

AGENDA



Thursday, June 24, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 65**

Subject: Authorize award and execution of a 12-month professional services contract with DIGITAL SANDBOX, INC., McLean, VA for services related to the development of a risk and capabilities management program for the Office of Homeland Security and Emergency Management in an estimated amount not to exceed \$108,792, with one 12-month extension option in an estimated amount not to exceed \$149,000, for a total estimated contract amount not to exceed \$257,792.

Amount and Source of Funding: Funding in the amount of \$27,198 is available in the Fiscal Year 2009-2010 Urban Area Security Initiative Grant Program.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Colleen Athey, Buyer I, 972-4012

MBE/WBE: This professional services contract is exempt from the MBE/WBE Ordinance. This exemption is in compliance with Chapter 2-9C of the City Code (Minority –Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.

This contract will implement a risk-based grants management methodology for the homeland security grants program of the Office of Homeland Security and Emergency Management and the Austin/Round Rock Urban Area (Austin UA).

Since receiving its original Urban Area Security Initiative (UASI) grant allocation in 2008, the Austin UA has been working to develop a grants management process that incorporates an understanding of regional risks and capabilities to inform grant allocation decisions. The Austin UA received a risk baseline assessment in 2008 and then conducted a capabilities assessment involving stakeholders and jurisdictions across the region. The results of those activities were incorporated into the UASI allocation decisions.

Through this contract, the Austin UA will continue building on these program successes by implementing a more sustainable methodology that will incorporate risk and capabilities and allow the Austin UA to measure its progress and direct future grant allocations.

Tasks to be completed under the scope of work include the following:

- Development of a Risk-Based Grants Management Methodology
- Performance of a Capabilities Assessment
- Development of an Allocation Formula
- Provision of Data Call Support in 2011
- Update of Risks and Capabilities to Quantify Progress