



# City of San Antonio

## Agenda Memorandum

**File Number:**18-3553

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**Agenda Item Number:** 27.

**Agenda Date:** 8/30/2018

**In Control:** City Council A Session

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**DEPARTMENT:** San Antonio Fire Department

**DEPARTMENT HEAD:** Erik Walsh

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

American Sign Language Emergency Alert System

### **SUMMARY:**

A professional services contract with Deaf Link, in an amount not to exceed \$88,164.00 annually, to provide an American Sign Language Emergency Alert System. For a one-year term, with the option to extend the term for one additional one-year period. Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council.

### **BACKGROUND INFORMATION:**

The City of San Antonio is committed to engaging all residents with disabilities and breaking down communications barriers facing this population to ensure participation in City government and City-related business, and receipt of City emergency information.

According to the 2016 American Community Survey, approximately 60,000 residents (4%) of the San Antonio population have a hearing impairment, approximately 58,000 residents (3.7%) have a vision impairment, and 91,000 residents (6.5%) have a cognitive impairment. Bexar County has similar percentages. This survey does not take into account those with multiple disabilities such as persons who are deaf and blind or those with intellectual disabilities and a hearing loss. These survey numbers represent 14.2% of community members

who may need the City of San Antonio to provide appropriate auxiliary aids and services in order to fully participate in City programs, services and activities.

A Request for Proposal was released on April 21, 2018, seeking proposals for an ASL Emergency Alert System.

The City evaluated the one (1) response received based on the published evaluation criteria in the RFP which included Background, Experience and Qualifications, Proposed Plan, Price Schedule, Emerging Small Business Enterprise (ESBE) Prime Contract Program, Minority/Women Business Enterprise (M/WBE) Prime Contract Program, Local Preference Program and the Veteran-Owned Small Business Preference Program. The selection committee consisted of representatives of the Government and Public Affairs Department, the Office of Emergency Management, Disability Access Office, and the San Antonio disability community.

City Staff recommends approval of a professional services contract with Deaf Link, to provide an American Sign Language Emergency Alert System, in an amount not to exceed \$88,164.00 annually, for a one-year term, with the option to extend the term for one additional one-year period in an amount not to exceed \$78,164.00, for the contract term. Deaf Link will invoice the City for payment in the amount of \$7,347.00 per month.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract.

In accordance with Local Preference Program, the recommended Respondent received 10 points for being headquartered within the incorporated San Antonio city limits.

The Veteran-Owned Small Business Preference Program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a veteran-owned small business.

Within 45 days upon execution of this agreement Deaf Link will provide the City access to the ASL Emergency Alert System database. Performance reports will be due on the first day of every month, beginning the first of the month following the City receiving access to the database.

Deaf Link will also provide the City quarterly financial reports throughout the duration of this agreement. The reports will be submitted on the 15th day of December 2018, March, June and September 2019 and certifies Deaf Link's compliance with its financial obligations.

The City shall be under no obligation to pay for any work performed by Deaf Link which is not satisfactory to the Emergency Management Director. The City shall have the right to terminate this agreement, in accordance with the professional services agreement.

## **ISSUE:**

Currently, there are no systems in place to alert the deaf and hard of hearing with the use of American Sign

Langue (ASL) throughout the community. Approval of this contract will enhance the effectiveness of the City's alerting capabilities by ensuring that San Antonio's deaf and hard of hearing community are able to receive City emergency information in an accessible format.

**ALTERNATIVES:**

The City Council could elect not to provide an American Sign Language Emergency Alert System. There are currently no other systems available that provide this service.

**FISCAL IMPACT:**

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council. Purchases made by the Department are as needed and dependent upon available funds within their adopted budget.

**RECOMMENDATION:**

City Staff recommends approval of a professional services contract with Deaf Link to provide an American Sign Language Emergency Alert System in an amount not to exceed \$88,164.00, per year.

This contract is procured by means of Request for Proposals and a Contract Disclosure Form is attached.