

REPORT TO CITY COUNCIL

DATE: JANUARY 23, 2013

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: CHRISTY PINUELAS, DIRECTOR OF FINANCE

SUBJECT: APPROVAL OF EXTENSION TO CONSULTANT SERVICES AGREEMENT WITH VAVRINEK, TRINE, DAY & Co., LLP FOR AUDIT SERVICES

The purpose of this item is to seek City Council approval for the City to extend an agreement for consultant services with Vavrinek, Trine, Day and Co., LLP, to provide auditing services to the City, the Agoura Hills Calabasas Community Center, and the Successor Agency. Staff is requesting the approval of an extension to the existing agreement of two years.

Vavrinek, Trine, Day and Co., LLP has been providing audit services to the City, the Successor Agency, and the Agoura Hills Calabasas Community Center for the past three years. The original contract considered two on- year extensions of the contract. The audits have been performed in a timely manner, and the firm has offered considerable expertise during the dissolution of the Agoura Hills Redevelopment Agency. The proposed fees are as shown in Exhibit A and are similar in total to the fees charged for services in 2011/12.

City staff has been pleased with the work performed by Vavrinek, Trine, Day and Co., LLP, in the past, and is confident that the firm will continue to provide high quality services.

This proposed amendment to the agreement has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Vavrinek, Trine, Day and Co., LLP.

Attachments: Amendment to Agreement (with Exhibit A)
Fee Estimate (Exhibit B)
Original (Exhibit C)

AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES
WITH THE CITY OF AGOURA HILLS

NAME OF CONSULTANT: Vavrinek, Trine, Day and Co., LLP

RESPONSIBLE PRINCIPAL OF CONSULTANT: Attn: Roger E. Alfaro

CONSULTANT 'S ADDRESS: 8270 Aspen Street
Rancho Cucamonga, CA 91730

CITY'S ADDRESS: City of Agoura Hills
30001 Ladyface Court
Agoura Hills, CA 91301
Attn: City Manager

PREPARED BY: Christy Pinuelas,
Director of Finance

COMMENCEMENT DATE: March 24, 2010

TERMINATION DATE: April 15, 2015

CONSIDERATION: Contract Price
Not to Exceed: \$45,000 /yr

FIRST AMENDMENT TO AGREEMENT

This FIRST AMENDMENT TO AGREEMENT (“Amendment”) is made and entered into as of the 23rd day of January, 2013, by and between the City of Agoura Hills, a municipal corporation (“City”), and Vavrinek, Trine, Day & Co., LLP (“Consultant”) and with respect to the following recitals:

A. Per the terms of the original agreement, dated March 24, 2010, the City has the option to extend the agreement for two additional terms of one year and to adjust the contract price for the new term.

B. The City and Consultant now wish to modify the Agreement to *extend the term of the Consulting Agreement by two (2) years. The fees for each of the two years are as listed on the fee estimate attached and shall not exceed \$40,190 for the 2012/13 audit and \$41,210 for the 2013/14 audit of all listed entities (see Exhibit A).*

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL BENEFITS, PROMISES, COVENANTS, AND CONDITIONS HEREINAFTER CONTAINED, THE PARTIES, DO AGREE HEREBY AS FOLLOWS:

SECTION 1. The Agreement is hereby amended to read as follows:

This Agreement shall commence on March 24, 2010, and shall remain and continue in effect until tasks described herein are completed, but in no event later than April 15, 2015.

SECTION 2. All other provisions of the Agreement remain unchanged.

SECTION 3. The Recitals are incorporated herein as though set forth in full.

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the date first written above.

CITY OF AGOURA HILLS

Denis Weber
Mayor

ATTEST:

Kimberly M. Rodrigues, MMC
City Clerk

APPROVED AS TO FORM:

Candice K. Lee,
City Attorney

Vavrinek, Trine, Day & Co., LLP

By: _____
Name:
Title:

By: _____
Name:
Title:

[*Signatures of Two Corporate Officers Required]

EXHIBIT A

City of Agoura Hills
Fee Estimate

	Actual		
	2011-12	2012-13	2013-14
City CAFR	22,742	23,430	24,140
Single Audit (assuming one major program)	3,461	3,570	3,680
City State Controller's report	1,864	1,920	1,980
RDA/ Successor Agency	6,880	6,880	6,880
RDA Controller's Report	1,030		
Agoura Hills Calabasas Community Center Audit	4,254	4,390	4,530
	<u>40,231</u>	<u>40,190</u>	<u>41,210</u>