

COUNCIL COMMUNICATION

	Number:	21-339	Meeting:	July 19, 2021
	Agenda Item:	51	Roll Call:	21-1135
	Submitted by:	Malcolm Hankins, Assistant City Manager		

AGENDA HEADING:

Accepting proposal of Public Works LLC to provide professional services identifying best practices for research and data collection methods for City ordinance enforcement and law enforcement; and approving Professional Services Agreement (PSA) with Public Works LLC for a total cost not to exceed \$84,925.

SYNOPSIS:

Recommend acceptance of the proposal of Public Works LLC and approval of the PSA with Public Works LLC, a corporation registered in the state of Washington (1690 East Strasburg Road, West Chester, PA 19380), for a total cost not to exceed \$84,925. This contract represents the City Manager's response to City Council's directive to develop a Request for Proposal (RFP) to determine best practices for research and data collection methods for law and code enforcement activities and practices.

FISCAL IMPACT:

Amount: \$84,925

Funding Source: FY 2021-2022 Operating Budget, CM001000 City Manager, General Fund, Page 26

ADDITIONAL INFORMATION:

- On March 9, 2020, the City Council passed a resolution directing the City Manager to develop an RFP to determine best practices for research and data collection methods concerning law and code enforcement and to authorize implementation of such research and data collection.
- In the Council Resolution, the City Council declared that it desires that all City employees act in a manner that is devoid of any type of discrimination; and, wishes to determine the best practices nationwide for collecting data and creating metrics to have valid review and study of internal trends and comparisons to improve City staff performance in fairly and impartially providing City services and determines that soliciting a RFP is an appropriate use of City resources to accomplish such objectives.

- The consultant will determine best practices for research and data collection methods for law enforcement, code, and other City ordinance enforcement. If the City determines that implementation of best practices is desired, the City can proceed with implementation at its own discretion.

PREVIOUS COUNCIL ACTION(S):

Date: March 9, 2020

Roll Call Number: [20-0461](#), [20-0463](#), and [20-0464](#)

Action: [Amending](#) Section 62-1 and 62-166 relating to prohibitive municipal practices. Moved by Gatto that this ordinance be considered and given first vote for passage. Motion Carried 7-0.

- (B) [Directing](#) the City Manager to develop a request for proposals to determine best practices for research and data collection methods concerning law and code enforcement and to authorize implementation of such research and data collection. Moved by Gatto to adopt. Motion Carried 7-0.
- (C) [Directing](#) the City Manager to include implicit bias training, de-escalation training and cultural competency training in the employee training and education. Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

Anticipated actions include public/community engagement between with the consultant, community members and organizations and staff. Per City Council's direction, the City Manager may, without further authorization, employ the successful proposer to implement identified best practices for research and data collection if the City Manager is satisfied with the cost, efficacy and effectiveness of the identified methods of doing so.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.