

1 [Cost of Living Adjustment - Budget and Legislative Analyst Services - \$3,392,249 - FY2025-
2 2026]

3 **Motion enacting a 4.50% cost of living adjustment (COLA) to the base Fiscal Year (FY)**
4 **2024-2025 contract amount of \$3,246,171 for Budget and Legislative Analyst Services,**
5 **to be effectuated as of July 1, 2025, resulting in a new FY2025-2026 contract amount of**
6 **\$3,392,249 an annual increase of \$146,078 and a new total not to exceed contract**
7 **amount of \$36,000,000 for the contract term ending December 31, 2031; 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 original term of the contract is from January 1, 2022, through
15 December 31, 2025, with one option to renew the contract for an additional period of six
16 years; and

17 WHEREAS, The City exercised one option to renew the contract for a period of six
18 years which extended the contract term to December 31, 2031, which was approved by the
19 Board of Supervisors in Motion No. M24-122, through which the Board of Supervisors directed
20 the Clerk of the Board to take all necessary administrative actions to amend the contract
21 accordingly; and

22 WHEREAS, The contract for Budget and Legislative Analyst Services allows the
23 contractor to request a COLA to their billing rates at least 60 days in advance of each January
24 1st anniversary date of the contract; and

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

5 WHEREAS, The COLA rate agreed between the City and The International Federation
6 of Professional and Technical Engineer Local 21 is 4.50% for FY 2025-26; and

7 WHEREAS, The Budget Analyst Joint Venture submitted a request for a 4.50% COLA
8 to their contract, to be effectuated as of July 1, 2025; and

9 WHEREAS, The compensation provision of the contract establishes a not to exceed
10 amount of \$3,246,171 per fiscal year beginning in FY 2024-25 unless the Board of
11 Supervisors adopts a Motion enacting a COLA; now, therefore, be it

12 MOVED, That the Board of Supervisors enact a 4.50% COLA to the FY 2024-25 base
13 contract of \$3,246,171 for Budget and Legislative Analyst Services, to be effective on July 1,
14 2025, resulting in a new base contract in FY 2025-26 of not to exceed \$3,392,249, an annual
15 increase of \$146,078, and a total not to exceed amount of \$36,000,000 for the contract term
16 ending December 31, 2031; and directs the Clerk of the Board to take all necessary
17 administrative action to amend the contract accordingly.

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