



# City of Madison

City of Madison  
Madison, WI 53703  
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## Master

**File Number: 53659**

**File ID:** 53659

**File Type:** Resolution

**Status:** For Immediate Adoption

**Version:** 1

**Reference:**

**Controlling Body:** COMMON COUNCIL

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

**File Name:** 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 amending the 2018

**Final Action:**

**Title:** 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 amending the 2018 Adopted Operating Budget to transfer appropriation within the Common Council.

### Notes:

**Sponsors:** Rebecca Kemble, Marsha A. Rummel, Shiva Bidar-Sielaff, Ledell Zellers, Amanda Hall, Arvina Martin, Matthew J. Phair, Michael E. Verveer and Maurice S. Cheeks

**Effective Date:**

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

**Enactment Number:**

**Author:** Ald. Rebecca Kemble

**Hearing Date:**

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

**Published Date:**

### 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				
	<b>Action Text:</b>		This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF RULES 2.04, 2.05, 2.24, & 2.25 - MISC. ITEMS				
	<b>Notes:</b>		NOTE: 15 votes required to adopt				
1	COMMON COUNCIL	10/30/2018					

**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**

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 amending the 2018 Adopted Operating Budget to transfer appropriation within the Common Council.

**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, 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.