



TO: Board of Contracts and Awards
FROM: James P. Duggan, Fire Chief
Michael Fitzgerald, Assistant to the Chief, Budget & Finance *MF*
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Richelle Krienke, Sr. Buyer, Finance/Purchasing
SUBJECT: Professional Consulting and GIS Services, SAP Contract 4600006944
Requested Council Date: April 4, 2017
DATE: March 15, 2017

SUMMARY:

The Tacoma Fire Department (TFD) requests authorization to extend and increase Contract No. 4600006944 with Wendt Consulting and GIS Services, Puyallup, Washington, by \$40,000 to a total of \$211,660, plus applicable sales tax, for professional programming and GIS data support services for the Fire Department through December 31, 2017.

STRATEGIC POLICY PRIORITY:

State and briefly explain which strategic policy priority is best aligned to this action.

- Strengthen and support a safe city with healthy residents.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

The proposed contract increase and extension assists TFD to better plan for and provide emergency services to the public.

BACKGROUND:

In 2011, TFD was approved to enter into a professional services contract with Wendt Consulting and GIS Services to perform professional programming and geographic information systems (GIS) related data support for TFD’s Computer Aided Dispatch System (CADS) in a contract amount not to exceed \$25,000. Each subsequent year, TFD received approval to increase and extend the contract for additional work. Currently the contract was scheduled to expire December 31, 2016.

Work is underway at South Sound 911 to implement a new regional CADS that will eventually replace TFD’s current CADS later this year. However, TFD still has a need to support its current CADS until replacement. TFD also desires to use the consultant to help develop an online mapping capability for planning and emergency management. Finally, TFD desires to retain the consultant to provide GIS support to TFD’s Community Risk Profile, a study that is expected to be completed by the end of the year. To complete the needed work, TFD proposes a final contract increase of \$40,000 and extension through the end of 2017.

ISSUE: TFD needs to increase and extend the contract with Wendt Consulting to support the existing CADS until replacement and provide technical support to two non-recurring projects.

ALTERNATIVES: Staff is unable to complete the needed work without the assistance of the consultant. TFD could solicit for consultant services but support for TFD’s CADS is only needed until replacement later this year. Wendt Consulting is familiar with the mapping project and TFD’s likely needs for the Community Risk Profile. Other consultants would likely require much more time and work to become familiar enough with TFD’s needs to be as useful.



COMPETITIVE ANALYSIS: TFD proposed and was approved to directly negotiate with Wendt Consulting to perform the requested work. The requested work is specialized technical programming and GIS data set updating, for which only a small subset of the programming community is qualified and competent to perform. Wendt Consulting performed all requested work very quickly and competently. Given the consultant’s existing familiarity with TFD applications, data needs and planning activity and the short timeframe to complete the work, it is not practicable to consider soliciting for others to do the work.

CONTRACT HISTORY: This contract was originally awarded to Wendt Consulting after approval for direct negotiation in January 2011 for \$25,000. Amendment 1 dated December 19, 2011, increased the value by \$20,000 and extended the term through 2012. Amendment 2 dated January 1, 2013, increased the value by \$25,000 and extended the term through 2013. Amendment 3 dated November 20, 2013, increased the value by \$25,000 and extended the term through 2014. Amendment 4 dated November 12, 2014, increased the value by \$45,000 and extended the term through 2015. Amendment 5 dated November 24, 2015, increased the value by \$31,660 and extended the term through 2016.

SUSTAINABILITY: Wendt Consulting and GIS Services is an efficient two-person business. When coming into the Tacoma work location, they carpool. Some work can be done in their home office, which avoids having to drive at all. They take advantage of online training in the home office rather than traveling long distances. Some of their electronic equipment, such as monitors, came from a recycling source. Whenever possible, they handle a problem over the phone, text, or email. If a field check is needed for an address, they will incorporate that into their commute rather than making a separate trip.

SBE/LEAP COMPLIANCE: Not Applicable

RECOMMENDATION:

TFD recommends that the existing contract with Wendt Consulting and GIS Services be increased by \$40,000 to a total of \$211,660, for professional programming and GIS data support services for the Fire Department through December 31, 2017.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1090 Fire Misc. Special Revenue	668500	5310100	\$40,000
TOTAL			\$40,000

* General Fund: Include Department



REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
TOTAL			

POTENTIAL POSITION IMPACT: (NOT APPLICABLE)

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$40,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES