



City of San Antonio

Agenda Memorandum

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Agenda Date: January 27, 2022

In Control: City Council A Session

DEPARTMENT: Fire Department

DEPARTMENT HEAD: Charles Hood, Fire Chief

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

FEMA Regional Catastrophic Preparedness Grant Program (RCPGP) Multi-Year Catastrophic Disaster Planning Contract Services

SUMMARY:

An Ordinance authorizing the execution of six professional services contracts for catastrophic disaster planning, training, and exercise services for the term beginning February 1, 2022, and ending August 31, 2024, for an amount not to exceed \$963,309.60. Funding is available in the FY 2020 and FY 2021 Regional Catastrophic Preparedness Grant Programs (RCPGP).

BACKGROUND INFORMATION:

The City accepted an award from FEMA from the FY 2020 RCPGP in the amount of \$697,060 for catastrophic disaster planning (Ordinance 2020-10-29-0762) and FY 2021 RCPGP in the amount of \$543,870 (Ordinance 2021-11-18-0024). These two grants currently fund (1) one full time position until August 31, 2024, with the balance of funds for professional services for catastrophic disaster planning, training, and exercises. Submitted for Council consideration and

action are six (6) professional services contracts with Integrated Solutions Consulting, Innovative Emergency Management Inc., Hagerty Consulting Inc., The Olson Group, Ltd., Constant and Associates, Inc., and Partner Forces LLC to provide said consulting services. These consultants will serve in a qualified vendor pool as the need arises for a specific catastrophic disaster planning service.

ISSUE:

This ordinance authorizes the execution of contracts with Integrated Solutions Consulting, Innovative Emergency Management Inc., Hagerty Consulting Inc., The Olson Group, Ltd., Constant and Associates, Inc., and Partner Forces LLC. for catastrophic disaster planning, training, and exercise services. The initial term of this contract begins February 1, 2022 and ends August 31, 2024. This will allow the Office of Emergency Management to engage with the awardees to conduct a variety of catastrophic disaster services during the performance period of the FY 2020 RCPGP ending August 31, 2023, and the FY 2021 RCPGP ending August 31, 2024.

The City issued a Request for Proposal (RFP) for Regional Catastrophic Preparedness Planning on September 10, 2021, with a submission deadline of October 12, 2021. Nine (9) proposals were received and deemed eligible for evaluation.

On November 15, 2021, a selection committee comprised of representatives from the San Antonio Fire Department, the San Antonio Office of Emergency Management, the Bexar County Office of Emergency Management, and the Alamo Area Council of Governments (AACOG) evaluated and scored the firms based on the following criteria: Experience, Background and Qualifications, Proposed Plan, Price, the Small Business Economic Development Advocacy (SBEDA) Program, the Local Preference Program, and the Veteran-Owned Small Business Preference Program.

After all discussions and scoring were completed by the evaluation committee, the six (6) highest ranked firm(s) were selected for award recommendation.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the SBE and the M/WBE Prime Contract Programs with ten (10) evaluation preference points for each program, respectively. Only one vendor received points for qualifying for SBEDA.

Both the Local Preference Program (LPP) and Veteran-Owned Small Business Preference Program (VOSBPP) were applied in the evaluation of proposals. However, none of the recommended firms were local businesses or veteran-owned small businesses.

Due diligence conducted for the respondents to the above solicitation included a search of federal

and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendor.

ALTERNATIVES:

City Council may elect not to approve this contract which would not enable the Office of Emergency Management to move forward with the contracts for catastrophic disaster services.

FISCAL IMPACT:

An Ordinance authorizing the execution of six professional services contracts for catastrophic disaster services for the term beginning February 1, 2022, and ending August 31, 2024, in an amount not to exceed \$963,309.60. Funding is available in the FY 2020 and FY 2021 Regional Catastrophic Preparedness Grant Programs (RCPGP). All expenditures will be in accordance with the RCPGP grant guidance which is funding this project.

RECOMMENDATION:

Staff recommends approval of contracts with Integrated Solutions Consulting, Innovative Emergency Management Inc., Hagerty Consulting Inc., The Olson Group, Ltd., Constant and Associates, Inc., and Partner Forces, LLC for catastrophic disaster planning, training, and exercise services.

The contract was procured by means of a Request for Proposal. The Scoring Matrix and the Contracts Disclosure Forms are attached.