



Recommendation for Action

File #: 20-3649, **Agenda Item #:** 38.

12/3/2020

Posting Language

Authorize negotiation and execution of a contract with Mark H. Walsh, to provide business and financial advisory services in support of the City's emergency purchasing and logistics operations, financial systems and related business process improvements, for a term of one year in an amount not to exceed \$175,000.

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

Lead Department

Purchasing Office.

Client Department(s)

Purchasing Office; Homeland Security and Emergency Management.

Fiscal Note

Funding in the amount of \$104,000 is available in the Fiscal Year 2020-2021 Operating Budget of the Purchasing Office. Funding in the amount of \$34,500 is available in the Fiscal Year 2020-2021 Operating Budget of Homeland Security and Emergency Management. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Professional Service.

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>> or to James Scarboro, at 512-974-2050 or James.Scarboro@austintexas.gov <<mailto:James.Scarboro@austintexas.gov>> or to Shawn Willett, at 512-974-2021 or Shawn.Willett@austintexas.gov <<mailto:Shawn.Willett@austintexas.gov>>.

Additional Backup Information:

The contract is for business and technical advisory services that will support the City's emergency purchasing and logistics operations, financial systems and related business process improvements. The consultant will primarily support the Purchasing Office and Homeland Security and Emergency Management (HSEM). The contractor will also be made available to support other departments for the same or similar services as necessary.

The consultant's primary services will be focused on maintaining and improving the City's emergency purchasing and logistics business services, in support of the Austin-Travis County Emergency Operations Center (EOC). This will include direct services to the EOC during heightened operational periods, as well as support services to staff from the Purchasing Office, HSEM and staff from the other departments supporting

the EOC. These services will support the ongoing documentation and compliance efforts to maximize the City's reimbursement of emergency-related expenditures.

The consultant's secondary services will be in support of the City's financial system and the related business systems that interface with the financial system. The consultant has unique experience with the City's financial and business systems, having directly supported all of these systems over the last several years. The consultant has also developed key features in these systems that support the City's procurement programs and daily business operations.

Last, when available the consultant will provide advisement and administrative support to the City's procurement business functions, policy programs, regulations and related procedures.

This consultant has decades of unique and specialized experience in the City's purchasing business functions and information technology (IT) financial systems operations. The consultant is highly regarded in the procurement and IT professional communities and has represented the City to multiple professional associations and related industry events. The consultant's military background and many years of experience supporting the City's emergency business operations through numerous EOC activations make him uniquely suited to continue supporting the City in these key areas.

Strategic Outcome(s):

Government That Works for All.