



# DISASTER DEBRIS MONITORING



RFB 2020-01 | November 7, 2019

## DISASTER DEBRIS MONITORING SERVICES FOR THE VILLAGE OF ESTERO, FLORIDA



### SUBMITTED BY

#### ROSTAN SOLUTIONS, LLC

3433 Lithia Pinecrest Road  
Suite 287

Valrico, FL 33596

Travis Mays, Program Manager

Office: 813.333.7042

Mobile: 713.823.2002

Fax: 813.333.7330

Email: [tmays@rostan.com](mailto:tmays@rostan.com)

[www.rostan.com](http://www.rostan.com)



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SOLUTIONS



November 7, 2019

Village of Estero, Florida  
Estero Village Hall  
Attn: Bob Franceschini, C.P.M., CPPB  
9401 Corkscrew Palms Circle, #101  
Estero, FL 33928

Re: RFB 2020-01 — Disaster Debris Monitoring for the Village of Estero

Dear Mr. Franceschini and Selection Committee Members,

Rostan Solutions, LLC (Rostan) is a nationally recognized provider of disaster recovery consulting services with debris removal monitoring maintained as our core service offering. Rostan began as an ancillary service unit for Malcolm Pirnie, Inc. in 1998 and was officially organized as a wholly owned subsidiary in 2006. Divested in 2013, Rostan is now a standalone company that has experienced considerable growth in the past 5 years. This growth has been 100% organic, largely driven by our unwavering commitment to clients and the quality of services that we provide. We can proudly say that Rostan employees have served more than 200 clients nationwide, including the Village of Estero (Village) following Hurricane Irma in 2017. Through our efforts we have helped secure billions of dollars in grant funding opportunities for our clients.

For more than 20 years, our focus has remained on one-thing — assisting clients prepare for and recover from disasters. ***Our mission is to promote and implement responsible solutions to ensure communities are better prepared to respond to, and expeditiously recover from, disaster events.*** We pride ourselves on being an industry-specific firm that is selective in its pursuits and has remained focused on the interests of our clients first and foremost. We maintain an extremely competent and dedicated work force that continues to grow enabling us to provide clients with timely, personalized service and a vast array of knowledge specific to the disaster lifecycle and applicable federal funding programs.

Rostan’s core services are:

- Disaster Debris Monitoring
- Public Assistance and Long-term Recovery
- Resiliency and Mitigation
- Planning and Preparedness



In addition to our core services, Rostan is the sole purveyor of HaulPass®, the original and most trusted name in automated debris management. HaulPass® is our digital alternative to traditional paper-based load ticketing methods. HaulPass® has been deployed on more than 100 debris monitoring projects for federal, state-level, and local municipal clients. ***Since HaulPass® was developed, we have never delayed a recovery effort, stopped work, or been forced to use another data collection method due to resource capacity, data integrity, or hardware issues.*** In fact, HaulPass® was awarded the 2013 Grand Prize for Operations Management by the American Academy of Environmental Engineers & Scientists primarily due to its cost effectiveness, reliability, and ability to streamline complex data collection requirements.

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Travis Mays will serve as the primary contact person for Rostan on this project. His contact information is provided below:

Name: Travis Mays  
Title: Program Manager  
Phone: 713-823-2002  
Fax: 813-333-7330  
E-mail: tmays@rostan.com

In closing, we firmly believe that our employees are the most dedicated in the industry. We are an integrity-driven company with a workforce dedicated to supporting communities like yours recover from the ill-effects disasters often bring. If you should have any questions or require any additional information, please do not hesitate to contact us. We appreciate your fair consideration and welcome the opportunity to continue serving the Village.

Very truly yours,



Sam Rosania  
Executive Vice President  
Rostan Solutions, LLC



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# DISASTER DEBRIS MONITORING



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## DISASTER DEBRIS MONITORING SERVICES FOR THE VILLAGE OF ESTERO, FLORIDA

### SECTION 1 – QUALIFICATIONS AND EXPERIENCE

- 1.1 Rostan Team Profile
- 1.2 Experience Overview
- 1.3 Past Project Experience
- 1.4 Key Personnel
- 1.5 Rostan Team Resumes



#### SUBMITTED BY

##### **ROSTAN SOLUTIONS, LLC**

3433 Lithia Pinecrest Road  
Suite 287  
Valrico, FL 33596  
Travis Mays, Program Manager  
Office: 813.333.7042  
Mobile: 713.823.2002  
Fax: 813.333.7330  
Email: [tmays@rostan.com](mailto:tmays@rostan.com)  
[www.rostan.com](http://www.rostan.com)



## 1.1 ROSTAN TEAM PROFILE

### ROSTAN SOLUTIONS, LLC



Rostan Solutions, LLC (Rostan) is a Florida-based disaster recovery firm tracing its origins to Malcolm Pirnie, Inc. (Malcolm Pirnie). We are a client-focused firm that focuses solely on disaster response and recovery services. We currently employ more than 45 professional services personnel, all of whom maintain firsthand knowledge of federal and state-level policy, compliance, and disaster recovery programs. Our employees have extensive experience interacting with and working in coordination with Federal Emergency Management Agency (FEMA) and National Resources Conservation Service (NRCS), the two most relevant federal agencies responsible for disaster-generated debris collection efforts.

FIRM NAME	BUSINESS TYPE		YEAR ESTABLISHED
Rostan Solutions, LLC	Limited Liability Company		2006
PHONE	FAX	EMAIL	WEBSITE
813.333.7042	813.333.7330	srosania@rostan.com	www.rostan.com
ROSTAN OFFICE LOCATIONS			
3421 Bannerman Road, Suite 200, Tallahassee, FL 32312			
3433 Lithia Pinecrest Road, Suite 287, Valrico, FL 33596			
8282 Goodwood Boulevard, Baton Rouge, LA 70806			
6 E 3rd Street, Suite C, Kenner, LA 70062			
4600 Goer Drive, Suite 200A, North Charleston, SC 29406			
2000 Kennedy Avenue, Suite 401, San Juan, PR 00920			
400 Mann Street, Suite 702, Corpus Christi, Texas 78401			
ROSTAN PRINCIPALS [Authorized Negotiators]			
Darius Stankunas, President 813.417.0106 dstankunas@rostan.com		Sam Rosania, Executive Vice President 813.505.1313 srosania@rostan.com <i>Authorized negotiator for this project.</i>	

Rostan has proven success in managing recovery programs and meeting complex documentation and records requirements for FEMA reimbursement for all relevant public assistance categories. Rostan employs disaster debris management personnel who have remained consistent throughout the years and together harness more than 150 years of experience in disaster recovery operations.



## SUMMARY OF CAPABILITIES

Rostan offers our clients complete disaster preparedness, response and recovery capabilities incorporating client advocacy, timely responsiveness, operational flexibility, creativity, innovation and efficient solutions. Rostan's Debris Monitoring service offerings are outlined below.

### PRE-EVENT SERVICES

#### DISASTER PREPAREDNESS PLANS

- Debris Management Plans (e.g., for hurricanes, floods, earthquakes, weapons of mass destruction [WMD], etc.)
- Mobilization Plan
- Needs Assessment
- Comprehensive Emergency Management Plans
- Continuity of Operations Plans
- Hazard Mitigation Planning and Annual Progress Reports
- Engineering Response
- Recovery Planning
- Geographic Information Systems (GIS) Capabilities Analysis
- Community Rating System – Flood Response Planning

#### DEBRIS MANAGEMENT SERVICES

- Available Sites Inventory Research / Permitting
- DMS Baseline Investigations and Regulatory Support
- DMS Environmental Monitoring and Closure Reports

#### CONTRACTS ADMINISTRATION SUPPORT

- Debris Contractor Procurement Assistance
- Contracts Management
- Storm Debris Collections Contracts Review
- Federal Procurement ["2 CFR Part 200"] Review of Procurement Policy and Contracting Documents

#### ADDITIONAL SERVICES

- Community Relations for Debris Removal Programs
- Training Workshops and Table-Top Exercises
- Community Flood Insurance Coverage Assessments
- Community Rating System Assessments and Program Facilitation
- Community Resilience Planning and/or Ordinance Review
- Non-Disaster Grant Applications - FMA & PDM
- Vulnerability Assessment and Mitigation Project Identification
- "Pre-Event Audit" of Procurement Policy, Premium/Disaster Pay Provision, and Preparing for Emergency Expense Tracking

### POST-EVENT SERVICES

#### DEBRIS CONTRACTOR MANAGEMENT AND MONITORING

- Contract Administration
- Operations Routing and Mapping
- Debris Contractor Vehicle Certification
- DMS Operations Monitoring
- Debris Collection Monitoring
- Waterway Debris and Sediment Removal Monitoring
- Private Property Debris Removal (PPDR) Management
- Demolition Debris Removal Management
- PPDR and Demolition Documentation Management
- DMS Permitting and Close-out
- Data Management and Information Systems Support
- Automated Debris Management Systems

#### PROGRAM MANAGEMENT

- Project Management and Scheduling
- GIS/GPS Interface Support
- Asset Management
- Database Management
- Contractor Invoice Reconciliation
- Property Owner & Construction Contractor Coordination

#### REGULATORY AND REIMBURSEMENT SUPPORT

- Federal Reimbursement Programs
- FEMA Coordination
- Grant Applications – 404, 406, CDBG
- Reporting and Permitting
- Compliance Monitoring - Federal, State, Local
- Appeals
- Facilitation of Request for Reimbursement from FEMA, State, or other agencies

#### ADDITIONAL SERVICES

- Damage Assessments of Public Infrastructure
- Substantial Damage Determinations for Public and Private Structures
- Community Rating System Flood Response Facilitation
- Homeowner Outreach/Education (mitigation activities and programs, flood insurance, disaster preparedness)
- Review of Ordinances for adoption of higher standards
- Benefit Cost Analysis
- Cost Share Assistance/Planning

## RESOURCE AVAILABILITY

In 2017, following Hurricanes Harvey, Irma, and Maria, Rostan was engaged by more clients concurrently than we had ever been in the history of the company. While at times stressful, we found solace knowing that our pursuit approach would leave us with a workload capacity buffer even in the most extreme circumstances. Debris monitoring clients alone activated 32 contracts in South Carolina, Georgia, Florida, Texas, and Puerto Rico. We were able to respond to every client, within the time-frame requested, and with the resources necessary to administer the project to closeout.

Since that time the number of Rostan employees has nearly doubled. We have opened a second Florida office in Tallahassee to go along with offices in Louisiana, South Carolina and Texas. As our workload capacity has increased, we have continued to pursue standby opportunities while remaining mindful of the capacity buffer that was so critical to the success of our projects during the 2017 and 2018 hurricane seasons.

## DAILY ABILITY TO HANDLE SCOPE OF SERVICES

Though this pursuit is specific to debris removal monitoring-related services it is necessary to establish that Rostan is a full-service disaster consulting firm. In addition to debris monitoring services, we offer a full range of preparedness and planning services, post-disaster recovery services, resiliency and mitigation services, and specialized technical services pertinent to our core business units. There isn't a single component of the scope of work that we are not positioned to handle well.

Rostan has committed a veteran team to the County in support of services that may be required as part of this solicitation. Should additional resources be required, they will be engaged as project tasks dictate. These team members have worked together on various projects for more than a decade and maintain the working knowledge and cohesiveness necessary to implement a successful debris monitoring project. All key personnel resources are full-time employees of Rostan and have extensive experience working in the disaster recovery arena.

## REIMBURSEMENT PROGRAMS EXPERIENCE



Over the years, we have sought and secured more than \$5 billion dollars in grant funding for our clients. This includes funding through FEMA's PA and HMGP programs, FHWA, HUD CDBG grants, and NRCS.

We take great care to ensure that our data collection and documentation efforts are secure, complete, and done in accordance with the guidance and policies of the appropriate funding agency. This includes continuing education efforts and ensuring that our decision-making personnel are up to speed with disaster-specific policies and guidance. For example, FEMA is using a new PA grants portal in an effort to expedite funding obligations by creating a web-based standardized project formulation tool that is accessible to subgrantees. Rostan used this tool for a client in Georgia following Hurricane Matthew

before it was rolled out nationally during the 2017 hurricane season. We are currently utilizing it to assist many of our debris monitoring clients pursue reimbursement funding for their debris collection and other force account emergency expenditures.

We are not aware of any completed reimbursement pursuits that did not result in our client recovering appropriate reimbursement funding for projects completed under our direction or authority. Additionally, we are not aware of any funds surrendered due to audit findings, lawsuits resulting from our actions, or disputes resulting from debris monitoring or reimbursement services provided to past or current clients.



# *State of Florida*

## *Department of State*

I certify from the records of this office that ROSTAN SOLUTIONS, LLC is a limited liability company organized under the laws of the State of Florida, filed on October 30, 2014, effective November 1, 2014.

The document number of this limited liability company is L14000169270.

I further certify that said limited liability company has paid all fees due this office through December 31, 2019 and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirtieth day of January, 2019*



*Jennifer Kennedy*  
**Secretary of State**

Tracking Number: 0676467147CC

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RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF PROFESSIONAL ENGINEERS**

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**ROSTAN SOLUTIONS, LLC**

3433 LITHIA PINECREST ROAD  
SUITE 287  
VALRICO FL 33596

**LICENSE NUMBER: CA30927**

**EXPIRATION DATE: FEBRUARY 28, 2021**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



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## 1.2 EXPERIENCE OVERVIEW

Rostan has a proven track record of providing disaster debris management services throughout the United States. The projects depicted below summarize our team's experience performing similar services since 2008.

<b>2019</b>		<b>2016</b>	
<b>HURRICANE DORIAN</b>		<b>FLOODING</b>	
<b>SOUTH CAROLINA</b>	<b>FEMA DR-4464</b>	<b>LOUISIANA</b>	<b>FEMA DR-4277</b>
Charleston County		Iberia Parish	
<b>TORNADO</b>		<b>2016</b>	
<b>TEXAS</b>		<b>TORNADO</b>	
City of Richardson		<b>VIRGINIA</b>	
<b>2018</b>		Essex County	
<b>HURRICANE FLORENCE</b>		<b>2015</b>	
<b>NORTH CAROLINA</b>		<b>FLOODING</b>	
City of Lumberton	<b>FEMA DR-4393</b>	<b>SOUTH CAROLINA</b>	<b>FEMA DR-4241</b>
Town of Carolina Beach		Charleston County	
<b>HURRICANE MICHAEL</b>		<b>ICE STORM</b>	
<b>FLORIDA</b>		<b>TENNESSEE</b>	
<b>FEMA DR-4399</b>		Cumberland County	<b>FEMA DR-4211</b>
Liberty County		White County	
<b>2017</b>		<b>2014</b>	
<b>HURRICANE HARVEY</b>		<b>ICE STORM</b>	
<b>TEXAS</b>		<b>GEORGIA</b>	
<b>FEMA DR-4332</b>		Jenkins County	<b>FEMA DR-4165</b>
City of Kountze	City of Sour Lake	<b>2012</b>	
City of Lumberton	Hardin County	<b>HURRICANE SANDY</b>	
City of Orange	City of Piney Point Village	<b>NEW YORK</b>	
City of Rose Hill Acres		<b>FEMA DR-4085</b>	
<b>HURRICANE IRMA</b>		USACE NY District/ECC – City of New York	
<b>FLORIDA</b>		USACE NY District/ECC – Fire Island	
<b>FEMA DR-4337</b>		<b>NEW JERSEY</b>	
Broward County Public Schools	Coral Springs Improvement District	<b>FEMA DR-4086</b>	
City of Belleair Beach	Martin County	Borough of Bay Head	Borough of Sea Girt
City of Belleair Bluffs	New College of Florida	Borough of Bernardsville	Borough of Tinton Falls
City of Coconut Creek	Sunshine Water Control District	Borough of Highlands	NJDEP – Waterway Debris Monitoring
City of Coral Springs	Town of Indian Shores	Borough of Keansburg	Township of Brick
City of Dania Beach	Town of Palm Beach	Borough of Little Silver	Township of Hillside
City of Madeira Beach	Town of Redington Shores	Borough of Manasquan	Township of Hopewell
City of North Port	Town of Sewall's Point	Borough of Ocean Gate	Township of Middletown
City of Port St. Lucie	Town of Windermere	Borough of Point Pleasant Beach	Township of Old Bridge
City of St. Pete Beach	Village of Estero	Borough of Red Bank	Township of Readington
City of Winter Springs		Borough of Roselle	
<b>GEORGIA</b>		<b>2011</b>	
<b>FEMA DR-4338</b>		<b>HURRICANE IRENE</b>	
City of Garden City	City of Tybee Island	<b>VIRGINIA</b>	
<b>SOUTH CAROLINA</b>		<b>FEMA DR-4024</b>	
Charleston County		City of Williamsburg	York County
<b>HURRICANE MARIA</b>		James City County	
<b>COMMONWEALTH OF PUERTO RICO</b>		<b>EF-5 TORNADO</b>	
<b>FEMA DR-4339</b>		<b>MISSOURI</b>	
USACE Jacksonville District/Xpert's Inc.		<b>FEMA DR-1980</b>	
Puerto Rico Department of Transportation and Public Works (DTOP)		USACE KC District – City of Joplin	
Municipality of Camuy, Puerto Rico		<b>EF-5 TORNADO</b>	
<b>2016</b>		<b>ALABAMA</b>	
<b>HURRICANE MATTHEW</b>		<b>FEMA DR-1971</b>	
<b>FLORIDA</b>		City of Birmingham	
<b>FEMA DR-4283</b>		<b>2008</b>	
City of Port St. Lucie	Town of Sewall's Point	<b>HURRICANE IKE</b>	
Martin County		<b>TEXAS</b>	
<b>GEORGIA</b>		<b>FEMA DR-1791</b>	
<b>FEMA DR-4284</b>		City of Humble	City of Piney Point Village
City of Garden City		City of Nassau Bay	USACE Ft. Worth District – TxDOT
<b>SOUTH CAROLINA</b>		<b>LOUISIANA</b>	
<b>FEMA DR-4286</b>		<b>FEMA DR-1792</b>	
Berkeley County	Charleston County	USACE New Orleans District – Cameron Parish	
		USACE New Orleans District – Vermillion Parish	

## 1.3 PAST PROJECT EXPERIENCE

Below please find detailed narratives of projects for municipalities exceeding a population of 50,000 for which Rostan has successfully completed as outlined in the Village's RFB.

### **AUTOMATED DEBRIS MANAGEMENT SYSTEM | HURRICANE MARIA | FEMA DR-4339 XPert's INC./US ARMY CORPS OF ENGINEERS | 5.9 MILLION CY | 2017-2018 | POP. 3,725,789 | COST: \$6.7M**



In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. Maria was the most devastating natural disaster to impact the island in recent record. The entire island was left without power, traditional communications were limited, and available water resources were scarce. Rostan deployed a lead team and essential gear mere days after impact. Rostan was contracted to provide ADMS services on behalf of XPert's Inc. following their mission assignment by USACE. On October 12, 2017 debris removal operations were officially underway. Rostan fully deployed HaulPass® on day one of operations. To date, more than 1,695 equipment certifications have been completed and more than 5.9 million cubic yards of debris has been collected. Rostan has supported XPert's efforts to receive debris at more than 60 temporary and final disposal facilities, and to equip more than 250 field QCs with ADMS equipment.

Client Contact: John G. Fogarty, P.E., Debris SME/Resident Engineer, U.S. Army Corps of Engineers, 7400 Leake Avenue, New Orleans, LA 70118, 504-628-5054, John.G.Fogarty@usace.army.mil

### **DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE IRMA | FEMA DR-4337 MULTIPLE COMMUNITIES THROUGHOUT FLORIDA | 2017-ONGOING**

Hurricane Irma made landfall as a Category 4 Hurricane at Cudjoe Key on September 10, 2017. It then proceeded north over the state of Florida causing severe damage throughout the state. As a result, Rostan was activated by 21 municipalities and governmental entities throughout Florida; some that had been long standing clients and others that engaged us in the immediate aftermath of the storm. We are proud to say that we met every existing contractual commitment and also responded to every call we received. As a result, we were able to provide debris monitoring services to a number of new clients, at a time when our competitors were failing to meet contractual obligations.

Rostan provided a wide array of debris management services including truck certifications, debris contractor monitoring and documentation of ROW debris removal, tree, limb, and stump removal monitoring, debris reduction monitoring and management, debris management site (DMS) oversight and closure supervision, daily operations reporting, and hauler invoice reconciliation. To date, Rostan has been responsible for managing and monitoring the removal of over 1,000,000 cubic yards of disaster generated debris from Rights-of-Way throughout the state. The Rostan team monitored debris operations by many of the leading debris hauling firms in the United States. As we do for every debris project we are engaged on, we implemented HaulPass®, our automated debris management system (ADMS) to track each load of debris collected during an event. We are proud to say that the data we gathered was 100% secure – not a single lost data point throughout our work in Florida. In addition, our team of debris management experts always relies on locally hired personnel to serve as debris monitors. We interviewed, trained and hired over 200 local staff. This approach provides an economic benefit to the community and to the many people that had jobs displaced as a result of Hurricane Irma.



Many of our clients also required assistance seeking FEMA reimbursement. A particularly challenging undertaking given FEMA's recent rollout of their new Grant's Portal. In addition, Rostan provided debris management site summary reports documenting the closure of the sites and consolidating the records necessary for FEMA reimbursement.

## HIGHLIGHTED HURRICANE IRMA PROJECTS

The following projects were highlighted to display the diverse Debris Monitoring experience that Rostan brings to the table. In our experience, every project is unique and presents a varied set of challenges.

### CITY OF CORAL SPRINGS, FL | POP. 121,096 | COST: \$1M



Our work with the City of Coral Springs is representative of the services we provided to our clients throughout the state following Hurricane Irma. Coral Springs is an affluent community that covers an area of approximately 24 square miles with a population of 121,000 people. It is located in Broward County just on the edge of the Everglades. Rostan has served as the City's on-call debris monitor since 2007. Rostan was in communication with the City's Department of Public Works before Hurricane Irma had made landfall in the Keys. Our staff was on the ground the day the storm hit and we began debris monitoring activities on September 12, just two days after the storm had passed. Rostan hired over 85 local staff to serve as debris monitors. Debris monitoring efforts were completed in 66 days and a total of 301,000 cubic yards of storm generated debris was collected. Over 13,000 hazardous limbs and 111 damaged or uprooted trees were also removed. Coral Springs also engaged Rostan to provide a Debris Call Center to receive and respond to citizen concerns. The information gathered by the Call Center was used to create a daily hotspot checklist that was given to the Contractor at the start of each work day. The Call Center removed a significant burden from the DPW staff that were inundated by calls immediately after the storm. Over the course of a three-week period, Rostan fielded more than 1,000 calls from concerned residents.

**Client Contact:** Rich Michaud, Director, Public Works Administration, 9500 W. Sample Rd., Coral Springs, FL 33065, 954-344-1165, [rmichaud@coralsprings.org](mailto:rmichaud@coralsprings.org)

### BROWARD COUNTY SCHOOL BOARD | STUDENT POP. 271,517 | COST: \$165,000

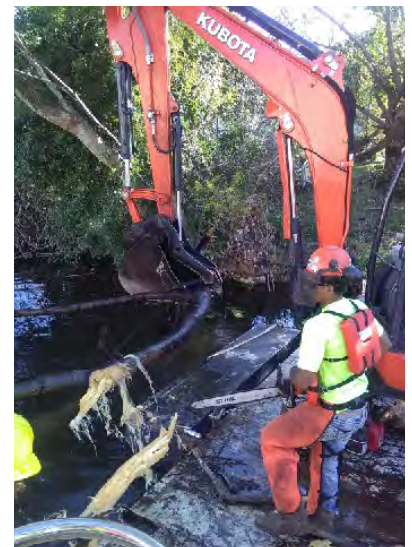


Rostan was part of a team that provided debris monitoring services to the Broward County School Board. The Broward County School District (District) is the sixth largest school district in the Country and has 234 separate schools and centers, nearly all of which were affected by Hurricane Irma. Following Irma, the District was left with thousands of damaged trees that were either uprooted or had broken limbs that posed a significant risk to school children. The Broward County School Board was tireless in their effort to reopen the schools as quickly as possible to enable families to return to normalcy. Rostan responded immediately and provided debris monitors and HaulPass®, our automated debris management system (ADMS), to track and manage the work performed by the Districts contractor. Rostan monitored the removal of damaged limbs from over 6700 trees (hangers) and the removal of 934 uprooted or severely damaged trees (leaners).

**Client Contact:** Josh Norman, Resilience & Recovery Manager, GP Strategies Corp., 70 Corporate Center, 11000 Broken Land Parkway, Suite 200, Columbia, MD 21044, 972-978-0949, [jnorman@gpstrategies.com](mailto:jnorman@gpstrategies.com)

### SUNSHINE WATER CONTROL DISTRICT | COST: \$520,000

Rostan provided debris monitoring and FEMA reimbursement assistance to both Sunshine Water Control District and Coral Springs Improvement District. These projects, located immediately adjacent to each other, offer a set of unique challenges. Mobilization of the debris hauler was delayed as both districts sought a determination from the National Resources Conversation Service (NRCS). NRCS indicated that they were unable to fund debris collection. At this point, FEMA was consulted and debris collection was able to begin. Vegetative debris along the canal ROWs poses a serious safety concern but removing this material is complicated given that access to the canal banks is extremely restricted. To address this issue, the District's debris hauler must perform all debris collection from the canal itself using a combination of boats and aquatic equipment. Given the technical challenges and costs associated with this work, it was critical that all debris be identified such that collection could be accomplished in one initial pass. To optimize the debris hauler's effectiveness, Rostan catalogued all ROW debris including hazardous leaners and hangers, prior to the hauler mobilizing his crew. Locations were catalogued using an iPad based application that photo documented debris and tracked associated GPS. Completed work is documented by flying a drone over each canal to create a record of the finished canal. This documentation is critical given the difficulty associated with



remobilizing to perform a second pass if residents were to move debris into the right of way after collection had been completed. Debris collection concluded in the 2nd quarter of 2018.

Client Contact: Corey Selchan, District Superintendent, 10300 NW 11th Manor, Coral Springs, FL 33071, 954-796-6619, corys@fladistricts.com

**PUBLIC ASSISTANCE, GRANTS FUNDING, AND DEBRIS MANAGEMENT SERVICES | HURRICANE IRMA  
FEMA DR-4337 | CITY OF NORTH PORT, FL | 48,000 CY | 2017 – ONGOING | POP. 57,357 | COST: \$470,000**



North Port, FL is a city of over 60,000 people and 100 square miles, located on the Southeastern border of Sarasota County. Following Hurricane Irma, North Port was left with hundreds of damaged, hazardous trees and nearly 50,000 cubic yards of vegetative debris littering their roadways. Awarded the City’s standby debris monitoring contract in 2014, Rostan, utilizing its proprietary HaulPass® Automated Debris Monitoring System (“ADMS”), served as the debris monitoring firm for the City—coordinating daily with both the hauling contractor and key City personnel to complete debris cleanup in 73 days. Following the cessation of debris operations, Rostan supported the City through the organization and submission project worksheets (“P.W.s”) for both “emergency” and “permanent” work under FEMA’s Public Assistance (“P.A.”) program. In addition, though outside the scope of Rostan’s engagement with the City, Rostan staff provided no-cost support to the City in helping it secure an \$800,000.00 Hazard Mitigation Grant Program (“HMGP”) grant to purchase and install a backup emergency generator at its City Hall/Emergency Operations Center.

Client Contact: Monica Bramble, Assistant Director, Department of Public Works, 1100 N. Chamberlain Blvd., North Port, FL 34286, 941-240-8060, mbramble@cityofnorthport.com

**PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | MULTIPLE PROJECTS  
CHARLESTON COUNTY, SC | 2015 – ONGOING | POP. 389,262**



**HURRICANE IRMA | FEMA DR-4346 | 15,800 CY | COST: \$230,000**

For the third consecutive year, Charleston County fell victim to the devastating effects of weather. After Hurricane Irma hit in September 2017, disaster debris recovery efforts were underway once again. The Rostan team was on the ground mere hours after the storm hit to begin implementing the County’s disaster debris management plan.

**HURRICANE MATTHEW | FEMA DR-4286 | 425,000 CY | COST: \$1.4M**

While still recovering from the impacts of the 2015 late-season floods, Charleston County was the unfortunate recipient of Hurricane Matthew’s initial landfall. Hurricane Matthew profiled the east coast of Florida and Georgia before coming inland in Charleston County near the town of McClellanville. Fortunately for the County, tide sequences welcomed the Hurricane at or near low tide, minimizing the flooding impact. This did not spare the County from dramatic vegetative damage and resulted in the collection of more than 400,000 CY by private contractor, as well as an estimated 100,000 CY collected by municipal and County entities. In addition, Matthew resulted in the removal of more than 18,000 hazardous hanging limbs and trees from major arteries and more densely populated areas. Debris collection, processing, and final haul-out efforts concluded after 112 days. Rostan was activated by the County to provide debris monitoring management services augmented by HaulPass®, our proprietary ADMS system. More than 80 employees were used to collect field data and monitor hauling operations. Debris was processed at three primary DMS sites, all staffed by Rostan personnel. Additionally, five final disposal sites, some more than 75 miles away, were utilized.



**FLOODING 2015 | FEMA DR-4241 | 31,500 CY | COST: \$2.3M**

Following the historic flooding event during October 2015 throughout South Carolina, Rostan was activated by the County to assist in management of debris recovery efforts. Rostan was responsible for managing and monitoring the removal of C&D, white goods, and vegetative debris from the Right-of-Way (ROW) throughout the County. Optimized by our HaulPass® automated debris management system, Rostan provided rapid reconciliation of debris contractor invoices. Along with our team of debris management experts, local

personnel were interviewed, trained and hired to enhance economic recovery of the affected area. In total, more than 30,000 cubic yards of debris was removed during a 30-day period.

In addition, Charleston County was faced with the daunting task of restoring and repairing an extensive network of roads and drainage channels. Charleston County maintains hundreds of miles of drainage canals, stormwater ditches, and unpaved roadways, including canals and roads that are listed on the national register of historic places. Charleston County's initial damage survey found that 222 unpaved roads and 219 drainage structures sustained damages. Rostan was tasked with managing the County's disaster recovery efforts and coordinating these efforts with the Federal Emergency Management Agency (FEMA) and South Carolina's Emergency Management Division (SCEMD). This included preparation of required documentation for project worksheets for Category A — Debris Management, Category B — Emergency Protective Measures, Category C — Roads and Bridges, and Category D — Water Control Facilities. To support these efforts, Rostan reconciled multiple County departments' force account expenditures for Public Assistance (PA) emergency work categories.

## DEBRIS MANAGEMENT AND MONITORING OPERATIONS | MULTIPLE PROJECTS MARTIN COUNTY, FL | 2016–2017 | POP. 159,923



### HURRICANE IRMA | FEMA DR-4337 | 204,000 CY | COST: \$700,000

For the second year in a row, Martin County, FL suffered substantial damages from a hurricane when Hurricane Irma made landfall in September of 2017. Rostan deployed equipment and personnel immediately following the County's request to support debris removal operations. In total, more than 175,000 cubic yards of debris were collected from eligible ROWs.

### HURRICANE MATTHEW | FEMA DR-4283 | 190,000 CY | COST: \$550,000

Following Hurricane Matthew in October of 2016 Rostan was activated to provide an array of debris management services including truck certification, debris contractor monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris management site oversight and daily operations reporting. Rostan was responsible for managing and monitoring the removal of 155,000 cubic yards of vegetative debris from the ROW in Martin County. Operations covered approximately 543 square miles of public ROW's. Rostan personnel were assigned to monitor and document work performed by contracted services at Hobe Sound DMS, as well as to verify final disposition of mulch at the Mike Marburger Recycling Facility and the Citrus Grove site in St. Lucie County.



Optimized by HaulPass®, our automated debris management system, Rostan also provided timely reconciliation of contractor invoices. Rostan also provided Public Assistance program guidance consultations related to eligible reimbursements for the debris recovery operation. In addition, Rostan provided debris management site summary reports documenting the closure of the sites and consolidating the records necessary for FEMA reimbursement.

**Client Contact:** James Gorton, Deputy Director, Public Works Department, 2151 SE Aviation Way, Stuart, FL 34996, 772-219-4905, [jgorton@martin.fl.us](mailto:jgorton@martin.fl.us)

## DEBRIS MANAGEMENT AND MONITORING OPERATIONS | HURRICANE MATTHEW | 110,000 CY THE CITY OF PORT ST. LUCIE, FL | 2016–2017 | POP. 164,603 | COST: \$320,000



Rostan/CapTec was the secondary Stand-by Debris Monitoring firm for the City of Port St. Lucie. Following Hurricane Matthew in October of 2016, Rostan/CapTec was activated to provide monitoring services because the primary firm did not mobilize to assist the City. Upon activation Rostan immediately deployed a management and monitoring team to come to the aid of the City.



Rostan was responsible for managing and monitoring the removal of 110,000 cubic yards

of vegetative debris from the right-of-way, parks and City drainage systems. Monitoring operations also involved the removal of over 5,000 hanging limbs and 475 hazardous leaning trees, as well as, oversight of debris reduction operation at the debris a management site and the haul out of mulch to final disposition.

Rostan monitoring tasks included but were not limited to truck certification, debris contractor monitoring and documentation of ROW debris removal, debris reduction monitoring and management, debris management site oversight, daily operations reporting and debris contractor invoice reconciliation utilizing our HaulPass® automated debris management system.

**Client Contact:** Gary Jones, P.E., CapTec Engineering, Inc., 301 NW Flagler Avenue, Stuart, FL 34994, 772-692-4344, gjones@gocaptec.com

**DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MATTHEW | 58,000 CY  
BERKELEY COUNTY, SC | 2016 | POP. 194,020 | COST: \$347,000**



In October, 2016, while still recovering from the impacts of the severe flooding that occurred in late 2015 (FEMA 4241), Berkeley County was hit by Hurricane Matthew. Hurricane Matthew skirted the southeastern coast of the United States before coming inland in Charleston County near the town of McClellanville, SC less than ten miles from the Berkeley County border. While Berkeley County did not experience the damages that some coastal communities felt, the County was still buffeted by winds



in excess of 75 mph and vegetative damage occurred throughout the county and resulted in the collection of more than 58,000 CY of vegetative debris by private contractor and County forces. In addition, more than 1,800 hazardous hanging limbs and trees were removed from major arteries and more densely populated areas. Debris collection, processing, and final haul-out efforts concluded after 61 days. Rostan was activated by the County to provide debris monitoring management services augmented by HaulPass®, our proprietary ADMS system. More than 30 Rostan employees, many of whom were local hires that reside in Berkeley County, were used to collect field data and monitor hauling operations. Debris was processed at the County's debris management site located at the Berkeley County Landfill which was staffed by Rostan personnel.

**Client Contact:** Josh Norman, Resilience & Recovery Manager, GP Strategies Corp., 70 Corporate Center, 11000 Broken Land Parkway, Suite 200, Columbia, MD 21044, 972-978-0949, jnorman@gpstrategies.com

**DEBRIS MANAGEMENT AND MONITORING OPERATIONS | ICE STORM | 700,000 CY  
CUMBERLAND COUNTY, TN | 2015–2016 | POP. 56,053 | COST: \$1.3M**

After the severe ice storms which occurred across the State of Tennessee in February 2015, Cumberland County was among 45 Tennessee Counties to receive a Major Disaster Declaration. Rostan was responsible for managing and monitoring the removal of 700,000 cubic yards of vegetative debris from the Right-of-Way (ROW) throughout the County. Operations covered approximately 685 square miles of public ROW. Rostan also provided oversight of debris reduction grinding and chipping, as well as the haul out of reduced vegetative debris to final disposition. Optimized by our HaulPass® automated debris management system, Rostan provided unprecedented rapid reconciliation of debris contractor invoices. As is typical operation for Rostan disaster response and recovery services, local personnel were interviewed, trained and hired to enhance economic recovery of the affected area.



Rostan provided an array of post-disaster debris management services including truck certification, ROW debris removal monitoring and documentation, debris reduction monitoring and management, debris management site (DMS) oversight, daily operations informational summaries, as well as DMS and project closeout reporting. Rostan provided assistance to the County in



its reimbursement efforts from the State and Federal agencies, including the Federal Emergency Management Agency (FEMA), relating to the eligible costs arising from the disaster recovery effort.

**Client Contact:** B. Nathan Brock, Finance Director, 2 North Main Street, Suite 303, Crossville, TN 38555, 931-484-8212, [finance@cumberlandcountyttn.gov](mailto:finance@cumberlandcountyttn.gov)

**PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | HURRICANE SANDY  
TOWNSHIP OF BRICK, NEW JERSEY | 340,000CY • 31,500 TONS | 2012–2014 | POP. 75,072 | COST: \$2M**



Rostan deployed to New Jersey following Hurricane Sandy making landfall on October 29, 2013. Within days, Rostan was contacted by representatives from Brick Township to provide immediate response, and was on-site the next day certifying contractor equipment to begin debris removal operations.

Rostan provided an array of post-disaster debris management services throughout the municipality including damage and debris assessments and quantifications, monitoring of right-of-way debris and hazardous tree removals, and complete oversight and management of all facets of private property debris removal and structure demolitions. With a local staff of over 50 trained debris monitors and field supervisors, Rostan monitored the removal of debris across multiple project phases extending over 18 months. Rostan staffed and managed over 15 debris management sites where the debris was hauled throughout the project.

The initial phase of debris removal included right-of-way cleanup and the removal of over 3,100 hazardous leaning trees, hanging branches, and hazardous stumps. Over 220 trucks were certified, tracked, and utilized for debris collection by multiple prime and sub-contractors.

In a secondary phase, Rostan fully coordinated and oversaw 111 private property debris removal and demolition assignments on behalf of Brick Township. Rostan assisted the Township in the collection, verification and validation of rights-of-entry and hold-harmless agreements related to private property debris removal (PPDR) operations approved by the FEMA coordinating officer. Rostan performed property evaluations and pre- and post-work assessments on all private property work sites. Rostan was solely responsible for coordinating with all federal and state agencies throughout the project, and maintaining all relevant property records. In addition, Rostan provided assistance to the Township in recovery of funds allocated by insurance companies in effort to prevent duplication of benefits for FEMA purposes.



In addition to our debris monitoring and demolition oversight management services, ROSTAN led Brick Township's public assistance efforts. To date, FEMA has approved and obligated over \$15 million in emergency response, debris management and permanent projects and mitigation. The Township leads the State in reimbursement and was randomly selected to be audited by the Bureau of Homeland Security, Office of the Inspector General (OIG). The OIG audit has not resulted in deobligation of any funds while we worked hand-in-hand with their auditing team to ensure that they had all requested documentation in a timely manner.

**Client Contact:** Patricia Totaro, Recycling Coordinator, Department of Public Works, 836 Ridge Road, Brick, NJ 08724, 732-451-4066, [ptotaro@twp.brick.nj.us](mailto:ptotaro@twp.brick.nj.us)

**DISASTER DEBRIS MANAGEMENT AND MONITORING OPERATIONS  
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | 2012–2014**



Upon being awarded a competitively bid state-wide contract by the New Jersey Department of Environmental Protection (NJDEP) for debris management and monitoring following the devastating impact of Hurricane Sandy, Rostan team members immediately deployed to the affected area. Within 24 hours we were actively assisting the Borough of Ocean Gate with debris management services. Subsequently we were engaged by the following communities in eight New Jersey municipalities:

Borough of Bay Head (Cost: \$190,000)	Borough of Keansburg (Cost: \$115,000)	Brick Township (Cost: \$2M)
Borough of Bernardsville (Cost: \$155,000)	Borough of Little Silver (Cost: \$190,000)	Readington Township (Cost: \$135,000)
Borough of Point Pleasant Beach (Cost: \$196,000)	Borough of Manasquan (Cost: \$115,000)	Borough of Red Bank (Cost: \$12,000)
Borough of Highlands (Cost: \$175,000)	Middletown Township (Cost: \$558,000)	Borough of Roselle (Cost: \$69,000)
Hillside Township (Cost: \$28,000)	Borough of Ocean Gate (Cost: \$35,000)	Borough of Sea Girt (Cost: \$24,000)
Hopewell Township (Cost: \$158,000)	Old Bridge Township (Cost: \$38,000)	Borough of Tinton Falls (Cost: \$9,700)

In addition, Rostan assisted NJDEP with PPDR and Demolition monitoring in several communities. Debris management services for our 20 New Jersey clients involved the certification of more than 900 pieces of equipment, which removed over 47,000 loads of debris equaling 1,400,000 cubic yards removed from public rights-of-way (ROW) and 54,000 tons of construction and demolition debris delivered to final disposition. Rostan monitored removal of debris from 237 square miles of ROW as well as operations at 22 debris management sites and 20 final disposition locations. We hired and trained over 140 personnel from local communities which facilitated quicker recovery for our clients while reinvesting in local communities.



In addition to providing disaster response services through debris monitoring operations, Rostan was engaged by multiple communities to assist with recovering from Sandy's impact by ensuring maximum reimbursement from federal and state agencies. We had teams engaged in drafting FEMA project worksheets for all categories of eligible work. Rostan worked with our team of infrastructure experts to identify the precise elements of impacts, damages, and associated costs to arrive at a true representation of public property and infrastructure damage in order to develop local hazard mitigation strategies and hazard mitigation plans, and drafting of projects funded under Section 404 of the Stafford Act, which assists with mitigating potential damages from future disasters as well as Section 406, which assists with repair, restoration and replacement of damaged facilities which occurred as a result of Sandy.

### MONITORING SERVICES FOR WATERWAY DEBRIS REMOVAL | HURRICANE SANDY | 539,000 CY NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | 2012-2014 | COST: \$2.8M



ROSTAN worked under a competitively bid state-wide contract by the New Jersey Department of Environmental Protection (NJDEP) for debris management and monitoring following the devastating impact of Hurricane Sandy. Rostan

Solutions spent the next year assisting the NJDEP with waterway debris management in multiple facets. The Rostan team was responsible for managing all marine debris removal in the central region of New Jersey, spanning over 50 miles of coastline including several large bays, many rivers, and smaller waterways. Rostan hired and trained a local staff of over 35 people to oversee cleanup operations which spanned a large geographical area on a daily basis. Rostan was responsible for tracking the removal and disposal of over 100 submerged vehicles and vessels in coordination with the New Jersey State Police. ROSTAN monitored and secured FEMA reimbursement for the removal of over 23,600 truckloads of material, including over 80,000 cubic yards of water generated debris, and over 450,000 cubic yards of dredged material.

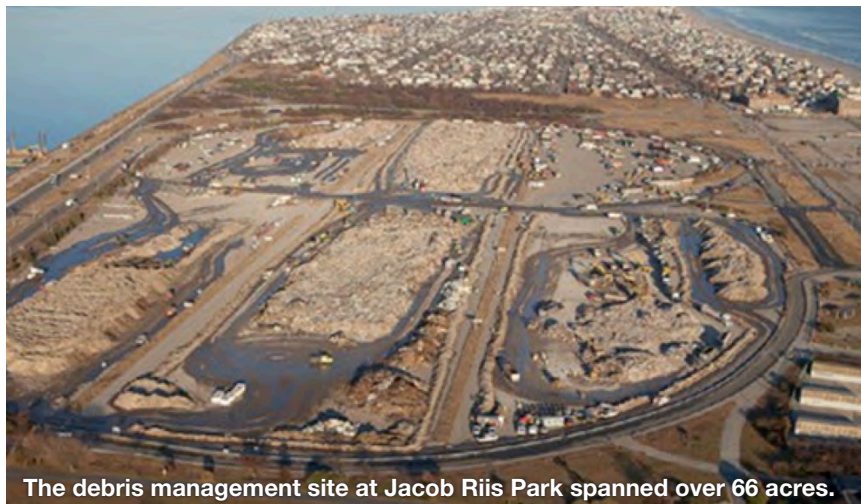


**Client Contact:** Scott Brubaker, Deputy Director, Division of Solid Waste,, 401 E. State Street, Trenton, NJ 08625, 609-292-1898, [cott.brubaker@dep.nj.gov](mailto:cott.brubaker@dep.nj.gov)



**HURRICANE SANDY AUTOMATED DEBRIS MANAGEMENT SYSTEM | 1.4 MILLION CY  
ECC/US ARMY CORPS OF ENGINEERS-NEW YORK | 2012-2013 | POP. 8,175,133 | COST: \$2.6M**

When the largest Atlantic hurricane on record (as measured by diameter, 1,100 miles) impacted the United States' most populated city it required an unprecedented response and recovery effort. Following the devastating impact left by Hurricane Sandy on the Northeastern seaboard October 29, 2012, Rostan, responded by deploying experienced core personnel and assets to the disaster stricken area. As the exclusive purveyor of the HaulPass® System, the industry's leading Automated Debris Management System (ADMS), Rostan was requested to track the removal of all disaster generated debris following the unimaginable destruction in New York City's five boroughs. On November 6th, 2012, within 24 hours of notice to proceed, the Rostan team established an operations center and truck certification site in Jacob Riis Park, Queens, NY.



Rostan personnel were integral in supporting the transition of the recovery effort from the Department of Sanitation New York City (DSNY) to Environmental Chemical Corporation (ECC) through their ACI contract with the US Army Corps of Engineers (USACE). At the request of ECC/USACE and with the key addition of more than 40 locally hired staff, Rostan implemented 24 hour operations for an unprecedented 63 consecutive days, and more than 110 days of normal operations, with Christmas and New Year's Day being the only two exceptions. HaulPass® is a proprietary ADMS designed and patented specifically for the purpose of tracking the removal, hauling, and disposal of disaster generated debris.

This is accomplished by first certifying debris removal equipment. 2,634 certifications were issued across three locations in New York. During the certification process, HaulPass® captures vehicle-specific information and digitally writes it to mission-specific encrypted smart cards, which are then utilized by the certified equipment to transport data from loading site to disposal site. For ECC/USACE to date, HaulPass® has logged more than 1.73 million road miles and over 32,000 truckloads of debris dispersed to 22 disposal facilities across New York, New Jersey, and Pennsylvania, with the furthest being 317 miles away.

In addition to traditional methods of debris transport, HaulPass® captured more than 4,700 tons of debris shipped on 36 barges from Staten Island to upstate New York. Upon arrival it was offloaded and transported by truck to final disposal where Rostan provided personnel to document receipt of the debris. HaulPass® has also been integral in tracking the removal of debris from over 300 private residences in some of the most decimated communities across Staten Island, Queens, and Brooklyn. HaulPass® was also utilized to track the removal of vegetative debris from Central Park, one of the City's most iconic landmarks.

HaulPass® captured the removal of more than 533,000 cubic yards (CY) of Hurricane Sandy generated debris and an additional 223,000 tons, 8,500 of which has been deemed Regulated Asbestos Containing Material (RACM) positive. Additionally, Rostan has trained more than 200 personnel to operate the HaulPass® System and has staffed 13 disposal locations across 3 states. Additional efforts in New York included staffing and tracking the removal of more than 1,400 hazardous stumps throughout the City's five boroughs. Upon completion of efforts in New York, Rostan and HaulPass® were responsible for capturing and documenting data required for reconciling more than \$120,000,000 for ECC/USACE.

**Client Contact: Marc Mizrahi, Program Manager, ECC, 110 Fieldcrest Avenue, #31, Edison, NJ 08837, 908-595-1777, [mmizrahi@ecc.net](mailto:mmizrahi@ecc.net)**



**DEBRIS MONITORING AND MANAGEMENT | HURRICANE IRENE | FEMA DR-4024 | 76,000 CY  
YORK COUNTY, VA | 2011 | POP. 67,837 | COST: \$200,000**



Following Hurricane Irene landfall Rostan was responsible for managing and monitoring the removal of over 76,000 cubic yards of debris from one corner of our country's historic colonial triangle, York County. Operations covered approximately 106 square miles of public rights-of-way and public property. Monitoring operations also involved debris reduction and haul out of reduced debris for final disposition. Optimized by our HaulPass® automated debris management system we also provided unprecedented rapid reconciliation of debris contractor invoices. As is standard operation for Rostan disaster response and recovery services, local personnel were interviewed and hired to enhance economic recovery of the affected area.



Rostan provided an array of post-disaster debris management services, including Truck Certification, right-of-way debris removal monitoring, removal of hazardous leaning trees and hazardous hanging branches. In addition, Rostan provided assistance to the County for reimbursements from state and federal agencies, including the Federal Emergency Management Agency and the Federal Highway Administration, relating to eligible costs arising from the disaster recovery effort.

**Client Contact: Frank B. Hedspeth, Waste Services Manager, 143 Goodwin Neck Road, Yorktown, VA 23690-0532, 757-890-3780, hedspethf@yorkcounty.gov**

**DEBRIS MONITORING AND MANAGEMENT | HURRICANE IRENE | FEMA DR-4024 | 211,000 CY  
JAMES CITY COUNTY, VIRGINIA | 2011 | POP. 67,009 | COST: \$250,000**



Rostan provided an array of post-disaster debris management services including truck certification, right-of-way debris removal monitoring, and removal of hazardous leaning trees and hanging limbs. In addition, we provided assistance to the County for reimbursements from state and federal agencies, including the Federal Emergency Management Agency (FEMA), relating to eligible costs arising from the disaster recovery effort.

Rostan was responsible for managing and monitoring the removal of over 211,000 cubic yards of debris covering approximately 180 square miles, including operations on public and private rights-of-way and public parks. Monitoring operations also involved reduction and haul-out for final disposition to multiple locations. We provided near real-time debris removal reporting, optimized by our HaulPass® automated debris management system, which resulted in rapid reconciliation of debris contractor invoices and, ultimately, expedited FEMA reimbursement to the County.

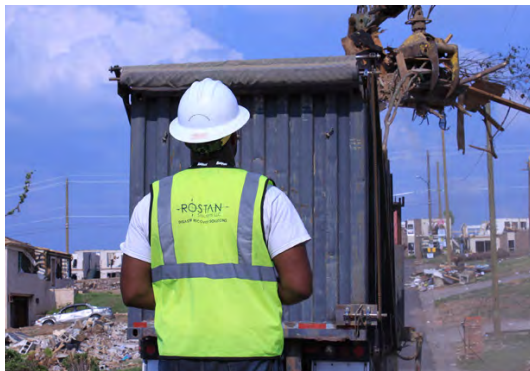


**Client Contact: John T. P. Horne, General Services Manager, 113 Tewning Road, Williamsburg, VA 23188, 757-259-4127, John.Horne@jamescitycountyva.gov**

**DEBRIS MONITORING AND MANAGEMENT | EF-5 TORNADO | 100,000 TONS  
CITY OF JOPLIN, MISSOURI | 2011 | POP. 50,150 | COST: \$2.6M**



Rostan responded to a USACE request for Automated Debris Management System (ADMS) services to track debris removal operations in Joplin, Missouri following the EF-5 tornado that impacted the area on May 22, 2011. Rostan responded, providing the HaulPass® Automated Debris Management System (HaulPass®), including field personnel to operate the System. Within 24 hours of notice to proceed, the Rostan team commenced certifying trucks while deploying the system in the field—employing a staff of approximately 60 locally hired and trained personnel. The objective was to track each truckload of tornado debris from point-of-origin to final disposal according to FEMA guidelines and USACE specifications and requirements for ADMS. HaulPass® was readily deployed with short notice, accommodating mission



specific parameters such as quantification of truckloads by weight rather than volume, secondary equipment certification numbers, etc.

Throughout the mission, the Rostan team issued 237 equipment certifications to debris removal trucks, as well as an additional 32 equipment certifications to mulch haul-out trucks. The system captured equipment information such as contractor information, driver information and insurance, vehicle information such as registration, make and model, etc., and truck tare (empty) weight. Each truck was issued an encrypted HaulPass® smart card. This card contains a computer chip on the back containing all relevant certification data, including a photo of the truck and the placard and license plate number printed on the front. These cards were

then utilized by the trucks throughout the mission to not only identify the truck, but to transfer load-ticket information from the field to the drop-off site via a secure, electronic, and entirely paperless process.

Trained Rostan field staff utilized GPS enabled hand-held computers to initiate load tickets for the trucks at each pickup location. Each truck's HaulPass® card was inserted into the hand held computer and relevant data, including time, date, and location was saved. Conversely, Rostan dumpsite staff utilized identical hand held computers to securely retrieve the load data saved to the HaulPass® cards, enter and save the net weight of the load from the scale readout, and completed the ticket by wirelessly printing the desired number of receipts using Bluetooth belt printers.

Five dump sites were utilized, all of which were equipped with HaulPass® technology. These sites received 7,027 truckloads of debris totaling 84,649.6 tons. In addition, 570 truckloads of mulch totaling 13,631 tons were hauled to 2 of the dump sites. HaulPass® was configured for each dumpsite, capturing site location, detailed information, and acceptable debris types. HaulPass® site card functionality regulated which debris types were acceptable at each individual dumpsite, effectively regulating debris streams and assisting USACE management of dump site operations.

In addition to the tasks outlined in the scope of work, the Rostan team took on the unique challenge of assuming responsibility for tracking and organizing private property debris removal (PPDR) records in the field. HaulPass® provided the capability to take multiple geo-tagged photos along with the capture of field notes in the field, essentially eliminating the need for labor intensive photo reconciliation at the end of each work day in the USACE Recovery Field Office. This assignment consisted of a team of seven Rostan personnel utilizing camera and GPS enabled hand-held computers to survey private property throughout impacted area. A total of 1,393 PPDR records were input into the system, each containing a minimum of four photographs, one from each side of the property, including appropriate descriptions. Surveys were performed both before and after work was completed on each property, each record being marked as pre- or post-survey. The photographs and survey data were then immediately available via the [www.haulpass.com](http://www.haulpass.com) web interface. Secure access was provided to USACE staff. Additionally, USACE staff was provided with the online ability to not only review, but also edit, the PPDR record data as needed.



**Client Contact: Mark Brodesser, Resident Engineer, U.S. Army Corps of Engineers, 1230 E 7th Street, Joplin, MO 64801, 503-929-6478, [Mark.W.Brodesser@usace.army.mil](mailto:Mark.W.Brodesser@usace.army.mil)**



**DEBRIS MONITORING AND MANAGEMENT | EF-5 TORNADO | 400,000 CY  
CITY OF BIRMINGHAM, ALABAMA | 2011 | POP. 212,237 | COST: \$1.7M**



Pratt City, a sizeable subdivision of Birmingham, Alabama, was impacted by straight-line winds and a devastating EF-5 tornado that destroyed a significant portion of the community on April 27, 2011. To assist with recovery efforts, the City of Birmingham requested Rostan provide disaster debris removal monitoring services. We provided damage assessments for numerous private and commercial properties at the request of the City and developed a database to allow efficient access to information related to the current status of these individual properties. We also trained city personnel on querying the database to provide timely responses to citizen questions.



In addition to monitoring right-of-way debris removal operations, we also assisted the city in the collection, verification and validation of rights-of-entry and hold-harmless agreements related to private property debris removal (PPDR) operations approved by the on-site Federal Emergency Management Agency (FEMA) coordinating officer.

Utilizing the latest in geographic information system (GIS) software technology, Rostan identified all properties whose owners could not be located in a timely manner and matched the locations to parcel information provided by the county tax assessor. Barring a signed right-of-entry agreement, these properties were identified as nuisance abatement properties and referred to the city council for PPDR authorization. We delivered and posted notices of intent to conduct nuisance abatement PPDR on each property.

FEMA also approved the demolition of private structures in the path of the tornado in order to promote the timely economic recovery of the community. Rostan provided PPDR and Demolition monitoring and assisted the City with collection, verification and validation of applicable rights-of-entry and hold-harmless agreements including lien assessments, deed/title holder and insurance determinations.

**Client Contact:** [Ronnie Vaughn, Director, Public Works, 3579 East Street, Mountain Brook, AL 35243, 205-802-3865, vaughnr@mtnbrook.org](mailto:vaughnr@mtnbrook.org)



## 1.4 KEY PERSONNEL



Rostan has reviewed the scope of services for this project and assembled a project team consisting of highly competent professional staff with the experience and technical capabilities necessary to implement a project of this scope and manage it to successful completion. Our experience is that the key to an expeditious recovery includes careful planning and the ability to adapt to changing circumstances and conditions on a frequent basis. We strive to anticipate problems before they arise and resolve them by relying on our past experiences, best-practices, and our understanding of current regulations.

Rostan believes that maintaining close communications with the Village, contractors, and state/federal stakeholders provides for efficient recovery management. We also believe that utilizing local personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, and local culture. Our team has been organized to best meet the needs of the Village, so that we can quickly, efficiently, and cost effectively execute the projects tasks that the Village requires. All key personnel assigned to this project are full-time Rostan staff and have

considerable experience managing and supporting large scale debris collection operations. Some of these projects are mentioned briefly below.

### **SAM ROSANIA: PRINCIPAL • EXECUTIVE VICE PRESIDENT**

Mr. Rosania will serve the Village as Rostan's Project Principal. He is the Executive Vice President of Rostan and has more than 35 years of experience working for the public and the private sector. Mr. Rosania's areas of expertise include disaster management and recovery, integrated solid waste management, and hazardous waste management. He is a co-founder of Rostan and has fulfilled an advisory and support role on every debris monitoring project since Rostan was founded.

### **TRAVIS MAYS: PROGRAM MANAGER • CLIENT LIAISON**

Mr. Mays will serve as the Village's Project Liaison. He has 11 years of experience and serves as Rostan's Debris Programs Manager. He has personally led the management of some of Rostan's largest debris removal monitoring projects including multiple USACE projects and has had an oversight role on every debris monitoring project since 2008. He has been on staff with Rostan since 2008.

### **JEFF COUSINS: PROJECT MANAGER**

Mr. Cousins has 14 years of experience managing debris monitoring and disaster recovery projects for clients at the local, state, and federal level. He serves as Rostan's Director of Monitoring Operations. He has been on staff with Rostan since 2004.

### **JORDAN BRYANT: OPERATIONS MANAGER**

Mr. Bryant has 13 years of disaster recovery management experience. He has specialized in debris management since early 2006. Mr. Bryant is an expert in multiple aspects of disaster recovery including waterborne- and land-based debris removal efforts, private property demolition, hiring, training and staff management, and project data management. Mr. Bryant has experience working within large-scale projects including our USACE/Xpert's mission in Puerto Rico, Puerto Rico Department of Public Works and Transportation (DTOP), Cumberland County, TN, New Jersey Department of Environmental Protection, and Township of Brick, NJ. He has extensive experience in debris monitoring, ADMS system support, and FEMA reimbursement support. He has been on staff with Rostan since 2006.

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### **CHRIS BELLAVIA: OPERATIONS MANAGER**

Mr. Bellavia has 7 years of experience and has served as Project Manager supporting disaster recovery efforts throughout the country. He led kick-off of debris monitoring and management operations for the City of North Port following Hurricane Irma. Additionally, he served as Technical Services Manager for the 5.9 million cubic yard debris monitoring project for the U.S. Army Corps mission throughout Puerto Rico following Hurricane Maria. Mr. Bellavia has been involved in additional large-scale projects including Liberty County, FL, Charleston County, SC, Township of Brick, NJ, and New Jersey Department of Environmental Protection. He has been on staff with Rostan since 2012. .

### **ADAM FERGUSON: SENIOR CONSULTANT | POLICY**

Mr. Ferguson has over 12 years of experience in Disaster Recovery, Mitigation, and Grants Management. He acts as a Senior Programmatic Specialist and Project Manager for Disaster Recovery Operations supporting states, local governments, and utilities in the identification, pursuit, and securing of state and federal aid. He is skilled in providing technical guidance and assistance in demonstrating programmatic eligibility. Mr. Ferguson also directs programmatic and administrative appeals processes for clients facing adverse agency determinations. He has been on staff with Rostan since 2017. Mr. Ferguson is a North Carolina native.

### **TOMMY HORTON: FEMA PROJECT CONSULTANT**

Mr. Horton has 27 years of experience as a disaster recovery consultant. He works with municipalities to identify hazards and vulnerabilities in order to identify recovery strategies. Mr. Horton is a recognized expert in FEMA, HUD, FHWA, and DHS programs. He has been on staff with Rostan since 2008.

### **LEE WORDSMAN: FEMA PROJECT CONSULTANT**

Mr. Wordsman has nearly 30 years of experience related to regulatory compliance and permitting, debris removal monitoring, and public assistance support. He has been with Rostan since 2012 and is currently overseeing Public Assistance Policy compliance for our Hurricane Irma, Maria, Florence, and Michael clients.

### **DENISE JANKAUSKAS: DATA MANAGER**

Ms. Jankauskas has worked for Rostan since 2012 and has 7 years of experience managing data collection and quality control of data elements for debris monitoring projects. Her background in graphics and design enables her project teams to meet all project reporting requirements in a timely manner while maintaining the highest data integrity standards. Ms. Jankauskas has been involved in the data management of ROW debris removal involving special waste such as HHW and ACM; leaner, hanger, and stump removal; waterways debris removal; demolition and PPDR programs. Ms. Jankauskas has performed data management and reporting functions for large-scale clients including New Jersey Department of Environmental Protection, Township of Brick, NJ, Cumberland County, TN, Charleston County, SC, USACE/Xpert's USACE in Puerto Rico, and Liberty County, FL, as well as numerous additional clients. She has been on staff with Rostan since 2012.

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*For more detailed information, resumes of these key individuals, as well as others anticipated to serve the Village can be found in Section 1.5.*





## 1.5 ROSTAN TEAM RESUMES

### SAMUEL M. ROSANIA

PRINCIPAL | EXECUTIVE VICE PRESIDENT



#### EDUCATION

University of Tennessee 1979  
Graduate studies  
Agricultural Biology  
University of Florida 1978  
Bachelor of Science  
Plant Pathology

#### YEARS OF EXPERIENCE

38

#### LICENSES & CERTIFICATIONS

- IS-100: Introduction to Incident Command Systems
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-700: National Incident Management System (NIMS) An Introduction

#### RECOVERY EVENTS

2018 Hurricane Michael  
2018 Hurricane Florence  
2017 Hurricane Maria  
2017 Hurricane Irma  
2017 Hurricane Harvey  
2016 Hurricane Matthew  
2016 Flooding, LA  
2016 Tornado, VA  
2015 Flooding, SC  
2015 Avian Flu Response, IA  
2015 Ice Storm, TN  
2012 Hurricane Sandy  
2011 Hurricane Irene  
2011 Tornado, MO  
2011 Tornado, AL  
2010 Earthquake, Haiti  
2010 Earthquake, Chile  
2008 Hurricane Ike  
2006 Ice Storm, NY  
2005 Hurricane Rita  
2005 Hurricane Katrina  
2005 Hurricane Wilma  
2004 Hurricane Jeanne  
2004 Hurricane Frances  
2001 Tropical Storm Gabrielle

Mr. Rosania has more than 38 years of experience working for the public and the private sector related to disaster management and recovery, Public Assistance funding, emergency management, public health, integrated solid waste management and hazardous waste management. Mr. Rosania has been extensively involved with hazard mitigation, emergency management and disaster management and recovery operations since 1998. He is recognized as an expert in Integrated Solid Waste Management Planning and pre- and post- incident disaster planning and recovery. Mr. Rosania has managed numerous disaster recovery projects both at the regional and local level. He is very familiar with local, state and federal regulations associated with disaster management and mitigation, solid and hazardous waste management, including the Stafford Act and applicable FEMA regulations.

#### RECENT PROFESSIONAL EXPERIENCE

##### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

###### HURRICANE MICHAEL | FEMA DR-4399 | 2018 – ONGOING

Mr. Rosania serves as the Client Liaison for all debris monitoring and Public Assistance support projects in the State of Florida following Hurricane Michael. Rostan is currently providing our services to 12 clients located in the Florida Panhandle, including Liberty County, Calhoun County, and the cities of Bristol, Chattahoochee, and Quincy.

##### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

###### HURRICANE FLORENCE | FEMA DR-4393 | 2018 – ONGOING

Mr. Rosania serves as the Project Principal for the debris monitoring and Public Assistance support projects in the State of North Carolina following Hurricane Florence. Rostan provided debris removal monitoring services to The Town of Carolina Beach and the City of Lumberton which was severely impacted by flooding. The Lumberton work to be completed includes waterway debris monitoring and Public Assistance support.

##### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

###### HURRICANE HARVEY | FEMA DR-4332 | 2017 – ONGOING

Mr. Rosania serves as the Project Principal for all debris monitoring projects in the State of Texas following Hurricane Harvey. In total Rostan provided debris removal monitoring services to 7 clients including some of the most hard-hit/heavily flooded areas of east Texas including the City of Orange and Hardin County, TX.

##### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

###### HURRICANE IRMA | FEMA DR-4337 | 2017 – ONGOING

Mr. Rosania serves as the Client Liaison for all debris monitoring projects in the State of Florida following Hurricane Irma. In total Rostan provided debris removal monitoring services to more than 20 clients throughout the state.

##### PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015 – ONGOING

Client Liaison responsible for Rostan providing professional disaster recovery services to Charleston County SC as a result of severe storms and flooding from October 1-23, 2015 (FEMA DR-4241). Services include debris monitoring and management, FEMA Public Assistance program and other funding program assistance related to County owned and/or maintained public infrastructure, procurement assistance and construction / post construction support.

## **SAMUEL M. ROSANIA**

PRINCIPAL | EXECUTIVE VICE PRESIDENT



### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **CHARLESTON COUNTY, SC FEMA DR-4286 | 2016–2017**

Client Liaison providing stand-by debris operations management support to Charleston County, SC for more than 11 years. In October 2016 following Hurricane Matthew, he was responsible for providing overall project quality assurance, FEMA reimbursement support, and serving as client liaison with the County and SCEMD.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **MARTIN COUNTY, FL | FEMA DR-4283 | 2016–2017**

Project Principal for debris recovery effort in Martin County, FL following Hurricane Matthew in October 2016. Responsible for overall project coordination and quality assurance. Rostan provided FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 40 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 70 days, 155,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **THE CITY OF PORT ST. LUCIE, FL | FEMA DR-4283 | 2016–2017**

Project Principal for debris recovery effort following hurricane Matthew in October 2016. Responsible for overall project coordination and quality assurance. Rostan provided debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 50 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 120 days, 110,000 cubic yards of vegetative debris, over 5,000 hazardous hanging limbs and 475 hazardous leaning trees were documented, removed, processed and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA**

#### **FEMA DR-4284 | 2016**

Program Manager for the Garden City, GA project following Hurricane Matthew in October 2016. He was responsible for providing overall project quality assurance and FEMA reimbursement support. He also provided recommendations and guidance regarding all Public Assistance categories (A-G), as well as, 406 and 404 Mitigation opportunities associated with the City's damaged infrastructure.

### **HAZARD MITIGATION GRANT PROGRAM PROJECT APPLICATION | DRAINAGE IMPROVEMENT PROJECT**

#### **TOWN OF SULLIVAN'S ISLAND, SC | FEMA DR-4241 | 2016–PRESENT**

Project Principal responsible for Rostan preparing the Hazard Mitigation Grant Program (HMGP) Project Application (the "Application") for the Sullivan's Island Drainage Improvement Project. Rostan provided services to complete the HMGP application and develop a technically feasible and eligible project submission, as well as, assist with correspondence with South Carolina Emergency Management Division (SCEMD) and FEMA. Rostan provided subject matter experts with the expertise and qualifications needed to provide hazard mitigation program management and administration services. Our established team of experts developed tools to assist with property owner outreach and engagement, project scoping and cost estimating, benefit-cost analysis (BCA), post-disaster loss avoidance reporting, economic impact analysis, standard operating procedures, and quality assurance and control measures.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | TOWNSHIP OF BRICK, NJ**

#### **FEMA DR-4086 | 2012–2014**

Project Principal responsible for all aspects of the Township's post-Hurricane Sandy disaster recovery program including disaster debris management, private property debris removal/demolition program, public assistance funding, and hazard mitigation planning.

# TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON

## EDUCATION

BA Marketing,  
University of Houston, 2006

## YEARS OF EXPERIENCE

11

## CERTIFICATIONS & TRAINING

- Construction Quality Management (CQM) – USACE/NAVFAC
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- IS-100: Introduction to Incident Command Systems

## RECOVERY EVENTS

- 2018 Hurricane Michael
- 2018 Hurricane Florence
- 2017 Hurricane Maria
- 2017 Hurricane Irma
- 2017 Hurricane Harvey
- 2016 Hurricane Matthew
- 2016 Flooding, LA
- 2015 Flooding, SC
- 2015 Avian Flu Response, IA
- 2015 Ice Storm, TN
- 2014 Ice Storm, GA
- 2012 Hurricane Sandy
- 2011 Hurricane Irene
- 2011 Tornado, MO
- 2011 Tornado, AL
- 2010 Earthquake, Haiti
- 2008 Hurricane Ike

Mr. Mays joined the Rostan team in 2008 as a debris monitor following Hurricane Ike and has spent nearly his entire professional career as a disaster recovery consultant. In the 11 years since, he has performed in every capacity related to debris monitoring services. This includes as a field supervisor, operations manager, data manager, project manager, lead technical consultant, and ultimately as the program lead for Rostan’s debris monitoring efforts company-wide. He is intimately familiar with all aspects of debris monitoring projects from planning to resource identification, training, deployment, permitting, project and operations management, closeout, and reimbursement pursuits.

Mr. Mays maintains working knowledge of the FEMA PA program (all categories) and is extremely adept at helping clients pursue reimbursement for in-house (force account) expenditures related to emergency work functions in addition to contracted costs.

## RECENT PROFESSIONAL EXPERIENCE

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | HURRICANE MICHAEL | FEMA DR-4399 | 2018–2019

Program Manager responsible for oversight and quality assurance of daily monitoring tasks. Served as a technical advisor to the Project Manager. Also served as the primary point of contact for Florida DOT and Florida DEM. Though isolated to the Florida Panhandle and some parts of Georgia, Hurricane Michael was an extremely intense storm that caused significant damage to those areas in relation to its path, especially near the Gulf Coast.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF LUMBERTON, NC | HURRICANE FLORENCE | FEMA DR-4393 | 2018–2019

Program Manager responsible for oversight and quality assurance of daily monitoring tasks. Served as a technical advisor to the Project Manager. This project consisted of two phases, standard ROW collection including hazardous tree removal from public green spaces and waterways debris collection. ROW collection was completed in January 2019 and waterways debris collection was completed in July 2019. Lumberton has had historical issues with the Lumber River flooding significant parts of the City.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | PUERTO RICO DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS [DTOP] HURRICANE MARIA | FEMA DR-4339 | 2018- ONGOING

Partnered with Xpert’s Inc., Mr. Mays serves as the technical lead for all data collection efforts on this project. Mr. Mays, through coordination with the project team is responsible for quality assurance of all project-related data tracked using HaulPass®. This data is used to reconcile invoices for 19 prime contractors and for reimbursement requests to FEMA.

### AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE JACKSONVILLE DISTRICT/ XPERT’S INC. | HURRICANE MARIA | FEMA DR-4339 | 2017 – 2019

Served as the technical lead for HaulPass® deployment in support of Xpert’s Inc./USACE debris removal efforts in Puerto Rico following Hurricane Maria. HaulPass® tracked more than 250,000 loads of debris totaling more than 5.9 million cubic yards from six regions and 58 municipalities on this project. In addition, nearly 1,700 hauling trucks were certified, and more than 60 disposal sites were utilized island-wide. Over 250 QC Monitors were trained to use HaulPass®. All project

## TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON



data was reconciled nightly and an operations report was issued to USACE daily. This project was one of the industry's largest data collection projects ever completed using an ADMS.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **HURRICANE HARVEY | FEMA DR-4332 | 2017-2018**

Mr. Mays served as the Program Manager for all debris monitoring projects in the State of Texas following Hurricane Harvey. In total Rostan provided debris removal monitoring services to 7 clients including some of the most hard-hit/heavily flooded areas of east Texas near including the City of Orange and Hardin County, TX.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **HURRICANE IRMA | FEMA DR-4337 | 2017 - 2018**

As a Senior Consultant, Mr. Mays was responsible for providing compliance and technical guidance to many Florida clients including the City of North Port, Town of Windermere, and City of Winter Springs. Rostan provided debris removal monitoring and PA support services to more than 20 clients in Florida following Hurricane Irma.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT**

#### **CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015-ONGOING**

Project Manager. Debris operations duties included managing the County's post-event debris removal project, including the utilization of HaulPass® to track the removal of more than 30,000 cubic yards of C&D, vegetative, and white goods debris. Additional responsibilities include reconciliation of multiple County departments' force account expenditures for Public Assistance (PA) emergency work categories A and B. Additionally responsible for managing a multidisciplinary team of personnel responsible for providing disaster recovery services.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **CHARLESTON COUNTY, SC | FEMA DR-4286 | 2016-2017**

Program Manager. Served following Hurricane Matthew in October 2016. Field operations were conducted over a period of 112 days and included the collection of more than 400,000 CY of debris and the removal of more than 18,000 hazardous limbs and trees. Responsible for daily, site, and project closeout reports, client operations meetings, invoice reconciliation and contractor compliance, staff and contractor scheduling, quality control of all data, personnel management and assignments, project cost allocations, and reimbursement requests.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA**

#### **FEMA DR-4284 | 2016**

Program Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff. Assisted field personnel with technical guidance and recommendations.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

#### **CUMBERLAND COUNTY, TN | FEMA DR-4210 | 2015-2016**

Project Manager. Served as part of the project management team in Cumberland County, TN following ice storms of February 2015. Responsible for proposal development, invoicing, FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 75 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. 700,000 cubic yards of vegetative debris was, processed and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN | FEMA DR-4210 | 2015**

Project Manager. Served in White County, TN following ice storms of February 2015. Responsible for proposal development, invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment

## TRAVIS MAYS

PROGRAM MANAGER | CLIENT LIAISON



of more than 25 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 75 days, 135,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

### **AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015**

Served as a site administrator and Rostan Project Manager responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each. Responsible for the deployment and management of Rostan staff to remote geographic locations in the Midwest.

### **DISASTER DEBRIS MANAGEMENT SERVICES | HILLSBOROUGH COUNTY, FL | 2015**

Project Manager responsible for ensuring the County's Disaster Debris Management Plan (DDMP) was compliant with stipulations set forth in the Sandy Recovery Improvement Act (SRIA). This included establishing a review process, cross-department coordination, planning meetings, and serving as the document's primary editor.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT JENKINS COUNTY, GEORGIA | FEMA DR-4165 | 2014**

Served as Project Manager following the ice storms that struck the Southeastern US in late winter/early spring 2014. Responsible for overall project management including proposal development, staffing, invoicing, client coordination, debris removal monitoring, DMS site monitoring and the deployment of up to 12 locally hired staff. To date, the HaulPass® Automated Debris Management System has been utilized to track the removal of more than 45,000 cubic yards of debris from the Right-of-Way (ROW) to its final disposal.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT TOWNSHIP OF BRICK, NJ | FEMA DR-4086 | 2012-2014**

Project Manager. Responsible for final pass of ROW debris removal and the implementation of private property debris removal and demolition efforts. Responsibilities included managing all field personnel, scheduling, permit approval and verification, Right-of-Entry (ROE) development, compliance with public and federal notification procedures, insurance recovery and fund collection, contractor invoice reconciliation, and Project Worksheet (PW) development and revisions. Mr. Mays was the primary contact in Brick for multiple local, state and federal officials, including FEMA, NJDOL, NJDEP, and USEPA.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012-2014**

Project Manager. Responsible for all reporting and data collection efforts during Phase II of the Waterway debris removal efforts including data collection and management and documenting debris field conditions pre and post removal, debris collection efforts, and final site conditions. Documentation procedures included the use of GPS enabled cameras to locate and map debris locations and HaulPass® to track the recovery and ultimate disposal of removed material.

### **US ARMY CORPS OF ENGINEERS (USACE) NEW YORK DISTRICT AUTOMATED DEBRIS MANAGEMENT SYSTEM | FEMA DR-4085 | 2012 - 2013**

Responsible for the management and coordination of all field operations and the deployment of HaulPass® in New York City. Managed more than 20 locally hired staff in a coordinated effort to provide 24-hour certification services to the client for 63 consecutive days during the project term. Responsible for managing and coordinating personnel scheduling at more than 13 locations during the project. The HaulPass® system captured more than 32,000 loads of debris disposed of at more than 22 facilities across Pennsylvania, New York, and New Jersey. Provided technical assistance and training to more than 200 field personnel and supervisors along with providing technical expertise that spearheaded the tracking and reconciliation of more than \$120,000,000 in debris removal contracts.

# TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT

## EDUCATION

B.S., Business Administration  
Florida State University  
1994

## YEARS OF EXPERIENCE

27

## CERTIFICATIONS & TRAINING

FEMA Emergency Management  
Institute  
Advanced Professional Series

## SKILLS

Emergency Management  
Homeland Security  
Hazard Mitigation  
Public Infrastructure  
Critical Infrastructure  
Program Management  
Project Planning  
Water / Waste-water  
Infrastructure  
Management Consulting  
Disaster Response  
Risk Assessment  
Government Training

Mr. Horton specializes in incident management. As an executive consultant, he works with critical infrastructure, state agencies, local communities, and industry. He provides solutions to identify all-hazards vulnerabilities, risks, consequences, and capacity to respond to and recover from natural and man-made incidents. Mr. Horton supports clients in ensuring efficient use of resources, incident management, operational resiliency and business /operational continuity. He is an expert in FEMA, HUD, FHWA, and DHS programs.

Mr. Horton has been working on Federal Assistance Programs for long term recovery and mitigation since 1991. He was a member of the Florida SERT and engaged in the administration of FEMA, Mitigation, and Disaster Recovery grants all the way back to Hurricane Andrew. Since leaving the State of FL in 2002, Mr. Horton has built a national practice and team of experts that have been involved in the pursuit, administration and reimbursement of more than \$3 billion of Federal Assistance and Mitigation from FEMA, HUD/CDBG, FHWA, and USDEP. His team has developed some of the largest and most effective solutions funded by FEMA and HUD. This includes funding obtained through the Alternative Procedures initiated by the Hurricane Sandy Improvement Act.

## PROFESSIONAL EXPERIENCE

### ROSTAN SOLUTIONS | EXECUTIVE DIRECTOR, DISASTER RECOVERY & MITIGATION | 2006–PRESENT | NATIONAL PRACTICE

Leading a team of incident management experts to provide consulting services for clients following disasters. Developing recovery and mitigation strategies, during every phase of response and recovery; stabilization, construction management, restoration, mitigation, and preparedness. Specialist in critical infrastructure. Represents both private and public clients and experienced with complicated claims associated with property insurance, business interruption, risk management, FEMA Public Assistance, FHWA-ER, CDBG-DR, and long-term mitigation implementation. Expert in FEMA Debris Operations, Public Infrastructure, and Mitigation Programs.

Rostan Solutions has been assisting clients in recovering from major disasters for more than 10 years, offering the most effective and comprehensive services for Federal Aid pursuits and full recovery.

### ARCADIS, INC./MALCOLM PIRNIE, INC. | MARKET SECTOR LEADER, EMERGENCY MANAGEMENT | 2007–2016 | NATIONAL PRACTICE, TALLAHASSEE, FLORIDA

Emergency Management and Homeland Security practice working for private sector and government agencies at the federal, state and local levels. Infrastructure security; implementation of preventative measures; comprehensive pre-disaster planning and training, and post-event response and recovery. Malcolm Pirnie is the Water Division of Arcadis, Inc. Rostan Solutions LLC – Post Incident consequence management for local and state jurisdictions. Post Incident debris management for local jurisdictions.

### IINGENUITY LLC | OWNER/CONSULTANT, EMERGENCY MANAGEMENT | 2002–2007 | FLORIDA STATE-WIDE PRACTICE, TALLAHASSEE, FL

Emergency Management and Homeland Security Services for local and state government agencies. Provided technological and physical security consulting services. Company sold to Malcolm Pirnie, Inc. in 2007.

# TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT

## FLORIDA ARMY NATIONAL GUARD | INFANTRY/COMMUNICATIONS NCO | 1991 – 2004

Emergency Management Specialist for FL TAG EOC and State EOC

August 1992 to February 1995

Communications NCO for A CO 3/124 INF 11B MOS

Operation Enduring Freedom 2001 – 2002

Operation Iraqi Freedom 2002 – 2003

## FLORIDA DIVISION OF EMERGENCY MANAGEMENT | SENIOR MANAGEMENT CONSULTANT | 1995–2002–TALLAHASSEE, FLORIDA AREA

Special Assistant to the Director of EM. Management Consulting for Recovery and Mitigation Programs.

## CAREER HIGHLIGHTS

### RECOVERY & MITIGATION PROGRAM MANAGER | TEXAS HURRICANE HARVEY | FEMA-4332-DR-TX

Oversight and management of clients impacted by Hurricane Harvey in Aug/Sep 2017. Providing consultation and management of the FEMA process. Coordination with public adjusters and contractors conducting remediation to the school facilities. Pursuit of federal funding for recovery and mitigation. Clients: Texas City Independent School District, Huffman Independent School District, Little Cypress-Mauriceville Consolidated Independent School District, Corpus Christi Independent School District, Community Christian School, & United Christian Academy.

### CITY OF BAKER SCHOOL SYSTEM | BAKER, LA | RECOVERY PROGRAM MANAGER LOUISIANA SEVERE STORMS AND FLOODING | FEMA-4277-DR-LA

In August 2016, the City of Baker was severely impacted by flood which inundated the Baker High School. Providing consultation and management of contractors and school district staff to remediate the school facilities and rebuild the school. Pursuit of FEMA funding for recovery and mitigation.

### CHARLESTON COUNTY, SC | FEMA PROGRAMS EXECUTIVE CONSULTANT | RECOVERY AND MITIGATION SERVICES FEMA-4241-DR-SC

Following the historic flooding event during October 2015 throughout South Carolina, Charleston County was faced with the daunting task of restoring and repairing an extensive network of roads and drainage channels. Provided consultation on the pursuit of FEMA disaster recovery assistance for restoration and mitigation.

### KANAWHA COUNTY SCHOOLS | CHARLESTON, WV | PROJECT MANAGER FOR RESPONSE & RECOVERY WEST VIRGINIA SEVERE STORMS, FLOODING, LANDSLIDES, AND MUDSLIDES | FEMA-4273-DR-WV

In June 2016, severe storms and flooding impacted Kanawha County School District causing damage to four schools and destroying two. Provided executive consultation, and strategy for the Superintendent and staff leadership. Worked with Kanawha Schools to pursue recovery and mitigation funding from FEMA and manage the cleanup and remediation of the flooded schools.

### SAINT JOSEPH ABBEY AND SEMINARY COLLEGE | SAINT BENEDICT, LA | (\$30M) | PROJECT MANAGER FOR RESPONSE & RECOVERY | LOUISIANA SEVERE STORMS AND FLOODING | FEMA-4263-DR-LA

On Friday, March 11, 2016, floodwaters from the Bogue Falaya River inundated Saint Joseph Abbey and Seminary College with nearly two feet of water. 31 buildings were damaged, and total losses exceeded \$30 million. Services including management of flood/mold remediation for campus and recovery strategies.

### STATE OF FLORIDA | PROJECT MANAGER/PRINCIPAL-IN-CHARGE SUPPORT SERVICES TO THE FLORIDA MITIGATION PROGRAMS

Services included business transformation, technical field inspections, mitigation and long term recovery planning, FEMA, HUD, and NRCS grants administration, Disaster grants finance, post disaster coordination, post disaster loss avoidance and assessments. Aided the State of Florida in obtaining the FEMA “Enhanced Mitigation” status in 2008 and renewal in 2010.

## TOMMY BRINSON HORTON II

SENIOR CONSULTANT | SUBJECT MATTER EXPERT

### NEW YORK CITY HEALTH AND HOSPITALS CORPORATION (\$1.7B), NEW YORK, NY

#### PRINCIPAL FEMA RECOVERY & MITIGATION CONSULTANT

Principal Mitigation Consultant to NYCHHC for development of 406 Mitigation Proposals, HMA Grants, and Long-term Mitigation Plan for the impacted facilities in NYC. This includes more than \$1.7B in FEMA Public Assistance for 5 medical facilities. The process included the implementation of the Alternative Procedures Pilot Program from the Hurricane Sandy Improvement Act.

### HURRICANE SANDY | STATEWIDE IN NEW JERSEY AND NEW YORK (\$300M) | SENIOR FEMA CONSULTANT

Providing technical assistance to infrastructure and local community clients in New York and New Jersey during the Recovery and Mitigation process; Services include post incident damage assessments; Long-term recovery and mitigation strategy planning; CDBG, FHWA, and FEMA funding assistance; Community Relations, and Disaster Recovery Centers operations.

### COLORADO FLOOD RECOVERY FOR WELD COUNTY (\$30M) | WELD COUNTY, CO | PROJECT MANAGER

Provided executive consultation, and strategy for Weld County leadership. Worked with Weld County in the pursuit of more than \$30M in road and bridge recovery and mitigation funding from CDBG-DR, FEMA and FHWA. Providing assistance for long-term mitigation planning and funding pursuits with FEMA and CDBG.

### NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS (\$180M) | NASSAU COUNTY, NY

#### PRINCIPAL FEMA MITIGATION CONSULTANT

Principal Mitigation Consultant responsible for leading the Mitigation technical and programmatic team. The process included the implementation of the Alternative Procedures Pilot Program from the Hurricane Sandy Improvement Act. The ARCADIS Team worked with FEMA and CDBG to implement a long-term recovery and mitigation plan that includes \$810M in Public Assistance funding obtained through the Alternative Procedures.

### NASHVILLE, TN, METRO WATER SERVICES. (\$25M) | PROJECT MANAGER

Developed FEMA funded post-disaster mitigation projects for Water Treatment Facilities. (FEMA-1909-DR 2010 Flooding)

### CITY OF BIRMINGHAM, AL (\$24M) | PROJECT MANAGER

Debris Management Operations and Community Outreach to residential/individual impacts, for post incident, FEMA PA and IA; April 2011 tornadoes. (FEMA-1971-DR)

### ARCADIS/MALCOLM PIRNIE: | FLORIDA LOCAL COUNTIES (\$30M) | PROJECT MANAGER

Support services to Liberty, Calhoun, and Columbia Counties. Services included in post impact activities during four presidentially declared incidents; FEMA Program Management; Public and Individual Assistance.

### FLORIDA ARMY NATIONAL GUARD | TALLAHASSEE AND ST. AUGUSTINE, FL

Adjutant General Emergency Operations Staff & State EOC ESF 13

Worked in TAG EOC and State EOC for Emergency Support Function 13. 1990 – 1997

Deployed to Iraq for Operation Iraqi Freedom in 2002 – 2003.

#### PUBLICATIONS

Horton, Tommy B., “Resiliency, Mitigation, Sustainability... What’s the difference?”, presented at the International Disaster Conference & Expo (IDCE) held at the New Orleans Ernest N. Morial Convention Center, New Orleans, LA, February 2015

Horton, T.B., “Hazard Mitigation Planning For Utilities: Forming Partnerships for Leveraging Resources and Funding Opportunities”, presented at the Water Environment Federation’s Annual Technical Exhibition and Conference held at the New Orleans Morial Convention Center, New Orleans, LA, October 2012

Horton, T.B., “Effective Strategies for Disaster Preparedness, Response and Recovery: Coordinating Debris Management and Removal,” presented at the Texas Hurricane Conference on Preparedness, Loss Mitigation, Rapid Recovery and Lessons Learned, sponsored by the Texas Hurricane Center for Innovative Technology and the Department of Civil and Environmental Engineering, University of Houston, Houston TX, August 7, 2009.



# JEFF COUSINS

PROJECT MANAGER

## YEARS OF EXPERIENCE

15

## LICENSES AND CERTIFICATIONS

- IS-5.a: Introduction to Hazardous Materials
- IS-100: Introduction to Incident Command System
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-300: Intermediate ICS
- IS-400: Advanced ICS
- IS-700: National Incident Management System (NIMS)
- IS-800: National Response Framework
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- OSHA Disaster Training

## RECOVERY EVENTS

- 2018 Hurricane Michael
- 2018 Hurricane Florence
- 2017 Hurricane Irma
- 2017 Hurricane Harvey
- 2016 Hurricane Matthew
- 2016 Flooding, LA
- 2016 Tornado, VA
- 2015 Flooding, SC
- 2015 Ice Storm, TN
- 2014 Ice Storm, GA
- 2012 Hurricane Sandy
- 2011 Hurricane Irene
- 2011 Tornado, MO
- 2011 Tornado, AL
- 2010 Earthquake, Haiti
- 2008 Hurricane Ike
- 2006 Ice Storm, NY
- 2005 Hurricane Rita
- 2005 Hurricane Katrina
- 2005 Hurricane Wilma
- 2004 Hurricane Jeanne
- 2004 Hurricane Frances

Mr. Cousins has 15 years of experience specific to debris management and disaster recovery operations. He specializes in disaster management and recovery and has served as Project Manager supporting disaster recovery and reimbursement projects following some of the world's most devastating disasters. He was responsible for the deployment of over 450 quality assurance monitors deployed in 11 counties and 5 cities in Mississippi for the USACE Task Force Hope mission following Hurricane Katrina. He served as Operations Manager for the deployment of the HaulPass® System in Haiti following the devastating 2010 earthquake. Following Hurricane Sandy, He served as Project Manager responsible for the disaster response and recovery team supporting debris management services for 17 municipalities in New Jersey. He has experience in logistics and operations coordination, project planning and formulation, project, procurement assistance, debris management plan development, debris monitoring and ADMS system support, and reimbursement support.

## RECENT PROFESSIONAL EXPERIENCE

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### LIBERTY COUNTY, FL | FEMA DR-4399 | 2018-ONGOING

Mr. Cousins served as Rostan's Project Manager for our work in Liberty County following Hurricane Michael in October 2018. He was responsible for debris removal monitoring, client coordination, DMS monitoring, hauler invoice reconciliation and the hiring, training, and deployment of more than 100 local staff. In addition, he was responsible for the successful deployment of the HaulPass® Automated Debris Management System. To date over 450,000 cubic yards of storm generated debris was removed and processed, and more than 34,000 hazardous trees and limbs have been removed and disposed of.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### TOWN OF CAROLINA BEACH, NC | FEMA DR-4393 | 2018

Served as Project Manager in Carolina Beach, NC following Hurricane Florence in September of 2018. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of field staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### CITY OF CORAL SPRINGS, FL | FEMA DR-4337 | 2017-2018

Project Manager for our work with the City of Coral Springs following Hurricane Irma in September 2017. Mr. Cousins was responsible for debris removal monitoring, client coordination, DMS monitoring and closeout, and hauler invoice reconciliation. In addition, he was responsible for the successful deployment of the HaulPass® Automated Debris Management System. Over the course of 66 days, 300,000 cubic yards of storm generated debris was removed, processed and taken to final disposal. Over 13,000 hazardous limbs and 111 damaged or uprooted trees were also removed.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### CITY OF DANIA BEACH, FL | FEMA DR-4337 | 2017-2018

Served as project manager for Rostan's deployment for Dania Beach, FL following Hurricane Irma in September 2017. Responsible for debris removal monitoring, client coordination, DMS monitoring, hauler invoice reconciliation, FEMA reimbursement assistance, and the hiring, training, and deployment of more than 30 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 45 days,

## JEFF COUSINS

PROJECT MANAGER



over 60,000 cubic yards of C&D and vegetative debris was removed, processed and taken to final disposal. Over 3,700 hazardous limbs and 220 damaged or uprooted trees were also removed.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### MULTIPLE MUNICIPALITIES, FLORIDA | FEMA DR-4337 | 2017-2018

As Program Manager, Mr. Cousins directed all of Rostan's resources serving 21 municipalities throughout the State of Florida. He was directly responsible for ensuring that our debris monitoring teams provided the highest level of client service. Our debris monitoring clients included:

Broward County School District	City of North Port	Sunshine Water Control District
City of Belleair Beach	City of Port St. Lucie	Town of Indian Shores
City of Belleair Bluffs	City of St. Pete Beach	Town of Palm Beach
City of Coconut Creek	City of Winter Springs	Town of Redington Shores
City of Coral Springs	Coral Springs Improvement District	Town of Sewalls Point
City of Dania Beach	Martin County	Town of Windermere
City of Madeira Beach	New College Of Florida	Village Of Estero

Our services were customized to each client's needs, but typically included debris collection monitoring, client coordination, truck certification, DMS monitoring, hauler invoice reconciliation, and FEMA reimbursement assistance. HaulPass®, Rostan's Automated Debris Management system was deployed for every one of our clients. Under Mr. Cousins' guidance, Rostan staff monitored the collection and disposal of over 1,000,000 cubic yards of storm generated debris throughout the State of Florida.

### PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT

#### CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015-ONGOING

Consultant. Responsible for management of the Public Assistance (PA) program for Charleston County, South Carolina. Duties included managing the County's post-event debris removal project, including the utilization of HaulPass® to track the removal of more than 30,000 cubic yards of C&D, vegetative, and white goods debris. Additionally, served as a member of Rostan's field assessment team tasked with assessing and quantifying flood related damages to 222 unpaved roads and 33 drainage canals associated with the severe storms and flooding.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MARTIN COUNTY, FL

#### FEMA DR-4283 | 2016-2017

Project Manager. Served in Martin County, FL following Hurricane Matthew in October of 2016. Responsible for invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 40 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 70 days, 155,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### THE CITY OF PORT ST. LUCIE, FL | FEMA DR-4283 | 2016-2017

Project Manager. Served in The City of Port St Lucie, FL following Hurricane Matthew in October of 2016. Responsible for FEMA reimbursement assistance, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 50 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | IBERIA PARISH, LA | FEMA DR-4277 | 2016

Served as Project Manager in Iberia Parish, LA following the severe flooding in August of 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of field staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system.

## JEFF COUSINS

PROJECT MANAGER



### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN

#### FEMA DR-4210 | 2015–2016

Project Manager. Served in Cumberland County, TN following ice storms of February 2015. Responsible for invoicing, FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 75 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 100 days, 700,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

### CITY OF ST. PETERSBURG, FL | PROGRAM MANAGER | SHORE ACRES MITIGATION RECONSTRUCTION PROJECT AND SHORE ACRES ELEVATION PROJECT | 2015–PRESENT

Manage, administer and monitor the Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance Grant Program in the Shore Acres neighborhood of St. Petersburg. Responsibilities consist of confirming adherence to all HMAP guidelines, ensuring project stays on budget, verifying project receipts, submitting quarterly reports, and completing and submitting project close out reports.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN

#### FEMA DR-4210 | 2015

Served as part of project management team in White County, TN following ice storms of February 2015. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring and the hiring, training, and deployment of more than 25 local staff. 135,000 cubic yards of vegetative debris was removed, processed and taken to final disposal.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

#### NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014

Served as Project Manager for seventeen municipalities in New Jersey following Hurricane Sandy. Mr. Cousins was responsible for all field operations in the state including the deployment of over 150 monitors spread between the seventeen municipalities.

### USACE KANSAS CITY DISTRICT– JOPLIN, MO | HAULPASS® SYSTEM | FEMA DR-1980 | 2011

Project Manager responsible for deployment of the HaulPass® Automated Debris Management System. The USACE was assigned a mission to oversee debris recovery operations following the devastating tornado that impacted the Joplin, MO area in April 2011. The USACE selected the HaulPass® System for tracking all debris removal field data to streamline its recovery efforts. The HaulPass® System was successfully utilized to track the removal of debris from public Rights-of-Way (ROW) and private property throughout the area. We also hired, trained and deployed over 60 local staff to operate the System in the field and to assist the USACE with contractor oversight.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | JAMES CITY COUNTY, VA

#### FEMA DR-4024 | 2011

Project Manager responsible for deployment and management of disaster response and recovery team in support of debris management services for James City County, VA following Hurricane Irene. Provided oversight of ROW debris collection, removal of hazardous leaning trees and hanging limbs, and stumps utilizing the HaulPass® System.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF BIRMINGHAM, AL

#### FEMA DR-1971 | 2011

Project Manager responsible for deployment and management of disaster response and recovery team in support of debris management services for the City of Birmingham, AL following severe storms of April 2011. Provided oversight of ROW debris collection, removal of hazardous leaning trees and hanging limbs, stumps, demolitions and private property debris removal utilizing the HaulPass® System.

# JORDAN BRYANT

OPERATIONS MANAGER

## YEARS OF EXPERIENCE

13

## CERTIFICATIONS & TRAINING

- IS-100: Introduction to the Incident Command System
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-700: National Incident Management System (NIMS)
- IS-800: National Response Plan Framework
- First Aid/ Cardio Pulmonary Resuscitation (CPR)
- Hazardous Waste Operations and Emergency Response Training (40HR Initial/8 HR Refresher)
- OSHA Disaster Training

## RECOVERY EVENTS

- 2017 Hurricane Maria
- 2017 Hurricane Irma
- 2017 Hurricane Harvey
- 2016 Tornado, VA
- 2016 Hurricane Matthew
- 2016 Flooding, LA
- 2015 Flooding, SC
- 2015 Avian Flu Response, IA
- 2015 Ice Storm, TN
- 2014 Ice Storm, GA
- 2012 Hurricane Sandy
- 2011 Hurricane Irene
- 2011 Tornado, MO
- 2011 Tornado, AL
- 2010 Earthquake, Haiti
- 2008 Hurricane Ike
- 2006 Ice Storm, NY
- 2006 Hurricane Katrina

Mr. Bryant has 13 years of disaster recovery management experience. He has specialized in debris management since early 2006. Mr. Bryant is a project manager for debris monitoring and HaulPass® services. Mr. Bryant began in Mississippi working alongside the US Army Corps of Engineers (USACE) in their Task Force Hope mission following Hurricane Katrina. He served as a staff manager in Erie County, NY and in Buffalo, NY concurrently in 2006 in response to a large ice storm. He helped facilitate the deployment and operations of five debris removal monitoring projects in the Houston, Texas area following Hurricane Ike in 2008. Mr. Bryant served as Field Manager for HaulPass® throughout the USACE response to Hurricane Ike in Cameron and Vermillion Parishes, Louisiana and in Galveston, Texas. He was Field Manager, technical lead, and HaulPass® trainer for Haitian staff in Port Au Prince, Haiti following the devastating 2010 earthquake. He served as lead Field Manager during the USACE response to the EF-5 tornado that devastated Joplin, Missouri. In 2011 he assisted in facilitating debris removal efforts, staff training, and field management following a deadly hurricane in Birmingham, Alabama. Later in 2011, he took lead field management roles in York and in James City Counties in Virginia following Hurricane Irene. Mr. Bryant oversaw monitoring operations for 17 municipalities throughout the state of New Jersey following Hurricane Sandy. He also served as project manager overseeing all waterway debris removal efforts throughout most of New Jersey on behalf of the New Jersey Department of Environmental Protection. In 2017, following Hurricane Irma, Mr. Bryant oversaw debris monitoring operations in multiple municipalities in Florida. More recently, Mr. Bryant has been continuing to support the response to Hurricane Maria in Puerto Rico. He oversaw debris tracking operations for the United States Army Corps of Engineers [USACE] immediately following Hurricane Maria. Mr. Bryant continues to oversee all debris monitoring efforts on behalf of Puerto Rico Department of Transportation & Public Works [DTOP] as well as for the municipality of Camuy.

## RECENT PROFESSIONAL EXPERIENCE

### AUTOMATED DEBRIS MANAGEMENT SYSTEM | FEMA DR-4339 XPRT'S INC./US ARMY CORPS OF ENGINEERS | 5.9 MILLION CY | 2017-2018

In September of 2017, Hurricane Maria severely impacted the US Territory of Puerto Rico. The entire island was left without power, traditional communications were limited, and available water resources were scarce. Rostan was contracted to provide ADMS services on behalf of Xpert's, Inc. following their mission assignment by USACE. Mr. Bryant was responsible for overseeing all aspects of Rostan's services including 1,695 equipment certifications and more than 5.9 million cubic yards of debris disposed at more than 60 temporary and final disposal facilities. Mr. Bryant was also responsible for overseeing the training and management of more than 250 field QCs with ADMS equipment.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | PUERTO RICO DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS [DTOP] FEMA DR-4339 | 2018-PRESENT

Project manager in charge of overseeing debris cleanup throughout Puerto Rico on behalf of DTOP following Hurricane Maria. Mr. Bryant has been responsible for overseeing the monitoring and tracking of over 12,900 truckloads totaling over 208,000 cubic meters to date of storm debris which was removed from the Right-of-Way (ROW). He serves as the lead debris removal consultant, and was responsible for staff training and management, data management, and reporting.

## JORDAN BRYANT

OPERATIONS MANAGER



### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MUNICIPIO DE CAMUY | HURRICANE MARIA FEMA DR-4339 | 2018–PRESENT**

Project manager in charge of overseeing debris cleanup throughout the Municipio de Camuy following Hurricane Maria. Mr. Bryant has been responsible for overseeing the monitoring and tracking of over 450 truckloads totaling over 9,000 cubic yards to date of storm debris which was removed from the Right-of-Way (ROW).

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF COCONUT CREEK, FL FEMA DR-4337 | 2017-2018**

As Project Manager, Mr. Bryant was responsible for overseeing all aspects of Rostan's services for Coconut Creek, FL. This included hiring, training, and deploying a team of more than 25 debris and DMS monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 45 days, more than 97,000 cubic yards of disaster-generated debris was collected and taken to final disposal.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC FEMA DR-4241 | 2015–ONGOING**

Consultant serving as a member of Rostan's field assessment team tasked with assessing and quantifying flood related damages to 222 unpaved roads and 33 drainage canals associated with the severe storms and flooding. Assisted in the development of scope of services and cost estimates for PA categories C and D PWs, as well as developing long-term projects and strategies for Mitigation improvements.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | ESSEX COUNTY, VA | TORNADO | 2016**

Project manager in charge of overseeing debris cleanup throughout Essex County following the devastating tornado that occurred in 2016. Mr. Bryant was responsible for overseeing the monitoring and tracking of over 160 truckloads totaling over 7,400 cubic yards of storm debris which was removed from the Right-of-Way (ROW). He served as the lead debris removal consultant, and was responsible for staff management, contractor coordination, and data management and reporting.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN FEMA DR-4211 | 2015–2016**

Operations Manager. Served as Operations Manager in Cumberland County, TN following ice storms of February 2015. Responsible for debris removal monitoring, DMS monitoring and the oversight of more than 75 local staff.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN FEMA DR-4211 | 2015**

Operations Manager. Responsible for debris removal monitoring, DMS monitoring, vehicle and equipment certification, and the oversight of more than 25 local staff.

### **AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015**

Served as an area supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each. Responsible for the deployment and management of Rostan staff to remote geographic locations in the Midwest.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014**

Operations Manager. Operations manager in charge of overseeing debris cleanup in 17 municipalities throughout the state of New Jersey. Mr. Bryant served as the lead operations manager throughout New Jersey, responsible for managing multiple projects concurrently. He supported all field operations throughout the state, typically taking on a direct project management role on most of the larger projects.

## **JORDAN BRYANT**

OPERATIONS MANAGER



He was responsible for overseeing the monitoring and tracking of over 33 thousand truckloads of Hurricane Sandy debris totaling 1.3 million cubic yards, and additionally over 2,400 truckloads totaling over 55 thousand tons of debris that was tracked by weight.

Additionally, served as Operations Manager overseeing the debris cleanup of all state waterways in the central region of New Jersey. Mr. Bryant was responsible for training and managing a staff of over 30 people spread across a large geographic region. He oversaw all monitoring efforts for the removal of over 80,000 cubic yards of water generated debris, including submerged vehicles and vessels tracked in coordination with the state police. Mr. Bryant was also in charge of overseeing the monitoring of all dredging operations throughout the central region of New Jersey. His team successfully monitored and tracked the removal and disposal of over 450,000 cubic yards of dredged material.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT**

#### **JENKINS COUNTY, GEORGIA | FEMA DR-4165 | 2014**

Served as Operations Manager following the ice storms that struck the Southeastern US in late winter/early spring 2014. Responsible for staff training and management, client coordination, debris removal monitoring, DMS site monitoring. Mr. Bryant oversaw the removal of more than 45,000 cubic yards of debris from the Right-of-Way (ROW) to its final disposal.

### **OTHER RELATED EXPERIENCE**

- 2011 AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE KANSAS CITY DISTRICT | JOPLIN, MO | TORNADO
- 2011 DISASTER DEBRIS MANAGEMENT | CITY OF BIRMINGHAM, AL | FEMA DR-1971 | TORNADO
- 2011 DISASTER DEBRIS MANAGEMENT | JAMES CITY COUNTY, VA, YORK COUNTY, VA | HURRICANE IRENE
- 2010 AUTOMATED DEBRIS MANAGEMENT SYSTEM | PORT AU PRINCE, HAITI | EARTHQUAKE
- 2008 AUTOMATED DEBRIS MANAGEMENT SYSTEM | USACE FORT WORTH DISTRICT | GALVESTON AND CHAMBERS COUNTIES, TX | FEMA DR-1791 | HURRICAN IKE
- 2006 DISASTER DEBRIS MANAGEMENT | CITY OF BUFFALO, NY, ERIE COUNTY NY | ICE STORM
- 2006 DISASTER DEBRIS MANAGEMENT | USACE VICKSBURG DISTRICT | HURRICANE KATRINA

# CHRISTOPHER BELLAVIA

OPERATIONS MANAGER

## YEARS OF EXPERIENCE

7

## CERTIFICATIONS & TRAINING

- IS - 100: Introduction to Incident Command System
- IS-200 ICS: for Single Resource and Initial Action Incidents
- IS-632: Introduction to Debris Operations
- IS-634: Introduction to FEMA's Public Assistance Program
- IS-700: National Incident Management System (NIMS)
- CQM-C 784: Construction Quality Management for Contractors

## RECOVERY EVENTS

- 2018** Hurricane Michael
- 2018** Hurricane Florence
- 2017** Hurricane Maria
- 2017** Hurricane Irma
- 2016** Hurricane Matthew
- 2016** Flooding, LA
- 2015** Flooding, SC
- 2015** Avian Flu Response, IA
- 2012** Hurricane Sandy

Mr. Bellavia has 7 years of experience specific to public and individual assistance. He began in New Jersey following Hurricane Sandy where he served as an operations manager responsible for overseeing all aspects of debris removal and disposal monitoring throughout 12 municipalities. Since then he has assisted numerous clients with post-disaster recovery efforts. Mr. Bellavia is well-versed in disaster recovery and specializes primarily in debris removal monitoring management and long-term recovery/public assistance support. He has experience in logistics, planning and reporting, data collection, and staff training and management.

## RECENT PROFESSIONAL EXPERIENCE

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE MICHAEL | FEMA DR-4399 | LIBERTY COUNTY, FL | 2018–2019

As Operations Manager, Mr. Bellavia was responsible for overseeing many aspects of Rostan's services for Liberty County. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, contractor coordination, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE | FEMA DR-4393 | CITY OF LUMBERTON, NC | 2018–2019

Serving as Project Manager, Mr. Bellavia was part of the initial deployment responsible for overseeing all aspects of Rostan's services for the City of Lumberton. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | HURRICANE FLORENCE | FEMA DR-4393 | TOWN OF CAROLINA BEACH, NC | 2018

Serving as Project Manager, Mr. Bellavia was part of the initial deployment responsible for overseeing all aspects of Rostan's services for the Town of Carolina Beach. This included hiring, training, and deploying a local team of debris removal monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 41 days, 400 tons and 30,000 cubic yards of disaster-generated debris was collected and taken to final disposal.

### USACE JACKSONVILLE DISTRICT – AUTOMATED DEBRIS MANAGEMENT SYSTEM HURRICANE MARIA | FEMA DR-4339 | 2017–2018

Served as a technical support lead for HaulPass® deployment in support of Xpert's Inc. debris removal efforts in the Commonwealth of Puerto Rico following Hurricane Maria.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES CITY OF NORTH PORT, FL | FEMA DR-4337 | 2017 - 2018

As Project Manager, Mr. Bellavia was responsible for overseeing all aspects of Rostan's services for the City of North Port. This included hiring, training, and deploying a team of more than 19 debris and DMS monitors, providing daily client updates, serving as a primary interface with the contractor's management team, certification of hauler equipment, and deployment of the HaulPass® Automated Debris Management System. Over the course of 77 days, over 47,000 cubic

## **CHRISTOPHER BELLAVIA**

OPERATIONS MANAGER

**ROSTAN**

yards of disaster-generated debris was collected and taken to final disposal. 675 hazardous limbs and 6 damaged or uprooted trees were also removed.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC FEMA DR-4241 | 2015–ONGOING**

Operations Manager. Managed the County's post-event debris removal project, including the utilization of HaulPass® to track debris removal. Responsible for daily operations and coordination efforts to co-develop strategies with the client. Additional responsibilities include reconciliation of multiple departments' force account expenditures for PA emergency work categories A and B, conducting FEMA site visits and development of scope of services and cost estimates for PA categories C and D PWs, as well as developing long-term projects and strategies for Mitigation improvements.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES CHARLESTON COUNTY, SC | FEMA DR-4286 | 2016–2017**

Operations Manager following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 90 local staff. In addition, responsible for the successful deployment of the HaulPass® system. Over the course of 114 days, 18,434 hangers, 410 leaners and 415,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC FEMA DR-4286 | 2016**

Project Coordinator following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and hiring, training, and deployment of more than 30 local staff. Additionally responsible for the successful deployment of the HaulPass® system. Over the course of 61 days, 1,800 hangers, 90 leaners and 60,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA FEMA DR-4284 | 2016**

Project Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff.

### **AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015**

Served as a site administrator and Area Supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each.

### **DISASTER DEBRIS MANAGEMENT | BOROUGH OF KEANSBURG, NJ | FEMA DR-4086 | 2013–2014**

Operations Manager responsible for leading documentation and data collection efforts during Phases I and II of the residential demolition program following Hurricane Sandy. Data collection efforts included the implementation and utilization of HaulPass® ADMS. Responsibilities included scheduling and coordinating field personnel as well as reporting all daily field activities, load categories and quantities to Rostan's Project Manager.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT TOWNSHIP OF BRICK, NJ | FEMA DR-4086 | 2012–2014**

Operations Manager. Responsible for tracking all aspects of debris removal and disposal monitoring following Hurricane Sandy including Right-of-Way (ROW) debris removal, private property debris removal and demolition efforts. Duties included supervision and training



## **CHRISTOPHER BELLAVIA**

OPERATIONS MANAGER



of field staff, scheduling, permit approval and verification, Right-of-Entry (ROE) development, compliance with public and federal notification procedures and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES**

**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012–2014**

Operations Manager. Responsible for tracking all aspects of debris removal and disposal monitoring across 10 New Jersey municipalities following Hurricane Sandy. Duties included supervision and training of field staff and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | POINT PLEASANT BEACH, NJ**

**FEMA DR-4086 | 2012–2013**

Following Hurricane Sandy, Operations Manager responsible for tracking all aspects of debris removal and disposal monitoring from waterways throughout the central region of coastal New Jersey. Duties included supervision and training of field staff and management of HaulPass® hardware and Tier 1 and Tier 2 technical support.

# LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT

## EDUCATION

BS Environmental Science  
California State University at  
Hayward, 1986

## YEARS OF EXPERIENCE

32

## CERTIFICATIONS & TRAINING

- IS-632.a: Intro to Debris Operations
- IS-634: Intro to FEMA Public Assistance Program
- IS-700: National Incident Management System (NIMS), an Introduction
- IS-230: Principals of Emergency Management
- IS-631: Public Assistance Operations

## RECOVERY EVENTS

- 2018 Hurricane Michael
- 2018 Hurricane Florence
- 2017 Hurricane Maria
- 2017 Hurricane Irma
- 2017 Hurricane Harvey
- 2016 Hurricane Matthew
- 2015 Flooding, SC
- 2015 Avian Flu Response, IA
- 2012 Hurricane Sandy

Mr. Wordsman is a senior member of our disaster response team and is currently providing disaster recovery services to clients in the United States Virgin Islands, Charleston County, SC, and throughout the state of Florida. He recently completed Grants Portal documentation for Coral Springs Improvement District and Sunshine Water Control Districts' Hurricane Irma debris collection and recovery efforts. He is managing the Diocese of St. Thomas, USVI's recovery efforts following the devastating effects of Hurricane's Irma and Maria. The Diocese has three critical facilities that will be the subject of comprehensive Section 428 programs including upgrades related to the Bipartisan Budget Act (BBA) that allows critical facilities to upgrade to accepted industry standards. Following the severe storms and flooding that occurred in 2015 (FEMA DR 4241) and Hurricane Matthew in 2016 (FEMA DR 4286). Mr. Wordsman worked closely with FEMA and with Charleston County to process project worksheets for over \$15 million dollars in permanent repair work for unpaved roads and drainage canals damaged during the two recent disaster events. As resource manager, Mr. Wordsman has been responsible for hiring, training, and deployment of more than 300 local staff that made up our debris management team for Hurricanes Sandy, Matthew, Harvey and Irma. He also worked closely with Rostan's project managers to successfully deploy the HaulPass® Automated Debris Management System in each of these events. He managed staff supporting Brick Township, New Jersey in applying for over \$17 million in public assistance for permanent repairs. In addition to his disaster experience, Mr. Wordsman is also a regulatory compliance specialist that has provided regulatory guidance, program management, and impact assessment services for permitting projects throughout the Northeast. Mr. Wordsman managed the preparation of over 50 environmental assessments and impact statements. These assessments included detailed characterization of natural and historic resources; air, noise, and traffic impacts; as well as temporary construction effects.

## RECENT PROFESSIONAL EXPERIENCE

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES MULTIPLE MUNICIPALITIES, FLORIDA | FEMA DR-4337 | 2017-2018

As Resource / Reimbursement Manager, Mr. Wordsman was responsible for the hiring, training, and deployment of over 200 local staff for 21 municipalities throughout the State of Florida. He was directly responsible for ensuring that our debris removal monitoring teams fully understood FEMA's rules and regulations regarding debris collection and eligibility, and were able to use HaulPass®, Rostan's Automated Debris Management system to document every load of debris collected. Our debris monitoring clients included:

Broward County School District	Coral Springs Improvement District
City of Belleair Beach	Martin County
City of Belleair Bluffs	New College Of Florida
City of Coconut Creek	Sunshine Water Control District
City of Coral Springs	Town of Indian Shores
City of Dania Beach	Town of Palm Beach
City of Madeira Beach	Town of Redington Shores
City of North Port	Town of Sewalls Point
City of Port St. Lucie	Town of Windermere
City of St. Pete Beach	Village Of Estero
City of Winter Springs	

Mr. Wordsman is also managing our work guiding our clients through the FEMA reimbursement process. This effort is particularly important following Hurricane Irma as FEMA has rolled out their new Public Assistance process using the FEMA Grants Manager/Portal. As a result of Hurricane

## LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT



Irma, most of our clients are pursuing FEMA reimbursement under Category A—Debris Management, and Category B—Emergency Protective Measures. Sunshine Water Control District and Coral Springs Improvement District are also pursuing Category D—Water Control Facilities, and Category E—Buildings reimbursement.

### **PUBLIC ASSISTANCE SUPPORT SERVICES | DIOCESE OF ST. THOMAS IN THE VIRGIN ISLANDS**

**FEMA DR-4335 • DR-4340 | 2017–2019**

As Project Manager, Mr. Wordsman is leading Rostan's work with the Diocese to help them recover from damages sustained when Hurricanes Irma and Maria both impacted the Virgin Islands. The Diocese sustained a range of damages to houses of worship and to three parochial schools. The schools, identified as critical facilities by FEMA are eligible substantial codes and standards upgrades and upgrades to comply with accepted industry standards, as a result of the passage of the Bipartisan Budget Act of 2017. In addition to the damages to schools, the diocese sustained significant damages associated with roof failures, wind driven rain and flooding at six historic houses of worship and three homeless shelters located on St. Thomas and St. Croix.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CORAL SPRINGS, FL**

**FEMA DR-4337 | 2017-2018**

Mr. Wordsman served as Rostan's resource manager for our work with the City of Coral Springs, FL following Hurricane Irma in September 2017. Mr. Wordsman was directly responsible for the hiring, training, and deployment of more than 75 local staff to serve as debris and DMS monitors. Mr. Wordsman also managed the Coral Springs Debris Call Center. The information gathered by the Call Center was used to create a daily hotspot checklist that was given to the Contractor at the start of each work day. The Call Center removed a significant burden from the DPW staff that were inundated by calls immediately after the storm. Over the course of a three-week period, Rostan fielded more than 1,000 calls.

### **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC**

**FEMA DR-4241 | 2015 – ONGOING**

As the senior member of Rostan's multidisciplinary team of personnel providing disaster recovery services to Charleston County, SC as a result of severe storms and flooding from October 1-23, 2015, Mr. Wordsman developed and oversaw the application of detailed assessment methodologies for establishing pre-storm conditions, capturing flood related damages to unpaved roadways and drainage canals, and developing cost estimates to return facilities to pre-storm conditions (including application of codes and standards) and mitigation costs. Rostan is currently working with the County and FEMA to resolve outstanding issues associated with PW obligations that have resulted in a number of appeal submittals to the State of South Carolina.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC**

**FEMA DR-4286 | 2016 – 2017**

Assistant Project Manager. Served in Charleston County, SC following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 90 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 114 days, 18,434 hangers, 410 leaners and 415,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

### **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC**

**FEMA DR-4286 | 2016**

Project Manager. Served in Berkeley County, SC following Hurricane Matthew in October 2016. Responsible for FEMA reimbursement assistance, client coordination, debris removal monitoring, DMS monitoring, invoicing, and the hiring, training, and deployment of more than 30 local staff. In addition, responsible for the successful deployment of the HaulPass® Automated Debris Management system. Over the course of 61 days, 1,800 hangers, 90 leaners and 60,000 cubic yards of vegetative debris was removed, processed, and taken to final disposal.

## LEEMING WORDSMAN

SENIOR CONSULTANT | PUBLIC ASSISTANCE MANAGEMENT



### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA

FEMA DR-4284 | 2016

Project Manager. Responsible for oversight of daily field monitoring operations following Hurricane Matthew in October 2016. Duties included editing daily reports, reconciling contractor invoices, and providing guidance to field staff.

### AVIAN FLU RESPONSE | IOWA | USDA 2124 DISASTER | 2015

Served as an area supervisor responsible for the collection and tracking of project related costs associated with labor hours, equipment usage, and material consumption. Data was collected in the field through manual verification and entered into a custom web interface. Served at various facilities throughout the project including two of the largest facilities employing over 400 temporary personnel each. Responsible for the deployment and management of Rostan staff to remote geographic locations in the Midwest.

### PUBLIC ASSISTANCE MANAGEMENT • PPDR AND DEMO • HOUSE RAISING | BOROUGH OF HIGHLANDS, NJ

FEMA DR-4086 | 2013 – 2016

The Borough of Highlands, NJ was particularly hard hit by Hurricane Sandy. The Borough's Administrative Offices, Police Headquarters, Municipal Courts and Community Center were all destroyed by the storm. Mr. Wordsman assisted the Borough with the development and submission of Project Worksheets and Requests for Reimbursement (RFRs) to recover over \$3 Million in costs expended to maintain Borough operations and protect human health and safety. The Borough of Highlands, NJ was awarded over \$1 million in FEMA HMGP grant monies to elevate homes that were identified as being at risk for future damage as a result of Hurricane Irene. The Borough engaged Rostan to manage the overall grant and associated construction project. Mr. Wordsman is serving as program manager for this project and is working in close coordination with the Borough Administrator and Construction Official.

### PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | TOWNSHIP OF BRICK, NJ

FEMA DR-4086 | 2012 – 2014

Public Assistance Grants Manager. Responsible for managing Rostan's public assistance team working with Brick Township to recover costs associated with damages from Hurricane Sandy and associated mitigation measures to prevent future damages. Rostan's services included development of Project Worksheets and Requests for Reimbursement for over \$17 million dollars in FEMA reimbursable storm related expenditures.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086 | 2012 – 2014

Resource Manager. Mr. Wordsman was responsible for recruiting, training and hiring over 125 local employees to participate in Rostan's recovery efforts in 20 different New Jersey municipalities during Hurricane Sandy.

### HURRICANE SANDY | STATEWIDE IN NEW JERSEY AND NEW YORK | BERGEN COUNTY UTILITY AUTHORITY • WESTCHESTER COUNTY, NY • BRICK, NJ • NYCDEP • USACE • NASSAU COUNTY, NY

Provided technical assistance to infrastructure and local community clients in New York in New Jersey during the Recovery and Mitigation process; Services include post incident damage assessments; Long-term recovery and mitigation strategy planning; CDBG, FHWA, and FEMA funding assistance; Community Relations, and Disaster Recovery Centers operations.

### VARIOUS ENVIRONMENTAL COMPLIANCE PROJECTS

Mr. Wordsman has managed and supported a wide variety of environmental compliance and permitting projects throughout the United States. These projects include preparation of all permits and an environmental impact statement for a 2M ton per year cement manufacturing plant, a NEPA EIS for the Oneida Indians Lands Into Trust Application, numerous EAS/EISs/Permit applications for wastewater treatment plants and resource recovery facilities in New York, New Jersey, and Puerto Rico.

# ADAM T. FERGUSON

SENIOR CONSULTANT | POLICY



## EDUCATION

University of Miami School of Law, Coral Gables, FL - Juris Doctor, magna cum laude, May 2012

University of North Carolina at Wilmington, Wilmington, NC: Master of Public Administration, December 2004

Bachelor of Arts with Honors in Psychology, May 2002

## YEARS OF EXPERIENCE

12

## LICENSES & CERTIFICATIONS

Licensed Attorney – FL Bar No. 0100223

Certified Floodplain Manager

## PROFESSIONAL EXPERIENCE

### ROSTAN SOLUTIONS, LLC | SENIOR CONSULTANT –DISASTER RECOVERY AND MITIGATION | 2017 – PRESENT

Senior Programmatic Specialist and Project Manager for Disaster Recovery Operations supporting states, local governments, and utilities in the identification, pursuit, and securing of state and federal aid. Provides technical guidance and assistance in demonstrating programmatic eligibility. Directs programmatic and administrative appeals processes for clients facing adverse agency determinations.

### MONROE COUNTY (FL) BOARD OF COUNTY COMMISSIONERS | SENIOR ADMINISTRATOR, FLOODPLAIN PROGRAM | 2016 – 2017

Primarily responsible for achieving improvements in Community Rating System [“CRS”] Class and reviewing/updating Local Mitigation Strategy process in preparation to develop active Hazard Mitigation Grants program within the County. Assisted with development and revision of land use code and local regulation.

### DEVI CONSULTING SOLUTIONS LLC/WITTO'BRIENS, LLC | PRINCIPAL & OWNER | DCS 2013 – 2017 / WOB 2014– 2017

Principal for Disaster Recovery-focused consulting firm actively sub-contracting in federally-funded Hazard Mitigation grant programs. Provides programmatic and technical assistance in program delivery, benefit-cost analysis, organizational assessment and restructuring. Provide specialized assistance in supporting functional areas, policy development, and regulatory/statutory compliance.

### HOUCKANDERSON, P.A./THE CHARTWELL LAW OFFICES, LLP | ASSOCIATE ATTORNEY/LAW CLERK | 2011 – 2013

Responsible for case management related activities including pleading and motion preparation and drafting, taking and attending depositions, coordinating with experts and associated third parties. Perform research and legal drafting of memoranda as requested. Provide substantive inputs into development of draft/model insurance policy language, exculpation agreements. Served as Academic Year Law Clerk from August 2011 to April 2012 and August 2012 to November 2012

### FEDERAL EMERGENCY MANAGEMENT AGENCY – REGION IV – ATLANTA, GA | HAZARD MITIGATION PROGRAM SPECIALIST | 2005 –2009

Worked as a program and grant specialist in support of FEMA's post disaster operations in the Southeastern U.S. assisting state and local governments in developing grant applications/project concepts conforming to federal regulatory standards. Responsible for Group and Branch Management and Programmatic Oversight. Tasked for developing new employee training manuals/programs. Responsible for delivering Benefit-Cost Analysis Training Class across Southeastern U.S.

# MICHELLE GONZALES, CFM

SENIOR CONSULTANT | MITIGATION

## EDUCATION

BS, Business Administration Management, University of Phoenix, 2014

## YEARS OF EXPERIENCE

13

## PROFESSIONAL REGISTRATIONS & ASSOCIATIONS

Certified Floodplain Manager  
 Louisiana Floodplain Management Association (LFMA) – Continuing Education Chair 2017 – Present  
 Association of State Floodplain Managers (ASFPM) – Region VI Representative 2018 - Present

## CERTIFICATIONS & TRAINING

- IS-030: Mitigation eGrants for Subgrant Applicant
- IS-031: Mitigation eGrants for Grant Applicant
- IS-100: Intro to IS
- IS-139: Exercise Design
- IS-200: ICS for Single Resource
- IS-208: State Disaster Mngt
- IS-212: Intro to UHMA
- IS-230b: Fundamentals of Emergency Management
- IS-235b: Emergency Planning
- IS-240a: Leadership & Influence
- IS-241a: Decision Making & Problem Solving
- IS-242a: Effective Communication
- IS-244a: Developing & Managing Volunteers

Ms. Gonzales’ experience encompass hazard mitigation planning and implementation and emergency management response/recovery as well as project management and accounting. Her most recent experience demonstrates expertise in implementation of federal grants from competitive programs in relation to large-scale disasters. She has managed both small and large projects through employment in federal, state and local governments and has a thorough understanding of the ways in which these levels of government cooperate to maximize approvals and optimize expenditures of funds.

## PROFESSIONAL EXPERIENCE

**ROSTAN SOLUTIONS | DIRECTOR OF MITIGATION PROGRAMS  
 KENNER, LA | DECEMBER 2018–PRESENT**

**ARCADIS NORTH AMERICA | SENIOR WATER RESOURCES FLOODPLAIN MANAGER  
 METAIRIE, LA | JUNE 2018–NOVEMBER 2018**

**JEFFERSON PARISH | DIRECTOR OF FLOODPLAIN MANAGEMENT AND HAZARD  
 MITIGATION | JEFFERSON, LA | APRIL 2013–JUNE 2018**

**GOVERNOR’S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS  
 STATE APPLICANT LIAISON | BATON ROUGE, LA | MAY 2008–APRIL 2013**

**FEDERAL EMERGENCY MANAGEMENT AGENCY | RECERTIFICATION HOUSING  
 ADVISOR | BATON ROUGE, LA | JANUARY 2006–MAY 2008**

## PROJECT AND PROGRAMS EXPERIENCE

**HAZARD MITIGATION PLANNING | 2014–2015 & 2018 – 2019**

**Multi-Jurisdictional Plan.** As Project Manager, coordinated with the City of Gretna, City of Harahan, City of Kenner, City of Westwego, Town of Grand Isle and Town of Jean Laffite to update the local multi-jurisdictional hazard mitigation plan in Jefferson Parish, Louisiana. Responsible for parish kick-off and public meetings, data collection and grant management.

**Floodplain Management Plan.** Created a focus on meeting the requirements of FEMA and the Community Rating System (CRS) to assist with gaining credit points to assist all residents with lower flood insurance premiums.

**Repetitive Loss Area Analysis.** Led the analysis of 10 repetitive loss areas within Jefferson Parish, including building the parameters used in the ESRI-based Collector application that facilitated field data collection. Coordinated the efforts of more than four vendors providing field and technical assistance for the analysis. Provided insight to elected officials regarding property owner inquiries for flood losses in the various areas.

**COMMUNITY DEVELOPMENT PLANNING | LOUISIANA WATERSHED INITIATIVE | 2018**

Provided support and meeting facilitation to the State of Louisiana state agencies including but not limited to Office of Community Development, Department of Transportation and Development, Governor’s Office of Homeland Security and Emergency Preparedness, Coastal Protection and Restoration Authority, and Department of Wildlife and Fisheries to create technical advisory

# MICHELLE GONZALES, CFM

SENIOR CONSULTANT | MITIGATION



## CERTIFICATIONS & TRAINING [CONTINUED]

- IS-253: Coordinating EHP Compliance
- IS-279: Retrofitting Flood Prone Residential Structures
- IS-393a Intro to Hazard Mitigation
- IS-394a Protecting Your Home or Small Business
- IS-631 PA Operation 1
- IS-700 NIMS
- IS-800 NRP
- IS-801 ESF

groups. Facilitated technical advisory groups by leading meetings and workshops for participants to provide guidance around project evaluation criteria and necessary components of a watershed-based floodplain management plan.

### COMMUNITY DEVELOPMENT PLANNING | NATIONAL DISASTER RESILIENCE COMPETITION | 2015–2016

Project Lead for the Jefferson Parish application to HUD for Phase I and Phase II of the resilience competition. Managed contracts with outside vendors for assistance with application creation, coordinated internal working groups, and created an education campaign. Also reviewed the application for content, graphics, adherence to federally required parameters, and completeness. Both phases of the applications met HUD requirements; however due to lack of significant leverage funding, the applications were not funded.

### FLOODPLAIN MANAGEMENT TECHNICAL SERVICES | FLOOD INSURANCE RATE MAP UPDATES | 2013–2018

Worked with FEMA RiskMAP lead from early 2013 for Preliminary FIRM issuance through February 2, 2018 for Effective date of updated flood maps. Respond to citizen, business, insurance, and realtor inquiries regarding updated maps. Presented at civic meetings, council meeting, business groups meetings to inform of the changes to building codes and flood insurance rates. Worked with IT department to create an online query for users to get community letters quickly.

### HAZARD MITIGATION ASSISTANCE (HMA) APPLICATION DEVELOPMENT | JEFFERSON PARISH | 2013–2018

**Elevation/Reconstruction Projects.** Grant writer and program administrator for residential non-structural mitigation activities throughout Jefferson Parish, Louisiana including incorporated municipalities within Jefferson Parish. Responsible for outreach to flood-prone property owners and development of grant application packages, including creation of budget and benefit cost analysis. Coordinated with the funding agency for initial approval and any scope of work modifications.

**Wind Retrofit Projects.** Prepared scope of work, benefit cost analysis, milestones, and budget for applications for various types of wind retrofit mitigation activities for municipalities within Jefferson Parish, Louisiana in the cities of Gretna, Harahan, Kenner and Lafitte including replacement of windows at Fire/Police Stations and retrofit of roofs at town hall buildings. Submitted four subgrant applications in FEMA's E-Grants system for various Pre-Disaster Mitigation (PDM) grant cycles, coordinated with State Historic Preservation Officer, facilitated requests for information and award documents for all facilities.

### HAZARD MITIGATION ASSISTANCE PROGRAM ADMINISTRATION | 2013–2018

Managed the entire Jefferson Parish Hazard Mitigation Assistance (HMA) programs with over \$270M of funding being implemented during tenure.

**Elevation/Reconstruction Projects.** FMA 506 Structures (15 Sub-grants), SRL 385 Structures (13 Sub-grants), HMGP-DR 4080 70 Structures, HMGP-DR 1786 220 Structures, RFC 12 Structures, HMGP-DR 1603/1607 535 Structures (10 Sub-grants). Coordinated the implementation and grant management for individual properties. Some responsibilities included review of all expenditures

## MICHELLE GONZALES, CFM

SENIOR CONSULTANT | MITIGATION



for cost reasonableness, leveraging Increased Cost of Compliance funds to meet cost share requirements, and consultation with property owners regarding maintenance of a National Flood Insurance Policy and closeout procedures. Created standard operating procedures, cost reasonable forms, milestone inspection reports and other documents necessary for administration.

**Drainage Improvements Projects.** FMA upgraded drainage pump station, HMGP-DR 1603 upgraded pump station in residential neighborhood (2 Sub-grants), upgraded canal & retention pond to alleviate street flooding (2 Sub-grants), increased capacity due to culvert replacement in residential neighborhood (2 Sub-grants). Responsible for coordinating project activities, approve procurement documents prior to bidding, issue payments for work completed, review of detailed invoices and quantities, and liaison between elected officials and residents for construction complaints.

**Wind Retrofit Projects.** Implemented four sub-grants approved in various fiscal year cycles of the Pre-Disaster Mitigation (PDM) grant program. Drafted Intergovernmental Agreements (IGA) with incorporated municipalities, monitored and reconciled expenditures for compliance with grant approved scopes of work, and conducted site visits. Prepared amendment request and updated benefit cost analysis when scope of project changed.

**Generator Installations.** HMGP-DR 1603 Critical Infrastructure Generator closeout activities. HMGP-DR 1786 Installation of generators at fire stations and sewer treatment plant.

**Planning Grants.** HMGP-DR 4080 Multi-Jurisdictional HM Plan Update, PDM-2016 Multi-Jurisdictional HM Plan Update, FMA-2016 Floodplain Management Plan. Coordinated activities of consultant support, organized planning meetings, drafted technical content for plans, conducted site assessments, facilitated plan approval through FEMA, State, and local council(s).

### HAZARD MITIGATION ASSISTANCE (HMA) PROGRAM ADMINISTRATION | 2008–2013

Assisted local governments within the State of Louisiana with prioritizing grant applications based on repetitive loss flood claims. Served as the primary application point of contact for over \$500 Million in HMGP projects for Orleans Parish, Jefferson Parish, St. Bernard Parish and Plaquemines Parish. Monitored procurement practices, facilitated town-hall meetings, provided guidance, reviewed reimbursement request, resolved issues with FEMA, and researched flood insurance claims.

### INDIVIDUALS AND HOUSEHOLDS PROGRAM HOUSING ADVISOR | 2006–2018

Provided quality customer service to individuals and property owners living in FEMA temporary housing units by guiding them to feasible solutions for permanent housing. Performed inspections on housing units prior to and after occupancy. Collaborated with Red Cross and Louisiana Spirit.



# DENISE JANKAUSKAS

DATA MANAGER

## EDUCATION

BFA, The Cooper Union for the Advancement of Science & Art, 1995

## YEARS OF EXPERIENCE

7

## CERTIFICATIONS & TRAINING

- IS-100.c: Introduction to Incident Command System
- IS-0632.a: Introduction to Debris Operations

## RECOVERY EVENTS

- 2018 Hurricane Michael
- 2018 Hurricane Florence
- 2017 Hurricane Maria
- 2017 Hurricane Irma
- 2016 Hurricane Matthew
- 2015 Flooding, SC
- 2015 Ice Storm, TN
- 2012 Hurricane Sandy

Ms. Jankauskas has 7 years of post-disaster experience, joining the Rostan team after the devastation sustained by Hurricane Sandy throughout New York and New Jersey. She specializes in multiple aspects of disaster recovery including project data management; vehicle, container and equipment certification, waterborne and land-based Right-of-Way debris removal efforts; private property demolition, and debris removal. Ms. Jankauskas has experience in logistics, planning, reporting, and tracking project and reimbursement efforts.

## RECENT PROFESSIONAL EXPERIENCE

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | LIBERTY COUNTY, FL | FEMA DR-4399 | 2018–2019

Data Manager. Served during debris removal operations following Hurricane Michael. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client and strict data quality control.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CITY OF LUMBERTON, NC | FEMA DR-4393 | 2018–2019

Data Manager. Served during debris removal operations following Hurricane Florence. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client and data quality control.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | TOWN OF CAROLINA BEACH, NC | FEMA DR-4393 | 2018

Data Manager. Served during debris removal operations following Hurricane Florence. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files.

### DEBRIS MANAGEMENT DATA SERVICES | PUERTO RICO DEPT. OF TRANSPORTATION (DTOP) | COMMONWEALTH OF PUERTO RICO | FEMA DR-4339 | 2018

Data Manager. Served for DTOP debris clean-up following Hurricane Maria. Responsible for dissemination of operational data and visual documentation into cohesive and concise nightly operational reports for the client while maintaining strict data quality control.

### DEBRIS MANAGEMENT DATA SERVICES | USACE–JACKSONVILLE DISTRICT COMMONWEALTH OF PUERTO RICO | FEMA DR-4339 | 2017 - 2018

Data Manager. Served for the Commonwealth of Puerto Rico debris clean-up following Hurricane Maria. Responsible for dissemination of operational data and visual documentation into cohesive and concise daily and weekly operational reports for the client while maintaining strict data quality control.

### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | VARIOUS CLIENTS, FL | FEMA DR-4337 | 2017

Data Manager. Served for Florida debris clean-up following Hurricane Irma. In addition to proposal development for standby clients, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality

# DENISE JANKAUSKAS

DATA MANAGER



control, as well as documentation and preparation of project closeout reports. Clients included:

City of Belleair Beach	City of North Port	New College Of Florida
City of Belleair Bluffs	City of Port St. Lucie	Town of Indian Shores
City of Coconut Creek	City of St. Pete Beach	Town of Palm Beach
City of Coral Springs	City of Winter Springs	Town of Redington Shores
City of Dania Beach	Coral Springs Improvement District	Town of Windermere
City of Madeira Beach	Martin County	

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CHARLESTON COUNTY, SC FEMA DR-4286 • FEMA DR-4346 | 2016–2018**

Data Manager. Served the County during post-Hurricane Matthew and post-Hurricane Irma debris-removal efforts. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, and maintenance and organization of all digital files.

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | MARTIN COUNTY, FL FEMA DR-4283 • FEMA DR-4337 | 2016–2017**

Data Manager. Served for Martin County, Florida debris clean-up following Hurricane Matthew and Hurricane Irma. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of project closeout reports.

## **PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT | CHARLESTON COUNTY, SC | FEMA DR-4241 | 2015–PRESENT**

Data Manager. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, and maintenance and organization of all digital files following the flooding which occurred in October 2015. Additionally, responsible for proposal development, invoicing, organization and implementation of Flood Insurance Rate Maps, photo documentation, drainage mapping, as well as development of client progress reports and presentations.

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | BERKELEY COUNTY, SC FEMA DR-4286 | 2016**

Data Manager. Served for Berkeley County, South Carolina debris clean-up following Hurricane Matthew. Responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of project closeout report.

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | THE CITY OF GARDEN CITY, GA FEMA DR-4284 | 2016**

Data Manager. Served during debris removal operations following Hurricane Matthew. In addition to proposal development, responsible for gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, data quality control, maintenance and organization of all digital files, as well as documentation and preparation of DMS closeout report.

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | CUMBERLAND COUNTY, TN FEMA DR-4210 | 2015–2016**

Data Manager. Following the February 2015 ice storm, responsible for proposal development, gathering and dissemination of operational

# DENISE JANKAUSKAS

DATA MANAGER



data and visual documentation into a cohesive and concise daily operational report for the client, weekly contractor cost comparison data compilation and visualization, data quality control, maintenance and organization of all digital files, and documentation and preparation of DMS closeout reports.

## **DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES | WHITE COUNTY, TN | FEMA DR-4210 | 2015**

Project Manager following the February 2015 ice storm, responsible for proposal development, invoicing, debris contractor invoice reconciliation, FEMA reimbursement assistance, debris removal monitoring, DMS monitoring, vehicle and equipment certification, and the scheduling of more than 25 local staff. In addition, responsible for the gathering and dissemination of operational data and visual documentation into a cohesive and concise daily operational report for the client, as well as data quality control, maintenance and organization of all digital files, and documentation and preparation of DMS closeout reports.

## **OTHER RELATED EXPERIENCE**

- 2013–2014      HAULPASS® DATA COLLECTION FOR RESIDENTIAL DEMOLITION PROJECT  
BOROUGH OF KEANSBURG, NJ | FEMA DR-4086**
- 2012–2014      PUBLIC ASSISTANCE, GRANTS FUNDING, DEBRIS MONITORING AND MANAGEMENT  
TOWNSHIP OF BRICK, NJ | FEMA DR-4086**
- 2012–2014      DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES  
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION | FEMA DR-4086**
- 2012–2013      USACE–NEW YORK DISTRICT | FEMA DR-4085**



# DISASTER DEBRIS MONITORING



RFB 2020-01 | November 7, 2019



## DISASTER DEBRIS MONITORING SERVICES FOR THE VILLAGE OF ESTERO, FLORIDA

### SECTION 2 – TECHNICAL APPROACH

- 2.1 Understanding the Village of Estero, Florida
- 2.2 Rostan Strategy and Approach
- 2.3 Debris Collection, Management, and Disposal Plan
- 2.4 Automated Debris Management System [ADMS]
- 2.5 Additional Related Services
- 2.6 Annotated Monitor Training Program Manual

#### SUBMITTED BY

#### **ROSTAN SOLUTIONS, LLC**

3433 Lithia Pinecrest Road  
Suite 287  
Valrico, FL 33596  
Travis Mays, Program Manager  
Office: 813.333.7042  
Mobile: 713.823.2002  
Fax: 813.333.7330  
Email: [tmays@rostan.com](mailto:tmays@rostan.com)  
[www.rostan.com](http://www.rostan.com)



## 2.1 UNDERSTANDING THE VILLAGE OF ESTERO, FLORIDA

### UNDERSTANDING THE CLIENT

Rostan is very familiar with Lee County and the Village of Estero and understands the impacts that a major storm event would have on the local coastal and tidewater area. As a low-lying coastal community that has experienced considerable growth in the past few decades, the Village is increasingly vulnerable to hurricanes and flooding. While serving the Village in 2017 following Hurricane Irma, Rostan was able to gain familiarity with the Village, its professional staff, and their expectations following a disaster event.

### PROBABLE DEBRIS QUANTITIES

The following estimate was developed using the USACE model for probable debris generation following a hurricane event. The formula for determining the amount of debris is as follows:  $Q=H(C)(V)(B)$  where Q represents the quantity of debris generated, H represents the average number of persons per household, (C) is a standard that represents storm category in cubic yards generated per household, (V) represents the vegetative characteristic multiplier, (B) represents the commercial/business/industrial use multiplier, and (S) represents the storm precipitation character. The model provides a baseline that is confirmed following the storm through visual inspection from the ground and the air.

Based on the most recently available census and geographic data and estimates, it assumed there is an average of 2.06 persons per household, the vegetation factor is 1.3 (medium), commercial density is 1.2 (medium), and the precipitation factor is 1.3 (medium to heavy). The results of the model run are included in the table below.

VILLAGE OF ESTERO, FL USACE DEBRIS ESTIMATION MODEL						
	STORM CATEGORIES					
	CATEGORY 1	CATEGORY 2	CATEGORY 3	CATEGORY 4	CATEGORY 5	
Wind Speeds	74-95 MPH	96-110 MPH	111-130 MPH	131-155 MPH	155+ MPH	
ESTIMATED DEBRIS QUANTITIES						
Population (H)	33,400	16,214	16,214	16,214	16,214	16,214
Category Factor (C)		2	8	26	50	80
Vegetation (V)		1.3	1.3	1.3	1.3	1.3
Commercial Density (B)		1.2	1.2	1.2	1.2	1.2
Precipitation (S)		1.3	1.3	1.3	1.3	1.3
Q= H(C)(V)(B)(S)		65,762 Cubic Yards	263,049 Cubic Yards	854,910 Cubic Yards	1,644,058 Cubic Yards	2,630,493 Cubic Yards
TEMPORARY DEBRIS MANAGEMENT SITE REQUIREMENTS						
Debris Cubic Yards		65,762	263,049	854,910	1,644,058	2,630,493
Acres Required*		4	16	53	102	163
* 1 Acre = 4,840 Cubic Yards   10 Foot Stack Height = 3.3 Cubic Yards   Total Volume Per Acre = 16,147 Cubic Yards						

### UNDERSTANDING THE RFB

Rostan understands that the purpose of the Village's RFB is to secure services necessary to augment the Village's recovery efforts should a disaster occur. It is our understanding that Rostan will be responsible for the overall monitoring of debris collection, processing, and disposal, and to ensure eligible costs are recovered from applicable grant funding agencies. We anticipate the scope of work to include, but not be limited to the following:

- Project/Operations Management
- Planning and Training

Debris Evaluations/Assessments
Permitting Support for DMS locations
Coordination with the Debris Removal Contractor and Village Representatives
Debris Removal Vehicle Certification
Right-of-Way Debris Collection Monitoring
Debris Management Site and Disposal Site Monitoring
Private Property and Demolition Program Management and Monitoring
Providing an Automated Debris Management System
Data Compilation, Processing, and Document Management
Operational Progress and Project Reporting
Contractor Payment Monitoring and Reconciliation
Cost Recovery and Grant Management Services
Compliance and Coordination with State and Federal Agencies

## **CAPACITY**

As a nimble, client-focused firm, Rostan understands the importance of resource management. We never over-commit our resources ensuring our clients always have timely access to the valued expertise and support they would expect. Our strategy is to selectively pursue and develop client relationships that we believe to be beneficial to both parties.

To facilitate this strategy, we have always limited the number of pursuits we undertake by both geography and population served, and by our total resource capacity. Many industry firms choose to forego this approach instead opting for a pursuit model that is more consist with that of the airline industry. As publicly traded companies, corporate airlines are endlessly focused on the bottom line. For this reason, they frequently over-commit the capacity of flights based on analytics that reveal it is more profitable to oversell a flight or two than for flights to depart with empty seats. When applied to the disaster recovery industry, the airline model takes the form of winning as many standby contracts as possible operating under the pre-tense that it is unlikely that most or all of these contracts are activated concurrently. The problem with this model is evident as it prioritizes revenues and profit over the ability to respond to a client and community during a time of considerable vulnerability. The 2017 storm season required extensive industry resources and exposed some firms as over-committed and unable to satisfy all of their standby obligations.

We currently employ more than 45 disaster recovery industry professionals with both private and public-sector experience. Our employees have worked for FEMA, managed state and local mitigation programs, worked as municipal employees, and have years of experience in the private sector serving municipal clients. While many competitors claim to have hundreds, or even thousands of personnel, a very small percentage of these employees are actually focused on disaster-specific disciplines.

## **RESPONSE GUARANTEE**

Rostan confirms our commitment to the Village that we are able and willing to respond within 24 hours of issuance of a purchase order. This includes appropriate personnel and equipment necessary to implement an equipment certification site and conduct a preliminary damage assessment necessary to develop a debris collection plan. Depending on the results of preliminary damage assessment, Rostan

can ensure that complete staffing needs will be met to facilitate the operation to completion within 72 hours of activation.

TASK	GUARANTEED RESPONSE TIME
Pre-Landfall Coordination and Planning	72 Hours prior to event
Remote Staging of Equipment and Personnel	48 Hours prior to event
Client Liaison and Project Manager Report to Village	24 Hours prior to event**
Deploy Staged Personnel and Equipment to Affected Area	12 Hours after the event
Perform Preliminary Damage Assessments and Debris Cost Estimates	24 Hours after the event
Assist Village with Equipment and Vehicle Certification	24 Hours after the event
Monitors Available to Begin Debris Removal Operations	24 Hours after the event

*\*\*In the case of an unpredictable event, our guaranteed response time is within 12 hours of notification*

## **KNOWLEDGE OF MANAGEMENT AND STAFF**

Rostan’s team has experience in federal, state, and local disaster debris management and recovery projects stemming from presidentially declared disaster events and have assisted state and local governments throughout all disaster recovery phases contemplated by the Village’s RFB. Rostan’s key disaster debris management team members have more than 150 years of combined experience in disaster debris management operations and Public Assistance support services resulting from earthquakes, floods, tornadoes, snow/ice storms, and hurricanes.

Our team is intimately familiar with the policies and procedures of the Federal Emergency Management Administration (FEMA), National Resource Conservation Service (NRCS), Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Florida Department of Emergency Management (FDEM), U.S. Department of Housing and Urban Development (HUD), and the Federal Highway Administration (FHWA). Rostan’s team has hands-on experience dealing with these agencies’ policies, procedures, and disaster specific requirements.



## 2.2 ROSTAN STRATEGY AND APPROACH

Our Project Management approach is centered on 5 key principles. These principles have been paramount to the success we have had helping our clients recover from major disaster events.

Placing the public's safety and wellbeing first
Utilization of locally hired residents, resources and businesses
Listening to you and understanding your unique situation
Responding with a sense of urgency and focus
Maximizing your reimbursement funding

A proper management plan cannot be implemented until the impacts have been identified. This is where we listen to you and understand the Village's unique situation. Every disaster is different, just like every client is unique. We have had the great fortune of serving more than 75 clients in disaster recovery scenarios during the past 5 years and that experience allows us to develop solutions that better suit the Village's unique situation.

As a specialized firm, we are partial to small businesses and prefer to utilize locally hired residents and other resources to the greatest extent possible. We believe in investing in the community and have found over the years that there is no substitute for local knowledge after a devastating event. With that in mind, it is completely understandable that the wellbeing and safety of the public is the first of the 5 key principles that on which we build our management plan.

At the end of the day we wouldn't be in this business if we didn't understand that reimbursement funding is a key component to a successful recovery operation. We proudly stand by our experience and knowledge of state and federal regulations and can ensure you that every effort will be made to maximize the value of each dollar spent.

### STAFF RESERVES

Rostan staff reserves consist of cadres of veteran disaster debris monitoring specialists identified and assembled over years of disaster events and categorized by specialty, such as DMS Tower Monitor, Supervisor, HaulPass® technician, public assistance coordinator, time and materials monitoring specialist, etc. These staff reserves allow us to supplement our deployment efforts while engaging and training locally hired staff. Rostan staff reserves "fill the gaps" until such time we can provide properly trained and experienced local staff to fulfill the requirements of debris recovery efforts. Rostan staff reserves are well versed in FEMA regulations and guidelines, such as FEMA 325, 327, 329, and *Public Assistance Program & Policy Guide FP-104-009-2 / January 2018*.

### RECRUITING



Our goal in any disaster recovery effort is to hire locally to the greatest extent practical. We believe that maximizing the use of locally hired personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, and local culture. Rostan utilizes modern mediums of outreach such as social media and internet job posting sites, while also employing "old fashioned" techniques, such as "word of mouth", and accessing potential local candidates through military veterans organizations, religious organizations, and local labor surplus offices. We generally refrain from using paid, third-party employment agencies. Our experience leads us to believe that these agencies are not properly invested in the well-being of the candidates nor the community.



## HEALTH AND SAFETY/MONITOR TRAINING

Rostan's health and safety approach is based upon our lessons learned, near misses, industry best practices, applicable federal, state, local regulations, and contractual requirements. Rostan will designate a health and safety officer for the duration of the debris recovery mission to support the Project Manager, Operations Manager and Supervisors with respect to health and safety protocols and procedures established in the Health and Safety Plan (HASP). Rostan will develop a HASP that addresses health and safety procedures for the overall debris monitoring field operation, each DMS, each citizen drop-off site, and final disposal sites.



Additional PPE is available as operational parameters may dictate, e.g., life vests, dust masks, sun screen, insect repellent, work gloves, etc.

## QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC)

Rostan personnel at all levels are aware of the importance of providing a quality work product. We will provide a designated QA/QC Officer to oversee Rostan's operational performance and support the Project Manager, Operations Manager and Field Supervisors in implementing our QA/QC protocols and procedures.

QA/QC TASKS GENERALLY INCLUDE BUT ARE NOT LIMITED TO:
Daily review of HaulPass® ticket data, scale receipts and other manifests
DMS permit application review and approvals
Reconnaissance of current debris zones for daily progress
Random re-certifications of debris contractor vehicles
Random health and safety inspections and audits
ADDITIONALLY, THE HAULPASS® SYSTEM PROVIDES SIGNIFICANT QA/QC FUNCTIONS FOR:
ROW Monitor location tracking and performance measurement
Damage resolutions
GIS-based debris collection progress mapping
DMS Monitor performance measurement and audits
Debris Contractor performance measurement and resource allocation
Debris Contractor invoice reconciliation
Reimbursement support documentation audit

## 2.3 DEBRIS COLLECTION, MANAGEMENT, AND DISPOSAL PLAN

The Debris Monitoring Plan below is a typical plan formulated for a hurricane or other predicted event. Upon award, Rostan is available to assist the Village with the development of a customized Debris Monitoring Plan.

Rostan's strategy and approach for managing disaster debris collection and disposal is consistent and compliant with FEMA guidance documents (e.g., *Public Assistance Program & Policy Guide FP-104-009-2 / May 2018*, and supplementals). We place an emphasis on health and safety and sound training techniques.

PRELIMINARY DEBRIS MONITORING PLAN		
DEBRIS MONITORING TASKS	ACTION ITEM	TIMELINE
<b>PRE-EVENT TASKS</b>		
PLANNING AND COORDINATION	Summarize operational and communications plan, DMS locations, and logistics and staging areas	During off-season and 72 hours prior to landfall
INITIAL PRE-LANDFALL COORDINATION	Telecommunications and/or in-person contact with client	72 hours prior to landfall
DEBRIS CONTRACTOR COORDINATION	Place Debris Contractor on stand-by	72 hours prior to landfall
OEM AND FEMA COMMUNICATION	Coordinate OEM and FEMA client public assistance conference calls	As requested
LOGISTICS AND OPERATIONS COORDINATION	Implement preliminary mobilization of Rostan Reserves	72 hours prior to landfall
	Preliminary staging of field kits	72 hours prior to landfall
	Initiate Event Manager/HaulPass® data and GIS database	72 hours prior to landfall
PRE-LANDFALL COMMUNICATION	Prior to hurricane landfall the Project Manager and/or Village Liaison will participate in conference call to discuss event status with staff and contractors	Occurs daily morning and afternoon within 72 hour landfall window
	Prior to hurricane landfall the Project Manager and/or Village Liaison will report to the EOC or other designated forward staging area	Report as requested
DEBRIS MONITOR MOBILIZATION	Mobilization of Rostan Reserves	Landfall is imminent
	Implement Rostan staff recruiting plan	72 hours prior to landfall
	Remote staging of equipment and personnel	72 hours prior to landfall
<b>POST-EVENT TASKS</b>		
ADMINISTRATIVE TASKS	Obtain Presidential Disaster Declaration	6 to 48 hours after landfall
	Obtain Notice to Proceed/Issue Certificate of Insurance	Landfall to 48 hours after
	Continue with staffing plan implementation and training	6 hours after landfall and until the end of the debris mission
OPERATIONS MANAGEMENT TASKS	Perform preliminary damage and debris assessments	2 to 48 hours after landfall
	Evaluate Debris Management Sites (DMS)	2 to 48 hours after landfall
	Perform preliminary debris cost estimate	2 to 48 hours after landfall
	Update GIS Map with debris zones	2 to 48 hours after landfall
	Compile and issue Daily Report	Daily beginning 2nd day after landfall
	Obtain Permit or appropriate approvals for DMS locations	6 hours after landfall until all necessary DMS locations are operational
MONITOR DEBRIS CONTRACTOR FIRST PUSH	Monitor equipment and labor hours of debris contractor equipment that is mobilized utilizing T&M daily log forms	70-hour T&M period

[CONTINUED ON NEXT PAGE]

## PRELIMINARY DEBRIS MONITORING PLAN [CONTINUED]

DEBRIS MONITORING TASKS	ACTION ITEM	TIMELINE
<b>POST-EVENT TASKS [CONTINUED]</b>		
MONITOR RIGHT-OF-WAY DEBRIS COLLECTION	1st Pass — Monitor Debris Contractor crews collecting eligible disaster debris from public ROWs and public property	Week 1 through Week 6
	2nd Pass — Monitor Debris Contractor crews collecting eligible disaster debris from public ROWs and public property	Week 7 through Week 10
	3rd Pass — Monitor Debris Contractor crews collecting eligible disaster debris from public ROWs and public property	Week 11 through Week 12
MONITOR SPECIAL WASTE COLLECTION	Monitor Debris Contractor crews collecting eligible special waste disaster debris such as appliances, stumps, leaning trees, hanging limbs, and HHW etc. from public ROWs	Week 3 through Week 10
DMS OVERSIGHT AND MONITORING	Document pre-DMS conditions with photographs and other means as required by regulatory agencies	1st week until debris mission complete
	Observe debris contractor operations at the site to assure environmental compliance	1st week until debris mission complete
	Perform “load calls” of debris contractor debris loads	Throughout mission
	Monitor Debris Contractor upon exit of DMS	Throughout mission
	Document post-DMS conditions with photographs and other means as required by regulatory agencies and that site is restored to original condition	Following completion of debris removal activities
MONITOR CITIZEN DROP-OFF SITES	Document pre-DMS conditions with photographs and other means as required by regulatory agencies	Prior to opening DMS locations
	Document and record residents and debris drop-off	Throughout mission
	Observe debris contractor operations at the site to assure environmental compliance. Document amount of debris processed	Throughout mission
	Document post-DMS conditions with photographs and other means as required by regulatory agencies and that site is restored to original condition	Following completion of debris removal activities
MONITOR FINAL DISPOSAL	Obtain documentation that final disposal location is permitted and approved for the debris material	1st week until debris mission complete
	Monitor final disposal of debris contractor and obtain scale record or load manifest	Throughout mission
DATA MANAGEMENT/ HAULPASS EVENT MANAGER	Manage and facilitate roll-based access and use of dynamic HaulPass Event Manager website for mission progress reports, data transfer, and an ensemble of data reports	Throughout mission
	Perform Debris Contractor invoice reconciliation	As invoices are submitted by debris contractor
	Issue applications for payment of debris contractor invoices	As invoices are submitted by debris contractor
	Coordinate and facilitate data transfers request from debris contractor, state and federal personnel	Throughout mission
CALL CENTER	Operate and staff call center in coordination with CIC	Throughout mission
WATERWAY DEBRIS REMOVAL MONITORING	Monitor debris collection crews collecting eligible debris from area waterways	If needed
MONITOR PRIVATE PROPERTY DEBRIS REMOVAL	Manage PPDR program	If needed
DEMOLITION OF STRUCTURES ON PRIVATE PROPERTY	Manage Demo program	If needed
PROJECT CLOSEOUT	Provide electronic and hard-copy files	Mission completion

A synopsis of Rostan’s monitoring tasks are discussed below.

## PRELIMINARY DEBRIS ASSESSMENTS

Debris estimation is critical to determining the type and size of a debris recovery operation. In coordination with the Village, we will evaluate the potential impact area prior to an event and develop a disaster debris estimate utilizing industry standard modeling software. Following the impact, we will perform preliminary debris estimates based upon aerial, topographical, and visual reconnaissance of the affected area compared to pre-event conditions. Within 24-48 hours of activation, we will provide debris estimates as well as develop a monitoring staffing plan in coordination with the Village and the Debris Contractor.

## MONITORING FIRST PUSH/CUT AND TOSS

Following an event, the “initial push” or debris clearance phase begins as soon as possible following the “all clear,” typically issued by the Incident Commander. Critical arteries and emergency response routes are prioritized and cleared of fallen trees, limbs, and other disaster debris by teams of debris contractors, electric company crews, local client crews and Rostan monitors. The debris clearance phase may go beyond the FEMA 70-hour allowable time and materials window under certain scenarios.

If requested, Rostan will provide quality assurance monitors to document and record time and materials efforts during the debris clearance phase. Rostan utilizes customized time and materials forms as well as the HaulPass® system, which consists of laptops, tablets and other handheld units to document and monitor debris clearance operations. Rostan can and will facilitate the administration and management of the information to be provided in support of project worksheet development for Category B reimbursement from FEMA.



Rostan will perform the following tasks during the debris clearance phase:

Certify and placard equipment and vehicles
Assist with documenting and prioritizing roads for immediate clearance
Capture time and materials efforts by Village personnel, contractor staff crews, and volunteers
Manage the time and materials information collected daily
Issue a daily report of roads cleared, road status and schedule, and other salient data
Review and reconcile contractor and supplier invoices
Compile and provide information for all Category A and B PWs

## DEBRIS MANAGEMENT OPERATIONS AND REPORTING

Rostan will communicate and coordinate with the Village with respect to its Operations Command Center from which we will coordinate field operations. Field monitors are deployed with debris contractor crews to monitor the loading of trucks and to issue load tickets. We provide area field supervisors that are responsible for a defined geographic area in support of monitoring efforts. Our supervisors will work closely with the Village recovery Manager and Field Service Representatives to anticipate and address changing field conditions, manage communications, deploy field staff, and make adjustments as necessary to efficiently manage debris collection operations. Our HaulPass® System provides timely data from the field in terms of trucks deployed, volume of materials received at each DMS, and GPS mapping of debris removal efforts.



In addition, we will coordinate with Village personnel to respond to any potential property damage claims resulting from the debris removal process and establish a call center for claims reporting and management of claims resolution. This call center will be located at the Operations Command Center. During previous debris recovery efforts, we have utilized our proprietary disaster debris damage complaint tracking system to track complaints from residents, document evaluations of damaged property, capture images, and ensure that each complaint was tracked from inception to final resolution.

Rostan staff will coordinate and communicate with the Village regarding overall debris recovery status, Debris Contractor performance and daily debris recovery operations. Rostan provides daily reporting to document each day's activities and the HaulPass® Event Manager is accessible via a web interface to view "real time" operational information such as:

Debris volumes collected by debris type
Debris volumes hauled by type
Debris quantities by DMS
Equipment certification totals

A daily report will be provided the morning of the following day, and weekly reports can be provided if requested. The daily report format shall be approved by the Village.

## ROW DISASTER DEBRIS COLLECTION MONITORING



Our Right-of-Way (ROW) load site quality assurance monitors (ROW Monitors) are trained with respect to FEMA *Public Assistance Program and Policy Guide* (PAPPG) *FP-104-009-2, April 2018* guidance. Our training also includes health and safety components, eligibility requirements specific to the local, state, and federal regulations, and debris contractor monitoring. Rostan's Operations Manager and Supervisors work closely with the Village and Debris Contractor personnel to provide ROW Monitors for each debris crew mobilized by the Debris Contractor. Rostan's Operations Manager and Supervisors are responsible for ROW Monitor training, scheduling, deployment, QA/QC, as well as reacting to daily changes associated with debris contractor crews, monitor issues and FEMA inquiries.

Each Rostan ROW Monitor will be equipped with a HaulPass® handheld unit as well as all necessary field equipment and required health & safety personal protective equipment (PPE). Rostan ROW Monitors are capable of performing any of the tasks listed below:

Monitor eligible disaster debris collection from ROW and public property
Initiate a HaulPass® load ticket for each eligible load of disaster debris
Monitor Debris Contractor activities
Report Health & safety concerns
Report and document property damage or accidents
Monitor collection of special waste such as appliances, HHW, etc.
Mobilize and de-mobilize daily

## SPECIAL WASTE MONITORING

Special waste is considered to be disaster debris material that is typically collected separately from Vegetative and C&D storm debris. The most common special wastes include:



White Goods
Household Hazardous Waste (HHW)
Hazardous Stumps
Hanging Limbs
Leaning Trees
Abandoned Vehicles
Derelict Boats

Rostan Special Waste Monitors are experienced ROW Monitors that have received additional training and experience monitoring special wastes. Rostan assigns a monitor to each Debris Contractor special waste crew. Rostan's Operations Manager coordinates closely with the Debris Contractor to facilitate a safe and efficient operation. Rostan monitors use HaulPass® to document each eligible debris item (e.g., hazardous stump, refrigerator, etc.) with photographs tagged with GPS coordinates and any footnotes.

## DEBRIS MANAGEMENT SITE (DMS) SELECTION AND APPROVALS

Effective debris management begins with the identification of potential DMS locations. We will assist the Village in obtaining necessary approvals and permits from local, state and federal agencies for each site. Initially, our project team coordinates with the Village to obtain relevant information such as current site ownership, current site use, right-of-entry considerations for privately owned sites, planned reduction methodologies for each site, and Village-specific objectives for each site. We then collect baseline data on the designated DMS consistent with federal, state and local requirements and in general accordance with FEMA guidelines. Baseline data collection and monitoring activities are focused on achieving successful and timely site closure. Information obtained for each site is compiled into a baseline DMS report, as well as a closure report that we prepare after all debris has been removed from the site. If requested, we conduct both base-line and closure groundwater and soil sampling to document conditions prior to and after debris management activities and establish whether the DMS was adversely affected by these activities.





## MONITORING DMS OPERATIONS

We conduct frequent observations throughout the debris management process as debris is stored, reduced, and removed from various sites, and until site restoration to pre-disaster condition is complete. We evaluate the debris contractor's procedures for proper storage, management, and disposal of all debris types and advise the Village of any potential issues that could affect reimbursement funding. We also can arrange for aerial photography to document overall site activities during debris management operations.

Following debris operations, our project team will prepare a DMS closure report documenting the site conditions upon closure. This report compares baseline and closure environmental conditions that typically includes a comparison of analytical data collected as well as photographic documentation for visual comparison. Rostan DMS-related monitoring tasks may include:

DMS selection and approval assistance

Development of criteria for management of a DMS

Inventory of all sites handling debris (such as DMS locations, landfills, staging areas, citizen drop-off sites, etc.)

Permitting and coordination needs for DMS locations, including communications with state and local regulatory agencies

Performance of baseline data collection including photos and/or video of each DMS, current site layout sketch, documentation of physical features, current land use, current structures, use or storage of chemicals (past or current) on-site, and other relevant information

Development of a sampling plan for each DMS including sampling locations, specific media, and analytical parameters, if required

Performance of baseline soil and groundwater sampling, if required

Ongoing DMS monitoring

DMS closure

Preparation of a DMS baseline and closure report for each site

## TOWER MONITORING AND LOAD CALLS

Rostan provides Tower Monitors that have extensive experience in DMS monitoring activities and have worked with us on previous disaster recovery events. Rostan Tower Monitors understand debris site management and equipment. It has been observed by others that Rostan Tower Monitors are among the most professional and technically competent in the industry. Our monitors are trained to verify the truck volume, identify truck modifications, accurately make the load call, document daily volumes managed, and observe contractor activities.

## EQUIPMENT AND VEHICLE CERTIFICATION

Rostan has experienced and fully dedicated and equipped certification teams prepared to deploy immediately following an event in order to identify potential equipment certification site(s), establish the certification site(s), oversee certification operations, certify equipment, and provide accurate record keeping to maximize reimbursement. We have established an electronic data capture protocol for equipment certification operations utilizing our HaulPass® System.

Rostan staff understand the importance of equipment and vehicle certifications. Rostan utilizes the HaulPass® system for digitally recording, storing and managing the information associated with each piece of equipment. Certifications can be provided for cubic yardage and/or tonnage. Rostan certification teams are experienced with volumetric measurement and calculations for all types of debris contractor vehicles and equipment used in the industry. Our certification staff follow Rostan's standard operating procedures which are consistent with FEMA *Public Assistance Program and Policy Guide (PAPPG) FP-104-009-2, April 2018* and contain some of the following components:



HaulPass® System Equipment/Vehicle Certification Form

HaulPass® Smartcard and Placard Issued for each vehicle or piece of equipment

Debris Contractor Safety Checklist verified

Random QA/QC Re-Certifications — conduct random audits of contractor equipment to ensure the volume is consistent with the original placard

*Rostan certification teams can certify 24 hours per day, 7 days per week if required.*

## CANALS AND WATERWAYS DEBRIS MONITORING

Removal and monitoring of debris from canals and waterways increases the complexity and potential danger of a typical ROW debris management event and requires a specialized approach. Rostan has extensive experience monitoring debris removal from navigable and non-navigable waterways. We are currently monitoring debris removal operations for both the Sunshine Water Improvement District and the Coral Springs Improvement Districts in Broward County, FL as part of the Hurricane Irma recovery. These projects are both being performed “from the water” as access to each district’s canals is extremely restricted. Given the cost associated with this type of debris removal, it is imperative that debris, along with hazardous limbs and trees, be completed on the “first pass.” To accommodate that, Rostan did a comprehensive survey of each canal to catalogue debris piles and leaners/hangers. This was accomplished using tablets to photodocument areas of concern. Photodocumentation included capturing GPS for each area. This information was shared with our clients and with their debris hauler. Collection of this type of information allows critical preplanning to occur prior to mobilization. Once completed a drone is being used to capture a video record of the completed work. This information is useful in dealing with concerned residents whose properties abut the canals. In New Jersey following Hurricane Sandy, Rostan provided extensive waterways debris monitoring that included documenting canal, channel and embayment dredging of storm related materials. Rostan will coordinate monitoring operations with the Debris Contractor and Village to ensure a safe and efficient collection and disposal of eligible storm debris. It is our policy to provide an experienced monitor for each debris collection crew.



### TYPES OF DEBRIS FIELDS INCLUDE:

Storm drains, catch basins and flood control ditches

Canals, streams, rivers and inland waterways

Bays, beaches and channels

### TYPES OF DEBRIS MAY INCLUDE:

Displaced damaged structures such as buildings, docks, pillars, etc

Derelict vessels and vehicles

Vegetative storm debris such as tree trunks, limbs, etc

C&D debris

Displaced sand and soil

Dredge spoils

*Rostan understands the importance of taking additional safety precautions when performing debris monitoring in waterways.*



## PRIVATE PROPERTY DEBRIS REMOVAL AND DEMOLITION MONITORING

Typically, FEMA does not provide federal support for work conducted on private property. In certain instances, eligible applicants can apply for federal support for this type of work if the extent of damage is extensive, and deemed harmful to a community at-large. Private Property Debris Removal (PPDR) and Structural Demolition work in accordance with federal, state, and local requirements can require extensive logistical coordination, detailed record keeping, and operational aptitude. Rostan is highly adept at providing and managing all three of these aspects.

Since 2011, Rostan has had the opportunity to serve multiple clients in this capacity, most recently the Army Corps of Engineers in New York City and two municipal clients in New Jersey following Hurricane Sandy in 2014.

This continued experience has allowed us to adopt and refine our approach to PPDR/Demolition projects. Initial focus is placed on determining the areas of impact and conducting site evaluations to determine the extent of damages and formulate site specific management plans. Historically, these site evaluations have involved FEMA and other governmental agencies such as the Florida Department of Environmental Protection (FDEP).

Once properties are identified they are placed into a queue that generally follows the FEMA 19-point checklist. This checklist includes processes that must be followed to remain eligible for reimbursement funding and conduct a safe debris removal effort. Some of these processes are lengthy and can consume considerable amounts of time therefore it is critical to understand project management tools and coordinate processes simultaneously. For example, the checklist includes obtaining utility disconnect notices. This requires a letter, from a service provider, confirming utilities have been disconnected from an identified structure. In some instances, it may take 2-3 weeks before a service provider can disconnect a utility and issue a letter of disconnect. When 4-5 service providers are involved for one structure this process alone can burden the management process and slow the recovery effort. Rostan understands these challenges and is experienced in managing multiple processes simultaneously to expedite recovery efforts.

At the same time, a Right-of-Entry (ROE) agreement signed by the owner or the owner's authorized agent is required for each project site on private property. Without this document municipalities and their representatives do not have legal authority to access the property. At times, these are easy to obtain and residents voluntarily submit them. In other times, residents have been displaced or even worse deceased, due the disaster. In instances where volunteered authority is not an option it is critical to have a consultant with experience in these matters. Rostan has this experience and has assisted in tracking down displaced residents and next of kin and developed paths forward whether it's through code enforcement and condemnation procedures or other alternatives.

Rostan has developed comprehensive project management solutions tailored specifically to past clients to help manage PPDR/ Demolition Programs and is committed to providing nothing less to the Village. We can provide web-based tools that grant user-based access allowing for an efficient management PPDR/Demolition program.

Some of the highlights from our PPDR/Demolition Module are as follows:



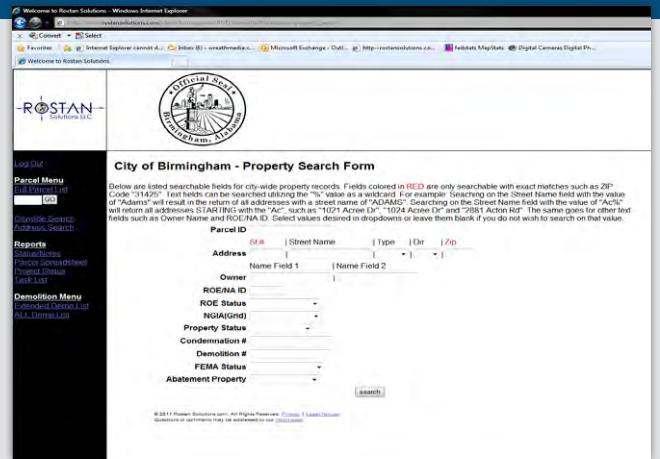
## USER-BASED LOGIN ACCESS

Access to data collected is restricted due to document sensitivity and privacy concerns. This data will be collected on behalf of the Village and will be shared with verified stakeholders only upon approval by Village officials. Furthermore, user roles can be restricted to read only disabling the ability of a user to change data.



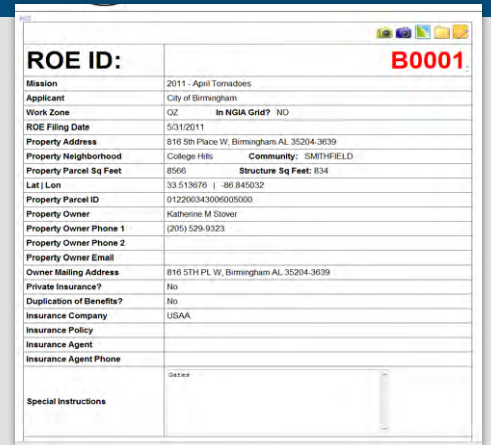
## DATA INTEGRATION

Rostan can integrate external data sets into its database. In this example, the client provided us with access to their parcel data. This enabled us to search their data set for property records through our interface. Field investigations confirmed whether work was required on the parcel and we were then able to create a record in our Module using the parcel data as the record base. This measure, though simple on the surface, saved countless hours of record searches and increased project efficiency.



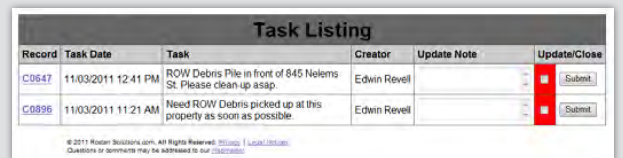
## SITE PROFILES

Field evaluations are responsible for identifying sites or potential sites that may require PPDR/Demolition work. When field data is collected, it is brought to a data manager or logistics coordinator and a profile for that site is created in our Module. The creation of a site profile creates a unique ID number and initiates a system of checkpoints. A checkpoint might be obtaining an ROE or uploading “before work” site photos. These profiles are regularly updated and trigger subsequent steps in the process. Once all pre-work requirements have been met the site profile will produce a “ready to proceed” indicator. When the physical PPDR/Demolition work is complete, the Site profile will be updated to include additional elements and provide a Site closeout checklist. Site profiles are the blueprint for each site and are integral to the recovery operation.



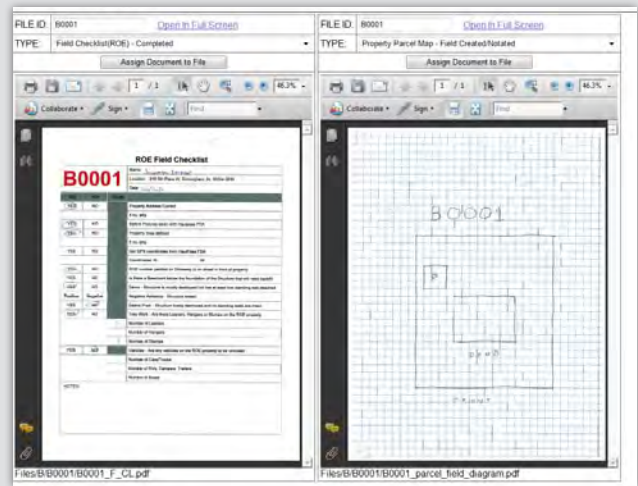
## TASKING

Tasking allows users, such as the Village, to assign a task to a Rostan representative. A task might be simple like “Mr. Johnson has her insurance certificate but is unable to mail it. Can you send someone to retrieve it from 1324 West Apple Street please?” This feature allows users in-Module communication and reduces the use of external emails and other forms of communication resulting in increased operational continuity.



## DIGITAL RECORD KEEPING/FILE MANAGEMENT

Though paper records are necessary, we digitize as many aspects of the PPDR/Demolition process as possible. This means creating a digital record for each site and managing associated documents. Site specific digital records may include photographs, maps, load tickets, ROE forms, utility letters, occupancy notices, etc. These digital records are updated daily and mirror the field folder. In fact, we generally advise against using original documents in the field where possible. Should a hard copy need to be available at a given work location we recommend creating a duplicate paper record for field use only. Digitizing records allows multiple users to access the same file simultaneously and increases operational and logistical efficiency. At the end of the project Rostan will turn over all original documents and a digital record of each site to the Village.



## EXPORTS/REPORTS

All data collected can be queried to provide reports and meet reporting requirements of the Village. Typically, we generate a broad project status report and provide .CSV or Excel files for download. Experience has taught us that these data files are generally of the most use.

Property ID	Address	Status	Start Date	End Date
1. B0001	14. Out of Grid	8/21/2011 02		
2. B0001	14. In File Review	7/8/2011 10:16	5/29/2011 03	8/8/2011 1
3. B0001	15. Demo Hold	6/28/2011 6:28	5/29/2011 03	Walker 1
4. B0001	15. Demo Hold	6/28/2011 6:29	5/29/2011 03	Walker 1
5. B0001	14. Out of Grid	8/21/2011 02	5/27/2011 05	
6. B0001	14. Out of Grid	8/21/2011 02	5/27/2011 05	
7. B0001	14. Out of Grid	8/21/2011 02	5/27/2011 05	
8. B0001	13. Ineligible/Withdrawn	8/21/2011 02		
9. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
10. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
11. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
12. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
13. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
14. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
15. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
16. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
17. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
18. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
19. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
20. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
21. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
22. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
23. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
24. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
25. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
26. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
27. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
28. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
29. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
30. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
31. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
32. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
33. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
34. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
35. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
36. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
37. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
38. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
39. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
40. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
41. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
42. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
43. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
44. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
45. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
46. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
47. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
48. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
49. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1
50. B0001	11. In File Review	7/15/2011 9:05	5/27/2011 03	BBB Tree 1

PROJECT STATUS REPORT				
November, 8 2011 11:06 AM				
Property Total	Total	B#	C#	D#
<b>Total Properties:</b>	<b>1108</b>	<b>525</b>	<b>559</b>	<b>24</b>
<b>Properties Entering Program (1)</b>				
<b>Property Detail Received:</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Property Evaluation:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Site Photos Requested:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Site Photos Completed:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Site Photos Available:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Properties Starting/Started Work (8)</b>				
<b>Approval to Proceed</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Work Started:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Hold Work:</b>	<b>8</b>	<b>5</b>	<b>3</b>	<b>0</b>
<b>Properties Ready to Close (943)</b>				
<b>Work Completed:</b>	<b>36</b>	<b>32</b>	<b>4</b>	<b>0</b>
<b>After Photos Available:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Demo Hold:</b>	<b>139</b>	<b>60</b>	<b>55</b>	<b>24</b>
<b>Property in File Review:</b>	<b>768</b>	<b>166</b>	<b>301</b>	<b>0</b>
<b>Properties Closed (0)</b>				
<b>Property Closed:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Properties Currently Ineligible, Withdrawn or Outside NGIA (457)</b>				
<b>Property Ineligible/Withdrawn:</b>	<b>307</b>	<b>111</b>	<b>196</b>	<b>0</b>
<b>Property Outside NGIA Grid:</b>	<b>150</b>	<b>150</b>	<b>0</b>	<b>0</b>

## CONFIGURABILITY

Our PPDR/Demolition Module can be tailored to meet specific Village needs. Whether it is added functionality like user configurable reports or a change as simple as where a link is on a page, we will make every effort to accommodate these requests.



## 2.4 AUTOMATED DEBRIS MANAGEMENT SYSTEM [ADMS]

### HAULPASS®: OUR UNIQUE DISASTER DEBRIS MANAGEMENT APPROACH



HaulPass® completely eliminates the need for paper (manual) load tickets during a debris removal mission. HaulPass® is the most tested, proven, paperless, and reimbursed ADMS in the industry. Through the use of mobile data capture technology and encrypted smart cards, HaulPass® establishes a secure data environment for collection and management of critical information that can be adapted to meet a variety of contract parameters. Data collected using HaulPass® is made available to stakeholders through a role-based secure web portal.

HaulPass® was validated by the US Army Corps of Engineers (USACE) in June 2008 and again in 2015 in response to ADMS requirements in USACE Advance Contract Initiative (ACI) Solicitations. HaulPass® was the only system to have been offered by respondents in all 11 Regions under the ACI program and the only ADMS to be validated by the USACE in 2008.

***Rostan is the exclusive provider of our proprietary HaulPass® ADMS – the most proven system in the industry. HaulPass® is so reliable and easy to use that Rostan has not utilized paper load tickets since 2008 – for any client, period.***

HaulPass® was developed with a primary focus on security and to combat the inefficiencies that plague a paper-based ticketing operation. With a focus on securely automating many of the necessary data collection aspects surrounding debris removal missions, HaulPass® was able to reduce errors and omissions, prevent fraudulent activity through a role-based modular application, and increase operational, reporting, and reimbursement efficiencies.

HaulPass® is modular data collection software that, when paired with properly specified hardware, enables end users to efficiently collect pertinent information necessary to support Project Worksheet (PW) development and ultimately enable reimbursement to occur expeditiously.

In general, HaulPass® performs in the following manner:

#### THE HAULPASS® PROCESS

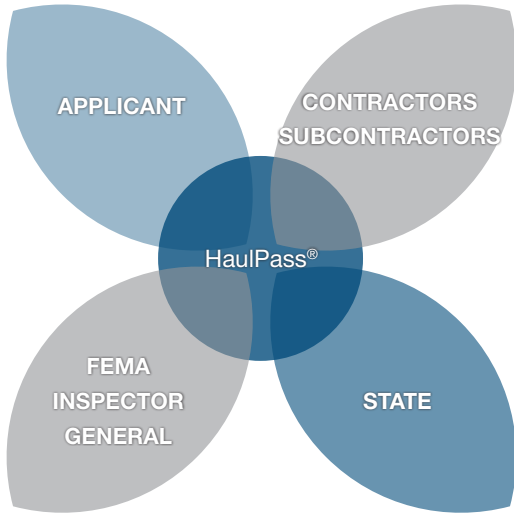
The certification process includes the certification of personnel authorized to operate the HaulPass® system and the certification of hauling or debris removal equipment. The certification process enables the system to perform two primary ticketing functions. These functions are known as hauling tickets (e.g., ROW tickets) and task specific tickets (e.g., hazardous stumps, white goods, HHW, etc.). In each case, the certification process results in the issuance of encrypted smart cards that serve as the medium through which data is digitally collected and processed.

In the case of personnel certification, the smart cards are role-based, providing the user with access to only a specific module within the software application. This role-based access prohibits users from accessing modules that they are not properly trained to operate and reduces the opportunity for unscrupulous activity. The majority of users will be certified to conduct right-of-way and DMS monitoring activities since these are the two most common roles utilized in debris removal operations.

Data contained in these digital tickets is ultimately synchronized from the field through cellular networks or via satellite uplink if cellular networks are not available and stored on secure data servers where it can be accessed by all stakeholders. The overall system does not, however, rely on cellular coverage to operate.

We would be glad to conduct a demonstration for the Village upon request.

## DATA ACCESSIBILITY



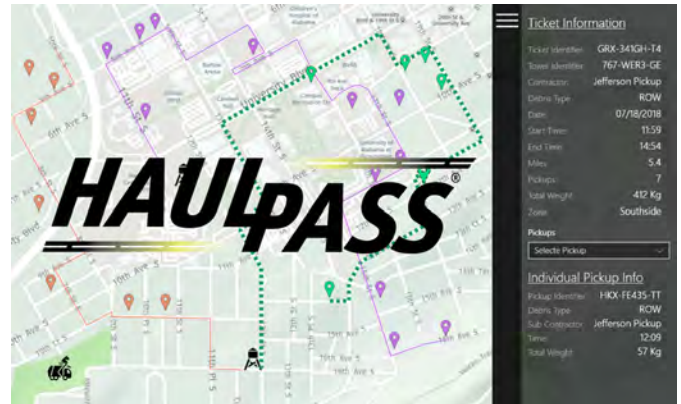
The HaulPass® Event Manager database is available via a secure internet portal (website) to all parties involved in the debris recovery process via role-based security to provide concise and accurate presentation of the data collected in the field. This data repository allows the stakeholder to utilize a central and consistent data set that increases the efficiency of reporting, invoice reconciliation, and supports PW development.

The HaulPass® Event Manager website is monitored and supported 24/7 by a development and database management team and is guaranteed by the hosting company to have 99.99% availability. Our database management team is responsible for the quality control (QC) of all data that is collected. The data also can be exported easily in various formats to provide compatibility with other systems for various purposes. In addition, a lead data manager will be assigned for each event response.

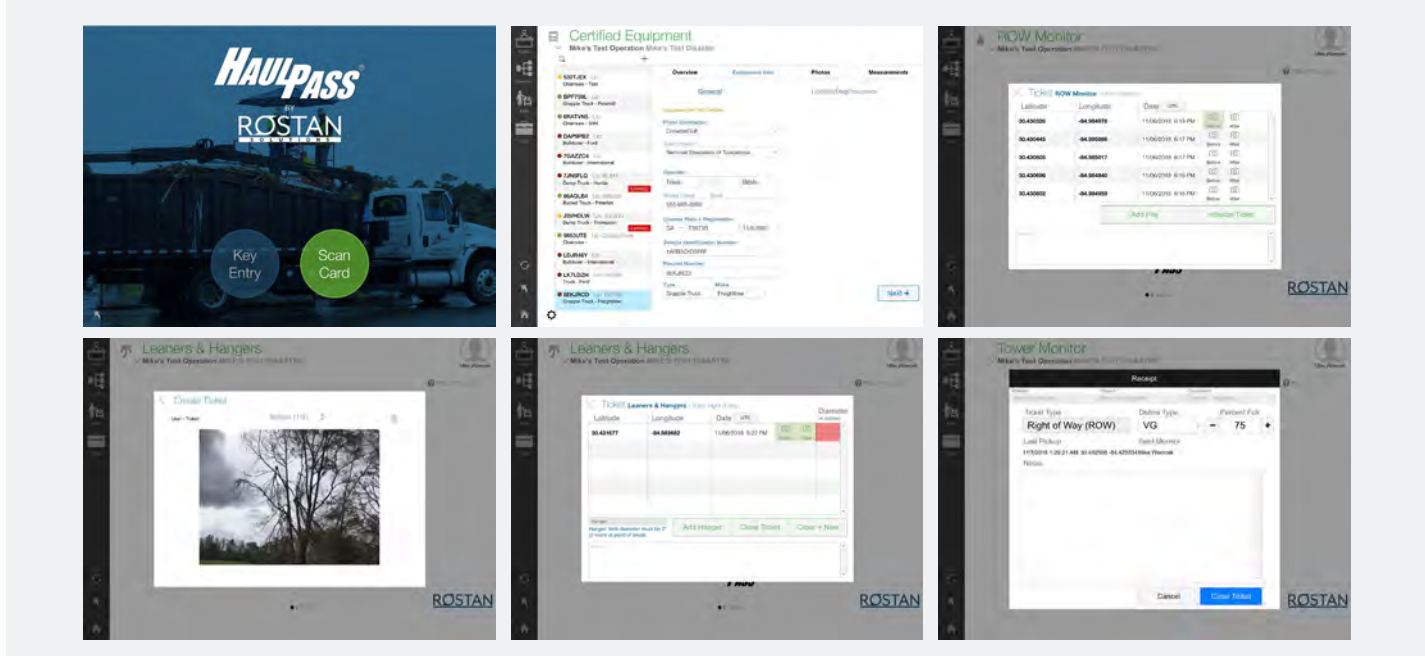
Role-based access can be provided at the discretion of the Village. For example, the data can be administered in a way that allows contractors, the Village, and FEMA to have different levels of access to data collected.

## MAPPING AND PHOTOS

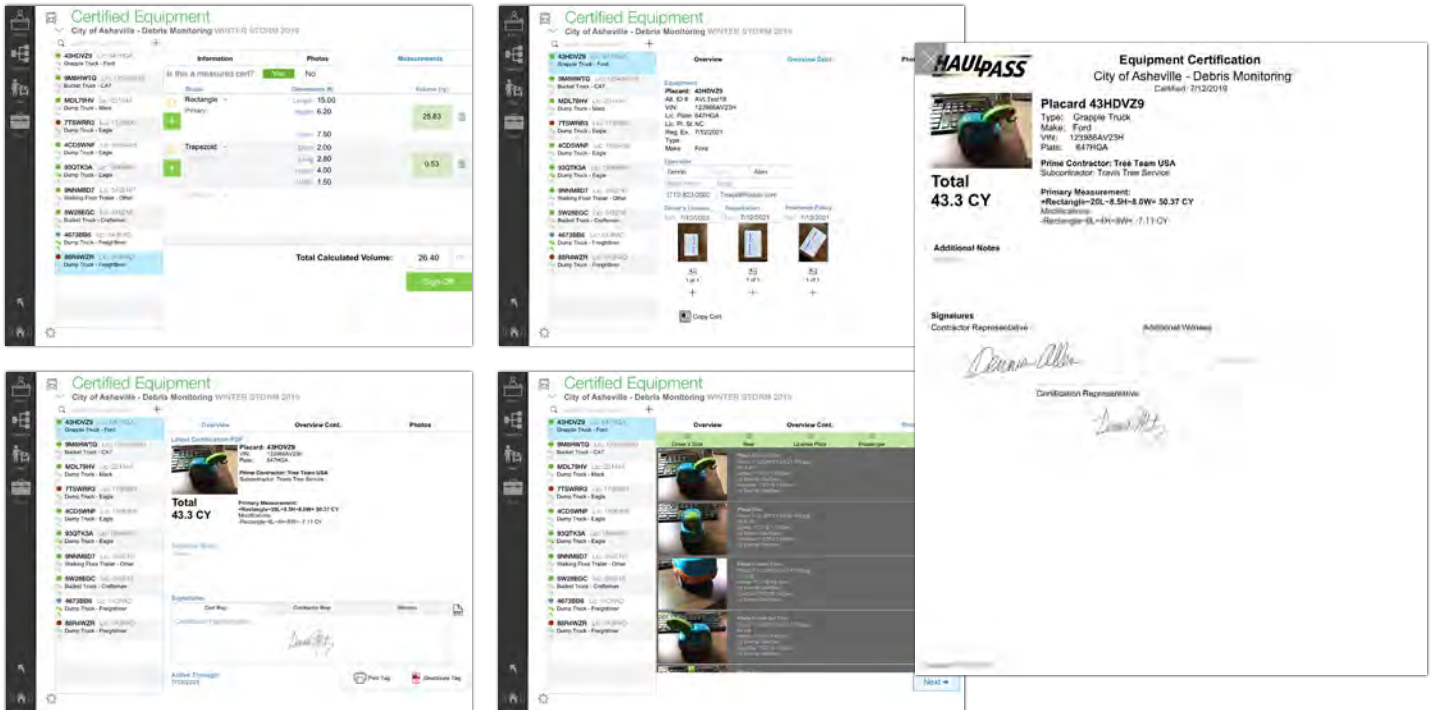
HaulPass® can capture photo documentation and provide illustrative mapping of debris collection. Some photo documentation is required by FEMA to support reimbursement requests for certain types of debris collection, but additional photos may be captured to document the operation and develop progress reports. Photos are tied to debris collection locations and hauling tickets. Combined with typical data collection elements, we can depict the progress of a debris removal operation in near-real time by displaying it on a web-accessible map. When extrapolated out across an entire debris removal arena, users can instantly see visible progress of the collection effort.



## HAULPASS® INTERFACE



# HAULPASS® EQUIPMENT CERTIFICATION



# HAULPASS® RECEIPTS

City of Asheville... WINTER STORM 2019	<b>TICKET ID</b> KVQ7ADY
<b>Contractor Information</b>	
Certification ID	43HDVZ9
Prime	Tree Team USA
Sub	Travis Tree Service
<b>Load Information</b>	
Monitor ID	935QTT5
Ticket Type	Right of Way (ROW)
Load Coordinates	35.561944 -82.509361
Load Time (UTC)	7/24/2019 18:48
<b>Disposal Information</b>	
Monitor ID	935QTT5
Site Name	Oakley DMS
Tower Coordinates	35.574770, -82.502532
Disposal Time (UTC)	7/24/2019 18:59
Debris Type	VEG
Certified Capacity	43.3 CY
Load Call	70%
Calculated Quantity	30.3 CY
<b>TICKET COPY</b>  A ROSTAN SOLUTIONS PRODUCT WWW.HAULPASS.COM   WWW.ROSTAN.COM	

City of Asheville... WINTER STORM 2019	<b>TICKET ID</b> 8ZVBXZ2
<b>Contractor Information</b>	
Certification ID	43HDVZ9
Prime	Tree Team USA
Sub	Travis Tree Service
<b>Ticket Information</b>	
Monitor ID	A88GRAK
Ticket Type	Leaner
Load Coordinates	35.561866, -82.508984
Load Time (UTC)	7/25/2019 03:48
Unit Quantity	1.0
Unit Diameter	22.0 in
<b>Notes</b>	
Tree ID 204A	
<b>TICKET COPY</b>  A ROSTAN SOLUTIONS PRODUCT WWW.HAULPASS.COM   WWW.ROSTAN.COM	

## A PROVEN PRODUCT

The HaulPass® system is supported in the field by a tested and proven debris management team and has proven successful in multiple deployments:

EVENT TYPE	YEAR	LOCATION	PROJECT
<b>Hurricane Katrina</b>	2006	Hancock County, MS	USACE — Debris Removal
<b>Ice Storm</b>	2006	Erie County, NY	Stump Removal
<b>Post Hurricane Katrina</b>	2007	Cocodrie and Lafayette, LA	Waterway Debris Removal
<b>Hurricane Ike</b>	2008	Galveston, TX	USACE/TXDOT — Debris Removal
	2008	Humble, TX	Debris Removal
	2008	Piney Point, TX	Debris Removal
	2008	Nassau Bay, TX	Debris Removal
	2008	Vermillion Parrish	USACE — Debris Removal
	2008	Cameron Parrish	USACE — Debris Removal
<b>Earthquake</b>	2010	Port-au-Prince, Haiti	Demolition and Debris Removal
<b>Tornado</b>	2011	Birmingham, AL	Demolition and Debris Removal
<b>Tornado</b>	2011	Joplin, MO	USACE — Demolition and Debris Removal
<b>Hurricane Irene</b>	2011	James City County, VA	Debris Removal
	2011	York County, VA	Debris Removal
	2011	Williamsburg, VA	Debris Removal
<b>Hurricane Sandy</b>	2012	New York, NY	USACE — Demolition and Debris Removal
	2012	State of New Jersey	NJDEP — Waterway Debris Removal
	2012	Brick Township, NJ	Demolition, PPDR, and Debris Removal
	2012	20 municipalities in NJ	Debris Removal
<b>Ice Storm</b>	2014	Jenkins County, GA	Debris Removal
<b>Ice Storm</b>	2015	White County, TN	Debris Removal
	2015	Cumberland County, TN	Debris Removal
<b>Flooding</b>	2015	Charleston County, SC	Debris Removal
<b>Tornado</b>	2016	Essex County, VA	Debris Removal
<b>Flooding</b>	2016	Iberia Parish, LA	Debris Removal
<b>Hurricane Matthew</b>	2016	Charleston County, SC	Debris Removal
	2016	Berkeley County, SC	Debris Removal
	2016	Martin County, FL	Debris Removal
	2016	Garden City, GA	Debris Removal
	2016	Port St. Lucie, FL	Debris Removal
	2016	Town of Sewall's Point, FL	Debris Removal
<b>Hurricane Harvey</b>	2017	City of Kountze, TX	Debris Removal
	2017	City of Lumberton, TX	Debris Removal
	2017	City of Orange, TX	Debris Removal
	2017	City of Sour Lake, TX	Debris Removal
	2017	Hardin County, TX	Debris Removal
	2017	Village of Piney Point, TX	Debris Removal
	2017	Village of Rose Hill Acres, TX	Debris Removal
<b>Hurricane Irma</b>	2017	City of Belleair Beach, FL	Debris Removal
	2017	City of Belleair Bluffs, FL	Debris Removal
	2017	Broward County Public Schools, FL	Debris Removal
	2017	City of Coconut Creek, FL	Debris Removal
	2017	City of Coral Springs, FL	Debris Removal
	2017	Coral Springs Improvement District, FL	Debris Removal
	2017	City of Dania Beach, FL	Debris Removal
	2017	Village of Estero, FL	Debris Removal
	2017	New College of Florida, FL	Debris Removal
	2017	Town of Indian Shores, FL	Debris Removal
	2017	City of Madeira Beach, FL	Debris Removal
	2017	Martin County, FL	Debris Removal
	2017	City of North Port, FL	Debris Removal
	2017	Town of Palm Beach, FL	Debris Removal
	2017	City of Port St. Lucie, FL	Debris Removal
	2017	Town of Redington Shores, FL	Debris Removal
	2017	City of St. Pete Beach, FL	Debris Removal
	2017	Town of Sewall's Point, FL	Debris Removal
	2017	Sunshine Water Control District, FL	Debris Removal
	2017	Town of Windermere, FL	Debris Removal
2017	City of Winter Springs, FL	Debris Removal	
2017	Tybee Island, GA	Debris Removal	
2017	Charleston County, SC	Debris Removal	
<b>Hurricane Maria</b>	2017	Puerto Rico	USACE — Debris Removal
	2017	DTOP—Puerto Rico	Debris Removal
<b>Hurricane Florence</b>	2018	City of Lumberton, NC	Debris Removal
	2018	Town of Carolina Beach, NC	Debris Removal
<b>Hurricane Michael</b>	2018	Liberty County, FL	Debris Removal
<b>Hurricane Dorian</b>	2019	Charleston County, SC	Debris Removal
<b>Tornado</b>	2019	City of Richardson, TX	Debris Removal

## 2.5 ADDITIONAL RELATED SERVICES

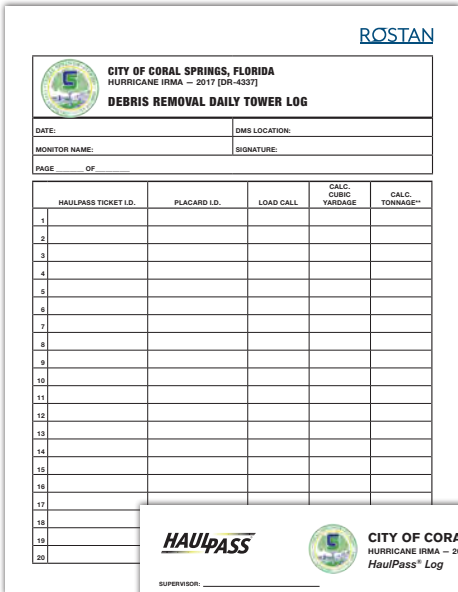
### ACCOUNTING AND DOCUMENT MANAGEMENT

Rostan shall review, validate and reconcile debris management contractor(s) invoices prior to submission to the Village for processing. Rostan shall conduct a meeting at the beginning of the debris management operation to fully explain the process to the Village and debris contractor(s) representatives. All invoices from the debris contractor(s) shall be directed to Rostan. Within seven (7) calendar days of receipt, invoices shall be reviewed by Rostan to be accepted or rejected. Rostan shall issue in writing to the Village and the debris contractor the acceptance or rejection of the invoices and a payment recommendation. If the invoice is rejected, Rostan shall clearly state the reasons for rejection and work with the debris contractor to resolve immediately.

Rostan will collect, audit for completeness and accuracy, tabulate, and organize debris monitoring information and data, vehicle certifications, project records, photos, manifests, and other pertinent project information, to support FEMA, state and local reimbursements, and in support of subsequent audits.

Rostan will provide regular status updates to the Village, to include creating, updating and maintaining a database that contains all information on debris removal and disposal, including number, of loads and types, vehicle certification, stump, hanger and leaner information and images. All electronic reporting will be provided in a format acceptable to the Village and the Village shall have access to the database to perform queries and produce reports. Rostan shall provide our reports in a timely manner as may be requested by the Village. Following is sample documentation:

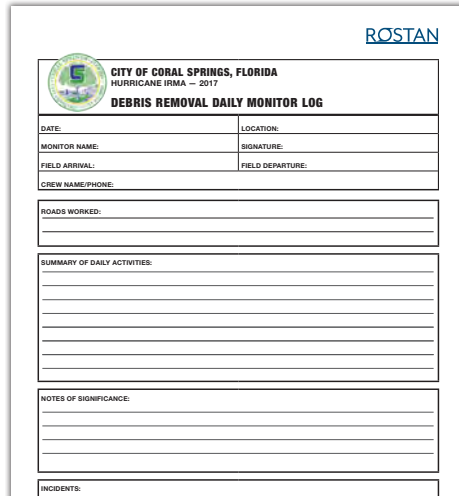
### ROSTAN FIELD LOGS



**ROSTAN**  
CITY OF CORAL SPRINGS, FLORIDA  
HURRICANE IRMA – 2017 (DR-4337)  
**DEBRIS REMOVAL DAILY TOWER LOG**

DATE: \_\_\_\_\_ DMS LOCATION: \_\_\_\_\_  
MONITOR NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
PAGE \_\_\_\_\_ OF \_\_\_\_\_

HAULPASS TICKET I.D.	PLACARD I.D.	LOAD CALL	CALC. CUBIC YARDAGE	CALC. TONNAGE**
1				
2				
3				
4				
5				
6				
7				
8				
9				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				



**ROSTAN**  
CITY OF CORAL SPRINGS, FLORIDA  
HURRICANE IRMA – 2017  
**DEBRIS REMOVAL DAILY MONITOR LOG**

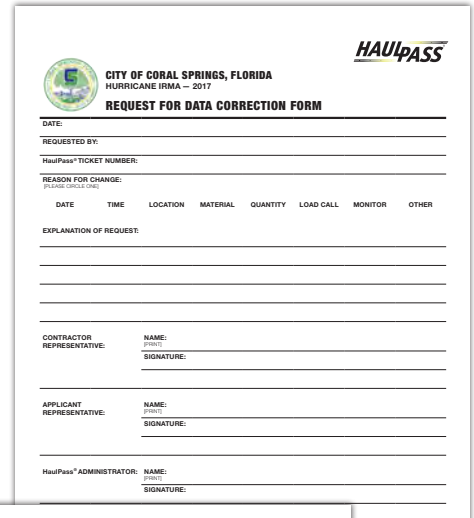
DATE: \_\_\_\_\_ LOCATION: \_\_\_\_\_  
MONITOR NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
FIELD ARRIVAL: \_\_\_\_\_ FIELD DEPARTURE: \_\_\_\_\_  
CREW NAME/PHONE: \_\_\_\_\_

ROADS WORKED: \_\_\_\_\_

SUMMARY OF DAILY ACTIVITIES: \_\_\_\_\_

NOTES OF SIGNIFICANCE: \_\_\_\_\_

INCIDENTS: \_\_\_\_\_

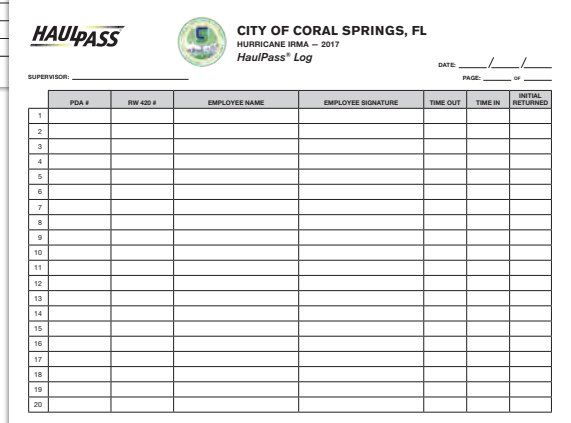


**HAULPASS**  
CITY OF CORAL SPRINGS, FLORIDA  
HURRICANE IRMA – 2017  
**REQUEST FOR DATA CORRECTION FORM**

DATE: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
HaulPass\* TICKET NUMBER: \_\_\_\_\_  
REASON FOR CHANGE: \_\_\_\_\_  
DATE TIME LOCATION MATERIAL QUANTITY LOAD CALL MONITOR OTHER

EXPLANATION OF REQUEST: \_\_\_\_\_

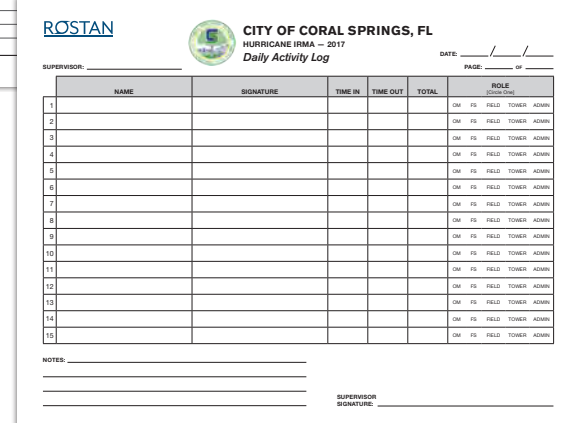
CONTRACTOR REPRESENTATIVE: NAME: \_\_\_\_\_ PRINT: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
APPLICANT REPRESENTATIVE: NAME: \_\_\_\_\_ PRINT: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
HaulPass\* ADMINISTRATOR: NAME: \_\_\_\_\_ PRINT: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



**HAULPASS** CITY OF CORAL SPRINGS, FL  
HURRICANE IRMA – 2017  
**HaulPass\* Log**

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ PAGE: \_\_\_\_ of \_\_\_\_  
SUPERVISOR: \_\_\_\_\_

1	PCA #	RW 420 #	EMPLOYEE NAME	EMPLOYEE SIGNATURE	TIME OUT	TIME IN	INITIAL RETURNED
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							



**ROSTAN** CITY OF CORAL SPRINGS, FL  
HURRICANE IRMA – 2017  
**Daily Activity Log**

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ PAGE: \_\_\_\_ of \_\_\_\_  
SUPERVISOR: \_\_\_\_\_

1	NAME	SIGNATURE	TIME IN	TIME OUT	TOTAL	ROLE (Clock Out)
1						CM FS FIELD TOMER ADAM
2						CM FS FIELD TOMER ADAM
3						CM FS FIELD TOMER ADAM
4						CM FS FIELD TOMER ADAM
5						CM FS FIELD TOMER ADAM
6						CM FS FIELD TOMER ADAM
7						CM FS FIELD TOMER ADAM
8						CM FS FIELD TOMER ADAM
9						CM FS FIELD TOMER ADAM
10						CM FS FIELD TOMER ADAM
11						CM FS FIELD TOMER ADAM
12						CM FS FIELD TOMER ADAM
13						CM FS FIELD TOMER ADAM
14						CM FS FIELD TOMER ADAM
15						CM FS FIELD TOMER ADAM

NOTES: \_\_\_\_\_  
SUPERVISOR SIGNATURE: \_\_\_\_\_



# DAILY OPERATIONAL REPORT



**CITY OF CORAL SPRINGS, FL** Debris Management Daily Report

NOVEMBER 2, 2017

**HURRICANE IRMA | DR-4337**

82° F



1,347.3 CY

34

49

TODAY'S WEATHER

TODAY'S VOLUME

TODAY'S LOADS

DAY OF OPERATIONS

### DAILY ACTIVITY SUMMARY

Debris Removal Operations commenced at 0630 this morning with 10 container trucks, and 1 bucket truck. Trucks that operated removed debris from City-authorized Rights-of-Way (ROWs) and other ROW locations. Crews worked on City-maintained roads 33, 34, 41, 43, 45, 53, 54, and 61. Phillips & Jordan crew representative ensuring that debris was removed from all ROWs.

There were no incidents to report.

### HAULER CREWS

Phillips & Jordan utilized 8 single container trucks with a driver and 1 bucket truck to remove hurricane debris from the following ROWs: 12, 13, 14, 21, 23, 24, 25, 31, 33, 34, 41, 43, 45, 53, 54, and 61 of vegetative debris removal.

### MONITORING

Rostan personnel were assigned to monitor and document City-authorized ROWs and to verify disposal at the Sportsplex. Monitoring was determined based on the anticipated work plan. The certification crew, leaner/hanger monitors, stump monitors, and mulch haulout monitors.

\*\*\* All data represented in this summary is subject to audit of HaulPass® database, field logs, etc. and should be considered an operational summary only. \*\*\*

**ROSTAN**

**ROSTAN**

**ROSTAN**

### ROADS WORKED

Phillips & Jordan crews cleared hurricane debris from the following locations:

Coral Ridge Drive	NW 33rd Street	NW 97th Terrace
Heron Bay Boulevard	NW 39th Court	NW 99th Way
N University Drive	NW 45th Street	Pine Ridge Drive
NW 102nd Drive	NW 55th Court	Ramblewood Drive
NW 103rd Lane	NW 83rd Street	
NW 126th Avenue	NW 92nd Street	
NW 21st Street	NW 94th Street	
NW 25th Court	NW 96th Street	
NW 28th Street	NW 97th Street	

### DEBRIS CALL CENTER

Rostan operated the Coral Springs Debris Call Center between 0630 and 1800. All Call Center Operators were forwarded to Karyn Komroff.

### NOVEMBER 3, 2017 - OPERATIONS PLAN

Debris Removal Operations will commence at approximately 0630 with Rostan personnel at the Coral Springs Sportsplex.

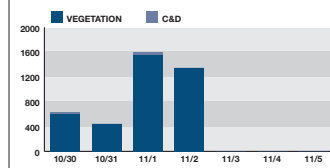
It is anticipated that Phillips & Jordan will provide 9 crew members to assist with debris removal. Rostan will staff in accordance with these expectations to assist with removing hurricane debris from City-authorized ROWs.

### ANTICIPATED AREAS OF OPERATION:

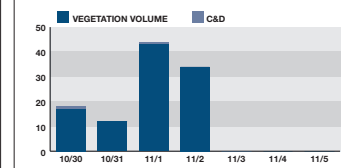
Targeted areas throughout the City.

\*\*\* All data represented in this summary is subject to audit of HaulPass® database, field logs, etc. and should be considered an operational summary only. \*\*\*

**CUBIC YARDS DAILY TOTALS** | WEEK OF OCTOBER 30, 2017



**LOADS DAILY TOTALS** | WEEK OF OCTOBER 30, 2017



### LEANER / HANGER SUMMARY

DEBRIS TYPE	TODAY	TOTAL
LEANERS	21	103
HANGERS	264	11,279
<b>TOTALS</b>	<b>285</b>	<b>11,382</b>

### STUMPS SUMMARY

DEBRIS TYPE	TODAY	TOTAL
LESS THAN 24"	8	76
24" - 47.99"	14	16
48" AND ABOVE	0	0
<b>STUMP COUNT TOTALS</b>	<b>22</b>	<b>92</b>
<b>STUMPS CUBIC YARDS TOTALS</b>	<b>108.50</b>	<b>157.50</b>

### DEBRIS REMOVAL SUMMARY BY VOLUME

DEBRIS TYPE	LOADS TODAY	TOTAL LOADS	DEBRIS ACCEPTED TODAY [CUBIC YARDS]	DEBRIS ACCEPTED TOTAL [CUBIC YARDS]
<b>SPORTSPLEX AT CORAL SPRINGS DMS</b>				
VEGETATION	34	6,758	1,347.30	287,111.00
<b>SPORTSPLEX AT CORAL SPRINGS DMS TOTALS</b>	<b>34</b>	<b>6,758</b>	<b>1,347.30</b>	<b>287,111.00</b>
<b>MONARCH HILL LANDFILL</b>				
C&D [FINAL DISPOSITION]	0	49	0.00	2,036.10
<b>MONARCH HILL LANDFILL TOTALS</b>	<b>0</b>	<b>49</b>	<b>0.00</b>	<b>2,036.10</b>
<b>PROJECT TOTALS</b>	<b>34</b>	<b>6,807</b>	<b>1,347.30</b>	<b>289,147.10</b>

### DEBRIS REMOVAL SUMMARY BY WEIGHT

DEBRIS TYPE	LOADS TODAY	TOTAL LOADS	DEBRIS ACCEPTED TODAY [TONS]	DEBRIS ACCEPTED TOTAL [TONS]
<b>MONARCH HILL LANDFILL</b>				
VEGETATION	0	46	0.00	463.73
<b>MONARCH HILL LANDFILL TOTALS</b>	<b>0</b>	<b>46</b>	<b>0.00</b>	<b>463.73</b>
<b>PROJECT TOTALS</b>	<b>0</b>	<b>46</b>	<b>0.00</b>	<b>463.73</b>

### MULCH HAULOUT - FINAL DISPOSAL

DEBRIS TYPE	LOADS TODAY	TOTAL LOADS	FINAL DISPOSAL TODAY [CUBIC YARDS]	FINAL DISPOSAL TOTAL [CUBIC YARDS]
<b>MULCH</b>				
MONARCH HILL LANDFILL	0	410	0.00	42,537.60
<b>PROJECT TOTALS</b>	<b>0</b>	<b>410</b>	<b>0.00</b>	<b>42,537.60</b>

\*\*\* All data represented in this summary is subject to audit of HaulPass® database, field logs, etc. and should be considered an operational summary only. \*\*\*

*Rostan's reports are customized based on each client's specific needs.*

# ROSTAN DMS CLOSURE REPORT



## WHITE COUNTY, TN Debris Management Site [DMS] Report

2015 ICE STORM

### DANSON DMS

<b>ADDRESS</b> 3536 Old Bon Air Road Sparta, TN 38583	<b>GPS LOCATION</b> N 35.92967 - W 85.35422	<b>TAX MAP</b> White Co. Tax Map 051 Parcel 064.00
---	--	--

### DANSON DMS ACTIVITY SUMMARY

A Tennessee Department of Environment and Conservation (TDEC) approval letter was issued on May 5, 2015 allowing for the consolidation, temporary storage, and open burning of vegetative debris resulting from the February 21, 2015 ice storm at DANSON DMS. Onsite operations commenced May 7, 2015. The final day of right-of-way debris hauling into DANSON DMS was July 22, 2015. Operations at DANSON DMS ceased on July 31, 2015.

### OPERATIONS SCHEDULE

In general, operations at DANSON DMS occurred on a 7-day per week schedule, 0700 – 1900 hours.

### DEBRIS TOTALS

A grand total of 2,637 truckloads of vegetative debris were brought into DANSON DMS, totaling 118,530.89 cubic yards of debris.

### FINAL DISPOSITION

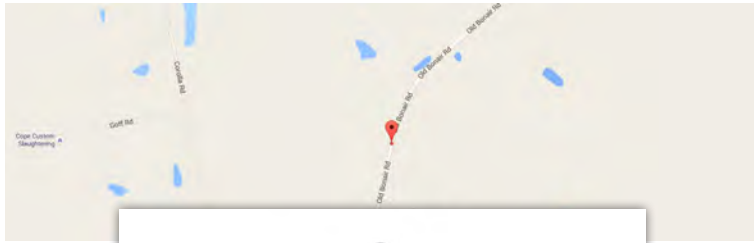
Vegetative debris at DANSON DMS was reduced to ash by open burning. The resulting 69.36 tons of ash was hauled to the WHITE COUNTY LANDFILL for final disposition.


### EXHIBITS

<b>Exhibit A</b> Aerial Parcel Map	2
<b>Exhibit B</b> TDEC Approval Letter	3
<b>Exhibit C</b> TN Division of Forestry Burn Permit	5
<b>Exhibit D</b> White County Landfill Registration	6
<b>Exhibit E</b> Site Photos	7
<b>Exhibit F</b> HaulPass® Load Tickets	9
<b>Exhibit G</b> Landfill Scale Receipts	64

WT	TON	CLASS	WGT	WGT	WGT	WGT	WGT
13.09		CLASS 3	40.000	0.00	0.00	0.00	0.00

WT	TON	CLASS	WGT	WGT	WGT	WGT	WGT
13.11		CLASS 3	40.000	0.00	0.00	0.00	0.00



  
**STATE OF TENNESSEE**  
**TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION**  
**COOKEVILLE ENVIRONMENTAL FIELD OFFICE**  
 1221 SOUTH WILLOW AVENUE  
 COOKEVILLE, TENNESSEE 38506  
 STATEWIDE 1-888-991-8332 FAX (931) 432-6952

May 5, 2015

Shirley Britton  
 AAA General Contractors, Inc.  
 PO Box 904  
 Alexander City, AL 35011

Reference: White County Storm Debris Disposal Site located on the Hal Danson property on Old Bon Air Road

Dear Ms. Britton:

Please let this letter serve as response that the Division of Air Pollution Control (APC), based upon the information provided, concurs that the Hal Danson property on Old Bon Air Road meets the State's APC guidelines for open burning of vegetative storm debris resulting from the recent ice storms in White County. However, please note that you must make a reasonable effort to remove all expressly prohibited material from any structural remains before ignition.

Below are some pertinent excerpts from the Tennessee Air Pollution Control open burning regulations:

1200-3-4-.03 OPEN BURNING PROHIBITED.

(1) No person shall cause, suffer, allow, or permit open burning except as specifically exempted by Rule 1200-3-4-.04 EXCEPTIONS TO PROHIBITION.

(4) The open burning of tires and other rubber products, vinyl shingles and siding, other plastics, asphalt shingles and other asphalt roofing materials, and/or asbestos containing materials is expressly prohibited, and such materials shall not be included in any open burning conducted under the provisions of Rule 1200-3-4-.04 EXCEPTIONS TO PROHIBITION.

1200-3-4-.04 EXCEPTIONS TO PROHIBITION.

(1) Open burning, as listed below, may be conducted subject to specified limitations. This grant of exception shall in no way relieve the person responsible for such burning from the consequences, damages, injuries, or claims resulting from such burning.

Exhibit B: TDEC Approval Letter



### DANSON DMS: POST-ACTIVITY SITE CONDITIONS



Exhibit C: Site Photos

## DAMAGE COMPLAINT TRACKING

During debris operations some property damage may occur while debris removal takes place. Rostan will coordinate with Village personnel to respond to problems in the field associated with any property damage claims resulting from the debris removal process, and establish procedures for claims reporting and management of claims resolution. Rostan establishes contact with the resident and debris contractor to ensure timely resolution of these incidents.

We visit and document the damaged property and populate a database for claims tracking which provides for documentation of the actions taken to resolve the claim. This database includes photographs with GPS coordinates, GIS mapping, photos, and digital logs of resident concerns. Rostan follows up with the resident to make sure communications are clear between all parties. Rostan also provides follow up phone calls or site inspections to confirm the claim has been resolved.

Rostan is pleased to provide our interactive online damage complaint tracking and resolution system which tracks all complaints, including details of damages and photos of damaged property and/or areas, to ensure that each complaint is resolved expeditiously.

## PUBLIC ASSISTANCE (PA) FUNDING SUPPORT

As an integral part of disaster management consulting, Rostan has provided financial consulting services to its clients. Our proven experience with technical disaster recovery and strategy development and implementation maximizes disaster assistance for clients. We understand the dynamics of disaster recovery financial planning, resource allocation, as well as the need for financial stability. We have extensive experience in representing clients' costs to federal agencies and throughout the life cycle of disaster management, including reimbursements and quarterly reporting requirements and project closeout. Our staff have coordinated state and federal audit resolutions as well as handled appeals processes for our clients.

The federal programs administered by FEMA require that their representatives create and submit the sub-grant submittals for local applicants. Rostan can draft sub-grant narratives and documentation to be provided to FEMA representatives. The following outlines actions that may be taken in pursuit of FEMA funding:

- Identify costs incurred during the response.
- Organize all actual cost documentation into site specific activities and FEMA PA categories of work.
- Develop damage descriptions and scopes of work for each category.
- Compile the damage descriptions, emergency repairs scopes of work and actual cost documentation into sub-grant submittal drafts to be provided to FEMA.
- Organize all actual cost documentation, descriptions of impacts and scopes of work for the emergency protective measures and debris removal conducted. These will be provided to FEMA for inclusion in the development of Category A and B Project Worksheets (PWs).
- As FEMA develops the PWs, Rostan can provide any information or conduct coordination meetings as required by those representatives to complete the process.

Rostan can develop scopes of work for each damaged facility to restore those facilities back to pre-incident conditions. The development of the permanent restoration projects will include the following:

- Description of pre-existing conditions
- Narrative of the impacts of the incident
- Vulnerabilities identified through the impacts
- Scope of Work; Codes and Standards upgrades
- Mitigation proposal and scope of work
- Cost estimates for restoration and mitigation
- Plan for use of contractors account; schedules
- Benefit Cost Analysis (as necessary)

Develop packaged sub-grant submittal drafts for review and Village submittal to FEMA.

FEMA can use these sub-grant submittal drafts to develop the PA PWs. As federal agency representatives develop the PWs, Rostan can provide any additional information or conduct site visits as required by those representatives to complete the process.

Regardless of the funding agency, we work diligently to minimize costs so that our clients receive the maximum reimbursement possible. Collectively, our team has assisted clients in pursuit of more than \$3 billion in federal assistance in recent years.

## PLANNING AND PREPAREDNESS SERVICES

Business Continuity Planning	Evacuation Planning
Emergency Operations Planning	Incident Action Planning
Continuity of Operations (COOP) Planning	Pre-Disaster Recovery Planning
Continuity of Government (COG) Planning	Public Health and Medical Planning
Capabilities Assessments	Threat and Hazard Identification Risk Assessment
Crisis Management Planning	Emergency Management Program Compliance Analysis
Emergency Communication Planning	Emergency Management Program Assessments and Gap Analysis

## HAZARD MITIGATION

### HAZARD MITIGATION PLANNING

Use your data to identify structures at risk; a process that will then prepare you for financial recovery following a disaster

### HURRICANE / WIND MITIGATION

Consider projects to reduce losses to the building envelope during high wind events.

**Examples include:** Safe Room, Wind Retrofit, Roof Hardening

### FLOOD MITIGATION

Consider projects to reduce losses to structures during flood events.

**Examples include:** Elevation or Floodproofing of the Structure, Utilities, and Service components

### LOCALIZED DRAINAGE / GREEN INFRASTRUCTURE

Consider projects that hold stormwater on site in designated areas to keep water away from structures



## 2.6 ANNOTATED MONITOR TRAINING PROGRAM MANUAL

Following is an annotated index of a Rostan training manual intended to introduce new hires to the debris removal monitoring process. Rostan maintains additional training manuals/presentations specific to different aspects of the debris removal monitoring process.

### DEBRIS CONTRACTOR MONITOR TRAINING

#### SECTION 1: OVERVIEW

##### 1.1 WHAT IS DEBRIS MONITORING?

Summary Explanation

##### 1.2 WHAT TO EXPECT

Job Summary, Roles and Responsibilities

##### 1.3 PRIORITIES

Operational Safety • Integrity • Promptness • Professionalism • Assist Client In Maximizing Their Federal Grant Funding

##### 1.4 PHILOSOPHY

We Are Here To Help, Not Hinder • Your Bottom-Line Responsibilities  
We Should Communicate Openly • Non-Confrontational

##### 1.5 INDIVIDUAL SAFETY

##### 1.6 MANDATORY PERSONAL PROTECTIVE EQUIPMENT

Safety Vest • Hard Hat • Safety Shoes (Steel Or Fiberglass Toe) • Long Pants • Outerwear Applicable To The Weather Conditions; E.g., Raingear • Safety Glasses • Hearing Protection Available • Dust Masks Available

#### SECTION 2: THE MONITORING PROCESS

##### 2.1 MONITOR ROLES OVERVIEW

Loading Site Monitor • Debris Management Site (DMS) Monitor • Tree Crew Monitor

##### 2.2 LOADING SITE MONITORS

Safety Considerations • Responsibilities • Typical R.O.W. Curbside Loading Site  
Work Area Safety

Traffic Awareness • Driving Safety • Heat Stress

##### 2.3 GENERAL DEBRIS ELIGIBILITY CRITERIA

Summary • Basic Debris Types Description

##### 2.4 DMS TOWER MONITORS

DMS Tower Monitor Role and Responsibility Summary • DMS Safety Considerations

##### 2.5 TRUCK CERTIFICATION

Explanation of Necessity • Description of Truck Certification Process • HaulPass® Card Explanation and Description

#### SECTION 3: AUTOMATED DEBRIS MANAGEMENT SYSTEM

##### 3.1 HARDWARE OVERVIEW

##### 3.2 DETAILED HARDWARE DESCRIPTION AND INSTRUCTIONS

Symbol Motorola MC70 PDA • TSL Smart Card Reader • Zebra RW420 Bluetooth Mobile Printer • PDA Vehicle Charger

##### 3.3 DISTRIBUTION OF FIELD EQUIPMENT

Description of Process • Replacement of Field Equipment

##### 3.4 RIGHT-OF-WAY APPLICATION

Description of Process • Troubleshooting

#### SECTION 4: SAFETY REVIEW





# DISASTER DEBRIS MONITORING



RFB 2020-01 | November 7, 2019

## DISASTER DEBRIS MONITORING SERVICES FOR THE VILLAGE OF ESTERO, FLORIDA

### SECTION 3 – REFERENCES



#### SUBMITTED BY

#### **ROSTAN SOLUTIONS, LLC**

3433 Lithia Pinecrest Road  
Suite 287  
Valrico, FL 33596  
Travis Mays, Program Manager  
Office: 813.333.7042  
Mobile: 713.823.2002  
Fax: 813.333.7330  
Email: [tmays@rostan.com](mailto:tmays@rostan.com)  
[www.rostan.com](http://www.rostan.com)



### 3.1 REFERENCES

The Rostan team has extensive experience providing disaster recovery consulting services to federal, state and local governments. We believe in remaining involved with our clients until the recovery process is complete. We have many long-term client relationships, and we are humbled by and proud of our references. Provided below are references for relevant projects.

#### PUBLIC ASSISTANCE, GRANTS FUNDING, AND DEBRIS MANAGEMENT SERVICES

##### CITY OF NORTH PORT, FLORIDA | 2015 – PRESENT



Monica Bramble, Assistant Public Works Director  
Tel: 941-240-8060  
Fax: 941-240-8063  
Email: [mbramble@cityofnorthport.com](mailto:mbramble@cityofnorthport.com)  
1100 N. Chamberlain Blvd., North Port, FL 34286

#### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

##### CITY OF ST. PETE BEACH, FLORIDA | 2017



Michael F. Clarke, Public Works Director  
Tel: 727-363-9243  
Fax: 727-363-2736  
Email: [mclarke@stpetebeach.org](mailto:mclarke@stpetebeach.org)  
155 Corey Avenue, St. Pete Beach, FL 33706

#### DEBRIS MANAGEMENT AND PUBLIC ASSISTANCE SUPPORT SERVICES

##### TOWN OF WINDERMERE, FLORIDA | 2017 – 2018



Scott Brown, Public Works Director  
Tel: 407-876-2563 x5325  
Fax: 407-876-0103  
Email: [sbrown@town.windermere.fl.us](mailto:sbrown@town.windermere.fl.us)  
614 Main Street, Windermere, FL 34786



# DISASTER DEBRIS MONITORING



RFB 2020-01 | November 7, 2019



## DISASTER DEBRIS MONITORING SERVICES FOR THE VILLAGE OF ESTERO, FLORIDA

### SECTION 4 – REQUIRED DOCUMENTATION

- Proposal Quote Form
- Anti-Collusion Statement
- Vendor Disclosure Form
- Affidavit Certification Immigration Laws
- Evidence of Insurance
- Public Entity Crime Form
- Certification Regarding Lobbying
- Scrutinized Companies Certification
- Bidder's Checklist

#### SUBMITTED BY

#### **ROSTAN SOLUTIONS, LLC**

3433 Lithia Pinecrest Road  
Suite 287  
Valrico, FL 33596  
Travis Mays, Program Manager  
Office: 813.333.7042  
Mobile: 713.823.2002  
Fax: 813.333.7330  
Email: [tmays@rostan.com](mailto:tmays@rostan.com)  
[www.rostan.com](http://www.rostan.com)





VILLAGE OF ESTERO, FLORIDA  
 PROPOSAL QUOTE FORM  
 FOR  
 DISASTER DEBRIS MONITORING FOR  
 THE VILLAGE OF ESTERO

DATE SUBMITTED: 11/7/2019

VENDOR NAME: Rostan Solutions, LLC

TO: The Village of Estero  
 Estero, Florida

Having carefully examined the “General Provisions”, and the “Special Provisions”, all of which are contained in the Contract Documents, the Undersigned proposes to furnish the following which meets these specifications:

NOTE REQUIREMENT: IT IS THE SOLE RESPONSIBILITY OF THE VENDOR TO CHECK THE VILLAGE OF ESTERO WEB SITE FOR ANY PROJECT ADDENDA ISSUED FOR THIS PROJECT. THE VILLAGE WILL POST ADDENDA TO THIS WEB PAGE, BUT WILL NOT NOTIFY.

The undersigned acknowledges receipt of Addenda numbers: N/A

- The following labor hours are provided as a scenario for evaluation purposes only.
- All labor rates are to be fully burdened to include but not limited to, overtime, all taxes, benefits, handling charges, overhead and profits; per diem and fuel is to be included in hourly labor rates. Labor rates include all equipment, tools, and supplies necessary for the employee to perform the tasks assigned. Labor rates include all costs associated with the use, care, and data management of the approved ADMS.
- Provide per hour costs by position based on weekly hours as provided below and calculate the extended cost for each.

<u>POSITION</u>	<u>WEEKLY HOURS</u>	<u>COST PER HOUR</u>	<u>TOTAL WEEKLY COST PER POSITION</u>
PROJECT MANAGER(S)**	60	\$ <u>82.00</u>	\$ <u>4,920.00</u>
OPERATIONS MANAGER(S)/ FIELD COORDINATOR(S)**	70	\$ <u>70.00</u>	\$ <u>4,900.00</u>
DEBRIS MONITOR(S)/ (FIELD/STAGING/CREW LEADER(S))**	6300	\$ <u>34.00</u>	\$ <u>214,200.00</u>
DEBRIS MONITOR SUPERVISOR(S)**	84	\$ <u>46.00</u>	\$ <u>3,864.00</u>
DATA ENTRY(S)/ GIS OPERATOR(S)**	50	\$ <u>30.00</u>	\$ <u>1,500.00</u>
TOTAL WEEKLY COST:			\$ <u>229,384.00</u>

\*Contract rates listed above apply in all cases except when superseded by other Federal requirements such as FHWA Emergency Relief Program or others as applicable.

\*\*Positions and weekly hours listed above are part of the scenario based cost criteria. The weekly hours are provided as a scenario for evaluation purposes only. Cost Per Hour per Position shall be part of the final agreement. It is the bidder's responsibility to ensure that all costs are included in the Cost Per Hour per Position.

TO BE STARTED WITHIN TEN (10) CALENDAR DAYS AFTER RECEIPT OF NOTICE TO PROCEED.

Bidders should carefully read all the terms and conditions of the specifications. Any representation of deviation or modification to the bid may be grounds to reject the bid.

Are there any modifications to the bid or specifications:

YES \_\_\_\_\_ NO  \_\_\_\_\_

Failure to clearly identify any modifications in the space below or on a separate page may be grounds for the bidder being declared nonresponsive or to have the award of the bid rescinded by the Village.

MODIFICATIONS:

ANTI-COLLUSION STATEMENT

THE BELOW SIGNED VENDOR HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS RESPONSE WITH OTHER VENDORS AND HAS NOT COLLUDED WITH ANY OTHER VENDOR OR PARTIES TO A RESPONSE WHATSOEVER. NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED EITHER WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS.

FIRM NAME Rostan Solutions, LLC

BY (Printed): Sam Rosania

BY (Signature):  \_\_\_\_\_

TITLE: Executive Vice President

FEDERAL ID # OR S.S.# 20-5425053

ADDRESS: 3433 Lithia Pinecrest Road, Suite 287  
Valrico, FL 33596

PHONE NO.: 813-333-7042

FAX NO.: 813-333-7330

CELLULAR PHONE NO.: 813-505-1313

E-MAIL ADDRESS: srosania@rostan.com





AFFIDAVIT CERTIFICATION  
IMMIGRATION LAWS

SOLICITATION NO. RFB 2020-01 PROJECT NAME: Disaster Debris Monitoring for the Village Of Estero

VILLAGE OF ESTERO WILL NOT INTENTIONALLY AWARD VILLAGE CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) {SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT ("INA").

VILLAGE OF ESTERO MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY VILLAGE OF ESTERO.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

[Signature] Company Name: Rostan Solutions, LLC  
Executive Vice President 11/5/2019  
Signature Title Date

STATE OF South Carolina  
COUNTY OF Charleston

The foregoing instrument was signed and acknowledged before me this 5th day of November 20 19, by Sam Rosania who has produced  
(Print or Type Name)  
is personally known to me as identification.  
(Type of Identification and Number)

[Signature]  
Notary Public Signature

Tia Burden  
Printed Name of Notary Public Tia Burden

964990340  
Notary Commission Number/Expiration 2/21/2028

The signee of this Affidavit guarantee, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made. VILLAGE OF ESTERO RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/27/2019

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

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

<b>PRODUCER</b> Lassiter-Ware Insurance of Tampa Bay 1300 N. Westshore Blvd. Suite 110 Tampa FL 33607		<b>CONTACT NAME:</b> Wendy Tyree	
		<b>PHONE (A/C, No, Ext):</b> (800) 845-8437	<b>FAX (A/C, No):</b> (888) 883-8680
		<b>E-MAIL ADDRESS:</b> wendydt@lassiterware.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Crum & Forster Specialty Insurance Co	<b>NAIC #</b> 44520
		<b>INSURER B:</b> Progressive Express Ins Co	10193
		<b>INSURER C:</b> Crum & Forster Specialty Insurance Co	44520
		<b>INSURER D:</b> Travelers Casualty & Surety Co	19038
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> Rostan Solutions, LLC 3433 Lithia Pinecrest Road Suite 287 Valrico FL 33596			


**COVERAGES****CERTIFICATE NUMBER:** 19-20 Cert**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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractors Pollution Liability  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			EPK128285	09/29/2019	09/29/2020	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			011688900	09/29/2019	09/29/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							PIP-Basic	\$ 10,000
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$      RETENTION \$			EFX113491	09/29/2019	09/29/2020	EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB5J8648191947G	09/29/2019	09/29/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Professional Liability (Claims-Made) Limits included with General Liability			EPK128285	09/29/2019	09/29/2020	Each Claim	\$1,000,000
							Aggregate	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Village of Estero 9401 Corkscrew Palms Circle  Estero FL 33928	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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PUBLIC ENTITY CRIME FORM

This form must be signed and sworn to in the presence of a notary public or other officer authorized to administer oaths.

1. This sworn statement is submitted to Village of Estero, Florida  
*(Print name of the public entity)*

by Sam Rosania, Executive Vice President  
*(Print individual's name and title)*

for Rostan Solutions, LLC  
*(Print name of entity submitting sworn statement)*

whose business address is 3433 Lilthia Pinecrest Road, Suite 287, Valrico, FL 33596

(If applicable) its Federal Employer Identification Number (FEIN) is 20-5425053

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: On the attached sheet.) Required as per IRS Form W-9.

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 with the United States, including but not limited to, and bid or contract for goods or services to be provided to any public entity or agency or political subdivision or any other state or of the United States, and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

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, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime:  
or:
2. 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 offices, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the 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 fair market value under an arm’s length agreement, shall be a 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) (c), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter 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, partners, shareholders, employees, members, and agents who are active in management of the entity.



6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting those sworn statement. (Please indicate which statement applies.)

Neither the entity submitted this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity nor affiliate of the entity have 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 the officers, directors, executives, partners, shareholders, employees, member, or agents who are active in management of the entity, or an affiliate of the entity have 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, member, or agents who are active in 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 subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearing 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 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH 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 OR ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
11/5/2019

(Date)

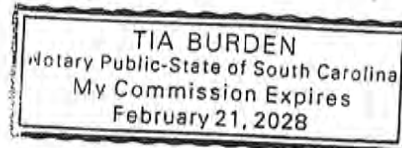
STATE OF South Carolina  
COUNTY OF Charleston

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Sam Rosania  
(Name of individual signing)

who, after first being sworn by me, affixed his/her signature in the space provided above on this 5th day of November, 2019.

\_\_\_\_\_  
(NOTARY PUBLIC)

My Commission Expires: 2/21/2028



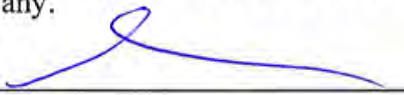
APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

The undersigned [Contractor] 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 subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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 Contractor, Rostan Solutions, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

By:  \_\_\_\_\_

Name: Sam Rosania

Title: Executive Vice President

Date: 11/5/2019

## Scrutinized Companies Certification

1. This sworn statement is submitted with a bid, proposal, contract, or contract renewal RFB 2020-01  
\_\_\_\_\_, for Disaster Debris Monitoring for the Village Of Estero **Project or contract**  
**number] [Project name]**
2. This sworn statement is submitted by Rostan Solutions, LLC whose  
**[Name of entity submitting sworn statement]**  
business address is 3433 Lilthia Pinecrest Road, Suite 287, Valrico, FL 33596.
3. Federal Employer Identification Number (FEIN) is 20-5425053 (or  
if the entity has no FEIN, include the Social Security Number of the individual signing this sworn  
statement).
4. My name is Sam Rosania and my relationship to the  
above is: **[Please print name of individual signing]**  
Executive Vice President
5. Based on information and belief, the certification, which I have marked below, is true in relation to the  
entity submitting this sworn statement as required by §287.135, Florida Statutes.

**[ ] Scrutinized Companies that Boycott Israel List (bid, proposal or contract renewal for any amount)**

- The entity submitting this sworn statement is not on the Scrutinized Companies that Boycott Israel List nor is it engaged in a boycott of Israel.  
 The entity submitting this sworn statement is on the Scrutinized Companies that Boycott Israel List or is actively engaged in a boycott of Israel..

**[ ] Scrutinized Companies with Activities in Sudan List (bid, proposal or contract renewal for \$1 Million or more)**

- The entity submitting this sworn statement is not on the Scrutinized Companies with Activities in Sudan List.  
 The entity submitting this sworn statement is on the Scrutinized Companies with Activities in Sudan List.

**[ ] Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List (bid, proposal or contract renewal for \$1 Million or more)**

- The entity submitting this sworn statement is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.  
 The entity submitting this sworn statement is on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**[ ] Business Operations in Cuba or Syria (bid, proposal or contract renewal for \$1 Million or more)**

- The entity submitting this sworn statement does not have business operations in Cuba or Syria.  
 The entity submitting this sworn statement does have business operations in Cuba or Syria.

Pursuant to §287.135, Florida Statutes, if the Village determines the entity executing this Certification has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel after this certification is executed, any associated contract with the Village may be subsequently terminated by the Village. Similarly, if the Village determines the entity is found to have submitted a false certification, is

later placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations with Cuba or Syria, the Village may terminate any associated contracts with the entity.

Notwithstanding any other contract language to the contrary, the entity executing this Certification expressly assents to the termination provisions included herein as binding upon any contracts between it and the Village.

By the signature(s) below, I, the undersigned, as authorized signatory to commit the certifying entity, attest that the information as provided in this form is truthful and correct at the time of submission.

[Signature]  
AFFIANT

Sam Rosania  
Typed Name of AFFIANT

Executive Vice President  
Title

STATE OF South Carolina

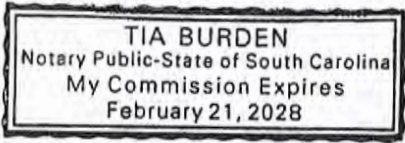
COUNTY OF Charleston

The foregoing instrument was executed before me this 5th day of November, 2019, by Sam Rosania as Executive Vice President of Rostan Solutions, LLC, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation, and who is personally known to me OR has produced \_\_\_\_\_ as identification.

[Signature]

NOTARY PUBLIC, State of South Carolina

(stamp)



VILLAGE OF ESTERO - BIDDERS CHECK LIST

IMPORTANT: Please read carefully and return with your response package. Please check off each of the following items as the necessary action is completed:

- 1. The Solicitation has been signed and with corporate seal (if applicable).
- 2. The Solicitation prices offered have been reviewed (if applicable).
- 3. The price extensions and totals have been checked (if applicable).
- 4. Substantial and final completion days inserted (if applicable).
- 5. The original (must be manually signed) and 1 hard copy original and others as specified of the Solicitation has been submitted.
- 6. Two (2) identical sets of descriptive literature, brochures and/or data (if required) have been submitted under separate cover.
- 7. All modifications have been acknowledged in the space provided.
- 8. All addendums issued, if any, have been acknowledged in the space provided.
- 9. Licenses (if applicable) have been inserted.
- 10. Erasures or other changes made to the Solicitation document have been initialed by the person signing the Solicitation.
- 12. The following Forms completed/signed/notarized as required: Vendor Disclosure Form, Affidavit Certification Immigration Laws, Insurance Certificate, Public Entity Crime Form, Trench Safety Form, Bid Bond and/or Certified Check, Scrutinized Companies Certification.
- 13. Any Delivery information required is included.
- 14. The mailing envelope has been addressed to:  
Village of Estero  
9401 Corkscrew Palms Circle #101  
Estero, FL 33928
- 15. The mailing envelope MUST be sealed and marked with:  
Solicitation Number  
Opening Date and/or Receiving Date
- 16. The Solicitation will be mailed or delivered in time to be received no later than the specified opening date and time. (Otherwise Solicitation cannot be considered or accepted.)
- 17. If submitting a "NO BID" please write Solicitation number here \_\_\_\_\_  
and check one of the following:  
 Do not offer this product     Insufficient time to respond.  
 Unable to meet specifications (why)  
 Unable to meet bond or insurance requirement.  
Other: \_\_\_\_\_

Company Name and Address:  
Rostan Solutions, LLC  
3433 Lithia Pinecrest Road, Suite 287  
Valrico, FL 33596