive 4547B2180AE148...	**Chief of Procurement:**	Signed by: 5/12/2026 B10F1D51735245
Name:	Wallace Cohen, Olive	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

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PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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FIRE AND RESCUE DEPARTMENT

April 30, 2026

TO: Dustin Freeman, Chief of Procurement

FROM: Percy J. Golden, II, Director/Fire Chief

RE: **RFQ-16024-24 - DISASTER CONSULTANT SERVICES**

The Jacksonville Fire and Rescue Department is requesting approval to exercise the First (1) of Three (3), renewal options to the below pre-qualified suppliers in providing consulting services to assist with participation and qualification for FEMA Public Assistance Program for Disaster Recovery and Mitigation Services:

CSRS, LLC, Dewberry Engineering Inc., Ernst & Young, LLP, ICF Incorporated, LLC, Integrated Solution Consulting, Wheeler Emergency Management Consulting LLC, and Witt O'Brien's, LLC.

No funding to be encumbered. This is a contingent contract with a set maximum indebtedness of $1,000,000.00 to each supplier if awarded upon competitive solicitation after an emergency event in accordance with the provisions set in the RFQ; to be executed by formal contract and released by individual PO.

The funding account string will be:

10602.122001.531090.00xxxx.0.0.0
(project to be determined at time of activation and will vary by event)

Total award not-to-exceed $7,000,000.00

If you have any questions, please contact Dan Pearson at (904) 255-3265.

PG/AM/dp

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Pearson, Daniel - FROD

From: Stephanie Wexler <Stephanie.Wexler@westwoodps.com>
Sent: Tuesday, May 5, 2026 11:43 AM
To: Pearson, Daniel - FROD
Cc: Allison Davis Atkinson; Denny Lazarus; David Lessinger
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - CSRS, LLC

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Dan,

Thank you for reaching out. Please allow this email to serve as confirmation of CSRS' interest and willingness to renew the subject contract in accordance with our bid proposal and all terms and conditions. CSRS, LLC's, signatory will be:

Travis Woodard
225-776-7599
travis.woodard@westwoodps.com

Thanks again and please let me know if you need any additional information from me,

Kind regards,

Stephanie Wexler
Senior Grant Policy Specialist
Cell. (504) 914-5566
935 Gravier St, Suite 1650, New Orleans, LA 70112 | stephanie.wexler@westwoodps.com | www.csrsinc.com | westwoodps.com

CSRS | BUILDING STRONGER, SMARTER COMMUNITIES TOGETHER.

a Westwood company

This e-mail and attachments are CONFIDENTIAL for the recipients only.

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Tuesday, May 5, 2026 9:53 AM
To: DENNY PAUL LAZARUS <denny.lazarus@csrsinc.com>; DAVID A LESSINGER <david.lessinger@csrsinc.com>;

Docusign Envelope ID: E9DC64E4-0F2B-4FD3-ABFA-C70785D17F94

Stephanie Wexler <Stephanie.Wexler@westwoodps.com>
Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - CSRS, LLC
Importance: High

CAUTION: External Sender. Please do not click on links or open attachments from senders you do not trust.

Good morning,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's name and contact information in signature of email.

Please contact me if there are any questions.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

Docusign Envelope ID: E9DC64E4-0F2B-4FD3-ABFA-C70785D17F94

Pearson, Daniel - FROD

From: Fox, Dawn <dfox@Dewberry.com>
Sent: Friday, April 24, 2026 7:57 AM
To: Pearson, Daniel - FROD
Cc: Harbin, Constance; Oros, Peggy
Subject: Re: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Dewberry Engineering Inc.

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Hi Dan,

We are confirming our interest in renewing RFQ-16024-24 Disaster Consultant Services - Dewberry Engineers Inc. in accordance with our company's bid proposal and all terms and conditions as stated in the original RFQ.

Our company's legal entity name is Dewberry Engineers Inc. and our main point for contact for this contract is noted below:

Amy Tracy, Associate Vice President
P: 904.423.4942
E: atracy@dewberry.com

Thank you,

Dawn Fox
Pursuit Manager
D 410.645.1851

Dewberry

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Thursday, April 23, 2026 3:52 PM
To: Harbin, Constance <charbin@Dewberry.com>; Fox, Dawn <dfox@Dewberry.com>; Oros, Peggy <poros@Dewberry.com>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>
Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Dewberry Engineering Inc.

Some people who received this message don't often get email from pearson@coj.net. Learn why this is important

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Good afternoon,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.

Please contact me if there are any questions.

A response is being requested by CoB Thursday, April 30.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

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Pearson, Daniel - FROD

From: Allen C Shank <Allen.Shank@ey.com>
Sent: Friday, May 1, 2026 2:05 PM
To: Pearson, Daniel - FROD
Cc: Lauren Engel; Asif Huda
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Ernst & Young, LLP ***2ND REQUEST

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Hi Daniel,

We've reviewed and want to confirm our interest in renewing. Can you please confirm receipt and let me know the next steps?

Kind regards,

Allen C Shank | Partner | Forensics
Ernst & Young LLP
Cell:(214) 478-9222 | Allen.Shank@ey.com

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Friday, May 1, 2026 7:59 AM
To: Allen C Shank <Allen.Shank@ey.com>; Samantha Cuellar-DiMarco <Samantha.Cuellar1@ey.com>
Cc: Lauren Engel <Lauren.Engel@ey.com>
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Ernst & Young, LLP ***2ND REQUEST
Importance: High

Some people who received this message don't often get email from pearson@coj.net. Learn why this is important

Good morning, I am seeking Ernst & Young's concurrence in renewing RFQ-16024-24, award and RFQ attached, and unsure if I had the correct contact as originally sent below if someone could please confirm.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

From: Pearson, Daniel - FROD
Sent: Wednesday, April 29, 2026 11:41 AM
To: lauren.engel@ey.com
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Ernst & Young, LLP ***2ND REQUEST
Importance: High

Docusign Envelope ID: E9DC64E4-0F2B-4FD3-ABFA-C70785D17F94

Good morning, please confirm your interest per below request...

From: Pearson, Daniel - FROD
Sent: Thursday, April 23, 2026 3:52 PM
To: 'lauren.engel@ey.com' <lauren.engel@ey.com>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>
Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Ernst & Young, LLP
Importance: High

Good afternoon,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.

Please contact me if there are any questions.

A response is being requested by CoB Thursday, April 30.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

Any tax advice in this e-mail should be considered in the context of the tax services we are providing to you. Preliminary tax advice should not be relied upon and may be insufficient for penalty protection.

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Pearson, Daniel - FROD

From: Small, Cara <Cara.Small@icf.com>
Sent: Thursday, April 30, 2026 10:34 AM
To: Pearson, Daniel - FROD
Cc: Junell, Michael
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - ICF Incorporated, LLC ***2ND REQUEST

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Good morning, Dan,

On behalf of ICF Incorporated, L.L.C., I am confirming we wish to renew the subject contract in accordance with our proposal and the terms and conditions stated in the original RFQ.

Our legal entity is ICF Incorporated, L.L.C. and my contact information is provided in my signature below. Please let me know if you need anything else from ICF.

Thank you,

CARA SMALL | Senior Manager, Contracts
+1.804.200.1646 direct | cara.small@icf.com
icf.com | LinkedIn

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Wednesday, April 29, 2026 11:41 AM
To: Small, Cara <Cara.Small@icf.com>
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - ICF Incorporated, LLC ***2ND REQUEST

Good morning, please confirm your interest per below request...

From: Pearson, Daniel - FROD
Sent: Thursday, April 23, 2026 3:51 PM
To: 'cara.small@icf.com' <cara.small@icf.com>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>
Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - ICF Incorporated, LLC
Importance: High

Good afternoon,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as

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stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.

Please contact me if there are any questions.

A response is being requested by CoB Thursday, April 30.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

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Pearson, Daniel - FROD

From: Dan Martin <Dan.Martin@i-s-consulting.com>
Sent: Friday, April 24, 2026 10:25 AM
To: Pearson, Daniel - FROD
Cc: Glen LaFond
Subject: RE: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Integrated Solution Consulting

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Thank you for your email, Dan.

This is to confirm ISC's interest in renewing our contract in accordance with our company's bid proposal and all terms and conditions stated in the RFQ.

Legal name: Integrated Solutions Consulting Corp.

Please use me and Glen LaFond as contacts for this contract.

Daniel Martin, Ph.D., CEM
Managing Principal

INTEGRATED SOLUTIONS CONSULTING, CORP.
Office: 847.737.5395
www.i-s-consulting.com

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This email may be a personal communication from the sender and as such does not represent the views of the company.

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Thursday, April 23, 2026 2:51 PM
To: Dan Martin <Dan.Martin@i-s-consulting.com>; Bid Opportunities <bid.opportunities@i-s-consulting.com>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>

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Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Integrated Solution Consulting
Importance: High

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Good afternoon,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.

Please contact me if there are any questions.

A response is being requested by CoB Thursday, April 30.

Thank you,

Dan Pearson
Payroll & Procurement Manager
Jacksonville Fire and Rescue
904-255-3265

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Pearson, Daniel - FROD

From: Glen Williams <glen.williams@wheeleremc.com>
Sent: Monday, April 27, 2026 4:38 PM
To: Pearson, Daniel - FROD
Cc: Jason Wheeler
Subject: Re: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Wheeler Emergency Management Consulting LLC

Follow Up Flag: Follow up
Flag Status: Flagged

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Good Evening,

Wheeler Emergency Management Consulting, LLC is interested in renewing our contract for RFQ 16024-24 Disaster Consultant Services. Please let me know if you need any additional information.

Thanks,

Glen Williams
Wheeler EMC
(850)272-2441
glen.williams@wheeleremc.com

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On Thu, Apr 23, 2026 at 2:50 PM Pearson, Daniel - FROD <Pearson@coj.net> wrote:

> Good afternoon,
>
> Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.
>
> Please contact me if there are any questions.

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A response is being requested by CoB Thursday, April 30.

Thank you,

Dan Pearson

Payroll & Procurement Manager

Jacksonville Fire and Rescue

904-255-3265

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Pearson, Daniel - FROD

From: Jones, Suzannah <sujones@wittobriens.com>
Sent: Friday, April 24, 2026 4:08 PM
To: Pearson, Daniel - FROD
Cc: Jones, Kyle Arthur
Subject: Fw: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Witt O'Brien's, LLC

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Hi Dan,

We would like to renew this contract with the same bid proposal and terms and conditions as the original bid.

Our legal entity name is: Witt O'Brien's LLC

I am the Project Manager: Suzannah Jones
Sujones@wittobriens.com
(979) 229-2350

However, for contract purposes, the signatory is: Cheryl D. Joiner
Cjoiner@wittobriens.com

Could you send me a copy of the contract in place?

Please let me know if you have any questions or need additional information.

Thank you,

Suzannah

WITT O'BRIEN'S
PART OF THE AMBIPAR GROUP

Suzannah Jones
Associate Managing Director
Community and Infrastructure Services
Government Solutions
+1 979 229 2350 (mobile)
wittobriens.com | **ambipar.com**

Witt O'Brien's is now part of the Ambipar group

From: Pearson, Daniel - FROD <Pearson@coj.net>
Sent: Thursday, April 23, 2026 3:49 PM
To: Leads <leads@wittobriens.com>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>
Subject: Renewal Request for RFQ-16024-24 Disaster Consultant Services - Witt O'Brien's, LLC

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Witt O'Brien's
Warning: Sender @Pearson@coj.net has never sent any emails to your organization.
Please be careful before replying.
Report Phishing Block as Spam Mark as Safe
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Good afternoon,

Subject bid is set to expire May 15, 2026. By response to this email, please confirm your interest in renewing this contract in accordance with your company's bid proposal and all terms and conditions as stated in the original RFQ. Additionally, please include your company's legal entity name and contact information in signature of email.

Please contact me if there are any questions.

A response is being requested by CoB Thursday, April 30.USAA

Thank you,

Dan Pearson

Payroll & Procurement Manager

Jacksonville Fire and Rescue

904-255-3265

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Summary of Scope:

The City Of Jacksonville seeks to pre-qualify firms for professional disaster consulting services to assist with participation and qualification under the Federal Emergency Management Agency (FEMA) Public Assistance Program for Disaster Recovery and Mitigation Consulting Services for Incidents and Events. The Consultant will provide assistance and support for grant management, compliance, and administrative services in connection with its applications for reimbursement from State of Florida and Federal agencies, including FEMA, for significant losses and costs incurred because of a Federally Declared Disaster or other incidents and events. The type of professional services requested is very specific, which requires in-depth knowledge and expertise in the operations and procedures employed by the State of Florida, FEMA, and other Federal Agencies in their past and current applications of reimbursement and procedural processes. All work must be properly completed and accurately documented. All work must comply with FEMA's Direct Administrative Cost (DAC) processes, and comply with all policies and guidance documents issued by the State of Florida, FEMA, other Federal Agencies, and the Federal Register for each Federal Declaration.

It is the intent of this ITB to pre-qualify any respondents who have successfully met all requirements as stated in Section 2.2 (3) and is compliant to all other sections outlined in this RFQ.

An award under this ITB will place the contractor on a pre-qualified list to respond to future competitive sealed bids for the scope of services as described under deliverables contained these documents herein.

Failure to provide adequate information on any requirement could result in rejection of bidder's response.

Deliverables:

1. Advise on recovery activities related to State and Federal programs, rules, and regulations.
2. Manage, administer, and audit recovery activities associated with State and Federal assistance.
3. Provide experienced, credentialed staff knowledgeable in Local, State, and Federal Public Assistance recovery programs.
4. Offer technical assistance and advisory services for mitigation and recovery from Federally Declared Disasters.
5. Develop and implement strategies to maximize eligible Federal and State reimbursements.
6. Support strategic planning and coordination of recovery efforts.
7. Review procurement, contracts, and purchasing documentation to ensure compliance with 2 CFR (as may be amended).

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8. Attend meetings with FEMA, Florida Division of Emergency Management, and City of Jacksonville personnel.
9. Coordinate the development of Project Worksheets (PWs) and related documentation for submission to the Florida Division of Emergency Management and FEMA.
10. Develop hazard mitigation proposals under Section 406 of the Stafford Act, including grant applications, benefit-cost analyses, and related services.
11. Compile and manage documentation for contract expenditures, labor, and equipment for Project Worksheets.
12. Identify permit and regulatory requirements for Project Worksheet submissions.
13. Assist City departments in completing necessary documentation.
14. Participate in dispute resolution and prepare responses for FEMA and State Requests for Information (RFIs).
15. Participate in Florida Division of Emergency Management, Inspector General, and FEMA Single Audits.
16. Prepare grant closeout documents and ensure all project funding requirements are met.
17. Upload documents to FloridaPA.org and the FEMA Grantee Portal.
18. Monitor and manage the recovery process to maximize reimbursements from FEMA and other agencies.
19. Participate in initial damage assessments and joint preliminary damage assessments as required.
20. Participate in applicant briefings and recovery scoping calls for federal public assistance and provide guidance on alternative funding sources such as property insurance, HUD CDBG-DR, and Department of Transportation programs.
21. Prepare Request for Public Assistance (RPA) and related documents for FEMA and State account activation, including Direct Deposit Authorization and Designated Authorized Agent forms.
22. Coordinate and attend site visits with FEMA, State agencies, and City personnel.
23. Assist in gathering information for FEMA and State project formulation efforts.
24. Review and prepare cost estimates, project scopes, and other related documents for accuracy and compliance.
25. Identify opportunities for hazard mitigation, including improved and alternate projects, and prepare required documentation.
26. Measure and project expenses, consolidating information for State and Federal agencies.
27. Document and assess the value of disaster volunteer activity to offset City project costs.
28. Attend key meetings, including applicant briefings and ad hoc State and Federal meetings.
29. Document meeting minutes and critical decisions to ensure continuity.
30. Assist with insurance claims and ensure compliance with FEMA's Public Assistance Program.

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31. Prepare appeal and arbitration supporting documentation for disputed FEMA or State eligibility decisions.
32. Assist in Federal and State Project Closeout processes.
33. Support Environmental and Historic Preservation (EHP) compliance and documentation.
34. Provide grant administration services for various pre- and post-disaster grants, including BRIC, FMA, and HMGP.
35. Follow Emergency Operations Center (EOC) guidelines when operating within the EOC and provide necessary tools and materials.

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City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: DISASTER CONSULTANT SERVICES

Requested Action and Justification:

The Jacksonville Fire and Rescue Department (JFRD) has reviewed the ten (10) responses to subject Request for Qualifications (RFQ) to pre-qualify bidders to respond to future competitive sealed bids for consulting services to assist with participation and qualification under the Federal Emergency Management Agency (FEMA) Public Assistance Program for Disaster Recovery and Mitigation Consulting Services for declared Emergency Incidents or Events.

Recommend approval to reject the following vendors for reasons as noted:
Continuity Operations Group, LLC - failure to meet requirements #1 & #3
iParametrics, LLC - failure to meet requirements #1, #2, #3 & #4
Thomas Howell Ferguson, P.A - failure to meet requirements #1, #2, & #4

Recommend approval to pre-qualify the following vendors: CSRS, LLC, Dewberry Engineering Inc., Ernst & Young, LLP, ICF Incorporated, LLC, Integrated Solution Consulting, Wheeler Emergency Management Consulting LLC, and Witt O'Brien's, LLC.

Supplier:	Various	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	11/15/2024

POA #:	TBD	**PO #:**	tbd	**Change Order #:**	n/a
Solicitation #:	RFQ 16024 24	**Contract #:**	n/a	**Contract Amd #:**	n/a
Term:	1 year	**Options:**	3	**Options Used:**	0

Federally Funded:	Yes	**JSEB Rec:**	N/A	**Bonds Waived Pursuant To:**	N/A
Licenses Verified:	Yes	**JSEB %:**	N/A		

Fund:	10602	**Center:**	122001	**Acct:**	534100	**Proj:**	000000	**Activity:**	00000000	$ 0
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 0	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	FROD:OFFICE_OF_THE_DIRECTOR		
Concurrence:	Pearson, Daniel	**Title:**	JFRD PAYROLL AND PROCUREMENT MANAGER 5/2/2025
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Wallace Cohen, Olive	**Chief of Procurement:**	5/13/2025
Name:	Wallace Cohen, Olive	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	Karen Bowling
Date:	5/15/2025	**Date:**	5/15/2025

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

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