

BOCC APPROVAL AUGUST 19, 2020

3. HAZARDOUS MATERIAL EMERGENCY PREPAREDNESS GRANT EXERCISES – EMERGENCY MANAGEMENT  
FUNDING -- EMERGENCY MANAGEMENT  
(Request sent to 145 vendors)

RFP #20-0040 Contract

Hazardous Material Emergency Preparedness Grant Exercises	Applied Training Solutions LLC*			Ascentra, Inc.	CH Consulting Group	Burdiss, Inc. dba Preparedness Solutions, Inc.				
Tabletop Exercise										
Labor	Qty	Item Price	Total							
Four FTEs (Hours)	316	\$30.00	\$9,480.00							
Travel Event										
C&O Meeting	-	-	\$1,700.00							
EOC Functional Exercise										
Labor										
Four FTEs (Hours)	330	\$30.00	\$9,900.00							
Travel Event										
C&O Meeting			\$1,700.00							
Exercise			\$1,700.00							
Full Scale Exercise										
Labor										
Four FTEs (Hours)	370	\$30.00	\$11,100.00							
Travel Event										
C&O Meeting			\$1,700.00							
Exercise			\$2,700.00							
Total Labor Cost			\$30,480.00							
Total Travel Cost			\$9,500.00							
Total Firm Fixed Price Proposed Price			\$39,980.00							
Tabletop Exercise				Qty	Item Price	Total				
Labor Hours				131.82	\$88.00	\$11,600.16				
Materials					Included					
Travel, Misc.					Included					
Functional Exercise										
Labor Hours				222.73	\$88.00	\$19,600.24				
Materials					Included					
Travel, Misc.					Included					
Functional Exercise				327.27	\$88.00	\$28,799.76				
Labor Hours					Included					
Materials					Included					
Travel, Misc.										
TOTAL						\$60,000.00*				
Three Exercises								Qty	Item Price	Total
Tabletop Exercise										\$15,000.00
Functional Exercise										\$22,500.00
Full Scale Exercise										\$30,000.00
All-Inclusive Cost										\$67,500.00
Extra Pricing									\$250/hour	
Virtual Class; per delivery up to 20 students									\$350/hour	
In Person Class; per delivery up to 20 students plus \$2000 travel										
TTX, FNX and FSE										
Project Initiation									\$550.00	
HSEEP Planning Meetings								\$12,250.00		
HSEEP Exercise Document Creation								\$6,405.00		
HSEEP MSELs Creation								\$3,410.00		
Conduct Exercises. Includes evaluators, controllers, SIMCELL personnel provided by CHCG								\$45,800.00		
Materials, equipment								\$3,200.00		
Creation of AARs/Ips								\$4,245.00		
General Project Management								\$12,600.00		
Project Completion Briefing								\$550.00		
Subtotal								\$89,010.00		
Travel, lodging, per diem								\$5,200.00		
TOTAL								\$94,210.00		
Alternate Scope of Work-Option 1										

Provide all facilitators, simulators, and evaluators for all operational exercises. Emergency Management would still provide specific evaluators to be a part of the evaluators for all operational exercises.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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Priting of materials (Player handbooks, Exercise Evaluation Guides (EEG), signage, sign-in sheets)						\$1,100.00				
Total						\$60,100.00				
Project Costs and Alternate Scope of Work Total						\$135,100.00				
<b>Deliverable</b>										
Table Top Exercise (TTX)							\$32,366.52			
EOC Functional exercise with AAR-IP							\$33,140.02			
Full-scale exercise							\$47,758.52			
After-Action Report (3)							\$9,132.72			
Total							\$122,397.78			
No Bid	All Hands Consulting	Allen, Gibbs, & Houlik, L.C.	Audrey Curtis Hane	Axiom Service Professionals, LLC	Bandura Plus, LLC	Barbara Teicher, CSP	Catholic Charities, Inc.	Creative Business Solutions	Fred Pryor Seminars & Careertrack	Global Knowledge Training
	Hagerty Consulting, Inc.	Interact Training Group	James Aaron Crandall	John Belt	Labelmaster	Leader Systems, Inc.	Lewis G. Bender	Lexipol LLC	Lifesaver Learning, Inc.	Madden & Associates
	Medxcel	Next Element Consulting, LLC.	Parent Project	Pass It On Purpose Coaching & Training	Preparedness, LLC	Professional Analytical & Consulting	Public Health Foundation	Schmucker Training & Consulting	Signet North America	Spanish Ad Hoc Translations, LLC
	Strictly Hazmat Training	The Arnold Group	Workforce Alliance of South Central	WSU Community Engagement Institute	WSU Contract Training Services	You Have the Power	Zack Academy			

On the recommendation of Josh Lauber, on behalf of Emergency Management, Randy Bargdill moved to **accept the proposal from Ascenttra, Inc. in the amount of \$60,000.00**. Anna Meyerhoff seconded the motion. The motion passed unanimously.

A review committee comprised of Haither Zaragoza - Emergency Management; Capt. Chris Lane - City of Wichita Fire Department; Ann Houk - Local Emergency Planning Committee (LEPC) Chair; and Josh Lauber - Purchasing evaluated the proposals based on the criteria set forth in the RFP.

The Hazardous Materials Emergency Planning (HMEP) grant is sponsored by Sedgwick County Emergency Management in conjunction with the Local Emergency Planning Committee (LEPC). The grant requirements for 2019-2020, include a tabletop exercise, a functional exercise, and a full scale exercise by the end of the grant cycle. An extension to this grant includes all exercises, grant documentation, and deliverables, which are due to the State of Kansas by August 31, 2021. By awarding the proposal to the highest score, this ensures that all grant requirements are met in a timely manner including the After Action Reports and includes the whole community of Sedgwick County that wants to participate.

Notes:

\*Vendor will provide pricing to not exceed \$60,000.00. Decimal place totals to \$60,000.16.

\*\*Note that if the Functional Exercise must take place virtually, we will discount \$12,000.00 from the cost.

\*\*\*\$22,200.00 listed in vendor response but calculates \$21,200.00.

\*\*\*\*\*\$126,345.00 listed in vendor response but calculates \$126,344.00.

The cost of the exercise vendor will be paid for by the grant.

#### Questions and Answers

Randy Bargdill: Is this exercise required for any kind of certification?

Haither Zaragoza: The grant itself doesn't have anything to do with the certification. It's the requirements of the grant that we would be utilizing.

Russell Leeds: Could you talk a little bit about the difference between what Applied Training Solutions has offered and what Ascenttra, Inc. has offered that makes them the better solution?

Haither Zaragoza: Ascenttra scored the highest and based on their proposal on the score we created in the criteria. As a representative of the evaluation committee, the committee thought Ascenttra had a higher quality proposal with a detailed timeline of events and other specific things that were laid out that would ensure we met the timeline. Ascenttra also had a very specific place as to who was already going to be part of the exercise team so I can look and know that these people are already assigned to us and these would be the other people that are part of the design team. That vendor is going to be taking care of some things that we had said we would do within Emergency Management, which would be like notes on the meetings because all the meetings will be virtual except for three (3). We have to have those notes out within five (5) days, which is part of our documentation. That's a piece of it they are going to carry over. Just overall this vendor is going to be taking up items we said we could do but with such a small department them putting it in the proposal that they would take care of it would free myself up to be able to do my COVID responsibilities plus my regular EM responsibilities. There are a lot of meetings with very specific and detailed documentation. They did provide the instructors were HC certified, which was one of the requirements for the proposal.

Russell Leeds: So we're trying to fulfill the requirements of the grant within a specific timeframe and simultaneously we're trying to continue the response efforts to COVID-19 and the responsibilities of Emergency Management and EOC are overlapping. So the proposal helps mitigate some of the lack of staffing to get this done.

Haither Zaragoza: Yes, sir.