



Franklin County Emergency Management

Emergency Planning, Disaster Recovery, & Mitigation Grant Program Services

Franklin County, Florida

Due: 09/18/2023 by 4pm



Prepared by:
Metric Consulting, LLC
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Tab 1

Title Page



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Request for Proposal for Emergency Planning, Disaster Recovery, and Mitigation Grant Program Services

RFP No. RFP-EM2023-001



PRIMARY CONTACT:

Suzanne Settoon

Vice President of Disaster Recovery & Resiliency
2616 Jenks Avenue, Panama City, FL 32405
(504) 494-4785 | suzanne.settoon@metric-consulting.com



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Introductory Letter

September 15, 2023

Franklin County Clerk of Courts
Attn: Michelle Maxwell
Franklin County Emergency Management
33 Market Street, Suite 203
Apalachicola, FL 32320

Re: Emergency Planning, Disaster Recovery, and Mitigation Grant Program Services (RFP-EM2023-001)

Dear Ms. Maxwell and RFP Selection Committee:

Metric Consulting, LLC (Metric) is pleased to submit our *"Emergency Planning, Disaster Recovery, and Mitigation Grant Program Services"* proposal to Franklin County (the County). Metric, along with our teaming partners, **DCMC Partners (DCMC)** and **Integrated Solutions Consulting (ISC)**, bring an experienced team with a cohesive teaming relationship. Our team has a variety of experience with recovery operations in Florida, and we will provide an encompassing suite of support services to allow the County to maximize federal funding, expedite its closeout process, and to retain funding throughout closeout. We will work alongside the County throughout the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program process, and with the Florida Department of Emergency Management (FDEM) to ensure that all services adhere to federal and state requirements.

Driven by passion and expertise, we can offer the County a clear road to recovery and protection following any disaster event. Our disaster recovery history dates back to August of 1992 - when Metric Engineering, Inc. (Metric Engineering), our partner company, provided relief to the South Florida community in the aftermath of Hurricane Andrew. In the decades since, **Metric and Metric Engineering have successfully provided disaster recovery services in Florida, Louisiana, Texas, several states along the Atlantic Coast, and in the Midwest.**

In addition to our FEMA PA Program advisory services, we can provide financial, payroll, and grant management, procurement and contract management, Information Technology (IT) and data management, insurance funding support, mitigation support, emergency management support services, project management, damage assessments, and debris monitoring. **We have worked with many federal, state, and local agencies, including FEMA, the U.S. Department of Housing and Urban Development (HUD), FDEM, and the Office of Inspector General (OIG).**

Metric is headquartered in Miami, Florida, and has numerous offices throughout the state. Metric brings an extensive local presence in Northwest Florida, as we have offices in Panama City, Panama City Beach, and Chipley, and have worked with District 3 of the Florida Department of Transportation (FDOT) for several decades, including disaster recovery initiatives following Hurricane Michael and Hurricane Hermine.

Our grant management approach addresses all areas of the County's Scope of Services (Scope) and is backed by the belief that compliance is a key component to protecting the County's recovery dollars. **We have extensive experience in program design and policy development, vendor management, federal procurement regulation, and grant closeout.**

We will employ a comprehensive approach to ensure the County's planning and recovery processes are effective and efficient by adhering to the following five principles:

- 1. Providing Qualified and Capable Personnel** | We believe quality begins at the top and is demonstrated by personnel who lead by example. Suzanne Settoon, Vice President of Disaster Recovery & Resiliency, offers over 18 years of recovery program and grant management experience, and will oversee the recovery program - ensuring our team exceeds the County's expectations.

2. **Establishing a Realistic Schedule and Budget** | Each contract is unique and has its own demands, requirements, and solutions. Our team will develop a "Targeted Time Certain Project Plan" that incorporates a comprehensive set of qualitative and quantitative performance metrics.
3. **Recognizing and Understanding Project Stakeholders** | We understand that the County's initiatives are more than projects on paper and that adverse effects may occur if we do not effectively execute deliverables. Each Task Order directly impacts people's lives, and our work accounts for that. **We strive to facilitate coordination, understanding, and support from all stakeholders, regardless of economic situation or position.**
4. **Serving as an Extension of the County** | As your partner, we are responsible for the County's success. We will center our partnership around communication. Quality is not limited to one area of a program. It is a foundational piece of our culture and is maintained throughout our project lifecycle.
5. **Executing FEMA PA Program Initiatives** | We utilize a three-step approach to the FEMA PA Program, which focuses on (1) **grant formulation**, (2) **grant management**, and (3) **grant closeout** to effectively coordinate funding towards applicable projects and public aid programs.

We will follow these principles to ensure the County can effectively execute recovery efforts and initiatives. We have emergency management and support personnel with diverse backgrounds who are available to support this contract, and **we are committed to providing outstanding service that results in cost-effective and community-driven solutions.** We are proposing a first-class emergency planning, disaster recovery, and mitigation grant program team, and we trust that our proposal provides extensive information on our ability to accomplish the services listed in the Scope for this contract.

Below are the persons who are authorized to make representations for Metric:

Primary Contact for this Response:	Person Authorized to Legally Bind Metric:
Suzanne Settoon Vice President, Disaster Recovery & Resiliency (504) 494-4785 suzanne.settoon@metric-consulting.com 2616 Jenks Avenue Panama City, FL 32405	Veronica M. Benitez, Psy. D President (305) 235-5098 veronica.benitez@metric-consulting.com 13940 SW 136th Street Miami, FL 33186

Sincerely,



Veronica M. Benitez, Psy. D
President
(305) 235-5098
veronica.benitez@metric-consulting.com



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Qualifications & Experience

Prepare. Respond. Recover.

Our story as a distinguished emergency management provider began in August of 1992, when Metric Engineering answered Miami-Dade County's call to support the South Florida community following Hurricane Andrew.

Founded in 2015, **Metric Consulting, LLC (Metric)** is a privately held, women & minority-owned consulting firm with offices in Florida and Louisiana. We specialize in mitigation, preparedness, response, and recovery, and we have helped our clients recover from some of the biggest events in U.S. history - including Hurricane Andrew, Hurricane Katrina, Hurricane Michael, the Iowa Bird Flu, the Great Floods in Louisiana, and the COVID-19 pandemic. Our staff is comprised of skilled grant managers with broad experience in the FEMA Public Assistance (PA) and Community Development Block Grant (CDBG) programs, as well as staff with backgrounds in debris monitoring, housing assistance, environmental services, program management, grant writing, and a variety of other federal, state, and locally-funded programs and initiatives.

Prior to 2015, Metric was the emergency management division of **Metric Engineering, Inc. (Metric Engineering)** - a Miami-based transportation planning and engineering firm with 47 years of engineering experience and over three decades of emergency management experience. We provide comprehensive emergency management planning and plan development focused on mitigation, incident operations, logistics, recovery, and continuity of operations, and our 99% federal reimbursement rate supports that notion. When it comes to grant management, we believe that regardless of the funding stream, compliance is a key component to protecting recovery dollars. We have extensive experience in program design and policy development, vendor management, federal procurement, and grant closeout.

30+**Major
Storms****\$6B+****Managed in
Housing Projects****\$15B****In Grants
Managed****120****Years of Combined
Experience**

Our team has successfully applied for and won funding for a diverse set of clients nationwide. We have provided grant writing and administrative services for more than a decade, including grant writing and administration for infrastructure development and maintenance, technology, transportation, workforce development, records management, energy efficiency, and sustainability projects.

We understand the importance that funding sources play in financing projects for our clients, as well as the variety of regulations that govern federal, state, and local funding streams. We also know how to navigate these hurdles through each phase of a project, from grant research and development to the management of allocated funds. Each funding source has unique and specific requirements, and we provide a 360-degree approach to grant management that combines our project management, regulatory compliance, project controls, and engineering expertise to generate results.

\$16B+
in FEMA PA
Reimbursements

We understand how to lead clients through programs administered under FEMA, including the FEMA PA Program and the FEMA Individuals and Households Program (IHP). We are also well-versed in CDBG programs funded by HUD, and proficient in navigating funding opportunities and identifying projects for application development through the Infrastructure Investment and Jobs Act.

Our Key Services

We are a dynamic team of industry-recognized leaders and problem-solvers, and we love what we do.

With decades of experience and backgrounds ranging from data science and project management to geography and sustainable development, we are interdisciplinary to our core.

Approaching our work with this holistic perspective is really what sets us apart: we work together to understand the complex challenges that our clients face, and we design innovative, custom solutions for every stage of the recovery process.



FEMA Public Assistance

Metric approaches FEMA PA collaboratively, leveraging relationships, insights, and practical knowledge to reduce the time between a disaster and cost recovery. We understand FEMA's regulations, and we provide accessible interpretations of policy with actionable guidance to provide our clients with peace of mind that recovery funds are spent in compliance with governing regulations.



Debris Monitoring

When disaster strikes, restoring public safety and eliminating threats to lives and public health cannot wait. A return to normalcy is the first step in the road to recovery. Our goal is the same as our clients' - to quickly restore normalcy while leveraging every federal dollar in the recovery process.



Grant Management

Metric has experience and the proven flexibility to manage a wide variety of grants for our clients. We guide your grant selection by leveraging federal dollars from multiple funding streams to ensure a comprehensive recovery. We strive to deliver straightforward, concise, feasible solutions to maximize your benefit and shorten recovery time.



Community Development Block Grant Program

We have administered CDBG-DR programs since 2010, and we have assisted grantees during all phases of CDBG-DR grant administration, from the development of an Action Plan and Unmet Needs Assessment through program design, project implementation, and project closeout.



Environmental Services

Our team is experienced in performing environmental reviews of HUD-funded projects for our clients, ensuring that projects do not negatively impact the surrounding environment. We have also performed wetlands, coastal zones, and endangered species reviews in Florida, Louisiana, and Texas.



FEMA Hazard Mitigation Grant Program

We have years of grant funding expertise, including experience interpreting and following regulations within the Federal Disaster Mitigation Act, as well as Section 404 and 406 mitigation. We have specific hazard mitigation planning expertise, as well as proven methods for data-driven stakeholder engagement that is needed to achieve a successful Threat and Hazard Identification and Risk Assessment.

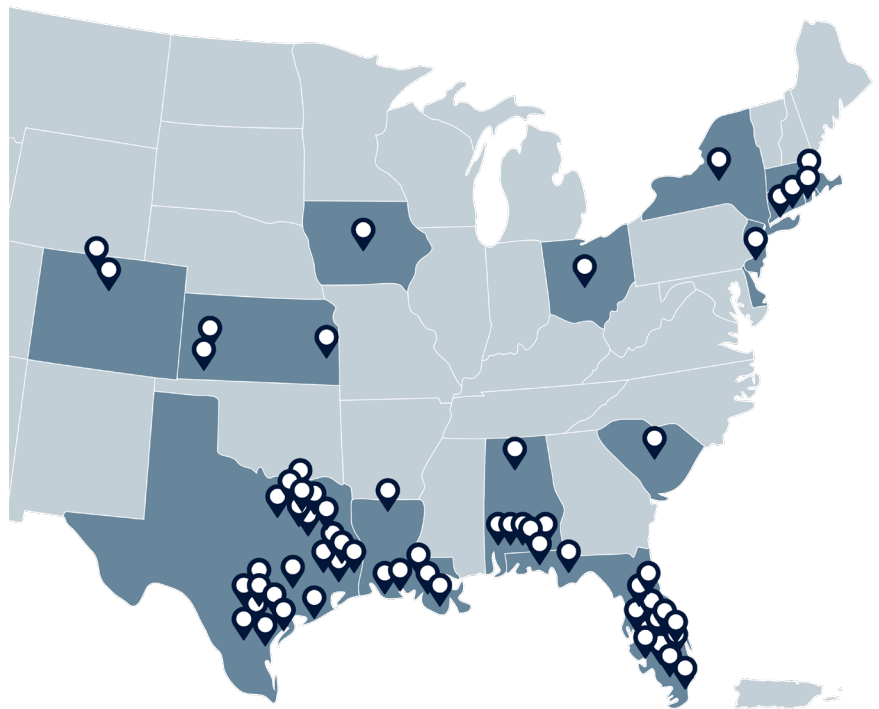
Qualifications & Experience

As the prime consultant, Metric will fully provide the County with grant management, project management, and overall disaster recovery services to deliver as-needed support for federal and state disaster declarations. Metric has the experience and expertise to successfully analyze the current recovery program by making recommendations for strategic improvements, managing and delivering the County's federally funded recovery projects, and monitoring closeout procedures to ensure compliance with Stafford Act programs.

By appropriately leveraging and applying our team's expertise and resources, the County will benefit from reduced audit risks and maximized recovery reimbursements. Metric has project controls in place and is ready to work for the County to achieve successful project closeout.

Our resources include systems and protocols that are set up to support document retention and real-time reporting and monitoring to support maximized efficiencies. We are committed to providing the County with the highest quality of services and have the financial resources to meet your disaster recovery efforts. We affirm our ability to not only meet, but to exceed the services requested in the RFP. We encourage the County to reach out to any of our references to understand the level and quality of our work, the project oversight methods we use to ensure cost-control measures, and our ability to push FEMA and all federal and state partners to ensure we deliver projects on-time and on budget.

Our Experience Spans the U.S.

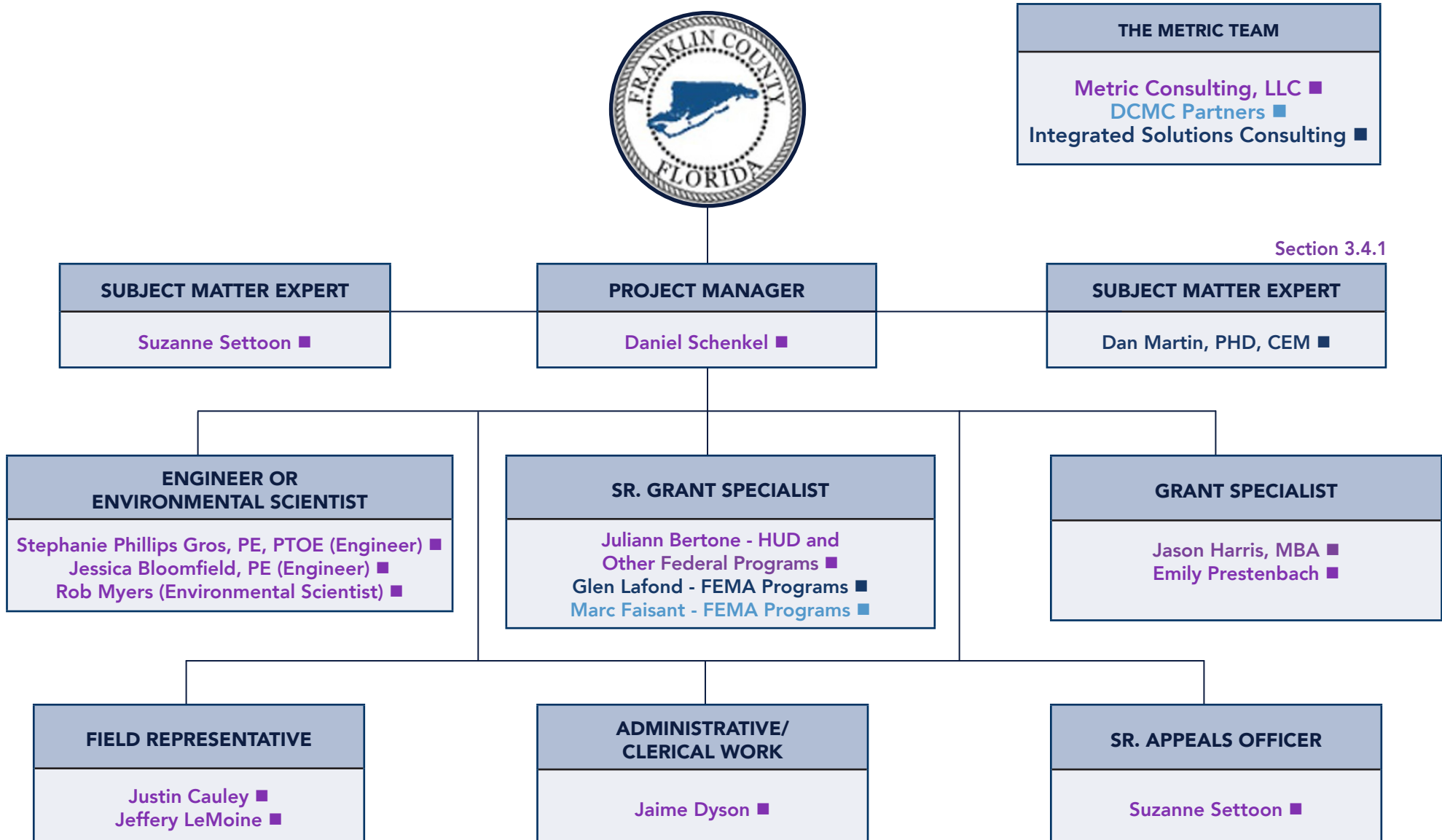


Office Location & Team

The office serving this contract is in Panama City, Florida, and work performed for this contract will be based out of that office, through one of our nearby offices in Panama City Beach or Chipley, or on-site at the County (as needed). **Our team is led by Daniel Schenkel, Project Manager, and Suzanne Settoon, Subject Matter Expert.** They will be supported by grant specialists, field representatives, an engineer, an environmental scientist, insurance specialists, and administrative personnel – all who offer varied subject matter expertise in several key federal grant management and disaster recovery areas.

The organizational chart below details our proposed team, and additional resources are available to provide further expertise as it relates to the program. The organizational chart is followed by a Scope of Work (Scope) matrix that illustrates our staff's capabilities as they relate to the Scope. This section also includes resumes for all proposed members of the Metric team. We offer an efficient and responsive team that will deliver the requested Scope without duplicating efforts that are being provided elsewhere.

Organizational Chart



Experience with Tasks Included in the Scope of Work

Team Members	Proficient in FEMA PA & MIT Policies	Proficient in HUD CDBG-DR Programs	Familiar with NRCS and FHWA requirements & policies	Financial, Payroll, and Grant Management Support	Grant Identification and Grant Application Development	Grant Closeout Expertise	Appeal Development / OIG Audit Review	Environmental and Historical Preservation Expertise	Procurement and Contract Management / Monitoring Support	Information Technology and Data Management	Insurance and Other Funding Support	Mitigation Support	Emergency Management Support Services & Training	Project Management for Complex & Long-Term Disaster Projects	Cost Estimating / Benefit Costs Analysis	Project SOW / Design Reviews	Project Controls	Damage Assessments & Technical Assistance to Support Reimbursement
Daniel Schenkel Project Manager	✓	✓	✓	✓		✓			✓		✓	✓		✓	✓	✓	✓	✓
Suzanne Settoon Project Manager (FEMA SME), Sr. Appeals Officer	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓					
Dan Martin, PHD, CEM Subject Matter Expert	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓					
Stephanie Phillips Gros, PE, PTOE Engineer					✓										✓	✓		
Jessica Bloomfield, PE Engineer	✓														✓	✓		
Rob Myers Environmental Scientist	✓	✓						✓										
Juliann Bertone Sr. Grant Specialist - HUD and Other Federal Programs		✓		✓	✓	✓			✓	✓	✓		✓	✓				
Glen Lafond Sr. Grant Specialist - FEMA Programs	✓		✓	✓		✓	✓		✓	✓	✓		✓	✓	✓	✓	✓	✓

Experience with Tasks Included in the Scope of Work

Team Members	Proficient in FEMA PA & MIT Policies	Proficient in HUD CDBG-DR Programs	Familiar with NRCS and FHWA requirements & policies	Financial, Payroll, and Grant Management Support	Grant Identification and Grant Application Development	Grant Closeout Expertise	Appeal Development / OIG Audit Review	Environmental and Historical Preservation Expertise	Procurement and Contract Management / Monitoring Support	Information Technology and Data Management	Insurance and Other Funding Support	Mitigation Support	Emergency Management Support Services & Training	Project Management for Complex & Long-Term Disaster Projects	Cost Estimating / Benefit Costs Analysis	Project SOW / Design Reviews	Project Controls	Damage Assessments & Technical Assistance to Support Reimbursement
Marc Faisant Sr. Grant Specialist - FEMA Programs	✓			✓		✓	✓		✓		✓							✓
Jason Harris, MBA Grant Specialist	✓			✓		✓			✓		✓							
Emily Prestenbach Grant Specialist	✓			✓	✓	✓			✓	✓	✓							
Justin Cauley Field Representative	✓	✓									✓			✓			✓	✓
Jeffery LeMoine Field Representative	✓	✓								✓	✓							
Jaime Dyson Administrative/ Clerical Assistant	✓			✓		✓			✓									

Metric Team Assigned to Program

We are proud of our firm's history as a leading provider of comprehensive disaster recovery consulting services and are excited to introduce the team we propose for this contract. We believe in the continuous improvement of our team members and those around us, and we will support the County with the best staff we have to offer. **Our team includes staff who have a history working with hurricane recovery projects for FEMA, the State of Florida (the State), government entities, private non-profit organizations, and similar previous public assistance and hazard mitigation contracts in the region (Hurricane Hermine, Hurricane Michael).** Further, our proposed staff are all full time employees. As a team, we are experts in FEMA PA, FEMA HMGP, HUD CDBG-DR, and IIJA grant funding. We have completed projects in compliance with audit requirements, and we look forward to the opportunity to successfully close out FEMA PWs for the County.



Daniel Schenkel | Project Manager

Mr. Schenkel boasts extensive knowledge in construction and disaster recovery programs, with experience in FEMA PA and CDBG-DR funded projects. He has worked with FEMA Emergency Work and Permanent Work projects, working directly with FEMA and GOHSEP to maximize funding and reimbursement, from assessment to closeout. He has 13 years of experience in cost estimating and project management in the public and private sectors, including with the Rebuild Florida and Restore Louisiana programs. He has worked with local permitting offices to ensure building code compliance. He is detailed in program operations from project initiation through closeout, including scheduling, resource allocation, proficiency, and analytics for maximum delivery.



Suzanne Settoon | Subject Matter Expert/Sr. Appeals Officer

Ms. Settoon has 18 years of experience in emergency management and disaster recovery with FEMA and the Small Business Administration. As a FEMA CORE employee at FEMA's Louisiana Recovery Office within the Branch of Public Assistance for eight years, Ms. Settoon served in multiple capacities from Project Specialist to Public Assistance Group Supervisor. As a FEMA CORE employee, she worked within multiple disasters affecting Louisiana, beginning with Hurricane Katrina in 2005 and through the Louisiana Severe Storms and Great Floods in 2016. Over the last seven years in the private sector, she has continued to assist municipalities, school boards, and other public entities to ensure they increase their FEMA PA eligibility, identify FEMA HMGP opportunities, and successfully navigate the bureaucracy of compliance. Prior to her experience in PA, Ms. Settoon worked within the Branch of Individual Assistance as a Team Lead within the Applicant Services department, where she worked with state, local, and voluntary agencies to provide temporary housing solutions to disaster survivors. Currently, she oversees all aspects of recovery programs and provides technical advice to guide the team through the maze of compliance requirements, meeting program deadlines, and maximizing reimbursements.



**INTEGRATED SOLUTIONS**
CONSULTING**Dan Martin, PHD, CEM | Subject Matter Expert**

Dr. Martin is a seasoned program manager and consultant, managing over 300 consulting engagements and managing several large Federal Emergency Management Agency (FEMA) and other U.S. federal emergency management contracts totaling over \$2.5 billion. His project experience ranges from development of hazard mitigation plans for some of our Nation's largest communities to conducting tabletop and functional exercise on a wide variety of hazard topics and special events. He has prepared, provided oversight, and/or managed the development, reconciliation, final closeout, and appeals of over \$5 billion in disaster recovery and mitigation grants under the FEMA Public Assistance, FEMA Hazard Mitigation Grant, and HUD CDBG-DR programs. Dr. Martin's contributions to the emergency management industry has been recognized by two former Presidents of the United States and has received commendation from FEMA Headquarters.

**metric**
consulting**Stephanie Phillips Gros, PE, PTOE | Engineer**

For over 15 years, Ms. Phillips has led a variety of transportation projects from funding identification, preliminary needs, project feasibility, design, and construction for numerous municipalities and agencies in several states. Serving as the lead for over 200 large projects, for both the private and public sector, she has managed all aspects of project delivery, including planning, environmental documentation, funding/grant administration, cost estimation, permitting, and public/stakeholder outreach. The success of several projects has heavily relied on assisting with strategic and efficient communication between state and local agencies, governmental entities, and private clients, and streamlining processes. Assisting with the client's understanding of funding, process, policy, permitting, show-stopping constraints, and programmatic timeline restrictions has been essential to each project's successful implementation.

**metric**
consulting**Jessica Bloomfield, PE | Engineer**

Ms. Bloomfield currently serves as Metric's Area Design Manager for North Florida and serves as a Project Manager and Roadway Engineer. She focuses on all aspects of highway design and planning, as well as drainage design, project management, and utility design and coordination. She has completed 21 Resurfacing, Restoration and Rehabilitation (RRR) projects, four capacity projects, and multiple safety and operational projects for the FDOT, as well as cities, counties, and various municipalities throughout Florida. She is also responsible for preparing construction cost estimates and specification packages.

**Rob Myers | Environmental Scientist**

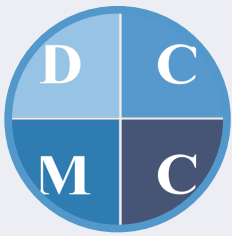
Mr. Myers is experienced providing a wide array of environmental assessments and technical reports, with an emphasis on PD&E, wildlife surveys, and environmental permitting. Mr. Myers has held USFWS 10(a)(1)(A) endangered species permits for 20 federally listed species and is a proven PD&E scientist who has managed PD&E projects in five FDOT districts. In addition, Mr. Myers currently conducts Environmental Assessments and Tiered Environmental Reviews for multiple CDBG programs that satisfy all HUD requirements as defined in 24 CFR 58, in accordance with all applicable laws, environmental regulations, applicable Federal, State, and Local regulations established by the National Environmental Policy Act (NEPA), and development of the corresponding Environmental Review Records (ERRs).

**Juliann Bertone | Sr. Grant Specialist - HUD and Other Federal Programs**

Ms. Bertone has extensive experience with HUD's CDBG Program and in developing and executing federally funded programs. She is a quality improvement project leader who plans and organizes projects, meetings, and presentations, and creatively collaborates with partners in government, non-profit, for profit, and academic settings to enhance project skill sets and conduct data collection. Ms. Bertone is well-versed in training and technical assistance, sub-recipient management, program design, and program compliance. With demonstrated subject matter expertise in public health and comprehensive disaster recovery, she is well-equipped to manage a broad range of disasters. She also offers unique experience in stakeholder engagement and the delivery of community-driven solutions.

**Glen Lafond | Sr. Grant Specialist - FEMA Programs**

Glen LaFond has more than 25 years combined of Emergency, Construction, Project, and Financial Management experience in both the public and private sector. Glen has worked on 16 disasters, including flood, wind, and earthquake hazards. He achieved FEMA's highly coveted Advanced Professional Series Certificate in Emergency Management and completed the National Fire Academy's Type 3 All Hazard IMT Technical Assistance Program. His experience in responding to and working multiple disasters, coupled with his background in the construction industry, give him a unique insight into the Emergency Management field that has proven invaluable to his applicants and clients. Glen is a FEMA policy and procedural expert with strong technical writing skills that he uses to write project worksheets as well as appeals to ensure maximum grant awards.

**DCMC
PARTNERS****Marc Faisant | Sr. Grant Specialist - FEMA Programs**

Mr. Faisant has significant experience in disaster mitigation, response, and recovery. His understanding of FEMA's PA and IHP programs and expertise as a disaster recovery technical writer is utilized to develop emergency operations, hazard mitigation, and crisis communications plans. He has worked with clients on the municipal, county, state, and federal level to provide hazard assessments, emergency notification protocols, organizational and post-incident assessments, and leadership in emergency operations and response. He assists in the identification and development of mitigation proposals, preliminary damage assessments, and preparing closeout packages ensuring all documentation is OIG audit compliant.

**metric
consulting****Jason Harris, MBA | Grant Specialist**

Mr. Harris has worked on some of the largest and most complex disaster recovery programs in the nation, assisting disaster impacted communities in the management of difficult federal disaster grants from the FEMA Public Assistance program and HUD's Community Development Block Grant – Disaster Recovery (CDBG-DR) and Essential Services Grant (ESG) programs. He has utilized his detail-oriented accounting and financial analysis skills to ensure compliance and reasonableness of disaster recovery projects and that sub-grantees can get reimbursed for the maximum amounts eligible under the law.

**metric
consulting****Emily Prestenbach | Grant Specialist**

Ms. Prestenbach has six years of experience as a Senior Recovery Grants/Closeout Specialist in the FEMA PA Program. She has designed and developed relational databases and has experience providing financial accounting reconciliation guidance to clients during the grant closeout process. She is an analytical, detail-oriented, and accomplished data professional with a record of accomplishment collecting, analyzing, and improving business data to enhance solutions.

**metric
consulting****Justin Cauley | Field Representative**

Mr. Cauley has supported disaster recovery projects in the states of Florida, Colorado, South Carolina, Texas, New York, Ohio, Rhode Island, Kansas, and the Commonwealth of Puerto Rico. His responsibilities have included disaster case management, debris management, grant management, and compliance monitoring and implementation. Mr. Cauley has provided FEMA PA grant management services to Larimer County, Colorado, and he was deployed to South Carolina following the February 2014 Severe Ice Storm, where he assisted with field inspection and verification. He served as a Disaster Case Manager Supervisor and provided comprehensive mobility counseling and disaster case management services to eligible homeowners under the CDBG-DR Program within the Deep East Texas Council of Governments and Liberty County, Texas.



Jeffery LeMoine | Field Representative

Mr. LeMoine has over 20 years of leadership experience, including time spent developing and managing inventory data processes to ensure proper inventory and staffing needs were met. He has also been a lead Critical Infrastructure Field Inspector and provided damage assessments, project formulation, and the implementation of overhead drone technology to inspect infrastructure. He is adept at providing technical data geared toward mitigation strategies to increase resiliency and strengthen critical infrastructure, and he has developed mitigation and resilience strategies to meet changing community lifeline criteria.



Jaime Dyson | Administrative/Clerical Support

Ms. Dyson is an experienced grant and administrative professional with a proven history delivering exceptional operational and data management support. For over 10 years, Ms. Dyson has worked with multiple private and public agencies to maintain project and grant documentation, prepare project reports, and to perform other clerical type duties required throughout a project's lifecycle. She specializes in force account labor and materials reconciliations for FEMA Public Assistance Program applicants, ensuring they maximize their federal disaster funding. She is detail-oriented and uses her exceptional communication skills to interact with project stakeholders to provide the highest-quality service. She is adept at multi-tasking and prioritizing to meet schedule deadlines.



Daniel Schenkel

Project Manager



Technical Expertise

Program Management
Project Management
Damage Assessments
Owner Representation
Cost Estimating
Field Inspections
Quality Control
Data Tracking
Construction Management
FEMA Policy Knowledge
HUD Policy Knowledge

Years of Experience

13 Years

Education

B.S., Business/Project
Management,
Master at Arms, U.S. Navy

Certifications

IICRC WRT, IICRC ASD, RSA
AMRT, NORMI CMA, NORMI
CMR, TWIC
Xactimate 28 Certified
FEMA Hazard Mitigation
Unified Hazard Mitigation
Incident Command
ICS Initial Response

Professional Memberships

IICRC
PMI
NORMI

Professional Profile

Mr. Schenkel boasts extensive knowledge in construction and disaster recovery programs and has experience in FEMA PA and CDBG-DR funded projects across the Southeast. He has worked with FEMA funded Emergency Work and Permanent Work projects, and has worked directly with FEMA to maximize funding and reimbursement, from assessment to closeout. He has over 13 years of cost estimation and project management experience in the public and private sectors, including with the Rebuild Florida and Restore Louisiana programs, as well as with local permitting offices to ensure building code compliance. He is detailed in program operations from project start-up through closeout, including scheduling, resource allocation, project proficiency, and project analytics. He is proficient with XactAnalysis, Xactimate, RSMMeans, Procore, Centerline, and other project management/estimating tools.

Experience

05/2022 – 06/2023: Program Director | Calcasieu Parish Police Jury, Lake Charles, LA:

Mr. Schenkel oversaw FEMA funded disaster recovery and new construction projects for CPPJ as the program director. He managed a team of people working as the owner representative for the Police Jury in facilitating project completion on time and within budget, while working with the grants management team to maintain funding sources across both locally and federally funded projects.

05/2022 – 04/2023: Cost Estimator/Compliance Review | Rebuild Florida:

Mr. Schenkel worked with program contractors to review damage assessments for code compliance and additional scope change orders. He reviewed submitted files with the contractor to ensure all scope items were captured and cost estimated to be included in the project budget while maintaining program guidelines.

07/2022 – 05/2023: Owner Representative | City of Lake Charles, Lake Charles, LA:

Mr. Schenkel worked as the owner representative for the City of Lake Charles for the Lakefront Development and Port Wonder projects. He engaged the designers and General Contractors to facilitate full project completion while maintaining the project schedule, budget, and communications between all stakeholders.

08/2022 – 05/2023: Cost Estimation & Grant Application for HM Funds | Port of Lake Charles Hazard Mitigation Grant Program Application, Lake Charles, LA:

Mr. Schenkel assisted in the development of the project and grant application for the Port of Lake Charles, assisting with obtaining funding for an emergency onsite generator to maintain operations in the event of a disaster. He completed a benefit-cost analysis and developed the grant application for FEMA's HMGP.



| Daniel Schenkel – Project Manager

08/2022 – 05/2023: Project Manager | Various Disaster Recovery Programs, Lake Charles, LA: Mr. Schenkel served as a Project Manager for numerous federally funded disaster recovery programs. In addition to providing project management and facilitation of construction projects, he is an expert in the industry in providing cost estimates and cost analyses. Mr. Schenkel created the SOP for the firm's inspection process and assisted in the development of a field inspection software tool. He has daily direct oversight of program staff and manages quality control efforts for optimal client success. He has regular and productive interfacing with agency, State and Federal program stakeholders. Mr. Schenkel serves as the primary point of contact for issue resolution for executive management. Schenkel leverages his background in construction and direct experience with cost estimating and project management for HUD and CDBG programs.

08/2021 – 03/2022: Damage Assessment & Cost Estimating Manager | Jefferson Davis School Board, Jefferson Parish, LA: Mr. Schenkel was contracted to provide project management services for FEMA funded projects for current and future declared federal disasters. Mr. Schenkel provided damage assessments for the School Board's 14 campus sites, managing the RFPs and construction project management.

02/2018 – 03/2020: Damage Assessor/QC Field Inspector | Restore Louisiana Program, Statewide: Mr. Schenkel provided field inspections for reconstruction of damaged homes following HUD and SOP guidelines. He worked with the local agencies for permitting and code compliance. Revised and wrote field files using Xactimate28. Maintained file status in EGrants and tracking in XactAnalysis. He worked with program contractors before and after contract signing to ensure quality and accuracy of projects.

08/2017 – 01/2018: Project Manager | Restore Louisiana Program, Baton Rouge, LA: Mr. Schenkel oversaw file management and tracking, estimating and quality file review. He also managed production and quality of work while supervising 60+ people for the Reconstruction and Damage Assessments on the Restore Louisiana project. Write SOP and processes for various stages of the program. He performed quality control of all files for payments processing and file closeouts.

02/2017 – 07/2017: Director of Mitigation | Various Disaster Recovery Projects, Lafayette, LA: Mr. Schenkel oversaw all aspects of remodel and restoration projects, including estimating, sales, production, profit and loss, and budgetary guidelines for various Sibley Construction Services projects. He managed crews and launched a successful mitigation department and emergency services response for the insurance restoration industry. He also managed communication with vendors, including contractor connection.

03/2016 – 08/2016: Regional Project Manager | Various Restoration Projects, Lake Charles, LA: During his tenure with Guarantee Restoration Services, Schenkel's responsibilities included project management from start to finish of various restoration projects both residential and commercial. Mr. Schenkel created estimates for all projects with detailed line-item estimates using Xactimate 28. He maintained the budget with target profit margins. He invoiced customers and maintained relationships with clients and homeowners.

12/2014 – 08/2015: Emergency Services Manager | Various Restoration Projects, Indianapolis, IN: Mr. Schenkel's responsibilities with Faulkner Restoration included project management from start to finish of various restoration projects both residential and commercial. He created estimates for all projects with detailed line-item estimates using Xactimate 28. He maintained the budget with target profit margins.



Suzanne Settoon

Subject Matter Expert/Sr. Appeals Officer



Technical Expertise

FEMA PA Technical Expertise
Grants Management
Project Management
Program Management
Project Controls Review
FEMA/HUD Policy Knowledge

Years of Experience

18 Years

Education

B.A., General Studies,
Louisiana State University,
1992

Training & Certifications

- FEMA Qualification Position – Public Assistance Task Force Leader
- IS-400 Advanced Incident Command System
- L-825 Incident Action Plan (IAP) Training
- IS-920 FEMA's Performance Management Program
- IS-546a Continuity of Operations (COOP) Awareness
- IS-547a Introduction to Continuity of Operations
- DHS Together Building Employee and Organizational Resilience
- L-541 Supervising Temporary Workforce
- S-800.b National Response Framework (NRF)
- FEMA Public Assistance Ops I Training
- FEMA 404 Hazard Mitigation Training
- FEMA PA Ops II Training
- FEMA PA Ops II Training
- FEMA PAC (Public Assistance Coordinator) Training

Professional Profile

Ms. Settoon has 18 years of experience in emergency management and disaster recovery with FEMA and the Small Business Administration. She worked as a FEMA CORE employee at FEMA's Louisiana Recovery Office within the Branch of Public Assistance for eight years and served in multiple capacities from Project Specialist to Public Assistance Group Supervisor. In that time, she worked on projects that involved multiple disasters that affected Louisiana, including Hurricane Katrina and the Louisiana Severe Storms and Great Floods in 2016.

Since joining the private sector, she has continued to assist municipalities, school boards, and other public entities to ensure they increase their FEMA PA eligibility, identify FEMA HMGP opportunities, and successfully navigate the bureaucracy of compliance. In that time, she has worked as a Team Lead within the Branch of Individual Assistance, where she worked with state, local, and voluntary agencies to provide temporary housing solutions to disaster survivors. She joined another emergency management firm following the historic flooding in the Baton Rouge area in August of 2016. In that role, she led a team of grant managers as they addressed all aspects of the City of Baton Rouge's flood recovery, providing technical advice to guide the City through compliance requirements, meeting program deadlines, and maximizing reimbursements.

Experience

06/2023 – Present: FEMA PA Subject Matter Expert | FEMA PA Consultant, Pasco County, FL: Ms. Settoon provides program oversight and technical advice to assist the County to ensure maximum reimbursement for their COVID-19 and Hurricane Ian FEMA PA claim.

Previous Experience

03/2020 – 05/2023: Senior Grants Manager | Baton Rouge General Medical Center, Disaster Recovery, Baton Rouge, LA: During the COVID-19 Health Pandemic, the Baton Rouge General Medical Center requested disaster recovery advisory services and grant development to obtain funding through the CARES Act. Ms. Settoon provided owner representation with both GOHSEP and FEMA, client updates to the CARES Act relevant to the medical industry, oversaw grant development and formulation for submittal to FEMA, and ensures no duplication of benefits are received.

01/2018 – 05/2023: Project Manager/Technical Assistance Liaison | City of Central Disaster Recovery Grants Management, Central, LA: Following the Great Flood in 2016, Ms. Settoon oversaw the City's FEMA PA recovery



| Suzanne Settoon – Subject Matter Expert/Sr. Appeals Officer

Training & Certifications (cont.)

- FEMA Individual Assistance Basic Training
- IS-100 Introduction to the Incident Command System
- IS-200 ICS for Single Resources and Initial Action Incidents
- IS-200.b ICS for Single Resources and Initial Action Incidents
- IS-700 National Incident Management System
- IS-700.a National Incident Management System
- IS -240 Leadership and Influence
- IS-235 Exercise Design
- IS-241 Decision Making and Problem Solving
- IS-230 Principals of Emergency Management

program valued at \$60M. Through the FEMA appeal process, she was able to secure funding for road repairs that were initially deemed ineligible by FEMA. In addition, the City of Central received an allocation of \$13.7M from FEMA's HMGP Program following the severe flooding. Ms. Settoon assisted the City to develop and bring to the community for adoption five hazard mitigation drainage projects, which include upsizing of culverts to sustain a 25-year storm.

03/2017 – 03/2023: Closeout Grants Manager | LSU Health Care Services Division (LSU HCSD) Disaster Stafford Act Closeout Assistance, Baton Rouge, LA: Ms. Settoon oversaw a team of closeout specialists in the reconciliation and closeout process for Hurricanes Katrina, Rita, Gustav, Ike, and Isaac FEMA funded projects totaling over \$220M in recovery funding.

03/2020 – 05/2023: Senior Compliance Grants Manager | Louisiana Housing Corporation-Disaster Recovery Management of the COVID-19 Operations, Baton Rouge, LA: The Louisiana Housing Corporation managed the statewide effort to temporarily house a targeted population, which started in New Orleans. Ms. Settoon provided program oversight, which includes shelters, coordination with the on-site staffing agency, and wraparound services at multiple sites within eight cities in Louisiana.

10/2016 – 08/2019: Program Director | East Baton Rouge City-Parish Disaster Recovery Grants Management, Baton Rouge, LA: South Louisiana was heavily impacted by a severe flooding event in August 2016 (DR-4277), which has required the City of Baton Rouge to reach out to CSRS, Inc. to assist in managing grants awarded by FEMA for the City's recovery. Ms. Settoon is responsible for overseeing all infrastructure projects eligible for repair or replacement through FEMA Public Assistance program. This position requires managing a team consisting of Project Specialist, Cost Estimators, and Closeout Specialist; meeting with City Officials and Department Directors to identify damages incurred by each of the City's departments; seek Hazard Mitigation opportunities for applicable projects; review all project request for forwarding to FEMA, including cost estimates; manage project priorities, oversee project reimbursement request from GOHSEP and manage closeout activities of all projects.

03/2016 – 09/2016: Supervisory Emergency Program Manager, Public Assistance Group Supervisor | FEMA/Joint Field Office, DR-4263. Baton Rouge, LA: DR-4263 affected 38 parishes throughout Louisiana with an estimated 758 PA projects to be formulated at an estimated cost of 105 million dollars. As the PAGS for DR-4263 her responsibilities consisted of managing, cultivating, and supporting over 60 staff members, consisting of Task Force Leads to Project Specialists including contracted Technical Assistance Specialists. She attended all applicant kick-off meetings at the beginning of the disaster to introduce FEMA staff assigned as the applicant's point of contact, while presenting the FEMA PA program and process. Ms. Settoon obtained the knowledge of the PA program, which allowed her to assist TFLs with eligibility determinations during the PW development phase, while adhering to policy in accordance with Title 44, Code of Federal Regulations (44 CFR) and FEMA PA Program and Policy Guide (PAPPG). Ms. Settoon conducted weekly production meetings with staff to ensure goals were met for PW development and attended applicant project meetings to further FEMA relationships with the applicant and State partners.

DANIEL MARTIN, PHD, CEM

Subject Matter Expert



PROFILE

Daniel Martin is the world's first to hold a PhD in Emergency Management and recognized internationally for bridging the disciplines of emergency management and environmental sciences (climate change). He is a seasoned emergency manager whose experience covers all fundamental areas of the discipline to include response, recovery, mitigation, and preparedness to include planning, training, and exercises.

Dr. Martin is a seasoned program manager and consultant, managing over 300 consulting engagements and managing several large Federal Emergency Management Agency (FEMA) and other U.S. federal emergency management contracts totaling over \$2.5 billion. His project experience ranges from development of hazard mitigation plans for some of our Nation's largest communities to conducting tabletop and functional exercise on a wide variety of hazard topics and special events such as the Super Bowl. He has developed community disaster recovery plans, community preparedness surveys, hurricane preparedness commercial video to the creation of a community vulnerability and hazard risk analysis tool with over 4,500 scientifically based measurements. His experience in emergency management is extensive and maintains a high standard of performance for every client he serves.

In addition to his planning and preparedness experience, over the course of his career, Dr. Martin has responded to over 50 U.S. Nationally declared disasters and has been instrumental in many of FEMA's programmatic initiatives to improve the United States emergency management system since 9/11. His disaster experience includes all the major United States disasters to include 9/11, Hurricanes Katrina (New Orleans), Sandy (New York City), Harvey (Houston), and Maria (Puerto Rico) where he served in various leadership roles during disaster recovery operations. He has prepared, provided oversight, and/or managed the development, reconciliation, final closeout, and appeals of over \$5 billion in disaster recovery and mitigation grants under the FEMA Public Assistance, FEMA Hazard Mitigation Grant, and HUD CDBG-DR programs. In 2018, Dr. Martin served as the lead Subject Matter Expert to investigate the Puerto Rico Recovery Operation following Hurricane Maria, help resolve operational and programmatic issues. Dr. Martin's efforts resulted in putting Puerto Rico on the correct path for disaster recovery.

Dr. Martin's contributions to the emergency management industry has been recognized by two former Presidents of the United States and has received commendation from FEMA Headquarters, senior client officials, and emergency management scholars for his extensive knowledge of the field of emergency management as well as the federal programs, regulations, policies, and disaster operational practices.

EXPERTISE & CERTIFICATIONS

- Comprehensive Emergency Management Planning
- Disaster Ops & Assistance Programs
- Community Disaster Recovery
- Hazard Vulnerability, Risk & Resiliency
- Critical Infrastructure Engineer
- Emergency Management Research Methods
- Certified Emergency Manager
- Certified Homeland Security Professional
- Certified Emergency Manager
- Institution Review Board Certified
- American Society of Civil Engineers; Rebuilding the New Orleans Region: Infrastructure Systems and Technology Innovation Forum; Guest Lecturer

YEARS OF EXPERIENCE

- 30+ years of experience

EDUCATION

- MA & PhD, Emergency Management
- BS, Environmental Engineering
- Graduate Studies, Public Health & Sociology
- Critical Infrastructure Engineering (Minor)
- Completed and developed course curriculum for EMI as well as graduate and doctorate level courses on various topics

RECOGNITION

- President Barack Obama Letter of Recognition
- President George Bush Letter of Appreciation
- 2003 President's Award

RELEVANT PROJECT EXPERIENCE

- DHS – FEMA; National Response & Recovery Directorate Planning & Coordination Program; Program Director; ISC; 2010 – Present.

DANIEL MARTIN, PHD, CEM

Subject Matter Expert



- DHS – FEMA; National Catastrophic Planning Technical Assistance Program; Managing Principal; ISC; 2015 – Present.
- DHS – FEMA; Nationwide Infrastructure Response & Recovery – Public Assistance TAC Support; Managing Principal; ISC; 1998 – Present.
- Department of Interior: Bureau of Indian Affairs Emergency Management Services; Managing Principal; ISC; 2014 – Present.
- Miami-Dade Emergency Management & Homeland Security Consulting Services; Managing Principal; ISC; 2009 – Present.
- San Diego As-Needed Emergency Planning Services; Managing Principal; ISC; 2015 – Present.
- Houston-Galveston Area Council All Hazards Preparedness, Planning Consulting, and Recovery Services; Managing Principal; ISC; 2012 – Present.

Stephanie Phillips Gros, PE, PTOE

Engineer



Technical Expertise

Grants Management
Project Management
Program Management
Project Controls Review

Years of Experience

15 Years

Education

B.S., Civil Engineering, Louisiana
State University, 2008

Training & Certifications

- FEMA Qualification Position – Public Assistance Task Force Leader
- IS-400 Advanced Incident Command System
- L-825 Incident Action Plan (IAP) Training
- IS-920 FEMAs Performance Management Program
- IS-546a Continuity of Operations (COOP) Awareness
- IS-547a Introduction to Continuity of Operations
- DHS Together Building Employee and Organizational Resilience
- L-541 Supervising Temporary Workforce
- S-800.b National Response Framework (NRF)
- FEMA Public Assistance Ops I Training
- FEMA 404 Hazard Mitigation Training
- FEMA PA Ops II Training
- FEMA PA Ops II Training
- FEMA PAC (Public Assistance Coordinator) Training
- FEMA Individual Assistance Basic Training
- IS-100 Introduction to the Incident Command System

Professional Profile

For over 15 years, Ms. Phillips has led a variety of transportation projects from funding identification, preliminary needs, project feasibility, design, and construction for numerous municipalities and agencies in several states. Serving as the lead for over 200 large projects, for both the private and public sector, she has managed all aspects of project delivery, including planning, environmental documentation, funding/grant administration, cost estimation, permitting, and public/stakeholder outreach. The success of several projects has heavily relied on assisting with strategic and efficient communication between state and local agencies, governmental entities, and private clients, and streamlining processes. Assisting with the client's understanding of funding, process, policy, permitting, show-stopping constraints, and programmatic timeline restrictions has been essential to each project's successful implementation.

Ms. Phillips has lead and coordinated successful grant applications for INFRA, MEGA, SS4A, RAISE/BUILD, CFI, STP, EDA, and several others, and assisted with the project's execution in compliance with federal standards and regulations. She has assisted DOT's with presentations for identified mega projects and the prioritization of state programmatic decisions. As a subject matter expert and QA/QC lead, she has lead plan development for over 100 projects, and has developed templates to enforce consistency and compliance throughout planning, environmental, traffic, and safety studies. She has helped mitigate several projects in progress to better comply with State and National permitting and compliance requirements, including coordination of identified economic development sites that would request access to state-owned transportation infrastructure.

Experience

09/2020 – 07/2022: Senior Grants Manager & Scoping Engineer | St. Bernard Port North-South Intermodal Connector Road EDA Grant, St. Bernard Parish, LA: Grant Application Lead for a north-south connector from Judge Perez Drive to St. Bernard Highway. In addition to connecting two highways, the road provides north-south connectivity to the Port of St. Bernard and completes one phase of a master planned Florida Avenue Extension. The new roadway will open land up for development and provide an alternate ingress/egress for the hospitals they renovate and expand services. Ms. Phillips worked with the future and existing tenant, the Port, other stakeholders, and regional planning office. After the successful grant application, Ms. Phillips lead the efforts in coordination with agencies and project scoping, identification of baseline measurements for reporting and compliance.

07/2020 – 09/2022: [Senior Program Manager and Scoping Engineer](#) | MOVEBR Transportation Plan, Program Manager and Pre-Construction QAQC Lead. Baton Rouge, LA: Responsible for the project scoping and overall QAQC/consistency of programmatic policies for the \$1.2B program. Ms. Phillips successfully managed the two largest projects in the program (Airline North and Airline South). She assisted in leadership of the program, cost estimation, financial modeling, budgets, design standards, and focuses on overall constructability/feasibility of projects. As a part of her project management tasks, she oversaw the successful INFRA grants and STP >200k applications, including cost estimation, identification of project goals, economic development, and feasibility.

09/2017 – 05/2020: [Senior Manager](#) | South East Arkansas and North East Rail INFRA Grant Application and Environmental Document, Regional: Project Manager on INFRA application for rail line from NE Louisiana to SE Arkansas. As a follow up to our effort in assisting the consortium in securing \$10M on funding through the INFRA program, we provided Environmental and GIS services.



Jessica Bloomfield, PE

Engineer



Technical Expertise

Project Management
Public Involvement
Site Development
Roadway/Drainage
Utility Coordination & Design

Years of Experience

21 Years

Education

B.S., Civil Engineering,
Washington State University
(2002)

Professional Registrations

Professional Engineer – FL
No. 66427

Professional Profile

Ms. Bloomfield currently is Metric Engineering's Area Design Manager for North Florida and serves as a Project Manager and Roadway Engineer. She focuses on all aspects of highway design and planning, as well as drainage design, project management, and utility design and coordination. She has completed 21 RRR projects, four capacity projects, and multiple safety and operational projects. She is also responsible for preparing construction cost estimates and specification packages.

Experience

Engineer of Record | Harrison Avenue from Government Street to 4th Street, City of Panama City, FL: This is a complete streets project on Harrison Ave. in downtown Panama City, from Government St. to 4th St. The design included complete reconstruction of the roadway, sidewalk, drainage structures, and buried utilities. Metric was responsible for the design of the new roadway which included a flush curb to make a more "walkable" community, lighting, bioretention/soil cells for stormwater treatment, water and sewer replacements, conduit for power service and to place overhead lines to underground.

Project Manager/Engineer of Record | CR 2341 (Jenks Avenue) from SR 368 (23rd Street) to CR 2312 (Baldwin Road), Bay County, City of Panama City: This project included roadway design to widen approximately 1-mile of Jenks Avenue from a 2-lane rural roadway to a 5-lane urban roadway with bicycle lanes and sidewalk. The roadway design plans included adjusting the vertical profile, cross sections, new side street turnouts, and Maintenance of Traffic plans. The project also involved community awareness and a public information meeting.

Project Manager | Bay County Respite Center, Panama City, Florida (Bay County Council on Aging): Served as Project Manager for this building addition, pro bono project. Prepared grading plans, drainage plans, and parking design for building addition project. Applied for and obtained FDEP stormwater permit and City of Panama City development Order.

Project Manager | Chavers Storage, Panama City Beach, Florida (Private Development): Served as Project Manager for this site development project. Obtained a Bay County Development Order, involved preparation of Site plans for two 5-story warehouse buildings, roadway design of Clara Avenue and turn lanes on SR 30A (Back Beach Road). Obtained all required permits: FDOT Driveway Connection, FDOT Utility, FDEP Stormwater, Sanitary Sewer, Potable Water, Dredge and Fill Permit (requiring mitigation), and City of Panama City Beach utility approval. This project also involved a traffic study design of left and right turn lanes on a state road.



| Jessica Bloomfield, PE – Engineer

Project Manager | Dormitory Design/Build, Tyndall Air Force Base, Florida (U.S. Army Corps): Served as Civil Engineering Project Manager for this development project, consisting of four buildings, parking areas and offsite stormwater re-routing. Site plans for this project included parking lot design, stormwater design, water, sewer, and gas design, and coordination during construction. Also obtained an Environmental Resource Permit (Dredge and Fill), & Stormwater and Drinking Water permits from the FDEP.

Project Manager | Grande Oaks Subdivision, Callaway, Florida (Private Development): Served as Project Manager for this site development project. Site plans for this 30-unit subdivision included roadway design, stormwater design, water and sewer design, landscape design, and other components necessary for construction. Also prepared applications and obtained all necessary permits for construction.

Assistant Project Engineer | Cottages at Heritage Village, Lighthouse Village, Kingswood Baptist Education Facility, Sleep Inn (Private Developments): Served as Assistant Project Engineer for site development projects. The projects included design of new driveways and parking areas for the proposed buildings. Design tasks included but were not limited to providing adequate stormwater attenuation, lift station design, final grade elevations, preparing details, and signing and striping plans.

Project Manager | CR 22A (Bob Little Road) Bike/Pedestrian Path from Cherry Street to 7th Street, Bay County, City of Callaway: The design includes a pedestrian and bike path on the east side of Bob Little Road, cross drain extension, piping ditches, signing, and striping, Traffic Control Plans, and utility coordination. A stormwater permit was obtained for minor drainage work in wetlands. LAP Specifications and the Bid Package were also prepared for the City.

Project Manager | Pine Avenue Sidewalk, Washington County, City of Chipley: This LAP project included sidewalk design on the north side of Pine Avenue. The project also involved modifications to a cross drain, signing and striping, Traffic Control Plans, and utility coordination.

Project Manager | Continuing Services Design Consultant (2022 – 2027), FDOT District 3: This Task Work Order based contract includes design work for milling and resurfacing, intersection improvements, structures, signalization, lighting, drainage, signing and pavement markings, maintenance of traffic, right-of-way maps, environmental permits, utility coordination and relocations, geotechnical investigations and testing, design surveys, and post-design services, as well as minor services such as plans updates, cost estimates and scheduling support, fiber upgrades, and public involvement (PI) services. Metric will perform a Benefit/Cost Analysis when applicable and share our findings with the District. From there, we will develop and propose a Scope of Services that covers the necessary improvements to be addressed and any value-added items that we discover during our field review. After the Scope is finalized, our team will meet with District 3's Project Manager to confirm the project schedule and timeline, and to coordinate dates for TWO authorizations, the Notice-to-Proceed, issues/resolutions, and resource distribution.

Project Manager/Engineer of Record | SR 30A (US 98/15th Street) from West of CR 2343 (Jenks Avenue) to SR 389 (East Avenue) in Bay County, FDOT District 3: Served as Project Manager and Engineer-of-Record for this urban resurfacing project. This project consisted of milling and resurfacing an urban principal arterial. Other improvements include widening side street turning radii, new mast arms, sidewalk, bus bays with bus pads, retaining walls, and minor drainage improvements. Plans include roadway, signalization, and signing & pavement markings.



Rob Myers III

Environmental Scientist



Technical Expertise

HUD CDBG-DR
Environmental Reviews
Permitting
Transportation Planning
PD&E
Wildlife Surveys

Years of Experience

16 Years

Education

B.S., Biology, University of
Texas at Austin (2004)

Professional Profile

Ms. Bloomfield currently is Metric Engineering's Area Design Manager for North Florida and serves as a Project Manager and Roadway Engineer. She focuses on all aspects of highway design and planning, as well as drainage design, project management, and utility design and coordination. She has completed 21 RRR projects, four capacity projects, and multiple safety and operational projects. She is also responsible for preparing construction cost estimates and specification packages.

Experience

Senior Environmental Scientist | HUD Environmental Reviews, DeSoto

County: Metric currently holds an ongoing contract with DeSoto county providing Professional Services for the Environmental Review of current, anticipated, and upon request, future Housing and Urban Development (HUD) Community Development Block Grant Mitigation (CDBG-MIT) and Community Development Block Grant Corona Virus (CDBG-CV) funded projects. Throughout this contract Metric will conduct Environmental Assessments and Tiered Environmental Reviews that satisfy all HUD requirements as defined in 24 CFR 58, in accordance with all applicable laws, environmental regulations, applicable Federal, State, and Local regulations established by the National Environmental Policy Act (NEPA), and development of the corresponding Environmental Review Records (ERR). Metric will oversee the Environmental Assessments of an array of potential impacts, including but not limiting to: Land Development, Socioeconomic, Community Facilities and Services, Health Care, Social Services, Solid Waste Disposal/Recycling, Wastewater/Sanitary Sewers, Water Supply, Public Safety – Police Fire, and Emergency Medical, Parks, Open Space and Recreation, Unique Natural Features, Water Resources, and Vegetation and Wildlife. During the entire environmental review process Metric will provide a comprehensive Environmental Review Record for the pre-project environmental conditions, the anticipated environmental impact of the proposed activities and any potential mitigation measures that may be appropriate to bring the project into environmental compliance.

Project Manager/Senior Environmental Scientist | CDBG, HOME, ESG, CDBG-CV, and EGS-CV HUD Grant **Environmental Documentation, Collier County, FL:**

Metric holds an ongoing contract with Collier County Government to conduct Site Specific Environmental Reviews and prepare appropriate NEPA documentation. Metric begins by screening projects and determining the appropriate Classes of Action and level of required documentation. Metric then collects the necessary data through both desktop and field evaluations and develops the associated NEPA checklists, maps and supporting documentation to demonstrate compliance with HUD requirements. We have also found that following and attaching the HUD Partner Worksheets for each particular category is key to understanding how HUD interprets environmental regulations and what supporting information will be required to demonstrate compliance and secure project approval. As public involvement and notification are often required, Metric identifies if the 8-step or 5-step processes are required



| Rob Myers III – Environmental Scientist

and then prepares necessary documentation for public notice. As needed, Metric also develops correspondence and documentation for regulatory agencies. Ultimately, Mr. Myers (Project Manager) certifies the environmental documentation and presents it to the County for approval and signature by the County Manager as the Responsible Entity.

Senior Environmental Scientist | HUD Voluntary Home Buyout, Panama City, FL: Metric holds an ongoing contract to conduct Environmental Assessments and Tiered Environmental Reviews and prepares the appropriate NEPA documentation to satisfy US Department of Housing and Urban Development (HUD) requirements under the Environmental Review Procedures' 24 CFR Part 58. Under its first Task Work Order, Metric is providing documentation for 35 houses in Panama City that will be purchased as part of the Buyback Program because of repeated flooding. This requires inspections of each house and completion of an Environmental Assessment.

Production Manager | Hurricane Harvey Disaster Recovery Program, Texas General Land Office: Mr. Myers oversees the production of Site-Specific Checklists and Categorical Exclusion Type I's that are required to release federal funds for repairing storm-damaged houses. This program stems from US Housing and Urban Development Block Grants related to Hurricane Harvey. As a sub to True North, Metric created a custom GIS tool and has produced the required GIS maps, data, and NEPA documentation for well over 100 applicant properties.

Senior Environmental Scientist | US 90 PD&E Study, Santa Rosa County, FDOT District 3: Providing environmental management and QA/QC for this PD&E Study of a new roadway alignment within Milton, FL. The study covers approximately five miles and faces unique challenges from Section 4(f) impacts, relocations, contamination, and a river crossing. Mr. Myers' principal duties include serving as the lead author for the Conceptual Stage Relocation Plan, the Section 4(f) DOA and DOE, the Contamination Screening Evaluation Report, as well as providing support for the Noise Study Report.

Senior Environmental Scientist | SR 389/East Avenue Feasibility/PD&E Study from SR 30 (US 98B) to Sherman Avenue (CR 2337) SR 389 (East Avenue) from Port Entrance to SR 30 (US 98B), FDOT District 3: The first part of this project is to complete a Feasibility Study of 2.3 miles of roadway to document information necessary to determine fatal flaws, logical termini, purpose and need, and corridors or alternatives that meet performance metrics identified in the purpose and need. The second phase of this project is to prepare a PD&E Study to reflect the approved feasible alternatives.

Senior Environmental Scientist | SR 292 Feasibility/PD&E Study from SR 173 (Blue Angel Parkway) to SR 295 (Navy Boulevard), Escambia County, FDOT District 3: SR 292 (Sorrento Rd./Gulf Beach Hwy.) in Escambia County, is being considered for widening from a two-lane undivided to a four-lane divided urban typical section with bike lanes and sidewalks that will link Blue Angel Parkway to Navy Boulevard. The approximate limits of the project are from SR 292 (Sorrento Rd./Gulf Beach Hwy.) (MP 12.030) to SR 295 (Navy Blvd.) (MP 17.246). This is a two-phase PD&E study. Stage 1 will complete a Feasibility Study to provide documented information necessary to determine fatal flaws, logical termini, purpose and need, and corridors or alternatives that meet performance metrics identified in the purpose and need. Once the feasibility report is completed, Metric will perform the remainder of the PD&E study, which will likely become a Type 2 Cat X.



Juliann Bertone

Sr. Grant Specialist – HUD and Other Federal Programs



Technical Expertise

Project Management
Public Health Policy
Contract Management
CDBG-DR Policy
HUD Housing Counseling
Subrecipient Management
Financial Controls
Budget Development
Stakeholder Engagement
COVID-19 Federal Funding

Years of Experience

10 Years

Education

M.A., Global Leadership & Sustainable Development,
Hawaii Pacific University
B.S., Integrated Marketing Communications, Ithaca College

Certifications

- Graduate Regional Institute for Health and Environmental Leadership
- CDPHE Project Management Essentials
- CDPHE Behavioral Health for Spokespersons Training
- FEMA Introduction to ICS for Operational First Responders
- FEMA External Affairs

Professional Profile

Ms. Bertone has extensive experience with HUD's CDBG Program and in developing and executing federally funded programs. She is a quality improvement project leader who plans and organizes projects, meetings, and presentations, and creatively collaborates with partners in government, non-profit, for profit, and academic settings to enhance project skill sets and conduct data collection. Ms. Bertone is well-versed in training and technical assistance, subrecipient management, program design, and program compliance. With demonstrated subject matter expertise in public health and comprehensive disaster recovery, she is well-equipped to manage a broad range of disasters.

Experience

06/2023 – Present: Program Manager | FEMA PA Consulting Services, Pasco County, FL: Oversees FEMA PA program in response to Hurricane Ian and COVID-19 declared disasters. The Metric team provides overall FEMA PA program management, including Quality Assurance / Quality Control audit reviews, project reporting, meeting with the Florida Division of Emergency Management (FDEM) and FEMA.

06/2023 – Present: Program Manager | Grant Management Services, City of Pinellas Park, FL: Pinellas Park selected metric to assist with grant management and reporting for federal, State of Florida, and any other applicable entities. This includes general FEMA Public Assistance and other agencies grant management advice, assistance, and reporting. Metric also will manage the life cycle of grants, including compiling, preparing, and submitting commencement and pre-reimbursement documents; preparation and submission of status reports to grant agencies as required; compilation, preparation, submission of close-out documentation.

11/2022 – Present: Project Manager | Home Investment Partnerships Program – American Rescue Plan (HOME-ARP) Consulting Services, Franklin County, OH: Metric is working with Franklin County to develop a HOME-ARP Allocation Plan, ensuring the creation of a plan that best serves the Franklin County community. Tasks include developing an Allocation Plan schedule, conducting the required agency and service provider consultation process, developing the Allocation Plan in compliance with all HOME-ARP regulations, conducting required public participation, and assisting the County in the submission of the final Allocation Plan to HUD.

05/2022 – Present: Project Manager | Home Investment Partnerships Program – American Rescue Plan (HOME-ARP) Consultation Services Contract, City of Columbus, OH: Metric was selected to provide grant consultation services for the City's \$16 million allocation of HOME-ARP funding. The allocated funds are intended to reduce homelessness and increase housing stability across the country. Metric created a detailed project work plan to ensure the creation of a compliant and comprehensive funding Allocation Plan. Next,



| Juliann Bertone – Sr. Grant Specialist – HUD and Other Federal Programs

Metric designed and implemented stakeholder engagement strategies, including an online survey and in-person input meeting. Then, the Metric team assisted the city in the required consultation services report for the Allocation Plan.

04/2022 – 07/2023: Senior Grant Manager | Grant Management Project (CDBG), Terrebonne Parish Consolidated Government, LA: Metric was selected by Louisiana's Terrebonne Parish Consolidated Government for the Grant Management and Administrative Services For HUD, FEMA, and Other Federally Funded Programs contract. Metric supports CSRS by providing program management, grant, and project management for disaster recovery funding, planning advisory services, grant writing, reimbursement and closeout activities, compliance maintenance, and guidance for several government aid programs.

09/2021 – 02/2023: Associate Program Manager | COVID-19 Response and Assistance, Unified Government of Wyandotte County and Kansas City, KS: In response to the COVID-19 pandemic, ARPA funding was utilized to provide urgent and targeted funding for workers and families. The Unified Government sought assistance to maximize its ARPA funding while identifying additional grants to provide relief to citizens. To expedite their efforts, the Unified Government requested grant discovery, community liaison, and technical government grant writing services to maximize their allocated funds. Metric's goal was to identify federal funding opportunities through ARPA, and to collaborate with state agencies to ensure the Unified Government received the maximum amount of funding possible. Metric provides the Unified Government with comprehensive grant management and cost recovery services, including strategic planning, FEMA PA cost recovery, program implementation support, and technical assistance.

05/2021 – 07/2022: Associate Program Manager | Needs Assessment for ARPA Funding, Saline County, KS: Metric's team was engaged by Saline County to support their capabilities to ensure compliance with federal regulations while maximizing the usage of ARPA funding in the local community. Metric's team conducted a needs assessment for one of Saline County's ARPA funded programs, and Metric assisted Saline County as they identified that the safe diversion of community members from incarceration through the creation of pathways to specialized services and treatment was one of their goals. The goal of the needs assessment was to obtain a full picture of the unmet needs that ARPA funding could address in the interconnected areas of criminal justice, mental health, and public safety.

Additional Experience

07/2020 – 06/2021: Associate Program Manager | COVID-19 SPARK Grant Management Support, Finney County, KS

07/2020 – 06/2021: Associate Program Manager | COVID-19 Recovery and Response Assistance, Seward County, KS

07/2020 – 06/2021: Associate Program Manager | SPARK Grant Management Support, Neosho County, KS

Prior Experience

05/2019 – 08/2020: Supervisor Community Development Block Grant | Puerto Rico Department of Housing, San Juan, PR

04/2014 – 05/2019: Communications & Policy Analyst | Colorado Department of Public Health and Environment, Denver, CO

02/2014 – 10/2014: Grants & Communications Associate | Isles Inc., Trenton, NJ

GLEN LAFOND

Sr. Grant Specialist - FEMA Programs



PROFILE

Glen LaFond has more than 25 years combined of Emergency, Construction, Project, and Financial Management experience in both the public and private sector. For the past 15 years, Glen has worked on 16 disasters, including flood, wind, and earthquake hazards. Due to his commitment to the emergency management discipline, Glen achieved FEMA's highly coveted Advanced Professional Series Certificate in Emergency Management and completed the National Fire Academy's Type 3 All Hazard IMT Technical Assistance Program. Mr. LaFond has the knowledge, skills, and abilities to manage a disaster at any level, including Federal, State, County, local jurisdiction, and private sectors. His experience in responding to and working multiple disasters, coupled with his background in the construction industry, give him a unique insight into the Emergency Management field that has proven invaluable to his applicants and clients. Glen is a FEMA policy and procedural expert with strong technical writing skills that he uses to write project worksheets as well as appeals to ensure maximum grant awards for his applicants.

Most recently, Glen has been serving as the Program Director for 3 clients in Southwest Louisiana. He is currently overseeing more than \$160 million in FEMA grants to help his applicants recover from the devastating affects of Hurricane Laura and its 150 mph winds. As a Section 428 PAAP Alternative project policy specialist, Glen has directed over \$80 million into this complicated FEMA grants program. This has allowed his clients to maximize their grant funding while also allowing them the greatest flexibility with their funding as they repair and rebuild their facilities. The experience and professional knowledge of Glen and his team has allowed his clients to far outpace the other applicants in this disaster in terms of the amount of obligated and hazard mitigation funds received.

Before his currently deployment, Glen served as a FEMA Emergency Management consultant in New York State on Hurricane Sandy DR-4085 where he wrote more than \$700 million in Public Assistance Project Worksheets across all categories of work for restoration and mitigation efforts, including grants written under the newly created Public Assistance Alternative Procedures Program (PAAP). He has used his construction management and estimating background to assist applicants in developing scopes of work and wrote his own restoration CEF estimates and mitigation Cost Benefit Analyses for critical infrastructure that included wastewater treatment plants, State, and prominent local government entities as well as school districts and housing authorities. Mr. LaFond also has been deployed as an Insurance Specialist where he prevented over \$120 million in duplication of disaster benefits and resolved outstanding insurance issues in appeal or OIG audit during the FEMA grant closeout process.

EXPERTISE & CERTIFICATIONS

- FEMA Public Assistance
- FEMA Individual Assistance
- FEMA PA Policy, Guidelines and Regulations
- Project Management
- Construction Management
- 404 / 406 Hazard Mitigation
- Cost Estimating (CEF) and RS Means
- Section 428 PAAP
- Insurance
- Alternate & Improved Projects
- Program Delivery Manager (PDMG)
- Site Inspection
- Public Assistance Coordinator (PAC)
- Writing Project Worksheets

YEARS OF EXPERIENCE

- 25+ years of experience

EDUCATION

- BA, Business Administration
- Advanced Professional Series in Emergency Management from FEMA
- State of Florida's GOLD State Management Team (SMT)
- National Fire Academy's All Hazards Incident Management Team (AHIMT)
- Grants Manager / Grants Portal

GLEN LAFOND

Sr. Grant Specialist - FEMA Programs

EMERGENCY MANAGEMENT CONSULTANT, INTEGRATED SOLUTIONS CONSULTING, APRIL 2013 – PRESENT

- Project Manager for ISC on Hurricane Laura, and damages to the Harbors and Airports. Primary PM and POC between clients and project reps.
- Technical Assistance Consultant (TAC) to FEMA for Hurricane Maria DR-4339; served as PDMG and Grants Manager reporting specialist.
- Technical Assistance Consultant to FEMA for Hurricane Sandy DR-4085; served as Project Specialist.
- Wrote over \$500 million in Public Assistance Project Worksheets (PW's) across all categories of work including writing Section 428 PAAP Projects
- Wrote projects for Airports, tunnels, bridges, school districts, housing authorities and wastewater treatment plants.

EM CONSULTANT / PROJECT MANAGER LAFOND CONSULTING, LLC, 2013 – PRESENT

- Emergency Management Consultant to Florida League of Cities (FLC) / Florida Municipal Insurance Trust (FMIT)
- Worked with League members, FEMA and the State of Florida to reconcile claims and reduce municipal de-obligation exposure by over \$120 Million.
- As a Project Manager for FMIT, worked expeditiously to repair flooded NASA building with over \$5M in damages while staying within budget & timeline.
- Puerto Rico: DR-4339 Hurricane Maria, Public Assistance Emergency Grant Program, Disaster Recovery Specialist – October 2017 – May 2018

PA COORDINATOR (PAC), FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM), 2008 – 2011

- Provided assistance, support, and consultation to local governments throughout Florida for FEMA's Public Assistance Program
- Responded to multiple disasters conducting preliminary damage assessments (PDA's), Applicant Briefings and writing Project Worksheets (PW's)
- Responsible for writing over 150 closeout versions for large projects from the 2004-2005 Florida hurricanes
- operations, work product and deliverable for accuracy and completeness.
- Evaluate individual performance of field staff, conduct progress assessments, variance analyses and corrective action plans.
- Develop monthly progress and performance reports on field operations and personnel for FEMA.

MAINTENANCE AND CONSTRUCTION MANAGER, CLARK PROPERTIES, 2005 – 2008

- Managed a construction and maintenance crew of 20-25 team members.
- Project Manager for dozens of commercial construction projects and build outs.
- Maintain 12 self-storage facilities, numerous commercial properties, and mall.

MARC FAISANT

Project Role: Sr. Grant Specialist – FEMA Programs

Company: DCMC Partners

Marc Faisant has significant experience in disaster mitigation, response, and recovery efforts. His understanding of FEMA's Public and Individual Assistance programs and expertise as a disaster recovery technical writer is utilized to develop emergency operations, hazard mitigation, and crisis communications plans. Mr. Faisant has worked with clients on the municipal, county, state, and federal level to provide hazard assessments, emergency notification protocols, organizational and post-incident assessments, and leadership in emergency operations and response. At the project level, Mr. Faisant assists in the identification and development of (404 and 406) mitigation proposals, preliminary damage assessments, and preparing of closeout packages ensuring all documentation is OIG audit compliant.

Mr. Faisant has worked with a multitude of FEMA Public Assistance applicants in Florida, Virginia, Louisiana, Mississippi, Vermont, New York, and New Jersey. He also performed community outreach work with British Petroleum (BP) to assist the southern parishes in Louisiana that were impacted following the Deepwater Horizon tragedy that resulted in a massive oil spill. Recently, he worked with the USDA to help respond to the avian flu outbreak in Minnesota and Iowa.

Mr. Faisant is a technical writer who has been assisting applicants as they navigate through the FEMA Public Assistance program for the past 12 years. He was selected to work in the Gulf Coast Recovery Office, in New Orleans, following Hurricanes Katrina and Rita to help examine overarching issues and work toward the development of new standardized practices for future events.

SELECTED EXPERIENCE

City of Orlando (2022-Present)

Senior Recovery Specialist

- Is providing Public Assistance technical expertise and support to the City of Orlando.

Talquin Electric Cooperative, Inc. (2019)

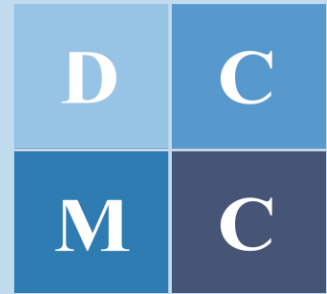
Recovery Specialist

- Assist various cooperatives in their recovery from Hurricane Michael.
- Identify, collect, organize required documentation to develop Project Worksheets for Debris Removal Operations, Emergency Protective Measures, and permanent work.

School District of Palm Beach County, West Palm Beach (2017-2018)

Project Manager

- Ensured that Project Worksheets are written in accordance with FEMA policy.
- Worked with School District officials to collect and organize the relevant documentation needed to secure funding for the projects that have been identified.



YEARS OF EXPERIENCE

16 years

AREAS OF EXPERTISE

Debris Removal
Disaster Recovery
Disaster Response
Hazard Mitigation
Plan Writing
Public Assistance
Technical Writing
Workshop Facilitation

REGISTRATIONS, CERTIFICATIONS & TRAININGS

40-Hour HAZWOPER Training

Evacuation and Hurricane
Mitigation Workshop

Natural Resource Damage
Assessment Training

OSA Site Supervisor Training

OSHA 10-Hour Construction
Safety Training

Shoreline Cleanup Assessment
Team (SCAT) Training

EDUCATION

Creighton University

- Provided daily updates and weekly status reports to the School District to ensure that the project is completed on time and under budget.

Village of North Palm Beach, FL (2017-2018)***Project Manager***

- Coordinated with the Finance and Public Works Departments to identify eligible damages that resulted from Hurricane Irma.
- Collected the documentation necessary to receive FEMA Public Assistance funding.
- Developed Project Worksheets to submit to FEMA.

City of Orlando (2016-2017)***Debris Removal Consultant***

- Identified, reviewed, organized, and compiled the documentation necessary to receive FEMA reimbursement for eligible debris removal work completed following Hurricane Matthew.

Citrus County, FL (2016)***Project Manager***

- Served as the Project Manager for the Debris Monitoring throughout Citrus County following Hurricane Hermine.
- Hired and trained the temporary employees needed to monitor the trucks, reviewed the paperwork generated by these monitors, tracked the progress and provided daily reports to the client.
- Coordinated with FEMA, State, and local representatives to gather and organize the documentation for FEMA to complete the Project Worksheet.

Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) (2012)***Closeout Specialist, Hurricanes Katrina, Rita, Gustav, and Ike***

- Worked with a team that was assembled to work with local, state and FEMA representatives to reconcile and close out large, expedited, consolidated, improved and alternate projects from the various storms that have impacted Louisiana starting with Katrina.
- Reviewed and audited projects to ensure the funds were properly accounted for and that the work had been completed in accordance with the scope of work.
- Worked with the applicant representatives to determine what documentation would be needed for closeout and prepare for a potential OIG audit.

WORK HISTORY

DCMC Partners (2017 - Present)

Witt O'Brien's (2010 - 2017)

PBS&J (now Atkins) (2005 - 2010)



Jason Harris, MBA

Grant Specialist



Technical Expertise

Scope Development
Cost Reconciliation
Cost Analysis
QA/QC
FEMA PA Program
FEMA HMA
Governmental Accounting
Project Management
Grant Management

Years of Experience

18 Years

Education

MSA, Concentration in Public Accounting, Strayer University,
MBA, University of Phoenix,
B.S., Retail Management, University of South Carolina

Certifications

Contracting Officer's Technical Representative (COTR)
Certification, 2007
FAC-C Level II Defense Acquisitions Workforce Improvement Act (DAWIA) training, 2010 - 2012
Comptroller and Acquisition Advanced training, 2006
Supervisors and Managers Training, 2006
IS 634 Introduction to FEMA's Public Assistance

Professional Profile

Mr. Harris has worked on some of the largest and most complex disaster recovery programs in the nation, assisting disaster impacted communities in the management of difficult federal disaster grants from FEMA's PA Program, HUD's CDBG-DR Program and Essential Services Grant (ESG) Programs. He has utilized his detail-oriented accounting and financial analysis skills to ensure compliance and reasonableness of disaster recovery projects and to ensure sub-grantees receive the maximum eligible amount.

Experience

2021 – Present: FEMA Technical Advisor | Jefferson Parish Recovery Grants and Program Management Jefferson Parish, LA: Mr. Harris serves as an expert advisor on post-disaster debris and demolition-type services. He evaluates costs for debris removal to develop the disaster inventory listing for submittal to FEMA for Category A debris removal projects on debris removal tasked with applying documentation requirements for the justification of temporary debris removal sites and debris removal projects to address any federal environmental concerns with debris. He interfaces with the assigned FEMA Program Delivery Manager to formulate the Scope on the Parish's Category A Debris Removal projects. He responds to FEMA RFIs and those inquiries from the grantee in developing FEMA grants and processing reimbursement requests. As part of these efforts, he collaborated with Parish department officials and contractors to facilitate the process of the project formulation and reimbursements to expedite the Parish's funding for debris removal.

2015 – 2019: Funding Quality Assurance and Compliance Lead | The Recovery School District Disaster Recovery Program, New Orleans, LA: Mr. Harris served as a technical advisor to resolve complex eligibility and policy issues on the compliance to federal regulations involving the individual FEMA federal grants for the Recovery School District construction projects to rebuild the Orleans Parish school system after Hurricane Katrina. He advised on the compliance with federal regulations and FEMA policy for the administering of FEMA's first Single Settlement Request for \$1.2 billion with the Recovery School District client including amending the grant scope of work, technical issues that arise from the design, estimation, and construction of projects, and closing out of single project work sites within the federal grant. Additionally, he advised the client on creating a sub-ledger account database to track eligible expenditures and payments from the grantee to properly track the FEMA funding versus the CDBG-DR and the Department of Education's RESTART program.

2019 – Present: FEMA Public Assistance (PA) Technical Assistant Contract (TAC) | FEMA Public Assistance Technical Assistant Contract IV, Zone II, New Orleans, LA : Mr. Harris is currently assigned to Zone II for the FEMA PA Technical Assistant Contract IV and awaiting deployment. His assignments will include working as a technical representative in funding of federal grants.



| Jason Harris, MBA – Grant Specialist

2015 – 2019: Funding Quality Assurance and Compliance Lead | Funding Quality Assurance and Compliance Lead | Recovery School District (RSD) Grants and Project Management Recovery Program, New Orleans, LA: Mr. Harris was responsible for compliance with federal regulations involving the FEMA grants associated with the Single Settlement Request for RSD. Before RSD, he led Jacobs/CSRS Chief Administrative Office Team for the City of New Orleans' Recovery Program to complete the key performance indicator (KPI) milestones for contract year three. Currently, he uses his technical skills and knowledge of federal regulations to manage compliance of the grant program and close grants. His relationships with FEMA needed recovery of the state. He advised on policy and regulations to support grants management and associated activities for federal and state programs, primarily the FEMA PA Program, FEMA HMGP, and HUD CDBG recovery programs.

2013 – 2015: Chief Administrative Office Liaison | City of New Orleans Grant Management Program, New Orleans, LA: Mr. Harris led the Chief Administrative Office Team after Hurricane Katrina, managing the grant managers administering the infrastructure projects, including writing version requests to PWs to provide comprehensive detailed damage descriptions. He worked closely with the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and the City as the consultant and technical advisor to determine eligibility of infrastructure projects through federal policies and regulations including the 44 Code of Federal Regulations and the FEMA PA Policy Guide.

2013: Chief Administrative Office Liaison | The City of New Orleans Disaster Recovery Program, New Orleans, LA: Mr. Harris led the Chief Administrative Office team to successfully complete the key performance indicator milestones for contract year three and obtained a 90.4 percentile overall rating through planning and managing the team's skills and time administering the more than 280 operating grants management projects. He utilized the Stoplight Analysis to determine the compliance risk, de-obligation risk, and liquidity risk of more than a thousand operating and capital federal projects held by the City of New Orleans to analyze the complex financial issues within the reporting of the federal payments and applied expenditures for reimbursement. Mr. Harris worked closely with GOHSEP and the City of New Orleans as the consultant and technical advisor to determine eligibility of infrastructure projects through federal policies and regulations including the 44 Code of Federal Regulations and the Federal Emergency Management Agency (FEMA) Public Assistance Policy Guide overturning FEMA's ineligibility determinations. He also managed the grant managers' administering of infrastructure projects including writing version requests to project worksheets to provide comprehensive detailed damage descriptions that include dimensions and cause of damage, final reconciliation of expenses, and close-out of the federal grants. He collaborated on a strategy or end-game approach with Jacobs/CSRS joint venture senior management for the close-out of the federal grants to be presented to the City of New Orleans by advising on the details of the presentation, City management structure and City accounting system, and worked with the FEMA technical team as a technical advisor to resolve complex eligibility and policy issues.

2008 – 2012: Financial Analyst | Federal Emergency Management Agency (FEMA). New Orleans, LA: Mr. Harris supported FEMA's Louisiana Transitional Recovery Office, supporting over 500 FEMA employees to support the state of Louisiana's recovery efforts after hurricane Katrina. Specifically, Mr. Harris determined the eligibility of more than \$65 million of state administrative costs by applying Office of Management and Budget (OMB) Circulars A-87, A-133, A-102 and Code of Federal Regulations 44 to ensure compliance with the approval process of state management costs. He was responsible for creating a standardized protocol process for approval of state management costs funds that reduced the approval process from 121 days to 25 days by establishing protocols for completion of work. He also collaborated with GOHSEP to ensure the State met the objectives of the State's Administrative Plan for FEMA's Public Assistance and Hazard Mitigation Grant Administration disaster program. Additionally, Mr. Harris evaluated and supervised performance and reviewed invoices provided by contractors and worked with the contractors to clarify standard and special provisions of their contracts as the Contracting Officer Technical Representative (COTR) for contracts exceeding \$1.4 million.



Emily Prestenbach

Grant Specialist



Technical Expertise

Force Account Labor
Cost Estimating
Project Worksheet
Development
Grant Management
Data Analysis
Closeout Reconciliation
Grant Writing

Years of Experience

6 Years

Education

B.S., Business Administration,
Nicholls State University (2022)

Certifications

- FEMA IS-100
- Excel for Accounting and Finance Professionals, 2021
- IS-0230.e: Fundamentals of Emergency Management
- IS-276.a: Benefit-Cost Analysis Fundamentals
- IS-01000: Public Assistance Program and Eligibility
- IS-1001: The Public Assistance Delivery Model Orientation
- IS-1002 FEMA Grants Portal
- IS-1005: Public Assistance Alternative Procedures
- IS-1006: Disaster Damage and Developing Project Files
- IS-1007: Detailed Damage Description and Dimensions
- IS-1008: Scope of Work Development

Professional Profile

Ms. Prestenbach has six years of experience as a Senior Recovery Grants/Closeout Specialist in the FEMA PA Program. She has designed and developed relational databases and has experience providing financial accounting reconciliation guidance to clients during the grant closeout process. She is an analytical, detail-oriented, and accomplished data professional with a record of accomplishment collecting, analyzing, and improving business data to enhance solutions.

Experience

06/2023 – Present: Senior Fiscal Recovery Specialist | FEMA PA Consultant, Pasco County, FL: Conducts Quality Assurance and Quality Control reviews for FEMA PA reimbursement from Hurricane Ian. Ms. Prestenbach reviews data for Force Account Equipment with FEMA schedule of current equipment rates as well as 20% compliance reviews for all Force Account Labor summaries.

04/2022 – Present: Senior Grant Consultant | Grant Management Project (CDBG), Terrebonne Parish Consolidated Government, LA: As a subconsultant, our Team was selected by Louisiana's Terrebonne Parish Consolidated Government for the Grant Management and Administrative Services For HUD, FEMA, and Other Federally Funded Programs contract. Metric supports the prime consultant by providing program management, grant, and project management for disaster recovery funding, planning advisory services, grant writing, reimbursement and closeout activities, compliance maintenance, and guidance for several government aid programs. Ms. Prestenbach provides outreach services, identifying unmet needs that fit program requirements and developing projects that meet policy guidelines.

07/2022 – 05/2023: Lead Senior Consultant | Home Investment Partnerships Program – American Rescue Plan Consultation Services, City of Columbus, OH: Metric was selected by the City of Columbus, Ohio to provide grant consultation services for the City's \$16 million allocation of HOME-ARP funding. Metric's team created a detailed project work plan to ensure the creation of a compliant and comprehensive funding Allocation Plan. Based on the plan, Metric designed and implemented stakeholder engagement strategies, including an online survey and in-person input meeting. With the data compiled, Metric assisted with creation and submission of the required Allocation Plan.

**Certifications (Cont.)**

- IS-1009: Conditions of the Public Assistance Grant
- IS-1010: Emergency Protective Measures
- IS-1012: Direct Administrative Costs
- IS-1013: Costing - Estimates and Cost Estimating Format
- IS-1014: Integrating 406 Mitigation Considerations into Your Public Assistance Grant
- IS-1020: Public Assistance Donated Resources
- IS-01023 Electrical Systems Considerations
- IS-2900.a: National Disaster Recovery Framework (NDRF) Overview

Previous Experience

2016 – 2022: Disaster Recovery Analyst | PSEG/LIPA: Ms. Prestenbach compiled all supporting documentation and reconciliation of project costs for work that has been completed. She develops spreadsheets for reconciling financial records and catalogs supporting documentation in proper files for final reconciliation. She was required to communicate with client contractors and field staff for missing documentation. By working with the Closeout Financial Grants Manager, she processes all documentation to ensure accuracy for the development of final reconciliation of closeout packages and audits. She assesses project's work status, costs, and supporting documentation against the actual Scope of Work to reconcile estimated project costs with actual costs of completed work.

08/2022 – 11/2022: Senior Recovery Grants / Closeout Specialist | Lane Electric: Ms. Prestenbach compiled all supporting documentation and reconciliation of project costs for work that had been completed for the 2020 Wildfires that impacted the State of Oregon. She develops spreadsheets for reconciling financial records and catalogs supporting documentation in proper files for final reconciliation. She was required to communicate with client contractors and field staff for missing documentation. By working with the Closeout Financial Grants Manager and directly with Lane Electric financial department, she processes all documentation to ensure accuracy for the development of final reconciliation of closeout packages and audits. She assesses project's work status, costs, and supporting documentation against the actual Scope of Work to reconcile estimated project costs with actual costs of completed work.

09/2022 – 11/2022: Disaster Recovery Analyst | Richmond University Medical Center: Ms. Prestenbach collaborated with client to compile all supporting documentation and reconciliation of project costs for work that was completed. She uploaded all the supporting documentation into FEMA's Grants Portal for FEMA review and obligations of funds. She developed spreadsheets for reconciling financial records and catalogs supporting documentation in proper files for final reconciliation.

05/2016 – 10/2016: Project Specialist | City of Palm Coast, FL: Ms. Prestenbach was responsible for the development of all the Force Account, Labor, Equipment and Materials to support the development of Project worksheets for the city. Ms. Prestenbach worked very closely with all the city's different departments to gather all the required source documentation to submit to FEMA.



Justin Cauley

Field Representative



Technical Expertise

CDBG-DR Policy
Tenant Relocation,
Acquisition, and Uniform
Relocation Act (URA)
FEMA Public Assistance
Vendor Management
Data Analysis
Grant Management
Debris Management
Recovery Management

Years of Experience

8 Years

Education

B.S. English, Troy State
University

Certifications

IS 00001.a – Emergency
Manager: An Orientation to
the Position
IS-00029 – Public Information
Officer Awareness
IS-00030.a – Mitigation
EGrants System
IS 00042 – Social Media in
Emergency Management
IS 00100.b – Introduction to
Incident Command System
IS00200.b – ICS for Single
Resources and Initial Action
Incident
IS00393.a – Introduction to
Hazard Mitigation
IS00453 – Introduction to
Homeland Security Planning
IS00632.a – Introduction to
Debris Operations
IS00634 – Introduction to
FEMA's Public Assistance
Program

Professional Profile

Mr. Cauley has more than eight years of disaster recovery experience. He has supported disaster recovery projects in the states of Florida, Colorado, South Carolina, Texas, New York, Ohio, Rhode Island, Kansas, and the Commonwealth of Puerto Rico. His responsibilities have included disaster case management, debris management, grant management, and compliance monitoring and implementation. He provided FEMA PA grant management services to Larimer County, Colorado, and was deployed to South Carolina following the February 2014 Severe Ice Storm, where he assisted with field inspection and verification. He also served as a Disaster Case Manager Supervisor and provided comprehensive mobility counseling and disaster case management services to eligible homeowners under the CDBG-DR Program within the Deep East Texas Council of Governments and Liberty County, Texas.

Experience

05/2022 – Present: Process Engineer | Home Investment Partnerships Program – American Rescue Plan (HOME-ARP) Consultation Services Contract, City of Columbus, OH: The allocated funds are intended to reduce homelessness and increase housing stability across the country. Our team created a detailed project work plan to ensure the creation of a compliant and comprehensive funding Allocation Plan. Based on this plan, we designed and implemented stakeholder engagement strategies, including an online survey and in-person input meeting. With the data compiled, the Metric team assisted the city in the required consultation services report for the Allocation Plan.

09/2021 – Present: Case Manager | American Rescue Plan Act, Providence, RI: Mr. Cauley serves as the lead case manager for Providence, RI's Small Business Grant Program that provided 2800 small businesses with a \$2500 grant. Mr. Cauley provides reviews for each application, throughout the entire application process, including, but not limited to, intake, eligibility, payment processing, and close out, while also providing technical assistance to applicants.

09/2021 – Present: Process Engineer | COVID-19 Response and Assistance, Unified Government of Wyandotte County and Kansas City, KS: The Unified Government sought assistance in maximizing its ARPA funding opportunities while identifying additional federal and state grants to provide relief to citizens. To expedite their efforts, the Unified Government requested grant discovery, community liaison, and technical government grant writing services to maximize the funds they were allocated. Metric was brought on to identify federal funding opportunities through ARPA, and to collaborate with state agencies to ensure the Unified Government received the maximum amount of funding possible. Metric provides the Unified



Justin Cauley – Field Representative

Certifications Cont.

ISO0700.a – National Incident Management System (NIMS)

ISO0800.b – National Response Framework

Government with comprehensive grant management and cost recovery services, including strategic planning, FEMA PA cost recovery, program implementation support, and technical assistance. Metric is also supporting the Unified Government through the creation and operation of an ARPA Small Business Grants Portal, which is using \$550,000 of allocated ARPA funds to directly support small businesses within the Unified Government.

05/2021 – Present: [Process Engineer](#) | Needs Assessment for ARPA Funding, Saline County, KS: Metric's team was engaged by Saline County to support their capabilities to ensure compliance with federal regulations while maximizing the usage of ARPA funding in the local community. In this role, Metric's team conducted a needs assessment for one of Saline County's ARPA funded programs, and Metric assisted Saline County as they identified that the safe diversion of community members from incarceration through the creation of pathways to specialized services and treatment was one of their goals. The goal of the needs assessment was to obtain a full picture of the unmet needs that ARPA funding could address in the interconnected areas of criminal justice, mental health, and public safety. After determining local needs within these priority areas, Metric determined which ARPA funding path would be most beneficial. After analyzing local data and an array of national programming, Metric built an encompassing image of potential ARPA funding streams. Then, Metric determined that Saline County's ARPA funds should be allocated towards developing a mental health program.

09/2020 – Present: [Data Manager](#) | Hurricane Laura, Districts 2, 3, 7, & 8, Louisiana Department of Transportation and Development: Mr. Cauley serves as Supervisor, overseeing QC/QC and data analysis for the Hurricane Laura debris clean-up project. Mr. Cauley has overseen the documentation, reconciliation, and invoicing of over 2.6 million cubic yards of debris.

07/2020 – Present: [Process Engineer](#) | COVID-19 SPARK Grant Management Support, Finney County, KS: In March 2020, the COVID-19 pandemic was declared a major disaster throughout the U.S. Later that month, Kansas' Governor (Laura Kelly) issued an emergency declaration and authorized the use of state resources and personnel to assist with the pandemic's response and recovery operations through the use of Strengthening People and Revitalizing Kansas (SPARK) grant funds. The allocation of SPARK grant funds opened the door for reimbursement for all eligible public assistance applicants for the County - including nearly 37,000 residents. Metric was retained by Finney County to support grant management and writing for COVID-19 related reimbursements aimed at increasing resiliency by improving the systems that support housing, government access, and public infrastructure. Metric provides Finney County with comprehensive grant management and cost recovery services that cover strategic planning, FEMA PA cost recovery, program implementation support, and technical assistance and training. Metric is managing a grant program that includes \$10.9 million in funding.

Additional Experience

07/2020 – Present: [Process Engineer](#) | COVID-19 Recovery and Response Assistance, Seward County, KS

07/2020 – Present: [Process Engineer](#) | SPARK Grant Management Support, Neosho County, KS

05/2019 – 08/2020: [Program Manager](#) | Hurricane Maria, PR

10/2016 – 06/2019: [Data Collection Supervisor](#) | Hurricane Michael, FL

03/2016 – 08/2018: CDBG-DR for New York Rising | Governor's Office of Storm Recovery

02/2014 – 08/2014: [Billing Analyst](#) | South Carolina Severe Winter Storm, South Carolina Department of Transportation

09/2013 – 03/2014: [Recovery Consultant](#) | 2013 Colorado Flooding, Larimer County, CO

02/2013 – 03/2016: [Mobility Counselor](#) | Homeowner Opportunity Program, Texas General Land Office



Jeffery LeMoine

Field Representative



Technical Expertise

Recovery Management
Financial Management
Grant Management &
Accounting
Field Inspection & Drone
Inspection
Damage Assessments
Quality Assurance
Data Analysis

Years of Experience

20 Years

Education

BS, Geography/Urban
Planning, Frostburg State
(1997)

Certifications

- IS-393.B: Introduction to Hazard Mitigation
- IS-634: Introduction to FEMA's Public Assistance Program
- IS-276.A: Benefit-Cost Analysis Fundamentals
- IS-277.A: Benefit-Cost Analysis: Entry Level
- IS-1001: Public Assistance Delivery Model Orientation
- IS-1002: Grants Portal-Transparency at Every Step
- IS-2900.A: National Disaster Recovery Framework
- Building Resilient Infrastructure and Communities (BRIC) Summer Engagement Series, 2020
- Project Management Framework Overview

Professional Profile

Mr. LeMoine has over 20 years of leadership experience, including time spent developing and managing inventory data processes to ensure proper inventory and staffing needs were met. He has also been a lead Critical Infrastructure Field Inspector and provided damage assessments, project formulation, and the implementation of overhead drone technology to inspect infrastructure. He is adept at providing technical data geared toward mitigation strategies to increase resiliency and strengthen critical infrastructure, and he has developed mitigation and resilience strategies to meet changing community lifeline criteria.

Experience

06/2023 – Present: Senior Fiscal Recovery Specialist | Pasco County, FL: Conducts QA/QC review for FEMA PA reimbursement from Hurricane Ian. Jeff reviews data for Forced Account Equipment with FEMA schedule of current equipment rates as well as 20% compliance review for all Force Account Labor summaries.

01/2023 – 06/2023: Case Manager | Newton County, GA: Jeff served as a lead case manager for the Newton County Emergency Rental Assistance Program funded through the American Rescue Plan Act. The program provided \$1.2 million in assistance to County residents who suffered financial hardships due to the COVID-19 pandemic.

12/2022 – Present: Grants Specialist | Grant Management Project, Terrebonne Parish Consolidated Government, LA: As a subconsultant, our team was selected by Louisiana's Terrebonne Parish Consolidated Government for the Grant Management and Administrative Services For HUD, FEMA, and Other Federally Funded Programs contract. MCL will support CSRS by providing program management, grant, and project management for disaster recovery funding, planning advisory services, grant writing, reimbursement and closeout activities, compliance maintenance, and guidance for several government aid programs.

Prior Work Experience

08/2021 – 02/2022: UAS (Drone) Inspector | Louisiana State Government: UAS Pilot Inspector for Louisiana State Government and Schools. Utilizing drone technology to assess damaged areas quickly and safely from Hurricane Ida. This consists of collecting high resolution drone photos and putting data into reports to easily assess damage for insurance reimbursement.



| Jeffery LeMoine – Field Representative

Certifications (Cont.)

- E & P Field Safety Courses, 2019, 2020
- Notice of Funding Opportunity (NOFO) Webinar Series, 2020
- Remote Pilot Certificate SUAS
- ACE5 Part 1-3: Onsite Damage Level Assessments, 2022
- OPSEC Awareness for Military Members, DoD Employees and Contractors
- Privacy at DHS
- FEMA Badge (Security Clearance) 2022

01/2021 – 02/2022: Technical Inspector | Lane Electric Cooperative: Lead Critical Infrastructure Inspector for Lane Electric Cooperative. His responsibilities include damage assessments, project formulation and the implementation of overhead drone technology inspections of infrastructure with the ICF Drone Team. He also provides technical data for the development of mitigation strategies to strengthen critical infrastructure to be more resilient against future damage, aligning resiliency strategies to meet community lifeline criteria.

06/2019 – 02/2022: Field Site Inspector Lead | Long Island PSEG Assistance Program: Field Site Inspector For PSEG-LI conducting QA/QC for the scope of work being completed on the Overhead Mainline Distribution System across Long Island NY. This consists of field inspection of over 1,025 miles of storm hardening of the system to build resiliency and redundancy to ensure that all work has been completed to meet program compliance.



Jaime Dyson

Administrative/Clerical Assistant



Technical Expertise

FEMA PA Program
Force Account Labor &
Materials Reconciliation
Written Communication
Project Reporting and
Document Controls
Database/Document
Management
Contract Management
Quality Control

Years of Experience

12 Years

Education

McNeese State University

Professional Profile

Ms. Dyson is an experienced grant and administrative professional with a proven history delivering exceptional operational and data management support to her clients/employers. For over 10 years, Ms. Dyson has worked with multiple private and public agencies to maintain projects and grant documentation, prepare project reports, and to perform other clerical duties. She specializes in force account labor and materials reconciliations for FEMA PA Program applicants, ensuring they maximize their federal disaster funding. She is detail-oriented and uses her exceptional communication skills to interact with project stakeholders.

Experience

03/2022 – Present: Grant Manager | City of Shreveport, LA - Storm Recovery Program, Shreveport, LA: Ms. Dyson works closely with the City of Shreveport's staff and FEMA on disaster recovery efforts. Her primary responsibilities include gathering and processing documentation to ensure compliance for all reimbursement requests being submitted to FEMA and GOHSEP. Additionally, Ms. Dyson has been solely responsible for the City of Shreveport's Force Account Labor claim, including collecting all necessary documentation, calculating all expenses, providing justification narratives, and answering FEMA's Requests for Information.

03/2022 – Present: Grant Manager | City of DeQuincy, LA - Hurricane Recovery Program, Lake Charles, LA: Ms. Dyson works with GOHSEP, FEMA, and City of DeQuincy staff on all disaster recovery projects to ensure the City of DeQuincy is reimbursed with all eligible funds for emergency and permanent work projects. She organizes all contracts, invoices, and procurement documentation to ensure efficiency. Additionally, she verifies that project documentation is compliant, and corrects issues with GOHSEP to mitigate future audit risks on a wide range of active projects. Ms. Dyson works hands-on with all disaster recovery team members to streamline internal processes and facilitate open communication. She utilizes Louisiana PA and the FEMA Grants Portal systems to perform database management. Since beginning on these projects, Ms. Dyson has helped the City of DeQuincy obtain additional reimbursements valued at more than \$500k by auditing projects for accuracy and closeout purposes. As required by federal and state programs, she submits requests for reimbursements with backup documentation. Ms. Dyson has completed numerous projects that involved the reimbursement process, cost reconciliation, and closeout submittal.

03/2022 – Present: Grant Manager | Lake Charles Regional Airport Hurricane Recovery Program, Lake Charles, LA: Ms. Dyson works with the Director of LCRA, GOHSEP, and FEMA on multiple disaster recovery projects. She is responsible for gathering documentation to validate all claims being sent to FEMA, and she manages the Grants Portal process for the client. Ms. Dyson coordinates meetings between the Lake Charles Regional Airport and FEMA, manages progress reports, develops meeting agendas, and helps facilitate meetings. Additionally, she is responsible for database management and reporting to GOHSEP.



03/2022 – Present: Grant Manager | City of Vinton Hurricane Recovery Program, Vinton, LA: Ms. Dyson manages and organizes the disaster recovery claims related to Hurricane Larua for the client. She has completed Force Account Labor claims and successfully provided the documentation to receive reimbursement. After being assigned to this client, Ms. Dyson was able to find additional funds available for the city and facilitated the receipt of the funds. She works closely with the city's new Mayor and City Clerk to share her knowledge of FEMA's Public Assistance program and requirements for assistance.

03/2022 – Present: Grant Manager | St. Charles Parish Schools Hurricane Recovery Program. Lake Charles, LA. Grant Manager. Ms. Dyson is working with this client to obtain, organize and submit necessary documents to ensure reimbursement of funds spent by St. Charles Parish School Board for disaster recovery on various school buildings and for the reimbursement of their Force Account Labor. She maintains a working relationship with school board staff to expedite requests for Public Assistance.

09/2020 – 10/2021: Assistant Clerk | City of DeQuincy, DeQuincy, LA: Ms. Dyson supported the City with FEMA claims related to recent disasters that have impacted the municipality. She compiled and managed grant documentation, including but not limited to, force account labor, force account equipment, emergency, debris removal and utility related costs. She interfaced with City, GOHSEP and FEMA officials to maximize the efficiency of the project formulation process and maintained positive working relationships with those stakeholders throughout the lifespan of grants she managed. Ms. Dyson served as the City's representative during weekly progress meetings with FEMA. She provided community outreach to local citizens with utility related questions and supported in the processing of utility payments.

02/2020 – 09/2020: Employment Coordinator | Louisiana Workforce, LLC, New Roads, LA: Ms. Dyson worked onsite with the Department of Corrections to place DOC offenders into work release positions with local employers. She worked with facility wardens to determine offender needs. She assisted offenders in obtaining State identification cards, social security cards and birth certificates. She communicated with DOC staff on offender issues, including work release eligibility, disciplinary rule violations and release dates. She also corresponded with employers to validate worker productivity among her DOC placement candidates.

02/2014 – 02/2020: Administrative Assistant | Louisiana Workforce, LLC, New Roads, LA: Ms. Dyson performed all duties pertaining to a correctional center in compliance with State of Louisiana guidelines. She created and updated spreadsheets for recordkeeping purposes, maintained and organized files including offender and administrative files, completed Human Resources tasks pertinent to the hiring process such as I-9 verification, scheduling, benefits enrollment, payroll, and uniform issuance, and coordinated with administration on accounts payable, accounts receivable, facility inventory and supply ordering. She also communicated with statewide facilities to gather information as needed, organized office tasks to ensure maximum productivity while following standard protocol, and worked in numerous computer programs including Microsoft Word, Microsoft Excel, Microsoft Power Point, File Maker Pro and Cajun II database.

Our Subconsultants' Experience

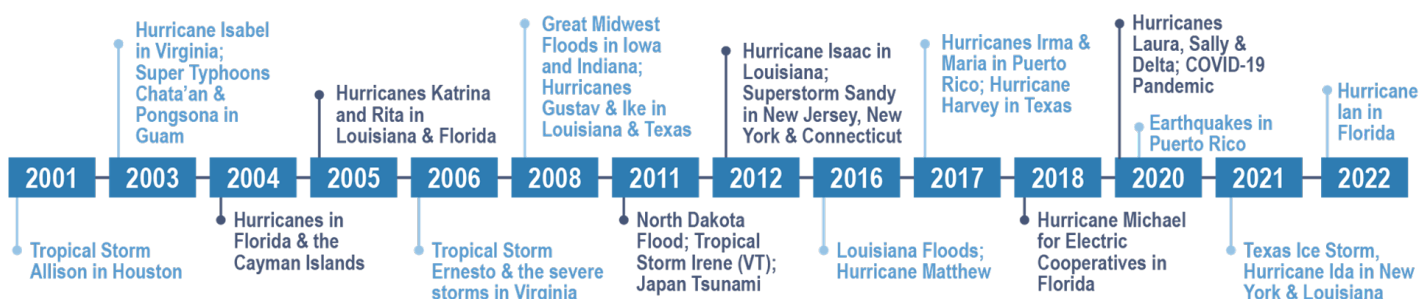


A LEMOINE COMPANY

DCMC Partners (DCMC) is a crisis management and public safety consulting firm that was founded in 2014 by Mark Merritt, Barry Scanlon, and Drew Sachs. DCMC's team of emergency management experts have over a 35-year track record of helping clients across the nation, including local governments, states, schools, utilities, healthcare providers, and other private nonprofits.

For this contract, **DCMC will focus on Mitigation Support.** DCMC provides its clients with expertise in all areas of disaster recovery, including preparedness, response, recovery, long-term recovery planning, mitigation, insurance, grants management, and appeals.

When supporting clients through the recovery process, the DCMC team draws on experience that includes involvement in nearly every significant disaster in the U.S. since the early 1990s.



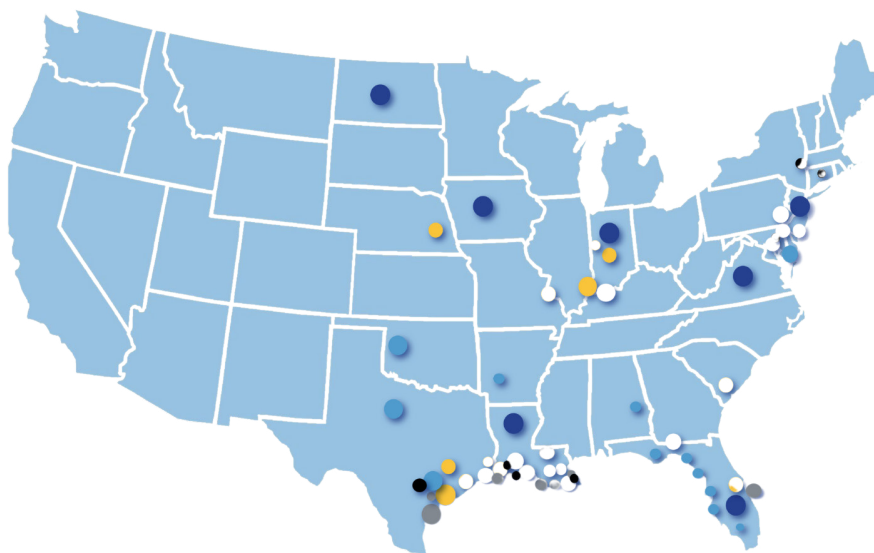
DCMC has extensive experience with federal recovery programs, including FEMA's PA and hazard mitigation programs. Their staff are intimately familiar with the laws and regulations governing disaster recovery, and they understand how the federal government has implemented and enforced these regulations over the years.

While DCMC offers clients a one-stop-shop for all their crisis management and public safety needs, their leadership team is best known for its expertise in long-term recovery planning and management, particularly as it relates to the management of complex recovery programs and funding. The DCMC team solves the problems and disagreements that often accompany complex disaster recovery and hinder recovery efforts, threatening clients' financial well-being.

DCMC team members have prepared and submitted more than 35,000 PA PWs for more than 1,500 applicants, and clients consistently attribute receiving and retaining billions of dollars in funding to DCMC's recovery program management and expertise.

Overall, DCMC has helped clients secure, manage, and retain over \$36 billion in FEMA and other recovery program funding, plus billions more in insurance resources.

Places Where DCMC Has Worked



Our Subconsultants' Experience



Incorporated in 2005, Integrated Solutions Consulting, Corp. (ISC) is a professional services firm that specializes in homeland security, emergency management, public safety, hazard mitigation, and disaster recovery consulting services. For this contract, **ISC will focus on Information Technology and Data Management, Insurance and Other Funding Support, and Emergency Management Support Services.** ISC has a proven track record of successfully evaluating, developing, and integrating complex disaster/emergency management planning doctrine that follow relevant federal, state, and local programmatic directives and requirements. ISC is staffed with highly experienced emergency management, law enforcement, public health, disaster recovery, and related public safety professionals. Throughout ISC's 18+ years of service, ISC has had the privilege of supporting diverse communities across the country as a single-source provider of emergency planning services.

Unlike their competitors, ISC is focused on providing emergency management and homeland security consulting services to the private and public sectors.

ISC's focus on these services provides their staff with a wealth of experience and lessons learned, granting ISC the ability to not just meet their clients' needs, but to deliver services that go above and beyond. ISC's mission is to provide consulting solutions from a professional emergency management perspective for public and private entities. This mission is carried out by their extensive experience in the operational fields of emergency management, homeland security, law enforcement, healthcare systems, environmental, and critical infrastructure engineering, and is supported by their reputation for providing exceptional professional service. ISC accomplishes their mission from regional offices located throughout the nation.

ISC's principles drive them to achieve continued project success with value-added products:

1. **Trust:** ISC treats each relationship as a two-way partnership with trust at the core of the relationship.
2. **Integrity:** ISC delivers client-focused results that meet or exceed all FEMA and State compliance demands.
3. **Innovation:** By leveraging their experience and research with science and technology, ISC look to be innovators by establishing new standards and efficiencies in the industry.
4. **Performance:** As evidenced by their D&B Top Supplier Performance Rating, ISC consistently out-performs their client expectations, setting them up for success in the future.

Company Name
Integrated Solutions Consulting, Corp.
Company Structure
S-Corporation
Company Ownership
Illinois, 2005
Location of Company Offices
Panama City, FL Orlando, FL Miami, FL Chicago, IL & more
Point of Contact
Daniel Martin, PhD, CEM, Principal 220 S. Buchanan Street Edwardsville, IL 62025 847-306-3541 (c) Dan.Martin@i-s-consulting.com
Website
https://www.i-s-consulting.com/
Number of Employees in Florida
204



Based on the scope of work presented in the RFP, Metric has meticulously chosen team members to support Mr. Schenkel as the Project Manager. **Mr. Lafond brings over 25 years of emergency management experience, with 15 years dedicated to FEMA recovery programs of various perils. Marc Faisant offers over 12 years of experience dedicated to FEMA recovery programs. Both Mr. Lafond and Mr. Faisant are Florida residents and are highly experienced with FEMA PA and hazard mitigation policies and program requirements.** They have over 25 years of combined experience working with FDEM through their assignments with county and municipal clients. They have developed strong relationships with FEMA and FDEM personnel in FEMA Region 4, based on their work assignments in the Florida area. Both will serve as needed in the role of Sr. Grant Specialist.

Mr. Lafond is experienced in responding to and working with multiple disasters. Coupled with his background in the construction industry, Mr. Lafond has unique insight into the emergency management field that has proven invaluable to FEMA applicants and his clients for permanent work projects. Mr. Lafond is a FEMA policy and procedural expert with strong technical writing skills that he uses to write PWs and appeals to ensure maximum grant awards for his applicants. He is proficient in all categories of work within the FEMA PA Program. Mr. Lafond has had the opportunity to work side-by-side with state DOTs and county and municipal governments to coordinate the emergency repair of roadways and bridges through the FHWA's Emergency Relief (ER) Program. Along with ISC team members, he worked closely with the Puerto Rico Department of Transportation and COR3 to coordinate the disaster assistance funding provided through FHWA's ER Program and FEMA's PA Program for over 16,000 miles of roadway, including a countless number of bridges.

Mr. Faisant is experienced in all categories of work for FEMA's PA programs and has expertise as a disaster recovery technical writer. His skills are often utilized to develop emergency operations, hazard mitigation, and crisis communications plans. Mr. Faisant has worked with clients on the municipal, county, state, and federal levels to provide hazard assessments, emergency notification protocols, organizational and post-incident assessments, and leadership in emergency operations and response. At the project level, Mr. Faisant assists in the identification and development of Public Assistance eligible projects, FEMA (Section 404 and 406) mitigation proposals, preliminary damage assessments, and the preparation of closeout packages, ensuring all documentation is compliant with OIG guidelines.

Our team is prepared to serve the County and travel as needed for face-to-face meetings and to execute on-site deliverables. We always stand flexible to meet our client's expectations and ensure that their recovery is our priority.



In the last five years, Metric has completed satisfactory disaster debris monitoring for the FDOT, LaDOTD, TxGLO, TxDOT, and several other clients throughout Florida and Louisiana. Throughout each operation, Metric remained committed to aiding the client in securing complete reimbursement.

Metric's Debris Monitoring Experience

Throughout the duration of many of these projects our professional staff have become experts in staff mobilization, field documentation, data management, project mapping, truck certifications, and training and mobilizing experienced collection monitors.

Metric understands that supporting our clients' debris removal operations requires us to be immediately accessible, and we will provide staff as swiftly as possible, both pre- and post-disaster. Our staff members are highly experienced and can be "boots on the ground" as it relates to accurately monitoring debris collection and capturing the documentation needed for FEMA reimbursement. Additionally, Metric's personnel can serve in a variety of other roles, such as public information - providing scripts for messaging post-disaster and outlining distribution plans for public information.

Metric has developed a learning architecture to support rapid onboarding and the continuous development and improvement of our team. Training includes an outline of the keys to a successful debris operation, an overview of eligible debris types and standards, a rundown of how to prepare the correct documentation to ensure reimbursement, and a summary on how to write tickets for debris removal. New staff are trained and are fully available to support a debris monitoring program on day one.

Grant Reimbursement Actions & Issue Resolution

If any inquiries or apprehensions arise during a disaster recovery operation, the County can rest assured that Metric will be readily available to address any queries years following our contract end date. We understand that FEMA can request information years down the road. Over time, Metric has consistently led clients to achieve maximum reimbursement following disasters.

Our Disaster Experience Timeline



Words from Our Clients

"There is Metric and then there is everyone else."
Kevin Guthrie, Assistant County Administrator
Pasco County, Florida

"Metric far exceeded expectations in assisting LaDOTD with debris estimates, monitoring, management, organizational skills, complaint resolution, and as a consultant. Metric played a vital role for LaDOTD in this historic 2020 Louisiana Hurricane season."

Debris Manager
LaDOTD District 3

"Metric's team has worked effectively and efficiently with LaDOTD personnel to support LaDOTD's response and recovery efforts following natural disasters for nearly a decade."
Vicki L. Ponthieux, Manager
LaDOTD

Storm Type: 🌀 Hurricane | 🌊 Flood | 🌀 Tornado | 🌪 Tropical Storm

Disaster Response	Client	Scope	Budget	Project Dates	Type of Jurisdiction
Hurricane Ian 🌀	FDOT - District 5	Debris monitoring for all counties; DDRs; PWs; est. 20,000 CY.	\$1,500,000	2022 - 2023	District
Hurricane Ian 🌀	FDOT - District 7	Debris monitoring support; data management; documentation.	\$40,000	2022 - 2023	District
Hurricane Ian 🌀	FDOT - District 1	Debris monitoring, documentation & data management, field monitoring, and reporting.	\$15,000	2022 - 2023	District
Hurricane Laura and Tropical Storm Beta 🌀🌪	TxGLO	Monitor removal of debris from 39 miles of public beach in Galveston and Brazoria Counties	\$161,280	2021	Combination
Hurricane Ida 🌀	South Lafourche Levee District	Clean up of 188,961 CY of debris	\$2,100,000	2021 - 2022	District
Hurricane Ida 🌀	Terrebonne Parish School District	Clean up of over 4,190 CY of debris	\$459,561.09	2022 - 2023	District
Hurricane Ida 🌀	LaDOTD	Monitored debris in Orleans, St. Bernard, Plaquemines, Jefferson, Lafourche, Terrebonne, & St. Charles parishes - 2.1M CY of debris.	\$4,100,000	2021	Combination
Tropical Storm Isaacs 🌪	FDOT - District 5	Cut & Toss	\$54,008	2020	District
Hurricane Sally 🌀	FDOT - District 3	Debris monitoring, vendor management, data validation & reporting in accordance with FEMA/ FHWA	\$96,461	2020	District
Hurricane Season - Brazos River Cleanup 🌀	TxDOT - Houston City	Monitored removal of debris in sensitive environments, which required specialized marine equipment	\$34,640	2020	City
Hurricane Laura 🌀	TxDOT - Beaumont City	Monitored removal of over 1M CY of vegetative & C&D debris.	\$1,942,122	2020	City
Hurricane Delta 🌀	TxDOT - Beaumont City	Ensured debris generated by Laura and Delta remained separate	\$57,429	2020	City
Hurricanes Laura, Delta, and Zeta 🌀	LaDOTD	Monitored removal of over 3.1M CY of debris removal in 20 parishes	\$2,381,782	2020	Combination
Severe Storms & Flooding 🌊	TxDOT - Houston City	Provided monitoring in at least 4 locations simultaneously	\$41,137	2020	City
Hurricane Dorian 🌀	FDOT - District 5	Monitored debris removal and hazardous limb removal	\$216,864	2019	District
Severe Storms & Tornadoes 🌀	TxDOT - Lufkin	Removal of 200,000 CY of vegetative debris & over 250 hazardous trees, limbs, and stumps	\$213,618	2019	City
Severe Storms & Tornadoes 🌀	TxDOT - Bryan	20,000 CY of vegetative debris, including waterborne debris	\$149,338	2019	City
Tropical Storm Imelda 🌪	TxDOT - Beaumont	Focused on FEMA PA reimbursement for Category A expenses.	\$307,316	2019	City
Hurricane Michael 🌀	FDOT - District 3	Monitored debris on state roads for 13 counties and county roads in four counties.	\$358,790,499	2018	City

Provide any Special Expertise your Firm has Working with Florida Department of Transportation (FDOT) Utilizing the Florida Highway Administration (FHWA) Program for Road Reimbursement

Functional Classification is the hierarchy of the roadway network and determines funding mechanisms for a variety of projects, including emergency management reimbursement. Metric fully understands the classification activities and what classes are reimbursed by FHWA, and which are reimbursed by FEMA. Metric Engineering has worked as the Functional Classification consultant for the FDOT District 3 since 2000 and led the update efforts following the 2010 census. Metric is currently leading the functional classification updates that resulted from the 2020 census. Metric is coordinating with FDOT's Central Office and with FHWA for the classifications in the Franklin County area, and Metric serves as the District Three QA/QC Consultant for all Federal Aid classifications for the FDOT highway network.

ISC, through their national recovery contracts, has worked closely with state DOTs as well as county and municipal governments to coordinate the emergency repair of roadways. The FHWA's Emergency Relief Program assists State and local governments with the repair of Federal-Aid roads and bridges that have been damaged by disasters.

Following Hurricane Sandy, ISC worked with the Port Authority of NY-NJ to conduct thorough damage assessments of the Holland Tunnel, develop cost estimates to repair and restore the Holland Tunnel, and coordinate the administration of disaster relief funding through the FHWA Emergency Relief Program and FEMA's PA Program under the authorities of the Sandy Recovery Improvement Act.

Additionally, Hurricane Maria caused severe destruction throughout the Commonwealth of Puerto Rico and an estimated \$91.6 billion in damages. Compounding the situation caused by the hurricane, Puerto Rico had been facing an economic crisis spanning more than a decade, coupled with structural-demographic, health, social, and infrastructure stresses, including Puerto Rico's power and energy sectors. Puerto Rico's transportation sector was severely damaged, making areas of the Commonwealth inaccessible, disrupting mass transit services, and crippling sea and airports. ISC staff worked closely with the Puerto Rico Department of Transportation and COR3 to coordinate the disaster assistance funding provided through FHWA's Emergency Relief Program and FEMA's PA Program for over 16,000 miles of roadway, including a countless number of bridges.



Multiple members of ISC have worked in or operating various DOT's across the nation, giving ISC the insights needed to plan & strategize your FHWA claims.



Firm References

Client	Contract Information
 <p>Pascocounty Florida OPEN SPACES. VIBRANT PLACES. Pasco County, Florida 07/2017 - Present</p>	<p>Disaster Related Recovery Services Patrick W. Ballinger Grants Coordinator 8731 Citizens Drive, New Port Richey, FL 34654 (727) 847-2411 x8457 pballinger@pascocountyfl.net Proposed Staff on this Project: Suzanne Settoon, Juliann Bertone, Emily Prestenbach, Daniel Schenkel, Justin Cauley Services: Debris monitoring, financial/programmatic compliance, FEMA PA & HMGP, disaster response and recovery, program management</p>
 <p>Franklin County 1803 Service. Progress. Excellence. Franklin County, Ohio 11/2022 - 05/2023</p>	<p>HOME-ARP Allocation Plan Genee' Cosby Community Development Administrator 150 South Front Street, FSL Suite 10, Columbus, OH 43215 (614) 525-5578 geneecosby@franklincountyohio.gov Proposed Staff on this Project: Juliann Bertone, Justin Cauley, Emily Prestenbach Services: Project critical path plan development, development of Allocation Plan, progress report creation, stakeholder engagement, Needs & Gap Analysis Report</p>
 <p>Florida Department of Transportation - District 3 07/2017 - 04/2023</p>	<p>Natural Disaster Monitoring/Construction Engineering and Inspection Services Beverly Renae Sanders, PE Assistant District Construction Engineer Highway 90 East, Chipley, FL 32428 (850) 330-1658 renae.sanders@dot.state.fl.us Proposed Staff on this Project: Suzanne Settoon, Daniel Schenkel, Justin Cauley Services: Debris removal monitoring, disaster response and recovery, FEMA PA & HMA involvement, financial compliance</p>
 <p>City of Chipley, Florida 2023</p>	<p>Federal Grant Development Services Patrice A. Tanner Assistant City Administrator/City Clerk 1442 Jackson Avenue, Chipley, FL 32428 (727) 847-2411 x8457 PTanner@cityofchipley.com Proposed Staff on this Project: Suzanne Settoon, Juliann Bertone, Emily Prestenbach, Daniel Schenkel, Stephanie Phillips Gros Services: Project selection, project scope and cost development, funding review and maximization, coordination with stakeholders, project narrative creation, project application and submission</p>
 <p>Bay District Schools 09/2021 - 12/2021</p>	<p>Public Assistance Technical Services - Emergency Contact Leon Walters Executive Director 1311 Balboa Avenue, Panama City, FL 32401 (850) 767-4205 waltell@bay.k12.fl.us Proposed Staff on this Project: Dan Martin Services: Completed audit of FEMA Grants Portal and Florida PA, Cleaned up and reorganized 180 active recovery projects, identified \$16.2 million in cost overruns, identified and addressed eligibility issues with various PWs, provided consultation on FEMA policy guidance to BDS</p>

Disaster Related Recovery Services

Pasco County, Florida



Project Description

Metric was hired by Pasco County to provide disaster recovery and hazard mitigation consulting services. Our team serves as a grant administration and Hazard Mitigation Grant Program recovery consultant. We are responsible for establishing consistent oversight standards, providing proactive technical assistance and communication, centralized data and reporting, effective quality-management protocols, reviewing and improving procedures, and providing reimbursements and financial management.

Event Activation: Hurricane Ian (2022)

Metric compiled and reviewed over \$2 million in FEMA PA eligible project costs including force account equipment, materials and labor. Our team also analyzed field documentation and scopes of work.

Event Activation: COVID-19 (2020)

The County issued COVID-19 Recovery Category B: Emergency Protective Measures, which involve recovery services for federal funding programs as they relate to county-wide recovery measures. Our team is assisting with FEMA PA Category B: Emergency Protective Measures, Health and Human Services reimbursements and grants, duplication of benefits, project closeout, appeals, HUD CDBG-CV, date of loss and unemployment issues, and CARES Act guidance and grant management.

Event Activation: Hurricane Irma (2017-2018)

Prior to Hurricane Irma striking Florida, Pasco County activated our team to the County's Emergency Operations Center to ensure the County was capturing every eligible dollar spent. We advised Pasco County on numerous FEMA issues, including eligibility, debris, contracting, and labor. We coordinated with FEMA and Pasco County to prepare over \$10.4 million of PA grant money, including debris removal, emergency protective measures, and various permanent repair projects.

Event Activation: Hurricane Hermine (2016-2017)

Metric assisted the County in reviewing all of their FEMA PWs that stemmed from the hurricane, ensuring all eligible costs were documented and captured by FEMA and FDEM. Our team reviewed the County's Direct Administrative Costs and assigned them to the appropriate PWs (costs FEMA and FDEM failed to include). We reviewed over \$1.3 million in PWs that were previously reviewed by FEMA. We identified over \$100,000 of additional reimbursable items that FEMA did not include in its original PWs. Our team resolved disputes and prepared appeals when unfavorable determinations were received.

Project Features

- ✓ FEMA/FHWA Accepted Debris Removal Monitoring
- ✓ Financial/Programmatic Compliance
- ✓ Policy & Procedure Subject Matter Expertise
- ✓ FEMA PA & HMGP
- ✓ Disaster Response and Recovery Management
- ✓ Program Management

Client Reference

Patrick W. Ballinger
Grants Coordinator
Pasco County, Florida
(727) 847-2411 x8457
pballinger@pascocountyfl.net

Project Dates

2017 - Present

Project Value

\$14.8M

HUD Voluntary Home Buyout, City of Panama City

City of Panama City



Project Description

Metric holds an ongoing contract to conduct Environmental Assessments and Tiered Environmental Reviews and prepares the appropriate NEPA documentation to satisfy US Department of Housing and Urban Development (HUD) requirements under the Environmental Review Procedures' 24 CFR Part 58. Under its first Task Work Order, Metric is providing documentation for 35 houses in Panama City that will be purchased as part of the Buyback Program because of repeated flooding. This requires inspections of each house and completion of an Environmental Assessment.

Project Features

- ✓ HUD-CDBG-DR
- ✓ CDBG-MIT
- ✓ CDBG-CV Funded Projects

Client Reference

Lee Waller
Project Manager
501 Harrison Ave.
Panama City, FL 32401
(850) 691-4609
lwaller@pcgov.org

Project Dates

2022 - Present

Project Value

\$200M

Federal Grant Development Services

City of Chipley, Florida



Project Description

Metric Consulting was selected by the City of Chipley, Florida to provide technical assistance in the selection, development and submission of their grant application to the Office of the Secretary of Transportation, U.S. Department of Transportation (DOT)'s Reconnecting Communities and Neighborhoods (RCN) Program.

The Metric team reviewed the City's preliminary concepts of infrastructure to determine feasibility and most applicable funding mechanism, met with the stakeholders to review potential site and provided recommendations for application to the Neighborhood Access and Equity (NAE) Program. The NAE Program provides technical assistance and grant funding to improve walkability, safety, and affordable transportation access through context-sensitive strategies for improving community connectivity; mitigating or remediating negative impacts on the human or natural environment; and assisting economically disadvantaged or underserved communities with planning and capacity building activities.

In coordination with City staff, Metric developed strategies specific to the identified projects, created detailed maps and graphics, and conducted cost estimation needed for the grant application and submission. Based on the approved scope and project materials, our team completed the grant narrative, obtained letters of support and completed all mandatory forms required for submission.

The Metric team ensured that all grant requirements were met and the City's grant application was submitted ahead of the Notice of Funding Opportunity deadline.

Project Features

- ✓ Project Selection
- ✓ Project Scope and Cost Estimation Development
- ✓ Funding Review and Maximization
- ✓ Coordination with Stakeholders
- ✓ Project Narrative Creation
- ✓ Project Application and Submission

Client Reference

Patrice A. Tanner
Assistant City Administrator/City Clerk
City of Chipley Florida
PTanner@cityofchipley.com

Project Dates

2023

Project Value

\$5M

CDBG-DR Environmental Services and Damage Assessments

Texas General Land Use Office



Project Description

In partnership with True North and Grantworks, Metric is currently tasked with provision of environmental services and damage assessments in support of the Texas General Land Use Office (TxGLO)'s Homeowner Assistance Program (HAP) aimed at helping Texan homeowners recover after Hurricane Harvey. Metric conducts Tier 2 site specific environmental reviews for properties assisted by the program to comply with 24 CFR Part 58, existing programmatic agreements, and all related laws and authorities. This includes scheduling and performing field assessments, and desktop reviews. The Site Specific Environmental Review team is responsible for obtaining CAD data, site location and site vicinity mapping, determination of requirements for flood insurance and/or elevation of new structures using both Preliminary and Effective FEMA flood maps, mapping and consultation regarding historic preservation, wetland protection, endangered species, wild and scenic rivers, toxic sites, and noise.

Additionally, Metric is tasked with inspections to survey storm damage and gauge construction progress. Metric has scheduled and conducted hundreds of field inspections to document storm damages in each home to create a detailed damage cost estimate using Xactimate and in accordance with program procedures.

Due to the need to efficiently process thousands of documents and create tens of thousands of maps, Metric designed a custom GIS web application that draws from existing regulatory databases and produces consistently formatted maps. This web application has streamlined production and improved quality control, as it eliminates the need to independently access dozens of databases and create maps from scratch. Maintaining the schedule and turning around project applications in less than two weeks is a major aspect of this project, and more than 50 applicant sites are typically processed each month. In addition to an efficient GIS-based web application, this also requires highly-trained staff and a rigorous Quality Control (QC) program.

During program construction, each home is inspected to confirm its constructed or rehabilitated meeting all applicable local codes, rehabilitation standards, zoning ordinances, and that all local permitting and city/county inspections are completed. Each home inspected is verified to meet the International Residential Code 2012 or higher (IRC) (with windstorm provisions) and International Building Codes (IBC). Rehabilitation projects are verified to comply with Housing Quality Standards (HQS) and all applicable local codes and ordinances.

Project Features

- ✓ Damage Assessments
- ✓ Policy and Procedures Development
- ✓ Environmental Services
- ✓ Program Monitoring and Oversight
- ✓ Project Management
- ✓ Project and Grants Compliance and Closeout

Client Reference

Mark A. Havens
Chief Clerk
(512) 936-4441
Mark.Havens@GLO.Texas.gov

Project Dates

2012 - Present

Project Value

\$2.2M

CDBG-DR Housing Program Design, Management & Closeout

Texas General Land Use Office



Project Description

Metric served as the Program Manager for Texas General Land Use Office (TxGLO)'s pilot "Homeowner Opportunity Program" (HOP), which entailed creating policy and procedures, providing direct mobility counseling services to homeowners who voluntarily relocated to promote housing choice and affirmatively further fair housing, and vendor management for provision of real estate and title clearance services in the wake of Hurricanes Ike and Dolly (round 2 CDBG-DR program). HOP involved relocation of low-income applicants in FEMA-designated high-risk areas or areas of high minority or poverty concentration to higher opportunity areas. The Metric team drafted and implemented policies and procedures involving the provision of real estate services, housing counseling, protection of housing choice, affirmatively furthering fair housing, URA regulations concerning real property acquisition and rights of displaced persons.

Metric assisted the TxGLO in determining program eligibility, conducting counseling to determine housing preferences and requisite amenities for relocated households, grant execution, real estate closing, and applicant management through closeout.

To achieve the goals of the program, Metric was tasked with coordination and collaboration with multiple vendors contracted to deliver specific aspects of the program. We spearheaded orchestration of legal services for title clearance, provision of real estate services, environmental reviews, and construction, allowing the program to serve hundreds of applicants who were successfully relocated to safe, sanitary homes.

Project Features

- ✓ Grant and Case Management
- ✓ Policy and Procedures Development
- ✓ Implementation of URA Regulations
- ✓ Program Monitoring and Oversight
- ✓ Project Management
- ✓ Project and Grants Compliance and Closeout

Client Reference

Jorge Ramirez
Deputy Director
(512) 463.5001
Jorge.ramirez@glo.tx.gov

Project Dates

2012 - 2017

Project Value

\$500M



Disaster Recovery

The City of Galveston



A LEMOINE COMPANY

Project Description

The City of Galveston engaged DCMC Partners to support the City's recovery from recent hurricanes and future events. DCMC is providing technical assistance to resolve open issues with PA grants. This includes the drafting of appeals, development of closeout packages, and resolution of insurance duplication of benefits. DCMC initially drafted appeals for disputed project worksheets from Hurricane Ike. To support its recovery from Hurricane Harvey, the City added task orders for developing HMGP applications for drainage improvements.

DCMC team members have supported the City's recovery efforts for more than a decade. Under previous contracts, our team members helped the City of Galveston obtain and keep well over \$100 million in FEMA funding in the aftermath of Hurricane Ike. We helped resolve issues and secure funding for the City for debris removal, emergency protective measures, and damages to both facilities and infrastructure. We balanced insurance claims with FEMA grants to maximize total reimbursement for the City's losses. We conducted damage assessments, resolved funding issues associated with "saltwater trees" (trees killed over time by saltwater intrusion), successfully addressed FEMA's initial refusal to provide funding for roadways and infrastructure that had been destroyed but could not be replaced due to coastal erosion, and countless other matters requiring both timely and expert engagement. In doing so, our team members regularly helped maximize funding for the City above and beyond that which was offered by FEMA, adding tens of millions of additional dollars to the resources available to the City for its recovery efforts.

DCMC's hazard mitigation SME worked with the City to develop a project to replace the City's 59th Street Potable Water Pump Station, which was heavily damaged by Hurricane Ike (2008). It was determined that the City and its residents would be better served by a replacement of this critical asset rather than repair of the pre-storm asset, including a complete upgrade of all pump station equipment and the installation of a 10MW emergency power generator. The pumps station building would be designed and constructed to meet FEMA's safe room standards and be capable of withstanding a Category 05 hurricane. The final project leveraged funding from HMGP, PA (Alternate Project), CDBG-DR, the Texas Water Development Board, and the City's General Fund. This successful leveraging of funding and the careful integration of the eligible scopes of work allowed the City to move forward with their recovery secure in the knowledge that this critical pump station would not fail in the next catastrophic storm event.

Project Features

- ✓ FEMA Damage Assessments
- ✓ Project Scope and Cost Development
- ✓ FEMA Hazard Mitigation Grants Program Management
- ✓ FEMA Public Assistance Grants Management
- ✓ Program Monitoring and Oversight
- ✓ Project Management
- ✓ Project and Grants Compliance and Closeout

Client Reference

Tesa Wroblewski, Director of
Disaster Recovery & Grants
City of Galveston, TX
(409) 797-3574
twroblewski@galvestontx.gov

Project Dates

2018 - 2026

Project Value

\$190M

Hurricane Sally Disaster Recovery

Florida Department of
Emergency Management



A LEMOINE COMPANY

Project Description

The Florida Division of Emergency Management (FDEM) hired DCMC in December of 2020 to provide disaster recovery support related to damages brought about by Hurricane Sally. The state of Florida faced catastrophic losses due to Hurricane Sally, the most destructive storm to strike the Alabama-Florida border region in nearly twenty years.

Under the Hurricane Sally declaration, DCMC has assisted 91 applicants. DCMC has also worked on 735 projects currently processing through FEMA's Grants Portal, 671 of which have been obligated, totaling over \$190 million. DCMC has processed requests for reimbursement totaling over \$136 million on over 600 projects, \$129 million of which has already been fully approved and released to applicants. 171 projects have already been submitted for closeout with obligations totaling \$116 Million. Our PA Staff works directly with the applicants to process these projects, from initial formulation through close-out. Our team engages both with FEMA and applicants to guide the applicants through the process and maximize funding.

Though this work is still ongoing, DCMC has already helped to secure millions of dollars in funding for the State and its jurisdictions and has used their expertise to resolve countless challenges and problems. It is worth noting that due to the COVID-19 Pandemic, DCMC has provided these services to FDEM remotely. While the COVID-19 safety protocols put in place by FEMA have certainly been challenging, DCMC resourcefulness and experience ensured that progress on FDEM's projects did not suffer. For example, when FEMA started conducting site inspections, DCMC was unable to participate. With our years of expertise with the applicable regulations and reviewing similar documentation, our team excelled at reviewing the site inspection documentation, resulting in favorable outcomes for our client.

Project Features

- ✓ FEMA Damage Assessments
- ✓ Project Scope and Cost Development
- ✓ FEMA Hazard Mitigation Grants Program Management
- ✓ FEMA Public Assistance Grants Management
- ✓ Program Monitoring and Oversight
- ✓ Project Management
- ✓ Project and Grants Compliance and Closeout

Client Reference

Melissa A. Shirah
Chief of Recovery
Tallahassee, FL
(805) 815-4410
melissa.shirah@em.myflorida.com

Project Dates

2020 - 2025

Project Value

\$9M

Public Assistance Technical Services – Emergency Contract

Bay District Schools



INTEGRATED SOLUTIONS
CONSULTING

Project Description

ISC provided disaster recovery professional services to the school district of Bay County. This included project management, disaster recovery advisory, grants development, funding source compliance and reimbursement, closeout and audit support, and consultant coordination related to the aftermath of Hurricane Michael.

ISC provided Bay County Schools with end-to-end support in completing the review of 180 active projects submitted to FEMA, reconciled and requested time extensions, prepared quarterly reports, and identified improved/alternate project scopes of work.

Additionally, ISC staff provided training to school personnel.

ISC accomplished the following in 3 months:

- Completed audit of FEMA Grants Portal and Florida PA
- Clean up and reorganization of 180 active recovery projects
- Reconciliation of \$232,464,149.76 in FEMA Public Assistance funds
- Identified \$16.2 million in cost overruns
- Identified unpaid FEMA payments for large and small projects
- Identified and addressed eligibility issues with various PWs
- Provided consultation on FEMA policy guidance to BDS
- Prepared FEMA Quarterly Reports and proactively addressed issues with FDEM and FEMA CRC

Project Features

- ✓ Project Management
- ✓ Disaster Recovery Advisory
- ✓ Grants Development
- ✓ Funding Source Compliance and Reimbursement
- ✓ Closeout and Audit Support
- ✓ Consultant Coordination related to the aftermath of Hurricane Michael

Client Reference

Leon Walters
Executive Director,
Facilities at Bay District Schools
waltell@bay.k12.fl.us
850-767-4205 or 850-767-5294

Project Dates

09/2021 – 12/2021

Project Value

\$232M

Disaster Recovery Program Management

City of Sarasota, Florida



INTEGRATED SOLUTIONS
CONSULTING

Project Description

Hurricane Ian devastated the City of Sarasota and its 55,000 residents. There was approximately 200,000 CY of debris across the City of Sarasota, and infrastructure throughout the City sustained damage from the storm. Additionally, the City initiated numerous emergency protective measures to protect the health, life, and safety of its residents and to reduce significant additional damage to the City.

Hours after the storm passed, ISC rolled into Sarasota and initiated debris operations. ISC oversaw all debris monitoring operations to ensure that only eligible debris was removed. Monitors use an automated debris management system to maintain records of contract hauler's trucks, including cubic yardage or loaded weight, time in and time out, number of loads per day, and other data as requested by federal, state, or other involved agencies. All documentation collected is validated and compiled to complete a FEMA claim.

In addition, ISC assisted the City with its FEMA claim for all permanent work (Categories C-G). ISC conducted detailed damage assessments to City-owned facilities and infrastructure. All damage inspections were completed within 2 weeks. ISC identified over 32 properties that received storm-related damages that were eligible for FEMA Public Assistance reimbursement. ISC prepared all FEMA Project Worksheets and cost estimates.

ISC was able to increase Sarasota's initial FEMA claim of a couple million dollars, to over \$12 million in eligible FEMA Public Assistance funding.

Project Features

- ✓ FEMA Damage Assessments
- ✓ Project Scope and Cost Development
- ✓ FEMA Hazard Mitigation Grants Program Management
- ✓ FEMA Public Assistance Grants Management
- ✓ Program Monitoring and Oversight
- ✓ Project Management

Project Dates

09/2022 - 01/2023

Project Value

\$12M

Provide a Statement as to Whether the Proposer has, in the Last Five Years, Been a Party to a Lawsuit of any Kind Related to, in any Manner, the Type of Services Requested in this RFP. If any such Litigation Exists, Provide a Statement as to the Legal Style of the Matter, the Jurisdiction in which it was Filed and the Status


Metric Consulting, LLC has not, in the last five years, been a party to a lawsuit of any kind related to, in any manner, the type of services requested in this RFP.



Proof of Required Licenses

Metric was established as a Limited Liability Company in Miami, Florida on 06/17/2015 and is certified to do business in the State of Florida. Metric's authorized representatives include Veronica Benitez, Manuel Benitez, and Ivonne Benitez.

A copy of the first page of our SunBiz Report from the the Division of Corporations is included below.


DIVISION of CORPORATIONS
an official State of Florida website

Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Limited Liability Company
METRIC CONSULTING LLC

Filing Information

Document Number	L15000105886
FEI/EIN Number	47-4413674
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Last Event	LC STMNT OF RA/RO CHG
Event Date Filed	12/05/2016
Event Effective Date	NONE

Principal Address

13940 SW 136 STREET
SUITE 100
MIAMI, FL 33186

Changed: 02/22/2019

Mailing Address

13940 SW 136 STREET
SUITE 100
MIAMI, FL 33186

Changed: 02/22/2019

Registered Agent Name & Address

PEREZ, MARILEY
13940 SW 136 STREET
SUITE 200
MIAMI, FL 33186

Address Changed: 01/11/2017

Authorized Person(s) Detail

Name & Address


Title Manager

BENITEZ, MANUELA
13940 SW 136 STREET
SUITE 100

Women's Business Enterprise and Woman Owned Small Business Certifications

Metric is a certified Woman and Minority Owned Business through the State of Florida's Division of Purchasing's Department of Management Services' Office of Supplier Diversity and through the Women's Business Enterprise National Council.

National Women's Business Enterprise (WBE) Certification


WBENC
WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL
JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification


to

Metric Consulting LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.













WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council Florida, a WBENC Regional Partner Organization.

Certification Granted: November 18, 2022
Expiration Date: November 18, 2023
WBENC National Certification Number: WBE2202873



Authorized by Nancy Allen, President & CEO
Women's Business Enterprise Council Florida

WBENCFLORIDA
WOMEN'S BUSINESS ENTERPRISE COUNCIL

NAICS: 541111
UNSPSC: 93131800

Woman Owned Small Business (WOSB) Certification





WBENC
WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL
JOIN FORCES. SUCCEED TOGETHER.

HEREBY GRANTS
WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO

Metric Consulting LLC

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at www.sba.gov/wosb.

The WOSB Certification expires on the date herein unless there is a change to the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

<p>Majority Female Owner: Veronica Benitez</p> <p>NAICS: 541111 UNSPSC: 93131800</p> <p>Certification Number: WOSB221471</p> <p>Renewed Date: November 18, 2023</p> <p>WOSB Regulation Expiration Date: 11/18/2025</p>	<div style="text-align: center;">  Nancy Allen, Women's Business Enterprise Council Florida President & CEO </div> <div style="text-align: center;">  Pamela Prince-Easton, WBENC President & CEO </div> <div style="text-align: center;">  LaKeshia White, Vice President, Certification </div>
--	--

WBENCFLORIDA
WOMEN'S BUSINESS ENTERPRISE COUNCIL

Proof of Required Licenses

Articles of Organization

Electronic Articles of Organization For Florida Limited Liability Company

L15000105886
FILED 8:00 AM
June 17, 2015
Sec. Of State
cmustain

Article I

The name of the Limited Liability Company is:
METRIC CONSULTING LLC

Article II

The street address of the principal office of the Limited Liability Company is:
13940 SW 136 STREET
SUITE 200
MIAMI, FL. 33186

The mailing address of the Limited Liability Company is:
13940 SW 136 STREET
SUITE 200
MIAMI, FL. 33186

Article III

The name and Florida street address of the registered agent is:
MARILEY PEREZ
13940 SW 136 STREET
SUITE 200
MIAMI, FL. 33186

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: MARILEY PEREZ

Electronic Articles of Organization For Florida Limited Liability Company

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cmustain

Article I

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SUITE 200
MIAMI, FL. 33186

Article III



Tab 5

Proposed
Technical Approach

Our approach to the Scope requested for Emergency Planning, Disaster Recovery, and Mitigation Grant Program Services

Metric understands that the County seeks professional service assistance throughout the life of the projects as required to support the County's disaster recovery, to expedite financial recovery, and mitigation grant programs, through the various FEMA grant programs and other federal funding programs. emergency planning Metric has extensive programmatic disaster recovery experience and intimate knowledge of FEMA operations, including a strong understanding of the FEMA Public Assistance and Mitigation Program, the Stafford Act, and hazard mitigation.

In addition to our FEMA PA Program and mitigation experience, Metric has managed grants within HUD's CDBG Program, including CDBG-DR, CDBG-MIT, and CDBG-CARES, as well as Department of Economic Opportunity grants. Metric has been successful in identifying and developing successful applications for critical funding for local municipalities and counties through the Infrastructure Investment and Jobs Act (IIJA), Inflation and Reduction Act, and other federal, state, and local grant sources. Our staff have drafted policy guidance to assist our clients that has later been adopted by FEMA, and we work alongside FEMA to obtain maximum reimbursement for our clients. We are also capable of assisting with timekeeping procedures and developing and submitting Project Worksheets (PWs) to obtain funding for recovery and reconstruction.

Whether a natural disaster strikes, a pandemic occurs, or a client wants to discuss mitigation preparedness measures, our disaster recovery experts can deploy within 24 hours. Adherence to policies and procedures set forth by federal regulations such as the Americans with Disabilities Act (ADA), the Stafford Act, and the Uniform Relocation Act require staff who understand how these rules interact.

Federal agencies such as the Department of Transportation (DOT) and the Department of Justice (DOJ) have made unprecedented levels of funding available for mitigation, preparedness, and recovery projects, and many state-level agencies have followed suit. **As a Florida-based firm with 10+ offices throughout the state, we have first-hand knowledge of the resilience of Florida's communities and citizens, and the resolve Floridians have demonstrated in achieving efficient and effective recoveries.** We are trained on rules, regulations, and guidelines at the state and federal levels, and have used our knowledge to support clients with grant writing and grant applications, Benefit-Cost Analyses (BCAs), project monitoring, reimbursement services, payment reconciliation, procurement development, oversight, and financial management.

We have extensive familiarity with recovery operations in Florida, including experience with disasters such as hurricanes and major flooding events. Our familiarity and level of involvement have allowed us to gain insight into the needs and challenges the State faces following catastrophic events. We provide tailored program and policy expertise and work with our clients, teaming partners, and stakeholders to ensure our work complies with FEMA PA Program eligibility requirements and applicable codes, standards, and regulations.

Following a declared disaster, the County may receive funding from multiple sources outside of FEMA and the CDBG Program, including funding from the State and FHWA. We will work with the County to maximize funding, ensuring that we prioritize the expenditure of funds that have the strictest compliance requirements, which will allow the County to prevent duplication of funding sources.

Provide a Description of the Firm's General Approach to the Proposed Scope of Services to Include Team Organization, Staff Assignments, Schedules, Quality Assurance, and Accountability

Our knowledge across different recovery programs will minimize the potential for inter-agency conflicts and equip the County with the tools it needs to resolve disputes. Below, we have included an overview of relevant disaster assistance areas and procedures that are key to maximizing federal and state disaster reimbursement. Throughout a project's lifecycle, our project managers will provide technical support for all permanent work projects to ensure compliance with FEMA regulations. Our disaster management administration approach is founded on the six key principles to the right:

Assistance in Applying for Grants to Rebuild Infrastructure

Metric will complete the following activities to produce applications that result in limited information requests from FEMA and an efficient path towards reimbursement:

- **Kickoff Meeting** – Upon initiating a Task Order, Metric will schedule a kickoff meeting with the County. We will review key details of the project, including program intent and priorities, eligible uses of funding, implementation timelines, and evaluation criteria, as well as sustainability. We will identify damaged facilities and plan damage assessments as needed. We prioritize projects to ensure projects that are well documented immediately move forward to provide cash flow. We will schedule weekly project meetings to review our grant application progress.
- **Request for Information** – Metric will provide a detailed Request for Information (RFI) that outlines any documentation that we will need from the County. We will create a SharePoint site (or the County's preferred platform) for efficient data sharing and collaboration. Our team will also request data inputs that we can develop into compelling grant application content.
- **Grant Application Development** – Prior to engaging in application development, we will review proposed projects to ensure that each project meets FEMA's program goals and eligibility requirements.
- **Environmental and Historic Preservation Review** – Our environmental team is versed in environmental reviews for federally funded programs and will weigh in on environmental and historic preservation considerations. They will address how potential environmental concerns can be resolved or avoided, as well as what mitigation steps can be taken during project implementation.
- **Stakeholder Coordination** – We will help the County coordinate with stakeholders to review and support project applications, and we will assist the County by submitting applications to meet all FEMA deadlines. We will work with FEMA and FDEM to ensure information requests are completed efficiently.
- **Benefit-Cost Analysis** – For future projects that require a cost effectiveness review, Metric will determine the approach for each BCA to justify the highest return on investment for each project. We will determine whether the analysis is based on historical damages, or whether damages need to be professionally modeled using FEMA or other federal funding source methods.

1

In-Depth Policy Knowledge
 We offer grounded, practical knowledge of the myriad of regulations governing FEMA and other federal grants from environmental reviews to the Stafford Act, Uniform Administrative principles, and beyond. We rely on expertise and experience to design and implement initiatives that weave compliance throughout.

2

Data Driven Results
 Our team's expertise in data analysis, decision support tools, and GIS mapping enables our clients to define metrics, understand scenarios, inform policies, track initiatives and projects, and ultimately understand their data, allowing informed decisions that result in measurable outcomes.

3

Cost Recovery and Financial Management
 We are experts in FEMA programs. We understand how these funds can be combined with CDBG and other funding streams to fully leverage and maximize all available funding resources, so the client's out-of-pocket costs are minimized.

4

Communication
 We know strong communication is the foundation of a strong program. We deliver a range of communications from reports to one-on-one interaction to ensure stakeholders of all levels of influence remain engaged and supportive of the client's efforts.

5

Proven Project Management
 Our skilled Grant and Project Managers set expectations, manage results, and proactively communicate the client's needs as we drive progress forward to meet established timelines.

6

Staff Augmentation
 The rapid pace and unprecedented scale of disaster recovery requires more than just the existing staff and personnel systems traditionally in place. We augment your staff with experts while simultaneously building your organizational capacity.

Establish Adequate Financial Controls

The County can mitigate funding delays or denials and avoid missing opportunities by establishing financial practices and procedures before a disaster occurs. We will ensure that financial management systems like payroll are in place, and that all transactions are captured and processed according to applicable laws and regulations.

We will perform the following activities to ensure the compliant development, implementation, and management of financial systems:

- Conduct a performance evaluation of the County's payroll tracking system to ensure compliance with 2 Code of Federal Regulations (CFR) Part 200
- Review the County's accounting principles to verify compliant practices for fiscal and accounting management
- Support the County in streamlining its financial management policies, procedures, and account lines to establish smooth transitions before and after a disaster, if needed



Initiate

Establish proper financial policies, procedures, and systems. Train staff on proper recording and handling of any awarded funding.
Benefit: Increases the ability to detect fraud, waste, abuse, or mismanagement.



Plan

Identify resource and capability gaps, risks, and financial hazards. Deploy resources to fill gaps and mitigate risks.
Benefit: Improves ability to project financial needs after disaster and set recovery and response budgets.



Execute

When recovery funds are received promptly allocate funding to specific initiatives according to established procedures.
Benefit: Ensures adequate financial resources are available to complete recovery initiatives.



Monitor and Control

Monitor use of disaster recovery funds against compliance standards, budgets, and projected expenditures.
Benefit: Supports transparent financial stewardship and encourages compliance with federal funding requirements.



Closeout

Close the project in accordance with federal funding requirements and archive records to prepare for future audit.
Benefit: Eases the burden of audit and prevents federal funds from later recapture and de-obligation.

FEMA Public Assistance Program

We utilize our staff's relationships with FEMA and FDEM, insights, and practical knowledge to reduce the time between a disaster and reimbursement from FEMA and FDEM. We understand the regulations and details that govern the FEMA PA Program, and we provide simple breakdowns of FEMA's policy that are backed by actionable initiatives. Our approach to the FEMA PA Program is broken into the following three phases:

1. Grant Formulation

Pre-obligation grant related activities undertaken to identify and document damages and expenses to formulate projects and apply for FEMA Funding.

2. Grant Management

Post-obligation grant related activities required to draw down FEMA funding to complete and close approved projects.

3. Closeout

Submit final documentation required to close project. Archive information and organizational process assets to facilitate any future audit.

Grant Formulation (Pre-Obligation)

Our knowledge of FEMA's Grants Portal and our streamlined processes for project development will provide the County with a seamless and effective pre-obligation phase.

FEMA Public Assistance Application Process



The FEMA PA process begins with ensuring damages are accurately captured and completed in the County's Damage Inventory. Metric's project managers and damage assessment team are versed on FEMA policy and can provide accurate damage assessments that meet FEMA's requirements.

The Damage Inventory must be completed within 60 days of the Recovery Scoping Meeting, as it provides the foundation for project development. The Damage Inventory is crucial, as it will help our team and the County to group projects, determine site inspection dates, develop a project's Scope of Work, and set up a project for a successful lifecycle. To confirm that the County is prepared to receive maximum reimbursement, we will begin tracking event-related costs during the grant formulation phase.

Proper damage assessments are critical to a timely recovery. The assessments support the preparation of Essential Elements of Information, Damage Descriptions and Dimensions, and ultimately will allow the Client to provide compliant PWs. During the Applicant Final Review, we will assist the County with the following critical review items:

- Ensure the project Scope is accurate, and all damages are captured
- Verify that completed work is included
- Check to see if a fixed cost offer is accepted, and ensure the cost reflects the fixed-cost offer that was agreed upon
- Confirm the cost estimate is close to the anticipated cost, if a fixed cost offer is not accepted

Best Practices

Submit a memo with each EEI so the person writing your project has context and a plain language explanation of your proposed project.

Grant Management (Post-Obligation)

A majority of the work occurs in the grant management phase. In order for the County to draw down its funds, FEMA and the State will need to ensure the County submits all appropriate documentation and is following the project's approved Scope. In the FEMA PA Program, this is known as submitting a Request for Reimbursement (RFR). Our grant process streamlines the creation and submittal of RFRs, which will allow FEMA to reimburse the County at a quicker rate than many other applicants in the state.

We carefully account for items throughout the grant formulation process, which allows us to compile RFRs in a simple and straightforward manner. As RFRs are approved and FEMA obligates funding to the County, we will enable the County's projects to stay on track by monitoring each project against planned outcomes. If budget overruns, schedule delays, or quality issues affect a project's timeline, we will work with the Contractor and the County to re-align the project with its proposed schedule.

Grant Compliance

We believe that emphasizing compliance throughout the grant process is the best way to create an environment where transparent financial stewardship thrives. We understand that compliance must be embedded throughout all program resources, materials, policies, and procedures.

We provide technical consulting to assist our clients in navigating federal and state rules and regulations, and our goal is to oversee effective, efficient, and compliant projects and programs. Metric will provide comprehensive solutions for key compliance components involved with managing federal grants, including compliance with applicable Federal Register Notices, record retention, embedded financial controls, and other processes that ensure compliance with 2 CFR Part 200 and other relevant regulations. We will conduct compliance reviews in accordance with agreed upon standards, ensuring that results are tracked, managed, and stored in a secure and organized manner.

Ensuring Compliance & Minimizing Risks

Our compliance framework provides an assurance that each project file "tells the story" and is preserved in an audit-ready, fully-compliant file.

Grant Closeout

Once a project is complete and actual costs are known, the project enters the closeout phase, and a closeout package is prepared. We will provide exemplary project management services and will prepare all closeout paperwork, making sure all data is properly stored and accounted for throughout the lifecycle of a project. We understand that preparation for an error-free closeout phase begins on day one of a project. **We have completed closeout packages for several federal funding streams, including FEMA, HUD, FDEM, and the FHWA,** and we will apply that knowledge as we facilitate the successful closeout of projects for the County.

Appeals

FEMA may disagree with information that is presented within a project and may deem the project (or portions of it) ineligible for reimbursement. In these cases, we will work with the County to prepare policy-driven defense of the project. Our approach to appeals begins with our design for operations and applications for funding. A policy-driven approach enables us to reduce the number of appeals and adverse determinations that our clients face. When disagreements with FEMA arise, we attempt to mediate issues on a policy basis to avoid the cost and delays that the appeals process involves.

Metric submitted a successful policy-driven argument that was supported by common sense explanation to support the City of Cranston, Rhode Island in a FEMA appeal. FEMA's adverse determination was reversed, and the City of Cranston's questioned costs were reimbursed.

When appeals are necessary, we advocate for our clients' ability to pursue recovery projects and initiatives that align with their vision. We will work alongside the County to create compelling and concise appeals packages. Our team includes subject matter experts, engineers, and policy specialists who have successfully appealed FEMA funding decisions to the benefit of our clients around the country. We are prepared to support the County if there is a need for appeals, including during instances of potential funding de-obligations.

Representation with FEMA, FDEM, and other Agencies

We have an extensive history working with federal and state entities, and our philosophy for interaction has always been based on transparency. Trust thrives on strong relationships, and a smooth grants process is achieved when there is mutual trust between parties. **We have supported our clients through numerous monitoring visits and compliance reviews, including compliance reviews conducted by FEMA, HUD, and the OIG.** We have also represented our clients throughout audits conducted by FEMA, the State Auditor's Office, the U.S. Department of Homeland Security, and the OIG.

Potential Improvements and Maximization of FEMA Funding

FEMA's HMA programs provide funding for eligible mitigation activities that reduce disaster losses and protect life and property from future disaster damages, including the HMGP and the Building Resilient Infrastructure and Communities (BRIC) Program. To provide comprehensive mitigation and resilience efforts, we will assist the County in securing funding from multiple sources within FEMA's HMA portfolio. **Hazard mitigation authorized under Section 406 of the Stafford Act is provided to fund mitigation measures that coincide with disaster-damaged facilities and is limited to declared counties and eligible damaged facilities.** Through cost analysis, Metric will work to maximize funding through mitigation opportunities found within projects. This may include improvements through Building Code requirements or project hardening to ensure repairs prevent potential damage in the future. This work may involve our team and the County working directly with a FEMA Mitigation Specialist and Grant Manager to discuss opportunities within the project lifecycle, ranging from inspection through completion.

Hazard Mitigation Grant Program

We will prepare a list of the most advantageous mitigation measures for each project for the County's consideration during the grant formulation phase. We will work with the County to leverage funding for projects that are eligible under Section 406, keeping in mind that it is also possible to utilize BRIC or Flood Mitigation Assistance (FMA) funds.

Section 404 Funding

The County's Hazard Mitigation Plan is more than a vital planning document that outlines strategies for reducing risk to human life and property by minimizing the impact of potential disaster events. It allows the County to be eligible to apply for funding under FEMA's HMA programs, including the HMGP. To be eligible for FEMA's hazard mitigation grants (including BRIC or FMA funds), the County must have an approved Hazard Mitigation Plan. To assist the County with the development of its Hazard Mitigation Plan, or to aid in updating the existing plan, we will assess disaster risks and vulnerabilities in the area. After potential risks and vulnerabilities have been identified, our team will support the County by providing solutions for long-term strategic mitigation against future disaster events.

To ensure the Hazard Mitigation Plan is maintained, we will aid the County in procuring funding through FEMA's HMA funds, which provide grants to communities to develop and update their respective Hazard Mitigation Plans. Once mitigation strategies are identified, we will work with the County to bring these visions to life by designing programs that exceed the County's needs.

Long-Range Recovery Planning

Metric understands that long-range recovery planning is much different than preparing for the immediate response phase of a disaster. Long-range recovery planning and preparation involves the identification of strategic restoration, improvement, and growth priorities that are identified pre-disaster. Every disaster is unique, and the extent and types of damage will differ. The severity of a disaster will also impact how long-term recovery is implemented. We will implement recovery planning prior to a disaster, along with mitigation and response preparation, to ensure all potential scenarios are covered.

As needed, we will assist the County in the development of a long-range recovery plan pre-disaster, which will cover the establishment of clear leadership, decision-making structures, and stakeholder involvement. The County's long-range recovery plan will also institute criteria for identifying redevelopment goals related to economic sustainability and growth, environmental factors, and historical preservation. Our goal is for the long-range recovery plan to guide the County in determining goals and priorities for each specific disaster scenario.

Provide Damage Assessments for County Facilities, including Technical Assistance and other Elements of Information to Support Reimbursement

Metric offers the County a multi-disciplinary team that includes several professional engineering staff that can review a wide variety of engineering plans as they relate to disaster-related tasks, including the repair and/or construction of damaged facilities and infrastructure. We will work with our engineering team and damage inspection experts to ensure that all repairs comply with FEMA, state, and local eligibility requirements, and that they adhere with all applicable PWs and guidelines.

Our core knowledge includes the principles of allowable costs, insurance requirements, equipment costs, procurement procedures, cost reasonableness, and reporting. We conduct detailed analyses on repair/construction efforts performed in comparison to the Scope of Work and PWs to assure eligibility and adherence to grant requirements and guidelines.

Our site inspectors, engineers, and construction managers have in-depth experience in FEMA damage eligibility and are experts at understanding and capturing disaster damage, including subtle details that are not immediately visible, such as corrosion and water infiltration. Metric will work to analyze cost data to determine the correct repair or rebuild approach. We will provide mitigation applications for opportunities found before and after a disaster. This may include cost estimation through third-party software and hard cost data from vendors. Cost Analysis development based on FEMA's BCA tool will be utilized for mitigation applications.

Damage Assessment After a Disaster

We will work with County staff to verify that a comprehensive site inspection takes place, which will allow us to create a complete Scope of Work. The complete Scope of Work will help us ensure sites and structures are restored to pre-loss conditions. One service we offer is a site inspection walkthrough with FEMA personnel, which ensures all damages are captured for a faster Damage Description and Dimensions formulation. A complete Damage Description and Dimensions overview is beneficial to the project formulation timeline, as it reduces FEMA's timeframe for capturing all damages. Further, we can provide cost estimation for damages to allow the County to fully understand the dollar value of the damages.

Understanding job site safety and OSHA requirements is a critical part of our site inspection operations. Our team will inspect all damaged components of a site or structure, capture damages through time and GPS stamped photographs, and compose a Damage Inventory with dimensions to provide FEMA the proper documentation to develop the Damage Description and Dimensions, and a PW.

Repairs, Mitigation Efforts, and Cost Documentation

We will work in tandem with County staff to prepare FEMA PA emergency and permanent work project estimates. We are capable of developing replacement costs for buildings, property, and sites to help determine cost estimating, as well as to formulate Damage Descriptions and Dimensions, and a complete Scope of Work. Over time, this process leads to the creation of accurate force account labor and equipment summary reports that are used to develop grant applications. Project formulation involves capturing damages that resulted from an event, determining a method of repair, and creating a cost estimate for the repair. This process operates differently for emergency work (FEMA Categories A-B) and permanent work. FEMA uses the PW (FEMA Form 90-91) to document details of the project, including the Damage Description and Dimensions, Scope of Work, and the costs. The Scope of Work and cost details should cover the who, what, why, when, where, and how of a project. Each project must comply with federal laws, regulations, and policies. Costs must be reasonable and necessary to accomplish the eligible work.

Although FEMA approves funds, the approval timeline depends on the quality of efforts that were made to document damages and the quality of reviews for RFRs or advances. After a disaster, we will work with the County to determine the level of effort and staffing needs for the recovery process, and from there we will work with the County to determine the severity of damages. We will ensure damages are accurately captured and that assessments are performed by recovery personnel who have FEMA and CDBG-DR assessment experience.

Benefit-Cost Analysis

We will aid the County in the establishment of costs for each PW. If preliminary costs have been developed by FEMA, we will provide independent assessments. Costs for completed work will be based on actual costs for materials and labor. Costs for pending work are estimated in accordance with industry standards and include labor costs, equipment costs, purchased supplies, contracts, mutual aid, and donated resources. Metric uses RSMeans' building cost database as our primary source for obtaining and applying costs to damaged items. RSMeans is the data standard for government related work and is accepted by FEMA as a tool for providing reasonable cost estimates. For large projects, we will aid applicants in the application of the Cost Estimating Format (CEF), which is a spreadsheet-based program that FEMA developed to establish general and administrative costs. CEF costs are added to a project's base estimate to determine the total project cost. This approach will allow us to reduce the risk of funding de-obligation. Our team will provide ongoing technical assistance to ensure projects are efficiently processed, and that they comply with FEMA guidelines. We will assist the County with insurance settlement determinations, and we will utilize RSMeans' cost database to validate projects and prepare any appeals.

Quality Control

Total quality management is essential to the continuous improvement of the County's projects through the prevention, detection, and mitigation of outliers and inefficiencies which may jeopardize program success. Our quality management philosophy focuses on preventative actions that are supplemented by corrective actions. Preventative actions like built-in inspection and quality control checkpoints mitigate the risk of costly mistakes and inefficiencies. Corrective actions pin-point root causes of non-performance or deviations from established performance standards and employ solutions to get a program back on track.

Describe the firm's response and service if multiple cities and counties were in need

Metric holds a deep bench of employees that includes grant and project managers, cost estimators, and damage assessors. Metric has the ability to lean on its partner firm, Metric Engineering, for technical staff, such as GIS specialists and environmental scientists. Upon Metric pursuing opportunities through RFPs, Metric ensures we build a team that encompasses multiple experienced partnering firms, as we value the importance of providing redundancy in services. This action ensures that we can scale up as needed. Metric is prepared to ensure that our proposed team members are available to ramp up when the County is in need.

Detailed Work Plan to Kickoff FEMA Public Assistance Recovery

First 14 Days	Days 15-60	Days 61-90	Long-Term Actions
<ul style="list-style-type: none"> ➤ Conduct a kick-off meeting between Metric Consulting, LLC and the County. ➤ Identify damages and facilities that require comprehensive damage assessments. ➤ Form damage assessment teams to perform assessments that meet FEMA's specifications. ➤ Begin engagements with FEMA and FDEM (as required). ➤ Develop the Damage Inventory (DI) list (i.e., FEMA Project list). ➤ Review and respond to FEMA comments. 	<ul style="list-style-type: none"> ➤ Work with the County to establish the first 60-day schedule with detailed three-month task and production goals for the FEMA program. ➤ Review current reporting structure and adjust as needed to ensure the most effective and efficient format for reporting to the County's accounting team for discussion between both parties regarding monthly reports, quarterly reports, and County briefings. ➤ Establish Key Performance Indicators (KPIs) for the Metric team to ensure alignment of metrics for overarching and longer-term production objectives, and ensure all parties agree on KPIs. ➤ Review DDDs for all storm damages submitted to FEMA, and ensure all are properly documented – including debris removal, force account labor and equipment, emergency protective measures, temporary trailers (if needed), and permanent work projects. ➤ Ensure the grant and project management teams work in unison. 	<ul style="list-style-type: none"> ➤ Continue agreed upon engagement plan with FEMA and FDEM. ➤ Work with the County's Risk Manager to understand expected insurance settlements by project. ➤ Assemble the backup and begin developing the Scope of Work for each project based on the DDD's for the County's approval prior to submitting through the FEMA Grants Portal. ➤ Continue to coordinate with the County's Risk Manager on all insurance developments so maximum efficiency can be achieved on effort to be expended on FEMA program's documentation requirements. 	<ul style="list-style-type: none"> ➤ Provide insight and guidance to additional funding as it becomes available during the recovery phase. ➤ Collect, review, retain, and package grant data and backup. ➤ Assist in providing procurement guidance and development of RFQs for permanent work reconstruction (as needed). ➤ Reconcile Scope and cost through the comparison of estimates to actuals. ➤ Develop eligibility arguments and justifications. ➤ Submit Reimbursement Requests to FDEM. ➤ Develop and submit all Version Requests and Alternate, Improved, or 428 project requests. ➤ Review pay requests for permanent work projects to ensure adherence to compliance requirements. ➤ Package and submit all final closeout documentation. ➤ Prepare and support all internal and external audit proceedings (if required). ➤ Provide monthly and executive reports to the County, and Quarterly Reports to FDEM, as required by the funding programs.

Provide relevant availability guidelines and/or the average time between request for meetings and actual attendance for current clients. Discuss the availability of the primary contact relative to current and future client workload. Include for each individual the estimated number of hours that will be contributed to this agreement and in what capacity they would serve to this agreement.

Our practice is to immediately respond to all meeting requests. We value open communication and responsiveness, and the norm for Metric is to accommodate all meetings upon the client's request. If there is a valid reason that a project manager can't accommodate a meeting request, our leadership team is always prepared to step up and participate. Through internal weekly program meetings, our project managers ensure our leadership team and subject matter experts who are included in this proposal are always aware of the program's current status. It is our practice to have regular check-in meetings with our clients as often as needed during the program's life to maintain open communication and to ensure that expectations are being met.

The core Metric team presented in this proposal is prepared to be available when called upon. They will be available for the hours that are necessary based on the severity of the event. Upon activation and after assessments have taken place, we will advise the client during the Kick-Off Meeting of the necessary hours we anticipate for positions needed. The capacity of our team is outlined in the organizational chart and resumes.

Describe the amount of time and ability that your firm would be able to devote to the county to research the current process of how our organization is seeking federal reimbursement and how that process could be streamlined, as well as how we can better prepare before a loss to document a claim.

Upon contract award and execution, and at no additional cost, Metric will hold a kick-off meeting with the County prior to contract activation. During that meeting we will introduce the project manager and his core team to the County for the opportunity to build the relationship with the professionals that will be working side-by-side with the County when needed. The kick-off meeting is implemented to ensure that expectations are met at the time of activation and that the County is set up for success from the beginning. Topics covered during this meeting will include a discussion on how we collect and file project documentation, our processes and protocols, our request to provide County payroll policies, and ensuring all pre-positioned disaster recovery contracts are stored in a document depository system for review. This practice ensures federal compliance prior to an event. In addition, we ask that the County share any concerns and lessons learned from previous disasters.

Metric is experienced in setting our clients up for a successful recovery and ensuring that we maximize available funding for recovery. During the initial kick-off meeting, we would welcome a conversation to understand the County's internal practices and make recommendations for efficiency. This is part of our initial contract initiation process for success and comes at no cost to our clients.

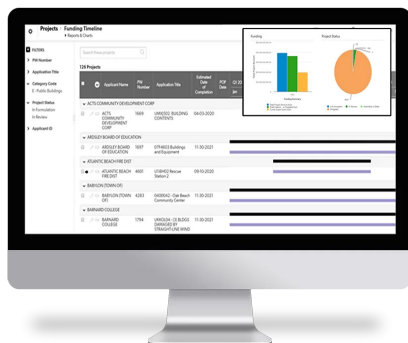
Describe how the firm will provide a website and/or portal with details on the status of projects.

Our team will utilize ISC's Odyssey™ Grant Management Tool (GMT) to provide a portal with details on the status of projects. Odyssey™ is a cloud-based suite of tools that is designed to enhance the knowledge management process, increase the County's operational effectiveness, increase collaboration and understanding, support knowledge transfer and retention through training and education, ensure regulatory compliance, and maximize funding efficiency.

The Odyssey™ GMT system will allow us to provide a ready-to-use or customized grant management system to allow the County to track, administer, report, and maximize grant funding. It serves as a centralized location for project collaboration, automates workflows, and personalized dashboards can be used to highlight pending tasks and the overall progress of grant funding allocations.

Key features of the Odyssey™ GMT include:

Real-Time Tracking	Tracking and reporting of grant funding will allow the County to expedite disaster recovery efforts and maximize reimbursement
Customizable	Personalized dashboard reports allow for transparency and help guide the execution and management of disaster grant allocations
Data Access	Easy-to-interpret data reporting and graphic analytics will help the County identify resource needs and gauge disaster recovery progress
Compatability	Odyssey™ GMT can be integrated with existing tools and software, including the County's financial management system
Tools	Odyssey™ provides the ability to track FEMA PA, CDBG-DR, FEMA 404/406 HMGP, CARES Act assistance grants, and more
Compliance	Automated notifications and simplified workflows will ensure compliance with federal regulatory and disaster program requirements
Flexibility	The County can modify the GMT's workflow to adhere to individual programs, processes, and procedures



Describe how your firm would include public adjusting, including coordinating with the county, insurance and/or grant reimbursement as deemed necessary

Insurance is a critical component to disaster recovery, and maximizing proceeds is key - especially when an entity has previously received federal funding. Prior to an event, we review our clients' insurance policies and requirements to understand potential funding impacts and to help maximize funding. All damages will be captured in accordance with the peril of loss, and we will monitor the reductions that are applied for correctness.

Our team will work with the County's risk managers to ensure the County understands the insurance regulations related to obtaining and maintaining requirements for future disasters. In the past, we have reviewed insurance-listed damages and ensured that all damages are captured in the insurance reports. Metric will coordinate with FEMA and the County regarding all insurance developments so that maximum efficiency can be achieved on efforts under FEMA's documentation requirements.



Tab 6

Proposed Fee Schedule

Fee Schedule

Proposed Fee Schedule

Position Title	Rate	Average Days/Month	Hours/Day	No. of positions	Cost/Mo.
Project Manager	\$190.00	22	8	1	\$33,440.00
Sr. Appeals Officer or Legal Counsel	\$175.00	0.5	8	1	\$700.00
Engineer or Environmental Scientist	\$160.00	0.5	8	1	\$640.00
Sr. Grant Specialist	\$175.00	22	8	1	\$30,800.00
Grant Specialist or Insurance Specialist	\$140.00	22	8	1	\$24,640.00
Field Representative or Technical Associate	\$150.00	5	8	1	\$6,000.00
Administrative/Clerical Work	\$80.00	5	8	1	\$3,200.00
Subject Matter Expert	\$200.00	1	8	1	\$1,600.00
			8		\$0.00
			8		\$0.00
Month Estimated Total	\$1,070.00				\$99,420.00

This estimate metric is based on a 40 hour work week for a 30 day month with 22 working days per month. The Column E average days per month per full-time and as-needed positions are based on grant development needs experienced in previous activations.

Please indicate your proposed rate for each position in Column D and your proposed count of each of those positions in Column G.

Please indicate additionally needed positions with rate, average days/month and number of positions in the blank lines provided.

When complete, please print this page and add to your Proposed Fee Schedule section of your response. Excel drafts submitted will be considered non-responsive.

Direct Administrative/Management Costs

The administrative cost of recovery is complex and broad. We have years of direct experience accurately and properly tracking direct administrative and project management costs in compliance with FEMA guidance and have successfully secured additional eligibility through Project Worksheets and reimbursement by the state. Systems will be in place from day one of the contract award to ensure our team and the County's Force Account Labor staff are tracking their time and tasks properly to capture DAC/Management Costs per the FEMA guidance. Doing so facilitates our clients' reimbursement approval for our grants and project management services. In addition, to ensure cash flow for the County, we submit DAC costs as appropriate for timely reimbursements through FDEM.

Metric and our teaming partners work to ensure that our professional services align with the allowable 5% direct administrative costs. Pasco County's FEMA recovery program was included as a project in this proposal. This program was completed under the allowable grant administrative costs allowed by FEMA. If there is an occasion that costs are going to exceed the allowable cap, we immediately bring it to the client's attention in time that, if needed, we ensure that the client's grant management team or designated personnel are trained to successfully closeout the program.

Proposed Team

Name	Job Title	Years of Experience	Job Description
Daniel Schenkel	Project Manager	13	Oversee all grant and project management recovery projects to ensure the team meets Metric Consulting's standards and client expectations. Develop processes as the program requires. Guide the team to ensure compliance and eligibility rules are followed. Track and monitor program progress. Act as County liaison between FEMA and FDEM. Attend all program meetings. Communicate directly with the County on program needs and program updates. Provide progress reports to the County. Conduct cost estimates as needed to support FEMA PA and Mitigation projects.
Suzanne Settoon	Project Manager (FEMA SME), Sr. Appeals Officer	18	Provide program guidance and support to team as needed for all federally funded programs from program kickoff to closeout. Provide policy and procedural guidance. Remain available to the County as needed. Provide County training as needed.
Dan Martin, PHD, CEM	Subject Matter Expert	30	Provide program guidance and support to the team as needed for all federally funded programs from program kickoff to closeout. Provide policy and procedural guidance. Remain available to the County as needed. Provide emergency management training and IT solutions to the County for recovery program management as needed.
Stephanie Phillips Gros, PE, PTOE	Engineer	15	Provide expert knowledge in identifying funding for project needs through the IJA and IRA opportunities, scoping projects and cost estimating for grant application development.
Jessica Bloomfield, PE	Engineer	21	Review projects and cost estimates for permanent work projects as needed.
Rob Myers	Environmental Scientist	16	Provide all EHP tasks as needed.
Juliann Bertone	Sr. Grant Specialist - HUD and Other Federal Programs	10	Provide contract, and procurement guidance, implement all HUD-related programs, and the application development and grant management of other federal funding programs outside of HUD and FEMA. Lead all HUD related program initiatives.

Proposed Team

Name	Job Title	Years of Experience	Job Description
Glen Lafond	Sr. Grant Specialist - FEMA Programs	25	Provide contract and insurance reviews. Provide procurement guidance. Implement all FEMA recovery and mitigation programs. Develop project scope of work and cost estimates. Lead FEMA PA program activities.
Marc Faisant	Sr. Grant Specialist - FEMA Programs	16	Provide contract and procurement guidance. Develop project scope of work and cost estimates. Conduct all activities required to implement FEMA Mitigation programs.
Jason Harris, MBA	Grant Specialist	18	Assist Sr. Grant Manager with grant management activities to include gathering of grant documentation for project development, uploads of all information in FEMA grants portal and Florida PA. Process request for payment with FDEM and respond to Request for Information. Assist with all closeout functions.
Emily Prestenbach	Grant Specialist	6	Assist Sr. Grant Manager with grant management activities to include gathering of grant documentation for project development, uploads of all information in FEMA grants portal and Florida PA. Process request for payment with FDEM and respond to Request for Information. Assist with all closeout functions.
Justin Cauley	Field Representative	8	Assist with all field activities, including assessments and project management activities for permanent work projects.
Jeffery LeMoine	Field Representative	20	Assist with all field activities, including assessments and project management activities for permanent work projects. Conduct drone assessments if required.
Jaime Dyson	Administrative/ Clerical Assistant	12	Data management and retention of all documentation to support the program.



Tab 7

Additional Data to
Support Proposal

Attachment 'D'



REQUEST FOR PROPOSAL FOR EMERGENCY PLANNING, DISASTER RECOVERY & HAZARD MITIGATION GRANT PROGRAM SERVICES RFP #:

**Information Sheet
For Transactions and Conveyances
Corporate Identification**

The Following information will be provided to the Franklin County Legal Services for incorporation in legal documents. It is; therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the State and Federal Government.

Is this a Florida Corporation:

☒ YES(Circle One)

or

☐ NO

If not a Florida Corporation,

In what State was it created?

N/A

Name as spelled in that State.

What kind of Corporation is it?

☒ For Profit

or

☐ Not for Profit

Is it in good Standing?

☒ YES

or

☐ NO

Authorized to transact business in Florida?

☒ YES

or

☐ NOState of Florida, Department of State, Certificate of Authority Document No: L15000105886

Does it use a registered fictitious name?

☐ YES

or

☒ NO

Name of Officers:

President: _____

Secretary: _____

Vice President: _____

Treasurer: _____

Director: _____

Director: _____

Other: Veronica Benitez, Psy. D | ManagerOther: Manuel Benitez | ManagerName of Corporation (As used in Florida): Metric Consulting, LLC*(Spelled exactly as it is registered with the State or Federal Government)*

Corporate Address:

Post Office Box: _____

City, State, Zip: _____

Street Address: 13940 SW 136 Street, Suite 100City, State, Zip: Miami, FL 33186*(Please provide Post Office Box and Street Address for mail and/or express delivery; also, for recorded instruments involving land)*Federal Identification Number: 47-4413674*(For all instruments to be recorded, taxpayer's identification is needed)*

Name of Individual who will sign the instrument on behalf of the Company:

Veronica Benitez, Psy. D

(Upon Certification of Award, the President or Vice-President shall sign Contract. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. The awarded contractor shall submit a copy of the resolution together with the executed contract to the Contact listed in Section 3.1.)

Title of the individual named above who will sign on behalf of the Company:

President



REQUEST FOR PROPOSAL FOR EMERGENCY PLANNING, DISASTER RECOVERY & HAZARD MITIGATION GRANT PROGRAM SERVICES RFP #:

CONTACT FOR CONTRACT ADMINISTRATION

Designate one person authorized to conduct contract Administration.

NAME: Veronica Benitez, Psy. D

TITLE: President

COMPANY NAME: Metric Consulting, LLC

ADDRESS: 13940 SW 136 Street

CITY: Miami

STATE: FL ZIP: 33186

TELEPHONE NUMBER: (305) 772-9519

FAX NUMBER: N/A

EMAIL: veronica.benitez@metric-consulting.com

SIGNATURE: 

Attachment 'F'

RESPONDENT'S CERTIFICATION

I have carefully examined the Invitation to Bid.

I hereby propose to furnish the services specified in the Invitation to Bid. I agree that my submittal will remain firm for a period of at least 90 days in order to allow the County adequate time to award bid.

I certify that all information contained in this submittal is truthful. I further certify that I am duly authorized to provide this submittal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

I further certify, under oath, that this submittal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation tendering a submittal for the same service, that no officer, employee or agent of the County or any other respondent is interested in said submittal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Addendum Received: # _____ # _____ # _____ # _____ # _____ # _____ # _____

Metric Consulting, LLC

NAME OF BUSINESS

SIGNATURE

Veronica Benitez, Psy. D, President

NAME & TITLE, TYPED OR PRINTED

MAILING ADDRESS

2616 Jenks Avenue

Panama City, FL 32405

CITY, STATE, ZIP CODE

veronica.benitez@metric-consulting.com

E-MAIL ADDRESS

(305) 235-5098

TELEPHONE NUMBER

STATE OF

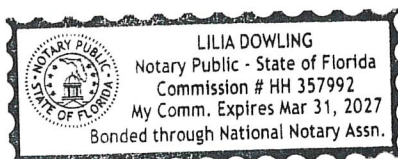
Florida

COUNTY OF

Dade

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]



Notary Public

Name typed, printed or stamped

My Commission Expires:

8/31/27

Attachment 'F'**SWORN STATEMENT PURSUANT TO SECTION 287.133 (3) (a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE
PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL
AUTHORIZED TO ADMINISTER OATHS

1. This sworn statement is submitted to FRANKLIN COUNTY, FLORIDA by:

Veronica Benitez, Psy. D | President
(print individual's name and title)
for: _____
Metric Consulting, LLC
(print name of entity submitting sworn statement)

whose business address is: 2616 Jenks Avenue, Panama City, FL 32405

and (if applicable) its Federal Employer Identification Number (FEIN) is: 47-4413674
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
____ - ____ - ____).

2. I understand that a "public entity crime" as defined in Paragraph 287.133 (1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or non contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a.) A predecessor or successor of a person convicted of a public entity crime; or
 - b.) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, and partners. Shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement. (Indicate which statement applies).
- ☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any

affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

- ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


Signature

STATE OF Florida
COUNTY OF Dade

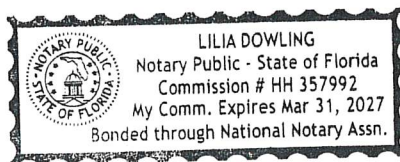
The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]


Notary Public

Lilia Dowling
Name typed, printed or stamped

My Commission Expires: 3/31/2027



Attachment 'F'

**AMERICANS WITH DISABILITIES ACT (ADA)
DISABILITY NONDISCRIMINATION STATEMENT**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE
PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL
AUTHORIZED TO ADMINISTER OATHS**

This sworn statement is submitted to FRANKLIN COUNTY, FLORIDA by:

Veronica Benitez, Psy. D | President

(print individual's name and title)

for: Metric Consulting, LLC

(print name of entity submitting sworn statement)

whose business address is: 2616 Jenks Avenue, Panama City, FL 32405

and (if applicable) its Federal Employer Identification Number (FEIN) is: 47-4413674

*(If the entity has no FEIN, include Social Security Number of the individual signing this sworn statement:
_____ - _____ - _____.)*

I, being duly first sworn state:

That the above named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provision pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

The Americans with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 12101-12213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.

The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:

The Rehabilitation Act of 1973, 29 USC Section 794;

The Federal Transit Act, as amended 49 USC Section 1612;

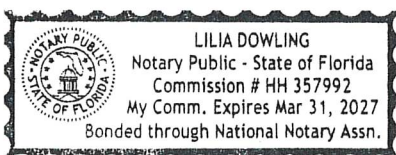
The Fair Housing Act as amended 42 USC Section 3601-3631.

Veronica Benitez
Signature

STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]



Lili Dowling
Notary Public

Lili Dowling
Name typed, printed or stamped

My Commission Expires: 3/31/27

Attachment 'F'

**BUSINESS ENTITY AFFIDAVIT
(VENDOR/BIDDER DISCLOSURE)**

I, Veronica Benitez, Psy. D, being first duly sworn
state:

The full legal name and business address of the person(s) or entity contracting or transacting business with
Franklin County, FL ("County") are (Post Office addresses are not acceptable), as follows:

47-4413674

Federal Employer Identification Number (If none, Social Security Number)

Metric Consulting, LLC

Name of Entity, Individual, Partners or Corporation

2616 Jenks Avenue

Panama City

FL

32405

Street Address Suite

City

State

Zip Code

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contact or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

Full Legal Name

Address

Ownership

Veronica Benitez, Psy. D 13940 SW 136 Street, Suite 100, Miami, FL 33186 60 %

The Zhao Group, LLC 6500 SW 112 Street, Miami, FL 33156 40 %

%

2. The full legal names and business address of any other individual (other than subcontractors, materialmen, suppliers, laborers, or lenders) who have, or will have, any interest (legal equitable, beneficial or otherwise) in the contract or business transaction with the County are (Post Office addresses are not acceptable), as follows:

Signature of Affiant

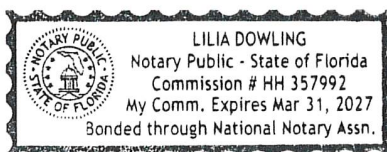
Date

9/13/23

STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced (type of identification) as identification.

[Notary Seal]



Notary Public

Name typed, printed or stamped

My Commission Expires: 3/31/27

Attachment 'F'

FRANKLIN COUNTY
DRUG-FREE WORKPLACE COMPLIANCE FORM

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids, which are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

(The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Metric Consulting, LLC does):
(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Subsection 1.
4. In the statement specified in Subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this form complies fully with the above requirements.

Vendor's Signature: [Signature]

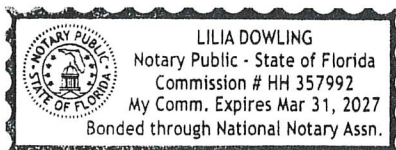
Date 9/13/23

Print or Type Name/Title Veronica Benitez, Psy. D, President

STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]



Notary Public

Name typed, printed or stamped

My Commission Expires: 3/31/27

Attachment 'F'

NO LOBBYING AFFIDAVIT

STATE OF FLORIDA

COUNTY OF DadeThis 13th day of September 2023,
Veronica Benitez

being first duly sworn, deposes and says that he/she is the authorized representative of _____

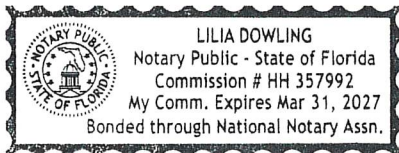
Metric Consulting, LLC (Name of contractor, firm or individual), maker of the attached submittal made in response to a request for bid, proposals, qualifications and/or any other solicitation released by Franklin County, FL, and swears that the bidder and any of its agents agrees to abide by the County's no lobbying restrictions in regard to this solicitation.

AffiantVeronica Benitez, Psy.D | President

Print / Type Name & Title

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

My commission expires: 3/31/27

Notary SignatureLili Dowling

VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: Metric Consulting, LLCVendor FEIN: 47-4413674Vendor's Authorized Representative Name and Title: Veronica Benitez, Psy. D | PresidentAddress: 2616 Jenks AvenueCity: Panama City State: FL Zip: 32405Phone Number: (352) 235-5098Email Address: veronica.benitez@metric-consulting.com

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies for goods or services of \$1,000,000 or more, that are on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector Lists which are created pursuant to s. 215.473, F.S., or the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725, F.S., or companies that are engaged in a boycott of Israel.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I further certify that the company is not engaged in a boycott of Israel. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

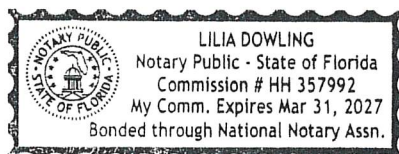
Certified By: Veronica Benitez, Psy. D

who is authorized to sign on behalf of the above referenced company.

Authorized Signature Print Name and Title: Veronica Benitez, Psy. D | PresidentDate: 9/13/23STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/13/23 (date) by Veronica Benitez (name of officer or agent, title of officer or agent) of Metric Consulting (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]



Notary Public

Name typed, printed or stamped

My Commission Expires: 3/31/27

Attachment 'F'

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS
(for agreements exceeding \$100,000)

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

1. 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.
2. 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.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, 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 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). 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 undersigned Contractor hereby certifies and attests to the 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. § 3801 et seq., apply to this certification and disclosure, if any.

 AFFIANT

Veronica Benitez, Psy. D / President

 Typed Name of AFFIANT / AFFIANT Title

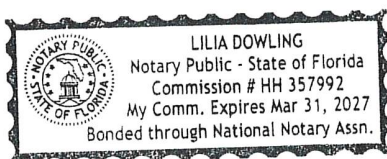
 Date

STATE OF Florida

COUNTY OF Dade

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[Notary Seal]



 Notary Public

Lili Dowling
 Name typed, printed or stamped

My Commission Expires: 3/31/27

Attachment 'F'

E-VERIFY COMPLIANCE FORM

Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

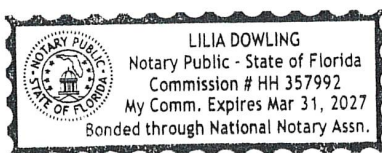
- a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and
- b) All persons (including subvendors/subconsultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the Franklin County, Florida; and
- c) Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Metric Consulting, LLC	
Authorized Signature: <u>[Signature]</u>	Print Name: Veronica Benitez, Psy. D
Title: President	Date: <u>9/13/23</u>
Phone: (305) 235-5098	Email: veronica.benitez@metric-consulting.com

STATE OF Florida
COUNTY OF Dade

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[Notary Seal]



[Signature]
Notary Public
Lilia Dowling
Name typed, printed or stamped
My Commission Expires: 3/31/27



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/23/2023

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 Collinsworth Ins & Risk Mgmt Services In P.O. Box 661628 Miami Springs FL 33266	CONTACT NAME: Erinn E Collinsworth PHONE (A/C, No, Ext): (786) 930-4795 FAX (A/C, No): (786) 930-4794 E-MAIL ADDRESS: <table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Valley Forge Insurance Company</td> <td>20508</td> </tr> <tr> <td>INSURER B: Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Valley Forge Insurance Company	20508	INSURER B: Continental Insurance Company	35289	INSURER C: Continental Casualty Company	20443	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															
INSURED Metric Consulting, LLC 13940 SW 136th Street Miami FL 33186 (305) 235-5098															

COVERAGES		RG	CERTIFICATE NUMBER: Cert ID 17894	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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <table border="1"> <tr> <td>CLAIMS-MADE</td> <td><input checked="" type="checkbox"/> OCCUR</td> </tr> </table> GEN'L AGGREGATE LIMIT APPLIES PER: <table border="1"> <tr> <td>POLICY</td> <td><input checked="" type="checkbox"/> PRO-JECT</td> <td><input type="checkbox"/> LOC</td> </tr> </table> OTHER:	CLAIMS-MADE	<input checked="" type="checkbox"/> OCCUR	POLICY	<input checked="" type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC			7018632301	06/30/2023	06/30/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Empl Benefits Liab \$ 1,000,000
CLAIMS-MADE	<input checked="" type="checkbox"/> OCCUR											
POLICY	<input checked="" type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC										
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <table border="1"> <tr> <td>OWNED AUTOS ONLY</td> <td><input type="checkbox"/> SCHEDULED AUTOS</td> </tr> <tr> <td>HIRED AUTOS ONLY</td> <td><input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY</td> </tr> </table>	OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS	HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			7018632315	06/30/2023	06/30/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS											
HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY											
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <table border="1"> <tr> <td>DED</td> <td><input checked="" type="checkbox"/> RETENTION \$ 10,000</td> </tr> </table>	DED	<input checked="" type="checkbox"/> RETENTION \$ 10,000			6080427574	06/30/2023	06/30/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$			
DED	<input checked="" type="checkbox"/> RETENTION \$ 10,000											
C	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 / A	7018632329	06/30/2023	06/30/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000					
C	Professional Liability			MCH591958531	06/30/2023	06/30/2024	Each Claim \$ 3,000,000 Policy Aggregate \$ 4,000,000					
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)												

CERTIFICATE HOLDER	CANCELLATION
"Specimen Certificate" For Proposal Purposes	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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Metric Consulting, LLC holds M/WBE certifications through the Women's Business Enterprise National Council, and Metric will cover 70% of the workload for this contract. When applicable, Metric will utilize small businesses, minority, and/or disadvantaged entrepreneurs to help cover the work.



metric
consulting

2616 Jenks Avenue
Panama City, FL 32405
metric-consulting.com