

**AGENDA**



**Recommendation for Council Action (Purchasing)**

<b>Austin City Council</b>	<b>Item ID:</b>	13074	<b>Agenda Number</b>	25.
<b>Meeting Date:</b>	March 8, 2012			
<b>Department:</b>	Purchasing			
<b>Subject</b>				
Authorize award, negotiation, and execution of a contract with POLICE EXECUTIVE RESEARCH FORUM, or one of the other qualified offerors to RFP No. CEA0110, to provide a patrol utilization study to assess current and future police staffing needs for the Austin Police Department in an amount not to exceed \$97,871.				
<b>Amount and Source of Funding</b>				
There is no unanticipated fiscal impact. A fiscal note is not required.				
<b>Fiscal Note</b>				
Funding in the amount of \$97,871 is available in the Fiscal Year 2011-2012 Operating Budget of the Austin Police Department.				
<b>Purchasing Language:</b>	Best-evaluated proposal.			
<b>Prior Council Action:</b>	[Redacted]			
<b>For More Information:</b>	Colleen Athey, Buyer II, 972-4012			
<b>Boards and Commission Action:</b>	[Redacted]			
<b>MBE / WBE:</b>	This contract will be awarded 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 solicitation.			
<b>Related Items:</b>	[Redacted]			

**Additional Backup Information**

This contract will provide the Austin Police Department (APD) with a patrol utilization study that provides an independent assessment of current and future police staffing needs.

The study will cover current demand on APD services including patrol calls for service, investigations, special events staffing, and support functions. Police Executive Research Forum will provide best practices for determining police staffing from peer cities along with information on community expectations about police staffing. A recommended methodology for calculating police staffing that is replicable using current police resources will be provided along with staffing projections for the next three to five years based on community-based goals.

The evaluation panel consisted of uniformed and managerial staff from the APD. They have experience with law enforcement and recommended Police Executive Research Forum as the best proposed patrol utilization study. In addition, the recommended awardee has excellent references and many years experience in providing these types of studies.

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

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. Twenty-two notices were sent. Six proposals were received. The MBEs and WBEs did not respond.
- c. This is the first purchase of its kind; therefore, there is no pricing history available.

#### **APPROVAL JUSTIFICATION**

- a. Best-evaluated proposal.
- b. The Purchasing Office concurs with the Austin Police Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.