



# City of San Antonio

## Agenda Memorandum

### File Number:

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**Agenda Item Number:** 18

**Agenda Date:** March 27, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Solid Waste Department

**DEPARTMENT HEAD:** Josephine Valencia, Interim Department Head

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

On-Call Disaster Debris Management Contracts

**SUMMARY:**

This ordinance authorizes contracts with Ceres Environmental Services, Inc., DRC Emergency Services, LLC, and TFR Enterprises, Inc., to provide on-call debris clean-up, demolition, removal, reduction, and disposal of debris resulting from a natural or manmade disaster as directed by the City during a Federal Emergency Management Administration (FEMA) declared emergency in the estimated amount of \$950,000.00. Funds will not be encumbered by this ordinance. Initial funding for this contract will come from the Solid Waste Operating Fund with reimbursement of costs incurred from FEMA.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action are the proposals submitted by Ceres Environmental Services, Inc.; DRC Emergency Services, LLC and TFR Enterprises, Inc., dependent on a FEMA-declared disaster emergency. Services provided include on-call debris clean-up, demolition, removal, reduction and disposal resulting from a natural or manmade

disaster as directed by the City in order to eliminate immediate threats to public health and safety. Services may include emergency road clearance, debris removal from public and private property, debris removal from rights of way, temporary debris staging and reduction sites, and debris disposal, among other services in response to an emergency. The successful firms have proven experience with overall management and FEMA requirements, rules, and regulations to qualify.

The City issued a Request for Proposals (RFP) for “On-Call Disaster Debris Management” (RFP 24-175; RFx 6100018465) on October 24, 2024, with a submission deadline of November 25, 2024. The RFP was advertised in HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential Respondents. Seven proposals were received, and all proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from the Solid Waste Management Department (SWMD) and the Parks and Recreation Department. The Finance Department’s Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 40 points allotted for experience, background and qualifications; 40 points allotted for proposed plan; and 20 points allotted for respondent’s price schedule. Additional categories of consideration included references and financial qualifications.

The evaluation committee met to discuss and score the seven proposals on January 15, 2025. The top three ranked firms were Ceres Environmental Services, Inc.; DRC Emergency Services, LLC; and TFR Enterprises, Inc., and are recommended for award.

The initial term of the agreement will be for the period upon award by City Council through March 30, 2028. Two additional, one-year renewals at the City’s discretion will also be authorized by this ordinance.

## **ISSUE:**

These contracts will provide services in case of a natural or manmade disaster. Examples of the services are emergency road clearance, debris removal from public and private property, debris removal from rights of way, temporary debris staging and reduction sites, and debris disposal, among other services in response to an emergency.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due the use of Federal Funds.

The Local Preference Program is not applicable to this contract, as grant does not expressly mandate or encourage geographic preference.

The Veteran-Owned Small Business Preference Program (VOSB) was not applicable to this contract, as grant does not expressly mandate or encourage a VOSB preference.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance #2023-08-31-0585.

**ALTERNATIVES:**

City Council could elect to not approve this contract for On-Call Emergency Debris Management services. Consequently, SWMD would be required to process individual procurements to provide such services thus delaying action required during a FEMA disaster declaration. The department does not have the staff to perform these services in addition to day-to-day operational duties. Furthermore, the department lacks the expertise in FEMA-related rules and regulations related to FEMA reimbursement and debris management monitoring.

**FISCAL IMPACT:**

This ordinance will approve contracts with Ceres Environmental Services, Inc., DRC Emergency Services, LLC, and TFR Enterprises, Inc. to provide on-call debris management clean-up, demolition, removal, reduction, and disposal of debris resulting from a natural or manmade disaster as directed by the City, during a FEMA declared emergency to eliminate immediate threats to public health and safety for an estimated total cost of \$950,000.00. Funds will not be encumbered by this ordinance. Initial funding for this contract will come from the Solid Waste Operating Fund with reimbursement of costs incurred from FEMA.

**RECOMMENDATION:**

Staff recommends approval of this ordinance, awarding contracts to Ceres Environmental Services, Inc., DRC Emergency Services, LLC, and TFR Enterprises, Inc. for On-Call Disaster Debris Management services.

This contract is procured by means of Request for Proposals and Contracts Disclosure Forms are required.