



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 44

Agenda Date: June 23, 2022

In Control: City Council A Session

DEPARTMENT: Police Department

DEPARTMENT HEAD: William McManus, Chief of Police

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

An Ordinance authorizing the approval of a professional service agreement between the Alexander Weiss Consulting, LLC and the City of San Antonio Police Department.

SUMMARY:

This ordinance authorizes a Professional Service Agreement between the City of San Antonio and Alexander Weiss Consulting, LLC to conduct a comprehensive staffing analysis of uniform positions for patrol and support units of the San Antonio Police Department and authorizing payment in the amount of \$140,000.00 from the FY 2022 General Fund Budget.

BACKGROUND INFORMATION:

As part of the FY 2022 Budget Process, City Council requested a staffing analysis of the San Antonio Police Department to objectively analyze patrol staffing allocation and deployment in support units to determine any recommended changes and a methodology for future growth of uniform positions in the Department.

In April 2022, the City released a Request for Proposals (RFP) to identify and select a respondent to provide the requested experienced management consulting services. The selected respondent would provide services in conducting a comprehensive staffing analysis for the Police Department.

The RFP was advertised in the San Antonio Express-News, San Antonio e-Procurement system, TVSA Channel, and on the City's Bidding and Contracting Opportunities website. Additionally, email notification was released to a list of potential Respondents. One agency proposal was received in response to the RFP and was deemed eligible for review.

The evaluation committee included representatives from the City Manager's Office and the San Antonio Police Department Command Staff. The committee evaluated the proposal in response to the published criteria for the professional services which included: Experience, Background and Qualifications; Proposed Plan; the Small Business Economic Development Advocacy (SBEDA) Program; the Local Preference Program; and the Veteran Owned Small Business Preference Program.

The evaluation committee agreed to award by consensus vote to recommend Weiss Consulting, LLC to conduct a comprehensive analysis of uniform staff in the SAPD and recommend potential changes and a methodology for future growth of uniform positions.

This agreement will commence upon full execution and will terminate on the one-year anniversary of the effective date.

ISSUE:

This ordinance authorizes a Professional Service Agreement between the City of San Antonio and Alexander Weiss Consulting, LLC to conduct a comprehensive staffing analysis of uniform positions for patrol and support units of the San Antonio Police Department and authorizing payment in the amount of \$140,000.00 from the FY 2022 General Fund Budget.

ALTERNATIVES:

If this item is not approved, the San Antonio Police Department would issue another Request for Proposal.

FISCAL IMPACT:

This is a one-time expense of \$140,000.00, funds are available from the FY 2022 General Fund.

RECOMMENDATION:

Staff recommends the approval of this professional services agreement.