

On August 28, 2012, City Council approved a Professional Services Agreement with Hauptmann & Associates, in an amount not-to-exceed \$100,000 per year, to provide consultant guidance and services to the CPRC for the term of September 1, 2012, through August 31, 2013, with two optional one-year extensions. The extensions were exercised for this agreement with the final agreement term ending June 30, 2015.

On August 11, 2015, City Council approved a Professional Consultant Services Agreement with Hauptmann & Associates, in an amount not-to-exceed \$105,000 per year, to provide consultant guidance and services to the CPRC for the term of July 1, 2015, through June 30, 2016, with two optional one-year extensions. The extensions were exercised for this agreement with the final agreement term ending June 30, 2018.

On July 10, 2018, City Council approved a Professional Consultant Services Agreement with Hauptmann & Associates, in an amount not-to-exceed \$105,000 to provide consultant guidance and services to the CPRC for a term of two years ending June 30, 2020.

On February 20, 2020, Request for Proposal 2017 (RFP 2017) was issued for CPRC Consultant Services. The intent of the RFP was to find a qualified entity or individual to provide unique consultant services to advise and assist with CPRC operations including, but not limited to, conducting investigations of Officer Involved Death incidents involving sworn members of RPD, allegations of misconduct against sworn members of RPD, and other investigations as directed. Additionally, tactical analysis, comprehensive reports, and oral presentations to the CPRC are required.

On March 12, 2020, three (3) proposals were received in response to RFP 2017. After an extensive evaluation and interview process, Hauptmann & Associates was selected as the most qualified proposer based on the criteria outlined in the RFP. All proposals and rankings are outlined in the chart below:

Proposals	Location	Rank
Hauptmann & Associates	Riverside, CA	1
Four Star Investigations	Chino Hills, CA	2
Oracle Investigations Group, Inc.	Santa Ana, CA	3

On August 18, 2020, the City Council approved a two-year Professional Services Agreement with the option to extend for up to three additional one-year terms upon written notice to and acceptance by the Consultant. The agreement was subsequently amended to include an additional one-year extension, resulting in a current term that expires on June 30, 2026.

DISCUSSION:

The City Manager’s Office requires specialized consulting services to support the operations of the CPRC. These services necessitate advanced expertise in law enforcement investigations and oversight, including:

- Demonstrated experience conducting investigations involving officer-involved deaths, allegations of misconduct by sworn police personnel, and other internal investigations within a law enforcement agency.

- Extensive investigative leadership experience, including a substantial number of internal affairs cases, officer-involved death investigations, and felony cases involving crimes against persons and property.
- The ability to provide tactical analysis on an as-needed basis for investigations involving sworn personnel.
- Proficiency in preparing comprehensive investigative reports and executive summaries.
- Expertise in interpreting police policies and procedures and assessing potential misconduct.
- Experience presenting findings to community groups and the City Council.

The proposed procurement is limited to Frank Hauptmann due to his highly specialized expertise in law enforcement operations, particularly his experience with the Riverside Police Department (RPD) and the CPRC. Mr. Hauptmann has a proven track record in conducting complex investigations involving officer-involved deaths and misconduct allegations, as well as delivering detailed analyses and well-supported reports. His qualifications and experience distinguish him as uniquely suited to provide these services.

Additionally, Mr. Hauptmann's established working relationship with RPD and his ability to efficiently access, evaluate, and synthesize information critical to CPRC functions contribute to his effectiveness in this role.

Mr. Hauptmann's familiarity with RPD operations and his ongoing involvement with the CPRC enable him to perform this work with minimal onboarding and maximum effectiveness. No other consultant offers the same combination of subject matter expertise, institutional knowledge, and established working relationships with City staff and RPD personnel. Engaging a new consultant or conducting a competitive procurement process would likely result in delays, increased onboarding time, and reduced operational efficiency.

For these reasons, Mr. Hauptmann is the most qualified and appropriate consultant for this specialized engagement.

Purchasing Overview

This action is pursuant to Purchasing Resolution 24101, Section 702 which states, "Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in any of the following circumstances... (d) When the Procurement can only be obtained timely from a single source and the Manager is satisfied that the best price, terms and conditions for the Procurement thereof have been negotiated."

The Purchasing Manager concurs that the recommended purchase complies with Purchasing Resolution 24101.

FISCAL IMPACT:

The total fiscal impact of this action is \$290,976 over three years. The consultant services fees are included in the proposed budget that will be brought forward to Council for adoption in June 2026. Funds are budgeted in the General Fund, Community Police Review Commission, Professional Services account number 1125000-421000.

Prepared by: Stephanie Gallegos, Principal Management Analyst
Approved by: Mike Futrell, City Manager

Certified as to

availability of funds: Julie Nemes, Interim Finance Director

Approved by: Edward Enriquez, Assistant City Manager/Chief Financial Officer/City
Treasurer

Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Professional Consultant Services Agreement, Hauptmann & Associates