



Agenda Action Form Overview

Request to amend the Service Agreement with Hagerty Consulting, Inc. for \$29,998.00 to conduct a regional workshop and individual information gathering sessions to inform the Complex Coordinated Terrorist Attack (CCTA) guideline and annexes.

Background/Justification

Durham County was awarded a CCTA Federal Grant in the amount of \$931,500.00 that was recognized by the BOCC on January 8, 2018. The BOCC approved a service agreement in the amount of \$229,033 with Hagerty Consulting, Inc. on August 13, 2018 to develop a CCTA regional guideline and annexes.

Unified Command, regional incident coordination, crisis communication, resource management, and mass casualty response are foundational components of the Research Triangle Regional CCTA Guideline and Annexes. This service agreement amendment will support the review and response to regional incidents, such as the recent gas explosion in Durham, to identify lessons learned in these five foundational areas.

The vendor will conduct a CCTA Lessons Learned (LL) workshop. The intent of this workshop is to analyze of challenges and issues first responders in the region face when establishing unified command and jointly responding to complex incidents. Following the workshop, the vendor will conduct up to ten small group discussion sessions via teleconference to delve further into issues and potential solutions identified during the CCTA LL workshop.

Using the feedback and information provided during the CCTA LL workshop and small group discussion sessions, Hagerty will develop a draft and a final concise workshop report. The findings of the CCTA LL workshop report will be integrated into the final CCTA plan presentation.

Policy Impact

This request is consistent with other Board action in authorizing amending service agreements.

Procurement Background

Working with Durham County Purchasing Division, a formal Request for Proposal #18-034 was developed and advertised. Potential vendors were given from May 10-June 21, 2018 at 2:00pm to respond. Proposals were reviewed by a multi-agency, multi-jurisdictional panel and scored individually. Hagerty was awarded the service agreement on August 13, 2018.

Type of purchase

- ☐ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

Did this request for purchase go through a bid process? Yes ☒ No ☐



Durham County Government
Agenda Action Form Supplemental Document – Contract Approval

Goods: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$90,000$

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain) –

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☐ No ☐

If no, why?

Fiscal Impact

Funds for this amended service agreement do not come from the County's General Fund. Monies are drawn down from the Federal grant program as needed to fund projects authorized under the CCTA grant program.

Recommendation

The County Manager recommends that the Board consider approving the Service Agreement amendment authorize the Manager to sign and execute the Service Agreement amendment in the amount of \$29,998.00 making the total service agreement amount not to exceed \$259,031.00