



Rafael G. Casals
Town Manager

MEMORANDUM

To: Honorable Members of the Town Council
From: Rafael G. Casals, Town Manager
Date: November 15, 2017
Re: Ratifying Town Manager's Issuance of a Purchase Order to Phillips and Jordan, Inc. for Emergency Debris Cut and Push Services due to Hurricane Irma

REQUEST

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RATIFYING THE TOWN MANAGER'S ISSUANCE OF A PURCHASE ORDER TO PHILLIPS & JORDAN, INC. FOR EMERGENCY DEBRIS CUT AND PUSH SERVICES ON TOWN OWNED AND MAINTAINED ROADS AS A RESULT OF HURRICANE IRMA; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

The Town Council on January 21, 2015 via Resolution No. 15-03 authorized staff to issue a Request for Proposal (RFP) No. 15-02: Emergency Debris Removal Services. The RFP was advertised in a newspaper of general circulation which, complies with the Town's adopted Purchasing Ordinance No. 06-22. A "mandatory" pre-bid meeting was held on February 17, 2015, at which time ten (10) potential bidders participated. The RFP had a due date and time of March 11, 2015 at 3:00 p.m. The Town received eight (8) sealed bid packages, from potential contractors which, were publicly opened at Town Hall. On May 20, 2015 via Resolution No. 15-38, the Town selected DRC Emergency Services, Inc. and Phillips and Jordan, Inc. for Emergency Debris Removal Services as the two (2) "lowest and responsive" bidders. An Agreement between the Town and Phillips and Jordan, Inc. was signed on July 8, 2015 for Emergency Debris Removal Services (*Attachment "A"*).

On Sunday, September 10, 2017, Hurricane Irma made landfall in South Florida. Hurricane Irma was predicted by the National Hurricane Center to be a major hurricane affecting the entire State of Florida and required timely precautions to be taken to protect the communities, critical infrastructure, and general welfare.

In preparation for the Hurricane, Florida Governor Rick Scott declared a State of Emergency by Executive Order No. 17-235 effective on Monday, September 4, 2017. Subsequently, Miami-Dade County Mayor Carlos Gimenez of Miami-Dade County declared a State of Emergency for Miami-Dade County effective on Tuesday, September 5, 2017.



It was imperative for the Town of Cutler Bay to move swiftly to protect our residents and community resources. A State of Emergency for the Town was declared on September 6, 2017 in accordance to Chapter 12, Article II, Section 12-23 of the Town Code of Ordinances (*Attachment “B”*).

Hurricane Irma created widespread disaster debris throughout the Town, which posed a significant and immediate threat to the health, safety and welfare of the residents of the Town. On September 18, 2017, Governor Rick Scott directed that counties and cities to aggressively prioritize debris clean-up caused by Hurricane Irma so that the debris does not hamper or interfere with recovery efforts. Pursuant to Executive Order 17-2345, and Section 252.38(3)(a), Florida Statutes, political subdivisions, such as the Town, have the authority to exercise certain powers and authority to safeguard the lives and property of its citizens and community. To ensure the protection of the public health, safety, and welfare of the citizens, the Town proceeded to timely and efficiently clear such vegetative and other tree debris from Town owned and maintained roads and sidewalks throughout the Town.

The aftereffects of Hurricane Irma posed a threat to the safety of the residents of the Town. Due to large amount of debris left by Hurricane Irma, the Town utilized the Emergency Debris Cut and Push Services with Phillips and Jordan, Inc. Phillips and Jordan, Inc. has provided an invoice for \$77,513.25 (*Attachment “C”*) for managing the clearing of debris from Town owned and maintained roads and sidewalks.

RECOMMENDATION

It is recommended that the Town Council adopt the attached Resolution, ratifying the Town Manager’s approval the issuance of a purchase order to Phillips and Jordan, Inc. for Emergency Debris Cut and Push Services due to Hurricane Irma.

ATTACHMENTS

- Attachment “A” – Town Resolution #15-38, Phillips and Jordan, Inc. Contract
- Attachment “B” – Town’s Declaration of State of Emergency (Hurricane Irma)
- Attachment “C” – Phillips and Jordan, Inc. Invoice

