



# AGENDA REPORT

**TO:** Jestin D. Johnson  
City Administrator

**FROM:** Monica Elise Davis  
Deputy City Administrator

**SUBJECT:** Ben Rosenfield Consulting, LLC  
Contract

**DATE:** May 27, 2025

City Administrator Approval

Date: May 29, 2025

  
Jestin Johnson (May 29, 2025 13:33 PDT)

## **RECOMMENDATION**

**Staff Recommends That The City Council Adopt A Resolution Waiving The Competitive Request For Proposals/Qualifications Process And The Local/Small Business Enterprise Program Requirements And Authorizing The City Administrator To Amend The Professional Services Agreement With Ben Rosenfield Consulting, LLC To Extend The Contract Term Through June 30, 2026 And Increase The Compensation By \$33,000 For A Total Contract Amount Of \$80,000**

## **EXECUTIVE SUMMARY**

Approval of the proposed resolution will authorize the City Administrator to increase the existing agreement between the City of Oakland (City) Ben Rosenfield Consulting, LLC (BRC) by an amount not to exceed \$33,000.00 for a total contract maximum of \$80,000.00 to provide guidance and advice regarding specific financial decision points or issues as it pertains to the long-term fiscal health of the City of Oakland. Further, the approval of the resolution will authorize the City Administrator to extend the duration of the agreement from June 30, 2025, to June 30, 2026.

## **BACKGROUND / LEGISLATIVE HISTORY**

BRC was selected for a professional services agreement in the amount of \$47,000 in January 2025 because the consultant has the expertise, experience, skill, and knowledge to assist the City Administrator's Office in the development of a long-term fiscal health strategy. BRC is an expert in municipal budgets and fiscal matters. The principal of BRC, Ben Rosenfield, served in a number of roles during his 27 years working for the City and County of San Francisco government, including as the Budget Director for five years and, most recently, as the Controller for 16 years. In that role, Mr. Rosenfield was the City's chief fiscal officer, responsible for financial operations, monitoring and forecasting economic and financial conditions, auditing government performance, and serving as an apolitical financial advisor to the San Francisco Mayor and Board of Supervisors.

Finance and Management Committee  
June 10, 2025

## **ANALYSIS AND POLICY ALTERNATIVES**

The Mayor's Office, City Administration, and City Council continue to prioritize **responsive, trustworthy government**. By continuing the agreement and extending the timeframe for special advisory services by BRC, the consultant will be able to more fully design and implement an action plan to address the City of Oakland's long-term fiscal sustainability.

### ***Waiver Of Competitive Request For Proposals/Qualifications Requirement***

Oakland Municipal Code (OMC) Section 2.04.051 A requires a competitive request for proposals/qualifications (RFP/Q) proposal solicitation process. However, OMC Section 2.04.051 B permits the City Council to waive this RFP/Q requirement upon a finding and determination that it is in the best interests of the City to do so. The initial engagement with BRC was due to their unique experience and knowledge of municipal budgets. To continue the services as originally specified, staff recommend that it is in the City's best interest to waive the competitive RFP/Q requirement and amend the City's agreement with BRC.

## **FISCAL IMPACT**

Funding for this consultant agreement amendment is available in the funding sources shown in **Table 1** below.

<b>FUNDING</b>	<b>Amount</b>
1010.07111.1007430.54930	\$33,000.00

## **PUBLIC OUTREACH / INTEREST**

No direct public outreach was conducted in the completion of this report.

## **COORDINATION**

The RFP/Q waiver consideration was conducted in coordination with the Contract Compliance Division to ensure compliance with the City's contracting requirements. This report and resolution were reviewed by the City Attorney and the Finance Department Budget Bureau.

## **SUSTAINABLE OPPORTUNITIES**

**Economic:** No direct economic opportunities have been identified. However, indirectly, a long-term fiscal sustainability plan that will be developed in concert with BRC will lead to the stabilization and growth of the City's economic development opportunities.

**Environmental:** No direct environmental opportunities have been identified.


**Race & Equity:** No direct race or equity opportunities have been identified.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Adopt A Resolution Waiving The Competitive Request For Proposals/Qualifications Process And The Local/Small Business Enterprise Program Requirements And Authorizing The City Administrator To Amend The Professional Services Agreement With Ben Rosenfield Consulting, LLC To Extend The Contract Term Through June 30, 2026 And Increase The Compensation By \$33,000 For A Total Contract Amount Of \$80,000

For questions regarding this report, please contact Monica Elise Davis, Deputy City Administrator, at 510-238-7689.

Respectfully submitted,

  
Monica Davis (May 29, 2025 13:31 PDT)

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Monica Elise Davis  
Deputy City Administrator