



**City of Racine, Wisconsin**  
**AGENDA BRIEFING MEMORADUM**

**AGENDA DATE:** Finance and Personnel Committee, 03/11/2024

**SUBJECT:** Communication sponsored by Alder West on behalf of the Director of Community Safety submitting Payne Consulting' proposal response to RFP 17-2023 for Community Engagement/Group Facilitation Services.

**PREPARED BY:** John Tate II, Director of Community Safety

**EXECUTIVE SUMMARY:** As outlined in the 2024 City of Racine Budget presentation, the Department of Community Safety is seeking to develop a Comprehensive Community Safety plan for the City of Racine in 2024. The purpose of this plan is to serve as a guiding document for local government and other non-governmental stakeholders to meet the needs of our residents' desire for a safe and thriving community. A key part of this process, which is modeled after the Milwaukee Blueprint for Peace (2017), is the engagement of local residents and stake holders through various data gathering methodologies (focus groups, written surveys) for the purpose of informing the safety plan.

Payne Consulting, under the leadership of Kimberly Payne, responded to RFP 17-2023 for Community Engagement/Group Facilitation Services with a satisfactory proposal. Payne has a proven track record of providing community engagement and group facilitation services for the City of Racine. Payne's familiarity with the community both as a Racine-based business and a repeat vendor for the City and City-related projects position Payne well in understanding the needs of the community, the most effective means of facilitation within our community, and a clear understanding of the essential nature of data-rich processes and practices.

**BACKGROUND:** The City of Racine was awarded a \$250,000 grant from the State of Wisconsin Department of Administration in Summer 2022 for the purpose of establishing an Office of Violence Prevention and developing a "blueprint for peace" in response to rising gun violence and community violence. The role for facilitating these objectives was filled in August 2023.

**BUDGETARY IMPACT:** The total approximate cost of the proposal is \$104,825. Funding is available in Org-Obj 20314-52200 Blueprint for Peace Initiative State Grant-Contracted Services.

**RECOMMENDED ACTION:** That the Purchasing Agent (or designee) be granted permission to award RFP 17-2023 Community Engagement/Group Facilitation Services to Payne Consulting in the amount of \$104,825 for the period of March 2024 through December 2024.