

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: August 25, 2014
	Agenda Item No. 27 Roll Call No. <u>14-1304</u> Communication No. <u>14-415</u> Submitted by: John F. TeKippe, Fire Chief

AGENDA HEADING:

Accepting proposal of Public Safety Solutions, Inc. to provide a review of fire station placement and authorizing City Manager to negotiate and execute contract for the provision of same.

SYNOPSIS:

The Procurement Division issued Request for Proposals (RFP) V14-083 for a consultant to review the current location of stations and resources, forecast future demands for services, and to make recommendations regarding the use of current and locations of future fire stations according to community needs.

Requests were mailed to four (4) vendors and three (3) proposals were received. An evaluation and selection committee reviewed the proposals and recommends the selection of Public Safety Solutions, Inc., Public Safety Management Consultants Fire/EMS Division, 106 Schooner Way, Suite 110, Chester, MD 21619 as the highest scorer based on the evaluation process described in the RFP. Staff recommends that the proposal submitted by Public Safety Solutions, Inc. for \$48,850 be approved. Staff also recommends that the City Manager or his designee be authorized and directed to negotiate and execute an agreement with Public Safety Solutions to provide the station review in compliance with the RFP, subject to approval as to form by the Legal Department.

FISCAL IMPACT:

Amount: \$48, 850

Funding Source: C042FR99 FR041 2015-2020; Capital Improvement Program (CIP), Fire Protection Improvements, page 7

ADDITIONAL INFORMATION:

The goal of the work to be performed is to review the current location of stations and resources, forecast future demands for services provided by the Des Moines Fire Department, and make recommendations regarding the use of current and location of future fire stations according to community needs.

The specific tasks within the Scope of Services are:

1. Review and analyze current state of the Fire Department to include:
 - a. Location of stations and resources;
 - b. Unit call volume; and
 - c. Unit response times.
2. Forecast future demands for service considering the following:
 - a. Population growth;
 - b. Community development;
 - c. Risks and demands of the City;
 - d. Interviews with stakeholders; and
 - e. GIS analysis.
3. Recommend changes to current station usage and propose location of new stations and resources. Recommendations are to maintain or improve the following:
 - a. ISO rating (3/8B);
 - b. Compliance with NFPA 1710 unit response guidelines; and
 - c. Other recognized standards for deployment and response.
4. Work collaboratively with Fire Department officials to determine the appropriate number of conference calls, on-site visits, and other meetings appropriate and necessary to complete the project. The City and the Fire Department will make available all available information necessary to complete the project.
5. Submittal of a final report including all items in the Scope of Services and be available to attend a presentation of the material to the Mayor and members of the City Council.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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