



Legislation Text

File #: EC-20-191, **Version:** 1



INTER-OFFICE MEMORANDUM

October 21, 2020

TO: Pat Davis, President, City Council

FROM: Timothy M. Keller, Mayor

SUBJECT: ..title

Supplemental to EC-19-486 "Mayor's Recommendation of Award for Personnel Hearing Officers"

(IMMEDIATE ACTION REQUESTED)

Due to Covid-19, this EC seeks to increase the maximum amount of the contracts for personnel hearing officers to twenty-seven thousand five hundred dollars (\$27,500.00). Personnel hearings historically have been distributed somewhat evenly through the year. Between March and June 2020, the Office of Administrative Hearings conducted few hearings, but the OAH did receive requests for personnel hearings during that time. When the OAH resumed conducting hearings, there was a backlog of matters, which was addressed between July and October. This rush of hearings resulted in a skewed workload. Although the Clerk's Office anticipates that most of the hearing officers will not exceed twenty thousand dollars, we may need to issue supplemental contracts in one or more instances.

This EC further seeks to clarify the prior EC in this matter. In September 2019, EC-19-486 was submitted to Council regarding the Recommendation of Award for RFP No. 201000050 "Personnel Hearing Officers." The EC recommended awarding five contracts to five of the attorneys who submitted RFPs. By ordinance, Personnel Hearing Officers are offered two-year contracts. Historically, these contracts have been for a maximum of \$20,000.00 for the two-year period, or ten-thousand dollars per fiscal year.

The cover analysis of EC-19-486 intended to convey that--consistent with past practice--the Clerk's Office would be offering contracts to the hearing officers of twenty thousand dollars, or ten thousand dollars per fiscal

year. The cover analysis, however, stated “we anticipate issuing five contracts of ten thousand dollars (\$10,000.00).” This Supplemental EC seeks to clarify that consistent with ordinance and past practice, the City Clerk’s Office issued contracts of twenty thousand dollars to the hearing officers.

(Supplemental to EC-19-486)

Approved:

Approved as to Legal Form:

Sarita Nair Date
Chief Administrative Officer

Esteban A. Aguilar, Jr. Date
City Attorney

Recommended:

(Ethan Watson) Date
Director