



# City of Madison

City of Madison  
Madison, WI 53703  
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## Master

**File Number: 53659**

**File ID:** 53659

**File Type:** Resolution

**Status:** Late Business

**Version:** 2

**Reference:**

**Controlling Body:** COMMON  
COUNCIL

**File Created Date :** 10/26/2018

**File Name:** Alternate Resolution

**Final Action:**

**Title:** ~~ALTERNATE - Authorizing a non-competitive service contract with Carrie Rothburd for consulting services for Rothburd to summarize the work and write the final report of the Madison Police Department Policy and Procedure Review Ad Hoc Committee, and a~~ Amending the 2018 Adopted Operating Budget to transfer appropriation within the Common Council **for a consulting services contract to summarize the work and write the final report of the Madison Police Department Policy and Procedure Review Ad Hoc Committee and the final report be submitted to the Council no later than February 26, 2019.**

### Notes:

**Sponsors:** Sheri Carter and Allen A. Arntsen

**Effective Date:**

**Attachments:** Alternate 53659.pdf, Non-Competitive Selecton Request Form.pdf, Carrie Rothburd Resume & Writing Samples.pdf

**Enactment Number:**

**Author:** Ald. Sheri Carter

**Hearing Date:**

**Entered by:** lveldran@cityofmadison.com

**Published Date:**

### Approval History

Version	Date	Approver	Action
1		Laura Larsen	Approve
2		Laura Larsen	Approve

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1 Council Office 10/26/2018 RECOMMEND TO  
COUNCIL TO  
ADOPT UNDER  
SUSPENSION OF  
RULES 2.04, 2.05,  
2.24, & 2.25 - MISC.  
ITEMS

**Action Text:** This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF RULES  
2.04, 2.05, 2.24, & 2.25 - MISC. ITEMS

**Notes:**

1 COMMON COUNCIL 10/30/2018

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### Text of Legislative File 53659

#### Fiscal Note

The proposed resolution authorizes amending the Common Council's 2018 budget to transfer from \$10,000 from salaries to purchased services to support a contract for consulting services to draft the final recommendations from the Madison Police Department Policy and Procedure Review Ad Hoc Committee. The proposed salary surplus is driven by savings that have been realized from a vacant position in the Common Council office. As of the 3rd Quarter, the Common Council is projecting a \$35,000 surplus.

#### Title

~~ALTERNATE - Authorizing a non-competitive service contract with Carrie Rothburd for consulting services for Rothburd to summarize the work and write the final report of the Madison Police Department Policy and Procedure Review Ad Hoc Committee, and a~~ **Amending the 2018 Adopted Operating Budget to transfer appropriation within the Common Council for a consulting services contract to summarize the work and write the final report of the Madison Police Department Policy and Procedure Review Ad Hoc Committee and the final report be submitted to the Council no later than February 26, 2019.**

#### Body

WHEREAS, the Madison Police Department Policy and Procedure Review Ad Hoc Committee ("the Committee) was created by Common Council Resolution File #37863 and amended by Common Council Resolution File #42875; and,

WHEREAS, the Committee has convened 41 times since its initial meeting on December 8, 2015; and,

WHEREAS, since the release of the OIR consultant report in 2017, the Committee has spent an enormous amount of time painstakingly going through each recommendation, hearing public input as well as listening to the perspective of the Madison Police Department and City Attorney's office; and,

WHEREAS, given the critical nature of this work and the hundreds of pages of legislative file items, it is important that a final report summarizes the process and the recommendations of the Committee in an organized and resident friendly manner; and,

WHEREAS, the Common Council Legislative Analyst was to support the writing of the final report of the Committee; and,

WHEREAS, the Legislative Analyst position in the Common Council office has been vacant since July 2018 and is resulting in an \$35,000 projected surplus in the Common Council's budget; and,

~~WHEREAS, MGO 4.26 requires Common Council approval of service contracts exceeding \$25,000 if the contractor was not selected through a competitive selection process, and the reasons for selecting this contractor are set forth above and in the attached Noncompetitive Selection Request Form; and,~~

~~NOW, THEREFORE, BE IT RESOLVED, that the Designee of the Finance Director is to execute a service contract Carrie Rothburd for the purposes described above,~~

NOW THEREFORE BE IT RESOLVED, the Ad Hoc Committee will follow the City's purchasing guidelines and solicit at least three quotes for consulting services to assist in drafting the report; and,

BE IT FURTHER RESOLVED, that the Ad Hoc Committee will submit their final report to the Common Council no later than February 26, 2019; and,

~~NOW THEREFORE~~ BE IT **FURTHER FINALLY** RESOLVED, that \$10,000 will be transferred from salaries to purchased services to support a contract of up to \$10,000 to complete the final report for the Committee.