



Request for City Council Committee Action From the City Attorney's Office

Date: October 9, 2008

To: Ways & Means/Budget Committee

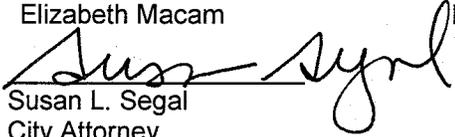
Referral to:

Subject: Recommendation to extend the contract with the Council on Crime and Justice to December 31, 2009.

Recommendation: That the City Council authorize the proper City officials to amend the current contract with the Council on Crime and Justice to increase the amount of the contract by \$305,351; and to extend the period of performance to December 31, 2009.

Previous Directives: On March 21, 2008 the City Council approved extending the current contract with the Council on Crime and Justice to provide victim/witness services until December 31, 2008.

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Approved by: 
Susan L. Segal
City Attorney

Presenter in Committee: Susan L. Segal, City Attorney

Financial Impact (Check those that apply)

- No financial impact (If checked, go directly to Background/Supporting Information). Adequate dollars budgeted.
- Action requires an appropriation increase to the _____ Capital Budget or _____ Operating Budget.
- Action provides increased revenue for appropriation increase.
- Action requires use of contingency or reserves.
- Business Plan: Action is within the plan. Action requires a change to plan.
- Other financial impact (Explain):
- Request provided to department's finance contact when provided to the Committee Coordinator.

Community Impact

Background/Supporting Information

For many years, the City Attorney's Office has partnered with the Council on Crime and Justice to provide victim liaison services 24 hours a day, 7 days a week to crime victims. The City Attorney's Office is required by statute to provide notice to the crime victim at numerous points during criminal proceedings.

From January 2008 until July 2008 the CAO, along with assistance and guidance from the City Coordinator's Office, completed a formal Business Process Improvement (BPI) project analysis of how best to deliver services to victims of crime. The BPI project analyzed alternative ways to provide crime victim services and determine whether some, or all, of these services could be provided more efficiently and cost effectively with in-house resources. The analysis included:

- Opportunities to implement automated systems in crime victim services by using Practice Manager, the Office's case management system.
- The current level of service provided compared to the minimum level of service required by State law.

- The best practices of other government prosecutor offices in delivering services to victims.
- The benefit of bringing all or some of these services in-house in order to best utilize existing CVL resources.
- The cost benefit of bringing these services in-house, rather than contracting with an outside provider.

The 6-month process resulted in 18 specific recommendations. An analysis of those recommendations is currently underway and implementation of selected recommendations is planned for 2009. The Office would like to continue working with the current vendor during this period. Additionally, on October 9, 2008 the Permanent Review Committee (PRC) approved a temporary waiver from the City's RFP Process to allow the CAO to continue working with the existing provider as changes to the provision of crime victim services are implemented and evaluated. This will allow the CAO to continue with the current level of service to crime victims, will allow adequate time to pilot the changes recommended through the BPI project, and will provide adequate time to complete the competitive RFP process and select providers going forward. Any service provision changes will be included in the RFP to be issued in 2009 for services beginning in 2010. Therefore the City Attorney's Office is requesting that the period of performance in the Council on Crime and Justice's contract be extended to December 31, 2009; and to increase funding by \$305,351 which results in a new contract amount of \$1,149,642.