



# HRGreen

Cornerstone Solutions for

## governmental services

### Organizational Review and Analysis

Review of departmental processes, operations and practices and make recommendations that will provide services to your residents in a more proficient manner and enhance operations. Our evaluation will cover process workflow, use of performance incentives, organizational design and resource allocation for your organization.

### Shared Services Review

Examination of how key services are being delivered and identify viable and cost effective opportunities through contractual relationships with the private sector and other organizations or jurisdictions. This also includes evaluation of duplicate services and identifying consolidation opportunities. Our team will develop service level agreements and workflow processes that fit your needs.

### Fee and Rate Review

Review of rate and fee structures which includes evaluation of your cost recovery efficacy and identification of alternative revenue sources or pricing structures. Comparison of your organization's rates with similar jurisdictions will also be completed to search for opportunities to boost revenue while remaining competitive. Technology solutions will be identified that can increase collection rates for various licenses.

### Public Works Operations Review

Review of Public Works Department's (PWD) operations and maintenance practices to determine ways to more effectively allocate resources to respond to the requests of your residents and achieve the expectations of your elected officials. Practices for deployment of employees, fleet management, infrastructure maintenance and repair, and purchasing will be reviewed against best practices of PWD's of similar size.

HR Green's Cornerstone Solutions are developed to provide a quick response to some of your biggest challenges. These services will often provide the foundation for a larger, full-scale implementation or offer recommendations for short-term solutions.

Our understanding and business-like approach to challenges within the public sector provides solutions that enhance transparency, accountability and efficiency. Utilizing our performance based agreements places responsibility for delivering results on our company and shifts the risk from your organization.

## Grant Submittals and Fund Procurement

Today, funding your Capital Improvement Program is more challenging than ever. Fixed costs are eating into an agency's ability to maintain your infrastructure appropriately. Leveraging your local dollars with federal or state money is one of the few opportunities to fund strategic or costly projects. Our process starts with preparing a Source and Use of Funds Matrix for various components of your project. Grant programs will be vetted and applications can be developed and submitted.

## Sustainability Assessment

Many organizations are searching for ways to become more sustainable or "green". This assessment will review your sustainability goals and strategies, provide an overview of how your current practices can be modified to better achieve your goals and also recommend ways to measure your progress.

## Online Citizen Request Management (CRM)

Evaluate your current citizen/constituent request management system. Identify opportunities to increase the transparency of your organization's responsiveness as you build a positive image and relationship with your constituents. The right CRM system can also enhance workflow, thereby increasing efficiency and reducing costs.

## Business Retention Plan

Competition for new businesses is tremendous. Other states and local governments are pouring money into recruiting, and businesses are listening. Preparing and implementing an economic development and business retention plan to cultivate and preserve private sector investment is crucial.

## Interim Staff Support

While hard to believe, finding qualified candidates in today's economic climate is still a challenging and lengthy process. To fill the gap, we can offer experienced personnel for your immediate staffing needs. This could be done on an hourly or monthly retainer basis.

## Public-Private Partnership (P3) Feasibility Study

P3 is a procurement process that is gaining popularity with state and local governments. Each state has unique legislation which dictates acceptable uses of public-private partnerships. A feasibility study will review your state's laws and regulations and compare with the needs of your local government.

There are many models for P3 with a variety of ways to address construction, operations and ownership. A decision matrix will be prepared to help you determine which model is most appropriate for your organization. If there is interest in a partnership to share resources and rewards, an asset valuation can be completed to provide an opinion of what the private sector might offer.



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