



Office of the City Manager

CONSENT CALENDAR

May 9, 2023

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Lisa Warhuus, Director, Health, Housing, and Community Services

Subject: Contract: Resource Development Associates: Consultation Services for the Implementation of Results Based Accountability Framework

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute a contract, and any amendments or extensions, with Resource Development Associates (RDA) for consultation services to support implementation of a program assessment and planning initiative across all of the Department of Health, Housing, and Community Services (HHCS) Divisions.

The contract will be in an amount not to exceed \$380,000 for the period July 1, 2023 through June 30, 2025.

FISCAL IMPACTS OF RECOMMENDATION

RDA, a consulting firm, has been selected to conduct an assessment and planning, and to assist in the implementation of the Results Based Accountability Framework in HHCS. The City conducted a Request for Proposals process and received a total of three proposals. RDA has met all of the steps of the City's competitive Request for Proposal process and has submitted a revised quote with final pricing. The contract will have a total not to exceed amount of \$300,000. Funds will come from Funds 302 (the Future of Public Health) and 336. The funds will be carried over and included in the First Amendment to the FY 2024 Annual Appropriations Ordinance.

CURRENT SITUATION AND ITS EFFECTS

The City has begun receiving a state grant called the Future of Public Health (FOPH), which is intended to increase the infrastructure for public health activities in California. The City received approximately \$1 million for FY23. The FOPH grant requires that the City take steps to become or sustain being a learning organization by using continuous quality improvement and Results Based Accountability and evaluation. This contract will support HHCS in achieving this requirement.

Results Based Accountability will provide the HHCS Divisions with a method and common language to better understand and communicate program results, as well as to identify opportunities to grow the impact of programs and increase equitable outcomes. Consulting services to support Results Based Accountability implementation throughout HHCS provided by RDA is a Strategic Plan Priority Project, advancing our goal to provide an efficient and financially-healthy City government and be a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community. HHCS is committed to finding new ways to strengthen and report out on program performance outcomes, and to increase its impact on the community. Results Based Accountability is a data driven, decision-making process that has a proven track record of success in improving program performance and the quality of life of program participants. The Results Based Accountability Framework provides a way of understanding the quality and impact of services provided by collecting data that answers three basic questions:

1. How much did you do?
2. How well did you do it?
3. Is anyone better off?

Among other things, Results Based Accountability builds collaboration and consensus, helps groups to surface and challenge assumptions that can be barriers to innovation, and uses data and transparency to ensure accountability for program performance.

#### BACKGROUND

The City released a Request for Proposals (RFP) under Specification No. 23-11563-C, and convened a panel of stakeholders which selected RDA as the most responsive and responsible bidder for this contract.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no environmental impacts identified at this time.

#### RATIONALE FOR RECOMMENDATION

RDA has worked on a number of projects for HHCS, including a RBA Framework implementation for the Mental Health Division. RDA has demonstrated subject matter planning and implementing the RBA Framework in several government agencies. Their proposal includes high quality services that align with the intended goals.

#### ALTERNATIVE ACTIONS CONSIDERED

The City could opt to try to fulfill the FOPH program requirement to increase organizational learning through Results Based Accountability and evaluation without external expertise and support. Staff are not recommending that approach because it will not be as effective as bringing in RDA's services.

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Implementation of Results Based Accountability Framework

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CONTACT PERSON

Janice Chin, Public Health Division Manager, HHCS, (510) 981-5121

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: RESOURCE DEVELOPMENT ASSOCIATES: CONSULTING SERVICES  
FOR RESULTS BASED ACCOUNTABILITY IMPLEMENTATION

WHEREAS, the City of Berkeley Department of Health, Housing & Community Services (HHCS), is committed to providing comprehensive data informed program planning

WHEREAS, HHCS seeks to eliminate health and educational inequities; and

WHEREAS, Resource Development Associates was selected by the City's RFP process which includes bidding from vendors, draft proposals, and pricing; and

WHEREAS, funds are available in the current year budget

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is authorized to execute a contract and any amendments, with Resource Development Associates to provide consultation services for HHCS in an amount not to exceed \$380,000 for the period July 1, 2023 thru June 30, 2025 to support the implementation of the Results Based Accountability Framework. Funds will come from Funds 302 (the Future of Public Health) and 336. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.