

**RESOLUTION NO. OB 13-07**

**A RESOLUTION OF THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE FIREBAUGH REDEVELOPMENT AGENCY APPROVING A CONTRACT WITH ROSENOW SPEVACEK GROUP, INC. TO PROVIDE CONSULTING SERVICES TO THE SUCCESSOR AGENCY IN FISCAL YEAR 2013-14**

**WHEREAS**, the Oversight Board of the Successor Agency to the Firebaugh Redevelopment Agency ("Oversight Board") has been established to direct the Successor Agency to the Firebaugh Redevelopment Agency ("Successor Agency") to take certain actions to wind down the affairs of the Redevelopment Agency in accordance with the California Health and Safety Code; and

**WHEREAS**, the Successor Agency desires to enter into a contract with Rosenow-Spevacek Group ("RSG") to provide consulting services related to the dissolution of the Former Firebaugh Redevelopment Agency through Fiscal Year 2013-14 as detailed in the proposal attached as Exhibit "A" ("RSG Contract"); and

**WHEREAS**, the RSG Contract is to be funded by the administrative cost allowance pursuant to Health & Safety Code Section 34171(b); and

**WHEREAS**, Health & Safety Code Section 34177(j)(3) requires proposals for arrangements for administrative and operations services provided by a city, county, or other entity to be submitted to the oversight board for its approval; and

**WHEREAS**, Health & Safety Code Section 34177.3(b) states that successor agencies may create enforceable obligations to conduct the work of winding down the redevelopment agency, including acquiring necessary professional administrative services; and

**WHEREAS**, the Successor Agency approved the proposed RSG Contract on May 6, 2013; and

**WHEREAS**, the Oversight Board desires to approve the RSG Contract.

**NOW, THEREFORE, THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE FIREBAUGH REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** The RSG Contract is hereby approved.

**SECTION 2.** The Oversight Board hereby authorizes the City Manager to take such other and further action consistent with this resolution and sign and transmit any documents, as necessary, in order to implement this Resolution on behalf of the Successor Agency.

**SECTION 3.** The Oversight Board Secretary shall certify to the adoption of this Resolution.

The above and foregoing resolution was duly passed and adopted at a regular meeting by the Oversight Board of Successor Agency to the City of Firebaugh Redevelopment Agency, held on the 16th day of May, 2013, by the following vote:

AYES: Minnite, Knight, Manfredi, Lopez, Cline  
NOES:  
ABSTAIN:  
ABSENT: Freitas, Stoppenbrink

APPROVED:

  
\_\_\_\_\_  
Chairperson, Oversight Board

ATTEST:

  
\_\_\_\_\_  
Secretary, Oversight Board



ROSENOW SPEVACEK GROUP INC. T 714 541 4585  
309 WEST 4TH STREET F 714 541 1175  
SANTA ANA, CA E INFO@WEBRSG.COM  
92701-4502 WEBRSG.COM

**Via Electronic Mail**

May 1, 2013

Mr. Ron Manfredi  
Interim City Manager  
CITY OF FIREBAUGH  
1133 "P" St.  
Firebaugh, CA 93622

**PROPOSAL FOR SUCCESSOR AGENCY ADMINISTRATIVE CONSULTING SERVICES**

Dear Mr. Manfredi:

RSG is pleased to present this proposed scope of work and budget to provide the Successor Agency to the Redevelopment Agency of the City of Firebaugh ("Successor Agency") administrative consulting services for the 2013-14 fiscal year. RSG has been working with the Successor Agency since the very beginning of the dissolution of the Firebaugh Redevelopment Agency in 2011. With RSG's assistance, the Successor Agency has overcome many hurdles and has fulfilled numerous state reporting requirements. RSG would like to continue to serve the Successor Agency in its capacity as Administrative Consultants and see the Successor Agency through to the end of this arduous process.

**SCOPE OF SERVICES**

The proposed Scope of Services is based upon our experience with the Successor Agency and upcoming tasks that we have identified. RSG is happy to discuss modifications to the scope as needed to satisfy the City's needs. RSG has identified the following tasks:

**Task 1: Devise a Plan for the Use of Unexpended Bond Proceeds**

After receiving a Finding of Completion, the Successor Agency will be allowed to use any unspent bond proceeds. RSG will assist the Successor Agency in developing a plan for use of their unspent bond proceeds.

**Task 2: Budget and Cash Flow Work**

The Successor Agency has faced many challenges throughout the dissolution process, not the least of which has been continued budget shortfalls during Recognized Obligation Payment Schedule periods. RSG will continue to maintain a working cash flow model for the Successor Agency to anticipate future budget shortfalls. In addition, RSG will assist the Successor Agency in working to close any budget gaps by employing the variety of methods outlined in AB 1484.

COMMUNITY INVESTMENT & IMPROVEMENT  
LOCAL GOVERNMENT SOLUTIONS  
FINANCIAL ANALYSIS  
REAL ESTATE & DEVELOPMENT  
HOUSING

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**Task 3: Complete ROPS 13-14B and 14-15A and accompanying Administrative Budgets**

The Successor Agency must submit a Recognized Obligation Payment Schedule (“ROPS”) to the Oversight Board and Department of Finance every six months. RSG will assist the Successor Agency in completing the two ROPS that will be addressed during the 2013-14 fiscal year. In addition, the Successor Agency must submit an annual administrative budget supporting the use of the \$250,000 annual administrative allowance allowed by law. RSG will assist the Successor Agency in preparing the annual administrative budget for fiscal year 2014-15, which will be submitted along with ROPS 14-15A.

**Task 4: Attend Meetings as Necessary**

RSG will make a staff member available to the Successor Agency should they need assistance at any Successor Agency, Oversight Board meetings.

**Task 5: Additional Administrative Services as Needed**

RSG will assist the Successor Agency with any additional administrative tasks as they arise.

**TIMELINE**

RSG will begin this portion of its contract with the Successor Agency July 1, 2013 and will conclude June 30, 2014.

**PROJECT TEAM**

Ms. Tara Howard, Senior Associate, will be the Project Manager, and will be assisted by Alexa Smittle, Senior Associate and Jane Carlson, Senior Analyst. Ms. Felise Acosta, Partner will be the principal in charge of this engagement. Additional staff may be assigned as needed.

**FEE PROPOSAL**

We will provide these services on a time-and-materials basis, with a not to exceed amount of \$47,800. The fee matches the amount approved by the Successor Agency, Oversight Board, and DOF in the FY 2012-13 Administrative Budget. Costs will be paid by the Successor Agency out of the RSG does not charge clients for mileage (except direct costs related to field surveys), parking, standard telephone/fax expenses, general postage or incidental copies. However, we do charge for messenger services, overnight shipping/express mail costs and teleconferencing services. We also charge for copies of reports, documents, notices, and support material in excess of five (5) copies. These costs are charged back at the actual expense plus a 10% surcharge.

RSG issues monthly invoices payable upon receipt, unless otherwise agreed upon in advance. Invoices identify tasks completed to date, hours expended and the hourly rate.

**HOURLY BILLING RATES:**

Principal/Director	\$ 210
Senior Associate	165
Associate	150

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Senior Analyst	125
Analyst	115
Research Assistant	100
Technician	75
Clerical	60
Reimbursable Expenses	Cost plus 10%

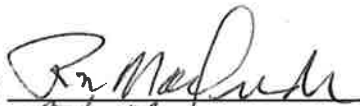
We appreciate the opportunity to submit our proposal to the City and Successor Agency, and look forward to working with you again. If you have any questions, please do not hesitate to contact me at 714.316.2111.

Sincerely,  
ROSENOW SPEVACEK GROUP, INC.



Felise Acosta  
Principal

APPROVED AND AUTHORIZED:

Signed:   
Title: City Manager  
Date: 5-24-13