

# CITY OF OAKLAND

## AGENDA REPORT

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2011 MAR 29 PM 1:56  
To: Office of the City Administrator  
Attn: Dan Lindheim  
From: Police Department  
Date: April 12, 2011

**Re: A Report and Proposed Resolution Authorizing the City Administrator to Exercise The Option To Extend For An Additional Term, The Period of July 1, 2011 Through June 30, 2012, The Contract With Michael Palmertree to Continue Providing Behavioral Science Consultation and Training Services to the Oakland Police Department to Meet the Objectives of the Personnel Assessment System (PAS) Policy as Required by Tasks 40 and 41 of the Memorandum of Understanding (Formerly the Negotiated Settlement Agreement) at a Cost Not to Exceed Fifty Thousand Dollars (\$50,000) and Increase the Total Contract Amount Cap from One Hundred Thousand Dollars (\$100,000) to One Hundred Fifty Thousand Dollars (\$150,000)**

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### SUMMARY

Staff has prepared a report and proposed resolution authorizing the City Administrator to exercise the option to extend for an additional term, the contract with Michael Palmertree to continue providing behavioral science consultation and training services to the Oakland Police Department for the period of July 1, 2011 through June 30, 2012 in an amount not to exceed \$50,000. The current three year contract began July 1, 2008 expires June 30, 2011.

### FISCAL IMPACT

Approval of this resolution will authorize the City Administrator to extend the current contract with Michael Palmertree for the period of July 1, 2011 through June 30, 2012. Funding in the amount of \$50,000 is included as part of the Police Department's 2011-12 budget appropriation and will be drawn from General Fund (1010), Personnel Section Organization (106210), Miscellaneous Contract Services Account (54919), Project (0000000), Program (PS01).

### BACKGROUND

Michael Palmertree has been providing his professional services to the Police Department dating back to 2005.

The Police Department conducted a Request for Proposals (RFP) process in June 2008, inviting qualified service providers to submit proposals to render behavioral science consultation and training services to the Police Department. As a result of the RFP process the contract was awarded to Michael Palmertree to provide said services. The initial two-year contract was extended by the City Council for one year, in June 2010.

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## **KEY ISSUES AND IMPACTS**

The current contract with Michael Palmetree is due to expire on June 30, 2011. Michael Palmetree provides behavioral science consultation and training services to the Police Department to meet the objectives of the Personnel Assessment System policy in response to Tasks 40 and 41 of the Memorandum of Understanding (formerly the Negotiated Settlement Agreement). The Oakland Police Department has reached full compliance with Tasks 40 and 41 and the need to continue the consultation and training services is necessary to maintain compliance.

## **PROGRAM DESCRIPTION**

Michael Palmetree provides professional advice and counsel to the Police Department command staff. He participates as an active member of the Personnel Assessment System (PAS) Activity Review Panel and provides management consultations as needed. He develops and delivers training to personnel related mental health and behavioral science issues as required by the objectives of the PAS policy. He provides mental health consulting and support for the Police Department's Peer Support Team as well as counseling services for sworn and civilian employees following traumatic incidents such as officer involved shootings, in-custody deaths, etc.

## **SUSTAINABLE OPPORTUNITIES**

*Economic:* No economic opportunities are identified in this report. However, professional advice and counseling services, including stress debriefing, may enhance the City's risk management strategies.

*Environmental:* No environmental opportunities are identified in this report.

*Social Equity:* Professional advice and counsel related to mental health and behavioral science issues provided to the command staff of the Police Department, as well as counseling services provided to sworn and civilian employees following traumatic events benefit the entire community served by all employees of the Police Department.

## **DISABILITY AND SENIOR CITIZEN ACCESS**

There are no Americans with Disabilities Act (ADA) or senior access issues contained in this report.

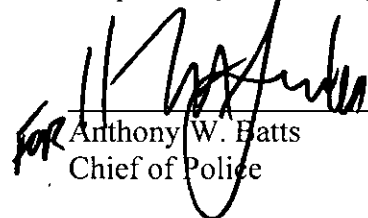
**RECOMMENDATION AND RATIONALE**

As Michael Palmertree has a current contract with the Police Department and has effectively provided his professional services in the area of behavioral science consultation and training to employees of the Police Department, it is recommended that his contract be extended for an additional term of 12 months for the period July 1, 2011 through June 30, 2012.

**ACTION REQUESTED OF THE COUNCIL**

Staff recommends that the City Council accept this report and approve the proposed resolution authorizing the City Administrator to exercise the option to extend for an additional term, the contract with Michael Palmertree to continue providing behavioral science consultation and training services to the Police Department, for the period of July 1, 2011 through June 30, 2012, in an amount not to exceed \$50,000 and increase the total contract amount cap from \$100,000 to \$150,000.

Respectfully submitted,

  
Anthony W. Batts  
Chief of Police

**APPROVED AND FORWARDED TO  
THE PUBLIC SAFETY COMMITTEE:**

  
Office of the City Administrator

Prepared by:  
Ms. Minnie Chan  
Personnel Section  
Bureau of Services

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Public Safety Committee  
April 12, 2011

**DRAFT**

Oakland City Attorney's Office

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## OAKLAND CITY COUNCIL

Resolution No. \_\_\_\_\_ C.M.S.

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXERCISE THE OPTION TO EXTEND FOR AN ADDITIONAL TERM, THE PERIOD OF JULY 1, 2011 THROUGH JUNE 30, 2012, THE CONTRACT WITH MICHAEL PALMERTREE TO CONTINUE PROVIDING BEHAVIORAL SCIENCE CONSULTATION AND TRAINING SERVICES TO THE OAKLAND POLICE DEPARTMENT TO MEET THE OBJECTIVES OF THE PERSONNEL ASSESSMENT SYSTEM (PAS) POLICY AS REQUIRED BY TASKS 40 AND 41 OF THE MEMORANDUM OF UNDERSTANDING (FORMERLY THE NEGOTIATED SETTLEMENT AGREEMENT) AT A COST NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000) AND INCREASE THE TOTAL CONTRACT AMOUNT CAP FROM \$100,000 (ONE HUNDRED THOUSAND DOLLARS) TO ONE HUNDRED FIFTY THOUSAND DOLLARS(\$150,000)**

**WHEREAS**, upon conclusion of the Request for Proposal process in June 2008, Michael Palmertree was awarded a contract with the City to provide behavioral science consultation and training services to the Oakland Police Department ; and

**WHEREAS**, the City Council finds in authorizing the City Administrator to exercise the option to extend this contract for an additional term shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

**WHEREAS**, the Police Department has funding in the amount of \$50,000 for said services in its FY11-12 budget appropriation in General Fund (1010), Personnel Section Organization (106210), Miscellaneous Contracts Account (54919), Project (0000000), and Program (PS01); now, therefore be it

**RESOLVED:** That the City Council hereby authorizes the City Administrator or his designee, to extend the professional services agreement with Michael Palmertree to continue providing behavioral science consultation and training services to the Police Department for the period of July 1, 2011 through June 30, 2012, in an amount not to exceed \$50,000; and be it

**FURTHER RESOLVED:** That funds are available in the Department's FY11-12 budget appropriation and will be drawn from General Fund (1010), Personnel Section Organization (106210), Miscellaneous Contracts Account (54919), Project 0000000, and Program (PS01); and be it

**FURTHER RESOLVED:** That the City Administrator or his designee is authorized to complete all required negotiations, certifications, assurances, and documentation required to accept, modify, extend and/or amend this agreement for services, except for any increase in the contract amount without returning to the City Council; and be it

**FURTHER RESOLVED:** That the City Attorney shall review and approve said agreement with Michael Palmertree, as to form and legality and a copy of the fully executed agreement shall be placed on file with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

**AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, SCHAAF, AND PRESIDENT REID**

**NOES -**

**ABSENT -**

**ABSTENTION -**

**ATTEST:**

\_\_\_\_\_  
**LATONDA SIMMONS**  
City Clerk and Clerk of the Council of  
the City of Oakland, California