

OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT (OEM)

PUBLIC ASSISTANCE

REQUEST FOR ADVANCE OR REIMBURSEMENT PAYMENT

NORMAN, CITY OF				DR Type
DEPARTMENT	OBJECT ACCOUNT	CFDA#	Batch #	
95- 4117 -3	554120	97.036	4117-20	

VENDOR ID 76924	LOCATION	Voucher #	DUNS NUMBER 832238146
Tax ID/EIN	FIPS CODE 027-52500-00	Bundle#: 0021(20)	Prepared by

APPLICANT NORMAN, CITY OF 201 W GRAY ST NORMAN OK 73069-	PAYMENT OF FEDERAL FUNDS FOR FEMA GRANT PROJECTS INDICATED IN THE BOX BELOW.
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COMPUTATION OF AMOUNT OF REIMBURSEMENT/ADVANCES REQUESTED	15 Alpha Small 720 Fund
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REMARKS PA: FEMA DR 4117 PW 364: CITY OF NORMAN	<table style="width:100%"> <tr> <th>Cat</th> <th>PW+Vsn</th> <th>Fed 720 Fund</th> </tr> <tr> <td>A</td> <td>4117-00364(0)</td> <td>\$41,882.22</td> </tr> <tr> <td colspan="2">Totals</td> <td>\$41,882.22</td> </tr> </table>	Cat	PW+Vsn	Fed 720 Fund	A	4117-00364(0)	\$41,882.22	Totals		\$41,882.22
Cat	PW+Vsn	Fed 720 Fund								
A	4117-00364(0)	\$41,882.22								
Totals		\$41,882.22								

I certify that to the best of my knowledge and belief the data above are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

Michelann Ooten Deputy Director Telephone (405)521-2481	_____ Date
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I certify that the amount claimed on this voucher is correct and just and that payment has not been received.

_____ Governor's Authorized Representative	_____ Date
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PA-06-OK-4117-PW-00364(0) <u>P</u>	
Applicant Name: NORMAN	Application Title: NOR3A75 Debris Removal
Period of Performance Start: 05-20-2013	Period of Performance End: 11-20-2013

Bundle Reference # (Amendment #) PA-06-OK-4117-State-0021(20)	Date Awarded 11-01-2013
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Subgrant Application - FEMA Form 90-91

Note: The Effective Cost Share for this application is 75%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET				
DISASTER FEMA 4117 - DR -OK	PROJECT NO. NOR3A75	PA ID NO. 027-52500-00	DATE 10-22-2013	CATEGORY A
APPLICANT: NORMAN		WORK COMPLETE AS OF: 10-21-2013 : 100 %		
Site 1 of 1				
DAMAGED FACILITY: Debris Removal		COUNTY: Cleveland		
LOCATION: PA-06-OK-4117-PW-00364(0): City Wide		LATITUDE: 35.25866	LONGITUDE: -97.28286	
DAMAGE DESCRIPTION AND DIMENSIONS: PA-06-OK-4117-PW-00364(0): Reference Previous PW NOR1A87, NOR2A82 EMMIE #00008, #00139 Incident period, May 18, 2013 through June 2, 2013: As a direct result of severe storms, flooding and tornadoes during the incident period, the City of Norman sustained damages creating downed trees, hazardous hanging limbs, and hazardous trees on public property and right-of-ways within the City of Norman; this debris constituted a threat to public health and safety. The sub-grantee utilized contractor services to grind and remove debris collected during the incident period. Contractor T.F.R. Enterprise provided labor and equipment to grind approximately 2,577 tons (2,577 x 4=10,308CY) of vegetative debris that had been collected during the debris of operations (31-180 Days) and to restore TDSRS to its pre-disaster condition, function and capacity. All debris was taken to and grinded at the ODEQ approved TDSRS located at (35.258664,-97.282863), 3276 108th Ave NE, Norman, OK 73071, and then taken to Southeast Landfill (35.3963383,-97.4592147) at 7001 S Bryant Avenue, Oklahoma City, OK 73149 (MSW# 3555028). GPS coordinates were taken at the TDSRS noted above.				
SCOPE OF WORK: PA-06-OK-4117-PW-00364(0):				

Fund at 75%

Work Complete (91-180 Days of Operations):

Previous costs incurred by this applicant have been captured in PW NOR1A87, PW NOR2A82.

The City of Norman has elected to participate in the Public Assistance Alternative Procedures Pilot Program for debris removal. The applicant has reviewed the Alternate Procedures Pilot Program with FEMA and the Debris Removal Acknowledgement was signed by a Subgrantee representative. The sub-grantee did have a signed, executed Debris Management Plan (DMP) and a pre-positioned contractor prior to the event; however, because this project capture cost after the first 90 days the one-time 2% additional cost share does not apply.

Contract Debris Removal

The City of Norman contracted with TFR Enterprises Inc. to grind and haul 2,577 Tons of vegetative debris that was collected from public property and rights-of-way during the (31-180 Days of debris removal operation) All vegetative debris was taken to the applicant's TDSRS listed above. Upon completion of hauling, the contractor conducted reduction operations of 2,577 tons x 4 (conversion factor)= 10,308 CY of vegetative debris by grinding. This quantity includes vegetative debris that had been collected during the first initial 1-90 days of operations. Grinding of vegetative debris reduced volume by approximately 75%, leaving approximately 10,308 CY of wood chips at the TDSRS. Final disposition of wood chips; all debris was hauled to Southeast Landfill (35.3963383,-97.4592147) at 7001 S Bryant Avenue, Oklahoma City, OK 73149 (MSW# 3555028).

Contractor costs per CY for hauling: \$39,170.40/10,308=\$3.80
 Contractor costs per CY for site management:\$11,886.56
 Contractor costs for mobilization:\$3,000.00

Total Cost for Debris Removal \$54,056.96 (54,056.96/10,308CY)= \$5.24 CY

These costs are reasonable when compared to historic costs recorded by FEMA and the USACE.

NOTE: Southeast Landfill waived tipping fee of \$17.50 per ton

9901 – Direct Administrative Cost for Sub-grantee

Sub-grantee has chosen to claim Direct Administrative Cost for Pam Jones 47 hours x \$38.00 =\$1,786.00 for accounting and summary documents for phase 3

DAP9525.9 provides guidance on the eligibility of administrative costs. The policy states that FEMA will reimburse DAC that are "properly documented and directly chargeable on a PW for a specific project. Actual costs must be reasonable for the work performed and accounted for in accordance with 44 CFR §13.22 – Allowable Costs." The policy also states that DAC include "costs that can be tracked, charged, and accounted for directly to a specific project ... [and] are limited to actual reasonable costs incurred for a specific project." Throughout the policy, it is clear that DAC must be in compliance with §13.22, and by extension, OMB A-87, A-21, or A-122 (whichever OMB Cost Principle circular applies to the applicant's status as either governmental, educational, or non-profit) and that the costs must be reasonable and properly documented in order to qualify for reimbursement. Such costs cannot be assumed reasonable if the costs are not directly tied to a PW and tracked and documented in such a way that FEMA staff can determine whether or not they are reasonable.

All documentation was reviewed, validated and found reasonable by FEMA Project Specialist assigned (S.Foster/PS).

As described in 44 CFR 13.42 (2) (b), 3(c), Sub-grantee must maintain all work-related records for a period of three (3) years from Subgrantee closure (final payment), all records relative this project worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs (M.Dunn/IBD).

Does the Scope of Work change the pre-disaster conditions at the site? Yes No	Special Considerations included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Hazard Mitigation proposal included? Yes No	Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
1	0000	Version 2 (91-180 Days of Operations)	0/LS	\$ 0.00	\$ 0.00
2	9001	Contract	1/LS	\$ 54,056.96	\$ 54,056.96

3	9901	Direct Administrative Costs (Subgrantee)	1/LS	\$ 1,786.00	\$ 1,786.00
				TOTAL COST	\$ 55,842.96
PREPARED BY Shondalon Foster		TITLE Project Specialist		SIGNATURE	
APPLICANT REP. David Grizzle		TITLE Emergency Management Coordinator		SIGNATURE	