PURPOSE OF POLICE DEPARTMENT STUDY

- Determine the optimum staffing levels based on the current level of service being provided, as well as an enhanced level of service
- Review the optimum work schedules
- Review the optimum beat configuration within the city limits
- Make recommendations based on the current population and calls for service, as well as based on projected growth
PURPOSE OF FIRE DEPARTMENT STUDY

- Determine the optimum staffing levels based on the current level of service being provided, as well as an enhanced level of service
- Review the locations of the fire stations
- Review the fire department operations
- Make recommendations based on the current population and calls for service, as well as based on projected growth
SUMMARY OF RFP DETAILS

REQUIRED CONTENT OF RFP RESPONSE

- Company Profile
- Organizational Structure
- Key Staff Resumes
- Experience and Qualifications
- References
- Study Timeline
SUMMARY OF RFP DETAILS

TENTATIVE CITY TIMELINE

- January 22, 2021 - RFP Issued
- February 19, 2021 - RFP Due Date
- March 3, 2021 - Finalist Interviews (if required)
- March 4, 2021 - Vendor Selection
- March 8, 2021 - Complete Contract
- March 15, 2021 - Present Contract to Council for approval
- March 16, 2021 - Consultant Commence Work
- June 30, 2021 - Final Report Complete
SUMMARY OF RFP DETAILS

PROPOSAL EVALUATION PROCESS

- 25% Methodology
- 25% Experience
- 10% References
- 30% Cost
- 10% Staff
PROPOSAL EVALUATION PROCESS

- If finalist interviews are held, scoring will be based on the same categories without the cost component
- Cost is used to choose the finalists for the interview process
- Evaluation team will be made up of staff from fire, police and finance departments
SUMMARY OF RFP DETAILS

- Questions?