

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

54863

Agenda Number

13.

Meeting Date:

March 3, 2016

Department:

Purchasing

Subject

Authorize negotiation and execution of a one-time contract with MATRIX CONSULTING GROUP, or one of the other qualified offerors to Request for Qualification Statements EAD0301, for a community policing consultant for a total contract amount not to exceed \$200,000.

Amount and Source of Funding

Funding in the amount of \$200,000 is available in the Fiscal Year 2015-2016 General Fund Budget Stabilization Reserve Fund.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing
Language:

Best evaluated response received.

Prior Council
Action:For More
Information:

Erin D'Vincent, Senior Buyer Specialist, 512 974-3070

Boards and
Commission
Action:

Related Items:

MBE / WBE:

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established.

Additional Backup Information

The contract will provide the Austin Police Department (APD) with a qualified and experienced consultant to develop a long-term strategic community policing plan. This plan will be based on national best practices, quantifiable data from similar sized law enforcement agencies, and a community stakeholder engagement process.

During the Fiscal Year 2015-2016 budget adoption process, Council approved funding for a consultant to develop a long-term strategic community policing plan, which would include a review of APD's goal of increasing officer availability for community engagement and the impact of that goal on staffing needs. Through extensive stakeholder input and a balanced analysis based on facts and qualitative factors, the consultant will assess Austin's community policing and community engagement efforts and recommend strategies to improve interactions with the community. Because the plan will inform APD's Fiscal Year 2016-2017 budget, the project will be completed and the final comprehensive plan presented within a three-month timeframe.

An evaluation team with expertise in this area evaluated the responses and scored Matrix Consulting Group as the most qualified to provide these services based on demonstrated applicable experience, including personnel qualifications, work plan and approach, and proposed schedule.

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

Delay in approving or failure to approve this contract will result in APD not having this information available for Council during the budget process.

A complete solicitation package is on file with the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#).

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. 60 notices were sent and there are no known MBEs or WBEs for this commodity code. Five responses were received. Multiple notices may be sent to the same vendor, e.g. one vendor may have multiple email addresses/fax numbers.

APPROVAL JUSTIFICATION

- a. Best evaluated response of five offers received.
- b. The Purchasing Office recommends contract award consistent with the evaluation committee.
- c. Advertised in the Austin American Statesman and on the internet.