File No	160606	Committee Item No	18
		Board Item No	

## **COMMITTEE/BOARD OF SUPERVISORS**

AGENDA PACKET CONTENTS LIST

AGENDA PACKET C	UNIENIS LISI
Committee: Budget and Finance	Date <u>June 16, 2016</u>
Board of Supervisors Meeting	Date
Cmte Board    Motion	etter and/or Report
☐ ☐ Public Correspondence  OTHER (Use back side if additional s	space is needed)
Completed by: Victor Young Completed by:	DateJune 10, 2016 Date

\$2,174,806 - FY2016-2017]

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Motion enacting a 2.25% cost of living adjustment (COLA) to the base FY2016-2017 contract amount of \$2,126,950 for Budget and Legislative Analyst Services, to be effectuated as of July 1, 2016, resulting in a new FY2016-2017 contract amount of \$2,174,806, an increase of \$47,856; and directing the Clerk of the Board to take all

necessary administrative action to amend the contract accordingly.

[Cost of Living Adjustment to the Contract for Budget and Legislative Analyst Services -

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

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

WHEREAS, On September 16, 2014, the Board of Supervisors passed Motion No. M14-154 enacting a 3.00% cost of living adjustment (COLA) to the contract for Budget and Legislative Analyst services, which was effectuated in October 2014, resulting in a 2.25% increase to the contract in FY2014-2015 to be annualized to the full 3.00% in FY2015-2016; and

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

WHEREAS, On November 5, 2014, the Budget and Legislative Analyst Joint Venture Partnership submitted a request for a 3.25% COLA to their contract, to be effectuated no earlier than October 1, 2015, which was 57 days in advance of the January 1 anniversary date of the contract; and

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

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

WHEREAS, On July 21, 2015, the Board of Supervisors passed Motion No. M15-116 enacting a 3.25% cost of living adjustment (COLA) to the contract for Budget and Legislative Analyst services, which was effectuated in October 2015, resulting in a 2.44% increase to the contract in FY2015-2016 to be annualized to the full 3.25% in FY2016-2017; and

WHEREAS, On November 17, 2015, the Budget and Legislative Analyst Joint Venture Partnership submitted a request for a 2.25% COLA to their contract, to be effectuated as of July 1, 2016, which was 45 days in advance of the January 1 anniversary date of the contract; and

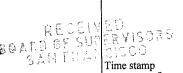
WHEREAS, The compensation provision of the contract establishes a not-to-exceed amount of \$2,126,950 per Fiscal year beginning in FY2016-2017 unless the Board of Supervisors adopts a motion enacting a COLA; now, therefore, be it

MOVED, That the Board of Supervisors enact a 2.25% COLA to the FY2016-2017 base contract of \$2,126,950 for budget and legislative analyst services, to be effective on July 1, 2016, resulting in a new base contract in FY2016-2017 of not to exceed \$2,174,806, an increase of \$47,856; and directs the Clerk of the Board to take all necessary administrative action to amend the contract accordingly.

For Clerk's Use Only:

## **Introduction Form**

By a Member of the Board of Supervisors or the Mayor & A. S.



or meeting date I hereby submit the following item for introduction (select only one): 2016 HAY 24 X1. For reference to Committee: An ordinance, resolution, motion, or charter amendment. 2. Request for next printed agenda without reference to Committee. 3. Request for hearing on a subject matter at Committee: inquires" 4. Request for letter beginning "Supervisor 5. City Attorney request. from Committee. 6. Call File No. 7. Budget Analyst request (attach written motion). 8. Substitute Legislation File No. 9. Request for Closed Session (attach written motion). 10. Board to Sit as A Committee of the Whole. 11. Question(s) submitted for Mayoral Appearance before the BOS on Please check the appropriate boxes. The proposed legislation should be forwarded to the following: Small Business Commission ☐ Youth Commission ☐ Ethics Commission ☐ Building Inspection Commission ☐ Planning Commission Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form. Sponsor(s): Clerk of the Board Subject: Cost of Living Adjustment to the Contract for Budget and Legislative Analyst Services - FY 2016-2017 The text is listed below or attached: Motion to enact a 2.25% cost of living adjustment (COLA) to the base FY 2016-17 contract amount of \$2,126,950 for Budget and Legislative Analyst Services, to be effectuated as of July 1, 2016, resulting in a new FY 2016-17 contract amount of \$2,174,806, an increase of \$47,856; and directing the Clerk of the Board to take all necessary administrative action to amend the contract accordingly. Signature of Sponsoring Supervisor: