

## ATTACHMENT A

### RESOLUTION NO. 2022-\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH NBS GOVERNMENT FINANCE GROUP, dba NBS FOR A SEWER RATE STRUCTURE ANALYSIS, ADMINISTRATION OF PROPOSITION 218 PROCESS FOR FY 2024-28, AND ANNUAL ADMINISTRATION OF THE CITY OF LOS ALTOS' SEWER SERVICE CHARGE FOR FY 2023-24, NOT TO EXCEED \$100,455, AND UP TO 5% CONTINGENCY FUNDS NOT TO EXCEED \$5,023, AND AMENDING THE FY2021-22 OPERATING BUDGET FOR THE SEWER FUND**

**WHEREAS**, in 2018, the City went through the Proposition 218 process to adopt Ordinance No. 2018-445, which established the annual sewer service charge rate for a period of five years (from FY 2018-19 through FY 2022-23); and

**WHEREAS**, the City of Los Altos needs to perform a Sewer Rate Analysis and go through the Proposition 218 process in FY 2022-23 to establish the annual sewer service charge rate for the next five years (FY 2023-24 through FY 2027-28); and

**WHEREAS**, on January 25, 2022, the City advertised a request for proposals (RFP) and received one proposal on February 24, 2022, for the Sewer Rate Structure Analysis, Administration of Proposition 218 Process for FY 2024-28, and Annual Administration of the City's Sewer Service Charge for FY 2023-24; and

**WHEREAS**, the proposal received from NBS Government Finance Group, dba NBS ("NBS") was responsive to the City's requirements based on their qualifications, experience statements, and description of the required tasks; and

**WHEREAS**, NBS has demonstrated the experience and expertise needed to develop and present a sewer rate study through a public process that will result in timely submission of the tax roll information to the County at a reasonable cost.

**NOW THEREFORE, BE IT RESOLVED**, the City Council of the City of Los Altos hereby authorizes the City Manager to take the following actions:

1. To execute an agreement with NBS in the amount not to exceed \$100,455 and up to 5% contingency not to exceed \$5,023 for a Sewer Rate Structure Analysis, Administration of Proposition 218 Process for FY 2024-28, and Annual Administration of the City of Los Altos' Sewer Service Charge for FY 2023-24;
2. Transfer with a Budget Increase of \$105,478 from the Sewer Fund to the Professional Services category under the FY 2021-22 Sewer Operating Budget; and
3. To take such further actions as may be necessary or convenient to implement the transactions contemplated hereby.

## ATTACHMENT A

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 12th day of April, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Anita Enander, MAYOR

Attest:

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Andrea Chelemengos, MMC, CITY CLERK