



Office of the City Manager

CONSENT CALENDAR  
June 4, 2024

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Scott Gilman, Interim Director, Health, Housing, and Community Services  
 Subject: Contract No.32300197 Amendment: Resource Development Associates for Results Based Accountability Consulting Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute an amendment to Contract No. 32300197 for \$160,000 and any additional amendments or extensions, with Resource Development Associates (RDA) for Results Based Accountability consulting services. The contract amendment's not-to-exceed amount will be increased to a total of \$539,830 for the period July 1, 2023 through June 30, 2026.

FISCAL IMPACTS OF RECOMMENDATION

RDA, a consulting firm, was selected to provide planning and implementation supports for the Results Based Accountability framework for the Health, Housing, and Community Services Department (HHCS). The current contract has a not-to-exceed amount of \$379,830. Funding is available in the FY2024 budget in General Fund (011) and State Operating Grants (302). The contract amendment will add more services and will increase the not-to-exceed amount by \$160,000 resulting in an amended total not-to-exceed amount of \$539,830.

CURRENT SITUATION AND ITS EFFECTS

The Health, Housing, and Community Services Department's Public Health Division (HHCS/PH) is implementing the Results Based Accountability framework across the department in an effort to measure all programmatic efforts, quality of services, and impact of those efforts for our clients and community. This framework will also support the measurement of our progress in the City's upcoming Community Health Improvement Plan.

The RDA contract scope of work and associated budget will be amended to include the planning and implementation activities for the Housing and Community Services Division and the Environmental Health Division. The inclusion of these two Divisions will greatly enhance the ability for the Divisions and the Department to fulfill reporting requirements.

BACKGROUND

The City released a Request for Proposals (RFP) under Specification No. 23-11563, 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 identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

RDA is a well-respected consulting firm with demonstrated subject matter expertise on Results Based Accountability as well as public health programs. Their proposal includes high quality services that align with the intended goals of maximizing program objectives and reimbursement for eligible services.

ALTERNATIVE ACTIONS CONSIDERED

HHCS does not have the capacity to take on the Results Based Accountability initiative without technical support. Therefore, staff did not identify an alternative action consistent with the City's goals of advancing efficient and financially-healthy City government and public health and social and racial equity.

CONTACT PERSON

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

Attachments:  
1: Resolution

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

CONTRACT No. 32300197 AMENDMENT: RESOURCE DEVELOPMENT ASSOCIATES AND CONSULTING SERVICES FOR RESULTS BASED ACCOUNTABILITY FRAMEWORK

WHEREAS, the City of Berkeley Department of Health, Housing & Community Services (HHCS), is committed to providing high quality comprehensive public health services, and

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

WHEREAS, HHCS seeks to monitor the progress and impact of the services it provides

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 Fiscal Year 2024 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 an amendment to Contract No. 32300197, for an additional \$160,000 and any additional amendments or extensions, with Resource Development Associates (RDA) for Results Based Accountability consulting services. The contract amendment's not-to-exceed amount will be increased to a total of \$539,830 for the period July 1, 2023 through June 30, 2026. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.

