

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 04/07/08		Item Number: <u>C-3</u>	
AGENDA ITEM: Approval of a Professional Services Agreement with RCS Investigations & Consulting, LLC to Provide Investigative Services in Confidential Personnel Matters			
Contact Person/Dept.: Serena Wright		Phone Number: 310-253-5640	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master Notification List			
Department Approval: Serena Wright (03/31/08)		City Attorney Approval: Carol Schwab (by H. Baker) (04/01/08)	
Fiscal Impact Review: Jeff Muir (by N. Kimball) (04/01/08)		City Manager Approval: Jerry B. Fulwood (04/02/08)	
<u>RECOMMENDATION</u> Staff recommends the City Council approve a Professional Services Agreement with RCS Investigations & Consulting, LLC to provide investigative services related to confidential personnel matters. <u>BACKGROUND/DISCUSSION</u> RCS Investigations & Consulting, LLC (RCS) is comprised of experienced law enforcement professionals. They provide professional services in the area of corporate and government investigations including providing neutral workplace investigations, training and expert witness testimony. From time to time, the Human Resources Department believes that it is appropriate to outsource this function due to a variety of reasons, such as time efficiency and/or complexity of the issue. It is anticipated that services provided by RCS will be in excess of \$10,000, therefore, the Professional Services Agreement is before you tonight for approval. <u>FISCAL ANALYSIS</u> The total cost to utilize the professional services of RCS Investigations & Consulting, LLC is an amount not to exceed \$20,000; at an hourly rate of \$95. There are funds available in the Personnel Department budget line item 10122100.611200 – Legal Services to cover this expenditure.			

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ATTACHMENTS

None

MOTION

That the City Council:

1. Approve the Professional Services Agreement with RCS Investigations & Consulting, LLC securing professional investigative services for confidential personnel matters; and,
2. Authorize the City Attorney to review/prepare the necessary documents and authorize the City Manager to execute such documents on behalf of the City.