



Office of the City Manager

CONSENT CALENDAR  
December 14, 2021

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Abraham Roman, Fire Chief

Subject: Contract: Gainey Scientific for Project Management & Consulting

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract and any amendments with Ganey Scientific to provide project management and consulting services for the Fire Department from September 13, 2021 to August 31, 2022 in an amount not to exceed \$300,000 with an option to extend for an additional two years, for a total contract amount not to exceed \$900,000.

FISCAL IMPACTS OF RECOMMENDATION

The term of this contract is from September 13, 2021 to August 31, 2022 in the amount of \$300,000 for the base term. There is an option to extend for two year for a total term of three years. The Project Management & Consulting contract will be funded with Measure FF funds in 164-72-742-834-0000-000-422-612990.

CURRENT SITUATION AND ITS EFFECTS

The Department worked with General Services to release Specification No. 21-11457-C for Fire Department Project Management & Consulting on May 20, 2021 with proposals due on June 22, 2021. Although there were six vendors that attended the question and answer meeting, the City did not receive any responses. Because of the scope and timelines associated with the Department's re-design work, and due to a lack of proposals from the RFP process, the Department requested General Services and City Manager approval for a waiver of competition, which was approved on September 3, 2021.

The services to be provided include, but are not limited to:

- Managing and updating project schedules to reflect the current status of each project task and deliverable including all City, Contractor, and subcontractor tasks and deliverables.
- Managing issues and risks to projects, monitoring progress and providing presentations, reporting and documentation as requested by the Department.
- Meeting on a regular basis with the City's core project team and any other identified stakeholders.

- Working with internal and external stakeholders to plan, problem solve and implement programs.

### BACKGROUND

The Department is moving forward with a number of large projects (department re-design) that are running in parallel to one another and will result in substantial changes to every division within the organization and fundamentally change the way the department provides prevention, education, training and emergency response to the community. The Fire Chief recognizes the complexity of these endeavors and that the community would benefit if the Department had assistance in planning and managing its goals and objectives, measuring success and reporting progress to internal and external stakeholders.

Department re-design is inclusive of:

- evaluating and implementing modifications to the way the Department staffs and deploys fire and EMS resources, arranges shift schedules, recruits, conducts professional development, and succession planning.
- modifying the City's fire code, working to complete and implement the recommendations from a Community Wildfire Preparedness Plan (CWPP), creating a wildland urban interface division, enhancing public education, increasing/expanding inspections of property in fire zone 2, creating enforcement and incentive strategies and creating and managing fuel mitigation efforts.
- installation of a modern siren/voice outdoor warning system and subsequent community outreach, training and integration with other mass evacuation notification and management technology.
- implementing changes to staffing within the Division of Training, planning and implementing educational tracks, internships, externships and modifications to the department's promotional and probationary processes.
- coordinating with the City's property acquisition team to acquire a multi-function property to facilitate training and education of the workforce.
- creating a regional collaboration with other fire departments that will focus on training and development of personnel, standardization of procedures, development of relationships prior to disasters and adoption of best practices on a regional scale.
- coordinating stakeholders through planning and implementation of a multi-jurisdictional fire and EMS dispatch center.

Secondary to the COVID hiring freeze, the Department is unable to create special 40hr assignments or make sufficient promotions to perform the work required to plan, implement and sustain this work. Following direction from the City Council on June 29<sup>th</sup>,

2021 to “get creative”, Department leadership has been working to think outside of the box to meet the goals and objectives of the Mayor, Council and the community.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects or opportunities associated with the action requested in this report.

RATIONALE FOR RECOMMENDATION

The City conducted a competitive bid process and received no responses. The Department has a critical business and operational need for this type of expertise and support.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Abraham Roman, Fire Chief, (510) 981-3473

RESOLUTION NO. ##,###-N.S.

CONTRACT: GAINNEY SCIENTIFIC FOR PROJECT MANAGEMENT & CONSULTING

WHEREAS, the City released Specification No. 21-11457-C for Fire Department Project Management & Consulting on May 20, 2021 with proposals due on June 22, 2021, and

WHEREAS, although there were six vendors that attended the question and answer meeting but the City did not receive any responses, and

WHEREAS, because of the scope and timelines associated with the Department's re-design work, and due to a lack of proposals from the RFP process, the Department requested General Services and City Manager approval for a waiver of competition, which was approved on September 3, 2021.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with Gainey Scientific to provide project management and consulting services for the Fire Department from September 13, 2021 to August 31, 2022 in an amount not to exceed \$300,000 with an option to extend for an additional two years, for a total contract amount not to exceed \$900,000.