

Task Order No. 42

Title: Permitting Best Practices Assessment

Agreement: Standard On-Call Consultant Agreement 04071A ("Agreement") Between the Santa Clara Valley Water District ("District") and TAP International, Inc. ("Consultant"), dated May 23, 2017.

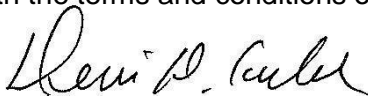
District Supervising Program Administrator: Darin Taylor Consultant Project

Manager: Denise Callahan, President

Dollar Amount of Task Order: Fixed Fee \$93,350 to \$119,550

1. Upon full execution of this Task Order No. 042 as set forth in the Standard On-Call Consultant Agreement Section Twelve, subsection 13., Task Orders, and the issuance of a notice to proceed by the District Project Manager, the Consultant is hereby authorized to perform the Services described in Attachment A to this Task Order. Any costs incurred, Services performed or expenditures by the Consultant before this Task Order is executed or before the issuance of the notice to proceed will be considered outside the contracted scope of Services and will not be eligible for payment.
2. Both the scope of Services to be performed and the deliverables to be provided in accordance with this Task Order are described in Attachment A, which is attached hereto and incorporated by this reference. Attachment A shall include at a minimum the following:
 - A. The Consultant personnel to be assigned to perform the Services, including resumes if not previously provided to the District Project Manager.
 - B. The total fixed fee amount for Consultant to complete the Services, including estimated number of hours required to perform the Services assigned to each Consultant classification.
 - C. Estimated cost of each other direct cost and reimbursable expense, including any applicable fees.
 - D. Project schedule for completing the scope of Services.
3. The Consultant shall be compensated at fixed fees or at the hourly rates established in the Agreement, Attachment A to the Scope of Services, Fees, and Payments. The Consultant agrees that it will provide all equipment, furnish all materials, except as may be otherwise noted in the Attachment A.
4. This Task Order will become effective on the date of full execution by authorized representatives of the Parties and remain in effect until the earlier of: termination of this Agreement; completion of the tasks set forth in Attachment A.
5. Copies of applicable local, state, and federal permits required to perform the Services described in Attachment A are attached to this Task Order, unless the Consultant previously provided the appropriate permits to the District.

6. The Consultant shall perform all Services described in Attachment A to this Task Order in accordance with the terms and conditions of the Agreement.

7. Signatures: 

TAP INTERNATIONAL INC.
Denise Callahan
President, Lead Auditor

09/23/2020
DATE

Signature: _____
SANTA CLARA VALLEY WATER DISTRICT
Darin Taylor

DATE

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Task Order No. 042**Attachment A – TAP International, Inc.****Permitting Best Practices Assessment**

- A. The Consultant personnel to be assigned to perform the Services, including resumes if not previously provided to the District Project Manager.
- B. The total fixed fee amount for Consultant to complete the Services, including estimated number of hours required to perform the Services assigned to each Consultant classification.
- C. Estimated cost of each other direct cost and reimbursable expense, including any applicable fees.
- D. Project schedule for completing the Scope of Services.

Activity	Assigned Staff	Rate	Hours	Estimate	Estimated Completion Date
Audit Planning (required risk assessment, scoping meetings, audit plan development, kick off conference)	Lead Auditor, Callahan Team Auditors (Matayoshi, Kousser)	\$200 \$185	40 20	\$8,000 \$3,700	10/31/2020
Data collection and Analysis (Time required dependent on results of planning meetings)*	Lead Auditor, Callahan Team Auditors, (Matayoshi, Kousser)	\$200 \$185	20-40 130-250	\$4,000-\$8,000 \$24,050-\$46,250	11/30/2020
Reporting Processes (department meetings, preliminary draft, draft, final report, exit conference)	Lead Auditor, Callahan Team Auditors (Matayoshi, Kousser)	\$200 \$185	120 160	\$24,000 \$29,600	12/31/2020

Estimated Fixed Fee Amount**\$93,350 to \$119,550**

***Amended task order to update costs will be submitted upon completion of audit planning.**

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