



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: CONS 21-186, **Version:** 1

DATE: June 22, 2021

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with Procure America for Cost Reduction Consulting Services for an Amount Not-to-Exceed \$500,000, over a Term of 10 Years

RECOMMENDATION

That Council adopts the attached resolution (Attachment II) authorizing the City Manager to execute a contract with Procure America to provide reporting and analysis of non-core expenses, such as utility costs, with the intent of reducing these expenses.

SUMMARY

Procure America assists cities under the California State Association of Counties (CSAC) umbrella, in evaluating and reducing non-core expenses, such as utility costs. Cost reduction is achieved through expert analysis of the subject expense categories followed by the implementation of proposed modifications and then further verified through periodic review. Under this agreement, Procure America will audit several categories of the City's business-related expenses to identify potential cost savings.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution