

**Additional Proposed Legislation for the
December 14, 2021 City Council Meeting -
Filed in the Office of the City Clerk
December 7, 2021**

*** * Please Note * ***

**For questions regarding the proposed legislation,
call the City Clerk's Office at 585-428-7421**



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

FINANCE INTRODUCTORY NO.

466

James P. Smith
Mayor

December 6, 2021

TO THE COUNCIL:

Ladies and Gentlemen:

Re: Statement of Necessity

I am submitting this Statement of necessity so that action may be taken during the December 14th Council Meeting to authorize an agreement with Public Sector Search & Consulting, Inc., Executive Search Services for Chief of Police.

Respectfully submitted,

James P. Smith
Mayor

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James P. Smith
Mayor

FINANCE INTRODUCTORY NO.

466

December 6, 2021

BRHM 45

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Public Sector Search &
Consulting, Inc., Executive Search Services –
Chief of Police

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation establishing \$42,500 as maximum compensation for an agreement with Public Sector Search & Consulting, Inc. (Gary Peterson, President & CEO) of Rocklin, California, for executive search services for the position of Chief of Police. The cost of this agreement will be funded from the 2021-22 Budget of Undistributed Expenses.

Public Sector Search & Consulting, Inc. is a national search firm that focuses exclusively on recruiting police executives. Their recruiters are former police chiefs who have extensive knowledge and expertise in both contemporary policing and recruiting. This executive search firm has successfully conducted more than 40 police executive searches across the country, which have included several recent national searches for major and mid-sized cities.

A justification for not issuing a request for proposals is attached.

Respectfully submitted,



James P. Smith
Mayor



NO RFP JUSTIFICATION STATEMENT

Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

Department: DHRM

Services(s): Executive Search Services – Chief of Police

Vendor/Consultant selected: Public Sector Search & Consulting, Inc.

How was the vendor selected?

DHRM met with the following (3) national executive search firms which specialize in recruiting police executives:

- ✓ Police Executive Research Forum (PERF)
- ✓ Public Sector Search & Consulting, Inc.
- ✓ The International Association of Chiefs of Police (IACP)

Following the meeting with Police Executive Research Forum (PERF), they informed us that they are not able to immediately provide their services to the City at this time due to other current searches they are conducting. Both Public Sector Search & Consulting, Inc. and the International Association of Chiefs of Police (IACP) did provide a proposal to provide this service however, the cost of Public Sector Search & Consulting, Inc. proposal was nearly 30% less expensive for comparable executive search services.

Why was no RFP issued for this service?

The incoming Administration has publicly announced that one of its first priorities is to select a permanent Chief of Police. As a result, there is an immediate need to enter into a proposal with an executive search firm to start the recruitment.

Compensation Amount: \$42,500

The compensation amount for this contract is 30% less expensive than the only other comparable proposal received.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials: CMQ (e signature) Date: 12/6/21

Rose M. Nichols

December 6, 2021

Signature: Department Head

Date

4666

Ordinance No.

Authorizing an agreement for recruitment and selection of a Chief of Police

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with Public Sector Search & Consulting, Inc. to conduct a nationwide search for qualified candidates and to assist with the selection of a Chief of Police. The term of the agreement shall continue until a qualified candidate's acceptance of the City's offer of employment as Chief of Police. The maximum compensation for the agreement shall be \$42,500, which shall be funded from the 2021-22 Budget of Undistributed Expense.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.



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James P. Smith
Mayor

FINANCE
INTRODUCTORY NO.

467

Mayor 46

December 7, 2015

TO THE COUNCIL

Ladies and Gentlemen:

Re: Statement of Necessity

I am submitting this Statement of Necessity so that action may be taken at the December 9 Council Committee Meeting on the attached legislation related to a COVID-19 vaccine incentive program for City employees (Program).

Given the continued high transmission rate in this region, time is of the essence to increase the vaccination rate among City employees in order to flatten the curve among the employees, their families, friends and neighbors, as well as the other city residents that they interact with.

Therefore, it is important to consider this legislation now.

Respectfully submitted,

James P. Smith
Mayor

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City of Rochester

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James P. Smith
Mayor

FINANCE INTRODUCTORY NO.

467

MAYOR 46

December 7, 2021

TO THE COUNCIL

Ladies and Gentlemen:

Re: Establishing COVID-19 Vaccination
Incentives for City Employees

Council Priority: Public Safety

Comprehensive Plan 2034 Initiative Area:
Public Health & Safety

Transmitted herewith for your approval is legislation that appropriates \$350,000 in American Rescue Plan Act of 2021 (ARPA) funding to incentivize City employees to receive the COVID-19 vaccination and/or booster shot (the Program). The legislation also amends the 2021-22 Budget of Undistributed Expenses by the same amount to reflect the appropriation of the ARPA funds.

The City of Rochester received a \$202.1 million award from the Coronavirus State and Local Fiscal Recovery Fund established by ARPA. This project is an eligible use of ARPA funding pursuant to 31 CFR 35.6(b)(1)(i) as a COVID-19 response and prevention measure fitting into the following ARPA expenditure category: 1.1 COVID-19 Vaccination.

The incentive will have two components: (1) one-time direct payment of \$200 to any employee who becomes vaccinated or receives a booster shot from the date of adoption of the ordinance through June 30, 2022, and (2) will incentivize all City employees to work toward a collective vaccination goal of 75%.

If the City achieves a staff-wide vaccination rate (vaccination defined as two shots of the Pfizer or Moderna vaccine or one shot of the Johnson and Johnson vaccine) of 75% or more by January 31, 2022, all employees who have reported their vaccinated status to the Administration will be entered into a drawing for 20 additional incentives of \$500 each.

Under the direct-pay incentive, all employees will be eligible to receive a one-time only payment of \$200 if they complete their vaccination or receive a booster shot during a period commencing on the date of adoption of the ordinance and extending through June 30, 2022.

The Program is intended to promote herd immunity among City employees, which will protect the health of the employees' families, friends, and neighbors as well as city residents who visit City Hall and other City workplaces. The Program is also intended to cut down on absences from work due to sickness or suspected exposure to the COVID-19 virus.

Respectfully submitted,

James P. Smith
Mayor



Appropriating American Rescue Plan Act funds for the City Employee COVID-19 Vaccination Incentive Program

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby appropriates the sum of \$350,000 provided by the United States Treasury pursuant to the American Rescue Plan Act of 2021 to fund the City Employee COVID-19 Vaccination Incentive Program (Program). The Program shall consist of two parts:

- a. a Lottery wherein each City employee who documents that they have been fully vaccinated against the COVID-19 virus by or before January 31, 2022, shall be given one chance in a drawing for 20 awards of \$500 apiece, provided that at least 75% of all City employees have documented that they are fully vaccinated by the January 31 deadline; and
- b. Direct Payments of \$200 to each City employee who completes the COVID-19 vaccination process or receives a booster shot at any time during a period extending from the date of adoption of this ordinance to and through June 30, 2022.

Section 2. The Mayor is hereby further authorized to execute any grant agreement or to provide such other documentation as may be necessary to implement the Project. Any such agreements and documents shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. Ordinance No. 2021-174, the 2021-22 Budget of the City of Rochester, as amended, is hereby further amended by increasing the revenue estimates and appropriations to the Budget of Undistributed Expense by \$350,000 to reflect the receipt of the funds appropriated to the Program in Section 1 herein.

Section 4. This ordinance shall take effect immediately.