



# DeKalb County Government

Manuel J. Maloof Center  
1300 Commerce Drive  
Decatur, Georgia 30030

## Legislation Text

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**File #:** 2022-2011, **Version:** 1

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**Public Hearing:** YES ☐ NO ☒

**Department:** Chief Executive Office

**SUBJECT:**

**Commission District(s):** All

The Carl Vinson Institute of Government Contract

**Information Contact:** Zachary L. Williams, COO/Executive Assistant

**Phone Number:** 404-371-2881

**PURPOSE:**

Approve contract with Carl Vinson to provide staff expertise and documentation of Charter Review Commission meetings and public comments, assist in research requested by the Chairperson, and produce a Charter Review Commission report. The Charter Review Commission will provide the Institute faculty with direction and feedback over the course of the project.

**NEED/IMPACT:**

The DeKalb County Charter Review Commission (DCCRC) was created to comprehensively examine the County's charter and organizational act to ascertain whether the current form of government is representative and responsive to needs of County residents. DCCRC desires to engage the Carl Vinson Institute of Government for support, consideration, and analysis of the governing structure of the County, and/or suggested changes to the County's Organizational Act to improve such structure. Specifically, the Commission is interested in the current form of government and enhancing the delivery of services to citizens of the County. This effort will ascertain best practices organizationally and departmentally and providing guidance on the most cohesive and efficient structure to best serve the citizens of the County and enable a proficient flow of County operations. This process will include utilizing public stakeholder input to regarding County framework. It is anticipated the first draft of this project will be in October 2023 as long as all meetings have occurred and information supplied; with final draft by December 2, 2023.

**Deliverables:**

1. Meeting documentation.
2. Summary report of public input.
3. Summary of County official, professional staff, and Georgia/national expert interviews.
4. Research briefs on assigned topics and county governance best practices.
5. An electronic copy (.pdf file) of the final report.
6. Institute staff will be available to provide consultation only on the results of the study to the Charter Review Commission and County officials for one year following submission of the final report. Any additional work requests beyond consulting on the results of the study will require a separate contract.

**FISCAL IMPACT:**

The Institute of Government will provide the services outlined in this proposal including personnel, operating supplies, travel, report production, etc. at a cost of \$150,000. This cost includes the University of Georgia's 10% administrative and facilities indirect charge.

**RECOMMENDATION:**

To approve the expenditure and authorize the CEO to execute the contract and all necessary documents in a form acceptable to the law department.