Measure X Needs Assessment and Program Evaluation Draft RFP

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Agenda

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Objectives and Scope of Services

The Measure X Needs Assessment and Program Evaluation will:

- Deepen understanding of community needs and current Measure X program impacts
- 2. Support data-informed decision-making on Measure X priorities and investments
- 3. Strengthen accountability and transparency through external review
- 4. Build capacity for continuous improvement and program management



Proposed Timeline

Milestone	Date
RFP Issued	November 10, 2025
Proposals Due	December 12, 2026
Contract Award Notification	January/February 2026
Project Start	February/March 2026
Final Report	November 2026

Needs Assessment & Program Evaluation Framework



1. Integrated Needs Assessment

- a. Conduct a Service Gaps Analysis identifying unmet needs by program, population, and geography – within voter-approved Measure X service categories
- b. Incorporate findings from previous needs assessments and reports

2. Community Engagement

- Use mixed methods such as surveys, focus groups, interviews, and social media trend analysis, to ensure representation from the County's demographic, socioeconomic, and geographic diversity
- b. Consult with the MXCAB, County departments, BOS and officials, partners, and other key stakeholders

3. Program Evaluation & Capacity Building

- a. Assess and refine the Key Performance Indicators, reporting templates, and data visualizations for Measure X annual reporting
- b. Train staff on evaluation framework and reporting tools



Key Deliverables

- 1. Evaluation Framework & Staff Capacity Building
 - a. Refined KPIs, reporting templates, and visuals
 - b. Training to enable consistent, ongoing evaluation
- 2. Final Report Executive summary of key findings and recommendations, plus full report on methodology, successes, opportunities, and recommendations
- 3. Presentation(s) to key stakeholder groups and the Board of Supervisors



Vendor Qualifications

- 1. Demonstrated experience with large-scale public sector needs assessments and program evaluations
- 2. Strong expertise in research methods, survey design, data analysis and visualization
- 3. Proven ability to engage diverse stakeholders
- 4. Capacity to deliver high-quality results on time with a multidisciplinary team



Scoring Criteria

Category	Points
Scope & Methodology	40
Qualifications & Experience	30
Cost/Value	15
Stakeholder Engagement	10
References	5
Total	100



Requested Action

Staff seeks direction on:

- 1. Any edits and other additional considerations the Committee would like staff to incorporate prior to release of the RFP.
- 2. Approval to proceed with solicitation of proposals based on the attached RFP.