



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 6

**Agenda Date:** December 19, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Blue Card Online & Continuing Education Training Program for San Antonio Fire Department (SAFD)

**SUMMARY:**

This ordinance authorizes a contract with Across the Street Productions, Inc., for subscription services for Blue Card Command Certification program for the San Antonio Fire Department. The term of the agreement is for a five year period from January 1, 2025 – December 31, 2030, with four additional one-year renewal periods for a first year cost of \$121,503 and an estimated total contract cost of \$571,191. Funding is available from the FY 2025 General Fund Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the offer submitted by Across the Street Productions, Inc., to provide subscription services for the continued use of Blue Card Command Certification program, to be utilized by SAFD. The program will provide training and certification solutions that teaches Incident Commanders and other officers how to standardize local incident operations using a combination of online and in-class simulation training.

The City issued a Request for Offer (RFO) for “Blue Card Online & Continuing Education Training Program for SAFD” (RFO 6100018470) on October 7, 2024, with a submission deadline of October 14, 2024. The RFO was entered in the San Antonio e-Procurement System and an email notification was sent to the potential respondent. The offer received from Across the Street Productions, Inc. is recommended for contract award and meets the published specifications.

This purchase was made utilizing a public health or safety exemption to allow SAFD to maintain the training program already established with Across the Street Productions, Inc. (Blue Card) implemented in 2019. Full implementation for the initial training of the target audience took three years. Prior to the Blue Card program, SAFD had no formal education and training concerning incident command.

SAFD reviewed and selected Across the Street Productions, Inc. for implementation of a training program to address recommendations received from the State Fire Marshall’s Office. One of the recommendations from the State Fire Marshall's Office was the implementation of a Fire Command and Communications program that meets the standards set forth by the Texas Commission on Fire Protection to meet National Fire Protection Association 1561 Standards and National Incident Management System requirements as mandated by the Department of Homeland Security.

The initial term of the agreement will begin on January 1, 2025, and will terminate on December 31, 2025. Four additional, one-year renewals at the City’s option will also be authorized by this ordinance.

#### **ISSUE:**

This contract will provide subscription services for the continued use of Blue Card Command Certification program, to be utilized by SAFD. The program will provide training and certification solutions that teaches Incident Commanders and other officers how to standardize local incident operations using a combination of online and in-class simulation training. A large number of resources and planning went into getting SAFD to its current level of training via the agreement with Across the Street Productions and the Blue Card Program.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority and/or women owned businesses available to provide the specialized training as required by the scope of work.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program was not applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, SAFD will need to find an alternate incident command training program.

**FISCAL IMPACT:**

This ordinance authorizes a contract with Across the Street Productions, Inc., for subscription services for Blue Card Command Certification program for the San Antonio Fire Department. The term of the agreement is for a five year period from January 1, 2025 – December 31, 2030, with four additional one-year renewal periods for a first year cost of \$121,503 and an estimated total contract cost of \$571,191 Funding is available from the FY 2025 General Fund Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

Contract Year	Contract Amount
Year 1	\$121,503
Year 2	\$93,837
Year 3	\$100,227
Year 4	\$106,617
Year 5	\$149,007
Total	\$571,191

**RECOMMENDATION:**

Staff recommends approval of this ordinance.

This contract was procured on the basis of public health or safety exemption, and a Contract Disclosure Form is not required.