



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: JUNE 20, 2017**

**FROM: CITY MANAGER'S OFFICE** **WARDS: ALL**

**SUBJECT: RFP NO 1687 - PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH MICHAEL T. BUMCROT TO PROVIDE INVESTIGATIVE AND ANALYTICAL SERVICES FOR THE COMMUNITY POLICE REVIEW COMMISSION FOR A TERM OF JULY 1, 2017 TO JUNE 30, 2020, IN AN AMOUNT NOT-TO-EXCEED \$30,000 PER YEAR**

## **ISSUE:**

Approve a Professional Consultant Services Agreement, from Request For Proposal No 1687, with Michael T. Bumcrot, of Norco, California, to provide investigative and analytical services for the Community Police Review Commission for a term of July 1, 2017, to June 30, 2017, in an amount not-to-exceed \$30,000 per fiscal year.

## **RECOMMENDATIONS:**

That the City Council:

1. Approve Professional Consultant Services Agreement with Michael T. Bumcrot, in an amount not-to-exceed \$30,000 per fiscal year, to provide investigative and analytical services for the Community Police Review Commission for a term of July 1, 2017, to June 30, 2020, in an amount not-to-exceed \$30,000 per fiscal year;
2. Authorize the City Manager, or his designee, to execute the Professional Consultant Services Agreement with Michael T. Bumcrot; and
3. Authorize the City Manager, or his designee, to execute extensions and/or amendments as provided for in the Professional Consultant Services Agreement.

## **BACKGROUND:**

The Community Police Review Commission (CPRC) was created by City Ordinance in April 2000 and was incorporated into the Charter, Section 810 in 2005. The CPRC conducts a variety of oversight activities for the Riverside Police Department (RPD), including reviewing and investigating deaths of any individual arising out of or in the connection with actions of a police officer and conducting hearings on filed complaints.

Over the years, the Commission's work has become an invaluable tool to the City, residents and RPD. The CPRC currently receives guidance and oversight from Frank Hauptmann & Associates and investigative and analytical services from Michael T. Bumcrot. The current contract with Michael T. Bumcrot expires on June 30, 2017.

### **DISCUSSION:**

On March 2, 2017, the Purchasing Services Division issued Request for Proposal No. 1687, for the Investigative and Analytical Services for the Community Police Review Commission, was issued to provide a competitive bidding process for this service for a term of July 1, 2017, to June 30, 2020, total compensation limit of \$30,000 per fiscal year.

The bid closed on March 30, 2017, and received only one proposal from Michael T. Bumcrot. Staff have been extremely satisfied with the prior performance of this consultant.

The Purchasing Manager agrees with the recommendations in this report.

### **FISCAL IMPACT:**

The total Agreement is for a term of July 1, 2017, to June 30, 2020, total compensation limit of \$30,000 per fiscal year. Sufficient funds are available in the fiscal year 2017/18 City Manager's Office budget Account No. 1125000-421000. Agreement extensions will be included in future years' budget.

Prepared by: Alexander T. Nguyen, Assistant City Manager  
Certified as to  
availability of funds: Scott G. Miller, PhD., Chief Financial Officer/City Treasurer  
Approved as to form: Gary G. Geuss, City Attorney

### **Attachments:**

1. Professional Consultant Services Agreement
2. Request for Proposal Award Recommendation