DIVISION OF EMERGENCY PREPAREDNESS

MEMORANDUM

Date **January 20, 2017**

TO: **Greg Pease, Chairman**
Professional Services Evaluation Committee (PSEC)

FROM: **Steve Woodard, Director of Emergency Preparedness**
April Mitchell, JFRD Finance Chief

RE: **P-05-17 – Disaster Recovery Consulting Services**
Subcommittee Report

The subcommittee received four (4) proposals for the Project Title Disaster Recovery Consulting Services and found all four to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP). The proposals were evaluated using the selection criteria outlined in the Purchasing Code and augmented by the RFP (see attached matrix and proposed rate forms from the proposers.)

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second, and third designates the order of qualifications of these firms to perform the required services:

3) **Disaster Planning and Recovery Consultants, Inc. (DMS)**
1) **Ernst & Young LLP**
2) **Tetra Tech, Inc.**
2) **TLC Engineering, Inc.**

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request these rankings be forwarded to the Mayor's office for final review and confirmation.

Attachment(s) **Scoring Matrix (listing evaluations for all companies proposing)**
Cost Sheets (for each company proposing)
JSEBs (proposed by each ranked company)

Evaluation Matrix

EVALUATION SCALE

1 10

QUALIFIED EXTREMELY QUALIFIED

P-05-17

Disaster Consulting Services

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROFESSIONAL RESOURCES	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME AND BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
TETRA	6	4	4	6	6	10	5	5	4	2	52 ✓
TLC	5	5	4	5	4	5	8	4	4	7	51 ✓
E&Y	7	7	7	7	7	14	7	7	7	3	73 ✓
DMS	5	5	3	5	3	5	5	5	5	7	48 ✓

SIGNATURE: Steven C. Woodard Date: ~~1-19-17~~

STEVEN WOODARD 1-20-17

Evaluation Matrix

EVALUATION SCALE

1----------10

QUALIFIED EXTREMELY QUALIFIED

P-05-17

Disaster Consulting Services

FIRM	COMPETENCE (max 10)	CURRENT WORKLOAD (max 10)	FINANCIAL RESPONSIBILITY (max 10)	ABILITY TO OBSERVE COMPLIANCE WITH PLANS (max 10)	PROFESSIONAL ACCOMPLISHMENTS RECORD (max 10)	PROFESSIONAL RESOURCES (max 15)	Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A	ABILITY TO DESIGN AN APPROACH AND WORK PLAN (max 10)	TIME AND BUDGET (max 10)	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES (max 5)	OVERALL
Tetra	7	9	5	6	8	13	7	9	9	2	75
TLC	6	5	7	8	9	12	9	9	7	4	76
Ernst & Young	9	7	8	8	9	14	8	9	8	3	83
DMS	6	8	6	6	2	14	8	9	6	4	69

1/20/17

Form 1 - Price Sheet

NAME OF CONSULTANT Ernst & Young LLP

Proposal Number P-05-17

SCHEDULE OF PROPOSED PRICES/RATES

1. If charges are based on hours worked, the hourly direct labor rates, the rates are inclusive of general and administrative expenses and profit:

Principal (Partner or Senior Officer):	$ 417 hr.
Senior Consultant (Responsible Professional):	$ 310 hr.
Consultant:	$ 242 hr.
Junior Consultant:	$ 165 hr.
Program & Admin Support:	$ 125 hr.

3. Equipment Direct Costs Only (if applicable): $ N/A

4. Please provide any other relevant rates that may apply to this project including direct hourly labor rates for other categories of proposed personnel.

5. Total Cost: Estimated percent of claimed damages: <1 %

Travel expenses such as lodging and per diem will follow guidelines established by the US General Services Administration (GSA) applicable rates for the area.

COMMITMENTS TOWARDS A DIVERSE MARKET

EY is committed to diversity among its partners, senior managers, managers, seniors, staff and other members that make up the firm; it is committed to diversity within its community and beyond; its committed to the utilization of minority, women-owned, small and emerging businesses on past, current and future projects. That commitment is evidenced on this proposal by our teaming partners. On this proposal we are teaming with Civils Services Inc, Consulting Engineers a locally based, certified Jacksonville Small and Emerging Business (JSEB) and Donley Consulting Services LLC, a Virginia SWaM, who we have worked with on emergency management projects both in Florida and around the country.

Civil Services Inc Consulting Engineers (CSI)

In business since 1989, Civil Services, Inc. (CSI) has become one of the leading Small Business Enterprises in the Southeastern United States. CSI is a Jacksonville, Florida based multi-disciplined civil engineering consulting firm with branch offices in Riviera Beach, Atlanta, and Augusta. CSI is a certified Jacksonville Small and Emerging Business Enterprise (JSEB) with the City of Jacksonville and a DBE with FDOT. As a multi-disciplinary corporation, CSI is able to offer clients a single point of access for numerous specialized services: Civil Site Design, Water Resources Engineering, Roadway & Bridge Design and Structural Engineering. These services are provided with the same level of personal attention and expertise usually synonymous with firms simply offering a single discipline. CSI has 20 employees that provide consistent engineering design and inspection services for a wide range of public and private clients throughout the Southeastern United States and Caribbean. Our professionals have developed close working relationships with federal, state, county, and city agencies in these regions and will call upon these relationships as necessary to expedite the completion of this contract. Our clients' interests are best served through the application of sound engineering principles, which are implemented by professional and experienced staff using proven processes and the latest technologies. We take pride in providing the intimacy of a smaller firm, yet affording our clients the availability of vast experience and resources equally comparable to our larger counterparts. We provide each of our clients with the specialized attention required for successful project completion. This is accomplished, in part, through our unwavering commitment to recruit and retain highly-educated and well-trained professionals in their respective disciplines. It has resulted in the acquisition and retention of various team leaders and staff members that hold masters degrees and doctorate degrees in their fields of study. Our years of committed service to public and private entities have given CSI a keen sense of problem resolution and solution. We are critically aware of the importance of public satisfaction, and therefore seek to provide clients with engineering solutions that fulfill their vision while serving the community. The advantages of CSI's highly diverse capabilities are immeasurable. We treat each discipline as if it is our solitary specialization. This approach grants our clients the assurance of sound, practical, and cost-effective solutions tailored to their distinct objectives. This high level of service is substantiated by sterling performance evaluations from various governmental agencies. As a result of the aforementioned elements that reflect our commitment to quality and service, CSI has been able to acquire and retain an extremely diverse client base. Our professionals are well versed in local, state, and federal regulatory and permitting procedures. More importantly, dedication to our clients' visions/objectives has resulted in the development of long-lasting and highly-respected working relationships.

Biography

Ali Najafi

Senior Project Manager/Senior Civil Engineer CSI

Professional Background

Ali Najafi is a Senior Project Manager for Civil Services, Inc. He has over 35 years experience in Civil and Roadway Design, Construction Inspection, and Surveying. Ali has extensive experience with FDOT Standards and a wealth of knowledge of local, state and federal governmental requirements. He has served as Senior Civil Engineer and Project Manager on projects for various agencies including Jacksonville Transportation Authority, U.S. Army Corps of Engineers, South Florida Water Management District, St. Johns River Water Management District, Florida Department of Transportation, and City of Jacksonville. Ali is presently the Project Manager for various roadway and civil design projects.

Experience

- **Pritchard Road/Sportsman Club Road Intersection City of Jacksonville; Jacksonville, Florida** Project consisted of designing right and left turn lanes as well as drainage and signal design, and signing and pavement marking design.
- **State Road 202/J.T. Butler Boulevard Jacksonville Transportation Authority; Jacksonville, Florida** Designed 3.5 mile auxiliary lanes including drainage, structures, lighting, cost estimates, and construction inspection.
- **Hogan Road/Foster Drive Intersection City of Jacksonville; Jacksonville, Florid** Designed right and left turn lanes on both roads, drainage details, and signing and pavement marking.
- **Alta Road/Yellow Bluff Road Bridge Connector City of Jacksonville; Jacksonville, Florida** Designed approach roadways.
- **Argyle Forest Boulevard Widening Jacksonville Transportation Authority, Jacksonville, Florida** Designed 2.75 miles of roadway widening with drainage accomplished through the use of a perched treatment system. Additional design elements include a new bridge, signalization, maintenance of traffic, lighting, landscaping, and the overall geotechnical investigation as well as signing and pavement marking.

Contact information

Office: +1 904 641 1834
Fax: +1 904 645 0057
Anajafi@civilservicesinc.com

Education

Bachelor of Science in Civil Engineering Technology - Western Kentucky University, 1980

Masters of Science in Public Service - Western Kentucky University, 1981

Certifications/Registrations

FDOT (Long range estimates, value engineering, specifications, transport, maintenance of traffic)

FL# 53099

Affiliations

American Society of Highway Engineers

Florida Engineering Society

Donley Consulting Services LLC

After over 24 years in the Federal government with 11 years in the Federal Emergency Management Agency (FEMA), Diane L. Donley opened her consulting practice as Donley Consulting Services LLC, a woman-owned business in Virginia. She presently advises emergency management companies and state and local governments on complex, diverse questions concerning the disaster preparedness, response and recovery policies of the Federal government. She conducts research on such issues and their applicability to potential Federal funding. Her primary focus is on policy, legislative and grant issues, including investigations, before, during and after federally-declared disasters. Recently she assisted a local district with issues relating to the federal requirements for localities so that the district could be assured of later receiving reimbursement from FEMA. At FEMA, she was the team leader, editor and co-author of the first-ever edition of the Disaster Operations Legal Reference (DOLR), a 600-page book, whose purpose is to assist all FEMA employees, including senior level officials, in operating at a disaster or emergency with detailed information about the laws, regulations and policies governing FEMA's actions without using "legalese." At federal disasters, including 9/11, Hurricane Katrina, Hurricane Isabel, and the Columbia Shuttle disaster, she has seen, first-hand, how in-depth knowledge of the policies related to disasters can assist in the preparedness, and ultimate recovery, of local communities after an event. Her experience at FEMA includes working with FEMA's Individual Assistance and Public Assistance programs, the Department of Homeland Security's annual billion-dollar preparedness grant program, the National Disaster Medical System (working across agencies and departments to resolve issues related to H1N1 flu outbreak), and the Radiological Emergency Preparedness program. Before FEMA, Diane litigated environmental disputes and controversies over large contract problems at the U.S. Department Justice; worked on transportation issues at the Council on Environmental Quality in the Executive Office of the President; and mediated disputes in the Alexandria, Virginia, and District of Columbia courts. Diane has a law degree from Catholic University, a Master's degree in Urban and Regional Planning from George Washington University, and a B.A. from Wellesley College.

DONLEY CONSULTING SERVICES LLC

Biography

Diane Donley

Donley Consulting Services LLC

Contact information

Office: +1 703 780 2804
Cell: +1 202 255 9100
Donleyconsult@gmail.com

Education

Bachelor of Arts in History - Wellesley College

Masters of Urban and Regional Planning - George Washington University

Professional Background

Diane has a substantial amount of experience in providing policy and programmatic guidance to FEMA. She has worked on disasters across the country including pre-deploying to disasters with the FEMA ERT-N (now Incident Management Assistance Teams (IMAT)). During her time at FEMA she was Senior Attorney providing advice the Individual Assistance program for over four years. She played a key role in the development of the Individual Assistance program regulations and policies including those for Other Needs Assistance. As the Deputy Chief of Staff for Legal Policy in the Office of Chief Counsel, Diane also directed a team and prepared and edited the first-ever Disaster Operations Legal Reference ("DOLR"), a 600-page compendium used by field-deployed attorneys, those in the FEMA regional offices and at FEMA headquarters. The DOLR's purpose is to assist all FEMA employees, including senior-level officials, in operating at a disaster or emergency by providing detailed legal information about the laws, regulations and policies governing FEMA's actions, including the Public Assistance program and the Hazard Mitigation Grant Program. As a part of this process, she drafted provisions on Direct Administrative Costs (DAC) and Management Costs and is thoroughly knowledgeable on DAC procedures and Category Z Project Worksheets. She also oversaw the reconciliation of the chapter on Public Assistance.

Her prior experience includes the Deputy Associate Chief Counsel for Protection and National Preparedness (PNP) in the Office of Chief Counsel at FEMA where she was in charge of legal matters related to the Department of Homeland Security's annual $1billion-$2 billon preparedness grants.

Diane's experience also includes being the lead attorney as a member of one of two national emergency response teams deployed to Louisiana for Hurricane Katrina. She has extensive experience and knowledge providing legal advice to senior-level officials during a disaster, including the initiation of the Public Assistance program during Hurricane Katrina.

Form 1 - Price Sheet

NAME OF CONSULTANT Tetra Tech, Inc

Proposal Number P-05-17 (Disaster Recovery Consulting Services)

SCHEDULE OF PROPOSED PRICES/RATES

1. If charges are based on hours worked, the hourly direct labor rates, the rates are inclusive of general and administrative expenses and profit:

Principal (Partner or Senior Officer):	$ 190.00 hr.
Senior Consultant (Responsible Professional):	$ 125.00 hr.
Consultant:	$ 115.00 hr.
Junior Consultant:	$ 105.00 hr.
Program & Admin Support:	$ 35.00 hr.

3. Equipment Direct Costs Only (if applicable): $_____

4. Please provide any other relevant rates that may apply to this project including direct hourly labor rates for other categories of proposed personnel.

5. Total Cost: Estimated percent of claimed damages: _____%

Travel expenses such as lodging and per diem will follow guidelines established by the US General Services Administration (GSA) applicable rates for the area.

Name	Location	Emergency Management	Homeland Security	Inspector General Experience	Accounting	Auditing	Engineering	Insurance	Hazard Mitigation	Cost Estimation	Survey/Inspection	GIS/CAD	Construction QA/QC	Environmental	Project Management	Grant Management	Alternate Funding Sources
Rod Cashe, PE, CDT	Orlando	❖		❖			❖		❖	❖	❖				❖	❖	❖
Mike Saxton, PE, CFM	Orlando	❖		❖			❖		❖	❖	❖				❖	❖	❖
Tim Vanderwalker, PE	Orlando	❖		❖			❖		❖	❖	❖				❖	❖	❖
Bo Reardon, PE	Orlando	❖		❖			❖		❖	❖	❖				❖		

**R.E. Holland and Associates, Inc.*

5.7 DEMONSTRATED COMMITMENT TO SMALL AND MINORITY BUSINESSES

As firm policy, Tetra Tech conscientiously looks for opportunities to work with small, women-, minority-owned and disadvantaged business enterprises where specific and individual capabilities complement our own for the benefit of the successful completion of a project. In fact, Tetra Tech was recently presented with the Mentor of the Year Award by the U.S. Agency for International Development's Office of Small and Disadvantaged Business Utilization. The Mentor of the Year Award annually recognizes a large prime contractor for effective development assistance given to a small business. Tetra Tech received the award at the USAID Annual Small Business Conference held on May 4, 2016, in Washington, DC.

We have established working relationships with a number of small, women-, and minority-owned firms, and have worked with many agencies having equal employment opportunity requirements. In addition, we maintain a comprehensive file of the qualifications and experience of these firms to aid us in selecting appropriate subcontractors for specific project tasks.

Proven City of Jacksonville Small and Emerging Business (JSEB)/DBE/SBE/MBE/DBE Commitment

- **Browns Dump Ash Remediation Project:** Tetra Tech achieved an outstanding 34% JSEB participation exceed the project goal by 9% resulting in $1.7 million being provided to JSEB businesses.
- **5th & Cleveland Ash Remediation Project:** Tech Tech took a proactive approach when scope deletions requested by the City (due to lack of need for several line items) impacted our plan to meet JSEB participation goals for the overall project. Tetra Tech evaluated ways we could modify the project approach to increase JSEB participation for the remainder of the project using tasks that would be utilized by the City. As a result Tetra Tech was able to increase JSEB participation from 14% to 23% of the project revenue resulting in $1.8 million being assigned to our JSEB business partners.

For this proposed project, we have partnered with **R. E. Holland & Associates, Inc.** Based in Jacksonville, R.E. Holland & Associates was established in 1988 to provide professional land surveying services for municipal, governmental, industrial, commercial, and private clientele in Northeast Florida. R. E. Holland & Associates, Inc. is a certified Jacksonville Small and Emerging Business (JSEB) vendor for all the participating City of Jacksonville agencies, including COJ, JEA, and Jaxport. In addition, the firm is a certified Small Business Enterprise (SBE) with the Jacksonville Aviation Authority.

R. E. Holland & Associates, Inc.
Professional Surveyors & Mappers

Today, R. E. Holland and Associates, Inc. is currently staffed with two professional land surveyors, three senior survey CADD technicians, and four field survey crews available to meet all client needs. The firm can provide all manner of light and heavy construction layout services, project control, construction monitoring, quantity verification, and "as-built" surveying services to general contracting firms.

5.8 ABILITY TO DESIGN AND APPROACH AND WORK PLAN TO MEET THE PROJECT REQUIREMENTS

This section outlines Tetra Tech's understanding of the scope of work to be completed as described in the City's request for proposals (RFP), Section 5.8 to be provided.

Overview of Federal Disaster Relief Technical Assistance

Following major, complex disasters, City leadership will face many critical challenges that will shape their community for years to come. In addition, coordination with the various agencies that provide federal disaster funding is a key element to the City's recovery. In many cases, successful coordination and negotiations with FEMA staff will be critical to maximizing federal reimbursement.

Our staff is committed to working in concert with state and federal partners to resolve challenges.

As experts in disaster recovery reimbursement, Tetra Tech technical advisors have worked with and, in some cases, are former employees of many of the federal funding agencies that will be providing federal grant support. With these relationships, many of the critical decisions and key issues can be addressed at the highest level. In addition, Tetra Tech's close relationship with FEMA and other federal agencies has resulted in a collaborative, nonconfrontational approach. This collaborative approach results in strong working relationships, frequent discussions, less disputes, and a faster, more efficient recovery process that ultimately generates higher financial reimbursement to our clients. As previous and current clients will attest, our relationship with FEMA has allowed us to be strong advocates for our clients' needs and to achieve truly successful results.

The Tetra Tech team possesses in-depth knowledge of insurance claims adjusting and processing, which will assist each applicant with receiving the full financial benefits from their insurance policies as well as from federal grants.

Our applicant advocacy consists of several elements, including Tetra Tech staff participation in periodic FEMA and applicant meetings to review the status of PWs and their funding, dispute resolution on behalf of applicants when certain disaster-related costs are questioned by FEMA, drafting PW versions (also known as amendments) to capture additional scope and costs, and, in rare cases (due to our success in getting PWs approved), supporting applicants in FEMA appeals when needed.

Comprehensive Disaster Program Management

Tetra Tech provides a comprehensive end-to-end approach to providing disaster-related services. Tetra Tech utilizes a standardized project management approach for all disaster services projects and tailors this system for each client's specific needs. As referenced above, Tetra Tech has utilized this disaster management approach to identify the unique needs of the City of Jacksonville and deliver a diverse list of technical support services tailored to the City's needs. This system is designed to be comprehensive to allow the Tetra Tech team to identify the

2. REQUIRED FORMS

2.1 Form 1: Price Sheet

NAME OF CONSULTANT TLC Engineering, Inc.

Proposal Number RFP # P-05-17 (Disaster Recovery Consulting Services)

SCHEDULE OF PROPOSED PRICES/RATES

1. If charges are based on hours worked, the hourly direct labor rates, the rates are inclusive of general and administrative expenses and profit:

Principal (Partner or Senior Officer):	$ 206.00 /hr.
Senior Consultant (Responsible Professional):	$ 200.00 /hr.
Consultant:	$ 160.00 /hr.
Junior Consultant:	$ 127.00 /hr.
Program & Admin Support:	$ 64.00 /hr.

2. Equipment Direct Costs Only (if applicable): $ 0.00

3. Please provide any other relevant rates that may apply to this project including direct hourly labor rates for other categories of proposed personnel.

4. Total Cost: Estimated percent of claimed damages: N/A %

Travel expenses such as lodging and per diem will follow guidelines established by the US General Services Administration (GSA) applicable rates for the area.

"Total Cost: Estimated percent of claimed damages" pricing is a form of the "Cost plus a Percentage of Cost and Percentage of Construction Cost Method of Contracting" (CPPC), and it is strictly prohibited from use by FEMA.

FEMA considers a CPPC contract to be a contract containing some element that obligates the NFE to pay the contractor an amount (in the form of either profit or cost), undetermined at the time the contract was made, to be incurred in the future, and based on a percentage of future costs. The inclusion of an overall contract ceiling price (vice a cap that specifically addresses the profit) does not make these forms of contracts acceptable.

This type of contract is prohibited because there is no incentive for the contractor to keep its incurred costs low. Instead, there is a reverse incentive for the contractor to continue to incur additional costs in order to continue to drive the contractor's percentage of cost up. In other words, increased spending by the contractor will yield higher profits. Consequently, this type of contract is most

the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including contracted staffing, goods, services, transportation and delivery will be subcontracted. NOTE: a "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a) Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

☒ ***Yes,*** TLC will be subcontracting portions of the contract. (If Yes, complete Item b of this SECTION and continue to Item c of this SECTION.)

☐ ***No,*** TLC will not be subcontracting any portion of the contract, and TLC will be fulfilling the entire contract with in-house resources, including employees, goods, services, transportation and delivery.

b) List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Florida-Certified MWBEs, and the percentage of the contract you expect to award to vendors that are not a Florida-Certified MWBE (i.e ., Non-HUB).

TABLE 4.14: MINORITY, WOMAN-OWNED, SMALL, DISADVANTAGE BUSINESS ENTERPRISES (MWBEs)

Item	Subcontracting Opportunity Description	MWBEs	% of contract to Florida MWBEs	% of contract to non-Florida MWBEs
1.	Public Assistance, FEMA Insurance Claims Adjusters, Hazard Mitigation, CDBG	Scion Management Solutions, LLC.	25 %	0 %
2.	Public Assistance Coordinators and Public Assistance Project Specialists	Global Emergency Management, LLC.	0 %	20 %
3.	Emergency Management and Homeland Security Concerns, Accounting and Auditing for FEMA & Office of the Inspector General, Insurance-related Matters	MJLM/MJ	0 %	8 %
4.	Logistics and Demolition Support	JNE Green Team, Inc.	6 %	0 %
5.	Asbestos, Lead, Mold Sampling, Testing, Abatement; and Air Quality Monitoring	AirQuest Environmental, Inc.	1 %	0 %
6.	Public Involvement, Health and Safety Training	American Environmental Consulting, Inc.	1 %	0 %
7.	Dewatering Services	Bone Dry Unlimited, LLC.	1 %	0 %
8.	Demolition, Trash & Debris Removal, Geotechnical Field Support, Landfill Cap & Closure, UST/AST Removal	DPS Corp. Environmental Contractors	1 %	0 %
9.	Third Party Inspection, Cost Estimating	King's Engineering, LLC.	5 %	0 %
10.	Planning, Permitting, and Compliance	NovelESolutions, Inc.	1 %	0 %
11.	Industrial Hygiene, NEPA & Natural Resources, Tribal Consultation & Facilitation	The NDN Companies, Inc.	1 %	0 %
	Aggregate percentages of the contract expected to be subcontracted:		**42 %**	**28 %**

Form 1 - Price Sheet

NAME OF CONSULTANT David M Shapiro Disaster Planning and Recovery Consultants, Inc.

Proposal Number P-05-17

SCHEDULE OF PROPOSED PRICES/RATES

1. If charges are based on hours worked, the hourly direct labor rates, the rates are inclusive of general and administrative expenses and profit:

Principal (Partner or Senior Officer):	$ 204 hr.
Senior Consultant (Responsible Professional):	$ 184 hr.
Consultant:	$ 168 hr.
Junior Consultant:	$ 142 hr.
Program & Admin Support:	$ 75 hr.

3. Equipment Direct Costs Only (if applicable): $ N/A

4. Please provide any other relevant rates that may apply to this project including direct hourly labor rates for other categories of proposed personnel.

5. Total Cost: Estimated percent of claimed damages: 3.25 %

Travel expenses such as lodging and per diem will follow guidelines established by the US General Services Administration (GSA) applicable rates for the area.

Commitment to Small and Minority Businesses / Diverse Market Place

DMS' Commitment to Diversity among Employees

DMS's commitment to *diversity* comes from the strongly held belief that diversity in the workplace fosters creativity, inclusiveness, thoughtfulness and higher standards of excellence. When we consider varying points of view and obtain input from people of various backgrounds and life experience, the outcomes and results are more well-rounded, forward-thinking and effective.

DMS is committed to attracting, developing, motivating and retaining, highly skilled professionals from all ethnic backgrounds, cultures, ages, lifestyles and physical abilities. Our senior management ensures that there is inclusiveness at every level in our organization and that we respect and embrace the diversity which fuels DMS' innovation and excellence.

DMS' commitment to diversity among its directors, officers, members and employees is illustrated by the following chart:

	Male	Female
Hispanic / Latino	0	0
Caucasian / White	16	11
African American / Black	9	7
Asian / Pacific Islander	1	0
American Indian / Native American	0	0
Other	1	0

DMS' Commitment to Diversity within its Community and Beyond

DMS' has experience in working with CDBG (Community Development Block Grant) Programs which are funded through HUD and ensuring that clients comply with the requirements of all HUD regulations. These regulations outline diversity plans that need to be met. HUD requirements are very strict on meeting diversity commitments to communities and businesses through utilization of minority, women-owned, and small businesses within contracts. DMS, within its own structure, promotes diversity by partnering with minority, women-owned, small, and disadvantaged businesses for

its projects. DMS believes in having working relationships with the local communities and ensuring that diversity needs are met within the constraints of all Federal, State, and Local communities. This promotes a healthy environment.

DMS is using WBE firms for several projects to meet the requirements as outlined in federal procurement regulation, 2 CFR part 200. Project examples include:

- PSEG LIPA where we currently partner with H2O, a certified WBE and HUB company.
- Flagler County, City of Palm Coast, City of Flagler Beach, City of Cape Coral, Florida where we currently partner with SAI, a certified HUBZone business.

DMS' Commitment to and/or Utilization of Minority, Women-owned, Small and Emerging Businesses on Past Projects

DMS promotes the utilization of minority-owned, women-owned and emerging small businesses as contractors and sub-contractors to promote inclusion and a sustained, vibrant local economy.

DMS' Commitment to and/or Utilization of Minority, Women-owned, Small and Emerging Businesses for this Project Solicitation

DMS' commitment to and utilization of minority, women-owned, small and emerging businesses particularly for this solicitation is demonstrated by our proposed partners for this project, who are also our partners on similar contracts:

Singhofen & Associates, Inc. (SAI), a SBA Certified HUBZone business and H2O Partners, Inc. (H2O), a certified, Women's Business Enterprise (WBE), and a Historically Underutilized Business (HUB). Certifications for each are provided on the following pages.