



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Controller



Date: July 15, 2016
Board Meeting Date: August 9, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Juan Raigoza, 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 August 9, 2016 through June 30, 2019, with options to extend for an additional two years, in an amount not to exceed \$335,000.

BACKGROUND:

On February 1, 2012, California Assembly Bill X1 26 (ABX1 26) dissolved all California Redevelopment Agencies (RDA) and imposed new requirements on county controllers. These new requirements included performing specific RDA-related calculations that had not historically performed by the county controllers. The San Mateo County (the County) Controller's Office (the Controller) contracted with Keyser Marston Associates, Inc., (KMA) on March 30, 2012, and again on September 10, 2013, to complete some of the Controller's 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 and has been performing certain parts of the complex RDA dissolution calculations for the Controller since 2012. The previous contract was for \$288,000 and ended on June 30, 2016.

DISCUSSION:

KMA's prior work with the Controller's Office has provided its consultants with knowledge and familiarity regarding the Property Tax Division's processes and systems as well as the thirteen former RDAs in the County. The services provided by KMA are necessary to assist with the Controller's mandatory requirements in order to ensure compliance with laws related to RDA dissolution (ABX1 26, AB 1484, and SB 107) and would otherwise require additional staffing with specialized skills.. As such, it is in the

County's best interest to approve this agreement and waive the Request for Proposals process.

The Controller's office also requests the Board give authority to the Controller or his designee to execute subsequent amendments, optional extensions, and similar documents which do not exceed an aggregate of \$25,000 from the not-to-exceed amount of \$335,000.

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

Risk Management has also reviewed and approved the 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 2015-16 Actual	FY 2016-17 Projected
Percent of major tax apportionments completed by installment due date	100%	95%

FISCAL IMPACT:

The costs associated with this contract will be reimbursed as County Administration costs from the former RDAs' Redevelopment Property Tax Trust Funds pursuant to Health and Safe Code Section 34183. Therefore, there is no increase to Net County Cost.