

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: November 7, 2023
PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON(S) NAME AND PHONE NUMBER:

Jonathan P. Killings, Fire Chief, (915) 493-5609
K. Nicole Cote, Managing Director of Purchasing & Strategic Sourcing (915) 212-1092

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: Goal 2 - Set the Standard for a Safe and Secure City

SUBGOAL: 2.3 Increase public safety operational efficiency

SUBJECT:

The award of solicitation 2023-0350R Regional Catastrophic Prep Consultant - Pandemic to Perses Consulting, LLC for a one (1) year term for an estimated amount of \$197,000.00. This contract will allow the Fire department to develop a pandemic preparedness plan as well as training, exercises and activities.

BACKGROUND / DISCUSSION:

The FY21 Regional Catastrophic Preparedness Grant EMT-2021-CA-00053-S1 was awarded by the US Department of Homeland Security and accepted by the City of El Paso on September 24, 2021. The award amount was for \$888,105. The project objectives are: 1) Completion of a comprehensive research and data analysis focused on the 2020-2021 pandemic preparedness response (i.e. after-action review) 2) Development of a Paso del Norte Region Pandemic Preparedness Response Plan; and 3) Implementation of regional trainings and exercises to test the validity of the developed response plan. In order to accomplish these objectives a Consultant/Contractor will be hired to provide professional guidance to conduct a 3rd party regional after-action review.

SELECTION SUMMARY:

Solicitation was advertised on March 21, 2023 and March 28, 2023. The solicitation was posted on City website on March 21, 2023. There were a total twelve (12) viewers online; three (3) proposals were received; none from local vendors.

CONTRACT VARIANCE:

No contract variance, new contract

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$197,000.00

Funding Source: U.S. Department of Homeland Security Grant

Account: 322-2720-22130-521000-G2222RCPGP

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

PRIMARY DEPARTMENT: Fire

SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



Jonathan P. Killings - Fire Chief

**PROJECT FORM
(RFP)**

Please place the following item on the **CONSENT** agenda for the Council Meeting of **November 7, 2023**.

STRATEGIC GOAL No. 2 - Set the Standard for a Safe and Secure City

The linkage to the Strategic Plan is subsection 2.1 Maintain standing as one of the nation's top safest cities

Award Summary:

The award of solicitation 2023-0350R Regional Catastrophic Prep Consultant - Pandemic to Perses Consulting, for a one (1) year term for an estimated amount of \$197,000.00. This contract will allow the Fire department to develop a pandemic preparedness plan as well as training, exercises and activities.

Contract Variance:

No contract variance, new contract

Department:	Fire
Vendor:	Perses Consulting, LLC Nokesville, VA
Item(s):	All
Term:	1 Year
Total Estimated Award:	\$ 197,000.00
Account No.:	322-2720-22130-521000-G2222RCPGP
Funding Source:	U.S. Department of Homeland Security Grant
District(s):	All

This is a Request for Proposal, service contract.

The Purchasing & Strategic Sourcing and Fire Departments recommend award as indicated to Perses Consulting, LLC the highest ranked proposer based on evaluation factors established for this procurement.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

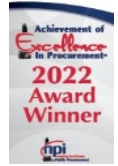
CITY OF EL PASO RFP SCORESHEET

PROJECT: 2023-0350R Regional Catastrophic Prep Consultant - Pandemic

	MAX POINTS	Perses Consulting, LLC Nokesville, VA	Innovative Emergency Management, Inc. Morrisville, NC	Hagerty Consulting, Inc. Evanston, IL
Factor A - Proposal Cost	20	20.00 \$ 197,000.00	15.35 \$ 256,625.00	10.93 \$ 360,335.00
Factor B - Experience – Comparable Contracts	30	26.67	20.00	20.00
Factor C - References	10	6.66	6.66	6.66
Factor D – Understanding of Scope of Work	20	20.00	20.00	20.00
Factor E - Project Schedule	20	18.33	15.00	17.33
TOTAL SCORE	100	91.66	77.01	74.92
		1	2	3



CITY OF EL PASO
REQUEST FOR PROPOSALS TABULATION FORM



Solicitation Title: Regional Catastrophic Prep Consultant - Pandemic

Solicitation #: 2023-0350R

Due Date: May 3, 2023

Department: Fire Department

Table with 3 columns: BIDDER'S NAME, LOCATION, and AMENDMENT(S) ACKNOWLEDGED. Rows include Hagerty Consulting, Inc. (Evanston, IL), Innovative Emergency Management, Inc. (Morrisville, NC), and Perses Consulting, LLC (Nokesville, VA).

RFPs SOLICITED: 444 LOCAL RFPs SOLICITED: 133 RFPs RECEIVED: 3 LOCAL RFPs RECEIVED: 0 NO BIDS: 2

NOTE: The information contained in this RFP tabulation is for information only and does not constitute actual award/execution of contract.

Approved: /s/
Date: 5/12/2023

2023-0350R Regional Catastrophic Prep Consultant- Pandemic

<u>Participant Name</u>	<u>Response Date</u>	<u>Response Status</u>	<u>Contact</u>	<u>City</u>	<u>State</u>
1 Innovative Emergency Management	05/03/2023	Submitted	Matthew Brethen	Morrisville	NC
2 Hagerty Consulting, Inc.	05/03/2023	Submitted	Katie Freeman	Evanston	IL
3 Perses Consulting, LLC	05/03/2023	Submitted	Kevin Molloy	Nokesville	VA
4 Group Travel Consultants, Inc	04/17/2023	No Bid	Laurie DeCrotie	Orlando	FL
5 WOFFORD TRUCK PARTS (TE EL PASO,LLC)	03/22/2023	No Bid	ruben pinon	EL PASO	TX
6 2Casa Foster care (2 Casa Foster Care LLC.)		Viewed	Mario Maese	El Paso	TX
7 ATTAC GROUP, INC.		Viewed	Chase Barr	Irvine	CA
8 Centurion Solutions LLC		Viewed		Bryan	TX
9 Classic Elegance Coaches (Classic Elegance Coaches L		Viewed		EL Paso	TX
10 D&H United Fueling Solutions		Viewed	Steve Teran	El Paso	TX
11 GermBlast (Infection Controls, Inc.)		Viewed	April Schoor	Lubbock	TX
12 UebelKorp industries		Viewed		El Paso	TX