

Agenda Item: 2.d
Meeting Date: October 9, 2025

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Sue Bartlett

Date: 2025-09-30

Subject: Approval to utilize the City of Dunedin participant agreement with Tetra Tech, Inc., of Pasadena, CA, a Delaware Corporation for debris monitoring and management services for City drainage channel debris clearing and hauling efforts, per Pinellas County Cooperative Contract RFP #22-0601-P(J), in the estimated amount of \$136,380.

Presenter(s): Sue Bartlett, Public Works Director; and Michelle Monteclaro, Assistant Public Works Director

Staff Recommendation: Commission to authorize the City Manager to utilize the executed participation agreement with Tetra Tech, Inc., of Pasadena, CA, and subsequently issue a Purchase Order (PO), in the estimated amount of \$136,380 for debris monitoring and management services associated with drainage channel debris clearing and hauling efforts.

Strategic Themes: ENVIRONMENTAL RESILIENCY AND SUSTAINABILITY, INFRASTRUCTURE, PLANNING, AND GROWTH

Boards & Committees: Stormwater Advisory Committee

Budget Impact: This project has been budgeted in the Stormwater Fund Acct. #443-5300-538-054610-SU, under Project #532601.

Past Action: 1.) June 6, 2023 - Commission approved the Interlocal Agreement between Pinellas County and the City of Dunedin for Disaster Debris Related Services; and Participation Agreements with various contractors for disaster debris monitoring and management services, under Agenda Item #2.d.

Next Action: N / A

Attachments: [A. PINELLAS COUNTY ILA DISASTER DEBRIS INTERLOCAL AG Executed.pdf](#)

- [B. 17_22-1722A AATF - Services Agreement - Tetra Tech, Inc..pdf](#)
- [C. First_Amendment_to_Tetra_Tech_Agreement_02805847-3__TT_Signed_initialed_rev_2-5-25.pdf](#)
- [D. Tetra Tech Estimate.pdf](#)
- [E. Tetra Tech Inc. Purchasing Memo](#)
- [F. Project Location Map.pdf](#)

Background:

As a result of the impacts of Hurricanes Helene and Milton there exists a significant amount of tree and vegetative debris obstructing and blocking drainage channels and creeks throughout Cedar Creek, Curlew Creek, and Jerry Branch watersheds. This vegetative debris and downed trees needs to be removed in order to ensure conveyance of stormwater in the City's drainage channels and to further protect from future flooding impacts.

The City of Dunedin was awarded a USDA Natural Resource Conservation Service (NRCS) Emergency Watershed Protection (EWP) grant on April 9, 2025, in the amount of \$4,218,775 in construction costs, and \$421,877.50 for technical items. Dunedin's award was for three (3) projects including: one (1) for clearing debris and vegetation from the City's drainage channels; one (1) for repair/replacement of gabions along Cedar Creek; and one (1) for the repair/replacement of gabions along Jerry Branch.

In accordance with the awarded NRCS EWP grant, the City is required to have a Quality Assurance Plan (QAP) in place to monitor debris clearing efforts within the City's drainage channels. The scope of work includes monitoring and documenting debris removal contractor operations, developing operational reports to keep the City informed of work progress, and review and reconciliation of debris removal contractor invoices prior to submission to the City for payment and processing.

As such, staff hereby recommends the Commission authorize the City Manager to utilize the executed participation agreement with Tetra Tech, Inc., of Pasadena, CA, and subsequently issue a Purchase Order (PO), in the estimated amount of \$136,380 for debris monitoring and management services, as detailed herein.