



AGENDA ITEM

Consent

REPORT TO: Work Session (09/11/23)

REPORT TO: Voting Meeting (09/14/23)

ITEM NO: 478/2023

SUBJECT: Approve the purchase of a Strategic Planning and Standard of Cover Study for Fire Rescue to Emergency Services Consulting International (ESCI) of Chantilly, VA, in the amount of \$90,000.00.

Meetings:

Work Session Date: 09/11/23

Voting Meeting Date: 09/14/23

Executive Summary:

Presenter: CA
Recommendation:
Approve.

Purpose of Request:
Approve the purchase of a Strategic Planning and Standard of Cover Study for Fire Rescue to Emergency Services Consulting International (ESCI) of Chantilly, VA, in the amount of \$90,000.00.

History:

Facts and Issues:

Options:

This contract was competitively bid through National Purchasing Partners (NPPGov) which is a national cooperative procurement organization. The contract RFP #1715 is valid through 06/05/2024. Fire Rescue requested and was approved in the FY24 budget to hire a consultant to perform a Standards of Cover, Community Risk Assessment, and Community Strategic Plan. This study shall provide the baseline of the department's capabilities, proper resource deployment, and future needs for delivering fire and EMS services to Hall County. The proposed vendor is included in the NPPGov cooperative and has been approved by Purchasing and will not need to be bid.

The Standard of Cover study shall include: Thorough review of current practices and functions and Workload assessment. Analysis to determine the department's strengths and weaknesses. The evaluation and data analysis shall be based on nationally recognized guidelines and criteria to include: National Fire Protection Association (NFPA) standards, Insurance Services Office (ISO) schedules, federal and state mandates, and accepted best practices within emergency services. Analysis shall follow the most recent guidance of the Commission on Fire Accreditation International (CFAI).

The scope of work shall include:

Organization overview to include: service area population and demographics, history, current service delivery, governance and lines of authority, policy review, and organization design.

Review of services: emergency responses, operational staffing levels including distribution and assignment, staff allocation, staffing methodology.

Capital facilities and equipment: Review of major capital assets and analyze needs of existing condition and use in future service delivery.

Community Risk Assessment: analyze community risks, growth projections, and land use. Work with GIS on topography, response barriers, transportation networks, political and growth boundaries, construction, and service demand.

The Community-Centered Strategic Plan shall include: 3-5 year plan to guide the progress of the department. Shall include the participation of Hall County departments and employees, community organizations, community leaders, and citizens.

Funding Requested	\$ 90,000.00
Are funds within current budget?	Yes
Source of Funds	Fire Services Fund
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?	No
Has it been reviewed by the County Attorney?	Yes
Is there a deadline for this item?	

Approvals:

Buyer	submit	approve	Purchasing
AP	JS	JS	AP
Budget	Finance	Attorney	Administration
TS	WG	WLI	CR

Clerk
JR

Attachments:

- Financial Supplement
- Proposal
- Strategic Plan
- Contract Overview



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 478/2023

Funds Requested: \$ 90,000.00

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

Fire Services Fund

No

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2024	270-FIRE SERVICES FUND	3520-FIRE RESCUE	521000-PROFESSIONAL SERVICES	\$90,000.00

Budget Transfer Items:

Additional Information/Comments:

Contact for Questions: CA

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