

Date July 19, 2021

**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 AND AUTHORIZING CITY MANAGER TO EXECUTE THE PSA AGREEMENT WITH PUBLIC WORKS LLC, FOR A TOTAL COST NOT TO EXCEED \$84,925**

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**WHEREAS**, the City Manager's Office requested the Finance Department Procurement Division to solicit proposals for the research and data collection professional services and the Procurement Division solicited bids for such services by advertisement and mailing RFP No. N21-02 for Consulting Services for Best Practices and Data Collection Methods to 12 potential proposers with 2 proposals received; and

**WHEREAS**, the Evaluation and Selection Committee determined that the proposal submitted by Public Works LLC, a corporation registered in the state of Pennsylvania, with a business address of 1690 East Strasburg Road, West Chester, PA 19380, was the highest scoring proposal and recommends such proposal to the City Council for award of contract; and

**WHEREAS**, an agreement to provide such services has been negotiated by the City Manager's Office with Public Works LLC at a cost not to exceed \$84,925 with an option for implementation with the Consultant by adding to this agreement or under separate agreement, if the cost, efficacy, and effectiveness of the identified methods of research and data collection are satisfactory; a copy of which is on file in the City Clerk's Office.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Des Moines, Iowa, that the proposal submitted by Public Works LLC, for Consulting Services identifying best practices for research and data collection methods for city ordinance enforcement and law enforcement is hereby accepted and the City Manager is hereby authorized and directed to execute the negotiated agreement with Public Works LLC, at a cost not to exceed \$84,925 and evaluate,

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negotiate and execute the implementation option with Public Works LLC if the cost, efficacy and effectiveness of the identified methods of research and data collection are satisfactory, a copy of which is on file in the City Clerk’s Office, and the City Clerk is authorized and directed to attest to the City Manager’s signature.

(Council Communication No. 21 - 339)

Moved By \_\_\_\_\_ to adopt.

APPROVED AS TO FORM:

Douglas P. Philip  
Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
BOESEN				
GATTO				
GRAY				
MANDELBAUM				
VOSS				
WESTERGAARD				
TOTAL				
MOTION CARRIED			APPROVED	

CERTIFICATE

I, P. Kay Cmelik, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

\_\_\_\_\_  
City Clerk