



AGREEMENTS FOR PERFORMANCE ASSESSMENTS AND FINANCIAL REVIEWS OF CEDD, IT, & FIRE

City Manager's Office

City Council
September 17, 2019

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BACKGROUND

July 28, 2015 – Council endorsed the Financial and Performance Audit Program

December 1, 2015 – City Council Approved Contracts		Actual Expenses
Human Resources	Matrix Consulting Group	\$104,720
Finance	Matrix Consulting Group	\$135,000
Public Utilities	Baker Tilly Virchow Krause, LLP	\$154,874
December 13, 2016		
Museum	Museum Management Consultants	\$50,000
February 7, 2017		
Office of the Mayor	Matrix Consulting Group	\$85,000
Office of the City Manager		
Police	Hillard Heintze, LLC	\$324,198
March 13, 2018		
Public Works	Management Partners	\$185,000
General Services		
Parks, Recreation, & Community Services		
Total Previously Contracted Service Costs		\$1,038,792

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CONTINUATION OR SUSPENSION

Given the CalPERS Challenge and the difficult future budget year projections, the City Manager’s Office is requesting direction for the continuation or suspension of these reviews.

Total Previously Contracted Service Costs		\$1,038,792
TODAY		
Community & Economic Development	Matrix Consulting Group	\$84,500
Innovation Technology	Matrix Consulting Group	\$83,500
Fire	Fitch and Associates, LLC	\$59,999
Subtotal Contract Costs		\$227,999
Total Combined Contracted Service Costs		\$1,266,791



PROPOSAL RANKINGS

1. April 23, 2019 – Council approved Scopes of Work for Performance Assessments and Financial Reviews of CEDD, Fire, IT
2. May 7, 2019 – Request for Proposals issues
3. May 31, 2019 – Proposals received and summarized below

Firm	CEDD RFP 1928	Fire RFP 1929	IT RFP 1930
Fitch & Associates		1	
Matrix Consulting Group	1	2	1
CGR Management Consultants			2
Management Partners	2		
Arroyo Associates	3		
Grant Thornton		3	
Berkshire Advisors		4	
MGT Consulting Group	4	5	3



PROPOSAL RESULTS

Total Previously Contracted Service Costs		\$1,038,792
TODAY		
Community & Economic Development	Matrix Consulting Group	\$84,500
Innovation Technology	Matrix Consulting Group	\$83,500
Fire	Fitch & Associates	\$59,999
Subtotal Contract Costs		\$227,999
Total Contracted Service Costs		\$1,266,791



RECOMMENDATIONS

That the City Council:

1. Provide direction to the City Manager's Office on the continuation or suspension of the Financial Performance Audit Program; and
2. If City Council chooses to continue with the Performance Assessment and Financial Review program, that City Council:
 - a. Approve the Professional Consultant Services Agreement for RFP 1928 for the Performance Assessment and Financial Review of the Community and Economic Development Department with Matrix Consulting Group, of Mountain View, California, in the amount of \$84,500;



RECOMMENDATIONS

- b. Approve the Professional Consultant Services Agreement for RFP 1929 for the Performance Assessment and Financial Review of the Fire Department with Fitch and Associates, LLC, of Platte City, Missouri, in the amount of \$59,999;
- c. Approve the Professional Consultant Services Agreement for RFP 1930 for the Performance Assessment and Financial Review of the Innovation and Technology Department with Matrix Consulting Group, of Mountain View, California, in the amount of \$83,500; and
- d. Authorize the City Manager, or designee, to execute the Professional Consultant Services Agreements, including making minor, non-substantive changes, and to sign all documents and instruments necessary to complete the transactions.

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