



Santa Clara Valley Water District

File No.: 18-0114

Agenda Date: 4/10/2018

Item No.: 3.2.

BOARD AGENDA MEMORANDUM

SUBJECT:

Designation of Impartial Third Party to Oversee Validation and Tabulation of Written Protests for Fiscal Year 2018-2019 Groundwater Production and Surface Water Charges.

RECOMMENDATION:

Designate an impartial third party to oversee the verification and tabulation of the written groundwater production and surface water protests.

SUMMARY:

In accordance with Board Resolutions 12-10 and 12-11, adopting procedures for the imposition of Surface Water Charges and Groundwater Production Charges, respectively (Attachment 1), the Board will designate an impartial third person who does not have a vested interest in the outcome of the proposed charges to tabulate the written protests submitted, and not withdrawn. The impartial person may be a member of the Clerk of the Board office.

Board Governance Policy Executive Limitation 5.2.1, allows staff to make a single contract commitment of not more than \$25,000 without a competitive procurement process.

C.G. Uhlenberg, LLP (Uhlenberg) has performed the third-party tabulation and verification process since the process was implemented in 2010 (eight consecutive years). Uhlenberg has indicated that they are interested in providing the impartial third party services again for the Fiscal Year 2019 tabulation and verification process, proposal included as Attachment 2. Based on the past seven years' tabulation process, it is anticipated that this year's process will not take more than five, eight hour days, at a cost of approximately \$4000.

FINANCIAL IMPACT:

The anticipated cost for the impartial third party services is \$4000 based on the number of hours required to complete the verification and tabulation process in previous years. Funds are available in the Fiscal Year 2018 Clerk of the Board budget to cover the anticipated costs.

CEQA:

The recommended action is a ministerial action and thus is not subject to the requirements of CEQA.

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ATTACHMENTS:

Attachment 1: SCVWD Resolution Nos. 12-10 and 12-11

Attachment 2: Uhlenberg's Proposal

UNCLASSIFIED MANAGER:

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