

Contracting Guidelines for Debris Removal

Types of Debris Projects

FEMA will categorize debris removal activities two ways:

1. **Emergency Protective Measures – Category B:** This type of debris work typically involves “push and shove or cut and toss” work. The work is performed to eliminate the immediate threat to lives, public health and safety. This work usually occurs immediately after the disaster event.
2. **Debris Removal – Category A:** This is the long-term debris clearance and monitoring of the removal of trees, woody debris, building wreckage, building contents, vehicles, and other disaster-related materials deposited on public property and rights-of-way. This is the phase of work involves picking up the debris and disposal.

Contracting Requirements for Debris Projects

There are different contracting requirements for the two types of debris projects.

1. **Emergency Protective Measures – Category B:** During a local state of emergency, applicants are not required to follow their normal, established procurement requirements. However, FEMA requires that all procurement activities ensure that the best value was attempted and documented. Applicants must make sure:
 - a. The award is the most advantageous to the program, with price and other factors considered such as availability of labor, reputation, and rapid response
 - b. That this approach is not used for long-term debris work
2. **Debris Removal – Category A:** Although local jurisdictions may be under a Local State of Emergency, there are federal guidelines which must be followed for long-term debris removal operations, if reimbursement is anticipated by the FEMA Public Assistance Program. There must be a more structured effort to solicit bids and choose contractors based on the contractors who are the most responsive, responsible, and best cost value.

WHAT YOU NEED TO DO!

 - a. Document all solicitation efforts
 - b. Solicit bids by telephone, internet postings, newspapers, etc.
 - c. Ask multiple contractors for bids
 - d. Establish a method for evaluating the contractor bids
 - e. Award contracts to those contractors whose proposals are the most advantageous to the program based on price, availability of labor, rapid response, reputation, etc.

FOR ADDITIONAL GUIDANCE GO TO:

<http://kyem.ky.gov/currentdisasters/Pages/default.aspx>