

1 [Cost of Living Adjustment to the Contract for Budget and Legislative Analyst Services -
2 \$12,849,706 - FY2024-2025]

3 **Motion enacting a 4.00% cost of living adjustment (COLA) to the base Fiscal Year (FY)**
4 **2023-2024 contract amount of \$3,121,318 for Budget and Legislative Analyst Services,**
5 **to be effectuated as of July 1, 2024, resulting in a new FY2024-2025 contract amount of**
6 **\$3,246,171 an annual increase of \$124,853 and a new total not to exceed contract**
7 **amount of \$12,849,706; a total increase of \$249,706 for the contract term; and directing**
8 **the Clerk of the Board to take all necessary administrative action to amend the contract**
9 **accordingly.**

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11 WHEREAS, A Request for Proposal (“RFP”) was issued on April 14, 2021, and the City
12 selected Harvey M. Rose Associates, LLC as the highest qualified scorer pursuant to the
13 RFP; and

14 WHEREAS, The term of the contract is from January 1, 2022, to December 31, 2025
15 with one option to renew the contract for an additional period of six years; and

16 WHEREAS, The contract for Budget and Legislative Analyst Services allows the
17 contractor to request a COLA to their billing rates at least 60 days in advance of each
18 January 1 anniversary date of the contract; and

19 WHEREAS, The contract between the City and County of San Francisco and Harvey
20 M. Rose Associates, LLC states that any COLA request shall be no more than the COLA rate
21 agreed between the City and The International Federation of Professional and Technical
22 Engineer Local 21; and

23 WHEREAS, The COLA rate agreed between the City and The International Federation
24 of Professional and Technical Engineer Local 21 is 4.00% for Fiscal Year (FY) 2024-25; and

1 WHEREAS, The Budget Analyst Joint Venture submitted a request for a 4.00% COLA
2 to their contract, to be effectuated as of July 1, 2024; and

3 WHEREAS, The compensation provision of the contract establishes a not-to-exceed
4 amount of \$3,121,318 per fiscal year beginning in FY2023-2024 unless the Board of
5 Supervisors adopts a motion enacting a COLA; now, therefore, be it

6 MOVED, That the Board of Supervisors enact a 4.00% COLA to the FY2023-2024
7 base contract of \$3,121,318 for Budget and Legislative Analyst Services, to be effective on
8 July 1, 2024, resulting in a new base contract in FY2024-2025 of not to exceed \$3,246,171 an
9 increase of \$124,853 and a total not to exceed amount of \$12,849,706; a total increase of
10 \$249,706 for the contract term; and directs the Clerk of the Board to take all necessary
11 administrative action to amend the contract accordingly.