



Agenda Information Sheet

File #: 18-1184

Item #: 52.

STRATEGIC PRIORITY: Public Safety
AGENDA DATE: November 28, 2018
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a two-year consultant contract to conduct a staffing study for the Police Department - KPMG LLP, most advantageous proposer of three - Not to exceed \$500,000.00 - Financing: W.W. Caruth Jr. Foundation at Communities Foundation of Texas Grant Funds (\$250,000.00) and Confiscated Funds (\$250,000.00)

BACKGROUND

This consultant contract will engage the services of a consulting firm to develop a staffing study for the Dallas Police Department (DPD). The consultant will coordinate and work closely with DPD throughout the entire process.

The study includes analysis and evaluation of the effectiveness of current staffing and identifies potential gaps in service and utilization. The study also includes the analysis and evaluation of calls for service and deployment to understand supply and demand for police services by season, day of week, hour of day. The study will offer insight into the current shift length and how it impacts utilization and deployment as well as provide guidance on manpower allocation and how best to use existing personnel to achieve operational efficiencies.

Under this agreement the consultant will also develop a scheduling algorithm tool that will assist in optimizing patrol schedules that align staffing and deployment patterns to trends in demand. The consultant will work with DPD staff to ensure that updates and adjustments can be made to the tool as new constraints or objectives arise ensuring the model continues to produce schedules that meet DPD's updated needs and environment.

The study will include three reports and will take approximately six months to complete. The below describes the emphasis of each report:

- Report #1 (Staffing of Patrol) - This report will use the data collected throughout the study as well as comparative analysis of other police departments to provide algorithm-supported optimal staffing mix adjustments and broader opportunities to augment performance and

services within the Patrol Division.

- Report #2 (Staffing of Non-Patrol i.e. Investigative, Tactical) - This report will use information collected on the investigation and crime solving process, including staffing ratios and strategies/tactics employed by comparative agencies, to identify opportunities to drive the metrics critical to crime solving effectiveness within non-patrol divisions.
- Report #3 (Final Report) - Following feedback and validation with the DPD and respective stakeholders, the consultant will deliver the final report which will include the analysis and recommendations for focus areas and their impact on the Department as a whole.

The results of the staffing study will be presented to City Council and the Communities Foundation upon completion.

A seven member committee from the following departments reviewed and evaluated the qualifications:

- Police Department (2)
- Department of Human Resources (1)
- Fire-Rescue (1)
- Office of Management Services (1)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30 points
- Experience and capability 30 points
- Proposed approach 25 points
- Business Inclusion and Development Plan 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,277 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$11.15, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 9, 2017, City Council authorized the acceptance of a grant award from the W.W. Caruth Jr. Foundation at Communities Foundation of Texas for the development of a staffing efficiency study for the Dallas Police Department for the period September 1, 2017 through December 31, 2018, by Resolution No. 17-1176.

Information about this item will be provided to the Public Safety and Criminal Justice Committee on November 26, 2018.

FISCAL INFORMATION

W.W. Caruth Jr. Foundation at Communities Foundation of Texas Grant Funds - \$250,000.00
 Confiscated Funds - \$250,000.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$500,000.00	Other Services	23.80%	20.00%	\$100,000.00
• This contract does not meet the M/WBE goal, but complies with good faith efforts.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BUZ1813. We opened them on April 12, 2018. We recommend the City Council award this service contract in its entirety to the only proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*KPMG LLP	2323 Ross Avenue Suite 1400	80.50	\$500,000.00

Dallas, TX 75201

Matrix Consulting Group	201 San Antonio Circle Suite 148 Mountain, CA 94040	71.80	\$255,000.00
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International Association of Chiefs of Police	44 Canal Center Plaza Suite 200 Alexandria, VA 22314	68.18	\$269,571.00
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OWNER**KPMG LLP**

Lynne M. Doughtie, Chairman
P. Scott Ozanus, Deputy Chairman

November 28, 2018

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a consultant contract with KPMG LLP (092122), approved as to form by the City Attorney, to conduct a staffing study for the Police Department for a term of two years, in an amount not to exceed \$500,000.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to KPMG LLP shall be based only on the amount of the services directed to be performed by the City and properly performed by KPMG LLP under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$500,000.00 to KPMG LLP from Master Agreement Service Contract No. DPD-2018-00007901.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.