



Legislation Text

File #: RES 2017-322, Version: 1

AGENDA ITEM REPORT

TITLE:

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH MATRIX CONSULTING GROUP, LTD TO PROVIDE A COMPREHENSIVE ANALYSIS OF FIRE SERVICES PURSUANT TO RFP NO. 10-11-17-10.

BACKGROUND:

On September 13, 2017, the City issued RFP No. 10-11-17-10 to contract with a qualified and professional company to perform a comprehensive analysis of Fire/EMS services in Coconut Creek and Margate, with a focus on response time and service level trends over the last five years.

DISCUSSION:

Solicitations were electronically sent through the eBid system to 109 prospective vendors, and five (5) responsive proposals were received: 1) Arkonas Corp.; 2) Fitch & Associates; 3) Emergency Services Consulting International, Inc.; 4) Matrix Consulting Group, LTD; and 5) McGrath Consulting Group, Inc.

The submittals were evaluated based on the criteria listed in the RFP by the Selection Committee consisting of Jeff Gary, Fire Marshal; Bernadette Hughes, Assistant to the City Manager; and Dan Booker, Margate Fire Chief. After evaluating the submittals, the Selection Committee recommends awarding the contract to perform a comprehensive analysis of fire services to Matrix Consulting Group, LTD. The work shall be performed over a twelve week period from execution of the Agreement, with an estimated completion date of March 2018.

RECOMMENDATION:

Staff recommends approval of this Resolution.

FISCAL IMPACT:

REVENUES: \$ 0
EXPENDITURES: \$ 45,000
BUDGETED? Yes

NOTES: Account No. 0163-3190-Professional Services-Other. One half of the cost of the study (\$22,500) will be paid by the City of Margate.