



Office of the City Manager

CONSENT CALENDAR  
July 8, 2025

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Henry Oyekanmi, Director, Finance Department

Subject: Contracts: Financial Consulting Services

RECOMMENDATION

Adopt three Resolutions authorizing the City Manager to approve contracts and any amendments with the following firms that provide temporary governmental financial consulting services as required by the Finance Department.

1. Contract No. 32200214 Amendment: RLH & Associates. in an amount not to exceed \$300,000; and
2. Contract No. 32500185 Amendment: Ezer Consulting, LLC in an amount not to exceed \$150,000; and
3. Contract: GD Financials in an amount not to exceed \$150,000

FISCAL IMPACTS OF RECOMMENDATION

The following outlines the not to exceed amount for each of the contracts recommended to the City Council for approval:

- RLH and Associates - \$300,000
- Ezer Consulting, LLC - \$150,000
- GD Financials - \$150,000

The source of funds for all of these contracts is the General Fund.

CURRENT SITUATION AND ITS EFFECTS

There are several projects that are in progress or about to commence in the Finance Department including new GASB implementation and fiscal continuing disclosures. Two managerial positions remain unfilled and there are other nine positions vacant as well. The quantity and importance of the department's projects, combined with the unfilled positions, requires the assistance of a temporary consultant that will help to augment available resources until these vacant positions are filled.

Some examples of forthcoming projects include:

Provide technical guidance with difficult, professional financial tasks; research issues, perform complex financial analyses; and support the preparation of comprehensive reports, including the Annual Financial Report in a Government Accounting Standards Board (GASB – Statement 34) compliant environment;

Study and evaluate new GASB – Statements that needs to be implemented, and provide a written summary for presentation to the Director of Finance; and in training format for delivery to Accounting department staff;

Review and perform edits of the complete Annual Financial Report, using the Governmental Finance Officers Association (GFOA) checklist;

Act in an advisory capacity to the Accounting Division to: conduct or support financial studies; develop and review reports of findings, alternatives and recommendations; and ensure the timely, accurate and professional completion of necessary financial reports, research, analyses, plans and publications;

Perform investment research and provide investment alternatives based on the City's investment policies;

Provide advice as to the effect of current and proposed state legislation, assist in the identification of financing alternatives and recommend adjustments where appropriate;

Assist City staff with potential refunding and new money issues, including but not limited to analyses and evaluations of underwriting proposals, financing structure, pricing rating and insurance proposals, reserve fund (re)investment, assistance with preparation and review of related documents, and coordination of financing schedules;

Assist with all necessary review and analysis of Bond offerings and implementation of Bond Measures as required by the Director of Finance;

Provide other financial services as requested which may include bond debt refinancing, and new debt issuance for major projects and help with the preparation of bond rating agency calls;

Attend and participate in meetings with independent auditors as well as the Single Audit meeting with City departmental staff as needed; and

Perform any other professional Accounting and Financial services as requested by the Director of Finance.

### BACKGROUND

A combination of factors has made hiring for the eleven open positions in the Finance Department difficult. The labor market has a shortage of governmental financial staff, in part due to the pandemic, and also due to the number of agencies throughout the state that are hiring for similar financial positions. When the Department has recruited to fill vacant positions, including the currently open General Services Manager and Accounting Manager positions, applicants did not possess the required levels of knowledge, skills, and abilities for managing the projects in demand. Additionally, the Finance Department attempted a temporary fill of these positions and was unable to source fully-qualified financial managers after reviewing dozens of resumes through several rounds of temporary recruitments. While the vacant managerial positions strain the Department's ability to manage projects it is also the quantity of Finance Department vacancies that effect our ability to compile the data, run analyses, and write the necessary financial reports needed for the aforementioned projects.

Given the challenges in filling vacant positions, the Finance Department chose to administer a Request for Proposals to the open market to ensure an individual or firm could be contracted to manage the list of projects. The projects in need of managing are numerous and require a highly-skilled governmental financial manager to move them forward.

### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Much of the work to be done can be accomplished remotely, thereby reducing any contribution to vehicle start-ups and freeway or city street congestion. Additionally, drafts and final reporting can be submitted electronically which reduces the impact of purchasing consumable items, such as paper and toner.

### RATIONALE FOR RECOMMENDATION

Request for Proposals number 21-11441-C was developed by the Finance Department and RLH & Associates was deemed to be the best value to the City. Additionally, A proposal for Financial Services and Staffing Augmentation was developed and two proposals were received in response, Ezer Consulting and GD Financials. Staff reviewed the proposals and determined that both Ezer Consulting and GD Financials are highly qualified and capable of delivering the services and project support needed by the City.

### ALTERNATIVE ACTIONS CONSIDERED

The Finance Department enlisted the services of a temporary staffing agency to source the broader market for governmental financial managers. Those efforts did not produce a list of candidates meeting department requirements.

### CONTACT PERSON

Henry Oyekanmi, Director of Finance     510-981-7324

Attachments:

1. Resolution – Contract No. 32200214 Amendment: RHL & Associates
2. Resolution – Contract No. 32500185 Amendment: Ezer Consulting, LLC
3. Resolution – Contract: GD Financials

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

CONTRACT NO. 32200214 AMENDMENT: RLH & ASSOCIATES TO PROVIDE  
CONSULTING SERVICES

WHEREAS, the Finance Department is faced with numerous important projects impacting accounting, revenue, investing, forecasting, and reporting, while at the same time having difficulty filling the open position that would manage these projects to completion; and

WHEREAS, there are municipal financial consultants in the market with knowledge and experience to handle and complete these projects; and

WHEREAS, the City administered Request for Proposals specification number 21-14441-C seeking a governmental finance department consultant; and

WHEREAS, two responses received to this Request for Proposals, were subsequently reviewed, scored, and ranked by the RFP review committee, and a recommendation was put forward to the Director of Finance; and

WHEREAS, RLH & Associates earned the most points from the review committee, and offered the most beneficial pricing to the City.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 32200214 with RLH & Associates to provide consulting services as needed by the Finance Department for an additional amount of \$300,000, for a total contract amount not to exceed \$450,000, and extending the term through June 30, 2028.

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

CONTRACT NO. 32500185 AMENDMENT: EZER CONSULTING, LLC TO PROVIDE  
CONSULTING SERVICES

WHEREAS, the Finance Department is faced with numerous important projects impacting accounting, revenue, investing, forecasting, and reporting, while at the same time having difficulty filling the open position that would manage these projects to completion; and

WHEREAS, there are municipal financial consultants in the market with knowledge and experience to handle and complete these projects; and

WHEREAS, a Proposal for Financial Services and Staffing Augmentation was developed and two proposals were received in response. Ezer Consulting and GD Financials. Staff reviewed the proposals and the two proposals were accepted and services provided by both consultants.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 32500185 with Ezer Consulting, LLC to provide consulting services as needed by the Finance Department for an additional amount of \$150,000, for a total contract amount not to exceed \$200,000, and extending the term through June 30, 2028.

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

CONTRACT: GD FINANCIALS TO PROVIDE CONSULTING SERVICES

WHEREAS, the Finance Department is faced with numerous important projects impacting accounting, revenue, investing, forecasting, and reporting, while at the same time having difficulty filling the open position that would manage these projects to completion; and

WHEREAS, there are municipal financial consultants in the market with knowledge and experience to handle and complete these projects; and

WHEREAS, a Proposal for Financial Services and Staffing Augmentation was developed and two proposals were received in response, Ezer Consulting and GD Financials. Staff reviewed the proposals and the two proposals were accepted and services provided by both consultants.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a professional services contract, including any amendments, with GD Financials to provide consulting services as needed by the Finance Department for a not to exceed amount of \$150,000 for an initial term of three years, budgeted in the General Fund.

