



CITY COUNCIL AGENDA REPORT

MEETING DATE: June 2, 2015

ITEM NUMBER: **CC-9**

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH JAMZCLAN CONSULTING, LLC FOR INTERIM SUPPORT SERVICES MANAGEMENT

DATE: MAY 14, 2015

FROM: POLICE DEPARTMENT – SUPPORT SERVICES DIVISION

PRESENTATION BY: ROB SHARPNACK, CAPTAIN – SUPPORT SERVICES DIVISION

FOR FURTHER INFORMATION CONTACT: ROB SHARPNACK – (714) 754-5191

RECOMMENDATIONS:

Authorize the City CEO to process final payment to JAMZCLAN Consulting, LLC. totaling \$3,787.50 for services rendered beyond the original professional services agreement of \$50,000.

BACKGROUND:

On October 26, 2012, the City entered into a professional services agreement with JAMZCLAN Consulting, LLC. The scope of work consisted of interim management of technology projects and functional oversight of Logistical Support Services within the police department, at a base rate of \$75.00 per hour. Projects consisted of the CAD/RMS selection and implementation, mobile computer terminal (MCT) selection and implementation, and a variety of other significant tasks.

By late February 2013, the hours for the above agreement were exhausted. At that time, the City was in the middle of the CAD/RMS upgrade and working on other technology projects. The consultant agreed to continue working at the \$75.00 per hour rate, while he was considered for a part-time position within the police department as the Logistical Support Manager. The Chief of Police requested that the consultant continue working while the part-time arrangement could be finalized with a target date of February 24, 2013. Unfortunately, due to an unforeseen delay, securing the part-time position was not achieved until March 10, 2013. However, during the intervening period, February 27 – March 10, the consultant worked a total of 50.5 hours for which he was not compensated.

ANALYSIS:

The original professional services agreement with JAMZCLAN Consulting LLC was instrumental in moving several significant projects forward. The above described intervening period was necessary to maintain the momentum and continuity of the various projects. The consultant performed his duties to the required standard and transitioned in the part-time position without issue.

ALTERNATIVES CONSIDERED:

The work was completed as agreed in the attached professional services agreement. No other alternatives were considered for the specialized duties.

FISCAL REVIEW:

For the final invoice payment of \$3,787.50 to JAMZCLAN Consulting, LLC. FY 2014-2015 salary savings will be utilized. During the time period in which this work was completed, the consultant logged his hours in his city Outlook calendar. Upon separation of his employment from the City, the detailed date/time records were lost. As a result, the consultant was unable to provide a chronological invoice.

LEGAL REVIEW:

The City Attorney has reviewed the professional services agreement and approved it as to form and authorizes payment for the outstanding balance.

CONCLUSION:

Staff recommends that the City Council authorize the City CEO to process final payment totaling \$3,787.50 for the outstanding hours authorized by staff for administrative work performed by JAMZCLAN Consulting, LLC.

ROB SHARPNACK
Captain

RONALD E. LOWENBERG
Interim Chief of Police

STEPHEN DUNIVENT
Interim Finance Director

THOMAS DUARTE
City Attorney

Attachment: 1 - [Professional Services Agreement](#)