



## Legislation Text

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File #: 22-0583, Version: 1

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### **CITY COUNCIL AGENDA ITEM**

#### **ACTION REQUESTED:**

Approve the award of RFP 22-097, CAD/RMS Consultant Services, to Federal Engineering, Inc., for an amount not to exceed \$133,098

**DEPARTMENT:** Police Department

**SUBMITTED BY:** Jason Arres, Police Chief

#### **BACKGROUND:**

Staff currently utilizes Computer Aided Dispatch (CAD), Mobile Data Terminal (MDT) and Records Management System (RMS) solutions to support the daily operations of the emergency communication center and Police and Fire departments.

The CAD/MDT system is the primary tool used by emergency telecommunicators to collect information on calls, record response times, share information with public safety staff in the field, and relay confidential and restricted information to officers.

The RMS is the repository of the call data, reports, and associated documents. It is used by all members of the department for searching, storing, and managing reports and cases. The system is essential for tracking statistics, maintaining records and completing investigations.

The Police Department is seeking to replace its current CAD, MDT and RMS solutions that have been in place since 2009. They are nearing end-of-life and lack many of the newer features and functionality of today's systems.

Due to the magnitude and impact of replacing these critical systems, the Police Department sought a consultant to complete a needs assessment, a request for proposal (RFP), RFP evaluation, vendor selection, contract negotiations and optionally assist with the implementation of a new CAD/MDT/RMS solution.

The selected consultant's primary responsibilities will involve the following tasks:

- **Task 1: Workflow & Needs Assessments**

Conduct a business operations workflow assessment and interview department personnel and other City staff to identify the functional requirements needed in the replacement solution. A functional requirements document will be created to assist with building an RFP.

- Task 2: Comprehensive Plan of Action

Prepare a draft Action Plan Report, which will include a requirements matrix, implementation time frames and phase-in recommendations, draft implementation project plan, and cost estimates.

- Task 3: RFP Development

Utilize the functional requirements document to compile an RFP for a system that will satisfy the needs of staff and ensure the solution's ability to perform to the department's expectations/needs.

It is anticipated that over 5,000 requirements will be necessitated for the solution to perform at the level needed for an agency the size of the Naperville Police Department.

- Task 4: RFP Evaluation & Vendor Selection

Evaluate the vendors, coordinate and lead vendor interviews/demonstrations and assist with the selection of the City's preferred vendor.

- Task 5: Contract Negotiations

Assist the City with negotiations of a final contract with the preferred vendor.

- Optional: Implementation Support

Provide project management during implementation and the go-live of the solution.

**DISCUSSION:**

Advertisement Date:	2/25/22	Notices Sent:	61
Opening Date:	3/22/22	Planholders:	22
		Proposals Received:	7

Proposals were received from the following vendors:

Crowe LLP	Mission Critical Partners, LLC
DeltaWrx	PRI Management Group
Federal Engineering, Inc	TSSI Consulting, LLC
Winbourne Consulting, LLC	

A selection team comprised of staff from the Police and Information Technology departments

evaluated the proposals, which were scored based upon the criteria set forth in the RFP:

1. Capability, Capacity and Qualifications of the Firm (10%)
2. Experience and Capability (35%)
3. Suitability and Quality of the Approach/Methodology (30%)
4. Milestones and Deliverables (15%)
5. Outcomes to be Achieved (10%)

After reviewing and scoring the proposals, the selection team invited the top three vendors - Federal Engineering, Crowe and DeltaWrX - to attend interviews. Following the completion of the interviews, the selection committee rescored the vendors. The vendor with the highest qualification score, Federal Engineering, is recommended for award. The table below provides a summary of the final qualification scores:

Vendor	Qualification Score
Federal Engineering, Inc	85.85
DeltaWrX	82.75
Crowe LLP	79.10

The requested award amount of \$133,098 represents the total fixed cost, including labor, travel, and other direct costs for Tasks 1-5. Federal Engineering's proposed price to complete Task 6 is \$96,621. In the event staff wishes to exercise its option to proceed with Task 6, a formal recommendation, in the form of a change order request, will be brought before City Council for approval.

The anticipated completion date of the project is December 31, 2022.

**FISCAL IMPACT:**

CIP: CE150

Consultant services for the replacement of CAD/RMS are expensed to the account number listed below. The 2022 budget includes \$200,000 for consulting services related to CE150. The requested award of \$133,098 is within the budgeted amount for this item. Total costs for the replacement of CAD/RMS are estimated in the \$5 million to \$6 million range. That estimate will be refined by the consultant and budgeted appropriately in future years.

Account Number	Fund Description	Total Budget Amount
21102200-531309	Capital Projects Fund	\$200,000