

**CITY OF MARIANNA  
COMMISSION AGENDA MEMO  
REGULAR MEETING  
September 3, 2019**

**ADMINISTRATIVE STAFF REPORT**

- Subject:** Wheeler Emergency Management Consulting (EMC)  
Invoice 7/01/2019 to 7/31/2019
- Subject Background:** The City engaged the services of Wheeler EMC to provide consulting services associated with training, collecting, processing, submitting FEMA data for the City to ensure accurate and timely submittals in order to receive reimbursement from FEMA.
- The attached invoice exceeds the City Managers / Purchasing Agent authority for the City of Marinna, and requires City Commission approval.
- Recommendation:** Staff has reviewed the invoice and found it to be acceptable. It is recommended the Commission approve the payment.
- Potential Motion:** I move to approve the invoice.

Approved for agenda by:



**INVOICE**  
18-7011

Remit To:  
**Wheeler EMC**  
P.O. Box 1587  
Marianna, FL 32447

Bill To: City of Marianna  
Attn: Jim Dean  
2898 Green St  
Marianna, FL 32446

Invoice Period: 07/01/19 - 07/31/19  
Invoice #: 18-7011  
Invoice Date: 08/01/2019  
Terms: Net 30, 1.5% per month

Task Order # 18-M08 - Activity 1 - July 1, 2019 to July 31, 2019  
Hurricane Michael - DR 4399

Consultant	Hours	Rate	Labor	Expenses	Total
<b>Contract Manager</b>					
Thomas, Rhonda	82	\$175.00	\$14,350.00	\$0.00	\$14,350.00
<b>Project Specialist</b>					
Stanley, Donald	60	\$125.00	\$7,500.00	\$0.00	\$7,500.00
<b>PA Program Specialist</b>					
Sloan, Johnny	96	\$145.00	\$13,920.00	\$0.00	\$13,920.00
<b>PA Program Specialist</b>					
Stanley, Donald	29	\$145.00	\$4,205.00	\$0.00	\$4,205.00
<b>PA Program Specialist</b>					
Crenshaw, Jason	27	\$145.00	\$3,915.00	\$0.00	\$3,915.00
<b>PA Program Specialist</b>					
Parker, Taylor	64	\$145.00	\$9,280.00	\$0.00	\$9,280.00
<b>PA Program Specialist</b>					
Garrett, John	64	\$145.00	\$9,280.00	\$0.00	\$9,280.00
<b>PA Program Specialist</b>					
Barber, Duane	136	\$145.00	\$19,720.00	\$0.00	\$19,720.00
<b>Hours</b>	<b>558</b>		<b>Total</b>		<b>\$82,170.00</b>



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Invoice #: 18-7011  
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Terms: Net 30, 1.5% per month

Date	Consultant	Task	Qty	Rate	Total
<b>DR-4399 Hurricane Michael</b>					
7/1/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/2/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/3/2019	Thomas, Rhonda	Project Oversight	8	\$175.00	\$1,400.00
7/5/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/8/2019	Thomas, Rhonda	Project Oversight	8	\$175.00	\$1,400.00
7/9/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/10/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/11/2019	Thomas, Rhonda	Project Oversight	8	\$175.00	\$1,400.00
7/12/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/14/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/15/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/16/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/17/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/18/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/19/2019	Thomas, Rhonda	Project Oversight	2	\$175.00	\$350.00
7/22/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/23/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
7/24/2019	Thomas, Rhonda	Project Oversight	4	\$175.00	\$700.00
			<b>82</b>		<b>\$14,350.00</b>
7/22/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/23/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/24/2019	Stanley, Donald	Data Collection	4	\$125.00	\$500.00
7/25/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/26/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/29/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/30/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
7/31/2019	Stanley, Donald	Data Collection	8	\$125.00	\$1,000.00
			<b>60</b>		<b>\$7,500.00</b>

Date	Consultant	Task	Qty	Rate	Total
7/1/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/2/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/3/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/9/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/10/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/11/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/12/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/15/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/16/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/17/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/18/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
7/19/2019	Sloan, Johnny	Data Collection	8	\$145.00	\$1,160.00
			<b>96</b>		<b>\$13,920.00</b>
7/15/2019	Stanley, Donald	Data Collection	6	\$145.00	\$870.00
7/16/2019	Stanley, Donald	Data Collection	6	\$145.00	\$870.00
7/17/2019	Stanley, Donald	Data Collection	6	\$145.00	\$870.00
7/18/2019	Stanley, Donald	Data Collection	6	\$145.00	\$870.00
7/19/2019	Stanley, Donald	Data Collection	5	\$145.00	\$725.00
			<b>29</b>		<b>\$4,205.00</b>
7/29/2019	Crenshaw, Jason	Data Collection	9	\$145.00	\$1,305.00
7/30/2019	Crenshaw, Jason	Data Collection	9	\$145.00	\$1,305.00
7/31/2019	Crenshaw, Jason	Data Collection	9	\$145.00	\$1,305.00
			<b>27</b>		<b>\$3,915.00</b>
7/22/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/23/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/24/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/25/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/26/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/29/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/30/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
7/31/2019	Parker, Taylor	Data Collection	8	\$145.00	\$1,160.00
			<b>64</b>		<b>\$9,280.00</b>
7/22/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/23/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/24/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/25/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/26/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/29/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00

<b>Date</b>	<b>Consultant</b>	<b>Task</b>	<b>Qty</b>	<b>Rate</b>	<b>Total</b>
7/30/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
7/31/2019	Garrett, John	Data Collection	8	\$145.00	\$1,160.00
			<b>64</b>		<b>\$9,280.00</b>
7/1/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/2/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/3/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/5/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/8/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/9/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/10/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/11/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/12/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/22/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/23/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/24/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/25/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/26/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/29/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/30/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
7/31/2019	Barber, Duane	Data Collection	8	\$145.00	\$1,160.00
			<b>136</b>		<b>\$19,720.00</b>