



REPORT TO CITY COUNCIL

DATE: JUNE 23, 2010

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER 

BY: CHRISTY PINUELAS, DIRECTOR OF FINANCE 

SUBJECT: REQUEST TO APPROVE AN AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH THE HdL COMPANIES, RELATING TO PROPERTY TAX MANAGEMENT AND AUDIT SERVICES

The City entered into an agreement with The HdL Companies to perform property tax management and audit services. The agreement is currently set to expire at the end of this current fiscal year. The agreement calls for a three-year extension and HdL has agreed to maintain pricing at the same level for the three-year period. Thus, staff is recommending that the agreement with The HdL Companies, be extended through June 30, 2013, to maintain the current fee.

The scope of work and financial terms of the agreement are not expected to change, and remain the same as approved previously. Staff is satisfied with the work product from The HdL Companies. HdL performs a review of the City's property taxes, prepares reports, and consults with staff regarding property tax projections. The City is also provided with an updated data base of all parcels.

The fee for these services is \$9,600 annually, however due to the economic downturn, the HdL Companies has agreed to reduce the fee to \$8,640 for Fiscal Year 2010/11.

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

RECOMMENDATION

Staff recommends the City Council approve the amendment of the consultant services agreement with The HdL Companies, for the performance of property tax management and audit services, extending the termination date of the agreement to June 30, 2013.

Attachment: HdL Companies Agreement

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

NAME OF CONSULTANT: The HdL Companies

RESPONSIBLE PRINCIPAL OF CONSULTANT: Attn: Paula Cone

CONSULTANT'S ADDRESS: 1340 Valley Vista Drive Ste 200
Diamond Bar, CA, 91765

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: July 1, 2010

TERMINATION DATE: June 30, 2013

CONSIDERATION: Contract Price
Not to Exceed: \$ 8,640 /yr (year 1)
Not to Exceed: \$9,600 year 2 and 3

**FIRST AMENDMENT TO AGREEMENT BETWEEN
CITY OF AGOURA HILLS AND THE HdL COMPANIES**

FOR PROPERTY TAX MANAGEMENT AND AUDIT SERVICES

THIS FIRST AMENDMENT is made and entered into as of July 1, 2010, by and between the City of Agoura Hills, a municipal corporation (hereinafter referred to as "City"), and The HdL Companies (hereinafter referred to as "Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. This First Amendment is made with respect to the following facts and purposes:

a. On July 1, 2010, the City and Consultant entered into that certain Agreement entitled "Agreement for Consultant Services between The City of Agoura Hills and The HdL Companies" ("Agreement"), in the amount of 9,600 Dollars and Zero Cents (\$9,600.00).

b. The parties now desire to **extend the term of the Agreement to July 1, 2013.**

2. Section 1 of the Agreement entitled "**TERM**" is hereby amended to read as follows:

"This Agreement shall remain and continue in effect until tasks herein are completed, but in no event later than July 1, 2013, unless sooner terminated pursuant to the provisions of this Agreement."

3. Section 4 of the Agreement entitled "**PAYMENT**" is hereby amended to read as follows:

"This amount shall not exceed \$8,640 ("Contract Price") for the Fiscal Year 2010-11 unless additional payment is approved. The amount shall be \$9,600 for the Fiscal Years 2011-13. "

Except for the changes specifically set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF AGOURA HILLS

THE HdL COMPANIES

(Two Signatures of corporate officers required unless corporate documents authorize only one person to sign the agreement on behalf of the corporation.)

By: _____
William D. Koehler, Mayor

By: _____

ATTEST:

By: _____
Kimberly Rodrigues, MMC, City Clerk

By: _____

APPROVED AS TO FORM:

By: _____
Craig A. Steele, City Attorney