



Office of the City Manager

CONSENT CALENDAR  
May 21, 2024

To: Honorable Mayor and Members of the City Council  
From: Dee Williams-Ridley, City Manager  
Submitted by: Scott Gilman, Health, Housing, and Community Services, (510) 981-5400  
Subject: Contract: Social Policy Research Associates for YouthWorks Program Assessment

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute a contract and any amendments or extensions with Social Policy Research Associates for consulting services to conduct a comprehensive youth development needs assessment in an amount not to exceed \$250,000 for the period June 1, 2024 through June 30, 2025.

FISCAL IMPACTS OF RECOMMENDATION

Through a competitive Request for Proposal (RFP) process, staff have selected Social Policy Research Associates, to conduct a comprehensive needs assessment for youth development programming, for the Health, Housing, and Community Services Department (HHCS). The City conducted an RFP process and received six proposals. Social Policy Research Associates was selected as the highest scoring bidder, and submitted a revised quote with final pricing. The contract will have a total not to exceed amount of \$250,000. Funding is available in the FY 2024 budget in the Health General Fund (Fund 011).

CURRENT SITUATION AND ITS EFFECTS

HHCS plans to conduct a comprehensive program assessment aimed at identifying opportunities to strengthen youth development programming in the Department. Results of this assessment will inform the Youthworks program and Berkeley High School Center (BHSCH) on developing their collaborative work plan.

Youthworks is a youth employment initiative focused at youth aged 14-25 years, which provides a variety of temporary job opportunities for Berkeley youth to gain valuable real-world work experience and strengthen their autonomy and employability as they transition into adulthood. The BHSCH provides reproductive health clinical services and health education for youth with an emphasis on safety and security for youth by adopting a comprehensive approach to service delivery, integrating health education, mental health, and medical services.

HHCS is looking to adopt a youth developmental framework informed by community needs and objectives by expanding the existing Youthworks program and increasing the alignment between the BSHC and the Youthworks Program.

This assessment would include the following components:

- Program needs assessment.
- Defined youth development framework and service model based that is research-validated.
- Roadmap of identified opportunities for improvement and expansion.
- Measurable Outcomes
- Development of tools and trainings
- Program evaluation support

### BACKGROUND

The City released an RFP under Specification No. 24-11653-C and convened a panel of stakeholders to select Social Policy Research Associates as the most responsive and responsible bidder for this contract.

### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

### RATIONALE FOR RECOMMENDATION

Social Policy Research Associates is a well-respected consulting firm with demonstrated subject matter expertise on community assessment and program evaluation as well as youth development programs. Their proposal in response to RFP Specification No. 24-11653-C includes high quality services that aligns with the intended goals of maximizing program objectives.

### ALTERNATIVE ACTIONS CONSIDERED

Staff did not identify an alternative action consistent with the City's goals of advancing efficient and financially-healthy City government operations. Failure to proceed with the recommendation would result in HHCS's inability to address social and racial equity in public health programming.

### CONTACT PERSON

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

Attachments:

1: Resolution

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

CONTRACT: SOCIAL POLICY RESEARCH ASSOCIATES FOR YOUTH  
DEVELOPMENT NEEDS ASSESSMENT

WHEREAS, the City of Berkeley Department of Health, Housing & Community Services (HHCS), is committed to providing comprehensive public health services to Medi-Cal eligible clients, and

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

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

WHEREAS, Funding is subject to appropriation in the FY 2024 budget in the Health General Fund (Fund 011).

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 Social Policy Research Associates for consulting services to conduct a comprehensive youth development needs assessment in an amount not to exceed \$250,000 for the period June 1, 2024 thru June 30, 2025. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.

