



August 29, 2018

City of Margate
City Hall
5790 Margate Boulevard
Margate, Florida 33063
Attn: Spencer Shambray, CPPB, Purchasing Manager

Dear Mr. Shambray,

Rostan Solutions, LLC (Rostan) submits the following information for clarification in response to **RFP No. 2018-18 — Disaster Debris Monitoring Services**, published by the City of Margate, Florida (City):

1. Ticket Data Entry Clerk Hourly Rate - \$0.00

Since 2008, Rostan has not had the need to use paper load tickets; we have only utilized our proprietary software HaulPass® for data collection during Debris Monitoring missions. While we strongly stand-by our product, we understand that the unforeseen can happen. Rostan commits that should an unmitigated circumstance occur forcing the utilization of traditional paper load tickets, there will be no cost to the City for the resulting ticket data entry.

2. Closeout Documentation and Data Requests Personnel

After debris operations have concluded, the following roles will be utilized for managing closeout of the reimbursement process:

- **Project Manager**
- **FEMA Coordinator**
- **Data Manager**

On behalf of and upon request by the City, Rostan will provide reimbursement support services following completion of debris removal operations. These services will include, but are not limited to the following tasks:

- Coordination with Federal, State, and local agencies and other applicable stakeholders.
- Request for Information (RFI) responses
- Needs-based documentation development and dissemination
- Project Worksheet (PW) development and/or review
- FEMA grants portal administration
- Direct Administrative Cost (DAC) development and/or review
- Force account expenditure review
- Appeals support

Should you have any further inquiries or concerns, please do not hesitate to contact us.

Sincerely,

Sam Rosania
Executive Vice President
Rostan Solutions, LLC