



Office of Police Ombudsman Commission

Agenda
November 19, 2019
5:30PM – 7:30PM
Council Chambers
Lower Level, City Hall

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Commission Briefing Session:

5:30 – 5:35pm	1) Welcome to Public	Commissioner Rose
	2) Agenda Approval	Commissioner Rose
	3) Approve October 15, 2019 Meeting Minutes	Commissioner Rose

Items:

5:36 – 6:15pm	1) Public Forum	Citizens Signed Up to Speak
	2) OPO Monthly Report	Bart Logue
	3) Analyst Brief	Luvimae Omana
	4) Admin Specialist Brief	Christina Coty

Commission Business:

6:16 – 7:30pm	• NACOLE Regional Conference Recap	Commissioner Smith
	• City Council Budget Brief	Commissioner Holman
	• Recent Use of Force Case	Commissioners Rose
	a. Letters of Apology	
	b. OPOC Response to Use of Force Case	Commissioners
	• Request for Proposal Update	Commissioner Rose
	• Commissioner Speak Out	Commissioners

Adjournment:

The next Ombudsman Commission meeting will be held on December 17, 2019.

The password for City of Spokane Guest Wireless access has been changed:

Username: **COS Guest** Password: **86Xa3a5X**

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs, and services for persons with disabilities. The Council Chambers and the Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., are both wheelchair accessible. The Council Briefing Center is equipped with an audio loop system for persons with hearing loss. The Council Chambers currently has an infrared system and headsets may be checked out by contacting the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at (509) 625-6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.



Office of Police Ombudsman Commission Minutes

October 15, 2019

Meeting Minutes: 2:55

Meeting called to order at 5:30pm

Attendance

- OPOC Commissioners present: Ladd Smith, Jenny Rose, James Wilburn, Elizabeth Kelley and Blaine Holman
- Legal Counsel: Dennis Hession
- OPO staff members present: Bart Logue, Luvimae Omana and Christina Coty

Items Session

- Agenda approved
- August 20th minutes were approved upon making requested changes from Commissioner Kelley

Public Forum

- Rick Bocook – He has watched the SPD become more aggressive with the homeless downtown. Would like to see more accountability on limited commission officers (ie: STA Officers)

OPO Report

- OPO Highlights for September
 - 65 contacts, 5 complaints, 20 referrals, 11 OPO interviews
 - 6 cases certified, 15 special cases reviewed
 - 6 community events
- Training / Conferences – Calibre Press, United States Ombudsman Association (USOA) Annual Conference, National Associate for Civilian Oversight of Law Enforcement (NACOLE) Annual Conference

Analyst Update:

- Use of Force Policy Update – Breakdown of the changes made to the policy
- New Policy 300 – De-Escalation: Time Tactics, Creating a window of opportunity to use less lethal force
- International Ombudsman Expo, Women in Ombudsman Leadership – Abuja Nigeria

Administrative Specialist Update:

- USOA Conference – Dealing with Difficult Complainants & Managing Unreasonable Complainants
- Complaint Breakdown – Majority of complaints are Inadequate Response followed by Demeanor
- Upcoming Events – Courageous Conversations, SCAR Meeting, Meet and Greet – Center for Justice

Commissioners' Business

- Introduction of New District 1 Commissioner – Blaine Holman
 - Former Corrections Officer
 - Current Firefighter
- NACOLE Annual Conference Recap – Commissioners Wilburn and Holman
 - Discussed the various panels that they sat in on and biggest take aways

- Chair and Vice Chair Nominations for 2020
 - Commissioner Wilburn Nominated Commissioner Rose for Chair
 - Commissioner Kelley Seconded
 - Vote – Unanimous
 - Commissioner Wilburn Nominated Commissioner Smith for Vice–Chair
 - Commissioner Kelley Seconded
 - Vote – Unanimous
- OPO Recommendations
 - R19-01: Juvenile Miranda Rights
 - Vote Unanimous
 - R19-02: Use of Force Reporting on False Identity
 - Vote Unanimous
 - R19-03: Reportable Uses of Force
 - Vote Unanimous
 - R19-04: Use of Force Policy Changes regarding IA section
 - Vote Unanimous
- Letter to City Council – Full Time Administrative Specialist Position
 - Vote Unanimous
- Position Title Change – Analyst to Deputy Ombudsman
 - Vote Unanimous
- Executive Session – 7:56 – 8:24
 - Ombudsman Logue PAR and Legal Counsel RFP
 - Will be Opening a Legal Counsel RFP for 2020

Motion Passes or Fails: 10

Meeting Adjourned at: 8:25pm

**Note: Minutes are summarized by staff. A video recording of the meeting is on file -
Spokane Office of Police Ombudsman Commission**

<https://my.spokanecity.org/bcc/commissions/ombudsman-commission/>



Office of the Police Ombudsman

808 W. Spokane Falls Blvd.
 Spokane, WA 99201
 509.625.6742 / spdombudsman.org

November 19, 2019

Public Safety & Community Health Committee Report

Reporting Period: October 1-31, 2019

Snapshot of Activities		Monthly	Year to Date
Community Outreach			
OPO	Total community events and meetings	3	55
OPOC	Community outreach / activities	4	41
Commendations		1	4
Complaints			
	Received complaints	8	70
	Referred complaints	18	131
Contacts		131	1133
Case Review			
	Request for further investigation	5	25
	Investigations certified / concurred	8	88
	Declined certifications	0	1
	Special cases reviewed	22	168
Interviews			
	OPO interviews	30	130
	Internal Affairs interviews	1	58
Training		4	24
Critical Incidents		1	5
Mediations			
	Recommended	0	3
	Conducted	0	3
	Declined	0	0
Recommendations		4	4
Other Activities			
SPD Related	Meetings / contacts	31	316
	Review boards	2	14
	Closing meetings	0	2

1. Outreach

a) OPO

- i. Coffee With a Cop / DV Awareness (10/2)
- ii. OPOC Meeting (10/15)
- iii. Jonah Project Board Meeting (10/17)

b) OPOC Actions – Commissioners attended the following event

- i. OPOC Meeting (10/15)
- ii. Courageous Conversations: White Privilege – Instructor (10/19)
- iii. Courageous Conversations: White Privilege – Attended (10/19)
- iv. Bear to Make a Difference Gala (10/26)

2. Critical Incident

- i. **Officer Involved Shooting** – 3400 E Garnett Ave (10/23)

3. Commendations / Complaints

a) Received Complaints

- i. **OPO 19-65 – Inadequate Response / Demeanor:** Complainant alleges that during a protest the noise ordinance was not enforced like he was told it would be.
- ii. **OPO 19-66 – Demeanor:** Complainant had concerns with how homeless people who were playing music on the street were treated.
- iii. **OPO 19-67 – Inadequate Response:** Complainant stated that SPD did not respond after 2 incidents involving a pitbull that attacked/killed her dog and then bit her daughter.
- iv. **OPO 19-68 – Demeanor:** Complainant alleges that she was told by SPD that they would not honor a parenting plan with her and the father of her child.
- v. **OPO 19-69 – Commendation:** Previous complainant appreciated the kindness shown to them during the complaint process.
- vi. **OPO 19-70 – Inadequate Response:** Complainant alleges that the responding officer to a vehicular assault did not cite or obtain any necessary information from the subject.
- vii. **OPO 19-71 – Inadequate Response:** Complainant alleges that the detective in charge of a child abuse case is not working fast enough to close the case.
- viii. **OPO 19-72 – Inadequate Response:** Complainant is having issues with neighbors. SPD told them to stay in their home, instead of citing the neighbors for harassment.
- ix. **OPO 19-73 – Demeanor:** Complainant was concerned with racial profiling in a hit and run case alleging the officer they spoke with was dismissive of the concerns.

b) Referrals

- i. **IR 19-110** – Concerns with activity done by the police involving members of the citizen's family; SPD/IA

- ii. **ER 19-111** – Citizen was pulled over by WSP and allegedly told if they were seen driving with dealer plates again, they would take the plates; WSP Office of Professional Standards
- iii. **ER 19-112** – Complaint concerning excessive force during arrest and booking; SCSO
- iv. **IR 19-113** – Citizen alleges their home is being broken into and they are being stalked by SPD. The citizen has reached out directly to the Chief with no response; SPD/IA
- v. **ER 19-114** – Concerned with the lack of follow-up on their case; Crime Check
- vi. **IR 19-115** – Citizen alleges there was no report filed a couple of years ago when they were assaulted; SPD/IA
- vii. **ER 19-116** – Complaint concerning excessive force during arrest and booking; SC Jails
- viii. **IR 19-117** Concerns with activity done by the police involving members of the citizen’s family; SPD/IA
- ix. **IR 19-118** – Concerns about racial identifiers being put out without 100% certainty; SPD/IA
- x. **IR 19-119** – Concerns with activity done by the police involving members of the citizen’s family; SPD/IA
- xi. **ER 19-120** – Concerns about an abandoned car not being dealt with; Code Enforcement
- xii. **IR 19-121** – Noise complaint on a restaurant previously reported to the NRO; SPD/IA
- xiii. **ER 19-122** – Complaint regarding the harassment of a disabled citizen by a Parking Attendant; Parking Enforcement
- xiv. **ER 19-123** – Citizen alleges that they were denied un-redacted police records for a relative that is in jail; Police Records
- xv. **IR 19-124** – Concerns with activity done by the police involving members of the citizen’s family; SPD/IA
- xvi. **ER 19-125** – Concerns with UOF on their son; SCSO
- xvii. **IR 19-126** – Concerns with activity done by the police involving members of the citizen’s family; SPD/IA
- xviii. **ER 19-127** – Concerns with activity done by the police involving members of the citizen’s family; SPD/IA
(IR 110, 117, 119, 124, 126, and ER 19-127 submitted by the same citizen. Complaints were similar in nature but different)

4. Case Review

- i. **C19-070 / OPO 19-70** – Requested further investigation
- ii. **C19-065** – Requested further investigation (2 times)
- iii. **C19-054 / OPO 19-46** – Requested further investigation
- iv. **C19-071 / OPO 19-56** – Investigation certified
- v. **C19-072 / OPO 19-57** – Requested further investigation / Investigation certified

- vi. **C19-056** – Investigation certified
- vii. **C19-075 / OPO 19-60** – Investigation certified
- viii. **C19-073** – Investigation certified
- ix. **C19-076 / OPO 19-67** – Investigation certified
- x. **C19-079** – Investigation certified
- xi. **C19-085** – Investigation certified

5. Special Cases Reviewed

- i. **11** Use of Force
- ii. **1** Pursuit
- iii. **7** Collision
- iv. **3** K9 Deployment

6. Activities

- a) OPO staff members participated/engaged in the following other activities:
 - i. Biweekly IA Meeting (10/3)
 - ii. PSCHC (10/7)
 - iii. Leadership Spokane Alumni Board Meeting (10/10)
 - iv. Use of Force Review Board (10/10)
 - v. Collision and Pursuit Review Board (10/10)
 - vi. Leadership 360: Fall 2019 Lecture Series and Learning Circles (10/11)
 - vii. Training – Daigle Law Group – Internal Affairs Webinar (10/22)
 - viii. Training – IACP: Chicago (10/25-10/31)
 - ix. Training – IOE: Abuja Nigeria (10/25-10/31)
- b) SPD related
 - i. **24** meetings/contacts with IA
 - ii. **7** meetings/contacts with SPD
- c) OPO met with/had contact with OPO Commissioners/staff:
 - i. Commissioner Rose on (10/3, 10/14, 10/16, 10/17, 10/23, 10/24)
 - ii. Commissioner Smith on (10/13, 10/22, 10/23)
 - iii. Commissioner Wilburn (10/2, 10/9, 10/22, 10/23, 10/29)
 - iv. Commissioner Kelley (10/1, 10/23)
 - v. Commissioner Holman (10/1, 10/3, 10/21, 10/22, 10/23)
- d) OPO met with/had contact with City Council members/staff:
 - i. Council Legislative Assistant (10/7)
 - ii. Council Member Burke (10/16)
 - iii. Council Member Beggs (10/7, 10/21)

7. Next Steps

- a. NACOLE Regional Conference (11/15)
- b. Budget for 2020

- Chair and Vice Chair Nominations for 2020
 - Commissioner Wilburn Nominated Commissioner Rose for Chair
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To our Spokane community members,

Despite the intense and rapidly evolving circumstances surrounding the potentially lethal use of force Ofc. Dan Lesser was involved in February of this year, the language he used could only be viewed as unprofessional and unacceptable.

While Ofc. Lesser has taken responsibility for his unprincipled behavior in this incident, we, the Spokane Police Guild, feel it is important to affirm to our community that we hold ourselves to the high standard residents and visitors expect and deserve from us; every day, every contact, and every call for service. Because of this, we apologize for the unbecoming speech used during this encounter. We support Ofc. Lesser's desire to take a critical look at this incident with his fellow officers, through discussions during shift rollcalls and receiving mentorship opportunities when possible, so we can all learn from what happened.

The officers of the Spokane Police Guild endeavor to provide each member of our community with the best and most professional service possible; this time we fell short. We strive to learn from each encounter, both positive and negative, and appreciate the feedback we've already received from community members about this incident. We hear you.

Thank you all for your continued support of our members, as well as the rest of the Spokane Police personnel who work to serve you every day.

November 4, 2019

To the Spokane Community and the men and women of the Spokane Police Department,

My choice of language and words during the arrest of Mr. Ellerman in February of this year eroded the community trust and support our department has worked so hard to earn and maintain. With this letter I want to sincerely apologize to all of you for the negative light I have placed on our department. During the extremely dangerous arrest, I used unprofessional language in my effort to avoid using lethal force. I know the language I used reflects negatively on me, and equally as important on my co-workers and department.

I have reached out to Chief Meidl and offered to address our rollcalls and to mentor fellow department members in an effort to have others learn from my actions. I am proud to be a member of the Spokane Police Department, and proud of my 24 years of service to the community. I truly hope to make amends for the negative light I have placed on the department.

Respectfully,

Dan Lesser



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

DESCRIPTION: _____

DEPARTMENT: _____

DUE DATE: _____ no later than _____

1. INTRODUCTION

1.1 PURPOSE

The City of Spokane is soliciting proposals for

1.2 PERIOD OF PERFORMANCE

The proposed contract is estimated to begin on _____ and run through

_____.

Contract renewals or extensions, if any, shall be at the sole discretion of the City. The contract may be extended for _____ additional one-year contract periods, subject to mutual agreement, with the total contract period not to exceed five (5) years.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

2. SCOPE OF SERVICES

2.1 SCOPE OF SERVICES



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

3. GENERAL INFORMATION

3.1 IRFP COORDINATOR

The IRFP Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this IRFP shall be with the IRFP Coordinator, as follows:

Name	
Department	
Phone Number	
E-Mail Address	

Any other communication will be considered unofficial and non-binding on the City.

3.2 SUBMISSION OF PROPOSALS

- A. PROPOSALS MAY BE SUBMITTED BY HAND, MAIL OR E-MAIL.
- B. If mailing or hand delivering, place one copy of the Proposal in a sealed envelope. On the front of the envelope, place the following information:
PROPOSAL TITLE
DUE: DUE DATE
PROPOSER'S NAME
- C. Mail, hand-deliver or e-mail one copy of the Proposal, as follows:
City of Spokane
Attn.

3.3 ACCEPTANCE PERIOD

Proposals shall remain in effect for a minimum of thirty (30) days from the due date for receipt of Proposals for acceptance by the City.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

3.4 RESPONSIVENESS

Failure by the Proposer to comply with any part of the IRFP may result in rejection of the Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.5 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this IRFP, conduct of a presentation, or any other activities related to responding to this IRFP.

3.6 EVALUATION PROCEDURE

Responsive Proposals will be evaluated based on the requirements stated in this solicitation. The evaluation process is designed to award this procurement not necessarily to the Consultant of least cost, but rather to the Consultant whose Proposal best meets the requirements of this IRFP. The City, at its sole discretion, may elect to select the top-scoring firms as finalists for an oral presentation. The IRFP Coordinator may contact the Proposer for clarification of any portion of the Proposer's Proposal.

3.7 EVALUATION WEIGHTING AND SCORING

The following weighting and points will be assigned to the Proposal for evaluation purposes:

	Points (Maximum)	Points
Technical & Management Proposal – _____%		
Project Approach/Methodology		
Quality of Work Plan		
Project Team Structure/Internal Controls		
Staff Qualifications/Experience		
Experience of the Consultant		
References		
Cost Proposal – _____%		
GRAND TOTAL FOR WRITTEN PROPOSAL		



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

3.8 ACCEPTANCE / REJECTION OF PROPOSALS

Contract award, if made, will be to the Proposer submitting the most favorable Proposal. The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract from this IRFP.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted on eight and one-half by eleven inch (8" 1/2 x 11") paper. Include the Letter of Submittal, Technical and Management Proposal, Cost Proposal and other information as requested in this solicitation.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed and dated by a person authorized to legally bind the Consultant to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. The Letter of Submittal should include the following information about the Consultant.

1. Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written.
2. Legal status of the Consultant (sole proprietorship, partnership, corporation, etc.).
3. Acknowledgement that the Consultant will comply with all terms and conditions set forth in the Request for Proposals, unless otherwise agreed by the City.

4.3 TECHNICAL AND MANAGEMENT PROPOSAL

The Proposal shall contain a comprehensive description of services including the following elements:

1. **PROJECT APPROACH / METHODOLOGY** – Include a complete description of the Consultant’s proposed approach and methodology for the project.
2. **WORK PLAN** – Include all project requirements and the proposed tasks, services, activities, etc. necessary to accomplish the scope of the project. Convey sufficient detail to show the Consultant’s knowledge of the subjects and skills necessary to successfully complete the project. Include any required involvement of City staff. The Consultant may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation.
3. **PROJECT MANAGEMENT**
 - **PROJECT TEAM STRUCTURE / INTERNAL CONTROLS** - Provide a description of the proposed project team structure. Include who within the firm will have prime responsibility and final authority for the work.
 - **STAFF QUALIFICATIONS / EXPERIENCE** – Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. The Consultant shall commit that staff identified in its Proposal will actually perform the assigned work.
4. **EXPERIENCE OF THE CONSULTANT** - Indicate the experience the Consultant has in the area of the proposed contract work.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

5. REFERENCES - List names, addresses, telephone numbers, and fax numbers/e-mail addresses of three (3) business references for whom work has been accomplished and briefly describe the type of service provided. The Consultant shall grant permission to the City to contact the references. Do not include current City staff as references. The City may evaluate references at the City's discretion.

4.4 COST PROPOSAL.

The fee shall include all costs required to perform the services necessary to accomplish the objectives of the contract. Identify all costs including expenses to be charged for performing the services. List staff costs and any expenses necessary to accomplish the tasks and produce the deliverables under the contract. Consultants are required to collect and pay Washington state sales tax, if applicable.

4.5 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

All materials submitted to the City in response to this competitive procurement shall become the property of the City.

All materials received by the City are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received or produced by a governmental entity are presumptively public records, and there are few exemptions. RCW Ch. 41.56.

When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you **MUST** submit those portions of your response as a separate part of your response, and you **MUST** label it as "PROPRIETARY INFORMATION." If a valid public records request is then received by the City for this information, you will be given notice and a 10-day opportunity to go to court to obtain an injunction to prevent the City from releasing this part of your response. If no injunction is obtained, the City is legally required to release the records.

The City will neither look for nor honor any claims of "proprietary information" that are not within the separate part of your response.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

4.6 OWNERSHIP OF DOCUMENTS

Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films, or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Consultant or the Consultant's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Consultant uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or pay for by the City is owned by the Consultant and is not "work made for hire" within the terms of this Agreement.

5. CONTRACT TERMS

5.1 CITY OF SPOKANE BUSINESS REGISTRATION.

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business license. The Consultant shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Consultant does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

5.2 ANTI-KICKBACK.

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this contract shall have or acquire any interest in the contract, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in the contract.

5.3 NONDISCRIMINATION.

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.



CITY OF SPOKANE

INFORMAL REQUEST FOR PROPOSALS

5.4 INSURANCE COVERAGE

During the term of the contract, the Consultant shall maintain in force at its own expense, each insurance coverage noted below:

- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers; and
- B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Consultant's services to be provided under this contract; and
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$300,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverages required by this contract, the Consultant shall furnish acceptable insurance certificates to the City at the time it returns the signed contract. Insuring companies or entities are subject to City acceptance and must have a rating of A- or higher by Best. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.