



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: FEBRUARY 25, 2025**

FROM: FINANCE DEPARTMENT **WARDS: ALL**

SUBJECT: APPROVE A PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH PARTNERS FOR PUBLIC GOOD OF LOS ANGELES, CA FOR A TERM ENDING MARCH 1, 2026 IN THE AMOUNT OF \$330,000 IN ACCORDANCE WITH PURCHASING RESOLUTION NO. 24101, SECTION 702(C)

ISSUE:

Consider the approval of a Professional Consultant Services Agreement with Partners for Public Good of Los Angeles, CA for a term ending March 1, 2026 in the amount of \$330,000 in accordance with Purchasing Resolution No. 24101, Section 702(c).

RECOMMENDATION:

That the City Council:

1. Approve the Professional Consultant Services Agreement with Partners for Public Good of Los Angeles, CA for a term ending March 1, 2026 in the amount of \$330,000 in accordance with the Purchasing Resolution No. 24101, Section 702(c); and
2. Authorize the City Manager, or designee, to execute the Professional Consultant Services Agreement with Partners for Public Good, including making minor and non-substantive changes.

BACKGROUND:

The Strategic Purchasing Reform initiative is a critical step in the City's ongoing efforts to modernize and enhance its procurement processes. This initiative builds upon a series of historically significant milestones, beginning with the approval of the initial Disadvantaged Business Enterprise (DBE) program, which focused on ensuring equitable opportunities for disadvantaged businesses across various procurement types. In subsequent years, the City expanded its focus to include local economic stimulation, culminating in the introduction of the Local Vendor Preference (LVP) program. This program has undergone continuous refinement to ensure it better serves Riverside's business community and supports broader economic goals.

On February 5, 2024, the City's Purchasing Manager submitted an application to the prestigious Bloomberg Harvard City Leadership Initiative, a program designed to enhance city leaders'

capacity to drive systemic change in urban governance. Interviews for the program were conducted on February 21, 2024, during which City representatives from the Purchasing Division had the opportunity to present valuable information about the City's ongoing procurement reforms and future goals. Shortly thereafter, in early April 2024, the City was notified of its acceptance into the program, and the Purchasing Manager and two Senior Procurement and Contract Specialists were invited to participate. This acceptance was followed by a Procurement Virtual Session, where participants collaborated on a scenario assignment facilitated by Harvard instructors. As a result of these sessions, key reform areas emerged, including updating local vendor requirements to simplify procurement processes, expanding community engagement efforts to educate vendors on how to work with the City, and establishing a comprehensive Contract Management Program aimed at mitigating risks and enhancing compliance.

By July 2024, the Purchasing team completed an analysis of departmental forecast data to identify procurement challenges and key areas for improvement. Based on input from executive leadership, Public Works, Housing and Human Services, and Riverside Public Utilities (RPU) were selected as the Procurement Forecasting Pilot departments to test and refine the City's contract management program.

On August 20, 2024, the City of Riverside entered into a Memorandum of Understanding (MOU) with the President and Fellows of Harvard College, acting through the Taubman Center for State and Local Government at the Harvard Kennedy School. Through this partnership, the Government Performance Lab (GPL) researchers, students, scholars, and staff began assisting in the development and implementation of Innovation Initiatives. These initiatives focus on improving procurement and contracting processes, leveraging data to enhance service delivery and referral systems, piloting new service models, establishing active contract management systems, optimizing resource allocation, and other efforts to enhance government performance. The GPL also provides support to the City Purchasing team by assisting with data collection and analysis, preparing briefing papers, reports, and procurement documents, and engaging internal and external stakeholders as needed.

A vendor survey is currently being conducted to gather feedback from the local business community, focusing on identifying pain points and areas for improvement in the City's procurement processes.

By the end of the agreement term, the City will establish the Procurement Excellence Steering Committee, which will oversee the development of training programs to enhance staff forecasting capabilities and project prioritization in alignment with the City's strategic goals. The MOU is set to conclude on February 28, 2025.

DISCUSSION:

Staff recommends continuing the partnership with Partners for Public Good (PPG), a subsidiary of the Harvard Kennedy School's Government Performance Lab (GPL), to support the ongoing procurement transformation project. PPG, which has spun off from Harvard, will continue to provide expert consulting services to advance Riverside's key procurement initiatives. The collaboration with PPG will focus on enhancing transparency, building trust, and aligning procurement strategies with the City's strategic goals. This partnership aims to foster proactive communication, improve coordination across departments, and increase procurement efficiency, while creating clearer opportunities for local businesses to engage in bidding and secure contracts, ultimately driving economic growth.

To support these initiatives, the City Council has already approved funding for this contract. Council approval of the contract will ensure continued collaboration with PPG, which will provide the external expertise needed to refine procurement processes and ensure their successful implementation. The City's partnership with PPG will strengthen Riverside's procurement reform, positioning the City to achieve its strategic goals while fostering a more inclusive and efficient procurement environment.

Purchasing Resolution No. 24101, Section 702 states an exception to Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required (c) "When the Procurement can only be obtained from a sole source and the Manager is satisfied that the best price, terms and conditions for the Procurement thereof have been negotiated."

The Purchasing Manager concurs that the recommendation is in accordance with Purchasing Resolution No. 24101, Section 702(c).

STRATEGIC PLAN ALIGNMENT:

The Strategic Purchasing Reform Project contributes to Priority 3 – Economic Opportunity and, specifically, Goal 3.4: Collaborate with key partners to implement policies and programs that promote local business growth and ensure equitable opportunities for all; and Strategic Priority 5 – High Performing Government – Provide world class public service that is efficient, accessible and responsive to all and specifically Goal 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographical areas of the City.

The Strategic Purchasing Reform Project aligns with each of the Cross-Cutting Threads as follows:

1. **Community Trust** – Strengthening the City's procurement processes to create a more inclusive and transparent system is in the public's best interest. These recommendations are grounded in sound policy and reputable data, reinforcing community trust by ensuring decisions are made transparently and in alignment with the greater public good. Presenting this reform to the City Council provides a platform for public engagement, enabling informed decision-making and further fostering trust.
2. **Equity** – The reform promotes equitable access to procurement opportunities by prioritizing fairness and removing barriers that impede participation. By creating a procurement framework that supports all businesses and stakeholders, the City ensures that progress benefits all communities equally. Enhanced process efficiencies allow for strategic resource allocation that promotes equitable distribution across City operations.
3. **Fiscal Responsibility** – Streamlining procurement procedures ensures cost-effectiveness while maintaining high-quality service delivery. These process improvements help the City maximize its resources, supporting departments in achieving their objectives efficiently and responsibly.
4. **Innovation** – The initiative introduces modernized procurement practices that embrace technological advancements and adaptive strategies. By fostering collaboration between City departments and external stakeholders, the reform supports the development of innovative policies and procedures that address emerging challenges, driving progress and continuous improvement.

5. **Sustainability & Resiliency** – Process improvements embedded in the reform promote organizational sustainability by optimizing resource utilization and minimizing waste. A resilient procurement strategy ensures the City remains adaptable to evolving economic and operational conditions, supporting long-term success and sustainability.

FISCAL IMPACT:

The total fiscal impact of this action is \$330,000. Funds for the services are budgeted and available in the General Fund, Finance-Purchasing, Professional Services account number 2315000-421000.

Prepared by:	Jennifer McCoy, Purchasing Manager
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Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer
Approved as to form:	Jack Liu, Interim City Attorney

Attachment:

1. Professional Consultant Services Agreement