



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Reject Proposals for Emergency Operations Center Site Analysis and Feasibility Study (F18-141)

#### **REPORT IN BRIEF**

Approval is requested to reject both proposals received in response to Request for Proposals (RFP) F18-141 for Professional Consultant Services for Emergency Operations Center Site Analysis and Feasibility Study for the Department of Public Works.

#### **EXISTING POLICY**

Pursuant to Chapter 2.08.140(b) of the Sunnyvale Municipal Code, City Council approval is required to reject proposals received in response to formal competitive solicitations.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### **BACKGROUND AND DISCUSSION**

The City currently does not have a dedicated Emergency Operations Center (EOC). In case of emergencies. A training room located in the Public Safety Building is converted to a temporary EOC.

Project PR-17-11 was developed by Public Works for Public Safety to provide an EOC Site Analysis and Feasibility Study of two proposed locations: 1) a modular office building to be located on the City Hall campus parking lot; or 2) renovating a City-owned building at 101 W. Olive Ave in Sunnyvale.

RFP F18-141 was issued on November 22, 2017 to solicit proposals from professional consultants to conduct the Emergency Operations Center Site Analysis and Feasibility Study. This RFP was directly emailed to known consultants that could provide this service and broadcasted to other potential proposers through the City's procurement website. Two proposals were received, with one being over \$100,000.

After receiving proposals, the Director of Public Safety and the City Manager deferred the analysis and feasibility study following decisions made on the new Civic Center master plan phasing which includes a dedicated EOC room as part of the expansion of the Public Safety Building. Therefore, consultant support services through this RFP are no longer necessary. In accordance with Sunnyvale Municipal Code Chapter 2.08.140(b), staff is recommending the City Council reject proposals received in response to the formal competitive solicitation.

**FISCAL IMPACT**

There is no fiscal impact from this action.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

**RECOMMENDATION**

Reject both proposals received in response to Request for Proposals (RFP) F18-141.

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Reviewed by: Teri Silva, Assistant City Manager  
Approved by: Kent Steffens, City Manager