



Memorandum

Date: 1/21/2025
Meeting of: City Council

File No. AM No. 25-007
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files, COO	425-556-2166
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Approval of the Edge Advisory Group Respect, Equity, Diversity, and Inclusion (REDI) Contract, in the Amount of \$233,026

OVERVIEW STATEMENT:

With Council’s approval, the City is proposing to continue its REDI work with Anita Page from the Edge Advisory Group to implement the City’s REDI Strategic Plan (Attachment A). Three distinct tasks are still left to be done and are a part of the scope of the proposed contract (Attachment B), including:

- Respect roll-out and adoption
- Building the Office of Equity
- Management training

The total contract amount will be \$233,026. Details of the tasks and budget breakdown can be found below in the Outcomes section.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

- Receive Information** **Provide Direction** **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Community Strategic Plan, REDI Strategic Plan, Redmond 2050
- **Required:**
Council approval is required for contracts exceeding \$50,000.
- **Council Request:**
Council and staff discussed the next steps of the REDI Plan as well as the building the Office of Equity during the 2025-2026 Budget deliberations.

- **Other Key Facts:**

The City has been working with the Edge Advisory Group to instill a culture of respect among City employees and create a Respect, Equity, Diversity and Inclusion (REDI) Strategic Plan. The attached contract will roll out the Respect training through a train the trainer model, build out the Office of Equity, provide advice as to how the Office should be staffed as well as provide management training to support the program.

OUTCOMES:

The total contract amount of \$233,026 with the Edge Advisory Group will cover three key bodies of work, including:

Respect Roll Out and Adoption

- License (perpetuity) and adoption agreement for Respect training curriculum and application models.
- Train the trainer model with certification of 6 internal facilitators.
- Project management for entire proposal

Total: \$93,000

Build the Office of Equity

- Build out the office and determine staffing needed for the office.
- Consultant will act as leader of Office of Equity for approximately 6-months while determination is made on primary objectives of new office.
- Assess Office of Equity alignment with City's strategic vision

Total: \$112,826

Management Training

- Implement four leadership cohorts with one day customized training to align with competencies established by the Office of Equity and the City's REDI Strategic Plan

Total \$27,200

The timeline for the work will be 2025 through the first quarter of 2026. Council will be updated on progress every other month at the Public Safety and Human Services Committee of the Whole.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Stakeholder engagement and listening sessions occurred prior to drafting the REDI Strategic Plan.
- **Outreach Methods and Results:**
Surveys and listening sessions were utilized to gain insights and feedback from the community.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

The total cost of the contract is \$233,026. These funds will be carried over from the 2024 DEI Budget in the Executive Office.

Approved in current biennial budget: Yes No N/A

Budget Offer Number:
0000295

Budget Priority:
Strategic and Responsive

Other budget impacts or additional costs: Yes No N/A
If yes, explain:
N/A

Funding source(s):
General Fund

Budget/Funding Constraints:
N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
6/20/2023	Committee of the Whole - Public Safety and Human Services	Receive Information
8/2/2023	Committee of the Whole - Planning and Public Works	Receive Information
1/14/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

If Council approves the contract work will start on January 28 and continue through approximately the first quarter of 2026.

ANTICIPATED RESULT IF NOT APPROVED:

If the contract is not approved, staff time will be diverted to accomplishing some of the tasks outlined in the scope of work, such as staff training and analyzing the appropriate level of staffing for the Office of Equity. However, the tasks will take longer than what is proposed by the consultant.

ATTACHMENTS:

Attachment A: Respect, Diversity, Equity, and Inclusion Strategic Plan

Attachment B: Scope of Work and City Standard Contract