

Disaster Readiness Assessment

Applicant Name (Entity): Cocoa, City of

Submitted Date: 12-21-2023

Submitted By: Rebecca Bowman

Background

The Florida Recovery Obligation Calculation (F-ROC) process was established with the goal of assisting applicants with assessing risk of potential non-compliance within the FEMA PA program. A vehicle to assess such risk is completing the risk assessment questionnaire, as well as the successful execution of applicant abatement activities, where applicable. Presented below is the completed risk assessment questionnaire. Each question in the risk assessment is designated as low, medium, or high-risk based on the risk for potential noncompliance with applicable policies and regulations. The assessment includes questions that cover FEMA PA Category A and B requirements and can be used for pre and post disaster. The questionnaire is presented in 5 sections which include: Applicant Experience, Policy/Procedure, Documentation, Procurement and Contract Administration.

General Guidance

Presented below is the completed risk assessment questionnaire, with the output from the State's review. The Applicant's responses to each question are highlighted in bold. As part of the F-ROC process the State or a designee completed the review of the submitted questionnaire, including the supporting documentation provided in the KPMG Smart Grants Platform. Presented below the State's review is documented for consideration. Leveraging the outputs from the State review, the applicant can begin drafting their abatement plan, if applicable.

For further information regarding the F-ROC Scoring Criteria & Methodology please refer to the guide within the KPMG Smart Grants Platform.

Please note, this document is only for reference purposes. Please sign into KPMG Smart Grants Platform to review state comments and begin your abatement plan.

Key milestone(s)

Original submit date: 12-21-2023

Questionnaire



Applicant Experience Questions

1) Has this Applicant previously been awarded Federal funding?

- A) Yes, the Applicant has received Federal funding.
- B) No, the Applicant has not previously received Federal funding.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Notice of Federal Funding Award	SR-DR-4673_Z292 2-Cocoa-- City-of- Funding-Agreement-Fully-Executed-169 6998-91700.pdf	Hurricane Ian - Agreement No. Z2922	12/13/2025	
Notice of Federal Funding Award	SR-DR-4680_Z379 8-Cocoa-- City-of- Funding-Agreement-Fully-Executed-176 2326-24540.pdf	Hurricane Nicole - Agreement No. Z3798	12/13/2025	
Notice of Federal Funding Award	DR-4468--- of- City- of- Cocoa--- Executed-111	Hurricane Dorian - Agreement No. Z1581	12/13/2025	



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	7167-90858.pdf			

1.a If yes, has the Applicant been awarded Public Assistance (PA) funding within the last 5 years?

- A) Yes, this Applicant has been awarded Public Assistance funding for 2 or more disasters.
- B) Yes, this Applicant has been awarded Public Assistance funding for 1 disaster.
- C) No, this Applicant has not been awarded Public Assistance funding in the last 5 years.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/12/2023 13:27

Hurricanes Ian & Nicole - documentation can be found on Florida PA web page.

1.b If yes, was any of the funding to reimburse eligible work under Category A (Debris Removal) or Category B (Emergency Protective Measures)?

- A) Category A only
- B) Category B only
- C) Both Category A and Category B
- D) Category B only, the Applicant does not claim Category A work.
- E) No Emergency work, only Category C-G (Permanent Work)



State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

1.c If yes, please select the disaster(s) in which you received FEMA PA funding for Category A (Debris Removal) and/or Category B (Emergency Protective Measures)?

- A) DR4399 Hurricane Michael
- B) DR4468 Hurricane Dorian
- C) DR4486 Florida Covid-19 Pandemic
- D) EM3533 Hurricane Isaias
- E) DR4564 Hurricane Sally
- F) EM3551 Hurricane ETA
- G) EM3560 Surfside Building Collapse
- H) EM3561 Tropical Storm Elsa
- I) EM3562 Tropical Storm Fred
- J) DR4673 Hurricane Ian
- K) DR4680 Hurricane Nicole

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/12/2023 13:31

Ian - Cat A & Cat B, Nicole Cat B, Dorian Cat B. Also had Irma Cat A, B & many others.

1.d If yes, does this Applicant have experience with projects in the Public Assistance Program within the last 5 years? (choose all that apply)



- A) Yes, obligated large projects.
- B) Yes, obligated small projects.
- C) Yes, both small and large obligated projects.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/14/2023 10:36

H Irma obligated 2/2/21 #F7340 PW 7340-82564 Indian Waterfront Erosion Cat G - large project

H Ian & H Nicole did not meet large project threshold due to the increased amount for large projects on these events.

2) Does the Applicant have staff member(s) who will be dedicated to and responsible for administering their FEMA PA grants in the event of a declared disaster?

- A) Yes, in the event a disaster occurs the Applicant has 2 or more dedicated staff members.
- B) Yes, in the event a disaster occurs the Applicant has at least 1 dedicated staff member.
- C) No, the Applicant will not have any dedicated staff members.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Training Certificate	Lora Howell FEMA Certs.pdf		12/13/2025	
Training	Connor		12/13/2025	



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Certificate	Williams FEMA Certs.pdf			
Training Certificate	NUMS 800 Certificate 8-8-22.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	November 18 2021 ARPA Webinar Certificate.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	NIMS 703b Cert 8-4-22.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	NIMS 200b 9-25-18.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	NIMS 200.C certificate 8-11-22.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	FEMA NIMS 100 cert.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	FEMA 700 NIMS Course Cert.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	Avoiding Fraud in Treasury 10-26-23 Certificate.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Training Certificate	AGA CPE Fraud Internal Controls.pdf	Certificate for: Rebecca Bowman	12/14/2025	
Personnel Information	Personnel Descriptions.p	Job descriptions.	12/14/2025	

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Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	df			

2.a If yes, please list the staff member(s) who will be responsible for administering the FEMA Public Assistance Grant. (Please include Name, Department, Title and years of experience. Ex: John Doe, Finance, Director, 4 years)

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoaf.fl.gov :

12/14/2023 15:00

Rebecca Bowman, Finance Director - 15 years

Lora Howell, Deputy Finance Director - 6 years

Connor Williams, Grants Writer - Econ Development Specialist - 2 years

2.b If yes, do these staff member(s) have previous experience administering FEMA PA Grants ?

A) Yes, the staff member(s) have previous FEMA PA experience

B) No, the staff member(s) do not have previous FEMA PA experience.



State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/14/2023 10:43

Q 2a will not respond when clicking on space to provide response.

Rebecca Bowman, Finance Director - 15 years

Lora Howell, Deputy Finance Director - 6 years

Connor Williams, Grants Writer - Econ Development Specialist - 2 years

3) Does the Applicant have a Master Service Agreement (MSA) with a responsible vendor to assist in administering their FEMA PA grant(s)?

- A) Yes, the Applicant has an MSA with a responsible vendor.
- B) No, the Applicant currently does not have an MSA with a responsible vendor but has dedicated staff administering their FEMA PA grants
- C) No, the Applicant currently does not have an MSA with a responsible vendor and does not have dedicated staff administering their FEMA PA Grants.

Policy/Procedure Questions

4) Does the Applicant (and all core departments) have an established labor policy?

- A) Yes, the Applicant and all core departments that provide personnel during a disaster have an established labor policy.
- B) No, the Applicant and all core departments that provide personnel during a disaster do not have an established labor policy.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Labor Policy	City-of-Cocoa-Employee-Handbook-ADA.pdf		12/13/2025	
Labor Policy	LIUNA Local 630 MOU OT and Emerg Admin Leave - Agreement 10_01_2021-09_30_2024.pdf		12/13/2025	
Labor Policy	LIUNA Local 630 MOU Wage Adjustment - Agreement 10_01_2021-09_30_2024.pdf		12/13/2025	
Labor Policy	City of Cocoa DC Teamsters FINAL CLEAN FY 21-23 (FY22 Wage Opener).pdf		12/13/2025	
Labor Policy	IAFF MOU 4.10.23.pdf		12/13/2025	
Labor Policy	IAFF Agreement (October 1 2021-September 30 2024).pdf		12/13/2025	
Labor Policy	Signed PBA MOU Article 17 WOC MOU		12/13/2025	

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Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	Agmt 10-1-21 - 9-30-24.pdf			
Labor Policy	PBA Lieutenants Contract FY21-23 with FY23 Wage Opener (FINAL).pdf		12/13/2025	
Labor Policy	PBA Rank and File CBA (2021-2024).pdf		12/13/2025	

4.a Does the Applicant's (and all core departments) labor policy include a contingency clause that payment is subject to Federal funding?

- A) Yes, the Applicant's (and all core departments) labor policy includes a contingency clause that payment is subject to Federal funding.
- B) No, the Applicant's (and all core departments) labor policy does not include a contingency clause that payment is subject to Federal funding.

4.b Is the Applicant's (and all core departments) labor policy applied uniformly regardless of a presidential declaration?

- A) Yes, the Applicant's (and all core departments) labor policy is applied uniformly regardless of a presidential declaration.
- B) No, the Applicant's (and all core departments) labor policy is not applied uniformly regardless of a presidential declaration.



State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "A" to "B" as supporting documentation is not sufficient to validate this question. Applicant will have opportunity to provide applicable document(s)/ page number that addresses question during abatement period.

4.c Does the Applicant's (and all core departments) labor policy have set non-discretionary criteria for when the applicant activates various pay types?

- A) Yes, the Applicant's (and all core departments) labor policy has set non-discretionary criteria for when the applicant activates various pay types.
- B) No, the Applicant's (and all core departments) labor policy does not have set non-discretionary criteria for when the applicant activates various pay types.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

5) Does the Applicant have an approved labor policy or relevant employee agreement(s) that outlines how employees will be paid during an emergency?

- A) Yes, the Applicant's approved labor policy (or similar documentation) outlines how employees will be paid during an emergency.
- B) No, the Applicant's approved labor policy (or similar documentation) does not outline how employees will be paid during an emergency.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.



Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Labor Policy	City-of-Cocoa-Employee-Handbook-ADA.pdf		12/13/2025	

Comments:

cwilliams@cocoafl.gov :

12/14/2023 15:29

See "City-of-Cocoa-Employee-Handbook-ADA.pdf" for information on the Employee Manual.

Documents attached as part of Q4 outlines how employees will be paid during an emergency.

5.a Does the Applicant's labor policy note that reassigned employees (employees not performing their normal day-to-day duties) should be paid at their normal pay rate and not the pay rate of the services that they performed?

- A) Yes, the Applicant's labor policy notes that reassigned employees should be paid at their normal pay rate and not the pay rate of the services that they performed.
- B) No, the Applicant's labor policy does not note that reassigned employees should be paid at their normal pay rate and not the pay rate of the services that they performed.

5.b Does the Applicant's labor policy note that a backfill employee (an employee that is temporarily replacing another employee who is responding to the incident – work performed does not need to be eligible work) should be paid at their normal pay rate?



- A) Yes, the Applicant's labor policy notes that a backfill employee should be paid at their normal pay rate.
- B) No, the Applicant's labor policy does not note that a backfill employee should be paid at their normal pay rate.
- C) N/A, the Applicant does not utilize backfill employees.

5.c Does the Applicant's labor policy note that prisoners should be paid at the rate that the Applicant normally pays prisoners?

- A) Yes, the Applicant's labor policy notes that prisoners should be paid at the rate that the Applicant normally pays prisoners.
- B) No, the Applicant's labor policy does not note that prisoners should be paid at the rate that the Applicant normally pays prisoners.
- C) N/A, the Applicant does not utilize prisoners for labor.

5.d Does the Applicant's labor policy define Standby use and pay?

- A) Yes, the Applicant's labor policy defines Standby use and pay.
- B) No, the Applicant's labor policy does not define Standby use and pay.
- C) N/A, the Applicant does not utilize Standby time.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "A" to "B" as supporting documentation is not sufficient to validate this question. Applicant will have opportunity to provide applicable document(s)/ page number that addresses question during abatement period.

6) Does the Applicant have an emergency financial plan as noted in F.S. 252.391?



- A) Yes, the Applicant has an emergency financial plan.
- B) No, the Applicant does not have an emergency financial plan.

7) Does the Applicant have written policies and procedures that outline routine maintenance schedules to include documentation requirements for facilities within their jurisdiction?

- A) Yes, the Applicant has written policies and procedures that outline routine maintenance schedules to include documentation requirements for all facilities within their jurisdiction.
- B) No, the Applicant does not have written policies and procedures that outline routine maintenance schedules to include documentation requirements for facilities within their jurisdiction.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Other (Please Describe)		Hurricane Ian - Agreement No. Z2922. State has fully-executed copy.		Other
Other (Please Describe)	Dyal WTP Expansion OM Manual Index (printed manuals on site) (1994).pdf	Operations Manual Index - Dyal Water Treatment Plant	12/13/2025	
Maintenance Procedures	Dyal WTP Surface Water Treatment OM Manual - 2000.pdf	Operations and Maintenance Manual Index - Dyal Water Treatment Plant	12/13/2025	
Labor	Dyal Water	Standard Operations	12/13/2025	



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procedures	Treatment Operations SOP Aug 2022.pdf	Procedures - Dyal Water Treatment Plant		
Other (Please Describe)	Dyal WTP PM CMMS Matrices Sep 2017 .pdf	Proactive Maintenance Matrices Development Report - Dyal Water Treatment Plant	12/13/2025	
Maintenance Procedures	SFO SOP.pdf	Sewer Field Operations (SFO) Operations and Maintenance (O&M) Manual	12/13/2025	
Maintenance Procedures	SFO Force Main Valve ARV SOP - Appendix S - Apr 2021.pdf	City of Cocoa Sewer Field Operations (SFO) - Force Main Valve - 2021 Revision	12/13/2025	
Maintenance Procedures	SFO Hauled Wastewater Receiving SOP - Mar 2022.pdf	City of Cocoa Sewer Field Operations (SFO) - Hauled Wastewater Receiving - 2022 Revision	12/13/2025	

7.a If yes, who is responsible for internally approving the maintenance policies and procedures? Please provide a name and title.

State Review Comments

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- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoafl.gov :

12/14/2023 15:43

Public Works: Abigail Morgan, Public Works Director; Gary Palmer, Facilities Manager; Frank Mirabito, Streets & Stormwater Manager
Utilities: John "Jack" Walsh, Utilities Director; Katherine Ennis, Deputy Director of Utilities; Chris Collier, Assistant Utilities Director

rbowman@cocoafl.org :

12/21/2023 12:45

See below

7.b How often are these policies and procedures evaluated and/or updated?

- A) Once a year
- B) 1-3 years
- C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

7.c How often are applicable employees responsible for reviewing and acknowledging the policies and procedures?

- A) Once a year
- B) 1-3 years
- C) 3+ years



State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

8) Does the Applicant have procedures to document inventory of their force account equipment, purchased equipment, and leased equipment?

- A) Yes, the Applicant has documented procedures for equipment inventory.
B) No, the Applicant does not have procedures to document inventory of equipment.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Equipment Inventory Procedures	(FOM) revised January 12 2021- Updated 3-23-2021.pdf		12/13/2025	
Other (Please Describe)	CMG Inventory 20230523 Cognos.xlsx	2023 Annual Post-Audit Inventory Listing	12/14/2025	

9) Does the Applicant have written procedures that require a leasing versus purchasing analysis for equipment costs?

- A) Yes, the Applicant has procedures to perform a lease versus purchasing analysis.
B) No, the Applicant does not have lease versus purchasing procedures.

10) Does the Applicant have a documented process of internal controls that can address instances of fraud, waste, and abuse (FWA), such as conflicts of interest and gaps in required documentation?



- A) Yes, the Applicant has a process of internal controls to address FWA.
- B) No, the Applicant does not have a process of internal controls to address FWA.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Employee Handbook	City-of-Cocoa-Employee-Handbook-ADA.pdf		12/14/2025	
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	
Code of Conduct	(FOM) revised January 12 2021- Updated 3-23-2021.pdf		12/14/2025	
Other (Please Describe)	City of Cocoa Fraud Waste and Abuse Policy.docx	City of Cocoa Fraud, Waste, and Abuse Policy	02/28/2026	
Other (Please Describe)	Internal Controls Over Fraud. Waste and Abuse.docx	City of Cocoa Fraud, Waste, and Abuse Internal Controls	02/28/2026	



10.a If yes, who is responsible for updating and monitoring the internal controls? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoafl.gov :

12/15/2023 15:42

Rebecca Bowman, Finance Director
Anthony Garganese, City Attorney

11) Was there an audit of the agency/division/office conducted within the last 3 years by an external/ internal auditor or federal agency that covers policies and procedures, operations, or internal controls?

- A) Yes, there was an external audit of the agency/division/office.
- B) Yes, there was an internal audit of the agency/division/office.
- C) No, the Applicant has not had an internal or external audit in the last 3 years.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Audit Report	FY22 ACFR FINAL 4-17-23 - Reduced File Size.pdf		12/14/2025	
Corrective		Covered in ACFR		Other



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Action Plan				

11.a If yes, did the audit result in a finding(s)?

- A) Yes, the audit resulted in a finding(s).
- B) No, the audit did not result in a finding(s).

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- After reviewing the policy, no language was found regarding this topic

12) Was a Federal Single Audit required and performed for the Applicant's most recent fiscal year?

- A) Yes, a Federal Single Audit was required and performed for this Applicant's most recent fiscal year.
- B) No, but the Applicant has been audited by an independent auditor yearly for the last 3 years.
- C) No, the Applicant has not been audited yearly for the last 3 years.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Audit Report	FY22 ACFR FINAL 4-17-23 - Reduced File Size.pdf		12/14/2025	
Other (Please Describe)	FY22 SEFA City of Cocoa .xlsx	SEFA Schedule	12/14/2025	

13) Does the Applicant have specific internal controls and procedures in place for duplication of benefits?

- A) Yes, the Applicant has specific internal controls and procedures for duplication of benefits.
 B) No, the Applicant does not have specific internal controls and procedures for duplication of benefits.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Internal Controls/ Procedures	Application Item 13 Duplication of Benefits Procedures.docx		12/14/2025	

14) Does the Applicant have written policies and procedures on how they will document



their administrative costs?

- A) Yes, the Applicant has written policies and procedures on how they will document their administrative costs.
- B) No, the Applicant does not have written policies and procedures on how they will document their administrative costs.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "A" to "B" as supporting documentation is not sufficient to validate this question. Applicant will have opportunity to provide applicable document(s)/ page number that addresses question during abatement period.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Internal Controls/ Procedures	Application Item 13 Duplication of Benefits Procedures.docx		12/14/2025	

15) Does the Applicant have a written agreement or labor policy that includes meals for employees and volunteers engaged in eligible Emergency Work, including those at Emergency Operation Centers, provided the individuals are not receiving per diem?

- A) Yes, the Applicant has a written agreement or labor policy that includes meals for employees and volunteers engaged in eligible Emergency Work, including those at Emergency Operation Centers, provided the individuals are not receiving per diem.



- B) No, the Applicant does not have a written agreement or labor policy that includes meals for employees and volunteers engaged in eligible Emergency Work, including those at Emergency Operation Centers, provided the individuals are not receiving per diem.

16) Does the Applicant have a process and procedure in place to accurately document donated resources' time, title and function, location of work and description of work?

- A) Yes, the Applicant has a process and procedure in place to accurately document donated resources' time, title and function, location of work and description of work.
- B) No, the Applicant does not have a process and procedure in place to accurately document donated resources' time, title and function, location of work and description of work.
- C) N/A, the Applicant does not claim donated resources cost.

Documentation Questions

17) Does the Applicant have a Debris Management Plan that has been reviewed by the Florida Division of Emergency Management?

- A) Yes, the Applicant has a FDEM reviewed Debris Management plan.
- B) No, the Applicant does not have a FDEM reviewed Debris Management plan.
- C) N/A - The Applicant does not plan to claim Debris Removal (CAT A) costs.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Employee Handbook	City-of-Cocoa-Employee-Handbook-ADA.pdf		12/14/2025	
Debris Management Plan	Cocoa Debris Management Plan 121123_AM		12/19/2025	



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	edits.pdf			
Other (Please Describe)	RE Your Debris Management Plan has been reviewed by FDEM and needs further revision before F- ROC submission.m sg	Email from FDEM confirming their review.	12/19/2025	

17.a If yes, who is responsible for internally approving the Debris Management plan? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoaf1.org :

12/21/2023 12:52

Abigail Morgan, Public Works Director

17.b How often is the Debris Management Plan internally evaluated and/or updated?



- A) Once a year
- B) 1-3 years
- C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

17.c How often are applicable employees responsible for reviewing and acknowledging the plan?

- A) Once a year
- B) 1-3 years
- C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

18) Does the Applicant utilize a centralized system that records employee type (budgeted or unbudgeted) and accounts for hours worked (straight Time or overtime) as it relates to Emergency Work?

- A) Yes, the Applicant utilizes a centralized system to account for budgeted and unbudgeted time for hours worked.
- B) No, the Applicant does not utilize a centralized system to account for budgeted and unbudgeted time for hours worked.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Time Tracking System	Sample Time Tracking.pdf		12/14/2025	
Payroll	Sample Payroll.pdf		12/14/2025	
System Codes listing	Payroll Hours Codes Hurricane Ian Update.pdf		12/14/2025	

19) Does the Applicant have a system in place to account for FEMA funds on a project-by-project basis?

- A) Yes, the Applicant's accounting system does account for FEMA funds on a project-by-project basis.
 B) No, the Applicant's accounting system does not account for FEMA funds on a project-by-project basis.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Journal Entries of Formal System	Application Item 19 Project Acctg.pdf		12/14/2025	
Screenshot of System		See "Journal Entries of Formal System".		Other



20) Does the Applicant have documentation stating their legal jurisdiction to conduct debris removal and emergency protective measures work within the area in which eligible work is being claimed?

- A) Yes, the Applicant has documentation stating their legal jurisdiction.
- B) No, the Applicant does not have documentation stating their legal jurisdiction.
- C) N/A, the Applicant is a State Agency with applicable statewide jurisdiction under Florida statute.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Map or listing of jurisdiction	Cocoa FL Debris Removal Map - Hurricane Ian.pdf	Map of Hurricane Ian Category A claims, featuring Map of City Jurisdiction for eligible work.	12/14/2025	
Entity's Codes		See comment.		Other
Ordinances/ Charter		See comment.		Other

Comments:

cwilliams@cocoafl.gov :

12/15/2023 16:28

City of Cocoa Ordinances available at: [https:// library.municode.com/ fl/ cocoa/ codes/ code_of_ordinances](https://library.municode.com/fl/cocoa/codes/code_of_ordinances)



20.a If yes, how often is the documentation evaluated and/or updated?

- A) Once a year
- B) 1-3 years
- C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

21) Does the Applicant have a pre-determined list of all of the locations of their temporary reduction sites and permanent disposal sites?

- A) Yes, the Applicant has a pre-determined list of locations for temporary reduction and permanent disposal.
- B) No, the Applicant does not have a pre-determined list of locations for temporary reduction and permanent disposal.
- C) N/A, the Applicant does not claim Debris Removal (CAT A) costs.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Map or document showing location of temporary reduction sites and permanent disposal sites		See "Approval from the Florida Department of Environmental Protection for their temporary reduction sites and permanent disposal sites"		Other



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Permits for reduction and disposal sites		See "Approval from the Florida Department of Environmental Protection for their temporary reduction sites and permanent disposal sites"		Other
Approval from the Florida Department of Environmental Protection for their temporary reduction sites and permanent disposal sites	Pre-Authorization for DDMSs.pdf		12/14/2025	
Debris Management Plan	Cocoa Debris Management Plan 121123_AM edits.pdf		12/19/2025	

21.a If yes, how often is the documentation evaluated and/or updated?

- A) Once a year
- B) 1-3 years

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C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

21.b If yes, has the pre-determined list of all the locations of the Applicant's temporary reduction sites and permanent disposal sites been approved by the Florida Department of Environmental Protection?

- A) Yes, the Applicant's pre-determined list has been approved by the Florida Department of Environmental Protection.
- B) No, the Applicant does not have pre-determined list has not been approved by the Florida Department of Environmental Protection.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Procurement Questions

22) Does the Applicant have a written procurement policy?

- A) Yes, the Applicant has a written procurement policy.
- B) No, the Applicant does not have a written procurement policy.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?

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Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	

22.a If yes, does the Applicant's procurement policy have procurement thresholds?

- A) Yes, the Applicant's procurement policy has procurement thresholds.
- B) No, the Applicant's procurement policy does not have procurement thresholds.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

22.b If yes, are the Applicant's purchasing thresholds stricter than or equal to the federal thresholds noted in 2 C.F.R. § 200.320?

- A) Yes, the Applicant's purchasing thresholds are stricter than or equal to the federal thresholds.
- B) No, the Applicant's purchasing thresholds are not stricter than or equal to the federal thresholds.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

23) Does the Applicant have written procurement procedures that ensure all solicitation documents include a clear description of the need for the goods or services being procured?



- A) Yes, the Applicant's written procurement policy includes a clear description of the need for the goods or services being procured.
- B) No, the Applicant's written procurement policy does not include a clear description of the need for the goods or services being procured.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	

23.a If yes, who is responsible for implementing and monitoring solicitation documents to ensure that there is a clear description of the need for the goods or services being procured? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/14/2023 11:12

Rebecca Bowman, Finance Director



Brian Dale, Purchasing & Contracts Manager

24) Does the Applicant maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts?

- A) Yes, the Applicant does maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in contract selection and administration.
- B) No, the Applicant does not maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in contract selection and administration.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	

24.a If yes, who is responsible for updating and monitoring the standards of conduct? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.



Comments:

rbowman@cocoafl.org :

12/14/2023 11:13

Rebecca Bowman, Finance Director
Brian Dale, Purchasing & Contracts Manager

cwilliams@cocoafl.gov :

12/15/2023 16:36

Anthony Garganese, City Attorney

24.b If yes, how often does the Applicant evaluate and/or update these standards of conduct?

- A) Once a year
- B) 1-3 years
- C) 3+ years

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

25) Does the Applicant have a written process in place to document its determination that a prospective contractor qualifies as responsible, as well as its basis for such determination? (Responsible vendor is defined as such with contract integrity, compliance with public policy, record of past performance and financial and technical resources.)

- A) Yes, the Applicant does have a written process in place to document its determination that a prospective contractor qualifies as responsible and the bases for such determination.
- B) No, the Applicant does not have a written process in place to document its determination that a prospective contractor qualifies as responsible and the bases for such determination.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.



Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	
Bid Evaluation Documents	ITB B-23- XX-COC TEMPLATE.docx	Invitation to Bid Template	12/14/2025	
Bid Evaluation Documents	RFP Template.docx	Request for Proposal Template	12/14/2025	

25.a If yes, who is responsible for the oversight of the determination process? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/14/2023 11:14

Brian Dale, Purchasing & Contracts Manager

26) Does the Applicant have a written process of maintaining records sufficient to detail the history of a procurement? (These records include, but are not limited to, the rationale for the method of procurement, the selection of the contract type, the contractor selection



or rejection, and the basis for the contract price.)

- A) Yes, the Applicant has a written process of maintaining records sufficient to detail the history of a procurement.
- B) No, the Applicant does not have a written process of maintaining records sufficient to detail the history of a procurement.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Internal Controls/ Procedures	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	

26.a If yes, who is responsible for maintaining these records? Please provide a name and title.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

rbowman@cocoafl.org :

12/14/2023 11:15



Brian Dale, Purchasing & Contracts Manager

27) Does the Applicant have a written method for conducting their technical evaluations of proposals received and for selecting offerors?

- A) Yes, the Applicant has a written method for conducting their technical evaluations of the proposals received and for selecting offerors.
- B) No, the Applicant does not have a written method for conducting their technical evaluations of the proposals received and for selecting offerors.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Bid Tabulation Criteria	RFQ Q-23-13-COC Engineering Services - DRAFT_2-7-23_jp_2-13-23.doc	RFQ detailing Example, Tabulation Criteria	12/14/2025	
Other (Please Describe)	RFP Template.docx		12/14/2025	

27.a If yes, who is responsible for overseeing the technical evaluations of Emergency Management proposals? Please provide a name and title.



State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoafl.gov :

12/15/2023 16:41

Brian Dale, Purchasing & Contracts Manager

28) Does the Applicant utilize geographic preference in the evaluation of bids/proposals?

- A) Yes, the Applicant utilizes geographic preference in the evaluation of bids/proposals.
- B) No, the Applicant does not utilize geographic preference in the evaluation of bids/proposals.
- C) N/A, the Applicant is a State Agency and follows the same policies and procedures it uses for procurements from its non-federal funds when it procures property and services under a FEMA award.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Procurement Policy	City of Cocoa Purchasing Manual_v1_Dec-2023.pdf		12/14/2025	
Bid Evaluation Criteria		See Procurement Policy		Other



Comments:

cwilliams@cocoaf1.gov :

12/15/2023 16:44

Please also reference the file "RFP Template.docx" as a document for "Bid Evaluation Criteria".

29) Does the Applicant have written procedures in place to promote the engagement and contracting of minority firms, small businesses, women's business enterprises, and Labor Surplus Area (LSA) firms?

- A) Yes, the Applicant has written procedures in place to promote the engagement and contracting of minority firms, small businesses, women's business enterprises, and LSA firms.
- B) No, the Applicant does not have written procedures in place to promote the engagement and contracting of minority firms, small businesses, women's business enterprises, and LSA firms.

30) Does the Applicant have written internal controls in place to perform a cost or price analysis before executing work or leveraging procured contracts that are of a dollar value greater than the Simplified Acquisition Threshold (SAT) (currently defined at \$250,000)?

*Exceeding the SAT can occur as a result of a proposed contract modification or increases in the contract amount.

- A) Yes, the Applicant has written internal controls in place to perform a cost or price analysis before executing work or leveraging procured contracts that are of a dollar value greater than the Simplified Acquisition Threshold (SAT).
- B) No, the Applicant does not have written internal controls in place to perform a cost or price analysis before executing work or leveraging procured contracts that are of a dollar value greater than the Simplified Acquisition Threshold (SAT).
- C) N/A, the Applicant is a State Agency

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.
- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "B" to "A" as supporting documentation is sufficient to validate this question.

31) Does the Applicant have written procedures addressing emergency/ exigent (non-



competitive) procurement in compliance with 2 C.F.R. 200.320?

- A) Yes, the Applicant's policy includes emergency and/or exigent procurement.
- B) No, the Applicant's policy does not include emergency and/or exigent procurement.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Other (Please Describe)		Hurricane Ian - Agreement No. Z2922. State has fully-executed copy.		Other

31.a If yes, do these procedures include providing a narrative as to why contracts were not competitively bid, or a memo with this type of information?

*Please note the narrative/memo should include a brief description of the service being procured, period of time noncompetitive procurement was used, steps taken to determine full-and-open competition could not be used, any known conflicts of interest, etc.

- A) Yes, these procedures include providing a narrative as to why contracts were not competitively bid, or a memo with this type of information.
- B) No, these procedures do not include providing a narrative as to why contracts were not competitively bid, or a memo with this type of information.

State Review Comments

- The response to the question and supporting documentation that was provided with



the submission was reviewed. No further action at this time.

31.b Does the Applicant have written procedures to identify a transition point to a competitively bid contract as soon as the exigent or emergency ceased to exist?

- A) Yes, the Applicant has written procedures to identify a transition point to a competitively bid contract as soon as the exigent or emergency ceased to exist.
- B) No, the Applicant does not have written procedures to identify a transition point to a competitively bid contract as soon as the exigent or emergency ceased to exist.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

32) Does the Applicant's procurement policy or approved contract template require the applicable provisions described in 2 C.F.R. Part 200, Appendix II for federal awards?

- A) Yes
- B) No

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.
- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Applicant did not submit document under Q32

Documents Attached



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Other (Please Describe)		Hurricane Ian - Agreement No. Z2922. State has fully-executed copy.		Other
Other (Please Describe)	Purchase Order Standard Terms and Conditions.pdf	Purchase Order Terms and Conditions	02/28/2026	
Other (Please Describe)	FEMA RIDER.docx	FEMA Rider	02/28/2026	
Other (Please Describe)	FEMA Contract Requirement Checklist SAMPLE 1.xlsx	FEMA Contract Requirement Checklist SAMPLE	02/28/2026	

32.a Please select all provisions included in your procurement policy.

- A) Contract Remedies (Yes)
- B) Termination for Cause and Convenience (Yes)
- C) Equal Employment Opportunity (Yes)
- D) Contract Work Hours and Safety Standards Act (Yes)
- E) Clean Air Act and the Federal Water Pollution Control Act (Yes)
- F) Debarment and Suspension (Yes)
- G) Byrd Anti-Lobbying Amendment (Yes)
- H) Procurement of Recovered Materials (Yes)
- I) Prohibition on Contracting Telecommunications Equipment or Services (Yes)
- J) Domestic Preferences for Procurements (Yes)

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33) Does the Applicant intend to use cooperative or joint- purchasing (piggy- back) contracts?

- A) Yes, the Applicant intends to use piggy-back contracts.
- B) No, the Applicant does not intend to use piggy-back contracts.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Other (Please Describe)		Hurricane Ian - Agreement No. Z2922. State has fully-executed copy.		Other

33.a If yes, does the Applicant have written procedures for procurement and usage of piggy-back contracts?

- A) Yes, the Applicant has written procedures for procuring and utilizing piggy-back contracts.
- B) No, the Applicant does not have written procedures for procuring and utilizing piggy- back contracts.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Contract Administration Questions



34) Does the Applicant have a written Mutual Aid Agreement(s) in place with an Entity other than the state of Florida?

- A) Yes, the Applicant currently has a mutual aid agreement(s) with an Entity other than the state of Florida.
- B) No, the Applicant does not have mutual aid agreement(s) with an Entity other than the state of Florida.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "A" to "B" as supporting documentation is not sufficient to validate this question. Submitted documents have mutual aid agreements with entities located in the state of Florida. Applicant will have opportunity to provide applicable document(s)/page number that addresses question during abatement period.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Mutual Aid Agreement with other State	Countywide Emergency Mgmt Mutual Aid signed 02-23-1999.pdf		12/14/2025	
Mutual Aid Agreement with other State	Cocoa Interlocal Agreement for Auto Aid Fully Executed.pdf		12/14/2025	
Mutual Aid	Emergency		12/14/2025	



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Agreement with other State	Mgmt Agree - FL Dept of Community Affairs eff 07-01-2001.pdf			

34.a If yes, does the Applicant have a process in place to ensure they are requesting and obtaining the necessary documentation of associated costs from the providing Entity? (e.g., labor, equipment, supplies, and/or materials)?

- A) Yes, the Applicant does have a process in place to ensure they are requesting and obtaining the necessary documentation of associated costs from the providing Applicant (e.g., labor, equipment, supplies, and/or materials).
- B) No, the Applicant does not have a process in place to ensure they are requesting and obtaining the necessary documentation of associated costs from the providing Applicant (e.g., labor, equipment, supplies, and/or materials).

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. The reviewer noted that additional follow-up should be considered. Refer to the comments provided by the reviewer below, if applicable

Notes :

- Following review of supplied documentation, the answer has been changed from "A" to "B" as supporting documentation is not sufficient to validate this question. Submitted documents have mutual aid agreements with entities located in the state of Florida. Applicant will have opportunity to provide applicable document(s)/ page number that addresses question during abatement period.

35) Does the Applicant have a pre-selected vendor list for debris removal activities?



- A) Yes, the Applicant has a pre-selected vendor list for debris removal activities.
B) No, the Applicant does not have a pre-selected vendor list for debris removal activities.
C) N/A, the Applicant does not plan to claim Debris Removal (CAT A) costs.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Pre- selected vendor list		See comment.		Other

Comments:

cwilliams@cocoafl.gov :

12/15/2023 16:53

Pre-selected vendors (as part of standby contracts) include:

Ceres Environmental Services Inc; 6968 Professional Parkway, Sarasota, FL 34240
Thompson Consulting Services LLC.; 2601 Maitland Center Parkway, Maitland, FL 32751
Crowdergulf Joint Venture Inc.; 5629 Commerce Blvd East, Mobile, AL 36619
Disaster Programs & Operation Inc.; 1003 Sawgrass Dr. W., Suite 121, Ponte Vedra Beach, FL 32082

36) Does the Applicant have a pre- positioned contract (standby contract) for debris removal activities?

- A) Yes, the Applicant has a pre-positioned contract for debris removal activities.
B) No, the Applicant does not have a pre-positioned contract for debris removal activities.
C) N/A, the Applicant does not plan to claim Debris Removal (CAT A) costs.

State Review Comments



- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached

Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Proposal(s)		N/A		Other
Advertisement	RFP 21-15-COC Ad-Debris Removal.pdf		12/14/2025	
RFP	RFP 21-15-COC Disaster Debris Removal Management Services .pdf		12/14/2025	
Scoring Tabulation	RFP 21-15-COC Scoring Tabulation.pdf		12/14/2025	
Contract(s)	Executed Ceres Service Level Agmt. Cont. No. 21-15-COC_Tier-2 smaller.pdf		12/14/2025	
Contract(s)	Executed CrowderGulf Service Level Agmt. Cont. No. 21-15-COC_Tier-1 smaller.pdf		12/14/2025	
Contract(s)	Notification of	Notification of Intent	02/28/2026	

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Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	Intent to Award.pdf	to Award - Crowder Gulf		

36.a If yes, please list the contractor. (Please list the contractor in textbox)

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoafl.gov :

12/15/2023 17:00

Crowder Gulf

37) Does the Applicant have a contract with a debris monitoring vendor?

- A) Yes, the Applicant has a contract with a debris monitoring vendor.
- B) No, the Applicant does not have a contract with a debris monitoring vendor.
- C) N/A, the Applicant does not plan to claim Debris Removal (CAT A) costs.

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Documents Attached



Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
Contract(s)	Executed Disaster Operations and Program Service Level Agreement Cont. No. 21-14- COC_ Tier-2.pdf		12/14/2025	
Proposal(s)		N/A		Other
Contract(s)	Executed Thompson Service Level Agmt. Cont. No. 21-14- COC_ Tier-1.pdf		12/14/2025	
Load Ticket Template		Reference contracts.		Other
Advertisement	RFP 21-14- COC Ad- Debris Monitoring.pdf		12/17/2025	
RFP	RFP 21-14- COC Disaster Debris Monitoring Services.pdf		12/17/2025	
Scoring Tabulation	RFP 21-14- COC Scoring Tabulation.pdf		12/17/2025	
Other (Please Describe)	Notification of Intent to Award (Thompson).p	Notification of Intent to Award	02/28/2026	

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Document(s) Requested	Uploaded Documents	Description	Expiry Date	Unable to Upload Document?
	df			
Other (Please Describe)	Journal 06.22.21.pdf	Debris Monitoring Council Approval	02/28/2026	
Other (Please Describe)	Bid Summary (RFP 21-14-COC).pdf	Bid Summary	02/28/2026	

37.a If yes, please list the contractor. (Please list the contractor in textbox)

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

Comments:

cwilliams@cocoaf1.gov :

12/18/2023 09:12

Thompson Consulting Services LLC.; 2601 Maitland Center Parkway, Maitland, FL 32751
Disaster Programs & Operation Inc.; 1003 Sawgrass Dr. W., Suite 121, Ponte Vedra Beach, FL 32082

37.b If yes, does the Applicant's debris monitoring vendor utilize automated load tickets or hand-written tickets?

A) Automated only



- B) Hand-written only
- C) Both Automated and Hand-written

State Review Comments

- The response to the question and supporting documentation that was provided with the submission was reviewed. No further action at this time.

38) Does the Applicant have written procedures on how they will maintain contractor oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders?

- A) Yes, the Applicant has written procedures detailing how they will maintain contractor oversight to ensure work is performed in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- B) No, the Applicant does not have written procedures detailing how they will maintain contractor oversight to ensure work is performed in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

