

League City, Texas



Debris Monitoring Service
RFP#18-008

TABLE OF CONTENTS

Letter of Transmittal

Qualifications TAB A

Firm Overview Page A-1

Ability to Respond with Adequate Resources..... Page A-2

Project Staff Qualifications Page A-3

- Résumés

Experience TAB B

Debris Monitoring Contracts within 250 Mile Radius Page B-1

Knowledge and Expertise in Debris Management Page B-1

Expertise and Experience with FEMA Eligibility Requirements Page B-1

Past Relevant Experience Page B-4

Project Methodology TAB C

Project Management Methodology..... Page C-1

Operational Schedule Page C-2

Technical Work Plan..... Page C-5

Grant Management Consulting Services..... Page C-12

Emergency Management Planning and Training Page C-13

Hourly Rate Sheet TAB D

References.....TAB E

Conflict of Interest and Proposer Certification..... TAB F

- Conflict of Interest Questionnaire (CIQ)
- Proposer Certification and Addenda Acknowledgement
- Exceptions



Ms. Gwynetheia Pope, Senior Buyer
City of League City
Purchasing Department
300 West Walker
League City, TX 77573

Subject: **Debris Monitoring Services (RFP #18-008)**

Dear Ms. Pope and Members of the Evaluation Committee,

Given its location near the Gulf of Mexico, the City of League City (City) is vulnerable to tropical storms and hurricanes. Recognizing the impact a disaster could have, it is the City's intention to retain the services of a firm that can provide disaster debris monitoring services.

Tetra Tech is a recognized leader in disaster debris monitoring nationwide and is well suited to assist the City for the following reasons:

- **Unmatched Texas Debris Management Experience.** Our team has assisted over 100 communities in Texas with response and recovery efforts following Hurricanes Harvey, Ike, Dolly, and Rita; the 2011 Texas Drought and Wildfires; the May and October 2015 Floods; the 2016 Severe Weather Events. Our team has monitored the collection, removal, and Federal Emergency Management Agency (FEMA) reimbursement of over *21.1 million CYs of disaster-generated debris in Texas*. As a result, we have an in-depth understanding of the challenges the City's debris operations may face. Key members of our staff also train local governments throughout the state on debris management issues for organizations such as the North Central Texas Council of Governments, Houston-Galveston Area Council, Texoma Council of Governments, Capital Area Council of Governments, Texas Public Works Association, and the Texas Division of Emergency Management Conference.
- **Knowledge of and Experience with the City of League City.** Tetra Tech is the pre-positioned debris monitoring contractor currently assisting the City recover from Hurricane Harvey. Through this experience with the City, Tetra Tech understands and is able to anticipate the City's post-disaster recovery concerns. Understanding these concerns allows our team to address potential issues such as limited post-event access due to flooding, limitations on siting multiple temporary debris sites, and tracking of debris to ensure proper legal disposal. Most importantly, we have knowledge of and have developed unique operational protocols designed to expedite the County's post-event recovery—this level of expertise only comes with having previously worked with the City.
- **Immediate Response for League City's Needs.** Tetra Tech is available to the City before, during, and after disaster. At a moment's notice, the Tetra Tech team will support the City through all phases of disaster management planning and any other pre-event developments as well as any requests presented by the City. *Should the City need engineering, environmental, accounting, FEMA Public Assistance (PA) eligibility, or other expertise, we are prepared to provide these resources to the City immediately.* Much like our support for many Texas communities following Hurricanes Harvey and Ike, our staff continuity is unparalleled in the industry, and we will stand by the City for years following the disaster. With seven offices throughout Texas, our team is able to quickly respond to the City. These multidisciplinary offices support both public and private sector clients throughout Texas on an array of projects in the disaster and non-disaster space.

- **Nationally Recognized Leader in Debris Monitoring and Disaster Grant Management.** Tetra Tech has assisted clients with response to every major disaster affecting the United States in the past 15 years, including hurricanes (Hurricanes Jeanne, Frances, Charley, Sandy, Katrina, Ike, Matthew and most recently Harvey and Irma,), floods (Vermont, Colorado, South Carolina, Texas, and Louisiana), fires (California, Texas), earthquakes, and ice storms. Collectively, our team has overseen and managed the recovery of over 77 million CYs of debris on behalf of over 300 public sector clients and has assisted clients with obtaining and managing over \$4 billion in post-disaster grants. We are intimately familiar with obtaining post-disaster grants for our clients and helping them successfully utilize and document these grants to meet federal grant program requirements.
- **Automated Debris Management System Technology.** RecoveryTrac™ allows our staff to monitor and manage a recovery effort electronically, increasing productivity while decreasing fraud, human error, and cost to the City. Used exclusively in our last 83 disaster projects, RecoveryTrac™ will give the City real-time debris collection tracking that provides accurate and timely reporting to City stakeholders. **RecoveryTrac™ was designed to provide real-time data on missed pickups, damage caused by debris haulers, waypoints for every pile of debris picked up, and street-level pass maps**, which will meet the unique data needs of the City. In addition, **RecoveryTrac™ is one of only three systems validated by the United States Army Corps of Engineers (USACE) and is the ADMS preferred by the USACE debris contractors**. The specifications set forth by the USACE are designed to support the largest and most devastating disasters.
- **FEMA and TDEM Relationships through Past Work History.** Tetra Tech maintains a staff of reimbursement experts who have recovered millions of dollars of eligible FEMA Public Assistance reimbursement costs incurred by our clients. Key members of our team include **Mr. John Buri**, who has provided reimbursement and audit support to FEMA Region VI and TDEM since 2005, and **Mr. Dick Hainje**, former regional administrator of FEMA Region VII. These individuals frequently meet with state officials and FEMA Region IV on matters related to reimbursement policies.

Tetra Tech would be honored to serve as the City's debris monitoring and consulting services provider. We are fully prepared to provide the high quality service League City expects. For questions regarding this response, please feel free to contact the representatives listed below. As an authorized representative of the firm, I am able to contractually bind the firm.

Technical representative:

Mr. John Buri

2901 Wilcrest Drive, Suite 400
Houston, TX 77042
(832) 251-5197 | (713) 737-5763
john.buri@tetrattech.com

Contractual representative:

Ms. Betty Kamara

2301 Lucien Way, Suite 120
Maitland, FL 32751
(407) 803-2551 | (321) 441-8501 (f)
betty.kamara@tetrattech.com

Sincerely,

Tetra Tech, Inc.



Jonathan Burgiel, Vice President / Operations Manager

TAB A: QUALIFICATIONS

FIRM OVERVIEW

Tetra Tech, Inc. (Tetra Tech) is a leading provider of consulting, engineering, and technical services worldwide. Founded in 1966, Tetra Tech is one of the leading firms in the nation in the field of disaster management and homeland security, with millions of dollars in revenue coming from contracts in such diverse areas as infrastructure hardening and protection; disaster recovery; emergency management, planning, and preparedness; community resilience; disaster recovery, and grant management. Tetra Tech supports government and commercial clients by providing innovative solutions to complex problems focused on water, environment, energy, infrastructure, and natural resources. With 16,000 employees worldwide, Tetra Tech's capabilities span the entire project life cycle.

Dedicated to helping state and local governments plan for and recover from natural and human-caused disasters, our staff members offer a field-tested and proven methodology for emergency readiness, continuity planning, and disaster recovery. ***Our team is recognized for its ability to quickly respond to a broad range of emergencies, allowing our clients to return to the business of running their day-to-day operations.***

Likewise, our team's understanding of the Federal Emergency Management Agency (FEMA), the Federal Highway Administration (FHWA) (including recent changes), and other reimbursement agencies' requirements for eligibility, documentation, and reimbursement helps clients receive the maximum reimbursement allowed. ***Our team has obtained over \$4 billion in reimbursement funds for our clients*** from federal agencies such as FEMA, FHWA, and the Natural Resources Conservation Service (NRCS). In total, our team has successfully managed the removal of and reimbursement for over ***77 million cubic yards (CYs) of debris*** as well as the ***demolition of over 5,000 uninhabitable residential and commercial structures.***



Within our proposal, we demonstrate the following:

- We are duly qualified to perform the scope of work outlined in League City's (City) request for proposal, as evidenced by our staff's extensive qualifications for many of the nation's most catastrophic disasters and our team's previous experience with disaster recovery in the City following Hurricane Ike.
- We are committed to providing the City with skilled resources within the time frames specified by the City, as evidenced by the depth of experience of our senior management team and project management team, their historical performance across the nation and with the City, and our commitment to perform in a timely manner.
- We offer a proven and successful technical and management approach that has been refined in disaster activations across the United States, including 16 projects with over 1 million CYs of debris, as evidenced by our team's detailed scope of work and significant work history in the disaster response marketplace and within the City.

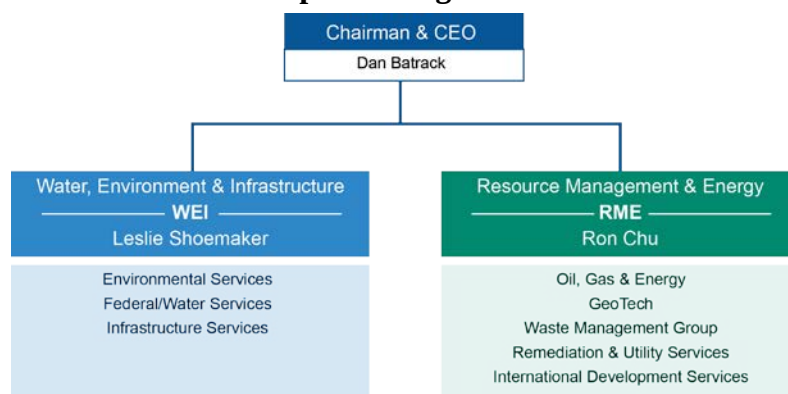
Tab A: Qualifications

- We offer detailed reporting, real-time debris collection tracking, and mapping capabilities that are driven by our RecoveryTrac™ automated debris management system (ADMS) technology, which allows our staff to monitor and manage a recovery effort electronically in addition to increasing productivity while decreasing fraud, human error, and cost to the City.
- We have the financial resources and cash flow for a large and long-term recovery effort.

Corporate Organizational Structure

Tetra Tech is organized into two primary business units and operates from 400 offices worldwide, with regional emergency management/homeland security consultants located throughout the U.S. Our corporate organizational chart has been included below. The Emergency Management and Community Resilience (EMCR) team falls under the Water, Environment & Infrastructure (WEI) unit and the management of this contract will also fall under this unit. WEI delivers innovative solutions including emergency management and community resilience, water management, environmental restoration, government consulting, and a broad range of civil infrastructure services for facilities, transportation, and regional and local development.

Exhibit A-1 Corporate Organizational Chart



Summary of Disaster Debris Monitoring Experience

Since 1989, our team has helped clients across the country recover from the damaging effects of hurricanes, tropical storms, floods, and ice storms. In total, we have successfully performed over 300 projects similar in nature to the services requested by the City. Additionally, one of the keys to maintaining readiness in the field of disaster response and recovery is remaining active year-round. **Our team has responded to 20 major disaster declarations since 2011, totaling more than 140 clients throughout the country.** *Tab B: Qualifications* provides additional information about our qualifications, project experience, and ability to fulfill the requirements of the City's scope of work.

ABILITY TO RESPOND WITH ADEQUATE RESOURCES

As a United States Army Corps of Engineers (USACE) contractor for large-scale debris removal missions and a firm with multiple statewide contracts, Tetra Tech prepares and responds to multiple contractual obligations routinely by planning, implementing, and updating a concept of operations plan (CONOPS). The Tetra Tech CONOPS uses the Incident Command System (ICS) structure, which allows the project team to scale as needed, coordinate responses, and adapt an organization structure to match the needs and complexities of projects. The Tetra Tech CONOPS also provides the project team with established common processes for managing resources, timelines, schedules, problem resolution, and tasks.

Tab A: Qualifications

In addition, Tetra Tech reviews its projected workload and regularly assesses the firm's staffing and resource requirements. The assessment of staff and resources is tested annually during a firm-wide tabletop exercise. The firm-wide tabletop exercise tests our readiness while also identifying areas for improvement. Topics that are continually addressed and refined are managing logistical deployment resources, recruiting, ADMS implementation, and changes necessary to comply with current federal guidance. Some positions within the Tetra Tech ICS organization structure are responsible for field-level responsibilities and some are an overarching support function for the project's needs. The Tetra Tech ICS organizational structure also contains subcommittees or task forces who are assigned specific tasks or support the resolution of problems identified.

Disasters and Simultaneous Contracts

- Hurricane Harvey: 35
- Hurricane Matthew: 35
- California Wildfires: 7
- Winter Storm Pax: 7
- Superstorm Sandy: 13
- Hurricane Isaac: 5
- Winter Storm Alfred: 19
- Hurricane Irene: 22

Hiring Approach

Immediately following the impact of a known event, Tetra Tech will establish Human Resources (HR) hiring centers in the field throughout the region in the affected areas. The hiring center provides efficient hiring and training processes that meet the stringent Tetra Tech field operation requirements and any specific requirements of our clients. The hiring center is designed to be quickly mobilized, transported, and set up to allow near immediate response for field staffing needs. The hiring center is typically staffed by three trained HR representatives and can process hiring of hundreds of staff per day. The hiring center can be quickly scaled to meet the most demanding needs for staff. The hiring center advertises locally and reaches out to local workforce centers to utilize persons seeking employment in the community.

Local Presence Facilitates a Rapid Mobilization

Minimizing the impact of a disaster calls for an emergency management partner with the resources to mobilize a swift, efficient response in hours, not days. **Tetra Tech's national network of resources includes seven offices throughout Texas with over 200 staff.** The Tetra Tech team can utilize these office locations as necessary to immediately respond to the City's need for personnel and resources. These local offices may be used for office space, on-site IT personnel, communication resources, or staging of mobile trailers and equipment if necessary.

Project Staff Qualifications

Tetra Tech has assembled a team of experienced debris monitoring, infrastructure, and grant management specialists with hands-on experience in recent disasters and emergencies as well as prevention, mitigation, preparedness, response, and recovery programs. Our disaster recovery professionals are uniquely familiar with the policies, procedures, and requirements associated with providing disaster recovery services subject to Federal Emergency Management Agency (FEMA), Federal Highway Administration (FHWA), U.S. Department of Housing and Urban Development (HUD), Natural Resources Conservation Service (NRCS), and other federal agency reimbursement programs.

Our staff members have successfully managed the removal of and reimbursement for over **77 million CYs of debris** as well as the **demolition of over 5,000 uninhabitable residential and commercial structures**. Our team has monitored and obtained FEMA, FHWA, and NRCS reimbursement on **16 debris removal projects in excess of 1 million CYs of debris** and

Tab A: Qualifications

understands the significant resource commitment and effort that is necessary to manage and monitor large-scale debris removal operations for local governments.

Our staff has experience in maximizing assistance to our clients by working to obtain funding from every source available after disaster has struck. As a result of working on response to nearly every major natural disaster occurring in the United States in the last dozen years, Tetra Tech also has broad and deep experience with strategic planning, coordination of recovery efforts, and technical assistance. Tetra Tech will offer recommendations and solutions to the broad range of issues that will be encountered by the City.

Throughout the course of the hundreds of debris management and grant management projects that our staff has administered for state and local governments across the United States, our team has developed a unique understanding of the FEMA organization and other regulatory agencies' policies and procedures. Our team maintains strong relationships with many of the lead federal coordinating officers, debris specialists, Public Assistance (PA) coordinators and officers, and other staff. Our team also understands the duties and responsibilities of emergency management personnel at the state and local level, which helps us build strong relationships. Our team has worked with hundreds of local government emergency management agencies and dozens of state emergency management organizations following catastrophic natural disasters.

Additionally, Tetra Tech is recognized for its ability to quickly and effectively respond to disaster management projects. Following many of the nation's worst disasters, the Tetra Tech team mobilized hundreds, and in some cases, thousands of staff across the nation. In many cases, Tetra Tech has responded to its clients within 24 hours of receiving notice-to-proceed and fully staffed projects within seven days. ***We are committed to providing the City with a dedicated and consistent project management team that will expedite recovery efforts by establishing a coordinated and organized approach to debris removal.*** Our dedicated team is available to the City 365 days per year.

Professional Certifications, Training, and Licensing

Tetra Tech is committed to providing our customers with quality technical products and services while meeting the highest level of ethical and regulatory standards and performance in our jobs. In addition, our environmental health and safety program helps our business operate in a manner that protects the health and safety of our employees, customers, business partners, community neighbors, and the environment.

Tetra Tech remains abreast of the latest guidance, issues being debated, and current best practices through participation in expert groups, attendance in training and conference sessions, and working with national experts in disaster recovery operations, emergency management, national security, information technology, public health, transportation, and critical infrastructure protection.

Our proposed team possesses many of the key certifications necessary to provide quality technical services and have attended numerous training courses related to debris operations and emergency management. Some of these include, but are not limited to:

- Occupational Safety and Health Administration (OSHA) Disaster Site Worker Course
- OSHA 10-Hour Construction Safety Certification
- OSHA 40-Hour HAZWOPER Certification
- G-202 Debris Management
- Homeland Security Exercise and Evaluation Program (HSEEP)
- IS 100: Introduction to Incident Command System
- IS-120: Introduction to Exercises

Tab A: Qualifications

- IS-200: Basic Incident Command
- IS-547: Introduction to Continuity of Operations (COOP)
- IS-631: Public Assistance Operations I
- IS-632: Introduction to Debris Operations
- IS-634: Introduction to FEMA’s Public Assistance Program
- IS-700: National Incident Management System
- IS-800: National Response Program
- Mass Casualty Incident Manager Certification

Additionally, all collection and disposal managers and field supervisors must attend a debris monitoring training session prior to working. These training sessions are delivered by experienced trainers and provide the information required to facilitate accurate field monitoring. Tetra Tech also conducts daily “tailgate” safety sessions with field employees to alert them of potential work hazards and review safe work practices.

Proposed Staff

Our senior management team will provide expert oversight and assistance at critical junctures and is prepared to assist the project management team for the duration of any disaster recovery operation. These individuals bring decades of disaster debris monitoring and reimbursement expertise. In addition to our senior management team, our dedicated project management team consists of disaster recovery professionals who are uniquely familiar with the policies, procedures, and requirements associated with providing disaster recovery services. ***Tetra Tech’s staff members constitute an integrated team with unparalleled skills and experience that is uniquely qualified to manage the debris monitoring operations.***

Exhibit A-2 shows our proposed project team organizational structure. ***Résumés have been included at the end of this section.***

Exhibit A-2: Project Team Organizational Chart



Tab A: Qualifications

Résumés

**EXPERIENCE SUMMARY**

As Vice President, Mr. Burgiel manages the business operations of all disaster recovery efforts, including preparedness planning, project staffing, logistics, grant administration and agency reimbursement support, program accounting/auditing oversight, and contract negotiations. Mr. Burgiel is dedicated to helping communities plan for and recover from disasters and provide the necessary documentation to receive the maximum allowable reimbursement from federal and state emergency management agencies.

Mr. Burgiel has 30+ years of solid waste and disaster recovery experience. His disaster-related work has included serving as principal in charge of over 30 projects, helping clients throughout the country prepare for, respond to, and recover from natural and human-caused disasters.

Mr. Burgiel is intimately familiar with local, state, and federal solid waste and hazardous waste regulations, as well as U.S. Department of Housing and Urban Development (HUD), Federal Emergency Management Agency (FEMA), and Federal Highway Administration (FHWA) policies and reimbursement procedures as they relate to disaster management and recovery.

RELEVANT EXPERIENCE

Mr. Burgiel has provided senior management oversight to the following projects:

- Multiple communities in South and North Carolina – Hurricane Matthew
- Richland County & Lexington County, South Carolina - South Carolina 1,000-year Flooding Event - Comprehensive Disaster Recovery Services
- Hays County/City of Wimberley, Texas – Severe Flooding Disaster Recovery Assistance
- New Jersey Department of Environmental Protection (NJDEP) – Hurricane Sandy Disaster Vessel Recovery Program
- State of Connecticut – Hurricane Sandy Disaster Debris Program
- State of Louisiana – Hurricane Isaac Disaster Debris Program Management
- City of New Orleans, Louisiana – Hurricane Katrina Residential Demolitions
- Bastrop County, Texas – Wildfires
- City of Cedar Rapids, Iowa – Severe Flooding
- Monroe County – Hurricanes Katrina and Wilma

EDUCATION

University of Central Florida
Master of Business
Administration, 1989

Tufts University
Bachelor of Arts, Economics,
1984

AREA OF EXPERTISE

- Solid and Hazardous Waste Management
- Disaster Recovery Program Management
- Federal Grant Management

GRANT EXPERIENCE

- FEMA PA
- CDBG-DR
- HMGP

DISASTERS

- 4286 SC Hurricane Matthew
- 4245 TX Flood
- 4241 SC Flood
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1679 FL Tornadoes
- 1606 Hurricane Rita
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina
- 1595 Hurricane Dennis
- 1561 Hurricane Jeanne
- 1551 Hurricane Ivan
- 1545 Hurricane Frances
- 1539 Hurricane Charley

YEARS OF EXPERIENCE

30+ years

Principal-in-Charge (October 2015–November 2015)

Richland County South Carolina | Comprehensive Post-Disaster Flood Support Services

Following the State of South Carolina’s 1,000-year flooding event that took place from October 1–5, 2015, Mr. Burgiel led a team of Tetra Tech staff to provide comprehensive disaster recovery services to Richland County immediately following the historic flooding event. Services included but were not limited to FEMA PA reimbursement support, procurement package development for over 270 road and bridge repairs, well testing and disinfection program management, a post-disaster outstanding needs assessment, flood mitigation planning support, grant funding strategic plan development, and coordination and technical support activities among the County, State and FEMA agencies.

Principal-in-Charge (May 2015–October 2015)

Hays County/City of Wimberley Texas | Post-Disaster Flood Support Services

Following the historic flooding event along the Blanco River where over 20 people perished, Mr. Burgiel provided technical support in the Hays County, Texas Emergency Operations Center (EOC) during and immediately following the flooding disaster. As part of these services, Mr. Burgiel supported the County and City of Wimberley in providing expert technical advice associated with providing the County/City appropriate measure for responding to the event and methods for best tracking the County’s disaster-related costs to maximize the County’s/City’s FEMA reimbursement post-disaster. Mr. Burgiel was instrumental in standing up the County right-of-way debris removal program and subsequently obtaining approval for a private property debris removal (PPDR) program from FEMA to cover the extensive debris that remained along and in the Blanco River, which created a future health and safety hazard to the County and City.

Senior Management (April 2012–May 2013)

State of Vermont | Federal Grant Management Services

Following Hurricane Irene, the State of Vermont faced the daunting task of maintaining critical operations. Under Mr. Burgiel’s direction, within 48 hours our team deployed a team of experts to the state emergency operations center (EOC). Mr. Burgiel and our grant management team provided consulting services and managed the recovery process. Our team collected, reviewed, and offered technical assistance to applicants on their Hazard Mitigation Grant Program (HMGP) applications.

Senior Management (September 2008–January 2009)

Harris County, Texas | Hurricane Ike Disaster Debris Program Management

In 2008, Hurricane Ike made landfall in Texas, causing extensive damage to Harris County, the fourth largest county in the United States. Mr. Burgiel rode out the storm in Harris County’s EOC and assisted with the deployment of our response team following the storm. Our team assisted with monitoring and cost reimbursement for over 2.5 million cubic yards of debris from the public right-of-way (ROW) in response to Hurricane Ike.

Senior Management (February–April 2007)

Volusia County, Florida | Groundhog Day Tornado Disaster Recovery and Storm Debris Removal

Our team was retained by Volusia to assist with monitoring of cleanup efforts following the Groundhog Day tornadoes that swept through Central Florida during the early morning hours, leaving 20 people dead and many others injured and without homes. Under Mr. Burgiel’s direction, our team mobilized a response team to the area to help identify critical debris removal areas and initiate its ROW debris removal operation. Mr. Burgiel oversaw the management of a full support team involved with staging operations, load inspections for storm debris cleanup, and logistics operations for the field inspectors.

Senior Management (August 2005-October 2006)**Miami-Dade County, Florida | Hurricanes Katrina and Wilma Disaster Recovery and Debris Management**

After Hurricanes Katrina and Wilma struck Miami-Dade County, our team provided immediate on-site assistance and a wide range of disaster recovery management and storm debris cleanup monitoring services to help Miami-Dade County make a quick recovery. Under Mr. Burgiel's direction, our team assembled and deployed a full disaster recovery team to assist Miami-Dade County with removal of approximately 5.5 million cubic yards of debris. Mr. Burgiel oversaw the data management process and assisted Miami-Dade County with FEMA project worksheets and appeals.

EXPERIENCE SUMMARY

Mr. Ralph Natale is the director of post-disaster programs for Tetra Tech, Inc. He leads the practice by developing programs, providing daily project support, and providing oversight and guidance to his team of project managers and projects. Mr. Natale is an expert in Federal Emergency Management Agency-Public Assistance (FEMA-PA) Grant Program reimbursement policies and has administered nearly 70 projects in his 11 year career.

Mr. Natale has served as a principal in charge, project manager, data manager, and operations manager in response to some of the country's largest debris-generating disasters, including Hurricanes Katrina, Ike and Sandy. This includes managing and documenting the removal of over 16 million cubic yards (CYs) of debris and 895,000 hazardous trees totaling over \$470 million dollars of reimbursed invoices.

FEATURED EXPERIENCE

Subject Matter Expert (Debris Documentation, Program Management, Grant Management)

Mr. Natale has served as a debris documentation specialist and grant consultant for state and local governments during his extensive career in disaster debris industry. This includes serving as a current member of the State of Connecticut Emergency Operations Debris Task Force, where he was activated during the recovery operations following Hurricane Irene and Winter Storm Alfred.

Mr. Natale has served as a senior consultant and subject matter expert on the following projects:

- Lake County, California | Valley and Butte Fire (September 2015–Present)
- City of Houston, Texas | Hurricane Ike, severe droughts, ,may 2015 floods (June 2009–Present)
- State of Connecticut | Interagency Debris Management Task Force (August 2010–Present)
- City of New Orleans, Louisiana | Hurricane Isaac (September–December 2012)
- Texas Department of Transportation | Federal Highway Administration-Emergency Relief Statewide Training (January–July 2010)
- Connecticut Department of Transportation | Winter Storm Alfred (October 2011–July 2012)
- Boulder County, Colorado | 2013 Floods (October 2013 –2015)

YEARS OF EXPERIENCE

11 Years

AREA OF EXPERTISE

- Program Development
- Documentation Management
- Private Property Debris Removal Programs
- Debris Removal Planning
- Debris Removal Monitoring
- Packet Management
- Geospatial Reporting

GRANT EXPERIENCE

- FEMA PA
- NRCS EWP
- FHWA ER

DISASTERS

- 4240 Valley and Butte Fire
- 4245 TX Severe Storms
- 4145 CO Flooding
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Snow Storm
- 3268 NY Snowstorm
- 1971 AL Tornadoes
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1763 IA Flooding
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina

TRAINING/CERTIFICATIONS

- OSHA 40-Hour Asbestos Training
- IS-632: Debris Operations
- HSEEP-Certified
- OSHA Asbestos Health and Safety
- IS-30: Mitigation Grants System
- IS-100, 200, and 700: ICS and NIMS
- IS-630: Intro to the PA Process
- IS-631: PA Operations

Principal in Charge/Senior Program Manager

As director of post-disaster programs for Tetra Tech, Mr. Natale has focused on developing and improving program management processes. These processes ensure the most efficient methods of managing debris removal programs to maximize federal reimbursement via the FEMA 325, and 327 guidelines. As a senior program manager, Mr. Natale ensures quality control and quality assurance of project managers' deliverables on all Tetra Tech projects, including:

Mr. Natale has provides senior management on the following projects:

- California | Valley and Butte Fire (October 2015–Present)
- State of New Jersey | Hurricane Sandy Disaster Recovery Operations (October 2012–January 2013)
- State of Connecticut | Hurricane Sandy Statewide Debris Monitoring Operations (October–December 2012)
- State of Connecticut | Winter Storm Alfred Statewide Debris Monitoring Operations (October 2011–April 2012)
- City of New Orleans, Louisiana | Hurricane Katrina Residential Demolitions (April 2010–Present)
- Bastrop County, Texas | Wildfires (September 2011–August 2013)
- City of Cedar Rapids, Iowa | Severe Flooding (May 2010–June 2011)
- University of Iowa | 2008 Severe Flooding (March 2012–Present)
- City of Houston, Texas | Standing Dead Trees (May 2010–June 2011)
- Terrebonne Parish, Louisiana | Hurricane Ike (July 2010–February 2011)
- State of Connecticut Hurricane Irene (September 2011–November 2011)

Project Management

On large debris projects, Mr. Natale will be temporally relieved of his director duties by senior management support and focus on the management of a single project. As a result, Mr. Natale has managed some of the largest debris-generating projects in the country with great success.

Mr. Natale has served as a project manager or operations manager on the following projects:

- City of Houston, Texas | Memorial Day Floods (May–August 2015)
- New Jersey Department of Environmental Protection (NJDEP) | Hurricane Sandy Waterway Debris Removal Project (February 2013–January 2014)
- Connecticut Department of Transportation | Winter Storm Alfred Statewide Response (October 2011–April 2012)
- City of Houston, Texas | Hurricane Ike Disaster Debris Program Management (October 2008–July 2010)
- Winter Storm Pax | Augusta-Richmond County 2014
- Hurricane Gustav | Iberville Parish, Louisiana, 2008
- Hurricane Gustav | City of Central, Louisiana, 2008
- Hurricane Dolly | Hidalgo County, Texas, 2008
- Winter Storms | Town of North Tonawanda, New York, 2007
- Hurricane Wilma | Collier County, Florida, 2006
- Hurricane Wilma | Naples Airport, Florida, 2005
- Hurricane Wilma | City of Naples, Florida, 2005

EXPERIENCE SUMMARY

Mr. Oliver Yao serves as the deputy director of post disaster programs for Tetra Tech, Inc. Mr. Yao has over nine years of industry experience in emergency management, response, and recovery. Mr. Yao is responsible for managing project staffing, financials, operations, and safety of the practice. In addition, Mr. Yao is also responsible for the firm's data management and documentation operations, including project oversight, project reporting, contractor invoice reconciliation, and project closeout and audit support. Mr. Yao has supported response efforts to some of the largest disasters to affect the United States, including Hurricanes Katrina and Ike. Due to his experience, Mr. Yao also has unique knowledge and understanding of federal grant programs, including the Federal Highway Administration (FHWA) Emergency Relief (ER) Program and Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program. This knowledge and experience has aided Mr. Yao in developing and implementing standard operating procedures (SOP) for documentation and data management that assist our clients during closeout and audit. Mr. Yao also understands all aspects of our automated debris management system (ADMS), RecoveryTrac™. Due to his understanding, Mr. Yao is able to support all aspects of the ADMS handhelds, including field deployment, geospatial reporting, and future enhancements.

This knowledge and experience has aided Mr. Yao in providing local governments across the country with debris management consulting services such as the development of disaster debris management plans (DDMPs), the procurement of debris removal contractors, and the evaluation of debris management sites (DMS). Mr. Yao also has extensive experience assisting Florida communities with debris management services. He was part of the project team that helped develop the first Florida FEMA-approved DDMP for Escambia County.

RELEVANT EXPERIENCE

Senior Management and Data Oversight (May 2015–July 2015) Hays County; Caldwell County; City of Houston, Texas | Severe Storms, Tornadoes, Straight-Line Winds, and Flooding Program Management

The jurisdictions of Hays County, Caldwell County, and the City of Houston were among the many Texas communities impacted by the torrential rainfall in May of 2015. Tetra Tech was activated by the aforementioned communities to provide program management and disaster debris monitoring services. Mr. Yao served as a senior management and data oversight manager for the Texas projects. He

YEARS OF EXPERIENCE

10 Years

AREA OF EXPERTISE

- FEMA Reimbursement and Audit Support
- Reimbursement Policies and Procedures
- Disaster Debris Management
- Health and Safety
- Data Management
- FEMA-Compliant Disaster Planning
- RecoveryTrac™ ADMS

GRANT EXPERIENCE

- FEMA PA
- FHWA ER

DISASTERS

- 4240 CA Valley Fire
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4145 CO Flooding
- 4155 SD Winter Storm
- 4145 CO Flooding
- 4086 Hurricane Sandy
- 4080 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1679 Tornadoes
- 1676 MO Winter Storms
- 1665 NY Snowstorm
- 1603 Hurricane Katrina

EDUCATION

Rollins College, Crummer School of Business
Master of Business Administration, 2006

Rollins College
Bachelor of Arts, Economics, 2003

supported the projects by developing health and safety plans and verifying the projects met the project operations, timeline, deliverable, and budget standards for Tetra Tech.

Mr. Yao has also served as senior management and data oversight/manager on the following projects:

- Blount County; Limestone County, Alabama | Severe Storms and Tornadoes Disaster Debris Program Management (May 2014–August 2014)
- Boulder County, Colorado | Severe Flooding Disaster Debris Program Management (March 2014–October 2014)
- South Carolina | Winter Storm Pax Disaster Debris Program Management (February 2014–June 2014)
- New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management (February 2013–January 2014)
- City of Rapid City, South Dakota | Winter Storm Atlas Debris Program Management (October 2013–December 2013)
- City of Sioux Falls, South Dakota | Severe Winter Storm Debris Program Management (April 2013–August 2013)
- Bastrop County, Texas | Wildfire Disaster Program Management (September 2011–August 2013)
- Borough of Sayreville, New Jersey | Hurricane Sandy Disaster Debris Program Management (November 2012–January 2013)
- State of Connecticut | Hurricane Sandy Disaster Debris Program Management (October 2012–December 2012)
- City of New Orleans, Jefferson Parish, and St. John the Baptist Parish, Louisiana | Hurricane Isaac Debris Program Management (August 2012–December 2012)
- Henrico County, Virginia | Hurricane Irene Disaster Debris Program Management (August–December 2011)
- Dare County, North Carolina | Hurricane Irene Debris Management Services (August–December 2011)
- City of New Orleans, Louisiana | Hurricane Katrina Residential Demolition Program (April 2011–Ongoing)
- City of Houston, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–September 2011)
- City of Galveston, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–September 2010)
- Harris County, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–October 2009)

Debris Management Consultant (April 2015–June 2015)

Sarasota County, Florida | Pre-Event Disaster Planning Services

Mr. Yao served as a debris management subject matter expert and assisted Sarasota County, Florida with the development of their scope of services for disaster debris removal services. As part of the County project team, Mr. Yao also assisted in responding to vendor questions and developing an analysis of vendor rates.

Debris Management Consultant (March 2015–August 2015)

City of Sarasota, Florida | FEMA-Compliant Disaster Debris Management Plan

The City of Sarasota, Florida requested Tetra Tech's assistance to update their DDMP to meet FEMA requirements under the FEMA PAAP Pilot Program. Mr. Yao assisted the City in updating the City's plan to meet FEMA guidelines as well as industry best practices. As a result, the City's DDMP was approved by FEMA as compliant under the FEMA PAAP Pilot Program.

Mr. Yao has also served as debris management consultant/subject matter expert on the following projects:

- City of Winter Springs, Florida | FEMA-Compliant Disaster Debris Management Plan (April 2015–September 2015)
- Montgomery County, Pennsylvania | Multi-Jurisdictional DDMP (March 2014– September 2014)
- Lake County, Florida | Pre-Event Disaster Planning Services (June 2012–August 2012)
- Escambia County, Florida | FEMA-Compliant Disaster Debris Management Plan (September 2007–March 2010)

EXPERIENCE SUMMARY

Mr. John Buri is a director of post-disaster programs for Tetra Tech, Inc., and a member of our senior management team. His experience over the past 15 years includes emergency management planning, disaster mitigation, response, and recovery consulting on behalf of cities, counties, regional planning councils, and state governments. Mr. Buri has performed a role of senior management oversight manager on 22 major disasters declarations for over 100 clients since 2008 representing, over \$2.5 billion in disaster related grants. Mr. Buri has a thorough understanding and practical application of industry best practices and federal guidance governing such efforts including the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program, 2 CFR 200, Hazard Mitigation Grant Program (HMGP) and disaster funding strategies for local and state governments. Mr. Buri is also part of our Incident Management Team (IMT) dedicated to responding to our standby clients as part of the team deployed to the impacted region prior to or immediately after a disaster.

Mr. Buri is a vital member of the senior management team and is actively involved in the interaction with multiple clients in every activation, including being present in the client's emergency operations center (EOC) within 24-48 hours after each incident. He has responded to numerous large-scale activations and engages with FEMA and state regulatory agencies and debris contractors; in addition to, providing FEMA PA consulting for all tasks and activities associated with each disaster recovery operation.

FEATURED EXPERIENCE

Subject Matter Expert/Senior Management Oversight (October 2015-Ongoing)

Richland County, South Carolina | Public Assistance Consulting

Mr. Buri has been an integral part of Tetra Tech's Richland County disaster recovery team assisting the Project Manager and consultants with obtain data, policy interpretation and general grant consulting. Mr. Buri has focused his time assisting with navigating the on-going challenges associated with dam reconstruction, road damage restoration and long term recovery.

Program Manager (May 2015 – On-Going)

Hays County, Texas | Full Services Disaster Grant Management Consulting and Debris Management | May 2015 (DR 4223) and October 2015 Floods (DR-4245)

Mr. Buri is currently leading the Tetra Tech team supporting Hays County following two (2) major disaster declarations in 2015 including

YEARS OF EXPERIENCE

15 Years

AREA OF EXPERTISE

- Damage Assessment
- Policy and Procurement
- Debris Management
- Disaster Housing
- Grant Application Development
- Grant Accounting Systems
- Audit Process
- Closeout Procedures

GRANT EXPERIENCE

- FHWA-ER Program
- HUD CDBG-DR
- FEMA PA
- FEMA 404 HMGP
- FEMA HMA

DISASTERS

- 4245 TX Flood
- 4241 SC Flood
- 4240 CA Wildfire
- 4223 TX Flood
- 4222 OK Flood
- 4193 Napa Earthquake
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 Colorado Floods
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4022 Tropical Storm Irene
- 4106 CT Winter Storm
- 4064 OK Tornado
- 1969 NC Tornadoes

EDUCATION

Texas State University
Master of Arts, Public
Administration, 2002

The University of Texas
Bachelor of Arts, Government,
2000

the May Memorial Day Flood and October All-Saints Day Flood that . This includes providing technical assistance to County leadership regarding FEMA PA, HMGP and CDBG-DR grant programs. In addition, Mr. Buri has been instrumental in helping the County attain a Private Property Debris Removal (PPDR) program approval and disaster declaration for the October 2015 floods.

Subject Matter Expert/Senior Management Oversight (October 2013-Ongoing)

Boulder County, Colorado | Full Services Disaster Grant Management Consulting

Mr. Buri is currently providing subject matter expertise and senior management to Boulder County, Colorado, following the devastating floods that occurred in September 2013. Mr. Buri is providing PA consulting, managing the County's HMGP, and assisting the County with Community Development Block Grant (CDBG) Disaster Recovery (DR) application support. In addition, he is also providing overall management on all debris recovery operational issues for the County.

Senior Management Oversight (February 2014-May 2014)

Counties of Barnwell; Colleton; Dorchester; Hampton; Sumter, South Carolina; City of Sumter, South Carolina; City of Augusta, Georgia | Winter Storm Pax Disaster Debris Program Management

Following the destructive effects of Winter Storm Pax in February 2014, our team was tasked with providing disaster debris program management to numerous communities in the States of South Carolina and Georgia. Mr. Buri was instrumental in the immediate deployment of our team and is currently overseeing all disaster recovery operations, including leaner and hanger removal. In addition, Mr. Buri is currently working with each community to ensure that all eligible reimbursement is captured and documented.

Subject Matter Expert/Senior Management Oversight (February 2013-January 2014)

New Jersey Department of Environmental Protection | Hurricane Sandy Waterway Debris Removal Project

Mr. Buri provided subject matter expertise in the development and implementation of numerous protocols and procedures to effectively manage the New Jersey Department of Environmental Protection's (NJDEP) waterways debris removal program. Mr. Buri oversaw the implementation of our automated debris management system (ADMS) technology, which increased NJDEP's visibility to the day-to-day operations and provided real-time reporting of debris quantities. Due to the excellent senior and project management provided by our team, NJDEP then tasked our team with monitoring the sediment removal process in the northern and southern region.

Mr. Buri has also served in senior management oversight on the following projects:

- New Jersey Department of Environmental Protection – Liberty State Park | Hurricane Sandy FEMA PA Program Management (March 2013-January 2014)
- City of New Orleans, Jefferson Parish, St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Program Management (September 2012-December 2012)
- State of Connecticut | Winter Storm Alfred Disaster Debris Program Management (October 2011-April 2012)
- Bastrop County, Texas | Wildfire Disaster Program Management (September 2011–August 2013)
- State of Vermont | Hurricane Irene FEMA HMGP Application, Administration, and Implementation (January 2012-October 2013)
- State of North Carolina | Hurricane Irene Disaster Debris Program Management (August-December 2011)

- Galveston County, Texas | FEMA HMGP, Severe Repetitive Loss (SRL), and CDBG Application, Administration, and Implementation (September 2008–Ongoing)

Regional Program Manager (September 2008–September 2010)

State of Texas – 78 Total Clients | Hurricane Ike Comprehensive Debris Management Operations and FEMA PA Administration and Management

Following Hurricane Ike, Mr. Buri served as regional program manager and provided senior management for approximately 78 clients in the state of Texas. Mr. Buri was instrumental in the immediate mobilization of our team and provided a full range of services and client support to each client. Mr. Buri also provided management and guidance to each client to ensure they received FEMA reimbursement.

**EXPERIENCE SUMMARY**

Mr. Jeffrey Dickerson has more than 20 years of experience in program management, with extensive experience in technical organizational management, training, and readiness exercises. He is a 20+ year military veteran with skills in leadership, training, and personnel development. Mr. Dickerson is very experienced in disaster response field and data operations along with the application of advance technology to improve efficiency. He recently spoke at the National Hurricane Conference on the use and application of technology to improve disaster response cost efficiency. Mr. Dickerson has managed numerous large disaster activities with over 1,000 field monitors, coordinated the operation of a round-the-clock data processing centers—some with over 90 personnel, and provided technical support for a debris management database to track the over 1,000 trucks and documentation for over 5 million cubic yards of debris brought to the client's debris management sites (DMS).

Mr. Dickerson has led the development and support of our automated debris management system (ADMS), RecoveryTrac™. RecoveryTrac™ is a certified U.S. Army Corp of Engineers (USACE)-compliant suite of applications and mobile tools designed to simplify the collection of field documentation and increase the overall efficiency of monitoring debris removal efforts. *He designed and developed the industry- leading RecoveryTrac™ GIS*, which provides best in class reporting and analysis tools along with GIS web service based data feeds enabling direct integration into client GIS and emergency management systems.

RELEVANT EXPERIENCE**Project Manager (August 2016–Present)****Miami Dade County, FL | Zika Mosquito Inspection and Remediation Monitoring and Program Management**

Mr. Dickerson managed the development and deployment of customized GIS-enabled ADMS technology to document and manage a Door to Door Mosquito inspection and remediation program. RecoveryTrac technology was implemented by providing Contractor Crews with handheld smart phone devices loaded with the RecoveryTrac software to capture and report the inspection and remediation activity data in real time. The data collected was critical to the County in directing resources in response to changing health concern areas and mosquito counts.

YEARS OF EXPERIENCE

20 Years

AREA OF EXPERTISE

- Mobile and GIS Technology
- Resource Deployment and Tracking
- Readiness Training and Exercises
- Disaster Operations Support
- 20+ Years Military Experience

DISASTERS

- 4240 CA Wildfires
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 CO Flooding
- 4115 SD Winter Storm
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 1791 Hurricane Ike
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina

TRAINING/CERTIFICATIONS

- FEMA IS-632, IS-700, IS-922
- MCDBA, Microsoft Certified Database Administrator
- MCSE, Microsoft Certified Network Engineer
- MCT, Microsoft Certified Trainer

EDUCATION

Thomas Edison University
Associate of Science, Nuclear
Engineering Technology, 1997

GIS/ADMS Applications Manager (October 2015–August 2016)

Lake and Calaveras Counties, CA | Wildfire Disaster Debris Private Property Debris Removal (PPDR) Program Management

Mr. Dickerson managed the development and deployment of customized GIS-enabled ADMS technology to automate a private and commercial property hazard removal and demolition program, including environmental remediation sampling. Over 4,000 hazardous tree were removed and 1,000 structures were demolished generating nearly 100,000 cubic yards of mixed debris. Advanced GIS mapping, document, and data analysis portals were used extensively to document California environmental requirements.

ADMS and Logistics Manager (May 2015–August 2015)

State of Texas | Severe Flooding Debris and Hazard Removal Program Management

Mr. Dickerson managed the logistics and deployment of staff equipment and supplies as well as ADMS technology to 10 county and local clients in a multi-jurisdiction activation, including over 135 handheld devices removing 325,000 cubic yards of flood and household debris. Advanced GIS web services and data information portals were used extensively in managing the hazardous material pickups, road pass clearance, and public information applications.

GIS Field Application Manager (November 2014–May 2015)

City of New Orleans, LA | Hurricanes Katrina Demolition Phase II Program Management

Mr. Dickerson developed and deployed mobile field GIS technology to automate the private property demolition survey and documentation. Custom GIS base workflow automation provided custom form generation from collected field data. Phase II included the survey and demolition of over 375 structures.

GIS/ADMS Application Manager (February 2014–June 2014)

States of Georgia and South Carolina | Winter Storm Pax Disaster Debris Program Management

Mr. Dickerson managed the logistics and deployment of ADMS technology to seven county and local clients in a multi-state activation, including over 265 handheld devices for over 110,000 hazardous limb and tree removals and over 1,000,000 cubic yards of debris. Advanced GIS web services and data analysis portals were used extensively in managing the projects and public information applications.

ADMS Application Manager (October 2013–December 2013)

State of New Jersey Department Environmental Protection | Hurricane Sandy Disaster Debris Program Management

Mr. Dickerson managed the logistics and deployment of ADMS technology, including over 45 handheld devices for waterway debris and sediment removal for two-thirds of New Jersey's coastline. The RecoveyTrac™ work documentation module was heavily used to document the step-by-step progress. Over 58,000 photos documenting the collection and disposal of the debris and sediment were recorded.

ADMS Application Manager (August 2012–July 2013)

St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Program Management

Mr. Dickerson managed the logistics and deployment of ADMS technology, including over 120 handhelds units used by the Parish to expedite the recovery process collecting over 225,000 cubic yards of debris. Detailed pickup locations and damage reports were used extensively to keep community leaders informed of progress.

ADMS Application Manager (September 2011–June 2013)

City of Houston, Texas | Drought & Wildfires Debris Removal Monitoring

Mr. Dickerson managed the multi-year logistics and deployment of ADMS technology, including over 25 handheld devices in a multi-phased removal of thousands of trees following a severe drought

documenting over 260,000 cubic yards of debris. His responsibilities include the deployment, support, and staff training of the ADMS mobile system and development of custom mapping and reports.

Logistics and Network Operations Manager (August 2011–June 2012)

States of Virginia and North Carolina | Hurricane Irene Debris Removal Monitoring

Following Hurricane Irene, Mr. Dickerson managed the logistics and network infrastructure to support the project work for over 15 state, county, and local clients. His responsibilities included ensuring the availability of application and communication systems to support disaster operations. Logistical responsibilities included arranging travel, accommodations, equipment, and supplies needed to support field operations.

EXPERIENCE SUMMARY

Mr. Hainje has spent his entire career in emergency management and has been involved in the deployment of almost every disaster over the last 30 years, including hurricanes, tornados, snow storms, and floods. He maintains strong relationships with state and federal partners, serves in a very critical role where he is involved in every stage of the disaster recovery process with every client, and has a deep passion for working with and assisting government entities with Federal Emergency Management Agency (FEMA) guidelines and federal funding. As a member of Tetra Tech's Incident Management Team (IMT), Mr. Hainje is dedicated to responding to our stand-by clients as part of the team deployed to the impacted region and focuses on providing senior management oversight to clients prior to or immediately after a disaster. His extensive experience working with senior first responders as well as local, state, and federal elected officials during times of crisis has included providing full briefings to the president of the United States five times at the scene of major disaster operations.

As former regional administrator of FEMA Region VII for eight years, Mr. Hainje was responsible for the preparedness, response, recovery, and mitigation of all disasters in Kansas, Iowa, Nebraska, and Missouri, and led the region through 60 presidentially declared disasters. Over the last 10 years, Mr. Hainje has supervised major emergency operations in Connecticut, Florida, Mississippi, Missouri, Iowa, Nebraska, and Kansas.

Mr. Hainje was the director of operations for Hurricane Charley, which struck Florida in 2004. He was responsible for the entire Florida operations division, which at the time was the largest deployment in FEMA's history. Following the four hurricanes that struck Florida, Mr. Hainje served as director of emergency housing, which was the largest emergency housing operation in more than a decade.

Due to the devastating effects of Hurricane Katrina in 2005, Secretary Chertoff chose principal federal official (PFO) teams for the 2006 hurricane season. Mr. Hainje was asked by Secretary Chertoff to serve as the deputy Principal Federal Official for the Mid-Atlantic States. Mr. Hainje was involved with every aspect of preparation for all of the states from Georgia to Delaware. Mr. Hainje also led the response, recovery, and mitigation for the historic 2008 Midwest flooding event. At the peak, Mr. Hainje was in charge of over 1,000 FEMA employees deployed to this event, briefed the Midwest governors and the president of the United States, as well as many U.S. senators and congresspersons.

EDUCATION

Mid American Nazarene University
Bachelor of Arts, Management and
Human Relations, 2008

Killian College
Associate of Science, Fire Science,
1994

AREA OF EXPERTISE

- Policy/Government Affairs
- Local, State, and Federal Disaster Response and Recovery Funding
- Post-Disaster Emergency Housing
- Grant Writing, Administration, and Implementation
- Regional Response
- Commodity Distribution
- Homeland Security
- Emergency Management and Response

GRANT EXPERIENCE

- FEMA Public Assistance
- Hazard Mitigation Grant Program
- Community Development Block Grant Program

TRAINING/CERTIFICATIONS

- Incident Command System
- Extensive Chief Fire Officer National Fire Academy Course Work
- Former Emergency Medical Technician

YEARS OF EXPERIENCE

30 years

Mr. Hainje is an essential member of Tetra Tech's senior management team and is actively involved in the interaction with every client following every activation, including being present in Joint Field Office (JFO) and engaging with officers to understand the nature of every disaster.

RELEVANT EXPERIENCE

Senior Technical Advisor (October 2013-December 2014)

Boulder County, Colorado | Full Services Disaster Grant Management Consulting

Mr. Hainje is currently serving as senior technical advisor to Boulder County, Colorado, following the devastating floods that occurred in September 2013.

Principal in Charge (August 2010 – March 2013)

State of South Dakota | FEMA PA Closeout Services

As principal in charge, Mr. Hainje oversaw the PA closeout contract, which involved closing out over 200 project worksheets related to public utilities.

Principal in Charge (July 2010 – September 2013)

Port of Galveston, Texas | Federal Grant Administration

Mr. Hainje is assisting the Port of Galveston on a number of reimbursement-related issues. With Mr. Hainje's assistance, the Port of Galveston has received more than \$40 million in additional federal funding associated with permanent repairs to several of the port's piers following damage from Hurricane Ike in 2008.

Senior Advisor (January – September 2011)

Texas Department of Transportation | Comprehensive FEMA PA and Federal Highway Administration

Mr. Hainje worked with the Texas Department of Transportation (TxDOT) and FEMA to resolve a number of outstanding projects, allowing TxDOT to receive millions in eligible funding.

Senior Management Oversight (February 2013-January 2014)

New Jersey Department of Environmental Protection | Hurricane Sandy Waterway Debris Removal Project

Mr. Hainje was a member of the our staff's IMT for the New Jersey Department of Environmental Protection following Hurricane Sandy, where he met with FEMA officials and state coordinating officers.

Senior Debris Consultant and Advisor (October 2012-December 2012)

State of Connecticut | Hurricanes Irene and Sandy, Winter Storm Alfred Disaster Debris Program Management

Mr. Hainje has assisted the State of Connecticut with debris management as a member of the Interagency Debris Management Task Force (IDMTF) at the state emergency operations center (EOC) for Hurricane Irene, Winter Storm Alfred, and Hurricane Sandy. He worked closely every day with members from Connecticut Division of Emergency Management and Homeland Security, the Connecticut National Guard, Department of Energy and Environmental Protection, and Connecticut Department of Transportation. This involved advising the State of Connecticut on all debris-related issues during response and recovery from the storms. Mr. Hainje was in the EOC working with the IDMTF prior to landfall for Hurricane Irene and Hurricane Sandy.

Senior Debris Consultant and Advisor (October 2012-December 2012)**Multiple Cities and Towns in Connecticut, including the City of Hartford | Hurricanes Irene and Sandy, Winter Storm Alfred Disaster Debris Program Management**

After Hurricane Irene, Hurricane Sandy, and Winter Storm Alfred, Mr. Hainje worked directly with Hartford, West Hartford, Manchester, Enfield, Danbury, Greenwich, Fairfield, New London, and several more communities on their debris management activities. Mr. Hainje traveled the state extensively during these operations, working with and advising public officials in more than 25 communities.

EXPERIENCE SUMMARY

Mr. Mark Dygert is an experienced professional providing program management services for hazard mitigation emergency preparedness/planning response and recovery. He has managed projects in that states of Texas, Louisiana, Georgia, South Carolina, and New Jersey, where he was responsible for implementing schedules for the contractor and providing client support for Federal Emergency Management Agency (FEMA) and Federal Highway Administration (FHWA) regulations and procedures.

FEATURED RELEVANT EXPERIENCE

Automated Debris Management System (ADMS) Specialist (May 2015–August 2015)

City of Houston, Texas | Severe Storms and Flooding Disaster Debris Program Management

Mr. Dygert was deployed as an ADMS operations manager for the City of Houston following severe storms and flooding that resulted in concentrated volumes of disaster debris in the City. Mr. Dygert assisted in the logistics and technical support of 130 ADMS units used by locally trained monitors to document the collection of over 300,000 CYs of debris. Tetra Tech takes great pride in its ability to support an activation with ADMS services designed to maximize production, and employees like Mr. Dygert are the reason for our success. Mr. Dygert also assisted with daily eligibility oversight and managed the truck certifications of over 300 units.

Deputy Project Manager (March 2014–April 2014)

Barnwell County, South Carolina | Winter Storm Pax Disaster Debris Program Management

Mr. Dygert served as project manager for Barnwell County, South Carolina, following Winter Storm Pax. Mr. Dygert successfully hired and trained approximately 60 field monitors and managed the documentation-intensive process of removing eligible hanging limbs from County roadways. Mr. Dygert was crucial in providing consultation to County officials, establishing reporting protocols and facilitation meetings between FEMA, County representatives, and the County's debris haulers.

Operations Manager (February 2014–April 2014)

City of Augusta, Georgia | Winter Storm Pax Disaster Debris Program Management

Mr. Dygert served as operations manager for the City of Augusta, Georgia, following Winter Storm Pax, where he managed the overall

YEARS OF EXPERIENCE

6 Years

AREAS OF EXPERTISE

- Disaster Debris Management
- Right-of-Way/Right-of-Entry Debris Removal
- Private Property Programs
- Leaner/Hanger Programs
- FEMA Reimbursement

DISASTERS

- 4245 Texas severe storms
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4115 SD Winter Storm
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires

disaster recovery operations, including leaner and hanger removal for the City.

Deputy Project Manager (April 2013–September 2013)

City of Sioux Falls, South Dakota | Severe Winter Storm Disaster Debris Program Management

Following an ice storm in April 2013, Mr. Dygert served as project manager for the City of Sioux Falls, South Dakota. His responsibilities included serving as the point of contact for the City throughout the recovery operations and managing right-of-way collections and leaner and hanger removal programs. Mr. Dygert managed the total debris collection using RecoveryTrac™.

Operations Manager (December 2012–January 2013)

City of Newark, New Jersey | Hurricane Sandy Disaster Debris Program Management

Mr. Dygert served as operations manager for the City of Newark, New Jersey, where he managed the operations for all debris collections and stump removal using our RecoveryTrac™.

Project Manager (November 2012–December 2012)

Borough of Sayreville and the Township of Ocean, New Jersey | Hurricane Sandy Disaster Debris Program Management

Following Hurricane Sandy, Mr. Dygert served as project manager for the Borough of Sayreville and the Township of Ocean, New Jersey. He was responsible for training monitors for right-of-way collections; managing tower monitoring and hazardous leaner, hanger, and stump removal; organizing the staffing of positions; and tracking the progress of the debris collections using RecoveryTrac™.

Operations Manager (August 2012–October 2012)

Jefferson Parish and the Cities of West Bank and Laffite, Louisiana | Hurricane Isaac Disaster Debris Program Management

Following Hurricane Isaac, Mr. Dygert served as the operations manager for multiple areas in Louisiana, where he managed over 80 locally hired debris monitors. He also provided oversight on right-of-way debris removal, and leaner and hanger removal and assisted with private property debris removal applications.

Project Manager (February 2012–June 2012)

Texas Department of Transportation | Drought & Wildfires Debris Removal Monitoring

Mr. Dygert served as operations manager following the drought that affected Texas in September 2011, where he managed all recovery operations, including right-of-way debris removal and leaner and hanger removal.

Operations Manager (September 2011–August 2012)

Bastrop County, Texas | Wildfire Disaster Program Management

Mr. Dygert served as operations manager, where he worked on right-of-entry properties to identify qualified trees for removal after more than 1,600 homes were destroyed following the largest and most damaging wildfire in Texas history.

EXPERIENCE SUMMARY

Mr. James Ward is an experienced professional providing program management services for hazard mitigation emergency preparedness/planning response and recovery. He has supported projects in that states of Texas, Louisiana, South Carolina, and South Dakota, where he was responsible for implementing schedules for the contractor and providing client support for Federal Emergency Management Agency (FEMA) regulations and procedures.

FEATURED EXPERIENCE

Project Manager (October 2016–January 2017)

City of Port Orange, Florida | Hurricane Matthew Debris Removal Program

Mr. Ward served as project manager for the City of Port Orange’s debris removal program following Hurricane Matthew. He oversaw coordination with the debris removal contractors, field monitor oversight, FEMA reimbursement documentation, and field monitor health and safety. Mr. Ward oversaw the collection of over 428,000 cubic yards of eligible disaster debris that was a result of Hurricane Matthew. He also managed a hazardous tree and hanger removal program that addressed over 6,000 trees in the City.

Operations Manager (August 2016 – September 2016)

Ascension Parish, Louisiana | Severe Storms and Flooding Disaster

Mr. Ward was deployed as an operations manager for Ascension Parish, Louisiana following severe storms and flooding that resulted in concentrated volumes of disaster debris in the Parish. Mr. Ward’s responsibilities included field monitor dispatch, health and safety, reimbursement documentation, and field supervision. Mr. Ward also worked closely with data managers and ADMS specialists to document and track operations as well as deliver expedient and accurate reporting to key stakeholders.

Operations Manager (May 2016 – July 2016)

Harris County, Texas | Severe Storms and Flooding Disaster Debris

Mr. Ward was deployed as an operations manager for the Harris County, Texas following severe storms and flooding that resulted in concentrated volumes of disaster debris in the County. Mr. Ward’s responsibilities include field monitor dispatch, health and safety, reimbursement documentation, and field supervision. Mr. Ward also worked closely with data managers and ADMS specialists to document

YEARS OF EXPERIENCE

6 years

AREAS OF EXPERTISE

- Disaster Debris Management
- Right-of-Way/Right-of-Entry Debris Removal
- Private Property Programs
- Leaner/Hanger Programs
- FEMA Reimbursement

DISASTERS

- 4283 FL Hurricane Matthew
- 4277 LA Severe Storms and Flooding
- 4269 TX Severe Storms and Flooding
- 4223 TX Severe Storms and Flooding
- 4166 SC Winter Storm
- 4115 SD Winter Storm
- 4029 TX Wildfires

and track operations as well as deliver expedient and accurate reporting to key stakeholders.

Senior Field Supervisor (May 2015 – August 2015)

City of Houston, Texas | Severe Storms and Flooding Disaster Debris

Mr. Ward was deployed as a senior field supervisor for the City of Houston, Texas following severe storms and flooding that resulted in concentrated volumes of disaster debris in the City. Mr. Ward's responsibilities include field monitor supervisor, health and safety, reimbursement documentation, and truck certifications.

Field Supervisor (February 2014–May 2014)

Dorchester County, South Carolina | Winter Storm Pax Disaster Debris Program Management

Mr. Ward served as field supervisor for Dorchester County, South Carolina following Winter Storm Pax, where he oversaw field monitors and support reimbursement documentation for the County. Mr. Ward was also instrumental in the identification, hiring, and training of field staff to support the project.

Field Supervisor (April 2013–September 2013)

City of Sioux Falls, South Dakota | Severe Winter Storm Disaster Debris Program Management

Following an ice storm in April 2013, Mr. Ward served a field supervisor for the City of Sioux Falls, South Dakota. Mr. Ward's responsibilities include field monitor dispatch, health and safety, reimbursement documentation, and field supervision. Mr. Ward also worked closely with data managers and ADMS specialists to document and track operations.

Field Supervisor (September 2011–August 2012)

Bastrop County, Texas | Wildfire Disaster Program Management

Mr. Ward served as a field supervisor, where he worked on right-of-entry properties to identify qualified trees for removal after more than 1,600 homes were destroyed following the largest and most damaging wildfire in Texas history.

EXPERIENCE SUMMARY

Mr. Chen is an experienced quality control and data manager for Tetra Tech, Inc. His areas of expertise are in geographic information systems, documentation management, quality assurance/quality control (QA/QC), database management, and reporting. He also has an in-depth understanding of federal emergency management agency (FEMA) eligibility, documentation requirements, and our automated debris management system (ADMS).

FEATURED EXPERIENCE

Data Manager (January 2016-Current) **Calaveras County, California | Catastrophic Fires**

The catastrophic fires that impacted Calaveras County left severe destruction and damage. Sukut Construction was one of the contractors selected by Calrecycle to remove fire related debris and hazards from private property in the fire impacted areas of Calaveras County. Tetra Tech was contracted by Sukut Construction to provide data management and administrative functions to support debris removal efforts. Tetra Tech digitized source documentation and developed a custom Access database to provide reporting as to the status of properties and debris removal operations. Mr. Chen was deployed as a data manager where he oversaw the custom Access database used for the program.

Data Manager (November 2015-January 2016) **Lake County, California | Catastrophic Fires| Disaster Debris Program Management**

Following catastrophic fires that impacted Lake County in September 2015, many dead or dying trees that were a threat to fall and threaten citizens along the County right-of-way (ROW) were in need of mitigation. Tetra Tech was hired to complete a hazardous tree mitigation program, which included both ROW trees and private property. Mr. Chen was deployed as a data manager where he supported documentation management, reporting, and tree surveying efforts.

Data Manager (March 2014-August 2014) **Boulder County, Colorado | Severe Flooding Disaster Debris Program Management**

Mr. Chen served as data manager for Boulder County, Colorado following the severe flooding that affected the state in September 2013. Mr. Chen supported the implementation of our ADMS technology through all phases of operations and was responsible for troubleshooting with our field team. Mr. Chen's responsibilities also

YEARS OF EXPERIENCE

4 years

AREA OF EXPERTISE

- QC GPS Data Collection/Disposal Monitoring
- Managing ROE Status Layers
- ROW/Parks program live layers on ArcGIS Online Systems

DISASTERS

- 4240 Valley & Butte Fire
- 4166 SC Winter Storm
- 4145 CO Severe Storms and Flooding
- 4086 Hurricane Sandy

EDUCATION

University of Pennsylvania State University
Bachelor of Geography
Minor of GIS

included completing custom reports for Boulder County, providing FEMA compliance management, including quality assurance (QA)/quality control (QC) of right-of-way load collection; and managing the accuracy and organization for all project documents. Through GIS mapping services, Mr. Chen provided requested maps of project progression which required customization for the County. Finally, Mr. Chen also provided Financial Recovery support in assisting with complete of FEMA-PA project worksheets.

Data Manager (February 2014–March 2014)

Dorchester County, South Carolina | Winter Storm Pax Disaster Debris Program Management

Mr. Chen served as the data manager for the County of Dorchester, South Carolina following Winter Storm Pax. He was responsible for deploying and supporting field use of ADMS technology through all phases of operations including truck certifications, load collection, load disposal, and unit rate collections. Mr. Chen also aided in FEMA compliance management, including QA/QC of right-of-way load collection, and managing the documentation for all hazardous tree and hanger removal resulting in the development of several resourceful maps for the county and project team members.

Data Manager (January 2013 – April 2013)

New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management

Mr. Chen was essential to the New Jersey Department of Environmental Protection (NJDEP) waterways debris removal program as a data manager. Mr. Chen implemented our ADMS technology through all phases of operations including truck certifications, load collection, load disposal, and unit rate collections. Due to Mr. Chen's understanding of the project requirements, he also supported QA/QC checks to validate the client received the proper data and documentation to satisfy all FEMA requirements.

EXPERIENCE SUMMARY

Ms. Paris Atkinson is a senior data manager and billing/invoice analyst, where her responsibilities include data management, management of monitoring documentation for the Federal Emergency Management Agency (FEMA), invoice reconciliation, and the use of our automated debris management system (ADMS). She has extensive experience on all aspects of program data management up to and including project closeout and post-closeout audit support. Ms. Atkinson possesses knowledge and understanding of federal grant programs, including the Federal Highway Administration (FHWA) Emergency Relief (ER) Program and FEMA Public Assistance (PA) Program.

FEATURED EXPERIENCE

Senior Data Manager (January 2016–February 2016) **Collier County, Florida | Severe Storm and Straight Line Wind Debris Program Management**

Collier County, FL was impacted in January by a severe storm with measured winds as high as 83 mph. The storm caused significant arboreal damage to the County, so much so that the County chose to activate their disaster debris removal contractors and Tetra Tech. Ms. Atkinson provided program management and debris monitoring services to the County, which included ADMS technology implementation, quality assurance (QA)/quality control (QC) of data, multiple reporting functions, management of debris pile reported data and citizen concerns, contractor reconciliation and invoicing, and final project closeout.

Project Manager (December 2015–Ongoing) **State of Connecticut | Financial Recovery Services, FEMA Public Assistance**

The State of Connecticut has retained Tetra Tech to perform a secondary review of FEMA PA and FHWA-ER related funding that was obligated as a result of Winter Storm Alfred (FEMA-DR-4046). Due to a recent decision on the FEMA eligibility of reduction, final hauling, and final disposal costs, each town/city that applied for and received FEMA PA funding as well as FHWA ER funding must be reviewed to determine if appropriate funding has been obligated. Ms. Atkinson is responsible for reviewing the FEMA PA and FHWA grant documentation; ensuring reduction, final hauling, and final disposal costs have been reimbursed; and identifying any additional charges not captured by FEMA.

YEARS OF EXPERIENCE

12 Years

AREA OF EXPERTISE

- FEMA Reimbursement and Audit Support
- Reimbursement Policies and Procedures
- RecoveryTrac™ ADMS
- Data Management
- Debris Monitoring Compliance
- Vessel Removal
- Leaner and Hanger Removal
- Invoice Reconciliation

GRANT EXPERIENCE

- FEMA PA
- FHWA ER

DISASTERS

- 4283 FL Hurricane Matthew
- Collier County FL Severe Storms
- 4240 CA Valley Fire
- 4225 TX Flooding
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 CO Flooding
- 4087 Hurricane Sandy
- 4080 Hurricane Isaac
- 4046 CT Winter Storm
- 4029 TX Wildfires
- 3268 NY Snowstorm
- 1609 Hurricane Wilma

EDUCATION

University of Florida
Bachelor of Science,
Psychology, 2005

Senior Data Manager (October 2015–Ongoing)**Lake County, California | Valley Fire Disaster Debris Program Management**

Lake County, California was one of the counties severely impacted by the Valley Fire, which burned over 76,000 acres across Lake, Napa, and Sonoma Counties prior to being fully contained. Tetra Tech was retained by the County to provide program management and debris monitoring services. In addition to a right-of-way debris and hazardous tree removal program, the County also initiated a selective private property debris removal (PPDR) program. One of the unique aspects of the County is the enormous trees along the right-of-ways. Thousands of fire hazard trees were identified throughout the County that, though located on private property, could pose a threat to County maintained roads. As a result, the County initiated a selected PPDR program to address standing dead trees on private property that could impact County roads. Ms. Atkinson served as a senior data manager and was responsible for FEMA compliance management, including QA/QC of data and managing the documentation.

Senior Data Manager (May 2015–Ongoing)**Hays County; Caldwell County; City of Houston, Texas | Severe Storms, Tornadoes, Straight-Line Winds, and Flooding Program Management**

The jurisdictions of Hays County, Caldwell County, and the City of Houston were among the many Texas communities impacted by the torrential rainfall in May of 2015. Tetra Tech was activated by the aforementioned communities to provide program management and disaster debris monitoring services. Ms. Atkinson served as the senior data manager for the Texas projects. She supported the projects by managing the data team in the field; providing FEMA compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal. Ms. Atkinson also provided ADMS and database support for all staff members. Hays County has an ongoing PPDR program for which Ms. Atkinson continues to provide data management support.

Debris Subject Matter Expert (March 2014– September 2014)**Montgomery County, Pennsylvania | Multi-Jurisdictional DDMP**

Ms. Atkinson served as a debris subject matter expert and supported Montgomery County in establishing and implementing a multi-jurisdictional debris management planning program. Ms. Atkinson and the project team developed a debris management strategy based on the assessment of the County's existing resources, landfill and disposal capacity, and debris management site options. Ms. Atkinson also assisted in the development of multiple debris forecast models to estimate the resulting debris volumes following a disaster as well as the County's capacity to address debris using internal equipment and resources.

Data Manager and Debris Management Consultant (March 2014–Ongoing)**Boulder County, Colorado | Severe Flooding Disaster Debris Program Management**

Ms. Atkinson is currently serving as data manager for Boulder County, Colorado following the severe flooding that affected the state in September 2013. Ms. Atkinson is responsible for managing invoice reconciliation with the debris contractor; creating custom reports for Boulder County; managing the data team in the field; providing FEMA compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal. Ms. Atkinson also provides ADMS and database support for all staff members. Additionally, Ms. Atkinson assists with management of the FHWA-ER program for the County.

Data Manager (May 2014–August 2014)**Blount County; Limestone County, Alabama | Severe Storms and Tornadoes Disaster Debris Program Management**

Ms. Atkinson served as data manager for two counties in Alabama following severe storms and tornadoes that affected the area in May. Ms. Atkinson was responsible for managing invoice reconciliation with the debris contractor; managing the data team in the field; providing FEMA

compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal.

Data Manager (February 2013–April 2014)

New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management

Ms. Atkinson served as data manager following Hurricane Sandy, where she was responsible for the management and data creation of vessel removal tracking in New Jersey waterways, photo management of vessel removals, data management and tabulation, monitoring document compliance, monitoring the removal of vessels in accordance with legal requirements established, and database support for staff.

Data Manager (August 2012–February 2014)

St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Management Program

Ms. Atkinson served as data manager, where she provided invoice reconciliation, data export creation, data center management, document compliance monitoring, management of hazardous tree and hanger photo documentation, and database support for staff. Ms. Atkinson also monitored data to ensure FEMA compliance in the field and the managed us of our ADMS.

Data Manager (September–November 2012)

Jefferson Parish and the City of New Orleans, Louisiana | Hurricane Isaac Disaster Debris Management Program

Ms. Atkinson served as data manager following Hurricane Isaac, where she was responsible for call center management, data center management, document compliance monitoring, management of hazardous tree and hanger photo documentation, database support for staff, and data monitoring to ensure FEMA compliance in field.

Project Manager (July 2012–September 2012)

Lake County, Florida | FEMA-Compliant Disaster Debris Management Plan

In August 2012, she assisted Lake County, Florida, with the development of a FEMA-compliant disaster debris management plan. In addition, she assisted the County in developing a scope of services for their request for proposal for debris contracting, where a large focus was on helping complete the debris hauling request for proposal and guiding the County through the bid process.

Data Manager (July 2012–August 2012)

Clay County, Florida | Tropical Storm Debby Disaster Debris Management Program

Ms. Atkinson was responsible for data entry, tabulation, data management of compliance documentation, and the organization of collection and disposal data.

Operations Manager and Data Manager (February 2006–August 2006)

Collier County, Florida | Hurricane Wilma Disaster Waterways Debris Removal Program Management

Ms. Atkinson served as operations manager and data manager for Collier County, Florida, following Hurricane Wilma, where she was responsible for the supervision, support, and evaluation of field staff; documentation compliance; and ensuring waterway debris removal was compliant with Natural Resources Conservation Service contract specifications. Ms. Atkinson also developed standard operating procedures specific to the waterway debris removal project.

Operations Manager (October 2005–February 2006)

City of Naples and Naples Airport Authority, Florida | Hurricane Wilma Disaster Debris Management Program

Ms. Atkinson served as operations manager following Hurricane Wilma, where she was responsible for the supervision, support, and evaluation of field staff; documentation compliance; management of hazardous tree and hanger photo documentation; and ensuring FEMA compliance in the field.

EXPERIENCE SUMMARY

Mr. Burns has over 15 years of experience in the environmental field. While working for the Pennsylvania Department of Environmental Protection (PADEP), Mr. Burns served on the Palmerton Zinc Superfund Site Trustee Group (Natural Resource Damage Assessment Case) and the Aquatic Sub-committee Group. Mr. Burns was responsible for acting as the designated trustee from the PA DEP. While serving in this role, Mr. Burns was responsible for assisting with numerous assessments and document review. Mr. Burns assisted with the creation of the Pennsylvania Index of Biological Integrity to be used throughout the state of Pa. While with Tetra Tech, assisted with the Enbridge Line 6b release NRDA work. During this role, Mr. Burns assisted with the creation of numerous assessments, reviewed data from these assessments, participated in NRDA meetings, and developed the SCAT reconciliation process for the Enbridge release. Mr. Burns has also overseen and participated in numerous tank removals and cleanups.

Mr. Burns has responded to over 400 oil spills, conducting responses to oil spills, complaints, fish kills, and a multitude of site assessments. His experience includes responses to small releases from above ground home heating oil tanks to larger releases from underground storage tanks and pipelines that have affected surface water, groundwater, and soil. Mr. Burns' responsibilities during these activities have included management of personnel and equipment as well as support during a wide variety of emergency responses such as the Kalamazoo Enbridge Line 6B Pipeline Release, Allied Terminal Ammonium Nitrate Release, Buckeye Pipeline Release, Ivy Industrial Park Case, Church Road TCE Case, and Ashland Uni-Mart Vapor release.

Mr. Burns is currently the Emergency Response Coordinator and Deputy Program Manager for the US EPA Region 5 START Contract. He is trained in the operation and maintenance of field equipment for use in emergency response operations. Specific equipment used includes radiation detection meters, multi-media sampling equipment, and air monitoring equipment such as FIDs, PIDs, Dräger colorimetric tubes and pumps, HAPSITE Portable GCMS and Headspace Sampler, and Summa Canisters. Mr. Burns is also experienced in the collection of asbestos samples and is versed in the 2009 asbestos framework for collection of asbestos samples; he currently manages 5 asbestos sites for Tetra Tech.

YEARS OF EXPERIENCE

15 years

AREA OF EXPERTISE

- Fire Assessment
- Emergency Response
- Asbestos
- Technical Report Preparation and Review
- Project Management
- Scientific Research
- Fisheries/Ichthyology

TRAINING/CERTIFICATIONS

- ICS Level 100, 200, 300, 400, 301 and NIMS 700 and 800
- 40-Hour OSHA 29 CFR 1910.120 HAZWOPER
- OSHA 8-Hour Refresher Training
- EPA Chemistry for Environmental Professionals
- EPA Air Monitoring for Hazardous Materials 165.4, 2007 and 2005 EPA RCRA Compliance and Enforcement Workshop
- EPA Sampling for Hazardous Materials 165.9
- EPA Introduction to Groundwater Investigations 165.7

EDUCATION

Penn State University, Bachelor of Science in Fisheries and Wildlife Science

RELEVANT EXPERIENCE

Clayton Valley Fire California Fire Response (October 2016-Present)

Environmental Lead responsible for designing approach, coordinating staff, directing health and safety operations, and responsible for overall completion of environmental portion of the project. During this response Tetra Tech was responsible for assessing (hazard assessment) over 200 parcels of burned area in Northern California. Tetra Tech also conducted OSHA personal sampling and air monitoring and sampling during all operations to ensure protectiveness to public health during cleanup operations. Tetra Tech assessed each parcel for radiation, VOCs, lead, asbestos, and debris estimates. All documentation was collected with collector and I-form technology and uploaded to a central data base to generate deliverable as work was completed daily.

Lake Isabella California Fire Response (August 2016-Present)

Environmental Lead responsible for designing approach, coordinating staff, directing health and safety operations, and responsible for overall completion of environmental portion of the project. During this response Tetra Tech was responsible for assessing (hazard assessment) over 300 parcels of burned area in Southern California. Tetra Tech assessed each parcel for radiation, VOCs, lead, asbestos, and debris estimates. All documentation was collected with collector and I-form technology and uploaded to a central data base to generate deliverable as work was completed daily.

Harbin California Fire Response (October 2015)

Environmental Lead responsible for designing approach, coordinating staff, directing health and safety operations, and responsible for overall completion of environmental portion of the project. During this response Tetra Tech was responsible for assessing over 250 parcels of burned area in Northern California. Tetra Tech assessed each parcel for radiation, VOCs, lead, asbestos, and debris estimates. All documentation was collected with collector and I-form technology and uploaded to a central data base to generate deliverable as work was completed daily.

NPL-4 Radiation Site (Ottawa IL) (November 2014-present)

Field Team Lead responsible for overall work completed on site. Task included subcontractor oversight, project staff supervision, and overall completeness of a 35,000 tons of contaminated soil. Soil was contaminated with Radium-226 from fill operations. Task included segregation and excavation of contaminated material above the remedial action goal that was site specific. Mr. Burns was responsible for initial assessment of the site where trenches were employed to delineate the extent of contamination. Remediation of the site consisted of removal of impacted soil, segregation, water treatment, air sampling and monitoring, soil sampling and monitoring, and restoration operations.

Green Ribbon Trails (2010)

Project Manager, responsible for the work plan, multiple sampling and analysis plans, trip reports, and case study reports for the site. The site is a former asbestos facility. Sampling included activity-based sampling, bulk, soil, and ambient air sampling.

Former Keasby and Mattison Asbestos Facility (2010)

Project Manager, responsible for the work plan, multiple sampling and analysis plans and trip reports for the site. The site is a former asbestos facility. Sampling included activity-based sampling, bulk, soil, and ambient air sampling.

Liberty Radiation Exercise (2010)

Tier 3 United States EPA exercise in which a cesium explosive device was detonated in downtown Philadelphia. This multi-agency / multi-contractor exercise was a 5 day drill that incorporated all aspects of incident command and radiological forecasting devices. Specific duties included act as a member of the unified command overseeing all aspects of the exercise as in play.

Flood Response June 2006

Assisted in the response to a major flood that occurred over the northeast region of Pennsylvania. Assisted in basement release investigations, oversaw the removal of contaminated flood water from basements and underground tanks, home heating oil tank removals, and inspected over 40 underground and aboveground storage tank facilities for possible release / compliance issues due to flood conditions.

TAB B: EXPERIENCE

DEBRIS MONITORING CONTRACTS WITHIN 250 MILE RADIUS

The table below lists Tetra Tech's current contractual obligations for debris monitoring for counties within 250 miles of the City of League City (City).

Exhibit B-1: Listing of Pre-Positioned Contracts

Client Name	
CONFIDENTIAL	Brazoria County
	Fort Bend County
	Galveston County
	Harris County
	Jefferson County
	Liberty County
	Montgomery County

KNOWLEDGE AND EXPERTISE IN DEBRIS MANAGEMENT

Recent Debris Monitoring Experience

Our team has vast experience providing disaster management, recovery, and consulting services to state and local government agencies. Our approach includes partnering with our clients to establish and test the necessary plans and procedures before a disaster strikes and assisting with disaster response and recovery operations as well as post-disaster grant management. One of the keys to maintaining readiness in the field of disaster response and recovery is remaining active year-round. **Our team has responded to 20 major disaster declarations since 2011, totaling over 140 clients throughout the country.** *Specific project descriptions are featured later in this section and references have been included in Tab E. Tetra Tech can provide additional projects and information upon request.*

Large-Scale Debris Monitoring Experience

Our team understands the significant resource commitment and effort that is necessary to manage and monitor large-scale debris removal operations for local governments. We have monitored and obtained FEMA, FHWA, and NRCS reimbursement on **16 debris removal projects in excess of 1 million CYs of debris.** Tetra Tech takes great pride in the reliability of our service. Clients count on us to respond in their time of need, and we deliver. Our team has never failed to respond to our clients' deployment and mobilization needs, regardless of location or type of disaster.

EXPERTISE AND EXPERIENCE WITH FEMA ELIGIBILITY REQUIREMENTS

Tetra Tech understands the City is seeking to retain the services of an experienced disaster debris removal monitoring and consulting services firm to assist in augmenting City forces following a major debris-generating event. Tetra Tech is a nationally recognized program management

Tab B: Experience

consulting firm, specializing in assisting local governments (sub-grantees under the Public Assistance program) maximize their opportunity for federal funding for debris removal activities. We maintain best-in-class services in all areas potentially required following a disaster event.

Through our extensive experience Tetra Tech's management team has a detailed understanding of eligibility requirements and will work with the City to make sure they understand potential eligible versus ineligible tasks associated with this contract. If the City after notification elected to move forward with any particular task that in our professional opinion would not be reimbursable, Tetra Tech would invoice those tasks separately than eligible project tasks so clear eligible invoices can be submitted for project worksheet formulation.

Experience Coordinating with Federal, State, and Local Funding Sources and Reimbursement Processes

Throughout the course of the hundreds of debris management and grant management projects that our staff has administered for state and local governments across the United States, our team has developed a unique understanding of the FEMA organization and other regulatory agencies' policies and procedures. Tetra Tech maintains strong relationships with many of the lead federal coordinating officers, debris specialists, Public Assistance (PA) coordinators and officers, and other staff. We also understand the duties and responsibilities of emergency management personnel at the state and local level, which helps us build strong relationships.

Our team has worked closely with FEMA and FHWA staff in the determination of debris eligibility, data requirements, project worksheet/detailed damage inspection report development, auditing of documentation, and reimbursement requirements. This includes providing step-by-step assistance to clients throughout the FEMA reimbursement process. *To date, our team has an impeccable record of obtaining 100% reimbursement of the eligible federal cost share for both FEMA PA and FHWA-ER applications that our team has prepared and monitored on behalf of clients nationwide.* To maximize PA funding for our clients, our staff members maintain a working relationship with FEMA at the headquarters, regional, and local levels. Constant communication and regular interface with FEMA allows our team to obtain quick responses on disaster-specific guidance and issues.

Moreover, Tetra Tech maintains a full-time staff to assist our clients in obtaining reimbursement. **Mr. Dick Hainje**, former regional administrator of FEMA Region VII, has been responsible for deploying and managing over 2,000 emergency management employees following disasters and created a long-term community recovery process for FEMA Region VII. Mr. Hainje has assisted our clients with navigating the reimbursement process and obtaining clarification on FEMA policies. Mr. Hainje also led the response, recovery, and mitigation for the historic 2008 Midwest flooding event, where he was the regional administrator in charge of over 1,000 FEMA employees deployed to this event.

Additionally, our data management and document storage procedures are tailored to facilitate FEMA review of the generation of project worksheet versions throughout the project. *Our FEMA appeals and funding specialists have worked with FEMA closeout officers to obtain millions of previously deobligated dollars for communities.*

In the field, our operations managers and field supervisors fully understand FEMA rules and regulations for hand-loaded vehicles; stump, limb, and tree removal at unit rates; volumetric load calls at temporary disposal site locations; and right-of-way (ROW) debris removal eligibility. This allows us to monitor contracts to the smallest detail while concurrently managing and documenting the operation using proven methodologies that maximize FEMA reimbursement. We

Tab B: Experience

employ a rigid field documentation protocol that is in compliance with FEMA regulations and that our team has utilized successfully in more than 300 major activations. ***Our understanding of reimbursement agencies' requirements for eligibility, documentation, and reimbursement has helped our clients obtain over \$4 billion in reimbursement funds from federal agencies such as FEMA, FHWA, and the NRCS.*** Our team has an outstanding track record of receiving maximum reimbursement for our clients. Our data is rarely challenged, but we always stand beside our clients in defending our data and process, should the need arise.

Disaster Recovery Program Management Services

As a result of our successful performance on past projects, our team has become a national leader in providing management and support documentation for the following:

- Emergency road clearance
- Curbside debris collection
- Operation of citizen drop-off sites
- Demolition of uninhabitable structures
- Data management and invoice reconciliation
- Execution of private property debris removal (PPDR) programs
- Oversight of TDSRS location
- Final debris disposal at a landfill or other end use
- Conflict and damage resolution
- Truck certification
- Right-of-entry (ROE) administration

Special Programs Management

Our team is experienced with all facets of the debris removal monitoring industry, including special disaster recovery program management services. Some examples of special programs our team has managed and administered include the following:

- Animal carcass removal and disposal
- Asbestos abatement
- Beach remediation/restoration
- Construction and demolition debris
- Creosote piling
- Disposal site management
- Drainage and canal debris removal
- E-wastes
- Food waste removal
- Hazardous waste debris removal
- Leaner, hanger, and stump removal
- Marine/waterway debris removal
- Private property demolition/debris removal
- Nuisance abatement ordinance administration
- Saltwater killed tree removal
- Subsurface storm drain debris removal
- Vessel and vehicle recovery
- Wetland and parkland debris
- White goods debris removal
- Woodchips/ashes

Private Property/Right-of-Entry Debris Removal

Our team has administered many of the largest PPDR programs in U.S. history, including projects for New Orleans, Louisiana; Gulfport, Mississippi; Bastrop, Texas; and Escambia County, Florida. Tetra Tech assists communities with ensuring they have the legal authority via local and state ordinances to enter onto private property. Our team also assists with preparing submittal packages for FEMA to approve the program, promoting the ROE program with residents, and ensuring the program is properly documented.

Leaning Trees, Hanging Limbs, and Stump Removal

Leaning trees, hanging limbs, and stumps pose significant threats to public health and safety. Guidance on reimbursement for the removal of these vegetative threats is disaster-specific. Tetra Tech has the experience and expertise to help communities avoid the de-obligation of funds or

Tab B: Experience

non-reimbursement for these activities due to ineligible work. Our team has assisted numerous clients in surveying, documenting, and monitoring the removal of leaning trees, hanging limbs, and stumps. ***Our team members most monitored the removal and disposal of 26,800 hazardous trees and hangers for the City of Augusta following 2014 Winter Storm Pax.***

PAST RELEVANT EXPERIENCE

Similar to the services being requested by the City, our team has successfully assisted over 300 clients with recovering from the damaging effects of ice storms, hurricanes, tropical storms, tornadoes, and floods across the country. Our efforts have allowed our clients to maintain their focus on continuing daily operations while relying on us to oversee the management of debris removal operations and federal reimbursement in compliance with FEMA and FHWA guidelines and reimbursement procedures. ***The following projects are a representative sample of our experience and accomplishments in performing similar services within the last 60 months/5 years.*** Additional project information can be provided upon request. As requested in the RFP, references have been included in Tab E.

Disaster Debris Program Management

Montgomery County, Texas | May 2016 – August 2016



Situated just 40 miles north of Houston and encompassing 1,047 square miles, Montgomery County was severely impacted when Hurricane Ike made landfall in September of 2008. Tetra Tech quickly mobilized an experienced debris management team and over the next three months worked closely with County to monitor and document debris removal efforts for federal reimbursement. Tetra Tech successfully monitored and documented the removal of 3,782 hazardous hangers, 1,189 hazardous trees, and 684,252 cubic yards of

disaster debris. In the years following Hurricane Ike, Tetra Tech has worked with the County to plan for and prepare for future disasters. Most recently, Tetra Tech was activated by the County to monitor and document debris removal activities following the April 2016 Texas floods. The current program is being documented using RecoveryTrac™ ADMS Technology.

Disaster Debris Management Services

City of Friendswood, Texas | November 1 – November 16, 2015



In the early morning hours of October 31, 2015, an EF2 tornado severely damaged several Friendswood homes and left public roads blocked by downed trees, powerlines, and other debris. Within 12 hours of the disaster, Tetra Tech responded to the City, sending a project manager immediately to the site. The project manager was able to assess the damage and meet with Friendswood officials. Upon notice to proceed, our firm mobilized a local team of debris monitors and established our ADMS for the City, focusing on the tornado path boundaries.

Through the RecoveryTrac™ portal, City officials were able to observe the contracted debris hauler in real time, track task orders, and administer assistance to the citizens of Friendswood

Tab B: Experience

affected by the incident. The City is a long-time client, and our firm has maintained contact and assisted the City in times of normalcy in addition to pre and post-disaster situations. Since 2007, Tetra Tech has supported the City on multiple projects, including debris monitoring after Hurricane Ike in 2008, Community Development Block Grant - Disaster Recovery (CDBG-DR) application development, and most recently, disaster debris monitoring in 2015.

Disaster Debris Monitoring and Grant Management

Fort Bend County, Texas | May 2016 – May 2017



On May 30, 2016, a devastating flood impacted Fort Bend County, causing damage and debris across the County. Tetra Tech was tasked by the County to provide program management and monitoring services. The Tetra Tech field team certified 28 hauling units that removed over 48,000 cubic yards of flood debris within the County.

RecoveryTrac™ ADMS was used to monitor and document debris removal activities within the County and three other municipalities that requested the County's assistance through an interlocal government agreement. Additionally, with an

estimated \$15 million in damage, the County requested that our team assist with applying for, administering, and managing FEMA PA funding for categories A-G. Tetra Tech deployed a team of financial recovery consultants to assist the County in preparing PWs and maximizing grant funding for disaster response and recovery efforts. Our assistance after the flood however, has gone beyond just FEMA PA consulting to assisting the County with HMGP applications, identification of substantially damaged properties, staff augmentation for permits departments, and EOC staff support. We have assisted the County since 2007 in a variety of capacities, including debris management after Hurricane Ike in 2008, plan writing, and exercises.

Disaster Debris Program Management

City of South Daytona, Florida | October 2016–December 2016



The City of South Daytona's coastal location along the Halifax River placed its residents in a vulnerable position with the impending landfall of Hurricane Matthew. The Category 3 hurricane's prevailing wind gusts and deluge of rain caused widespread damage and debris throughout the City. Tetra Tech remained on standby, assisting the City and its key stakeholders prior to landfall as well as immediately after the storm's impact. Following a damage assessment right after the storm passed, our team began the hiring and training of local debris monitors. Tetra Tech's

existing partnership with the City, including holding annual pre-hurricane season meetings, allowed for a rapid start to debris monitoring operations with little to no learning curve. Our team enlisted a dedicated project management team to provide truck certification, collection monitoring, disposal monitoring, data management, and project reporting for FEMA reimbursement and overall project management and oversight. In total, Tetra Tech managed the removal of over 93,000 cubic yards of debris from the City and over 40 leaner and hanger removals. Tetra Tech

Tab B: Experience

continues to support the City in providing the documentation and support necessary to develop FEMA project worksheets.

Disaster Debris Program Management

Albany-Dougherty County, GA | January 2017 - Ongoing



On the evening of January 2, 2017, a severe storm spanning several EF-1 tornados produced a 3 to 4 mile swath of destruction. Winds reached 85 mph across the northern half of the City of Albany, causing widespread damage across the city. The damage survey team found hundreds of snapped and/or uprooted trees, damage to structures and buildings, and occasional instances of extensive damage to wide-span metal roofs in areas throughout the city. Much of the severe structural damage surveyed was a result of trees falling onto structures and powerlines, where the roads are

canopied by old oak trees and FEMA declared DR-4294-GA.

On January 22, while recovery from the first storm system was still ongoing, a massive EF-3 tornado was responsible for approximately \$40 million in damages across the City of Albany and Dougherty County, scattering trees and leveling residencies in its wake, continuing for 80 miles across southern Georgia. This system resulted in DR-4297-GA for Dougherty County, GA and 21 other counties in Georgia. In total fifteen people were killed and 43 people were injured after these series of storms moved through southwest Georgia in January 2017.

Tetra Tech was retained under two separate immediate work solicitations issued by the City and County. Our team was on-site in a matter of hours to begin in-person consultations with City and County staff and began training staff for immediate deployment. In response to the disaster, our team trained and oversaw the County's debris monitors for the removal of hazardous trees and limbs along the County's rights-of-way. Tetra Tech continues to provide ongoing debris monitoring for both the City of Albany and Dougherty County, GA along with financial recovery services, helping both City and County to gather the documentation for their project worksheets for both their Category A debris costs and all permanent repairs needed. In addition, the Tetra Tech team is working on a long-term recovery plan for the County.

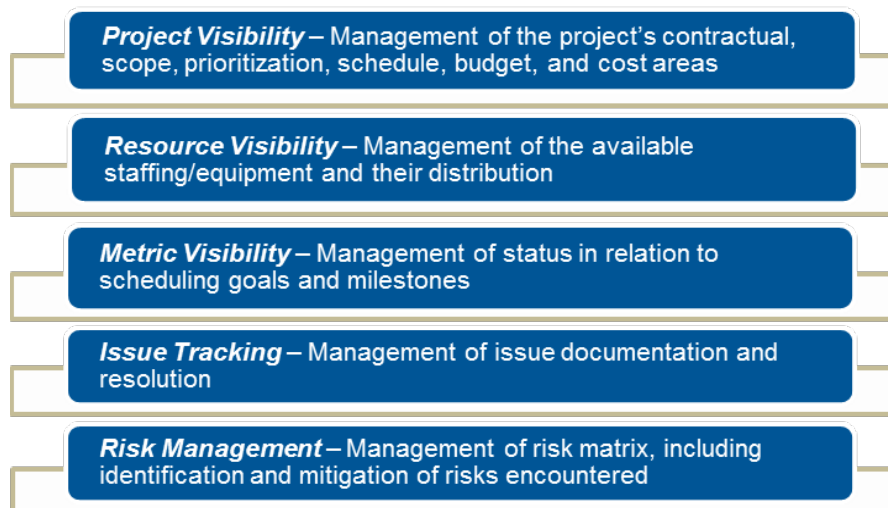
TAB C – PROJECT METHODOLOGY

Tetra Tech implements a best practices approach to disaster debris monitoring when planning for and responding to debris-generating events. Tetra Tech has carefully reviewed the scope of work requested in League City’s (City) request for proposal (RFP) and can assure the City that we have the extensive experience, understanding, and knowledge of the City to successfully perform all aspects of the scope of work. We are aware of the magnitude and importance of organizing and directing the necessary resources to define and carry out the tasks associated with the scope of work, and we are committed to providing a consistent and coordinated team to perform these services upon activation. Our project team will continue to dedicate themselves to the City’s needs throughout the year, not just during times of activation.

PROJECT MANAGEMENT METHODOLOGY

Our methodology of project management governs both the planning and execution of all project work. The strategy, structure, and staffing requirements for the project organization are based on client expectations and the desired outcome. Tetra Tech’s project management methodology enables our team to achieve success despite the unpredictable nature of disasters. Our methodology addresses the project management areas shown in the exhibit below.

Exhibit C-1: Project Management Areas



These management areas are administered using the established project management procedures and protocols we have developed and refined over the years and numerous disaster activations. Our interactions with our clients are based on best practices that balance the need for direction of operational priority, issue resolution, and relevant information with considerations for the time availability of the client.

Procedures and Protocols

Each phase of Tetra Tech project management has documented procedures that govern the execution to provide *scalable, consistent, high quality results*.

Tab C: Project Methodology

We use a systematic approach with frequent in-process quality checks to execute our project processes. Our general project approach includes tasks in each of the phases: initiation, mobilization, execution, and closeout.

- **Initiation (Pre-Event)**
 - **Annual coordination** – Conduct annual trainings and meetings to plan and test execution protocols and identify potential risks/mitigation opportunities.
 - **Contract review** – Review contracts for understanding of contractual requirements and possible cost savings.
 - **Communication systems checks** – Verify that communication systems function as designed and reporting needs are understood.
- **Mobilization (Immediately Prior to and Following Event)**
 - **Scope, tasking, and budget** – Determine services required, performance metrics, schedule, and budget constraints.
 - **Deployment and resource requirements** – Develop work plan and safety plans. Update risk matrix for work plan specifics.
 - **Staging of equipment and resources** – Coordinate movement of required support equipment/supplies and setup of communication and information systems.
- **Execution (Post-Event)**
 - **On-boarding and training staff** – Conduct suitability for work checks and provide targeted training program based on work and safety plans.
 - **Monitoring** – Supervise field operations, quality assurance/quality control (QA/QC) in-process checks, prioritization of resource management, and project reporting.
 - **Communication** – Conduct status meetings and communicate project metrics and other pertinent information.
 - **Issue tracking/resolution** – Conduct issue identification, staff communication, and resolution tracking.
- **Closeout (Post-Event)**
 - **Documentation deliverable** – Produce and deliver required documentation to support auditing.
 - **Demobilization** – Manage reduction in staff, post-use maintenance, and movement of equipment and supplies.
 - **Audit support** – Provide continued availability of information systems to support closeout information requests.

OPERATIONAL SCHEDULE

Based on Tetra Tech's understanding of the City and their needs, we have developed a draft mobilization schedule with key project management tasks in chronological order. The timeline is based on a typical activation; however, Tetra Tech is prepared to work with the City to adjust the timing of the specific elements below to meet the City's needs. Prior to an event with warning (such as a hurricane), our team will begin monitoring the landfall of any tropical system at H-96 and will coordinate via conference call with the City. Following an event without warning (such as tornadoes, or flooding), Tetra Tech will begin response at H-0.

Tab C: Project Methodology

Exhibit C-2: Disaster Debris-Generating Event Operational Plan

Time	Task	Deliverables/Milestones
Preparedness		
Pre-event (normal conditions)	Meet with the City to review plans and documents	• Conduct annual pre-event meeting with the City and debris contractor • Review the City's disaster recovery contracts for FEMA compliance • Update critical documents and files, including any GIS files
H-96	Review capabilities and resources	• Contact the City and initiate daily conference call • Determine resource requirements from debris model • Review the City's emergency policies and contracts • Establish contact with the City's debris hauler and ensure Tetra Tech has the most up to date copy of the debris hauler contract.
H-72	Execute responsibilities and activate contracts	• Review possible critical areas of concern, hospitals, major transit systems, historic districts, environmental issues, and critical infrastructure • Review protocols for private property, gated communities, and public drop-off sites • Review temporary debris staging and reduction site (TDSRS) locations and follow up with the Texas Department of Environmental Quality (TCEQ) on permitting procedures • Estimate equipment requirements and TDSRS capacity to haul and stage debris • Prepare automated debris management system (ADMS) technology for mobilization
H-48	Monitor storm track and continue preparations	• Conduct regular meetings with City staff as requested • Confirm staging location and begin mobilization of resources • Mobilize project assets and begin base camp coordination and logistics (food, water, housing, etc.) with the City and Tetra Tech headquarters (if necessary) • Review list of priority roads and the operational plan • Obtain GIS files for municipalities that the City will assist with debris removal • Continue to update and gather updates from the City's debris hauler
H-24	Prepare final reports	• Save all critical documents and files to the network drive, USB drive, and laptop hard drive • Certify emergency road clearance equipment (in coordination with the City's debris hauler) • Determine emergency road clearance priorities

Tab C: Project Methodology

Time	Task	Deliverables/Milestones
H-0	ARRIVAL OF NOTICE EVENT/INITIATE RESPONSE TO NO-NOTICE EVENT	
Response		
H +24	Emergency push	• Receive notice to proceed with not to exceed • Begin emergency push • Maintain time and materials (T&M) logs for push equipment • Coordinate with the City to conduct preliminary damage assessments and road closures (if requested) • Supervisors report to pre-designated locations and prep staff on project • Begin establishing ADMS infrastructure • Begin recruiting and training monitors, project coordinators, and data staff • Initiate opening of TDSRS locations • Follow up with TCEQ on debris permits (if required) • Work with the City to establish public information protocols to respond to concerns and comments
H +48	Emergency push/ damage assessment	• Continue emergency push • Continue preliminary damage assessment • Develop debris cost estimate required for presidential disaster declaration • Develop operational plan for disaster-specific issues • Refine health and safety plan for disaster-specific issues
H +72	Disaster debris vehicle certification/ site preparation	• Begin hauling truck certification • Install ADMS tower monitor infrastructure • Train monitors on policies, ADMS, and safety • Open public drop-off sites as requested
H +96	Begin debris collection monitoring	• Assign monitors to trucks • Assign supervisors to monitors • Hold morning and afternoon meeting with City staff and debris hauler • Implement QA/QC procedures
Recovery		
Week 1+	Right-of-Way (ROW) debris collection monitoring	• Continue ROW collection • Address household hazardous waste (HHW) issues (if critical) • Issue daily reports/GIS maps • Hold daily meetings with the City, hauler, and/or State/FEMA as required • Staff citizens debris management hotline (if requested) • Define supplemental programs required (private roads, HHW) and prepare eligibility request

Tab C: Project Methodology

Time	Task	Deliverables/Milestones
Week 1+	Data management and invoice reconciliation	• Provide ADMS reports and real-time monitoring access • Establish client GeoPortal to provide insight into project progress • Review truck metrics provided by RecoveryTrac™ • Initiate weekly reconciliation • Initial payment recommendations with retainage
Week 1+	Reimbursement Support/Grant Administration (FEMA, NRCS)	• Prepare damage/cost estimates • Compile supporting documentation (debris permits, debris contracts, etc.) • Liaise with FEMA Region 6, Texas Division of Emergency Management (TDEM), U.S. Army Corps of Engineers (USACE), etc.
Week 2+	Special projects (if required)	• Waterway debris removal • Private property debris removal (PPDR) • Public drop-off sites • HHW • Mud/silt/sand removal (from storm drains, ditches, etc.) • Identify areas of operational concern and make disaster-specific recommendations to FEMA to improve efficiency
Week 3+	Financial Recovery Assistance Staff Engaged (if requested)	• Facilitate kickoff meetings with primary stakeholders • Draft a Public Assistance (PA) work plan • Conclude/review preliminary damage assessments • Gather documentation for project worksheet (PW) development • Identify opportunities for mitigation • Conduct site visits
Project completion	Document turnover/closeout	• Final reconciliation • Retainage release • Release hard copy files • Provide electronic database • Assist with PW development • Assist the City with long-term reimbursement • Audit assistance • Appeal support if necessary

TECHNICAL WORK PLAN

Time and Materials

The emergency push period begins immediately following an event. Tetra Tech will work with the debris removal contractors, in coordination with City crews, to first clear the blocked roadways for emergency vehicle passage to critical facilities. Tetra Tech is prepared to assist during the push period by providing the following services:

- Documenting blocked roads that require immediate clearance

Tab C: Project Methodology

- Administering the sign-in and sign-out of labor and equipment to track time and materials (T&M) charges
- Helping staff maintain maps or databases to track road clearance progress and other essential tasks, as requested
- Maintaining documentation for reimbursement of emergency push work

On-Boarding/Hiring Approach

Immediately following the impact of a known event, Tetra Tech will establish Human Resources (HR) hiring centers in the field throughout the region in the affected areas. The hiring center provides efficient hiring and training processes that meet the stringent Tetra Tech field operation requirements and any specific requirements of our clients. The hiring center is designed to be quickly mobilized, transported, and set up to allow near immediate response for field staffing needs. The hiring center is typically staffed by three trained HR representatives and can process hiring of hundreds of staff per day. The hiring center can be quickly scaled to meet the most demanding needs for staff. The hiring center advertises locally and reaches out to local workforce centers to utilize persons seeking employment in the community.

Vehicle Certification

Tetra Tech has a proven vehicle certification procedure that complies with FEMA guidelines to maximize reimbursement for our clients. Tetra Tech will certify all trucks used in an activation via the mobile application included in our ADMS technology. Benefits of using the mobile truck certification application include *electronic volume calculations*, instant upload to the RecoveryTrac™ database to allow a QA/QC check to immediately verify the truck certification is calculated correctly, and automated photo matching of truck and driver photographs to the truck. The truck certification application allows us to complete truck certifications in *30 percent less time than with a paper-based system*.

Our disaster debris vehicle certification procedure includes the following:

- Automated truck certification form, which includes the latest FEMA guidelines on truck certification documentation and volume calculations and a bar code for automated ticket scanning
- Special vehicle notations on the truck certification form and vehicle placard, which inform tower monitors of sideboards, tailgates, or other modifications, thus discouraging debris removal contractors from fraudulently altering vehicles after certification
- Photographs of vehicles, vehicle cavities, and drivers
- Periodic spot checks and recertification of trucks to identify trucks altered after initial certification
- Visual inspections of motor vehicle compliance with support from a City staff member. This can be done at the time of inspection or through our QC in real-time from an office environment.

Monitoring the Removal of Debris

Tetra Tech deploys loading site monitors to monitor the activities of each debris removal crew. Loading site monitors will document the initial step when tracking debris from collection to disposal. RecoveryTrac™ load tickets document where and when debris is collected along with other required information. Tetra Tech loading site monitors will also mark where every load of debris is collected using the RecoveryTrac™ waypoint system. This information can be used by multiple entities (the City, municipalities that may fall under the City's program, debris hauler, etc.) to verify completeness and maximize project schedule.

Tab C: Project Methodology

The bullets below highlight various aspects of Tetra Tech's debris removal monitoring program.

- **Operations.** Field collection monitors report to a staging location prior to the field operations beginning for a briefing to be given by the project manager or field supervisors and the distribution of safety gear (for example, caution lights or safety vests), map books, and ADMS handheld units/debris tickets.
- **Deployment.** A field monitor is assigned to one loading unit.
- **Field Supervision.** Responsibilities of the field supervisor include training, QA/QC of work being performed, verifying load ticket accuracy, and responding to field monitor and debris contractor issues in the field.
- **Responsibilities.** Field monitors will verify the proper loading of debris into the debris removal contractor's certified loading container. Monitors will document that contractors and their subcontractors adhere to local, state and federal regulations and that they are working safely and efficiently. Field monitors often notice inconsistencies with debris removal procedures and submit them to their supervisors. If a field monitor feels there is justifiable need to stop operations, the monitor is instructed to refrain from issuing a ticket until the debris hauler supervisor and a Tetra Tech supervisor can be called in to determine the appropriate action.
- **Work Scheduling.** Tetra Tech will coordinate with the debris removal contractor's project manager to estimate the number of field monitors that will be required for the following day. To be responsive and mitigate overstaffing, Tetra Tech requests that the debris hauler release the next day's schedule by 5 p.m. so that the appropriate number of field monitors is dispatched.
- **Daily Closeout.** At the close of operations each day, all collection and disposal monitors will report to the staging area to clock out and turn in their ADMS handheld units.
- **Contractor Completion.** Tetra Tech will assist in completing the project efficiently and within the time lines set forth in the RFP. There are many aspects of debris removal that are outside of the monitoring firm's control but will still need to be managed. Tetra Tech will assist with managing these goals, including the following:
 - The ability of a debris contractor to respond with sufficient equipment will affect the proposed schedule. Tetra Tech will provide burn rate analysis to verify the proper equipment is being provided. This will be adjusted as more accurate debris estimates are available.
 - Invoices by the contractor need to be produced in a timely manner so that Tetra Tech can reconcile in a timely manner. Tetra Tech will work to make the contractors aware of an appropriate time frame for invoicing and will communicate with the City if deadlines are not being met.
 - Deadlines for collecting debris are set to correspond with the work schedule that is based on estimated work to be completed. As damage estimates become more accurate (as is typical throughout the process), Tetra Tech will work with officials to adjust the timeline appropriately to reflect the changing estimates.

Temporary Debris Storage and Reduction Site Monitoring

Temporary debris storage and reduction site (TDSRS) locations are approved areas where debris contractors can truck eligible debris so it can be further separated or processed before being hauled to a final disposal facility. Tetra Tech can assist the City in obtaining necessary permits or approval of designated TDSRS monitoring as requested by the City. Debris is quantified by volumetric load calls. Towers are set up, and ingress and egress patterns are established. Each site will be restricted to a maximum capacity that will need to be monitored. Tetra Tech will

Tab C: Project Methodology

provide a minimum of two monitors per site, which may increase or decrease based on need. The Tetra Tech monitors will be prepared to work a 12–14 hour shift, 7 days per week. Construction and demolition debris may be directly hauled to a final disposal facility. Specific documentation kept by TDSRS monitors includes the following:

- **Load Ticket.** The load ticket is used to document debris removal.
- **Disposal Monitor Log.** The disposal monitor log is used as backup documentation (and serves as a fail-safe if any documentation is missing).
- **Scale Manifest Tickets.** If the debris hauling contract payment method is weight-based, tickets generated by the existing scales at the City’s TDSRS will be digitized and cataloged by Tetra Tech.
- **Incident Report.** The incident report is used to document anything out of the ordinary while monitoring at the TDSRS, including property damage, arguments, unsafe practices, and personal injury.
- **Photographic Documentation.** Tetra Tech disposal supervisors will photograph a TDSRS frequently in order to create a visual timeline of the site.
- **QA/QC of Field Tickets.** TDSRS monitors must review and correct errors made by loading site monitors in the field.

Due to the critical nature of load calls and the impact they can have on a project, Tetra Tech has developed a thorough Disposal Monitor Training Program that will be reviewed by every disposal site monitor for consistency in load calls. After a load call has been made, the disposal site monitor will issue the truck driver a printed Tetra Tech ADMS ticket.

Hazardous Tree Removal

Established FEMA guidance requires supporting photo documentation for each ticket issued for hazardous tree or hanger removal services. The previous standard for monitoring firms was to take supporting photographs with a digital camera and manually associate the photos to each tree ticket. Tetra Tech can utilize RecoveryTrac™ ADMS technology to document all hazardous tree and hanger removal operations. Additionally, Tetra Tech ADMS technology and software is designed to manage photo documentation by compressing and securely storing photos for field validations and audits in real-time. The ability to associate photo documentation to unit rate tickets is critical for FEMA reimbursement, QA/QC, and fraud deterrence.

As work in the field is completed, the information and supporting photos are uploaded directly to our database for QA/QC checks. A QA/QC manager verifies that the photographs comply with FEMA regulations and that all measurements meet the District’s contractual agreement with the contractor.

Daily Reporting Metrics

Tetra Tech has a suite of reports that are automated from RecoveryTrac™ and available in real-time via PC, tablet, or even smart phone. Our daily reporting metrics include but are not limited to the following:

- Daily operations cost accounting
- Debris contractor metrics and operations time by truck
- Daily load tickets and cumulative volumes
- Daily reporting of ongoing work and completed areas of debris removal activities
- Fiscal reports, including:

Tab C: Project Methodology

- Cost of monitoring operations (weekly or monthly)
- Hauling cost data (weekly or monthly)

Another key feature of the Tetra Tech ADMS technology is that it allows field monitors to report incidents and provide supporting photographs in real-time. These reports are then provided in real-time geospatially or exported into Excel sheets daily and are available to the City, local governments, and the debris contractor. As monitors complete incident reports in the field, the information and supporting photographs are uploaded to the reporting server.

Depending on the type of incident, priority e-mails may be sent out by the reporting server to City representatives, Tetra Tech project team, and debris contractor representatives. Our firsthand experience assisting local governments with recovering from disasters has shown that accurately capturing and photographing pre-existing damage can alleviate residential damage claims that may be submitted to the City. Additionally, the incident map developed from the collection information is essential to quickly identifying unresolved contractor damages before the completion of the program.

Exhibit C-3: Incident Reporting Tool

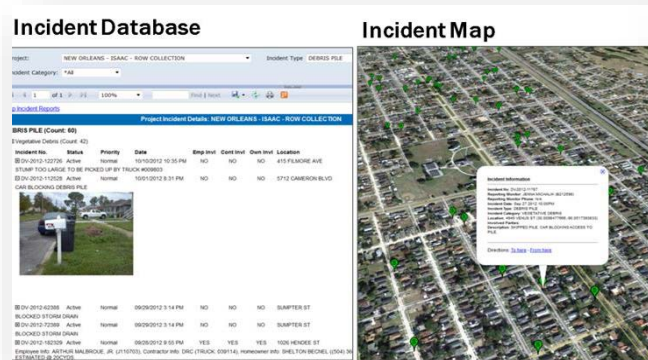
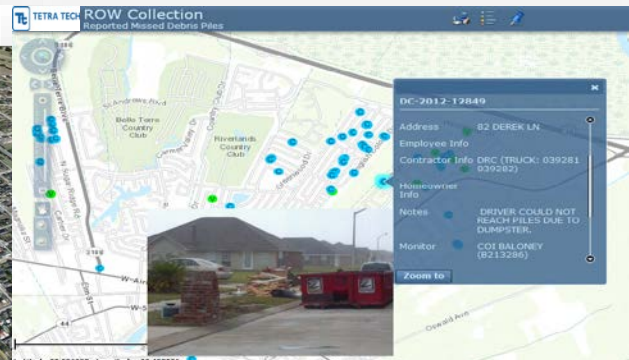


Exhibit C-4: Missed Piles Tracking



Project Manager's Daily Report

In addition to the standard daily reports, Tetra Tech's project management team will also provide a daily project manager's report. The daily project manager's report will be submitted to the City debris manager or their authorized representative daily. The project manager's report will include the following:

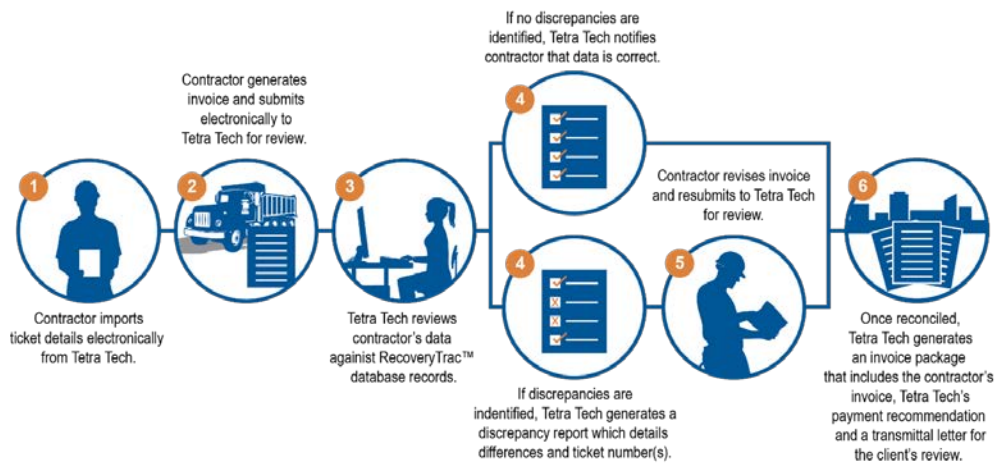
- Volumes of debris category collected
- Debris monitor metrics
- Maps depicting geographic areas where debris has been removed
- Tetra Tech's overall progress in completing task orders and estimated completion date
- Coordination issues (if any) with the contractor
- Damage claims or incident reports

Tab C: Project Methodology

Contractor Reconciliation

To expedite contractor invoice reconciliation efforts, Tetra Tech requires copies of all primary debris hauler contracts with the City. After reviewing the contracts, Tetra Tech will set up the RecoveryTrac™ database to generate transactions for tickets issued to each debris contractor. Tetra Tech will then meet with each primary debris contractor to review the debris contractor reports that will be generated automatically through RecoveryTrac™. The debris contractor reports will provide each contractor with sufficient data to reconcile with their subcontractors as well as generate invoices for payment by the City. Several QA and QC checks will be conducted on data before it is provided to the contractor. The application of RecoveryTrac™ Mobile significantly reduces the amount of time needed for a contractor to generate an invoice and for the subsequent invoice reconciliation with Tetra Tech. The step-by-step process for contractor invoice reconciliation in a RecoveryTrac™ project is outlined below.

Exhibit C-5: Contractor Invoice Reconciliation Process



Project Closeout

Upon project completion, Tetra Tech will prepare both physical records as well as RecoveryTrac™ database digital documentation for submittal to the City. Physical documentation such as load tickets, truck certificates, and field logs are organized and packaged in a manner conducive to easy retrieval. In addition to the physical documentation, Tetra Tech provides a final data export of the RecoveryTrac™ database, which serves to hasten any forthcoming auditing efforts. The records extracted from the database contain a digital copy of the ticket given to the contractor and the corresponding supporting photographic and/or supplemental documentation, truck certificate images and corresponding photographic documentation, and digital copies of all invoice payment recommendation packages that have been issued for the project. The ticket line item data is conveniently hyperlinked so that a simple click will yield the desired images. The RecoveryTrac™ final export data may be provided either via DVD or external hard drive.

RecoveryTrac™ Automated Debris Management System

In today's technology-driven society, paper-based systems are quickly becoming obsolete. Recognizing the migration to electronic-based systems, Tetra Tech has invested heavily in

Tab C: Project Methodology

research and development to streamline the debris collection documentation with a focus on minimizing the cost to our clients while improving their visibility into debris project operations. This state-of-the-art technology has already shown to increase the efficiency and improve the management of debris removal efforts for many of our clients. RecoveryTrac™ is the result of these efforts. RecoveryTrac™ is a scalable and fully featured disaster management application designed specifically to address the operational challenges faced during a disaster recovery project. Our proprietary ADMS technology, provides real-time collection of data, and offers multiple solutions to data management, reporting, invoice reconciliation, and project controls that cannot be achieved with a paper-based program. The end result is accurate, real-time debris removal **information made available minutes after completion instead of the next day as with paper-based systems.**

RecoveryTrac™ is **one of only three systems validated** by the U.S. Army Corps of Engineers (USACE), and is the ADMS preferred by the USACE debris contractors, providing ADMS services to 6 of 8 USACE districts globally.

RecoveryTrac™ is owned by Tetra Tech and is a proven and full-featured electronic ticketing and disaster debris management system.

- USACE ADMS compliant
- 1,250 units immediately available (owned, not rented or leased)
- Connected or disconnected operation independent of cellular network issues
- Expedites invoice reconciliation
- Provides real-time GIS reports and pass map tracking in a web-based portal
- Advanced issue management toolset
- Automated photograph and GPS capture
- Intuitive and user-friendly and highly scalable

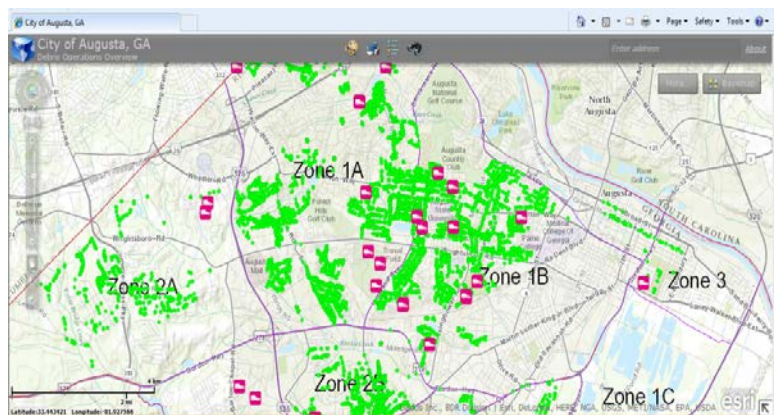
Real-Time Information and Visualization Increases Efficiency

Over the last several years, the cellular industry has invested heavily in the hardening of infrastructure in areas most susceptible to

environmental disasters. We have taken advantage of these improvements by partnering with the Tier 1 providers to get the information from the field as quickly as possible, ideally in real-time. Field devices are constantly looking for connectivity to immediately upload collected information. Once the field data is uploaded, RecoveryTrac™ geospatial services provide rich

information and visualization of the field data. Using the EOC operation board concept, users can visualize everything from damage concentrations to field debris equipment locations and more. The end result is better information, resulting in better decisions and less waste.

Exhibit C-6: Previous Collection and Current Truck Location



Tab C: Project Methodology

Coordinated Reporting and Quality Control

RecoveryTrac™ ADMS can provide the one-stop information in a consistent, easily consumed format that can provide a City -wide operations status picture. These data feeds are in real-time; there is no spreadsheet to import and no conversion—just a single GIS web data service to pull required information. Some examples of data included:

- Road Clearance Status (Pass Map)
- Hazard Removal Locations
- Debris Pickup Locations
- Truck and Monitor Locations
- Reported Damage Locations
- Debris Removed

Data managers assigned to continuously monitor the information flowing into the system check for potential problems and dispatch supervisors to respond to the problem. The system monitoring panel shows real-time statistics and potential problems for operations based on exhaustive in-process quality checks that occur continually.

Debris Tracking

RecoveryTrac™ allows real-time access and visibility into field operations. At each debris collection point, the roadway monitor marks the “waypoint” or location of the debris pile to collect GPS coordinates. The map below displays the waypoints associated with each collection ticket issued in the field. The waypoint collection report is updated in real-time and can be filtered by date.

An additional feature of our ADMS technology is that each handheld device reports back the location of the device regularly. By leveraging this location information, Tetra Tech can view monitor locations and truck locations in real-time.

GRANT MANAGEMENT CONSULTING SERVICES

As one of the nation’s premier providers of hazard mitigation, emergency preparedness, and response and recovery services, Tetra Tech is dedicated to helping our clients plan for, respond to, and recover from natural and human-caused disasters. Tetra Tech maintains a multidisciplinary staff with experience in disaster response and recovery, grant administration, and emergency management. Many are first responders, former state and local emergency management directors, and consultants who have been at the forefront nationally in developing strategies and plans in support of the U.S. Department of Homeland Security’s (DHS) National Recovery Goals. ***Tetra Tech offers a complete, end-to-end solution that empowers our clients to protect their most precious assets in times of chaos.***

Over the past 20 years, our grant management experts have assisted clients with applying for and retaining grant funds, even after closeout and audit processes. Our team has extensive experience assisting local and state governments with managing and documenting projects that are eligible for federal funding through the FEMA Public Assistance (PA) Program, including multiple, large PA programs for the States of Vermont, South Dakota, and Connecticut. Our team also has significant experience with FHWA Emergency Relief (FHWA-ER) federal reimbursement, having assisted over 60 clients with FHWA application, project management, and reimbursement. ***Our team’s record of success spans over 300 state and local government clients in response to over 50 declared presidential disasters, representing the recovery of more than \$4 billion in disaster grant funds. These activations have yielded grant program management engagements resulting in clients not only garnering grant funds but in retaining 99.8 percent of the funds received.***

Having a national firm with broad capabilities allows the City to bring in the right skills and background for the required scope of work and funding source. From engineers with technical capabilities (i.e., transit, road/bridge, water/wastewater, cost estimating) to former federal and state emergency management officials included on our project team, our team has direct experience with the following grant programs:

- FEMA Hazard Mitigation Grant Program (HMGP)
- FEMA Flood Mitigation Assistance Program¹ (FMA)
- FEMA PA Program
- Pre-Disaster Mitigation (PDM)
- Federal Highway Administration-Emergency Relief (FHWA-ER) Program
- FHWA Transportation Investment Generating Economic Recovery Grant
- Natural Resources Conservation Service (NRCS) Emergency Watershed Protection
- U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program

Tetra Tech has comprehensive experience working with the CDBG and CDBG-DR programs and has a successful record of helping communities across the region bolster recovery efforts and long-term resilience. Tetra Tech has applied our expertise in the CDBG-DR program to help numerous communities navigate complex program requirements, including the development of action plans, consolidated plans, grant management, application procedures, and compliance review among other services.

DAMAGE ASSESSMENT

Following a disaster, the City will need to evaluate city-wide damages and identify priorities. Preliminary damage assessments are a critical component to the City receiving a disaster declaration following a major debris-generating event. If tasked, Tetra Tech is prepared to supplement City staff and assist in conducting electronic damage assessments. Tetra Tech's ADMS technology, RecoveryTrac™, would be used to conduct damage assessments and collect supporting data including photo documentation of damages. The collected information would be reported real-time through web-based maps that depict damage assessment progress. Tetra Tech has recently supported damage assessment efforts for local governments following the earthquake in Napa Valley, California and the severe storms and flooding in Boulder, Colorado.

EMERGENCY MANAGEMENT PLANNING AND TRAINING

In addition to response and recovery services, our team is one of the nation's premier emergency preparedness firms, with a staff of industry experts located throughout the United States. Our team members are recognized leaders in preparedness, having performed hundreds of planning, training, and exercise projects for local, state, and federal agencies, quasi-governmental organizations, institutions of higher education, private-sector businesses, and non-profit organizations. Many of our team members have previously served as state and local emergency managers and are acutely aware of how important planning and training are to maintaining an optimal level of readiness. Since 2001, our team has conducted over 300 emergency preparedness projects while ensuring compliance with current local, state, federal, and industry standards.

¹Formerly three separate grant programs: FEMA Severe Repetitive Loss Program, FEMA Repetitive Flood Claims Program, and the FEMA Pre-Disaster Mitigation Program.



Hourly Rate Sheet

POSITIONS	HOURLY RATES
Senior Program Manager	\$175.00
Project Manager	\$69.00
Operations Manager	\$59.00
Field Manager	N/A (duplicate position)
Field Supervisor	\$42.00
Field Monitor	\$33.00
Debris Site / Tower Monitor	\$33.00
Load Ticket Data Entry Clerk	\$ 0.00
Collection Monitor	N/A (duplicate position)
Citizen Drop-Off Monitor	\$31.00
Billing / Invoice Manger	\$65.00
Billing / Invoice Analyst	\$45.00
Project Inspector (housing)	\$55.00
Project Assistant	\$42.00
Field Coordinator (Crew Monitor)	N/A (duplicate position)
Senior Project Inspector	\$125.00
Waste Management Specialist	\$95.00
Senior Public Assistance – Grant Management Consultant	\$135.00
Principal In Charge	\$95.00
Public Assistant Consultant	\$115.00
Public Assistant Consultant Aide	\$95.00
Project Coordinator	\$34.00
Debris Site Security	\$29.00
Safety Manager	\$65.00
Data Manager	\$49.00
Data Support Personnel	\$32.00
Marine Debris Monitor	\$38.00
Schedules / Expenditures (Logistics)	\$45.00
Environmental Specialist	\$95.00
Project Inspector (Infrastructure)	\$110.00
Residential Monitor	N/A (duplicate position)
Automated Ticket Specialist	\$55.00
Aerial Photographer	\$45.00
FEMA Specialist	\$145.00
Administration Assistant	\$42.00
Call Center Staff	\$29.00
Senior Technical Specialist	\$145.00
Fire / HAZMAT Subject Matter Expert / Trainer	\$125.00
OTHER REQUIRED POSITIONS: Proposer may include other positions, with hourly rates, as needed.	

Tab E: References

TAB E: REFERENCES

Tetra Tech is proud of the long-term relationships we have developed with our clients and encourages the City of League City (City) to contact each of our references to obtain comments on the quality of services we provide. Additional references can be provided upon request.

Client Name/Contact & Title	Phone/Email	Project Dates
Montgomery County, Texas Miranda Hahs, Senior Emergency Management/Homeland Security Planner	(936) 523-3903 Miranda.hahs@mctx.org	May 2016 – August 2016
City of Friendswood, Texas Brian Mansfield, Assistant Emergency Management Coordinator	(832) 875-2365 b.mansfield@ci.friendswood.tx.us	November 2015
Fort Bend County, Texas Jeff Braun, Emergency Management Coordinator	(281) 342-6185 Jeff.Braun@fortbendcountytexas.gov	May 2016 – May 2017
City of Albany, Georgia Phil Roberson, Assistant City Manager	(229) 357-0667 Proberson@dougherty.ga.us	January 2017 - Present
City of South Daytona, Florida Les Gillis, PE, Director of Public Works	(386) 322-3080 lgillis@southdaytona.org	October 2016 – December 2016

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

None

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

None

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

None

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐

Yes

☐

No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐

Yes

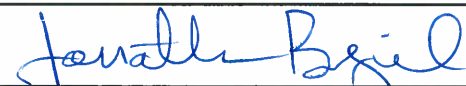
☐

No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

None

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 

Signature of vendor doing business with the governmental entity
Tetra Tech | VP/Operations Manager

10/26/2017

Date



PROPOSER CERTIFICATION AND ADDENDA ACKNOWLEDGEMENT

By signature affixed, the proposer certifies that neither the proposer nor the firm, corporation, partnership, or institution represented by the proposer, or anyone acting for such firm, corporation, or institution has violated the anti-trust laws of this State, codified in Section 15.01, et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business.

Proposer has examined the specifications and has fully informed themselves as to all terms and conditions. Any discrepancies or omissions from the specifications or other documents have been clarified with City representatives and noted on the bid submitted.

Proposer guarantees product offered will meet or exceed specifications identified in this RFP.

Proposer must initial next to each addendum received in order to verify receipt:

Addendum #1 JB Addendum #2 _____ Addendum #3 _____

Addendum #4 _____ Addendum #5 _____ Addendum #6 _____

Proposer Must Fill in and Sign:

NAME OF FIRM/COMPANY: Tetra Tech, Inc.

REPRESENTATIVE's NAME: Jonathan Burgiel

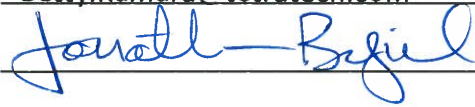
REPRESENTATIVE's TITLE: Vice President / Operation Manager

MAILING ADDRESS: 2301 Lucien Way, Suite 120

CITY, STATE, ZIP: Maitland, FL 32751

PHONE & FAX NUMBERS: Phone (407) 803-2551 Fax (321) 441-8501

E-MAIL ADDRESS: Betty.Kamara@tetrattech.com

AUTHORIZED SIGNATURE: 

DATE: 10/26/2017

TAB F: CONTRACT EXCEPTIONS

Tetra Tech, Inc. (Tetra Tech) has conducted a review of the City of League City's (City) Request for Proposal and request the City to consider the following:

Requesting that all indemnification clauses be limited only to acts and/or omissions caused by Contractor's negligent performance. As there are two different indemnification provisions listed in the RFP, Tetra Tech requests the City to use the Indemnification provision listed in the sample professional services agreement versus the Indemnification provision listed in Section 4 of the RFP. Here is our proposed redline version to the Indemnity listed in Section 4 of the RFP:

RFP Section 4. Contract Terms and Conditions, Page 6 of 23

4.2 Indemnification

It is understood that any resulting contract executed will contain the following language:

*It is further agreed that the firm (separately and collectively the "Indemnitee") shall indemnify, hold harmless, and defend the City, its officers, agents, and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs, and **reasonable** attorney's fees, for injury to or death of any person or for damage to any property **to the extent** arising out of or in connection with the work done by the **negligence** of the firm under this contract. ~~Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits or liability arise in whole or in part from the negligence of the City, any other party indemnified hereunder, the Firm, or any third party.~~*

Sample Professional Services Agreement, Page 14 of 23

Indemnification: Contractor shall indemnify and hold harmless City, and each of its directors, officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including without limitation attorneys' fees and reasonable litigation costs, arising out of, connected with, or resulting from any acts or omissions of Contractor or any agent, employee, subcontractor, or supplier of Contractor in the execution or performance of this contract, to the extent the claim arises from negligence, willful act, breach of contract or violation of law.

To the extent the above requests do not meet the City's requirements; Tetra Tech is prepared to negotiate mutually agreeable terms and conditions.