



Council Agenda Item

Meeting Date: 03/05/2024

Agenda Item: PD Organizational & Workload Study

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BACKGROUND

(Enter the who, what when, where, why)

On November 21, 2023, Council approved pre-funding \$50,000 for the completion of a police department organizational and workload study. On December 8, 2023, a request for proposals was publicly posted. On February 20, 2024, Council approved entering an agreement with Fitch and Associates to complete the work for an estimated cost of \$48,000. The signed agreement has been provided in the packet. Also included in the packet are the originally submitted proposals from Fitch and Associates, McMahon Associates, and Public Administration Associates.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

On November 21, 2023, Council approved pre-funding \$50,000 for the completion of a police department organizational and workload study. On December 8, 2023, a request for proposals was publicly posted. On February 20, 2024, Council approved entering an agreement with Fitch and Associates to complete the work.

FINANCIAL IMPACT

(If none, state N/A)

The cost outlined in the agreement with Fitch and Associates is \$48,000 in the following installments:

- 30% due upon signing of agreement - \$14,400
- 30% due upon completion of analysis of CAD data, geographic analysis - \$14,400
- 40% due upon project completion - \$16,000

STAFF RECOMMENDATION

N/A

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Fitch and Associates signed agreement
2. Fitch and Associates proposal
3. McMahon Associates Proposal
4. Public Administration Associates Proposal