

1 [Cost of Living Adjustment to the Contract for Budget and Legislative Analyst Services -  
2 FYs 2015-2016 and 2016-2017]

3 **Motion to consider enacting a 3.25% cost of living adjustment (COLA) to the current**  
4 **\$2,060,000 contract for Budget and Legislative Analyst Services, to be effectuated no**  
5 **earlier than October 1, 2015, resulting in a 2.44%, or \$50,213 increase to the contract in**  
6 **FY2015-2016 to be annualized to the full 3.25%, or \$66,950 in FY2016-2017; and**  
7 **directing the Clerk of the Board to take all necessary administrative action to amend**  
8 **the contract accordingly.**

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10 WHEREAS, A Request for Proposal (RFP) was issued on May 24, 2013, and the City  
11 selected Harvey M. Rose Associates, LLC, Debra A. Newman, Louie & Wong, LLP, A Joint  
12 Venture, as the highest qualified scorer pursuant to the RFP; and

13 WHEREAS, The term of the contract is from January 1, 2014, to December 31, 2017,  
14 with two options to renew the contract, each for an additional two-year term; and

15 WHEREAS, On September 16, 2014, the Board of Supervisors passed Motion  
16 M14-154 enacting a 3.00% cost of living adjustment (COLA) to the contract for Budget and  
17 Legislative Analyst services, which was effectuated in October 2014, resulting in a 2.25%  
18 increase to the contract in FY2014-2015 to be annualized to the full 3.00% in FY2015-2016;  
19 and

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

23 WHEREAS, On November 5, 2014, the Budget and Legislative Analyst Joint Venture  
24 Partnership submitted a request for a 3.25% COLA to their contract, to be effectuated

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1 no earlier than October 1, 2015, which was 57 days in advance of the January 1 anniversary  
2 date of the contract; and

3 WHEREAS, On February 11, 2015, the Budget and Finance Committee directed the  
4 Clerk of the Board to include the initial and annualized cost of the 3.25% COLA to the contract  
5 for Budget and Legislative Analyst services in the Department's proposed FYs 2015-2016 and  
6 2016-2017 budget as part of the budget guideline hearing required pursuant to Rule Number  
7 6.8 of the Board of Supervisors Rules of Order; and

8 WHEREAS, The compensation provision of the contract establishes a not-to-exceed  
9 amount of \$2,060,000 per Fiscal Year beginning in FY2015-2016 unless the Board of  
10 Supervisors adopts a motion enacting a COLA; now, therefore, be it

11 MOVED, That the Board of Supervisors enact a 3.25% COLA to the \$2,060,000  
12 contract for Budget and Legislative Analyst Services, to be effectuated no earlier than October  
13 1, 2015, resulting in a 2.44%, or \$50,213, increase to the contract in FY2015-2016 to be  
14 annualized to the full 3.25%, or \$66,950, in FY2016-2017; and, be it

15 FURTHER MOVED, That the Board of Supervisors directs the Clerk of the Board to  
16 take all necessary administrative action to amend the contract accordingly.

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