



## Legislation Text

File #: 17-0972, Version: 1

### Resolution to Approve Amendment No. 1 to the Professional Services Agreement with Hillard Heintze in an Amount Not to Exceed \$230,000.00 and Appropriate \$30,000.00 in Additional Funds **(8 Votes Required)**

Attached for your review and consideration is a resolution to approve Amendment No. 1 to the professional services agreement with Hillard Heintze for coordination and development of a Community Engagement Program and a potential Community Advisory Board.

**Budget and Fiscal Impact:** Funding for Services under the Amendment is available from General Fund FY18 fund balance. Appropriation of the requested \$30,000 will supplement the already budgeted \$200,000 for Hillard Heintze's services relative to AAPD Community Engagement (R-17-051). All funds are requested without regard to fiscal year.

On November 4, 2016, the City of Ann Arbor released RFP #990 ("RFP #990"), Independent Analysis of Ann Arbor Police Department Community Engagement Practices, seeking proposals for a review of the techniques the Ann Arbor Police Department employs to effectively and equitably deliver law enforcement services to all members of the community. Before the draft RFP #990 was finalized and distributed, the City Administrator's Office accepted community input from October 7-28, 2016, via several methods: 1) Draft RFP Open House was held to solicit feedback and answer questions on October 19, 2016 from 5:30 to 8:00 p.m. in Larcom City Hall first floor lobby, 301 E. Huron St. Anonymous feedback was accepted at the open house; and 2) Comments and feedback were also accepted via a designated email. The summary of the feedback is attached and posted on the City's website:

<http://www.a2gov.org/departments/city-administrator/Documents/161101%20-%20Responses%20to%20Audit%20Draft%20RFP%20Feedback.pdf>

Proposals for RFP 990 were received from six respondents by the December 9, 2016 deadline. RFP 990 evaluation team comprised of City staff from numerous service areas, members of the Human Rights Commission, community members, and other outside agencies reviewed the proposal and selected four finalists. Interviews were conducted on January 13, 2016 Hillard Heintze was selected unanimously by the team. The selected proposal was shared with the Human Rights Commission at their February 8 meeting. The Human Rights Commission supported the recommendation of Hillard Heintze and the professional services agreement approved in Resolution R-17-051. Hillard Heintze is in the process of completing Phase 1 of the professional services agreement for this project, attached for reference, and are finalizing the assessment report. Community Listening Sessions were held on April 26 and June 13 as part of the assessment.

Phase 2 of this process, Community Engagement Program Development, has been subdivided into three phases.

- Phase 2.1 AAPD Community Engagement Program development
- Phase 2.2 Community Advisory Board development and charter approval

### Phase 2.3 Community Advisory Board initiation

The entire Phase 2 scope of services is attached for reference.

Amendment No. 1 to the Professional Services Agreement authorizes the first sub-phase of Phase 2 of this engagement, which includes training and strategy development.

Phase 2 will help the city implement the recommendations from the assessment.

Hillard Heintze complies with the requirements of the City Living Wage and Non-Discrimination ordinances.

Prepared by: Mary Joan Fales, Senior Assistant City Attorney and  
Howard S. Lazarus, City Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, On November 4, 2016 the City of Ann Arbor released RFP #990,

Whereas, Prior to releasing RFP #990, the City Administrator's Office accepted community input from October 7-28, 2016 via several methods;

Whereas, The City received a total of six responses to RFP #990 by the December 9, 2016 deadline;

Whereas, The RFP #990 Evaluation Team selected four finalists of the six respondents to interview on January 13, 2017;

Whereas, The RFP #990 Evaluation Team unanimously selected Hillard Heintze as its top finalist;

Whereas, The Human Rights Commission discussed the selection of Hillard Heintze and supported the recommendation at its February 8 meeting;

Whereas, Council approved Resolution R-17-051 on February 21, 2017 for Phase 1 of the Independent Analysis of the Ann Arbor Police Department Community Engagement Practices;

Whereas, Hillard Heintze is nearing completion of Phase 1 of their professional services agreement and are finalizing an assessment report, and

Whereas, Amendment No. 1 to the professional services agreement will continue the community engagement process for Phase 2 to help the city implement the recommendations from the assessment;

RESOLVED, That City Council approves Amendment No. 1 for Professional Services Agreement with Hillard Heintze increasing the total contract amount not to exceed to \$230,000.00;

RESOLVED, That City Council appropriate \$30,000.00 from the General Fund fund FY18 fund balance to the General Fund Non-Departmental fund, to supplement the \$200,000.00 budgeted with all funds to be available for expenditure without regard to fiscal year for the project; and

RESOLVED, That the Mayor and City Clerk be authorized and directed to sign Amendment No. 1 to the professional services agreement with Hillard Heintze after approval as to substance by the City Administrator and approval as to form by the City Attorney.