

PURCHASING DEPARTMENT

Brazoria County Courthouse West Annex
451 N. Velasco St., Suite 100
Angleton, TX 77515
(979) 864-1825



SUSAN P. SERRANO, CPPO, CPPB

Purchasing Director

December 6, 2024

Tetra Tech, Inc.
Attn: Marina Armanious
1500 City West Boulevard, Suite 1000
Houston, TX 77042
TDR.Contracts@tetrattech.com

Re: Intent to Renew for RFP# 21-84 Disaster Monitoring Services

Dear Ms. Armanious:

The current term of RFP# 21-84 Disaster Monitoring Services expires on March 31, 2025, with an option to renew for another year upon approval by Commissioners' Court.

To assist the Purchasing Department in making a recommendation to Commissioners' Court to renew the current contract or to advertise for a new invitation to bid, please check one of the four (4) options shown in the letter.

If you agree to a renewal for RFP# 21-84 Disaster Monitoring Services at reduced or current pricing, please sign as indicated at the bottom of this letter. Please include any price reductions on a separate sheet or on the attached contract sheet.

In the event you selected to renew with increased pricing, please include the price increases along with the percentage increase and the following increase justifications, as indicated in the "Price Increase" section of the contract:

- Letter from company stating the overall reasons for the increase(s)
- Increase letters from your suppliers
- Additional supporting documentation from the Consumer Price Index (CPI) and Producer Price Index (PPI)

The Purchasing Department will review your documentation and determine if we are able to recommend a renewal with a price increase or contract re-bid.

In the event that no changes are marked, or you fail to return this letter, Brazoria County shall assume that there are no pricing changes and a recommendation for renewal will be sent to Commissioners' Court with the current pricing.

Please return this letter, along with any price or product revisions, to **Amanda Erickson at aerickson@brazoriacountytx.gov by January 10, 2025.**

As always, your interest in Brazoria County is appreciated.

Very truly yours,

Susan P. Serrano, CPPO, CPPB
Brazoria County Purchasing Director

Jonathan Burgiel, Business Unit President 12/17/2024
Name & Title Date

| | |
|-------------------------------------|---|
| <input type="checkbox"/> | APPROVED for renewal with reduced pricing (include pricing) |
| <input type="checkbox"/> | APPROVED for renewal with current pricing |
| <input checked="" type="checkbox"/> | APPROVED for renewal with increased pricing (include pricing) |
| <input type="checkbox"/> | I do not wish to renew the current referenced contract(s) |



December 17, 2024

Sent via email to aerickson@brazoriacountytx.gov

Amanda Erickson
Administrative Assistant, Senior
Purchasing Department
451 N Velasco St., Suite 100
Angleton, TX 77515

RE: Disaster Monitoring Services Contract (RFP #21-84)
2024 Request for Contract Renewal and Rate Change

Dear Ms. Erickson,

Brazoria County, TX entered into a contract for Disaster Monitoring Services with Tetra Tech, Inc. (Tetra Tech) for a period beginning on August 18, 2021 through March 31, 2022 with the option to renew the contract term for up to four (4) additional one (1) year periods. Tetra Tech is requesting Brazoria County, TX to exercise the fourth renewal option from April 1, 2025 to March 31, 2026 with an adjustment to the hourly rates based on the CPI-U Base Price Adjustment Calculation below:

CPI for November 2023: 298.930

CPI for November 2024: 306.877

Increase Calculation: 306.877 (November 2024) - 298.930 (November 2023) = 7.947
 $7.947 / 298.930$ (November 2023) = **2.66% increase**

As such, Tetra Tech requests Brazoria County, TX to consider increasing Tetra Tech's hourly rates by 2.66%. Please find enclosed the updated hourly rates for review and approval which includes the 2.66% increase (Attachment A) and a detailed calculation breakdown as well as the CPI-U Original Data Value for November 2023 to November 2024 (Attachment B).

Please contact me directly at TDR.Contracts@tetratech.com should you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kayla Lemaire', with a stylized flourish at the end.

Kayla Lemaire
Contract Administrator II

Tetra Tech, Inc.

2301 Lucien Way, Suite 120, Maitland, FL 32751
407-735-6580 | TDR.contracts@tetratech.com | tetratech.com

Attachment A

**TETRA TECH, INC.
 UPDATED RATE SCHEDULE
 BRAZORIA COUNTY, TX
 DISASTER MONITORING SERVICES
 RFP #21-84**

| Positions | Current Hourly Rate | CPI 2.66% Increase | CPI \$ Increase | Updated Hourly Rate w/ 2.66% CPI |
|--|------------------------|-----------------------|--------------------|-------------------------------------|
| Principal-In-Charge/Senior Program Manager | \$ 107.54 | 2.66% | \$ 2.86 | \$ 110.40 |
| Project Manager | \$ 84.90 | 2.66% | \$ 2.26 | \$ 87.16 |
| Operations Manager | \$ 72.44 | 2.66% | \$ 1.93 | \$ 74.37 |
| GIS Operator | \$ 50.94 | 2.66% | \$ 1.36 | \$ 52.30 |
| GIS Analyst | \$ 73.58 | 2.66% | \$ 1.96 | \$ 75.54 |
| Field Manager | \$ 50.94 | 2.66% | \$ 1.36 | \$ 52.30 |
| Field Supervisor | \$ 50.94 | 2.66% | \$ 1.36 | \$ 52.30 |
| Field Monitor | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Debris Site / Tower Monitor | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Load Ticket Data Entry Clerk | \$ 36.22 | 2.66% | \$ 0.96 | \$ 37.18 |
| Collection Monitor | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Citizen Drop-Off Site Monitor | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Billing / Invoice Manager | \$ 66.78 | 2.66% | \$ 1.78 | \$ 68.56 |
| Billing / Invoice Analyst | \$ 55.47 | 2.66% | \$ 1.48 | \$ 56.95 |
| Project Inspector | \$ 107.54 | 2.66% | \$ 2.86 | \$ 110.40 |
| Project Assistant | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Field Coordinator (Crew Monitor) | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Senior Project Inspector | \$ 141.50 | 2.66% | \$ 3.76 | \$ 145.26 |
| Waste Management Specialist | \$ 107.54 | 2.66% | \$ 2.86 | \$ 110.40 |
| Senior Public Assistance - Grant Management Consultant | \$ 152.82 | 2.66% | \$ 4.07 | \$ 156.89 |
| Principal-In-Charge | \$ 220.73 | 2.66% | \$ 5.87 | \$ 226.60 |
| Public Assistant Consultant | \$ 130.18 | 2.66% | \$ 3.46 | \$ 133.64 |
| Public Assistant Consultant Aide | \$ 107.54 | 2.66% | \$ 2.86 | \$ 110.40 |
| Project Coordinator | \$ 72.44 | 2.66% | \$ 1.93 | \$ 74.37 |
| Debris Site Security | \$ 39.62 | 2.66% | \$ 1.05 | \$ 40.67 |
| Safety Manager | \$ 73.58 | 2.66% | \$ 1.96 | \$ 75.54 |
| Data Manager | \$ 62.26 | 2.66% | \$ 1.66 | \$ 63.92 |
| Data Support Personnel | \$ 36.22 | 2.66% | \$ 0.96 | \$ 37.18 |
| Marine Debris Monitor | \$ 53.20 | 2.66% | \$ 1.42 | \$ 54.62 |
| Schedules/Expenditures (Logistics) | \$ 47.54 | 2.66% | \$ 1.26 | \$ 48.80 |
| Environmental Specialist | \$ 141.50 | 2.66% | \$ 3.76 | \$ 145.26 |
| Residential Monitor | \$ 38.48 | 2.66% | \$ 1.02 | \$ 39.50 |
| Automated Ticket Specialist | \$ 66.78 | 2.66% | \$ 1.78 | \$ 68.56 |
| Aerial Photographer | \$ 249.02 | 2.66% | \$ 6.62 | \$ 255.64 |
| FEMA Specialist | \$ 169.79 | 2.66% | \$ 4.52 | \$ 174.31 |
| Admin Assistant | \$ 54.33 | 2.66% | \$ 1.45 | \$ 55.78 |
| Call Center Staff | \$ 36.22 | 2.66% | \$ 0.96 | \$ 37.18 |
| Senior Technical Specialist | \$ 164.13 | 2.66% | \$ 4.37 | \$ 168.50 |
| Fire/HAZMAT Subject Matter Expert/Trainer | \$ 169.79 | 2.66% | \$ 4.52 | \$ 174.31 |

Attachment B

Bureau of Labor Statistics

CPI for All Urban Consumers (CPI-U) Original Data Value

Series Id: CUUR0300SA0
 Not Seasonally Adjusted
 Series Title: All items in South urban, all urban consumers, not
 Area: South
 Item: All items
 Base Period: 1982-84=100
 Years: 2012 to 2024

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 2012 | 220.497 | 221.802 | 223.314 | 224.275 | 223.356 | 223.004 | 222.667 | 223.919 | 225.052 | 224.504 | 223.404 | 223.109 |
| 2013 | 223.933 | 225.874 | 226.628 | 226.202 | 226.289 | 227.148 | 227.548 | 227.837 | 227.876 | 227.420 | 226.811 | 227.082 |
| 2014 | 227.673 | 228.664 | 230.095 | 231.346 | 231.762 | 232.269 | 232.013 | 231.611 | 231.762 | 231.131 | 229.845 | 228.451 |
| 2015 | 226.855 | 227.944 | 229.337 | 229.957 | 230.886 | 232.026 | 231.719 | 231.260 | 230.913 | 230.860 | 230.422 | 229.581 |
| 2016 | 229.469 | 229.646 | 230.977 | 231.975 | 232.906 | 233.838 | 233.292 | 233.561 | 234.069 | 234.337 | 234.029 | 234.204 |
| 2017 | 235.492 | 236.052 | 236.154 | 236.728 | 236.774 | 237.346 | 236.942 | 237.892 | 239.649 | 239.067 | 238.861 | 238.512 |
| 2018 | 239.772 | 241.123 | 241.595 | 242.486 | 243.279 | 243.770 | 243.776 | 243.605 | 243.640 | 244.163 | 243.484 | 242.150 |
| 2019 | 242.547 | 243.856 | 245.554 | 246.847 | 246.667 | 246.515 | 247.250 | 246.953 | 246.891 | 247.423 | 247.385 | 247.289 |
| 2020 | 248.005 | 248.412 | 248.136 | 246.254 | 245.696 | 247.223 | 248.619 | 249.639 | 250.193 | 250.542 | 250.255 | 250.693 |
| 2021 | 252.067 | 253.386 | 255.319 | 257.207 | 259.343 | 261.668 | 263.013 | 263.728 | 264.593 | 267.160 | 268.360 | 269.263 |
| 2022 | 271.634 | 274.688 | 278.598 | 279.879 | 283.307 | 287.427 | 287.608 | 287.168 | 287.656 | 288.836 | 288.991 | 288.205 |
| 2023 | 290.438 | 292.285 | 293.358 | 295.315 | 295.889 | 296.789 | 297.279 | 298.975 | 299.657 | 299.394 | 298.93 | 298.754 |
| 2024 | 300.421 | 303.144 | 304.490 | 305.104 | 305.296 | 305.357 | 305.819 | 305.761 | 306.078 | 306.889 | 306.877 | |
| Nov-23 | | | | | | | | | | | 298.930 | |
| Nov-24 | | | | | | | | | | | 306.877 | |
| Increase Calculation: | 306.877 | Nov-24 | - | 298.930 | Nov-23 | = | 7.947 | | | | | |
| | 7.947 | / | 298.930 | Nov-23 | = | 2.66% | | | | | | |