# **COVER LETTER**

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| **DATE:** | May 13, 2023 |
| **ATTENTION:** | Denise Reid, Principal Management Analyst |
| 323 Church Street  Santa Cruz, CA 95060 |
| **SUBJECT:** | Request for Proposals – RFP No. FN-0125 – Disaster Cost Recovery Services |

**GrantCity Consulting, LLC (GCC)** is delighted to present our proposal for **Disaster Cost Recovery Services** in response to **RFP No. FN-0125**. Our proposal encapsulates a comprehensive suite of experience in disaster recovery and grants management, particularly in navigating the intricate reimbursement programs vital for recouping expended emergency and disaster-related funds. GCC is uniquely poised to augment the City of Santa Cruz’s efforts in managing the aftermath of disaster events, ensuring a meticulous and compliant recovery process.

With over fifteen years at the forefront of disaster recovery, the GCC Team has spearheaded efforts across the nation, particularly in regions severely affected by natural calamities. We have effectively managed over $10 billion in disaster assistance grant funding, maintaining a flawless record with no audit discrepancies—a testament to our stringent compliance and financial management prowess. Our recent engagements, including significant roles in managing responses to DR-4683 and DR-4699 for Merced County, underscore our practical experience and capability to handle complex disaster scenarios in collaboration with FEMA and Cal OES.

GCC has assembled a cadre of seasoned professionals tailored to meet Santa Cruz’s distinctive needs. Led by Jeff Abraham, our team’s extensive background across California enriches our operational strategy, ensuring readiness and adaptability. Supported by Eric Zabukovec, whose 20 years in emergency management exemplify our deep bench of expertise, our team is a formidable force in disaster recovery.

Our holistic approach covers essential facets of disaster recovery management:

* **Technical Advisory Services**: We offer nuanced guidance on debris removal, permanent repairs, and comprehensive recovery, expertly navigating the labyrinth of FEMA and Cal OES regulations.
* **Strategic Project Management**: Our plans include meticulous project scheduling and insightful financial and policy advising, all tailored to enhance disaster recovery operations.
* **Advanced Compliance and Auditing**: Utilizing state-of-the-art project management tools like Ignatius©, we conduct thorough audits to ensure smooth closeout phases free of financial de-obligations.
* **Effective Coordination and Representation**: We are adept at orchestrating critical stakeholder meetings, providing robust documentation and support necessary for successful grant applications and cost recovery.

Our integration strategy aligns seamlessly with the City’s objectives, employing advanced tools and proven methodologies to manage documentation, assure compliance, and comprehensively support Santa Cruz throughout all disaster recovery phases. GCC is committed to delivering unmatched professional expertise and extensive management services, navigating the complexities of disaster recovery with precision.

As a nimble small business, GCC takes immense pride in our ability to outperform larger competitors by eliminating unnecessary costs and bureaucratic red tape, focusing instead on efficiency and client satisfaction. Our team is eager to discuss our proposal further and explore collaboration terms upon selection, reinforcing our dedication to align with the City of Santa Cruz’s recovery goals.

We are enthusiastic about the opportunity to demonstrate our in-depth understanding of the project’s objectives and scope during our interview and presentation. Our commitment to crafting a detailed work plan that ensures the achievement of the Scope of Services within budgetary and temporal guidelines is unwavering.

For any inquiries or additional information, please feel free to contact me directly at **(518) 330-8526** or via email at [**jeff.abraham@grantcityllc.com**](mailto:jeff.abraham@grantcityllc.com) We are excited about the prospect of becoming your trusted partner and advocate in this crucial endeavor.

Sincerely,



Cover letter (older one)

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| **DATE:** | April 18, 2023 |
| **ATTENTION:** | Kim Nausin, Purchasing Manager |
| 2222 M Street, Room 1 |
| Merced, CA 95340 |
| **SUBJECT:** | Request for Proposals – RFP 7506 – Disaster Recovery Consulting Services |

Dear Ms. Nausin:

GrantCity Consulting, LLC. (GCC) appreciates this opportunity to submit its proposal to the County of Merced in response to the *Request for Proposals - RFP 7506 – Disaster Recovery Consulting Services*. The following proposal details our depth of experience in disaster recovery and grants management, our understanding of the various reimbursement programs needed to recapture expended emergency and disaster-related funding, and our ability to provide a team of professionals who will help supplement County staff as they respond to the impacts of *California Severe Winter Storms, Flooding, Landslides, and Mudslides (DR-4683-CA)* and *California Severe Winter Storms, Flooding, and Mudslides (EM-3592-CA).*

For more than fifteen years, members of the GCC Team have been at the forefront of some of the most significant and devastating disasters throughout the United States and outlying territories. Collectively, our team has deployed to over 40 emergency and disaster-related events to support and augment our client’s staff to ensure a robust and successful recovery. Since our inception, we have administered and managed over $10 billion in disaster assistance grant funding and continue to build on our experience through such engagements. Most importantly, with over a decade of financial reconciliation and audit experience, no audit finding has been identified by regulatory authorities, nor has any of our client’s funding been jeopardized by clawback or de-obligation.

For this engagement, we have hand-selected a team of experienced professionals who have directly served in a variety of leadership and disaster recovery consulting services throughout the State of California. Our team will be led by Jeff Abraham, an experienced Region IX Project Manager who has been involved in federal, state, and local disaster recovery and mitigation programs for over a decade. Mr. Abraham is currently providing Disaster Recovery Consulting Services under an exigent procurement for Merced County following the damages sustained from DR-4683-CA and EM-3592-CA. Mr. Abraham also supported Merced County and Monterey County following the California Severe Winter Storms, Flooding, and Mudslides in 2017 and 2018 (DR-4308-CA and DR-4301-CA).

Supporting Mr. Abraham in a senior advisory role will be Paul Jacks, an emergency management and disaster recovery subject matter expert with more than 40 years of experience in emergency planning, emergency response, and recovery operations throughout the State of California and beyond. Mr. Jacks retired from the state of California in 2008 after a career spanning more than 31 years, with 22 of those years spent in the California Governor’s Office of Emergency Services (Cal OES). Mr. Jacks served for eight years as an appointed Deputy Director in Cal OES under Governors Schwarzenegger and Davis, where he

had, at various times, overall executive management responsibility for the office’s preparedness, response, recovery, and mitigation operations. In addition to serving as Deputy Director, Mr. Jacks held Governor appointments to the California Volunteers Commission (2006 to 2012), the California Emergency Council, and the Standing Advisory Committee on Voluntary Organizations (2008 to 2012).

Although our professionals are committed to providing support across all functions, our primary objectives will be dedicated to the following:

* Representing the County in meetings with FEMA and other disaster recovery stakeholders.
* Preparing and adhering to a project schedule with milestones and deadlines.
* Providing financial management and policy advice on grant-related activities.
* Providing advice on procurement as it relates to grant funding and compliance.
* Providing status reports that include project status updates and contract metrics.
* Preparing and managing ALL disaster-related correspondence to stakeholders (as needed).
* Working with the County and FEMA to identify **ALL** eligible expenses and associated reimbursables.
* Helping the County identify and apply for applicable funding opportunities.
* Managing the County’s portfolio of grant-funded projects using Ignatius©
* Assisting with project worksheet formulation, specifically Category-B project worksheets that fund emergency protective measures.
* Applying rigorous internal QA/QC and compliance-based reviews.
* Preparing a closeout/audit module to ensure that the County is well-equipped for potential audit and grant closeout activities; *and*
* Defending the County with ineligible determinations, appeals, and potential de-obligations.

From the start of our engagement, we will work with the County and associated stakeholders to create a mutual understanding of recovery goals and programmatic requirements, thus enabling an effective and robust recovery for the entire community of Merced County.

We look forward to working with the County to negotiate mutually acceptable terms and conditions upon awarding a contract. If you have any questions, don't hesitate to contact Jeff Abraham, President of GrantCity Consulting, LLC., at (518) 330-8526 or by email at [jeff.abraham@grantcityllc.com](mailto:jeff.abraham@grantcityllc.com).

Sincerely,

**Jeff Abraham, MBA, CCRP**

President

GrantCity Consulting, LLC.