

1 [Contract Amendment - Budget and Legislative Analyst Services - Not to Exceed  
2 \$12,889,420]

3 **Resolution authorizing the Clerk of the Board to amend the Budget and Legislative**  
4 **Analyst Services contract to exercise an option to extend the term through**  
5 **December 31, 2019 and to enact a 2.25% cost-of-living adjustment effective**  
6 **July 1, 2017, increasing the total contract amount by \$4,471,947 for a total amount not**  
7 **to exceed \$12,889,420 for the period of January 1, 2014, through December 31, 2019.**

8  
9 WHEREAS, Under Charter, Section 2.117, the Board of Supervisors shall appoint and  
10 may remove a Budget Analyst and such appointment shall be made solely on the basis of  
11 qualifications by education, training and experience for the position to be filled; and

12 WHEREAS, Through a Request for Proposal (RFP) issued on May 24, 2013, the City  
13 and County of San Francisco (City) selected Harvey M. Rose Associates, LLC, Debra A.  
14 Newman, Louie & Wong, LLP, A Joint Venture (Contractor) as the highest qualified scorer  
15 pursuant to the RFP and the Agreement was made on December 19, 2013 between the City  
16 and the Contractor for budget and legislative analyst services; and

17 WHEREAS, The Agreement will terminate without penalty, liability or expense of any  
18 kind to City at the end of any fiscal year if funds are not appropriated for the next succeeding  
19 fiscal year; and

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

22 WHEREAS, The Board of Supervisors wishes to exercise the first of two options to  
23 renew the contract for two years, thereby extending the term of the Agreement from  
24 January 1, 2018 through December 31, 2019, resulting in the total contract anticipated  
25 expenditures to exceed \$10,000,000; and

1           WHEREAS, Charter, Section 9.118(b) "Contract and Lease Limitations" requires the  
2 Board of Supervisors to approve any contract estimated to exceed \$10,000,000 in anticipated  
3 expenditures or amendments exceeding \$500,000 by resolution; and

4           WHEREAS, The compensation provision of the contract states that the contract shall  
5 not exceed \$2,000,000 per year unless the Board of Supervisors adopts a motion enacting a  
6 cost of living adjustment (COLA); and

7           WHEREAS, The Board of Supervisors adopted Motion M14-154 to approve a 3.00%  
8 COLA in FY2014-15 increasing the base contract amount to not to exceed \$2,060,000 per  
9 year, adopted Motion No. M15-0116 approve a 3.25% COLA in FY2015-16 increasing the  
10 base contract amount to not to exceed \$2,126,950, and adopted Motion No. M16-096 to  
11 approve a 2.25 % COLA in FY2016-17 increasing the base contract amount to not to exceed  
12 \$2,174,806; and

13           WHEREAS, The Board of Supervisors wishes to enact a 2.25% COLA effective July 1,  
14 2017 resulting in a new base contract amount not to exceed \$2,223,740 in FY2017-18; now,  
15 therefore, be it

16           RESOLVED, That the Board of Supervisors hereby authorizes the Clerk of the Board to  
17 extend the term of the agreement from January 1, 2018, through December 31, 2019,  
18 increasing the total contract amount not to exceed \$12,889,420; and, be it

19           RESOLVED, That the Board of Supervisors enacts a 2.25% COLA to the contract  
20 effective July 1, 2017, resulting in a new base contract amount of \$2,223,740, an increase of  
21 \$48,933 in FY2017-18 and; be it

22           FURTHER RESOLVED, That the Board of Supervisors directs the Clerk of the Board  
23 to take all necessary administrative actions to amend the contract accordingly and to include  
24 the cost of the contract associated with this Amendment in the Department of the Board of  
25 Supervisors' FY2017-18 and FY2018-19 proposed budget.