



Agenda Statement

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Title: Fire/EMS Department Comprehensive Operations Assessment-Citygate Associates, LLC

Sponsors:

Indexes:

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Attachments: 1. Citygate Proposal - Valdez Fire-EMS Department Assessment (06-01-21) (002), 2. Fire EMS Dept Comprehensive Operations Assessment

Date	Ver.	Action By	Action	Result
7/20/2021	1	City Council	received and filed	

ITEM TITLE:

Fire/EMS Department Comprehensive Operations Assessment-Citygate Associates, LLC

SUBMITTED BY: Mark Detter, City Manager/Tracy Raynor, Fire Chief

FISCAL NOTES:

Expenditure Required: \$59,798

Unencumbered Balance: (\$-9,798)

Funding Source: 001-3200-43200

RECOMMENDATION:

Receive and File

SUMMARY STATEMENT:

During the 2021 Budget City Council expressed interests in the long term resource needs of the Fire Department, including expenditures related to manpower and equipment. Chief Raynor budgeted \$50,000 for operations assessment from an outside party. Late winter/early spring of 2021, an RFP was sent out to 6 consulting firms soliciting proposals to perform such operations assessment.

Three professional fire consulting groups responded. Citygate Associates, LLC of Folsom, CA, Emergency Services Consulting International of Wilsonville, OR, and the Center For Public Safety Management (ICMA affiliated consultant), LLC of Washington, DC. A selection committee comprised of the Fire Chief, Police Chief, City Manager, Finance Director, and Assistant City Manager/Capital Facilities Director reviewed the three proposals. The firms were evaluated primarily based on experience of the firm, understanding of Valdez, and preparation of proposal. The 3 firms interviewed via GOTOMEETING. While the decision was close, CityGate was selected after extensive discussion

of the committee with Emergency Services Consulting International a close second.

The attached contract shows Citygate commitment to visit Valdez and focus on the following areas of operations:

- Manpower and scheduling, including Fire Marshall/Inspection and fire training needs.
- Equipment needs of the department.
- Call volumes and unique needs of Valdez Fire/EMS.
- Fire Dispatch needs.

The consultant should be visiting Valdez in late July or early August to begin their assessment. The additional \$9,798 for the project will come from Administration Contingency.