

## OMB Contract Review

<b>Granicus Title</b>	Ranking of firms and agreements with the six highest ranked firms to provide contingency disaster debris collection and removal services for the Public Works Department and municipal partners.				
<b>Legistar ID#</b>	22-1134A	<b>Reference #</b>		<b>Date</b>	1/18/23

**Mark all Applicable Boxes:**

Type of Review									
<b>CIP</b>		<b>Grant</b>		<b>Other</b>	x	<b>Revenue</b>		<b>Project</b>	x

**Fiscal Information:**

<b>New Contract (Y/N)</b>	No, but new vendor	<b>Original Amount</b>	N/A
<b>Fund(s)</b>	0001	<b>Amount of Change (+/-)</b>	N/A
<b>Cost Center(s)</b>	890001	<b>Total Amount</b>	N/A
<b>Program(s)</b>	1123	<b>Amount Available</b>	N/A
<b>Account(s)</b>	Misc	<b>Included in Applicable Budget? (Y/N)</b>	<b>NO.</b>
<b>Fiscal Year(s)</b>	FY23 – FY24		

### Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The purpose of the contract is to provide comprehensive disaster debris collection and removal services, as and when required for use by all municipalities within geographical Pinellas County. Award recommendation is to the top six ranked firms for a 60-month duration to provide contingency disaster debris collection and removal services. Awarding to six firms ensures adequate service coverage for any size event that may affect the County.

Expenses associated with disaster debris removal is typically charged to the GF under Emergency Services as expenses will *usually* qualify for disaster reimbursement. There is no budget currently available for these events as they have not yet occurred; however, contingency funds will be used for the initial expense.

**Analyst:**

Abigail Lloyd

**Ok to Sign:**

### Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Qwestica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
  - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is \_\_\_ percent higher or lower due to \_\_\_)"**.
5. Save the form with the following naming convention:
  - a. **OMB.Review\_XX-XXXX\_Department\_Subject** (e.g., OMB Review\_22-529A\_PW\_SidewalkContract).
6. Upload to Granicus as a numbered attachment.

- a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).