



GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet

NEW BUSINESS

Agenda Item: III. A
Subject: iParametrics Contract Extension
Meeting Date: March 13, 2024
Prepared By: Josh Bauer, Deputy Chief

Background

In order to continue work to support the Hazard Mitigation Grant Program (HMGP) application, it is necessary to renew the iParametrics contract for a total not to exceed \$25,022.40. The initial contract was priced using GSA, which has a 1-year time limit, and the State extended the application period, which has caused the application to extend past the contract term. The contract extension reflects this year's GSA pricing schedule for each task.

Funding Source/Financial Impact

General Fund/ Professional Services—\$25,022.40. If awarded, the grant would reimburse the costs only if an active contract is in place.

Recommendation

Staff recommends approving the extension of the iParametrics contract for the Hazard Mitigation Grant Application for a total not to exceed \$25,022.40.

Potential Motion

I move to approve extending the iParametrics contract for the Hazard Mitigation Grant Application for a total not exceeding \$25,022.40.

Attachments

1. Original iParametrics Contract
2. iParametrics Contract Extension



February 23, 2023

Alan McLaughlin
Greater Naples Fire
Rescue District
14575 Collier Blvd
Naples, Florida 34119

Dear Chief McLaughlin,

Thank you for you for reaching out regarding support for the Greater Naples Fire District through the Hurricane Ian Disaster Recovery Process. iParametrics is excited for the opportunity to provide this letter proposal for our initial engagement to support the Greater Naples Fire District with the FEMA Hazard Mitigation Grant Application process. The goal of our engagement would be to support your team through the application process for FEMA Hazard Mitigation Grant Program (HMPG) funds. Our team will:

- Apply for potentially eligible projects at the County Local Mitigation Strategy Committee, attending the necessary ranking meetings and advocating for the Fire Districts applications.
- Coordinate with State and Federal staff to ensure successful project reviews.
- Provide technical guidance regarding procurement, duplication of benefits and other potential federal grants.
- Complete the application development including BCAs and data analytics to support the application submittal.
- Provide complete HMPG application for the Fire District to submit to the Florida Division of Emergency Management Hazard Mitigation grant portal.

The work performed under this contract would be done under GSA’s Disaster Purchasing Program through iParametrics contract #GS-10F-112CA. The chart below details the estimated hours and rates to perform this work. The total represents the not to exceed price. Greater Naples will only be billed for the hours worked during this initial engagement to support the development of the HMGP applications, travel will be charged at the GSA rate.

Position	Rate	Hours	Total
Project Manager III	\$175.36	60	\$10,521.60
Grant Consultant II	\$131.16	120	\$15,739.20
Subject Matter Expert	\$235.13	10	\$2,351.30
Disaster Consultant II	\$123.62	40	\$4,944.80
Total			\$33,556.90

I have also enclosed our corporate statement of qualification to provide you a background of information regarding our company and our services as well as resumes of proposed staff. If you have any questions or concerns, please do not hesitate to reach out to Shanti Smith-Copland or myself at any time.

Sincerely,

Jeff Stevens, CEM, MEP
Vice President
iParametrics.

Authorized by:

Date:

3-16-2023

Name



February 19, 2024

Josh Bauer
Greater Naples Fire
Rescue District
14575 Collier Blvd
Naples, Florida 34119

Dear Chief Bauer,

iParametrics appreciates the opportunity to continue to support the Greater Naples Fire District with the Hazard Mitigation Grant Application recovery process through final approval. The goal of our engagement would be to support your team through the application process until the Fire District has received their Sub Recipient agreements from the Florida Division of Emergency Management (FDEM).

- Coordinate with State and Federal staff to ensure successful project reviews
- Provide technical guidance to Greater Naples regarding procurement, duplication of benefits and other potential federal grants
- Respond to all additional Requests for Information (RFIs) issued by FDEM.

The work performed under this contract would be done under GSA’s Disaster Purchasing Program through iParametrics contract #GS-10F-112CA. The chart below details the estimated hours and rates to perform this work. The total represents the not to exceed price. Greater Naples will only be billed for the hours worked during this engagement to support the HMGP application review process.

Position	Rate	Hours	Total
Project Manager III	\$179.04	50	\$8,952.00
Grant Consultant II	\$133.92	120	\$16,070.40
Total			\$25,022.40

Any expenses shall be billed at GSA rates and cost reasonable per any additional GSA Waivers. If you have any questions or concerns, please donot hesitate to reach out to Shanti Smith-Copland or myself at any time.

Sincerely,

Jeff Stevens, CEM, MEP
Exec Vice President
iParametrics

Authorized by:

Date:

Name
