



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date:

ALL

Item Creation Date: 11/7/2024

WS1344094506 - Process Improvement Consulting Services (Alvarez & Marsal Public Sector Services LLC) - ORDINANCE

Agenda Item#:

**Background:**

**P23-WS1344094506 - Approve an Ordinance authorizing a derivative agreement between the City of Houston and Alvarez & Marsal Public Sector Services LLC in the maximum amount of \$884,500.00 for process improvement consulting services through the Omnia Partners Cooperative Purchasing Agreement for Houston Public Works.**

**Specific Explanation:**

The Chief Operating Officer of Houston Public Works and the Chief Procurement Officer recommend that City Council approve an Ordinance authorizing a derivative agreement between the City of Houston and **Alvarez & Marsal Public Sector Services LLC** in the maximum amount of **\$884,500.00** for process improvement consulting services at the Houston Permitting Center (HPC) through the Omnia Partners Cooperative Purchasing Agreement for Houston Public Works. **The project is expected to be completed in sixteen (16) weeks.**

This service will provide a thorough review and analysis of the permitting processes, policies, and procedures at HPC. This will include implementing a pilot program to streamline and co-locate the permitting process, aiming to reduce cycle times, minimize re-submittals, and improve efficiency, quality, and customer service. This will also allow HPW to analyze and map current workflows, identify issues, propose a revised detailed workflow incorporating best practices and stakeholder feedback to improve review times and efficiency, and document and assess the proposed workflow's impact on review times, resource utilization, and overall process efficiency. This will establish a framework for continuously monitoring and improving workflows and benchmarking Houston's performance against other cities using KPIs and operational comparisons considering pilot program results. HPW will receive recommendations for further improvements and emphasize multi-department partnerships and technologies to enhance review times.

Alvarez & Marsal will execute a two-phased approach: first, validate the go-forward recommendation, and then design and implement the approved changes through a pilot program.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

**MWBE Participation:**

Zero-percent goal document approved by the Office of Business Opportunity.

**Pay or Play Program:**

The proposed contract requires compliance with the City's 'Pay or Play' Ordinance regarding health benefits for employees of City contractors. This procurement is exempt from the City's 'Pay or Play' Program because the department is utilizing an interlocal or

Cooperative Purchasing Agreement for this purchase.

**Hire Houston First:**

This procurement was exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a Cooperative Purchasing Agreement for this contract.

**Fiscal Note:**

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer  
Finance/Strategic Procurement Division

11/7/2024

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Randall V. Macchi, Chief Operating Officer  
Houston Public Works

11/11/2024

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<b>Estimated Spending Authority</b>			
Department	FY2025	Out Years	Total
Houston Public Works	\$884,500.00	\$ .00	\$884,500.00

**Amount and Source of Funding:**

\$884,500.00  
 Building Inspection Fund  
 Fund No.: 2301

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**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
Approved COOP Justification	Backup Material
Scope of Work	Backup Material
Ownership Information Form	Backup Material
Tax Report	Backup Material
Conflict of Interest	Backup Material
Approved MWBE Goal Waiver	Backup Material
Certification of Funds	Financial Information