



STATE OF FLORIDA

DIVISION OF EMERGENCY MANAGEMENT

RICK SCOTT
Governor

BRYAN W. KOON
Director

April 16, 2014

To Whom It May Concern,

The purpose of this letter is to confirm that ER Assist is currently subcontracted under a Florida Division of Emergency Management (FDEM) contract with Disasters, Strategies & Ideas Group on two active Task Orders for Contract Number 12-NF-00-14-00-22-501 for the Florida Division of Emergency Management. All task orders for which ER Assist performed work (including the current ones) since July, 2012 are as follows:

1. 12-NF-00-14-00-22-501 – Task Order #2 (July 1, 2012 to September 16, 2013)
2. 12-NF-00-14-00-22-501 – Task Order #3 (May 7, 2013 to June 30, 2013)
3. 12-NF-00-14-00-22-501 – Task Order #4 (July 1, 2013 to September 16, 2013)
4. 12-NF-00-14-00-22-501 – Task Order #5 (September 19, 2013- December 31, 2013)
5. 12-NF-00-14-00-22-501 – Task Order #6 (September 17, 2013 to January 15, 2014)
6. 12-NF-00-14-00-22-501 – Task Order #7 (January 16, 2014 to March 15, 2014)
7. 12-NF-00-14-00-22-501 – Task Order #8 (March 17, 2014 to Current) – '04-'05 Closeouts
8. 12-NF-00-14-00-22-501 – Task Order #9 (March 19, 2014 to Current) – for Florida Severe Storms and Flooding DR 4138

Under this contract's current task orders, ER Assist performs the following tasks:

- Time tracking in compliance with FEMA's Direct Administrative Cost policy
- Providing Public Assistance Program Project Managers, who monitor time entries, draft Category Z projects, submit Category Z projects and work directly with FEMA for clarifications as needed for the following declarations: DR(s) 4138, 4084, 4068, 1840, 1831, and 1785.

Under this contract, ER Assist has performed the following tasks during previous task orders:

- Providing DSI with Public Assistance Coordinators to work directly with applicants to assist in drafting, submitting, and closing out FEMA Project Worksheets.
- Performing Public Assistance Coordinator closeout responsibilities for all Florida 04-05 storms: DR 1539, 1551, 1561, 1595, 1602, and 1609.

All of the statements listed above are accurate as they pertain to ER Assist. This letter is to be used as acknowledgement that ER Assist has worked on the above listed contract and is currently working on Task Order #8 and Task Order #9 as a sub contractor to DSI.

Evan Rosenberg
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Florida Division of Emergency Management