THE CITY OF ASHEVILLE

Staff Report

Council Meeting Date: September 14, 2021

Subject: Approval of Reparations Process Project Manager Contract

Staff Resource(s): Brenda Mills, Interim Equity & Inclusion Manager

Action Requested: Adoption of a resolution authorizing the City Manager to execute a contract with TEQuity, LLC in the amount of $365,583 to provide project management services as Reparations Process Project Manager.

Background:

- On July 14, 2020, City Council adopted Resolution No. 20-128 in support of community reparations.
- The resolution calls for the city manager to, "establish a process within the next year to develop short, medium and long term recommendations to specifically address the creation of generational wealth and to boost economic mobility and opportunity in the black community."
- The city manager and city staff have recommended a 3 phase process that includes (1) Information Sharing and Truth Telling; (2) Formation of a Reparations Commission; and (3) Finalize and Present the Report.
- Phase 1 Information Sharing and Truth Telling process was completed in June 2021.
- Phase 2 of the process was launched immediately following the completion of Phase 1 which began with soliciting vendors to support the work of the Commission and serve as an extension to staff.
- The City of Asheville issued a Request for Proposals to solicit a professional project manager to provide comprehensive, management, coordination and support services throughout the development of and work of the Reparations Commission in coordination with city staff.
- The project manager duties include, but not limited to:
  - Assisting Asheville City and Buncombe County Staff in the development of a process to appoint members to the Reparations Commission to include:
    - Criteria for appointment to the Commission.
    - Support in development of the application to apply to theCommission.
    - Make recommendations for appointments to the commission based on criteria in coordination with city and county staff.
    - Support for the work of the Reparations Commission to include:
      - Incorporation of information received during Phase 1, the Information Sharing and Truth Telling Speaker Series.
      - Continued community engagement, information sharing and discussion within impacted communities.
  - Attend and facilitate commission meetings.
  - Schedule development for short, medium and long term deliverables, including adjustments based on the progress of work and specific recommendations for prioritizing and accelerating critical path items.
  - Assist the commission in the development of a final report and recommendations to the City Council.
  - Support the formation of working groups of commission members.
  - Provide process updates to the City Manager and City Council on a monthly basis.

Vendor Outreach Efforts:

- Staff performed outreach to minority and women-owned businesses through solicitation processes which included posting on the State's Interactive Purchasing System, the City of Asheville website, the City of Asheville Twitter account, and requiring RFP respondents to reach

out to Minority & Women-Owned Business Enterprise (MWBE) service providers for subcontracted services.

- During preparation for advertising this contract, the contract was shared with the Business Inclusion Manager in the Community & Economic Development Department who also served on the City RFP evaluation team.
- Out of the nine (9) proposals received, all self-identified as minority business owners.
- TEQuity is a woman and minority-owned firm and will be subcontracting with RTI International, an independent nonprofit research institute providing a full range of economic analysis.

Council Goal(s):

- An Equitable and Diverse Community
- A Connected and Engaged Community

Committee(s):

- None.

Pro(s):

- Advances Council's resolution to initiate the reparations process.

Con(s):

- None.

Fiscal Impact:

- This contract is funded through the initial allocation of $2.1 million for reparations approved June 8, 2021.

Suggested Motion:

- Motion to adopt a resolution authorizing the City Manager to execute a contract with TEQuity, LLC in the amount of $365,583 to provide project management services as Reparations Process Project Manager.

Attachment(s):

- Resolution

RESOLUTION NO. 21-____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH TEQUITY, LLC FOR PROJECT MANAGEMENT SERVICES FOR THE REPARATIONS PROCESS FOR THE CITY OF ASHEVILLE

WHEREAS, the City of Asheville has authority pursuant Article 2 of Chapter 160A of the North Carolina General Statutes to enter into contracts for services with other entities; and

WHEREAS, the City requires professional project management services to provide comprehensive management, coordination and support services throughout the development of and work of the Reparations Commission in coordination with city staff; and

WHEREAS, the City desires to award a contract to TEQuity LLC for professional project management services for the City of Asheville;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to execute a contract with TEQuity for professional project management services, including any amendments thereto, in amount not to exceed $365,583.

Read, approved and adopted this the 14th day of September, 2021.

_____ _____

City Clerk Mayor

Approved as to form:

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City Attorney