



Legislation Text

File #: 22-1556, **Version:** 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: August 10, 2022
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Jack Ireland

SUBJECT

Authorize a three-year service contract for consulting services to assist in the development of a regional catastrophic preparedness framework for the Office of Emergency Management - Innovative Emergency Management dba IEM, most advantageous proposer of five - Not to exceed \$491,219.00 - Financing: Regional Catastrophic Preparedness Grant Program Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide consulting services to assist in the development of a regional catastrophic preparedness framework for the Office of Emergency Management. The City is a recipient of the 2021 Regional Catastrophic Preparedness Grant. In our application, the City outlined several projects to utilize these funds to complete the three phases of catastrophic preparedness.

The consultant will assist throughout this process and provide subject matter expertise, project management support, and develop deliverables that will be returned to the Federal Emergency Management Agency. Projects include a supply chain gap analysis of the regional food and water distribution systems, the development of a regional planning framework for adopting the community lifelines into response, and a number of training exercises, seminars, and workshops related to supply chain resiliency and catastrophic planning.

A four-member committee from the following departments reviewed and evaluated the qualifications:

- Office of Data Analytics & Business Intelligence (1)
- Office of Emergency Management (1)
- Office of Integrated Public Safety Solutions (1)
- Office of Procurement Services (1)

*The Office of Procurement Services evaluated cost.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost and timeframe 30 points
- Experience 25 points
- Approach 25 points
- Supply chain management 20 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 10, 2021, City Council authorized the acceptance of a grant from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency for the FY2021 Regional Catastrophic Preparedness Grant Program (Federal Award ID No. EMT2021-CA-00055-S01, CFDA No. 97.111) to provide for three-year funding for the salary and fringe benefits of one planner, and to fund activities related to providing resources to close known capability gaps in Housing and Logistics and Supply Chain Management, encouraging innovative regional solutions to issues related to catastrophic incidents, and building on existing regional efforts for the period September 1, 2021 through August 31, 2024, by Resolution No. 21-1828.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
Regional Catastrophic Preparedness Grant Program Fund	\$491,219.00	\$0.00	\$0.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$491,219.00	Other Services	N/A	83.73%	\$411,293.00
<ul style="list-style-type: none"> *This item reflects previous Business Inclusion and Development Policy M/WBE goal. The Business Inclusion and Development Policy does not apply to Other Service contracts, however the prime contractor is a certified M/WBE. Innovative Emergency Management dba IEM - Non-local; Workforce - 1.16% Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> Utilized for high technology procurements, insurance procurements, and other goods and services Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications Always involves a team evaluation Allows for negotiation on contract terms, including price
---	---

The Office of Procurement Services received the following proposals from solicitation number BBZ22-00018527. We opened them on February 17, 2022. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Innovative Emergency Management dba IEM	2801 Slater Road Suite 200 Morrisville, NC 27560	94.00
Hagerty Consulting, Inc.	1618 Orrington Avenue Suite 201 Evanston, IL 60201	87.58
Tetra Tech, Inc.	112655 North Central Expressway Suite 305 Dallas, TX 75243	87.30
Dewbery Engineers	8401 Arlington Boulevard Fairfax, VA 22031-4619	84.87
JKEI Management LLC	335 Wednesbury Boulevard Charlotte, NC 28262	55.95

OWNER

Innovative Emergency Management dba IEM

Madhu Beriwal, Chief Executive Officer
Brad Tiffie, Director of Operations