

**To the Mayor and Members of the City Council****January 18, 2022**

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**SUBJECT: FIRE DEPARTMENT STAFFING AND OPERATIONS STUDY –  
JANUARY 2022 UPDATE**

This Informal Report presents updated information about the Fort Worth Fire Department's Staffing and Operations Study that is slated to be completed by July 2022.

**Background**

On September 10<sup>th</sup> 2021, a Budget Response was issued detailing the need for a staffing study to be completed for the City of Fort Worth's Fire Department. The primary goal of the study is to comprehensively assess the City of Fort Worth with respect to Fire and Emergency Management Services (EMS) and evaluate whether existing types of staffing, facilities, equipment, and methods are required and appropriate for the various functions and services of the Fire Department. A secondary goal is to identify types of staffing, facilities, equipment, and methods that are adequate and financially feasible to meet future service demand.

**Timeline**

A timeline for the study is listed below:

- Issue RFP – November 3<sup>rd</sup> 2021
- Present Firm Selection to Council – January 25, 2022
- Contract Execution and Project Initiation – February 2022
- Mid-Project Briefing with Findings and Recommendations – May 2022
- Presentation of Final Report (180 day timeline) – July 2022

**Current Status of Project**

Since the November Informal Report, the City has received and evaluated proposals, conducted a selection process, negotiated an agreement with the selected vendor, and prepared an M&C to authorize an agreement with the selected vendor that is scheduled for consideration on the January 25, 2022 City Council agenda.

City staff will provide additional project updates to the City Council via informal report as the project progresses. If you have any questions, please contact Mark McAvoy, Director of Planning and Data Analytics at. (817) 392-6222.

**David Cooke**  
**City Manager**