

Meeting Date: 9/8/2015

Report Type: Staff/Discussion

Report ID: 2015-00792

Title: Consideration of Consulting Services for Council and Charter Officer Roles and Responsibilities

Location: Citywide

Recommendation: Receive and file.

Contact: Councilmember Larry Carr, (916) 808-5008, Council District 8

Presenter: Councilmember Larry Carr, (916) 808-5008, Council District 8

Department: Mayor/Council

Division: Council District 8

Dept ID: 01001181

Attachments:

1-Description/Analysis

City Attorney Review

Approved as to Form

Matthew Ruyak

8/25/2015 11:10:58 AM

Approvals/Acknowledgements

Department Director or Designee: Shirley Concolino - 8/20/2015 4:59:28 PM

Description/Analysis

Issue Detail: On July 28, 2015 member Larry Carr requested that the City Clerk place on the council agenda a report for consideration to assess what is and is not working well with councilmembers and charter officers and to identify possible improvements.

The purpose of this analysis is to provide the councilmembers and charter officers an objective assessment of the city's governance. The assessment would require a consultant or consulting firm with enough experience in governance, particularly with public agencies, to ask the right questions and derive findings that enable the City of Sacramento to analyze its governance process.

Scope of Work

The consultant would potentially survey and interview councilmembers and charter officers with regard to current governance practices. This process would highlight both strengths and potential areas of improvement. The collection of data and analysis would be forwarded to council along with recommendations if necessary.

Requirements

The City would seek a qualified consultant or consulting firm to perform this work. There may be other requirements but those immediately identified include:

- A minimum of 5 years of experience in governance consulting with public agencies.
- A minimum of 3 references from clients for whom the consultant or firm has performed similar work in the last 5 years.
- Ability to complete the scope of work in a timely manner (ideally, within 3 months of signed contract.)

Policy Considerations: Periodic reviews of current standards and practices is required to ensure that Sacramento remains a leader in implementing and following governmental policy best practices.

Environmental Considerations: None.

Sustainability: None.

Commission/Committee Action: None.

Financial Considerations: Cost of assessment not to exceed \$50,000.

Local Business Enterprise (LBE): None.