

RESOLUTION 2016-207

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO: (1) EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MAZE & ASSOCIATES IN AN AMOUNT NOT-TO-EXCEED \$75,825 FOR AUDIT SERVICES IN FY 2016/17; (2) INCLUDE AN OPTIONAL ONE-YEAR CONTRACT EXTENSION THROUGH FY 2017/18 FOR A TOTAL AGREEMENT AMOUNT NOT-TO-EXCEED \$155,441; AND (3) WAIVE NORMAL BIDDING REQUIREMENTS

WHEREAS, the City contracts with Maze & Associates (Maze) to perform an audit of City finances, preparation of an annual CAFR, review of internal controls and assistance in the preparation of required State and federal financial reports, and annual review of Measure Q and Measure K revenues and expenditures among other things; and

WHEREAS, Maze & Associates has provided such services for a number of years and has performed very well in assisting the City to achieve the GFOA's highest award, *The Certificate of Achievement for Excellence in Financial Reporting*, for twenty consecutive years, which achievement, combined with effective and prudent financial management, have resulted in the City achieving very high bond ratings that are beyond the reach of most cities of similar size and circumstance; and

WHEREAS, because of this success and the in-depth knowledge and expertise of Maze & Associates regarding the complexities of City and LSA operations, New Market Tax Credits, etc., staff proposes an extension of the annual contract with Maze at a not-to-exceed amount of \$75,825 for FY 2016/17, and staff further requests approval of an optional one-year extension, which would total \$155,441 with a 5% contract increase added to FY 2017/18; and

WHEREAS, a contract of this size would typically require a formal RFP process, but Municipal Code Section 3.16.110.A (Consultants) specifically waives formal and informal bidding requirements for consulting contracts "involving the acquisition of professional or specialized services, such as but not limited to services rendered by architects, attorneys, engineers, **accountants** and other classes where the city must depend upon the skill, integrity, judgment and ability of the service.... All such contracts shall be awarded by the city to the consultant whose proposal is evaluated to be the most responsive to the needs of the city, as determined by the city manager or, in the case of contracts exceeding twenty-five thousand dollars, the city council;" and

WHEREAS, staff believes that Maze & Associates is indeed the most responsive to the needs of the city; and

WHEREAS, funding for the contract for FY 2016/17 is already budgeted in the Finance Department budget (100-1420-43600), and funding for the optional second-year of the contract would be subject to budget availability and City Council approval.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo authorizes the City Manager to execute a professional services agreement with Maze & Associates for audit services in FY 2016/17 at a not-to-exceed amount of \$75,825.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute one additional one-year term subject to funding availability authorized by the City Council in FY 2017/18 for a not-to-exceed amount of \$79,616.

BE IT FURTHER RESOLVED that the City Manager is authorized to waive formal and informal bidding requirements regarding approval of this contract because of the consultant exemption specifically named in Section 3.16.110 of the City Municipal Code.

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ADOPTED this 20th day of June, 2016, by the following vote:

AYES:	COUNCILMEMBERS:	Chao Rothberg, Morris, Calloway, Valdez and Kinney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None

ATTEST:

APPROVED:

/s/ Ted J. Denney
Ted J. Denney, City Clerk

/s/ Rich Kinney
Rich Kinney, Mayor