



Takoma Park City Council Meeting – December 2, 2020

Agenda Item 1

Voting Session

Single Reading Ordinance Authorizing the City Manager to Sign a Contract for Facilitation Services for Reimagining Public Safety Task Force

Recommended Council Action

Approve Single Reading Ordinance

Context with Key Issues

On September 23, 2020, the City Council approved [Resolution #2020-21](#), establishing a Reimagining Public Safety Task Force. A [Request for Proposals](#) for facilitation services for the Task Force was issued on October 23, 2020 and three responsive proposals were submitted by the November 13, 2020 deadline. A review team consisting of Mayor Kate Stewart, Councilmember Terry Seamens, Councilmember Talisha Searcy, Takoma Park Elementary School Principal Zadia Gadsden, Takoma Park resident Duane Scott, Chief Antonio DeVaul, City Manager Suzanne Ludlow, and Deputy City Manager Jessica Clarke, reviewed the proposals. The firms and their proposed service costs are:

CNA – \$89,481

Kaleidoscope – \$109,465

LINK – \$90,000

The review team invited CNA and LINK to interview. After the interviews, the review team unanimously agreed to recommend LINK to the City Council as the firm to provide facilitation services for the Task Force.

LINK is recommended due to their skill in facilitation and the diverse experiences of the facilitation team regarding Black and Brown populations and policing issues. The team also was understanding of the timeline, priorities and demographics of the City regarding the mission of the Task Force.

Council Priority

Livable Community For All

Engaged, Responsive, Service-oriented Government

Environmental Considerations

Not applicable.

Fiscal Considerations

The Council had budgeted \$50,000 as a placeholder for this work; a budget amendment will be needed for the additional cost. The proposal from LINK is for \$15,000 per month for a six month

process. The Council may also wish to budget for some hard costs and some supportive expenses for Task Force members. A budget amendment is expected to come before the Council in January.

Racial Equity Considerations

The Council established the Reimagining Public Safety Task Force to advise and provide recommendations on ways the City can reform its public safety policies and procedures to ensure racial justice. A key requirement of the facilitation services is to create a meeting environment that is supportive of participants with different views, particularly those who are Black or Brown, who may otherwise feel intimidated when addressing the serious public safety issues being discussed.

Attachments and Links

- Draft Ordinance

Introduced by: Councilmember

Single Reading:

Effective Date:

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2020-**

**AUTHORIZING THE CITY MANAGER TO SIGN A CONTRACT FOR FACILITATION SERVICES FOR
REIMAGING PUBLIC SAFETY TASK FORCE**

WHEREAS, the City Council established the Reimagining Public Safety Task Force on September 23, 2020; and

WHEREAS, the Council wished to have facilitation services for the effective functioning of the Task Force and to design and create an inclusive engagement process and meeting environment that is supportive of the members and encourages participation; and

WHEREAS, a Request for Proposals was issued on October 23, 2020 and three responsive proposals were submitted; and

WHEREAS, a review team of three City Council members, three City staff members and two community members reviewed the proposals, met with two of the firms, and agreed on a firm to recommend to the full City Council to serve as the facilitation team; and

WHEREAS, the review team recommended LINK Associates at a rate of \$15,000 per month for six months of services;

WHEREAS, \$50,000 has been budgeted for the facilitation services and a budget amendment will be required to fully fund this work.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager is authorized to enter into a contract with LINK Associates for facilitation services.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this the day of December, 2020 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: