

# Hurricane Harvey

## Expedited Project Worksheets Process

### Category A

*We will only write expedited projects for debris on ROWs and other applicant owned properties, not PPDR. Expedited projects will be estimated for operational periods of either 30, 60, or up to 90 days, depending on the applicant's needs. All projects will be written at 50% of the estimate and funded at 90% of the project total. Once the expedited project is written, any additional version will only be processed after all documentation has been provided. Documentation must support the claim for the operational period that was outlined in the project.*

### Information needed for the expedited project to be written

1. Total estimated quantity of debris (by debris type) in the jurisdiction
  - a. Cubic yard estimate. Provide the basis for the estimate.
2. How will the work be completed? (Force Account, Contract, Memorandum of Understanding or Mutual Aid Agreement)
  - i. Force Account
    - How many staff/personnel will be used?
    - How many pieces of equipment?
      - All equipment will be estimated at \$60 per hour
    - How many hours per day will they be working? How many days per week?
    - What is the average pay rate for staff?
      - If they don't know the average, we will estimate the staff salary at \$20 per hour.
    - Estimate of how much debris will be moved in the requested operational period.
      - Specify estimates for 30, 60, and/or 90 days
  - ii. Contract
    - If a contract is in place, provide a complete copy of the contract and an estimate of how much the contractor will remove for that operational period.
    - If they are going to contract it out, we will estimate
      - vegetative debris at \$15 per cubic yard
      - construction and demolition at 22 per cubic yard

*If they have their own estimate, we can review it and possibly use their estimate if it is reasonable.*

    - Who is monitoring the contract debris removal?
      - If monitoring by Force Account Labor, provide all data in section 2.i. – Force Account above.
      - If by contract, provide the contract, if in place.
        - Provide the estimated number of monitors, the average hourly cost, and the estimated total number of hours for the requested operational period.
  - iii. Memorandum of Understanding(MOU) or Mutual Aid Agreement (MAA)
    1. Copy of the MOU/MAA
    2. How many staff/personnel will be used?
    3. How many pieces of equipment?
      - a. All equipment will be estimated at \$60 per hour
    4. How many hours per day are will they be working?
    5. What is the average pay rate for staff?
      - a. We will estimate the staff salary at \$20 per hour
    6. Is there lodging or per diem for the MOU/MAA staff?
      - a. Provide the lodging/per diem rate
3. How will the debris be disposed? (Burn, grind, Landfill, etc.)
  - a. Provide landfill locations and/or permits, if available
4. Will a temporary staging site be used?
  - a. If already in use, provide the location information and permit
5. Does the Applicant have insurance for debris removal?
  - a. Provide insurance documentation

## Category B

### Information needed for the expedited project to be written

1. Solid DDD info
  - i. Force Account
    - How many staff/personnel will be used?
    - How many pieces of equipment were used?
      - All equipment will be estimated at \$60 per hour
    - How many hours per day were they working? How many days per week?
    - What is the average pay rate for staff?
      - If they don't know the average, we will estimate the staff salary at \$20 per hour.
2.
  - Specify what work was performed
    - Emergency Access?
    - Security?
    - Placing Barricades for Safety?
    - Sand Bagging?
    - Flood Fighting?
    - Emergency Pumping?
    - Search and Rescue?
    - Fire Fighting? Unanswered
    - Temporary Slope Stabilization?
    - Buttressing, Shoring, or Bracing Facilities?
    - Emergency Medical Care and Support?
    - Emergency Operations Center?
    - Mold Remediation?
    - Safety Inspections?
    - Provision of Supplies and Commodities?
    - Medical Care and Transport?
    - Sheltering?
    - Evacuations?
    - Temporary Facilities?
  - Provide comments to clarify info
  - Be specific on what is being requested of this emergency protective measures
    - Life saving measures taken and what this project covers-Search and rescue, Prepositioning, EOC, Flood fighting, sheltering etc.
3. SOW - Be as specific as possible on what you are doing.
  - Should follow DDD
4. Cost
  - Contracts
  - Forced Account Labor/Equipment
  - MOU/MAA
  - How did you come up with the estimate?
  - Documentation to support costs
  - Insurance Coverage
5. Does the Applicant have insurance for debris removal?
  - a. Provide insurance documentation