

CITY OF OAKLAND



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Date: January 12, 2021
To: Members of City Council and Members of the Public
From: Vice Mayor Kaplan
Re: Adopt a Resolution:

1. Waiving The Request For Proposal/Qualifications Requirement And Awarding A Contract In An Amount Not To Exceed \$50,000 To Harvey M. Rose Associates, LLP To Perform, At The Direction Of The Council President, An Independent Analysis Of The Fiscal Year 2020-21 Budget And Related Fiscal Issues For The City Council In Connection With The Fiscal Year 2021- 23 Budget Development Process;
2. Allocating \$50,000 In Unexpended FY 2020-21 General Purpose Funds (Fund 1010) For The Contract; And
3. Authorizing The City Administrator To Amend FY 2020- 21 General Purpose Fund Budget Appropriations, If Necessary, To Fund The Contract.

Dear Colleagues on the City Council and Members of the Public,

I encourage you to support a resolution that would waive the request for proposal/qualifications requirement and award a contract in an amount not to exceed \$50,000 to Harvey M. Rose Associates, LLP to perform, at the direction of the Council President, an independent analysis of the Fiscal Year 2020-21 budget and related fiscal issues for the City Council in connection with the Fiscal Year 2021- 23 budget development process. This resolution would allocate \$50,000 in unexpended FY 2020-21 General Purpose Funds (Fund 1010) for the contract and authorize the City Administrator to amend FY 2020- 21 General Purpose Fund budget appropriations, if necessary, to fund the contract.

The consultant would report directly to the President of the Council and Chair of the Finance Committee, and would work collegially with the City Administrator, or their designee, to obtain relevant information including, but not limited to, past budget documents, memoranda, reports and other information as necessary to execute the work in a timely manner.

In 2017, the City issued a request for proposal for a qualified consultant to conduct an analysis of the Mayor's proposed budget and the City's budget practices and to report on the findings and analyses to the City Council for its budget deliberations. The City received only one response from Harvey M. Rose Associates, LLC, a highly qualified firm. Pursuant to Resolution No. 86743 C.M.S., the Council awarded a contract to Harvey Rose Associates, LLC, to analyze the following topics: multi-year budget to actual expenditures and revenues with a focus on police, fire, information technology, and planning and building operations and services; major areas of budget

year increases, including increases in the number of staff FTEs; salary savings; encumbrance and reserve adjustments; and potential revenue enhancement options, with a focus on property, sales, documentary transfer, utility, and business license fees.

In 2019, pursuant to Resolution No. 87582 C.M.S., the City awarded a second contract to Harvey M. Rose Associates, LLC to conduct an independent analysis of the proposed Fiscal Year 2019-2021 budget in connection with the Fiscal Year 2019-21 budget development process.

In light of the serious fiscal issues facing the City, it is in our best interests that we gather as much independent analysis as possible early in the budget development process. Harvey M. Rose Associates, LLC is familiar with the City and is in the best position to provide in depth analysis based on their skill and previous contracts with the City. Further, this analysis is a normal part of the budget preparation process which has been conducted for several years.

Oakland Municipal Code Section 2.04.051.B allows the City Council to waive the City's Request for Proposals/Qualifications (RFP/Q) requirements for award of professional service contracts upon a finding that it is in the City's best interest to do so. I wish to waive the RFP/Q requirements and again contract with Harvey M. Rose Associates, LLC for budget analysis and related services in light of the firm's expertise and prior work for the City Council which enabled City Council to perform its work more efficiently, effectively and expeditiously.

Respectfully submitted,

A handwritten signature in purple ink, appearing to read "Rebecca Kaplan", is enclosed in a thin black rectangular border.

Vice Mayor Rebecca Kaplan
Oakland City Councilmember At Large

City Council
January 12, 2021
File #20-0791