



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Controller



Date: August 2, 2013

Board Meeting Date: September 10, 2013

Special Notice / Hearing: None

Vote Required: Majority

To: Honorable Board of Supervisors

From: Bob Adler, Controller

Subject: Agreement with Keyser Marston Associates, Inc.

RECOMMENDATION:

Adopt a Resolution waiving the Request for Proposals process and authorizing an agreement with Keyser Marston Associates, Inc. to provide redevelopment agency dissolution services, for the term of September 15, 2013 through June 30, 2016, in an amount not to exceed \$288,000.

BACKGROUND:

On February 1, 2012, California Assembly Bill X1 26 (ABX1 26) and Assembly Bill 1484 (AB 1484) dissolved all California Redevelopment Agencies (RDA) and imposed new requirements on county controllers. These new requirements included performing specific RDA-related calculations that the Controller's Office had not historically performed. The Controller's Office contracted with Keyser Marston Associates, Inc. (KMA) on March 30, 2012 to complete some of the new County Controller requirements related to the RDA dissolution. KMA is a financial and real estate advisory firm that has been involved with California RDAs for nearly 40 years. The term of the previous contract ended June 30, 2013. The prior contract amount was \$164,000.

DISCUSSION:

These services are necessary to assist with the Controller's mandatory requirements in order to ensure compliance with ABX1 26 and AB 1484. KMA's prior work with the County has enabled its consultants to become knowledgeable regarding the Property Tax Division's processes and systems as well as the County's numerous former RDAs. As such, it is in the County's best interest to approve this agreement and waive the Request for Proposal process.

The Board is also being asked to authorize the County Controller or his/her designee to execute subsequent amendments to the agreement which do not exceed an aggregate of \$25,000.

Keyser Marston Associates, Inc. has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including, but not limited to, insurance, hold harmless, non-discrimination and equal benefits.

County Counsel has reviewed and approved the Resolution and agreement as to form.

Risk Management has reviewed and approved Contractor's compliance with County insurance requirements.

Approval of this agreement contributes to the Shared Vision 2025 for a Collaborative Community by providing services that benefit other County departments such as the Treasurer-Tax Collector-Revenue Services, and the Assessor.

PERFORMANCE MEASURE(S):

Measure	FY 2012-13 Actual	FY 2013-14 Projected
Percent of major tax apportionments completed by installment due date	95%	95%

FISCAL IMPACT:

The funding will come from the former RDA's property tax revenues, and there is no increase in Net County Cost.