

November 24, 2020

Iowa Department of Administrative Services
On behalf of the Department of Homeland Security
Mr. David Kuldig

RE: RFB0221005021 Debris Grinding and Disposal

Dear Mr. Kuldig,

The TFR family wishes you the best in your selection of a Debris Grinding and Disposal Contractor. We understand that the selection of an emergency contractor is a major decision and we genuinely appreciate you taking TFR Enterprises into consideration. We comprehend and are undaunted by the challenges you may face, as we have been through the process and recovery with over 250 clients who have been impacted by devastating events. TFR Enterprises, Inc. is a national disaster and debris management corporation based in Leander, Texas. With over 30 years of disaster recovery experience, TFR has collected and processed over 25,000,000 cubic yards of debris. We are proud to be recognized for our quality of work and capabilities by being **awarded two divisions on the ACI-USACE debris removal contract**. TFR is prepared, equipped, and ready to provide you with a turnkey, expedited, cost effective emergency response solution.

No job or disaster is too large for TFR to handle. Our experience speaks of itself. In response to the devastating 2005 Hurricane Season where we hauled and processed over **6,000,000 cubic yards** in 180 days, simultaneously managing 14 TDSRS sites. During the 2008 Hurricane Season, TFR executed debris management for **1,800,000 cubic yards** using 10 TDSRS locations. **More recently, the 2017 Hurricane Season proved to be one of the most crippling in US history. TFR managed 26 projects in Texas, Florida, Puerto Rico, and California simultaneously.** With a subcontractor list numbering over 1,000 and a fleet of owned equipment, TFR Enterprises is prepared to tackle your greatest challenges.

Debris clearing, removal, and processing are only the initial phase of your recovery efforts. There are many ancillary tasks that must be undertaken for you and your citizens to get back to life as it was prior to the storm. TFR has extensive experience in all this work, including land-clearing, stream and river clearing and diversion, tree removal, trimming and pruning on parks, golf courses and rights-of-way, tree repair and maintenance, debris recycling, tub grinding, hauling and demolition.

TFR owns over 150 pieces of equipment, including a fleet of self-loading debris hauling trucks, rubber-tired/tracked loaders, heavy-haulers, excavators, dozers, field offices, and eight (8) Diamond-Z Model 1463 Tub Grinders for vegetative debris reduction (grinding). Not only is this equipment uncommitted on current long-term contracts, but all of it is equipment that is primarily designed for use in debris removal operations. This resource of company-owned and controlled assets allows TFR to provide an expedient response.

At TFR, we know that projects of this scope can be of huge financial burden. Our staff is well trained in the FEMA reimbursement process and we are ready to assist you throughout the entire reimbursement process. **ALL TFR'S CLIENTS HAVE RECEIVED 100% OF THE ELIGIBLE REIMBURSABLE AMOUNT.** Our financial strength allows us to help you get the project kicked off and funded while the reimbursement process begins.

Many firms within our industry can provide the financial stability, past performance, and crews of subcontractors. TFR takes pride in having one of the industry's largest fleet of self-owned and maintained equipment. This fleet allows us to mobilize in a more expeditious manner as well as perform multiple projects at a time.

The principals of TFR Enterprises, Inc. declare that this proposal is in all respects and is submitted in good faith without collusion or fraud and the person signing this proposal is authorized to bind the corporation. Also, should TFR be selected we are committed to exceeding the expectations of this RFP.

TFR guarantees that we will comply with and meet the standards listed in the FEMA "Public Assistance Program and Policy Guide."

Once again, thank you for the opportunity to submit this proposal for debris grinding and disposal to the Department of Administrative Services and its representatives.

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Signature Authority:

Tipton F. Rowland
CEO/President
Mobile (281) 731-4398

Sincerely,



Tipton F. Rowland,
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Company Overview

Disasters are unpredictable. Disasters can vary in size, scope and intensity. Yet given this inherent unpredictability, governments can take the necessary steps to ensure the safety and relief of their constituency.

At TFR, we address the needs of our clients long before the establishment of a relationship. Every project is different. Every state, county or city, desire and highlight different aspects of disaster relief and recovery that they deem MOST important. With this ever-changing landscape in mind, TFR continually stresses the proper due diligence and planning to fully comprehend the type of service that each client desires. We routinely review and scrutinize our operational and management plans to assure that we present the most practical, efficient structure to complete the project. TFR's knowledgeable management team retains over 90 years of combined experience responding to hurricanes, floods and other various disasters. Pre-planning allows TFR to rapidly and efficiently respond to any project in any location should the need arise.

What allows TFR to provide an expedient response? Pre-planning certainly encompasses a large portion of this service. In addition, TFR maintains a fleet of over a hundred (150+) pieces of company-owned equipment pre-positioned across the Southeastern United States. By staging equipment directly outside the impact zone, TFR can respond within hours to immediately begin emergency road clearance services to provide a vital lifeline for federal, state and local emergency responders to assess damages. Furthermore, TFR can prep and construct a debris management site for immediate acceptance of storm-generated debris in less than 24 hours. To fully augment our operational capacity and to aid the organization of relief efforts, Mobile Command Units can be deployed to enhance response and achieve greater coordination between parties. Concurrently, project teams scour the impacted area to quantify debris, deduce an overall damage estimate and adapt our preplan accordingly.

TFR Spotlight

TFR has collected more than 25,000,000cy of disaster debris and handled more than 60,000,000cy of disaster debris.

TFR prepares for economic instability in the immediate aftermath of natural or man-made disasters by maintaining strong relationships with suppliers and organizing resources for dispatch. Additionally, TFR owns the necessary equipment to house and feed personnel temporarily as the local business community reacts and rebounds from such a disaster. Other initial and vital supplies, such as fuel, parts trailers, welders, wood, and other necessities, are brought from the home office to certify that work stoppages shall not occur due to inadequate logistics. However, the backbone of our logistical support team is our maintenance crew. TFR would not be capable of providing the timely, cost-effective service that we do without the knowledge and experience our maintenance crew retains. With a dedicated warehouse at the home office to two (2) traveling equipment trailers, the TFR maintenance crew ensures that our equipment is functioning safely and efficiently with limited downtime. We strive to foresee any potential encumbrances and take the appropriate actions to safeguard against such occurrences.

Operationally, TFR manages on the principal of transparency. We always remain available to answer questions, address issues immediately, and submit reports on time. This is to the benefit of all parties involved, as this is a team effort to respond to a major disaster. As safety and contract responsibility are the utmost priorities to the principals and officers of TFR, it is the policy of management to see that its employees and subcontractors conduct themselves with integrity and courtesy in the performance of their duties. Following a disaster event, there is an urgency to remediate the damage and return to normalcy as

quickly as possible. The principals and officers of TFR firmly believe that this and price competitiveness can be achieved courteously and without sacrificing health, safety and contract integrity.

Price is a large determinant of any decision an informed consumer discerns. TFR fully understands that providing the highest value-added service is sometimes not enough to, alone; secure a contract, as different clients desire different qualities in a personalized project. TFR can fulfill these needs by utilizing Company-owned equipment and manpower. These resources allow TFR to control costs subsequently discounting price without conceding overall quality and safety, which is a corporate must. Our mission is to provide our customers with the highest level of service at a fair and market competitive price.

History

TFR Enterprises, Inc. is a Texas-based specialty contractor, first incorporated in 1989 in the State of Tennessee, actively participating in disaster recovery contracts nationwide since Hurricane Andrew in 1992. We have a history of safe, rapid and complete service in the industry with federal, state and local governments, providing expedient, cost-effective disaster debris management, removal, reduction and cleanup services to over 250 satisfied clients, as well as numerous private industries funded by the Federal Emergency Management Agency (FEMA).

A family-owned and operated corporation headquartered in Leander, Texas, 20 miles outside Austin, Texas; TFR also owns and operates a tub-grinding division, responsible for vegetative debris reduction and recycling projects. Although disaster response remains our primary scope of business, TFR exploits natural adaptations and synergies to complement our current service offerings to include land clearing, tree removal, trimming and pruning on parks, golf courses and right-of-way, tree repair and maintenance, debris management, tub grinding, hauling and demolition.

TFR owns over 150 pieces of equipment, including debris-handling trucks, such as self-loaders, heavy-haulers, excavators, dozers and numerous mobile command units. To accommodate our client's debris reduction needs, TFR also owns six (6) Diamond Z 1463 Tub Grinders and two (2) horizontal grinders. With the largest collection of tub grinders in the industry, TFR can rapidly and efficiently dispose of massive amounts of storm generated debris. In addition, to our extensive list of company-owned equipment, TFR maintains highly valued, working relationships with over one thousand (1000) subcontractors nationwide, who are versed in TFR project procedures and multiply the resources available to the project.



TFR has completed more than 85 projects in Disaster Response in the last five (5) years. We have successfully performed on USACE projects, and many other federal, state and local government projects. In the past, TFR has received multiple multi-million-dollar task orders from our clients spanning across a large geographical area. By applying our own resources and an efficient operational plan, we completed each designated task on time in compliance with FEMA guidelines.

When you hire TFR Enterprises, you get us, not a General Contractor with mostly subcontractors. We will arrive on time. We will self-perform all key elements of the project. We can bring our own camps to house our project personnel until community establishments are staffed and operational again. Our service is disaster relief and recovery, which includes the economic impact our stay will have on the local economy. Our goal is to partner with the Department of Administrative Services and its community to provide debris grinding and disposal services.

Key Personnel

The TFR team is ready to handle your debris removal needs. As Prime, TFR will have full responsibility for the effective execution of the emergency debris contract. A proven federal contractor, we have an established organizational structure and staffing approach that provides clearly defined lines of communication and authority, in-place contract management procedures, and program/project staff experienced in working with USACE, FEMA, and other government contingency/disaster staff.

Key Personnel

TFR brings highly qualified key personnel and a long history working with debris monitoring and debris removal. Our collective disaster experience, on over 250 different disasters, ranges from providing debris removal management and leadership for tornado response efforts to various hurricane responses (Maria, Irma, Michael, Katrina, Sandy, Irene, and more). No one understands and brings the in-depth knowledge of disaster response and debris management better than us!

Organization

Our organization is designed to deliver proactive leadership to any area, while effectively managing all project risk and providing maximum responsiveness to our clients. TFR will exercise total control of all management activities. We provide each client with a dedicated, proven team prepared to execute any debris management mission with the highest degree of quality, professionalism, and efficiency.

Our management approach, proven on other disaster response contracts we've held, will be applied to this contract and establish the roles and responsibilities for the debris mission's Pre-Execution Planning Team key personnel (Operation, Planning, Quality Control, Environmental, Health and Safety) as well as supporting staff.

With a robust network of subcontractors and vendors, and firsthand knowledge of their capabilities and performance in emergency response and debris management, we readily access the best performers to quickly support the demands we expect under this contract.

The TFR team will be supplemented by additional subcontractors as needed, tapping into local medium-sized and small businesses (SBs) to achieve cost and execution efficiency. We will obtain added resources for emergency debris projects through our extensive network of offices and subcontractors proximate to each job site, employing the most cost-effective means of accomplishing the work (e.g., self-perform, subcontract, combination).

TFR's organizational structure minimizes the gap between the Operations Manager and the Sector/Site Manager(s), depending upon the size and scope of the response. We believe that by keeping the degree of separation between the management staff and field supervisors to a minimum, our entire team will be better connected and benefit from the increased level of communication. Our team organization structure also features:

- **Streamlined Chain-of-Command led by the assigned Team's Operations Manager**, empowered by Corporate leadership to make decisions and access resources to ensure effective response to mission requirements.

Key Advantages of Our Key Personnel and Staffing Approach

- ☑ **TFR responsible for contract execution.** Our proven project delivery process has demonstrated our success in fully integrating in-house personnel and team members on similar time-sensitive disaster response programs.
- ☑ **Highly qualified key personnel, hand-selected for their expertise and experience.** We offer skilled project managers and safety professionals who have responded to some of the largest man-made and natural disasters and provided debris services across the country.
- ☑ **Cohesive and efficient execution.** Clear roles and responsibilities/communication channels.
- ☑ **Ability to handle fluctuating workloads and simultaneous projects.** In 2017, TFR performed 26 simultaneous projects in 4 states.
- ☑ **Extensive in-house resources ensure ability to staff multiple teams when needed 350+ available debris management personnel.**
- ☑ **Consider it Handled!** Committed team highly experienced in debris, ready when you need us.

- **Disaster Response-Experienced Leaders in every Key Position**, our debris specialists are ready today to deliver results and work as a Team both internally and with all stakeholders.
- **Disaster Response Experienced Program Support Team**, our support personnel are well-experienced in disaster response scenarios and ready to ensure the right organic and subcontracted resources are ready to mobilize and go to work immediately.
- **An established network of Strategic Partners and Pre-Qualified Subcontractors**, guaranteeing our ability to bring needed resources to the project team quickly and with a high level of confidence in their capabilities to meet project demands.

TFR Spotlight

“Mr. Utterback ensured that each crew had clear direction and when the Governments priorities changed the crews were extremely flexible and adjusted with no delay or complaints.”

Craig Duncan, ECC

Our key personnel have been selected due to their experience in executing disaster recovery projects, leadership skills, and debris expertise, along with their ability to mobilize immediately to disasters across the country.

Experience and Qualifications of Key Personnel

To provide the most responsive proposal, TFR has assembled a diverse team with experience in a multitude of debris missions including, but not limited to, hurricanes, floods, tornadoes, wildfires, ice storms, oil spills, landslides and other natural and man-made disasters. These individuals have a complete understanding of the roles, responsibilities, lines of communication and challenges involved with rapid deployment in disaster scenarios.

Key Personnel	Position	Email	Phone
Tipton Rowland	CEO	tiffany@tfrinc.com	(281) 731-4398
Julie Rowland	CFO	julier@tfrinc.com	(512) 260-3322
Drake Rowland	Vice President	draker@tfrinc.com	(512) 569-4605
Chase Rowland	Director of Operations	chaser@tfrinc.com	(512) 569-4607
Kevin Rolison	Operations Manager	kevin@tfrinc.com	(512) 944-8766
Rigo Mejia	Operations Planner	rigo@tfrinc.com	(512) 779-7722
Sharon Lyell	Program & QC Manager	sharon@tfrinc.com	(512) 576-3000
Tate Wilson	EHS Manager	tate@tfrinc.com	(254) 396-2995
Tiffany Jean	Sr. Contract Administrator	tiffany@tfrinc.com	(512) 565-0710
Teresa Tangorra	Contract Administrator	teresa@tfrinc.com	(512) 577-1498
Steven Vinyard	Project Manager	steven@tfrinc.com	(512) 619-1087
Mel Utterback	Project Manager	tiffany@tfrinc.com	(606) 776-9782
Roger Barfield	MOT Coordinator	tiffany@tfrinc.com	(407) 868-0568
Sally Wallace	HR/AP	sally@tfrinc.com	(512) 931-9031

Tipton F. Rowland, Chief Executive Officer/President

Mr. Rowland acquired his grandfather's company (Robinson & Son Tree Service, Memphis, TN) in 1988 and incorporated the company as TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include, debris management following a disaster event such as hurricanes, floods, ice storms, tornados and earthquakes. Projects that have been undertaken and successfully completed under his supervision include vegetative and C&D debris removal from Rights-Of-Way, vegetative and C&D debris removal from streams and canals, debris site management, weed and brush control services, tree pruning, trimming and removal services, mulch and compost production services, vegetative debris incineration (both open burn and air curtain), vegetative reduction by grinding, separation and recycling of C&D debris and demolition of residential structures. Mr. Rowland has overseen 250+ separate disaster response projects, federally funded by the Federal Emergency

Management Agency (FEMA). By providing “hands-on” oversight as president and Chief Executive Officer of TFR Enterprises, Inc. he has successfully performed as damage assessment evaluator, cost proposal estimator, project supervisor, safety and compliance officer, and has assisted in interacting with local government officials in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

Julie A. Rowland, Chief Financial Officer/Secretary

Julie Rowland graduated from the University of Memphis in 1992 with a BA in Communications. Since joining the company in 1989, she has served as the administrative and financial accounting manager for all projects. She is responsible for the oversight of all financial records and systems for the company, overseeing a staff of 10 clerks. She is the principal advisor to the President on all matters relating to cooperative agreements and procurement, as well as financial management, controls, and accounting functions. She has overall responsibility for final reconciliation of accounts for issues involving subcontractors and clients. In addition, Julie Rowland is responsible for providing outside agencies such as banks, bonding and insurance companies and auditors with necessary financial information and assists the independent auditor with financial statements and income tax preparation.

Kevin Rolison, Operations Manager

Mr. Rolison has 17 years of hands on field experience in debris removal operations. He started as a grapple truck operator with TFR Enterprises, Inc., in 2002 and is now a seasoned Operations Manager. He has deployed to more than 80 emergency debris removal projects for federal, state and local government entities. Before joining TFR Kevin had 10 years of heavy equipment and commercial truck driving experience. In 2004, Mr. Rolison served as project manager on various projects resulting from Hurricanes, Charley, Frances, Jeanne, and Ivan in the state of Florida. In 2005 after Hurricane Katrina, Kevin deployed to Louisiana and worked as a Project Manager for Belle Chase Military base. In 2006 deployed immediately to Texas after Hurricane Rita he continued as a Project Manager working simultaneously in 6 counties. His strong verbal and written communication skills, leadership skills, experience and diplomacy quickly promoted him to project Operations Manager. Mr. Rolison’s tenure enables him to easily estimate cubic yardage at a historically accurate level, create an operational plan and efficiently execute it for a successful response to complex and diverse debris removal projects caused by hurricanes, tornados, floods, mudslides, ice storms, fires and man-made disasters.

Sharon Lyell, Program and Quality Control Manager

Sharon Lyell has more than 26 years in quality control and project management. Mrs. Lyell has overseen TFR’s sub-contracts and sub requirements such as insurance and W-9’s as well as project documentation for FEMA reimbursement for 13 years. Formerly a team member of the Quality Control Department at Emerson Process Controls for 12 years, she has extensive training and experience in quality control, assurance, and process improvements. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA reimbursements.

Rigo Mejia, Operations Planner

Mr. Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Rigo has 11 years of on-site experience in emergency debris operations responding to hurricanes, ice storms, floods, fires, tornados, and mudslides. With experience working in all phases of debris management such as hauling, grinding, equipment operations, tree trimming and removal, water way debris removal, site set-up (permitting) and restoration, equipment repairs, managing personnel and subcontractors and more. Well versed in field and site operations, he has become a veteran operations planner. Rigo worked with USACE on LA Division Basin and Channel Debris Removal after the mudslides in 2017. Rigo attends pre-event readiness meetings with clients annually and assists with creation of debris management plans as needed. When TFR is not on an active project, Rigo spends his time at Austin headquarters taking inventory and assessing equipment needs. He schedules maintenance and repairs, orders necessary inventory of critical stock parts so that equipment can be immediately repaired to avoid

downtime during a debris recovery project. He keeps in open communication with subcontractors to retain critical relationships even while no contracts are active. He has responded to more than 28 federally declared disasters and has a vast knowledge of debris removal operations, equipment and FEMA guidelines.

Tate Wilson, Environmental, Health and Safety Manager

Tate Wilson joined TFR Enterprises, Inc. in July of 2019 as Project Manager/Environmental Health and Safety Manager. He brings with him a fresh set of eyes in our company and industry. His experience comes from many years of heavy construction and clearing work. He is an expert at all levels of the clearing process: trimming, cutting, grinding, loading, hauling, and grading. Having worked on high profile projects for companies such as Exxon, Shell, and BP, Mr. Wilson has experience in completing large scale projects. Mr. Wilson has extensive health and safety knowledge as well, providing our crews with added security to ensure that everyone returns home the same way they arrived.

Steven Vinyard, Project Manager

Steven Vinyard joined TFR Enterprises, Inc. in June of 2015 as a field supervisor and his enthusiasm for quality and efficiency quickly led him into the role of Project Manager for emergency debris management. Mr. Vinyard has 20 years of hands on experience with all types of heavy equipment, specialized machinery, and commercial trucks. His experience in operating and repair and maintenance of all types of equipment is invaluable in managing daily operations of emergency debris removal projects. Steven's positive attitude, willingness to help others and clear communication skills naturally leads others to reach maximum potential in safety, production, and quality. Mr. Vinyard has participated in successful management of more than 30 contract task orders responding to a variety of natural disasters such as hurricanes, floods, tornados, and straight-line winds. Mr. Vinyard's experience has allowed him to become proficient in FEMA guidelines on eligibility for right of way debris removal, hazardous leaners and hangers, stumps, right of entry requirements for private property debris removal and water way debris removal, exceptions for gated community access as well as locating, permitting, setting up and site remediation for temporary debris management sites.

Mel Utterback, Project Manager

Melvin Utterback became an integral part of the TFR Team in 2004 when he came on board to assist in the clean-up efforts following Hurricane Ivan. TFR was called upon for immediate support in debris removal and hazardous tree trimming at the Naval Air Station (NAS) Pensacola. Mel proved to be a capable self-loading grapple truck operator, as well as an excellent equipment operator with effective leadership skills. With the specialized skills and team-work attitude that Mel possesses, he earned swift promotion to Project Manager for TFR. After Katrina hit Mississippi-Louisiana coast in 2005, Mel was called to the lead at Gulfport Navy Base and Belle Chase Naval Air station in New Orleans. Conditions at the bases were extremely primitive, Mel and his team slept on the ground for 6 weeks while building a man cap out of a golf course for the military and Seabees. Because of his accurate documentation, strict adherence to Job Safety Analysis and Zero Defects, Mel is TFR's go-to Senior Project Manager for Federal Contracts and Military installations. Mr. Utterback has the ability to successfully lead debris management crews in all operations; debris hauling, ROW emergency push, hazardous tree work, large and multiple debris site management and grinding operations to load and haul out and final disposal. Mel has successfully managed emergency debris projects for TFR over 16 years and has zero recordable injuries throughout his tenure with the company. Mr. Utterback's effective communication skills and experience with critical logistics planning continues to earn him excellent project evaluations from Emergency Debris Management contracts managed under his direction.

Roger Barfield, Maintenance of Traffic

Barfield joined TFR Enterprises, Inc., in 2016 following a successful employ for a Heavy Highway Construction Firm out of Texas. As a safety manager in civil construction Roger gained valuable knowledge in all aspects of Occupational Health and Safety and Project Supervision. Roger was specifically tasked with implementing road detours, road closures, bridge closures, high traffic maintenance and direction/diversion of traffic. This experience

makes him the TFR expert on ROW safety. Mr. Barfield recruits, trains and manages all maintenance of traffic crews for TFR Department of Transportation jobs nationwide as well as flaggers on city and county projects. Roger spent several months in deteriorated conditions in Puerto Rico in response to Hurricane Maria devastating the island. He was the safety manager for debris operations for the entire eastern quadrant of the island. His supervision lead to a successful zero injury and zero incident record for that project. Roger has also served as administrator and project supervisor on 4 military bases. His position on other storm recovery contracts include quality assurance, safety, traffic maintenance and project superintendent.

Mike Mejia, Service Manager

Mike Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Mr. Mejia has 12 years of experience performing equipment repairs and maintenance. The specialized fleet owned by TFR Enterprises requires Mike to have an in-depth knowledge of every type of equipment from Self-Loading Knuckleboom trucks to Diamond Z 1463 Tub Grinders. Mike can design and fabricate any part for any machine in our fleet during emergency debris operations, ensuring minimal to no down time. Mike leads the maintenance crews both on-site during disaster response and in house at the TFR Headquarters where the fleet is maintained and repaired when not responding to disasters. Mike also orders all inventory of critical replacement parts for key components as well as shop supplies and specialty tools. He also sets the priorities and schedules of equipment repairs and maintenance for all in house mechanics. Mike oversees safety and housekeeping in the TFR shop and has successfully managed zero injuries or incidents in the last 5 years.

Tiffany Jean, Senior Contract Administrator

Tiffany Jean joined TFR Enterprises, Inc after graduating from Texas A&M University in 2007. She has more than 12 years of Contract Quality Control experience where her attention to detail and responsiveness is extraordinary and her value within the organization is unparalleled. Mrs. Jean handles all contract documentation, all city, county and state registrations throughout the United States. Tiffany ensures field documentation on debris removal projects follows contract requirements and the Quality Control Plan for FEMA reimbursement. She stays abreast of FEMA changes in policy while maintaining excellent ongoing relationships with all TFR's clients. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA reimbursements.

Teresa Tangorra, Contract Administrator

Teresa Tangorra joined TFR Enterprises, Inc. in November 2019. After spending more than 20 years in the insurance industry, Mrs. Tangorra has extensive experience with natural disasters and their aftermath. She has joined the Contract Administration Department with decades of experience working with contracts and policies and an eye for detail. Teresa does research and development of RFP's and handles contract documentation for city, county and state registrations throughout the United States. She stays updated on FEMA changes in policy and regulations required by Emergency Debris Removal contracts.

Sally Wallace, Human Resources/Accounts Payable

Sally Wallace joined TFR Enterprises, Inc. in February of 2018. She has over 20 years of experience in Accounting, HR, Payroll serving as both a Full Charge Bookkeeper and Office Manager. She has experience in certified payroll for multiple jobs and has effectively handled an increase in employee count from 18 employees to 90 employees in less than two weeks when disasters strike. Sally also participates in continuing education classes to remain in compliance with DOT regulations for onboarding of CDL drivers and assists our fleet department and project management to ensure employee training and documentation of training is current.

Division of Responsibilities

President/Chief Operating Officer

The President will provide financial resources, equipment, and personnel in support of project. Supports and invests authority and oversight to Operations Manager, Operations Planner, Safety Officer, Quality Control Officer, Environmental Officer, and Health and Safety Officer.

Vice President/Director of Operations

Has authority to commit Corporation, sign contract and modifications. The Vice President/Director of Operations will report to the President and be liaisons between the Company personnel and Client Representative. The DOO is responsible for contract interpretation and application to Company personnel, and implementation of Scope of Work.

Operations Manager

The Operations Manager will report to the Director of Operations and Vice President. Has complete responsibility and authority for project execution and serves as the Client's point of contact regarding project operations, budget, safety, and schedule. It is the Operations Manager's obligation to maintain a high level of communication with the Client Representative to ensure their knowledgeable and in agreement with all aspects of the operations.

Safety Officer

Safety Officer will report to both the President and Operations Manager. Has complete responsibility and authority over all safety issues at all levels of contract performance including the power to unilaterally alter, suspend and/or halt any operation or portion thereof that endangers or potentially endangers life, health and safety or threatens the protection of the environment. Includes documentation, daily reporting requirements, communication and conducting onsite training and inspections.

Quality Control Officer (Program Manager)

Quality Control Officer will report to the Operations Manager. Has complete responsibility and authority over matters relating to contract Scope of Work adherence and assignments of QC personnel to field crews. Includes documentation, daily reporting requirements, and communications.

Environmental Manager

Environmental Manager will report to the Operations Manager. Has complete responsibility and authority over matters relating to compliance with Environmental regulations and requirements, permitting and site inspection and approval. Includes documentation, daily reporting requirements, and communications.

Operations Planner

The Operations Planner will report to the Operations Manager, responsible for day-to-day operations, includes waste stream documentation, daily reporting requirements, communications, enforcement of Scope of Work, and oversight of Load and Haul and Site Managers.

Project Manager

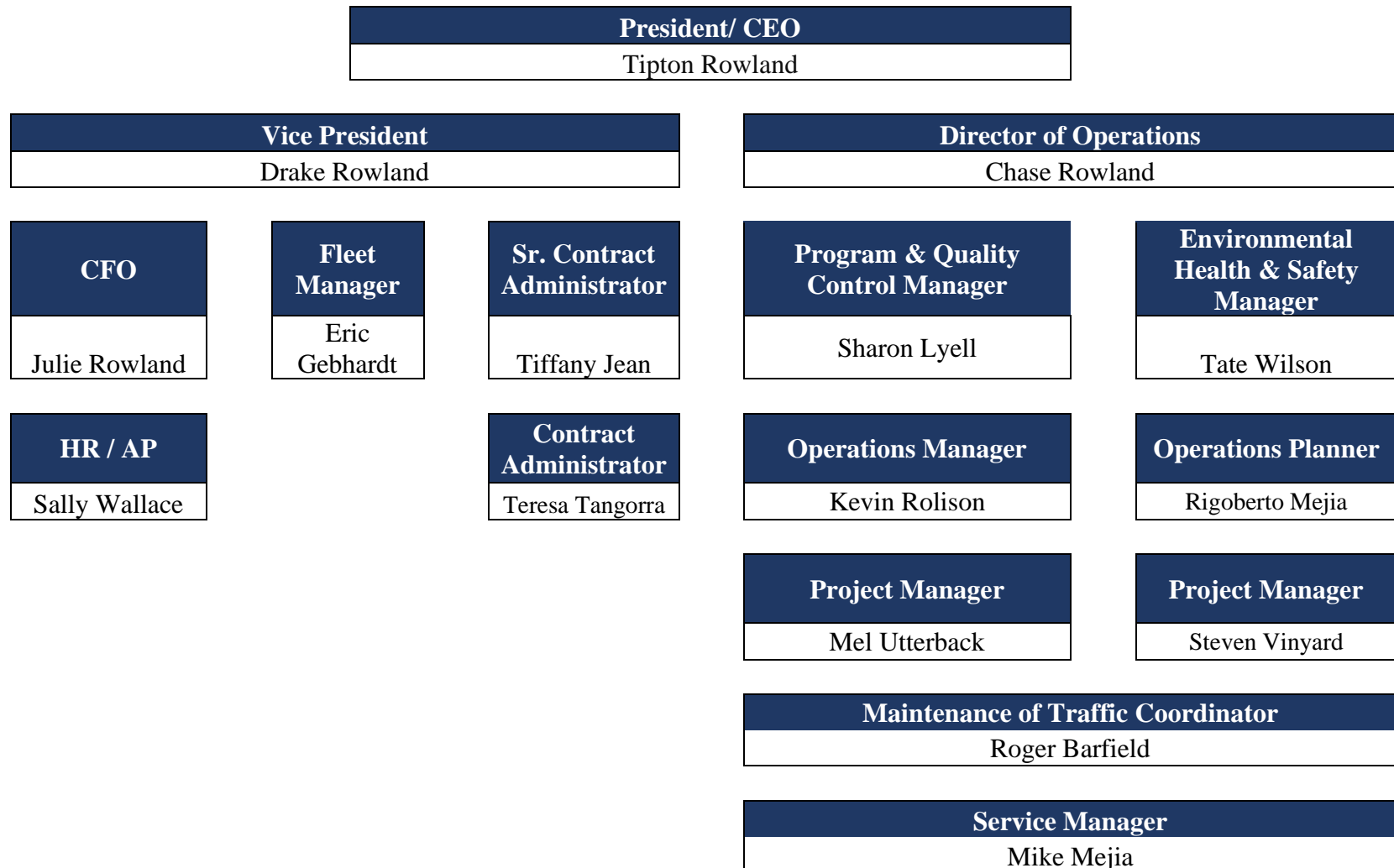
The Project Managers will report to Operations Manager, responsible for waste stream documentation, daily reporting requirements, communications, enforcement of Scope of Work, and oversight of Right of Way crews and Crew Foremen.

Site Manager

Site Manager will report to a Project Manager, responsible for waste stream documentation, daily reporting requirements, communications, enforcement of Scope of Work, and oversight of functions such as site entry and separation activities, debris reduction activities, White Goods/e-waste/HHW material separation and handling and C&D sorting, separating and recycling activities as well as general site management.

TFR Enterprises, Inc

Organizational Chart



Tipton Rowland
President / Chief Executive Officer

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M: (281) 731-4398

Introduction

Tipton Rowland founded TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include debris management following disasters such as hurricanes, floods, ice storms, tornados and earthquakes. Projects that has been undertaken and successfully completed under his supervision include Vegetative and C&D Debris Removal from Rights-of-Way and from streams and canals, Temporary Debris Storage and Reduction Site (TDSRS) management, weed and brush control services, tree pruning, trimming and removal services, mulch and compost production services, vegetative debris incineration (Open Burn and Air Curtain), vegetative reduction by grinding, separation and recycling of C&D debris and demolition of residential structures. Mr. Rowland has overseen 150+ separate disaster response projects, which were federally funded by the Federal Emergency Management Agency (FEMA). By providing “hands-on” oversight as President and Chief Executive Officer of TFR Enterprises, Inc., he has successfully performed as damage assessment evaluator, cost proposal estimator, project supervisor, safety and compliance officer, and has assisted in interacting with local government officials in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	North Carolina DOT	2019
Hurricane Florence	North Carolina DOT	2018
Hurricane Maria	Puerto Rico DTOP	2017
Hurricane Irma	Florida DOT	2017
Texas Floods	TXDOT	2015
North Carolina Ice Storm	NCDOT	2014
Bastrop Wildfire	TX - Bastrop County	2011
Hurricane Ike	TX - Fort Bend County	2008
Hurricane Wilma	Pensacola Naval Air Station	2005
Hurricane Katrina	Pensacola Naval Air Station	2005
North Carolina Ice Storm	NC - City of Raleigh	2002
Hurricane Bertha	Camp Lejeune Military Base	1996
Hurricane Fran	Camp Lejeune Military Base	1996
Disaster Debris Management Projects		1992-1996

Areas of Expertise

- Director of Debris Management
- TDSR Site Locating
- Pricing of Proposals
- Negotiating Contract Terms
- Maintaining relationships with subcontractors, clients, suppliers and vendors

Julie Rowland
Chief Financial Officer

julier@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 751-9799

Introduction

Julie Rowland joined TFR Enterprises, Inc. in 1989 and came onboard full time after graduating from the University of Memphis with a bachelor's degree. She has been involved in the overall wellbeing of the company since its formation. Julie has 30 years' experience in Debris Management Operations. She possesses the ability to effectively manage on-site and off-site project personnel and operations management. Julie monitors key metrics on projects and immediately acts to rectify any inefficiencies. Julie has strong relationships with customers, subcontractors, vendors, monitoring firms and suppliers. Transparency and open communication are key to a successful emergency debris removal contract and that is Mrs. Rowland's approach. Her leadership and ability to work in fast paced environments makes her an important asset on disaster jobs. Applying lessons learned from 30 years of involvement in hundreds of projects, she has put processes and procedures in place to ensure compliance and reduce or eliminate the possibility of deficiencies. Her experience in management of debris removal operations is unparalleled in the industry.

Recent Notable Events & Projects

Event	Project	Year
TX Floods	TXDOT – Lee & Llano Counties	2019
Hurricane Michael	FL – Tyndall Air Force Base	2018
Hurricane Florence	NCDOT – Onslow County	2018
Hurricane Maria	DTOP – Puerto Rico	2017
Hurricane Irma	FLDOT – Turnpike	2017
Hurricane Hermine	FLDOT – Tallahassee	2016
Louisiana Floods	LADOT	2016
Texas Floods	TXDOT – Hays County	2015
North Carolina Ice Storm	NCDOT	2014
Bastrop Wildfire	TX – Bastrop County	2011
Hurricane Ike	TX – Fort Bend County	2008
Hurricane Dolly	TX – Cities of Katy & Sugarland	2008
Missouri Ice Storm	MO – City of Republic	2007
Hurricane Rita	TX – USACE – San Augustine County	2005

Education/Certifications

- Bachelor of Arts- Communications, University of Memphis
- FEMA IS: 035, 037, 100, 101, 700, Debris Management Planning for State, Tribal, and Local Officials
- GHC TS 10: Debris Management & Monitoring RFPs

Drake Rowland
Vice President
Draker@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 569-4605

Introduction

Drake Rowland is the son of the owner Tipton Rowland. He has been working at TFR since he was in high school spending his summers assisting in any way possible. Drake has first-hand experience from the ground up with all aspects of TFR's work. From assisting our mechanics to running job sites Drake has seen it all. He also graduated from Texas A&M University in 2018 with his Bachelor's in Mechanical Engineering. Since then he has worked full time at TFR as the Vice President. In this role he has performed client outreach, ensured TFR compliance with all regulations, and other roles to help TFR run smoothly and grow as a company. Drake has extensive knowledge on the industry and knows what it takes to get the job done efficiently and correctly.

Recent Notable Events & Projects

Event	Project	Year
Texas Floods	TXDOT- Kingsland, Llano Co., Lee Co.	2018
Hurricane Michael	FL- Tyndall Air Force Base	2018
Hurricane Florence	NC- Camp Lejeune	2018
Hurricane Florence	NCDOT- Brunswick, Sampson, Duplin, Onslow	2018
Hurricane Harvey	TXDOT- Victoria, Nueces, and Harris Counties	2017
California Mudslide	CA- USACE- San Bernardino	2017
Hurricane Irma	FL- Miami-Dade	2017
Hurricane Matthew	FLDOT- District 5	2016
Louisiana Floods	LADOTD- District 03 & 61	2016
Texas Floods	TX- San Marcos & Wimberly	2015

Education/Certifications

- Bachelor of Science-Mechanical Engineering, Texas A&M University
- FEMA IS: 005, 100, 200
- USACE: Construction Quality Management for Contractors, #784
- OSHA 40-Hour HAZWOPER Training
- CPR Certified

Kevin Rolison
Operations Manager

Kevin@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 944-8766

Introduction

Mr. Rolison joined TFR Enterprises, Inc. in 2002 and immediately began taking a very hands-on approach in debris removal operations. He started as a grapple truck operator and is now a seasoned Operations Manager. He has deployed to more than 80 emergency debris removal projects for federal, state and local government entities. Before joining TFR, Kevin had 10 years of heavy equipment and commercial truck driving experience. In 2004, Mr. Rolison served as project manager on various projects resulting from Hurricanes Charley, Frances, Jeanne and Ivan in the state of Florida. In 2005 after Hurricane Katrina, Kevin deployed to Louisiana and worked as a Project Manager for Belle Chase Military Base. In 2006, he deployed immediately to Texas after Hurricane Rita where he continued as a Project Manager, working simultaneously in 6 counties. His strong verbal and written communication skills, leadership skills, experience and diplomacy quickly promoted him to project Operations Manager. Mr. Rolison's tenure enables him to easily estimate cubic yardage as a historically accurate level, create an operational plan and efficiently execute it for a successful response to complex and diverse debris removal projects caused by natural and manmade disasters.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NC - Beaufort	2019
Hurricane Florence	NCDOT – Duplin, Onslow, Pender, Sampson	2018
Hurricane Irma	Florida DOT - District 5	2017
Hurricane Harvey	TXDOT - Victoria	2017
Hurricane Matthew	FL - City of Port St. Lucie	2016
Louisiana Floods	Louisiana DOT	2016
Texas Floods	TX - Fort Bend County	2015
Colorado Floods	CO - Larimer County	2014
Arkansas Ice Storm	AR - Saline County	2013
Hurricane Sandy	State of New Jersey	2012
Bastrop Wildfire	TX - Bastrop County	2011
Oklahoma Tornado	OK - City of Norman	2010
Hurricane Ike	TX - Polk County, City of Katy	2009

Education/Certifications

- FEMA IS: 020, 035, 230, 632, 633
- DOT: 101 Safety Compliance Training, Supervisor Training
- FLDOT: Maintenance of Traffic (MOT) Advanced Course
- USACE: 30 Hour Construction Safety
- Texas: Registered Flagger
- Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- 60/60 DOT Supervisor Training

Melvin Utterback
Project Manager
mel@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (606) 776-9782

Introduction

Melvin Utterback became an integral part of the TFR Team in 2004 when he came on board to assist in the clean-up efforts following Hurricane Ivan. TFR was called upon for immediate support in debris removal and hazardous tree trimming at the Naval Air Station (NAS) Pensacola. Mel proved to be a capable self-loading grapple truck operator, as well as an excellent equipment operator with effective leadership skills. With the specialized skills and team-work attitude that Mel possesses, he earned swift promotion to Project Manager for TFR. After Katrina hit Mississippi-Louisiana coast in 2005, Mel was called to the lead at Gulfport Navy Base and Belle Chase Naval Air station in New Orleans. Conditions at the bases were extremely primitive, Mel and his team slept on the ground for 6 weeks while building a man cap out of a golf course for the military and Seabees. Because of his accurate documentation, strict adherence to Job Safety Analysis and Zero Defects, Mel is TFR's go-to Senior Project Manager for Federal Contracts and Military installations. Mr. Utterback has the ability to successfully lead debris management crews in all operations; debris hauling, ROW emergency push, hazardous tree work, large and multiple debris site management and grinding operations to load and haul out and final disposal. Mel has successfully managed emergency debris projects for TFR over 16 years and has zero recordable injuries throughout his tenure with the company. Mr. Utterback's effective communication skills and experience with critical logistics planning continues to earn him excellent project evaluations from Emergency Debris Management contracts managed under his direction.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NC - DOT – Carteret, Craven, Jones, Pamlico	2019
Hurricane Dorian	NC - Town of Beaufort	2019
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Florence	NC - Cherry Point Marine Air Base	2018
Hurricane Florence	NC - Camp Lejeune US Marine Air Base	2018
Hurricane Irma	FL - Plantation & Homestead	2017
Hurricane Irma	FL - Miami-Dade	2017
Hurricane Matthew	FL - DOT - District 5	2016
Severe Ice Storm	OK - Tulsa	2007
Hurricane Katrina	MS- Gulfport – Naval Base	2005
Hurricane Katrina	LA – New Orleans – Belle Chase	2005
Hurricane Ivan	FL – Pensacola - Navy Base	2004

Rigoberto Mejia
Operations Planner / Project Manager

Rigo@tfrinc.com

601 Leander Drive
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M: (512) 779-7722

Introduction

Mr. Mejia joined TFR Enterprises, Inc., in 2008 after Hurricane Ike made landfall in Texas. Rigo's on-site experience since joining TFR includes emergency debris operations responding to hurricanes, ice storms, floods, fires, tornados, and mudslides. With experience working in all phases of debris management such as hauling, grinding, equipment operations, tree trimming and removal, water way debris removal, site set-up (permitting) and restoration, equipment repairs, managing personnel and subcontractors and more. Well versed in field and site operations, he has become a veteran operations planner. Rigo worked with USACE on LA Division Basin and Channel Debris Removal after the mudslides in 2017. Rigo attends pre-event readiness meetings with clients annually and assists with creation of debris management plans as needed. When TFR is not on an active project, Rigo spends his time at Austin headquarters taking inventory and assessing equipment needs. He schedules maintenance and repairs, orders necessary inventory of critical stock parts so that equipment can be immediately repaired to avoid downtime during a debris recovery project. He keeps an open communication with subcontractors to retain critical relationships even while no contracts are active. He has responded to more than 28 federally declared disasters and has a vast knowledge of debris removal operations, equipment, and FEMA guidelines.

Recent Notable Events & Projects

Event	Project	Year
TX Floods	TXDOT - Kingsland	2018
California Mudslide	USACE - Santa Barbara	2018
Hurricane Maria	Puerto Rico DTOP	2017
Hurricane Irma	FL - Miami-Dade County Parks & Recreation	2017
Hurricane Irma	FL - City of Homestead	2017
Hurricane Matthew	FL - City of Port St. Lucie	2016
Hurricane Matthew	Florida DOT – District 2	2016
TX Floods	TX - Fort Bend County	2016
Oklahoma Ice Storm	OK - City of Edmond	2015
TX Floods	TX -Hays County, San Marcos, Wimberley	2015
Tennessee Ice Storm	TN - Overton County	2015
Oklahoma Ice Storm	OK- City of Norman	2013
South Dakota Ice Storm	SD - City of Sioux Falls	2013
Arkansas Iced Storm	AR - Saline County	2013
Hurricane Sandy	NJ - Edison Township	2012
Oklahoma Tornado	OK - City of Norman	2012

Education/Certifications

- FEMA IS: 021, 035, 101
- FLDOT: Maintenance of Traffic (MOT) Advanced Course
- OSHA: Occupations Safety and Health in Construction
- USACE: Construction Quality Management for Contractors #784

Steven Vinyard
Project Manager
Steven@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (254) 396-2995

Introduction

Steven Vinyard joined TFR Enterprises, Inc. in June of 2015 as a field supervisor and his enthusiasm for quality and efficiency quickly led him into the role of Project Manager for emergency debris management. Mr. Vinyard has more than 20 years of hands on experience with all types of heavy equipment, specialized machinery and commercial trucks. His experience in operating, repair and maintenance of all types of equipment is invaluable in managing daily operations of emergency debris removal projects. Steven's positive attitude, willingness to help others and clear communication skills naturally leads others to reach maximum potential in safety, production and quality. Mr. Vinyard has participated in successful management of more than 30 contract task orders responding to a variety of natural disasters such as hurricanes, floods, tornados, and straight-line winds. Mr. Vinyard's experience has allowed him to become proficient in FEMA guidelines on eligibility for right of way debris removal, hazardous leaners and hangers, stumps, right of entry requirements for private property debris removal and water way debris removal, exceptions for gated community access as well as locating, permitting, setting up and site remediation for temporary debris management sites.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Florence	NC - Camp Lejeune & Cherry Point Military Bases	2018
Texas Floods	TXDOT - Lee County	2018
Hurricane Irma	Florida DOT - Florida Turnpike	2017
Hurricane Irma	FL - City of Homestead	2017
Hurricane Harvey	TX - City of Port Aransas, Port Aransas Nature Preserve	2017
Hurricane Harvey	TXDOT - Harris County, Cities of Victoria & Port Lavaca	2017
Hurricane Matthew	NC - City of Raleigh	2016
Hurricane Matthew	FL - City of Port St. Lucie	2016
Hurricane Matthew	Florida DOT - Division 5	2016
Louisiana Floods	Louisiana DOTD	2016
Texas Floods	TXDOT - Hays & Caldwell Counties, City of Wimberley	2015
Texas Floods	Texas State University	2015

Education/Certifications

- FEMA IS: 035, 037, 317, 321
- FLDOT: Temporary Traffic Control (TTC) Advanced Course
- USACE: Construction Quality Management for Contractors #784
- Level 1 Antiterrorism Awareness Training
- CPR Certified

Tate Wilson
Environmental Health & Safety Manager

Tate@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (254) 396-2995

Introduction

Tate Wilson joined TFR Enterprises, Inc. in July of 2019 as Project Manager/Environmental Health and Safety Manager. He brings with him a fresh set of eyes in our company and industry. His experience comes from many years of heavy construction and clearing work. He is an expert at all levels of the clearing process: trimming, cutting, grinding, loading, hauling, and grading. Having worked on high profile projects for companies such as Exxon, Shell, and BP, Mr. Wilson has experience in completing large scale projects. Mr. Wilson has extensive health and safety knowledge as well, providing our crews with added security to ensure that everyone returns home the same way they arrived.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NC - Beaufort County	2019
Hurricane Dorian	NCDOT - Duplin, Onslow, Pender, Sampson Counties	2019
Hurricane Harvey	TX - City of Ingleside	2019
Tropical Storm Imelda	TX - City of Beaumont	2019

Education/Certifications

- FEMA IS: 029, 061, 100, 101, 200, 201, 271, 632, 700, 703, 706, 727, 800, 1013, 2200
- OSHA: Occupations Safety & Health in Construction
- CHST: Construction Health & Safety Technician -Board of Certified Safety Professionals
- CPR Certified

Juan (Mike) Mejia
Service Manager, Lead Mechanic
mike@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 944-4327

Introduction

Mike Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Mr. Mejia has 12 years of experience performing equipment repairs and maintenance. The specialized fleet owned by TFR requires Mike to have an in-depth knowledge of every type of equipment from Self-Loading Knuckleboom trucks to Diamond Z 1463 Tub Grinders. Mike can design and fabricate any part for any machine in our fleet during emergency debris operations, ensuring minimal to no down time. Mike leads the maintenance crews both on-site during disaster response and in house at the TFR Headquarters where the fleet is maintained and repaired when not responding to disasters. Mike also orders all inventory of critical replacement parts for key components as well as shop supplies and specialty tools. He also sets the priorities and schedules of equipment repairs and maintenance for all in house mechanics. Mike oversees safety and housekeeping in the TFR shop and has successfully managed zero injuries or incidents in the last 5 years.

Recent Notable Events & Projects

Event	Project	Year
Texas Floods	TX - Llano County	2018
Texas Floods	TXDOT - Kingsland, Llano Co., Lee Co.	2018
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Harvey	TX - Port Aransas	2017
Hurricane Harvey	TXDOT - Victoria, Nueces, and Harris Counties	2017
Hurricane Irma	FL - Plantation & Homestead	2017
Hurricane Irma	FL - Miami-Dade	2017
Hurricane Matthew	FL - Port St. Lucie	2016
Hurricane Matthew	FLDOT - District 5	2016
Louisiana Floods	LADOTD - District 03 & 61	2016
Texas Floods	TX - San Marcos & Wimberly	2015
Texas Floods	University of Texas – Wimberly	2015
Severe Ice Storm	Norman Oklahoma	2014
Severe Storms & Flooding	Larimer County Colorado	2013
Severe Storms & Flooding	Weld County Colorado	2013
Severe Storms & Flooding	Longmont Colorado	2013
Severe Storms & Flooding	Larimer County Colorado	2013
Tornado	Oklahoma City Oklahoma	2013
Tornado	Cleveland County Oklahoma	2013
Wildfire	Bastrop County Texas	2011
Hurricane Ike	City of Sugarland	2008
Hurricane Ike	City of Katy	2008

Roger Barfield
Maintenance of Traffic Coordinator

roger@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (407) 868-0568

Mr. Barfield joined TFR Enterprises, Inc., in 2016 following a successful employ for a Heavy Highway Construction Firm out of Texas. As a safety manager in civil construction Roger gained valuable knowledge in all aspects of Occupational Health and Safety and Project Supervision. Roger was specifically tasked with implementing road detours, road closures, bridge closures, high traffic maintenance and direction/diversion of traffic. This experience makes him the TFR expert on ROW safety. Mr. Barfield recruits, trains and manages all maintenance of traffic crews for TFR Department of Transportation jobs nationwide as well as flaggers on city and county projects. Roger spent several months in deteriorated conditions in Puerto Rico in response to Hurricane Maria devastating the island. He was the safety manager for debris operations for the entire eastern quadrant of the island. His supervision lead to a successful zero injury and zero incident record for that project. Roger has also served as administrator and project supervisor on 4 military bases. His position on other storm recovery contracts include quality assurance, safety, traffic maintenance and project superintendent.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NCDOT- Pamlico, Carteret, Craven, and Jones	2019
Hurricane Dorian	SC – Parris Island – Marine Corp	2019
Hurricane Dorian	NC- Beaufort County	2019
Hurricane Dorian	NC- Pender County	2019
ROW Trimming	TXDOT – Marshall	2019
ROW Debris Removal	TX - Bastrop	2019
Hurricane Michael	GA - Donaldsonville	2019
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Florence	NC- Camp Lejeune, Cherry Point	2018
Hurricane Florence	NCDOT- Brunswick, Duplin and Onslow Counties	2018
Hurricane Florence	NCDOT – Pender, Columbus and Sampson Counties	2018
Hurricane Harvey	TXDOT- Victoria, Nueces, and Harris Counties	2017
Hurricane Maria	DTOP- Puerto Rico	2017
Hurricane Irma	FL - St. John County	2017
Hurricane Irma	FL - District 2	2017
Hurricane Irma	FL - Florida Turnpike	2017
Hurricane Matthew	FL - DOT District 5	2016
Hurricane Hermine	FL - DOT District 3	2016

Education/Certifications

- Florida Department of Transportation, Approved Temporary Traffic Control (TTC) Advanced Course
- FEMA IS: 010, 011, 035, 037, 100, 660, 700

Sharon Lyell
Program & Quality Control Manager

Sharon@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 576-3000

Introduction

Sharon Lyell has 25 years of experience in quality control and project management. Mrs. Lyell's role as TFR's Quality Control Officer and Program Manager is fully committed to assuring contract compliance. She has overseen field operations during TFR's contract performance, subcontractor conformity and project reimbursement documentation for FEMA funding for 14 years. She builds and maintains excellent working relationships with hundreds of qualified debris hauling and hazardous tree removal subcontractors nationwide. Sharon has the authority to stop work for quality issues &/or non-compliance. Formerly a team member of the Quality Control Department at Emerson Process Controls for 12 years, she has extensive training and experience in quality control, assurance, zero defects and process improvements. This experience has proven invaluable in assuring full compliance with Public Assistance Program and Policies throughout Emergency Debris Removal Contract performance. Sharon continually reviews FEMA policies and stays abreast of changes to procedures to ensure 100% funding for applicants.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NC - Beaufort County	2019
Hurricane Dorian	NCDOT - Duplin, Onslow, Pender, Sampson Counties	2019
Texas Floods	TX - Llano County	2018
Texas Floods	TXDOT - Kingsland, Llano Co., Lee Co.	2018
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Florence	NC - Camp Lejeune & Cherry Point	2018
Hurricane Florence	NCDOT - Brunswick, Sampson, Duplin, Onslow	2018
Hurricane Harvey	TX - Port Aransas	2017
Hurricane Harvey	TXDOT - Victoria, Nueces, and Harris Counties	2017
California Mudslide	USACE- San Bernardino County	2017
Hurricane Irma	FL - Plantation & Homestead	2017
Hurricane Irma	FL - Miami-Dade	2017
Hurricane Maria	DTOP - Puerto Rico	2017
Hurricane Matthew	FL - Port St. Lucie	2016
Hurricane Matthew	FLDOT - District 5	2016
Louisiana Floods	LADOTD - District 03 & 61	2016
Texas Floods	TX - San Marcos & Wimberly	2015
Tennessee Ice Storm	TN - Putnam & Overton Counties	2015

Education/Certifications

- FEMA IS:037, Debris Management Planning for State, Tribal & Local Officials
- FEMA IS:037.19 Managerial Health & Safety
- USACE: Construction Quality Management for Contractors #784
- DOT: Required Safety Management Controls & Federal Motor Carrier Safety Admin Compliance
- Joint Chiefs of Staff - Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- CPR Certified

Tiffany Jean
Senior Contract Administrator

Tiffany@tfrinc.com

601 Leander Drive
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M: (512) 565-0710

Introduction

Tiffany Jean joined TFR Enterprises, Inc after graduating from Texas A&M University in 2007. She has more than 12 years of Contract Management experience where her attention to detail and responsiveness is extraordinary and her value within the organization is unparalleled. Mrs. Jean handles all contract documentation, all city, county and state registrations throughout the United States. Tiffany ensures field documentation on debris removal projects follows contract requirements and the Quality Control Plan for FEMA reimbursement. She stays abreast of FEMA changes in policy while maintaining excellent ongoing relationships with all TFR's clients. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA

Recent Notable Events & Projects

Event	Project	Year
Hurricane Dorian	NC - Beaufort County	2019
Hurricane Dorian	NCDOT - Duplin, Onslow, Pender, Sampson Counties	2019
Texas Floods	TX - Llano County	2018
Texas Floods	TXDOT - Kingsland, Llano Co., Lee Co.	2018
Hurricane Michael	FL - Tyndall Air Force Base	2018
Hurricane Florence	NC - Camp Lejeune & Cherry Point	2018
Hurricane Florence	NCDOT - Brunswick, Sampson, Duplin, Onslow	2018
Hurricane Harvey	TX - Port Aransas	2017
Hurricane Harvey	TXDOT - Victoria, Nueces, and Harris Counties	2017
California Mudslide	USACE- San Bernardino County	2017
Hurricane Irma	FL - Plantation & Homestead	2017
Hurricane Irma	FL - Miami-Dade	2017
Hurricane Maria	DTOP - Puerto Rico	2017
Hurricane Matthew	FL - Port St. Lucie	2016
Hurricane Matthew	FLDOT - District 5	2016
Louisiana Floods	LADOTD - District 03 & 61	2016
Texas Floods	TX - San Marcos & Wimberly	2015
Tennessee Ice Storm	TN - Putnam & Overton Counties	2015

Education/Certifications

- Bachelor of Arts- History, Texas A&M University
- FEMA IS: 001, 005, 035, 100, 200, 800, 906, 907, 909
- USACE: Construction Quality Management for Contractors, #784
- Project Management Workshop
- DOT Compliance Workshops: Audit Survival, Driver Qualification Files, Hours of Service, Maintenance Management, Accident Reporting, Supervisor Drug and Alcohol
- GHC TS 10: Debris Management
- CPR Certified

Teresa Tangorra
Contract Administrator

Teresa@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 577-1498

Introduction

Teresa Tangorra joined TFR Enterprises, Inc. in November 2019. After spending more than 20 years in the insurance industry, Mrs. Tangorra has extensive experience with natural disasters and their aftermath. She has joined the Contract Administration Department with decades of experience working with contracts and policies and an eye for detail. Teresa does research and development of RFP's and handles contract documentation for city, county and state registrations throughout the United States. She stays updated on FEMA changes in policy and regulations required by Emergency Debris Removal contracts.

Notable Events & Projects

Event	Project	Year
Central Texas Floods		2018
Hurricane Harvey		2017
East Texas Floods		2016
Central Texas Floods & Tornadoes		2015
Travis County Flash Floods		2014
Bastrop Wildfire		2011
Central Texas Floods		2010
Hurricane Ike		2008
Austin Hailstorm		2008
San Marcos Hailstorm		2006
Hurricane Rita		2005
Central Texas Floods		1998

Education/Certifications

- FEMA IS: 021, 029, 035, 100, 101, 200, 201, 271, 632, 633, 1000
- CPR Certified

Sally Wallace
Human Resources/Accounts Payable
sally@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 931-9031

Introduction

Sally Wallace joined TFR Enterprises, Inc. in February of 2018. She has over 20 years of experience in Accounting, HR, Payroll serving as both a Full Charge Bookkeeper and Office Manager. She has experience in certified payroll for multiple jobs and has effectively handled an increase in employee count from 18 employees to 90 employees in less than two weeks when disasters strike. Sally also participates in continuing education classes to remain in compliance with DOT regulations for onboarding of CDL drivers and assists our fleet department and project management to ensure employee training and documentation of training is current.

Notable Events & Projects

Event	Project	Year
Hurricane Harvey	TX - City of Ingleside	2019
Tropical Storm Imelda	TX - City of Beaumont	2019
Hurricane Dorian	NC - Beaufort County	2019
Hurricane Dorian	NCDOT - Duplin, Onslow, Pender, Sampson Counties	2019
ROW Trimming	TXDOT – Marshall	2019
ROW Debris Removal	TX – Bastrop	2019
Hurricane Michael	GA – Donaldsonville	2019
Texas Floods	TX- Llano County	2018
Texas Floods	TXDOT- Kingsland, Llano Co., Lee Co.	2018
Hurricane Michael	FL- Tyndall Air Force Base	2018
Hurricane Florence	NC- Camp Lejeune & Cherry Point	2018
Hurricane Florence	NCDOT- Brunswick, Sampson, Duplin, Onslow	2018

Education/Certifications

- Bachelor of Management, University of Phoenix
- Mastering QuickBooks, Level 1
- CPR Certified

Financial Stability

Since the company's incorporation in 1989, TFR has completed over 250+ federally funded debris removal contracts in its 30-year history. From a dedicated owner to experienced staff, TFR offers not only the knowledge to perform any size job, but also the financial flexibility to complete multiple large-scale projects simultaneously. This was exemplified during the 2017 Hurricane season in which TFR performed 26 concurrent projects stemming from Texas, California, Florida, and Puerto Rico, in excess of \$ 78,000,000. With such large-scale performance across an enormous geographical area, a company must retain the financial flexibility and strength to pay subcontractors, suppliers and employees on time, every week.

“TFR Enterprises Inc. as well as the principle’s Tipton and Julie Rowland, have been an excellent customer of the bank for over 15 years. Currently, TFR Enterprises Inc. has a \$4,250,000.00 Revolving Line of Credit that is unfunded, and they keep considerable deposits with Prosperity Bank. The Rowland’s have always performed as agreed and are a pleasure to work with.” ~ Travis Freeman, Prosperity Bank Regional President

For additional information on TFR's financial capabilities, please feel free to contact Brock Baldwin or Travis Freeman. Contact information is listed for your convenience and audited financial statements are available upon request.

Financial Stability Overview

- ☑ Bonding capacity \$100,000,000.00
- ☑ Line-of-credit to fund multiple projects in multiple locations
- ☑ Completed every project it was tasked to execute and has never been terminated for default
- ☑ Never filed for bankruptcy and has never been involved in any liens or litigation involving financial performance or subcontractor non-payment

Contact Information

Banking:

Prosperity Bank
Travis Freeman, Regional President
25661 I-45
The Woodlands, TX 77380
P: (281) 292-6691

Bonding:

Brock Baldwin, Principal
Baldwin Cox Allen
5930 Preston View Blvd
Suite 200
Dallas, TX 75240
P: (972) 331-3709

Insurance:

Higginbotham Insurance
Erin Woodard, Senior Account Manager
1221 S. Mopac Expressway
Suite 160
Austin, TX 78746
P: (512) 583-1543



BALDWIN
COX
ALLEN

- Commercial Insurance
- Construction Bonds
- Employee Benefits
- Personal Insurance

Insurance & Construction Bonds

July 30, 2020

Re: TFR Enterprises Inc. -- Bonding Capacity

To Whom It May Concern:

We have the pleasure of bonding TFR Enterprises, Inc (TFR) and can highly recommend this fine contractor to you. We feel they're a well-managed company with a history of completing their projects on time and within budget. The bonding capacity for TFR is in the range of **\$50 million single** and **\$100 million aggregate**. The current bonding company is Westchester Fire Insurance Company which is an A++ rated and Treasury Listed surety.

Our understanding is that TFR is being considered for a project on your behalf. Subject to the job being within the single and aggregate limits, normal review of the contract terms and conditions, confirmation of construction financing in the full amount of the contract, and any related underwriting items at the time of the request, we fully anticipate being able to provide the performance and payment bonds as required for your project.

This letter is offered as an indication of TFR's past experience and our confidence in the firm, and not to be construed as an agreement to provide surety bonds. Please be aware that the execution of payment & performance bonds is subject to the positive review of all normal underwriting considerations at the time of the request. Any specific request for bonds will be underwritten on its own merits and any arrangement for bonds required by any contract is a matter between the contractor and the surety and we assume no liability to you or your third parties, if for any reason we do not execute these bonds. Bonds will be provided when the project/task order in question is agreeable to both parties and proper contracts are in place.

Again, we can highly recommend TFR to you. Feel free to contact me should you have any questions about our fine client.

Sincerely,

Brock Baldwin
Principal
Baldwin-Cox Agency, LLC

P 972.644.2688 5930 Preston View Blvd. Ste. 200, Dallas, TX 75240 F 972.644.8035

WWW.BALDWINAGENCY.COM



PROSPERITY BANK®

Thursday, July 30, 2020

TFR Enterprises Inc.
601 Leander Dr.
Leander, TX 78646

RE: Banking relationship with TFR Enterprises Inc.

To Whom it may Concern:

TFR Enterprises Inc. as well as the principle's Tipton and Julie Rowland, have been an excellent customers of the bank for over 15 years. Currently, TFR Enterprises Inc. has a \$4,250,000 Revolving Line of Credit that is unfunded, and they keep considerable deposits with Prosperity Bank. The Rowland's have always performed as agreed, and are a pleasure to work with. If you have any questions please call me at 281-465-5308.

Sincerely,

Travis Freeman
Regional President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/30/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Higginbotham Insurance Agency, Inc. 1221 S. Mopac Expy., Suite 160 Austin TX 78748	CONTACT NAME: Raelyn Brannan PHONE (A/C No. Ext.): 817-349-2315 FAX (A/C No.): 817-347-6981 E-MAIL ADDRESS: rbrannan@higginbotham.net														
INSURED T.F.R. Enterprises Inc dba Emergency Tree Removal 601 Leander Drive Leander TX 78641	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Starr Indemnity & Liability Co.</td> <td>38318</td> </tr> <tr> <td>INSURER B: Texas Mutual Insurance Company</td> <td>22945</td> </tr> <tr> <td>INSURER C: The Travelers Lloyds Insurance Co.</td> <td>41262</td> </tr> <tr> <td>INSURER D: Tokio Marine Specialty Insurance Co.</td> <td>23850</td> </tr> <tr> <td>INSURER E: STARR SURPLUS LINES INS. CO.</td> <td>13604</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Starr Indemnity & Liability Co.	38318	INSURER B: Texas Mutual Insurance Company	22945	INSURER C: The Travelers Lloyds Insurance Co.	41262	INSURER D: Tokio Marine Specialty Insurance Co.	23850	INSURER E: STARR SURPLUS LINES INS. CO.	13604	INSURER F:	
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INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** 914695435 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
E	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BI/PO Ded: \$,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		1000066507151	12/31/2019	12/31/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Contractors Pollution \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		1000199116151	12/31/2019	12/31/2020	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ \$		PUB13152122	12/31/2019	12/31/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	0001209012	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Leased/Rented Equipment Hired - Physical Damage		QT5608071X472TLC18 1000199116151	12/31/2019 12/31/2019	12/31/2020 12/31/2020	Limit - \$700,000 Comp Deductible \$2,500 Collision Deductible \$1,000 \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Texas Workers' Compensation Policy - 0001209012
 All Other States (incl California) - WC828228358384

XCU is not excluded.

The General Liability and Automobile Liability policies include a blanket automatic additional insured endorsement that provides additional insured status (including Completed Ops) and General Liability, Automobile Liability and Workers' Compensation policies includes a blanket waiver of subrogation endorsement to the certificate holder only when required by written contract.
 See Attached...

CERTIFICATE HOLDER

CANCELLATION

Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
------------------	---

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ACORD 25 (2016/03)

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AGENCY CUSTOMER ID: TFREN

LOC #:



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Higginbotham Insurance Agency, Inc.		NAMED INSURED T F R Enterprises Inc dba Emergency Tree Removal 601 Leander Drive Leander TX 78641	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

The General Liability policy has a blanket Primary & Non Contributory endorsement that affords that coverage to certificate holders only when required by written contract.

The General Liability and Workers Compensation policy includes a blanket notice of cancellation to certificate holders endorsement, providing for 30 days' advance notice if the policy is canceled by the company other than for nonpayment of premium, 10 days' notice after the policy is canceled for nonpayment of premium. Notice is sent to certificate holders with mailing addresses on file with the agent or the company. The endorsement does not provide for notice of cancellation if the named insured requests cancellation.

The General Liability policy includes a \$1,000,000 Contractors Pollution Limit.

Umbrella is Follow Form underlying the General Liability (Incl. Contractors Pollution), Automobile Liability and Employers Liability policies.

ACORD 101 (2008/01)

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Litigation

During the last 5 years has the Bidder had a contract for goods or services terminated? TFR has never had a contract terminated.

During the last 5 years, describe any damages or penalties or settlements to resolve disputes entered into by bidder under any of its existing or past contracts as it relates to goods and/or services performed that are similar to the goods contemplated by this RFP. After repeated efforts to obtain payment for Monitoring-firm issued and signed tickets for a debris removal job contracted by the Florida Department of Transportation, TFR was forced to file suit in order to protect the interests of its local subcontractors, the Company and other vendors. Despite repeated requests by TFR to amicably resolve this matter, FDOT provided no reasonable grounds for refusing payment (all payments were for work authorized and completed as evidenced by signed debris tickets or other comparable support). TFR spent almost two years negotiating with FDOT to resolve the nonpayment without the need for formal legal proceedings. TFR only undertook formal legal action after exhausting all other avenues failed and when FDOT refused to resolve this matter in good faith. (This suit is currently in the discussions phase.)

During the last five years, describe any order, judgement or decree of any Federal or State authority barring, suspending or otherwise limiting the right of the Bidder to engage in any business, practice or activity. N/A

During the last five years list and summarize all litigation or threatened litigation, administrative or regulatory proceedings, to which the bidder has been a party of.

- After repeated efforts to obtain payment for Monitoring-firm issued and signed tickets for a debris removal job contracted by the Florida Department of Transportation, TFR was forced to file suit in order to protect the interests of its local subcontractors, the Company and other vendors. Despite repeated requests by TFR to amicably resolve this matter, FDOT provided no reasonable grounds for refusing payment (all payments were for work authorized and completed as evidenced by signed debris tickets or other comparable support). TFR spent almost two years negotiating with FDOT to resolve the nonpayment without the need for formal legal proceedings. TFR only undertook formal legal action after exhausting all other avenues failed and when FDOT refused to resolve this matter in good faith. (This suit is currently in the discussions phase.)
- RIC2001051 CORE TREE CARE VS MOTION TO/FOR ORDER COMPELLING
T.F.R. ENTERPRISES ARB AND STAYING DISMISSING ACTION
BY T.F.R. ENTERPRISES, INC.

The Court grants motion to compel arbitration. The Court shall stay this matter except to set a hearing re: Status of Arbitration on August 20, 2021, at 8:30 am in Dept. 3, to be heard telephonically unless otherwise noticed.

The bidder must also state whether it or any owners, officers, or primary partners have ever been convicted of a felony. N/A

Advantages to Selecting TFR

TFR Enterprises, Inc is a dedicated disaster and debris management company headquartered in Leander, Texas with operations throughout the United States.

Capacity: No job or disaster is too large for TFR to handle. Our experience speaks of itself. In response to the devastating 2005 Hurricane Season where we hauled and processed over 6,000,000 cubic yards in 180 days, simultaneously managing 14 TDSRS sites. During the 2008 Hurricane Season, TFR executed debris management for 1,800,000 cubic yards using 10 TDSRS locations. More recently, the 2017 Hurricane Season proved to be one of the most crippling in US history. TFR managed 26 projects in Texas, Florida, Puerto Rico, and California simultaneously. With a subcontractor list numbering over 1,000 and a fleet of owned equipment, TFR Enterprises is prepared to tackle your greatest challenges.

Depth: Disaster response remains our primary business, but the principals of TFR have over 30 years of experience in related contracting including land clearing, stream and river clearing and diversion, tree removal, trimming and pruning on parks, golf courses and rights-of-way, debris recycling, tub grinding, hauling, and demolition.

History: TFR Enterprises, Inc., incorporated in 1989 in Tennessee, has been performing disaster recovery contracts nationwide since Hurricane Fran in 1996. Tipton F. Rowland, the sole stockholder of TFR Enterprises, Inc., owned and operated Robinson Tree Services, a 55-year-old company founded by his grandfather in Memphis. In 1996, TFR added a disaster response/debris management division. TFR re-located to Leander, Texas in September 2000 and sold the Robinson Tree Services division. TFR has provided debris removal and clean-up services to over 250 Federal, State and Local governments, as well as several private companies funded by FEMA.

In-House Capacity: TFR owns over 150 pieces of disaster specific equipment, including a fleet of self-loading debris hauling trucks, rubber-tired/tracked loaders, heavy-haulers, excavators, dozers, field offices, six (6) Diamond Z 1463 Tub Grinders, and two (2) Diamond Z Horizontal Grinders for vegetative debris reduction (grinding). This resource of company-owned and controlled assets allows TFR to provide an expedient response.

From one of our staging sites, located throughout the US, TFR can respond within hours to begin emergency road clearance services to provide a vital lifeline for federal, state, and local emergency responders to assess damages. TFR usually has a site ready for acceptance of storm-generated debris in less than 24 hours. Project teams are immediately available to quantify debris, provide an overall damage estimate, and begin a recovery/removal plan.

Past Performance and Experience: Contract experience involves all phases of recovery after disasters generated by hurricanes, wind or ice storms, tornados, floods, drought, wildfires or radical disease infestation. Services we have successfully provided in the past include:

- Debris Damage/Quantity Assessments
- Emergency Road Clearance
- Hazardous Tree, Limbs, and Root Removal
- Debris Removal from Streams and Canals
- Vegetative, C&D, HHW, and White Goods Removal from ROW and Private Property
- Demolition of Structures
- DMS Preparation, Management, Restoration, and Close-out
- Debris Reduction by Grinding, Open-Burn, and Air Curtain Incineration

- Debris Removal from DMS to Final Disposal
- Stream and Canal Restoration
- Beach and Sand Cleaning and Restoration
- Equipment and Manpower Leasing
- Contract Management Compliance

In September 2018, TFR partnered with North Carolina DOT to plan and execute emergency cut and shove services for six counties. After review, the team determined each county needed 30 push crews with a crew defined as four people: a bobcat with operator, two saw men/flaggers, and one supervisor with a pickup.

TFR activated resources from its extensive database on standby: 180 bobcats and 720 personnel, which were on site and working within 24 hours. Immediately upon Florence's winds reducing to less than 40 mph, resources were mobilized to their assigned county to begin clearing roadways. This was one of the largest and most expedient push crew responses in TFR's 30 years of disaster response.

During the 2017 Hurricane Season, which saw major damages from Hurricanes Harvey, Irma, and Maria, TFR performed work simultaneously in Texas, Florida, and Puerto Rico. In addition, the Army Corps of Engineers activated our ACI Standby Debris Removal contract to assist with severe weather conditions that led to devastating mudslides. TFR received exceptional ratings on both Contractor Performance Assessment Reports from USACE.

All in all, as a result of the four storms that struck that year, the total amount of debris handled by TFR exceeded **3,500,000.00 cubic yards**.

Financial Strength: TFR offers not only the knowledge to perform any size job, but also the financial flexibility to complete multiple large-scale projects simultaneously. This was exemplified during the 2017 Hurricane season in which TFR performed 26 concurrent projects stemming from Texas, California, Florida, and Puerto Rico, in excess of \$ 78,000,000.



Safety: The safety and health of our employees continues to be the first consideration in the operation of our business. TFR Enterprises, Inc., and its' principals are committed to maintaining a safe and healthy workplace for each employee by providing guidelines for safe practices and accident prevention.

Notable Experience

- TFR Enterprises, Inc. is a debris removal contractor, first incorporated in 1989 in the State of Tennessee, and actively participating in disaster recovery contracts nationwide since Hurricane Andrew in 1992.
- TFR has successfully completed more than **250 FEMA funded** disaster projects totaling more than **\$350 MIL** and each client receiving **100%** of their eligible reimbursement.
- TFR has **NEVER** defaulted on a contract, failed to complete any project, nor had a payment or performance bond called on for any project.
- TFR owns more than **150** pieces of equipment that is primarily designed for use in debris removal operations.
- TFR's bonding capacity is **\$100,000,000**.
- In 2019, Award of **Safety Excellence** from Texas Mutual
- September 2018, TFR partnered with North Carolina DOT to plan and execute emergency cut and shove services for six counties. After review, the team determined each county needed 30 push crews with a crew defined as four people: a bobcat with operator, two saw men/flaggers, and one supervisor with a pickup. In total, **TFR supplied 180 crews** making this one of the largest and most expedient push crew responses in TFR's 30 years of disaster response.
- In 2017, California, Texas, Florida, and Puerto Rico were devastated by crippling disaster events. TFR successfully funded, managed, and completed **26 disaster response missions** simultaneously.
- May 2014, TFR was awarded **two (5) year Advance Contracting Initiative (ACI) Single Award Task Order Contracts (SATOC)** for Debris Management Services within the Southwestern and South Pacific Divisions under the USACE.
- During Hurricane Ike, TFR supplied crews to assist the USACE contractor with the task of opening up Interstate Highway 45 between Houston and Galveston and the Galveston Beach Road 3005 so that other contractor and rescue/recovery crews could access the damaged area. This assistance was provided in addition to TFR's response and performance to 6 of its own prime contracts (which included two counties) **removing in excess of 1,800,000 cubic yards of debris**.
- The 2005 Hurricane Season, which saw major damages from Hurricanes Dennis, Katrina, Rita and Wilma, resulted in TFR handling **6,000,000 cubic yards of debris within 180 days**.

"T.F.R. responded quickly to the Governments initial requests. Their efforts contributed directly to the success of the Santa Barbara Flood Debris Removal Mission."

Juan Martinez, Civil Engineer



Past Performance

1 Hurricane Florence- North Carolina DOT

PERFORMANCE INFORMATION

In September 2018, weather forecasters were preparing the coast of North Carolina for the “storm of a lifetime” Hurricane Florence. Three months prior to the formation of Florence, TFR had been awarded the Pre-Event Contract with North Carolina Department of Transportation for Emergency Cut & Shove services. TFR had a kickoff meeting shortly after award to go over the scope of the contract and meet and greet. We expressed to the department that we had just provided over 50 cut and toss crews to Florida DOT after Hurricane Irma, to reassure them that we’re not only experienced but have very recent experience in emergency roadway clearance. Three months later, TFR Project Management mobilized to North Carolina on September 12, 2018, in response to Florence. We met with key members of NCDOT to prepare for TFR’s response to debris ridden state roads. It was determined by NCDOT and TFR after reviewing the State Maps that for the 6 counties under contract, they each needed thirty crews. The contract defined a push crew as 4 people; a bobcat with operator, 2 saw men/flaggers and one supervisor with pickup. TFR immediately activated resources from its extensive database on standby: 180 bobcats and 720 personnel. Immediately upon Florence’s winds reducing to less than 40 MPH, those resources were mobilized to their assigned county and began clearing roadways. This was one of the largest and most expedient push crew responses in TFR’s 30 years of disaster response. Many of the counties, if not all of them: Pender, Onslow, New Hanover, Brunswick, Sampson and Duplin had severe flooding and power outages. One of the serious obstacles TFR faced with this catastrophe was logistics of housing 720 people. Minimal hotels had power, and those had no rooms. TFR was able to engage with local business owners as well as state offices to secure housing when the state was virtually shutting down road by road. With that said, it never affected our crew’s ability to maintain a speedy recovery and provide the client with the help they desperately needed. TFR also arranged close coordination with local and state electric authorities to report any major electrical concerns as to expedite the electrical restoration work. All agencies were contacted and introductions we’re made 48 hours prior to landfall. This was essential, as the majority of these counties had; standing flood waters, downed trees and debris, as well as live electrical lines often in the same location. With those obstacles addressed in the pre event planning stages North Carolina DOT, with the help of TFR, was able to transition from disaster response to disaster recovery with minimal time and impact to the communities affected.



2 Hurricane Michael- Tyndall Airforce Base

PERFORMANCE INFORMATION

On October 10, 2018 less than one month after Florence made landfall, Hurricane Michael showed up on the Florida Panhandle as a Category 4 hurricane. Michael presented the strongest winds to make US landfill since Andrew in 1992, and the damage was evident. TFR was mobilized to Florida but rode out the storm well out of destructions way. TFR must always ensure the equipment and management is not in a dangerous position, as



we cannot risk the absence of it in response. TFR's management immediately headed to Tyndall Air Force Base to help. TFR had just finished responding to Camp LeJeune and Cherry Point military installations after Hurricane Florence so we are very familiar with the processes, procedures, and needs of these facilities. Although the base was a disaster area and looked as if combat had just ended, TFR immediately mobilized all requested resources and we were working 5 days after landfall, clearing roadways, removing hazardous trees and hazardous limbs. We completed several work orders, vegetative and construction and demolition debris removal, tree trimming and removal, reducing the vegetative debris by grinding, and haul out and disposal of C&D and Vegetative mulch. TFR was able to recycle the vegetative debris and metal material as recycling any debris that can avoid the landfills is one of our top company goals. One of the obstacles that TFR experienced in performing this project was access onto the base. There key problem with base access was that several different procedures were being used for granting access. There was a separate contractor involved so it was not done directly by the military and communications were an issue. We worked very closely with the base and the security contractor to resolve the base access issues so the work would not be interrupted, delayed or stopped completely. Another obstacle that presented itself was the wide variety of materials that this monstrous storm created. TFR houses a staff of highly trained individuals who are proficient in the identification, removal, and storage of all materials that are incidental to a natural or man-made disaster. TFR provided project managers with experience in military base operations in order to meet the expectations of the base OPSEC office. Safety and security are high priorities within TFR organization and management as well as teamwork, and teamwork is what it takes to get the job done. We were honored to help our US military facilities recover from the devastation of the 2018 Hurricanes that made US landfall.

3 Severe Floods- Texas DOT

PERFORMANCE INFORMATION

September 2018 was the wettest September in Texas history. Across Central Texas and the Hill Country, heavy rains led to catastrophic flooding. The floods caused a bridge on FM 2900 in Kingsland Texas to collapse and fall into the surrounding water, Lake LBJ. This surrounding water is used for recreational boating which is essential to the local economy. This bridge is about a quarter mile long and serves as one of the main thoroughfares for the city.



TFR was contracted by the Texas Department of Transportation, TXDOT, to remove the bridge pieces and other hazardous debris from the water so a new bridge could be constructed, and the public could begin to use the lake again. To perform this work in a timely matter, TFR placed excavators and cranes onto barges to help remove the debris while hiring divers to help locate the debris. TFR had 23 individual barges, two excavators on the barges, a 30-ton crane, two-three teamed dive crews and multiple pieces of heavy equipment. TFR has removed debris from the collapsed bridge as deep as 39 feet under the surface of the water.

TFR is operating two sites, the first is on the barge and is used to pull debris from the water and temporarily stockpile it. Each barge holds an excavator, a 30-ton crane, and various other pieces of equipment that are used to remove the debris, along with TFR personnel and the divers. The other various equipment are specialty types used for breaking the larger pieces of bridge into smaller, more manageable sizes. After debris is placed on the barge it is transported to our second site, the segregation site, which is on land. At the segregation site there are self-loading grapple trucks (knucklebooms), excavators, wheel loaders, and personnel that oversee separating debris by types: C&D, vegetative, concrete, metals, etc. After separating the debris, our knuckle booms are loaded and haul the debris to the final disposal sites or crush the debris for reuse such as crushed concrete and recycled metals.

As previously mentioned, TFR has acquired various types of specialty equipment to efficiently and safely remove the debris. The collapsed sections were long, heavy, and irregularly shaped. The concrete is reinforced with rebar which makes it harder to break into pieces and even heavier. This new specialized equipment helps with cutting through the rebar, so the pieces become smaller and easier to remove. This has included new attachments for the company owned excavators and renting equipment for the divers to use. TFR has purchased a concrete crusher attachment for the excavators to speed up the process of breaking the larger pieces of bridge into smaller pieces that can be removed. This crusher can be submerged in water and break the concrete to reveal the rebar within it. Then the crusher also has powerful shears to cut the rebar safely and quickly which creates a smaller piece of bridge that is removed with the crane. The divers are also using diamond saws that can be completely submerged to quickly cut through large pieces of debris making them more manageable to remove. Other equipment that has been procured by TFR includes a specialty

plasma cutter that can be safely used underwater to cut pieces of rebar that the crusher or diamond saw cannot reach.

TXDOT and TFR have been working closely together to ensure all eligible debris is removed safely and efficiently. TXDOT contracted TFR to assist the company that was contracted to replace the bridge. The other company needed help in removing the previous bridge's footers that were still intact. TFR quickly moved our working barge with the help of a few tugboats to the new site and removed the footers. The footers, like the pieces of bridge, were broken into smaller pieces and removed from the water. These footers were the deepest debris removed at 39 feet and required two dive teams to operate two diamond saws and the specialty welder. TFR efficiently removed the footers from the site so the other company could begin their contracted work.

FEMA Experience

TFR possesses an intimate understanding of the FEMA funding and reimbursement process. **ALL TFR CLIENTS HAVE RECEIVED 100% OF THEIR ELIGIBLE REIMBURSEMENT. TFR HAS NEVER HAD A SINGLE DOLLAR DEOBLIGATED BY FEMA or the FHWA.** We understand that our client's reimbursement is directly correlated to their ability to pay TFR and we work with our clients to ensure this process is as fast and efficient at possible.

TFR personnel have conducted over 250+ federally funded projects, and as such, has gained invaluable experience and familiarity with the FEMA recording and reimbursement process conducted under the federal *Public Assistance Program*. With no turnover in our key personnel for the past five (5) years, our employees have been working as a cohesive team to confront FEMA issues and ensure the reimbursement of our clients for 31 years. Sharon Lyell, our Project Administrator, in conjunction with Tiffany Jean, Contract Administrator, head our *FEMA Compliance Team* in all disaster-related projects. Our *FEMA Compliance Team* is deeply vetted in FEMA management and operational styles, and **NEVER** has TFR, or its officers, had a disputed claim for FEMA reimbursement. These individuals are very familiar with and aware of the federal guidelines for independence in accountability and reporting as well as recognizing that it cannot perform or assume the sovereign duties of the government officials. However, this does not preclude TFR from offering the following services to aid our clients in complying with the federal *Public Assistance Program*:

- Provide extensive pre-event training sessions with review of previous submitted FEMA paperwork
- Design appropriate cost tracking systems before approval of Project Worksheets is received
- Assist in estimation of debris volumes by debris types and debris management costs for Preliminary Damage Assessments
- Train clients on FEMA's Cost Estimating Format, a forward pricing model allowing FEMA to account for all possible costs on large projects
- Assist in the preparation of Immediate Needs Funding (INF) requests
- Review the operational procedures of the FEMA Public Assistance Program as it relates to the overall recovery process
- Inform and prepare for critical meetings with FEMA, emphasis on "Kick-off Meeting" and "Applicant's Briefing"
- Aid in the preparation of Project Worksheets
- Provide, review and confirm accuracy of supporting documentation (i.e. Truck Certifications, Load Tickets, Equipment Time Sheets, etc.) for the Project Worksheets to realize full reimbursement

TFR takes a proactive approach to debris management. Enacting a comprehensive, efficient debris management plan, which retains operational flexibility to address problems on the fly, is vital to the success of the project and our client's realization of full FEMA reimbursement. Upon establishment of a debris management plan, we strongly suggest submitting the plan for FEMA review, relieving undo stress over FEMA acceptance following a disaster event.

Disaster Experience

The following list provides disaster related projects performed by TFR Enterprises in the past 12 years. Most jobs were performed simultaneously as a result of a natural disaster.

Client	Event	Contract Services Provided	Client Contact	Performance Period	Quantities of Work Performed	Contract Value
Louisiana Department of Transportation	Hurricane Laura	ROW Hauling, Hazardous Tree, Grinding and Final Disposal	Seth Matherne 225.719.3424	TBD	TBD	TBD
City of Corpus Christi	Hurricane Isaias	ROW Hauling	Gabriel Maldonado 361.244.6264	8/20-9/20	60,000 CY of Vegetative Debris from ROW	\$575,820.00
TXDOT - Montague County	ROW Maintenance	ROW Removal of Brush and Hazardous Trees, Under Bridge Debris	Mike Hallum 940.665.5071	01/20	Maintenance Tree Trimming Contract	\$335,907.00
NCDOT, Carteret, Craven, Jones & Pamlico Counties	Hurricane Dorian	ROW Hauling and Reduction of Debris	Jeremy Stroud 252.775.6103	11/19-01/20	<100,000 CY Debris Removed, Reduced & Disposed	\$206,000.00
City of Ingleside, TX	Hurricane Harvey	PPDR Debris & Hazardous Tree Removal	Kimberley Sampson 361.776.2517	11/19	<100,000 CY Debris <1,000 Hazardous Trees	\$24,817.00
Beaufort, NC	Hurricane Dorian	ROW Hauling, Hazardous Tree Removal, Grinding and Final Disposal	Christi Wood 252.728.2141	10/19	<100,000 CY Debris <1,000 Hazardous Trees	\$116,383.00
NCDOT, Duplin County	Hurricane Dorian	ROW Emergency Cut & Shove Road Clearance	Kevin Bradshaw 910.682.5100	9/19	35 Crew Hours Cut & Shove Crews	\$17,825.00
NCDOT, Onslow County	Hurricane Dorian	ROW Emergency Cut & Shove Road Clearance	David Sawyer 910.467.0550	9/19	63.5 Crew Hours Cut & Shove Crews	\$32,337.00
NCDOT- Pender County, NC	Hurricane Dorian	ROW Emergency Cut & Shove Road Clearance	Patrick Riddle 910.467.0505	9/19	86 Crew Hours Cut & Shove Crews	\$43,795.00

NCDOT - Sampson County, NC	Hurricane Dorian	ROW Emergency Cut & Shove Road Clearance and Debris Hauling	Kevin Bradshaw 910.682.5100	9/19	36.5 Crew Hours Cut & Shove Crews	\$18,587.00
Beaumont, TX	Tropical Storm Imelda	ROW Hauling Flood Debris	Patrick Bardwell 409.880.3720	09/19 - 10/19	Roll off Trucks at Daily Rate, 166 Total	\$143,000.00
Donaldsonville, GA	Hurricane Michael	Vegetative Debris Reduction by Burning	Steven Powell 850.209.4165	08/19 - 09/19	47,800 CY	\$136,230.00
Raleigh, NC	Hurricane Florence	Vegetative Debris Reduction by Grinding	Timothy Gainer 919.625.3175	02/19 - 03/19	42,000 CY	\$125,056.00
Columbus County, NC	Hurricane Florence	Vegetative Reduction by Grinding and Haul Off	Harold Nobles 910.642.5257	02/19 - 03/19	40,000 CY	\$318,000.00
Tyndall Airforce Base	Hurricane Michael	Debris Haul-Out off base for Final Disposal	Scott Dubuque 850.283.8644	01/19 - 04/19	151,000 CY	\$2,314,186.00
TXDOT - Lee County, TX	Texas Severe Storms & Flooding	ROW Debris Removal, Under Bridge Debris Removal	Lori Wagner 512.832.7057	12/18 - 01/19	1,600 CY	\$61,392.00
Llano County, TX	Texas Severe Storms & Flooding	ROW Debris Removal, Final Disposal	Billy Carney 325.423.2762	11/18 - 01/19	18,500 CY	\$1,015,669.00
TXDOT - Llano County, TX	Texas Severe Storms & Flooding	ROW Debris Removal	Billy Carney 325.423.2762	10/18	1,100 CY	\$49,952.00
TXDOT - Kingsland, TX	Texas Severe Storms & Flooding	Waterway Debris Removal of collapsed bridge	Lori Wagner 512.832.7057	10/18 - 07/19	13,838 Operator & Equipment Hours	\$7,532,510.00
(KBR) Tyndall Airforce Base	Hurricane Michael	AFB Emergency Debris Hauling & Reduction	Bee Trajkovski 713-753-5872	10/18 - 01/19	71,500 Operator & Equipment Hours	\$11,355,773.00
New Hanover County	Hurricane Florence	Landfill Debris Management	Kim Roane 910.798.4402	12/18 - 02/19	Day Rate, 128 Total Dozer with Operator	\$175,365.00

(ECC) Camp Lejeune	Hurricane Florence	Utility Right of Way Trimming	Dan Mc Ferrin 720.635.2237	10/18 - 11/18	Day Rate, 560 Total Operator & Equipment	\$1,240,865.00
(ECC) Cherry Point	Hurricane Florence	Tree Trimming, Hauling, and Debris Reduction	Craig Duncan 210.632.2493	9/18	Day Rate, 378 Total Operator & Equipment	\$944,455.00
NCDOT- Brunswick, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	Patrick Riddle 910.467.0505	9/18	30 Crews, Cut & Shove 1170 Hours Total	\$567,450.00
NCDOT- Columbus County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	Ken Clark 910.642.3760	9/18	30 Crews, Cut & Shove 1548 Hours Total	\$227,576.00
NCDOT- Duplin County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	Kevin Bradshaw 910.682.5100	9/18	28 Crews, Cut & Shove 1023.5 Hours Total	\$496,398.00
NCDOT- Onslow County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	David Sawyer 910.467.0550	9/18	26 Crews, Cut & Shove 761.25 Hours Total	\$346,896.00
NCDOT- Pender County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	Patrick Riddle 910.467.0505	9/18	30 Crews, Cut & Shove 958.25 Hours Total	\$464,751.00
NCDOT - Sampson County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance and Debris Hauling	Kevin Bradshaw 910.682.5100	9/18	30 Crews, Cut & Shove 777 Hours Total 14,000 Tons of Debris Hauled & Disposed	\$2,895,617.00
NCDOT - New Hanover County, NC	Hurricane Florence	ROW Emergency Cut & Shove Road Clearance	Chris Cocker 910.387.2128	9/18	30 Crews, Cut & Shove 1033.5 Hours Total	\$510,463.00
(ECC) Parris Island	Hurricane Florence	Debris Removal & Hazardous Trees on Base	Barbara Growney 201.953.2790	9/18	2 Debris Removal Crews 1 High Voltage Line Crew	\$66,650.00
Port Aransas, TX	Hurricane Harvey	Nature Preserve Debris Removal - Waterway	Leo Wood 228-224-2156	08/18 - 09/18	11,220 CY Removal of Environmentally Sensitive Debris	\$1,051,818.00
USACE	California Floods	Flood Creeks/ Channels Debris Hauling	James Constantino 213.452.3237	02/18 - 03/18	45,369 CY Mudslide Debris Removal & Disposal	\$6,251,020.00

USACE	California Floods	Flood Basin Debris Removal	Tracy Eccles 661.265.7222	02/18 - 03/18	13,051 CY Mudslide Debris Removal & Disposal	\$2,379,000.00
Puerto Rico	Hurricane Maria	ROW Debris Removal, Tree Trimming, Hauling, and Disposal	Emilio Garay 787.380.7078	12/17 - 12/18	494,974 CY Debris 39,411 Hazardous Tree Removal	\$35,404,180.00
Miami-Dade	Hurricane Irma	ROW Hauling and Reduction of Debris	Jennyfer Calderon 305.375.5312	12/17 - 04/18	104,500 CY Debris Removal and Reduction	\$4,450,000.00
Florida Turnpike	Hurricane Irma	ROW Debris Removal, Tree Trimming, Hauling, and Disposal	Maria Connolly 954.934.1209	09/17 - 10/17	5,436 Hazardous Trees Trimmed/Removed 740 CY Debris Hauled	\$2,404,647.00
FLDOT District 01	Hurricane Irma	ROW Debris Removal, Tree Trimming & Removal, Reduction, and Disposal	Amy Perez 863.519.2316	09/17 - 11/17	77,500 CY Debris Hauled 5,625 Hazardous Trees Trimmed/Removed	\$6,934,050.00
FLDOT District 02	Hurricane Irma	ROW Debris Removal, Tree Trimming, Hauling, and Disposal	Jennifer Curls 386.961.7561	9/17-11/17	18,736 CY Hauled, Reduced and Disposed 6,419 Hazardous Trees	\$2,682,704.00
FLDOT District 05	Hurricane Irma	Debris Removal, Tree Trimming, Hauling, and Disposal, Street Sweeping, Emergency Push Crews	Victor LoPiccolo 386.943.5287	09/17-02/18	31 Push Crews-703 Hours, 918 Miles Street Sweeping, 4500 Hazardous Trees, 45,000 CY Debris Removal	\$3,018,580.00
FLDOT District 07	Hurricane Irma	ROW Debris Removal, Tree Trimming, Hauling, and Disposal	Anita Montjoy 813.975.6442	9/17	1,700 CY Debris Removal & Disposal 68 Hazardous Trees	\$46,704.00
City of Plantation, FL	Hurricane Irma	ROW Debris Removal, Hazardous Limb, Tree & Stump removal, Waterway Debris Removal	Dawn Mehler 954.797.2723	9/17-02/18	500,000 CY Debris, 12,000 Limbs, Trees and Stumps 287 Hours Waterway Debris Removal	\$8,200,063.00

City of Homestead, FL	Hurricane Irma	ROW Debris Removal, Reduction, Final Disposal, Hazardous Tree & Limb removal, Hourly emergency push crews	Maria Pineda 305.224.4772	9/17-01/18	153,600 CY Debris Removal, Reduction and Haul Out, 3,600 Hazardous Trees, 6,150 Hours Emergency Push Crews	\$3,568,027.00
St. John's County, FL	Hurricane Irma	ROW Tree Trimming, Hauling, & Disposal	Benjamin Bright 904.209.0252	10/17-12/17	2,100 Hazardous Hanging Limbs & Leaning Trees Removed	\$622,235.00
TXDOT - Victoria, TX	Hurricane Harvey	ROW Debris Removal and Disposal	David Stephens 361.293.4341	10/17-11/17	30,125 CY Vegetative and C&D Debris Removal	\$516,582.00
TXDOT - Nueces County, TX	Hurricane Harvey	ROW Debris Removal, Reduction and Final Disposal	Martin Horst 361.808.2261	09/17-12/17	212,000 CY of Vegetative Debris Hauled, Reduced by Grinding and Disposed	\$3,603,645.00
TXDOT- Harris County, TX	Hurricane Harvey	ROW Debris Hauling and Disposal	Cody McKenney 281.686.9871	10/17-01/18	13,300 CY Debris Removal & Disposal	\$238,150.00
City of Beaumont, TX	Hurricane Harvey	Emergency Pumps and Generators & Dump Trucks, ROW Debris Removal	Tommy Gill 832.767.8118	09/17-10/17	11,750 CY ROW Debris Removal, 2,100 Hours of Dump Trucks, Generators	\$490,597.00
City of Dayton, TX	Hurricane Harvey	ROW Debris Removal and Disposal	Theo Melancon 936.258.2642	10/17	1,000 CY ROW Flood Debris Removal C&D	\$29,106.00
City of Port Lavaca, TX	Hurricane Harvey	ROW Debris Removal and Incineration Vegetative and C&D	Jody Weaver 361.827.3601	10/17-11/17	30,000 CY of Vegetative Debris Hauled and Incinerated 4,900 CY C&D Hauled & Disposed	\$400,451.00
City of Sugarland, TX	Hurricane Harvey	ROW Debris Removal and Disposal	Ilana Harris 281.275.2497	09/17-10/17	2,000 CY C&D hauled from ROW to final disposal	\$45,601.00
City of Raleigh, NC	Hurricane Matthew	Debris Reduction by Grinding & Haul Out	Kelly Lindsey 919.996.2202	2/17	14,650 CY Vegetative Debris Reduced by Grinding, 8,640 CY Hauled Out	\$96,000.00

Port St. Lucie, FL	Hurricane Matthew	ROW Debris Removal, Reduction & Haul Out, Hazardous Tree, Drainage Ditch Debris Removal	Richard Perkins 772.344.4263	10/16-02/17	98,000 CY ROW Debris Removal and Reduction, 5,775 Hazardous Limbs and Trees Removed, 2,800 CY Waterway Debris Removed	\$2,706,514.00
FLDOT District 05	Hurricane Matthew	ROW Emergency Road Clearance (Cut & Toss) Debris Removal, Reduction & Disposal, Hazardous Limbs & Trees removed, Street Sweeping, Inlets vacuuming, Sand Hauling	Rick Coe 386.740.3490	10/16-01/17	146,805 CY Debris Hauled, Reduced and Haul-Out to Final Disposal, 57,000 Hazardous Trees & Limbs Removed, 340 Hours Emergency Road Clearance, 470 Miles Street Sweep, 1,011 Inlets Vacuumed	\$12,299,889.00
FLDOT District 03	Hurricane Matthew	ROW Debris Removal, Sea Grass Removal, Hazardous Tree Trimming	Amanda Mauldin 850.330.1364	10/16-12/16	14,000 CY Vegetative Debris Removal, 1,600 CY Seagrass Removed, 6,030 Hazardous Leaners & Hangers Removed	\$1,480,308.00
FLDOT District 02	Hurricane Matthew	ROW Debris Removal & Disposal, Hazardous Tree & Limb Removal	Jennifer Smith 386.943.5367	10/16-12/16	3,400 CY of ROW Debris Removal Veg & C&D, 6,650 Hazardous Tree & Limbs	\$1,307,107.00
LADOTD District 61	Louisiana Severe Storms and Flooding	ROW Flood Debris Removal and Disposal, White Goods & E-waste	Mark Benton 225.379.1164	08/16 - 12/16	240,530 CY Flood C&D Debris Removal and Disposal, 2043 Pounds White Goods and E-Waste Recycled	\$3,192,347.00
LADOTD District 03	Louisiana Severe Storms and Flooding	ROW Flood Debris Removal and Disposal	Mark Benton 225.379.1164	09/16-12/16	17,125 CY Flood C&D Debris Removal & Disposal	\$185,039.00
Iberia Parish, LA	Louisiana Severe Storms and Flooding	ROW Flood Debris Removal and Disposal	Michael Broussard 337.492.5412	9/16	2,555 CY Flood C&D Debris Removal & Disposal	\$30,025.00

Waste Management - East Oak Landfill	Single Contract - 3 Callouts	Grinding Services	Shawn Cockrell 405.427.1112	03/16-04/17	70,000 CY Reduction by Grinding	\$105,000.00
Fort Bend County, TX	Texas Severe Storms & Flooding	ROW Flood Debris Removal and Disposal, E-Waste, White Goods, HHW	Marc Grant 218.342.4513	06/16-08/16	48,010 CY C&D Debris, 20,280 Pounds HHW & 9,885 Pounds E-Waste Removal & Disposal	\$423,187.00
MD Dept of General Services	Snowstorm	ROW Snow Removal (Hourly Contract)	Denise Wade 240.205.3086	1/16	732 Hours - Snow Removal Equipment and Man Hours	\$75,096.00
Collin County, TX	Annual Contract	Grinding Services	Gary Enna 972.548.3700	06/16-09/19	94,400 CY Reduction by Grinding	\$347,752.00
TXDOT	Texas Severe Storms & Flooding	ROW Debris Removal and Disposal	Jamie Witten 512.585.4678	11/15	<10,000 CY Debris Removed	\$111,779.00
Bastrop County, TX	Texas Severe Storms & Flooding	ROW Debris Removal and Disposal	Mike Fisher 512.848.6693	11/15	<5,000 CY Debris Removed	\$43,469.00
City of Guthrie, TX	Ice Storm	Debris Reduction Services	Tenny Maker 405.260.3091	12/15	10,000 CY Vegetative Reduction by Grinding	\$15,000.00
City of Edmond, OK	Ice Storm	Debris Reduction Services	Johnny Carter 405.216.7612	12/15-01/16	58,500 CY Vegetative Debris Reduction by Grinding	\$175,000.00
Guadalupe County, TX	Tornado	ROW Debris Removal and Disposal	Judge Kutscher 830.303.8857	11/15	550 CY Debris Removal and Disposal	\$36,000.00
Texas State University	Texas Severe Storms & Flooding	Debris Removal, Reduction, and Disposal	Joel Soto 512.245.1880	09/15-10/15	11,060 CY Debris Removal & 370 Hazardous Limbs, Trees and Stumps from Campus	\$196,400.00
TXDOT Blanco, Bastrop, Caldwell, Lee, Hays,	Texas Severe Storms & Flooding	Debris Removal from Bridges and Waterways	Jamie Witten 512.585.4678	6/15	9,916 CY Bridge Debris Removal and Disposal	\$374,000.00
City of Martindale, TX	Texas Severe Storms & Flooding	ROW and Parks Debris Removal and Disposal	Jordan Powell 512.398.1811	06/15-07/15	9,050 CY ROW and Parks Debris Removal & Disposal	\$94,000.00
City of Wimberley, TX	Texas Severe Storms & Flooding	ROW Debris Removal, Reduction and Disposal	Mark Kennedy 512.393.2219	06/15-09/15	20,500 CY ROW Debris Removal, Reduction, Disposal	\$394,000.00

San Marcos, TX	Texas Severe Storms & Flooding	Debris Removal and Disposal	Bert Stratemann 512.393.8181	06/15-09/15	12,000 CY Debris Removal, Reduction and Disposal,	\$439,500.00
TXDOT Recovery	Texas Severe Storms & Flooding	Search and Rescue Services	Jamie Witten 512.585.4678	6/15	635 Manned Equipment Hours, Search and Recovery	\$86,400.00
Caldwell County, TX	Texas Severe Storms & Flooding	Debris Removal, Reduction, and Disposal	Jordan Powell 512.398.1811	05/15-07/15	1,300 CY Hauled, Reduced by Grinding & Final Disposal	\$29,100.00
Hays County, TX	Texas Severe Storms & Flooding	ROW Debris Removal, Reduction, and Disposal, White Good, E-Waste & HHW	Mark Kennedy 512.393.2219	06/15-09/15	16,764 ROW Debris Removal C&D and Vegetative, White Goods, E-Waste Recycle	\$489,009.00
Monterey, TN	Ice Storm	Reduction of Vegetative Debris	Bill Wiggins 931.839.3770	04/15-05/15	15,000 CY Reduction by Grinding	\$30,000.00
Overton County, TN	Ice Storm	ROW Debris Removal and Disposal	Ben Danner 931.823.5638	04/15-05/15	53,000 CY Debris Removal	\$366,241.00
Putnam County, TN	Ice Storm	ROW Debris Removal, Reduction & Disposal	Randy Porter 931.526.2161	04/15-05/15	102,000 CY Debris Removal and Reduction by Grinding	\$1,044,000.00
NCDOT - Davidson County, NC	Ice Storm	ROW Debris Removal, Hauling, and Hazardous Tree Work	Brad Wall 336.487.0000	04/15-06/15	1,136 Tons Debris Removal 14,530 Hazardous Limb and Trees Removed	\$1,347,067.00
NCDOT - Guilford County, NC	Ice Storm	Debris Removal, Hauling, and Hazardous Tree Work	Brad Wall 336.487.0000	03/14-08/14	352,100 CY Debris Removal and Disposal, 13,850 Hazardous Tree and Limb Removals	\$7,672,602.00
SCDOT	Ice Storm	Debris Removal, Hauling, and Hazardous Tree Work	Shannon Welch 843.907.2095	02/14-06/14	134,000 CY Debris Removal, Grinding and Disposal 31,150 Hazardous Trees & Limbs Removed & Disposed	\$5,814,631.00
City of Norman, OK	Ice Storm	Debris Removal, Reduction, and Disposal	Greg Hall 405.409.0499	12/13 through 02/14	44,385 CY Debris Removal 5,925 Hazardous Limbs & Trees Removed	\$601,759.00

Larimer County, CO	Colorado Severe Storms and Flooding	Private and Public Property Debris Removal, Reduction, and Disposal	Stephen Gillette 970.498.5760	09/13-03/14	36,700 CY Veg & C&D Debris Removal & Disposal, 7,165 CY Water Way Debris Removal, 20 vehicles, 18 White Goods Recycled	\$935,755.00
Longmont, CO	Colorado Severe Storms and Flooding	Removal of Mobile Homes	Charlie Kamenides 303.651.8345	09/13-03/14	16 Flooded Mobile Homes Removed and Disposed	\$141,500.00
Weld County, CO	Colorado Severe Storms and Flooding	Debris Removal and Disposal of C&D and Recycling of Organic Waste and Tires	Trevor Jiricek 970.353.6100	09/13-12/13	2,960 Tons of C&D Waste Collected and Disposed, 1387 CY Organic Waste Recycled, 282 Tires Recycled	\$261,271.00
Adams County, CO	Colorado Severe Storms and Flooding	Debris Removal from Bridges and Waterways, Traffic Control	Liz Estrada 720.523.6052	09/13-10/13	9 Tons of Bridge Debris Removed from Collapsed Bridge	\$16,070.00
Town of Lyons, CO	Colorado Severe Storms and Flooding	ROW Debris Removal & Hauling	Jeff Callahan 720.564.2221	09/13-11/13	Debris Removal and Disposal	\$148,695.00
Oklahoma City, OK	Tornado	Debris Removal from Waterways	Bryan Haskins 405.297.2134	6/13	2,830 Tons Water Way Debris Removal & Disposal	\$245,392.00
Canadian County, OK	Tornado	Removal and Disposal of Tornado Debris	Jerry Smith 405.295.6186	06/13-09/13	2,905 Tons Water Way Debris Removal & Disposal	\$91,769.00
Shawnee, OK	Tornado	ROW Removal and Disposal of Tornado Debris	Brian McDougal 405.878.1601	06/13-09/13	6,025 CY Vegetative Debris 2,240 CY C&D Debris	\$60,800.00
Cleveland County, OK	Tornado	Water Way Debris Removal	Darry Stacy 405.366.0200	10/13	107,800 Cubic Yards Debris Removal & Disposal, 305 Hazardous Limbs Removed	\$830,782.00
City of Norman, OK	Tornado	ROW Debris Removal, Reduction, and Disposal	Greg Hall 405.409.0499	06/13-09/13	38,500 CY C&D and Veg Debris Removal, 345 Hazardous Trees & Limbs	\$365,000.00

Rapid City, SD	Ice Storm	Reduction of Vegetative Debris	Ted Johnson 605.394.4154	10/13	9,000 CY Grinding Vegetative Debris	\$31,359.00
Sioux Falls, SD	Ice Storm	ROW Hazardous Trees from Drainage Ways, Stump Grinding, ROW Tree Removal	Scott Rust 605.367.8836	4/13-10/13	5,000 Tons Grinding and Haul-off Vegetative Debris, 1,250 Stumps Ground ROW, 26,660 Hazardous Tree	\$2,000,000.00
Garland County, AR	Ice Storm	ROW Removal and Disposal of Vegetative Debris	Jerry Pogue 501.262.3602	03/13-06/13	2,300 Tons Vegetative Debris Removal and Disposal	\$323,024.00
Saline County, AR	Ice Storm	ROW Removal and Disposal of Vegetative Debris and Hazardous Limbs & Trees	Marty Polk 501.317.2402	03/13-06/13	124,270 CY Vegetative Debris Removal, 41,500 Tree and Limb Removal	\$2,146,000.00
Island Beach State Park, NJ	Hurricane Sandy	ROW Hauling of Hurricane Debris	Ray Bukowski 732.793.0506	5/13	< 2,000 CY Vegetative Debris Removal & Disposal	\$100,000.00
Brick Township, NJ	Hurricane Sandy	ROW Removal and Disposal of Debris	Glenn Campbell 732.262.1058	11/12	<4,000 CY Vegetative Debris Removal & Disposal	\$58,963.00
Ocean County, NJ	Hurricane Sandy	ROW Removal and Disposal of Debris	Julie Tarrant 732.244.2121	11/12	6,400 CY C&D Debris Removal to Final Disposal	\$200,542.00
Scotch Plains Township, NJ	Hurricane Sandy	Debris Reduction	Bozena Lacina 908.322.6700	11/12	Reduction by Grinding - Lump Sum ~25,000 CY	\$32,243.00
Old Bridge Township, NJ	Hurricane Sandy	Removal of Tree Stumps	John Tooley 732.721.5600	11/12	Stump Removal ~20 <48" DBH	\$13,860.00
Edison Township, NJ	Hurricane Sandy	Debris Reduction	Laura Popick 732.248.7409	11/12	Bucket Truck Daily Rate 4 Crews, 4 Days	\$74,000.00
Neptune Township, NJ	Hurricane Sandy	ROW Debris Removal and Disposal	Tracey James 732.988.5200	11/12	161 Hours Emergency Debris Removal Self-Loading Trucks	\$35,785.00
Southbury, CT	Hurricane Sandy	ROW Debris Removal, Reduction, and Disposal	Tom Crowe 203.262.0622	11/12	< 2,000 CY Debris Removal, Reduction and Final Disposal	\$18,795.00

City of Norman, OK	Tornado	ROW Debris Removal, Reduction, and Disposal	Greg Hall 405.409.0499	3/12	30,000 CY C&D and Vegetative Debris Removal and Disposal	\$408,073.00
Southbury, CT	Winter Storm	ROW Debris Removal, Reduction, and Disposal	Tom Crowe 203.262.0622	3/12	11,000 CY ROW Debris Removal, 4,300 Hazardous Hanging Limb & Trees	\$528,890.00
Bastrop County, TX	Wildfires	ROW & ROE Debris Removal, Reduction, and Disposal and Hazardous Limb & Tree Removal, Temporary Debris Site Mgmt. and Haul-Out of Reduced Debris	Mike Fisher 512.848.6693	09/11-09/12	616,500 CY Total C&D and Vegetative Debris Removed, ROW 370,800 CY and 11,000 Hazardous Trees Removed, ROE 245,700 CY Removed and 27,000 Hazardous Trees Removed from Private Property	\$12,200,000.00
Texas Dept of Transportation	Wildfires	ROW Debris Removal, Reduction, and Disposal	Celso Harper 512.321.2221	05/12-09/12	53,500 CY ROW Debris Removed from State Highways 5,850 Hazardous Trees Removed from Highways	\$1,075,471.00
State Hwy Admin, MD	Hurricane Irene	ROW Debris Removal, Reduction, and Disposal	Craig Fetzer 410.582.5535	08/11-10/11	10,000 CY ROW Debris Removal from State Highway	\$279,106.00
Charles County, MD	Hurricane Irene	ROW Debris Removal and Disposal	Candice Kelly 301.645.0550	08/11-10/11	17,000 CY ROW Debris Removal	\$102,302.00
City of Norman, OK	Windstorm	Debris Removal, Reduction, and Disposal	Greg Hall 405.409.0499	06/11-08/11	Equipment and Personnel Hourly Debris Removal	\$144,185.00
City of Norman, OK	Tornado	Debris Removal, Reduction, and Disposal	Greg Hall 405.409.0499	05/10-07/10	14,000 CY Reduction by Grinding and Haul Out	\$237,000.00
Baltimore, MD	Snowstorm	ROW Snow Removal, Road Clearing	Joe Palacheck 410.767.3207	01/10-02/10	Snow Removal, 9 Sub-Contractors, >1,000 Hours Equipment and Personnel	\$630,000.00
Rogers, AR	Ice Storm	ROW Debris Removal and Disposal	Steve Womack 479.621.1117	01/09-03/09	160,000 ROW Vegetative Debris Removal	\$900,000.00

Fort Bend County, TX	Hurricane Ike	ROW Debris Removal, Reduction, and Disposal. Hazardous Tree & Limb Removal and Disposal	Marc Grant 218.342.4513	09/08-01/09	525,000 CY Vegetative and Construction & Demolition Debris Removed, Reduced and Hauled Out, 9,000 Hazardous Limbs & Trees	\$10,000,000.00
Polk County, TX	Hurricane Ike	ROW Debris Removal, Reduction and Disposal, Hazardous Hanging Limbs and Leaning Trees Removed	John Thompson 936.327.6813	10/08-03/09	325,000 CY Vegetative Debris Removed and Reduced by Grinding, 42,000 Hazardous Hanging Limbs and Leaning Trees Removed	\$6,600,000.00
Liberty, TX	Hurricane Ike	Debris Removal and Disposal	Harvey Joiner 936.336.3684	09/08-10/08	200,000 CY ROW Debris Removal and Reduction by Grinding, 6,250 Hazardous Tree & Limbs Removed	\$2,900,000.00
Harris County Flood Control, TX	Hurricane Ike	Drainage Ditch Hazardous Tree Removal	Robert Reagan 713.684.4230	09/08-01/09	>250 Hazardous Trees Removed from Drainage Ways	\$200,000.00
City of Sugarland, TX	Hurricane Ike	ROW Debris Removal, Reduction, and Disposal. Hazardous Tree & Limb Removal and Disposal	Adam Smith 281.275.2483	09/08-12/08	190,000 CY Debris Removed from ROW, 6,600 Hazardous Trees & Limbs Removed, Reduction of 165,000 CY Vegetative Debris, Haul-out	\$3,400,000.00
City of Katy, TX	Hurricane Ike	ROW Debris Removal and Disposal, Hazardous Trees & Limbs Removed	Elaine Lutringer 281.391.4830	09/08-11/08	16,500 CY ROW Debris Removed and Disposed 650 Hazardous Limbs & Trees	\$262,000.00
Brownsville, TX	Hurricane Dolly	ROW Hauling to Final Disposal - (including alleys)	Roberto Luna 956.548.6087	07/08-10/08	150,000 CY of C&D and Vegetative Debris Removed from ROW/Lump sum	\$1,252,000.00
Texas Dept of Transportation	Hurricane Dolly	ROW Debris Removal, Reduction, and Disposal	Pedro Alvarez 956.702.6125	07/08-09/08	20,000 CY ROW Debris Removal and Disposal, 3,500 CY Under Bridges Debris	\$879,000.00

Willacy County, TX	Hurricane Dolly	ROW Debris Removal and Disposal	Emilio Vera 956.689.3393	07/08-09/08	ROW Debris Removal ~40,000 CY, Lump Sum	\$445,000.00
Laguna Vista, TX	Hurricane Dolly	ROW Debris Removal and Disposal	Iris Hill 956.943.1793	07/08-10/08	ROW Debris Removal ~20,000 CY, Lump Sum	\$47,800.00
San Benito, TX	Hurricane Dolly	ROW Debris Removal and Disposal	Orlando Garcia 956.361.3851	07/08-10/08	~15,000 CY Debris Removed and Disposed	\$247,000.00
Harlingen, TX	Hurricane Dolly	ROW Debris Removal, Reduction and Disposal	Dan Serna 956.216.5300	07/08-09/08	35,000 CY ROW Debris Removed, Reduced and Disposed	\$879,000.00

References

Contract Descriptions

1 Texas Department of Transportation

CONTRACT DESCRIPTION

a. Point of Contact	Lori Wagner Contract Administration Manager
b. Address	Austin District Headquarters 7901 N. IH35, Building 2 Austin, TX 78753
c. Phone	(512) 832-7057
d. Email	Lori.wagner@txdot.gov
e. Contract Term	10/2018 to 08/2019
f. Contract Amount	\$6,657,027.00
g. Description of Work	Emergency waterway debris removal services (13,838 Operator and Equipment Hours)

2 Tyndall Airforce Base

CONTRACT DESCRIPTION

a. Point of Contact	Johnny Walker Contracting Officer
b. Address	501 Airey Avenue, Suite 5 Tyndall AFB, FL 32403
c. Phone	(850) 283-1378
d. Email	Johnny.walker.4@us.af.mil
e. Contract Term	02/2019 to 04/2019
f. Contract Amount	\$2,314,186.00
g. Description of Work	Emergency debris hauling services following Hurricane Michael (estimated 151,000 cy)

3 United States Army Corps of Engineers

CONTRACT DESCRIPTION

a. Point of Contact	James Costantino Contracting Officer
b. Address	Los Angeles District 915 Wilshire Blvd., Suite 930 Los Angeles, CA 90017
c. Phone	(213) 452-3237
d. Email	James.m.costantino@usace.army.mil
e. Contract Term	02/2018 to 04/2018
f. Contract Amount	\$6,251,020.00
g. Description of Work	Emergency debris removal from Toro basins following severe storms (estimated 46,000cy)

4 North Carolina Department of Transportation

CONTRACT DESCRIPTION

a. Point of Contact	Chris Rhodes Maintenance Engineer
b. Address	404 South NC Hwy 11-903 Kenansville, NC 28349
c. Phone	(910) 296-8703
d. Email	cerhodes@ncdot.gov
e. Contract Term	11/2018
f. Contract Amount	\$496,398.00
g. Description of Work	Emergency cut & toss services following Hurricane Florence (1 of 6 Counties performed simultaneously, mobilized 720 Team Members)

5 City of Plantation

CONTRACT DESCRIPTION

a. Point of Contact	Steve Rodgers Assistant Director of Public Works
b. Address	400 NW 73 rd Avenue Plantation, FL 33317
c. Phone	(954) 452-2535
d. Email	srodgers@plantation.org
e. Contract Term	09/2017 to 12/2017
f. Contract Amount	\$8,200,063.00
g. Description of Work	Emergency debris removal services following Hurricane Irma (estimated 500,000 cy)

6 Bastrop County

CONTRACT DESCRIPTION

a. Point of Contact	Ronnie Moore
b. Address	806 Water Street Bastrop, TX 78602
c. Phone	(512) 779-9926
d. Email	ronnie@cbdeng.com
e. Contract Term	09/2011 to 09/2012
f. Contract Amount	\$13,100,000.00
g. Description of Work	Emergency debris removal, reduction, and disposal services following wildfires (estimated 700,000 cy)

Project Approach

This operational plan has been thoroughly vetted over years and years of disaster-related debris management projects. Utilized in Plantation, Florida to smaller projects such as Port Aransas, Texas, the operational plan outlined below maintains the flexibility to administer and complete multiple large-scale projects simultaneously without sacrificing safety, transparency and performance. In 2017, TFR's flexible operational plan was tested. With projects spanning from Puerto Rico, California, Florida, to Beaumont, Texas, **TFR operated, funded, and successfully completed 26 simultaneous projects with a total value over \$78 MIL.**

FEMA Understanding and Experience

TFR possesses an intimate understanding of the FEMA funding and reimbursement process. **ALL TFR CLIENTS HAVE RECEIVED 100% OF THEIR ELIGIBLE REIMBURSEMENT. TFR HAS NEVER HAD A SINGLE DOLLAR DEOBLIGATED BY FEMA or the FHWA.** We understand that our client's reimbursement is directly correlated to their ability to pay TFR and we work with our clients to ensure this process is as fast and efficient at possible.

TFR personnel have conducted over 250+ federally funded projects, and as such, has gained invaluable experience and familiarity with the FEMA recording and reimbursement process conducted under the federal *Public Assistance Program*. With minimal turnover in our key personnel for the past five (15) years, our employees have been working as a cohesive team to confront FEMA issues and ensure the reimbursement of our clients for 30 years. Sharon Lyell, our Project Administrator, in conjunction with Tiffany Jean, Senior Contract Administrator, head our *FEMA Compliance Team* in all disaster-related projects. Our *FEMA Compliance Team* is deeply vetted in FEMA management and operational styles, and **NEVER** has TFR, or its officers, had a disputed claim for FEMA reimbursement. These individuals are very familiar with and aware of the federal guidelines for independence in accountability and reporting as well as recognizing that it cannot perform or assume the sovereign duties of the government officials. However, this does not preclude TFR from offering the following services to aid our clients in complying with the federal *Public Assistance Program*:

- Provide extensive pre-event training sessions with review of previous submitted FEMA paperwork
- Design appropriate cost tracking systems before approval of Project Worksheets is received
- Assist in estimation of debris volumes by debris types and debris management costs for Preliminary Damage Assessments
- Train clients on FEMA's Cost Estimating Format, a forward pricing model allowing FEMA to account for all possible costs on large projects
- Assist in the preparation of Immediate Needs Funding (INF) requests
- Review the operational procedures of the FEMA Public Assistance Program as it relates to the overall recovery process

Supporting Communities from the Ground Up

☑ Ready

With years of experience helping hundreds of customers, TFR offers a deep understanding of the disaster recovery process. We help our clients put together a plan before a disaster strikes so that they will be ready to respond when it does.

☑ React

TFR hits the ground running as soon as a disaster strike. We can mobilize our expert project managers, crews, and state-of-the-art equipment within hours.

☑ Respond

TFR carefully coordinates every disaster recovery/debris management plan to meet the needs of the community. Our deep planning and project expertise enable us to provide extremely accurate time/cost estimates and meet or exceed all project expectations.

☑ Recover

TFR provides support and technical assistance to help clients navigate a complex maze of state and federal public assistance programs, including FEMA reimbursements, to help disaster-impacted communities get back on their feet as quickly as possible.

- Inform and prepare for critical meetings with FEMA, emphasis on “Kick-off Meeting” and “Applicant’s Briefing”
- Aid in the preparation of Project Worksheets
- Provide, review and confirm accuracy of supporting documentation (i.e. Truck Certifications, Load Tickets, Equipment Time Sheets, etc.) for the Project Worksheets to realize full reimbursement

TFR takes a proactive approach to debris management. Enacting a comprehensive, efficient debris management plan, which retains operational flexibility to address problems on the fly, is vital to the success of the project and our client’s realization of full FEMA reimbursement. Upon establishment of a debris management plan, we strongly suggest submitting the plan for FEMA review, relieving undo stress over FEMA acceptance following a disaster event.

Training Sessions and Tabletop Exercises

Preparation is the be-all of good emergency management. As such, TFR offers annual on-site training and tabletop exercises for all Clients wishing to participate. Usually lasting 4 to 5 hours, TFR conducts the training service in the months preceding Hurricane Season on simulated events developed by TFR. In the past, we have offered this value-added service to Clients to familiarize ourselves with key emergency management officials and local agencies designated to the project. TFR believes understanding the needs of the local officials allows us to tailor-make a debris management plan that best suits the community.

With TFR’s expertise and guidance, together, the client and TFR will develop a complete, full-service debris management plan that anticipates encumbrances, highlights transparency, emphasizes expediency, and forces accuracy. The preparation and experience gained during our training exercises will position local officials to respond quicker and realize full FEMA reimbursement. Additionally, by identifying key elements, such as DMS and Staging locations, TFR can better rapidly mobilize to ensure an efficient response immediately following the storm.

TFR’s training session focuses heavily on the following topics:

FEMA Guidelines and Policies

This portion of the training is billed “How Best to Maximize Your Federal Reimbursement.” We walk through, step-by-step, the FEMA *Public Assistance Program* from the Disaster Declaration by the President to submittal of the “Letter Requesting Project Closeout.” TFR will inform our clients of topical and current FEMA guidelines and policies that are affecting the reimbursement process. Additionally, to benefit and familiarize Officials with federal documentation and expectations, TFR will review and analyze a FEMA Reimbursement Submittal from a current client that received full funding. This portion of the training is customized to fit the knowledge and expertise of the local officials, however, in every training session we stress key elements of the process outlined below:

- Review and recommendations for *Request for Public Assistance Form*
- Training of personnel of federal expectations in Project Worksheets (PW)
 - Review scope of work justifications including narratives, fiscal documentation, and
 - Analyze accepted content documentation of completed projects, including photo documentation, invoices, etc.
 - Review supporting documentation for PW’s for accuracy.
 - Familiarize client with an individual project and deficiencies of the file, scope of work as relating to the project worksheets, and cost estimates.
- Review and identification of eligible equipment, labor and contracts, accurate unit costs and scope of work.

TFR Spotlight

TFR has successfully completed more than \$350,000,000.00 in federally funded task orders.

- Review and analyze the utilization of Force Account Equipment, Force Account Materials and Force Account Labor practices for reconciliation with Work Orders and Equipment Codes
- Review and recommendations for *Force Account Labor Summary Record*, *Force Account Equipment Summary Record*, and *Contract Work Summary Record*
- Review and analysis of documentation program in keeping with FEMA reimbursement guidelines:
 - Update existing documentation and record keeping systems as to comply with federal reporting and record keeping, or
 - Propose record keeping and documentation system that will comply with federal reporting and record keeping requirements.
- Provide training and orientation to clerical and department heads on required documentation quality and quantity requirements
- Examine the reconciliation of invoices to appropriate Purchase Orders and PW's scope of work.
- Examine status reports and PW tracking through State and Federal Agencies.
- Review the organization and preparation of invoices, cancelled checks, contracts, public notices, bid tabulations, force account labor and equipment information summaries with easy reference tabs, attached in document format, to coincide with the guidance documents utilized by FEMA inspectors
- Examine the drafting and final submittal of the "Letter Requesting Closeout"

Debris Management Site Location and Testing

In conjunction with Government Officials, TFR seeks to aid in the selection and qualification of Debris Management Sites. Identification and selection of an appropriate DMS is vital to the efficiency, cost control and overall safety of the debris management process. The FEMA *Debris Management Guide* outlines the selection of a DMS through the following:

1. Ownership
2. Size
3. Location
4. Environmental and historic concerns

In past planning sessions, TFR and Government Officials have scoured potential areas locating and qualifying numerous DMS through a stringent identification process. Examining the layout of the City/County, possible high-volume areas and environmental impact, TFR and Officials can establish probable locations that best suit the debris management effort. After sites have been identified, historical information is pulled to ensure compliance with the National Historic Preservation Act and soil and water samples are collected to file with State Environmental Protection Agencies. Coupled with TFR's unique ability to operate 8 concurrent debris management sites with Company-owned Diamond Z Grinders, the qualification process of logistically, geographically and environmentally appropriate DMS is key in the efficient, rapid mobilization effort TFR can offer.

Sectoring of the Impacted Area

TFR strongly recommends our clients develop and review sector maps for the debris management plan. If requested, TFR will assist in the establishment of emergency routes with a pivotal focus on immediate need facilities. TFR prioritizes certain immediate need facilities, including EOC's, government buildings, hospitals and FEMA Distribution Centers, to employ a rapid 70-hour "Push" to secure the facility access. Following the establishment of emergency routes, TFR and Government Officials will review preliminary sector maps and designated DMS for debris collection. Our goal is to develop sector maps that retain flexibility post-storm to ensure efficient allocation of resources to debris-ridden areas while emphasizing safety to our crews and the community.



Pre-Strike Procedures

48-72 hours prior to anticipated landfall: Both the President and Director of Operations of TFR Enterprises, Inc. has been monitoring and tracking “Mock” Hurricane through local communication and weather channels.

The Director of Operations will contact the known designated Government Representatives and provide them with the primary and secondary, 24-hour emergency contact personnel and points of contact (e-mail and cell phone).

The Contract Administrator in the home office will produce a list of known, experienced subcontractors from the database and sort the list by States (a list can be provided upon request) *Note: The subcontractors listed as pre-qualified are companies familiar with TFR procedures and expectations. In past projects, these subcontractors have been successful in operating alongside TFR and thoroughly vetted.

Project Managers will each be given a group of these subcontractors to contact. Each Project Manager will begin calling the subcontractors and make the following determinations for each and in aggregate:

- Current equipment and personnel on hand and available to commit if tasked.
- Best-estimated anticipated response time if tasked.
- Plans for housing, feeding personnel, and fuel supply resources.

During this same time period, the Service Manager in the home office will begin calling Equipment Rental Dealers to identify available equipment on hand, such as Rubber Tired Front End Loaders, Skid Steer Loaders, Grapple attachments, Knuckleboom Loaders, Bucket Trucks, Vacuum Trucks, Water Trucks, Bulldozers, Portable Generators and Portable Toilets, to augment, if necessary, TFR owned equipment. Also, the Service Manager will prepare preliminary tracking routes for Company-owned equipment and determine what states and what permits may be required if tasked.

An evaluation of the information gathered from the Subcontractors who have been contacted and an estimated crew/response capability will be made in the following priority:

- 1) Subcontractors on call with Emergency Road Clearing Equipment.
- 2) Subcontractors on call with Loading and Hauling Equipment.
- 3) Subcontractors on call with Site Management Equipment.

This information will be added to the estimated crew/response capability of TFR’s own Company-owned equipment and personnel and a preliminary mobilization schedule will be prepared.

24-48 hours prior to anticipated landfall: The Service Manager will begin acquiring trip permits for dispatching the initial transport of heavy equipment (debris clearing and site preparation equipment) to the designated staging area.

Loading and Hauling equipment and personnel will be dispatched to the designated staging area as well as mobile campers and temporary housing units.

The experienced subcontractors previously notified will be contacted by the Project Managers and placed on stand-by, if necessary. Their mobilization capability and preparedness will be noted and updated in the preliminary crew assessment.

0-24 hours prior to anticipated landfall: Upon notification of the Government Representative, or at the discretion of the Director of Operations, the *Pre-Execution Planning Team* (Operations Manager, Operations Planner, Project Managers, Environmental Health and Safety Officer, and the Program/QC Manager) will deploy.

To provide an immediate point of contact, at least one (1) TFR Representative shall “ride out” the storm with Government Officials. This TFR representative shall be responsible in coordinating the “push” effort as the *Pre-Execution Planning Team* assesses the damage, sections the City/County, if not completed, and mobilizes resources.

A work force of Management and Loading and Hauling crews (minimum of ten) have been notified, prepared and will be in the affected Sector/Subsector and poised to respond within a few hours following the landfall or strike for the immediate emergency needs response.

The *Pre-Execution Planning Team* appointed for “Mock” Event is named as follows:

Pre-Execution Team	Named Person	Worked Together	Industry Experience	Disaster Experience
Operations Manager	Kevin Rolison		18	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Operations Planner	Rigo Mejia		12	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Program/QC Manager	Sharon Lyell		26	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Project Manager	Steven Vinyard		5	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
EHS Manager	Tate Wilson		5	  HURRICANE FLOODING

In a post-strike environment, with Notice to Proceed, the planning team will deploy to the designated location within hours to participate in estimating debris volume, sectoring disaster area, locating debris sites, determining personnel and equipment requirements, evaluating environmental and health and safety issues, and identifying necessary permits and license requirements. Once this meeting has taken place, a defined list of equipment and personnel necessary will be identified.

During this planning session, the following determinations will be made:

- Total area affected
- Estimated amount of Debris (This can be performed by Government Officials or TFR, either by aerial assessment or by “windshield” drive-by through the damaged area)
- Number of Sectors to be assigned for best management
- Number of estimated DMS required for efficient removal
- Location of best possible DMS

Mobilization of Personnel and Equipment

Following the coordination with Government Representatives, and identifying the quantities, sectors, DMS and production requirements, TFR will continue the mobilization process.



Pre-Execution Planning Team will call a meeting of all Project Managers and alert them to prepare to leave within 24 hours and be away from home for an extended period. Being within relative proximity of the disaster area, TFR can provide expedient response, as personnel fully understand the requirements and urgency associated with disaster relief and recovery and the little notice provided after the

award of a contract. TFR and its partners are fully prepared to meet the mobilization requirements, including the extended time away from families, and fulfill those requirements with the utmost pride to the end product.

- The Operations Manager and his assistant will locate a Staging area where equipment and personnel can mobilize to for inspection and orientation.
- The Service Manager in the home office will deploy one or more of the company's Mobile Field Offices to the Staging area if needed.
- Project Managers will review the equipment and personnel requirements and compare with equipment already on hand to determine the additional equipment and personnel to be mobilized. The Project managers will then review the Company-owned equipment available list, selected Subcontractors immediately available list, and equipment suppliers list. The project managers will notify the subcontractors selected for use on this task order.
- Communication will be given to the dispatcher in the home office of the need of any Company-owned equipment so that they may begin the process of permitting and shipping the necessary pieces. If additional equipment is needed, the project managers will communicate with the equipment manager who will contact the equipment suppliers on standby and order necessary equipment for completion of equipment requirements.
- The Operations manager and his assistant will attempt to secure temporary housing, such as RV parks or other suitable location for temporary use for parking travel trailers. (The company, as well as many of its employees and subcontractors, have self-contained travel trailers which are used in the early response and mobilization of the project. As the local infrastructure improves and the demand on housing (hotels, etc.) decreases, many employees will relocate.)
- The Operations Manager or his assistant will prepare a list of all TFR employees and their Points of Contact (i.e., cell phone, e-mail) and deliver copies to Government Officials.
- The Operations Manager or his assistant will review Subcontract Agreements and supply copies of Current Wage Rates.

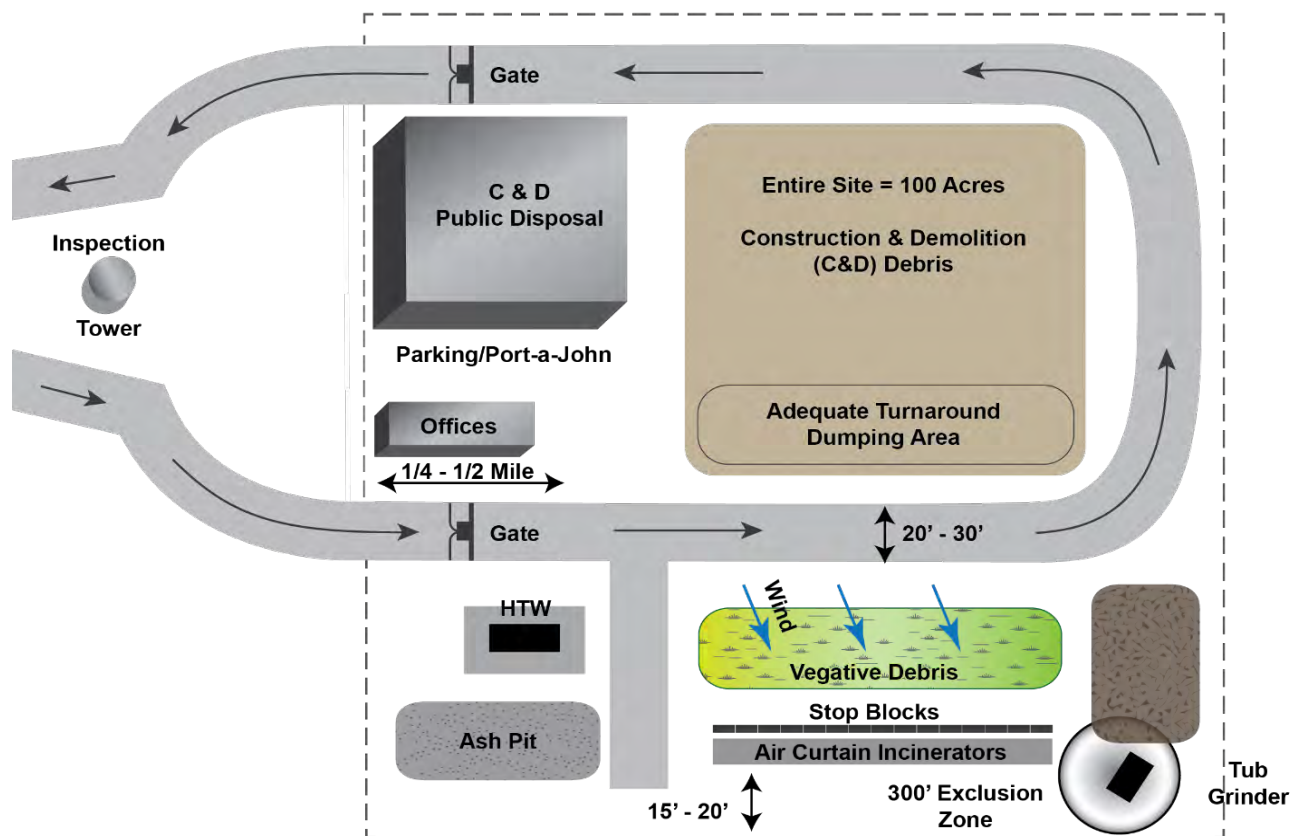
Preparation of Debris Management Sites

Obtaining and Possessing Necessary Licenses and Permits - The Operations Manager or his designee will investigate the state and local statutory requirements needed to perform the work described in the pre-position planning in the affected areas and determine what permits are necessary to complete the work. Video and/or digital photographs of the site, before occupation, will be made for the record, in addition to any soil, water or other test documents. After acquiring all necessary permits and licenses, the Operations Manager and the EHS Manager will then prepare copies of all necessary permits for delivery to Government Representatives.

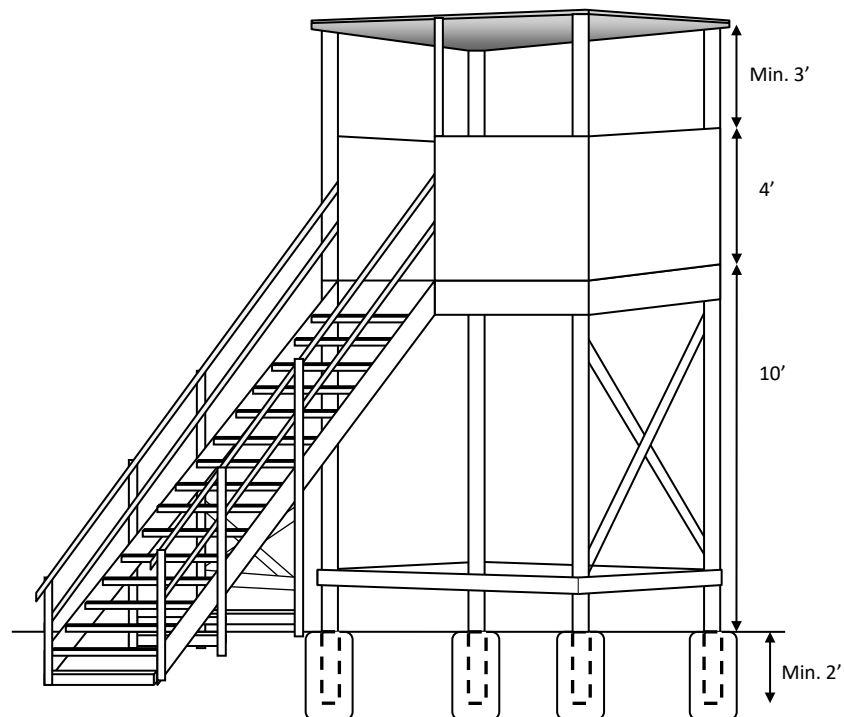
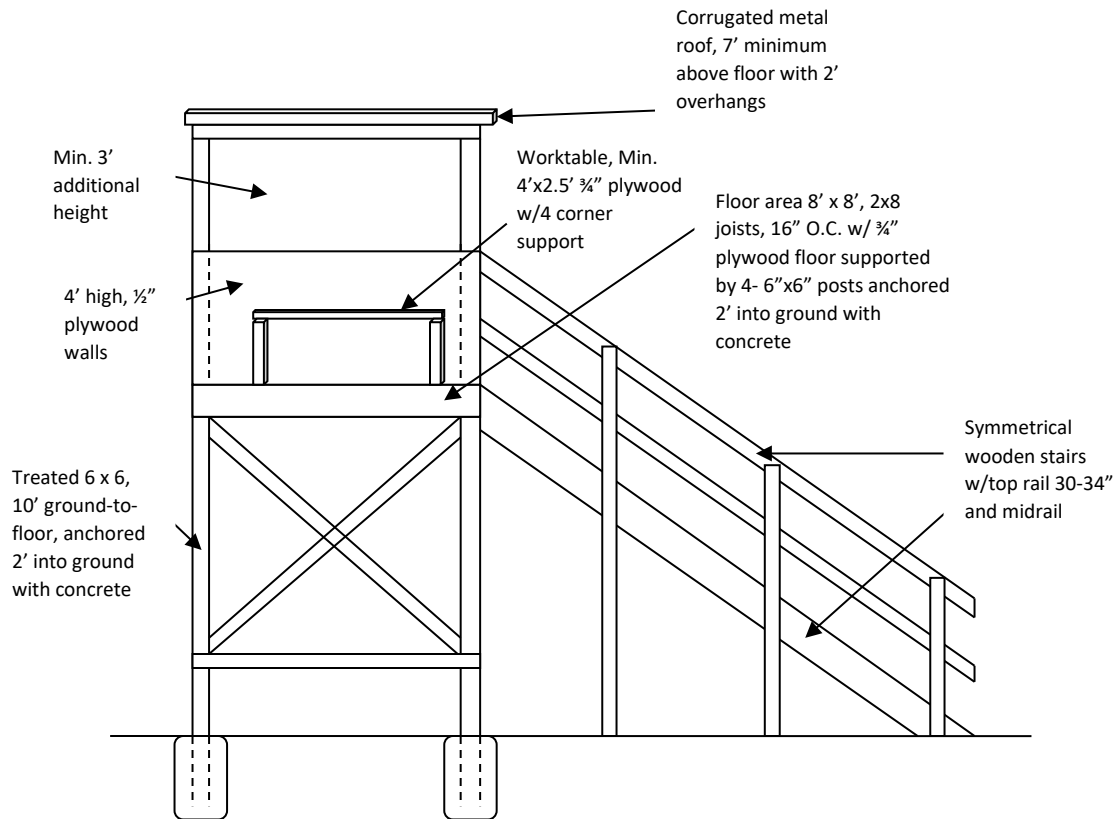
Submittal of Site Plan and Establish Field Offices and Equipment Staging Area - After the approval/assignment by Government Representatives of the DMS, which currently is unidentified, a physical review of the site will be made by the OM, the site manager and representatives. Within 12 hours of the location and inspection of the site, a final site plan will be submitted for approval. The Site Plan shall reflect:(1) access to the site (ingress, egress)

(2) Site preparation-clearing, erosion control and grading, (3) traffic control procedures, (4) safety, (5) segregation of debris, (6) location of ash disposal area, hazardous material containment area, contractor work area, and inspection tower, (7) location of vegetative debris dump, (8) location of Mixed Debris and C&D dump, (9) Location of Temporary sanitary facilities, (10) location of reduction operations including incineration operations, chipping operations, (11) location of any existing structures or sensitive areas requiring protection from smoke, dust, noise and with awareness to existing traffic conditions (12) location of dump area for debris hauled from the public or haulers other than TFR with traffic patterns reflected for this area. Tasks will then be assigned to construct and establish required elements of the site, such as the inspection tower, hazardous materials containment area, temporary fencing, etc.

For the purpose of this RFP and for the general understanding of the layout offered by TFR, included is a general site plan utilized by TFR on previous projects and that directly addresses the uses outlined above. However, before these site plans can be formally submitted, the necessary soil and water samples will need to be taken, checked and filed with appropriate Government Agencies and maintained, on hand, at the TFR field office. The site plan will be reviewed and accepted by Government Representatives before DMS accepts storm-generated debris.



Inspection Tower Construction Diagrams



Hazardous Materials Containment Area – TFR’s employees have been involved in the preparation and construction of many DMS to FEMA/USACE specifications. The Company will have had all necessary tools and supplies shipped from its home office in the first deployment of equipment. Once again, this is done as a safeguard measure in the event that supplies, and materials may not be readily available in the area following a disaster event. This Hazardous Materials Containment Area shall be constructed to the specifications set forth in the RFP.

Prior to construction, the site will be graded, and a berm constructed to provide a Hazardous Containment Area that will direct site runoff away from the Hazardous Containment Area. The area shall be 30’x30’. The perimeter shall be lined with hay bales and staked in place. The area shall be lined with a heavy gage plastic (or tarp for colder climates where plastic may be too brittle) to provide a waterproof barrier. Six inches (6”) of sand shall be spread within the area to provide an additional defense against hazardous leakage while also protecting the heavy gauge plastic against rips and tears. Additional plastic or tarp sufficient to cover the area will be available to prevent rain or snow from entering the containment. Lastly, site runoff shall be redirected away and from the containment area through utilization of site grading.

Additional Construction Procedures that may be necessary are:

- The establishment of a lined temporary storage area for ash, fuels and other materials that could contaminate soils and groundwater.
- Construction of temporary fencing around debris material storage areas for segregation and protection from traffic.
- Construct non-combustible stop blocks for equipment located at the burn pit.
- Establishment of an equipment staging area where equipment can be isolated and inspected regularly for fuel and oil leaks. Describe provisions for a lined area for fueling and equipment repair to protect soils from spills of petroleum products, hydraulic fluids, etc.
- Provision for plastic liners under stationary equipment such as generators and mobile light plants.
- Construct Roadways Throughout the Site - Traffic will be designed for one way in and one way out to avoid congestion.
- Erect Stop, Slow, and Direction Signs for safety and traffic flow. Signs will also be provided at the main entrance with site name and directions, i.e., Office/Visitor Check-in, visitor parking, truck inspection tower, etc. There will also be signs designating the HTW area, white goods area, first aid area, mixed debris, etc.
- Establish a gated entrance for security to the perimeter of the site and a guard building to record visitors and authorized personnel visiting the site.
- If necessary, establish a “public” or separate dump area for debris hauled by others with separate traffic pattern and a distinguished and separated (by temporary fencing or other means) perimeter to avoid mixing the debris with the debris hauled by the contractor.



Once the Site Plan is approved, the Company will locate its office command center. TFR owns five self-contained command centers constructed on a 45-foot travel trailer. They are inventoried with all needed onsite management, communications, record keeping and safety materials. This includes such items as truck tickets, safety forms, identification signage, cellular phone, radio broadcast systems, desktop computer/fax and copying equipment, hard hats, steel toed boots, flags, safety vests and other miscellaneous items necessary to the immediate operations. These command centers

will be equipped with self-supporting generators and temporary sanitary facilities if not, or until, available on site.

Establish Field Office Communications

- Mobile telephones and Company radios will be the main source of communication in the field office until local landline telephones can be installed. All TFR truck drivers are equipped with smart phones. In addition, all TFR managers, supervisors and foremen are equipped with mobile telephones for outside communication in order to coordinate the mobilization and dispatching of equipment as well as being available to the client.
- All Company administrative personnel, including the Operations Manager, have electronic linkage capability for cellular telephones, satellite communications, Internet access and fax access.
- Records and communications are made using a network of personal desktop and laptop computers.
- As quickly as equipment is available (local services may be out for a time following a disaster) all major field locations are given at least one local number to facilitate communication with other local Government Agencies, local suppliers and members of the public.
- As soon as the field office is established, office personnel will be available during hours of operation.
- Inspection of Equipment before beginning Task Order. All equipment previously dispatched and on hand for debris loading and hauling, will be brought into the staging area for safety inspection, identification, measuring and numbering before being deployed to any work area.
- Each piece of equipment will be inspected, and a written inspection report prepared denoting results of the inspection.
- In addition to the safety inspection checklist for trucks, all vehicles (trucks and trailers) will be inspected for current license, tags, registration, and insurance. The inspection report will denote the truck owner and the truck driver. A copy of the operator's driver's license will be copied and on file.
- A determination of driver qualification will be made (i.e. requirement of Class A License).
- Trucks to be used in hauling debris will be inspected for proper tailgates and proper sideboards or other extensions as well as the previous checklist.
- Before a truck will be assigned a number, the inspection report and driver information will be made available for review by a Government Representative, and they shall physically inspect, approve the tailgate and any sideboards or other extensions, and measure the truck for capacity.

Personnel Safety Orientation

All Company employees will receive a copy of the Company's Health and Safety Manual at time of employment. As part of the Company's Safety and Occupational Health plan and in compliance with the Accident Prevention Plan, a safety meeting will be held before any personnel are assigned to a task order.

- The Company Safety Officer will conduct the meeting in the presence of a Government Representative.
- All personal protective equipment required for the assigned task will be checked before personnel is dispatched to the assigned task.
- A Personal Emergency Contact List and Map of Key Facilities for emergency conditions will be passed out to all Company and Government field personnel.

Following the Equipment Inspections and Safety Orientation, Truck Measurement and Numbering, equipment and personnel will be dispatched to the work areas prescribed as a result of meetings between the Project Managers and Government Representatives.

Daily Coordination with Government Representatives

The following is an outline of the company's daily procedures with regard to keeping an informed dialogue between TFR and Government Representatives.

- Each debris removal project is assigned a Load and Haul Project Manager. Before the beginning of each Project or Task Order, the Load and Haul Project Manager and the Project Operations

Manager will meet with the Government's Representative to define the scope of work, work area, and any Government priority as to areas included in the Task Order.

- After the total area of work to be performed under the Task Order has been defined, a map of the area is prepared dividing the total area into sections. These sections are then given a territorial reference (for example Section 1, Section 2, etc.).
- Two identical copies of this map of the total area divided into sections are prepared, one for the Contractor and one for the Government. The contractor's copy is kept in the field office headquarters of the contractor.
- Each evening a meeting is held between a Government Representative and the Load and Haul Project Manager to review the areas, which have not been worked.
- The Loading and Hauling Project Manager shall confer with a Government Representative and shall provide a work schedule plan daily reflecting the assigned location of all loading crews daily.
- A daily work schedule assigning crews to specific Sections previously approved by the Government's Representative, is prepared by the Load and Haul Project Manager and distributed to the foremen of each crew.
- Loading and Hauling crews shall not be re-assigned to another location until the Load and Haul Project Manager and the Government Representative have inspected the area worked and they have determined that the work performed has met the Scope of Work requirements in the Task Order.
- Each evening following the workday, the Crew Foremen will meet with the Load and Haul Project Manager and will report on the amount of progress in the Sections assigned them.
- The Load and Haul Project Manager, along with the Government Representative will tour each section daily to confirm progress.

When a section has been completed to the satisfaction of TFR and the Government Representative, the Load and Haul Project Manager will indicate the completed section on the map by color-coding the completed section. This map will provide a visual display of work completed and work remaining daily.

Public Service Announcements

TFR shall aid Government Representatives in developing a comprehensive Public Information Strategy. Oftentimes, residents hold local, state and federal officials responsible for slow progress, however, enacting specific procedures to control the efficient flow of information to residents is vital to the community's recovery process. This includes the establishment of a Disaster/Debris Information Center, centralizing the release of vital information to the public. Operated from TFR's Mobile Command Unit utilizing satellite communications, Government Officials, in conjunction with TFR's Management Team, shall create television and radio advisories in the immediate aftermath of an event to be broadcasted five times daily. Additionally, when print media resumes, TFR shall aid in the development of pertinent newsletters detailing the recovery phases while providing a conservative timeline of events. These will be released online, through local newspapers, and posted at pivotal locations throughout the impacted area. TFR also recommends the establishment of an information hotline with a brief recording outlining the information listed below and additional vital information, i.e. debris drop-off locations, etc. This allows citizens to obtain up-to-date information immediately and on their own schedule.

Sample Radio Address

_____ has adopted regulations for the removal of disaster-generated debris. We have established an efficient and effective system in coordination with our debris contractor, so you, the citizen, will know what to expect and how to have your disaster-generated debris removed successfully. Contractors are working seven (7) days a week, twelve (12) hours a day to collect ONLY storm-generated debris.

_____ has divided the City/County into multiple debris collection zones. All zones are being worked simultaneously with the goal of coordinated, safe and efficient recovery. Debris contractors are collecting all the

disaster-generated debris moved to the curb from one subdivision/street/block in a zone before moving to the next. Your cooperation and patience are much appreciated during this trying time.

The first pass will be made in your neighborhood beginning _____.

Fellow citizens, as you prepare to place your debris curbside for collection, please adhere to the following guidelines:

1. Do not place debris on top of utilities, for example: cable, phone, electrical or storm drain boxes.
2. Please do not place debris in front of or around your mailbox.
3. Please do not place debris in front of or around your driveway, as emergency vehicles may need to enter the area.
4. Please drive with extreme caution in areas with large debris piles.
5. Please do not block or dump any debris into the storm drains or ditches. This will cause flooding.
6. Please aid contractors by sweeping excess and loose debris from the street in front of your house for collection.
7. Report damages that occur to your personal property to the TFR hotline, (512) 260-3322.
8. Please sort debris according to the following outline.

We are a community, and we shall recover as a community. We appreciate your patience, cooperation and assistance as we undertake this monumental cleanup effort.

The following page, "Picking up the Pieces" will be posted on-line, distributed in local newspapers, and available for residents to properly segregate disaster debris along the ROW.

PICKING UP THE PIECES

Following these specific guidelines when hauling hurricane-related debris and household garbage to the curb will make for a speedier removal process

WRONG WAY

CROSSING THE LINE
Any debris placed from the sidewalk toward your property will not be picked up. Contractors cannot collect items on private property.

PROPPING UP
Do not set debris against trees or poles. Doing so makes it harder for cleanup crews to scoop up the items.

CORRECT WAY

Homeowners and businesses are being asked to separate debris into the following categories:

- 1 HOUSEHOLD GARBAGE**
 - Bagged trash
 - Discarded food
 - Packaging, papers
 - All garbage should be placed curbside the night before the scheduled weekly pickup.
- 2 CONSTRUCTION DEBRIS**
 - Building materials
 - Drywall
 - Lumber
 - Carpet
 - Furniture
 - Mattresses
 - Plumbing
- 3 VEGETATION DEBRIS**
 - Tree branches
 - Leaves
 - Logs
- 4 HOUSEHOLD HAZARDOUS WASTE**
 - Oils
 - Batteries
 - Pesticides
 - Paints
 - Cleaning supplies
 - Compressed gas
- 5 'WHITE' GOODS**
 - Refrigerators
 - Washers, dryers
 - Freezers
 - Air conditioners
 - Stoves
 - Water heaters
 - Dishwashers
- 6 ELECTRONICS**
 - Televisions
 - Computers
 - Radios
 - Stereos
 - DVD players
 - Telephones

HELPFUL HINTS

- A** Limit curbside garbage to two 32-gallon containers or eight trash bags
- B** Share piles with neighbors
- C** Refrigerator and freezer doors must be secured with duct tape

Sources: Army Corps of Engineers, debris removal contractors
STAFF GRAPHIC BY DAN SWENSON

Debris Collection Operations

During the daily collection, movement, and disposition of debris, the TFR Operations Manager remains in constant contact with all Foremen and Supervisors via 2-way radio/ smart phones to ensure that proper accounting and operational management of debris collection complies with TFR operational procedures. Mid-day conferences, either in person or by radio, ensure that right-of-way, public/private, and local issues are quickly addressed, often immediately. TFR's manager and principals are mindful of other disaster operations taking place in the affected areas during the debris removal process and cautious not to interfere with the efforts of others during the performance of the contract.

The CQC Plan and TFR's Quality Control Manager shall address the Recording and Reporting requirements with all levels of supervisors and crew foremen. Different levels shall have different requirements. A sample form will be provided in and approved with the final CQC Plan, including any additional required modifications. This discussion shall include the general procedures set forth below:

- All loading and hauling crews are under the direction of a TFR supervisor.
- Daily reports are maintained by the crew foreman and all equipment down time for repairs are noted on the daily reports.
- Hours of each piece of equipment and each employee, are recorded and reconciled with a Government Representative daily.
- Daily Reports shall have daily and year-to-date totals for each piece of equipment/personnel tasked.
- Daily Reports shall be signed by the Contractor's Representative and by a Government Representative.

The TFR's Quality Control Officer shall prepare, sign and submit to a Government Representative a Daily Quality Control Report. This report at a minimum shall include originals and one copy of all levels of QC reports received and in addition shall include a summary of safety issues, infrastructure damage, total numbers of trucks loaded, equipment and plant hours worked and idled or down, testing performed and by whom, loads and quantities hauled to DMS, quantity of debris reduced, number of subcontractors working, contract non-compliance issues and all corrective actions.

Removal of Debris from Public Right of Way

Upon receipt of a task order and at the direction of Government Representatives, the Operations Manager will direct the Load and Haul Supervisor to dispatch the previously selected loading and hauling equipment to locations designated by the Government's Debris Managers.

One foreman will oversee the loading and hauling operations for each crew. The foreman is responsible for conducting toolbox safety meetings, and a general briefing of operations including truck routes, local ordinances and other pertinent information. The foreman is equipped with fire extinguisher, pick-up truck with mobile radio and cellular telephone, first aid safety kit and list of emergency telephone numbers and map to emergency medical facilities. The foreman is responsible for preparing a daily report of activities.



Prior to Truck Certification and Inspection, all Subcontractors will have met with the sector superintendent or field administrator and provided the necessary paperwork including copies of current certificates of insurance

(general, auto, workers comp.) copies of driver's licenses, and the execution of Subcontractor Agreements including:

- Copy of Scope of Work
- Copy of Accident Prevention Plan
- Copy of Safety Sheet
- Copy of Ticket Reporting Procedures
- Location of Emergency Response Facilities and Contact Numbers
- Copy of Equal Opportunity Policy
- Copy of Alcohol and Drug Abuse Policy

A truck Measure/Certification Site will be established at the DMS, or another appropriately designated location determined by the City/County, for all trucks to be inspected measured, photographed, and, in case of tonnage contracts, a tare weight. Truck Certification, available upon request, will include the recording (first on a paper Certification Form and by Electronic Form) of the following:

- Date of Measure
- Assigned Truck Number
- Truck Measured Capacity
- Truck Description (including model, type and color)
- License No. and State
- VIN No.
- Truck Owner
- Name of Subcontractor Truck is working for
- Truck Driver
- Truck Driver's License No. and State
- Truck Drivers cell phone or contact number
- Truck Tare Weight
- Notes or exceptions (i.e. descriptions, deductions for doghouse, etc.)
- Signature space for
 - Truck Driver
 - Contractor's Representative
 - Government's Representative
- A photograph of the Measured Truck w/driver will either be, taken by Polaroid Camera and attached to the Certification Sheet; or by Digital and Stored.
- Each Truck Dump Bed will be assigned the required TFR issued side signs on each dump body, all to be weather durable, tamperproof and non-removable:
 - Company Name
 - Truck Number
 - Maximum Volume in Cubic Yards
 - Inspector's Name and Date

These signs will be placed, one each on each side of the dump bed body and be maintained throughout the duration of the project to ensure readability.

Additional Truck dump trailers (pup trailers) will each have a separate truck measure certification including all of the information outlined above along with a notation as to the truck that it is coupled with.

Before equipment is dispatched to the loading sites, it will have already undergone all the necessary safety inspection, measurement and hauling procedures at the staging area as outlined in the section above. All loading and hauling crews will have received a copy of the scope of work, accident prevention plan, safety indoctrination,

and assigned a crew foreman. All crews and foremen will be instructed by the Load and Haul Supervisor that they are to work in areas designated by a Government Debris Manager and are not to relocate or move from one area to another without prior approval. No employees, or subcontractors of TFR will be allowed to work for private or other public entities while employed or contracted under this project.

Hazardous Tree Removal

Unstable and leaning trees along a public ROW or within a naturalized area, such as public parks or golf courses, are eligible for removal. The Sub-Grantee may choose to attempt to save the tree through straightening and bracing, if the cost of repair is less than the removal and disposal. A tree is deemed hazardous and an eligible for removal if:

- The tree is an immediate threat to public health and safety or improved property
- It has a DBH of 6" or greater
- AND one or more of these criteria:
 - 50% or more of the crown is damaged or destroyed
 - A split trunk or broken branches that expose the heart wood
 - Fallen or uprooted within a public use area
 - Leaning at an angle greater than 30 degrees

After a tree has been deemed eligible and scheduled for removal, TFR tree crews will discuss a tree specific removal plan to ensure a safe, proper felling operation, considering:

- Surrounding area for anything that may cause trouble when the tree falls
- The shape of the tree, the lean of the tree and decayed or weak spots
- Wind force and direction
- Location of other people
- Electrical hazards

Once the tree crew has identified a tree specific removal plan, the following procedures shall take place:

1. The employee shall work from the uphill side whenever possible.
2. Prior to felling operations, the work area shall be cleared to permit safe working conditions and an escape route shall be planned.
3. Each worker shall be instructed as to exactly what he/she is to do. All workers not directly involved in the operation shall be kept clear of the work area.
4. Before starting to cut, the operator shall be sure of his/her footing and must clear away brush, fallen trees, and other materials that might interfere with cutting operations.
5. A notch and back cut shall be used in felling trees over 5 inches in diameter measured at breast height (DBH). No tree shall be felled by "slicing" or "ripping" cuts.
6. The depth or penetration of the notch shall be about one-third the diameter of the tree. The opening or height of the notch shall be about 2.5 inches for each 1 ft. of the tree's diameter. The back cut shall be made higher (approximately 2 inches) than the base of the notch to prevent kickback.
7. The resulting notch shall be flush cut to the ground.

Hazardous Limb Removal

Hazardous limb removal work shall consist of the removal and disposal of storm-damaged limbs that are:

- Imminent and impending peril to the general public
- Greater than 2" in diameter at the point of breakage
- Broken and still attached to the tree

The resulting debris will be collected from the grounds and hauled in accordance with normal debris collection standards.

Hazardous Stump Removal

The removal of hazardous stumps is a unique process requiring specialized equipment. As such, this process requires unique documentation and costing to realize full reimbursement, and meet the following criteria:

- 50% or more of the root-ball exposed
- Greater than 24" in diameter, as measured 24" above the ground
- Located on public property or a public ROW
- Immediate threat to public health and safety

Once the diameter is established, pictures are taken, GPS coordinates establishing the location and the specific threat documented, the stump will be physically removed by the best means available. The resulting hole from the stump removal will be backfilled and amount of material needed will be recorded.

Reduction of Debris

Reduction of debris is normally applied to the vegetative debris such as brush and trees debris, which is also referred to as "burnable debris". However, the reduction process can also be applied to some items that are considered non-burnable or construction and demolition debris. This would include such items as household furniture, construction materials such as roofing, treated timber. This process is applied for the purpose of reducing the volume of the material that is being landfilled. The economic evaluation of weighing the reduction cost against the unreduced landfill cost will be a factor in determining the feasibility of this approach. The most common methods of reduction are burning, chipping and grinding, and recycling. Recycling is covered in the various sections as appropriate.

Incineration

There are two general classifications of the burning method, open burn and air curtain incineration.

Open Burning: Open burning, although very cost effective, may not be suitable for urban areas. The feasibility of this method is very dependent on location and the cleanliness of the debris. Many areas and locations will not permit open burn particularly in urban environments where heavy smoke can create health and property damage concerns. However, in rural locations, if the debris is clean, there is very little environmental impact and the resulting ash can remain on the site or be used as a soil additive. Bulldozers and loaders are the primary equipment required to operate an open burn process.

Air Curtain Incineration: Air curtain incineration is also a very cost-effective method of reducing clean, vegetative debris but with less environmental impact than the open burning method. Air curtain incineration incorporates the use of a "burn pit" aided by a forced air blower. The pit can be constructed below or above grade (depending on water table) and includes a mechanical blower to create constant optimal burn rates and an "air curtain" effect. The air curtain incineration system is a combination of the blower and pit, engineered as a unit to achieve the effect of holding the smoke while feeding air to the fire pit. Since differing site locations contain differing conditions, such as soil composition, water table levels, etc. there are no air curtain incineration systems standards in the industry. In the construction and operation of an efficient air curtain incineration system, special consideration must be given to the following factors:

1. A set back of at least 100 feet between debris piles and the burn area with a minimum setback from buildings and structure of at least 1,000 feet.
2. Construction of non-combustible "warning" stop blocks (at least 1 foot in height) for equipment located at the burn pit
3. Use limestone (or equal material) for the construction of the "pit" with reinforced earth anchors, or wire mesh to support the loader ramps.

4. Use clay or limestone to create an impervious layer on the bottom of the pit to prevent leaching of the ash from the aquifer. This layer shall be at least 1 foot deep and will be regularly inspected and maintained at that depth in the event scraper activity removes part of the layer during operations.
5. Seal the pit ends at least four feet high.
6. Pit construction (in accordance with this solicitation) shall be 8-9 feet wide, and 14 feet deep.
7. A 12" dirt seal will be placed on the lip of the burn pit area to seal the lower nozzle.
8. The blower will be configured to direct the airflow so as to strike the wall of the pit 2 feet below the edge. Operators will be instructed that the debris should not break the path of the air flow except during dumping.
9. Equipment used will be tested and adjusted to assure that a minimum nozzle velocity of 8,800 ft/min (100 mph) and a volume of 900 cf/min/linear feet is produced during burn operations.
10. The length of the pit shall be no longer than the length of the blower nozzle.
11. The operators shall be instructed to load the pit uniformly along its length.
12. Operators will also be instructed to extinguish the fire at least 2 hours before removing the ash.
13. Water trucks will be used to dampen ash residue as well as areas surrounding the burn site.

Chipping/Grinding

Reduction of debris by chipping and/or grinding is an opportunity to recycle the vegetative debris back to an economically beneficial use. However, the overall economic impact of chipping/grinding compared to burning will have to be reviewed before a determination can be made. Grinding/Chipping is the reduction of woody, vegetative debris by cutting and pounding the debris to reduce the woody materials into small pieces or "chips." This method normally produces a reduction of between 3 to 1 and 5 to 1, whereas burning reduces the debris by approximately 95%. However, wood chips have the possibility to be recycled and used as mulch, fuel, ground cover and animal bedding to name a few.

The availability to recycle the chips would be a significant factor in determining the economic value of chipping/grinding. In the construction and operation of a chipping/grinding reduction operation, special consideration is given to the following factors:

1. Grinding machines must have a clearance of 300 feet. Warning signs must be stationed around the perimeter of the grinding equipment, warning of possible flying objects from the grinders.
2. The grinding machines must have screens, which produce chips not exceeding 4 inches in length and ½ inch in diameter.
3. Liners shall be placed underneath grinders, and other stationary equipment, as a preventative measure against possible leaks or spills exposing the soil and groundwater to contaminants.
4. Debris must be sorted and clean of other contaminants such as metals.
5. Operators must wear hard hats even in closed cab machines while operating.
6. Root Rake loaders are used to avoid contaminating the debris entering the grinder with dirt or sand.
7. Ground debris or mulch shall be stored onside in piles no higher than 15 feet. Such piles shall not remain on site for longer than seven (7) days and haul out procedures shall ensure. Ground debris or mulch is monitored daily for heat and internal combustion.



Segregation of Debris

Before material is brought into the DMS, all preparations outlined above will be substantially completed. The DMS will have staging areas for each category of debris brought into the site. All debris will pass by the inspection tower after entering the site and all loads will be inspected.

Although every effort will be made to segregate debris on the right-of-way before loading, debris materials still become mixed and some loads are so co-mingled that they are classified as mixed debris loads. These loads will be directed to the area defined on the site plan as the “mixed debris” pile. This material will be sorted and separated by machines with grapples and “thumbs” and by hand labor and placed into the C&D, Vegetative, HHW, White Goods, and Metals Piles.

C&D Debris is non-burnable, non-recyclable debris that will eventually be delivered to a landfill. Samples of this type of debris include mattresses, clothing, household garbage, concrete, asphalt, metals, plastics, manufactured furniture, building components, etc. Parts of this material, if well separated, can be reduced by grinding before landfill, so as to reduce the cost of hauling and tipping fees (if charged by volume). Other parts, such as metal can be recycled if well separated and cleaned.

Vegetative Debris is burnable debris and can be reduced by either incineration or by chipping/grinding. If reduced by incineration, the estimated reduction rate is 95% and leaves the ash residue to be hauled off and disposed. If reduced by chipping/grinding, the reduction rate is estimated at only 60%-75%, however, the by-product, mulch, can be recycled. The vegetative debris may become mixed with earth materials such as dirt, gravel, rock, or sand during the disaster. Root rakes are employed to shake and separate the brush and vegetative debris before it is reduced. Sometimes shaker screens or trommels are necessary to separate the earthen debris before reducing.

Household Hazardous Waste (HHW) is debris such as household chemicals, pesticides, unidentified liquids, paint, batteries, etc. As mentioned earlier, the primary goal is to separate this material on the curbside and pick it up separately by a designated HHW crew. These items are then delivered to the collection points designated by the Government Debris Manager. However, in the event that HHW inadvertently becomes co-mingled with other debris and enters the site, it is separated from the other debris and placed into a Hazardous Containment area on the site for further disposal by those licensed to handle and dispose of this type of debris.

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items should be separated at curbside and delivered to the collection points designated by the Government Debris Manager. If they are brought to the site for temporary storage, they will be contained in a separate staging area so that they may be inspected and properly cleaned of all chemicals or fluids.

Metals will be separated at the curbside and delivered to a separate staging area at the DMS unless directed otherwise by the Government Debris Manager. These items may be recycled.

During the operation of a DMS, special attention is afforded to the following areas:

Site Safety: The Operations Manager and the Site Project Manager will conduct a Pre-Operations Site Safety meeting prior to the beginning of operations of the debris reduction site. Items to be included in the Safety meeting will be:

- a. An overall review of the Site Plan and directions as to the location of all temporary structures, the planned traffic flow, location of first aid stations, eye wash stations, fire extinguishers and location of sign with postings of emergency numbers.
- b. The first Weekly Safety Meeting will be held and all information as outlined in the Company Safety and Occupational Health Plan will be covered.
- c. The Activity Hazard Analysis for each operations activity will be reviewed and discussed.
- d. A communication path between the site management and site personnel will be established in the event of an emergency so that an orderly and efficient means is established to mitigate the event.

Dust Control: TFR provides water trucks, which do routine trips throughout the site during the operations, keeping dry roads dampened for the purpose of minimizing the dust count. Water trucks are also used to dampen ash residue when removed from burn pit to ash pit. Attention is given to normal wind direction when layout of the site is prepared.

Hazardous Materials Containment Area: The Site Manager will regularly inspect the Hazardous Materials Containment area for any cuts, tears or leaks in the protective membrane that lines the containment area. The Manager will also inspect the berm surrounding the area to assure proper site runoff is still intact.

Roadways: Traffic will be designed as to allow the flow of incoming and outgoing debris trucks so as to avoid congestion. Safety, and directional signs will be posted throughout the site along with flagmen to assist and control traffic flow as well as for safety reasons. Road surfaces will be rock laid for easier maintenance and to protect from erosion. Private, non-operation-related traffic will be prohibited from the site.

Communication: Operators and flagmen are equipped with two-way radios on the same frequency as the office base radio unit so that communications will be readily accessible throughout the site.

Disposal Procedures

Disposal sites for the debris will be determined before operations begin. This submittal encompasses the possibility that a permanent or final debris resting place may not be immediately available in the beginning of operations, and we have therefore included the general operations of a Debris Management Site (DMS) in this proposal.

Disposal of debris is the operation of placing debris in its final resting place such as a licensed, permitted permanent landfill or as expressed above, at a DMS. This operation includes the use of hauling equipment. In the Hauling and Dumping operations, special consideration is given to the following:

1. All loading and hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the Crew Foreman, and all equipment down time for repairs are noted on the daily reports. Hours of each piece of equipment and each employee, are recorded and reconciled with a Government Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver's licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.
5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed on the dump site procedures before leaving the loading site.
7. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
8. All operators will report to the weigh station/inspection tower and deliver their "load ticket" to the QC operator (or government inspector) for inspection and approval before proceeding to dump his/her debris.
9. Each truck operator will be directed as to where to dump each load at the dump site location by the designated dumpsite operator.
10. Each truck operator will inspect his truck and tailgate after the dumping process is completed to assure that it is secure before leaving the dump area.
11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

Haul Out Procedures

Hauling out of debris is the operation of hauling reduced debris from a DMS to a final resting place at a designated destination to be used in any number of capacities such as ground cover, biofuel and fertilizer. This operation includes the use of hauling equipment. In the hauling out operations, special consideration is given to the following:

1. All hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the Site Manager, and all equipment down time for repairs are noted on the daily reports. Hours of each piece of equipment and each employee, are recorded and reconciled with a Government Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver's licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.
5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed on the dump site procedures before beginning loading activities and hauling reduced debris out of the DMS.
7. Trucks are loaded by rubber-tired backhoes, or excavator, utilizing a mulch ramp constructed approximately twelve (12) feet high, eight (8) feet wide and at a grade, not to exceed, thirty-five (35) degrees. This shall be determined at the site depending on topography and availability. No individuals will be allowed on the structure unless otherwise instructed to do so by the Site Manager and/or assessing the overall safety of the structure.
8. Each truck operator shall inspect his/her truck before proceeding to the inspection tower to ensure the load is filled and any and all items are secured and covered by a tarp or other covering preventing chips from being blown from the bed.
9. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
10. All operators will report to the weigh station/inspection tower and deliver their "load ticket" to the QC operator (or government inspector) for inspection and approval before proceeding to leave the dump to its final destination.
11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

White Goods

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as Freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items will be separated at curbside and will be delivered to the DMS collection point. At the DMS we will contain Dirty White Goods separate from White Goods and they will be inspected and properly cleaned of all chemicals or fluids or removed by professionals certified and licensed to dispose of them. TFR shall submit a Dirty White Goods Operations, Cleaning and Disposal Plan prior to beginning site operations.

Upon award of a contract, a Hazmat removal team will be assigned to oversee the curbside removal and HHW removal at the DMS and, if given a contract for ROE, precede the demolition team. The Hazmat team will remove all HHW and White Goods to the curbside, separated, before haul off, or demolition begins. This team will document on a daily reporting form, the type and quantity of HHW and White goods at the pick-up location.

- Refrigerants with putrescible wastes will be sealed by taping closed so as not to have accidental openings and spillage while in transit to disposal site.

- The separated HHW and White Goods will be transported by separate container from the demolition site to the DMS.
- Any HHW that may inadvertently become mixed with truckloads shall be separated at the DMS and stored in the HHW area for removal by the HHW crew.
- Automobiles will be removed to a separate temporary storage area where they will be held for recycling.
- Loose tires located at curbside will be kept separate and removed by the HHW crew.
- Extra caution will be applied to the handling of dirty white goods that still contain putrescible wastes, such as sealed freezers, refrigerators, coolers and iceboxes. Putrescible waste is solid waste that contains organic matter capable of being decomposed by microorganisms and of such a character and proportion as to cause obnoxious odors and to can attract or providing food for birds or animals. Improper handling of putrescible waste could lead to odor issues that make siting and operating a DMS difficult. There are also numerous potential employee health and safety issues related to the removal and disposal of putrescible wastes.
- White goods may also have refrigerants (Freon and Freon replacements), and often plastics and motors and sometimes other electronic components that need to be removed before recycling. Refrigerant removal must be done by trained and qualified personnel and can potentially lead to spills of regulated chemicals. Only certified, experienced and trained personnel will be used for these critical tasks to minimize risk and maximize efficiency.
- All waste removal, cleaning and handling will be managed to minimize potential exposure of workers and others to waste and minimize generation of odors.
- Procedures such as proper sealing of refrigerants and containers will be in place to control vector exposure, attraction of wildlife and minimize volume expansion through addition of water to the waste stream.

Vehicles and Vessels

Abandoned Vehicles and Vessels will be removed and taken to a temporary staging/storage area. It is anticipated that the State Government's Department of Transportation or Department of Motor Vehicles will be the project manager for title of ownership issues related to any vehicle recovery and recycling project associated with the disaster response. Vehicles and vessels brought to the staging areas will be inventoried by license plate, make, model, color and vehicle identification number. They shall be staged, and site tagged for easy retrieval.

- For a vehicle or a vessel to be deemed eligible it must:
- Present a hazard or immediate threat that blocks ingress/egress in a public-use area
- Ownership is undetermined
- The applicant followed all local ordinances and State laws by securing ownership
- The applicant verified chain of custody, transport, and disposal of the vehicle or vessel

Private Property Debris Removal

Private property debris removal must present an immediate health and safety threat to the general public before it will be reimbursed under the Public Assistance Program. This is typically the responsibility of private property owners however, if the debris poses a threat to the general public-at-large and the property owners are unavailable the State or local municipalities may need to enter onto private property to alleviate the immediate threat.

Bastrop County PPDR

"We are fortunate to have TFR as an experienced contractor, with an abundance of specialized equipment and an experienced management staff helping us with our recovery efforts. I am thankful for all that TFR has done to help Bastrop County in our recovery efforts, and I am pleased to provide this endorsement and recommendation to others that are in need of the services TFR provides."

Ronnie Moore
Bastrop County Engineer

616,500 Total Cubic Yards (245,700 PPDR)
38,000 Total Hazardous Trees (27,000 PPDR)

If authorized, FEMA 325, Public Assistance Debris Management Guide states applicants are required to document all legal processes used to gain access to private property through the following:

- 1) Each property owner must sign a right-of-entry which includes a hold harmless agreement and indemnification applicable to the scope of work.
- 2) Photos to document the condition of the property prior to beginning work.
- 3) PPDR Assessment to establish the scope of eligible work.
- 4) Documentation of Environmental and Historic Review.

Disaster Debris Recycling

TFR is a green industry company. The principals of TFR are proponents of recycling whenever possible and many members of management are LEED Certified. As such, TFR utilizes tub grinders, slow speed shredder, trommels, loaders, and excavators which are used to sort, separate, and reduce vegetative debris to reusable mulch, dirt, metals, and other construction products. Following each disaster event, TFR will make every effort to locate a reusable purpose for this material such as bedding material for plants, ground cover for parks, animal bedding, and reusable energy sources as boiler fuel for co-generation plants or production mills. In addition to the vegetative recycling, every effort is made to keep the metals segregated and clean so that the Ferris and non-Ferris metals can be recycled. In cases of large quantities of mixed debris, a system of separation using a trommel, air curtain burner, picking line conveyor and tub grinder, can be used which will allow the paper and plastic to be separated, and the clean dirt, rock & concrete, Ferris metals, non-Ferris metals and clean vegetative debris sorted and piled for recycling.

Sources will be sought for the following recyclable material:

**Asphalt
C&D
Concrete/Aggregate
Dirt
E-Waste
Metals**

**Roofing Materials
White Goods
Mulch
Tires**

TFR Spotlight

Bastrop County Wildfire

100% of the mulch created from grinding of trees was utilized in a beneficial reuse or was recycled.

100% of the C&D was recycled.

TFR has vast experience employing recycling activities and maintains established relationships with recycling firms to accept various types of debris. While completing debris reduction of 2,000,000 CYD for the City of Tulsa, TFR loaded the chips on railcars and shipped the excess reduced debris to a Company-owned mulching facility in Leander, Texas. Alternative methods of disposal exist and are well documented by TFR. During Hurricane Ike, storm-generated debris from Polk County was hauled and burned at a local paper mill in Orange County, Texas. This strict commitment to recycling of storm-generated debris has benefited both client and TFR.

DMS Remediation and Restoration

In the event of a natural disaster, a Debris Management Site (DMS), usually selected by the government, may be used to process debris before its final disposal. Substantial site preparation may be required such as proper access points of entry, security devices, control gate, fenced storage compounds, adequate internal haul roads, proper erosion and sediment control fencing, and stormwater retention features, to name a few. If a DMS is required, then TFR will, upon entering each site for the first time, photo-document the existing site conditions using both a video camera and still photographs.

At the cessation of DMS operations, all sites will be restored to the satisfaction of Government Representatives/Owner with the intent of maintaining the utility of each site, leaving it unencumbered for future use and to safeguard the environment. Soil and water samples will be taken and compared to pre-work samples to ensure that TFR operations have not negatively affected the environment. Other factors that are considered during the remediation process are:

- All pre-existing grades including roads, ditches, etc. will be restored to the satisfaction of the customer prior to final closure of each site.
- Areas where soils were excavated (e.g., ditches and retention ponds) or stockpiled (e.g., berms) will also be restored to pre-existing grade prior to vacating each site.
- Pre-construction drainage patterns will also be restored, as well as all improvements (e.g., trailers, wells, fencing, construction entrances and built up aggregate haul roads) will be removed from each DMS unless otherwise instructed by the Government's Representative.

Upon completion of the above remediation tasks, TFR will photo-document site conditions using both video camera and still photographs. As done with the water and soil samples, the post-work photos will be compared to pre-work photos to ensure that the site was remediated to original condition.

Emergency Services

TFR has partnered with companies throughout the United States to provide emergency services beyond debris removal. The following is a list of additional services that TFR stands ready to supply if needed.

Emergency Services	Suppliers	
Water/Ice	<ul style="list-style-type: none"> • Reddy Ice • Water Monster 	<ul style="list-style-type: none"> • H2eco • Sparkletts
Kitchen Facilities	<ul style="list-style-type: none"> • Kitchen Corps, Inc • Temporary Kitchens 123 	<ul style="list-style-type: none"> • RK Emergency Management Support • Disaster Management Group, LLC
Ready Meals	<ul style="list-style-type: none"> • Heater Meals • Mountain House 	<ul style="list-style-type: none"> • Chef Minute Meals • GA Foods
Base Camps	<ul style="list-style-type: none"> • Granny's Alliance • Ellipse Global 	<ul style="list-style-type: none"> • Brookstone Emergency Services • Disaster Management Group, LLC
Restroom/Shower Units	<ul style="list-style-type: none"> • United Site Services, Inc • Daisy Waste 	<ul style="list-style-type: none"> • Ellipse Global • Afford-A-Potty
Environmental Services	<ul style="list-style-type: none"> • Payne's Environmental Svcs, LLC • FGL Environmental 	<ul style="list-style-type: none"> • SWS Environmental Services • One Stop Environmental
Temporary Office	<ul style="list-style-type: none"> • Mobile Office Pros • Pac-Van 	<ul style="list-style-type: none"> • Mobile Modular • US Construction Trailers
Aerial Video/Photos	<ul style="list-style-type: none"> • Drone Aire 	<ul style="list-style-type: none"> • Airborne Response
Housing	<ul style="list-style-type: none"> • CLC Lodging 	<ul style="list-style-type: none"> • Ellipse Global
Security	<ul style="list-style-type: none"> • Off Duty Services 	<ul style="list-style-type: none"> • Safety Cop LLC
Generators	<ul style="list-style-type: none"> • Aggreko 	<ul style="list-style-type: none"> • Genset Services, Inc
Light Sources	<ul style="list-style-type: none"> • Prism Lighting 	<ul style="list-style-type: none"> • Sunbelt Rentals
Fuel Suppliers	<ul style="list-style-type: none"> • Suncoast Resources • Jaguar Fueling Services, LLC 	<ul style="list-style-type: none"> • Atlas Oil • Fuel Master
Equipment Rental	<ul style="list-style-type: none"> • Deep South Crane Rentals • United Rentals • Caterpillar • Sunbelt Rentals • Hertz Equipment Rental 	<ul style="list-style-type: none"> • Volvo • Komatsu • Herc Rentals • John Deere
Emergency Roof Tarping	<ul style="list-style-type: none"> • Beyond Exteriors • Affordable Roofing 	<ul style="list-style-type: none"> • Storm Guard • Servpro

Emergency Services	Suppliers	
Barge Transport	• Poseidon Barge	• American Commercial Barge Line
Satellite Service/Communication	• Verizon	
Diving Services	• Lone Star Diving Services, Inc	• Diver Dan

Subcontracting Plan

TFR is uniquely positioned within the debris removal industry as one of the premier companies maintaining an extensive fleet of machinery utilized in debris removal, reduction and management efforts to fully operate independently. To accommodate your debris project needs, TFR provides access to 150+ pieces of equipment including, but not limited to, twenty-five (25) self-loaders with trailers, six (6) Diamond Z Tub Grinders, two (2) horizontal grinders, heavy haulers, excavators and five (5) mobile command units maintaining electronic access to manage entire projects. This extensive list would be insufficient without the pairing of our in-house maintenance crew. These individuals ensure that key equipment necessary for fluid, efficient operations shall never hamper the ongoing project and impact TFR's project timeline. TFR's maintenance crew augments the daily responsibilities of our employees and subcontractors for fulfilling any and all duties to the City/County by securing the vitality of our equipment.

With the large fleet of equipment and the necessary logistical support, TFR is fully capable of quickly and efficiently responding independently with a substantial workforce of equipment and personnel to an effected community almost immediately. However, this independence does not secure the necessary goals strictly outlined and routinely reinforced by upper management in response to our service-minded attitudes. TFR firmly believes that our business cannot be sustained and grow without the strong, positive working relationship with our clients, suppliers and our countless subcontractors. This service-minded attitude drives the business and fortifies the strong relationships TFR maintains with our subcontractors. Therefore, such relationships maintained with small business, minority-owned, and numerous other companies allow TFR to fulfill the requirements that may be mandated by Government Representatives and other Government Agencies.

At TFR, we firmly believe that local contractors provide the most cost-effective measure to complete the contract requirements while aiding the local economy after the impact of a disaster. TFR plans to utilize local subcontractors to the extent at which they are available and properly licensed. TFR shall exhaust any and all avenues to obtain qualified local subcontractors to meet the needs of the community while infusing the local economy with needed revenue. As such, TFR is committed to identifying the local subcontractors qualified and prepared to support the community on the path to recovery. TFR plans to solicit and establish local subcontractors through the following plan:

TFR Enterprises' principals and managers have always exercised a policy of recruiting subcontractors in the affected work local. This practice is considered good business because of the advantages received by contracting with local companies residing in the affected area. There are a number of factors that contribute to the overall effectiveness of local subcontractors: (1) familiarity with the areas to be worked, (2) knowledge of the most efficient traffic patterns, (3) information on local suppliers for parts, equipment repairs, etc., (4) reduction in end project costs as local subcontractors do not require housing and travel cost, per diem, etc. These factors reduce the cost of the project while allowing the City/County to retain large portions of the money in the hands of its constituency. With these reasons in mind, TFR is committed to fulfilling the requirements by implementing the Local Subcontracting Plan listed below:

1. Establish a local telephone line so that it may be contacted easier than calling to long-distance cell phone numbers.
2. The Company will post signs and telephone numbers at the entrance to its work site and at its field office.

3. Subcontracting opportunities are advertised by local newspaper/online.
4. During the search for subcontractors following an award, the company's Chief Operating Officer will contact the Small Business Administration office in the work area and access the Procurement Marketing and Access Network, National Minority Purchasing Council Vendor Information Service and the Research and Information Division of the Minority Business Development Agency in the Department of Commerce.
5. The local Veteran's Administration is contacted upon the company's assignment of a task order, and alerted as to the type of products and service the contract requires, and the company's local telephone number and address is registered with them, not only for subcontracting, but for short-term employment opportunities
6. State and local trade agencies will be contacted, such as the Association of General Contractors (AGC) for example. They oftentimes maintain databases sorted by business classification and status and can provide a resource of small businesses in the area.
7. The Chamber of Commerce in the affected area will be contacted and asked to provide a listing of any (a) trade associations, (b) business development organizations and (c) HUBZone concerns.

Contacts arising from these inquiries are followed up with calls to local subcontractors requesting detailed information leading to their qualification for work. With such action, TFR shall exhaust all avenues to identify, qualify and employ any local subcontractor. Under circumstances in which local subcontractors are unavailable, outside sources may be contacted to achieve the desired mobilization goals.

Subcontractor Management

TFR manages subcontracts through a five-step process:

1. Selection of most appropriate subcontractors. This is done through balancing geography and capability. Local subcontractors are almost always more cost effective as they go home at night to sleep and eat. They also have local resources for materials, supplies and equipment repairs, and thus, are preferred.
2. The issuing of the formal subcontract establishes contract compliance requirements, formalizes expectations, and provides an established, impartial mechanism for quick resolution of disputes as they arise.
3. Production is tracked and expectations are communicated daily.
4. Daily active Quality Control results in immediate identification and correction of problems.
5. QC and other reporting get rolled up regularly into Contract compliance and reporting, such as small business subcontracting plans.

TFR's Subcontractor Management Plan and approach is focused on three main performance evaluation criteria

- Production
- Safety, explained in Safety Section
- Quality Control

Production:

Ready means that the subcontractors have completed appropriate administrative actions, have their equipment and personnel on site and in condition to work, and they know the tasks they are expected to perform. Prior to NTP, the subcontractors identified, selected and are notified by the Operations Manager. Priorities are based upon review of the database of all experienced subcontractors. The priority list for subcontracts is grouped into our known, experienced subcontractors, and augmented by the capabilities of the local subcontractors.

Upon receiving notice to proceed from the contracting agency or at the discretion of the Operations Manager, we will notify subcontractors on stand-by to execute mobilization plans and their personnel and provide us with a firm arrival ready-to-work time. Additionally, TFR personnel will also review the equipment and personnel

requirements and compare with equipment already on hand to determine the additional equipment and personnel to be mobilized. This will first come from the Company-owned available list, then Level 1 Subcontractors immediately available list, comprised of our known, experienced subcontractors and local contractors, and equipment suppliers list.

No employees or subcontractors of TFR will be allowed to work for private or other public entities while employed or contracted under this project.

Working effectively means good communications of expectations and regular optimization. There will be daily formal and informal communications between the Project Managers and the subcontractor's superintendents. At the start of each day, the geographic area assigned will be reviewed and verified, along with any known hindrances to free flowing operations. Also covered will be production expectations, other difficulties expected, and the performance of previous period (usually the previous day). In addition to this start up communication, the subcontractors will have the chance to review and comment on the previous QC report, noting key items like production reported, equipment and personnel readiness and actions and variances.

Each day (or other period depending on project requirements) subcontractors will get the chance to communicate and "buy-in" to the immediate operations plan.

Subcontractor Safety:

Subcontractor safety is addressed in the Corporate Safety Program Section of this proposal.

Subcontractor Quality Control Program:

The purpose of this Quality Control Program is for TFR to establish a quality control system to perform sufficient inspection and tests of all items of work, including that of our subcontractors, to ensure conformance to applicable specifications and drawings with respect to the production, quantities, field activities, materials, workmanship, construction, finish, functional performance, and identification.

During work on this contract the quality control personnel will perform the required inspections on the subcontractor's work. The Quality Control Officer is responsible for the direct supervision of all superintendents and subcontractors to ensure that the work is being performed according to the Scope of Work and TFR's Quality Control Program. Additionally, the TFR Quality Control Officer shall prepare, sign and submit to Government Representatives a Daily Quality Control Report. This will include identification of Subcontractor QC actions. Subcontractor actions subject to QC verification and reporting, include, at a minimum:

- Summary of safety issues
- Infrastructure damage
- Total numbers of trucks loaded
- Equipment and plant hours worked and idled or down
- Testing performed and by whom
- Loads and quantities hauled to DMS
- Quantity of debris reduced (if applicable)
- Number of subcontractor personnel working
- Contract non-compliance issues
- All corrective actions

In the event of notice of a violation as a result of the actions of any employee or subcontractor, the Operations Manager will take immediate corrective action and follow up on the enforcement of such action and so notate in his daily log record. Additional quality control measures will be discussed later in the Quality Control Section.

Multiple Delivery Orders in Multiple Locations

In general, the company management approach applied to multiple projects being performed simultaneously is:

- Each Task Order has its own Task Order Superintendent assigned.
- Task Order Superintendents have the authority to commit the company.
- All Task Order Superintendents report to the Operations Manager
- Depending on scope of work and size of contract:
 - A Project manager will be assigned to each phase of the debris removal/management operations, (i.e., Load & Haul Manager, Site Manager).
 - Each Project manager will report daily to the Task Order Superintendent
 - Each crew will be under the direction of a Crew Foreman who will report to the Project manager
 - Crew foremen will be responsible for maintaining daily reports and overseeing the crew operations
- Each Project manager will:
 - Provide daily work assignments to each crew foreman
 - Perform daily reviews with the Task Order Superintendent of work performed, time schedules, performance targets and work assignments for the following day.

Managing Multiple Subcontractors on Multiple Task Orders

If awarded multiple task orders in different geographical areas, TFR will assign a separate Project Manager for each region to oversee TFR operations and subcontractors. Subcontracting agreements will be often executed in the field and copies of all agreements along with necessary, tax, insurance and license information will be available for review and approval by Government Representatives. As in all projects, it remains absolute condition precedence; all subcontractors will be under the direction of a TFR Supervisor.

Each superintendent will establish a field office located within the area of the assigned Task Order. The Superintendent for each task order will have the authority to hire subcontractors and additional field personnel when necessary. All field office personnel will have electronic linkage with the capability of communicating and sending information and daily records to the home office. Daily ticket recording and recordkeeping will be conducted and maintained in the field. Should the quantity of work warrant enhanced capabilities for the region and at the discretion of the Superintendent, TFR shall dispatch additional mobile command units where necessary. Reconciled information for subcontractors will be sent to the home office weekly and billings and subcontractor payments as well as local employees, vendors and suppliers will be recorded posted, and checks written on National Banks from the home office. Checks for payments will be processed weekly and sent to the field office by either courier or public carrier (such as Federal Express or UPS) for disbursement.

Task Order Superintendents will appoint Load & Haul Crew Managers, Hazardous Tree Trimming and Removal Managers, Site Managers and Demolition and ROE Managers (as needed per task order).

Each Task Order Superintendent shall have the authority to commit the Corporation, and resources of TFR including signing contracts and modifications. They shall also have the authority to provide administrative and financial resources, equipment and personnel in support of the project. Their authority will include supporting and investing authority and oversight to Project Managers and Supervisors, Safety Officer, Quality Control Officer, Environmental Officer, and Health and Safety Officer.

The Task Order Superintendent is responsible for day-to-day operations, including waste stream documentation, daily reporting/progress and planning requirements, communications with Government Representatives, enforcement of Scope of Work, and oversight of Load and Haul and Site Managers. They report to the Operations Manager and the on-site Government Representative and act as liaison between the two.

Subcontracting agreements will be often executed in the field and copies of all agreements along with necessary, tax, insurance and license information will be available for review and approval by Government Representatives. As in all projects as it remains absolute condition precedence, all subcontractors will be under the direction of a TFR Supervisor.

Corporate Safety Program

The safety and health of our employees continues to be the first consideration in the operation of our business. TFR Enterprises, Inc., and its' principals are committed to maintaining a safe and healthy workplace for each employee by providing guidelines for safe practices and accident prevention. Safety is considered a condition of employment and is the responsibility of all associated with TFR Enterprises, Inc. whether in the capacity of employee or subcontractor. As a condition of employment, each employee is expected to use safe work practices and identify all unsafe conditions immediately. All employees are required to report any violations, unsafe conditions or known safety hazards to their immediate supervisors at once.

All subcontract agreements are subject to the Company's Safety and Occupational Health Policy as a condition of the contract agreement. To ensure compliance, the Safety Officer is empowered with the authority to take such actions necessary to protect life, health, and safety and to protect the environment, as they deem necessary. This authority shall be irrevocable and shall include, but is not limited to, the power to unilaterally alter, suspend and/or halt any operation or portion thereof that endangers or potentially endangers life, health and safety or threatens the protection of the environment. The Safety Officer will report to the Operations Manager and to the Chief Executive Officer of the corporation.

A copy of the Company's Safety and occupational Health Policy and its related Accident Prevention Plan was not included with this proposal because of its length but can be supplied upon request.

Safety for Subcontractors and Suppliers

Safety is considered a condition of employment and is the responsibility of all associated with TFR, whether in the capacity of employee or subcontractor. All subcontract agreements are subject to this Safety and Occupational Health Policy as a condition of the contract agreement.

The following procedures will be administered to assure that all subcontractor activities are fully integrated into the project safety plan and job hazards analysis. When subcontractors first report to the job site and prior to beginning work, the project manager shall review with the subcontractor safety representative the contractual obligation to safety and the project safety rules that subcontractor employees are required to follow.

1. Review the Corporate Accident Prevention Plan and stress all the applicable requirements and procedures.
2. Review the specific Company safety rules and regulations.
3. Review hazardous work conditions presented by the physical assessment of the project.
4. Instruct their safety representative that they are to attend a monthly safety meeting.
5. It must be firmly established that all subcontractors' employees must be abide by the applicable OSHA regulations.

Housekeeping

Housekeeping is essential in accident prevention and is the responsibility of each employee and subcontractor. The work area must be maintained in a neat and orderly manner and excess materials and waste should be removed daily. Supervisors and managers are to inspect and enforce orderly, safe and clean working areas at all times.

Subcontractors will generally be responsible for their own First Aid and medical treatment. However, the following will be required in writing in the subcontract agreement:

- Contact the Contractors foreman and supervisor of any incident requiring First Aid treatment.
- Provide all their foremen and supervisors a listing (with directional maps) indicating the location of the nearest emergency facilities such as Hospitals, Emergency Medical Facilities, Police Departments and Fire Departments.
- Provide their foremen and supervisors with a 16-man first aid kit.

Quality Control Program

The purpose of this Quality Control Program is for TFR to establish a quality control system to perform sufficient inspections and tests of all items of work, including that of our subcontractors, to insure conformance to applicable specifications and drawings with respect to the production, quantities, field activities, materials, workmanship, construction, finish, functional performance, and identification. This control will be established for all activities except where the special provisions and the technical provisions of the contract provide for specific government control by inspections, test, or other means.

The TFR control system will specifically include the surveillance and tests required in the technical provisions of the contract specifications. Both onsite and off-site fabrication will be controlled and keyed to the proposed construction sequence. The personnel assigned to the Quality Control Section will also be charged with the responsibility of policing TFR's approved safety program as required by the Accident Prevention Plan of the contract specifications.

General

The Quality Control System will include at least three phases of inspection for all technical provisions of the specifications as follows:

Preparatory Inspection:

1. This inspection is to be performed prior to beginning any work on a section of the technical provisions of the specifications.
2. The inspection will include a review of contract requirements; a check to assure that all materials and/or equipment have been tested, submitted, and approved.
3. Check to assure that provisions have been made to provide required control testing.
4. Examination of the work area to ascertain that all preliminary work has been completed.
5. A physical examination of materials and equipment to assure that they conform to approved shop drawings or submittal data and that all materials, certificates, and other submittal data prior to submission to the contracting officer.
6. Each submittal offered to the contracting officer for approval will bear the date and signature of a member of TFR's Quality Control organization indicating that he has reviewed the submittal and found it to be acceptable (or showing the required changes).
7. Review of the appropriate Activity Hazard Analysis to assure safety requirements are met.
8. Discussion of procedures for controlling quality of the work including repetitive deficiencies. Document construction tolerances and workmanship standards for that feature of work.
9. Check to ensure that a Government Representative has accepted the plan for the work to be performed.

Initial Inspection:

An initial inspection will be performed as soon as representative segment of the particular item of work has been accomplished and to include examination of the quality of workmanship and a review of control testing for compliance with contract requirements, use of defective or damaged materials, omissions, and dimensional

requirements. This phase shall be accomplished at the beginning of a definable feature of work. The following shall be accomplished:

1. A check of work to ensure that it is in full compliance with contract requirements. Review minutes of the preparatory meeting.
2. Verify adequacy of controls to ensure full contract compliance. Verify required control inspection and testing.
3. Establish level of workmanship and verify that it meets minimum acceptable workmanship standards.
4. Resolve all differences.
5. Check safety to include compliance with an upgrading of the safety plan and activity hazard analysis. Review the activity analysis with each worker.
6. Notify a Government Representative at least 24 hours in advance of the beginning of the initial phase. Separate minutes of this phase shall be prepared by the CQC System Manager and attached to the daily CQC report. Exact location of initial phase shall be indicated for future reference and comparison with follow-up phases.
7. The initial phase will be repeated for each new crew to work onsite, or at any time acceptable specified quality standards are not being met.

Follow Up Inspections:

Follow-up inspections will be performed daily or as frequently as necessary to assure continuing compliance with contract requirements, including control testing, until completion of the particular segment of work.

Records: TFR will maintain current records of all inspection and test performed on the format detailed below, entitled *Quality Control Report*. This form will provide factual evidence of the required inspections or tests involved, results of inspections or tests, nature of defects, causes for rejection, etc., proposed remedial action and corrective actions taken. TFR's records will cover both conforming and defective items and must include a statement that all supplies and materials incorporated in the work are in full compliance with the terms of the contract. Legible copies of these records will be furnished to a Government Representative daily. Daily, TFR's designated representative will verify records.

Site Specific Quality Control Plan

The site or contract specific QC Plan must accomplish the complete daily documentation of operations, utilization and production, safety, and variations from normal operations of a debris management operation. It must be in place and approved for use prior to beginning any field operations, including site preparation. It must be in full compliance with contract requirements.

Multiple forms are usually formatted for the Plan, which cover different activities. A summary general daily form is also usually formatted for the project that is completed by the CQC Officer, and totals of all activities reported on summary forms. Usually, all originals and one set of copies are delivered to a Government Representative, and TFR keeps two copies of each form.

Quality Control Organization

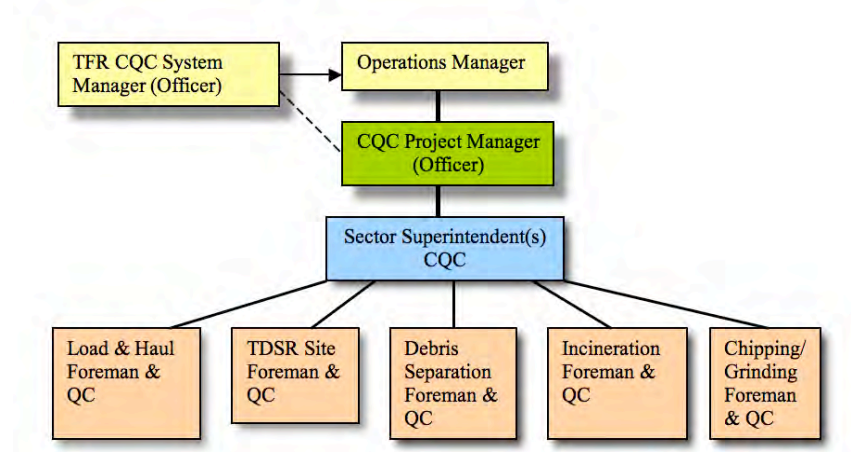
The duties and specific areas of responsibility of the various members of the Quality Control Organization are as follows:

Operations Manager: Advises all supervisory personnel including, but not limited to, Sector superintendents and key foremen assigned to critical areas, of the requirements of the specifications and advises supervisors concerning methods to be used and the degree of workmanship required.

Quality Control Officer: The Quality Control Officer is responsible for the direct supervision of all superintendents and subcontractor and superintendents to ensure that the work is being performed according to the Contract Plans and Specifications and TFR's Contractor Quality Control Program. He/she will supervise the Quality Control Personnel and advise other job personnel in advance of Quality Control Requirements, submittal material, inspections, etc. of their work. When work does not comply with contract requirements, he will immediately advise the Project Manager and together they will decide what corrective action should be taken. The corrective action taken will be shown in the daily log. The designated Quality Control Supervisor will have full authority in implementing the Quality Control Program and the Safety Program of TFR Enterprises, Inc.

Quality Control Technician: Performs inspections as directed by the Quality Control Supervisor and reports any deviations from the contract directly to the Quality Control Supervisor.

A chart, documenting TFR's Quality Control organizational structure is detailed below:



Memorandum of Appointment

A sample memorandum of appointment and notification to supervisors and foreman of the appointment of the Quality Control Officer is detailed below:

T.F.R. Enterprises, Inc.
DISASTER RESPONSE DIVISION

MEMORANDUM OF UNDERSTANDING

DATE: TBD

TO: All TFR Enterprises, Inc. Supervisory Personnel

FROM: William R. Droke, Vice President/COO

SUBJECT: Quality Control Supervision

CONTRACT No. _____

Effective July 1, 2009, until completion of the project or relieved by written notice, Robert "Bobby" Day is hereby assigned the duty of Quality Control Manager. He is hereby authorized to place in effect TFR Enterprises, Inc.'s Quality Control Program. We expect and require all TFR Enterprises, Inc.'s foremen and supervisory personnel to cooperate with Mr. Day, and comply with his orders and instructions in carrying out this program.

Each Supervisor, Engineer, and Foreman who is designated to be the Quality Control Representative for his particular part of the work will see to it that they check the following:

- 1) Checks the specifications to see what is required on work items.
- 2) Check to see that the equipment-materials to be incorporated in the work meets requirements.
- 3) Checks to see that the equipment-materials are properly maintained.
- 4) The work and work area is safe and in compliance with TFR Enterprises, Inc.'s Safety Program and the Engineers Safety Manual.
- 5) Reports all deficiencies and corrective action taken.

Signed, _____

William R. Droke, Vice President/COO

QC Daily Reporting Procedures

The CQC Plan and the TFR Quality Control Manager shall address the Recording and Reporting requirements with all levels of supervisors and Crew Foremen. Different levels will have different requirements. A sample form as a model is provided above, and all final versions of all forms will be approved with the final CQC Plan, including any additional required modifications. This discussion shall include the general procedures set forth below:

- All loading and hauling crews are under the direction of a TFR supervisor.
- Daily reports are maintained by the crew foreman and recoding all equipment down time for repairs on the daily reports.
- Hours, of each piece of equipment and each employee, are recorded and reconciled daily.
- Daily Reports shall have daily and year-to-date totals for each piece of equipment/personnel tasked.
- Signatures of both TFR's Representative and by a Government Representative are required on all Daily Reports.

The TFR Quality Control Officer shall prepare, sign and submit to the Government Representative a *Quality Control Summary Sheet*. This report at a minimum shall include originals and one copy of all levels of QC reports received and in addition shall include a summary of safety issues, infrastructure damage, total numbers of trucks loaded, equipment and plant hours worked and idled or down, testing performed and by whom, loads and quantities hauled to DMS, quantity of debris reduced, number of subcontractors working, contract non-compliance issues and all corrective actions.

QC Inspection Methods and Procedures

During work on the contract the Quality Control personnel will perform the required inspections on both the TFR's and subcontractor's work. The staff that performs the Quality Control inspections will be charged with the following duties:

1. Maintain and keep in serviceable condition, all machinery and materials.

2. Take whatever corrective action is necessary to replace or repair deficiencies observed at any time that affect the operation of machinery and materials.
3. Inspect for compliance with contract requirements.
4. Maintain copies of Inspection Records.

Detailed below are the procedures and methods that will be implemented:

Safety Issues:

The role of QC in support of safety is to document that the safety plan provisions are being followed. At each level, the *Quality Control Report* has appropriate reporting requirements for safety, including worker protection, equipment safety, trimming of loads, flagmen, work zone safety and traffic control. Each level of *Quality Control Report* for each activity should have a section addressing daily safety meetings, issues and activities.

Debris Eligibility:

TFR should only be handling materials authorized by our contract. The CQC Officer shall train the field ROW personnel on these materials classifications, and shall include the general eligibility requirements set forth below:

Eligible Debris-

C&D Debris is non-burnable debris and can consist of recyclable as well as non-recyclable debris that will eventually be delivered to a landfill. Samples of this type of debris include, but are not limited to, mattresses, clothing, masonry, concrete, asphalt, metals, plastics, lumber, manufactured furniture, building components, etc.

Vegetative Debris is burnable debris of natural origin such as grass, shrubs, and trees and can be reduced and/or recycled by either incineration or by chipping/grinding.

Household Hazardous Waste (HHW) is debris of a chemical nature and includes such items as household chemicals, pesticides, liquids, paint, batteries, waste oil, waste fuels, antifreeze, spray cans, etc.

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so.

Metals, both Ferris and non-Ferris such as copper, aluminum, steel or iron and which may include parts from automobiles, trucks, bicycles, small engines, buildings, small appliances and other items.

Ineligible Debris-

Any Debris which is not located on the Right of Way, regardless of category, i.e., C&D, Vegetative, Household Hazardous Waste, White Goods, or Metals is INELIGIBLE DEBRIS. Debris removal from private property is the responsibility of the individual property owner. No TFR crews or Subcontractors are allowed to work for the private sector while under employment/contract to TFR Enterprises, Inc. during the duration of the Project/Task Order. Fallen trees located on public property but in an unused forested or wilderness area is ineligible unless specifically directed.

Daily Household Garbage, or what could be classified as Municipal Solid Waste (MSW), is ineligible debris.

Debris, which is not the result of the disaster event, for example, debris from demolition that was performed before the disaster event occurred, is ineligible debris.

Segregation of Debris at Curbside Pick Up

1. All loading operators are also instructed of the importance of maintaining segregation of eligible debris when loading.

2. All vegetative debris will be loaded on trucks hauling vegetative debris only. If other debris is encountered alongside the vegetative debris, it will be left at the curbside to be later loaded on the trucks hauling whatever type of debris that is left.
3. Separate trucks will be used for loading Construction and Demolition debris.
4. Metals and white goods will also be loaded and hauled separately.
5. Any household hazardous waste shall be left at the curbside for the HHW crew to load and haul.
6. When possible, any “mixed piles” of debris encountered at the curbside will be separated by hand before loading. If it is not practical to separate the mixed piles at the curbside by hand, the mixed piles will be loaded on separate trucks and the load ticket will indicate “mixed debris.”

Loading:

1. All Loaders will have been previously inspected at the staging area for safety and compliance before being dispatched to the loading location.
2. All Loader operators will receive safety briefings before beginning loading operations.
3. Flagmen will be located ahead of loading operations to direct and control traffic.
4. All flagmen will be properly attired and wearing safety equipment including hard hats, safety shoes, reflective vests and carrying traffic directing flags.
5. All flagmen are under the supervision of the crew foreman.
6. Operators are cautioned to be observant and conscious of their surroundings at all times, in particular being aware of hanging and downed power lines and structures hidden by debris, such as fire hydrants, water mains, fences, etc.
7. Operators are cautioned not to overload trucks with debris so that the transporting of the debris could cause the excess debris to become dislodged and fall into traffic areas.
8. Operators are cautioned to stay on the rights of way and not to enter private property during the loading process.
9. Operators are equipped with mobile radios and are supervised by crew foreman.
10. Operators are instructed to keep the debris loads segregated between (a) burnable (vegetative), (b) non-burnable (C&D), (c) mixed piles where C&D, non-burnable, and vegetative are co-mingled and cannot efficiently be separated at the curbside, (d) other (such as household hazardous waste [HHW])
11. Household hazardous waste (HHW) crew, trained in EPA requirements for handling of HHW, will load HHW materials, (household cleansers, butane, poisons, etc.) at the curbside by hand in a specially equipped compartmental truck. HHW will be delivered to the collection point.
12. As it is TFR policy, Loading and Hauling Crews shall complete any and all debris clearing operations that have been started on any particular pass through a neighborhood, and shall not “skip” through designated work areas for “gravity” loads.
13. All Loading and hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the crew foreman and record all equipment down time for repairs on the daily reports. Hours, of each piece of equipment and each employee, are recorded and reconciled with the Government Representative daily.
14. In the event of notice of a violation as a result of the actions of any employee or subcontractor, the Operations Manager will take immediate corrective action and follow up on the enforcement of such action and so notate in his daily log record.

Hauling:

1. All Trucks will have been previously inspected at the staging area for measurement, numbering, safety and compliance before being dispatched to the loading location.
2. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
3. All truck operators are to wear safety equipment, hard hats and steel-toed shoes.

4. Truck operators are not allowed to leave with “overhanging” loads. Loads will either be trimmed or reloaded before being allowed to leave the loading area.
5. It is the truck operator responsibility to check and determine that his load is safe before leaving the loading site.
6. Truck operators are equipped with mobile radios and are supervised by crew foreman.
7. Truck operators will be issued a “load ticket” and at the loading site and will deliver the ticket to the inspector at the dump site.

Dumping:

1. Dumping operations will be at either the DMS or at a landfill/disposal site designated.
2. All traffic regulations and speed limits will be observed at the dump site.
3. Truck operators will report to the weigh station and deliver their “load ticket” to the TFR QC and Government QA for inspection and approval before proceeding to dump his/her debris.
4. Each truck operator will be directed as to where to dump each load at the dump site location by the designated dumpsite operator.
5. Each truck operator will inspect his truck and tailgate after the dumping process is completed to assure that it is secure before leaving the dump area.
6. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

QC Private Property (ROE) Program Procedures

The Company’s Quality Control Manager shall discuss the requirements and procedures for the removal of debris from private property under the Right of Entry (ROE) Program with all Crew Foremen. This discussion shall include the general procedures set forth below:

1. Before a demolition project on private property can begin, a Right-of-Entry document must be executed, including:
 - a. Authorization to enter the property for demolition
 - b. Hold harmless agreement accompanied by a non-duplication of benefits agreement from the City/County.
2. TFR crews are not permitted to enter private property except at the direction of TFR ROE Manager or Government Representative.
3. Proper completion of a TFR ROE Program Checklist:
 - a. HHW crew will be assigned to remove any hazardous materials from the property.
 - b. All HHW materials will be cataloged and disposition defined.
 - c. All utility connections will be inspected to ensure that they are disconnected.

After demolition, all materials can be either placed on the right of way to be picked up under the debris removal agreement or taken directly to the DMS for separation and disposal.

QC Rental of Equipment with Operators

1. Inspection and Identification of Equipment & Materials before any machinery or materials are placed in use; they shall be inspected and tested by competent personnel. The Contractor’s personnel will perform such duties.
2. The contractor’s personnel chosen by the Quality Control Officer will perform inspection of all machinery and materials daily.
3. Records of inspections shall be maintained at the site and shall be available on request.
4. Preventative maintenance procedures recommended by the manufacturer shall be followed.
5. All repairs on machinery or materials shall be made at a location, which will provide protection from traffic for repairmen. Any machinery or equipment found by the contractor to be unsafe shall be dead lined until unsafe conditions have been corrected.

6. Only TFR designated personnel shall operate machinery and mechanized equipment.
7. The Quality Control Supervisor shall instruct all operators in the use and details of Safety Operations.
8. Operators of machinery will establish and confirm requirements on a daily basis as to comply with contract documents with TFR's representative.
9. Material deficiencies observed shall be reported to the proper TFR personnel for correction.
10. All safety procedures will be used in accordance with TFR's Accident Prevention Plan.
11. All phases of work being performed will be inspected daily by the responsible member of the Quality Control team.

QC Damage Control and Reporting

The goal of sound debris removal is to protect the public and private infrastructure and the overall health of citizens while collecting and disposing of debris rapidly. TFR is fully committed to this and strives for a goal of ZERO claims. TFR takes a proactive approach to the protection of infrastructure. During "Toolbox" Meetings, TFR's Quality Control Officer shall address the following general procedures to avoid careless activities during collection:

- Operators are reminded to stay on the rights of way and not to enter private property during the loading process.
- Operators are cautioned to be observant and conscious of their surroundings at all times, in particular being aware of hanging and downed power lines and structures hidden by debris (such as fire hydrants, water mains, fences, etc.).
- Operators are cautioned about debris weight distribution to be maintained during the loading process.
- Operators are instructed not to overload trucks with debris in such a manner that the transporting of the debris could cause the excess debris to become dislodged and fall into traffic areas or snag low or hanging power lines.
- Debris shall not hang over vehicle sides or extend more than 24 inches above the sides. Overloaded trucks shall be trimmed or removed prior to departing the loading area as instructed by the Crew Foreman.

However, a few claims are unavoidable. TFR maintains a strict Damage Control and Reporting Procedures to ensure that each claim is handled with expediency and care while meeting the needs of the claimant. TFR's Quality Control Officer shall address the Damage Control and Reporting Procedures with all field ROW personnel during initial safety meetings. All Crew Foreman's are required to report any and all damages directly to the Quality Control Officer immediately. Upon notification, the Quality Control Officer will prepare a *Damage Report* without delay, and is instructed to seek the following information:

1. Name, address and phone number of property owner.
2. Who was present when the accident took place?
3. Detailed description of what happened, including what activity was being performed at the time of the damage, why did it happen and documenting all unsafe conditions, equipment and/or acts.
4. To the best of the witness's knowledge, was there a previously known and/or reported problem or condition associated with the accident?
5. Date, time and record of TFR's Quality Control personnel that investigated the damage.
6. Date, time and record of when and who (property owner) was contacted and notes as to what was discussed or agreed.
7. Date and time of repair, or resolution agreement.

A copy of the *Damage Report* executed by the Quality Control Officer is conveyed below:

TFR will investigate all damages and complaints and make resolutions within 24 hours. If a resolution was reached, a copy of the Quality Control Officer's *Damage and Claim Release Form* shall be attached to the Report. If a resolution is not agreed to between the property owner and TFR, TFR shall provide its General Liability Carrier with all the necessary information. All *Damage Reports* will be maintained in a file in TFR's Field Office. A catalog of all information and supporting action on each incident will be provided to Government Officials weekly in a condensed list.

Billing/Reconciliation Procedures

Billing procedures are established to ensure consistency from collecting, processing and reconciling load tickets while stressing accuracy through the entire process. With over thirty (30) years' experience conducting disaster relief and recovery efforts, TFR has developed a battle-tested billing system that plans for encumbrances, highlights transparency, emphasizes expediency, and forces accuracy. These four (4) pillars of the billing cycle are the foundation of a well-vetted billing system through which TFR conducts its disaster relief and recovery efforts. The billing procedures are outlined below, from the DMS to payment from home office:

1. Truck passes under the ticket tower to be assessed capacity. Tickets are collected and the appropriate copies are given to the truck operator, Government representative, monitoring firm (if one), FEMA representative and TFR representative.
2. TFR representative maintains a collection of the load tickets, as that representative desires generally on a clipboard, and once every 3 hours, another TFR representative will collect those load tickets from the TFR tower representative.
3. Onsite ticket processing center, also known as a Mobile Command Unit, controls the entering of load ticket data into Excel spreadsheets with pivot tables to quickly access the data based on a number of input criteria.
4. Each morning, one Government Representative and one TFR representative shall review the load tickets and reconcile the previous workday totals.
5. The reconciled load tickets and their associated spreadsheets are sent to the home office for invoice processing and billed to City/County every two weeks, or as established in the contract documents.

Company Owned Resources

TFR maintains an extensive number of equipment to provide our clients with greater value and to ensure the quality of our work. With the largest fleet in the industry coupled with numerous staging areas, TFR can respond to any natural or man-made disaster quickly and efficiently. This rapid response capability provides the client with vital emergency road clearance services to allow federal, state, and local officials access to debris restricted areas and begin the disaster recovery efforts. Often on TFR projects, our equipment and manpower completely fulfill all project scopes and requirement in a timely matter. When subcontractors are used on large-scale projects, TFR self performs all key elements of the project to satisfaction of the client and to certify the work is done properly to the TFR standard.

Furthermore, our in-house maintenance crew provides immediate support to our field operators to provide the sustainability of our equipment and operations. With years of experience working on Diamond Z's to overhauling dozer engines, TFR's maintenance crew is the logistical support necessary to ensure the limiting of costly downtime. Dedicated to their trade, TFR's maintenance crew can quickly identify, address, and repair any problem befalling our equipment and additionally, make the appropriate modifications on other similar equipment to avoid future pitfalls.

For large-scale projects, TFR can augment our own resources with local rental suppliers in the area. TFR maintains valuable, fruitful relationships with rental companies to rapidly obtain any additional equipment needed to perform the work under contract. With corporate accounts and a priority call rating with Hertz Equipment Rental, Sunbelt Rentals, United Rentals, and Volvo Construction Equipment, TFR can readily access hundreds of pieces of specialized equipment quickly to achieve desired project goals and time requirements. Furthermore, with years of loyalty with National Dealers for Caterpillar, Prentice Loaders and Diamond Z Corporation, TFR can obtain new and used equipment for rent or purchase faster than any other company in the industry. This vital lifeline to equipment suppliers allows TFR to mobilize a job however large and specialized the project may be.

Real Time GPS Tracking

Our fleet is equipped with Real-Time tracking so that we can ensure our trucks are deployed and active where assistance is needed most. This gives our leadership the tools to adapt to the ever-changing demands of the project. The helicopter view is an easy to use feature that displays all the information one needs to efficiently dispatch &/or locate crews. All vehicle movement is saved in the Samsara cloud allowing for the routes to be reviewed and the next day's work planned. Geofencing is another feature that provides a variety of alerts to help us efficiently manage trucks and routes in the recovery efforts. With this state-of-the-art technology, TFR is always in compliance with ELD mandates and DOT/FMCSA regulations.

Equipment Highlights

- (22) Self-Loading Haul Units (Knuckleboom)**
- (15) Heavy Haulers (Semi-Trucks)**
- (11) Service Trucks**
- (10) Dozers**
- (9) Excavators**
- (6) Diamond Z1463 Tub Grinders**
- (2) Diamond Z4000 Horizontal Grinders**



Samsara Features

REAL-TIME GPS TRACKING

- Live vehicle location tracking
- Trip histories
- Geofence alerts

[Learn more](#) | [Watch video](#)

TRAILER TRACKING

- Theft detection
- Utilization reporting
- Cargo and temperature

[Learn more](#)

SAFETY & DASH CAMS

- Distracted driving detection
- In-cab voice coaching
- Automatic incident upload

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ROUTING & MESSAGING

- Real-time route tracking
- Historical performance analysis
- Two-way messaging

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DOCUMENTS

- Document upload with photos
- Centralized record-keeping
- Proof of delivery, fuel & more

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FLEET MAINTENANCE

- Fault code monitoring
- Paperless DVIRs
- Usage-based maintenance

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WIFI HOTSPOT

- In-cab WiFi
- Cellular data included
- For any mobile app or device

[Learn more](#)

ELD COMPLIANCE

- FMCSA-listed ELD
- Works with any mobile device
- Centralized real-time visibility

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REEFER MONITORING

- Easy to install wireless monitors
- Live temperature change alerts
- Automatic historical logs

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REPORTING & ALERTS

- Fuel efficiency & vehicle health
- Activity and driver behavior
- IFTA, ELD, and FSMA

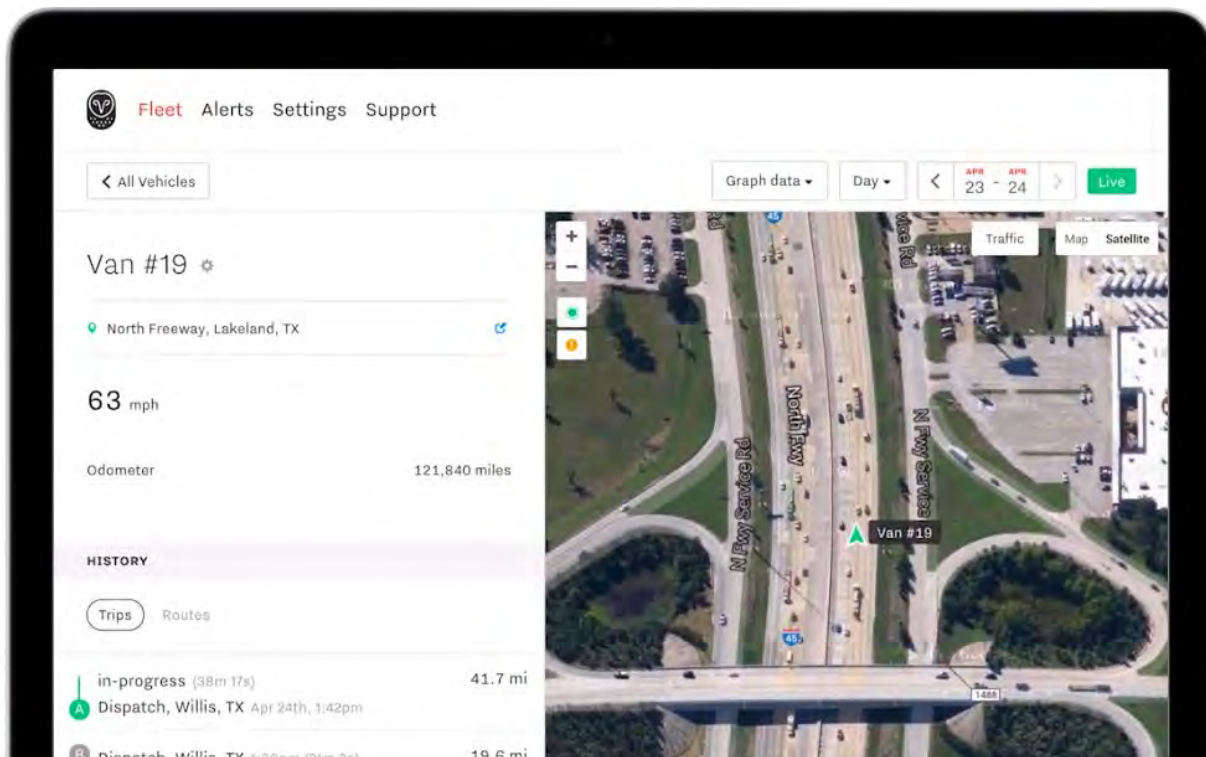
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DEVELOPER APIS

- Open REST APIs
- TMS, payroll, GIS integrations
- Custom software and apps

[Developer docs](#)

Samsara Helicopter View



Year	Description	Primary VIN	Unit Make	Model
Self-Loading Grapple Trucks				
1998	Knuckleboom	1NPALT9X0WN461734	Peterbilt	357
1998	Knuckleboom	1NPALT9X5WN461728	Peterbilt	357
2003	Knuckleboom	2FZHAZAS73AK28772	Sterling	LT9500
2003	Knuckleboom	1NKDLU0X43J710108	Kenworth	T800
2003	Knuckleboom	1FVHBGAS53HK52388	Freightliner	FLD112
2006	Knuckleboom	5KKPALAV96PV43823	Western Star	4901 Tri-Drive
2007	Knuckleboom	5KKPALAV47PY35512	Western Star	4902 Tri-Drive
2007	Knuckleboom	1NKDLT0X87J190818	Kenworth	T800
2008	Knuckleboom	1NKDLU0X78J235352	Kenworth	T800
2008	Knuckleboom	1XKDDU0X18J223975	Kenworth	T800
2008	Knuckleboom	1XKDDU0X78J223981	Kenworth	T800
2008	Knuckleboom	1XKDDU0X78J228727	Kenworth	T800
2009	Knuckleboom	1NKDLU0X69J242505	Kenworth	T800
2009	Knuckleboom	1NKDLU0XX9J242507	Kenworth	T800
2009	Knuckleboom	1NKDLU0X89J242506	Kenworth	T800
2009	Knuckleboom	1NKDLU0X09J242502	Kenworth	T800
2009	Knuckleboom	1XKDDU0X89J246574	Kenworth	T800
2009	Knuckleboom	1NKDLU0X99J242501	Kenworth	T800
2009	Knuckleboom	1NKDLU0X69J256033	Kenworth	T800
2009	Knuckleboom	1NKDLU0X39J237424	Kenworth	T800
2010	Knuckleboom	1NDLU0XXAR266280	Kenworth	T800
2011	Knuckleboom	1NKDLU0X6BJ281035	Kenworth	T800
2011	Knuckleboom	1NKDL0UX7BJ278354	Kenworth	T800
Knuckleboom Pup Trailers (Secondary Trailers)				
2006	Knuckleboom Pup Trailer	1G9CD23336S139786	Great Lakes	TR2250DC - Pup Trailer
2006	Knuckleboom Pup Trailer	1G9CD23346S139779	Great Lakes	TR2250DC - Pup Trailer
2006	Knuckleboom Pup Trailer	1G9CD23376S139712	Great Lakes	TR2250DC - Pup Trailer
2006	Knuckleboom Pup Trailer	1G9CD23356S139711	Great Lakes	TR2250DC - Pup Trailer
2012	Knuckleboom Pup Trailer	MOHMTRAILER020044	Homemade	Homemade Trailer - PUP Trailer
2013	Knuckleboom Pup Trailer	TR206832	Homemade	Homemade Trailer - PUP Trailer
2018	Knuckleboom Pup Trailer	M0HMTRAILER025812	Homemade	Homemade Trailer - PUP Trailer
2018	Knuckleboom Pup Trailer	M0HMTRAILER025813	Homemade	Homemade Trailer - PUP Trailer
2018	Knuckleboom Pup Trailer	MOHMTRAILER025811	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2629KS589119	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2625KS589103	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2624KS589089	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2627KS589118	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2626KS589126	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2627KS589135	Homemade	Homemade Trailer - PUP Trailer
2019	Knuckleboom Pup Trailer	1E9US2627KS589149	Homemade	Homemade Trailer - PUP Trailer
2020	Knuckleboom Pup Trailer	1E9US2923LS589159	Homemade	Homemade Trailer - PUP Trailer
Air Curtain Burners				
1998	Air Burner	T35FN01052	Air Burner	T-350
1999	Air Burner	103846	Air Burner	M30F Air Curtain Burner
2013	Air Burner	1113770	McPherson	M30F Air Curtain Destructor
Dozers				

1978	Dozer D6D	6X597	Caterpillar	D6D
1979	Dozer	4X5133	Caterpillar	D6D
1981	Dozer D8K	77V18840	Caterpillar	D8K
1984	Dozer D7H	79201488	Caterpillar	D7H
1989	Dozer	08Z53048	Caterpillar	DV060
1991	Dozer D7H LGP II	4FG04117	Caterpillar	D7H LGP II
2003	Dozer D7R	AEC00681	Caterpillar	D7R
2006	Dozer D6R LGP III	CAT00D6RKWRG00215	Caterpillar	D6R LGP Series III Crawler
2008	Dozer D7R	AEC01989	Caterpillar	D7R
2010	Dozer D6T	KJL01165	Caterpillar	D6T
Excavators				
1992	Excavator 690 D	DW690DL533807	John Deere	690-D LC
2001	Excavator	A85139	Komatsu	PC270LC-6
2004	Excavator	EC330V10324	Volvo	EC330BLC
2011	Excavator	A20028	Komatsu	PC240LC-10
2012	Excavator	A20120	Komatsu	PC240LC-10
2013	Excavator PC210LC	KMTPC243V02450356	Komatsu	PC210LC
2014	Excavator	210418	Volvo	EC220DL
2019	Excavator	C80715	Komatsu	PC210LC-11
2019	Excavator	LL1610594	Kobelco	SK260LC-10
Wheel Loaders				
2005	Wheel Loader	L120EV64601	Volvo	L120E
2006	Wheel Loader	L120EV64757	Volvo	L120E
2011	Wheel Loader	30275	Volvo	L120G
2013	Wheel Loader	VCEL120GL00030787	Volvo	L120G
Grinders				
1999	Grinder - Tub mini me	1D9FX4236XN147003	Diamond Z	PWG-1352BL
1999	Grinder - Tub	1D9FX46364C147293	Diamond Z	PWG-1463 B TUB
2001	Grinder - Tub	1D9FX4537WN147252	Diamond Z	PWG-1463B
2003	Grinder - Tub	1D9FX4530NN147068	Diamond Z	1463B
2003	Grinder - Tub	1D9FX4639YC147259	Diamond Z	PWG-1463 B TUB
2004	Grinder - Tub	1D9FX46311C147262	Diamond Z	PWG-1463 B TUB
2013	Stump Grinder	(stump hog for M100)	Fecon	SH260
2014	Grinder - Horizontal	1R9FX390XEC722024	Diamond Z	DZH4000TK
2014	Grinder - Horizontal	1R9FX3904EC722030	Diamond Z	DZH4000TK
Low Boy Trailers				
1994	Low Boy	40FH0482R1010817	Talbert	TDW-30-SRG-T-11
2013	Low Boy	13NE51308D3560602	Fontaine	Fontaine 55 Ton
2014	Low Boy	57JE5130XE3561385	Fontaine	55 TON
Light Box				
2012	Light Box	4FVLSACA6CU444257	Doosan	LSC
	Light Box	5AJLS16138B005724	Magnum	
	Light Box	80743	Magnum	MLT3060MMH
	Light Box	170255	Magnum	MLT3060MMH
Pressure Washers				
	Pressure Washer	P1200-63897	Landa	
	Pressure Washer	P062-23113	Landa	
	Pressure Washer	15041361	Mi-T-M Corp	1901

	Pressure Washer	C-368	American Kleaner	MX-6A
	Pressure Washer	H51669 0800	Hotsy	1070SS
	Pressure Washer	P00306	Landa	Jun-00
Skid Steers				
2003	Skid Steer	5219-12445	Bobcat	T300
2005	Skid Steer	5258-15902	Bobcat	S-300
2019	Skid Steer	AT6318872	Bobcat	T770
2019	Skid Steer	AT6318861	Bobcat	T770
Track Loaders				
2001	Track Loader	CAT0973CK3RZ00613	CATERPILLAR	973C
	Track Loader	0963CKBBD01120	CATERPILLAR	963C
Bucket Trucks				
1999	Bucket Truck	392752C000650	BT112	BT112
1999	Bucket Truck	1HTSDAAN0XH659739	International	V0255RV
Power Screens				
2001	Power Screen	9500531	TROMMEL	725
	Power Screen	9202071	TROMMEL	830
Water Trucks				
2000	Water Truck	1FV6HJAA3YHB19746	Freightliner	FL70
2000	Water Truck	3FRNF65995V180949	Ford	F650
2006	Water Truck	5PKUEH2236W052290	Eco	Water Truck
Flat Bed Trailers				
1997	Flat Bed Trailer	1C6EG102XV1752300	Centerville	15' Generator Trailer
1997	Flat Bed Trailer	1RNF48A27VR003233	Reitnouer	
1999	Flat Bed Trailer	4AG6U2338XC029735	Homemade	Generator Trailer
2005	Flat Bed Trailer	4YNBN20245C027949	Anderson	
2006	Service Trailer	4KBTT14226L161597	Tow master	T10T
2007	Flat Bed Trailer	16VGX202672680173	Big Tex	20GN-20BK+5
2008	Flat Bed Trailer	4KNNTT14248L161314	Tow master	TRLER
2008	Flat Bed Trailer	4KNNTT14218L162002	Tow master	TRLER
2008	Flat Bed Trailer	4KNNTT14257L162843	Tow master	TRLER
2011	Flat Bed Trailer	4P5B52027B2159392	Magnum	Tandem Axle Buggy Hauler
2013	Flat Bed Trailer	16VPX1629C2348689	Big Tex	Flat Bed
2015	Service Trailer	5DYAAB2L5FC006883	JLG	TRLER
2015	Flat Bed Trailer	4P5FD3623F1217625	PJ Trailers	
2016	Flat Bed Trailer	16VFX2020G2074525	Big Tex	
Service Trucks				
2001	Service Truck	1FDXF46F31EA27158	Ford	F450
2005	Service Truck	1FDXF46P05EC08622	Ford	F450
2007	Service Truck	1FDWF37Y77EB48421	Ford	F350 SD
2009	Service Truck	1FDAX46R79EA14566	Ford	F450 Super Duty
2011	Service Truck	1FDRF3G6XBEA70849	Ford	F350 XL
2012	Service Truck	1FT8W3BT1CEC38201	Ford	F350
2013	Service Truck	1FTFW1ET1DKD64424	Ford	F150
2014	Service Truck	1FT8W3BT6EEA40636	Ford	F350
2014	Service Truck	3C7WRNBL8EG228497	Dodge	RAM 5500
2018	Service Truck	5TFCZ5AN9JX150501	Toyota	Tacoma
2020	Service Truck	3C7WRTCLXLG103257	Dodge	3500

Service Trailers				
1992	Service Trailer	1TKB0529NM030565	Trail King	FB
1992	Service Trailer	1TKS00517NM030566	Trail King	Double drop trailer
1994	Service Trailer	2HTTGCUTXRC081161	International	UT
1997	Service Trailer	11WEC1623VM227765	WW	VN
1999	Service Trailer	11WHC162XYW251191	WW	VN
1999	Service Storage Trailer	1V5BA1624X1133175	Magnum	UT
2001	Service Trailer	5DZC8162511001697	Titan	UT
2002	Service Trailer	4X4TSEV282U200791	Cargo Mate	VN
2003	Service Trailer	1UYVS12823M880206	Utility	UT
2003	Service Trailer	1UYVS12803M124504	Utility	UT
2007	Gooseneck	1DA72C7N07C018695	Trail-EZE	Gooseneck Trlr
2009	Service Trailer	13NM0510493550127	Fontaine	TRAI
2011	Service Trailer	16VPX1622B2374954	Big Tex	UT
2011	Service Trailer	16VPX1629B2374952	Big Tex	UT
2012	Service Trailer	16VCX2021C2H40730	Big Tex	UT
2015	Service Trailer	16VFX2026F2092400	Big Tex	UT
Semi-Trucks				
2000	Semi	1M2P324C8YM049453	Mack	RD688S
2000	Semi	1M2AA18Y4YW127565	Mack	Truck-Tractor
2001	Semi	2FWJA3AV91AH73667	Sterling	A9500
2004	Semi	1M1AE06Y64N016666	Mack	CX613
2005	Semi	1XP5PBEX75D826166	Peterbilt	379
2005	Semi	1HSHXSBR15J144431	International	8600
2007	Semi	1HTXTAPT97J459305	International	5900
2007	Semi	2FWBADE97AX16739	Sterling	A 9500
2007	Semi	1HSHX AHR57J375403	International	8600
2008	Semi	1XKDDU9X68R213592	Kenworth	T800
2009	Semi	1XKDDU9X89J256363	Kenworth	T800
2009	Semi	1XKDP4EX59J253787	Kenworth	T800
2010	Semi	1XKDDU9XXAR259318	Kenworth	T800
2010	Semi	1XDDU9X4AR260416	Kenworth	T800
2012	Semi	5KJABDR5DPBU1199	Western Star	W4900
Walking Floor Trailers				
2002	Walking Floor	5MAMN45292C005339	MAC	Walking Floor
2004	Walking Floor	5MAMN48214C007357	MAC	Walking Floor
2005	Walking Floor	5MAMN48285C008359	MAC	Walking Floor
2005	Walking Floor	5MAMN482X5C008556	MAC	Walking Floor
2008	Walking Floor	5MAMN48288C016384	MAC	Walking Floor
2019	Walking Floor	5MAMN4822KE051069	MAC	Walking Floor
2019	Walking Floor	5MAMN4824KW051073	MAC	Walking Floor
Office Trailer/Command Center				
1984	Office Trailer	1GXDBAF21EW001008	Grumman	Office Trailer
1987	Office Trailer	1E9EE5743H1013022	ELLIS	Office Trailer/Command Center
1992	Office Trailer	1PT011AH6W9002247	TRAIL MBL	Office Trailer
1992	Office Trailer	1M9X25225TA237065	MOEX	Office Trailer
1997	Office Trailer	1M9A6A729VH022102	Coach	Office Trailer/Command Center
1999	Office Trailer	1M9X25227TA237058	MOEX	Office Trailer/Command Center

Additional Equipment				
1990	Air Compressor	92190020	Emglo	Y5A-60V
1993	Street Sweeper	13-1438	Army	53MH
1994	Camper Trailer	1EA1M2429R2451643	Fleetwood	RV
1998	Coach Bus	2PCV33493V1011707	Prevost	Coach Bus
2000	Dump Truck	1FV6HLAA5YHB76509	Freightliner	FL70 25cy
2000	Vacuum Truck	1FVUFXYB9YPB65702	Freightliner	Straight Truck
2003	Air Compressor	338927UGN221	Ingersoll Rand	
2004	Camper Trailer	1UJBJ02N741EF1875	Jayco	RV
2006	Air compressor	365253UAX	Ingersoll Rand	Air source portable
2006	Camper Trailer	47CTD1R216P615392	Denali	RV
2007	Tractor	50790	KUBOTA	9540
2011	Versa Handler	368112100	Bobcat	V723
2012	Air Compressor	435426UAW048	Doosan	XP375WJD-T3
2013	Pressure Washer	16VNX122XD2C97883	Flat Bed Big Tex	45LA
2013	Track Carrier Mower	C100LGP0281113	FECON	FTX100-LGP
2013	Trim-All	TA301022012001	Trim-ALL	UM0752
	Air compressor	1945	Ingersoll Rand	MC-2A
	Air Compressor	1111111	Campbell Hausfeld	
	Forklift - electric	72A00217	TCM	FTB15
	Forklift - propane	A15K0152		FCG30T7T
	Forklift tractor	333-601-1403	International Harvester	M10A
	Forklift tractor	33602-2132	International Harvester	M10A
	Root Rake	HDR430586		
	Tractor	59523	KUBOTA	M9960HDC
	Welder	LB258571	Miller	
	Welder-portable	LH370131E	Miller	Big Blue 300P CC/CV
	Wood Picker	200-4	CTC	CTC200

REQUEST FOR BIDS

RFB COVER SHEET

Administrative Information

RFB Number	RFB0221005021	Title of RFB	Debris Grinding and Disposal	
Agency	Iowa Department of Administrative Services (DAS) on behalf of the Department of Homeland Security and Emergency Management			
Number of years of the initial term of the contract	1	Number of possible annual extensions	2	
Initial term to begin upon execution through December 31, 2021				
Available to other State agencies?			yes	
Available to Political Subdivisions?			yes	
State Issuing Officer: David Kundid Phone: 515-745-2796 E-mail: david.kundid@iowa.gov				
PROCUREMENT TIMETABLE—Event or Action			Date/Time (Central Time)	
State Posts to TSB website			November 10, 2020	
State Issues RFB			November 12, 2020	
RFB written questions, requests for clarification, and suggested changes from Bidders due			November 17, 2020	
Bids Due			November 24, 2020/3:30 P.M.	
Relevant Websites				
All bids must be submitted using the State of Iowa online bid tool found at vss.iowa.gov .				
Internet website where Addenda to this RFB will be posted http://bidopportunities.iowa.gov				
Internet website where contract terms and conditions are posted: https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf https://das.iowa.gov/sites/default/files/procurement/pdf/IowaHSEMDAdditionalTermsAndConditions.pdf				
Firm Bid Terms				
The minimum number of days following the deadline for submitting bids that the Respondent guarantees all bid terms, including price, will remain firm is 120 Days.				

RFB0221005021 – Debris Grinding and Disposal

SECTION 1 - INTRODUCTION

1.1 Bidder Instructions

Bidder is to download this document and save to computer. Once saved, type in responses to the required sections and save again. Finally upload the document to Vendor Self Service (VSS) with your bid. As an option, the Bidder may print, write in responses, scan, and attach response. If this document is not attached to the bid response in VSS, the Bidder's bid may be disqualified.

1.2 Purpose

The purpose of this Request for Bids (RFB) is to solicit bids from qualified providers to provide the goods and/or services described further in this RFB to the Lead Agency and any Participating Agencies. The Lead Agency intends to award a contract(s) beginning and ending on the dates listed in the VSS solicitation, and the Lead Agency may extend the contract(s) for up to the number of annual extensions identified in the VSS solicitation at the sole discretion of the Lead Agency. Any contract(s) resulting from the RFB shall not be an exclusive contract.

1.3 Request for Bid (RFB) Definitions

Definitions – For the purposes of this RFB and the resulting contract, the following terms shall mean:

“Agency” means the agency identified in the VSS solicitation that is issuing the RFB and any other agency that purchases from the Contract.

“Alternative Bid” means a response to a bid that does not meet the exact requirements of the specification but offers an alternative for consideration. An alternative bid is submitted with an intentional variation to a provision, specification, term or condition of the solicitation. This alternative, in the opinion of the bidder, achieves the same end result. Alternative bids may be rejected as non-responsive.

“Bid” means the Bidder's bid submitted in response to the RFB.

“Bidder” means a vendor submitting a bid in response to this RFB.

“Contract” means the contract(s) entered into with the successful Bidder(s).

“Lead Agency” means the agency facilitating the procurement and establishing the Contract.

“Participating Agency” means the agency utilizing the established contract.

“Political Subdivisions” means cities, counties, and educational institutions.

“Responsible Bidder” means a Bidder that has the capability in all respects to perform the requirements of the Contract. In determining whether a Bidder is a Responsible Bidder, the Agency may consider various factors including, but not limited to, the Bidder's competence and

qualifications to provide the goods or services requested, the Bidder's integrity and reliability, the past performance of the Bidder relative to the quality of the goods or services offered by the Bidder and the best interest of the Agency and the State.

"Responsive Bid" means a Bid that complies with each of the provisions of this RFB, or is either an alternative bid or a bid with an exception, if accepted by the Agency.

"RFB" means this Request for Bids and any addenda hereto.

"State" means the State of Iowa, the Agency identified in the VSS solicitation, and all state agencies, boards, and commissions, and any political subdivisions making purchases from the Contract as permitted by this RFB.

1.4 Preparation of Bid

This RFB is designed to provide Bidders with the information necessary for the preparation of competitive Bids. The RFB process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for submission of a comprehensive Bid.

1.5 Background Information

The State of Iowa is soliciting bids from interested and qualified firms for services for debris hauling, grinding, disposal, and related services on an "as needed" basis for either declared or non-declared events. It is the intent of the State to select a single firm or firms to accomplish all services outlined in this RFB.

Additional information to provide.

SECTION 2 – ADMINISTRATIVE INFORMATION

2.1 Issuing Officer

The Issuing Officer identified in the VSS solicitation is the sole point of contact regarding the RFB from the date of issuance until selection of the successful Bidder.

2.2 Restriction on Communication

From the issue date of this RFB until announcement of the successful Bidder, Bidders may contact only the Issuing Officer. The Issuing Officer will respond only to electronic questions regarding the procurement process. Questions related to the interpretation of this RFB must be submitted in writing to the Issuing Officer or in the VSS solicitation. Oral questions related to the interpretation of this RFB will not be accepted. Bidders may be disqualified if they contact any State employee other than the Issuing Officer about the RFB except that Bidders may contact the State Targeted Small Business Office on issues related to the preference for Targeted Small Businesses.

The Agency assumes no responsibility for oral representations made by its officers or employees unless such representations are confirmed in writing and incorporated into the RFB through an addendum.

2.3 Amendment to the RFB

The Agency reserves the right to amend the RFB at any time using an addendum. The Bidder shall acknowledge receipt of all addenda in its Bid.

It is the Bidder's sole responsibility to check daily for addenda to posted documents.

2.4 Bid Amendment and/or Withdrawal

The Bidder may amend or withdraw and resubmit its Bid at any time before the Bids are due. The amendment must be submitted on Iowa VSS by the Bidder to the bid and received by the time set for the receipt of Bids.

2.5 Submission of Bids

The Agency must receive the electronic Bid on: Iowa VSS before the "Bids Due" date and time. **This is a mandatory requirement and will not be waived by the Agency. Any Bid received after this deadline will not be accepted.** It is the Bidder's responsibility to ensure the bid is received prior to the deadline. Email and faxed Bids will not be accepted.

Bidders must furnish all information necessary to enable the Agency to evaluate the Bid. Bids that fail to meet the mandatory requirements of the RFB may be rejected. Oral information provided by the Bidder shall not be considered part of the Bidder's Bid unless it is in writing.

2.6 Bid Opening

The Agency will open Bids after the deadline for submission of Bids has passed. However, the names of Bidders who submitted timely Bids will be publicly available after the Bid opening. See Iowa Code Section 72.3. The announcement of Bidders who timely submitted Bids does not mean that an individual Bid has been deemed technically compliant or accepted for evaluation.

2.7 Costs of Preparing the Bid

The costs of preparation and delivery of the Bid are solely the responsibility of the Bidder.

2.8 Rejection of Bids

The Agency reserves the right to reject any or all Bids, in whole and in part, received in response to this RFB at any time prior to the execution of a written Contract. Issuance of this RFB in no way constitutes a commitment by the Agency to award a Contract. This RFB is designed to provide Bidders with the information necessary to prepare a competitive Bid. This RFB process is for the Agency's benefit and is intended to provide the Agency with competitive information to assist in the selection of a Bidder to provide goods and/or services. It is not intended to be comprehensive and each Bidder is responsible for determining all factors necessary for submission of a comprehensive Bid.

2.9 Disqualification

The Agency will reject outright and will not evaluate Bids if the Bidder fails to deliver the Bid by the due date and time. The Agency may reject outright and may not evaluate Bids for any one of the following reasons:

- The Bidder acknowledges that a requirement of the RFB cannot be met.
- The Bidder's Bid materially changes a requirement of the RFB or the Bid is not compliant with the requirements of the RFB.
- The Bidder's Bid limits the rights of the Agency.
- The Bidder fails to include information necessary to substantiate that it will be able to meet a requirement of the RFB.
- The Bidder fails to timely respond to the Agency's request for information, documents, or references.
- The Bidder fails to include bid security, if required.
- The Bidder fails to include any signature, certification, authorization, stipulation, disclosure or guarantee requested.
- The Bidder presents the information requested by this RFB in a format inconsistent with the instructions of the RFB or otherwise fails to comply with the requirements of the RFB.
- The Bidder initiates unauthorized contact regarding the RFB with state employees.
- The Bidder provides misleading or inaccurate responses.
- The Bidder's Bid is materially unbalanced.
- There is insufficient evidence (including evidence submitted by the Bidder and evidence obtained by the Agency from other sources) to satisfy the Agency that the Bidder is properly responsive and responsible to satisfy the requirements of the RFB.
- The Bidder alters the language in Certification Letter or Authorization to Release Information Letter.
- The Respondent is a "scrutinized company" included on a "scrutinized company list" created by a public fund pursuant to Iowa Code section 12J.3.

2.10 Nonmaterial Variances

The Agency reserves the right to waive or permit cure of nonmaterial variances in the Bid if, in the judgment of the Agency, it is in the Agency's best interest to do so. Nonmaterial variances include minor informalities that do not affect responsiveness, that are merely a matter of form or format, that do not change the relative standing or otherwise prejudice other Bidders, that do not change the meaning or scope of the RFB, or that do not reflect a material change in the requirements of the RFB. In the event the Agency waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFB requirements or excuse the Bidder from full compliance with RFB

specifications or other contract requirements if the Bidder is awarded the contract. The determination of materiality is in the sole discretion of the Agency.

2.11 Reference Checks

The Agency reserves the right to contact any reference to assist in the evaluation of the Bid, to verify information contained in the Bid and to discuss the Bidder's qualifications and the qualifications of any subcontractor identified in the Bid.

2.12 Information from Other Sources

The Agency reserves the right to obtain and consider information from other sources concerning a Bidder, such as the Bidder's capability and performance under other contracts, the qualifications of any subcontractor identified in the Bid, the Bidder's financial stability, past or pending litigation, and other publicly available information.

2.13 Verification of Bid Contents

The content of a Bid submitted by a Bidder is subject to verification. If the Agency in its sole discretion determines that the content is in any way misleading or inaccurate, the Bidder may be disqualified.

2.14 Bid Clarification Process

The Agency reserves the right to contact a Bidder after the submission of Bids for the purpose of clarifying a Bid to ensure mutual understanding. This contact may include written questions, interviews, site visits, a review of past performance if the Bidder has provided goods and/or services to the State or any other political subdivision wherever located, or requests for corrective pages in the Bidder's Bid. The Agency will not consider information received if the information materially alters the content of the Bid or alters the type of goods and/or services the Bidder is offering to the Agency. An individual authorized to legally bind the Bidder shall sign responses to any request for clarification. Responses shall be submitted to the Agency within the time specified in the Agency's request. Failure to comply with requests for additional information may result in rejection of the Bid as non-compliant.

2.15 Disposition of Bids

All Bids become the property of the Agency and shall not be returned to the Bidder at the conclusion of the selection process, the contents of all Bids will be in the public domain and be available for inspection by interested parties except for information for which Bidder properly requests confidential treatment according to exceptions provided in *Iowa Code Chapter 22* or other applicable law.

2.16 Public Records and Requests for Confidential Treatment

The Agency's release of public records is governed by *Iowa Code Chapter 22*. Contractors are encouraged to familiarize themselves with Chapter 22 before submitting a Bid. The Agency will copy and produce public records upon request as required to comply with Chapter 22 and will treat all information submitted by a Contractor as non-confidential records unless Contractor requests specific parts of the Bid be treated as confidential at the time of the submission as set forth herein **AND the information is confidential under Iowa or other applicable law.**

2.17 Form 22 Request for Confidentiality

FORM 22 MUST BE COMPLETED AND INCLUDED WITH CONTRACTOR'S BID. COMPLETION AND SUBMITTAL OF FORM 22 IS REQUIRED WHETHER THE BID DOES OR DOES NOT CONTAIN INFORMATION FOR WHICH CONFIDENTIAL TREATMENT WILL BE REQUESTED. FAILURE TO SUBMIT A COMPLETED FORM 22 WILL RESULT IN THE BID CONSIDERED NON-RESPONSIVE AND NOT EVALUATED.

2.18 Copyrights

By submitting a Bid, the Bidder agrees that the Agency may copy the Bid for purposes of facilitating the evaluation of the Bid or to respond to requests for public records. The Bidder consents to such copying by submitting a Bid and warrants that such copying will not violate the rights of any third party. The Agency shall have the right to use ideas or adaptations of ideas that are presented in the Bids.

2.19 Release of Claims

By submitting a Bid, the Bidder agrees that it will not bring any claim or cause of action against the Agency based on any misunderstanding concerning the information provided herein or concerning the Agency's failure, negligent or otherwise, to provide the Bidder with pertinent information in this RFB.

2.20 Bidder Presentations

At the sole discretion of the State, Bidders may be required to make a presentation of the Bid. The presentation may occur at the Agency's offices or at the offices of the Bidder. The determination as to need for presentations, the location, order, and schedule of the presentations is at the sole discretion of the Agency. The presentation may include slides, graphics and other media selected by the Bidder to illustrate the Bidder's Bid. The presentation shall not materially change the information contained in the Bid.

2.21 Evaluation of Bids Submitted

Bids that are timely submitted and are not subject to disqualification will be reviewed in accordance with the RFB.

2.22 Preference

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the state of Iowa. Preference application: Tied responses to solicitations, regardless of the type of solicitation, are decided in favor of Iowa products and Iowa-based businesses per 11 IAC 117.

2.23 Determination of Responsible Bidder & Responsive Bid

All Bids will be first evaluated to determine if they comply with the bid requirements (i.e. to determine if the Bidder is a Responsible Bidder submitting a Responsive Bid). To be deemed a Responsible Bidder and a Responsive Bid, the Bid must comply with the bid format instructions and answer "Yes" to all parts and include information demonstrating the Bidder will be able to comply with the bid requirements.

2.24 Evaluation Criteria

The Agency will evaluate the Responsive Bids submitted by Responsible Bidders to determine the lowest responsible bidder(s) and will award the Contract(s) to the Bidder(s) submitting the lowest responsible bid(s) based on price.

2.25 Award Notice and Acceptance Period

Notice of Intent to Award the Contract(s) will be sent to all Bidders submitting a timely Bid and will be posted on Iowa VSS. Negotiation and execution of the Contract(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award. If the apparent successful Bidder fails to negotiate and deliver an executed contract by that date, the Agency, in its sole discretion, may cancel the award and award the Contract to the remaining Bidder the Agency believes will provide the best value to the State.

2.26 Definition of Contract

The full execution of a written contract shall constitute the making of a contract for the goods and/or services requested by the RFB and no Bidder shall acquire any legal or equitable rights relative to the contract for goods and/or services until the contract has been fully executed by the successful Bidder and the Agency. The full execution of a written contract does not constitute a Notice to Proceed or Mobilize.

2.27 Choice of Law and Forum

This RFB and the Contract are to be governed by the laws of the state of Iowa. Changes in applicable laws and rules may affect the award process or the Contract. Bidders are responsible for ascertaining pertinent legal requirements and restrictions. Any and all litigation or actions commenced in connection with this RFB shall be brought in the appropriate Iowa forum.

2.28 Restrictions on Gifts and Activities

Iowa Code Chapter 68B restricts gifts which may be given or received by State employees and requires certain individuals to disclose information concerning their activities with State government. Bidders are responsible to determine the applicability of Chapter 68B to their activities and to comply with its requirements. In addition, pursuant to Iowa Code Section 722.1, it is a felony offense to bribe or attempt to bribe a public official.

2.29 Appeals

A Respondent whose bid has been timely filed and who is aggrieved by the award of the department may appeal the decision by filing a written notice of appeal (in accordance with 11—Chapter 117.20, Iowa Administrative Code) to: The Director of the Department of Administrative Services, Hoover State Office Building, Des Moines, Iowa 50319-0104 and a copy to the Issuing Officer. The notice must be filed within five days of the date of the Intent to Award notice issued by the Department, exclusive of Saturdays, Sundays, and legal state holidays. The written notice may be filed by fax transmission to 515.725.2064. The notice of appeal must clearly and fully identify all issues being contested by reference to the page, section and line number(s) of the RFB and/or the notice of Intent to Award. A notice of appeal may not stay negotiations with the apparent successful Contractor.

2.30 Unit Price

If a discrepancy between the unit price and the item total exists, the unit price prevails.

2.31 Price Adjustments to Term Contract(s)

Bid prices shall remain firm the first year of the contract. Price adjustments may be taken into consideration during the contract renewal process. The State reserves the right to accept or reject any proposed price(s) changes. Requested price changes should be submitted to the Iowa Department of Administrative Services – Central Procurement, sixty (60) days prior to the contract anniversary date.

2.32 Registration

The successful Bidder will be required to register to do business in Iowa before payment can be made. For Bidder registration documents, go to:

https://vss.iowa.gov/webapp/VSS_ON/AltSelfService

SECTION 3 – SPECIFICATIONS

All items listed in this Section are Bid Specifications. A successful Bidder must be able to satisfy all these specifications to be deemed a Responsible Bidder.

3.1 General Specifications

- 3.1.1** The provided services must provide for appropriate debris hauling, grinding, disposing, and other related services.
- 3.1.2** The provided services must provide appropriate reporting to be in compliance with applicable local and state regulations.

3.2 Bidder Specifications

- 3.2.1** Bidder must have proven experience providing similar vegetative debris hauling, grinding, disposing and other related services to public agencies that are similar in size and scope of this RFB.
- 3.2.2** Bidder must have a demonstrated working knowledge and specific experience related to all compliance requirements for debris grinding and disposal.
- 3.2.3** Bidder must have adequate resources to ensure all reporting requirements are operational and compliant.
- 3.2.4** Bidder must demonstrate that they have the necessary equipment or can obtain such equipment to complete such vegetative debris grinding and disposal services.
- 3.2.5** Bidder must demonstrate that they have the necessary experience in the operation of such equipment required above.
- 3.2.6** Bidder must be able to respond to disaster location within 14 days of receipt of written Notice to Proceed.
- 3.2.7** Bidder must be able to mobilize 100% of committed resources and be fully operational within 30 days of contract execution.

SECTION 4 – Scope of Work

During the term of this Contract, the Contractor will provide the requested services pursuant to individual Task Orders. Once executed by the State and Contractor, each Task Order is binding on the parties thereto. The Contractor will work in good faith with the State to develop and agree to the contents of each Task Order. Task Orders, by reference, shall contain description of work, estimated debris quantities, number and location(s) of grinding/staging sites covered in each Task Order, location of final disposition site, approximate start/end date for both grinding phase and hauling phase, whether hauling work will run concurrently with grinding work, if disposal costs/tipping fees are anticipated at Final Disposition Site, any special permitting or other special considerations associated with work and Final Disposition Sites, and be subject to the terms and conditions of this Contract.

The expected services and related deliverables necessary to carry out the purpose of the Contract may include, but are not limited to, the following:

4.1 General

The State recognizes the vulnerability of its citizens to damage, injury and loss of life and property resulting from disasters. Such disasters require 24/7 responses from the State's emergency responders, State employees, various elected officials and appointed officials. Removing debris in a timely and efficient manner is crucial to the disaster recovery effort for not only the citizens, but the public employees and emergency responders.

4.2 Scope

The intent of this contract is to obtain services from a qualified Contractor for the hauling, grinding of vegetative debris into wood chips and the proper disposal of such wood chips. This vegetative debris would consist of debris collected from the public rights-of-way and/or at a debris management site in the event of storms or other such events.

- 4.2.1** Contractor's services shall include all labor, materials, tools, equipment and other items necessary for hauling, grinding and disposal of vegetative debris.
- 4.2.2** All vegetative debris grinding operations of Contractor will be conducted at various sites as defined within task orders issued to the Contractor by the State, throughout the disaster area.
- 4.2.3** Contractor may store its grinding equipment at the work site; however, the State shall have no responsibility for providing security for such equipment, nor shall the State be liable for any vandalism to Contractor's equipment. Site security and related costs shall be the responsibility of the legally responsible jurisdiction. Site management costs shall be the responsibility of the Contractor.
- 4.2.4** Any improvements or modifications to work sites, such as the construction of additional access points, and related costs shall be the responsibility of the legally responsible jurisdiction.
- 4.2.5** Once grinding begins at a site, Contractor shall complete grinding of vegetative debris within (30) calendar days from receipt of debris.

- 4.2.6** Additional grinding time may be allowed by State, on a short-term basis, during major storms or other events that substantially increase volume of debris being collected. Time extensions shall be granted in the form of Task Order amendments and must be requested, in writing, by the Contractor.
- 4.2.7** Once vegetative debris has been ground into wood chips (processed material), resulting wood chips become the property of the Contractor. Contractor must submit for approval to the Agency the method of disposition of debris. Disposal must comply with state and federal regulations.
- 4.2.8** Contractor must haul processed material to the final disposition site within ten (10) calendar days.
- 4.2.9** Additional hauling time (hauling of processed material) may be allowed by State, on a short-term basis, during major storms or other events that substantially increase volume of debris being collected. Time extensions shall be granted in the form of Task Order amendments and must be requested, in writing, by the Contractor.
- 4.2.10** Quantity of processed material shall be based on a 75% reduction factor for and reverse calculated to determine volume of raw/unprocessed debris grinded.
- 4.2.11** It shall be the Contractor's responsibility, and anyone employed by the Contractor, including subcontractors, to adhere to and comply with all federal, state and local laws, regulations, and codes as well as with all standards and practices relating to the work being performed or the service provided. In addition, it will be the Contractor's responsibility, and anyone employed by the Contractor, to procure and keep in effect any and all licenses, permits, notifications or other regulatory requirements relating the work to be performed or the service to be provided.
- 4.2.12 Debris Collection**
Debris collection includes but not limited to the following:
- Loading
 - Securing debris on the truck
 - Hauling of unprocessed vegetative debris
- 4.2.13 Debris Grinding**
Debris grinding includes but not limited to the following:
- All vegetative debris designated for grinding will be deposited at the designated sites for Contractor's grinding and disposal.
 - Contractor shall complete grinding of debris within thirty (30) calendar days from receipt of debris.
- 4.2.14 Hauling of Processed Material**
Disposal of Processed Material includes but not limited to the following:

- Hauling to disposal location
- Contractor shall complete hauling of debris within (10) calendar days

4.2.15 Disposal of Processed Material

Disposal of Processed material includes but not limited to the following:

- Tipping fees or other disposal fees (only if incurred)

SECTION 5 - Contract Terms and Conditions

5.1 Contract Terms and Conditions

The Contract that the Agency expects to award as a result of this RFB shall comprise the specifications, terms and conditions of the RFB, written clarifications or changes made by the Agency to the RFB through an amendment to the RFB in accordance with the provisions of the RFB, the Terms and Conditions, the offer of the successful Respondent contained in its Bid, and any other terms deemed necessary by the Agency. No objection or amendment by a Respondent to the provisions or terms and conditions of the RFB or the Terms and Conditions shall be incorporated into the Contract unless Agency has explicitly accepted the Respondent's objection or amendment in writing.

The Contract terms and conditions in this Section 5, the General Terms and Conditions to the extent referenced and linked to on the RFB cover page, and/or any Terms and Conditions attached to and accompanying this RFB as an attachment hereto, will be incorporated into the Contract. The Terms and Conditions may be supplemented at the time of contract execution and are provided to enable Respondents to better evaluate the costs associated with the RFB specifications and the Contract. All costs associated with complying with such Terms and Conditions should be included in any pricing quoted by the Respondent.

By submitting a Bid, Respondent acknowledges its acceptance of the terms and conditions of the RFB and the Terms and Conditions without change except as otherwise expressly stated in its Bid. If the Respondent takes exception to a provision, it must identify it by page and section number, state the reason for the exception, and set forth in its Bid the specific RFB or Terms and Conditions language it proposes to include in place of the provision. If Respondent's exceptions or proposed responses materially alter the RFB, or if the Respondent submits its own terms and conditions or otherwise fails to follow the process described herein, the Agency may reject the Bid, in its sole discretion.

The Agency will evaluate all Bids without regard to any proposed modifications to any terms and conditions of the RFB or Terms and Conditions by Contractor. Once a Bid has been identified as the one for which an Award recommendation has been made, but prior to notifying Respondents of the decision, the Agency, in its sole discretion, may consider any proposed modifications to the terms and conditions of the RFB or Terms and Conditions identified in that Bid. The Agency reserves the right to either award a Contract(s) without further negotiation with the successful Respondent or to negotiate Contract terms with the successful Respondent if the best interests of the State would be served. As such, if any proposed modifications are not determined to be in the best interests of the State, or appear to pose a substantial impediment to reaching agreement, the Agency may, in its sole discretion:

- 5.1.1** Issue a Notice of Intent to Award in favor of the successful Respondent, but decline to agree to or further negotiate any proposed modifications to terms and conditions identified by the Respondent in its Bid;
- 5.1.2** Issue a Notice of Intent to Award in favor of the successful Respondent, and identify in the Notice proposed modifications to terms and conditions identified by the Respondent in its Bid with which the agency will or will not agree or further negotiate;

- 5.1.3 Enter open-ended negotiations with the successful Respondent; provided, that any such negotiations shall be limited to the proposed modifications to terms and conditions identified by Respondent in its Bid;
- 5.1.4 Change the Agency's recommendation for Award and issue a Notice of Intent to Award to a Respondent whose bid does not pose as great of a challenge to the Agency.

Any ambiguity, vagueness, inconsistency or conflict, either internal to such modification(s) or arising when read in conjunction with other portions of the Contract, shall be construed strictly in favor of the State. Only those proposed modifications identified in the Notice of Intent to Award issued by the Agency as terms and conditions with which the agency will or will not agree or further negotiate shall be part of the Contract, and the State may ignore all proposed modifications, accept one or more and ignore others, accept all or, through negotiations after an award, agree to compromise language concerning one or more proposed modifications to be incorporated into a final Contract between the parties. By executing and submitting its Bid in response to this RFB, Respondent understands and agrees that the State may exercise its discretion not to consider any or all proposed modifications Respondent may request and may accept Respondent's bid under the terms and conditions of this RFB and the Terms and Conditions.

5.2 Contractual Terms and Conditions – No Material Changes/Non-Negotiable

Notwithstanding anything in this RFB to the contrary, Respondent may not take exception to or propose including language in any resulting contract that conflicts with or is otherwise inconsistent with the following:

5.2.1 Indemnification

Without specific authority to do so, the State, or agencies, cannot enter into agreements indemnifying Respondents, or any other entity, against third-party claims. A clause that intends to seek indemnification from the State, whether or not the clause contains the words "indemnity" or "indemnify," are not clauses to which the State may agree. The State will not agree to clause that includes the language "to the extent permitted by law" because, as explained, the State cannot indemnify Respondents to any extent.

5.2.2 Limitation of Liability

Iowa Code section 8A.311(22) and 11 Iowa Admin. Code Chapter 120 establish the rules to allow for the State to agree to a contractual limitation of vendor liability clause in limited circumstances. Any request by Respondent for the State to limit damages not in accordance with Iowa law or administrative rules is a request with which the State cannot agree.

5.2.3 Jurisdiction and Venue

Iowa Code chapter 13 establishes that the Iowa Attorney General is the State's attorney for all purposes, including management of litigation and claims against the state. The State may not preempt the Attorney General's authority by agreeing in advance to control the way litigation may be managed in the event of a dispute. Likewise, the State cannot agree to the jurisdiction or laws of another state or its courts, cannot agree to venue in

another state, and cannot agree to participate in any form of alternative dispute resolution.

5.2.4 Confidentiality

All Iowa state agencies are subject to Iowa public records laws. The State cannot agree to contractual terms that attempt to prevent it from disclosing or disseminating records that constitute public records under Iowa Code Chapter 22.

5.2.5 Unliquidated Expenses (i.e., Attorney Fees, Add-ons, or Cost Increases)

The State may not agree to clauses which may obligate it to pay for claims that might exceed its current funding appropriation. The State may only obligate those funds that have been appropriated to it by the Iowa Legislative Assembly and may only obligate those funds for the purposes for which the funds were appropriated.

5.3 Special Terms and Conditions

Title 2 CFR Part 200 Subpart F and Appendix II to Part 200 (Contract Provisions for Non-Federal Entity Contracts under Federal Awards use of federal grant dollars) require compliance with the following conditions which are incorporated into the Contract as applicable:

5.3.1 DHS Seal, Logo, And Flags

The provider shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

5.3.2 Compliance With Federal Law, Regulations, And Executive Orders

This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the Contract. The Contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives to the extent applicable to Contractor in its performance of services hereunder.

5.3.3 No Obligation By Federal Government

The Federal Government is not a party to this Contract and is not subject to any obligations or liabilities to the non-Federal entity, provider, or any other party pertaining to any matter resulting from the Contract.

5.3.4 Suspension and Debarment

- This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- This certification is a material representation of fact relied upon by NEMA. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to NEMA, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, sub-

part C and 2 C.F.R. pt. 3000, sub-part C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

5.3.5 Clean Air Act

- The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- The Contractor agrees to report each violation to NEMA and understands and agrees that NEMA will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

5.3.6 Federal Water Pollution Control Act

- The Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- The Contractor agrees to report each violation to NEMA and understands and agrees that the NEMA will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

5.3.7 Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

- Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.
- Required Certification. If applicable, contractors must sign and submit to the non-federal entity the following certification.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of

any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

5.3.8 Access to Records

The following access to records requirements apply to this contract:

- The Contractor agrees to provide NEMA, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this Contract for the purposes of making audits, examinations, excerpts, and transcriptions.
- The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
- In compliance with the Disaster Recovery Act of 2018, NEMA and the Contractor acknowledge and agree that no language in this Contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

5.3.9 Program Fraud and False or Fraudulent Statements or Related Acts

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this Contract.

5.4 Other Contractual Terms and Conditions

5.4.1 Contract Term

The term of the contract will begin upon execution and end on December 31, 2021. The Agency shall have the sole option to renew the contract upon the same or more favorable terms and conditions for up to 2 annual extensions. The resulting contract will be available to all State Agencies and political subdivisions.

5.4.2 Payment Terms

5.4.2.1 Payment Methods

The State of Iowa, in its sole discretion, will determine the method of payment for goods and/or services as part of the Contract. The State Pcard and EAP are preferred payment methods, but payments may be made by any of the following methods: Pcard/EAP, EFT/ACH, or State Warrant. Respondents shall indicate in their Cost Bids all of the payment methods they will accept. **This information will not be scored as part of the Cost Bid or evaluated as part the Technical Bid.**

5.4.2.2 Electronic Funds Transfer (EFT) by Automated Clearing House (ACH)

The State of Iowa may make payment by EFT by ACH. Payments are deposited into the financial institution of the claimant's choice three working days from the issue date of the direct deposit.

https://das.iowa.gov/sites/default/files/acct_sae/man_for_ref/forms/eft_authorization_form.pdf

5.4.2.3 State Warrant

The State of Iowa's warrant drawn on the Treasurer of State is used to pay claims against the departments of the State of Iowa. The warrant is issued upon receipt of proper documentation from the issuing department.

5.4.2.4 Credit card or ePayables

The State of Iowa's Purchasing Cards (Pcards) and ePayable solution (EAP) are commercial payment methods utilizing the VISA credit card network. The State of Iowa will not accept price changes or pay additional fees if Respondent uses the Pcard or EAP payment methods. Pcard-accepting Respondents must abide by the State of Iowa's Terms of Pcard Acceptance, as provided in this RFB. Respondents must provide a statement regarding their ability to meet the requirements I this subsection, as well as identifying their transaction reporting capabilities (Level I, II, or III).

5.4.2.5 Terms and Conditions for State of Iowa Purchasing Cards

The State of Iowa shall pay Contractor's invoices using its Purchasing Card Program (Pcard) whenever possible. The Pcard is a VISA credit card issued by U.S. Bank to allow authorized employees to make purchases on behalf of the State. It is a faster, more convenient alternative to traditional invoicing and remittance processing, allowing US Bank to pay the Contractor directly,

format. The report at minimum shall include the date of sale, customer name and address, full product description, SKU Numbers, quantity, invoice number, unit and extended invoice prices. Respondent bids must include a sample report and a description of the reporting that will be provided. The State reserves the right to request more detailed information (ad-hoc reporting) at any time and on an individual or specific basis for a specific product, department, time frame, or for a range of products, departments or time frames.

5.5 Order of Precedence

If there is a conflict or inconsistency between any documents comprising the Terms and Conditions, such conflict or inconsistency shall be resolved according to the following priority, ranked in descending order: (1) any terms and conditions specifically set forth in this Section 5 (Contract Terms and Conditions & Administration) under a subsection with a heading entitled Special Terms & Conditions; (2) the General Terms and Conditions for Services Contracts or Goods Contracts to the extent referenced and linked to on the RFB cover page the Contract; (3) if neither the General Terms and Conditions for Service Contracts or Goods Contracts are linked to on the RFB cover page, any terms and conditions attached to and accompanying this RFB as attachment 5 (Terms and Conditions); and (4) any terms and conditions specifically set forth in this Section 5 (Contract Terms and Conditions & Administration) set forth under a subsection with a title other than Special Terms & Conditions.

Attachment #1
Certification Letter

Alterations to this document are prohibited.

(Date) 11/24/2020

David Kundid, Issuing Officer
Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, IA 50319-0105

Subject: Request for Bid - Bid Certifications

Issuing Officer:

I certify that the contents of the Bid submitted on behalf of (Name of Bidder) TFR Enterprises, Inc. in response to Iowa Department of Administrative Services for RFB0221005021 for Debris Grinding and Disposal are true and accurate. I also certify that Bidder has not knowingly made any false statements in its Bid.

Certification of Independence

I certify that I am a representative of Bidder expressly authorized to make the following certifications on behalf of Bidder. By submitting a Bid in response to the RFB, I certify on behalf of the Bidder the following:

1. The Bid has been developed independently, without consultation, communication or agreement with any employee or consultant to the Agency or with any person serving as a member of the evaluation committee.
2. The Bid has been developed independently, without consultation, communication or agreement with any other Bidder or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the Bid has not been and will not be knowingly disclosed, directly or indirectly prior to Agency's issuance of the Notice of Intent to Award the contract.
4. No attempt has been made or will be made by Bidder to induce any other Bidder to submit or not to submit a Bid for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between Bidder and the Agency or any other State agency that interferes with fair competition or constitutes a conflict of interest.

Certification Regarding Debarment

I certify that, to the best of my knowledge, neither Bidder nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal Agency or State Agency; (b) have within a five year period preceding this Bid been convicted of, or had a civil judgment rendered against them for commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Bid had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

Certification Regarding Registration, Collection, and Remission of Sales and Use Tax

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2013)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Bidders to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Bid in response to the (RFB), the Bidder certifies the following: (check the applicable box)

- ☒ Bidder is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; or
- ☐ Bidder is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)*.

Bidder also acknowledges that the Agency may declare the Bidder's Bid or resulting contract void if the above certification is false. The Bidder also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

Sincerely,

Signature


Tipton F. Rowland CEO
Name and Title of Authorized Representative

11/24/2020
Date

Attachment #2
Authorization to Release Information Letter
Alterations to this document are prohibited.

(Date) 11/24/2020

David Kuldig, Issuing Officer
Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, IA 50319-0105

Subject: Request for Bid – Authorization to Release Information

Dear Issuing Officer:

Bidder hereby authorizes the Iowa Department of Administrative Services ("Agency") or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Bidder in response to this Request for Bids (RFB).


The Bidder acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The Bidder acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. The Bidder is willing to take that risk.

The Bidder hereby releases, acquits and forever discharges the State of Iowa, the Agency, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Agency or the Evaluation Committee in the evaluation and selection of a successful Bidder in response to the RFB.

The Bidder authorizes representatives of the Agency to contact any and all of the persons, entities, and references which are, directly or indirectly, listed, submitted, or referenced in the Respondent's Bid submitted in response to RFB.

The Bidder further authorizes any and all persons, and entities to provide information, data, and opinions with regard to its performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Bidder's Bid. The Bidder hereby releases, acquits and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Bidder that it may have or ever claim to have relating to information, data, opinions, and references supplied to the Agency in the evaluation and selection of a successful Bidder in response to RFB.

Sincerely,



Signature

Tipton F. Rowland CEO
Name and Title of Authorized Representative

11/24/2020
Date

Attachment #3
Exceptions Form

Please list any and all exceptions to this RFB in this section. Include section and reason for exception:
(Make additional pages if necessary)

<u>Section</u>	<u>Exception</u>
1. _____	N/A
2. _____	
3. _____	
4. _____	
5. _____	
6. _____	
7. _____	
8. _____	
9. _____	
10. _____	

Attachment #4
Form 22 – Request for Confidentiality

SUBMISSION OF THIS FORM 22 IS REQUIRED

THIS FORM 22 (FORM) MUST BE COMPLETED AND INCLUDED WITH YOUR RESPONSE (BID) TO THE REQUEST FOR BIDS (RFB). THIS FORM 22 IS REQUIRED WHETHER THE BID DOES OR DOES NOT CONTAIN INFORMATION FOR WHICH CONFIDENTIAL TREATMENT WILL BE REQUESTED. FAILURE TO SUBMIT A COMPLETED FORM 22 WILL RESULT IN THE BID TO BE CONSIDERED NON-RESPONSIVE AND ELIMINATED FROM EVALUATION. COMPLETE PART 1 OF THIS FORM 22 IF BID DOES NOT CONTAIN CONFIDENTIAL INFORMATION. COMPLETE PART 2 OF THIS FORM 22 IF THE BID DOES CONTAIN CONFIDENTIAL INFORMATION.

1. Confidential Treatment Is Not Requested

A Bidder not requesting confidential treatment of information contained in its Bid shall complete Part 1 of Form 22 and submit a signed Form 22 Part 1 with the Bid.

2. Confidential Treatment of Information is Requested

A Bidder requesting confidential treatment of specific information shall: (1) fully complete and sign Part 2 of Form 22, (2) conspicuously mark the outside of its Bid as containing confidential information, (3) mark each page upon which the Bidder believes confidential information appears **and CLEARLY IDENTIFY EACH ITEM for which confidential treatment is requested; MARKING A PAGE IN THE PAGE MARGIN IS NOT SUFFICIENT IDENTIFICATION**, and (4) submit a "Public Copy" from which the confidential information has been excised.

Form 22 will not be considered fully complete unless, for each confidentiality request, the Bidder: (1) enumerates the specific grounds in Iowa Code Chapter 22 or other applicable law that supports treatment of the information as confidential, (2) justifies why the information should be maintained in confidence, (3) explains why disclosure of the information would not be in the best interest of the public, and (4) sets forth the name, address, telephone, and e-mail for the person authorized by Bidder to respond to inquiries by the Agency concerning the confidential status of such information.

The Public Copy from which confidential information has been excised is in addition to the number of copies requested in Section 3 of this RFB. The confidential information must be excised in such a way as to allow the public to determine the general nature of the information removed and to retain as much of the Bid as possible.

Failure to request information be treated as confidential as specified herein shall relieve Agency and State personnel from any responsibility for maintaining the information in confidence. Bidders may not request confidential treatment with respect to pricing information and transmittal letters. A Bidder's request for confidentiality that does not comply with this form or a Bidder's request for confidentiality on information or material that cannot be held in confidence as set forth herein are grounds for rejecting the Bid as non-responsive. Requests to maintain an entire Bid as confidential will be rejected as non-responsive.

If Agency receives a request for information that Bidder has marked as confidential and if a judicial or administrative proceeding is initiated to compel the release of such information, Bidder shall, at its sole expense, appear in such action and defend its request for confidentiality. If Bidder fails to do so, Agency may release the information or material with or without providing advance notice to Bidder and with or without affording Bidder the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction. Additionally, if Bidder fails to comply with the request process set forth herein, if Bidder's request for confidentiality is unreasonable, or if Bidder rescinds its request for confidential treatment, Agency may release such information or material with or without providing advance notice to Bidder and with or without affording Bidder the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction.

Part 1 – No Confidential Information Provided

Confidential Treatment Is Not Requested

Bidder acknowledges that bid response contains no confidential, secret, privileged, or proprietary information. There is no request for confidential treatment of information contained in this bid response.

This Form must be signed by the individual who signed the Bid. The Bidder shall place this Form completed and signed in its Bid.

**Fill in and sign the following if you have provided no confidential information. If signing this Part 1, do not complete Part 2.*

TFR Enterprises, Inc.
Company

[Signature]
Signature (required)

RFB 0221005021
RFB Number

CEO
Title

Debris grinding and disposal
RFB Title

11/24/2020
Date

(Proceed to the next page only if Confidential Treatment is requested.)

Part 2 - Confidential Treatment is Requested

The below information is to be completed and signed ONLY if Bidder is requesting confidential treatment of any information submitted in its Bid.

NOTE:

- **Completion of this Form is the sole means of requesting confidential treatment.**
- **A BIDDER MAY NOT REQUEST PRICING FOR BIDS BE HELD IN CONFIDENCE.**

Completion of the Form and Agency's acceptance of Bidder's submission does not guarantee the agency will grant Bidder's request for confidentiality. The Agency may reject Bid entirely in the event Bidder requests confidentiality and does not submit a fully completed Form or requests confidentiality for portions of its Bid that are improper under the RFB.

Please provide the information in the table below. Bidder may add additional lines if necessary or add additional pages using the same format as the table below.

RFB Section:	Bidder must cite the specific grounds in <i>Iowa Code Chapter 22</i> or other applicable law which supports treatment of the information as confidential.	Bidder must justify why the information should be kept in confidence.	Bidder must explain why disclosure of the information would not be in the best interest of the public.	Bidder must provide the name, address, telephone, and email for the person at Bidder's organization authorized to respond to inquiries by the Agency concerning the status of confidential information.

This Form must be signed by the individual who signed the Bid. The Bidder shall place this Form completed and signed in its Bid immediately following the transmittal letter. A copy of this document shall be placed in all Bids submitted including the Public Copy.

****If confidentiality is requested, failure to provide the information required on this Form may result in rejection of Bidder's submittal to request confidentiality or rejection of the Bid as being non-responsive.***

****Please note that this Form is to be completed and signed only if you are submitting a request for confidential treatment of any information submitted in your Bid. If signing this Part 2, do not complete Part 1.***

Company

RFB Number

RFB Title

Signature (required)

Title

Date

Attachment #5
Form of Bid

Instructions – Bidder is to complete the following. Fill out items with blanks. Indicate “yes” or “no” on items requesting agreement. If a “no” response is indicated, exception must be noted on Attachment 3.

4.1 Bidder Information

Business Name: TFR Enterprises, Inc.

Official Address: 601 Leander Drive
Leander, Tx 78641

Firm's State or Foreign Country of Residence: Texas, Incorporated in Tennessee 6/18/89

Sales contact: Tiffany Jean, Senior Contract Administrator

Telephone Number: (512) 565-0710

Email: tiffany@tfrinc.com

4.2 Rates

Service	Rate/cubic yard
Debris Collection (pre-grind)	\$ 7.65
Debris Hauling (pre-grind)	\$ 4.65
Debris Grinding (75% reduction factor 1:4)	\$ 3.75
Hauling of Processed Material (post-grind)	\$ 3.95
Disposal of Processed Material (tipping fees, only if incurred)	\$ passthrough
	\$
	\$

4.3 Contract Terms and Conditions

The Contract(s) that the Agency expects to award as a result of this solicitation will be based upon the final Bid submitted by the successful Bidder and the solicitation. The contract between the Agency and the successful Bidder shall be a combination of the specifications, terms and conditions of the solicitation, the contract terms and conditions in the VSS solicitation, the offer of the Bidder contained in the final Bid submitted by the Bidder, written clarifications or changes made in accordance with the provisions of the solicitation, and any other terms deemed necessary by the Agency, except that no objection or amendment by a Bidder to the provisions or terms and conditions of the solicitation shall be incorporated into the Contract unless the Agency has explicitly accepted the Bidder's objection or amendment in writing. The contract terms and conditions contained in the VSS solicitation will be incorporated into the Contract.

The contract terms and conditions may be supplemented at the time of Contract execution and are provided to enable Bidders to better evaluate the costs associated with the solicitation requirements and the Contract. Bidders should plan on the contract terms and conditions contained in the VSS solicitation being included in any contract awarded as a result of this solicitation. All costs associated with complying with these requirements should be included in any pricing quoted by the Bidder. By submitting a Bid, each Bidder acknowledges its acceptance of the solicitation terms and conditions without change except as otherwise expressly stated in Attachment 3. If a Bidder takes exception to a provision, it must state the reason for the exception and the specific contract language it proposes to include in place of the provision. Exceptions that materially change these terms or the requirements of the solicitation may be deemed non-responsive by the State, in its sole discretion, resulting in possible disqualification of the Bid. The Agency reserves the right to either award a Contract(s) without further negotiation with the successful Bidder or to negotiate contract terms with the selected Bidder if the best interests of the Agency would be served.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.4 Terms and Conditions

The parties agree to comply with the terms and conditions in the VSS solicitation which are by this reference made a part of the Agreement.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.5 Terms of Pcard Acceptance

The State of Iowa prefers to pay Bidders using its Purchasing Card Program (Pcard) whenever possible. Bidders accepting Pcard payments shall comply with the following security measures:

- Bidder shall comply with the most current Payment Card Industry Data Security Standards (PCI DSS) to assure confidential card information is not compromised;
- Bidder shall adhere to Fair and Accurate Credit Transactions Act requirements that limit the amount of consumer and account information shared for greater security protection;
- When accepting orders online, Bidder shall ensure Internet orders are processed via secure websites, featuring Verisign, TRUSTe, BBBOnline, or "https" in the web address;
- When accepting orders by phone, Bidder shall send itemized receipts (excluding card numbers) to the cardholder by fax, email, or mail (with delivery);
- Bidder shall process payment for items when an order is placed only for items currently in stock and available for shipment, and only for services already rendered;
- Bidder shall confirm that the name of purchaser matches the name on the card;
- Bidder shall shred any documentation with credit card numbers.

For additional information, see the [State of Iowa Purchasing Card Policy and Procedures Manual](#), or visit the [State Pcard website](#).

Bidder has read and agrees to this section: Yes ☒ No ☐

4.6 Specifications

Bidder is able to provide and performed as specified in Section 3. By indicating "yes", a Bidder agrees that it shall comply with that requirement throughout the full term of the resulting Contract, if the Bidder is successful. In addition, for specific requirements, the Bidder shall provide, if requested, specific references and/or supportive information to verify the Bidder's compliance with the requirement. Failure to provide this information may cause the Bid to be deemed non-responsive and therefore rejected. The Agency reserves the right to determine

whether the supportive information submitted by the Bidder demonstrates the Bidder will be able to comply with the Bid Requirements. If the Agency determines the supportive information does not demonstrate the Bidder will be able to comply with the Bid Requirements, the Agency may disqualify the Bid. Please enter the required information on the attachment and upload the document.

Bidder has read and agrees to this section:

Yes

☒

No

☐

4.7 Bidder Experience

The Bidder must provide a narrative describing the following information regarding its experience:

- Number of years in business
- Number of years of experience with providing the types of goods and/or services sought by the solicitation.
- Describe the level of technical experience in providing the types of goods and/or services sought by the solicitation.
- List all goods and/or services similar to those sought by this solicitation that the Bidder has provided to other businesses or governmental entities.

4.8 Terminations, Litigation, Debarment

The Bidder must provide a narrative describing the following information:

- During the last five (5) years, has the Bidder had a contract for goods and/or services terminated for any reason? If so, provide full details related to the termination.
- During the last five (5) years, describe any damages or penalties or settlements to resolve disputes entered into by Bidder under any of its existing or past contracts as it relates to goods and/or services performed that are similar to the goods and/or services contemplated by this RFB. If so, indicate the reason for the penalty or exchange of property, goods, or services and the estimated amount of the cost of that incident to the Bidder.
- During the last five (5) years, describe any order, judgment or decree of any Federal or State authority barring, suspending or otherwise limiting the right of the Bidder to engage in any business, practice or activity.
- During the last five (5) years, list and summarize all litigation or threatened litigation, administrative or regulatory proceedings, or similar matters to which the Bidder or its officers have been a party.
- The Bidder must also state whether it or any owners, officers, or primary partners have ever been convicted of a felony. Failure to disclose these matters may result in rejection of the Bid or termination of any subsequent Contract.
- This is a continuing disclosure requirement. Any such matter commencing after submission of a Bid, and with respect to the successful Bidder after the execution of a Contract, must be disclosed in a timely manner in a written statement to the Agency.

4.9 Personnel/Education

The Bidder must provide resumes for all key personnel who will be involved in providing the goods and/or services contemplated by this solicitation. The following information must be included in the resumes:

- Full Name
- Education and/or Certification
- Years of experience and employment history particularly as it relates to the requirements of the solicitation.

4.10 Bidder Reference

The Bidder shall provide the following general background information: References from three (3) previous customers or clients knowledgeable of the Bidder's performance in providing services similar to the services described in this solicitation and a contact person and telephone number for each reference. Attach a document with the required information.

4.11 Preference

The Bidder shall provide the following general background information: For an out-of-state Bidder, Bidder certifies the Resident Preference given by the State or Foreign Country of Bidder's residence. Enter the resident preference in the text box or indicate no preference.

Bidder's state has a preference law: Yes ☐ No ☒ **Bidder's state** Texas

4.12 Silence of Specification

The apparent silence of these specifications as to any details or the omission from it of a detail description concerning any point shall be interpreted as meaning that only the best commercial practices are to prevail, and that only materials and/or workmanship of finest quality shall be used.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.13 Criminal History and Background Information

The Bidder hereby explicitly authorizes the Agency to conduct criminal history and/or other background investigation(s) of the Bidder, its officers, directors, shareholders, or partners and managerial and supervisory personnel retained by the Bidder for the performance of the Contract.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.14 FOB Destination, Freight Prepaid

Bidder has read and agrees to this section: Yes ☒ No ☐

4.15 Payment Terms

Per Iowa Code § 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Bidder.

What discount will you give for payment in 15 days? 0

What discount will you give for payment in 30 days? 0

Bidder has read and agrees to this section: Yes ☒ No ☐

4.16 Public Entities (Political Subdivisions)

The resulting Contract will be made available to Political Entities, i.e. cities, counties, and schools.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.17 Financial Information

The Bidder must provide the following financial information: Submit audited financial statements for the last 3 years. Provide a minimum of three (3) financial references. Please enter the required information in the text box or attach a document with the required information.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.18 Firm Contract Pricing

Any contract that results from this bid will have firm pricing for one year.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.19 Invoicing

All invoicing will be submitted to the attention of "Accounts Payable" and addressed to the facility receiving the goods or services. The State shall pay the Contractor monthly, within the period of time provided for by applicable State statute, after receipt of the Contractor's invoice for the goods and/or services supplied by the Contractor in the prior calendar month. The invoice will be itemized with a description goods or services provided that corresponds directly to a line item on the Contractual Agreement or Master Agreement that results from this RFB. Each line should also list the quantity, unit of measure, price per unit of measure, line item totals and invoice total. The remit to address on the invoice must match the remit to address that was submitted with registration to do business with the State of Iowa. Payment terms on the invoice must match the payment terms agreed to in the RFB bid submission.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.20 Best and Final Offers

The Issuing officer reserves the right to conduct discussions with Bidders for obtaining "best and final offers." To obtain best and final offers from Bidders, the Issuing Officer may do one or more of the following: enter into pre-selection negotiations, including the use of an on-line auction; schedule oral presentations; and request revised Bids.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.21 Adjustments in Pricing

Adjustments in pricing shall be at the discretion of the Issuing Officer.

- Original pricing shall remain firm and fixed for at least 365 calendar days after the effective date of the contract.
- Not produce a higher profit margin than that on the original contract.
- Clearly identify the items impacted by the increase.
- Be filed with State Procurement Coordinator a minimum of 60 calendar days before the effective date of proposed increase.
- Be accompanied by documentation acceptable to the State Procurement Coordinator sufficient to warrant the increase.
- United States published indices such as the Producer Price Index or other government data will be referenced to help substantiate the Bidder's documentation. Informational Only: At the time of publishing of the IFB, one related PPI appears to be (WPU): 05310105- Natural Gas (others may exist). A link to the PPI Commodity Data is available at:
<https://www.bls.gov/ppi/>
- The Adjustment shall remain firm and fixed for at least 365 days after the effective date of the adjustment.
- Must not deviate from the contract pricing scheme/methodology.
- During the contract period, any cost reductions to Contractor shall be reflected in a reduction of the contract price retroactive to Contractor's effective date.
- During the term of this contract, should the Contractor enter into pricing agreements with other customers providing greater benefits or lower pricing, Contractor shall immediately amend the State contract to provide similar pricing to the State if the contract with other customers offers

similar usage quantities, and similar conditions impacting pricing. Contractor shall immediately notify the State Procurement Coordinator of any such contracts entered into by Contractor.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.22 Pricing

Pricing must include all delivery, packaging and administrative costs including, but not limited to, any US import charges associated with the product. There shall be no minimum order quantities or total order amount required from the agency, by the respondent. All bid pricing must be rounded to the nearest hundredth (0.00), US currency.

Bidder has read and agrees to this section: Yes ☒ No ☐

4.23 Pricing Restrictions

Pricing restrictions shall be disclosed at the time of bid. Bidders with pricing restrictions will be taken into consideration for minimum order quantities or total order amount required from the ordering agency.

Bidder has read and agrees to this section: Yes ☒ No ☐



Iowa Department of Administrative Services

Service • Efficiency • Value

Governor Kim Reynolds
Lt. Governor Adam Gregg

Paul Trombino III, Interim Director

November 19, 2020

To: All Potential Respondents
From: David Kundid, Purchasing Agent
Subject: RFB0221005021

Addendum One

Please amend the subject RFP to include answers to the following timely received questions:

- Q1. Are you throwing out the Bid that was done in August and moving to this new one?
- A1. Contracts issued against previous solicitations for debris grinding are not being renewed. This solicitation is to provide long-term service provider(s) in response to any future requests for services.
- Q2. Also, do you have any estimated quantities or locations of the work that still needs done?
- A2. There are approximately 25 communities throughout 15 counties that still need assistance. Individual site estimates range from 1,000 CY to 110,000 CY. Total statewide estimate is 373,300 cubic yards of vegetative debris. See A4 for additional details.
- Q3. Would the State consider making the disposal fees a pass through? Because this is a statewide contract, the disposal rates vary by region, making it difficult to price that line item.
- A3. I personally do not have an issue if we adjust the language to make this a pass through cost because there are so many unknowns associated with final disposition. Some landfills may waive fees; I think some can be mandated to waive them under a governor's proclamation, while others charge a standard rate regardless of circumstances. In severe events, some landfills may not have the capacity to accept a massive volume of debris, processed or not. This, in conjunction with the fact that we also have veto power on how they can and cannot ultimately dispose of the material, due to EHP considerations, I think a direct pass through is fair. These are costs that local communities incur with force account operations in response to an event that generates vegetative debris and, as the State still pays a 10% share of the PA reimbursement costs, are costs that at least a portion of which is being passed through to the to the State many cases anyway.
- Q4. Can you confirm what municipalities still require collection service and which have completed collection and will only require grinding and hauling?
- A4. This solicitation is to provide long-term service provider(s) in response to current and future request, not for one specific event, and should be bid accordingly.
- Q5. Can you confirm the incoming yardage will be measured by an outside monitoring firm?

A5. If services are requested in response to a disaster, then monitoring will be required. Services requested outside of a disaster response may not require monitoring.

Q6. Will you accept a tiered hauling rate for the collection and chip haul based on mileage?

A6. This solicitation is to provide long-term service provider(s) in response to localized and widespread events alike and should be bid accordingly.

Q7. Can you provide a list of remaining sites/municipalities along with estimated yardages for each?

Q7.	County	Location	Estimated CY
	Benton	Blainstown	11,000 CY
		Newhall	18,500 CY
		Walford	4,000 CY
	Boone	Luther	1,500 CY
	Jones	County Secondary Roads	25,000 CY
	Marshall	LeGrand	17,000 CY
		Marshall County	20,000 CY
		Veteran's Home	3,000 CY
		Ferguson	9,500 CY
	Dallas	Adel	8,000 CY
		Conservation	3,400 CY
		De Soto	1,100 CY
	Story	Story Country	7,000 CY
	Cedar	Conservation	2,800 CY
	Clinton	Camanche	9,000 CY
	Polk	Grimes	4,000 CY
		Polk City	7,000 CY
	Linn	DNR Pleasant Creek Park	22,600 CY
		Bertram	20,400 CY
	Jasper	Colfax	1,000 CY
		Mingo	9,000 CY
	Johnson	Swisher	3,500 CY
	Tama	Toledo	40,000 CY
	Scott	Eldridge	15,000 CY
	Poweshiek	Grinnell	110,000 CY

Q8. In 4.2.7, it states the contractor must submit a method of disposal, then in 4.2.8, it states the contractor has 10 days to remove ground debris from site. The Question is does the 10 days start after the method of disposal is approved?

A8. The 10 day deadline begins once 100% of the grinding for an individual site has been completed. Hauling operations can run concurrent with grinding operations at individual sites. As stated in Section 4 – Scope of Work, these details will be included in individual task orders, which will be agreed upon prior to mobilization to individual sites.

Q9. Is there a minimum amount of material to be hauled, ground, debris hauled off?

A9. There is no minimum.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature



Date

11/23/2020

Typed or Printed Name

Tipton F. Rowland