

Police Dept. Survey City of Cambridge

Schedule F-41

MASSACHUSETTS

In City Council April 29 1974

Agenda # Appropriation ~~27900.00~~ to Executive Dept Schedule ~~F-41~~

	YEA	NAY	ABSENT	PRESENT
Mrs. Ackermann	✓			
Mr. Clinton		✓		
Mr. Danehy		✓		
Mr. Duehay	✓			
Mrs. Graham			✓	
Mr. Russell	✓			
Mr. Vellucci		✓		
Mr. Wylie	✓			
Mayor Sullivan	✓			
	5	3	1	



City of Cambridge

IN CITY COUNCIL

April 29, 1974

ORDERED:

That an appropriation in the amount of \$27, 900.00 to the Executive Department, Schedule F-41 - Police Department Survey, Revenue Sharing; said sum to be made available by appropriation from available funds in the Revenue Sharing PL-92-512 Account; be and hereby is authorized.

in City Council April 29, 1974
 Adopted by yeas and nays Vote
 Yeas 5 Nays 3 Absent 1
Paul E. Leahy
 CITY CLERK *City Clerk*

AGREEMENT

This Agreement is made and entered into by and between the City of Cambridge, Massachusetts, hereinafter referred to as the "City," and the International Association of Chiefs of Police, Inc., hereinafter referred to as the "Association."

WITNESSETH:

1. The Association, for and in consideration of the covenants hereinafter set forth and the compensation to be paid to the Association as hereinafter specified, agrees to conduct a comprehensive management and operational survey of the Police Department of the City of Cambridge. It is agreed that this survey will include in-depth studies and recommendations in the following areas:
 - A. An examination of crime and police problems, police manpower and material resources, and community attitudes and resources, to place the survey in proper perspective.
 - B. Organizational structure, to include a description of the present structure and a detailed description of the recommended structure.

- C. The feasibility of transferring and applying technology and crime prevention programs that have proved effective nationwide.
- D. Management and administrative policies and procedures, to include planning, direction and supervision, internal inspection and control, fiscal management, public information and community relations.
- E. Allocation and distribution of manpower by time, function and area, including a computer assisted patrol resource allocation plan.
- F. Personnel administration to include recruiting and selection, promotion, performance evaluation, training, education, career development, salaries and other working conditions, employee relations, and disciplinary procedures.
- G. Operational procedures, to include evaluation of the effectiveness of patrol, traffic, juvenile, investigative, and vice control operations, with emphasis on improving the actual delivery of police services.

- H. Communications, to include the use of radio, telephone and teletype, and complaint recording and dispatching.
 - I. Records management, to include investigative, identification, traffic, offense, arrest, and administrative records; report processing, and information retrieval and storage.
 - J. Service functions, to include custody of persons and property, laboratory facilities, building space utilization, adequacy and maintenance of equipment.
 - K. Relationships with other agencies, to include areas in which the City and other agencies can mutually improve police services by simple cooperative agreements and other programs.
2. The Association agrees to conduct a management seminar of 14 hours duration for all mid-management and command officers. This seminar will stress contemporary police planning, direction, control, and community relations.
 3. With the concurrence of the City, and the chief of police, the Association will conduct attitudinal surveys of both the members of the Police Department and the residents of the City of Cambridge.

4. The Association agrees to begin this project within Ninety (90) days of the date the Association receives an executed copy of the Agreement or as soon thereafter as is mutually agreeable to the City and the Association, and will complete the study and survey within Six (6) months of the date of the commencement of the field work. If this Agreement is executed and returned to the Association prior to May 31, 1974, the Association agrees to begin the project within Thirty (30) days of the date the Association receives the executed copy of the Agreement.
5. The Association agrees to prepare and deliver to the City Twenty-five (25) copies of the survey report reflecting the results of the study and presenting recommendations for improvements. The Association further agrees to provide, on request by the City, the services of one of its consultants for a period of time necessary for oral presentation of the report.
6. The Association will conduct the survey at a cost of Twenty Seven Thousand Nine Hundred Dollars (\$27,900) to be paid to the Association by the City as follows:

- A. Upon commencement of the field work on this project, the sum of Six Thousand Nine Hundred Seventy Five Dollars (\$6,975) shall be due and payable to the Association by the City.
- B. Sixty days after the date of the commencement of the field work on this project, the sum of Six Thousand Nine Hundred Seventy Five Dollars (\$6,975) shall be due and payable to the Association by the City.
- C. One Hundred and Twenty days after the commencement of the field work on this project, the sum of Six Thousand Nine Hundred Seventy Five Dollars (\$6,975) shall be due and payable to the Association by the City.
- D. Upon delivery of the survey report, the remaining sum of Six Thousand Nine Hundred Seventy Five Dollars (\$6,975) shall be due and payable to the Association by the City.

Such payments are to be made to the Association within Thirty (30) days of the receipt of the invoices by the City.

7. So that the Association may perform its part of this Agreement, the City agrees to provide the Association with all information, access to files and records, and use of its institutional facilities which may be necessary to perform properly the Association's obligations hereunder. The City agrees to provide limited motor vehicle transportation in the City as may be necessary to conduct the survey.
8. It is understood and agreed that the City will provide one or more employees of the City, as required, to make the necessary tallies under the direction of an assigned staff member of the Association for the purpose of tabulating the data necessary to perform the manpower allocation and distribution phase of the survey.
9. Neither the Association nor any employee of the Association participating in the survey will be deemed an employee of the City. The selection and designation of the personnel of the Association to participate in this survey shall be made by the Association, and in all other respects the Association will act in the capacity of an independent contractor and shall not act under the direction or control of the City or any of its officials or employees.

10. The Association shall not, in the performance of this Agreement, discriminate against any person because of his or her race, sex, or political or religious opinions or affiliations.
11. The City will indemnify and hold harmless the Association from all claims, demands, and suits that may be brought or filed against the Association by anyone as a result of the distribution by the City to third persons of any reports or recommendations furnished to it by the Association.
12. The terms of this Agreement are subject to acceptance by the City within Ninety (90) days of the date of execution by the Association. Failure to execute the Agreement by the City within said Ninety (90) days will void the proposal contained herein, unless said Ninety-day period is extended by mutual consent of the City and the Association and made a part of this Agreement.

IN WITNESS WHEREOF, the City has caused this Agreement to be executed
by the proper officers on _____, 1974.

CITY OF CAMBRIDGE, MASSACHUSETTS

ATTEST:

By: _____
James L. Sullivan, City Manager

By: _____
James Reagan
Chief of Police

ATTEST:

By: _____

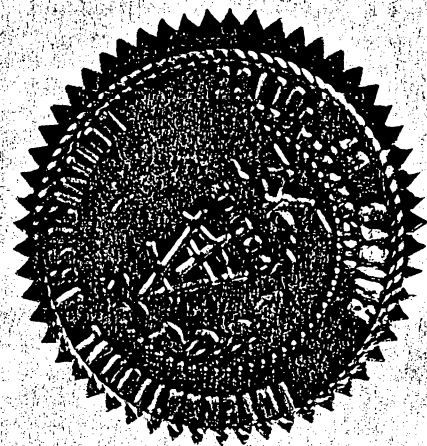
IN WITNESS WHEREOF, the Association has caused this Agreement to be
executed by the proper officers on April 16th, 1974.

INTERNATIONAL ASSOCIATION OF
CHIEFS OF POLICE, INC.

By: 
Quinn Tamm, Executive Director

ATTEST:

By: Ralph E. Anderson
Ralph E. Anderson, Director
Field Operations Division



**International
Association of
Chiefs of
Police, Inc.**

Eleven Firstfield Road
Gaithersburg, Maryland 20760
Phone (301) 948-0922
Cable Address IACPOLICE

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New York, N.Y.

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General Chairman
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Quinn Tamm
Executive Director

April 16, 1974

Mr. James L. Sullivan
City Manager
City Hall
Cambridge, Massachusetts 02139

Dear Mr. Sullivan:

We very much appreciate the cooperation you and Chief Reagan provided to Mr. John Quinn of our staff during his recent visit.

As a result of Mr. Quinn's preliminary review of the Cambridge Police Department, we have prepared an original and two copies of an agreement to conduct a comprehensive management and operational study of the department. Please note that this agreement also contains a provision for the IACP to conduct a management seminar of 14 hours duration for all mid-management and command officers.

With your concurrence, the Association also proposes to conduct attitudinal surveys of members of the Police Department and also residents of the City of Cambridge.

If the agreement is satisfactory to you and other city officials, please execute all copies and return one to us for our file. Also, in the absence of any legal prohibitions, we would appreciate the signature of the chief of police on the contract attesting to his knowledge of the pending survey and willingness to cooperate fully with the Association.

Thank you for your confidence in the IACP, and we look forward to being of assistance to the City of Cambridge.

Sincerely,

Ralph E. Anderson
Ralph E. Anderson
Director
Field Operations Division

Enclosure



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

April 29, 1974

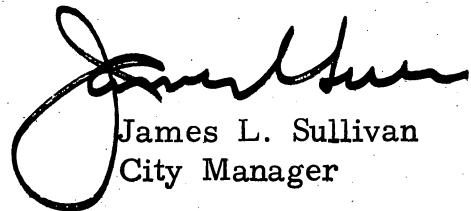
To the Honorable, the City Council:

It is respectfully requested that Your Honorable Body give favorable consideration to this request for an appropriation in the sum of \$27,900.00 to the Executive Department, Schedule F 41 - Police Department Survey, Revenue Sharing; said sum to be made available by appropriation from available funds in the Revenue Sharing PL-92-512 Account.

Transmitted herewith for your information you will find a copy of a communication from Ralph E. Anderson, Director, Field Operations Division of the International Association of Chiefs of Police, Inc., together with a copy of the proposed agreement to conduct a comprehensive management and operational study of the Police Department.

Also enclosed please find order providing for this appropriation.

Very truly yours,


James L. Sullivan
City Manager

JLS/b

Appropriation of \$27,900.00 to the Executive Dept., Schedule F-41, Police Department Survey.

In City Council,
April 29, 1974

4/29/74

5-2-1

Order
Adopted

1974

1974