

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

46328

Agenda Number

40.

Meeting Date:

June 18, 2015

Department:

Purchasing

Subject

Authorize award, negotiation, and execution of a contract with SHEN MILSOM & WILKE LLC, or one of the other qualified responders to Request for Qualifications Statement JXH0700, to provide consulting services for an upgrade of the audiovisual system at the Emergency Operations Center in an amount not to exceed \$80,000.

Amount and Source of Funding

Funding is available in the Fiscal Year 2014-2015 Capital Budget of the Communications and Technology Management Department.

Fiscal Note

A fiscal note is attached.

Purchasing Language:

Best qualified response for consulting services for an upgrade of the audiovisual system.

Prior Council Action:

For More Information:

Jonathan Harris, Senior Buyer Specialist, 512-974-1771

Boards and Commission Action:

Related Items:

MBE / WBE:

This contract will be awarded in compliance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Additional Backup Information

The contract is to hire a consultant to assist with the planning and oversight of an update to the current audiovisual (AV) system within the Emergency Operations Center (EOC) in a systematic, phased approach to meet current and future needs. The consultant will work with the City to develop the plan, specifications and requirements and to monitor the implementation of an updated AV system in the EOC. The current AV system within the EOC in the Combined Transportation and Emergency Communications Center (CTECC) was installed when the building was commissioned in 2003. The space is used for 24/7 operations during public safety emergencies and/or citywide events, as well as for emergency operations training. The contractor is a certified minority-owned business enterprise in the states of New York and New Jersey.

The EOC is located within the CTECC but is a separate room where executive leaders and decisions makers from public safety, public service and volunteer organizations gather to work together to manage large-scale events such as flooding, ice storms/cold weather, large fires and large planned events. The underlying basis is to provide all present in the EOC with as much audio and visual information about an event to facilitate coordinated decision making to efficiently and effectively mitigate the incident. Presentation of this information relies on a reliable and capable audio and visual system specific to the EOC.

This effort will have three distinct phases: Phase 1 is the assessment and requirements, Phase 2 is the AV system plan and statement of work development and Phase 3 is the review and implementation. The consultant chosen cannot be affiliated with any potential responding AV implementation vendors or any AV manufacturers, and may not participate in any response to solicitations arising from this work.

An evaluation committee composed of personnel from CTECC with expertise in this area evaluated the responses and based on the criteria, scored this response as the one, which best meets the requirements. Evaluation criteria included qualifications, prior experience of the staff, professional references and project methodology.

This request allows for the development of an agreement with a qualified responder that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected responder, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified responder and authorize contract negotiations with this provider.

This contract is urgent for continued operations of the EOC on a daily basis and during critical activations, such as severe weather operations, recovery efforts, special events, and other emergency operations. Delaying this recommendation for approval increases the timeframe for equipment replacement. In addition, a delay substantially increases the risk for failed equipment during an activation, which could impact the citizens of Austin.

MBE/WBE solicited: 5/4

MBE/WBE response: 0/0

PRICING ANALYSIS

- a. Adequate competition.
- b. 52 notices were sent including five MBEs and four WBEs. Three responses were received, with no response from the MBEs/WBEs.

APPROVAL JUSTIFICATION

- a. Most qualified response received.

- b. The Purchasing Office recommends contract award consistent with the findings of the evaluation committee.
- c. Advertised in the Austin American Statesman and on the internet.