

COUNCIL COMMUNICATION

	Number:	[]	Meeting:	July 26, 2021
	Agenda Item:	[]	Roll Call:	[]
	Submitted by:	Malcolm Hankins, Assistant City Manager		

AGENDA HEADING:

Approving Professional Services Agreement (PSA) with Public Works LLC for professional services identifying best practices for research and data collection methods for City Ordinance enforcement and Law Enforcement for a total cost not to exceed \$84,925.

SYNOPSIS:

Recommend 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: 2021-2022

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 proceed in a phased approach, determining best practices for research and data collection methods for law enforcement, followed by identifying best practices for research and data collection methods for code and other city ordinance enforcement. If the City determines that

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.

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