

Memorandum

**TO: Board of County Commissioners
Laura Blackmon, County Manager**

**FROM: Gwen Harvey, Assistant County Manager
F. Rojas Montes de Oca, Director, Emergency Services
Pam Jones, Director, Purchasing/Central Services**

RE: Fire/Rescue/ES Study

DATE: May 21, 2009

On March 3, 2009 the BOCC adopted a concept plan to break the proposed study into three phases – (1) “Where are We Now”, (2) “Where Do We Want to Go?”, and (3) “How Do We Get There?” The BOCC authorized staff to conduct an informal solicitation of the four qualified technical/research organizations to submit competitive proposals to perform Phase One.

Prospective organizations selected on their proven expertise and national stature were: (1) International Association of Fire Chiefs, (2) International City and County Manager’s Association Public Safety Services, and (4) Texas A & M University Emergency Services Training Institute. A solicitation letter was issued on March 12; Proposals were due April 10. Only one proposal was received by the due date – the consulting group, ESCI, under the auspices of the International Association of Fire Chiefs.

Staff followed up with the other three organizations on their failure to respond to the solicitation and learned their resources were stretched, they were too busy to take on new assignments, and would not be able to meet anticipated timelines. Because a sole bidder does not allow for comparison, choice and negotiation, staff has determined the best next step is to re-bid Phase One in the more traditional manner. This means issuing a broad, open solicitation to for-profit and not-for-profit firms alike using the same scope of work. The one respondent, ESCI, has been notified and informed their proposal will remain open for consideration alongside new responses received. Staff expects to have the project out to bid by mid-June and to convene the Project Steering Committee to review responses by mid-July to early-August. A recommendation on a bid award would be brought to the BOCC by the first meeting in September. Funds available in the current fiscal year to support Phase One of the project will be rolled over into the departmental budget for FY09-10.