**SECTION 4: TEAM QUALIFICATIONS, EXPERTISE, AND EXPERIENCE**

In Section 4, we present the qualifications, expertise, and experience of our dedicated team assembled for this project. This section includes detailed profiles outlining the names, qualifications, certifications, and relevant technical experience of all personnel and subcontractors involved. We have also included comprehensive resumes for the proposed project staff as a separate attachment in Section 8, Appendix 1. Furthermore, we provide a firm commitment to the availability of all identified resources, ensuring that our team is ready and able to meet the project's demands from inception through completion. This structured approach underscores our dedication to delivering the highest standards of service and expertise required for successful project execution.

**TEAM DETAILS:**

GrantCity Consulting, LLC. prides itself on assembling a compact team of exceptionally skilled professionals who possess the precise combination of skills, experience, and knowledge required to meet and surpass the expectations of the City of Santa Cruz as detailed in your Request for Proposal (RFP). Our team consists of industry leaders with a proven track record in managing complex disaster recovery projects effectively. Each member has been carefully selected to ensure that we can address every aspect of your project with the utmost expertise and meticulous attention to detail. We are committed to delivering a comprehensive and effective disaster recovery effort that aligns with the unique needs and objectives of Santa Cruz. We are fully confident in our team's capability to achieve outstanding results and are dedicated to ensuring that every phase of the project receives the highest level of attention and care. Our excitement about contributing to Santa Cruz’s resilience is profound, and we eagerly anticipate the opportunity to demonstrate our expertise. Given our extensive experience, we are confident that we can deliver a disaster recovery effort that not only meets but exceeds your expectations. We are dedicated to providing Santa Cruz with the highest level of service and expertise, ensuring that the recovery process is as seamless and successful as possible. Following this introduction, you will find detailed bios of our proposed project team, along with a staffing matrix that maps our staff against the requirements and specifics outlined in your RFP. This matrix will illustrate how each team member's unique qualifications and experience are perfectly suited to meet the specific challenges and opportunities presented by your project, guaranteeing a targeted and successful approach to disaster recovery.

**JEFF ABRAHAM, MBA, CCRP – PRINCIPAL DISASTER RECOVERY CONSULTANT**

Jeff Abraham is an exceptional leader with a wealth of experience in managing complex government projects and ensuring compliance with federal, state, and local regulations. With his expertise in managing grants for large-scale projects, Mr. Abraham is well-suited to lead the entire project. His role will primarily involve overseeing high-level tasks such as representing the city in critical meetings, navigating complex disputes, and ensuring that all project phases meet stringent audit and compliance standards. Mr. Abraham's vast experience with FEMA and other related agencies makes him an invaluable asset in strategizing and executing seamless recovery efforts. He has a deep understanding of the nuances of government regulations, which allows him to navigate the complex maze of compliance requirements with ease. With his exceptional project management skills, Mr. Abraham can effectively manage the project's budget, timeline, and resources while ensuring that all stakeholders are kept informed and engaged throughout the process. In summary, Jeff Abraham's extensive experience in project management, compliance, and government engagements make him the ideal candidate to oversee this project. With his leadership and expertise, the project is sure to be completed seamlessly and to the highest standards of quality and compliance.

**ERIC ZABUKOVEC – SENIOR PROJECT MANAGER/FEMA LIAISON**

Eric Zabukovec is an experienced project manager with a focus on disaster-related projects. His extensive knowledge of FEMA processes and procedures make him an ideal candidate to lead support and coordination efforts for the city. In his role, Eric will be responsible for facilitating applicant briefings with both FEMA and Cal OES, ensuring that all necessary program details are understood and complied with. In addition to his coordination efforts, Eric will also be responsible for maintaining accurate project tracking systems. His deep understanding of federal regulations and compliance requirements will help ensure that all necessary paperwork is completed on time and that all necessary documentation is submitted to the appropriate government agencies. Ultimately, Eric's contributions will help ensure that the city is able to effectively manage and respond to any disaster-related events that may occur.

**JON BERQUIST – LEAD DISASTER RECOVERY ANALYST**

Jon Berquist is a highly experienced expert in FEMA Public Assistance. He possesses a deep understanding of the complexities of disaster recovery and public infrastructure rehabilitation. As a Lead Disaster Recovery Analyst, Jon's primary responsibility is to ensure strict compliance with federal documentation standards. He maintains ICS Activity Logs and other critical sign-in sheets that are required by disaster management protocols. Jon is well-versed in the complex FEMA worksheet creation process, and his keen attention to detail ensures the creation of accurate and compliant project worksheets. These worksheets are essential for securing and managing federal funds effectively. Jon's expertise in project management and compliance extends to auditing and documentation oversight. This is particularly crucial in meeting federal and state guidelines. His oversight is vital in organizing and compiling a complete suite of documentation to meet audit requirements and ensure comprehensive document retention. Jon's methodical approach to documentation ensures that all project phases are meticulously recorded and managed. This guarantees that the project adheres to stringent audit standards and contributes to a seamless recovery process.

**JOSH MILNER, MA – DEBRIS MANAGEMENT SPECIALIST**

Josh Milner is a highly experienced professional who has extensive knowledge and expertise in the field of debris operations and hazard mitigation. As part of his role, he will be responsible for providing technical advisory services related to debris removal and repairs. This will involve making critical recommendations on cost-allowability and ensuring that all activities adhere to the latest PAPPG guidelines. Josh's contributions will be vital in supporting the city's recovery efforts comprehensively. Through his direct involvement in these areas, he will be able to provide valuable insights and guidance that will help streamline the debris management process and ensure that the city can recover from any disaster quickly and efficiently. Overall, Josh's expertise will be an asset to the city, and his ability to provide specialized technical support will play a critical role in minimizing the impact of any future disasters. His dedication and commitment to ensuring the safety and wellbeing of the community are truly commendable, and we are confident that he will make a significant contribution to the city's recovery efforts.

**PATRICK GEELAN, MS, EIT – TECHNICAL ADVISOR**

Patrick Geelan is an experienced professional with expertise in construction and grant management. He will play a critical role in coordinating with aid agencies to ensure that reimbursement requests are processed accurately and efficiently. Patrick's technical and organizational skills will be put to good use as he manages financial transactions and physical aspects of the recovery effort. With his help, the team can be confident that all aspects of the recovery effort will be handled with precision, care, and an unwavering commitment to excellence.Each team member's role has been carefully defined to ensure a comprehensive approach to disaster recovery and compliance with all project requirements. Their combined expertise will address the critical areas outlined in the scope of services, from initial assessments and technical advisories to final audits and project closeouts.

**ORGANIZATIONAL CHART AND STAFFING MATRIX**

A diagram of a company

Description automatically generatedGCC is highly experienced when it comes to building collaborative, integrated, and multi-faceted teams across our portfolio of projects. We are dedicated to sharing knowledge and resources, and we have a proven track record of successfully resolving issues as a team. We are an adaptive, agile, and diverse firm that thrives on innovation and is continually learning. Our unwavering commitment to our mission drives us to deliver exceptional preparedness, response, recovery, and resiliency capabilities to communities of all sizes. As illustrated below in our Organizational Chart **(*Figure 3)*** and our Staffing Matrix (***Figure 4***), we have proposed a team of highly skilled disaster recovery and technical specialists to support the City's current and future disaster recovery needs. Our team comprises staff with substantive experience in project management, grant administration, disaster recovery policy and program compliance, hazard mitigation, strategic and operational planning, and training delivery. We are confident that our team's expertise and experience will help the City achieve its disaster recovery goals.

**Figure 3:** Proposed Org Chart for the City of Santa Cruz

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **NAME/ POSITION/ CONTACT INFO** | **AVAILABILITY** | **FEMA PUBLIC ASSISTANCE ADVISORY SERVICES** | **FINANCIAL, GRANT & DOCUMENT MANAGEMENT** | **EMERGENCY MANAGEMENT AND REMEDIATION SUPPORT** | **PROGRAM COMPLIANCE AND POLICY ADVISORY SERVICES** | **CLOSEOUT MANAGEMENT SUPPORT** | **AUDIT AND APPEAL SUPPORT** | **STRATEGY AND PLAN DEVELOPMENT** | **COST ESTIMATING AND DOCUMENTATION** | **SPECIAL CONSIDERATIONS ANALYSIS** | **PROGRESS REPORTS AND REPORTING REQUIREMENTS** |
| **REQUESTED SCOPE OF SERVICE CATEGORIES** | | | | | | | | | |
| **Jeff Abraham, MBA, CCRP** Principal DR Consultant 518-330-8526  [Jeff.abraham@grantcityllc.com](mailto:Jeff.abraham@grantcityllc.com) | Remote or On-Site (As Needed - 100%) |  |  |  |  |  |  |  |  |  |  |
| **Eric Zabukovec** Senior PM/FEMA Liaison 352-408-9277  [Eric.zabukovec@grantcityllc.com](mailto:Eric.zabukovec@grantcityllc.com) | Remote or On-Site (As Needed - 100%) |  |  |  |  |  |  |  |  |  |  |
| **Jon Berquist, MBA** Lead DR Analyst 518-229-4367  [jberquist@berquistrecoveryconsulting.com](mailto:jberquist@berquistrecoveryconsulting.com) | Remote or On-Site (As Needed - 100%) |  |  |  |  |  |  |  |  |  |  |
| **Josh Milner, MA** Debris Mgmt. Specialist 302-344-6200  [josh.milner@grantcityllc.com](mailto:josh.milner@grantcityllc.com) | Remote or On-Site (As Needed - 100%) |  |  |  |  |  |  |  |  |  |  |
| **Pat Geelan, EIT** Technical Advisor 516-382-2801  [pat.geelan@grantcityllc.com](mailto:pat.geelan@grantcityllc.com) | Remote or On-Site (As Needed - 100%) |  |  |  |  |  |  |  |  |  |  |

***Figure 4****: Proposed Staffing Matrix*

**RESUMES:**

***Section 8, Appendix 1*** contains the resumes of the proposed project team, as requested in the RFP.